



Board of Directors Meeting Agenda

Thursday, November 7, 2019



Board of Directors Meeting

Thursday, November 7, 2019 at 7:00 p.m.

HCA Main Office, 838 Mineral Springs Road, Ancaster, Ontario

- 1. Call to Order** – Moccio
- 2. Declarations of Conflict of Interest**
- 3. Approval of Agenda**
- 4. Delegations**
- 5. Consent Items for Applications, Minutes and Correspondence**
 - 5.1. Applications – Development, Interference with Wetlands, Alterations to Shorelines and Watercourses
 - 5.2. Approval of Board of Directors Minutes – October 3, 2019
 - 5.3. Approved August 8, 2019 Conservation Advisory Board Minutes – for receipt only
 - 5.4. Email from Mark Osborne, received October 16, 2019, and HCA response email, dated October 21, 2019
- 6. Member Briefing**
 - 6.1. Ecological Monitoring – Lesley McDonell & Colin Oaks
- 7. Business Arising from the Minutes**
 - 7.1. Verbal Update on meeting with MECP – Moccio
- 8. Other Correspondence**
- 9. Reports from Budget & Administration Committee, Conservation Advisory Board, and the Foundation**
 - 9.1. Conservation Advisory Board – October 10, 2019 – Topalovic

(Recommendations)

9.1.1. CA 1935 Westfield Christmas 2020 Ticket Purchase Pilot

9.1.2. CA 1936 Visitor Management & Vehicle Parking Review

9.2. Foundation Chairman's Remarks

– Margaret Reid

10. Other Staff Reports/Memorandums

10.1. 2020 Fee Schedule

– Harschnitz

10.2. 2020 Operating Budget

– McDougall

10.3. Bulk Lumber Order

– Hall

10.4. Appointment of Enforcement Officer

– Peck

10.5. Current Watershed Conditions as of October 28, 2019

– Peck

10.6. Upcoming HCA and Partner Events

– Costie

11. New Business

12. In-Camera Items for Matters of Law, Personnel and Property

13. Next Meeting – Thursday, December 12, 2019 at 7:00 p.m.

14. 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: November 7, 2019

RE: Summary Enforcement Report – Development, Interference with Wetlands and Alterations to Shorelines and Watercourses
Regulation 161/06 Applications for November 7, 2019

HCA Regulation applications approved by staff between the dates of September 24, 2019 and October 25, 2019 are summarized in the following Summary Enforcement Report (SER-8/19).

RECOMMENDATION

THAT the Board of Directors receive this Summary Enforcement Report SER-8/19 as information.

HAMILTON REGION CONSERVATION AUTHORITY
DEVELOPMENT, INTERFERENCE WITH WETLANDS, AND ALTERATIONS TO SHORELINES AND WATERCOURSES APPLICATIONS
October 25, 2019

Development, Interference with Wetlands, and Alterations to Shorelines and Watercourses Applications Report to the Board of Directors of the Hamilton Region Conservation Authority, November 07, 2019
The proposed works are subject to Ontario Regulation 161/06, and in particular Section 2, Subsection (1).

SUMMARY ENFORCEMENT REPORT SER 8/19

File Number	Date Received	Date Permit Issued	Review Days	Applicant Name	Location	Application Description	Recommendation / Conditions
F/F,C/19/59	23-Jul-19	04-Oct-19	41		1294 8th Con Rd W Lot 32, Concession 7 Flamborough	Installation of a filter backwash wastewater settling tank and associated infrastructure in a regulated area of the Beverly Swamp Provincially Significant Wetland complex.	Approved subject to standard conditions
A/F,C/19/79V	17-Sep-19	04-Oct-19	18		8 Ridgeview Crt Lot 40, Concession 2 Ancaster	Recognition of new patio and pool surround construction in a regulated area of Sulphur Creek and the Dundas Valley.	Permit issued to resolve an outstanding violation
H/C/19/78	13-Sep-19	07-Oct-19	21		72 Chedoke Ave Lot 19, Concession 4 Hamilton	Construction of a minor rear addition to an existing single family residence and completion of associated interior renovations in a regulated area of Chedoke Creek.	Approved subject to standard conditions
SC/C/19/72	30-Aug-19	08-Oct-19	42		92 Seabreeze Cres Lot 10, Concession BF Stoney Creek	Construction of a rear deck, patio and walkway in a regulated area of the Lake Ontario shoreline.	Approved subject to standard conditions
SC/F,C/19/84	09-Oct-19	10-Oct-19	2		703 Hwy 8 Lot 13, 14, Concession 2 Stoney Creek	Construction of concrete pads for a small shed, hydrant testing area and materials storage, construction of pole mounted electrical outlets, and minor grading and asphalt resurfacing in a regulated area of Stoney Creek Numbered Watercourse 5.0.	Approved subject to standard conditions

HAMILTON REGION CONSERVATION AUTHORITY
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SUMMARY ENFORCEMENT REPORT SER 8/19

A/F,C/19/82	01-Oct-19	17-Oct-19	17		661 Lions Club Rd Lot 46, Concession 2 Ancaster	Construction of a minor two storey addition and rear deck construction on an existing single family residence in the Regulatory Floodplain of Ancaster Creek.	Approved subject to standard conditions
SC/F,C,A/19/66	21-Aug-19	17-Oct-19	51		2 Lakeside Dr Lot 13, Concession BF Stoney Creek	Construction of a new shoreline retaining wall and single family residence in a regulated area of the Lake Ontario shoreline.	Approved subject to standard conditions
SC/C,A/19/49	21-Jun-19	18-Oct-19	72		Pt Lts 16 and 17, Con 5, Tapleystown Rd N of Green Mountain Rd Lot 16, 17, Concession 5 Stoney Creek	Completion of girder repairs to Bridge 150 in a regulated area of Stoney Creek.	Approved subject to standard conditions
A/F,A/19/69	23-Aug-19	21-Oct-19	17		71 Sulphur Springs Rd Lot 45, Concession 2 Ancaster	Clean-out of an existing stormwater management pond in a regulated area of Sulphur Creek.	Approved subject to standard conditions
H/F,C/19/80	26-Sep-19	22-Oct-19	16		1342 Stone Church Rd E Lot 3, Concession 8 Hamilton	Construction of facade improvements, entrance canopy and concrete stair replacement to an existing building in a regulated area of Hannon Creek.	Approved subject to standard conditions

The Chair called the meeting to order and conveyed regrets from Esther Pauls and Dan Bowman for the evening.

2. Declarations of Conflict of Interest

There were none.

3. Approval of Agenda

The Chair indicated there was a walk-on staff report, item 10.3, regarding the Specific Agreement with the Haudenosaunee Wildlife and Habitat Authority for the 2019 deer harvest. The item was moved up on the agenda immediately following approval of the agenda, as representatives from the Haudenosaunee First Nation were in attendance to provide a traditional greeting and speak to the relationship and partnership with HCA.

BD12,2689

**MOVED BY: Santina Moccio
SECONDED BY: Tom Jackson**

THAT the agenda be approved, as amended.

CARRIED

The Chair also advised that Don McLean from the Hamilton 350 Committee was in attendance and requested to delegate to the Board of Directors. In accordance with HCA's Administrative By-law, the Board or Directors is able to approve a request to delegate at the start of a meeting.

BD12,2690

**MOVED BY: Brad Clark
SECONDED BY: Susan Fielding**

THAT the request to delegate by Don McLean of Hamilton 350 Committee be approved.

CARRIED

4. Delegations

Don McLean thanked the Board for the opportunity to speak. He outlined Hamilton 350 Committee's concerns with potential environmental impacts associated with a new fracked gas pipeline in rural Hamilton. The pipeline is proposed by Enbridge Gas Inc. It crosses Beverly Swamp, HCA properties and lands within the Greenbelt Plan area. In light of a changing climate, 350 Committee has concerns with fossil fuel infrastructure. They are hoping to dissuade Enbridge from undertaking the project.

The process for pipeline approvals through the Ontario Energy Board (OEB) was discussed. An environmental assessment is required to be submitted to the OEB. Scott Peck spoke to HCA having been circulated on the notice of the proposal and receiving an environmental report for the project. Staff reviewed the report and submitted comments to Enbridge. Staff are currently reviewing a response to the comments. Scott advised that the proposed pipeline is within an existing easement through HCA lands for existing infrastructure. He indicated that permits would be required for some aspects of the work, however, Enbridge has not submitted applications for permits at this time. The topic lead to a discussion about the environmental benefits of HCA's land holdings in contributing to mitigation and adaptation to climate change.

BD12,2691

**MOVED BY: Santina Moccio
SECONDED BY: Chad Collins**

THAT the presentation by Don McLean of Hamilton 350 Committee be received.

CARRIED

BD12,2692

**MOVED BY: Santina Moccio
SECONDED BY: Maria Topalovic**

THAT staff explore the possibility of linking with McMaster University to have a graduate student undertake a study and analysis of the carbon sequestration benefit of our land holdings in regard to climate change mitigation.

CARRIED

BD12,2693

**MOVED BY: Brad Clark
SECONDED BY: Santina Moccio**

THAT staff be directed to confer with Halton and Grand River conservation authorities in regard to their processes for pipeline proposals.

CARRIED

5. Consent Items for Applications, Minutes, and Correspondence

5.1. Applications – Development, Interference with Wetlands, Alterations to Shorelines and Watercourses

5.2. Approval of Board of Directors Minutes – September 5, 2019

5.3. Approved August 22, 2019 Budget and Administration Committee Minutes – for receipt only

BD12,2694

MOVED BY: Chad Collins

SECONDED BY: Tom Jackson

THAT the Consent Agenda be approved.

CARRIED

6. Member Briefing

6.1. Source Water Protection

Diane Bloomfield, Manager of Source Water Protection, outlined the roles and responsibilities of the Hamilton Region Source Protection Authority, including the legislative framework for the program. She highlighted the agreement between HCA and Conservation Halton to work together as the Halton-Hamilton Source Protection Region, through the Source Protection Management Committee.

Diane introduced Bob Edmondson, Chair of the Halton-Hamilton Source Protection Committee. Bob provided a history of drinking water source protection, beginning with the Walkerton Water Crisis in 2000, through the O'Connor report, and to the Clean Water Act in 2006. Bob provided an overview of the source protection process, beginning with assessment reports, through to creation and implementation of source protection plans.

Bob also provided an overview of the Halton-Hamilton Source Protection Committee and the Halton-Hamilton Source Protection Region. He reviewed the Wellhead Protection Areas and Intake Protection Zones around the drinking water sources in the Region. He highlighted approaches to address threats to drinking water as outlined in the Source Protection Plan. Diane and Bob advised that implementation of the Hamilton and Halton plan is going well.

The Chair thanked Diane and Bob for the comprehensive presentation. Diane and Bob answered members' questions. In light of the earlier delegation, Brad Clark inquired about Source Protection Authority circulation on pipeline proposals. Diane responded that municipalities are the lead on the implementation of the policies in the source protection plans. Pipelines carrying liquid hydrocarbons are identified as a significant threat to drinking water, however the Enbridge pipeline carries natural gas, which is not identified as a significant threat.

Road salt for winter maintenance was discussed as a significant threat to drinking water. Diane indicated the goal is to reduce the amount of salt used, with an emphasis on training and precision application rates. The members also discussed the local agricultural community's significant contribution to Source Water Protection.

BD12,2695

MOVED BY: Jim Cimba

SECONDED BY: Cynthia Janzen

THAT the presentation on Source Water Protection be received as information.

CARRIED

6.2. Insurance Policy Review

Neil McDougall made introductory remarks regarding HCA's insurance program. The program is coordinated through Conservation Ontario and is managed by a Committee. This approach allows for bulk purchasing and information sharing. The focus of the service team and committee has been risk management.

Glenn Sheppard of Marsh and McLennan then provided a detailed overview of the insurance program and its various coverages, including directors & officers liability, for HCA, the Halton-Hamilton Source Protection Authority and the Hamilton Conservation Foundation. The presentation also included a discussion on trends in claims in the industry and outlined risk management practices, services and tools available.

BD12,2696

MOVED BY: Cynthia Janzen

SECONDED BY: Maria Topalovic

THAT the presentation on Insurance Policy Review be received as information.

CARRIED

7. Business Arising from the Minutes

There was none.

8. Other Correspondence

8.1. Provincial Direction and Response Regarding Core Programming

- a. September 19, 2019 email from Conservation Ontario to all Conservation Authorities, regarding Minister of Environment, Conservation and Parks pre-consultation with Conservation Authorities
- b. September 13, 2019 email response from Ted Arnott, MPP, Wellington-Halton Hills, to Hon. Jeff Yurek, Minister of Environment, Conservation and Parks regarding HCA Board of Directors letter to the Minister, dated September 5, 2019
- c. September 5, 2019 letter from the Hamilton Conservation Authority Board of Directors in response to letter from the Minister of the Environment, Conservation and Parks, dated August 16th, 2019
- d. August 16, 2019 letter from the Minister of the Environment, Conservation and Parks regarding the More Homes, More Choice Act, 2019

Lisa provided a summary of the correspondence and advised that the Ministry of the Environment, Conservation and Parks has agreed to pre-consult with all Conservation Authorities on proposed changes to the Conservation Authorities Act resulting from the passing of the More Homes, More Choice Act earlier this year. She advised that HCA would be represented by the Board Chair, Lloyd Ferguson and Vice-Chair, Santina Moccio, joined by herself and Scott Peck, Deputy CAO, at a meeting on October 22, 2019.

HCA's focus will be to explain our funding model, highlighting that our Conservation Areas are self-sustaining through collection of user fees, and that the CA's generate revenues that contribute to support of our core mandate programs. HCA's existing agreements with the City of Hamilton will also be highlighted. Clarification on how non-core programming relates to the More Homes More Choice Act will also be sought.

The members agreed that MPP Donna Skelly should be met with in advance or invited to attend the meeting, provided the MECP is supportive of that approach.

9. Reports from Budget & Administration Committee, Conservation Advisory Board, and the Foundation

9.1. Budget and Administration Committee –September 19, 2019

Santina Moccio reported on the following recommendations from the Budget & Administration Committee.

Resolution Number from Budget & Administration Committee Minutes - BA1928 –
HCA Purchasing and Contracts Policy and Procedures

BD12,2697

MOVED BY: Santina Moccio

SECONDED BY: Jim Cimba

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

**THAT the Hamilton Conservation Authority Purchasing
and Contracts Policy and Procedures be approved
subject to and including any further revisions as noted
during the August 22, 2019 meeting.**

CARRIED

Resolution Number from Budget & Administration Committee Minutes - BA1929 –
2020 Capital Budget

BD12,2698

MOVED BY: Santina Moccio

SECONDED BY: Brad Clark

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

**THAT the 2020 Capital Budget request as presented
herein be submitted to the City of Hamilton for
consideration and be included in their block funding
budget of 2020.**

CARRIED

9.2. Foundation Chairman's Report

Donations

We received a total of **\$69,594** in donations in September. They break down as follows:

- \$60,000 for plantings at the Eramosa Karst Feeder Lands
- \$5,050 for Outdoor Environmental Education
- \$2,925 for Tribute Benches
- \$904 for the Area of Greatest Need Fund

- The remaining \$715 came in donations for Westfield Heritage Village, the Canal Park Fund, the Dundas Valley Fund and our Tribute Tree Fund.

This brings our total for the current fiscal year (Dec 2018 to Sep 30) to **\$479,889**

Events

The Foundation hosted two events in September:

- The Friends of the Eramosa Karst (FOTEK) hosted volunteers from Mohawk College and the Hamilton Wentworth Catholic District School Board who planted 228 native trees and shrubs
- Thank you to Santina Moccio for helping us unveil a new Viewing Platform at Canal Park on Sunday, September 29

The Foundation also has a fundraiser planned for November 13th

- Adam Shoalts: Modern Day Explorer - Wednesday, November 13, 7:30pm – Westdale Theatre, visit hamiltonconservationfoundation.ca or thewestdale.ca for tickets.

10. Other Staff Reports/Memorandums

10.1. Current Watershed Conditions as of September 19, 2019

Scott Peck presented a summary of the memorandum, indicating there are no flooding or public safety concerns at this time. Lake Ontario water levels are still 42cm above average for this time of year but down 72cm from June. HCA will begin drawing down the Christie and Valens reservoirs for winter levels in the coming weeks/months.

BD12,2699

MOVED BY: Chad Collins

SECONDED BY: Maria Topalovic

THAT the memorandum entitled Current Watershed Conditions as of August 26, 2019 be received as information.

CARRIED

10.2. Upcoming HCA and Partner Events

Gord Costie presented the memorandum, noting that September was a busy month for events, including the Christie Lake Antique and Vintage Show, Telling Tales,

Tough Mudder and the Autumn Stroll. He also advised the members that all CA's anticipate very high visitor rates over Thanksgiving weekend.

BD12,2700

MOVED BY: Tom Jackson

SECONDED BY: Brad Clark

THAT the memorandum entitled Upcoming HCA and Partner Events be received as information.

CARRIED

10.3. Specific Agreement with the Haudenosaunee Wildlife and Habitat Authority

Chester Gibson, representing the Haudenosaunee Wildlife and Habitat Authority, provided a traditional greeting and spoke to HCA's successful relationship and partnership with the HWHA on the annual deer harvest. He was accompanied by Tom Deer, a Faithkeeper, and Wanda Davis and her son Mike. Wanda and Mike spoke to how the deer harvest has allowed people in their community to continue their traditions and to be able to share food with their elders and others. Chester Gibson requested consideration to obtain firewood from felled trees on HCA lands for heating long houses in their community.

Tom Deer then spoke using a wampum string. The three strings of the wampum string represented acknowledgement and appreciation for the past; for honouring the past of First Nations Peoples and for the work in partnering on the harvest, for the present; for maintaining the trust between one another and respectfully carrying on with the partnership, and the future; that we remain working together with good minds and good hearts, with continued trust and respect. Tom presented HCA with the wampum string.

The Chair thanked the guests for attending and educating the members and staff on their culture and customs.

BD12,2701

MOVED BY: Jim Cimba

SECONDED BY: Susan Fielding

THAT the Board of Directors approve the attached agreement allowing for a deer harvest in an area of Dundas Valley Conservation Area as identified on Schedule 'A', and generally bounded by Martin Road to the east, Jerseyville Road to the south, Paddy Green Road to the west, and Powerline Road to the north and; as identified on Schedule 'B' and generally bounded by 50 metres into HCA lands between Weir's Lane to the east, the CN rail line to the north, the lot line of private properties along the south and west only on weekdays

excluding Fridays between November 11 and December 5, 2019, inclusive.

CARRIED

BD12,2702

**MOVED BY: Tom Jackson
SECONDED BY: Santina Moccio**

THAT staff be directed to follow up on the request from the Haudenosaunee for potential available wood from felled trees on HCA property.

CARRIED

11.New Business

There was none.

12.In-Camera Items for Matters of Law, Personnel and Property

BD12,2703

**MOVED BY: Susan Fielding
SECONDED BY: Maria Topalovic**

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

CARRIED

12.1. Confidential Written Update – BD/Oct 01-2019

Lisa Burnside provided a written update regarding a property matter and answered the members' questions.

BD12,2704

**MOVED BY: Tom Jackson
SECONDED BY: Susan Fielding**

THAT the confidential verbal update entitled BD/Oct 01-2019 be received as information and remain in camera.

CARRIED

BD12,2705

**MOVED BY: Cynthia Janzen
SECONDED BY: Chad Collins**

THAT the Board of Directors moves out of *in camera*.

CARRIED

13. Next Meeting – Thursday, November 7, 2019

14. Adjournment

On motion, the meeting adjourned.

HAMILTON CONSERVATION AUTHORITY**Conservation Advisory Board****MINUTES****August 8, 2019**

Minutes of the Conservation Advisory Board meeting held on Thursday, August 8, 2019 at Westfield Heritage Village Conservation Area commencing at 4:00 p.m.

PRESENT:

**Maria Topalovic, Chair
Lloyd Ferguson
Cheryl Larocque
Wayne Terryberry**

**Cynthia Janzen
Duke O'Sullivan**

REGRETS:

John Barkovic, Lydia Cartlidge, Joanne Di Maio, Chris Michels, John Shaw

STAFF PRESENT:

Rondalyn Brown, Grace Correia, Gord Costie, Bruce Harschnitz, Christina Jager, Scott Peck, Jaime Tellier, Nancy Watts – HCA Staff

OTHERS:

Media – Richard Leitner

1. Chairman's Remarks

Maria Topalovic welcomed everyone to the meeting and indicated the regrets for the afternoon. Maria advised the members that Chris Michels had tendered his resignation from CAB, citing other commitments that are limiting his availability to attend meetings. Chris served on CAB for 10 years. He wished his fellow CAB members and HCA well for the future.

2. Declaration of Conflict of Interest

There were none.

3. Delegations

There were none.

4. Approval of Agenda

The Chair requested any additions or deletions to the agenda. Maria advised that under item 5.1, Gord Costie would be providing a short member briefing on the HCA auto gates and pay and display parking programs.

**CA1927 MOVED BY: Cynthia Janzen
 SECONDED BY: Duke O'Sullivan**

THAT the agenda be approved, as amended.

CARRIED

5. Member Briefing

5.1. HCA Auto-Gates and Pay and Display Parking Programs – Verbal Update

Gord Costie provided an update on the HCA auto gates and pay and display parking programs, including a history of the evolution toward automated parking facilities. Following a review of other organizations' practices and a business case, HCA's senior staff approved the first pay and display machine to be installed at Valens Lake Conservation Area in 1996. More recently, HCA has been migrating to auto-gates for our larger Conservation Areas. To date, auto-gates have been installed at eight Conservation Areas. By Fall of 2019, two more gates will be installed at Eramosa Karst CA and Westfield Heritage Village Conservation Area.

Auto-gates allow HCA customers to have access to our conservation areas, seven days a week, from sunrise to sunset. They are proving to be extremely effective and efficient. The gates have reduced staff time to open and close Conservation Areas. They also facilitate traffic calming, increased security, and ensure all users are paying equally.

The introduction of auto-gates is also being attributed to the marked increase in membership pass sales and day pass purchases observed in 2018 and 2019. In 2018, membership pass sales reached a record high; 2019 sales to-date are comparable to 2018. Customer feedback has been very positive.

There are upfront costs associated with installing the auto-gates. The costs are dependent on planning/fieldwork and site conditions. There are also maintenance costs. The auto-gates can be subject to vandalism. However, staff have found that some damage can be repaired somewhat simply and inexpensively.

Continued use and expansion of the auto-gates system is outlined in HCA's strategic plan. Other Conservation Authorities and Ontario Parks have expressed interest in HCA's successful piloting of this program.

Members inquired about the nature of vandalism and specifics on how membership passes and day passes are purchased and used at the gates. Gord advised that both systems accept debit and credit and that pay and display machines are available for those that do not have a membership pass. The cost of a day pass can be discounted from the purchase price of a membership pass within one week of the purchase of the day pass.

Duke O'Sullivan inquired about the ability to generate user statistics through membership passes or the automated gates, indicating that this information would be beneficial to marketing staff. Gord responded that the auto-gates do have the potential for this type of programming, however, that it can be costly. Gord added that currently, the auto-gates are being used to facilitate access but that user data may be pursued in the future.

Lloyd Ferguson inquired about the ability to produce access records in the event of an incident. Gord indicated he was uncertain if that information could be easily produced, however advised that HCA has video camera security in many of its locations.

The members also suggested that the day-use ticket could be used to promote the membership pass, volunteer events or opportunities, or other HCA products. Gord advised that the ticket is not yet used for marketing, that staff are promoting the membership pass to users in other ways. Staff are also working toward creating a system where the day-use pass will be valid at all other CA's on the same day.

Wayne Terryberry commended staff for this type of parking program, adding that many people are looking to HCA as a model. Maria thanked Gord for his presentation, adding that it is great to hear that the system is working well for HCA, and that some other Conservation Authorities may follow suit.

**CA1928 MOVED BY: Wayne Terryberry
 SECONDED BY: Cheryl Larocque**

**THAT the verbal update on HCA Auto Gates and Pay and
Display Parking Programs be received as information.**

CARRIED

6. Chairman's Report on Board of Directors Actions

Maria advised there has not been a meeting of the Board of Directors since the June CAB meeting and therefore there was nothing to report. Any recommendations from the June meeting and today's meeting will be presented to the Board in September.

7. Approval of Minutes of Previous Meeting

7.1. Minutes – Conservation Advisory Board (June 13, 2019)

CA1929

MOVED BY: Cheryl Larocque

SECONDED BY: Duke O'Sullivan

THAT the minutes of the June 13, 2019 Conservation Areas Advisory Board meeting be approved.

CARRIED

8. Business Arising from the Minutes

9. Staff Reports/Memorandums

9.1. Saltfleet Conservation Area Wetland Restoration – Project Update

Scott Peck presented a summary of the memorandum, highlighting the history and intent of the initiative to create the Saltfleet Conservation Area. Beginning in 2013, HCA began acquiring land to create a new conservation area in the east end of our watershed. Through the creation of wetlands, the lands will be used to attenuate natural hazards. The wetlands will also create natural heritage features and create recreational opportunities for the public. Scott reviewed the funding available and used to-date for acquisition of five properties in the Stoney/Battlefield Creek watersheds above the escarpment. He highlighted properties purchased, some to acquire existing natural heritage features, others for proximity to existing land holdings, and those needed for planned wetland creation projects required for flood attenuation.

Scott advised the lands for acquisition have been identified through an Environmental Assessment (EA) and that each acquisition is presented to the Board of Directors directly for approval. Subsequent to the EA, lands have been acquired, and staff have now retained a consultant to complete the wetland design work. The preliminary design work will be presented to CAB in October.

Scott highlighted funds that have been engaged to make the project possible, thanking Hamilton Conservation Foundation (HCF) staff for their work in securing the funding. Following completion of the wetland design, WP&E staff will then begin working with Capital Projects and Strategic Services staff for master planning to create the recreational infrastructure.

There is approximately \$1.5 million remaining in the land acquisition fund. The EA indicates implementation costs are approximately 15 million. Therefore, there is a need for ongoing fundraising. Project staff will rely on HCF staff to assist with funding for the development of the lands.

The members inquired about the lands acquired to-date being sufficient to achieve the goals of the project. Scott advised that achievement of goals will be incremental. Erosion mitigation objectives and a notable improvement for flooding can be achieved with the available lands. The full benefit envisioned in the EA requires all four wetlands to be created. There was discussion regarding the boundaries of the Conservation Area and lands required to complete the project. The members also inquired about timing for trail development around the new wetlands. Scott clarified that parking and recreation infrastructure will be part of the master plan process.

Funding for the project was also discussed. Scott advised that the Green Municipal Fund was accessed for the wetland project design. Through the Hamilton Conservation Foundation, staff will be soliciting funds from the GMF and the municipality for subsequent years of this multi-year project. Grace Correia added that foundation staff are creating corporate partnerships now for when the design work is ready.

**CA1930 MOVED BY: Wayne Terryberry
 SECONDED BY: Lloyd Ferguson**

THAT the memorandum entitled Saltfleet Conservation Area Wetland Restoration – Project Update be received as information.

CARRIED

9.2. Westfield Admission Tickets for Major Special Events

Rondalyn Brown welcomed the members to Westfield Heritage Village Conservation Area (WHVCA). She also introduced Christina Jager, Assistant Manager of WHVCA, to assist with answering any questions on the report. Rondalyn then presented a summary of the report, noting that WHVCA events have been becoming more and more popular over the years, leading to large numbers of visitors causing parking-related safety issues and affecting visitor experience. Staff conducted a review of similar facilities' practices to address high volume events, and are now proposing to

implement a ticketed system for WHVCA's most popular events, including those for Maple Syrup, Halloween and Christmas.

The members discussed with staff the limiting factors for capacity. Rondalyn advised that both parking and the capacity of the village are limiting. Staff have proposed a number of tickets based on an average number of people that would fill the 250 known parking spaces. There are an additional 50 parking spaces that are required for volunteers for the events.

The members also discussed other potential alternatives, including shuttling visitors from a larger parking area, expanding existing parking and hosting more event dates per season.

There was discussion regarding societal trends toward more ticketed and reservation systems. Staff added that a marketing and communications plan would be required initially to convey the new system to the public to prevent visitors arriving at a full event until there was greater awareness of the new system in the community.

Wayne Terryberry offered his experience as a volunteer at a WHVCA event. He shared that the large crowds are taxing for volunteers and observed that visitor experience was also affected. Wayne also requested feedback from other facilities about their experiences transitioning to a ticketed system, if other similar scenarios have occurred.

Lloyd Ferguson expressed concern with the impacts of limiting visitors and tabled a motion to refer the report back to staff to provide additional management options and return to the Advisory Board in October. The members agreed with the request for additional information.

Maria thanked everyone for the good discussion and appreciation that staff will bring additional information forward.

**CA1931 MOVED BY: Lloyd Ferguson
 SECONDED BY: Duke O'Sullivan**

THAT the report be referred back to staff to provide additional management options and to return to the October CAB meeting.

CARRIED

9.3. Upcoming HCA & Partner Events

Gord Costie presented the memorandum, highlighting popular events that have been happening at HCA's facilities, including WHVCA. Camping at Valens Lake Conservation Area sold out for the holiday weekend. The Spencer Gorge/Webster Falls shuttle transported the equivalent of 500 cars a day over the Civic Holiday weekend. All areas are very busy. The Dundas Valley is currently readying for the Equestrian Ride, a fundraiser for trail maintenance within the Conservation Area. There are many events throughout August at Wild Waterworks and WHVCA. Moving into September HCA will host the Bright Run, Christie Antique and Vintage Show, Autumn Stroll, and Tough Mudder. Gord finished the presentation highlighting Telling Tales, a very successful partner event, hosted by WHVCA.

Lloyd Ferguson commented on the weather having a positive impact on our revenues. Gord responded that good weather and weather proof events have contributed to the revenues.

**CA1932 MOVED BY: Wayne Terryberry
 SECONDED BY: Cheryl Larocque**

**THAT the verbal update on Upcoming 2019 HCA & Partner
Events be received as information.**

CARRIED

10. New Business

There was none.

11. Next Meeting – Thursday, October 10, 2019 at 4:00 p.m.

The next meeting of the CAB is scheduled for Thursday, October 10, 2019 at 4:00 p.m., at the HCA Main Office.

12. Adjournment

Maria thanked everyone in attendance and staff of Westfield Heritage Village for hosting the meeting. On motion, the meeting was adjourned.

From: [Burnside, Lisa](#)
To: ["Mark Osborne"](#)
Cc: [Ferguson, Lloyd](#); [Tellier, Jaime L.](#)
Subject: RE: Greensville Unprecedented Chaos
Date: October 21, 2019 5:05:03 PM

Dear Mr. Osborne,

Staff and the Board of Directors of HCA have received your email. We appreciate your concerns with regard to visitors to Spencer Gorge over Thanksgiving weekend. While the shuttle service, along with the City of Hamilton's \$250 unauthorized parking fines had been successful in managing visitation for all previous long weekends, Thanksgiving did experience a higher influx of visitors coming into and parking on the roadways.

As a result, in preparation for this past weekend, the HCA and City of Hamilton immediately implemented additional measures to prevent this unauthorized parking and congestion. The HCA put in place electronic signage to direct parking to the shuttle at Christie Lake Conservation Area, additional "No Waterfall Parking" signage and posted and promoted on social media the parking fine and information about the shuttle. The City implemented additional measures on municipal controlled roadways to block parking with pylons, added additional dedicated bylaw for the Greensville area and followed up with several reported pop up parking lots.

The HCA Chairman Lloyd Ferguson, ward councillor Arlene VanderBeek and myself were all out this past weekend, to assess the impact and the measures did improve service and safety.

We will be confirming additional measures for this coming weekend including the placement of more pylons, requesting Hamilton Police to be onsite to restrict Harvest Road to all but residents and the shuttle bus and improving logistics at the Christie Lake shuttle hub.

HCA and the City of Hamilton have put much effort into designing and implementing measures that mitigate congestion and safety concerns, and will continue to do so, while also allowing this unique site to remain accessible to the public.

Sincerely,

Lisa Burnside CHRL

Chief Administrative Officer
Hamilton Conservation Authority
838 Mineral Springs Road PO Box 81067
Ancaster, ON L9G 4X1
Phone: (905) 525-2181 Ext 126
Email: lisa.burnside@conservationhamilton.ca



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From: Mark Osborne <ms_osborne@cogeco.ca>

Sent: October 16, 2019 3:56 PM

To: Burnside, Lisa <Lisa.Burnside@conservationhamilton.ca>; Costie, Gord <Gord.Costie@conservationhamilton.ca>

Cc: Clark, Brad <Brad.Clark@hamilton.ca>; Collins, Chad <Chad.Collins@hamilton.ca>; Ferguson, Lloyd <Lloyd.Ferguson@hamilton.ca>; Jackson, Tom <Tom.Jackson@hamilton.ca>; Pauls, Esther <Esther.Pauls@hamilton.ca>; Tellier, Jaime L. <Jaime.Tellier@conservationhamilton.ca>

Subject: Greensville Unprecedented Chaos

The residents have yet again endured the fall out of excessive visitation to the falls. All streets to our community were gridlocked and no ambulance or firetruck would have been able to get through these roads in an emergency. We need these questions answered point by point.

- 1, Why are you not enforcing a wrist band policy at the shuttle in Christies?
- 2, Why are you allowing anyone entrance to the parks knowing full well the impact this would have on our community?
- 3 Why did you not close the park when the numbers cause this amount of chaos?
- 4, Why is the HCA not heeding advice from a previous master plan that this area cannot sustain the numbers suggested. This has only got worse?
- 5, Why has the HCA not implemented other visitor controls as suggested by the community at large and in past presentations to the board?
- 6, Are you planning to take any different action on the next few weekends that you have not taken thus far?

Protest Websters and Tews Citizens Group – Greensville

The residents are demanding an end to this.

<https://www.facebook.com/protectwebsters/>

Report

TO: Conservation Advisory Board

FROM: Lisa Burnside, Chief Administrative Officer (CAO)

RECOMMENDED BY: Gord Costie, Director, Conservation Area Services

PREPARED BY: Rondalyn Brown, Manager Westfield Heritage Village Conservation Area

DATE: October 10, 2019

RE: Christmas 2020 Ticket Purchase Pilot

STAFF RECOMMENDATION

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

THAT Westfield initiate a pilot program for date specific ticket sales for the 2020 Christmas evening program and further,

THAT staff evaluate the effectiveness of the pilot and report back to CAB regarding its ongoing potential.

BACKGROUND

At the August 8th, 2019 Conservation Advisory Board (CAB) meeting, a report titled "Limited Ticket Purchase for Westfield Special Events" was presented. The report highlighted that "Westfield Heritage Village Conservation Area's (WHVCA) growing success on popular days provides amazing opportunities. However, sometimes it can also cause capacity, safety and logistical issues and less positive visitor experiences." When there are too many visitors, there are long line-ups for services, overcrowding in buildings being interpreted by our volunteers and limited access to popular activities. This seriously compromises the visitors experience and is a health and safety issue for staff and volunteers. When parking on site is full, visitors park on the road. This is a safety concern especially for the evening programs.

To address these issues, the report recommended that a “system for limited, date-specific tickets be implemented for special events at Westfield Heritage Village Conservation Area for events that can potentially exceed parking or event capacity”. The Conservation Advisory Board referred the report back to staff in order for additional management options to be considered with a recommendation to come back to the October CAB meeting.

STAFF COMMENT

Following the direction provided by CAB, HCA staff have further reviewed this issue and have formalized several management options and they are detailed as follows:

1. Christmas Program 2020 – Ticket Sales Pilot Project

The staff preferred and recommended option is a pilot project for the Christmas program in 2020 to sell tickets in limited quantities for specific dates. 1,200 tickets would be available for each event day which is based on event and parking capacity. Visitors with tickets would be assured on-site parking and guaranteed entrance to the event. The site would maintain a safe and comfortable capacity providing optimal experience for visitors and staff. Implementing a pilot for 2020 provides a 10 month timeframe for a marketing campaign to inform visitors of the ticket program to help make sure only those who have purchased tickets arrive for the event.

2. On Street Parking Control

Vehicles parking on the highway is a safety concern for daylight events and even more so for evening events when it is dark. The shoulder on Kirkwall Road is unpaved, narrow and there are no streetlights. HCA could request the City of Hamilton sign the immediate street area as “No Parking”. When the parking lot is expected to be filled clear signage and municipal by-law and police support will be required to address visitors parking on the road. This solution is dependent on by-law and police support and does not address that the visitor has already planned their journey and arrived to the site, to find the parking lot full and no available parking.

3. Shuttle Buses

The cost and effort of providing a shuttle service was considered. These resources include the cost of buses; the rental cost to use another site; the extra staffing for parking; and the cost of maintaining the additional parking lot (snow ploughing/sanding and lighting for evening programs). An offsite shuttle hub location also requires considerations related to way finding signage and marketing and education efforts so that visitors do not drive directly to Westfield. All of these items require additional resources that is beyond the means of Westfield. Unlike the Telling Tales events where visitors come and go throughout the day, with an event like Christmas, many visitors will be wishing to leave at the same time after fireworks at the end of the evening which

would likely lead to long line ups for bus return to the offsite lot. Safety at an isolated off-site location, especially on a winter evening, would also be a concern.

4. Increased Parking on site

Westfield's 2018 Master Plan notes that parking space at Westfield can be insufficient during large events and further, that alternative options are to be considered with event planning.

The 2018 Master Plan identifies areas with current parking and areas for consideration to increase the parking capacity. The existing parking lot(s) are noted for improvements to layout and vehicle circulation.

This work is currently underway with the front parking lot and autogate project for Westfield. The land surrounding the rental house may also be considered for more parking now that the tenant has vacated.

The service area, back of house, behind the agricultural barn is noted to be expanded for "Staff and Volunteer Parking". It is the intent of this area to be improved for staff and volunteer parking so that spaces can be freed up in the main parking lot for visitors. Work has begun on cleaning up this area to allow for future expansion.

Development work in these two areas would increase the visitor parking spaces by 20% to 360 and are recommended as part of the HCA parking review report to implement parking enhancements at Westfield.

Parking in the field north of the entrance to Westfield has been utilized, however, formalizing this parking area is problematic due to seasonal flooding. Further study of the seasonal flooding would be required should we wish to improve parking surfaces and drainage in this grass overflow area. It may not be possible or feasible to adequately handle drainage and provide year round parking in this location.

Increasing the number of parking spaces alone, however, does not solve the issue. There could still be more visitors attending than parking spaces available and beyond the capacity of the Village based on a quality visitor experience.

5. Cancelling Programs

Westfield has worked very hard to build attendance at its public events and other revenue generating activities. The public have an expectation of Westfield programs. Cancelling events because they are too popular would be lost revenue and would be denying the community valuable opportunities that make the City of Hamilton a great place to live and visit.

Discussion

Based on HCA staff review, the best option considered was advanced tickets for specific dates in a limited quantity for events expected to exceed capacity. It is the safest, most cost effective solution that also offers more opportunity for growth. Staff report that they have received feedback from visitors asking for this option so they may plan their Christmas visit in advance knowing they are guaranteed safe parking on-site and reasonable access to all the activities and services they wish to participate in when it is not over crowded.

The proposed ticket option places Westfield in a position to better manage events for safety and visitor satisfaction. Attendance at multi-day events is not evenly distributed and this option would help spread visitation throughout all available event dates. It also allows for more successful expansion because if ticket sales maximize the available event space there is greater potential for adding more dates. Westfield would add a Christmas date to the schedule for 2020 and be open on Sunday, December 20, 2020. Based on historical statistics, this would be the most popular Sunday. It would also be after all three evenings so anyone not able to get into the evening event would be able to enjoy Westfield on that Sunday, subject to ticket availability.

With the proposed increased parking spaces and the additional Sunday opening, the overall attendance potential for Christmas 2020 would be greater than the actual Christmas attendance average in the last three years, which is just shy of 4,600 visitors.

The proposed pilot 2020 ticket program is broken out as follows:

- Saturday December 5, 2020 – 1,200 tickets
- Saturday December 12, 2020 – 1, 200 tickets
- Saturday December 19, 2020 – 1,200 tickets
- Sunday December 20, 2020 – 1,200 tickets, however, longer day event with possible vehicle turnover with potential for additional tickets (to be determined)
- Total: 4,800

This provides a greater capacity overall so more people are able to enjoy the event resulting in higher revenue for Westfield.

Advanced ticket sales will allow the conservation area to grow in a more sustainable way that preserves the natural and cultural treasures we strive to protect and preserve while still providing quality opportunities that are educational and entertaining for the community.

This option follows successful operating procedures at similar facilities such as Black Creek Pioneer Village and Doon Heritage Crossroads. Both these sites operate their Christmas programs with limited ticket sales. Conservation Halton has pre-purchased tickets for their Christmas Town at Mountsberg.

Marketing and Communications

Communicating the change to the public will be a key element to success. Some visitors already think they are buying a guaranteed ticket when they purchase on-line and won't be surprised to see event dates to select from. Other visitors are asking for this option and will be pleased to have it in 2020. Below is a framework of a marketing campaign to inform visitors of the new system and promote the benefits of the ticket system:

1. A mail out to all HCA pass holders, with a letter explaining the changes to the event, and a copy of the 2020 Westfield Heritage Village CA brochure, would be the first step.
2. The Marketing Department would also include the information about the change in the HCA e-newsletter, which will be sent monthly through the year, as well as building and creating a Westfield Heritage Village CA e-newsletter to reinforce the message. Leveraging the 2020 media buy and including the information that this is now a ticketed event on all Christmas event promotions, will add no additional costs. This will include online ads, radio and promoted and boosted social media posts and ads. Information about limited tickets will be added to all event listings, including the HCA calendar, Westfield and HCA websites, and other outside event listings.
3. Onsite signage will assist with getting the message out, while also promoting the Christmas events through the year. Westfield Heritage Village CA staff can assist with communicating the message through their customer interactions at regular Sunday and earlier special events. A Christmas flyer, with information about the limited tickets, can be created earlier in the year for Westfield staff to hand out to visitors.
4. A plan will be developed to address those visitors who arrive at the ticketed Christmas event without having purchased a ticket. Staff will engage with such visitors to determine what information and steps they referenced to hear about the Christmas event and explain the ticket system. It is possible that last minute cancelations may open up some spaces for drive up visitors. A discount or free admission to another regular or special event at Westfield could be provided for compensation to address disappointment if the event is sold out.

STRATEGIC PLAN LINKAGE

The initiative refers directly to the HCA Strategic Plan 2019 - 2023:

- **Strategic Priority Area – Conservation Area Experience**
 - Initiatives – Develop visitor and parking management strategies to support conservation areas for sustainable recreation, education and tourism

AGENCY COMMENTS

Not applicable

LEGAL/FINANCIAL IMPLICATIONS

Investment in a new ticketing system to accommodate the more intricate admissions sales system may be required and costs have been incorporated into the 2020 operating budget in this regard.

CONCLUSIONS

This report identifies HCA's commitment to providing a safe environment for both staff and visitors by developing visitor and parking management strategies that also help to improve the visitor experience. The proposal is a pilot for the 2020 Christmas Program and staff will report back to CAB on the results of the pilot project and recommendations to move forward based on the experiences of the 2020 program.



Report

TO: Conservation Advisory Board

FROM: Lisa Burnside, Chief Administrative Officer (CAO)

RECOMMENDED & PREPARED BY: Gord Costie, Director, Conservation Area Services
Matthew Hall, Director, Capital Projects & Strategic Services
T. Scott Peck, MCIP, RPP, Deputy CAO/Director, Watershed Planning & Engineering

DATE: October 10, 2019

RE: HCA Conservation Area - Visitor Management & Vehicle Parking Review

THAT the Conservation Advisory Board recommend to the Board of Directors:

THAT Staff be directed to implement the following directions outlined in the report titled "HCA Conservation Area - Visitor Management & Vehicle Parking Review";

Recommendation #1 – HCA staff implement immediate parking enhancement opportunities at Artaban Road, Tiffany Falls, Devil's Punchbowl, Tew Falls and Westfield Heritage Village to optimize number of parking spaces, traffic flow and signage;

Recommendation #2- HCA staff undertake steps to consider expansion of the Artaban road parking lot through a Niagara Escarpment development permit;

Recommendation #3 – HCA staff undertake steps to establish an interim parking lot and trail connection to the Dofasco Trail for the Devil's Punchbowl at the Saltfleet Conservation Area;

Recommendation #4 – HCA staff further examine and explore additional options for safe visitor access to Tiffany Falls;

Recommendation #5 – HCA staff work with various agencies and partners such as City of Hamilton, Tourism Hamilton, Hamilton/Burlington Trails Council etc. to encourage transportation alternatives;

Recommendation #6 – HCA develop a marketing campaign and website enhancements to increase turnover and shorter term stays at areas with limited parking and encourage visitation to less frequented areas and when there is capacity;

Recommendation #7 – HCA staff ensure that the approved 10 year Masterplan Strategy incorporates detailed review of parking at all areas through the Master planning process.

BACKGROUND

In February 2019, a report titled “HCA Conservation Area Vehicle Parking Review” was presented to the Conservation Advisory Board with the following recommendation **“THAT HCA staff be directed to undertake the parking inventory as detailed in the report titled “HCA Conservation Area Vehicle Parking Study”, dated February 1, 2019.”** This recommendation was endorsed by the Conservation Advisory Board and approved by the Board of Directors at their March 7, 2019 meeting.

As noted in the report, the parking review will assess the supply at individual HCA areas and identify capacity gaps, provide potential recommendations for parking strategies that support these HCA areas while conserving the natural features of the area, and building upon the existing parking system.

A project steering committee comprised of senior HCA staff was struck and has met multiple times in the past months as part of finalizing the parking inventory assessment and obtained input from Conservation Area staff. From this work, the steering committee had identified steps that had already been taken to address visitor and parking issues by way of the following initiatives:

1. Implementing the shuttle service at Christie Lake to service Spencer Gorge Conservation Area on weekends April through October and examining each year how to make this more effective
2. Utilizing shuttles to bring visitors to the Telling Tales Festival event at Westfield Heritage Conservation Area by the third party organizers
3. Having HCA staff on site to meet with visitors to provide trail etiquette and information regarding other conservation areas to visit.

4. Increasing posting of trail signage and brochures highlighting the need to stay on the trail for visitor safety and conservation of the associated natural areas.
5. Working through HCA website and social media directing people to authorized access points and providing visitor education.
6. Working with the City of Hamilton regarding municipal No Parking and No Stopping signage and associated municipal by-law enforcement.
7. Installing automated access gates at conservation areas and installing trail and vehicle counters to provide information regarding the number of visitors accessing areas.
8. Allocating capital budget dollars to maintain internal HCA roads through tar and chip and/or paving.
9. Allocating capital budget dollars to improve various HCA parking areas with site specific measures such as clean up, line painting, creation of overflow parking and/or expansion
10. Re-opening both the Merrick lot and Artaban lot in the Dundas Valley

Following the review of work already undertaken, the committee then determined the next outcomes to be taken to further improve the situation. This report highlights five key visitor management and parking program areas with associated action items to be implemented.

Key Visitor Management and Parking Program Areas

1. Identifying High Use Conservation Areas through Parking review metrics
2. Addressing High Use Conservation Areas with Visitor and Parking Issues
3. Optimizing Mass Transit and Non-motorized Vehicle Access to Conservation Areas
4. Marketing and Communication
5. Master Planning and Operational Improvements

This review was undertaken with an understanding of our role as the area's leading environmental agency and our role as a landowner. The lands owned by the Hamilton Conservation Authority contain physical features, flora and fauna of national, provincial and local significance and these lands were acquired to preserve these features while

developing these lands as appropriate for passive recreation and environmental education. In developing the five key program areas with the associated action items, the first priority is ensuring the environmental features of the lands are maintained and that the Hamilton Conservation Authority is leading by example as it relates to the management of our lands while ensuring positive and safe visitor experiences.

STAFF COMMENT

As noted in the background section above, five key visitor management and parking program areas have been identified with associated information and action items.

1. Identification of High Use Conservation Areas through Parking Review Metrics

HCA has approximately parking capacity for 7,322 vehicles in its parking areas, as shown in the table below with the vast majority at Christie Lake, our main event area and shuttle hub location for Spencer Gorge that can handle large numbers of cars.

Our major conservation areas generally have adequate capacity for current visitation, except for certain special events at Westfield Heritage Village.

2018 data from autogate and pay and display machines at our unattended parking areas demonstrate the high volume at three smaller parking facilities which tend to be associated with waterfalls or iconic escarpment areas. It is important to note that these figures do not include HCA annual vehicle pass holders or unpaid vehicles. Parking tickets issued in 2018 by City of Hamilton bylaw for road side waterfall areas also demonstrate pressure these areas experience. Ridge Road has armour stone along the road way to help prevent parking and likely results in the lower number of tickets, and staff also report visitors utilizing parking at the Devil's Punchbowl market and walking along Ridge Road.

Staff note through site visits and maintenance that Tiffany Falls, Devil's Punchbowl and Artaban Road are extremely busy on weekends and holidays throughout the year and vehicle congestion issues are common. Further, staff working in these areas have noticed a high turn-over at these locations as the hikes to the waterfall attractions are very short and staff report that through interaction with visitors that many are unaware of the Bruce Trail connection for Tiffany and Sherman Falls and greater connections to the Dundas Valley.

While Spencer Gorge is handled by the shuttle on weekends and public holidays during the operating season, staff report parking pressures at Tew Falls mid-week during the fall leaf colours in October.

CONSERVATION AREA or PARKING LOT NAME	PARKING SPACES	AUTOGATE PAID VEHICLES	CITY BY-LAW PARKING TICKETS
Fletcher Creek Ecological Preserve	12	no gate or pay machine	
Beverly Swamp	14	no gate or pay machine	
Tiffany Falls	20	10,314	378
Artaban Road	21	4616	775
Devil's Punch Bowl	22	10,433	186
Monarch Trail	22	367	
Chippawa Rail Trail	23	no gate or pay machine	
Iroquoia Heights	25	no gate or pay machine	
Borer's Falls	27	no gate or pay machine	
Felker's Falls	30	no gate or pay machine	
Dundas Valley HCA workshop & area	30	350	
Merrick Orchard	36	1908	
Hermitage	40	4226	
Hamilton to Brantford Rail Trail - West	42	no gate or pay machine	
Eramosa Karst	60	912	
Crooks' Hollow	86	941	
Spencer Gorge	248	23,162	2200
Dundas Valley Main Parking	265	4816	
Westfield Heritage Village	300	Staffed gate	
Valens Lake	354	Staffed gate	
Fifty Point	862	Staffed gate	
Christie Lake	4,783	Staffed gate	
TOTAL	7,322		

- **Paid Vehicles only entering through unattended parking areas, does not count HCA annual pass holders or unpaid visits**
- **Spencer Gorge parking lots are closed weekends and public holidays during shuttle operations**

2. Addressing High Use Conservation Areas with Visitor and Parking Issues

As part of the development of the parking inventory and through an understanding of current conservation area operations, Spencer Gorge Conservation Area, Tiffany Falls and Artaban Road in the Dundas Valley Conservation Area as well as the Devil's Punchbowl Conservation Area have been identified as high use areas with associated parking issues. Westfield Heritage Village Conservation Area also experiences parking issues during some special events.

Spencer Gorge / Tew Falls

- Visitation and parking issues at the Spencer Gorge are being addressed on weekends and public holidays through the high operating season through the operation of the visitor shuttle and partnership with Park Bus. The Board of Directors have provided direction to staff that this shuttle operation will continue as part of the annual operations for this conservation area.
- In season, during the week, Tew Falls parking area receives significant visitation and handles the bulk of vehicles for Spencer Gorge. Staff have identified that improvements to this lot would optimize traffic flow, number of parking spaces and visitor experience. This work could require an Environmental Impact Study (EIS), NEC review and approval based on final scale and scope of enhancements.

Tiffany Falls

- Tiffany Falls is a highly visited area that is serviced by a small parking lot. It is important that HCA continue to work collaboratively with City bylaw enforcement to control and enforce no parking regulations to address spillover parking along Wilson Street. While there are no options available to physically enlarge the existing parking lot, some measures can be taken on site to optimize the lot to enhance traffic flow and angular parking.
- Additional options will need to be explored for this area, bearing in mind the single trail and viewing platform and overall limited space and capacity of the area. Several options for further detailed consideration and investigation have initially been identified to include:
 1. Continue with operation of the existing parking area with an increased focus on promoting short stays, increased visitor turnover and off-peak visitation. This would also involve signing the area to advise that picnics are not permitted in this location and reviewing photography permits and parking access for Bruce Trail members.
 2. Promote walk-in access through nearby HSR bus stop and Bruce Trail.
 3. Potential for the development of a new larger parking lot for this site on HCA lands adjacent to Tiffany Falls located north of Wilson Street with

frontage on Lower Lions Club Road. There is additional work to be completed to determine the feasibility of this proposal. This includes:

- i. Completion of an Environmental Impact Study (EIS) to determine if it is acceptable according to HCA and City of Hamilton requirements to develop a parking lot on the lands as the majority of the area is designated as an Environmentally Significant Area. This work would take approximately 1-year to complete and would require the services of an outside consultant.
- ii. The subject lands are located within the Niagara Escarpment Plan area, within the Protection Area designation and a Development Permit would be required for the development of a parking lot in this area. The above noted EIS would form part of this application.
- iii. A review of traffic issues and pedestrian crossing requirements would need to be completed and reviewed with the City of Hamilton. Wilson Street is a major thoroughfare within the City and specifically Ancaster with a 70km/hr speed limit at the Tiffany Falls area

Artaban Road Parking Lot

- This parking lot receives significant visitation, particularly now that Lions Club road has been signed as No Parking. Its popularity is associated with visitation with Sherman Falls which is not owned by HCA but is located adjacent to HCA lands and associated trail system. It is important that HCA continue to work collaboratively with City bylaw enforcement to control and enforce No Parking regulations to address spillover parking on Lions Club Road.
- Staff have identified that improvements to this lot would optimize traffic flow, number of parking spaces and visitor experience and could be promoted further as an offsite parking location for Tiffany Falls for visitors to access by walking the Bruce Trail connection.
- There is the potential to formally expand the parking lot at Artaban Road adjacent to the existing HCA parking lot. There is additional work to be completed to determine the feasibility of this proposal. This includes:
 - i. Completion of an Environmental Impact Study (EIS) to determine if it is acceptable according to HCA and City of Hamilton requirements to develop a parking lot on the lands as the majority of the area is designated as an Environmentally Significant Area. This work would take approximately 1-year to complete and would require the services of an outside consultant.
 - ii. The subject lands are located within the Niagara Escarpment Plan area, within the Protection Area designation and a

Development Permit would be required for the development of a parking lot in this area. The above noted EIS would form part of this application.

Devil's Punchbowl

- Auto gates installed in this parking lot have demonstrated its popularity and high utilization. Staff have identified that improvements to this lot could optimize traffic flow, number of parking spaces and visitor experience
- While the current lot would benefit from improvements, there are opportunities for additional parking to be created within the adjacent lands that comprise part of the Saltfleet Conservation Area to provide additional parking on an interim basis until the design work for the wetland is completed in 2020 and Master Plan which is timed for 2021. Subject to the above, on the east side of First Road East with an existing driveway, a parking area and a trail could be created to connect to the Dofasco Trail. Signage and promotional materials would be needed to inform the public of this option.
- In the longer term, as additional lands are acquired, there is potential for a gateway to service the Devil's Punchbowl area.

Westfield Heritage Village Conservation Area

- Staff have identified that improvements to this lot would optimize traffic flow, number of parking spaces and visitor experience
- Lack of sufficient event parking at certain special events at Westfield have been identified as an issue to address parking and crowd management.
- Staff are bringing forward a separate report entitled "2020 Christmas Ticket Purchase Pilot" for consideration on managing parking and visitation during high volume special events for the area.

3. Optimizing Mass Transit and Non-motorized Vehicle Access to Conservation Areas

- As noted in earlier comments above, efforts have been made to encourage visitors to utilize services such as Park Bus or through public transit as available or regional and local trail and cycling networks. These efforts should be enhanced to promote transit through municipal transit (HSR), enhancing as appropriate trail connections and regional trail and road hiking and cycling networks to reduce parking demand
- Through the parking review, staff have identified three areas with HSR connections

Parking Areas with HRS stop within 500 metres

CONSERVATION AREA	BUS NUMBER	BUS NAME	STOP LOCATION
Dundas Valley	5	DELAWARE	MAIN at EWEN
Felker's Falls	43	STONE CHURCH	PARAMOUNT opposite AUCKLAND And PARAMOUNT at APEX
Tiffany Falls	5	DELAWARE	At 1039 WILSON

- Staff have identified that it would be beneficial to inquire with HSR the possibility of moving the bus stop location on Wilson Street closer to the Tiffany Falls parking lot
- The overall work of promoting transit and local trails will involve a high degree of public education and is also part of the action items noted in Section 4, Marketing and Communications.

4. Marketing and Communication

- For specific high use areas, identify the closest off-site parking areas, linked by trails and create walking tour suggestions for visitors to access the areas from a little further away, and highlighting places and sights along the way, to make the hike more appealing. For example, accessing the Devil's Punchbowl by getting there along the Dofasco 2000 Trail, seeing the boardwalk section through the Vinemount Swamp and other sights along the escarpment brow.
- Increase and improve on-site messaging. Signage could be created along the lines of "Found it a little busy here today? Try visiting during the week or earlier in the morning for a more secluded experience." This can also be encouraged on Instagram and Facebook.
- Improve website messaging with peak times and suggested times to visit for the best experience and also add parking information to each of the affected area's section of the website.
- A brochure could be created for all of our East Mountain areas (Devil's Punchbowl, Saltfleet, East Mountain Trail Loop, Dofasco Trail, Karst, etc.), both for area information and to communicate the needed messages in these areas.
- Update information on our Trip Advisor and Google pages and as well as Waterfalls Hamilton website through the City of Hamilton.
- Automatic Gates and Pay and Display Machines – a new ticket with multi conservation area access is a new option. There are 10 locations that have this feature for 2019, with additional areas proposed in 2020. This feature can be

marketed once all machines are operational. This option allows for a visitor to go to multiple locations for one daily price and the idea is that it will encourage shorter term stays as visitors can attend multiple locations thereby increasing turnover.

5. Master Planning and Operational Improvements

- In addition to the above noted items that have either been implemented or will be implemented within existing programs or through further site specific considerations as appropriate, there are issues that require further consideration which can be identified through the development of master plans/management plans or through conservation area operations. This would include such items as:
 - i. Continued implementation of the HCA's auto-gates and pay and display for parking areas.
 - ii. Refinement of parking use and parking lot configuration to maximize the area available for parking within existing parking lots.
 - iii. Visitor and parking management through such initiatives as a limited number and specific date ticketing system for events and programs.
 - iv. Continued work with our municipal partners regarding "No Stopping" and "No Parking" signs and enforcement in these areas. It is important to note that the HCA can only manage issues on HCA lands, issues related to the use of municipal roads and road right of ways is the responsibility of the affected municipality.
 - v. Development of master plans and management plans to guide the management of our conservation areas with an eye to anticipate long term visitation trends with associated infrastructure requirements.
 - vi. Including information within master plans as guidance regarding the use of conservation areas and trail classification to better understand how visitors can impact the natural features of the lands and also how the number of visitors can impact visitor experience.
 - vii. Providing direction regarding the need for continued land acquisition to ensure the conservation of our watersheds natural features while providing passive recreation opportunities. The Land Securement Strategy will also provide direction in this regard.

STRATEGIC PLAN LINKAGE

The initiative refers directly to the HCA Strategic Plan 2019 - 2023:

- **Strategic Priority Area – Organizational Excellence**
 - Initiatives - Update our website to increase access to information and services
- **Strategic Priority Area – Conservation Area Experience**
 - Initiatives – Develop visitor and parking management strategies to support conservation areas for sustainable recreation, education and tourism
 - Initiatives - Continue to expand installation of automatic gates across our conservation areas
 - Initiatives - Work with partners such as the City of Hamilton, the Cootes to Escarpment Ecopark System, and the Hamilton Burlington Trails Council, to enhance trail networks for recreational uses

AGENCY COMMENTS

Program implementation will require working with partner agencies such as the City of Hamilton, Tourism Hamilton and the Niagara Escarpment Commission. This work would include no parking and no stopping signage as appropriate, parking enforcement on City roadways, working with City of Hamilton Natural Heritage Planners regarding development within environmentally significant areas, promotion and visitor education with Tourism Hamilton as well as working through development permits for new or expanded parking areas with the Niagara Escarpment Commission.

LEGAL/FINANCIAL IMPLICATIONS

Implementation of this program work will be incorporated into departmental work plans with associated approved operating and capital budget resources being utilized as approved and allocated annually. Some parking lot enhancements can be undertaken in 2019 through the 2019 capital budget as resources and time permits.

CONCLUSIONS

Visitor and parking management will continue to be a main program area for the HCA into the foreseeable future. The recommendations flowing from the five program areas outlined in this report will continue to be the primary focus of our efforts to preserve the natural resources on our conservation area lands while ensuring a positive visitor experience.

Report

TO: Board of Directors

FROM: Lisa Burnside, Chief Administrative Officer (CAO)

PREPARED BY: Bruce Harschnitz, Manager of Conservation Area Services
T. Scott Peck, MCIP, RPP, Deputy Chief Administrative Officer /
Director, Watershed Planning & Engineering

DATE: November 7, 2019

RE: HCA 2019 Fee Schedule

STAFF RECOMMENDATION

THAT the 2020 Fee Schedule as presented be approved.

BACKGROUND

The Hamilton Conservation Authority (HCA) administers a fee schedule for a wide variety of services offered through its many program areas and Conservation Area locations. The Fee Schedule has been reviewed and updated with input from staff from Conservation Area Services (CAS), Watershed Planning and Engineering (WPE), and the HCA Executive Team. Important considerations for the 2020 Fee Schedule include increased utility rates, and general inflationary pressures across the watershed.

STAFF COMMENT

The CAS recommendations for 2020 continue with the trend of establishing fees which consider the ever-increasing cost of operating the HCA properties while providing excellent customer service with competitive offerings.

A review of the Watershed Planning & Engineering planning and permit fees was undertaken in 2017 to ensure the fee schedule was meeting the Board approved cost recovery targets of 80% for permit applications and 100% for planning applications. At that time, it was determined that the cost recovery targets were being met. Staff

continue to track time spent on planning and permit applications to ensure our fee schedule meets the Board approved cost recovery targets. No substantive changes are proposed now given that regulations are still pending regarding fees and fee policy flowing from the recent changes to the Conservation Authorities Act. As such, for 2020, no changes are recommended beyond the 2% cost of living increase.

Highlights 2020 Fee Schedule

Daily Admission Fees to Conservation Areas

- Day use fees at major conservation areas remain unchanged.
- The HCA Membership Pass remains unchanged at the 2019 rate. Marketing plan to improve membership awareness and increase membership to 7,000. Fee increase will be reserved for potential 2021 recommendation.
- Pay and Display/Auto Gate systems will continue to be installed across the watershed in 2020. As the new bar code/scan access tickets become universal at the gate systems, a harmonization of fees at some of the smaller areas will be recommended for 2021.

Pavilions

- Daily rental fees have been increased at Valens and Christie Lake warranted by demand and increasing maintenance costs as recommended by area staff.

Camping Fees – Valens Lake and Fifty Point

- Campsites are proposed to increase \$1.00 per night for tenting and electric campsites respectively. Rates for new roofed accommodation expected to be completed in 2020 are competitive with similar accommodations at nearby Conservation Authorities and Ontario Parks.
 - 2020 Rates: Regular Cabin – \$125.00 / Deluxe Cabin – \$150.00

Marina Fees – Fifty Point

- Increases have been recommended by the area manager to reflect increases in fees where applicable.

School Groups

- School groups visiting conservation areas for field trips, cross country runs, and other events will see an increase of \$.10 per student to \$3.85 per student for all ages.

- Most of the significant or returning school groups enter into an HCA User Agreement which is managed through the Marketing Department.

Confederation Beach Park/Wild Waterworks

- Pavilion fees are being increased to reflect a per person dollar value to be competitive with other areas as recommended by park staff. Note: no day use fees apply at CBP.
- Lakeland Pool fee increases are proposed with a general admission increase of \$0.25 per entry.
- Wild Waterworks – general admission fees are increased ~ 2% which will also encourage the purchase of season passes. Operational budgets are based on 100,000 visitors.

Watershed Planning and Engineering

A 2% inflationary cost of living adjustment is proposed for the planning and regulations programs fee schedule for 2020. WP&E staff propose to continue to track staff time spent on application review and to periodically assess the noted cost recovery target achievement going forward. As noted, more substantive changes may be proposed in future years pending the regulation changes relating to fees and fee policy resulting from the changes to the Conservation Authorities Act.

STRATEGIC PLAN LINKAGE

The initiative refers directly to the HCA Strategic Plan 2019 - 2023:

- **Strategic Priority Area – Organizational Excellence**
 - Initiatives – Continue to pursue new funding relationships and opportunities
- **Strategic Priority Area – Conservation Area Experience**
 - Initiatives – Identify and act upon revenue generation/cost reduction and investment in visitor services opportunities in our conservation areas

AGENCY COMMENTS

Not applicable.

LEGAL/FINANCIAL IMPLICATIONS

The proposed fee increases for 2020 listed in this report are projected to result in approximately \$100,000 of additional revenues for the HCA conservation areas. The

inflationary increase to the WPE fee schedule is not expected to have any significant impact on revenues received from the administration of the planning and regulations programs.

CONCLUSION

The revenues obtained from the customers and permit holders of the Conservation Areas for our services are important to the sustainability of the Hamilton Conservation Authority. HCA staff fully support the above fee recommendations for 2020 to remain competitive, viable, and attractive to the marketplace.

Hamilton Conservation Authority

DRAFT 2020 Fee Schedule



A Healthy Watershed for Everyone

Hamilton Conservation Authority								
HCA Annual Membership Passes								
- Passes are valid for 12 months from the purchase date.								
- Passes can be purchased at all major HCA Conservation Areas, online or over the phone.								
- Membership passes allow for up to 6 people per vehicle. Each passenger after 6 will pay the per passenger fee.								
- Vehicle access at all autogates.								
- Trail Access Pass allows one walk-in or bike-in access to all HCA areas, does not apply for special events and does not come with rewards.								
- Rewards are listed in the Great Outdoors Brochure.								
- Membership pass allows up to 6 people into Westfield with a maximum of 2 adults.							Draft	
							2020	2020
Passes that come with a reward							Before HST	After HST
Regular Annual Membership Pass							\$115.00	\$129.95
Senior/Disabled Pass - New or Renewal							\$95.00	\$107.35
Renewal Pass							\$105.00	\$118.65
Trail Access Pass							\$40.00	\$45.20
2 Year Pass - New or Renewal (comes with 2 rewards)							\$210.00	\$237.30
2 Year Senior/Disabled Pass (comes with 2 rewards)							\$190.00	\$214.70
Passes that do NOT come with reward **Must be same date as original**								
Second Vehicle Pass							\$60.00	\$67.80
Lost/Stolen Replacement Pass							\$22.10	\$25.00
Lost/Stolen Trail Access Replacement Pass							\$8.85	\$10.00
Ramp Passes (Fifty Point Boat Ramp)								
Boat Ramp Pass							\$135.00	\$152.55
Renewal Boat Ramp Pass								
Senior Boat Ramp Pass							\$115.00	\$129.95
Triaxle/Hydraulic Ramp Pass							\$160.00	\$180.80
All ramp passes come with a reward								
Ancaster Well Access Card								
One time initial fee							\$8.85	\$10.00
Replacement pass if original is lost							\$4.43	\$5.00
*Ancaster Well Access Cards can ONLY be purchased at our Main Office and a wavier MUST be signed annually.								

Hamilton Conservation Authority								
Film/Photo Shoot Location/Equipment/Building Rentals								
Contact Sarah Gauden, Marketing & Events Manager, 905-525-2181, Ext 151								
Some general guidelines:								
1. Daily location fee applies								
2. Liability Insurance of \$2 million or \$5million and must include 3rd party coverage (HCA named as additional insured plus City of Hamilton if event held at Confederation Beach Park/Wild Waterworks)								
3. Staff required are chargeable at hourly rate, plus benefits and transportation +15%								
4. Preparation and site restoration if by Authority forces at labour,materials,equipment plus benefits +15%								
5. A security Deposit is required prior to the location shoot based on estimates								
6. Daily rates range from \$1800.00 - \$10,000.00 +hst							Draft	
							2020	2020
Administration for Returned Cheques					Before HST	After HST	Before HST	After HST
Administration fee per cheque					\$50.00	\$56.50	\$ 50.00	\$ 56.50
Permit to Cross Authority Lands for Construction & Similar Purposes								
Contact Matthew Hall, Director of Capital Projects & Strategic Services, 905-525-2181, Ext 188								
Min. User Fee					As determined by CaPSS based on Scope of Works			
Security deposit for damage (refundable certified cheque)								
Administration fee (non refundable)					\$250.00	\$282.50	\$ 250.00	\$ 282.50

Definitions and Clarifications									
Senior									
Individuals 65 years and up. Proof can be shown by drivers license, health card or seniors card.									
Disabled									
Individuals who have a long term or recurring physical, mental, sensory, psychiatric or learning impairment. Attendant for person with disabilities are free of charge (except at Wild									
Second Vehicles									
Second vehicle membership passes are available to households who require 2 vehicle passes for the same household - second pass does not come with reward.									
Additional Vehicles - Camping									
Additional vehicles camping at Fifty Point or Valens Lake Conservation Areas require a camp permit to be displayed in the vehicle window for night security. Additional vehicles fees are posted under camping fees for Fifty Point or Valens Lake Conservation Areas for regular and passholder rates.									
Mobile home towed vehicle is normally "No Charge".									
Seasonal Campers at Fifty Point Only require a second membership pass for additional vehicles without additional charge as outlined above.									
Bruce Trail Conservancy Members									
All parking fees apply; if member(s) get dropped off or walk in the admission fee does not apply.									
Catering Fees									
Private caterers must pay 10% of gross sales in advance of date to gain entry. Insurance of \$2 - \$5 million is required 2 weeks before event date from catering company listing Hamilton Conservation Authority (plus City of Hamilton, if at Confederation Beach Park or Wild Waterworks) as "additional insured".									

Christie Lake Conservation Area								
1000 Hwy #5 West								
Dundas, Ontario L9H 5E2								
Phone: 905-628-3060								
Fax: 905-628-1316								
Email: christie@conservationhamilton.ca							Draft	
							2020	2020
Entrance (Attended Gate)				Before HST	After HST	Before HST	After HST	
Per Vehicle and Senior/Disabled Driver Discount				\$13.27	\$15.00	\$ 13.27	\$ 15.00	
Senior/Disabled Driver Discount				\$7.08	\$8.00	\$ 11.50	\$ 13.00	
Per Passenger over 5 yrs of age				\$4.42	\$5.00	\$ 4.42	\$ 4.99	
Walk In's/Drop Off's				\$4.42	\$5.00	\$ 4.42	\$ 4.99	
Horseback In per horse (Includes truck and trailer)				\$13.27	\$15.00	\$ 13.27	\$ 15.00	
After 6pm Max Vehicle Rate				\$13.27	\$15.00	\$ 13.27	\$ 15.00	
Auto Gate (No Attendant)				\$13.27	\$15.00	\$ 13.27	\$ 15.00	
**Middletown Road parking lot is Membership Pass Holders ONLY								
Special/School Rates								
School Events, Cross Country, Field Days, Track Meets, etc.								
Students - All ages				\$3.75	\$4.24	\$ 3.85	\$ 4.35	
Spectator vehicle (Events)				\$2.65	\$3.00	\$ 4.42	\$ 5.00	
Bus Entry (15+ passengers)				\$150.00	\$169.50	\$ 175.00	\$ 197.75	
School Groups				\$250.00	\$282.50	\$ 250.00	\$ 282.50	
Non School Groups								
Area Rentals (Regular gate entrance fees apply)								
Group Picnic Areas				\$75.00	\$84.75	\$ 75.00	\$ 84.75	
Beach Pavilion		Whole		\$290.00	\$327.70	\$ 300.00	\$ 339.00	
		Half		\$180.00	\$203.40	\$ 200.00	\$ 226.00	
Beach Pavilion II				\$225.00	\$254.25	\$ 235.00	\$ 265.55	
Lakeside Pavilion				\$225.00	\$254.25	\$ 235.00	\$ 265.55	
McCoy Pavilion				\$225.00	\$254.25	\$ 235.00	\$ 265.55	
Marina Pavilion				\$225.00	\$254.25	\$ 235.00	\$ 265.55	
Additional Picnic Fees								
Token Rate (minimum 25 prepurchased)				\$17.70	\$20.00	\$ 17.70	\$ 20.00	
BBQ's/Volleyball Nets (included with pavilion rental)				\$30.00	\$33.90	\$ 30.00	\$ 33.90	
Cancellation Fee for Rental Areas								
Pavilions				\$100.00	\$113.00	\$ 115.00	\$ 129.95	
Group Picnic Areas				\$40.00	\$45.20	\$ 40.00	\$ 45.20	

Christie Lake Conservation Area								Draft	
								2020	2020
								Before HST	After HST
Boat Rentals								Before HST	After HST
1 Hour Rental (Weekend)								\$ 17.70	\$ 20.00
Half Day Rentals (2hrs or Less)								\$ 26.55	\$ 30.00
Full Day Rentals (2hrs or more)								\$ 53.10	\$ 60.00
Late Half Hour								\$ 13.27	\$ 15.00
Boat Safety Deposit (Refundable)									\$ 30.00
Additional Rentals (without boat rental)									
Paddle/Jackets/Oars								\$ 13.28	\$ 15.00
Paddle/Jackets/Oars Deposit (Refundable)									\$ 10.00
Camper/Overnight Fees									
Organized Youth/Specialty Groups									
Per person per night								\$ 6.75	\$ 7.63
Minimum fee per group								\$ 85.00	\$ 96.05
Organized Adults (min. 20 people)									
Per person per night								\$ 11.35	\$ 12.83
Minimum fee per group								\$ 175.00	\$ 197.75
All other Camping needs please refer to Valens Lake Conservation Area									
Miscellaneous									
Fishing Derby								TBD	
Wedding Pictures (admission included, reservation required)								\$ 250.00	\$ 282.50
Family/Engagement Photo Permit								\$ 100.00	\$ 113.00

Confederation Beach Park										
680 Van Wagners Beach Road										
Hamilton, Ontario L8E 3L8										
Phone : 905-547-6141										
Fax: 905-547-4185										
Email: confed@conservationhamilton.ca										
No entrance or parking fees, but fees may apply to prearranged or booked events.									Draft	
									2020	2020
Rentals						Before HST	After HST	Before HST	After HST	
Pavilions;										
Willow Cove Pavilion						\$460.00	\$519.80	\$ 470.00	\$ 531.10	
Edgewater Pavilion						\$585.00	\$661.05	\$ 880.00	\$ 994.40	
300+	*Groups over 300 guests are by special arrangements with Park Superintendent*									
NOTE:										
- Corporate Rates May Apply - Contact Park Staff For Pricing.										
- Large organized family groups or Corporate picnics in excess of 20 people must preregister for a pavilion or group area in accordance with City of Hamilton Bylaw 01-219.										
- Charcoal (only) BBQ use is permitted at designated spaces only in accordance with City of Hamilton Bylaw 01-219.										
- Smoking is not permitted at any City of Hamilton Park in accordance with Bylaw 11-080.										
Group Areas										
The Orchard						\$150.00	\$169.50	\$175.00	\$ 197.75	
Cancellations										
Cancellation fee Willow Cove						\$150.00	\$169.50	\$150.00	\$ 169.50	
Cancellation fee Edgewater						\$200.00	\$226.00	\$300.00	\$ 339.00	
Cancellation fee for The Orchard						\$50.00	\$56.50	\$50.00	\$ 56.50	
The Lakeview Hall										
All inquires should be directed to Carmen's 905-383-4100 Ext: 223										
Lakeland Pool										
General/Adult						\$6.75	\$7.63	\$7.00	\$ 7.91	
Child 4-10						\$4.75	\$5.37	\$5.00	\$ 5.65	
Seniors/Disabled						\$4.75	\$5.37	\$5.00	\$ 5.65	
Family Ticket (1 adult and 2 children)						\$14.00	\$15.82	\$15.00	\$ 16.95	
Sunset Special - Adults						\$4.51	\$5.10	\$4.60	\$ 5.20	
Sunset Special - Children/Seniors/Disabled						\$3.75	\$4.25	\$4.00	\$ 4.52	
Organized Group rates (schools/day care)						\$3.75	\$4.25	\$4.00	\$ 4.52	
Seasons Pass (Adult)						\$70.00	\$79.10	\$72.50	\$ 81.93	
Seasons Pass (Child)						\$50.00	\$56.50	\$52.50	\$ 59.33	

Confederation Beach Park								Draft	
								2020	2020
Weddings				Before HST	After HST	Before HST	After HST		
Wedding Photos (reservation required)				\$250.00	\$282.50	\$250.00	\$ 282.50		
Beach Wedding (without Pavilion rental)				\$150.00	\$169.50	\$150.00	\$ 169.50		
Family/Engagement Photo Permit				\$75.00	\$84.75	\$100.00	\$ 113.00		
Charity Walks/Events									
Walkathons and similar events regularly take place at Confederation Beach Park. All walkathons are required to be registered to co-ordinate the usage of the Hamilton Beach Trail. Organizers must have a user agreement and insurance for all events. Please contact the Confederation Beach Park Superintendent.									
250 people and less				\$250.00	\$282.50	\$250.00	\$ 282.50		
250-500				\$500.00	\$565.00	\$500.00	\$ 565.00		
500+	* Groups over 500 guests by special arrangements through Marketing and Events Manager & Park Superintendent.								

Dundas Valley & East Escarpment Conservation Areas								
650 Governors Road								
Dundas, Ontario L9H 5E3								
Phone: 905-627-1233								
Fax: 905-627-9722								
Email: dvalley@conservationhamilton.ca							Draft	
							2020	2020
Entrance (Attended Gate)							Before HST	After HST
Dundas Valley Conservation Area								
Dundas Valley Main Entrance - 650 Governors Road								
Per Vehicle							\$8.85	\$10.00
Per Vehicle and Senior/Disabled Driver Discount							\$7.08	\$8.00
Walk In's/Drop Off's							n/a	n/a
Equestrians - per horse (Includes truck and trailer)							\$13.27	\$15.00
Bus Entry (15+ passengers)	School Groups						\$150.00	\$169.50
	Non School Groups						\$250.00	\$282.50
Auto Gate (No Attendant)								
Hermitage Parking Lot - 621 Sulphur Springs Road								
Auto Gate (per entry)							\$8.85	\$10.00/Day
Merrick Orchard Parking Lot - 380 Lions Club Road								
Auto Gate (per entry)							\$8.85	\$10.00/Day
Artaban Road Parking Lot - 720 Artaban Road								
Pay and Display							\$4.42	\$5.00/Day
Tiffany Falls Parking Lot - 900 Wilson Street East								
Pay and Display							\$4.42	\$5.00/Day
Monarch Trail Parking Lot - 855 Old Dundas Road								
Pay and Display							\$4.42	\$5.00/Day
Summit Bog Parking Lot - 525 Highway #52, Jerseyville								
Pay and Display								
East Escarpment Conservation Areas								
Eramosa Karst Conservation Area - Upper Mount Albion Road								
Pay and Display							\$4.42	\$5.00/Day
Devil's Punchbowl Conservation Area - Ridge Road								
Auto Gate (per entry)							\$4.42	\$5.00/Day
Special/School Rates								
School Events, Cross Country, Field Days, Track Meets, etc.								
Students (all ages)							\$3.75	\$4.24
Spectator vehicle (Events)							\$2.65	\$3.00

Dundas Valley & East Escarpment Conservation Areas								Draft		
								2020	2020	
Area Rentals (Regular gate entrance fees apply)							Before HST	After HST	Before HST	After HST
Group Picnic Area (non school groups)						\$75.00	\$84.75	\$ 88.50	\$ 100.00	
Group Picnic Area (school group)						\$70.00	\$79.10	\$ 84.08	\$ 95.00	
Fire Pit with wood						\$30.00	\$33.90	\$ 39.83	\$ 45.00	
Stacey Meadow Pavilion						\$250.00	\$282.50	\$ 274.34	\$ 310.00	
Bruce Trail Overnight Rest Stop - Superintendent Approval & Permit Required										
* Available to Bruce Trail Members Only - Restrictions Apply						\$40.00	\$45.20	\$ 44.25	\$ 50.00	
*Regular entrance fees apply - Tokens are not sold at DVCA										
Wedding Picture and Photography Permit										
* Fee per session (Admission not included, reservation required)										
Dundas Valley Conservation Area (natural settings)						\$250.00	\$282.50	\$ 265.49	\$ 300.00	
Hermitage Ruins Location						\$350.00	\$395.50	\$ 376.11	\$ 425.00	
Family/Engagement Photo Permit						\$75.00	\$84.75	\$ 88.50	\$ 100.00	
Wedding Ceremonies and Receptions - Restrictions Apply										
Dundas Valley & Hamilton Mountain Conservation Area (Trails, Wooded Areas)										
Outdoor Natural Setting Wedding Ceremony (2 Hour time allotment)						\$300.00	\$339.00	\$ 442.48	\$ 500.00	
Stacey Meadow Pavilion										
Outdoor Ceremony (2 Hour time allotment)						\$300.00	\$339.00	\$ 442.48	\$ 500.00	
Pavilion Reception						\$650.00	\$734.50	\$ 752.21	\$ 850.00	
Outdoor Ceremony and Pavilion Reception						\$1,100.00	\$1,243.00	\$ 1,194.69	\$ 1,350.00	
Hermitage Ruins										
Outdoor Ceremony						\$1,050.00	\$1,186.50	\$ 1,327.43	\$ 1,500.00	
On Site Reception								\$ 1,327.43	\$ 1,500.00	
Outdoor Ceremony and On Site Reception								\$ 2,433.63	\$ 2,750.00	
Trail Centre										
Trail Centre Rental by special arrangement										
Per day						\$400.00	\$452.00	\$ 575.22	\$ 650.00	

Dundas Valley Conservation Area - Environmental Education							
650 Governors Road							
Dundas, Ontario L9H 5E3							
Phone: 905-627-1233, ext. 3							
Fax: 905-627-9722							
Email: hcaenvd@conservationhamilton.ca							
Environmental Education For Schools							
Refer to the HCA website: conservationhamilton.ca/environmental-education-home/							
or contact the education team at: hcaenvd@conservationhamilton.ca							
						Draft	
						2020	2020
Public Educational Programs							
						Before HST	After HST
Youth Programs March Break and Summer (Destination Conservation)							
Half day Program (2 hrs, 30 person max.)						\$275.00	\$310.75
Additional person over the 30 max.						\$6.19	\$7.00
Additional person over the 30 max. for full day program (2 x 2hr programs)							
Cancellation Fees (Destination Conservation)						\$150.00	
If cancelled less than 15 business days (3 weeks) in advance of date and not rescheduled within							
Professional Activity Days, Workshops, Teen and Adult Programs, Hikes							
Staff lead specialty programs - fees based on type of program.							
Children's Day Camps							
Per child (ages 7 - 11) per session							
HCA Member						\$105.00	\$105.00
Non-Member						\$125.00	\$125.00
Leader In Training Camp (4 Day Program)							
Per Child (ages 12 - 14) per session							
HCA Member						\$110.62	\$125.00
Non-Member						\$128.32	\$145.00

Fifty Point Conservation Area									
1479 Baseline Road									
Winona, Ontario L8E 5G4									
Phone: 905-525-2187									
Fax: 905-643-1668									
Email: fiftypt@conservationhamilton.ca								Draft	
								2020	2020
Entrance (Attended Gate)								Before HST	After HST
Per Vehicle and Driver								\$ 13.27	\$ 15.00
Per Vehicle and Senior/Disabled Driver Discount								\$ 11.50	\$ 13.00
Per Passenger over 5 yrs of age								\$ 4.42	\$ 5.00
Walk In's/Drop Off's								\$ 4.42	\$ 5.00
After 5pm Max Vehicle Rate (Labour Day - Nov.30th)								\$ 13.27	\$ 15.00
Weekday Boat Launch (Monday to Thursday)								\$ 13.27	\$ 15.00
Auto Gate (No Attendant)								\$ 13.27	\$ 15.00
Winter Rates - December 1- March 31st								\$ 13.27	\$ 15.00
Weekend Boat Ramp (Friday to Sunday Including Holidays)									
Vehicle with boat on trailer, minimum								\$ 25.00	\$ 28.25
Vehicle with commercial trailer, minimum								\$ 44.25	\$ 50.00
Launch Ramp Annual Pass									\$ -
Annual boat ramp pass								\$ 140.00	\$ 158.20
Renewal boat ramp pass								\$ 115.00	\$ 129.95
Senior/Disabled boat ramp pass								\$ 115.00	\$ 129.95
Triaxle/Hydraulic								\$ 177.00	\$ 200.01
Ramp sticker for annual pass								\$ 30.00	\$ 33.90
Weekend extra fee (Friday to Sunday Including Holiday Mondays)								\$ 6.00	\$ 6.78
Special/School Groups									
For school groups special event x-country, field days, track meets etc.									
Per student (all ages)								\$ 3.85	\$ 4.35
Picnic Tokens (minimum 25 prepurchased)								\$ 17.70	\$ 20.00
Bus Entry (15+ passengers) School Groups								\$ 175.00	\$ 197.75
Non School Groups								\$ 250.00	\$ 282.50
Trailer Dump								\$ 20.00	\$ 22.60

Fifty Point Conservation Area								Draft	
								2020	2020
RV/Trailer Storage (October 1 - May 1)								Before HST	After HST
Daily Rate								\$13.00	\$14.69
Monthly Storage									
- Must Hold a Valid Annual Membership Pass									
Minimum								\$50.00	\$56.50
25 ft or More - Per Foot								\$2.00	\$2.26
RV/Boat Launch Ramp									
Subject to availability and in addition to RV site fee, docking may be arranged separately at the marina office at an additional charge per night fee. Boat and trailer to be stored in the secure compound when not in the water. No on-site boat or trailer storage permitted.								\$13.27	\$15.00
Area Rentals (Regular gate entrance fees apply)									
Group Picnic Areas								\$75.00	\$84.75
Winona Pavilion								\$250.00	\$282.50
Lakeside Pavilion (Fridge,stove,microwave and serving area)								\$350.00	\$395.50
* Additional fees may apply depending upon the level of service required									
Cancellation Fee for Rental Areas									
Pavilions								\$100.00	\$113.00
Group Picnic Areas								\$40.00	\$45.20
Miscellaneous									
Wedding Photos (admission included, reservation required)								\$250.00	\$282.50
Family/Engagement Photo Permit								\$75.00	\$84.75
Camping									
Recreational Vehicle Site Fee (Individual)									
Changes or Cancellation (must be within 24hrs of arrival)								\$8.50	\$9.61
Reservation fee (Non-refundable)								\$13.27	\$15.00
Non Annual Pass Holder									
Electric/Sewer 30 amp								\$48.00	\$54.24
Electric/Sewer 50 amp								\$51.00	\$57.63
Annual Pass Holders (10% Discount)									
Electric/Sewer 30 amp								\$43.20	\$48.82
Electric/Sewer 50 amp								\$45.90	\$50.85
Additional Vehicles Per night								\$11.00	\$12.43

Fifty Point Conservation Area								Draft	
								2020	2020
R/V Sites - Seasonal Campers								Before HST	After HST
SEASONAL CAMPING MAY 1, 2020 TO OCTOBER 31, 2020, 6 MONTHS INCLUDES WATER, SEWER AND ELECTRICAL SITE AND VEHICLE PASS. DEPOSIT OF \$300.00 REQUIRED BY DEC. 1, 2019. BALANCE DUE BY MAY 1, 2020 OR BEFORE TRAILER MOVED ONTO THE SITE. ADDITIONAL VEHICLE PASS \$110.00. ADDITIONAL FEES APPLY TO: STORAGE TRAILERS, BOATS/PERSONNEL WATER CRAFT, DAY USE VISITORS, OVERNIGHT VISITORS. NOTE UNDER MARINA SERVICES ITEMS 2,3,4 & 5 WILL APPLY TO CAMPING SITES #50 TO #80. WATER AND SEWER MAY NOT BE AVAILABLE AT THE SITE.									
Electric/Sewer 30 amp							\$5,330.00	\$6,022.90	\$ 5,330.00 \$ 6,022.90
Electric/Sewer 50 amp							\$5,700.00	\$6,441.00	\$ 5,700.00 \$ 6,441.00
**Seasonal campers are not permitted to become permanent.									
Seasonal Camper Deposit							\$300.00		\$ 300.00
Group Camping									
Organized groups, must be pre approved by Manager									
Youth per person							\$6.50	\$7.35	\$ 6.75 \$ 7.63
Adult per person							\$11.00	\$12.43	\$ 11.35 \$ 12.83
Youth minimum fee							\$80.00	\$90.40	\$ 85.00 \$ 96.05
Adult minimum fee							\$200.00	\$226.00	\$ 200.00 \$ 226.00

Fifty Point Marina								Draft	
								2020	2020
								Before HST	After HST
Mooring									
Seasonal									
Mooring from April 15 - Oct 15 includes 2 memberships passes to the HCA, a seasonal pump out pass, some weekend restrictions apply and 2 guest passes. Additional guest passes can be purchased. A 5% discount will be applied to all summer mooring fees if paid and received by April 1st by cash, debit or cheque. The Authority offers 2 plans which incorporate the approximate 20% discount offered on the seasonal mooring rate to those boaters who winter store at Fifty Point Marina.									
Plan "A" For those who winter stored previous winter									
Electric per foot						\$81.60	\$92.21	\$ 82.80	\$ 93.56
Non- electric per foot						\$76.60	\$86.56	\$ 77.80	\$ 87.91
Requiring more than normal Electric and footage						\$86.60	\$97.86	\$ 87.80	\$ 99.21
Plan "B" For those who have not winter stored									
Electric per foot						\$102.00	\$115.26	\$ 103.50	\$ 116.96
Requiring more than normal Electric and footage						\$107.00	\$120.91	\$ 108.50	\$ 122.61
Overnight									
Over night mooring rate includes day use admission to the area by boat									
Per foot						\$1.64	\$1.85	\$ 1.66	\$ 1.88
Minimum Fee						\$35.00	\$39.55	\$ 35.40	\$ 40.00
Reciprocal FPYC						\$35.00	\$39.55	\$ 35.40	\$ 40.00
Day Time Mooring									
Regular watercraft entry charge applies to boat/driver/passengers (April1 - Nov1)									
No discount for restaurant use									
Weekdays						\$13.27	\$15.00	\$ 13.27	\$ 15.00
Weekends (Friday, Saturday, Sunday & Holidays)						\$25.00	\$28.25	\$ 25.00	\$ 28.25
Monthly Mooring									
Subject to availability, includes trailer parking if required. Per foot Per month.									
June - August						\$26.75	\$30.23	\$ 26.75	\$ 30.23
April/May and September/October						\$19.55	\$22.09	\$ 19.55	\$ 22.09
Dock "A" non-electric docks min 20ft									
Plan "A"						\$70.15	\$79.27	\$ 70.15	\$ 79.27
Plan "B"						\$89.50	\$101.14	\$ 89.50	\$ 101.14
Replacement of south parking lot access card						\$15.00	\$16.95	\$ 15.00	\$ 16.95
Additional Guest Pass (Entrance ONLY, Not Provided for ramp use)						\$63.00	\$71.19	\$ 63.00	\$ 71.19

Fifty Point Marina									
Note: Marine Service**									
1. Minimum mooring charges apply as follows: Dock "A"- 18ft, 25ft. With hydro, A48 30ft. Dock "B,C,D,H" - 25ft. min with hydro. Dock "E"- 30ft min with hydro. Dock "F" - 37ft min with hydro. Dock "G"- 32ft min with hydro. Dock "J" - even # 40ft min, odd #'s 37ft min. Boat length is measured from the furthest projection at the bow to the transom.									
2. A 5% discount will be applied to all summer moorings paid and received by April 1st with cash, debit or cheque									
3. \$300 deposit is required by December 31st to hold docks for the following year. This deposit is non-refundable after January 31st.									
4. For refund application on a seasonal mooring, monthly rate is used to pro-rate charges based on when the dock is re-rented, until August 1st.									
5. Pro-rating for dockage will begin if dockage is contracted after July 1st, based on a 100 day season.									
6. Boats requiring special docks, price by docking arrangement. Docks requiring additional premium are: A48, B33, E25, F29,30 G37,38, end of C,D and H. Walls 1,2,3,4 and 5.									
7. A surcharge of double the price per foot for every foot over 40ft.									
8. Pump out pass is only valid to boat to which it was issued.									
								Draft	
								2020	2020
Storage				Before HST		After HST		Before HST	After HST
Dry Sailing Summer Storage									
Monohulls on trailer				\$500.00		\$565.00		\$ 500.00	\$ 565.00
Triaxle Trailers, Add				\$220.00		\$248.60		\$ 220.00	\$ 248.60
Catamarans (over 9ft width) on trailer, Add				\$320.00		\$361.60		\$ 320.00	\$ 361.60
Boat on Trailers under 10 Ft				\$250.00		\$282.50		\$ 250.00	\$ 282.50
Boat Trailer Storage									
Per Night				\$11.00		\$12.43		\$ 11.00	\$ 12.43
Seasonal Rate				\$175.00		\$197.75		\$ 175.00	\$ 197.75
Returning Customer				\$326.50		\$368.95		\$ 326.50	\$ 368.95
New Customer									
Triaxle Trailers				\$290.00		\$327.70		\$ 290.00	\$ 327.70
Returning Customer				\$438.00		\$494.95		\$ 438.00	\$ 494.94
New Customer									

Fifty Point Marina									
Winter Storage									
Includes haul out, wash and launch, per square foot - Oct 1-May 1. 5% discount will be applied to all winter storage fees if paid and received by Oct 1 with cash, debit or cheque. \$100.00 per week fees applies to any boat in winter storage launched after the normal spring lift in schedule to a maximum of the normal launch fee for the boat. This applies to customers who are renting a dock seasonally. Boats that are just winter storage, a late launch fee for the full normal amount for the boat will be applied immediately after the spring lift period is over. Winter storage for sailboats includes mast stepping in fall and spring or leaving the mast standing or lying on the deck. Winter storage only customers will receive a HCA membership pass expiring May 1.									
								Draft	
								2020	2020
Sail Boats				Before HST		After HST		Before HST	After HST
Per sq. ft.					\$5.35		\$6.05	\$ 5.49	\$ 6.20
Minimum fee					\$1,080.00		\$1,220.40	\$ 1,098.00	\$ 1,240.74
(For boats over 6,800 kg, additional rates may apply)									
Power Boats									
Per sq ft					\$4.60		\$5.20	\$ 4.74	\$ 5.36
Minimum fee					\$920.00		\$1,039.60	\$ 920.00	\$ 1,039.60
(For boats over 6,800 kg, additional rates may apply)									
Storage only (No haul out or wash, October 1 - May 1)									
Per sq. ft.					\$3.75		\$4.24	\$ 3.80	\$ 4.29
Minimum					\$750.00		\$847.50	\$ 760.00	\$ 858.80
Boat on trailer under 10' length					\$250.00		\$282.50	\$ 250.00	\$ 282.50
Commercial Operators Pass					\$150.00		\$169.50	\$ 177.00	\$ 200.01
Commercial operators must register with the marina office for registration of insurance and approval of jobs. A season pass issued to commercial operators provides free admission only for when they are working on boats that are renting mooring or in dry land storage. Commercial operators pass is only valid for using the boat ramp when towing boats that rent seasonal mooring space. Commercial operators using the marina to perform work for non-marina mooring or storage clients are subject to normal daily fees.									

Fifty Point Marina								Draft	
								2020	2020
Boat Handling and Miscellaneous Services								Before HST	After HST
Launch or Lift-out with mobile lift, per foot of boat									
Minimum fee								\$ 266.25	\$ 300.86
Up to 35ft.								\$ 10.65	\$ 12.03
36-40ft								\$ 12.65	\$ 14.29
41ft and over (restrictions may apply)								\$ 14.65	\$ 16.55
Late Launch								\$ 75.00	\$ 84.75
Sling Time									
Per Hour								\$ 150.00	\$ 169.50
Per Night								\$ 275.00	\$ 310.75
Boat Wash								\$60.00 - \$120.00	\$60.00 - \$120.00
Cradle Storage								\$0 - \$200.00	\$0 - \$250
May - October depends on size and type. Applies to cradles that do not fold and for boats that do not winter store.									
Mast Stepping									
Per foot (min. 25ft)								\$ 6.20	\$ 7.01
Minimum extra fee								\$ 155.00	\$ 175.15
* For those masts with special handling and/or require additional crane time									
Mast Storage									
Per foot								\$ 4.00	\$ 4.52
Minimum								\$ 100.00	\$ 113.00
Move Boat (minimum)								\$ 75.00	\$ 84.75
Dockside Pump out (per tank)									
Weekday								\$ 13.27	\$ 15.00
Weekend								\$ 17.70	\$ 20.00
Marina Wait List								n/a	\$ 200.00

Fifty Point Marina								Draft	
								2020	2020
							Before HST	After HST	
							Before HST	After HST	
Cradle Rental				Minimum Fee			\$145.00	\$163.85	
Power boats, included in winter storage fee. Sail boat per foot subject to availability. Boat stands do not count as a cradle.(extra charges apply)									
Cradle Feet							\$180.00	\$203.40	
Cradle Pick up/Load									
Per hour man/vehicle							\$150.00	\$169.50	
Load/Unload					Min.		\$25.00	\$28.25	
Hydraulic Trailer Use									
Per hour							\$180.00	\$203.40	
Minimum Charge							\$90.00	\$101.70	
Labour - Hourly rate									
Standard charge for each staff							\$90.00	\$101.70	
Minimum							\$45.00	\$50.85	
Boat Towing - Fee Range									
In harbor							\$52.00 to \$85.00	\$52.00 - \$85.00	
Land Storage									
Summer Months - Per sq ft							\$0.95	\$1.07	
Summer Seasonal (equal to rate for Winter storage-Storage Only)							\$3.75	\$4.24	

Spencer Gorge Conservation Area									
Managed by Christie Lake Conservation Area									
Phone: 905-628-3060									
Fax: 905-628-1316									
Email: christie@conservationhamilton.ca								Draft	
								2020	2020
Entrance (Attended Gate)								Before HST	After HST
Weekday Admission Fees (Tew Falls and Webster Falls Parking Lot)								Before HST	After HST
Per Vehicle and Driver								\$13.27	\$15.00
Per Vehicle and Senior/Disabled Driver Discount								\$7.08	\$8.00
Per Passenger over 5 yrs of age								\$5.00	\$5.00
Walk In's/Drop Off's								\$4.42	\$5.00
Auto Gate (No Attendant)									
								\$13.27	\$15.00
Buses (any vehicle over 15 passengers, must pre-book)								\$250.00	\$282.50
								\$250.00	\$282.50
* Tew Falls and Webster Falls parking lots closed on weekends & holidays from May to the end of October.									
* Weekend and Holiday Shuttle Service from Christie Lake to SGCA runs from May to the end of October. Specific dates for shuttle operation to be determined.									
Other Parking									
Crooks Hollow Conservation Area - Crooks Hollow Road									
Pay and Display								\$8.85	\$10.00/Day
								\$13.27	\$15.00
Greenville Optimists Park - Brock Road									
Pay and Display								\$13.27	\$15.00/Day
								\$13.27	\$15.00
Bruce Trail Conservancy									
All parking fees apply; however if the member is dropped off then the walk in admission fee does NOT apply									
Wedding pictures and photography permits									
Per Session - Reservations required								\$250.00	\$282.50
Family/Engagement Photo Permit								\$75.00	\$84.75
								\$100.00	\$113.00

Valens Lake Conservation Area							
1691 Regional Road 97							
Cambridge, Ontario N1R 5S7							
Phone: 905-525-2183							
Fax: 905-659-1573							
Email: valens@conservationhamilton.ca						Draft	
						2020	2020
Entrance (Attended Gate)						Before HST	After HST
Summer Rates - April 1st - October 31st							
Per Vehicle and Driver						\$13.27	\$15.00
Per Vehicle and Senior/Disabled Driver Discount						\$7.08	\$8.00
Per Passenger over 5 yrs of age						\$4.42	\$5.00
Walk In's/Drop Off's						\$4.42	\$5.00
After 6pm Max Vehicle Rate						\$13.27	\$15.00
Auto Gate (No Attendant)						\$13.27	\$15.00
Fall/Winter Rates - November 1st - March 31st							
Maximum Vehicle Rate						\$13.27	\$15.00
Additional Fees							
Trailer Dump Fee						\$20.00	\$22.60
Bus Entry (15+ passengers)	School Groups					\$150.00	\$169.50
	Non School Groups					\$250.00	\$282.50
Token Rate (minimum 25 prepurchased)						\$17.70	\$20.00
Area Rentals (Regular gate entrance fees apply)							
Group Picnic Areas						\$75.00	\$84.75
Powell Pavilion (Glassed In)							
	Whole					\$265.00	\$299.45
	Half					\$200.00	\$226.00
	Quarter					\$125.00	\$141.25
BBQ's/Volleyball Nets						\$27.50	\$31.08
Cancellation Fee for Rental Areas							
Pavilions						\$100.00	\$113.00
Group Picnic Areas						\$40.00	\$45.20
Boat Rentals							
Half Day (2hrs or Less)						\$24.78	\$28.00
Full Day (2hrs or More)						\$46.90	\$53.00
Late Half Hour						\$13.27	\$15.00
Boat Safety Deposit (Refundable)							\$20.00

Valens Lake Conservation Area								Draft	
								2020	2020
								Before HST	After HST
Camping								Before HST	After HST
- Minimum 3 night reservation on Long Weekends (Victoria Day, Canada Day, Civic Holiday, Labour Day)									
Reservation Fees (Non-Refundable)						\$13.27	\$15.00	\$ 13.27	\$ 15.00
Shortening Stay						No Refund			
Cancellation/Change - minimum 1 week in advance						50% of fee			
Cancellation/Change - less than 1 week in advance						No Refund			
Non Annual Pass Holders									
Non-Electric						\$41.00	\$46.33	\$ 42.00	\$ 47.45
Electric and Water 15/30 amp						\$48.00	\$54.24	\$ 49.00	\$ 55.37
Additional Vehicle						\$11.00	\$12.43	\$ 12.50	\$ 14.13
Annual Pass Holders (10% Discount)									
Non-Electric						\$36.90	\$41.70	\$ 37.80	\$ 42.71
Electric and Water 15/30 amp						\$43.20	\$48.82	\$ 44.10	\$ 49.83
Additional Vehicle (With Second Annual Pass)						\$9.90	\$11.82	\$ 11.25	\$ 12.71
Additional Vehicle (Without Second Annual Pass)								\$ 12.50	\$ 14.13
Winter Program (December 1 - April 30)									
Pre Paid 20 Nights - Trailer Storage inclusive (Must Have Valid HCA Annual Pass)						\$864.00	\$976.32	\$ 891.00	\$ 1,006.83
Reservation Fees (Non-Refundable)						\$13.27	\$15.00	\$13.27	\$ 15.00
Cancellation Fees (Individual Sites)						\$8.50	\$9.61	\$8.50	\$ 9.61
Shortening Stay						50% Refund if off site by 1:00pm			
Shortening Stay on Long Weekend						No Refund			
Roofed Accommodations - New for 2020									
- Minimum 2 night reservation (3 nights on Long Weekends)									
Reservation Fees (Non-Refundable)						\$13.27	\$15.00	\$ 13.27	\$ 15.00
Shortening Stay						No Refund			
Cancellation/Change - minimum 1 week in advance						50% of fee			
Cancellation/Change - less than 1 week in advance						No Refund			
Non Annual Pass Holders									
Drumlin Cabins						\$125.00	\$141.25	\$ 125.00	\$ 141.25
Drumlin Cabins - Deluxe						\$150.00	\$169.50	\$ 150.00	\$ 169.50
Additional Vehicle								\$ 12.50	\$ 14.13
Annual Pass Holders (10% Discount)									
Drumlin Cabins						\$112.50	\$127.13	\$ 112.50	\$ 127.13
Drumlin Cabins - Deluxe						\$135.00	\$152.55	\$ 135.00	\$ 152.55
Additional Vehicle (With Second Annual Pass)								\$ 11.25	\$ 12.71
Additional Vehicle (Without Second Annual Pass)								\$ 12.50	\$ 14.13

Valens Lake Conservation Area								Draft	
								2020	2020
								Before HST	After HST
Group Sites									
Group Area Fees (Non-Refundable) - Two Night Minimum, plus reservation fee									
Fox Run (maximum 15 people)								\$ 27.00	\$ 30.51
Maplenook and Forest Edge								\$ 45.00	\$ 50.85
White Tail and Aspen Cove (Electric)								\$ 55.00	\$ 62.15
Wilderness and Pinegrove (Pavilions)								\$ 80.00	\$ 90.40
Organized Groups & Family Groups									
Youth Per Night								\$ 6.75	\$ 7.63
Adult Per Night								\$ 11.35	\$ 12.83
RV/Trailer Storage									
Daily Storage Rate								\$ 13.00	\$ 14.69
Monthly Trailer Storage									
- Must Hold a Valid Annual Membership Pass									
Minimum charge								\$ 40.00	\$ 45.20
20 ft or More - Per Foot								\$ 2.00	\$ 2.26
Miscellaneous									
Fishing Derby								TBA	
Wedding Pictures (admission included, reservation required)								\$ 250.00	\$ 282.50
Family/Engagement Photo Permit								\$ 75.00	\$ 84.75
School Events (Track and Field, Meets, etc.)									
All ages								\$ 3.85	\$ 4.35

Westfield Heritage Village Conservation Area							
1049 Kirkwall Road							
Rockton, Ontario L0R 1X0							
Phone: 519-621-8851							
Fax: 519-621-6897							
Email: westfield@conservationhamilton.ca							
The Conservation Area is open year Round. Buildings in the Village may be open from March to October on Sundays and Holidays from 12:30pm - 4:00pm. Special Events held throughout the year. Also open for school programs, rentals, weddings, etc.						Draft	
						2020	2020
Entrance (Attended Gate)						Before HST	After HST
No Event, No Public Programming Period (Buildings Not Open)						Before HST	After HST
Per Vehicle and Driver						\$ 13.27	\$ 15.00
Per Vehicle and Senior/Disabled Driver Discount						\$ 11.50	\$ 13.00
Per Passenger over 5 yrs of age						\$ 4.42	\$ 5.00
Walk In's/Drop Off's						\$ 4.42	\$ 5.00
Auto Gate (No Attendant)						\$8.85	\$10.00
						\$ 13.27	\$ 15.00
Limited Public Programming - some buildings open							
Adults (18 - 64 yrs of age)						\$10.62	\$12.00
Senior (65+ yrs)/Disabled						\$8.85	\$10.00
Youth (6 - 17 yrs of age)						\$5.75	\$6.50
Children (5 yrs of age and under)							Free
Family Rate (2 Adults & 2 Youth)						\$30.79	\$35.00
						\$ 30.97	\$ 35.00
Signature Series Events							
Maple Syrup, Halloween, Christmas, Ice Cream Carnival							
Adults (18 - 64 yrs of age)						\$10.62	\$12.00
Senior (65+ yrs)/Disabled						\$8.85	\$10.00
Youth (6 - 17 yrs of age)						\$5.75	\$6.50
Children (5 yrs of age and under)							Free
Family Rate (2 Adults & 2 Youth)						\$30.79	\$35.00
						\$ 30.97	\$ 35.00
Horseback Access (per horse) Includes truck and trailer						\$13.27	\$15.00
						\$ 13.27	\$ 15.00
Education Programs							
Per Student (under 14)						\$6.00	\$ 6.00
With Afternoon tour Guide						\$9.73	\$11.00
Full Day program with lunch facilities						\$9.73	\$11.00
						\$ 9.73	\$ 11.00
Per Student (14+)						\$6.00	\$6.78
With Afternoon Guide						\$11.00	\$12.43
						\$ 11.00	\$ 12.43
Rental of Ironwood for School Lunch						\$33.00	\$37.29
						\$ 33.00	\$ 37.29

Westfield Heritage Village Conservation Area							Draft	
							2020	2020
							Before HST	After HST
Special Programs							Before HST	After HST
Culinary Time travel Program								
Per person							\$65.00	\$73.45
Victorian Fashions Tea and Trade Tour								
Per person							\$8.85	\$10.00
Tour and Refreshments							\$10.62	\$12.00
Travel Through Time Tour								
Per person							\$8.85	\$10.00
Tour and Refreshments							\$10.62	\$12.00
Tour Guides								
Per hour, per guide							\$60.00	\$67.80
Room and Building Reservations, Weddings - 2020								
Ironwood Hall (Special occasion permits are required)							- fees approved in 2019 fee schedule	
Full Day							\$1,500.00	\$1,695.00
Weekdays (Mon-Thurs)							\$420.00	\$474.60
Early Set up (3-7pm)							\$325.00	\$367.25
Mountsberg Church Rental								
Per 2 hour intervals							\$420.00	\$474.60
Loyalist Native Log Chapel								
Per 2 hour intervals							\$420.00	\$474.60
Additional Hour Rental Fee (after 7pm)							\$60.00	\$67.80
Photo Permits								
Wedding Photos Per session (reservation needed if not packaged)							\$250.00	\$282.50
Family/Engagement Photo Permit							\$75.00	\$84.75
Cancellation Policy and Deposits								
A non-refundable reservation deposit of \$250.00 is required. The balance due one month before rental. Special occasion permits and insurance required or personal insurance liability is required and to identify the serving of alcohol. Deposit of \$150.00 is required for a wedding ceremony rental and a deposit of \$400.00 is required for the rental of Ironwood.								
Returned Cheques administration fee							\$50.00	\$56.50
Honorariums								
For use of town crier, etc. (min. fee)							\$106.19	\$120.00

Westfield Heritage Village Conservation Area							Draft	
							2020	2020
Room and Building Reservations, Weddings - 2021							Before HST	After HST
Ironwood Hall (Special occasion permits are required)							Before HST	After HST
(2020 rates from 2019 fee schedule)							- suggested 2021 rates	
	Full Day						\$1,530.00	\$1,728.90
	Weekdays (Mon-Thurs)						\$430.00	\$485.90
	Early Set up (3-7pm)						\$330.00	\$372.90
Mountsberg Church Rental								
	Per 2 hour intervals						\$430.00	\$485.90
Loyalist Native Log Chapel								
	Per 2 hour intervals						\$430.00	\$485.90
Additional Hour Rental Fee (after 7pm)							\$60.00	\$67.80

Wild Waterworks										
680 Van Wagners Beach Road										
Hamilton, Ontario L8E 3L8										
Phone: 905-547-6141										
Fax: 905-561-2297										
Email: wildww@conservationhamilton.ca									Draft	
									2020	2020
Entrance									Before HST	After HST
General									\$28.25	\$31.92
Children 3-10yrs									\$18.25	\$20.62
Senior (65+ yrs. of age)									\$24.50	\$27.69
Disabled Person/Attendant									\$18.25	\$20.62
Sunset Special (After 4pm)									Before HST	After HST
General									\$15.50	\$17.52
Children 3-10yrs									\$10.00	\$11.30
Senior (65+ yrs. of age)									\$12.00	\$13.56
Disabled Person/Attendant									\$10.00	\$11.30
Online Sales										
All regular admission prices are \$2.00 off before taxes. Available at www.wild-waterworks.com .										
Season Passes (photo card)										
Unlimited entry into WWW unless posted full. Valid for current summer season.										
Single Season Pass										
Individual Season Pass (Ages 3+)									\$88.00	\$99.45
Replacement pass									\$8.85	\$10.00
Family Season Pass										
Family Season Pass (Four season passes)									\$275.00	\$310.75
Additional Family Member Pass									\$68.75	\$77.70
* must be purchased with Family Season Pass, maximum of 3 additional members										

Wild Waterworks								Draft	
								2020	2020
Rentals								Before HST	After HST
								Before HST	After HST
Pay And Go Lockers (located in washrooms)								\$0.89	\$1.00
Day Use Lockers									
Small								\$8.85	\$10.00
Medium								\$13.27	\$15.00
Large								\$17.70	\$20.00
Day Use Lockers - Sunset Special									
Small								\$4.42	\$5.00
Medium								\$8.85	\$10.00
Large								\$13.27	\$15.00
BBQ's									
Medium - commercial (6 hrs)								\$175.00	\$197.75
Large - commercial (6 hrs)								\$260.00	\$293.80
Tubes									
All tubes require a \$5.00 deposit in addition to cost of rental. Deposit refundable upon return of tube and matching wristband.									
Tube per - day								\$4.43	\$5.00
Tube - sunset special after 4:00pm								\$2.66	\$3.00
Pavilions									
Available to catered and non-catered groups. Must be pre-booked, pre-ordered with 50% deposit upon booking. Group discounts on paid admission and pre-paid bulk sales may apply.									
Pavilion 1 or 2								\$245.00	\$276.85
Pavilion 3								\$198.00	\$223.74
Complimentary Pavilions - subject to availability (contact WWW staff for details):									
1. Free weekday rental									
For Catered Groups with Private Caterers:									
Insurance of \$2 - \$5 million is required 2 weeks before event date from catering company listing Hamilton Region Conservation Authority and the City of Hamilton as an "additional insured".									

Wild Waterworks								Draft	
								2020	2020
Cabanas (Online Booking Only)								Before HST	After HST
Package 1: All Day Private Cabana								Before HST	After HST
Cabana Rental, 1 all day locker rental, 4 tube rentals and food & beverage service.									
Package 2: All Day Poolside Retreat								Before HST	After HST
Cabana Rental, Admission for 4, 1 all day locker rental, 4 tube rentals, 4 Wild Waterworks refillable Tumblers, \$20.00 meal voucher and food & beverage service.									
Package 3: All Day Ultimate Stay-Cation								Before HST	After HST
Cabana Rental, Admission for 4, 1 all day locker rental, 4 Wild Waterworks Refillable Tumblers, \$40 Meal Voucher (with unlimited refills on purchased fountain beverages), 4 tube rentals and food & beverage service, plus Beach Bag containing 4 towels, and sunblock.									
Sunset Package (after 4pm - Walk up Only)								Before HST	After HST
Includes Cabana Rental and 1 all day locker rental.									
Water Safety/Sports									
End of school year class outings include, entrance into park by bus, entrance to pool complex by teacher. HST does not apply to educational programmes if participants are 14 years of age or younger.									
Water Safety Education Program									
Per person (under 14 yrs of age)								\$10.00	\$10.00
Supervisor above ratio								\$13.27	\$15.00
with tube rental add								\$2.65	\$3.00
Sports Day									
Per person (over 14 yrs of age, includes supervisors)								\$13.00	\$13.00
Supervisor above ratio								\$13.27	\$15.00
Administration fee for any returned cheque								\$50.00	\$56.50

Watershed Planning and Engineering								Draft	
								2020	2020
								Before HST	After HST
Plan Review Service Fees								Before HST	After HST
Subdivision and Condominiums									
Minor								\$ 1,225.66	\$ 1,385.00
Intermediate								\$ 4,911.50	\$ 5,550.00
Major								\$ 9,203.54	\$ 10,400.00
Applicant Driven Revision								\$ 3,075.22	\$ 3,475.00
Clearance Fees									
Minor								\$ 619.47	\$ 700.00
Intermediate								\$ 2,455.75	\$ 2,775.00
Major initial								\$ 4,601.77	\$ 5,200.00
Per Phase Charge (on top of Major clearance fee above)								\$ 876.11	\$ 990.00
Consents									
Minor								\$ 712.39	\$ 805.00
Major								\$ 1,530.97	\$ 1,730.00
Minor Variances									
Minor								\$ 438.05	\$ 495.00
Major								\$ 876.11	\$ 990.00
Official Plan Amendments									
Minor								\$ 712.39	\$ 805.00
Major								\$ 3,584.07	\$ 4,050.00
Zoning By-law Amendments									
Minor (including H-Zone Removal)								\$ 712.39	\$ 805.00
Major								\$ 3,584.07	\$ 4,050.00
Site Plan Approval Application									
Minor								\$ 1,017.70	\$ 1,150.00
Intermediate								\$ 3,889.38	\$ 4,395.00
Major								\$ 5,106.19	\$ 5,770.00
Resubmission (Per hour of review time)									
								\$ 106.19	\$ 120.00
Formal Consultation									
								\$ 513.27	\$ 580.00
Niagara Escarpment Plan Amendments - Applicant-Driven									
								\$ 3,075.22	\$ 3,475.00
Complex Applications									
								\$ 9,207.96	\$ 10,405.00
The application fee will be paid at the time of filing an application to the municipality. All subdivisions, vacant land condominiums, major and complex site plans (i.e. Community living projects, golf courses, cemeteries, etc.) continue to be circulated to the Conservation Authority.									
Aggregate Extraction Applications									
								\$ 51,079.65	\$ 57,720.00
The application fee will be paid at the time of filing an application to the municipality. This fee relates to large aggregate extraction applications.									

Watershed Planning and Engineering						
Notes and Definitions:						
1. Subdivisions/Condominiums/Site Plans:						
Major – The area is equal to or greater than 4.5 hectares in size and technical studies (i.e. SWM, EIS or Geotechnical) are required.						
Intermediate – The area is less than 4.5 hectares in size and technical studies (i.e. SWM, EIS or Geotechnical) are required.						
Minor – In the area of interest to the CA.						
2. Other Applications:						
Major – Technical studies (i.e.. SWM, EIS or Geotechnical) are required.						
Minor – In the area of interest of the CA.						
3. Area of Interest – Natural Heritage, Natural Hazard areas on a CA screening map, checklist, OP and/or ZB.						
4. Complex Applications are Planning Act (e.g.. OPA/ZBA) and/or Site plan applications for commercial/industrial/residential applications equal to or greater than 4.5 hectares in size, golf courses, trailer parks, campgrounds, and cemeteries, etc., that involve complex policy considerations and/or the review of extensive multi-disciplinary technical studies.						
5. Combined Applications - Combined applications will be charged at 100% of the highest fee rate and 50% of the combined fee rate for other review categories.						
6. Refunds may be provided directly to the applicant if it is found that an application charged at the "major" rate only required the level of review normally associated with the minor or intermediate rates. In such cases, the minor or intermediate rate will be retained and the difference refunded.						
7. Additional Fees may be charged directly to the applicant if it is determined that an application requires a greater level of review effort than normally associated with the application type and fee collected at the time of submission. HCA may also charge additional fees based on current fee schedule rates for applications that have been inactive for two years or more.						
8. Subdivision Revision and Clearance Fees will be paid directly to the HCA and must be paid prior to issuance of revised draft conditions or the final HCA clearance letter. A draft plan modification fee will be applicable to developer driven amendments to a subdivision or condominium application.						
9. Resubmission Fees will be charged directly to the applicant for the review of technical studies and plans, drawings, models, etc., beyond the first submission and two resubmissions. A fee will be charged for each resubmission and will be based on total staff review time at the hourly review rate charged by the HCA.						
10. Formal Consultation fees will be charged to provide preliminary preconsultation comments on all proposed planning applications circulated as part of the City's Formal Consultation process. This fee will be deducted from the application fee when a formal application is submitted.						

Watershed Planning and Engineering							
Development, Interference With Wetlands, Alterations to Shorelines & Watercourses							
Pursuant to Hamilton Conservation Authority Development, Interference with Wetlands, and Alterations to Shorelines and Watercourses Regulation 161/06 under Ontario Regulation 97/04, within HCA regulated areas, a permit is required for:							
- Development							
- Interference with Wetlands							
- Alteration to Shorelines and Watercourses							
1. Minor Development:						Draft	
Is considered to be minor landscaping works and minor filling and grading activities, (between 0.05 m and 0.3 m in depth) OR minor additions to an existing structure (including decks) that involves less than a 50% increase in size of the original ground floor area or accessory structure to a maximum area of 28m ² .						2020	2020
						Before HST	After HST
Basic applications (no technical studies required)						\$380.53	\$430.00
Applications involving review of technical studies						\$907.08	\$1,025.00
Fee for service over first 10 hrs. min. review time per hour						\$106.19	\$120.00
2. Major Development:							
Is considered to be the construction, reconstruction, and erection of a new building or structure, OR the construction of an addition to an existing structure that involves a 50% or greater increase in size of the original ground floor area, OR any change to an existing building or structure that would have the effect of altering the use or potential use of the building or structure or increase the number of dwelling units, OR site alterations involving the temporary or permanent placing, dumping or removal of fill material resulting in significant grade changes.							
Basic applications (no technical studies required)						\$1,500.00	\$1,695.00
Applications involving review of technical studies.						\$3,013.27	\$3,405.00
Fee for service over first 10 hrs. min. review time, per hour						\$106.19	\$120.00
3. Fill Placement:							
The temporary or permanent placing, dumping or removal of any material, originating on the site or elsewhere, and the placement of material/fill is the primary activity.							
Minor - Less than 500 m3 and no technical studies required						\$380.53	\$430.00
Intermediate - Less than 500 m3 and technical studies required						\$2,013.27	\$2,275.00
						plus \$0.50/m3	
Major - Greater than 500 m3						\$4,008.85	\$4,530.00
						plus \$0.50/m3	

Watershed Planning and Engineering									
4. Interference with Wetlands, Alterations to Watercourses and Shorelines:									
Alteration to Watercourse includes: straightening, changing, or diverting a watercourse channel, installation or replacement of culverts and bridges, bank re-grading or stabilization.									
Alteration to Shoreline includes: installation or replacement/repair of retaining walls, other slope stabilization works and bank regarding.									
Interference with Wetlands includes: buildings and structures to be located within 120 meters of a Provincially Significant Wetland or within 30 meters of all other wetlands; vegetation removal, grading, filling, and hydrological changes.									
Minor - works not requiring supportive technical studies such as minor repairs or adjustments to existing shoreline protection/watercourse structures, simple culvert replacements, small full-span pedestrian bridges, buildings and structures, fill placement, jack and bore and directional drill activities.								Draft 2020	2020
						Before HST	After HST	Before HST	After HST
						\$743.36	\$840.00	\$ 756.64	\$ 855.00
Intermediate - works limited in scope/extent which may require supportive technical studies such as moderate-scale repairs to shoreline protection works, localized watercourse alterations and stream bank stabilization, buildings and structures, fill placement.									
						\$2,013.27	\$2,275.00	\$ 2,053.10	\$ 2,320.00
Major - works requiring supportive technical studies such as channel re-alignments and natural channel design, major shoreline protection works, new large-scale bridge crossings, buildings and structures, fill placement.									
						\$4,008.85	\$4,530.00	\$ 4,088.50	\$ 4,620.00
5. Multi-lot/Unit Development (10 or more lots or units) and Major Infrastructure Works:									
Infrastructure works (storm water management ponds, services, roads, bridges, etc.), new golf courses and major alterations to existing golf courses.									
						\$4,929.20	\$5,570.00	\$ 5,106.19	\$ 5,770.00
6. Violation Surcharge									
75% surcharge will be applied when activities which require a permit under Regulations are undertaken without a permit.									
7. Minor Revisions to Permits						\$252.21	\$285.00	\$ 256.64	\$ 290.00
8. Expired Permits						\$252.21	\$285.00	\$ 256.64	\$ 290.00
9. Letter Of Permission						With Site Visit	\$256.64	\$290.00	\$ 256.64 \$ 290.00
						No Site Visit	\$176.99	\$200.00	\$ 176.99 \$ 200.00
10. Resubmissions (per hour of review time)							\$106.19	\$120.00	\$ 106.19 \$ 120.00

Watershed Planning and Engineering									
NOTES:									
- Permits are issued for a two (2) year period. Significant alteration or changed ownership subject to new permit application. All fees are to be made payable to the Hamilton Region Conservation Authority.									
- Permit extensions and/or renewals will not be granted. Where a permit has expired and the same applicant re-applies for a new permit within 6 months of the expiry of the original permit, and there have been no changes to the proposed works, HCA may issue a new permit for an administrative fee of \$285.									
- Resubmission fees will be charged directly to the applicant for the review of technical studies and plans, drawings, models, etc., beyond the first submission and two resubmissions. A fee will be charged for each resubmission and will be based on total staff review time at the hourly review rate charged by the HCA.									
Service/Reforestation/Planning Fees/Misc. Fees								Draft	
								2020	2020
Natural Areas Inventory Database Private Requests								Before HST	After HST
Per hour preparation time						\$106.19	\$120.00	\$ 106.19	\$ 119.99
Reforestation Tree Planting Service									
The Authority provides a Reforestation Tree Planting Service to private landowners who own a minimum of 2 ha (5 acres) free of buildings. To recover the cost of this service a charge to the private landowner applies. Landowner pays cost of trees in addition to planting costs. Replanting at same terms and conditions. This charge is based on full cost recovery of crew, equipment materials, benefits + 22% administration. Estimates are prepared on request.									
Fees for Seed Collection and Cuttings									
All work to be performed by purchaser and must satisfy authority environmental criteria. Volumes for uncleaned seed as collected.									
Cuttings per cubic meter						\$16.37	\$18.50	\$ 16.81	\$ 19.00
Seed Collections by weight per lb.									
Grass seed						\$40.27	\$45.50	\$ 41.15	\$ 46.50
Wildflower seed						\$58.41	\$66.00	\$ 59.73	\$ 67.50
Conifer seed						\$30.09	\$34.00	\$ 30.53	\$ 34.50
Walnut, Hickory, Oak seed						\$4.42	\$5.00	\$ 4.42	\$ 5.00
Other deciduous tree and shrub seed						\$2.65	\$3.00	\$ 2.65	\$ 3.00
Seed Collections by volume per litre									
Conifer cones						\$0.53	\$0.60	\$ 0.53	\$ 0.60
Walnut, Hickory, Oak seed						\$1.33	\$1.50	\$ 1.33	\$ 1.50
Other deciduous tree and shrub seed						\$0.88	\$1.00	\$ 0.88	\$ 1.00

Watershed Planning and Engineering							Draft 2020	
							Before HST	After HST
GIS Mapping							Before HST	After HST
Colour Printing (includes ortho photo or area fill)				per sq.ft.	\$13.27	\$15.00	\$ 14.16	\$ 16.00
Colour printing (no ortho photo or area fill)				per sq.ft.	\$4.87	\$5.50	\$ 4.87	\$ 5.50
(any size up to 40" wide)								
Digital files (email)								
2002 Ortho photography 1km X 1km (ecw, jpg or geotiff)				per file	\$33.63	\$38.00	\$ 34.51	\$ 39.00
Custom maps (including HCA scanned maps) based on size				per sq.ft.	\$5.09	\$5.75	\$ 5.31	\$ 6.00
Vector Data (high detail e.g. Contours, dem)				per sq.km.	\$52.21	\$59.00	\$ 53.10	\$ 60.00
Vector Data (low detail e.g. Watercourse etc.)				per hour			\$ 106.19	\$ 120.00
Create and ship CD					\$31.86	\$36.00	\$ 32.74	\$ 37.00
Regulation Mapping per sheet					\$52.21	\$59.00	\$ 53.10	\$ 60.00
Custom Map Preparation (plus printing or digital file cost)							\$ 106.19	\$ 120.00
Hard Copy Print of Scans & Custom Maps								
Per square foot					\$5.09	\$5.75	\$ 5.31	\$ 6.00
Photocopies								
per sheet					\$0.22	\$0.25	\$ 0.22	\$ 0.25
Stream Flow/Weather/Fishery Data								
Per hour staff time					\$106.19	\$120.00	\$ 106.19	\$ 120.00
Stream flow Discharge measurement, per hour + mileage					\$106.19	\$120.00	\$ 106.19	\$ 120.00
Technical Data staff time relates to hourly engineering, Ecology, IT and GIS staff time to prepare data as requested.								
Tables/Charts/Plans/Maps								
Computer Disc					\$32.30	\$36.50	\$ 32.74	\$ 37.00
Electronic Files					\$23.45	\$26.50	\$ 23.89	\$ 27.00
Solicitor and Real Estate Agent Requests RE:Property								
A. Solicitor, Real Estate, Consultant Request, and Property Reports (requiring a site visit)								
					\$256.64	\$290.00	\$ 256.64	\$ 290.00
B. Solicitor, Real Estate, Consultant Request, and Property Reports (no site visit)								
					\$176.99	\$200.00	\$ 176.99	\$ 200.00
Property Reports include building permit inquiries and input to general inquiries as to development constraints on a property. All requests are payable in advance. In all cases, this fee includes a written reply to the landowner/agent/consultant. The municipal building department will be copied, when building permits are being sought.								
Administration Fee For Returned Cheques								
Administration fee per cheque					\$50.00	\$56.50	\$ 50.00	\$ 56.50
Borrowed Reports								
Deposits are normally held for borrowed reports until returned in good condition. Amount is based on 2 x value of report.								

Report

TO: Board of Directors

FROM: Lisa Burnside, CAO

Prepared & Recommended By: Neil McDougall, Secretary-Treasurer

DATE: November 7, 2019

RE: HCA Operating Budget 2020

STAFF RECOMMENDATION

THAT the 2020 Operating Budget as presented herein be approved.

BACKGROUND & EXECUTIVE SUMMARY

The work of the HCA is divided into four division and business areas:

1. Watershed Planning & Engineering Division
2. Conservation Area Services Division
3. Central and Corporate Support Services Division
4. Capital Support and Strategic Services Division

In order to carry out these functions and provide our programs and services, the HCA draws revenues from a variety of sources:

- User fees, such as park admissions, camping and marina slips and storage, and others
- Planning and permit fees
- Revenues from film location rentals, property rentals, events and concession sales
- Management agreement fee for Confederation Beach Park
- Municipal levies, which are applied primarily to watershed management and corporate support programs
- Municipal grants dedicated to specific programs, such as Water Quality Monitoring

- Provincial transfer payments for water management operating expenses
- Donations from the Hamilton Conservation Foundation for programs such as outdoor environmental education and various special projects
- Federal grants and other miscellaneous sources of revenue

Self generated revenues continue to drive and support our operating budget providing for two thirds (66%) of budget needs for expenses which consist of salaries, wages and staff expenses, fleet operation, repair and maintenance and facility operating costs including utilities.

The 2020 operating budget of \$13.5 million provides for the continuation of service levels as in previous years to support our strategic plan, absorb inflationary increases and make contractual loan repayments while adhering to the following goals of:

- 1) Supporting Conservation Authorities Act mandate
- 2) Operating on a cash neutral/positive basis
- 3) Implementing no greater levy increase than recommended by City of Hamilton Council

STAFF COMMENT

The 2020 Budget has been developed assuming average attendance levels with revenue increases coming from new offerings, such as cabins, and additional auto gates coming on line. General inflation of 2% was incorporated for utilities, materials and supplies while wages allow for a 2% COLA and a step increase to progress full time staff through their pay range band. At a corporate level, one additional contract staff position for a Safety Co-Ordinator has been funded to address the recommendations from the safety audit that was undertaken this past year. The levy was positioned at a 2% increase as prescribed by City Council direction. When all is tallied up, and provided the total revenues reach \$13.5 million, the HCA anticipates a small surplus of \$0.2 million after satisfying all expenses and loan payments. That surplus will be used to further the construction of the Saltfleet wetlands.

(\$ '000,000)	<u>Revenues</u>	<u>Levy</u>	<u>Expenses</u>	<u>Net Surplus/(Deficit)</u>
Conservation Areas	\$ 5.8	\$ 0.0	\$ 5.3	\$ 0.5
Westfield	0.4	0.6	0.9	0.1
Watershed Planning And Engineering	0.6	1.4	2.0	0.0
Central and Corporate Services	2.2	2.5	4.9	(0.2)
Loan payments			<u>0.2</u>	<u>(0.2)</u>
Grand Totals	<u>\$ 9.0</u>	<u>\$ 4.5</u>	<u>\$ 13.3</u>	<u>\$ 0.2</u>

Revenue Funding Summary (\$'000,000)

Self Generated Revenue

• Admissions	\$ 2.3
• Marina	1.2
• Camping	1.2
• Equipment	1.1
• Permit and Management Fees	0.7
• Rentals – tenant, day camps, films	0.8
• Consumables (stores, boat rentals)	0.5
• Federal and Provincial grants	0.2
• Conservation Hamilton Foundation	0.2
• Other	<u>0.8</u>
	<u>\$ 9.0</u>

Levy

• City of Hamilton (99.3 %)	\$ 4.471
• Township of Puslinch Levy (0.7%)	<u>0.029</u>
	<u>\$ 4.500</u>

Grand Totals **\$ 13.5**

BUDGET DETAILS BY DIVISION

Watershed Planning and Engineering (WP&E)

Revenues: \$0.6 million Levy: \$1.4 million
Expenses: \$2.0 million Surplus: \$0.0 million
Staffing: Fulltime: 15 Contract: 3 Seasonal: 4
Director and Deputy CAO: Scott Peck

WP&E programs assist with the protection of watershed residents and property from flooding. Further its programs provide the information required to develop appropriate watershed management strategies and to identify priority actions to maintain a healthy watershed.

WP&E provides services over the following 6 program areas. It is important to note that while the programs are discussed separately, there is a great deal of co-operation and joint program work between the various program areas. Engineering work feeds into

planning and regulation application reviews, water quality works helps assess aquatic and terrestrial health. The interdisciplinary nature of the Watershed Planning & Engineering Department is a key aspect for its successes.

1. Planning

The planning services programs includes the review of municipal planning applications from a natural hazard and natural heritage perspective. The HCA processes an average of 175 planning applications annually. Application types reviewed include Official Plan and Official Plan Amendments, Zoning By-Law and Zoning By-Law Amendments, Subdivision and Consent (Severance) applications and minor variances. Environmental Assessments and Development Permits circulated by the Niagara Escarpment Commission are also reviewed through our planning program. The province of Ontario has delegated natural hazard responsibility to conservation authorities. In this role, the HCA is responsible for representing the “provincial Interest” on these planning matters and providing direction to municipalities in this regard. This includes floodplain management, hazardous slopes, Great Lakes shorelines, unstable soils and erosion.

Through a memorandum of agreement with the City of Hamilton and County of Wellington (Township of Puslinch), the HCA provides comments to the municipalities on planning applications related to natural heritage issues (wetlands, environmentally significant areas, wildlife habitat and significant woodlands). Through our agreement, we also provide comments relating to storm water quantity and quality issues. These comments relating to natural heritage and storm water management are provided in our advisory role to the municipality.

It is important to note as well that the HCA provides comments on planning applications as a public commenting body pursuant to the Planning Act and also as a landowner.

2. Regulation

The Hamilton Conservation Authority’s regulation program is established under Section 28 of the Conservation Authorities Act. The current regulation is the Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation (*HCA Regulation 161/06* under Ontario Regulation 97/04). This regulation guides development related to flooding hazards, erosion hazards and slope stability, alteration to watercourses, wetlands and shoreline hazards, pollution and the conservation of land. The HCA processes an average of 87 permit applications annually.

It is important to note that the HCA Planning and Regulation programs are separate yet connected programs. In many cases, the HCA will be involved in planning applications relating to natural hazard and natural heritage issues and our concerns from a land use perspective are addressed through that process (i.e. compliance with Provincial Policy, Greenbelt and Official Plan policy). The regulation process should take place after the principle of the land use has been established. As an example, a plan of subdivision addresses setback requirements from floodplains, wetland, etc., while a permit is required for construction of a storm water management pond. Conversely, the regulation process can be separate from a land use planning application such as the construction of a house, commercial building or municipal infrastructure. For both the planning and regulation program, the Board approved Planning & Regulation Policies and Guidelines document is used to guide staff comment on applications.

3. Ecology

The ecology program is two-fold. Our Aquatic Ecologist and our Terrestrial Ecologist provide expert services relating to both our planning and regulation programs. They are very much involved in the review and comment of natural heritage studies and environmental impact studies submitted in support of planning and regulation permit applications. The review and comments provided by the ecologist's related to the submitted studies are utilized by planning and regulation staff in providing comments and direction back to the municipality or landowner regarding the acceptability of the project or required revisions to ensure the features and functions of the natural area is maintained.

The second aspect of the ecology program relates to ecological monitoring. The HCA has a long-standing aquatic monitoring program in place that monitors on a watershed-wide basis the health of our watercourses. This includes monitoring aquatic insects, plants and fish. From a terrestrial perspective, the HCA has developed specific programs to gauge and monitor the health of our forest and prairie ecosystems. This includes forest monitoring, wildlife and plant inventories, invasive species monitoring and ecological land classification work for all HCA lands. This work helps staff gauge overall watershed health while also identifying areas suitable for restoration work and planting enhancements. The monitoring program also provides natural heritage background information for restoration works on HCA lands as well as part of the development of master plans and management plans for HCA lands.

4. Engineering

The engineering program's core work relates to a variety of areas with the key program relating to flood forecasting and warning as well as the operation of the Christie and Valens Dams. The HCA maintains a monitoring system that

includes rain gauges and flow monitoring stations. The information obtained from this allows engineering staff to review weather forecasts and watershed conditions in order to provide watershed residents warnings related to flooding events and also low flow issues. This also allows for operational changes to the noted dams to address flooding and low flow conditions. In addition to this work, the engineering department maintains and updates floodplain mapping that is utilized as part of the HCA's planning and regulation program to direct development outside of flooding and erosion hazard areas. The engineering section also reviews planning and regulation applications and environmental assessments as it relates to floodplain management as well as storm water management from a water quantity and quality perspective.

Through the engineering section, the HCA undertakes a water quality monitoring program from both a surface and ground water perspective. Additionally, as part of the HCA responsibilities to the Hamilton Harbour Remedial Action Plan, we undertake a water quality monitoring program for watercourses that flow into Cootes Paradise and ultimately, Hamilton Harbour. This work helps identify how we are progressing toward meeting the delisting targets for the Harbour as well as identifying opportunities for restoration and enhancement projects.

Lastly, the engineering program, in co-operation with ecology staff, undertakes special projects ranging from environmental assessments for projects such as the Saltfleet Wetlands to the engineering work associated with the Lower Spencer Fish Habitat project.

5. Stewardship

The Hamilton Watershed Stewardship Program (HWSP) works with landowners in the Hamilton Conservation Authority watershed, providing advice on environmentally friendly ways of managing properties with natural features such as woodlots, wetlands, meadows and creeks. Landowner stewardship and education is incredibly important as the majority of land within the HCA's watershed is privately owned. While land acquisition and permitting are important to addressing conservation initiatives, working with the landowners is an essential component to enhancing the health of the watershed as a whole.

6. Information Technology and Geographic Information Services

The IT program provides overall support for computer, phone, email and internet services for the HCA. The Geographic Information Services section provides mapping services for the HCA but specifically provides key mapping and database services for the HCA's planning, regulation and engineering section.

Conservation Areas (Excluding Westfield Heritage Village)

Revenues: \$5.8 million Levy: \$0.0
Expenses: \$5.3 million Surplus: \$0.5 million
Staffing: Fulltime: 25 Seasonal: 106
Director: Gord Costie

The Hamilton Conservation Authority owns four standard, non-subsidized conservation areas, one City sponsored conservation area, that being Westfield Heritage Village, and manages the City of Hamilton owned Confederation Beach Park (CBP), including Wild Waterworks (WWW), on the City's behalf. Westfield is provided a levy support payment which was negotiated as one of the terms of HCA's agreement to take on ownership of the property, recognizing the inherent need for public support which all living museums require in order to continue operations. This is why it continues to be reported separately. Revenues and expenses of CBP and WWW are not included in the HCA budget as only the management fee belongs to the HCA. That fee is accounted for within the Central Services area.

1. Fifty Point Conservation Area

Revenues: \$2.3 million
Expenses: \$2.0 million Surplus: \$0.3 million
Staffing: Fulltime: 7 Contract: 4 Seasonal: 20
Manager: Rob Howe

Fifty Point Conservation Area opened in the summer of 1975. It was developed around two man-made ponds. The park is an 80 hectare oasis surrounded by urban development that offers seasonal boating and day use boating, seasonal camping, and a busy beautiful sand beach on Lake Ontario's south shore. It is a birders paradise, anglers use the ponds, marina and the access to Lake Ontario; there is hiking and many other outdoor activities available. The park is open every day year-round for day use activities.

Highlights:

- 75 full service campsites with 30 and 50 amp electrical, water and sewer hook-up
- 340 boat slips with 30 and 50 amp electrical service
- boat fuel station offering both regular fuel and diesel fuel
- boat sewage pump out
- seasonal mooring along with transient slips, monthly and weekly slips available
- dry dock and winter boat storage currently to 300 boats
- a marina mobile boat lift with a 40 ton capacity, a mast crane for stepping masts and a boat trailer for moving smaller boats
- winter storage for camping trailers and other units

- two food and beverage operations located at the marina centre with one being a coffee shop and the other a full-service restaurant
- two group picnic pavilions available for rent
- two small meeting rooms available for rent
- lots of picnic tables throughout the day use area
- 7 KM of walking trails
- a bird viewing platform located along the bluff of Lake Ontario
- 24-hour security with many of the boat storage yards monitored with alarms
- two large ponds offering opportunities for fishing, canoeing and kayaking

Fifty Point Marina is one of the best on western Lake Ontario and has been honoured with the achievement of a Five Green Anchor Diamond rating under the Clean Marine Program. In addition to the above it provides a double boat launch, water, showers, washrooms, laundromat and barbeques. The marina is currently full, with a waiting list of 44 boats.

Fifty Point has become a popular RVing destination with full service sites, on a great lake and still close to all everyday amenities. There are 20 seasonal sites and an additional 10 seasonal sites are planned to be added in the near future. There is also a designated Group Camping area for organized youth groups.

Fifty Point has 2 pavilions and 5 picnic areas that are reservable for family or corporate gatherings. Each picnic area comes with a charcoal BBQ and a volleyball net. Every summer, staff host events for our boaters, campers, pass holders and the community. Events this year included two Birds of Prey shows from Mountsberg Raptors, an interactive wildlife show from Safari Niagara, two Films in the Forest movies, boater/camper yard sale, customer appreciation day for the boaters and a camper barbeque for the seasonal campers.

There are also other third-party groups that use the facilities to run their events and programs. This year the list included The Northern Lights RC Model boat race, MNRF Learn to Fish program, Subaru Running Series, Golden Horseshoe Fishing Derby, Umbrella Day camp and the Fifty Point Yacht Club learn to sail program.

2. Valens Lake Conservation Area

Revenues: \$1.5 million

Expenses: \$1.0 million Surplus: \$0.5 million

Staffing: Fulltime: 4 Contract: 1 Seasonal: 24

Superintendent: Paul Karbusicky

Valens Lake Conservation Area opened in the summer of 1968. It was developed around a man-made reservoir. The park is a 300 hectare mecca for campers, anglers

and outdoor lovers. The campground gives the northern Ontario feeling without the long drive. The park is open every day year-round for camping and day use activities.

Highlights:

- 100 tenting sites
- 125 serviced sites (all come with 15 and 30 amp hookups and water)
- 8 group campsites
- enclosed picnic pavilion with seating for 120 people
- 3 group picnic areas
- lots of picnic tables through the day use area
- 10 KM of walking trails
- both a camp store and a beach store
- boat rental fleet (10 canoes, 10 rowboats, 8 kayaks and 4 paddleboards).
- large reservoir which is popular for fishing and boating. Trophy size largemouth bass, pike, perch, black crappie, bluegill and catfish
- three passive use areas

Camping use has been steadily increasing every year, with a demand for serviced (electric and water) sites. These sites are often booked months ahead and are sold out most weekends throughout the main summer season. Additionally, in the last few years the shoulder season camping has been getting more and more popular. Also, winter camping is becoming a larger activity, especially with people that own trailers. Valens has been running a Winter Camping Program for a number of seasons and this past winter recorded the most participants ever with a lot of interest shown for the upcoming winter. There is a planned campground expansion in the near future which will add an additional 30 plus serviced sites to help meet demand.

New for 2020 will be 8 rustic rental cabins which will provide a different camping experience for people that don't own trailers and don't want to camp in a tent. Ontario Parks as well as a number of local private campgrounds offer similar services. The cabins will allow us to remain competitive with other conservation authorities as well as the provincial and federally owned operations.

Valens Lake hosts both a Camp Store and a Beach Store, each of them bringing in significant revenue for the park. Currently, the Beach Store is home to boat rentals as well as retail sales of snacks, toys and ice cream. At the Beach Store you can find nachos, slushies, popcorn as well as a wide variety of chocolate and candy. On hot days, the Beach Store is a hub for frozen treats and cold drinks. Beach toys and activity books have always been a successful sales item. Patrons can also purchase park memorabilia such as t-shirts, Frisbees, water bottles and coffee mugs.

The Camp store has always been an important part of any camper's stay at the Valens Lake Campground. Here, you can find your basics like firewood and ice, and an

abundance of snacks. The store also carries some common camping grocery items like bread, milk, eggs, bacon, hot dogs and marshmallows. You can also find common camp gear from grills, toaster forks and flashlights to toiletries. Patrons can find park memorabilia here just like that which the Beach Store carries. The store also started carrying tin signs with outdoors inspired designs, metal art trees and leaves from a local artisan. Valens wants to continue to support local artisans and are looking into more options to carry for next season.

Every summer Valens hosts two wildlife shows, Little Ray's Reptile Zoo and the Mountsberg Raptors. Both shows were located in the campground, day-users being more than welcome, and they were very well attended. Films in the Forest were another popular event this year bringing out approximately 100 people to each movie shown. The annual summer and winter fishing derbies always attract big crowds of avid fishermen and partnerships with SAIL Burlington and Johnson Outdoors have been a huge proponent in these derbies.

Valens Lake staff also manage three passive use areas located near the park:

- Fletcher Creek Ecological Preserve (FCEP), this 414 acre area is located at the headwaters of the watershed, it is an important groundwater recharge area and is considered a Provincially Significant Wetland. There is also a rehabilitated quarry on the property which has created additional unique wetlands. The preserve is home to many rare plant species as well as a diversity of wildlife. There is a walking trail through the area allowing people to view the many features of the preserve.
- Lafarge Trail runs along an unopened road allowance from Christie Lake CA to Gore Road, near FCEP. It travels through a variety of natural and geological areas giving people many opportunities to view flora and fauna.
- Beverly Swamp, this area encompasses a number of properties stretching from 10th Concession to the 6th Concession totalling about 5,800 acres. It is one of the best and largest lowland swamp forest representations in south central Ontario. This wetland is the source area for Spencer, Grindstone and Fairchild creeks and features a rich diversity of plant and animal life, including some that are rare to the Hamilton region. The area functions as a natural sponge, maintaining hydrological balance over a large area and draining into both Lakes Erie and Ontario. Hunting is permitted at the Beverly Swamp provided Ministry of Natural Resources and Forestry rules and guidelines are followed.

3. Christie Lake Conservation Area

Revenues: \$1.5 million

Expenses: \$1.5 million Surplus: \$0.0 million

Staffing: Fulltime: 4 Contract: 1 Seasonal: 24

Superintendent: Cari Hobbs

Christie Lake Conservation Area (CLCA) covers 353 hectares. The dam, which is the largest in the watershed, was completed in 1971 and created the reservoir which became known as Christie Lake. The staff that manage Christie Lake also oversee the Spencer Gorge Conservation Area. During shuttle operating season, from April to October, staffing is required for all weekends and public holidays, for the shuttle hub located at CLCA and for the two stops at Spencer Gorge to see Webster and Tew Falls, as well as the Dundas Peak.

Highlights:

- 10 km of multi-use trails
- 8 km of single-track mountain bike trails
- 5 covered pavilions
- 4 groups areas
- boat rentals
- convenience store
- an 18-hole disc golf course
- large event field

Christie Lake hosts many events during all seasons such as:

- 2 Christie Antique and Vintage Shows
- 2 days of Tough Mudder Races
- Dragon Boat Races
- Stix and Stones Trail Race
- Numerous Cross Country Runs in the Fall
- Golden Horseshoe Orienteering in the Spring
- Spring Fling Disc Golf Tournament
- Summer Sizzler Disc Golf Course
- Float and Fly
- Demos for Mountain Biking
- Many large picnics every weekend

Organizations that utilize the facilities include:

- Mountain Valley Retriever Trials
- Christie Lake Disc Golf Club

- Hamilton Burlington Mountain Biking Trail Maintenance
- YMCA Hamilton Summer Day Camp
- Stand Up Paddleboard Yoga with various groups

4. Dundas Valley and Hamilton Mountain Conservation Areas

Revenues: \$0.4 million

Expenses: \$0.6 million

Deficit: \$(0.2) million

Staffing: Fulltime: 4

Contract: 1 Seasonal: 27

Superintendent: Carissa Bishop

The Dundas Valley and Hamilton Mountain Conservation Areas comprise a vast network of conservation land. With a combined total of over 5,000 acres, Dundas Valley and Hamilton Mountain represents nearly half of all Hamilton Conservation Authority land holdings. Traveling through these conservation areas are 115 kilometers of managed double-track trails. The main service provided by these passive use areas is the breadth of recreational opportunities they provide as well as the overarching benefit of preserved green space which creates a healthier living environment for surrounding communities. Core user groups in the Dundas Valley and Hamilton Mountain include hikers, cyclists, runners, and equestrians. Other users that frequent the areas are nature lovers and local residents who use the areas for daily dog walks, exercise, etc. All of the managed trail systems are double wide trails which accommodate multiple user groups (ex. horse riders and bikers have enough space to safely pass hikers). The trail surfaces range from packed gravel, grassed, and packed earth.

Dundas Valley

Dundas Valley is commonly thought of as a singular conservation area, however from a management perspective it includes eight individual conservation areas:

- Dundas Valley
- Tiffany Falls
- Borer's Falls
- Lower Spencer Creek Trail
- Canal Park
- Iroquoia Heights
- Meadowlands, and
- the Hamilton to Brantford Rail Trail (up to Field Rd)

Highlights:

- The Dundas Valley Trail Centre which offers an indoor rest and interpretive area, bathrooms, and a concession booth that is open weekends (year-round)

and seven days a week during peak summer months. The concession provides refreshments and light snacks as well as customer service and information for visitors.

- The HCA's Outdoor Environmental Education program, operating out of the Trail Centre facilities, hosts school and youth groups throughout the year.
- The Hermitage Ruins which were recently restored are the historic remains of a 19th century mansion that is steeped in local folklore. This location is extremely sought after by ghost hunters and professional photographers alike.
- Other popular locations include: Stacey Meadow, the Merrick Orchard, the Bruce Duncan Teaching Garden, Beckett Memorial Forest, the Gatehouse Museum and the Ancaster Wells. Within the Dundas Valley territory, peak visitor areas include Tiffany Falls and the Hamilton to Brantford Rail Trail.

Hamilton Mountain

The Hamilton Mountain Conservation Areas reside on the East Hamilton/Stoney Creek Mountain and are also commonly thought of as a singular conservation area, however from a management perspective it too includes multiple individual conservation areas:

- Eramosa Karst
- Felker's Falls
- Devils Punchbowl
- Saltfleet
- Chippewa Rail Trail
- Dofasco Rail Trail
- Vinemount Swamp, and parts of the East Mountain Loop trail

Highlights:

- The Eramosa Karst Conservation Area is home to the greatest variety of geological karst features in one location in Ontario. The main parking lot at the Eramosa Karst features an interpretive display, outdoor pavilion area for picnicking, and full-service year-round indoor bathroom facilities.
- The Devil's Punchbowl sports a spectacular waterfall and a panoramic view of the City and Lake Ontario.
- The Vinemount swamp area features a 2.5 km boardwalk which is currently being upgraded.

Westfield Heritage Village Conservation Area

Revenues: \$0.4 million Levy: \$0.6 million

Expenses: \$0.9 million Surplus: \$0.1 million

Staffing: Fulltime: 5 Contract Interpreters: 7 Seasonal: 4 Volunteers: 250

Manager: Rondalyn Brown

Westfield Heritage Village opened to the public in 1964, and is operated as a living history museum by the HCA. The HCA began managing Westfield in 1987 and in 2016, the HCA acquired ownership of Westfield from the City of Hamilton. By this time the Village had over 50 buildings and a diverse artifact collection. The HCA had also acquired neighbouring properties making Westfield a Conservation Area of approximately 204 hectares (503 acres) in size, and containing not only the heritage village but natural woodlands, plantation forests, provincially significant wetlands, meadow areas, cultural heritage features from past farming operations, and several well marked recreational trails easily accessed from the village area.

Highlights:

- Special Events which include:
 - Maple Syrup Festival
 - Ice Cream Carnival
 - Telling Tales
 - Halloween and
 - Christmas programs
- Educational programs are provided to students and adults each year and are in accordance with the current curriculum guidelines of the Ministry of Education
- Facility rentals for wedding parties and private functions such as anniversaries
- Facility rentals for business meetings, corporate events, retreats and corporate Christmas parties
- Photography opportunities
- Filming on site by television and movie companies such as Murdoch Mysteries, Anne with an E and many other films and documentaries.
- The HCA maintains an artifact and archival collection for Westfield consisting of more than 25,000 objects reflecting the social, cultural and material history of the area. The bulk of the collection dates from the late 18th to early 20th centuries and is strong in the areas of general store stock, transportation artifacts, domestic furnishings and equipment, and agricultural implements

Central and Corporate Services

Revenues: \$2.2 million Levy: \$2.5
Expenses: \$4.9 million Deficit: \$(0.2) million
Staffing: Fulltime:45 Contract: 2 Seasonal: 3
Directors: Lisa Burnside, Matt Hall, Neil McDougall, Nancy Watts

This includes the cost of head office functions such as the office of the CAO, accounting and human resources, as well as the cost of facilities, insurance, consulting and legal fees and expenses relating to the Board of Directors and Conservation Ontario fees. The following 6 areas provide a breakdown of central and corporate services.

1. General Administration

Revenues: \$0.6 million Levy: \$1.2
Expenses: \$2.0 million Deficit: \$(0.2) million
Staffing: Fulltime: 12 Contract: 1 Seasonal: 3

Revenues include \$0.4 million received as management fees for operating the CBP and WWW. Additionally, there will be bank interest income of \$0.2 million received on funds held for land acquisition. Expenses relate to staff salaries and costs for the accounting group, which is responsible for financial reporting and planning, accounts receivable/payable and works as a partner with all departments to provide financial and administrative support and advice. Additionally, this grouping includes several senior team members, including the Manager of Conservation Area Services which is now considered permanent after a 2-year trial secondment. It further incorporates the addition of the contract Safety Co-ordinator as well as legal, banking and auditing costs.

2. Human Resources

Revenues: \$0.0 million Levy: \$0.3
Expenses: \$0.3 million Surplus: \$0.0 million
Staffing: Fulltime: 2 Contract: 0 Seasonal: 0

Human Resources supports a dynamic and resilient culture for upwards of 90 fulltime staff and approximately 250 casual/contract staff and ensures legislative compliance with the Employment Standards Act and Human Rights and oversees in house payroll. Expenses relate to staff expenses, training and seminars and wellness materials for the whole organization.

3. Marketing.

Revenues: \$0.0 million Levy: \$0.3
Expenses: \$0.3 million Surplus: \$0.0 million
Staffing: Fulltime: 4 Contract: 1 Seasonal: 0

Marketing is responsible for branding, graphic design and production, website, social media, advertising and media buys, e-newsletters, press releases, direct mail, signage and more. The largest area of support is to our conservation areas with growth occurring within corporate and watershed services. Expenses relate to staff expenses, program designs, radio and on-line advertising promoting season's passes etc. The hard costs of promotion of Westfield are paid by Westfield, promotion of the Christie Antique Show is paid by the Antique show, etc.

4. Outdoor Environmental Education

Revenues: \$0.2 million Levy: \$0.0
Expenses: \$0.2 million Surplus: \$0.0 million
Staffing: Fulltime: 2 Contract: 0 Seasonal: 1

Through agreement with the Hamilton public board, HCA provides curriculum-based learning. Revenue of \$0.1 million comes from the Hamilton Conservation Foundation which has pledged to contribute \$125,000 in 2020. The second \$0.1 million comes primarily from an annual payment received for classes from the Hamilton Wentworth District School Board. Expenses cover staff and educational supplies.

Highlights Include:

- HCA has a current 5-year agreement with the Hamilton public school board to provide 140 days of outdoor environmental education for all grades from elementary to high school where students are introduced to concepts of ecology, habitat, ecosystems and food chains
- promoting active learning through direct personal experience, offering hands-on connectivity to the outdoor environment.
- Programs are centralized at the Dundas Valley Trail centre and a transportation grant has been sourced by the Foundation so that at-risk schools can have the bus provided to them free of charge

5. Foundation Administration

Revenues: \$0.1 million Levy: \$0.2
Expenses: \$0.3 million Surplus: \$0.0 million
Staffing: Fulltime: 2 Contract: 0 Seasonal: 0
Executive Director: Grace Correia

Revenue of \$0.1 comes from the Hamilton Conservation Foundation which has pledged to cover 25% of the direct administration salary costs of HCA staff dedicated to Foundation work. This is then supplemented by a levy allocation to cover the full costs of staffing and promotional expenses. The Foundation raises monies annually; focuses on funding outdoor environmental education, helping to acquire and protect sensitive lands and ongoing maintenance of existing lands for HCA. Grants to HCA's Capital program and operating programs regularly exceed \$0.5 million.

6. Capital Support, Garage and Forestry Services

Revenues: \$1.3 million Levy: \$0.5
Expenses: \$1.8 million Surplus: \$0.0 million
Staffing: Fulltime: 19 Contract: 2 Seasonal: 0

Revenue of \$1.1 million represents the charges to operations and capital and major maintenance projects made to maintain the HCA fleet of light and heavy vehicles and equipment. An additional \$0.2 million in income is received from tenants of rental homes and agricultural lands. Expenses relate primarily to capital design staff, Millgrove stationed personnel, associated staff expenses and garage materials and supplies. Included in the staff expenses is that part of construction crew, trades crew and forestry personnel costs when they are not on chargeable jobs but on paid vacation, on sick leave or at scheduled meetings.

STRATEGIC PLAN LINKAGE

The operating budget refers directly to the HCA Strategic Plan 2019 – 2023 in all areas:

- **Strategic Priority Area – Organizational Excellence**
- **Strategic Priority Area – Water Management**
- **Strategic Priority Area – Natural Heritage Conservation**
- **Strategic Priority Area - Conservation Area Experience**
- **Strategic Priority Area – Education & Environmental Awareness**

AGENCY COMMENTS

The City of Hamilton has requested that HCA submit its budget to the Budget & Finance Division on or before November 20, 2019. As well, HCA was advised that at the July 12, 2019 meeting, Council approved that police, library and conservation authorities target a 2020 tax operating budget guideline based on an increase of 2.0%.

LEGAL/FINANCIAL IMPLICATIONS

Approval of the operating budget will be incorporated into the City of Hamilton budget presentation that HCA provides in January 2020.

CONCLUSION

HCA management is confident that the 2020 operating budget provides for all programs and services to move forward with its mandate and strategic plan initiatives. The budget provides sufficient self generated revenues to meet expenses and meets the levy increase recommended by City Council/staff.

Report

TO: Board of Directors

FROM: Lisa Burnside, Chief Administrative Officer (CAO)

RECOMMENDED BY: Matt Hall, C.E.T., Director; Capital Projects & Strategic Services

PREPARED BY: Adam Hindle, C.Tech, Projects Designer
Capital Projects & Strategic Services

DATE: November 7, 2019

RE: Bulk Lumber Order – Request for Quotation Results

STAFF RECOMMENDATION

HCA Staff recommends to the Board of Directors:

THAT the 2019 HCA Bulk Lumber Order be awarded to Goodfellow Inc. for a total cost of \$ 112,475.68, which includes HST.

BACKGROUND

The HCA requires a large quantity of various sizes of rough-cut lumber for annual capital maintenance and repairs to boardwalks and bridges on HCA lands.

On October 2, 2019, HCA Capital Projects & Strategic Services (CaPSS) staff issued Request for Quotation (RFQ) specification documents through the Biddingo web service, as well as directly to local area lumber suppliers. Quotation packages were received on October 22, 2019.

A summary of the public RFQ results is as follows:

Company	Total Price (Inc. Taxes)	Anticipated Delivery Date	Notes
Goodfellow Inc.	\$ 112,475.68	January, 2020	Low Bid
Hanford Lumber LTD.	\$ 118,101.95	January, 2020	
Tamarack Lumber Inc.	\$ 138,542.35	March, 2020	

STAFF COMMENT

Delivery of this lumber order will allow for the completion of scheduled priority boardwalk and bridge repairs throughout 2020. All work will be completed by HCA staff.

STRATEGIC PLAN LINKAGE

The initiative refers directly to the HCA Strategic Plan 2019-2023:

- Organizational Excellence
 - Support the capital development and major maintenance program to enhance our facilities and ensure they are safe, functional and current

AGENCY COMMENTS

Not applicable.

LEGAL/FINANCIAL IMPLICATIONS

A significant portion of this lumber order was made possible by a generous donation of \$100,000 from ArcelorMittal Dofasco to the Hamilton Conservation Foundation; to be directed toward ongoing repair works required for the boardwalk along the Dofasco 2000 Trail. Sufficient funding for the remainder of this material order has been allocated within the HCA 2019 Capital Projects and Strategic Services Budget.

CONCLUSIONS

It is recommended that this contract be awarded to the low bidder, Goodfellow Inc. They are a fully qualified lumber supplier with the capacity to procure and deliver the material as specified.

Report

TO: Board of Directors

FROM: Lisa Burnside, Chief Administrative Officer (CAO)

RECOMMENDED BY: T. Scott Peck, MCIP, RPP, Deputy CAO/Director,
Watershed Planning & Engineering

PREPARED BY: Mike Stone, MCIP, RPP, Manager, Watershed Planning,
Stewardship & Ecological Services

DATE: November 7, 2019

RE: Appointment Elizabeth Reimer as Enforcement Officer

STAFF RECOMMENDATION

THAT the HCA staff recommends to the Board of Directors:

THAT the HCA Board of Directors appoint Elizabeth Reimer, Watershed Officer, as an Enforcement Officer for the purpose of enforcement of *Ontario Regulation 161/06* (HCA's Regulation of Development, Interference with Wetlands and Alterations to Shorelines and Watercourses) made under the *Conservation Authorities Act, R.S.O. 1990*.

BACKGROUND

Elizabeth Reimer was recently hired as a Watershed Officer for the Hamilton Conservation Authority. The Watershed Officer position has responsibilities related to the administration and enforcement of *Ontario Regulation 161/06* (HCA's Regulation of Development, Interference with Wetlands and Alterations to Shorelines and Watercourses). This includes reviewing and processing permit applications, field work and attendance at site inspections. Under Section 10 of *Ontario Regulation 161/06*, an Authority may appoint officers for the purposes of enforcing the regulations.

STAFF COMMENT

HCA's Watershed Officers have responsibilities related to the administration and enforcement of HCA's Regulation, including conducting site visits, undertaking compliance monitoring and inspections, responding to legal inquiries, and supporting court proceedings and prosecutions when necessary. Appointment of Watershed Officers as Enforcement Officers under *Ontario Regulation 161/06* provides staff with the necessary authorities to carry out their job duties.

STRATEGIC PLAN LINKAGE

The initiative refers directly to the HCA Strategic Plan 2019 - 2023:

- **Strategic Priority Area – Water Management**
 - Initiatives – Invest in programs to address the impacts of nutrient and sediment loading on watershed streams, creeks, rivers and receiving water bodies
- **Strategic Priority Area – Natural Heritage Conservation**
 - Initiatives – Promote sustainable development by working with the City of Hamilton on natural heritage issues and undertake the HCA plan input and review program
- **Strategic Priority Area – Organizational Excellence**
 - Initiatives – Communicate both internally and externally about what HCA does and why

AGENCY COMMENTS

Not Applicable

LEGAL/FINANCIAL IMPLICATIONS

Not Applicable

CONCLUSIONS

Appointment of Elizabeth Reimer as an Enforcement Officer is required in order for her to fulfill the requirements of the Watershed Officer position with HCA to administer HCA's Regulation, and for implementing Provincial and HCA policy more generally.

Memorandum

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: Jonathan Bastien, Water Resources Engineering

DATE: November 7, 2019

RE: Current Watershed Conditions as of October 28, 2019

CURRENT WATERSHED CONDITIONS – October 28, 2019

Current Water Levels in Major Area Watercourses

Water levels and flows are currently slightly elevated to elevated at all streamflow gauges (Ancaster Creek at Wilson Street, Redhill Creek at Barton Street, Stoney Creek at Queenston Road, Upper Spencer Creek at Safari Road, Middle Spencer Creek at Highway 5, and Lower Spencer Creek at Market Street).

That said, there are no concerns regarding watercourse flooding or significant public safety.

Current Lake Ontario Water Levels

Currently, the Lake Ontario mean daily water level is approximately 75.05 m IGLD85. This is about 46 cm above average for this time of year, and about 87 cm below this year's peak of 75.92 m (last recorded on June 15th).

There are currently no observations, reports, or expectations of shoreline flooding or active significant shoreline erosion at this time.

Current Storages in HCA Reservoirs

Based on current reservoir levels at Christie Lake Dam (approximately 769.45 ft), the reservoir is presently between typical summer (771 ft) and winter operating levels (765.0 to 765.5 ft), and is at about 47 percent of its preferred maximum (summer) storage capacity (corresponding to a water level of 773 ft). In general, reservoir levels have been recently decreasing, as dam outflows have been manually increased to provide additional flows to support the salmon spawning season in Lower Spencer Creek.

Based on current reservoir levels at Valens Dam (275.10 m), the reservoir is presently between typical summer (275.30 m) and winter operating levels (274.15 to 274.30 m) and is at about 82 percent of its preferred maximum (summer) storage capacity (corresponding to a water level of 275.5 m). In general, reservoir levels have been recently decreasing, as dam outflows have been manually increased as part of the typical annual drawdown of the reservoir towards winter levels.

Current Soil Conditions

Soil moisture in the surface and root-zone soils are expected to be moist to wet.

RECENT STORM EVENTS

During the period of mid-September to now, there were no occurrences of significant watercourse flooding or significant Lake Ontario Shoreline erosion / flooding.

RECENT PRECIPITATION SUMMARY

The total precipitation amounts received in the HCA watershed over the last few months are considered average, and do not indicate drought conditions.

FORECASTED WATERSHED CONDITIONS

Lake Ontario Shoreline Erosion / Flooding

There are currently no significant Lake Ontario shoreline erosion / flooding anticipated within the watershed over the next 5 days.

According to International Lake Ontario – St. Lawrence River Board information, Lake Ontario water levels are expected to continue declining over the coming weeks. However, with record inflows from Lake Erie expected to continue, water levels will remain near seasonal highs for at least the next several weeks. Lake Ontario levels are

expected to continue their seasonal decline through the fall, with the actual rate of decline largely depending on rainfall.

Watercourse Flooding

There is currently one significant rainfall event (+20 mm in a day) anticipated for the watershed over the next 2 weeks. HCA staff are closely monitoring weather forecasts (for October 31, 30 – 45 mm of rain is currently expected). As required, HCA staff will issue a Watershed Conditions Statement – Water Safety message and take other necessary actions.

Although elevated flows and water levels are anticipated to occur as a result of the forecasted rain, no significant watercourse flooding is expected at this time.

SYNOPSIS

As of October 28th, 2019, there are no expectations of significant watercourse flooding, Lake Ontario shoreline erosion / flooding, or watershed drought.

Upcoming 2019 HCA & Partner Events

Ghost Walks

October 31

Dundas Valley Conservation Area

Hermitage Parking Lot, 621 Sulphur Springs Road, Dundas

Walk into the haunted woods at night with the only tour of its kind anywhere! Experience the conflict between calm and fear. A quiet stroll in the forest mixed with dark energy from one of the oldest communities in Ontario. Soon you arrive at a place filled with ghost stories told over generations at this hidden historic gem. It's just your group, alone in the dark with ghosts. Stories of tragic love, cults and the coachman who still walks among the trees. Visit www.ghostwalks.com for more information.

Road2Hope

November 3 & 4

Confederation Beach Park

An annual marathon, half-marathon, 10k and 5k weekend. Saturday's events include the 5k and 10k, while the marathon and half-marathon take place on Sunday. This race is ranked as the #1 Boston Marathon qualifier race in Canada and attracts runners from around the world. The portion of the run along the waterfront is one of the race highlights. For more information visit www.hamiltonmarathon.ca/

Raid the Hammer Race – Don't Get Lost

November 10, 2019

Dundas Valley Conservation Area

Raid the Hammer Adventure Run combines road running, trail running, navigation, and trekking into one running race. Teams of three tackle mud, steep inclines and uneven terrain on this course. <https://www.dontgetlost.org/raid-the-hammer>

Friend's Dinner

Saturday, November 9

The Friends of Westfield host this dinner at Rockton Fairgrounds. Door prizes, auction and great food. Funds raised by the Friends of Westfield support projects at Westfield. Tickets must be purchased in advance (not available online).

'Twas the Night Before Christmas

Saturday Evenings in December – 7, 14, 21 5:00 - 9:00 pm

Westfield Heritage Village

1049 Kirkwall Road, Rockton, ON L0R 1X0

Enjoy Westfield by candlelight and feel the warmth of the season through music, food samples, fireworks and a visit from Father Christmas. Christmas shopping is available at the Gift Shop and the restaurant features light meals and refreshments. For more information visit www.westfieldheritage.ca