

PUBLIC ADVISORY COMMITTEE
Thursday, February 24, 2022
5:00 PM
ONLINE VIDEO CONFERENCE

A G E N D A

Anyone interested in joining the meeting as a guest may do so using the link below:

<https://npca.webex.com/npca/j.php?MTID=m1802550292e0309138dd1963b3c548dd>

CALL TO ORDER – ROLL CALL

The Niagara Peninsula watershed is situated within the traditional territory of the Haudenosaunee, Attiowonderonk (Neutral), and the Anishinaabeg, including the Mississaugas of the Credit—many of whom continue to live and work here today. This territory is covered by the Upper Canada Treaties (No. 3, 4, and 381) and is within the land protected by the Dish with One Spoon Wampum agreement. Today, the watershed is home to many First Nations, Métis, and Inuit peoples. Through the 2021-2031 Strategic Plan, we re-confirm our commitment to shared stewardship of natural resources and deep appreciation of Indigenous culture and history in the watershed.

Opening Welcome from Cindilee Ecker-Flagg

1. APPROVAL OF AGENDA

2. DECLARATIONS OF CONFLICT OF INTEREST

3. APPROVAL OF MINUTES

- a) Minutes of the Public Advisory Committee meeting dated November 25, 2021
(For approval)

Page # 1

4. CORRESPONDENCE

5. PRESENTATIONS

- a) Project Introduction: Planning Policy Review by David Deluce, NPCA Senior Manager, Planning and Regulations (For receipt)

6. DELEGATIONS

7. CONSENT ITEMS

- a) Report No. FA-68-21 RE: NPCA Transition Plan in Accordance with Section 21.1.4 of the Conservation Authorities Act (For receipt)

Page # 5

- b) Report No. FA-03-22 RE: Conservation Authorities Act – Update on Inventory of Programs/Services (For receipt)

Page # 11

- c) Report No. PAC-01-22 RE: Update on 2022 NPCA Events and Programs (For receipt)

Page # 27

8. DISCUSSION ITEMS

- a) Climate Change Update by Chandra Sharma, NPCA C.A.O. (Verbal)

9. COMMITTEE REPORTS

10. NEW BUSINESS

- a) C.A.O. Update (Verbal) (For receipt)
- b) Members' Updates (Verbal) – Information / Issues / Items of Interest (For receipt)

11. ADJOURNMENT



**PUBLIC ADVISORY COMMITTEE
ONLINE VIDEO CONFERENCE
MEETING MINUTES**

**Thursday, November 25, 2021
5:00 p.m.**

MEMBERS PRESENT:	J. Oblak (Committee Chair) C. Ecker-Flagg E. Furney K. Huxley D. Kelly H. Korosis B. Mackenzie, NPCA Board Vice Chair J. Musso J. Schonberger N. Seniuk D. Speranzini
MEMBERS ABSENT:	J. Ariens M. Kauzlaric
STAFF PRESENT:	G. Bivol, Clerk R. Hull, Manager, Strategic Business Planning and Public Relations K. Royer, Coordinator, Community Outreach G. Verkade, Senior Manager, Integrated Watershed Planning / Information Management
OTHERS PRESENT:	G. Ford, Niagara Coastal Community Collaborative

Chair Oblak called the meeting to order at 5:02 p.m..

1. APPROVAL OF AGENDA

Recommendation No. PAC-30-2021

Moved by Member Musso

Seconded by Member Furney

THAT the agenda for the November 25, 2021 NPCA Public Advisory Committee meeting **BE ADOPTED** as amended with the deferral of agenda item 10. a) C.A.O. Update – Status of NPCA's Climate Change Response and Plans for Next Year.

CARRIED

2. DECLARATIONS OF CONFLICT OF INTEREST

Member Speranzini stated for the record that her opinions as expressed are her own and not that of her employer.

3. APPROVAL OF MINUTES

- a) Minutes of the Public Advisory Committee Meeting dated October 5, 2021

Recommendation No. PAC-31-2021

Moved by Member Schonberger

Seconded by Member Korosis

THAT the minutes of the NPCA Public Advisory Committee meeting dated October 5, 2021 **BE APPROVED**.

CARRIED

- b) Minutes of the Watershed Floodplain Sub-Committee Meeting October 5, 2021

Recommendation No. PAC-32-2021

Moved by Member Schonberger

Seconded by Member Korosis

THAT the minutes of the NPCA Watershed Floodplain Sub-Committee Committee meeting dated October 5, 2021 **BE APPROVED**.

CARRIED

4. CORRESPONDENCE

None

5. PRESENTATIONS

- a) Presentation by Gregary Ford, Niagara Coastal Community Collaborative RE: VAST – Visual Assessment Survey Tool - Geoffrey Verkade, the NPCA's Senior Manager, Integrated Watershed Planning / Information Management highlighted the partnership with Niagara Coastal Community Collaborative and introduced Gregary Ford who spoke and presented via PowerPoint and a subsequent a short video. Discussion ensued.

Recommendation No. PAC-33-2021

Moved by Member Seniuk

Seconded by Member Speranzini

THAT the PowerPoint presentation and video presented by Gregary Ford, Niagara Coastal Community Collaborative RE: VAST – Visual Assessment Survey Tool **BE RECEIVED**.

CARRIED

6. DELEGATIONS

None

7. CONSENT ITEMS

- a) Report No. FA-57-21 RE: NPCA Water Well Decommissioning Grant Program – Discussion ensued with Members posing questions to be forwarded to appropriate staff.

Recommendation No. PAC-34-2021

Moved by Member Huxley

Seconded by Member Kelly

THAT Report No. FA-57-21 RE: NPCA Water Well Decommissioning Grant Program **BE RECEIVED**.

CARRIED

8. DISCUSSION ITEMS

- a) Report No. PAC-04-21 RE: Public Advisory Committee Meeting Dates 2022 - Kerry Royer, Coordinator, Community Outreach presented the report.

Recommendation No. PAC-35-2021

Moved by Member Speranzini

Seconded by Member Seniuk

1. **THAT** Report No. PAC-04-21 RE: Public Advisory Committee Meeting Dates 2022 **BE RECEIVED**.

2. **AND THAT** the Public Advisory Committee **APPROVE** the 2022 meeting dates found in Appendix 1.

CARRIED

- b) Report No. PAC-05-21 RE: Draft Public Advisory Committee Meeting Plan 2022 - Ms. Royer presented.

Recommendation No. PAC-36-2021

Moved by Member Seniuk

Seconded by Member Musso

1. **THAT** Report No. PAC-05-21 RE: Draft Public Advisory Committee Meeting Plan 2022 **BE RECEIVED**.

2. **AND THAT** the Public Advisory Committee **ENDORSE** the 2022 Meeting Plan found in Appendix 1.

CARRIED

9. COMMITTEE REPORTS

None

10. NEW BUSINESS

- a) C.A.O. Update (Verbal) – Status of NPCA’s Climate Change Response and Plans for Next Year -This item was deferred to a future meeting.
- b) Members’ Updates (Verbal) – Information / Issues - None

11. ADJOURNMENT

Resolution No. PAC-37-2021

Moved by Member Ecker-Flagg

Seconded by Member Kelly

THAT this meeting of the NPCA Public Advisory Committee **BE ADJOURNED** at 5:56 p.m..

CARRIED

Jackie Oblak
Public Advisory Committee Chair

Chandra Sharma
Chief Administrative Officer / Secretary –
Treasurer

Report To: Board of Directors

**Subject: NPCA Transition Plan in Accordance with Section 21.1.4 of the
Conservation Authorities Act**

Report No: FA-68-21

Date: November 19, 2021

Recommendation:

1. **THAT** Report No. FA-68-21 RE: NPCA Transition Plan in Accordance with Section 21.1.4 of the Conservation Authorities Act **BE RECEIVED**.
2. **AND FURTHER THAT** the NPCA Transition Plan, as appended, **BE APPROVED** and **SUBMITTED** to the Ministry of Environment and Parks (MECP) with a copy to NPCA funding municipalities and posting on the NPCA website.

Purpose:

The purpose of this report is to seek NPCA Board of Directors approval of NPCA Transition Plan in accordance with Section 21.1.4 of the updated Conservation Authorities Act and prior to submission to the MECP by the December, 2021 deadline.

Background:

With the recently proclaimed provisions in the *Conservation Authorities Act* (CA Act) and accompanying [Regulation 687/21](#), there is a requirement to deliver a Transition Plan to the Province and participating municipalities on how conservation authorities propose to meet the requirements of the CA Act. The Transition Plan must include timelines for developing required inventories of program and services and development and execution of MOU's/Agreements.

The Transition Plan is to be submitted to the Ministry of the Environment, Conservation and Parks (MECP) and shared with participating municipalities along with posting on the Conservation Authority website.

The CA Act includes the following requirements and deadlines:

- a) Completion of a Transition Plan on or before December 31, 2021
- b) Completion of an Inventory of Conservation Authority Programs and Services by February 28, 2022
- c) Submission of six quarterly progress reports to MECP throughout July 2022 – October 2023.
- d) Completion of MOU/Agreements between CA's/Municipal Government(s) by January 1, 2024

The attached Transition Plan sets out the process and timelines through which NPCA will be developing and executing MOUs/Agreements with NPCA's participating municipalities, and other lower tier municipal partners in order to fund any program and services. The plan also includes progress reporting to municipalities and communication activities through this transition process.

Financial Implications:

Staff resourcing needs are addressed through internal reallocations of resources and new budget requests as appropriate.

Links to Policy/Strategic Plan:

The NPCA approved a new 10-year Strategic Plan in 2021 strategically aligned with the CA Act transition.

Related Reports and Appendices:

Appendix 1: NPCA Transition Plan in accordance with Section 21.1.4 of the *Conservation Authorities Act*

Authored and Submitted by:

Original Signed by:

Chandra Sharma, MCIP RPP
Chief Administrative Officer / Secretary-Treasurer

Niagara Peninsula Conservation Authority Transition Plan

In accordance with Section 21.1.4 of the Conservation Authorities Act

BACKGROUND & TRANSITION PERIOD

The recently proclaimed provisions within the *Conservation Authorities Act* and accompanying regulations establish a requirement for Transition Plans and Agreements for Programs and Services (see Section 21.1.2 of the Act and [Regulation 687/21](#)). The purpose of the transition period is to provide Conservation Authorities (CA) and municipalities with the time to address changes to the budgeting and levy process based on:

Category 1: Mandatory programs and services where municipal levy could be used without any agreement.

Category 2: Non-mandatory programs and services at the request of a municipality with municipal funding through a MOU or agreement; and

Category 3: This category includes other non-mandatory programs and services that a CA determines are advisable. These may use the municipal levy through a MOU/agreement. Programs and services in Category 3 may also be funded through other means. In the latter situation, a MOU/agreement with the municipality is not required.

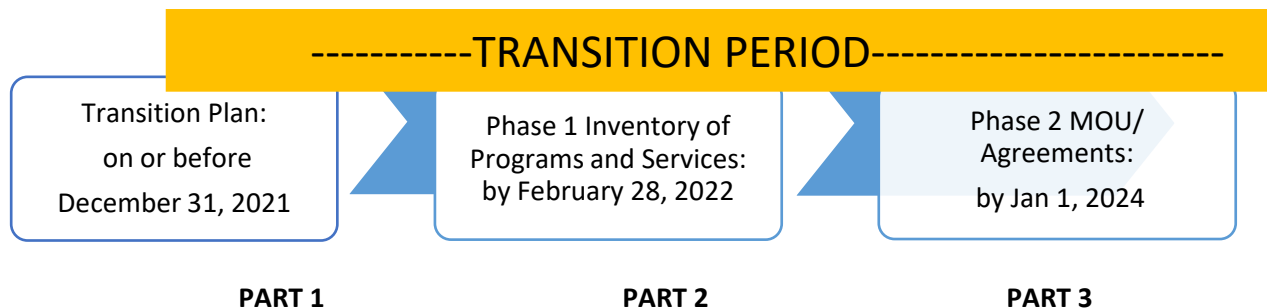


Figure 1. Key Components and deadlines for [Transition Plan and Agreements Regulation \(O.Reg. 687/21\)](#)

WORK PLAN, TIMELINE AND CONSULTATIONS

The process will support 2024 budget discussions including the new categorization of Conservation Authority (CA) programs and services. Although each Conservation Authority has its own budget processes and timelines, the NPCA and neighbouring Conservation Authorities that share a municipality are coordinating for consistency.

PHASE 1: TRANSITION PLAN AND INVENTORY OF CURRENT PROGRAMS AND SERVICES

Task	Date
Phase 1: October 2021 - February 2022	
<u>Transition Plan</u>	
Present Draft Transition Plan to Board of Directors	Nov. 19, 2021
Provide Transition Plan to municipalities and initiate work planning	Dec. 2021
Provide Transition Plan to MECP	Dec. 2021
Transition Plan on Website	Dec. 2021
<u>Inventory of Programs and Services</u>	
Develop inventory of current programs & services draft in consultation with Conservation Ontario and Municipalities	Dec.-Jan. 2022
Present draft inventory to BOD	Jan. 2022
Provide Inventory to Municipalities	Jan. 2022
Provide Inventory to MECP	Feb. 2022
Inventory on Website	Feb. 2022

PHASE 2: MOU'S/AGREEMENTS

Task	Date
<i>Phase 2: February 2022 -December 2023</i>	
Draft inventory with categories 1, 2 and 3	Feb. 2022
Consult with municipalities on inventory Consult with other Ministries as necessary	July – Sept. 2022
Financial Forecast (Programs & Services approved and aligned with Strategic Plan and Core Watershed RM Strategy) 2024-2030	Sept. – Dec. 2022
Create draft MOU/agreements for "other programs and services" requiring levy	Sept. 2022 – Jan. 2023
Apportion levy for 2024 budgets onwards	Sept. 2022 – Jan. 2023
Bring draft MOU/agreements with cost apportionment scenario to BOD	Feb.-Mar. 2023
Consult with municipal staff on draft MOU/agreements	Mar.- June 2023
Formal Resolution from BOD re: MOU/agreements to municipalities	June 2023
Circulate MOU/agreements to municipalities	June – Aug. 2023
Execute MOU/agreements	Aug. – Sept. 2023
Develop draft 2024 budget	Sept. 2023
BOD approves draft 2024 budget to circulate to municipalities	Oct. 2023
Presentations to Municipal Councils	Nov. 2023-Jan. 2024
Submit copies of signed MOU/agreements to MECP	Dec. 2023
Transition period ends	Jan. 1, 2024
Submit final version of inventory to MECP	Jan. 31, 2024
Post final MOUs/agreements on CA website	Jan. 31, 2024

PROGRESS REPORTS TO MINISTRY OF ENVIRONMENT, CONSERVATION AND PARKS

Progress Reports	Date
Progress report to MECP	July 1, 2022
Progress report to MECP	Oct. 1, 2022
Progress report to MECP	Jan. 1, 2023
Progress report to MECP	April 1, 2023
Progress report to MECP	July 1, 2023
Progress report to MECP	Oct. 1, 2023
Final Report to MECP	Jan. 1, 2024

COMMUNICATIONS PLAN

The NPCA has a culture of good internal and external communication. This transition will follow effective and timely communications.

Audience	Method of Communications
NPCA Staff	In person/online meetings, email updates
NPCA Board of Directors	Board meeting reports, email updates
Municipal staff	Regular meetings and correspondence
Municipal Councils	Delegations to council/ reports (joint reports by all CA's where possible)
General public	Website, statements, social media

Report To: Board of Directors

**Subject: Conservation Authorities Act –
Update on Inventory of Programs/Services**

Report No: FA-03-22

Date: February 18, 2022

Recommendation:

1. **THAT** Report No. FA-03-22 RE: Conservation Authorities Act – Update on Inventory of Programs/Services **BE RECEIVED** for information.
2. **THAT** the Inventory of Programs and Services **BE SUBMITTED** to the Ministry of Environment Conservation and Parks (MECP) as required under Ontario Regulation 687/21 and CIRCULATED to participating municipalities;
3. **THAT** the Inventory of Programs and Services **BE SHARED** with NPCA jurisdiction municipalities, as appropriate, throughout 2022-2023 to inform discussions related to NPCA services;
4. **AND FURTHER THAT** the Final Programs and Services Inventory **BE SUBMITTED** to MECP at the end of the *Conservation Authorities Act* Transition period along with a copy of Municipal Agreements.

Purpose:

To seek NPCA Board approval of Draft Inventory of Programs and Services to be submitted to the Province by the deadline of February 28, 2022, as per the *Conservation Authority Act* transition requirement.

Background:

On October 4, 2021, the MECP released the Phase 1 regulations to implement amendments to the *Conservation Authorities Act*, including:

- Ontario Regulation 686/21: Mandatory Programs and Services
- Ontario Regulation 687/21: Transition Plans and Agreements for Programs and Services
- Ontario Regulation 688/21: Rules of Conduct in Conservation Areas.

Under Ontario Regulation 687/21, each conservation authority must create a Transition Plan that outlines the steps to develop an inventory of programs and services (categories 1-3) and the process to enter into agreements with participating municipalities to fund category 2: Municipal programs and

services. The NPCA Transition Plan has been provided to MECP and circulated to participating municipalities.

The next item required under the regulation is to develop an inventory of NPCA's programs and services. The Inventory includes all the programs and services that the NPCA provides as of February 28, 2022, and those it intends to provide after that date. The Inventory also includes information about the sources of funding categorized based on the following:

Category 1: Mandatory programs and services as identified in Ontario Regulation 686/21. These programs will be funded through a municipal levy.

Category 2: Municipal programs and services provided at the municipality's request. These programs can be funded through government and other agency grants and/or municipal funding under a memorandum of understanding (MOU) or agreement with the municipality.

Category 3: Other programs and services that an Authority (Board) determines are advisable. These programs can be funded through self-generated revenue, user fees, government and other agency grants, donations, etc. Any use of municipal funding will require an agreement and would be subject to cost apportioning.

The regulation requires that the Inventory be submitted to the MECP, circulated to all participating municipalities, and posted on the NPCA website by February 28, 2022.

NPCA Programs and Service Inventory:

NPCA's Inventory of Programs and Services as required under Ontario Regulations 687/21 is provided in Appendix 1. Programs and Services categories follow Conservation Ontario standard template modified to accommodate NPCA's local program needs. Also provided, in a separate table of this Inventory, is the cost distribution by program categories and funding sources.

The overarching framework established by staff was based on the following principles:

- Ensure there is minimal impact to the well-established municipal funding and current budget process
- Align NPCA's existing programs with the Regulatory program categories for clarity and consistency
- Ensure Board-approved new 10-year Strategic priorities are addressed and aligned
- Respect 2022 approved budget and municipal levy

First, staff generated an initial list of existing programs and services under the strategic plan framework. This list was then augmented with new programs required under the legislation currently not funded as part of NPCA budgets and any critical gaps identified through the Strategic Plan. Next, staff assigned a CA (Conservation Authority) Act category, costs, and funding sources to this list of programs and services based on key assumptions. Details are provided below:

Key Considerations and Assumptions:

- Over the past few years, NPCA programs and services have been through significant changes. As such, staff determined that 5-year averages may not be accurate to justify program costs, and the current level of funding (2022) was used to determine most program costs.
- Where appropriate, such as some areas of enabling corporate services, staff used five-year averages.

- Evaluation of self-generated funding was based on industry-accepted full cost accounting analysis completed by professional consultants through a Fee review initiated by NPCA in 2021 (Planning and Park Fee review). Park Fee review has been completed, and the Planning Fee review is currently ongoing, with a completion date of 2022. Costs will be adjusted upon completion of this work in 2022.
- Classification for support services ensured no duplication or double-dipping (e.g., FTEs, depreciation, IT/GIS).
- Where programs covered more than one category (e.g., category 1, 2, or 3), costs were segregated based on activities and allocated to each category. If a new program activity was proposed, no costs were assigned to the activity (outside the current budget).
- The NPCA deployed an Asset Management Program in 2021. As a result, depreciation costs have been derived based on the lifecycle replacement of assets. The Asset category also includes capital projects identified in the 2022 budget for flood management and park infrastructure. Capital Asset Planning for Flood Management Infrastructure is ongoing to determine future costs for transition requirements.
- The NPCA watershed is anticipated to experience major growth in the coming years. As a result, adjustments to service levels will need to be made in the future to accommodate additional pressures.
- The cost for new programs required under the CA Act has not been included in the totals. Staff will find internal efficiencies to initiate these programs in 2022. Future discussions with municipal partners are also needed to address these gaps.
- Land acquisitions will continue to be funded through the existing reserves until further discussions and agreements with municipal partners.

Costing:

Demonstrated in Appendix 2 is the preliminary cost analysis of existing programs with an explanation of funding sources by each category. The staff has ensured that current programs and services can be delivered with the approved municipal levy model and 2022 approved budgets. In addition, the staff is investigating internal efficiencies to help offset some of the transition-related costs and new program costs.

Over the next year, NPCA will engage in discussions with its municipal partners on the long-term needs for required service levels and program funding gaps. As a result, estimated percentages for Municipal agreements may change as negotiations with municipalities are completed. Similarly, costs identified will be refined over time and subject to change by 2024. Surplus revenues from specific Category 3 programs and services will help support board-directed Category 3 programs and services.

The Niagara Peninsula Conservation Foundation receives administrative support included under enabling services. A small investment in the Foundation is anticipated to generate a significant return on investment to match municipal levies for all categories of programs and services.

Based on the initial cost analysis, approximately 71% of current NPCA programs and services fall within Category 1, about 28% in category 3, and less than 2% under Category 2. This analysis is consistent with the 2022 actuals.

New Programs Gap:

The cost for new activities identified in the Inventory is in the process of being developed. These costs will be based on Ministry Direction in O. Reg 687/21. However, some general estimates have been developed by staff to help identify internal resources where possible.

New Programs/Activities include:

- a) Ice Management Plan
- b) Operations Plan -Natural Hazard Infrastructure
- c) Asset Management Plan for Natural Hazard Infrastructure (to be included as part of current Asset Management Plan development process)
- d) Conservation Area Strategy (including an inventory of conservation lands)
- e) Watershed-based Resource Management Strategy
- f) Climate Change Resilience

Municipal Consultations and Agreements:

The Inventory of programs and services must be circulated to all participating municipalities in the authority's area of jurisdiction and be published on the conservation authority's website or made available to the public by other means by February 28, 2022.

At present, the NPCA has two negotiated MOUs with partner municipalities related to planning services under Category 2 (City of Hamilton and Haldimand County) and a protocol for plan review services with Niagara Region under Category 1. The protocol with Niagara Region establishes the framework within which the NPCA provides specified plan review services to the Region related to natural hazards. A review and updates are required for all participating municipalities and lower-tier municipalities, as these agreements do not contain all the requirements identified in Regulation.

Following submission of this Inventory, NPCA will initiate discussions with its municipal partners about the level of Category 1 and 2 current programs and services, funding apportionment agreements for Category 3 services, and needs for unfunded new provincial mandated program requirements. During the consultation period, municipalities may offer feedback and seek any clarification resulting in refinements to the Inventory during the balance of the transition phase from February 28, 2022, to the deadline of December 31, 2023. Any ongoing changes and improvements will be reported to the Province through required progress reports and posted on the NPCA website.

Next Steps:

The NPCA's Inventory has been completed based on requirements outlined in Section 6 of Ontario Regulation 687/21. Following NPCA Board approval, NPCA's Inventory will be submitted to MECP and circulated to participating municipalities. A copy of the NPCA Board Report and Inventory will also be posted to the NPCA website by the regulatory timeline of February 28, 2022.

Discussions with NPCA participating and lower-tier municipal partners will be carried out during the remainder of 2022. Any changes resulting from these discussions will be reported to MECP through progress reports and integrated into an updated inventory. The costs of Programs and Services will also be further refined.

NPCA will submit the final Programs and Services Inventory and copies of Service Level Agreements and MOUs to MECP as per Regulation by January 1, 2024.

Financial Implications:

No additional costs have been incurred to complete this work. All required conservation authority/municipal MOUs/agreements must be in place by January 1, 2024. Municipal levy apportionment for the 2024 budget will be based on the updated Programs and Services Inventory.

Related Reports and Appendices:

1. Appendix 1 – Draft inventory of programs and services
2. Appendix 2 – Preliminary cost analysis of existing programs

Authored and Submitted by:

Original Signed by:

Chandra Sharma, MCIP, RPP
Chief Administrative Officer/Secretary-Treasurer

Appendix 1

NPCA Inventory of Programs and Services

Program or Service	Description	Funding Category (1, 2, 3)	CA Act Reference	Cost Estimate	Funding Mechanism % of cost	MOU Requirements	NPCA Strategic Plan
Natural Hazard Management	Protecting people and properties from flood, erosion, and other natural hazards.						
Flood forecasting and warning	<ul style="list-style-type: none"> • Delivery of accurate, real-time information for flood forecasting, warning, and messaging • Water quantity monitoring specific to flood forecasting and warning • Climate monitoring 	1	s.21.1(1)	\$137,900	Municipal levy - 73% Provincial - 27%	N/A	Goal 1.1 Goal 1.2 Goal 2.3 Goal 4.2
Flood and erosion management	<ul style="list-style-type: none"> • Management and monitoring of riverine erosion across the watershed jurisdiction • Ice management (new) • Floodplain mapping • Flood and erosion risk and mitigation studies (new; other than shoreline) • Operation and maintenance of NPCA flood and erosion control infrastructures 	1	s.21.1(1)	\$445,994	Municipal levy - 70% Provincial - 30% <u>Note:</u> Cost may vary; estimate does not capture ice management or flood and erosion mitigation projects. Current floodplain mapping is subsidized by self-generated revenues.	N/A	Goal 1.1 Goal 1.2 Goal 2.3 Goal 4.2
Shoreline hazard management	<ul style="list-style-type: none"> • Shoreline management plans update • Integration of natural hazard management with overall shoreline climate resiliency and natural heritage planning and management to respond to climate change risk and vulnerability (new) 	1	s.21.1(1)	\$196,178	Municipal levy - 100%	N/A	Goal 1.2 Goal 2.2

Appendix 1

NPCA Inventory of Programs and Services

Program or Service	Description	Funding Category (1, 2, 3)	CA Act Reference	Cost Estimate	Funding Mechanism % of cost	MOU Requirements	NPCA Strategic Plan
Environmental planning review	<ul style="list-style-type: none"> Technical information and advice to municipalities on circulated municipal land use planning applications related to natural hazards Input to the review and approval processes under other applicable law (e.g., Environmental Assessment Act and Niagara Escarpment Plan) with comments related to s.28 and natural hazards 	1	s.21.1(1)	\$429,145	Municipal levy - 70% Provincial - 30%	<ul style="list-style-type: none"> Niagara Region Protocol for planning services (2018) – related to natural hazards 	Goal 1.2 Goal 2.1 Goal 5.3
Planning and permitting	<ul style="list-style-type: none"> Review and process s.28 permit applications Review and process associated technical reports Conduct site inspections Communication with applicants, agents, and consultants 	1	s.21.1(1)	\$622,759	Municipal levy - 30% Provincial - 10% Self-generated - 60%	N/A	Goal 1.2 Goal 2.1 Goal 5.3
Compliance and enforcement	<ul style="list-style-type: none"> Investigation and enforcement of regulatory compliance under s.28 	1	s.21.1(1)	\$643,375	Municipal levy - 40% Self-generated - 60%	N/A	Goal 1.2
Plan review not related to natural hazards	<ul style="list-style-type: none"> Services through MOUs with Hamilton and Haldimand Technical information and advice to municipalities on circulated municipal land use planning applications (e.g., Niagara Escarpment Commission, Official Plan, zoning by-law amendments, subdivisions, consents, and minor variances) on non-natural hazard matters such as natural heritage 	2	s.21.1.1	\$155,450	Municipal levy - 100% Current or new MOUs	<ul style="list-style-type: none"> City of Hamilton (2013) Haldimand County (2019) Review and updates are required for all participating municipalities and lower-tier municipalities 	Goal 2.1 Goal 4.1
Natural Hazard Management - Total				\$2,630,801			

Appendix 1

NPCA Inventory of Programs and Services

Program or Service	Description	Funding Category (1, 2, 3)	CA Act Reference	Cost Estimate	Funding Mechanism % of cost	MOU Requirements	NPCA Strategic Plan
Watershed Resource Management and Climate Change	Programs and services to understand the current conditions, cumulative impacts, and risks to watersheds. Strategies and measures to protect, enhance, and restore watersheds toward creating healthy and climate-resilient watersheds.						
Watershed and sub-watershed resources planning	<ul style="list-style-type: none"> • Inform sub-watershed and quaternary planning for growth areas • Determine the cumulative watershed impacts from natural resource inventory and resource assessment studies • Develop and maintain recommendations and guidelines to assist in the management of natural heritage resources • Sub-watershed-level assessments and analyses (e.g., water budgets, catchment assessment, non-point source modelling, groundwater modelling, and systematic conservation monitoring) • Updates to NPCA watershed plans 	1, 2	s.21.1(1) s.21.1.1	\$219,760	Municipal levy - 100% New MOUs	New MOU/SLA required for municipalities	Goal 1.1 Goal 2.2 Goal 4.1
Water monitoring (surface and groundwater)	<ul style="list-style-type: none"> • Provincial water quality monitoring network • Local water quality monitoring program • Benthic macroinvertebrate monitoring program • Stream temperature monitoring program • Provincial groundwater monitoring network • Local groundwater monitoring network • Well water decommissioning program 	1, 3	s. 21.1(1) s.21.1.2	\$388,600	Municipal levy - 50% Self-generated - 50%	N/A	Goal 1.1 Goal 1.3 Goal 4.1 Goal 4.2

Appendix 1

NPCA Inventory of Programs and Services

Program or Service	Description	Funding Category (1, 2, 3)	CA Act Reference	Cost Estimate	Funding Mechanism % of cost	MOU Requirements	NPCA Strategic Plan
Ecological monitoring	<ul style="list-style-type: none"> Flora, fauna, and wetlands monitoring in support of watershed resource management programs and policy development 	1	s. 21.1(1)	\$116,150	Municipal levy - 100%	N/A	Goal 1.1 Goal 1.4 Goal 2.2
Ecological restoration	<ul style="list-style-type: none"> Tree planting on NPCA-owned and managed lands Restoration services on public (municipal/ agency) lands as facilitated by MOUs Restoration on private lands Support urban and agricultural land stewardship Provide advice and design assistance for restoration services to property owners 	2, 3	s.21.1.1 s.21.1.2	\$438,270	Municipal levy - 75 % Self-generated - 25% MOUs required <u>Note:</u> Cost apportionment agreements.	New MOU/SLA required for municipalities	Goal 1.3 Goal 1.4 Goal 3.2 Goal 4.1 Goal 4.2
Community engagement and stewardship	<ul style="list-style-type: none"> Support community stewardship, outreach, and communications Outreach, engagement, and partnerships with community and ENGOS, including volunteer management 	3	s.21.1.2	\$168,905	Municipal levy - 75% Self-generated - 25%	New MOU/SLA required for municipalities	Goal 3.2 Goal 4.1 Goal 4.2
Technical studies	<ul style="list-style-type: none"> Technical studies to support NPCA hazard management functions Ecological land classification mapping S.28 regulation mapping (e.g., wetland, watercourses, and karst) Digital terrain elevation model 	1	s.21.1(1)	\$451,263	Municipal levy - 100%	N/A	Goal 1.1 Goal 1.2 Goal 1.3 Goal 2.2 Goal 5.2

Appendix 1

NPCA Inventory of Programs and Services

Program or Service	Description	Funding Category (1, 2, 3)	CA Act Reference	Cost Estimate	Funding Mechanism % of cost	MOU Requirements	NPCA Strategic Plan
Information management	<ul style="list-style-type: none"> Management and integration of data for NPCA geographic information system (GIS) Support open data portal and science Mapping and GIS support for watershed resources planning and natural hazards management Support development and implementation of watershed-based resource management strategy 	1	s.21.1(1)	\$171,500	Municipal levy - 100%	N/A	Goal 1.1 Goal 1.2 Goal 1.3 Goal 2.2 Goal 5.2
Watershed-based resource management strategy	<ul style="list-style-type: none"> Development and implementation of the strategy, including compiling existing resources, management plans, watershed plans, studies, and data 	1	s.21.1(1)	NEW	Municipal levy - 100%	N/A	Goal 1.1 Goal 1.2 Goal 1.3 Goal 2.2 Goal 4.1 Goal 4.2
Climate change resilience	<ul style="list-style-type: none"> Climate change impact assessment and mitigation strategies Data support toward climate change forecasting and vulnerability and risk assessment Research and implement sustainable technologies and low-impact development best practices for climate resilience and environmental sustainability 	1	s. 21.1(1)	NEW	Municipal Levy - 75% Self Generated - 25%	N/A	Goal 1.1 Goal 1.2 Goal 2.3
Watershed Resource Management and Climate Change - Total				\$1,954,448			

Appendix 1

NPCA Inventory of Programs and Services

Program or Service	Description	Funding Category (1, 2, 3)	CA Act Reference	Cost Estimate	Funding Mechanism % of cost	MOU Requirements	NPCA Strategic Plan
Other Watershed-Related Programs							
Drinking source water protection	<ul style="list-style-type: none"> Source Protection Authority role as set out in the Clean Water Act, 2006 Provision of risk management services to municipalities throughout the Source Protection Region on a fee-for-service basis (currently not offered by NPCA – cost not included) Implementation of best management practices for private drinking systems (future pending provincial guidance) 	1	s.21.1.(1)	\$147,595	Agreements- 100%	N/A	Goal 1.1 Goal 4.1
Niagara River Remedial Action Plan	<ul style="list-style-type: none"> Coordination of the multi-stakeholder initiative to protect and restore the Niagara River through agreements with Canada and Ontario 	3	s.21.1.2	\$170,000	Agreements - 100%	N/A	Goal 1.3 Goal 4.1
Other	<ul style="list-style-type: none"> New projects/programs funded through external funding sources that benefit partners and the watershed 	3	s.21.1.2	\$50,000	Agreements - 100%	N/A	Goal 1.3 Goal 3.2 Goal 4.1
Other watershed-related programs - Total				\$367,595			

Appendix 1

NPCA Inventory of Programs and Services

Program or Service	Description	Funding Category (1, 2, 3)	CA Act Reference	Cost Estimate	Funding Mechanism % of cost	MOU Requirements	NPCA Strategic Plan
Conservation Authority Lands and Conservation Areas	Manage 2,982 ha of lands, including 41 conservation areas essential to watershed management, environmental protection, cultural heritage, and recreation.						
Section 29 enforcement and compliance	<ul style="list-style-type: none"> Conservation areas regulations enforcement and compliance 	1	s. 21.1(1)	\$110,800	Municipal levy - 100%	N/A	Goal 1.4
Active recreation programs (conservation areas)	<ul style="list-style-type: none"> Day use for conservation areas Camping Other services (e.g., weddings, facility rentals, events, and retail) 	3	s.21.1.2	\$1,728,425	Self-generated - 100%	N/A	Goal 1.4 Goal 3.1 Goal 3.2 Goal 3.3 Goal 3.4 Goal 6.2
Education programs	<ul style="list-style-type: none"> Education programs and day camps Cultural heritage programs 	3	s.21.1.2	\$173,658	Self-generated - 100%	N/A	Goal 1.4 Goal 3.1 Goal 3.2 Goal 3.3 Goal 3.4 Goal 6.2
Land care program (conservation areas)	<ul style="list-style-type: none"> Management and maintenance of conservation areas (e.g., gates, fencing, signage, landscaping, pedestrian bridges, trails, parking lots, and roadways) Passive recreation Risk management Hazard tree management Maintenance of heritage buildings Forest management 	1	s. 21.1(1)	\$1,014,585	Municipal levy - 100%	N/A	Goal 1.4 Goal 3.1 Goal 3.3
Land acquisition and disposition	<ul style="list-style-type: none"> Completion of land securement strategy Strategic acquisition of properties Implementation of land securement strategy 	2, 3	s.21.1.1 s.21.1.2	Varies	Varies (currently funded through reserves) New MOUs	New MOU/SLA required for municipalities	Goal 1.4 Goal 3.1

Appendix 1
NPCA Inventory of Programs and Services

Program or Service	Description	Funding Category (1, 2, 3)	CA Act Reference	Cost Estimate	Funding Mechanism % of cost	MOU Requirements	NPCA Strategic Plan
Land lease and agreement management	<ul style="list-style-type: none">Management of current and future land leases and property agreements	2, 3	s.21.1.1 s.21.1.2	\$51,633	Self-generated - 100%	New MOU/SLA required for municipalities	Goal 1.4
Strategy for Conservation Authority owned lands and management plans including inventory of conservation lands	<ul style="list-style-type: none">Strategy to guide the management and use of NPCA owned or controlled properties, as directed by CA Act	1	s. 21.1(1)	NEW	TBD	N/A	Goal 1.4
Conservation Authority Lands & Conservation Areas - Total				\$3,079,101			

Appendix 1

NPCA Inventory of Programs and Services

Program or Service	Description	Funding Category (1, 2, 3)	CA Act Reference	Cost Estimate	Funding Mechanism % of cost	MOU Requirements	NPCA Strategic Plan
Enabling Services							
Corporate services	<ul style="list-style-type: none"> Administrative support Human resources (including health and safety) Property taxes and occupancy costs Oversight of programs and policies Operating costs not directly related to any specific program or service (e.g., overhead) Record management Foundation support 	1	s.21.1(1)	\$1,489,772	Municipal levy - 90% Self-generated - 10%	N/A	Goal 5.1 Goal 5.2 Goal 5.3 Goal 5.4 Goal 6.1 Goal 6.2
Financial services	<ul style="list-style-type: none"> Annual budget Accounts payable and receivable Procurement Payroll Financial analytics and reporting Audit Administration of reserves and investment 	1	s.21.1(1)	\$360,418	Municipal levy - 100%	N/A	Goal 5.2 Goal 5.3 Goal 6.1 Goal 6.2
Information technology	<ul style="list-style-type: none"> Digital technology, licensing fees, data/voice services Records retention 	1	s.21.1(1)	\$373,424	Municipal levy - 100%	N/A	Goal 1.1 Goal 5.2 Goal 5.3
Governance and corporate administration	<ul style="list-style-type: none"> Support to governance and corporate administration Board governance Public Advisory Committee Strategic planning/reporting and CAO oversight 	1	s.21.1(1)	\$573,191	Municipal levy - 100%	N/A	Goal 5.2 Goal 5.3

Appendix 1 **NPCA Inventory of Programs and Services**

Program or Service	Description	Funding Category (1, 2, 3)	CA Act Reference	Cost Estimate	Funding Mechanism % of cost	MOU Requirements	NPCA Strategic Plan
Communications and outreach	<ul style="list-style-type: none"> Services to inform public of programs, services, and projects through various communication methods Outreach and communications to inform the public about the risk of natural hazards Website administration Responding to inquiries from the public Media relations Crisis communications 	1	s.21.1(1)	\$401,904	Municipal levy - 100%	N/A	All
Vehicles and equipment	<ul style="list-style-type: none"> Fleet required to support and maintain NPCA operations, including capital purchases, fuel, licences, repairs, and maintenance Equipment required to support and maintain NPCA operations, including capital purchases, fuel, licences if required, repairs, and maintenance 	1	s.21.1(1)	\$259,400	Municipal levy - 100%	N/A	All
Asset management	<ul style="list-style-type: none"> Asset management planning (including depreciation) Asset management software and equipment Capital costs for flood infrastructure Capital costs for conservation land infrastructure 	1, 3	s.21.1(1) s.21.1.2	\$1,119,246	Municipal levy - 57% Self-generated - 40% Provincial - 3%	N/A	Goal 1.2 Goal 1.4 Goal 6.3
Enabling services - Total				\$4,577,355			
Grand Total				\$12,609,300			

Appendix 2

NPCA Preliminary Cost Analysis

Category	Mandatory programs and services descriptions	Municipal levy		Provincial funding		Self-generated funds		Total	% of Total
1	Mandatory programs and services as identified in Ontario Regulation 686/21	\$	7,474,511	\$	395,628	\$	1,063,020	\$ 8,943,459	70.93%
2	Municipal programs and services provided at the municipality's request	\$	155,450	\$	-	\$	-	\$ 155,450	1.23%
3	Other programs and services that an Authority (Board) determines are advisable	\$	455,381	\$	-	\$	3,065,310	\$ 3,510,391	27.84%
Total		\$	8,085,342	\$	395,628	\$	4,128,330	\$ 12,609,300	100.00%

Note: The 2022 NPCA budget consists of Municipal general and special levy \$8,088,921; provincial funding \$391,978; and self generated funds \$4,128,323.

Report To: Public Advisory Committee

Subject: Update on 2022 NPCA Events and Programs

Report No: PAC-01-22

Date: February 24, 2022

Recommendation:

1. **THAT** Report No. PAC-01-22 RE: Update on 2022 NPCA Events and Programs **BE RECEIVED**.

Purpose:

The purpose of this report is to provide an update on the anticipated public programs and events hosted by NPCA at NPCA Conservation Areas in 2022 and to seek feedback on proposed changes to traditional programming.

Background:

Each year the Niagara Peninsula Conservation Authority (NPCA) delivers programs and events within its conservation areas, either as the singular host, or in partnership with other organizations. Following the success of modified events and programming in 2020 and 2021, the NPCA is looking forward to the return of signature events in 2022 with limited restrictions in place in accordance with the Reopening Ontario (A Flexible Response to COVID-19) Act (O. Reg 364/20).

In response to public health regulations over the past two years, the NPCA made several modifications to the historical Ball's Falls Thanksgiving Festival in order to deliver important event elements safely, such as creating a virtual marketplace online through the Festival website, allowing artisan vendors to sell their specialty products direct to customers who were able to purchase from multiple vendors in the same order. The NPCA also introduced advance ticket sales and reservations for the Festival, allowing staff to maintain required capacity limits and to be better equipped to meet visitor needs on site.

In 2020, partly in response to limited opportunities for programming and family recreation over the course of the pandemic, together with the Niagara Peninsula Conservation Foundation, (NPCF), the NPCA designed and delivered a new signature event at Ball's Falls with the Holiday Trail. As a passive, self-guided, illuminated trail-walk experience, this new program offered families and visitors

an opportunity to step into nature on a winter evening over the holiday period, and experience Ball's Falls in a new, spectacular lit-up way. In 2021 the NPCA was fortunate to receive funding support from the Government of Ontario and Ontario Power Generation to support a bigger and brighter program, with engaging weekend events that included holiday craft vendors, live musical entertainment, a children's craft station, food and beverage concessions, a synthetic skating rink, guided heritage tours and children's entertainment.

Modified events delivered in 2020 and 2021 were very successful for the NPCA, and were notably fiscally sustainable and revenue-generating, low-impact, and inclusive, family-friendly outdoor programs. Based on the success of these modified, signature events, the NPCA seeks to move forward in planning for these events in 2022.

Discussion:

As NPCA staff proceed with planning for events, there are several considerations to bring forward to the Public Advisory Committee (PAC) for information and discussion.

Fall Festival:

The NPCA has delivered the Ball's Falls Thanksgiving Festival for 47 consecutive years, with many changes made over the years to bring this event to one of local and provincial significance as a fine crafts and artisan fair featuring over 180 artisan vendors, local entertainment on the mainstage and heritage demonstrations and tours within the historical village of Glen Elgin. Following the scaled-down Festivals offered in 2020 and 2021, the NPCA will continue to seek and incorporate innovations that increase the accessibility of the Festival, including advance ticketing and the elimination of big-top tents which create congestion on the event grounds and limit the ability for visitors to physically distance.

In 2022, following the release of the 2021-2031 Strategic Plan, the NPCA will be moving forward with improved engagement and inclusion of Indigenous peoples and communities from across the watershed, and to implement actions that support Truth and Reconciliation. This will be critical to incorporate into public events and programming. The NPCA will engage with the PAC and community members on establishing a Fall Festival program that respectfully honours Indigenous histories, presence and futures on the lands and waters within the Niagara Peninsula watershed.

Additionally, programming at the Festival will continue to focus specifically on the natural and cultural heritage of the conservation area, settlement and pre-colonial histories, watershed and Niagara Escarpment. The NPCA will also continue to support and foster the delivery of elevated entertainment for a diverse audience on the main stage, and retain the event footprint developed to meet public health guidelines in 2021 to ensure the health, safety and comfort of all visitors, vendors, volunteers and staff.

Holiday Trail:

The Ball's Falls Holiday Trail will enter its' third year of delivery in 2022, and the NPCA will retain the format and delivery of this program this year to ensure the health and safety of all visitors, volunteers and staff. The purpose of this event will be to encourage active, outdoor winter experiences for families, as well as a diverse range of visitors. Importantly, this program will continue to require advance reservation and ticketing, to allow the NPCA to manage capacity on site and within the limited winter parking area. New for 2022, the NPCA will be partnering with the Town of Lincoln as the local municipality and destination marketing organization, to promote this program and support local economic development and tourism. The Town has provided significant support for the 2022

Holiday Trail program through cash and in-kind sponsorship and letters of support for the NPCA's grant applications. The NPCA will be working with the Twenty Valley Tourism Association (TVTA) to cap off the Holiday Trail in January 2023 with a celebration of the local wine region by hosting the TVTA's Winter Winefest event in collaboration with the Holiday Trail, January 6-8, 2023. The NPCA is very excited to be working with municipal and tourism partners to craft an even more memorable program in the year ahead.

Sustainability and Carbon Footprint Considerations:

In line with the expectations and goals of conservation authorities, the NPCA will ensure that all events will be delivered in an environmentally safe and sustainable manner. The proposed events present limited or minimal ecological concern to conservation area properties. The NPCA carefully plans and designs events and programs with ecological sensitivities in mind, by limiting the expanse of the event footprint, limiting foot traffic and pathways to day-use areas and higher-use, accessible trails, as well as encouraging carpooling.

Further, these events do not involve significant site modifications and seek to ensure accessibility and inclusivity, and to accommodate participants with of various abilities as a family-friendly event. Therefore, there is no anticipated grading, or changes to the day-use and parking areas beyond temporary signage, LED lighting, and structures such as portable washrooms, stage trailers and tents.

Vendors, event supports and food and beverage service providers who will be participating in the events will be required to utilize eco-safe products such as compostable and easily recyclable containers, LED lighting and low-impact practices in order to deliver their products/services. This will be an ongoing requirement for all NPCA events. In addition to these requirements the NPCA will continue to work with green leaders, the Eco-Defenders and other volunteer groups to support the sorting of all waste generated at the event to assist in diverting compostable and recyclable waste from landfills.

Alignment with Conservation Area Master Plans:

The 2002 Ball's Falls Master Plan recommends that in addition to the Thanksgiving Festival, several additional moderate (~2,000 people per day) events on site per year, to no events greater in size than the Thanksgiving Festival (up to over ~6,000 people per day). As per the Master Plan, events should be themed to the site and its features, in promoting the natural area, conservation, recreation and heritage. Additional events are recommended in the Master Plan to supply additional revenue for the conservation area, as well as promoting local tourism and support within the local economy. The proposed events for 2022 align closely with the current Master Plan for Ball's Falls and will continue to be delivered as signature NPCA programs, and opportunities for the NPCA to connect with the broader watershed community as well as local and visiting tourists to the region.

Links to Policy/Strategic Plan:

The NPCA 2021-2031 Strategic Plan includes the objective "Connecting People to Nature" which seeks to improve "access to and connections with nature for the health and wellbeing of all people." Through this Strategic Plan, the NPCA will prioritize opportunities to improve the accessibility of NPCA conservation areas, promote active recreation including camping, and promote equitable access to the natural and cultural heritage uniquely located within NPCA conservation areas. The proposed events provide an opportunity to connect new visitors and special-interest groups to NPCA conservation areas, and each provide a sustainable, meaningful, and memorable experience while supporting conservation authority initiatives.

Additionally, the Strategic Plan outlines the goal to “promote the watershed as a destination of choice for adventure, culture and ecological tourism.” This goal calls on the NPCA to optimize visitor experience, support safe and sustainable visits and enhance and promote ecotourism by providing opportunities to engage on NPCA conservation area properties, and to work with partners to promote such programs. The proposed events for 2022 serve as examples of tourism opportunities that extend across and beyond the watershed.

Financial Implications:

All proposed NPCA events have been accounted for in the 2022 budget. The NPCA has applied for additional funding and grants for the Ball’s Falls Holiday Trail and has to date secured sponsorship in the amount of \$5,000 cash, as well as in-kind promotional and advertising support from the Town of Lincoln.

Related Reports and Appendices:

None.

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