

# CONSERVATION ADVISORY BOARD MEETING AGENDA

**THURSDAY, FEBRUARY 8, 2018**

## **Hamilton Conservation Authority**

### **Vision**

**HCA works to ensure healthy streams and healthy communities in which human needs are met in balance with the needs of the natural environment, now and in the future.**

### **Mission**

**To lead in the conservation and sustainable management of our watershed's natural environment.**



**Hamilton  
Conservation Authority**

*Healthy Streams...Healthy Communities!*

**Snowy Bridge  
Confederation Beach Park**

## **NOTICE OF MEETING CONSERVATION ADVISORY BOARD**

**Thursday, February 8, 2018**

**7:00 p.m.**

**at Woodend**

- 1. CHAIRMAN'S REMARKS** ~ Topalovic
- 2. DECLARATION OF CONFLICT OF INTEREST**
- 3. APPROVAL OF AGENDA**
- 4. ELECTION OF VICE CHAIR**
- 5. DELEGATIONS**
- 6. MEMBER BRIEFING**
- 7. CHAIRMAN'S REPORT ON BOARD OF DIRECTORS ACTIONS** ~ Topalovic  
There was none.
- 8. APPROVAL OF MINUTES OF PREVIOUS MEETING**
  - 8.1 Minutes – Conservation Advisory Board (December 14, 2017) ~ Topalovic
- 9. BUSINESS ARISING FROM THE MINUTES**
  - 9.1 Tracking Report (for your information only)
- 10. STAFF REPORTS/MEMORANDUMS**
  - 10.1 Merrick Cider Shack Pavilion Conversion ~ Bishop
  - 10.2 2017 Artifact Donation List – Westfield Heritage Village ~ Lloyd
  - 10.3 Attendance Figures for 2017 (Verbal Update) ~ Costie
  - 10.4 2018 Shuttle Bus Service – Spencer Gorge Wilderness Area ~ Costie
  - 10.5 Upcoming Events ~ Costie
- 11. NEW BUSINESS**
- 12. NEXT MEETING – Thursday, March 8, 2018 at 7:00 p.m.**
- 13. ADJOURNMENT**

# **HAMILTON CONSERVATION AUTHORITY**

## **Conservation Advisory Board**

### **MINUTES**

**December 14, 2017**

Minutes of the Conservation Advisory Board meeting held on Thursday, December 14, 2017 at HCA's Woodend Administration Building commencing at 7:00 p.m.

**PRESENT:**

**Maria Topalovic, Chair**

**Rob Booth**

**Kris Brown**

**Frank Cucullo**

**Brad Gautreau**

**Cheryl Larocque**

**Morgan Pirie**

**John Shaw**

**Kristen Brittain**

**Lydia Cartlidge**

**Joanne Di Maio**

**Donna Kydd**

**Chris Michels**

**Marie Robbins**

**REGRETS:**

**John Barkovic, Susan Fielding, Santina Moccio, Duke O'Sullivan, Robert Pasuta, Wayne Terryberry**

**STAFF PRESENT:**

**Rondalyn Brown, Lisa Burnside, Grace Correia, Gord Costie, Matt Hall, Bruce Harschnitz, Judy Love, Sheila O'Neal, Scott Peck, and Jeff Stock – HCA Staff**

**OTHERS:**

**Richard Leitner - Media**

**1. CHAIR'S REMARKS**

Maria Topalovic welcomed everyone and indicated the regrets received for the meeting.

**2. DECLARATION OF CONFLICT OF INTEREST**

The Chair asked members to declare any conflicts of interest. There was none.

### 3. APPROVAL OF THE AGENDA

Maria Topalovic indicated that the member briefing under 6.1 will be presented prior to 5.1 - Stewardship Awards and there will be an item under 11.1 In camera to discuss a property/legal matter.

**CA1725**                      **MOVED BY:**              **Joanne Di Maio**  
                                 **SECONDED BY:**      **Donna Kydd**

**THAT the agenda be approved as amended.**

**CARRIED**

### 4. DELEGATIONS

There was none.

### 5. STEWARDSHIP AWARDS

Lisa Burnside welcomed everyone to the HCA's Conservation Awards ceremony. Lisa indicated that Maria and she are very pleased to be presenting six awards this evening.

The Conservation Award recognizes individuals, community groups and organizations that have made a significant contribution to conservation in our watershed.

#### Community Award

In the category of "Community Award", HCA celebrates FOTEK Inc. (Friends of the Eramosa Karst).

FOTEK members have spent a decade working to protect the Eramosa Karst Area of Natural and Scientific Interest (ANSI) in Upper Stoney Creek through their volunteer advocacy and fundraising efforts.

In 2008, they successfully lobbied the Municipal and Provincial Governments to have the core Eramosa Karst Conservation Area lands donated to the Hamilton Conservation Authority. FOTEK has since worked to have the Karst "Feeder Lands" protected through a long-term lease from the Province. They continue to work with HCA and Hamilton Conservation Foundation on plantings and fundraising for future improvements to the conservation area.

To date, FOTEK has helped protect 270 acres of land, donated \$25,000 to the Hamilton Conservation Foundation's Eramosa Karst Fund and contributed over 10,000 hours of volunteer time. Thank you and congratulations to FOTEK on celebrating its 10<sup>th</sup> Anniversary in 2017.

### Citizen Award

In the category of "Citizen Award", HCA celebrates Marion and Rick Robertson. Westfield Heritage Village has been benefited greatly from the efforts of Marion and Rick Robertson. The successes of the Teaching Forest, Native Garden, Bee Hives and educational tours into the forest, would not have been accomplished without their hard work, passion, and dedication.

At Valens Lake and Christie Lake Conservation Areas, the Robertson's maintain Wood Duck boxes and yearly submit a report to HCA and Ducks Unlimited.

At Valens, the Robertson's have participated in bird and amphibian monitoring. They have donated trees and in 2016 they started up the Friends of Valens.

Thank you and congratulations Marion and Rick.

### Education Award

In the category of "Education Award", HCA celebrates Calvin Christian School Grade 8 Students. Students from Calvin Christian School observed invasive plant species at a nearby conservation area and that sparked an idea to help inform visitors about local Invasive Species.

HCA staff and teachers from Calvin Christian School met and the idea for an Invasive Species Interpretive Sign project grew.

Not only did the students work hard at researching and designing the interpretive information for these signs, they also set about successfully applying for a \$7,500 grant from TD Friends of the Environment Fund.

As a result six interpretive signs will soon be installed at the conservation areas.

Thank you and congratulations Calvin Christian School and Grade 8 Students.

### Watershed Steward

In the category of "Watershed Steward", HCA celebrates Jeff and Helen Nichol.

The flowing waters of Middle Spencer Creek are surrounded and protected by a lush diversely vegetated streamside buffer on the Nichol property. Turtles, birds and myriads of other creatures find the property so hospitable. The Nichols have

a fond appreciation for wildlife and they nurture a strong desire for protecting the lands.

By allowing a diversity of trees, shrubs and herbaceous plants to flourish beside the creek and throughout the property the Nichols are providing habitat, stability and tranquility. Through the act of protecting their biodiverse landscape, coupled with efforts put forth to maintain its ecological health and vitality, the Nichols' recognition as watershed stewards is well deserved.

Thank you and congratulations Jeff and Helen.

#### Watershed Steward

In the category of "Watershed Steward", HCA celebrates Lara and Paul Grunthal.

Re-establishing a biologically diverse and resilient woodland has been a top priority for the Grunthals. A headwater tributary of Spring Creek flows through an old conifer plantation that has since begun to fade.

The Grunthals are passionate about understanding the dynamic land in which they reside and they have put forth tremendous effort to turn the trend toward rejuvenation while working to restore the ecological function of their property.

Through the support of the Hamilton Watershed Stewardship Program, the trend of habitat fragmentation has been halted and the remaining long lived oaks, maples and cherries are being complemented with vibrant new saplings that support native insects and birds.

The Grunthals' land maintenance practices have delivered great results. Their continued work will benefit the plants and animals inhabiting the Dundas Valley.

Thank you and congratulations Lara and Paul.

#### Watershed Steward

In the category of "Watershed Steward", HCA celebrates Kristie and Fraser Galer.

An idyllic view at the western tip of the Dundas Valley is certain inspiration to the Galers. With their intent to re-forest parts of the property and plans to continue to naturalize portions of 77 acres of land, the Galers are stewarding for the future of their land.

Headwater tributaries of Spring Creek will benefit from the Galers' intent to rehabilitate them to utmost health where they flow across the property. A healthier Spring Creek will enjoy cool comfort as it flows into the surrounding

forest. A spring fed pond on the property supports frogs, turtles, and breeding birds.

The homestead of the property has been converted into an energy efficient home with solar panels, rainwater as the only water source and high efficiency windows.

Kristie and Fraser Galer as watershed stewards will truly be architects to an ecologically bright future.

Thank you and congratulations Kristie and Fraser.

As Watershed Stewards we ask that you post the Stewardship Award sign you receive tonight in a prominent location on the property, not only to promote and recognize what you are doing, but to encourage others to do the same. Thank you for making a significant contribution to the health of the watershed.

## **6. MEMBER BRIEFING**

### **6.1 Watershed Stewardship Projects and Initiatives**

Jeff Stock presented a PowerPoint presentation on the 2017 Hamilton Watershed Stewardship Program and answered member's questions.

Jeff provided a summary of projects that the Watershed Stewardship supported in 2017:

- Chedoke Creek
  - The project took place at Dundurn Avenue at a Unitarian Church that has had a group of volunteers from the Congregation creating a teaching garden that is composed of a variety of native trees, shrubs, and herbaceous species.
- Borers Creek
  - This was a landowner who was interested in creating a wind break around his agricultural operation. Windbreaks reduce soil erosion, protect a variety of win-sensitive crops, and increase bee pollination. They can also spread snow evenly across a field, increasing spring soil moisture.
- Spring Creek
  - The project took place on a property that is one of our Watershed Stewardship award recipients. This property had been a pine plantation that has been succeeding over time with new species. We had two volunteer days to remove as many invasive plants as possible and to plant new stock using deer resistant plants as deer herbivory was somewhat

exacerbating the situation. We used a lot of the leftover invasive plant material as brush piles to create habitat for insects and birds.

- West Spencer Creek
  - The landowner was interested in planting up his grassed waterway and building a nesting structure for the barn swallows inhabiting the area. Barn swallows are currently at risk. We planted up this grassed waterway to support water quality improvement, and introduce a variety of sun loving, wet habitat species like willows, dogwood, poplars, and wildflowers. This will help shade out the invasive reed canary grass that had choked out the waterway
- Ancaster Creek
  - The neighbor, a member of Trout Unlimited Canada (TUC) was interested in improving the channel flow of the creek. There had been significant buildup of wood that had made its way into the creek causing major logjams. Over a couple of volunteer days, we not only removed the significant logjams but also used some of the materials to in fill erosion happening during high flow events.

Jeff provided a summary of outreach events held in 2017:

- Collaborative Event -Rifle Range Prairie with MNRF Stewardship Rangers
  - We hosted the MNRF Stewardship Rangers. They travel across the Region helping different organizations fulfill environmental efforts. Last year's crew voted cleaning up the Rifle Range Quarry Prairie of Invasive Species as their favorite event of the summer.
- Collaborative Event – Tew Lookout Planting with Canon Canada
  - We also hosted Canon Canada for a second year for their “Branch Out Hamilton” Annual Volunteer Event. Ecology and Stewardship collaborated to have them plant up around the Tew Lookout Area, restoring a decommissioned trail using a variety of oak woodland species. They also generously donated to pay for the plants.
- Walking Tours – Spencer Creek and the Town of Dundas, A Historic Walking Tour
  - We hosted a historic walking tour through rural Dundas and Lower Spencer Creek, using a local historian to weave how the City was formed and how the creek was the foundation to its development.
- Walking Tours – Swift Adaptation, The Birds of Urban Hamilton
  - The event was an urban bird walk to engage with Urban Hamilton in an unconventional way. We walked the downtown core identifying birds, habitat food, and walked on a set route towards a station set up by the Hamilton Naturalist Club.

We ended the walking tour at the Scottish Rite to watch over a hundred chimney swift. The chimney is their roosting point before pairing off and mating for the summer. Chimney Swifts are also a “threatened” species in Ontario and it is truly an eye opening experience to see a species at risk residing in a highly urban environment.

- Walking Tours – Spencer Creek Salmon Stroll
  - This is the second year we hosted the Spencer Creek Salmon Stroll. We attracted local experts from the community to watch the Chinook Salmon on their spawning run along the Spencer Creek Trail in Lower Spencer Creek.

Jeff indicated that they photo monitored specific projects that they have supported at their completion, and year 1, 5 and ten to watch as projects fully develop over time.

Maria thanked Jeff for his presentation and all the great projects that were complete this year.

## **7. CHAIRMAN’S REPORT OF BOARD OF DIRECTOR’S ACTIONS**

Maria reported that there were no recommendations to be approved by the Board of Directors.

## **8. APPROVAL OF THE MINUTES OF PREVIOUS MEETING**

### **8.1 Minutes – Conservation Advisory Board (November 9, 2017)**

**CA1726**

**MOVED BY: Kris Brown  
SECONDED BY: Morgan Pirie**

**THAT the minutes of the November 9, 2017  
Conservation Areas Advisory Board meeting be  
approved.**

**CARRIED**

## **9. BUSINESS ARISING FROM THE MINUTES**

There was none.

## 10. STAFF REPORTS/MEMORANDUMS

### 10.1 Capital Projects

Matt Hall provided a PowerPoint presentation on the 2017 capital projects and answered member's questions.

#### Fifty Point:

- new bridge built
- added 3.5 km trail
- added a new pavilion
- dock repairs
- volunteer plantings at the gatehouse

#### Wild Waterworks:

- front of the wave pool was improved with a rubberized coating

#### Hamilton Mountain:

- plantings off Highland Road – FOTEK helped with the planting
- larger planting along Rymal Road – created pollinator area for butterflies
- Dofasco Trail Boardwalk – significant section has rotted and we have started to rebuild the boardwalk. This will take a number of years to complete.
- auto gates installed at Devil Punch Bowl (not yet in operation)

#### Dundas Valley:

- front stairs and garden redone at Woodend
- repaired trails and bridges from flood damage
- repainted train cars and repaired the roofs
- auto gates installed at Hermitage parking lot (not yet in operation)
- back area of Hermitage Ruins completed
- Canal Park – replaced floating islands

#### Millgrove Works Yard:

- new storage structure was built and should be completed by year end

#### Christie Lake:

- hydro work has been completed to improve connections through the area
- hydro pole removal and burying wire on show field

#### Spencer Gorge:

- erosion issues on the trail leading to Dundas Peak – significant repairs undertaken
- implemented vehicle and trail counters along Spencer Gorge

**Westfield Heritage Village:**

- repainting of buildings using historic paints
- roofing projects
- working on Master Plan

**Valens Lake:**

- undertook clean up and removed concrete footings on fishing bridge
- installed new handrail
- new roadway completed to create access path to back area
- cabins – still working on approval process through MOECC and City

**10.2 Flood and Erosion Control Study**

Scott Peck provided a PowerPoint presentation and indicated HCA has commenced a study to investigate possible flood and erosion control alternatives for the Stoney Creek and Battlefield Creek watersheds. The focus is to investigate possible options above the escarpment that would help to alleviate the flooding and erosion occurring below the escarpment.

A Public Information Centre No. 2 was held on November 28, 2017 to learn more about the study, the various alternatives being considered and the next steps in the study process.

HCA has set a goal of creating a new conservation area in the Upper Stoney Creek and Upper Battlefield Creek watershed. Through detailed study and consultation, opportunities to provide flood and erosion impact management, through attenuation of runoff in existing and enhanced wetland areas above the Escarpment, have been assessed and evaluated. These areas and locations for runoff storage would ultimately have the potential to become multi-use public spaces as part of a new conservation area.

Alternative assessments have been evaluated considering four environmental categories and various evaluation criteria specifically relevant to the study area, objectives and stakeholders. The four categories are:

- Functional Environment
  - effectiveness of flooding and erosion mitigation
  - constructability
- Natural Environment
  - impacts/opportunities related to terrestrial ecology and fisheries
- Social Environment
  - impacts/opportunities related to public use, safety, adjacent properties and structures, land use and recreation
- Economic Environment
  - lands costs
  - capital and maintenance cost for the storage systems

## Next Steps:

- receive public comments by December 22, 2017
- incorporate public and agency input into alternative assessment
- select preferred solution and implementation method
- prepare and file Class Environmental Assessment Report

10.3 Upcoming Events

Gord Costie provided an update of the upcoming events that was provided in the agenda package.

**11. NEW BUSINESS**

There was none.

**12. IN-CAMERA ITEMS FOR MATTERS OF LAW, PERSONNEL AND PROPERTY**

**CA1727                      MOVED BY:              Donna Kydd  
                                    SECONDED BY:        Joanne Di Maio**

**THAT the Conservation Advisory Board members  
moves *in camera* for matters of law, personnel and  
property.**

**CARRIED**

During the *in camera* session, one property/legal matter were discussed.

12.1 Confidential Verbal Update CA/Dec 01-2017

Lisa Burnside and Scott Peck provided a verbal update and answered member's questions.

**CA1728                      MOVED BY:              Donna Kydd  
                                    SECONDED BY:        Joanne Di Maio**

**THAT the Conservation Advisory Board members  
moves out of *in camera*.**

**CARRIED**

**13. NEXT MEETING**

The next meeting of the CAB is scheduled for Thursday, February 8, 2018 at 7:00 p.m.

**14. ADJOURNMENT**

On motion, the meeting was adjourned.

# Memorandum

**To:** Members of the Conservation Advisory Board

**From:** Lisa Burnside, Chief Administrative Officer (CAO)

**Recommended by:** T. Scott Peck, MCIP, RPP, Deputy Chief Administrative Officer/Director of Watershed Planning & Engineering

**Prepared by:** Jaime Tellier, Watershed Officer

**Date:** January 29, 2018

**Re:** CAB Tracking Report – February, 2018

Meeting Date	Formal Recommendation	Idea/Comment	Board Approval	Action/Status
November 9, 2017	Westfield Heritage Village Master Plan	CAB members to be invited to the upcoming round table sessions	N/A	CAB members to be invited to review a draft plan in February/March, 2018. Summary report expected to be presented to CAB in May, 2018.
April 13, 2017	Ancaster Wells – Recommendation to the Board of Directors: That this report be received as information for project background and general understanding; and That the Conservation Advisory Board endorse the closure of the site; and further That the Conservation Advisory Board recommend to the Board of Directors that the site be closed.	N/A	N/A	Fencing has been installed around the well. The automated entry system is operational. Approximately 420 passes have been sold to-date.

April 13, 2017	Gypsy Moth Surveys - That the Conservation Advisory Board recommends to the Board of Directors: That the memorandum titled Gypsy Moth Surveys and Update be received.		May, 2017	Staff are coordinating with the City of Hamilton; Information has been added to the HCA website; Management techniques are being implemented in select areas. Gypsy moth egg mass surveys are currently being undertaken on HCA lands.
December 8, 2016	Webster Falls - Spencer Gorge	Members requested an update regarding Webster Falls – Spencer Gorge	N/A	Staff have prepared a report to CAB regarding relocation of the shuttle service to Christie Lake CA.
April, 2016	HCA Managed Forest Plan – received as information.	N/A	N/A	Pine plantation harvests have begun at Valens Lake CA, Mount Albion CA, Dundas Valley CA, and Westfield Heritage Village.
November, 2015	Millgrove Workshop – Storm Damage – received as information.	N/A	N/A	All works are now complete and the building is in use.
June, 2015	Pond Decommissioning and Fish Habitat Improvement Project – received as information.	Monitor for changes in water temperature as a result of the decommissioning	N/A	Ecological monitoring of Ponds 1-6 is ongoing; Funding for Pond 7 has been received from Fisheries and Oceans Canada; Construction work for Pond 7 is complete; Site cleaning and finishing to be completed Spring, 2018; Planting to be completed in the Spring or Fall of 2018, dependent on site conditions.

January, 2015	Roofed Accommodation Facilities – Valens Lake Conservation Area – received as information.	N/A	N/A	HCA provided comments to the MOECC regarding the draft Environmental Compliance Approval (ECA). Following approval of the ECA, staff will be able to move forward with obtaining site plan approval from the City of Hamilton and submission of a building permit application.
June, 2014	Desjardins Canal Parklands Restoration Project Update – Recommendation that the HCA Board of Directors approve the change in design approach to the chimney square area of the Desjardins Canal Parklands project as proposed by the Dundas Rotary Clubs; and that the staff update report on the Desjardins Canal Parklands Restoration Project be received.	N/A	July, 2014	The deck/lookout design is being finalized, with construction scheduled to begin in 2018. In the upcoming field season, staff will evaluate the success of previous plantings and provide recommendations for further work, if needed.
April, 2014	HCA Planning & Regulation Policies and Guidelines - Policy Review and Update – received as information.	N/A	N/A	Consultation on draft update planned for mid-year; Completion anticipated for year-end.



# Report

**TO:** Conservation Advisory Board Members

**FROM:** Lisa Burnside, Chief Administrative Officer (CAO)

**RECOMMENDED BY:** Gord Costie, Director of Conservation Area Services

**PREPARED BY:** Carissa Bishop, Superintendent

**DATE:** February 1<sup>st</sup>, 2018

**RE:** Merrick Cider Shack Pavilion Conversion

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## STAFF RECOMMENDATION

**THAT the Conservation Advisory Board recommends to the Board of Directors:**

**THAT the Merrick Cider Shack be approved for a new use and be converted into a pavilion.**

## BACKGROUND

The Merrick family planted the orchard more than 50 years ago, with HCA purchasing the property and existing buildings in 1975. The Cider Shack was built by the HCA in the late 1970's to house an apple cider press.

Each fall, the HCA hosted an apple festival, complete with tractor rides, apple collection and cider production in the shack. The public event was also introduced into HCA Outdoor Environmental Education program offerings and was popular for 15-20 years. The Cider Shack was used on a daily basis from the late 1970's until 1996 when the Merrick Field Centre was closed. Classes were largely orchestrated in the adjacent orchard, and the Cider Shack acted as a location for groups to meet and information to be shared.

Since the Field Centre's closure and subsequent demolition and area naturalization, the Cider Shack has sat idle and left to deteriorate in the orchard.

The Merrick Cider Shack was scheduled to be demolished in July 2015, but was held off due to conservation area staff interest in preserving the building.

This recommendation was brought to HCA Executive Team in January 2018 and approved.

## **STAFF COMMENT**

Dundas Valley Conservation Area staff are recommending the Merrick Cider Shack be converted into a pavilion. DVCA currently only has two covered picnic areas: the Trail Centre and Stacey Meadow Pavilion, which is rented out consistently in summer months for family gatherings and weddings.

Our 40 kilometers of trails offer many bench locations as rest stops, but there are currently no other shaded and protected areas for visitors to picnic or gather under. There is a need for shelter on the trails during thunder and lightning storms for visitors and staff.

The building has become an eyesore in recent years and is a source of frequent vandalism. The cost and labour to repair damaged siding is high during summer months.

Recommendations for the refurbished pavilion and surrounding area include:

- Open air with covered roof
- Gravel base for minimal maintenance
- Picnic tables for visitors
- Cider Press and sliding track doors to remain on site to preserve building heritage features
- Horse tie up located beside pavilion for equestrians
- Interpretive signage to explain cultural and ecological significance of the area

A newly converted pavilion in the Merrick Orchard would be used by Outdoor Environmental Education classes as a staging area for programs that take place in the orchard, a rest area during guided school hikes, and a resource for summer camp programs.

Additionally, the pavilion could be utilized by hiking groups as the former orchard is now home to a thriving meadow which is an ideal location for bird watching.

Tentative drawings have been included at the end of this memorandum.

## **STRATEGIC PLAN LINKAGE**

This initiative refers directly to the HCA Strategic Plan 2014-2018:

- **Strategic Goal #3 – Conservation Area Experience**
  - Maintain and enhance conservation area infrastructure and natural heritage features within the context of approved master plans.
  - Conserve heritage assets on HCA lands in a sustainable manner.
- **Strategic Goal #4 – Education and Environmental Awareness**
  - Maintain and enhance the education programs and infrastructure relating to natural and cultural heritage.

## **AGENCY COMMENTS**

No outside agencies will be affected by the Merrick Cider Shack pavilion conversion.

## **LEGAL/FINANCIAL IMPLICATIONS**

There are no foreseeable legal implications associated with the Merrick Cider Shack pavilion conversion.

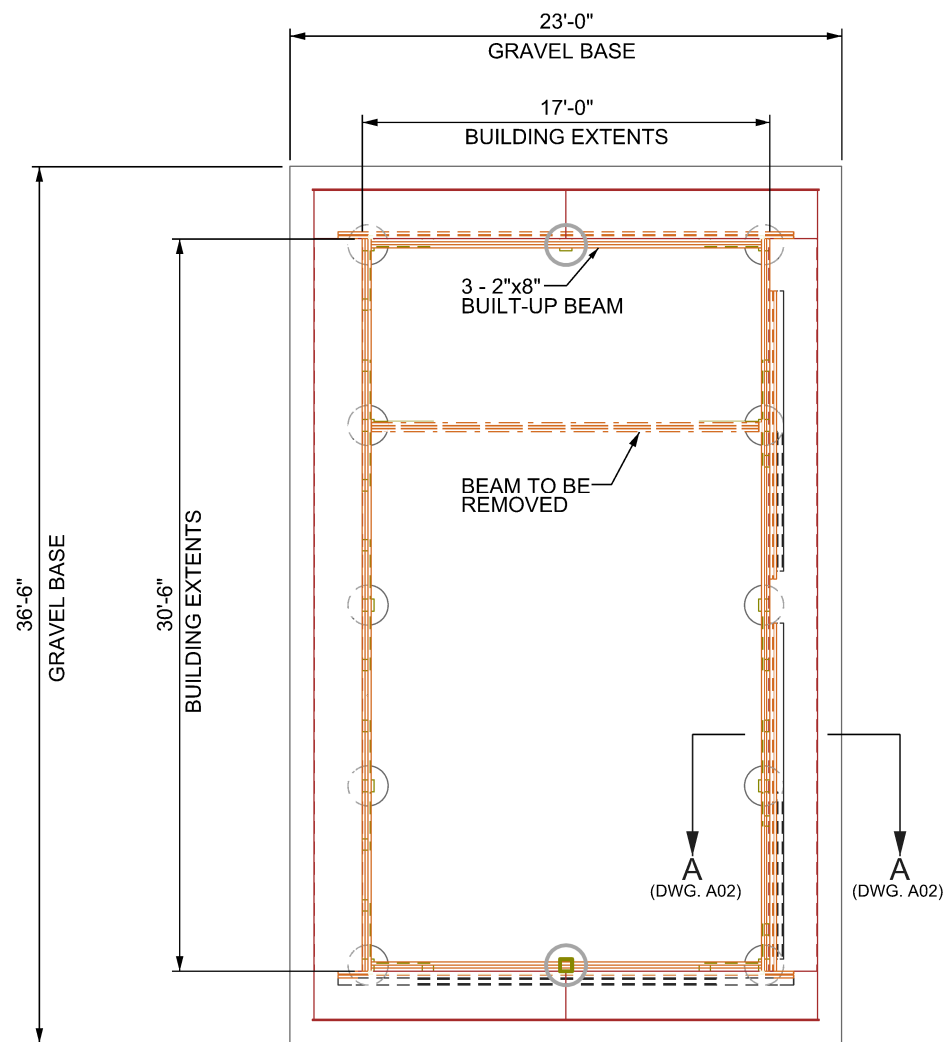
Initial plan estimates show that it will take approximately \$50,000 to convert the shack into a pavilion and make improvements to the area. The entire cost of which is expected to be funded through donations to the Hamilton Conservation Foundation.

## **CONCLUSIONS**

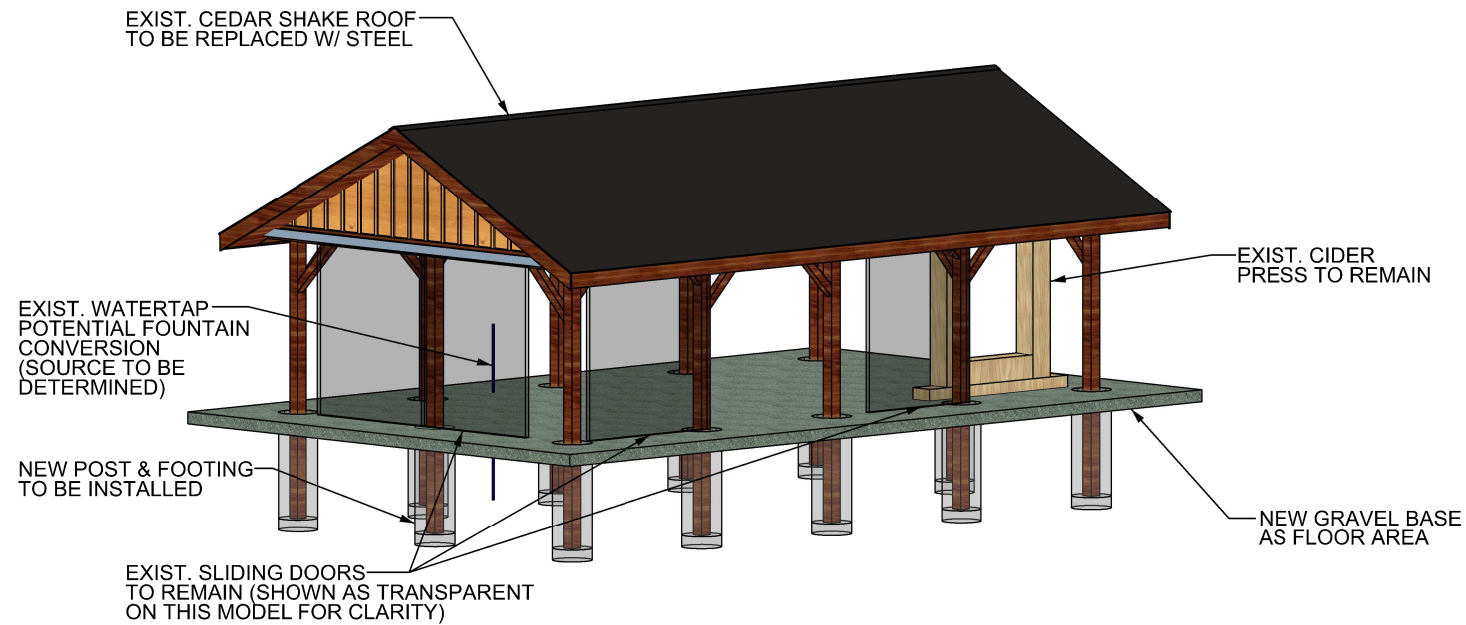
Based on the information above, Dundas Valley Conservation Area staff request approval for the project concept from Conservation Advisory Board members.

**FOR REVIEW**  
date: 2017/08/25

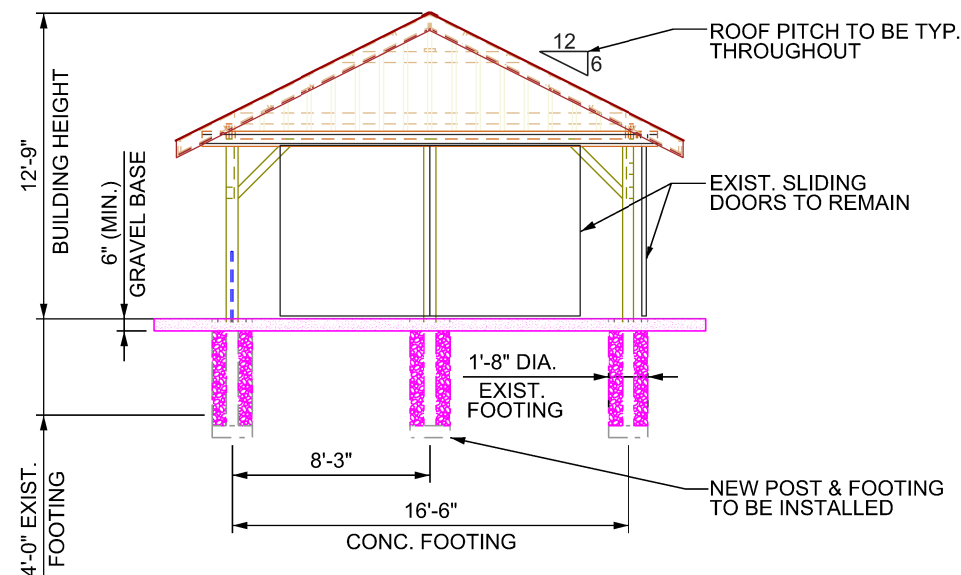
- NOTES:**
- 1) ALL EXTERIOR WALL SIDING TO BE REMOVED. BUILDING TO BE CONVERTED TO OPEN-AIR PAVILLION.
  - 2) EXISTING SLIDING DOORS TO REMAIN ON BUILDING.
  - 3) CEDAR SHAKE ROOF TO BE REPLACED WITH STEEL.
  - 4) MODEL CREATED USING BEST AVAILABLE INFORMATION. CONSTRUCTION CREW TO VERIFY DIMENSIONS PRIOR TO CONSTRUCTION.
  - 5) EXIST. PORCH TO BE REMOVED. (SEE ORIGINAL DWGS FOR DETAILS)



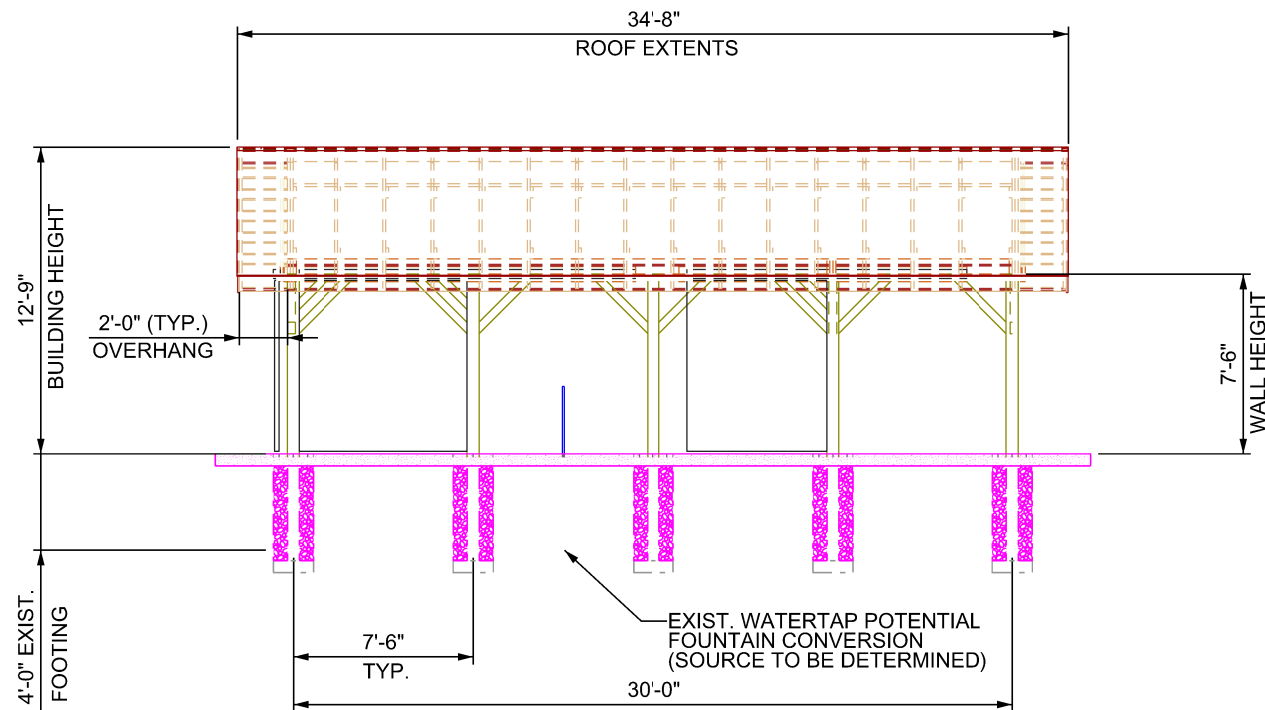
**TOP VIEW**  
(ROOF RAFTERS AND SHEETING REMOVED FOR CLARITY. SEE DWG. A02 FOR DETAILS)



**ISOMETRIC MODEL VIEW**



**FRONT VIEW**



**SIDE VIEW**

rev no.	description	date
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838 Mineral Springs Rd.  
Ancaster, ON L9G 4X1  
Tel: 905.525.2181  
Web: www.conservationhamilton.ca

## MERRICK SHACK STRUCTURE CONCEPT

### DUNDAS VALLEY

project number	3-1414-00-01
scale	1/8" = 1'-0"
date	2017/08/14
drawn	K.M./N.C.
checked	N.CASTANDS
approved	H.MALL
drawing number	<b>A01</b>



[illegible]

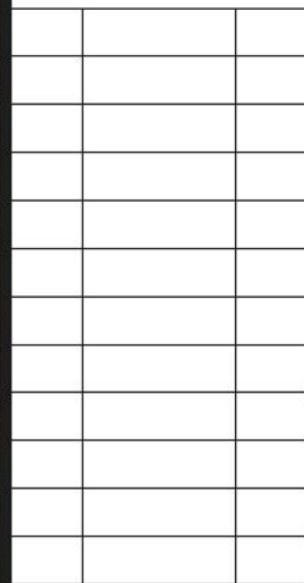
Hamilton  
Conservation Authority  
*Healthy Streams...Healthy Communities!*

838 Mineral Springs Rd.  
Ancaster, ON L9G 4X1  
Tel: 905.525.2181  
Web: [www.conservationhamilton.ca](http://www.conservationhamilton.ca)

## HITCHING RAIL DETAILS

**DUNDAS VALLEY C.A.**

project number	X-XXXX-XX-XX
scale	AS NOTED
date	2017/09/19
drawn	M.H./N.C.
checked	M.HALL
approved	M.HALL
drawing number	<b>A03</b>



rev no.	description	date
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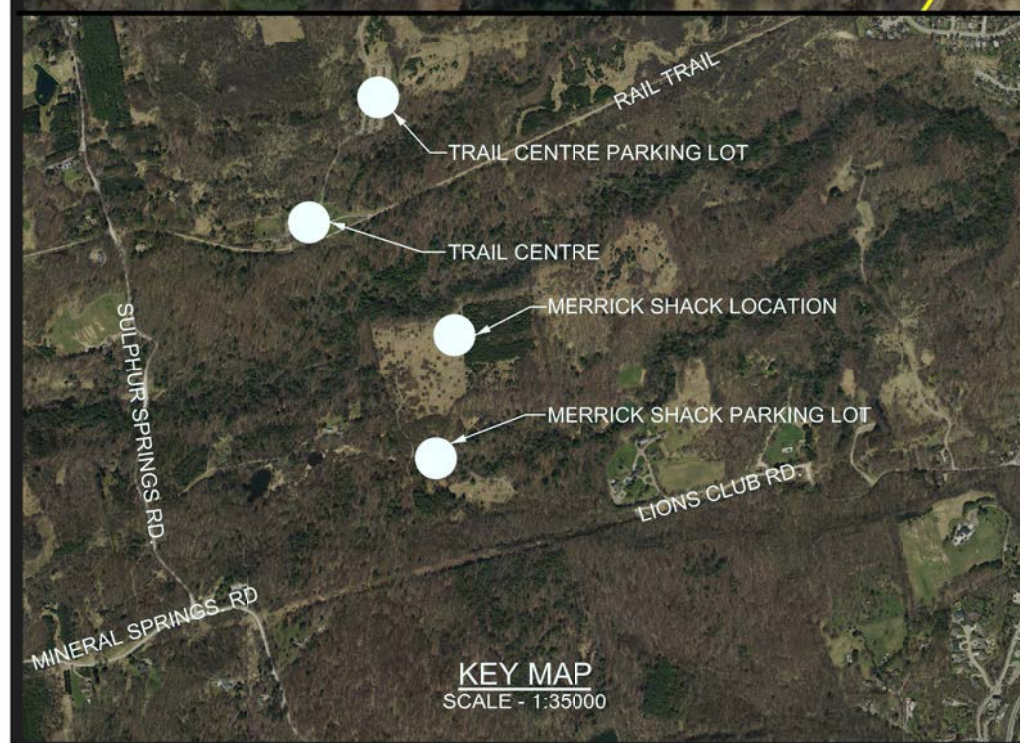


## MERRICK SHACK SITE PLAN

## DUNDAS VALLEY

project number	3-1414-00-01
scale	1/8" = 1'-0"
date	2017/08/14
drawn	K.M./N.C.
checked	N.CASTANDS
approved	H.MALL
drawing number	<b>G01</b>

**FOR REVIEW**  
date: 2017/08/25





# Report

**TO:** Conservation Advisory Board

**FROM:** Lisa Burnside, Chief Administrative Officer (CAO)

**RECOMMENDED BY:** Gord Costie, Director Conservation Area Services

**PREPARED BY:** Rondalyn Brown and Peter Lloyd, Westfield Staff

**DATE:** February 8, 2018

**RE:** 2017 Artifact Donation Acquisitions Report

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## STAFF RECOMMENDATION

**THAT the Conservation Advisory Board recommends to the Board of Directors:**

**THAT the Westfield 2017 Artifact Acquisitions List be approved and the artifacts added to the Westfield Heritage Village and Hamilton Region Conservation Authority collection.**

## BACKGROUND

Westfield Heritage Village has a comprehensive Collections Management Policy approved by the Hamilton Conservation Board of Directors.

Westfield is a living history museum dedicated to the collection, preservation and presentation of objects associated with the cultural and natural history of Southern Ontario. Westfield maintains an artifact and archival collection consisting of more than 25,000 objects reflecting the social, cultural and material history of the area. This policy affirms the museum's commitment to managing this collection according to current professional standards for preservation, documentation, research and use of the collection.

Objects acquired for the collection will be consistent with the mandate, goals and priorities of the site. Objects collected will normally represent the types of material goods that would have been locally manufactured, routinely available or the product of local activity in Southern Ontario from the period 1790-1925. They must be in a condition suitable for display or research. The decision to accession an artifact in to the Westfield Collection will be made by the Collections Committee, through consultation with the Collections Officer and the Westfield Manager. A list of accessioned items will be provided to the Hamilton Region Conservation Authority at year end. Objects may be acquired by donation, purchase, exchange, or field collection.

The Collections Management Policy states; “The decision to accession an artifact in to the Westfield Collection will be made by the Collections Committee, through consultation with the Collections Officer and the Westfield Manager. A list of accessioned items will be provided to the Hamilton Region Conservation Authority at year end.”

## **STAFF COMMENT**

Westfield staff are diligent about adhering to the very important collections management policies and museum standards to ensure the Hamilton Conservation Authority is managing the artifact collection in a professional manner.

## **STRATEGIC PLAN LINKAGE**

The Westfield Visitor Centre contributes to the achievement of HCA's Strategic Plan 2014-2018, including the following:

- **Strategic Goal #3 – Conservation Area Experience**
  - Strategic Objective – maintain and enhance conservation area infrastructure and natural heritage features within the context of approved master plans
- **Strategic Goal #4 – Education and Environmental Awareness**
  - Strategic Objective – maintain and enhance the education programs and infrastructure relating to natural and cultural heritage
- **Strategic Goal #5 – Organizational Excellence**
  - Strategic Objective – maintain and enhance a corporate philosophy focussed on cost control, sponsorship, revenue generation, sustainable municipal funding and customer service

## **AGENCY COMMENTS**

Not applicable.

## **LEGAL/FINANCIAL IMPLICATIONS**

In approving this list the Hamilton Conservation Authority assumes liability and responsibility for the care and protection of the artifacts as per the Collections Management Policy.

## **CONCLUSIONS**

Adding the artifacts on this list to the Westfield Heritage Village collection will preserve important pieces of local history and enhance the experience for visitors.

# **Westfield Heritage Village**

## **Artifact Donations List Complete 2017**

**The following objects were offered for acceptance into the permanent artifact collection at Westfield Heritage Village:**

- 1 pair scissors
- Sled, child's wooden, 1870's
- Child's rocking chair
- Group of 5 green glass kitchen bottles
- Clothes brush
- Magnifying glass
- Leather wallet
- Stocking repair hook
- 'Cat' tea pot
- 'Elephant' tea pot
- Perfume bottle
- Nail clippers
- Copper sauce pan
- Group of 7 small wooden crates
- Wall scone for kerosene lamp
- Knit bed spread
- Two wooden butter stamps
- Two cast sad irons
- 3 press back chairs
- Book, Cooking and Laundry
- Tool Box, assorted antique tools
- Photo, Westbrook Family 1890
- Chinese sideboard
- Personal hygiene and grooming kit
- Glass Nebulizer
- Brass tea kettle
- 4 piece brass desk set
- Package of oil crayons
- Tool chest with plane set
- Brass Suitcase lock
- Child's dress, 1900
- Two powder horns
- Two bullet makers
- Santa Doll, antique



# Report

**TO:** Conservation Advisory Board

**FROM:** Lisa Burnside, Chief Administrative Officer (CAO)

**PREPARED BY:** Gord Costie, Director of Conservation Area Services

**DATE:** February 8, 2018

**RE:** 2018 Shuttle Bus Service - Spencer Gorge Conservation Area

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## STAFF RECOMMENDATION

**THAT the Conservation Advisory Board recommends to the Board of Directors:**

**THAT the shuttle bus service for the Spencer Gorge Conservation Area be continued in 2018; and**

**THAT the shuttle bus service operate on weekends and public holidays beginning Saturday May 12 and running until Sunday October 28, 2018 weather pending; and further**

**THAT the shuttle bus service base be relocated to Christie Lake Conservation Area.**

## BACKGROUND

The 63.1 hectare (156 acre) Spencer Gorge/Webster Falls Conservation Area was largely acquired by the Hamilton Conservation Authority (HCA) in the 1960's and in 2000, the lands associated with Webster Park, were acquired by the HCA from the Town of Dundas. With this acquisition, the Spencer Gorge Conservation Area was realized.

The Spencer Gorge Conservation Area has traditionally been a very popular conservation area for hiking, nature interpretation and picnics given its proximity to the greater Hamilton/Burlington area and other nearby communities. Over the past number

of years, attendance has increased at the conservation area with people from the greater Toronto Area, Kitchener/Waterloo and the Niagara Region areas visiting the conservation area to view the falls, experience the views from the Dundas Peak and experience the natural beauty of the Spencer Gorge. The estimated attendance in both 2015 and 2016 was in excess of 100,000 and these two years enjoyed spectacular weather. In 2017 attendance was estimated at 95,000 visitors based on paid attendance, wrist bands, pay display parking, and HCA membership sales. It is anticipated that the popularity of this iconic area and high visitation as demonstrated from past years will continue with the growing population in the greater Toronto and Hamilton Area and promotion through social media with visitors posting selfies and photos showcasing the natural beauty of the waterfalls and escarpment vistas.

In February 2016, the Board of Directors approved a pilot Shuttle Bus Service as a direct response to decrease street parking, reduce traffic congestion and improve safety. The shuttle would operate from a private parking lot east of the conservation area with a local Greensville organization (Think Greensville) as the shuttle operator. The pilot operation began in 2017 once assurances were in place for scheduled municipal bylaw enforcement on weekends/holidays within the community.

The Shuttle Bus Service operated from May 13 to October 29, 2017, on weekends and public holidays removing over 16,000 vehicles from the area roads and safely transporting close to 48,000 visitors to the Spencer Gorge Conservation Area attractions – Webster Falls, Tew Falls, and the Dundas Peak.

## **STAFF COMMENT**

Through the operation and completion of this year's pilot shuttle bus operations, staff have had an opportunity to experience all aspects of the service and evaluate what worked appropriately as well as gain perspectives on components that needed to be revisited.

Despite some initial community concern, the shuttle bus service proved to be the most significant and effective operational change in the past five years. HCA and City of Hamilton representatives worked tirelessly in support of this initiative involving Bylaw Enforcement, Hamilton Police Service, and Hamilton Emergency Service, communicating constantly including updating during regular scheduled meetings. The visual and physical improvement to the community as a whole, was the overwhelming sentiment noted. HCA received positive feedback from residents thanking them for returning the area back to a more peaceful and livable place on weekends with shuttle operations and HCA parking lots closed.

One significant aspect of the shuttle service identified as needing refinement involves its base location. With the success of the pilot shuttle operations demonstrating that visitors will park offsite and shuttle to the area and thereby, decrease street parking, reduce traffic congestion and improve safety, it was important that the shuttle be based in an optimal location.

### **2017 Pilot Private Parking Lot – Key Issues**

- Wayfinding to private parking lot
- No turning lanes both east and west bound on Hwy 5
- Site lines identifying parking areas
- Short single lane entry to gatehouse
- Shared parking area with private operator customers
- Small parking lot with no overflow or expansion area
- Lack of washrooms and picnic areas
- Neighbourhood disruption to Mazza Road residents
- Bylaw zoning noncompliance

### **2018 Christie Lake – Key Attributes**

- Superior wayfinding with Christie Lake recognition and current signage
- Turning lanes both east and west bound on Hwy 5
- Dual entry lane of 250 meters to gatehouse
- Dual gatehouse entry terminals
- Dual POS systems, electronic and encrypted transactions
- Largest parking areas – designed gravel and overflow area
- Conservation Area experience with picnic areas, washrooms, waterfront, rentals

Day use admission rates at major HCA Conservation Areas have been harmonized as per the approved 2018 Fee Schedule by the Board of Directors at the December 2017 meeting. The 2018 day entrance to Christie Lake is now equal to fees used at Spencer Gorge for the past two seasons. This harmonized fee strategy in 2018 will allow for uniform transactions at the gate entry while promoting combined visitation to both areas.

### **Impact on Christie Lake – Special Events**

Shuttle Bus operations will potentially impact conservation area operations during peak season use and/or with Special Events such as the Christie Antique and Vintage Show and third party bookings. In response, staff are reviewing a number of options in order to minimize service disruptions to both the shuttle operation and these events as much as possible. One option includes having a dedicated Shuttle Bus exit/entry system to mitigate traffic issues using the Middletown Road gateway when required. A communication plan will also be key to advise visitors that Christie Lake will be extremely busy during peak event times.

### **Impact of City of Hamilton Bylaw Enforcement**

A successful shuttle operation will require ongoing Bylaw Enforcement of No Parking/Stopping within the Greensville vicinity to deter all unauthorized parking. Continued Bylaw Enforcement to shut down unauthorized “pop up” parking lots is also noted as critical to keeping traffic out and away from the hamlet area and eliminate the undue flow of vehicles those lots create.

## **STRATEGIC PLAN LINKAGE**

The initiative refers directly to the HCA Strategic Plan 2014-2018:

- **Strategic Goal #3 – Conservation Area Experience**
  - Strategic Objective – maintain and enhance the financial sustainability of our conservation areas
  - Strategic Objective – develop and explore new revenue generating opportunities.
  - Strategic Objective - Maintain and enhance conservation area infrastructure and natural heritage features within the context of approved master plans.
  - Strategic Objective - Focus marketing activities to attract visitors to conservation areas.

## **AGENCY COMMENTS**

City of Hamilton staff have been formally advised of the HCA proposal to use Christie Lake Conservation Area as the 2018 Shuttle Bus base and have confirmed zoning bylaw compliance.

## **LEGAL/FINANCIAL IMPLICATIONS**

With the confirmation that there is no zoning issue with this location, there is no legal barrier to moving forward with the recommendations as stated.

From a financial perspective, operating a shuttle system out of Christie Lake compared to utilizing the parking lots at Webster and Tew comes with a cost exceeding \$100,000. However, given that the visitor demand has exceeded the capacity of those lots a shuttle operation is needed and the current recommendation is the most cost effective.

## **CONCLUSION**

Without the actual experience of running a shuttle operation, HCA did not want to risk upsetting regular operations at our largest day use park and hence excluded Christie Lake Conservation Area as a possible site for shuttle parking.

Now that staff have the understanding of how it can work and what stressors there will be on the location, staff are prepared to recommend Christie Lake as the shuttle base for 2018. Christie Lake is an ideal conservation area setting as the start and finish point for visitors. The access from the highway, with its existing turning lanes, provide a safer entry and exit. This area has the largest and most expansive parking opportunities in the HCA Conservation Areas that can accommodate and have been designed for large scale use.



## **Upcoming 2018 HCA & Partner Events**

### **Ice Fishing Derby**

**February 17**

**Sunrise to 2:00pm**

**Valens Lake Conservation Area**

Ice Fishing Derby for bluegill and crappie species. From sunrise until 2 p.m. Lots of prizes to be won for the top number of catches. For more information, please call Valens Lake at 905-525-2183 or email [valens@conservationhamilton.ca](mailto:valens@conservationhamilton.ca)

### **Maple Syrup Festival**

**March 4, 11, 18, & 25**

**Good Friday March 30**

**Wednesday, March 14, Thursday, March 15 of March Break**

**10:00am to 4:00pm**

**Westfield Heritage Village**

Discover one of Canada's most time-honoured and tasty traditions. Explore historical and modern methods of making of maple syrup from the tree to the table. Families can purchase and enjoy a delicious, reasonably-priced pancake breakfast. For more information visit [www.westfieldheritage.ca](http://www.westfieldheritage.ca)

### **Spring Sundays**

**April 1, 8, 15, 22, 29 / May 6, 13, 20, 21, 27 / June 3, 10, 24**

**12:30pm to 4:00pm**

**Westfield Heritage Village**

Enjoy the arrival of spring in the Village. Bring your own picnic to enjoy in the beautiful, picturesque setting of Westfield. Purchase sweet treats and cool drinks from the General Store.

### **Easter Weekend Camping**

**March 30 to April 2**

**Valens Lake Conservation Area**

Reserve your campsite to avoid missing out on this busy weekend. For more information, please call Valens Lake at 905-525-2183 or email [valens@conservationhamilton.ca](mailto:valens@conservationhamilton.ca)