

# BOARD OF DIRECTORS MEETING AGENDA

**THURSDAY, APRIL 5, 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!*

**Sunrise  
Dundas Valley**



## **AGENDA FOR BOARD OF DIRECTORS MEETING**

**Thursday, April 5, 2018 at 7:00 p.m.**

- 1. CALL TO ORDER** ~ Conley
- 2. DECLARATION OF CONFLICT OF INTEREST**
- 3. APPROVAL OF AGENDA**
- 4. DELEGATIONS**
- 5. MEMBER BRIEFING**
  - 5.1 Conservation Authorities Act ~ Peck
- 6. APPLICATIONS – Development, Interference with Wetlands, and Alterations to Shorelines and Watercourses**
  - 6.1 Applications for April 5, 2018 ~ Kenny
- 7. APPROVAL OF MINUTES OF PREVIOUS MEETING**
  - 7.1 Minutes – February 1, 2018
- 8. BUSINESS ARISING FROM THE MINUTES**
- 9. PRE-DISTRIBUTED CORRESPONDENCE**
  - 9.1 Letter from Office of the Mayor, City of Hamilton – re Conservation Authority Boundary Review
  - 9.2 Letter from Judy Anderson, on behalf of the Dundas District Lofts Subcommittee – re Traffic and Parking Issues at 397 King Street West, Dundas
  - 9.3 Letter from the Dundas/Ancaster Valley Bowhunters Association – re Deer Harvest in Dundas Valley Conservation Area
- 10. OTHER CORRESPONDENCE**

## **11.REPORTS**

- 11.1 Budget & Administration Committee (Minutes – February 15, 2018) ~ Fielding
- 11.2 Conservation Advisory Board (Minutes – February 8, 2018 and March 8, 2018) ~ Topalovic
- 11.3 Foundation Chairman's Report ~ Wauben

## **12.OTHER STAFF REPORTS/MEMORANDUMS**

- 12.1 Gypsy Moth Surveys and Aerial Spray Program ~ Stone
- 12.2 Current Watershed Conditions as of March 23, 2018 ~ Bastien
- 12.3 Upcoming HCA and Partner Events ~ Costie

## **13.NEW BUSINESS**

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

## **15.NEXT MEETING - Thursday, May 3, 2018**

## **16.ADJOURNMENT**



# Memorandum

**TO:** Board of Directors

**FROM:** Lisa Burnside, Chief Administrative Officer

**RECOMMENDED BY:** T. Scott Peck, MCIP, RPP, Deputy Chief Administrative Officer/Director, Watershed Planning and Engineering

**PREPARED BY:** Darren Kenny, Watershed Officer

**DATE:** March 23, 2018

**RE:** Summary Enforcement Report – Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation 161/06 Applications for April 5, 2018

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HCA Regulation applications approved by staff between the dates of January 18, 2018 and March 23, 2018 are summarized in the following Summary Enforcement Report (SER-3/18).

## RECOMMENDATION

**THAT the Board of Directors receive this Summary Enforcement Report SER-3/18 as information.**

**HAMILTON REGION CONSERVATION AUTHORITY**

**DEVELOPMENT, INTERFERENCE WITH WETLANDS, AND ALTERATIONS TO SHORELINES AND WATERCOURSES APPLICATIONS**

**March 23, 2018**

**Development, Interference with Wetlands, and Alterations to Shorelines and Watercourses Applications Report to the Board of Directors of the Hamilton Region Conservation Authority, April 05, 2018**

**The proposed works are subject to Ontario Regulation 161/06, and in particular Section 2, Subsection (1).**

**SUMMARY ENFORCEMENT REPORT SER 3/18**

File Number	Date Received	Date Permit Issued	Review Days	Applicant Name	Location	Application Description	Recommendation /
SC/F,C/18/01	29-Jan-18	12-Feb-18	11		92 Seabreeze Cres Lot 10, Concession BF Stoney Creek	Construction of a new single family residence in a regulated area of the Lake Ontario shoreline.	Approved subject to standard conditions
H/F,C/17/33	17-May-17	12-Feb-18	67		925 Main St W and 150 Longwood Rd S Lot 21, Concession 3 Hamilton	Placement of fill and construction of a two 15-storey student residence, linked via a 4-storey mixed use podium, which will contain 456 suites to accommodate 910 students, 1,380 cubic metres of ground floor commercial space, 5,901 cubic metres of amenity areas, and a below grade parking garage with 107 vehicle spaces in the regulated area of the Chedoke Creek Valley.	Approved through HCA Board of Directors Resolution
F/F,C,A/15/52	20-Jul-15	28-Feb-18	61		Pt Lt 16, Cons 1 and 2, Fallsvie Rd E, 715 metres W of Sydenham Rd Lot 16, Concession 1,2 Flamborough	Completion of maintenance repairs to and re-surfacing of Bridge 128 in a regulated area of Sydenham Creek.	Approved subject to standard conditions
D/F,C/18/08	21-Feb-18	07-Mar-18	12		122 Hatt St Lot 14, 15, Concession 1 Dundas	Re-construction of an existing retaining wall structure in a regulated area of Lower Spencer Creek.	Approved subject to standard conditions
SC/F,C,A/17/86	23-Oct-17	14-Mar-18	44		Highland Rd (from Upper Mount Albion Rd to Winterberry Dr) Lot 31, 32, Concession 7, 8 Stoney Creek	Installation of sanitary and storm sewers, culvert crossing, road widening and re-construction and ditch re-grading, in a regulated area of Upper Davis Creek.	Approved subject to standard conditions

**HAMILTON REGION CONSERVATION AUTHORITY**

**DEVELOPMENT, INTERFERENCE WITH WETLANDS, AND ALTERATIONS TO SHORELINES AND WATERCOURSES APPLICATIONS**

**March 23, 2018**

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**The proposed works are subject to Ontario Regulation 161/06, and in particular Section 2, Subsection (1).**

**SUMMARY ENFORCEMENT REPORT SER 3/18**

H/F,C,A/18/16	12-Mar-18	16-Mar-18	5		1086 West 5th St Lot 16, Concession 8 Hamilton	Development of William Connell City Wide Park in a regulated area of Upper Ottawa Creek.	Approved subject to standard conditions

**HAMILTON REGION CONSERVATION AUTHORITY****MINUTES****Board of Directors Meeting****February 1, 2018**

Minutes of the Board of Directors meeting held on Thursday, February 1, 2018 at Woodend Auditorium, 838 Mineral Springs Road, Ancaster, Ontario at 7:00 p.m.

**PRESENT:**           **Robert Pasuta, in the Chair**

**Dan Bowman**

**Chad Collins**

**Susan Fielding**

**Brad Gautreau**

**Kris Brown**

**Doug Conley**

**Lloyd Ferguson**

**Santina Moccio**

**Anne Tennier, Past Chair**

**REGRETS:**           **Aidan Johnson, Maria Topalovic**

**Ine Wauben, Foundation**

**STAFF PRESENT:** **Jonathan Bastien, Rondalyn Brown, Lisa Burnside, Gord Costie, Grace Correia, Matt Hall, Bruce Harschnitz, Judy Love, Neil McDougall, Alex Nizharadze, Scott Peck, Bob Saccomano, Mike Stone, Jaime Tellier, and Nancy Watts - HCA Staff**

**OTHERS:**           **Richard Leitner - Media**

*NOTE:           For clarity purposes, the minutes are reported in the original agenda order.*

**1.     CALL TO ORDER**

The Chair called the meeting to order and welcomed everyone present.

## **2. DECLARATIONS OF CONFLICT OF INTEREST**

The Chair asked members to declare any conflicts under the Board's Governance Policy. There were none.

## **3. APPROVAL OF AGENDA**

The Chair requested any additions or deletions to the agenda. The Chair indicated that the member briefing under 6.1 will be presented prior to the hearing under 4.1. Maria Topalovic has sent her regrets and Brad Gautreau will present the CAB minutes under 12.1. Ine Wauben has sent her regrets and Anne Tennier will present the Foundation report under 12.2. There is one new agenda item under New Business – 14.1 – 2018 Levy.

**BD12,2505**

**MOVED BY: Dan Bowman**  
**SECONDED BY: Santina Moccio**

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

**CARRIED**

## **4. HEARING**

### **4.1 Hearing – 925 Main Street, Hamilton**

Robert Pasuta indicated that we are now going in tribunal to conduct a hearing under Section 28 of the Conservation Authorities Act in respect of an application by Plaza Imports Ltd. for permission for development in a regulated area of the Chedoke Creek Valley at 925 Main Street West and 150 Longwood Road South, City of Hamilton.

Robert Pasuta indicated that HCA – Mike Stone will provide a presentation and after his presentation, board members and the applicant are allowed to ask questions. Then the applicant will provide a presentation which the board members and HCA staff are allowed to ask questions after their presentation.

Mike Stone provided a PowerPoint presentation and answered Board member's questions.

Robert Pasuta introduced Brian Duxbury, from Duxbury Law. Brian Duxbury provided an overview and introduced the following people who provided a presentation:

- Sergio Manchia, UrbanSolutions



- Brian Bishop, Amec Foster Wheeler
- James Dann, Landtek Limited
- Michael Spaziani, Michael Spaziani Architects Inc.
- Mary Ann Young, Dougan & Associates

Each person provided a PowerPoint presentation and answered Board member's questions.

Robert Pasuta thanked the group for attending the meeting.

**BD12,2506**

**MOVED BY: Chad Collins**

**SECONDED BY: Doug Conley**

**THAT the Board of Directors approve the following recommendation:**

**THAT the application made by Plaza Imports for the placement of fill and construction of a two 15-storey student residence, linked via a 4-storey mixed use podium, which will contain 456 suites to accommodate 910 students, 1,380m<sup>2</sup> of ground floor commercial space, 5,901m<sup>2</sup> of amenity areas, and a below grade parking garage with 107 vehicle spaces in the regulated area of the Chedoke Creek Valley at 925 Main Street, City of Hamilton BE APPROVED as submitted subject to the following conditions:**

- 1. The Owner shall retain a copy of the HCA permit and approved plans on-site at all times during construction;**
- 2. The Owner shall adhere to the HCA permit and approved plans, documents and conditions, including HCA redline revisions, herein referred to as the "works", to the satisfaction of HCA. The Owner further acknowledges that all proposed revisions to the design of this project must be submitted for review and approval by HCA prior to implementation of the redesigned works;**
- 3. The Owner shall notify the HCA Watershed Officer 48 hours prior to the commencement of any of the works referred to in this permit and within 48 hours upon completion of the works referred to herein;**

4. The Owner shall arrange a final site inspection of the works with the HCA Watershed Officer prior to the expiration date on the permit to ensure compliance with terms and conditions of the permit to the satisfaction of the HCA:
5. The Owner shall submit a detailed Geotechnical Report to document site conditions, assess slope stability, and describe the proposed development and approach to slope reconstruction and stabilization. The report shall be prepared by a qualified geotechnical engineer in accordance with the *Technical Guide for River and Stream Systems: Erosion Hazard Limit* (OMNR, 2002);
6. The Owner shall submit a final detail Site Plan, Grading Plan, Drainage Plan, Erosion and Sediment Control Plan, and Landscape Restoration Plan;
7. The Owner shall submit a Fill Management Plan, in accordance with HCA's *Application Checklist for Fill Application Submissions*.
8. That landowner authorization for any grading or fill placement work required on adjacent lands be provided to the HCA (City of Hamilton easement and tie-in of the slope face with the westerly neighbor; and further
9. The owner shall enter into a Save Harmless Agreement with the Hamilton Conservation Authority regarding the development of a residential and commercial building as submitted on the subject lands.

## **CARRIED**

## **5. DELEGATIONS**

There was none.

**6. MEMBER BRIEFING****6.1 Friends of Westfield Heritage Village – Cheque Presentation**

Robert Pasuta introduced Jeremy Schofield, President of the Friends of Westfield.

Jeremy Schofield indicated that the group of volunteers do fundraising through appeal letters, special events held at Westfield Heritage Village, and the Friends of Westfield Gift Shop.

Jeremy indicated that the Friends are looking forward to 2018 with fundraising for the new Interpretive Support Centre. This building will be used by the volunteers for a costume room.

Jeremy presented a cheque in the amount of \$30,580 to the Foundation on behalf of the Friends of Westfield.

Anne Tennier, Past Chair of the Foundation accepted the cheque.

Robert Pasuta thanked Jeremy Schofield and the Friends of Westfield for their generous donation and all their hard work.

**7. APPLICATIONS - DEVELOPMENT, INTERFERENCE WITH WETLANDS, AND ALTERATIONS TO SHORELINES AND WATERCOURSES**

(Copies of the supporting staff report are available from the Authority's Administration Office)

Jaime Tellier presented the report.

**BD12,2507                      MOVED BY:                      Doug Conley**  
**SECONDED BY:                      Dan Bowman**

**THAT the Board of Directors receive the Summary Enforcement Report SER – 01/18.**

**CARRIED**

**8. MINUTES OF PREVIOUS MEETING (December 7, 2017)**

**BD12,2508                      MOVED BY:                      Chad Collins**  
**SECONDED BY:                      Santina Moccio**

**THAT the Board of Directors approve the following recommendation:**

**THAT the minutes of the Board of Directors meeting held on December 7, 2017 be approved.**

**CARRIED**

**9. BUSINESS ARISING FROM THE MINUTES**

There was none.

**10. PRE-DISTRIBUTED CORRESPONDENCE**

There was none.

**11. OTHER CORRESPONDENCE**

There was none.

**12. REPORTS**

**12.1 Conservation Advisory Board (Minutes – December 14, 2017)**

Brad Gautreau presented the minutes of the Conservation Advisory Board meeting held on December 14, 2017 and indicated that there were no motions requiring Board of Directors approval.

**Motion to Receive the Minutes**

**BD12,2509**

**MOVED BY: Brad Gautreau**

**SECONDED BY: Susan Fielding**

**THAT the minutes of the Conservation Advisory Board meeting held on December 14, 2017 be approved as amended.**

**CARRIED**

## 12.2 Foundation Chairman's Report

Anne Tennier, Past Chair reported on the following:

- Total Donations for December and January - \$107,837 as follows:
  - \$25,000 for the Dobson McKee Outdoor Environmental Education Endowment Fund
  - \$24,291 for future improvements in the upcoming Webster's Falls CA Master Plan
  - \$23,107 for continue work on the Hermitage outbuildings
  - \$8,250 for our Area of Greatest Need (Undesignated) Fund
  - \$5,815 for Land Securement
  - \$5,215 for Outdoor Environmental Education
  - \$4,709 in Gifts in Kind for Westfield
  - \$2,500 for Canal Park
  - \$1,810 for the Dundas Valley CA Fund
  - \$1,620 for the Christie Lake CA Fund
  - \$1,350 for Trail Development
  - The remaining \$2,170 came in donations for Dundas Valley Trails, Westfield, Stewardship, and Fifty Point CA

Anne Tennier thanked the Friends of Westfield for all their hard work.

## 13. **OTHER STAFF REPORTS/MEMORANDUMS**

### 13.1 Woodend Backup Generator Tender Results

Matt Hall presented the report and answered member's questions. The main office currently has no emergency power supply system to sustain operations in the event of a power outage. During a power outage, the main office not only loses lighting and computer systems, but the water pumps for washrooms and HVAC systems also shut down, leaving these essential services and facilities unavailable for staff and public use. The main office typically experiences loss of power a few times annually and if Hydro One cannot confirm return of power within a relatively short time period, staff are sent home.

A capital project was initiated and approved to investigate and implement a backup power supply system.

Staff issued a public tender and specification documents for firms to consider in their bids and this was advertised publically through the online Biddingo public tender web service and sent to a variety of specific contractors who specialize in this type of work.

It is recommended that this contract be awarded to Fairway Electrical located in Ancaster, ON. They are a fully qualified and bonded, local contracting firm that specializes in electrical supply and construction services.

**BD12,2510                      MOVED BY:                      Lloyd Ferguson  
    SECONDED BY:                      Kris Brown**

**THAT the Board of Directors approve the following recommendations:**

**THAT the supply and install tender for the HCA Main Office (Woodend) Emergency Power Supply System be awarded to Fairway Electrical for a total cost of \$151,001.90, which includes a contingency sum and HST.**

**CARRIED**

***At this point it is 10:00 p.m. and a motion needs to take place for the meeting to continue past 10:00 p.m.***

**BD12,2511                      MOVED BY:                      Doug Conley  
    SECONDED BY:                      Santina Moccio**

**THAT the Board of Directors approve the following recommendations:**

**THAT the Board of Directors meeting continue past 10:00 p.m.**

**CARRIED**

### **13.2    Current Watershed Conditions as of January 18, 2018**

Jonathan Bastien provided an update on the current conditions. Current water levels are well below critical levels and there are presently no watercourse flooding concerns. Due to the above normal Lake Ontario water levels, strong winds and associated wave action may occur in the future, resulting in increased risk of shoreline erosion and localized flooding along the shoreline. HCA engineering staff continue to closely monitor the conditions.

**BD12,2511                      MOVED BY:                      Susan Fielding  
    SECONDED BY:                      Doug Conley**

**THAT the Board of Directors approve the following recommendations:**



**THAT the memorandum titled Current Watershed Conditions as of January 18, 2018 be received.**

**CARRIED**

13.3 Upcoming HCA and Partner Events

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

**14. NEW BUSINESS**

14.1 2018 Levy

Neil McDougall provided a verbal update. The apportionment of the 2018 levy affects the City of Hamilton and the Township of Puslinch.

For HCA, the City of Hamilton will be paying slightly less, around \$15,000 and the Township of Puslinch will increase by that same figure.

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

15.1 Confidential Report BD/Feb 01-2018

Robert Pasuta asked members if they would approve the report without going in camera.

**BD12,2512**

**MOVED BY: Chad Collins  
SECONDED BY: Lloyd Ferguson**

**THAT the Board of Directors approve the following recommendations:**

**THAT Report BD/Feb 01-2018 be approved and remain in camera.**

**CARRIED**

**RECESS**

**PART TWO OF MEETING****1. ELECTION PROCEDURES – NEIL MCDUGALL, SECRETARY TREASURER**

Robert Pasuta turned the Chair over to Neil McDougall to conduct the election.

A) Neil McDougall then outlined the following election procedures:

- Nominations only require a “mover”;
- Nominations will be called 3 times for each office;
- Closing of nominations will require a “mover” and a “seconder”;
- Each nominee will be asked if they are willing to serve;

B) If more than one person is nominated, there will be a vote:

- Each nominee will be allowed to speak in support of his/her nomination with a time limit of 5 minutes;
- A vote will be held by secret ballot and no member may vote by proxy;
- A motion to appoint scrutineers and the destruction of ballots will be required.

Neil McDougall asked if there were any questions. No questions were asked.

Neil McDougall declared all offices vacant.

**2. APPOINT SCRUTINEERS**

**BD12,2513**

**MOVED BY: Chad Collins**  
**SECONDED BY: Brad Gautreau**

**THAT, if more than one person is nominated, then Scott Peck and Matt Hall be appointed scrutineers; and further**

**THAT all voting ballots (AGM Election Procedure) be destroyed after the meeting is concluded.**

**CARRIED**

**3. ELECTION OF 2018 CHAIR**

Neil McDougall called for nominations for the 2018 Chair for the Hamilton Conservation Authority.

**Chad Collins nominated Doug Conley**

Neil McDougall called for nominations for the 2018 Chair for the Hamilton Conservation Authority a second time.

Neil McDougall called for nominations for the 2018 Chair for the Hamilton Conservation Authority a third and final time.

Having no further nominations, the office of Authority Chair for 2018 was closed with the following resolutions.

**BD12,2514                      MOVED BY:              Susan Fielding  
    SECONDED BY:        Dan Bowman**

**THAT nominations for the 2018 Chair of the Hamilton Conservation Authority be closed.**

**CARRIED**

Doug Conley was asked if he would serve. He agreed to serve.

**BD12,2515                      MOVED BY:              Susan Fielding  
    SECONDED BY:        Dan Bowman**

**THAT Doug Conley be confirmed as Chair of the Hamilton Conservation Authority Board of Directors for 2018.**

**CARRIED**

#### **4. ELECTION OF 2018 VICE CHAIR**

Neil McDougall called for nominations for the 2018 Vice Chair for the Hamilton Conservation Authority.

**Doug Conley nominated Susan Fielding**

Neil McDougall called for nominations for the 2018 Vice Chair for the Hamilton Conservation Authority a second time.

**Lloyd Ferguson nominated Dan Bowman**

Neil McDougall called for nominations for the 2018 Vice Chair for the Hamilton Conservation Authority a third and final time.

Having no further nominations, the office of Authority Vice Chair for 2018 was closed with the following resolutions.

**BD12,2516****MOVED BY: Doug Conley  
SECONDED BY: Santina Moccio****THAT nominations for the 2018 Vice Chair of the  
Hamilton Conservation Authority be closed.****CARRIED**

Susan Fielding was asked if she would serve. She agreed to serve.  
Dan Bowman was asked if he would serve. He agreed to serve.

Neil McDougall advised that each nominee has 5 minutes to speak for the office  
of Vice-Chair.

Susan Fielding and Dan Bowman provided a brief summary of their attributes.

Neil McDougall thanked the nominees for their comments and requested the  
ballots be distributed to the Board members for the purpose of placing their vote.

Scrutineers, Scott Peck and Matt Hall handed out the ballots and then collected  
all the ballots; left the meeting room for the purpose of counting ballots. Upon  
returning, scrutineers provided the results to Neil McDougall who announced:

**THAT Susan Fielding has been declared Vice Chair of the Hamilton  
Conservation Authority for 2018.****5. ELECTION OF THREE (3) MEMBERS TO THE BUDGET & ADMINISTRATION  
COMMITTEE**

Neil McDougall reported that the Budget & Administration Committee consists of  
five (5) Board of Director members, the Chair, Vice Chair, and three (3) members  
elected at large.

Neil McDougall outlined that the nomination procedures were the same as for the  
Chair and Vice Chair, and called for nominations.

**Chad Collins nominated Santina Moccio****Chad Collins nominated Dan Bowman****Chad Collins nominated Lloyd Ferguson**

Neil McDougall called for nominations twice more. There were none.

**BD12,2517****MOVED BY: Chad Collins  
SECONDED BY: Brad Gautreau**

**THAT nominations for the 2018 Budget & Administration Committee be closed.**

**CARRIED**

Neil McDougall asked Santina Moccio, Dan Bowman, and Lloyd Ferguson if they would accept their nominations. They agreed to serve.

**BD12,2518**      **MOVED BY:**      **Chad Collins**  
**SECONDED BY:**      **Kris Brown**

**THAT Santina Moccio, Dan Bowman, and Lloyd Ferguson be confirmed as members of the Budget & Administration Committee for 2018.**

**CARRIED**

## 6. ELECTION OF CHAIR TO CONSERVATION ADVISORY BOARD

Neil McDougall called for nominations.

## Santina Moccio nominated Maria Topalovic

Neil McDougall called for nominations twice more. There were none.

**BD12,2519**      **MOVED BY:**      **Santina Moccio**  
**SECONDED BY:**      **Dan Bowman**

**THAT nominations for the 2018 Conservation Advisory Board Chair be closed.**

**CARRIED**

The Chair noted that the Secretary Treasurer received written correspondence from Maria Topalovic and she agreed to serve.

**BD12,2520**      **MOVED BY:**      **Santina Moccio**  
**SECONDED BY:**      **Susan Fielding**

**THAT Maria Topalovic be confirmed as Chair of the Conservation Advisory Board for 2019.**

**CARRIED**

**7. BOARD REPRESENTATIVES TO CONSERVATION ADVISORY BOARD**

The Chair asked members if they were interested in sitting on the Conservation Advisory Board to sign the sign in sheet. The Chair explained that the Chair and Vice Chair are ex-officio of the Conservation Advisory Board.

Please pass the sign in sheet around and indicate if you are interested in sitting on the Conservation Advisory Board.

In addition to the Chair of CAB, Maria Topalovic, we have two board members that are interested in sitting on the Conservation Advisory Board; Brad Gautreau and Robert Pasuta.

**8. NEW BUSINESS****8.1 Appointment of Representative(s) to Conservation Ontario**

The Chair indicated that the Board of Directors are required to appoint three representatives which shall be registered with Conservation Ontario annually as Voting Delegates for Council.

**BD12,2521**

**MOVED BY: Chad Collins**  
**SECONDED BY: Brad Gautreau**

**THAT HCA appoints the following members as their representatives to Conservation Ontario for 2018:**

**Lisa Burnside, CAO**  
**Doug Conley, Chair**  
**Susan Fielding, Vice Chair**

**CARRIED****9. IN-CAMERA ITEMS FOR MATTERS OF LAW, PERSONNEL AND PROPERTY**

There was none.

**10. NEXT MEETING**

The next meeting of the Board of Directors will be held on Thursday, March 1, 2018 at 7:00 p.m. at Woodend Auditorium, 838 Mineral Springs Road, Ancaster, Ontario.



**11. ADJOURNMENT**

On motion, the meeting adjourned.



OFFICE OF THE MAYOR  
CITY OF HAMILTON

January 25, 2018

The Honourable Kathleen Wynne  
Premier of Ontario  
Room 281, Main Legislative Building  
Queen's Park  
Toronto, Ontario M7A 1A1

The Honourable Nathalie Des Rosier  
Minister of Natural Resources and Forestry  
Suite 6630, 6<sup>th</sup> Floor, Whitney Block  
99 Wellesley Street West  
Toronto, Ontario M7A 1W3

Councillor Robert Pasuta, Chair  
The Hamilton Conservation Authority  
Board of Directors  
838 Mineral Springs Road  
Ancaster, ON L9G 3L1

Dear Premier Wynne, Minister Des Rosiers and Chair Pasuta:

At its meeting of January 24, 2018, Hamilton City Council approved Item 7.11 which reads as follows:

**7.11 Conservation Authority Boundary Review**

**(Green/Farr)**

WHEREAS, Deputy Mining and Lands Commissioner Marianne Orr rejected Hamilton's appeal against the Niagara Peninsula Conservation Authority that the authority was charging too much under the new presented formula;

WHEREAS, it means the city has had to pay double the levy that City of Hamilton paid in 2014 and previous years;

WHEREAS, the Grand River Authority has brought forward a tax levy with a \$1,000,000 increase on the City of Hamilton's levy portion which is a 427% annual increase;

WHEREAS, there are provisions provided in Part III of the *Conservation Authorities Act* (R.S.O. 1990, Chapter C.27), which outlines:

FEB -2 2018

Rec'd: \_\_\_\_\_

File No.: \_\_\_\_\_

Replied: \_\_\_\_\_

## ENLARGING AREAS OF JURISDICTION, AMALGAMATIONS AND DISSOLUTIONS

### Enlargement of authority's area

10 (1) If an authority has been established, the council of a municipality that is completely or partly outside the jurisdiction of the authority may call a meeting to consider the enlargement of the area over which the authority has jurisdiction to include an area specified by the municipality. 1998, c. 18, Sched.I, s. 3 (1).

WHEREAS, Under the Apportionment Act the perceived benefit to the taxpayers of the City of Hamilton is a legal consideration; and

WHEREAS, given the astronomical levy increase placed on our municipal tax levy by neighbouring Authorities the perceived benefit is no longer commensurate to the perceived value of our residents supporting neighbouring municipalities;

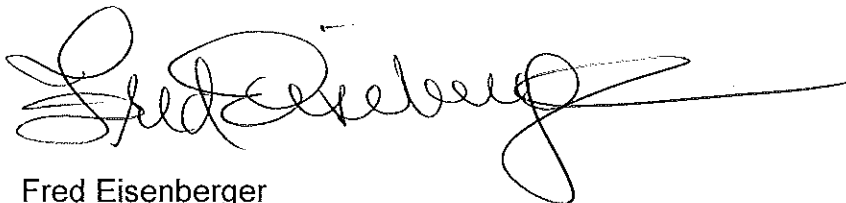
### THEREFORE BE IT RESOLVED:

- (a) That Mayor formally request on behalf of the City of Hamilton that the Hamilton Conservation Authority take the formal steps necessary to request an enlargement of Hamilton's jurisdiction to include the overlapping geographic areas with the neighbouring Conservation Authorities; and
- (b) That correspondence be sent to Premier Kathleen Wynne and to the Minister of Natural Resources and Forestry, the Honourable Nathalie Des Rosiers, outlining the disproportionate burden the current formulas used by the Lands and Mines commissioner to determine levy's under the Act.

**CARRIED**

We respectfully request your consideration with respect to the concerns noted above, and look forward to your response.

Sincerely,

A handwritten signature in black ink, appearing to read 'Fred Eisenberger', with a long horizontal flourish extending to the right.

Fred Eisenberger  
Mayor

9.2

397 King St. W,  
Dundas, ON. L9H 1W9

Mr. Doug Connelly  
President HCA Board of Directors  
838 Mineral Springs Road  
Ancaster, ON. L9G 3L1

FEB 15 2018

Rec'd: \_\_\_\_\_

File No.: \_\_\_\_\_

Replied: \_\_\_\_\_

Monday, February 5, 2018

Dear Members of the Hamilton Conservation Authority Board of Directors,

I write to you on behalf of a subcommittee at the Dundas District Lofts, which was formed last year to investigate increasing traffic and parking problems at our residence at 397 King Street West in Dundas. The purpose of this letter is to provide you with information about the nature of these concerns, ask that the HCA consider them as part of the problem solving process, and finally, a request to be part of the consultative process whereby decisions are being considered by the Hamilton Conservation Authority (and the City of Hamilton) to address this situation.

Over the past four years since the Dundas District Lofts became a residential space, there has been a steady increase in both vehicular and pedestrian traffic on the property as a direct result of visitors seeking access to the Dundas Peak. In 2017, there was a substantial increase in the volume of this traffic during the spring, summer and, most particularly, the fall season. Residents have been significantly impacted by this increase with respect to privacy and enjoyment of their home as well as concerns for safety and liability.

The nature of the impact on both the residents of the Dundas District Lofts and the neighbouring community include:

- Increased traffic on private property entering and turning around
- Unauthorized/illegal parking on private property
- Increased pedestrian traffic on our property
  - Seeking directions
  - Using property as a shortcut to King Street
  - Attempting to climb escarpment directly
  - Invasion of residents' privacy
    - Seeking washrooms
    - Knocking on doors
    - Looking in windows
- Disrespectful behavior

- Rude treatment of residents when questioned or approached
- Litter
- Urinating on property
- Picnicking on property
- Congregating on property/sitting on curbs

You will already be aware that Google has moved the location of the peak from our address to that of Tew Falls. We are aware that this is predicted to improve the local situation here by reducing the volume of visitors, especially first time visitors who rely on their GPS devices. It will not, however, entirely solve the problem. The reason is that many of the visitors are not coming for the first time and/or are intentionally seeking to avoid the cost of bussing and/or ticketing in the first place. There are also visitors who specifically seek an additional experience by scaling the escarpment and using the railway access. This is evidenced in various social media formats which highlight ways to avoid the costs of parking and ticketing. So, while the bussing certainly alleviated some of the difficulties for Greensville residents, it has had the unintended consequence of redirecting the problem elsewhere.

With Hamilton advertised and promoted as the 'Waterfall Capital of the World'/'City of Waterfalls', coupled with current trend of Nature-Based Tourism, this increase in visitors will continue. In the spirit of seeking a positive resolution that is agreeable to all, and having fulsome information about the scope of the problem, the residents of the Dundas District Lofts seek to be part of any consultative processes and next steps. Solutions will be found among partnerships, and we believe that by working closely with the Hamilton Conservation Authority, as well as the City of Hamilton, that appropriate solutions can be found.

Respectfully submitted,



Judy Anderson

On behalf of the Dundas District Lofts Subcommittee


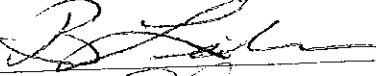
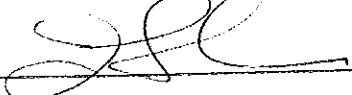
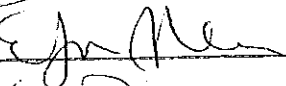
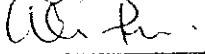
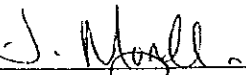
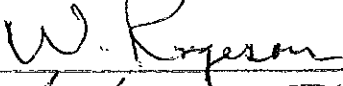

Cc: Councillor Arlene Vanderbeek, City of Hamilton  
Board of Directors of the Dundas District Lofts

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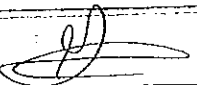
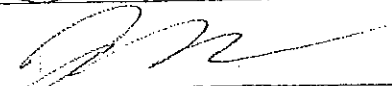
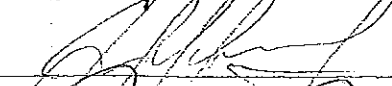
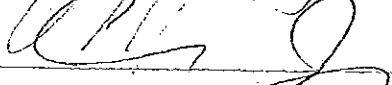



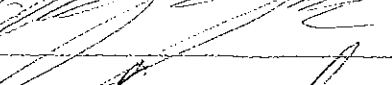
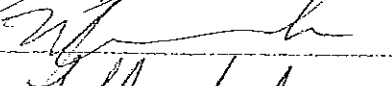

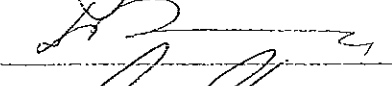

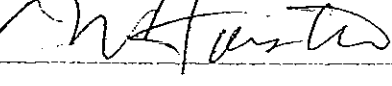
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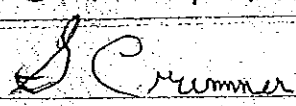
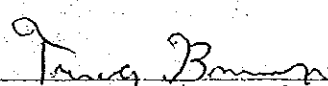
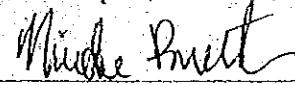

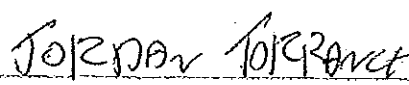


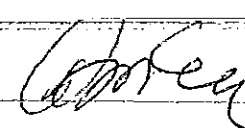
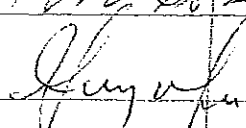
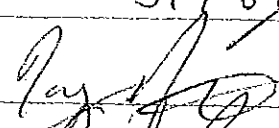
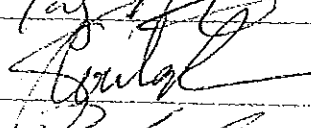
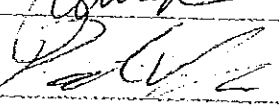
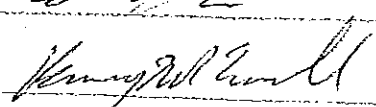

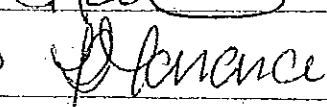
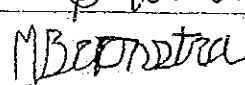
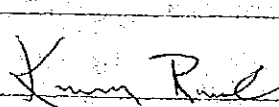
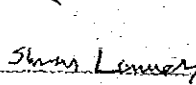
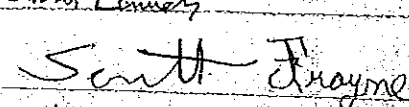
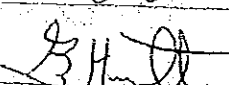
The Hamilton Conservation Area has deemed the Whitetail deer to be a nuisance on their land and has held the deer responsible for the lack of low lying forest growth. They've come to the conclusion that a cull within their boundaries would be beneficial to allow for new growth to return to the forest floor. The Ministry of Natural Resources dictates in a management unit the number of buck and doe tags that are allocated to the average hunter. At the outset of each indigenous hunt a target is set out for how many deer will be culled, but no designation has ever been publicly made as to how many of either sex will be culled. The goal has been set to harvest 60 deer during the 2017/18 hunt. Conservatively if 30 out of the 60 are doe's (pregnant with singles or twins), and 30 are bucks the following spring that removes 80-90 deer out of the valley. With the number of years this hunt has been executed and no sign of it stopping there will be NO room for the herd to grow or sustain itself. Also, factors such as the severity of past winters, night time poaching, coyote predation and the availability of food sources have been hard on mortality as well and need to be taken into account. All of these issues and factors are very visible to today's herd as without a doubt the herd is a fraction of what it once was. This hunt has been in existence for a number of years now and the Hamilton Conservation and the Haudenosaunee as responsible participants in this hunt have not shown evidence of any aerial surveys or any other research to show that the herd is within sustainable levels for future hunts and further harvest. I'm not debating the Haudenosaunee hunting rights, but I am questioning the practicality of future hunts without any sort of statistics as to whether future hunts in the area can be sustained ethically and with the herds best interest in mind.

President  
The Dundas/Ancaster Valley Bowhunters Association

PRINT NAME	SIGNATURE	PHONE #
TERRY Clark		905 973 0810
BILL LESLIE		905 545 0687
JIM LESLIE		905-545-0687
Evelyn Moralliee		905 545 0687
Alan Purkinson		905 545 0687
James Moralliee		905 545 0687
William Rogerson		905 643 6001
JAM BOOCAN		905-545-0693



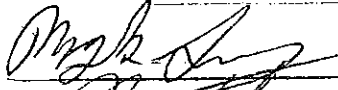
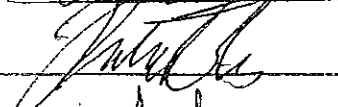

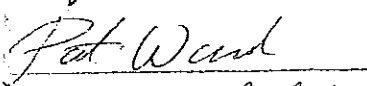
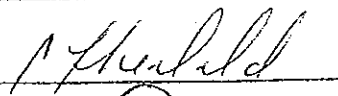
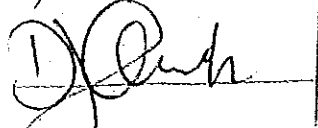
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405 334 7850		Earl Goodale
289-925-5037		JIM MCLULLOUGH
905.745.7664	Rob Poyner	Rob POYNER
289-244-9444	Al Pona	Al PONA
905-977-8130	Cheryl Navarrete	CHERYL NAVARRETE
905 820 9798		Jeff Gough
905 325 1715		Carey Labink
905 962 1328		GEORGE COWE
519-498-9011		GERARD BYRNE
226-791-7725		COREY BISSON
519-897-0321		Tommy Cunningham
226 926 5686		MIKE CHESLOCK
519-505-3925	Jeff Ford	JEFF FORD
226-392-3624	Wayne Reilly	WAYNE REILLY
416 419 8001		ALAN BARNES
416 986 3920		LINDA BARNES
		Tom Harris
		Norm Fawcett

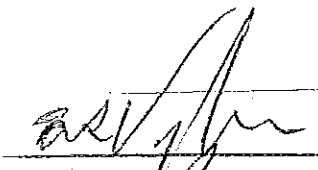
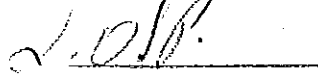

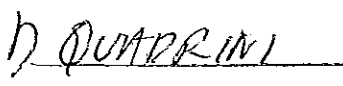
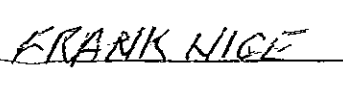
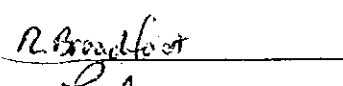
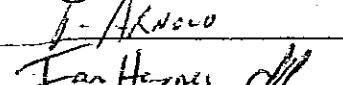
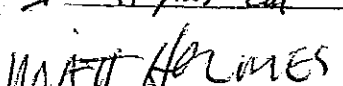
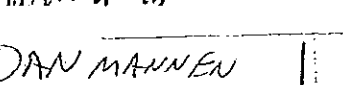
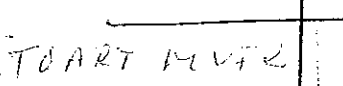
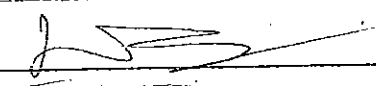
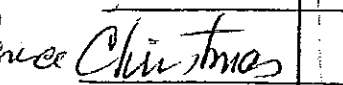
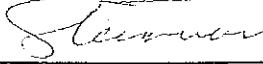

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519 590-8436		SCOTT CRUMMER
519-878-0489		T. Brunson
519-301-870		Nicole Boonstra
519-274-9859		Dan Anderson
226-973-9285		JORDAN TORRANCE
519-318-8607		JEFF MOSSEY
519-670-1578		JIM TORRANCE
519-222-6826		Geoff McCrory
519-240-6096		GARY WHYNOT
519-766-7229		TONY MAROSTEA
519-836-8680		Steve Lavelock
519-747-2048		PAUL VICARY
		Barry McConnell
519-301-8411		Derek Boonstra
519-630-9510		RACHAEL TORRANCE
519-301-6432		Max Boonstra
519-274-1287		Kevin Reid
519-317-2130		Shawn Lannan
519-301-1811		SCOTT FRAYNE
519-318-8873		Ben Hewitt




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PRINT NAME

PH NUMBER

	MARK SWING	905-304-8086
	LILIANA JOVANOVIC	416-857-4720
	April Swing	905 304 8096
	PAT WARD	905-818-7864
	Christie Theobald	905 541 4070
	Dano Quirk	905 577 5208

	Iona CRT	905 765-6631
	HAMILTON	289-260-2554
	Dundas	905-627-0496
	BURLINGTON	905-336-9082
	HAMILTON	905 522 4954
	HAMILTON	780-340-9114
	Hamilton	905. 549-5556
	Amster	905 981 7910
	DUNDAS	905 870-4111
		289-440-0139
		289-344-0949
	BRUCE CHRISTMAS	905-679-6079

PHONE #	SIGNATURE	PRINT NAME
905-730-4472	Edward W. Miller	TED MILLER
905-679-0026		DAVE DEGARD.
905-515-1246	Charlie Polizzi	CHARLIE POLIZZI
905-921-4411	Shawn Tobow	SHAWN TOBOW.
905-348-0085		TODD BRENS.
905-531-6784		CHRIS STEINBERG.
905-518-7539	J. Martin	Joe Martin.

# **HAMILTON CONSERVATION AUTHORITY**

## **MINUTES**

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### **Budget & Administration Committee**

**February 15, 2018**

Minutes of the Budget & Administration Committee meeting held on Thursday, February 15, 2018 at Woodend Auditorium, 838 Mineral Springs Road, Ancaster, Ontario, at 7:00 p.m.

**PRESENT:** Susan Fielding, in the Chair  
Dan Bowman  
Doug Conley  
Lloyd Ferguson  
Santina Moccio

**STAFF PRESENT:** Lisa Burnside, Gord Costie, Judy Love, Neil McDougall, and  
Nancy Watts - HCA Staff

**1. CHAIRMAN'S REMARKS**

Susan Fielding welcomed members and staff.

**2. DECLARATIONS OF CONFLICT OF INTEREST**

There was none.

**3. APPROVAL OF AGENDA**

The Chair requested any additions or deletions to the agenda.

**BA1801**                      **MOVED BY:** Dan Bowman  
                                 **SECONDED BY:** Doug Conley

**THAT the February 15, 2018 Budget & Administration  
Committee meeting agenda be approved.**

**CARRIED**

**4. ELECTION OF VICE CHAIR**

Neil McDougall called for nominations for the position of Vice-Chair. Dan Bowman nominated Santina Moccio. Neil called for nominations twice more. There were none. Having no further nominations, the office of Vice Chair of the Budget & Administration Committee for 2018 was closed with the following resolution.

**BA1802**                      **MOVED BY:**              **Dan Bowman**  
                                 **SECONDED BY:**      **Doug Conley**

**THAT the nominations for 2018 Vice-Chair of the Budget & Administration Committee be closed.**

**CARRIED**

Neil asked Santina if she would serve. Santina agreed to serve and was acclaimed as the Vice Chair of the Budget & Administration Committee for 2018.

**5. CHAIRMAN'S REPORT ON BOARD OF DIRECTORS ACTIONS**

Susan Fielding reported that all recommendations from the September 21, 2017 Budget & Administration Committee meeting were approved by the Board of Directors.

**6. DELEGATIONS**

There was none.

**7. MINUTES FROM THE PREVIOUS MEETING (September 21, 2017)**

**BA1803**                      **MOVED BY:**              **Santina Moccio**  
                                 **SECONDED BY:**      **Doug Conley**

**THAT the minutes of the Budget & Administration Committee meeting held on September 21, 2017 be approved as written.**

**CARRIED**

**8. BUSINESS ARISING FROM THE MINUTES**

There was none.



## 9. STAFF REPORTS/MEMORANDUMS

### 9.1 12 Month Financial Results - Operating

Neil McDougall provided an update on the 12 month financial results for HCA and answered member's questions. The 4<sup>th</sup> quarter was strong in 2017 with October presenting some of the best weather of the year.

#### **Watershed Planning and Engineering:**

- Revenues:
  - Federal and provincial grants were down from last year as fewer projects were initiated
  - Permit fees exceed both plan and last year as development activity continued to grow
- Expenses:
  - staffing expenses continued below last year's level due to a combination of lower seasonal staff and a fulltime vacancy
  - consultants and contractors are lower as this year has fewer projects
- Net:
  - the two variables that impact WP&E the most are permit fee revenue and staffing costs
  - both were in our favour this year
  - project work was down which impact both revenue and cost areas

#### **Conservation Areas:**

- Revenues:
  - camping closed the year ahead of both last year and budget as there was no fire ban and fewer beach closures in 2017 making the camping experience more attractive
  - Marina operations were hurt by the high water levels in Lake Ontario this spring and were not able to recover
  - admissions were down from last year due primarily to wet weather on weekends
- Expenses:
  - staffing increased over last year as expected as there were vacant positions last year
  - contracts and security costs were above last year reflecting efforts at Spencer Gorge to reduce traffic in and around the Falls
- Net:
  - Despite some softness in admissions the Conservation Areas managed to make a solid contribution

**Westfield Heritage Village:**

- Revenues:
  - regular gate and event admissions, combined, fell short of budget but did record sales greater than a year ago
  - significant drop in film revenues which fell \$40k from last year
  - film industry is very inconsistent
- Expenses:
  - staff expense was held below last year's level
  - all other expenses in total exceeded budget but were less than 2016
- Net:
  - a positive contribution exceeding \$100k was better than last year but not to planned levels and \$20k less than would have been received under the management agreement that operated prior to ownership

**Corporate Support:**

- Revenues:
  - No significant variances to budget and lower to last year primarily as a reflection of a lower amount of intra-company equipment usage charges
- Expenses:
  - Staffing expenses were favourable to budget due to timing of personnel changes and only 1% above last year for similar reasons
  - Contract expense was increased reflecting the installation of a security system at the Millgrove Yard
- Net:
  - The deficit in Corporate services was within the levels that had been expected since midway through the year and within the range that could be safely handled

**BA1804****MOVED BY: Doug Conley  
SECONDED BY: Dan Bowman****THAT the 12 month financial results for 2017 be received.****CARRIED****9.2 2017 – 4<sup>th</sup> Quarter Vendor Listing Report**

Neil McDougall provided an update on the 4<sup>th</sup> quarter vendor listing report for 2017. Neil answered member's questions.

**BA1805****MOVED BY: Dan Bowman  
SECONDED BY: Santina Moccio****THAT the Vendor Listing report for the 4<sup>th</sup> quarter in 2017 be received.****CARRIED****9.3 Initial Communication on Audit Planning**

Neil McDougall presented the document. The purpose of this document, is to initiate effective two way communication with staff regarding the financial statement audit engagement of HCA and Confederation Beach Park for the year ending December 31, 2017. This communication will assist the committee in understanding the terms of the audit engagement, proposed audit strategy and the level of responsibility assumed by Grant Thornton under Canadian auditing standards.

Neil indicated that the audit will be completed in March and will be brought forward to the Budget & Administration Committee in April and the Board of Directors meeting in May.

**BA1806****MOVED BY: Santina Moccio  
SECONDED BY: Dan Bowman****THAT the report to the Budget & Administration Committee – Initial communication on audit planning be received.****CARRIED****9.4 Mileage Report**

Nancy Watts presented the report and indicated a yearly review of mileage is to take place with any change effective January 1.

The December 2017 year over year CPI for Private Transportation in Ontario did increase by 1.5%. A poll of area Conservation Authorities was completed and the average rate is 52.57 cents per kilometer.

The HCA has been found to be competitive with our rate, it is therefore recommended that the current mileage rate of 53 cents per kilometer remain unchanged for 2018.

**BA1807****MOVED BY: Lloyd Ferguson  
SECONDED BY: Santina Moccio**

**THAT the Budget & Administration Committee recommends to the Board of Directors:**

**THAT the current mileage rate of 53 cents per kilometer remain unchanged for 2018.**

**CARRIED**

9.5 WSIB Injury Statistics

Nancy Watts provided a PowerPoint presentation on the WSIB Injury Statistics from September 30 to December 31, 2017. Nancy answered member's questions.

Nancy indicated between September 30 and December 31, WSIB approved 3 Medical Aid Claims:

- bee sting
- eye injury
- nose injury

Claims were made by casual-seasonal employees.

Between September 30 and December 31, 2017, there were no lost time claims.

2017 Year End Results:

HCA had 10 Medical Aid Claims and 3 Lost Time Claims reported to WSIB.

- 2 slip and fall
- 1 motor vehicle accident
- 4 physical injuries
- 3 bug bites
- 1 scrape
- 2 physical exertion

Claims were made by both full time and casual-seasonal employees.

Nancy provided a year over year summary to 2016 for comparison. As of December 31, 2017, HCA experienced 11 medical aid claims in 2016 vs. 10 claims in 2017 and 1 lost time claim in 2016 vs. 3 claims in 2017. It was noted that while this shows an increase, no claims were severe and overall number of claims is low.

**BA1808**

**MOVED BY: Santina Moccio**  
**SECONDED BY: Doug Conley**

**THAT the presentation on the WS&IB Overview and HCA Accident Statistics be received.**

**CARRIED**

**10. NEW BUSINESS**

**10.1 Agenda Packages**

Santina Moccio suggested that staff consider using a consent agenda for the Budget & Administration Committee and the Board of Directors meetings to streamline the meeting.

Lisa indicated that staff will check our governance policy to see what is standing for the Board. Members have asked staff to research and look into this and report back to the Budget & Administration Committee.

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

**BA1809                      MOVED BY:              Doug Conley  
                                    SECONDED BY:        Santina Moccio**

**THAT the Budget & Administration Committee moves *in camera* for matters of law, personnel and property.**

**CARRIED**

There was one legal matter discussed during the *in camera* session.

**11.1 Confidential Report BA/Feb 01-2018**

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

**BA1810                      MOVED BY:              Santina Moccio  
                                    SECONDED BY:        Dan Bowman**

**THAT the Budget & Administration Committee moves out of *in camera*.**

**CARRIED**

**12. NEXT MEETING**

The next meeting will be scheduled for Thursday, April 19, 2018 at 7:00 p.m. at Woodend Auditorium, 838 Mineral Springs Road, Ancaster, Ontario.

**13. ADJOURNMENT**

On motion, the meeting adjourned.



## Report

**TO:** Budget & Administration Committee Members

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

**PREPARED BY:** Nancy Watts, Director of Human Resources & Wellness

**DATE:** January 22, 2018

**RE:** 2018 Mileage Rate

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### STAFF RECOMMENDATION

**THAT the Budget & Administration Committee recommends to the Board of Directors:**

**THAT the current mileage rate of 53 cents per kilometre remain unchanged for 2018.**

### BACKGROUND

As approved by the Budget & Administration Committee in June 2007 and the Board of Directors in July 2007, a yearly review of mileage is to take place with any change effective January 1.

### STAFF COMMENT

#### CPI Index

The December 2017 year over year CPI for Private Transportation in Ontario did increase by 1.5%.

#### Area Conservation Authority Mileage Rates

The table below shows a summary of mileage rates from area conservation authorities:

<b><u>Conservation Authority</u></b>	<b><u>Rate – cents per km</u></b>
Nottawasaga	54
Lake Simcoe	55
Halton	55
Grand River	50
Credit Valley	54
Niagara	50
Toronto	50
<b>Average</b>	<b>52.57</b>

### Canada Revenue Agency

Canada Revenue Agency publishes a guideline for calculating what is a “reasonable allowance” that would not be deemed to be taxable income. For 2018, that guideline is 55 cents for the first 5,000 km and 49 cents per km thereafter.

Based on the above information, maintaining the current mileage rate of 53 cents per km is recommended to remain unchanged for 2018 as the CPI Transportation Index increase is a rebound after the previous year decrease and the HCA mileage rate is competitive with area Conservation Authorities.

### **STRATEGIC PLAN LINKAGE**

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

- **Strategic Goal #5 Organization 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**

None.

### **CONCLUSIONS**

As the Hamilton Conservation Authority has been found to be competitive with our rate, it is therefore recommended that the 2017 mileage rate of 53 cents per kilometre be maintained for 2018.



# **HAMILTON CONSERVATION AUTHORITY**

## **Conservation Advisory Board**

### **MINUTES**

**February 8, 2018**

Minutes of the Conservation Advisory Board meeting held on Thursday, February 8, 2018 at HCA's Woodend Administration Building commencing at 7:00 p.m.

**PRESENT:**

**Morgan Pirie, Chair  
John Barkovic  
Lydia Cartlidge  
Susan Fielding  
Donna Kydd  
Duke O'Sullivan  
John Shaw**

**Kristen Brittain  
Doug Conley  
Brad Gautreau  
Cheryl Larocque  
Robert Pasuta  
Wayne Terryberry**

**REGRETS:**

**Frank Cucullo, Joanne Di Maio, Chris Michels, Marie Robbins, Maria Topalovic**

**STAFF PRESENT:**

**Carissa Bishop, Nick Burgess, Lisa Burnside, Grace Correia, Gord Costie, Bruce Harschnitz, Peter Lloyd, Judy Love, Scott Peck, and Nancy Watts – HCA Staff**

**OTHERS:**

**Richard Leitner - Media**

**1. CHAIR'S REMARKS**

Morgan Pirie welcomed everyone and indicated the regrets received for the meeting. Morgan indicated that Councillor Doug Conley was appointed the Chair of the Board of Directors, Councillor Susan Fielding was appointed the Vice Chair of the Board of Directors, and Maria Topalovic was appointed the Chair of the Conservation Advisory Board.

**2. DECLARATION OF CONFLICT OF INTEREST**

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

**3. ELECTION OF VICE CHAIR**

Scott Peck called for nominations for Vice Chair. Duke O'Sullivan nominated Morgan Pirie for the position of Vice Chair. As there were no other nominations put forward, Morgan Pirie was acclaimed the Vice Chair.

**CA1801                      MOVED BY:              Duke O'Sullivan**  
**SECONDED BY:        Susan Fielding**

**THAT Morgan Pirie be confirmed as Vice Chair of the  
Conservation Advisory Board for 2018.**

**CARRIED**

**4. APPROVAL OF THE AGENDA**

The Chair requested any additions or deletions to the agenda. There were none.

**CA1802                      MOVED BY:              Donna Kydd**  
**SECONDED BY:        Wayne Terryberry**

**THAT the agenda be approved.**

**CARRIED**

**5. DELEGATIONS**

There was none.

**6. MEMBER BRIEFING**

There was none.

**7. CHAIRMAN'S REPORT OF BOARD OF DIRECTOR'S ACTIONS**

Morgan 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 (December 14, 2017)****CA1803****MOVED BY: John Shaw  
SECONDED BY: Doug Conley****THAT the minutes of the December 14, 2017  
Conservation Areas Advisory Board meeting be  
approved.****CARRIED****9. BUSINESS ARISING FROM THE MINUTES****9.1 Tracking Report**

Morgan asked members if there were any questions on the Tracking Report.

**10. STAFF REPORTS/MEMORANDUMS****10.1 Merrick Cider Shack Pavilion Conversion**

Carissa Bishop provided a PowerPoint presentation and answered member's questions. Staff are recommending the Merrick Cider Shack be converted into a pavilion. Dundas Valley Conservation Area currently only has two covered picnic areas. There is a need for shelter on the trails during thunder and lightning storms for visitors and staff.

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 to the area

A newly converted pavilion 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.

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.

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 is expected to be funded through donations to the Hamilton Conservation Foundation.

**CA1804**

**MOVED BY: Doug Conley**  
**SECONDED BY: Wayne Terryberry**

**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.**

**CARRIED**

#### 10.2 2017 Artifact Donation Acquisitions Report

Peter Lloyd provided a presentation and answered member's questions. Peter indicated that Westfield Heritage Village has a comprehensive Collections Management Policy.

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.

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. The artifact donation list needs to be approved each year. 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.

**CA1805**

**MOVED BY: Duke O'Sullivan**  
**SECONDED BY: Susan Fielding**

**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.**

**CARRIED**

**10.3 Attendance Figures for 2017**

Gord Costie provided a PowerPoint presentation on the attendance figures for 2017. Gord indicated that staff are starting to track and gather more data on attendance figures. We have trail counters in some areas.

Confederation Beach Park is a free entry park with the highest attendance figure of 510,000.

Following is the attendance figures for the Conservation Areas:

- |                              |         |
|------------------------------|---------|
| • Christie Lake              | 140,000 |
| • Dundas Valley              | 150,000 |
| • Fifty Point                | 100,000 |
| • Spencer Gorge              | 95,000  |
| • Valens Lake                | 105,000 |
| • Westfield Heritage Village | 45,000  |
| • Wild Waterworks            | 100,477 |

Gord answered member's questions.

**CA1806                      MOVED BY:            Wayne Terryberry**  
**SECONDED BY:       Brad Gautreau**

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

**THAT the attendance figures for 2017 be received.**

**CARRIED**

**10.4 2018 Shuttle Bus Service – Spencer Gorge Wilderness Area**

Gord Costie provided a presentation and indicated that the Spencer Gorge Conservation Area has traditionally been a very popular conservation area. Over

the past number of years, attendance has increased in excess of 100,000 visitors.

In February 2016, the Board of Directors approved a pilot Shuttle Bus Services as a direct response to decrease street parking, reduce traffic congestion, and improve safety. A local Greenville organization (Think Greenville) operated the shuttle bus.

In 2017, 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.

Through the operation and completion of 2017 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.

One significant aspect of the shuttle service identified as needing refinement involves its base location. Staff are recommending that the shuttle bus service base be relocated to Christie Lake Conservation Area.

Following are some of the key issues that staff struggled with by using a private parking lot in 2017:

- 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
- lack of washrooms and picnic areas
- neighbourhood disruption to Mazza Road residents
- bylaw zoning noncompliance

Following are key attributes for the shuttle bus service base to be relocated at Christie Lake in 2018:

- 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
- picnic areas, washrooms, waterfront, rentals

The shuttle bus operations will potentially impact Christie Lake operations during peak season with special events such as the Christie Antique Show and third party bookings. One option includes having a dedicated bus exit/entry system to mitigate traffic issues using the Middletown Road gateway when required.

A successful shuttle operation will require ongoing Bylaw Enforcement of no parking/stopping within the Greensville vicinity to deter all unauthorized parking and to shut down unauthorized “pop up” parking lots is critical to keep traffic out and away from the hamlet area.

City of Hamilton staff have been advised of this proposal to use Christie Lake Conservation Area and have confirmed zoning bylaw compliance.

Bruce Harschnitz provided a PowerPoint presentation with a virtual tour of the Christie Lake explaining the flow of traffic and the parking lot area.

Staff answered member’s questions.

**CA1807**

**MOVED BY: Doug Conley**  
**SECONDED BY: Brad Gautreau**

**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.**

**CARRIED**

#### 10.5 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. NEXT MEETING**

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

**13. ADJOURNMENT**

On motion, the meeting was adjourned.





## 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

---

### 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.

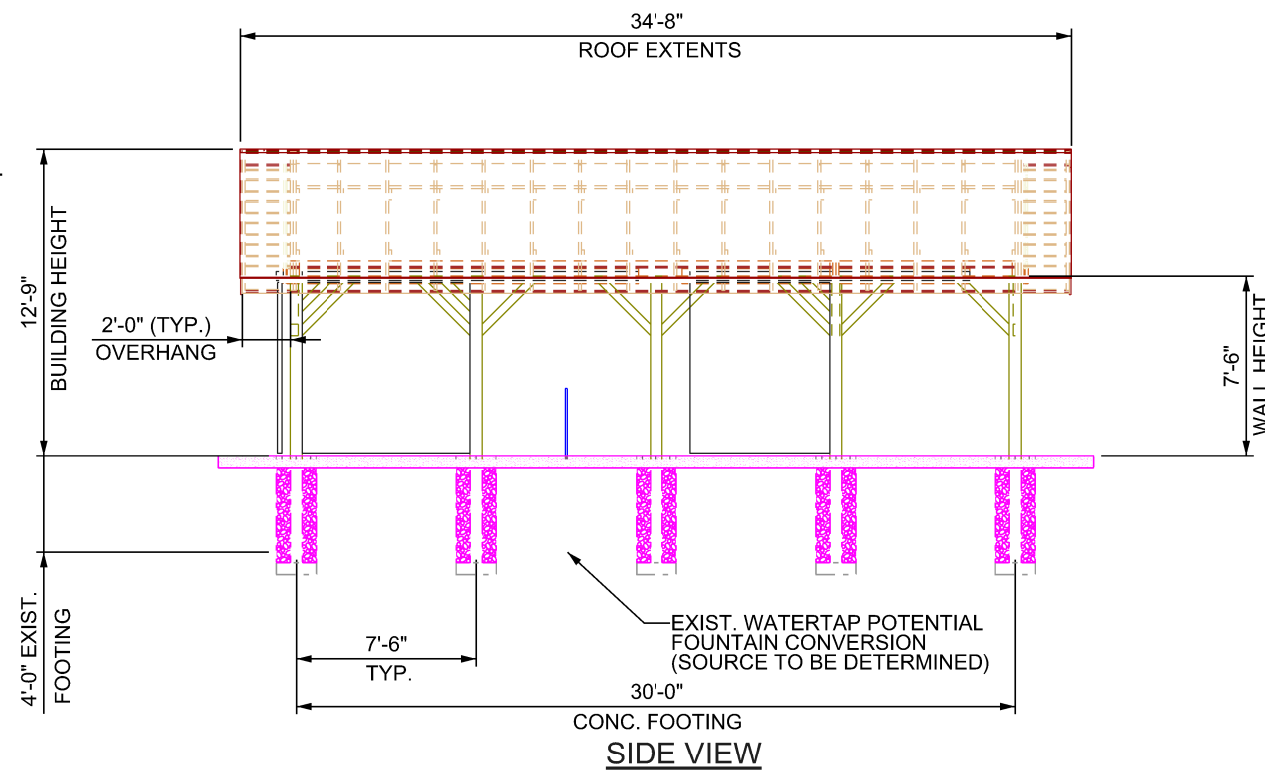
Initial plan estimates show that it will take approximately \$50,000 to convert the shack into a pavilion and make improvements to the area. The entire cost of which is expected to be funded through donations to the Hamilton Conservation Foundation.

## **CONCLUSIONS**

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

date: 2017/08/25

- 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)



rev no.	description	date
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838 Mineral Springs Rd.  
Ancaster, ON L9G 4X1  
Tel: 905.525.2181  
Web: [www.conservationhamilton.ca](http://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.CASTANOS
approved	H.MALL
drawing number	<b>A01</b>



[illegible]

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



838 Mineral Springs Rd.  
Ancaster, ON L9G 4X1  
Tel: 905.525.2181  
Web: www.conservationhamilton.ca

**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

---

### 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:** Board of Directors

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

**DATE:** March 21, 2018

**RE:** Ratification of Email Poll for 2018 Shuttle Bus Service – Spencer Gorge Conservation Area

---

An email poll was sent out to the Board of Directors on March 2, 2018 for their approval. In accordance with the HCA's governance policies, the Board of Directors ratified unanimously the email poll approving:

### **STAFF RECOMMENDATION**

**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.**



## 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

---

### 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.



## HAMILTON CONSERVATION AUTHORITY

### Conservation Advisory Board

#### MINUTES

**March 8, 2018**

Minutes of the Conservation Advisory Board meeting held on Thursday, March 8, 2018 at HCA's Woodend Administration Building commencing at 7:00 p.m.

**PRESENT:**

**Morgan Pirie, Chair  
Lydia Cartlidge  
Frank Cucullo  
Brad Gautreau  
Cheryl Larocque  
Marie Robbins  
Wayne Terryberry**

**Doug Conley  
Joanne Di Maio  
Donna Kydd  
Chris Michels  
John Shaw**

**REGRETS:**

**John Barkovic, Kristen Brittain, Susan Fielding, Robert Pasuta, Duke O'Sullivan, Maria Topalovic**

**STAFF PRESENT:**

**Lisa Burnside, Grace Correia, Gord Costie, Matt Hall, Joel Konik and Scott Peck – HCA Staff**

**OTHERS:**

**Tim Keane  
Richard Leitner – Media**

#### **1. CHAIR'S REMARKS**

Morgan Pirie welcomed everyone and indicated the regrets received for the meeting and recognized two members who are departing CAB.

Morgan indicated that Marie Robbins has been a CAB member for 8 years from April 2010 to March 2018. With her work commitment, Marie is not renewing her membership for another four year term. Marie Robbins thanked the HCA and CAB for the opportunity to serve on the committee. Marie noted it was an honour to serve and it was bittersweet to depart and noted that it is a turning point with an opportunity to do some hands on work at Fifty Point and Eramosa Karst.

Marie wished the HCA well in our continued conservation work and noted she will see us down the road.

Morgan also noted that Rob Booth has resigned. Lisa Burnside expressed this was for professional reasons relating to the Board of Director's decision regarding the Ancaster Wells. Rob's resignation email was sent to all CAB and Board members.

Morgan and Lisa Burnside extended their sincere thanks and appreciation for all the work and service provided by both Marie and Rob and acknowledged how fortunate HCA is to have engaged volunteer citizens that serve on CAB.

## **2. DECLARATION OF CONFLICT OF INTEREST**

The Chair asked members to declare any conflicts of interest. John Shaw noted he had a conflict with item 9.2 Project Technical Advisory Committee. John did not vote nor take part in the conservation on that item.

## **3. APPROVAL OF THE AGENDA**

The Chair requested any additions or deletions to the agenda. There were none.

**CA1808**                      **MOVED BY:        John Shaw**  
                                 **SECONDED BY:   Frank Cucullo**

**THAT the agenda be approved.**

**CARRIED**

## **4. DELEGATIONS**

### **4.1    40 Day Hike of the Bruce Trail**

Morgan Pirie and John Shaw introduced Tim Keane.

Tim provided an overview of his through hike of the Bruce Trail and provided his view of our lands from a hiker's perspective. He noted that he started out on August 5 and finished September 20 which totaled 40 days and 39 nights. Tim also indicated he practiced no trace hiking and did not use a tent and did not have a fire for the whole trip other than the last night of the hike.

Tim spoke of the challenges of the hike from a physical and emotional perspective and noted how hard it was to hike the intended 22 km per day and some specific difficult sections of the trail. Tim specifically noted the lack of

water along the length of the Bruce Trail. There was a Facebook page that Tim used to track his progress and it was well viewed with much support from emotional perspective from his followers.

Tim noted the importance of trail angels, people along the trail who helped him when he needed it most and how they helped him with water, food and spiritual support. He continued to talk about his experience with black bears, owls and seeing a Massasauga Rattle Snake.

Tim concluded his talk by expressing his gratitude for the work we do and noted that nature has a way to heal a person. People benefit from our lands because they can go on a hike and experience the land, the forests, the wetlands and all nature has to offer.

## **5. MEMBER BRIEFING**

There was none.

## **6. CHAIRMAN'S REPORT OF BOARD OF DIRECTOR'S ACTIONS**

The March Board of Directors meeting was cancelled due to lack of quorum. As such, the Board of Directors took no action regarding the February CAB items discussed regarding the Merrick Cider Shack or the Artifact Donation List. The Shuttle Bus recommendation was approved by the Board of Directors by an email poll.

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

### **7.1 Minutes – Conservation Advisory Board (February 8, 2018)**

**CA1809                      MOVED BY:              Cheryl Larocque**  
**SECONDED BY:        Joanne Di Maio**

**THAT the minutes of the February 8, 2018 Conservation Areas Advisory Board meeting be approved.**

**CARRIED**

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

There was none.

## 9. STAFF REPORTS/MEMORANDUMS

### 9.1 Trail Bridge Inspection Program

Matt Hall presented the memorandum and indicated that HCA is currently responsible for maintaining over 70 trail bridges and 140 kilometres of trail. Matt provided example pictures of various bridge issues including trip hazards, decking issues and wood rot on the bridges. The bridges are mostly made of wood and they deteriorate over time and require regular inspection and maintenance to ensure that they are safe for the public to use.

Capital Projects & Strategic Services division has developed a program to provide for an annual review of the bridges and outlines the roles and responsibilities of HCA employees for inspecting each bridge.

A Trail Bridge Inspection Manual has been developed to aid staff on how to properly inspect a bridge and what to document.

As annual trail bridge inspections are performed and completed, it helps determine where capital resources can be most effectively utilized with a priority placed on the bridges which need the most attention.

Matt answered member's questions.

### 9.2 Project Technical Advisory Committee

Scott Peck presented the report and answered member's questions. The Project Technical Advisory Committee (PTAC) acts as a review and approval committee for funding applications under the Hamilton and Halton Watershed Stewardship Programs (HWSP) Water Quality and Habitat Improvement Program. Annual endorsement of PTAC members is required for the annual insurance coverage requirement. The term of appointment would run from April 1, 2018 to March 31, 2019.

**CA1810**

**MOVED BY: Wayne Terryberry**  
**SECONDED BY: Lydia Cartlidge**

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

**THAT to meet annual insurance coverage requirements, the responsibilities of the Project Technical Advisory Committee for the Hamilton and Halton Watershed Stewardship Programs be approved as identified in this staff report of March 8, 2018; and further**

**THAT the members on the Committee be appointed for the period of April 1, 2018 to March 31, 2019.**

**CARRIED**

**9.3 HWWA Deer Harvest Results**

Gord Costie provided a verbal report on the agreement the HCA has with the HWWA and the spirit and intent of that agreement. Gord noted the agreement represents reconciliation in action and respects cultural and treaty rights of the Haudenosaunee and is not a cull.

Gord outlined that on the Schedule "A" lands west of Martin Side Road, that 13 deer were harvested during the time period of November 15, 2017 to December 7, 2017. Further, 2 deer were harvested on the Schedule "B" lands north of Governors Road from January 2 to 11, 2018. Total of 15 deer were harvested out of the 60 deer quota maximum as outlined in the Board of Directors approved Annual Specific Agreement.

Gord concluded that the HCA continues to work with all parties on this agreement and that HCA staff continue to monitor the impact of deer on HCA lands through our ecology staff.

Gord answered member's questions.

**9.4 Flood and Erosion Control Project for Upper Battlefield Creek and Stoney Creek – Saltfleet Conservation Area**

Scott Peck presented the report and answered member's questions. For the new Saltfleet Conservation Area, the HCA engaged the consulting firm Amec Foster Wheeler (now WOOD PLC) to undertake an environmental assessment to "conduct a technical assessment of the effectiveness of various potential storage locations, sizes and combinations above the escarpment to address flood and erosion risk in the lower reaches of Stoney and Battlefield Creeks" for the purposes of natural hazard attenuation. This is a Class EA, as per the "Conservation Ontario, Class Environmental Assessment for Remedial Flood and Erosion Projects".

The next step in this process is the filing of the environmental study report, notifying by letter all parties that have expressed an interest in the project and publishing a Notice of Completion in the local newspaper and for the Ministry of Environment and Climate Change.

The study recommends 4 storage facilities be implemented to best address the purposes of the study being to reduce the risk of downstream flooding and

erosion. Scott outlined that staff are supportive of the findings and recommendations of the environmental study report.

Scott answered member's questions.

**CA1811**                      **MOVED BY:**              **Wayne Terryberry**  
**SECONDED BY:**      **Chris Michels**

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

**THAT the Flood and Erosion Control Project for Upper Battlefield Creek and Stoney Creek, Community of Stoney Creek, City of Hamilton Environmental Study Report be filed for public review and for the Ministry of Environment and Climate Change.**

**CARRIED**

9.5      Upcoming Events

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

**10.      NEW BUSINESS**

There was none.

**11.      NEXT MEETING**

The next meeting of the CAB is scheduled for Thursday, May 10, 2018 at 7:00 p.m.

**12.      ADJOURNMENT**

On motion, the meeting was adjourned.



# Report

**TO:** Conservation Advisory Board

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

**RECOMMENDED BY:** T. Scott Peck, MCIP, RPP, Deputy Chief Administrative Officer/Director, Watershed Planning & Engineering

**PREPARED BY:** Sheila O'Neal, Watershed Stewardship Manager, Hamilton Watershed Stewardship Program

**DATE:** March 8, 2018

**RE:** Project Technical Advisory Committee

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## STAFF RECOMMENDATION

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

**THAT to meet annual insurance coverage requirements, the responsibilities of the Project Technical Advisory Committee for the Hamilton and Halton Watershed Stewardship Programs be approved as identified in this staff report of March 8, 2018; and further**

**THAT the members on the Committee be appointed for the period of April 1, 2018 to March 31, 2019.**

## BACKGROUND

Since 1994 the Hamilton-Halton Watershed Stewardship Program (HHWSP), operated by Hamilton and Halton Conservation Authorities, have worked jointly and collaboratively administering stewardship programs within their watersheds. The shared program has been highly successful over the years and has resulted in the contact of over 4,000 landowners with at least half of these being in the Hamilton Conservation Authority's watershed. As of December 2017, 148 landowners in Hamilton

Conservation Authority's watershed have undertaken projects on private properties to improve habitat and/or water quality.

While both the Hamilton and Halton Conservation Authorities contributed funding to the program for staffing and landowner contact, funds for the capital projects involving projects on private lands have typically been raised through different sources, including the HCA capital program and application to various granting programs.

The Project Technical Advisory Committee (PTAC) was formally established by the Advisory Boards and the full Boards of Directors of the two conservation authorities in 2009. PTAC acts as a review and approval committee for funding applications under the HHWSP's Water Quality and Habitat Improvement Program. Attached is the terms of reference that has been established for this committee and a list of the individuals who have volunteered to sit on the committee for the next term.

## **STAFF COMMENT**

Staff of the HHWSP appreciates the commitment that Project Technical Advisory Committee members have made to date to assist in the delivery of this program to watershed landowners. This report and resolution serves to formally recognize their work and provides for the annual insurance coverage requirement. The term of appointment would run from April 1, 2018 to March 31, 2019, which coincides with the typical fiscal year of the majority of the granting organizations.

## **STRATEGIC PLAN LINKAGE**

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

- **Strategic Goal #1 – Water Management**
  - Strategic Objective – Minimize the impacts of erosion and sedimentation on watershed streams, creek, rivers and receiving water bodies.
  - Strategic Objective – Maintain and enhance surface and ground water quality from the headwater source to Hamilton Harbour and Lake Ontario.
- **Strategic Goal #2 – Natural Heritage Conservation**
  - Strategic Objective - Minimize the impacts of urban and rural land uses on natural heritage features.
- **Strategic Goal #4 – Education and Environmental Awareness**
  - Strategic Objective – Collaborate with agencies and organizations to promote the importance and value of the watershed environment.



## **AGENCY COMMENTS**

Funding agencies such as Environment Canada's Great Lakes Sustainability Fund require these types of committees to review and approve projects.

## **LEGAL/FINANCIAL IMPLICATIONS**

The members on the committee are not paid for their services but they are undertaking work on behalf of Hamilton Conservation Authority. By formally recognizing the committee, the volunteer committee members can be provided with insurance for their decisions through the Conservation Authority's insurer. Adding the members as volunteers to our insurance does not affect the Hamilton Conservation Authority's premiums.

## **CONCLUSIONS**

The Hamilton and Halton Watershed Stewardship Programs have been successfully utilizing this volunteer committee for the review of projects that are undertaken on private lands. Annual endorsement of PTAC members is required for insurance purposes.

## **TERMS OF REFERENCE FOR THE PROJECT TECHNICAL ADVISORY COMMITTEE**

### **GOAL**

To assist the Hamilton Conservation Authority and Conservation Halton in the implementation of their Water Quality/Habitat Improvement Programs (WQHIP) which serve to provide landowners with the technical and grant assistance necessary to improve water quality and habitat in the watersheds of Hamilton and Halton Conservation Authorities.

### **MANDATE**

The Project Technical Advisory Committee (PTAC) is a voluntary advisory committee that approves grants for water quality and habitat improvement projects. PTAC has been established by the conservation authorities in accordance with these adopted Terms of Reference. PTAC members are bound by these Terms of Reference and are ultimately responsible to the Hamilton Conservation Authority and Conservation Halton.

### **PURPOSE**

The purpose of PTAC is to:

1. Sit as the grant approvals committee when it may:
  - a) recommend eligible items under the WQHIP including grant rates and grant ceilings;
  - b) ensure that the WQHIP is administered on a priority basis;
  - c) review landowners' grant applications submitted to the conservation authorities;
  - d) approve eligible grant applications under the WQHIP; and
  - e) review WQHIP effectiveness as required.
2. Provide a forum for the exchange of information on agricultural, rural and urban issues and initiatives and to advise on potential concerns; and
- 3) Encourage public awareness and education of agricultural, rural and urban issues.

### **MEMBERSHIP**

PTAC consists of the following volunteer members which are appointed for a term of three years with an option for a second term.

- Agricultural Organizations
- City of Hamilton
- Conservation Halton
- Halton Region
- Hamilton Conservation Authority
- Individual Landowners
- Ontario Ministry of Natural Resources and Forestry
- Royal Botanical Gardens

PTAC members represent a variety of natural resources management, agricultural organizations and landowners. The representatives of organizations or agencies should have special urban, rural and agricultural qualifications, water quality and habitat interests and abilities, as well as the ability and willingness to devote the necessary time to PTAC.

## **MEETINGS**

PTAC meets, annually, or as required. Agendas for meetings will be made available to PTAC one week in advance of meeting. Flexibility will allow meetings to be held in various locations throughout the communities that are most convenient for PTAC members. Meetings will be used to review Water Quality and/or Habitat Improvement Funding Application and Agreement forms, WQHIP program success, WQHIP Terms of Reference, and other determined topics.

## **SUPPORT STAFF**

Conservation authority staff will be assigned to provide secretariat and research support to PTAC.

PTAC meeting minutes will be provided to PTAC members following each meeting.

## **PROJECT TECHNICAL ADVISORY COMMITTEE MEMBERS**

### **Agricultural Organization**

Henry Swierenga, Member Service Representative,  
Ontario Federation of Agriculture

### **City of Hamilton**

Kara Bunn, Manager, Parks and Cemeteries, Environmental Services,  
Public Works

### **Conservation Halton**

Larry Halyk, Aquatic Monitoring Ecologist  
Jennifer Roberts, Forestry Technician

### **Halton Region**

Jason Elliott, Planner, Ecologist

### **Hamilton Conservation Authority**

Lesley McDonell, Terrestrial Ecologist

### **Landowners**

Vic Cairns  
Philip Krakar  
John Shaw  
Paul Smith  
Nancy Tilt

### **Ontario Ministry of Natural Resources and Forestry**

Lorraine Moir, Partnership Specialist

### **Royal Botanical Gardens**

Andrea Court, Ecologist

# Report

**TO:** Conservation Advisory Board

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

**RECOMMENDED &  
PREPARED BY:** T. Scott Peck, MCIP, RPP, Deputy Chief Administrative  
Officer/Director, Watershed Planning & Engineering

**DATE:** February 22, 2018

**RE:** Flood and Erosion Control Project for Upper Battlefield  
Creek and Stoney Creek – Saltfleet Conservation Area

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## **STAFF RECOMMENDATION**

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

**THAT the Flood and Erosion Control Project for Upper Battlefield Creek and Stoney Creek, Community of Stoney Creek, City of Hamilton Environmental Study Report be filed for public review and for the Ministry of Environment and Climate Change.**

## **BACKGROUND**

As outlined in previous reports and presentations to the Conservation Advisory Board and as detailed in the “East Escarpment Conservation Area (now Saltfleet Conservation Area) Watershed Restoration Program Overview, the Hamilton Conservation Authority (HCA) has undertaken a project to “create a new conservation area in the east end of the City of Hamilton, specifically the Upper Stoney Creek and Upper Battlefield Creek watersheds above the Niagara Escarpment to provide natural hazard attenuation, natural heritage enhancements and recreation opportunities”. As part of that program, the HCA has also secured funding from the Heritage Green Community Trust, the City of Hamilton, the Hamilton Conservation Foundation and the HCA for land acquisition purposes to further this program. To date through this funding, the HCA has secured 99.15 hectares (245 acres) of land for the new conservation area and this program.

As part of this program and through funding from the Green Municipal Fund, the HCA engaged the consulting firm Amec Foster Wheeler (now WOOD PLC) to undertake an

environmental assessment to “conduct a technical assessment of the effectiveness of various potential storage locations, sizes and combinations above the escarpment to address flood and erosion risk in the lower reaches of Stoney and Battlefield Creeks” for the purposes of natural hazard attenuation. This is a Class EA, as per the “Conservation Ontario, Class Environmental Assessment for Remedial Flood and Erosion Projects”, January 2002 (amended 2013) process.

As part of this environmental assessment, the following has been completed:

- Notice of Intent and Public Information Centre (PIC) Number 1 was advertised and the PIC was held March 28, 2017.
- Assessment of existing conditions and potential alternatives.
- Assessment of Alternatives and association evaluation
- Notice of PIC Number 2 was advertised and the PIC was held November 28, 2017.
- Documentation of Preliminary Preferred Solutions
- Completion of the Flood and Erosion Control Project for Upper Battlefield Creek and Stoney Creek, Community of Stoney Creek, City of Hamilton Environmental Study Report.

The next step in this process is the filing of the environmental study report, notifying by letter all parties that have expressed an interest in the project and publishing a Notice of Completion in the local newspaper.

## **STAFF COMMENT**

The Flood and Erosion Control Project for Upper Battlefield Creek and Stoney Creek, Community of Stoney Creek, City of Hamilton Environmental Study Report is a lengthy document and it is not attached to this report. The document is available for viewing at the HCA offices and the report information and preferred alternative will be presented at the March 8, 2018 Conservation Advisory Board Meeting.

To summarize the report, a number of wetland storage facilities and scenarios were examined to determine the effect of each wetland storage facility and the cumulative effect of these facilities on downstream flooding and erosion. Further, aquatic and terrestrial assessments were done for each area. From this long list of alternatives and assessment, a short list of alternatives were then further assessed with a final preferred alternative being recommended. The study recommends 4 storage facilities be implemented to best address the purposes of the study being to reduce the risk of downstream flooding and erosion.

HCA staff have been involved throughout this program and have worked with the consultants and taken part in all of the Public Information Centres as the project has moved forward. HCA staff are in agreement with the recommended preferred alternative and support the implementation of this program.

With the completion of the environmental study report and the Notice of Completion, it is noted that a stakeholder can raise issues within 30 days of the posting of the Notice of Completion. These issues are usually addressed through consultation and discussion. If they cannot be addressed, the stakeholder can request the Minister of Environment and Climate Change to require the HCA to complete an individual Environmental Assessment in accordance with Part II of the Environmental Assessment Act. The program has been well received by the public and staff do not anticipate any issues in this regard.

Lastly, HCA staff have always noted that this is a 5 to 10 year program. In this regard, it is noted that further work will be required to implement the 4 preferred storage facilities. Detailed design, sequencing/staging, land ownership and approvals will need to be addressed. The preferred 4 storage facilities are located both on existing HCA landholdings in the study area and on lands that are currently privately owned. The acquisition of any privately held lands is subject to further landowner contact and would only be undertaken on a willing buyer-willing seller basis.

## **STRATEGIC PLAN LINKAGE**

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

- **Strategic Goal #1 – Water Management**
  - Strategic Objective – Maintain and enhance our flood control and infrastructure to minimize flooding and augment low flow conditions
  - Strategic Objective – Minimize the impacts of erosion and sedimentation on watershed streams, creeks, rivers and receiving water bodies.
  - Strategic Objective – Monitor and adapt to the impacts of a changing climate and the implications to our watershed.
- **Strategic Goal #2 – Natural Heritage Conservation**
  - Strategic Objective – Maintain an active land acquisition program focused on natural heritage properties
  - Strategic Objective – Maintain and enhance the natural heritage features of HCA lands and manage these lands on an environmentally sustainable basis
- **Strategic Goal #3 – Organizational Excellence**
  - Strategic Objective – Promote the role and mandate of the Hamilton Conservation Authority, and the services we provide, to the public and our partner organizations.

## **AGENCY COMMENTS**

Not applicable.

## **LEGAL/FINANCIAL IMPLICATIONS**

The environmental study report provides estimated construction costs for the 4 storage facilities in the preferred alternative. The estimated costs are in the 15 million dollar range. This cost is not unexpected and would be contingent on final design. The program will be implemented over time and as funding permits. In this regard, the HCA will work with our partners, specifically, the Hamilton Conservation Foundation to secure funding. This project provides many benefits from the perspective of green infrastructure and climate change with funding opportunities for such programs.

## **CONCLUSIONS**

The program has been completed per the "Conservation Ontario, Class Environmental Assessment for Remedial Flood and Erosion Projects", January 2002 (amended 2013) process. HCA staff are supportive of the findings and recommendations of the environmental study report. HCA staff are excited about this program and look forward to the next stage and implementing the program on the ground.





# Report

**TO:** Board of Directors

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

**RECOMMENDED BY:** T. Scott Peck, MCIP, RPP, Deputy Chief Administrative Officer/Director, Watershed Planning & Engineering

**PREPARED BY:** Lesley McDonell, Terrestrial Ecologist  
Mike Stone, MCIP, RPP, Manager, Watershed Planning Services

**DATE:** April 5, 2018

**RE:** Gypsy Moth Surveys and Aerial Spray Program

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## STAFF RECOMMENDATION

**THAT the HCA staff recommends to the Board of Directors:**

**THAT HCA staff be authorized to undertake a spray program to control Gypsy Moth for 2018 as detailed in the staff report dated April 5, 2018, titled Gypsy Moth Surveys and Aerial Spray Program.**

## BACKGROUND

The European Gypsy Moth (*Lymantria dispar*) was introduced to North America in the late 1860's near Boston, Massachusetts. They were brought from Europe to North America for silk production and subsequently escaped and expanded their range. The gypsy moth was first detected in Ontario in 1969; however, widespread occurrence and associated defoliation impacts did not occur until 1981 (Ontario, 2016).

The gypsy moth is a tree defoliator and prefers oak, sugar maple, beech and white pine trees. The life cycle of the gypsy moth is very similar to many other native moth species. Gypsy moths produce one generation annually and its life cycle consists of five

distinctive life stages: egg, larva (caterpillar), pupa and adult. A summary description of each stage in their life cycle is included for reference in Attachment A.

The Hamilton Conservation Authority (HCA) has been surveying for gypsy moth egg masses since 2004. These surveys have been conducted throughout the Dundas and Ancaster Area, mainly through the Dundas Valley Conservation Area (DVCA). Surveys are completed in January and February each year. The east and west ends of the DVCA are surveyed in addition to Spencer Gorge.

Kaldar plots and walking transect methods are used to count gypsy moth egg masses on trees. Kaldar plots are standardized 10m x 10m plots in which all gypsy moth egg masses are counted along with the number of trees and the species of tree. Walking transects involve walking trails throughout the conservation area and recording egg masses observed. This is typically completed in lower infestation areas or when large areas need to be surveyed in a limited amount of time. Gypsy moth egg mass counts are an accepted way of predicting defoliation rates for the upcoming summer months. They can also be used to predict the severity of infestation and the defoliation rate. Defoliation rate is an estimate of the amount of leaf mass in the canopy eaten by gypsy moth larvae.

Surveys were completed by HCA staff in the Dundas Valley, Tiffany Falls, Borer's Falls and Iroquoia Heights Conservation Areas during January and February 2018. Twenty-four Kaldar plots were completed, along with 23.5 km of walking transects (Attachment B). A more extensive area was surveyed in 2018 based on the results of the defoliation surveys completed by staff in spring/summer 2017, as well as in response to information provided by the City of Hamilton regarding their survey results, and phone calls received from the public about areas affected by defoliation. This information indicated there were potentially more areas of the Dundas Valley with extensive defoliation than surveyed in egg mass counts in the winter of 2016/2017. The larger survey area helped to expand our understanding of gypsy moth outbreaks, their migration pattern through the Dundas Valley, as well as identify areas recommended for aerial spray treatment.

Egg mass counts and associated expected impacts can be generally defined as follows:

**Egg masses per Ha and defoliation forecast**

<b>Egg mass/Ha</b>	<b>Defoliation forecast</b>	<b>Defoliation forecast range (%)</b>
0	Nil	0-5
0-1,250	Light	6-25
1,251-3,750	Moderate	26-65
3,750-5,000	Heavy	66-90
>5,000	Severe	91-100

### Walking transect # Egg masses per tree

# of new egg masses/tree	Defoliation forecast	Defoliation forecast range (%)
0	Nil	0-5
0-10	Light-Moderate	6-25
11-50	Moderate-Severe	26-65
>51	Severe	>65

## SURVEY RESULTS

The results of the winter 2017/2018 egg mass surveys on HCA lands indicate that noticeable defoliation (moderate to severe) will likely occur within the Dundas Valley and Iroquoia Heights Conservation Areas. The following table and map provided in Attachment B indicate the level of predicted defoliation and egg mass counts. This table also compares the levels found in 2008, 2017 and 2018.

### Gypsy moth Egg masses per Ha, comparison 2008 – 2017 and 2018

Location	2008	2017	2018	Aerial Spray in 2008	Aerial Spray in 2018
East of Hermitage Area (DVCA)*	2, 600-10,000	275-4,580	1,600 – 42,600	No	Yes
South of Little John Rd (DVCA)	26,000 – 40,000	7,150	29,000-59,000	Yes	Yes
West end of the Dundas valley (DVCA)*	500 – 15,000	25-600	~22,000	Yes	Yes
Central DVCA	0 (only 1 plot)	N/A	800-42,000	No	Yes
DVCA west of Sanctuary Park	3000	N/A	1,020-4,000	No	Yes
McCormick pond trail (DVCA)	100-40,000	N/A	0-3,000	No	No
Iroquoia Heights CA*	1,900-23,000	~10	38,000	No	No
Borer's Falls CA	N/A	N/A	5,000 <sup>t</sup>	N/A	No
Tiffany Falls CA*	N/A	N/A	1,200-5,000	N/A	No

\*Larger and or different areas were surveyed in 2018 than in 2017 and 2008

t- Confined to black walnuts and white/red oak. Scattered severe level

The City of Hamilton has also conducted gypsy moth egg mass surveys in Dundas and Ancaster during the winter of 2017. Staff have communicated with the City of Hamilton forestry department to share and review survey results.

As a result of the severe infestation levels in 2008 two areas of the Dundas Valley Conservation Area were treated with an aerial application of Btk (Attachment C). Current levels of Gypsy Moth egg masses are approaching the levels seen in 2008, when Btk (the bacterium used to treat Gypsy moth) was sprayed. In addition, tree mortality (Red Oak) has been noted as part of the recent survey work in the Dundas Valley east of the hermitage.

## **STAFF COMMENT**

Staff have spoken with the forestry staff at the City of Hamilton, City of Mississauga, Royal Botanical Gardens and Conservation Halton. City of Hamilton and City of Mississauga staff will be conducting an aerial spray program in 2018. City and HCA staff are concerned about tree health and mortality in the areas that have been identified for treatment. Fall Cankerworm defoliation has occurred for the last two years along with Gypsy Moths, which has exacerbated the extent of defoliation. 2018 will be the third year of about 8 weeks of defoliation in the severe infestation areas. The drought experienced in 2016 also placed an unexpected stress on the trees. Staff have noted some tree mortality in the Dundas Valley in an area with both Fall Cankerworm and Gypsy Moth outbreaks at severe levels.

Areas considered for aerial spray treatment (Attachment C) include the following:

- The west end of the Dundas Valley south of Powerline Rd and east of Paddy Greens Road.
- The east end of the Dundas Valley south of Lynden Avenue and Little John Road.
- The south-central portion of the Dundas Valley from approximately the Hermitage over to the end of Old Lions Club road
- The central portion of the valley from the Merrick Orchard east to almost the old Maplewood site.

These four areas are approximately 113 Ha. Zimmer Air Service has been contacted and contract negotiations are currently on-going with Zimmer. City of Hamilton staff have advised this is the only company in Ontario that is capable of completing the coordinated aerial spray program being undertaken by the City of Hamilton, City of Mississauga and HCA. A single engine helicopter is proposed over HCA spray areas as the Conservation Areas are considered rural and a dual engine aircraft is not required. The cost quoted is \$267/Ha, with an estimated final budget of \$30,171 + HST. There may be additional monitoring costs to confirm the effectiveness of the treatment program, which staff estimate at \$10,000. HCA is coordinating with the City of Hamilton for this aerial spray program.

Foray 48B is the compound containing the bacterium Btk or *Bacillus thuringiensis* var. *kurstaki* which targets *Lepidoptera* (butterflies and moths) killing larvae through ingestion at an early larval form. This is the biological control sprayed from the aircraft to control gypsy moth. The weather is monitored as well as insect emergence to ensure the spray is used at the most optimal time period. Two sprays are completed a few days apart to ensure all caterpillars are impacted as the spray needs to be ingested.

HCA staff time will be required to support the aerial spray program, both leading up to and during spray operations. A communications plan will be developed for this spray program both to notify the public and comply with the Pesticide Act of Ontario notification requirements. HCA will coordinate with the city of Hamilton on webpage information, Facebook and Twitter. Newspaper notices will also be used to inform the public about the spray program. In accordance with the Ministerial Authorization from Transport Canada, HCA will be responsible for restricting public access to the spray areas to the best of our ability. This will include trail closures and posting of personnel and signs restricting access while the spray is occurring.

McCormack pond (DVCA), Borer's Falls Conservation Area and Iroquoia Heights Conservation Area showed moderate - severe levels of gypsy moth egg masses. Some tree species within these Conservation Areas had severe levels of egg masses, Black Walnuts and Oak species in particular. However, tree decline and death has not been noted in these areas and spraying these sites is not proposed in 2018. These areas will be monitored for defoliation and egg mass surveys will be conducted again in winter 2018/2019.

Staff will be monitoring caterpillar emergence and defoliation as the growing season progresses. Tree banding may be necessary on some heavily infested trees in the summer in areas where the aerial spray is not conducted. This will allow HCA to capture and kill the caterpillars moving along the trunk of the tree as they emerge in the spring. This can lower the level of infestation if the majority of egg masses are on the lower reaches of the tree. It is difficult to control gypsy moth defoliation when the egg masses are up in the canopy of the tree.

It is also important to note that there are other biological controls that will impact the gypsy moth populations as they reach severe levels. This is due to both a fungus and virus that have been introduced as biological controls. The fungus native to Japan called *Entomophaga maimaiga* was deliberately released in the United States around 1910-1911 to help control gypsy moths. Although the exact means by which this fungus made it to Canada are not known, its presence in our forests has become quite evident as it has been responsible for bringing past gypsy moth infestations under control. The amount of wet weather experienced in the spring months is directly related to the success of this fungus, with wetter springs showing greater declines in gypsy moth caterpillars than in drier springs. A virus known as the "nuclear polyhedrosis virus", or NPV, was also released in the United States in the 1960's. While most caterpillar mortality can be attributed to the *Entomophaga maimaiga* fungus, it has been shown that NPV controls caterpillars effectively, and has been responsible for mass die-offs.

The advantage of this disease is that it is directly specific to gypsy moth caterpillars, and does not affect any other species.

## **STRATEGIC PLAN LINKAGE**

The gypsy moth survey program contributes to the achievement of HCA's Strategic Plan 2014-2018, including the following:

- **Strategic Goal #2 – Natural Heritage Conservation**
  - Strategic Objective – Maintain and enhance the natural heritage features of HCA lands and manage these lands on an environmentally sustainable basis.

## **AGENCY COMMENTS**

Not Applicable.

## **LEGAL/FINANCIAL IMPLICATIONS**

The planned aerial spray program is estimated to cost \$30,171 + HST. The program cost will be confirmed as part of finalizing the contract with Zimmer Air Services. There may be additional costs for efficacy monitoring after the spray program has been completed. Staff estimate this will cost approximately \$10,000, and have included this as a contingency item. There are funds in the Watershed Planning and Engineering and Capital budget to cover the costs of the 2018 aerial spray and monitoring program.

## **CONCLUSIONS**

Extensive gypsy moth egg mass surveys have been conducted throughout the Dundas Valley Conservation Area and surrounding Conservation Areas. Based on surveys completed, aerial spray areas (Attachment C) include the west end of the Dundas Valley south of Powerline Rd and east of Paddy Greens Rd; the east end of the Dundas Valley south of Lynden Avenue and Little John Road; and two areas in the central portion of the Dundas Valley near the Hermitage and Merrick orchard. Other areas will be monitored for defoliation and egg mass surveys will be conducted again in the fall and winter of 2018/2019. Staff will continue to monitor the levels of gypsy moth in the impacted sections of the Dundas Valley and monitor tree health in these locations as well. Staff will continue to communicate and work with the City of Hamilton regarding their gypsy moth aerial spray program.

## **Attachment 'A' – Gypsy Moth Life Cycle**

**Egg:** The gypsy moth eggs can survive throughout the winter months, protecting themselves under a layer of snow that acts as an insulator. They can withstand temperatures as low as – 30oC as long as cold temperatures do not continue for several days. The adult female gypsy moth lays all of her eggs in a single, off colored egg mass that looks similar to a sponge. One egg mass can contain anywhere from 100 to more than 1,000 eggs, with an average of 700 eggs per mass. The egg masses usually appear in sheltered areas on trees, behind rocks, fallen logs on the ground, and occasionally may be found on buildings or outside lawn furniture. Hatching depends on warming weather and commonly occurs from mid to late April, occasionally extending to late May even at the same location.

**Larvae:** Once the larvae hatch, they begin to move up host plants and trees to recently emerged foliage and begin feeding.

**Instar:** There are usually five male and six female larval stages or instars of the gypsy moth caterpillar. During the first three stages larvae feed primarily at night; in later stages they may feed during both day and night therefore consuming the largest quantity of foliage in this stage. The large, final-stage caterpillar is voracious; consuming as much as 1,000 square centimeters of foliage in their life span. This is the equivalent to approximately 10 to 15 red oak leaves.

**Pupae:** Once the invasive feeding stage is complete, which is usually around late June or early July most larvae will migrate to protected locations, which include bark crevices, outdoor furniture or rock crevices to pupate. The pupal stage lasts an average of 10 days for individual females and 13 days for males, and takes place over one month, usually July. This can sometimes occur earlier in the year if a population is localized and used to different temperature changes.

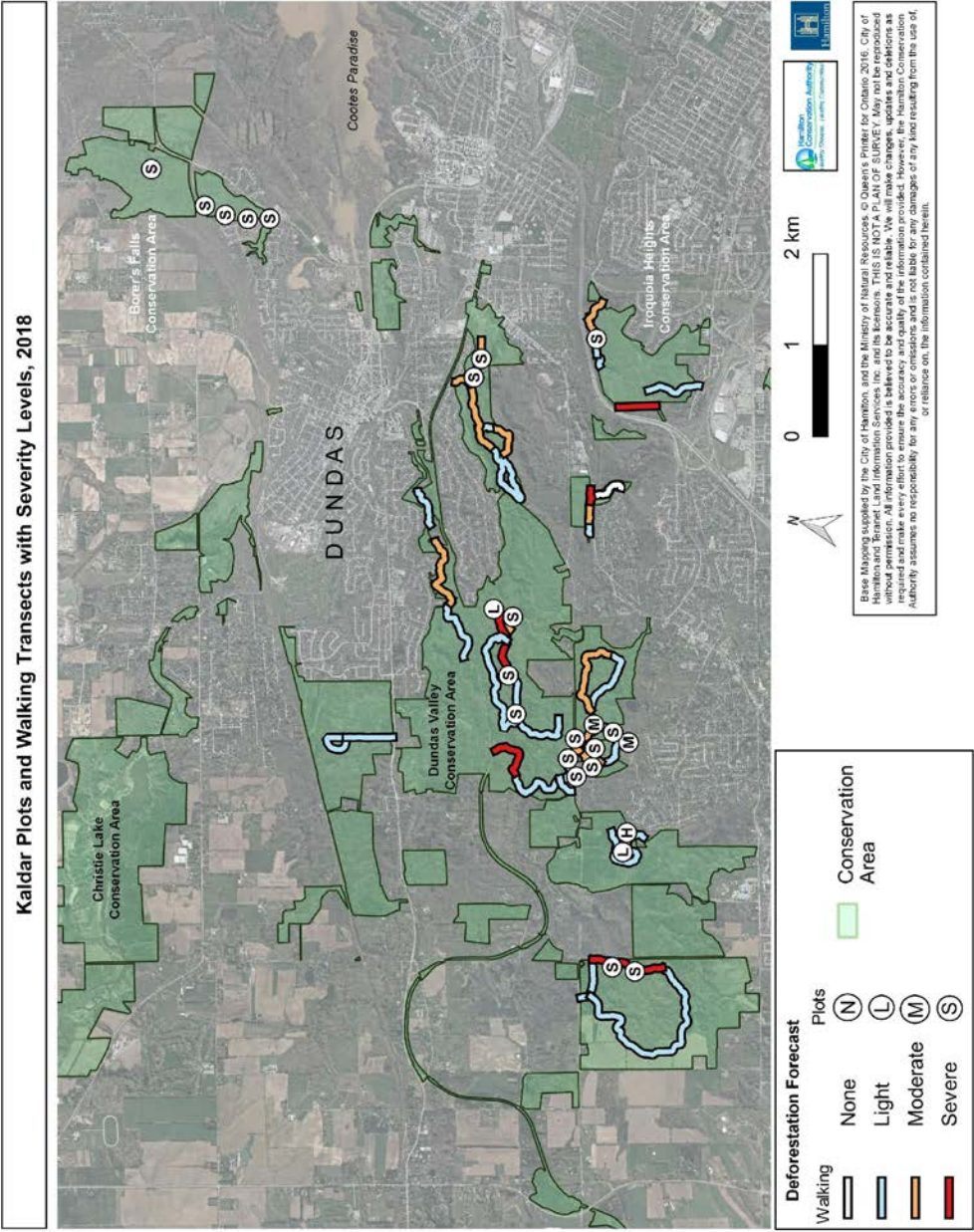
**Adult:** In Eastern North America gypsy moths begin emerging from their cocoons in July, peaking about mid-month and extending into August. Regardless of having full-size wings, the female cannot fly; therefore she will emit a pheromone to attract the highly mobile and receptive males. Adults do not feed during this stage in their life cycle, their only purpose is to mate and they live for about one week. After mating, random laying of a single egg mass per female occurs from late July to September. Males are grayish brown and smaller than their female counterparts which are whitish with black marks.

## **References**

Ontario, 2016. <https://www.ontario.ca/page/gypsy-moth> [Accessed March 29, 2017]

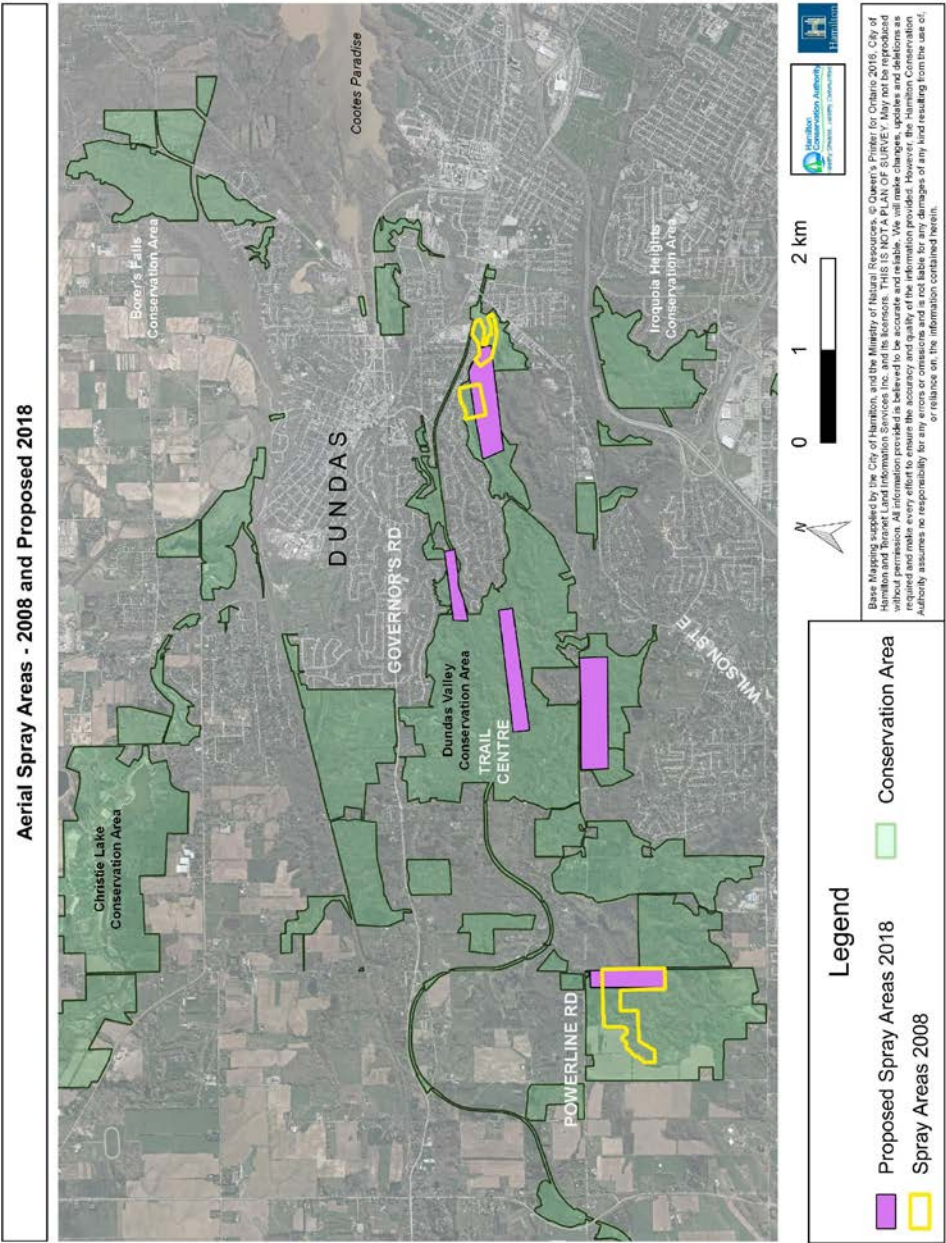
Field Protocol for Sampling Gypsy Moth Egg Masses New York State Department of Environmental Conservation- Forest Health & Protection Naja E. Kraus- October 2005

Attachment B – Gypsy Moth Survey Locations





Attachment C- Gypsy Moth Aerial Spray Locations 2008 & 2018





# Memorandum

**TO:** Board of Directors

**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:** Jonathan Bastien, Water Resources Engineering

**DATE:** March 23, 2018

**RE:** Current Watershed Conditions as of March 23, 2018

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## **CURRENT WATERSHED CONDITIONS – March 23, 2018**

### Current Water Levels in Major Area Watercourses

Based on data from HCA stream gauges (6), water levels and flows are currently near baseflow conditions in Ancaster Creek and Redhill Creek, slightly elevated in Stoney Creek, as well as Upper and Middle Spencer Creek, while elevated in Lower Spencer Creek.

However, current watercourse conditions are all below critical levels and there are presently no watercourse flooding concerns.

Current and recent flowrates do not indicate low water conditions.

### Current Lake Ontario Water Levels

Although current Lake Ontario water levels remain above normal (approximately 18 cm above average), water levels are about 54 cm below the record-highs for this time of year (set in 1973). The Lake Ontario mean daily water level is currently approximately 74.90 m IGLD85.

### Current Storages in HCA Reservoirs

Based on current reservoir levels at Christie Lake Dam, the reservoir is presently about 1 foot above typical winter operating level, and is at 20 percent of its preferred typical maximum summer storage capacity.

Based on current reservoir levels at Valens Dam, the reservoir is presently near its typical winter operating level, and is at 35 percent of its preferred typical maximum summer storage capacity.

### Current Soil Conditions

Based on available information, the surface and root-zone soils are expected to be mostly frozen.

## **RECENT STORM EVENTS**

During the period of mid-February to mid-March, there was one potential watercourse flooding event (mid February), as well as one potential shoreline erosion / flooding event (March 1 - 3).

### Watercourse Flooding

A total of approximately 20 to 45 mm of rain was received across the watershed over the three-day period of February 19 to 21. An additional 7 to 20 mm of rain was received over the three-day period of February 23 to 25. Total snowmelt amounts across the watershed ranged between 10 to 50 mm over the two-day period of February 19 and 20, with some additional snowmelt occurring in the days prior to February 19.

This combination of snowmelt and rainfall resulted in high water levels and elevated flows in area watercourses. There were various observations (in Upper and Middle Spencer Creek, as well as Ancaster Creek) of localized flooding of low-lying areas that typically flood during higher WLs, including natural floodplain on residential properties, portions of farmed fields, wooded areas and golf course areas. There was also the expectation (unobserved) of localized flooding in low-lying areas that typically flood during higher water levels in the Upper Stoney Creek watershed. However, there were no reports or observations of widespread or significant localized watercourse flooding within the HCA watershed.

During this storm and subsequent runoff period, HCA engineering staff closely monitored conditions, undertook site monitoring (on February 20 & 21) to known flooding concern areas to observe and document watercourse conditions, and issued the following messages to communicate the observed / potential watercourse flooding conditions to the City and public:

- Watershed Conditions Statement (Flood Outlook) on Feb. 16
- Flood Watch on Feb. 19
- Updated Flood Watch on Feb. 23
- Watershed Conditions Statement (Water Safety) on Feb. 27, and
- Termination of Watershed Conditions Statement (Water Safety) on March 5

Furthermore, on February 20 the Christie Lake Dam discharge was significantly reduced to decrease flows and water levels in Lower Spencer Creek through the town of Dundas.

No significant river ice jamming or associated flooding was reported or observed during this runoff event.

#### Lake Ontario Shoreline Erosion / Flooding

Due to the above normal Lake levels and forecasted high winds and waves (for March 1 to 3), HCA engineering staff issued a Flood Watch – Lake Ontario Shoreline message on Feb. 28 to communicate the increased potential for shoreline erosion and localized flooding. No reports or observations of significant shoreline erosion or flooding were received.

### **RECENT PRECIPITATION SUMMARY**

Current and recent precipitation amounts do not indicate low water conditions.

Based on Environment Canada Hamilton Airport station rain data, over the period of December - February the HCA watershed received about 230 mm of rain. This total is 115 to 120 percent of long term averages (LTA).

Based on Environment Canada Hamilton Airport station rain data, February received approximately 88 mm of total precipitation. This total is well above the long term averages (LTA). The LTA for February is 54 - 55 mm total precipitation.

Based on Environment Canada Hamilton Airport station rain data, January received approximately 85 mm of total precipitation. This total is well above the long term averages (LTA). The LTA for January is 63 - 68 mm total precipitation.

Based on Environment Canada Hamilton Airport station rain data, December received approximately 60 mm of total precipitation. This total is well below the long term averages (LTA). The LTA for December is 73 - 75 mm total precipitation.

## **FORECASTED WATERSHED CONDITIONS**

### Watercourse Flooding

Elevated water levels and flows in area watercourses (particularly in Spencer Creek) are expected to continue in the short term, due to the lingering influence of the recent snowmelt / rainfall event.

However, there are currently no significant rainfall events (+20 mm in a day) anticipated for the watershed over the next 2 weeks.

As a result, water levels and flows are currently expected to remain below critical levels and not present significant watercourse flooding concerns.

### Lake Ontario Shoreline Erosion / Flooding

According to International Lake Ontario – St. Lawrence River Board weekly briefing information, Lake Ontario levels are expected to remain relatively stable or decline slightly during the coming week.

Though there remains a lot of uncertainty in longer-term projections, assuming near-average water supply conditions for this time of year, levels of Lake Ontario are expected to resume their seasonal rise within the next couple of weeks. If average inflows to the lake continue, water levels will remain above average through the spring and approach seasonal average values later in summer, whereas wetter or drier conditions will result in higher or lower levels, respectively.

## **SYNOPSIS**

As of March 23, 2018, no significant watercourse flooding or low water response is required.

Due to the above normal Lake Ontario water levels, strong winds and associated wave action may occur in the future, resulting in increased risk of shoreline erosion and localized flooding along Hamilton's shoreline.



## UPCOMING HCA AND PARTNER EVENTS

### Spring Sundays

**April 1, 8, 15, 22, 29/May 6, 13, 20, 21, 27/June 3, 10, 24, 12:30 – 4:00 pm**

#### **Westfield Heritage Village**

**1049 Kirkwall Road, Rockton, ON L0R 1X0**

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<sup>th</sup> to April 2<sup>nd</sup> Valens Lake Conservation Area**

**1691 Regional Road 97 (R.R.#6), Flamborough, Ontario N1R 5S7**

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)

### **Golden Horseshoe Orienteering Club**

**April 25, 8:00am - 5:00pm**

#### **Christie Lake Conservation Area**

**1000 Highway 5 West, Dundas, Ontario, L9H 5E2**

### **Mountain Equipment Co-op Race #1**

**April 28**

#### **Dundas Valley Conservation Area**

Join us for MEC Burlington Race ONE: Trail Race. This trail run will bring you through the beautiful Dundas Valley and will be starting from the Dundas Valley Trail Center. Run a distance between 3.75k, 9.25k & 11.5k. Challenge yourself and hit the trails. As the distances get longer the trails become more hilly and technical. Visit <http://events.mec.ca> for more information and registration.

**Paris to Ancaster Bike Race****April 29****Dundas Valley Conservation Area**

Paris to Ancaster Bike Race has taken place for the past twenty-three years over the roughest farm lanes, trails and gravel roads. Combined with unpredictable spring weather and the largest field of riders assembled in Canada, it has become a classic race experience from average riders to Canadian Olympians. Join us on April 29th to become part of the history of this unique race – [www.parisancaster.com](http://www.parisancaster.com). Note: sections west of Martin's Road in the Dundas Valley Conservation Area will experience high volume of bike traffic. All hiking trails will remain open to park users.

**Spring Fling Disc Golf Tournament****May 5 - 6, 8:00am - 5:00pm****Christie Lake Conservation Area****1000 Highway 5 West, Dundas, Ontario, L9H 5E2**

Christie Lake Disc Golf Club Presents The 2018 Spring Fling, sponsored by Dynamic Discs! A GDG \$5K/\$10K event! PDGA "A" Tier Tournament, ODSA Ontario Cup event.