



Conservation Advisory Board Meeting Agenda

Thursday, March 12, 2020



Notice of Meeting Conservation Advisory Board

Thursday, March 12, 2020

4:00 p.m.

at HCA Main Office, 838 Mineral Springs Road, Ancaster, ON

- 1. Chairman's Remarks** – Topalovic
- 2. Declaration of Conflict of Interest**
- 3. Delegations**
- 4. Approval of Agenda**
- 5. Election of Vice-Chair** – Topalovic
- 6. Member Briefing**
- 7. Chairman's Report on Board of Directors Actions** – Topalovic
- 8. Approval of Minutes of Previous Meeting**
 - 8.1. Minutes – Conservation Advisory Board (February 13, 2020) – Topalovic
- 9. Business Arising from the Minutes**
- 10. Staff Reports/Memorandums**
 - 10.1. Valens Lake Conservation Area Master Plan – Smith
 - 10.2. Spencer Gorge 2020 Operations – Costie
 - 10.3. Project Technical Advisory Committee – Stone
 - 10.4. Upcoming HCA & Partner Events – Harschnitz
- 11. New Business**
- 12. Next Meeting – Thursday, April 9, 2020 at 4:00 p.m.**
- 13. Adjournment**

HAMILTON CONSERVATION AUTHORITY

Conservation Advisory Board

MINUTES

February 13, 2020

Minutes of the Conservation Advisory Board meeting held on Thursday, February 13, 2020 at HCA's Main office Administration Building commencing at 4:00 p.m.

PRESENT: Maria Topalovic - in the Chair
 Lydia Cartlidge Cynthia Janzen
 Cheryl Larocque John Shaw
 Duke O'Sullivan

REGRETS: Dan Bowman, Joanne Di Maio, Wayne Terryberry

STAFF PRESENT: Rondalyn Brown, Lisa Burnside, Grace Correia, Gord Costie, Jack Elderman, Christina Jager, Matt Hall, Bruce Harschnitz, Peter Lloyd, Neil McDougall, Scott Peck, Kathy Smith, Jaime Tellier

OTHERS: Media – Richard Leitner

1. Chairman's Remarks

Maria Topalovic welcomed everyone to the first meeting of the new year. She advised that she had again been elected as Chair of the Conservation Advisory Board at the Board of Directors Annual General Meeting on February 6th. She added that Cynthia Janzen and Dan Bowman are the other Board representatives on CAB for the year. Maria conveyed regrets from Dan Bowman and Joanne Di Maio for the meeting. Maria also shared that John Barkovic resigned from CAB as he is no longer a resident of HCA's watershed and therefore, according to HCA's administrative by-law, is no longer eligible to serve on the advisory board. Staff have sent a letter expressing appreciation for his ten years of service, as well as an HCA membership pass so that he may continue to enjoy our Conservation Areas.

2. Declaration of Conflict of Interest

There were none.

3. Delegations

There were none.

4. Approval of Agenda

The agenda was approved with no changes.

**CA2001 MOVED BY: Cynthia Janzen
 SECONDED BY: Lydia Cartlidge**

THAT the agenda be approved.

CARRIED

5. Member Briefing

There were none.

6. Chairman's Report on Board of Directors Actions

The Chair reported that the recommendations to approve the Westfield Christmas 2020 Ticket Purchase Pilot and Visitor Management & Vehicle Parking Review were approved by the Board of Directors at the November 7, 2019 meeting.

7. Approval of Minutes of Previous Meeting

7.1. Minutes – Conservation Advisory Board (October 10, 2019)

**CA2002 MOVED BY: Cheryl Larocque
 SECONDED BY: Duke O'Sullivan**

THAT the minutes of the October 10, 2019 Conservation Areas Advisory Board meeting be approved.

CARRIED

8. Business Arising from the Minutes

There was none.

9. Staff Reports/Memorandums

9.1. Visitor Safety at Dundas Peak

Matt Hall presented a summary of the report and answered the members questions. Staff advised that the fencing is of a similar style to that which has been used at the Tew and Webster Falls lookouts within the conservation area and that it has proven to be effective in guiding visitors to appropriate locations. The height of the fencing and potential for visitors to try to climb the fence were also discussed. Matt noted that staff were cognizant of aesthetics and viewing needs when considering the fence height. He indicated that various heights of fencing could be used where appropriate, however, that the staff recommendation is a 4 ft. fence that is approximately six inches off the ground, for an approximate overall height of 4.5 ft. He also advised that the fence would be installed as close to the edge as possible with very little room on the other side to discourage climbing and that the style of the fence is also meant to hinder climbing.

Lisa Burnside added that fencing is another measure to manage visitor activity in an evolution of measures that have been put in place at Spencer Gorge over the past few years, including eliminating barbequing, naturalizing the near-shore areas of Middle Spencer Creek, closing and removing the staircase and fencing lookout areas. Staff have been observing visitor behaviours and believe the addition of fencing at the Peak will assist with maintaining visitor safety.

**CA2003 MOVED BY: Duke O’Sullivan
 SECONDED BY: Cheryl Larocque**

THAT the recommendation be revised to add that the fencing be installed as soon as practical.

CARRIED

**CA2004 MOVED BY: Duke O’Sullivan
 SECONDED BY: John Shaw**

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

THAT “Visitor Safety Management Option #1 – Fencing” be endorsed for implementation at the Dundas Peak, and be installed as soon as practical.

CARRIED

9.2. Westfield Heritage Village 2020 Accession and Deaccession List

Peter Lloyd presented a summary of the report, sharing with the members recent acquisitions from the Summit Train Station of the Toronto, Hamilton and Buffalo (TH&B) Railway. A long-time volunteer of Westfield Heritage Village worked as a key master at the train station. Maria thanked Peter for the great story of the history of the train station and those that worked there.

CA2005 **MOVED BY: Lydia Cartlidge**
 SECONDED BY: John Shaw

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

THAT the Westfield Heritage Village 2020 Artifact Acquisitions and Deaccession List be accepted as the artifacts added to, or removed from, the Westfield Heritage Village and the Hamilton Region Conservation Authority collection.

CARRIED

9.3. Valens Cabins – Verbal Update

Matt Hall provided the members with an update on the construction progress for the cabins at Valens Lake Conservation Area. Construction on the smaller cabins began in December, including pouring the foundations and framing. Site servicing has also been roughed in. The existing pavilion is being converted into two larger units. Matt acknowledged construction crew staff that have contributed to the progress to date. Lisa Burnside thanked the members for their comments earlier in the process. The cabins will add to our suite of camping options, providing a new revenue generating opportunity. HCA is the first conservation authority to offer roofed camping facilities.

CA2006 **MOVED BY: Cheryl Larocque**
 SECONDED BY: Duke O’Sullivan

THAT the verbal update on the Valens Cabins be received as information.

CARRIED

9.4. Conservation Area Attendance – Verbal Update

Bruce Harschnitz provided the members with an update on attendance at our conservation areas in 2019. Bruce noted that attendance numbers are primarily estimates based on the number of passes sold and vehicles entered, coupled with an average number of visitors per vehicle. Staff have been working to standardize the

methods for estimating visitors to improve accuracy and allow for comparisons between years. The ongoing expansion of the autogate system will also assist with estimating visitors based on vehicle counts. Confederation Beach Park is the most visited conservation area, with over 600,000 people annually.

Maria thanked Bruce for the updated information.

**CA2007 MOVED BY: Cynthia Janzen
 SECONDED BY: John Shaw**

THAT the verbal update on Conservation Area Attendance be received as information.

CARRIED

9.5. Upcoming HCA & Partner Events

Gord Costie presented a summary of the memorandum, highlighting the upcoming ice fishing derby at Valens Lake Conservation Area and start of the Maple Syrup Festival at Westfield Heritage Village.

In light of the previous staff report on parking and visitor capacity issues for Christmas programming at Westfield, the members inquired about observations at the 2019 Christmas events. Gord advised that similar issues were observed, however that planning has begun for the 2020 ticketed event system pilot project and communications products were deployed to provide visitors with advance notice of the planned changes.

**CA2008 MOVED BY: Duke O'Sullivan
 SECONDED BY: Cheryl Larocque**

THAT the verbal update on upcoming HCA and partner events be received as information.

10. New Business

There was none.

11. Next Meeting

The next meeting of the CAB is scheduled for Thursday, April 9th at 4:00 p.m., at the HCA Main Office. An election for the Vice-Chair of CAB will be held at this meeting.

12. Adjournment

On motion, the meeting was adjourned.

Report

TO: Conservation Advisory Board Members

FROM: Lisa Burnside, Chief Administrative Officer (CAO)

RECOMMENDED BY: Matthew Hall, Director; Capital Projects & Strategic Services

PREPARED BY: Kathy Smith, Design Projects Coordinator; Capital Projects & Strategic Services

DATE: February 28, 2020

RE: Valens Lake Conservation Area Master Plan

STAFF RECOMMENDATION

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

THAT this report and accompanying master plan of March 2020 be received as information for project background and general understanding; and further;

THAT the Valens Lake Conservation Area Master Plan be approved.

BACKGROUND

HCA acquired the original Valens land parcels in the 1960's and Valens Lake Conservation Area opened to the public in 1968 as a day-use facility. Since that time four Master Plans have been prepared by HCA staff and others for Valens, with the last plan being completed in 2000. This new Master Plan compiles pertinent information from all previous plans, adds new data, and provides guidance for the management and development of this conservation area for the next ten years.

Work on this new plan began January 2019 and was implemented by HCA staff through a four-stage process. Throughout the process the plan was refined through various staff and public consultation efforts, and reviewed through an in-house steering committee.

Phase 1 Background was completed by April 2019 with engagement of staff and the steering committee, collection of mapping information, gathering background

information, and presentation of an information report to the HCA Conservation Advisory Board.

Phase 2 Inventory was completed by October 2019 with the collection and assembly of natural areas field surveys and mapping information, ecological reports, trail counter data, and visitor surveys. Visitor surveys were conducted over the summer months, both in the conservation area and on-line through the HCA website. Staff also operated public information booths at the campground on the Victoria long weekend, and at the day use beach on the Civic long weekend. Members of the public interested in reviewing the draft plan were invited to join the stakeholders list to provide further comments in Phase 4.

Phase 3 Concepts were completed by September 2019 and refined further from public and stakeholder input received at a public information meeting held September 11, 2019 at the Valens Community Centre. Draft concept plans were presented to the public at this meeting based on current mapping data and information gleaned from facilitated workshop sessions held with HCA staff covering visioning and site concept planning, site activities analysis and assessment, recreational trends, financial and operational reviews, and field investigations.

Phase 4 Summary included reviews of the compiled draft plan by staff, stakeholders, and board advisory members. The draft plan was posted on the HCA website for public review and comment from January 28 to February 18, 2020. Outside agencies, stakeholders, CAB, Board of Directors, staff, steering committee, and members of the public who provided us with their contact information during the draft master plan process were directly circulated with the plan January 29th and advised of the deadline for commenting. With the closing of the public commenting period, the draft plan is currently at 95% and will be completed upon endorsement by the Conservation Advisory Board, and adoption by the HCA Board of Directors.

STAFF COMMENT

During the public commenting period comments were received from HCA staff; Grand River Conservation Authority; City of Hamilton; and the Public. All comments received were reviewed with the HCA steering committee and executive team, and have been addressed in the revised draft accompanying this report.

The following is a brief overview of the key items brought forward that resulted in edits to the draft master plan.

HCA Staff

Staff comments helped verify site history information, informed the natural areas field and inventory results, resulted in refinement to the site concept maps, and associated conservation area management sections. Staff also met with representatives from the

YMCA of Oakville who operate an outdoor education and leadership program at Valens, and their comments helped refine the facility rentals section of the plan.

Grand River Conservation Authority

GRCA staff noted that a small portion of wetlands and regulated area under O. Reg 150/06 within their watershed exist on this site. The features under their jurisdiction include the Valens Lake Provincially Significant Wetland Complex and the 120 metres adjacent to these features within the boundaries of the GRCA watershed. Works and development within the regulated areas would require a permit from the GRCA prior to undertaking. No such work is highlighted within this plan.

City of Hamilton

A representative from the City's Natural Heritage department confirmed review and had no concerns about the plan. The City's Cultural Heritage department was also circulated and provided no comment to the plan.

Public

We received comments from adjacent landowners who attended the September public open house, their comments concerned the following topics:

- Area residents expressed concerns about invasive species at Valens, and for HCA to better manage and suppress invasive species so they do not spread to lands surrounding the conservation area.
- An individual followed up with additional comments on the definition of native species, and requested clarification on the management strategies for site restoration.

STRATEGIC PLAN LINKAGE

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

- **Strategic Priority Area – Organizational Excellence**
 - Initiatives – Identify opportunities to engage the community, adjacent landowners, and Indigenous Peoples.
- **Strategic Priority Area – Natural Heritage Conservation**
 - Initiatives – Identify restoration projects in master plans.
 - Initiatives – Identify details of the approved Invasive Species Strategy and natural heritage plans in HCA master plans.
- **Strategic Priority Area – Conservation Area Experience**
 - Initiatives – Update and develop master and management plans, and implement priorities to further enhance conservation areas for current and future generations.

AGENCY COMMENTS

The plan includes lands within the watershed boundary of the Grand River Conservation Authority, and within the City of Hamilton's jurisdiction. As noted previously, these agencies were circulated and their comments are addressed in this revised document.

LEGAL/FINANCIAL IMPLICATIONS

Not applicable.

CONCLUSIONS

The new Valens Lake Conservation Area Master Plan supports HCA's Vision and Mission Statements in the current Strategic Plan. It also forwards the approved HCA Ten Year Masterplan Update Strategy, ensuring all HCA lands are being reviewed, updated and developed appropriately. The master plan reflects HCA's intent to sustainably conserve and protect natural areas at Valens while providing recreational opportunities for visitors to enjoy, appreciate, and learn about the natural environment.

Staff endorse the recommendation that the plan be brought to the Board of Directors for approval as the official policy document for the management and development of this conservation area, for the next ten years.



Report

TO: Conservation Advisory Board

FROM: Lisa Burnside, Chief Administrative Officer (CAO)

RECOMMENDED AND PREPARED BY: Gordon R. Costie, Director of Conservation Area Services

DATE: March 12, 2020

RE: Shuttle Bus Service 2020 - Spencer Gorge Conservation Area

STAFF RECOMMENDATION

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

WHEREAS the shuttle bus service for Spencer Gorge Conservation Area continues to evolve with the ongoing operation based out of Christie Lake Conservation Area;

THEREFORE, be it resolved

THAT Staff be directed to implement the following recommendations outlined in the report titled "Shuttle Bus Service 2020 – Spencer Gorge Conservation Area";

Recommendation #1 - THAT the shuttle service be extended until mid November to align with the City of Hamilton's special enforcement parking Fall timeframe; and further

Recommendation #2 - THAT staff be directed to undertake permit applications with the Ministry of Transportation Ontario to obtain permission for the Fall colour period road side signage along Highway #5 to help direct visitors to the shuttle hub at Christie Lake Conservation Area; and further

Recommendation #3 - THAT staff initiate a pilot ticketing program consisting of an online prepaid ticket system supporting visitor management to be ready and operate for the Fall colour period; and further

Recommendation #4 - THAT staff evaluate the effectiveness of these measures and report back regarding their ongoing potential.

BACKGROUND

The Spencer Gorge shuttle service has been in operation for the past three operating seasons with the last two seasons operated directly from Christie Lake Conservation Area. To date, the shuttle service continues to be the most successful, and effective method of removing vehicles from parking within the Greensville area.

After an initial partnership with a private contractor to operate the shuttle offsite and then with HCA as a pilot project operating out of Christie Lake Conservation Area, the Board of Directors in 2019 approved the shuttle service as part of ongoing operations within Christie Lake as the permanent parking and shuttle hub location for Spencer Gorge Conservation Area.

The shuttle service operates seasonally between May and October on weekends and holidays. Last year an earlier start date for the shuttle service was approved by the Board to consider the Easter weekend in April.

Operations take place on specific days of the week which include Saturdays, Sundays, holiday Mondays, and Canada Day.

Recent shuttle service parking statistics:

2017 = 16,000 vehicles parked out of the Greensville community

2018 = 15,000 vehicles parked out of the Greensville community

2019 = 20,000 vehicles parked out of the Greensville community

STAFF COMMENT

With the certainty of the shuttle hub based out of Christie Lake, staff continue to gain experience and confidence in how the shuttle bus service integrates with our regular Conservation Area operations. Additionally, staff continue to gain experience with the service itself and how it can evolve and improve its service and the customer experience. The shuttle service did experience a sizable increase in ridership in 2019 compared to 2017 and 2018. This increase may be attributed primarily to:

- Social media promotion on sites such as Blog TO and Narcity showcasing Dundas Peak as one of the epic spots in Southern Ontario to experience the fall colours
- Spectacular weather conditions experienced on three consecutive weekends in October 2019

- City of Hamilton \$250 Special Enforcement Parking fines instituted in 2019
- Increased City by law enforcement of municipal road ways
- Improved signage for the area
- Second year of operating out of a recognized Conservation Area

Despite the undeniable reduction to traffic congestion and unauthorized parking, our evolving parking/visitor management needs to grow with the changing conditions in a reasonable and manageable approach. The 2019 experience highlighted the viewing of fall colours as becoming an unofficial event with the influence of social media sites promoting the area. A key important success factor continues to be getting the vehicles directly to the Christie Lake shuttle hub without first driving into the Greenville community. Traffic flow will be particularly important in 2020 with the highway maintenance closure of Highway 8 which will create congestion in the area causing resident and local traffic to be redirected.

With this in mind, staff have developed the following additional measures recommended for the 2020 operational season.

Additional Recommended Measures for 2020

1) Shuttle Bus Service End Date

Staff propose extending the shuttle bus service contract in recognition of the potential ongoing visitation into November. An extension to November 15 is recommended which also harmonizes with the end date of the Special Enforcement Parking area.

2) Signage on Highway 5

While HCA, historically and currently, has reserved the one Pattison billboard marketing sign (near Sydenham Road) facing westbound traffic on Highway 5 to direct visitors to the shuttle hub at Christie Lake, staff propose applying for Ministry of Transportation Ontario approval to place temporary electronic signs at key intersections along Highway 5 to help further direct visitors to the shuttle hub at Christie Lake Conservation Area. Electronic road side signs would strengthen the messaging for visitors going westbound to remain on the highway directly to Christie Lake and not to turn down Ofield Road or Brock Road. The signage is recommended for the fall colour season.

3) Online Prepaid Ticket System – Pilot for fall 2020

Staff propose initiating and securing an online advanced ticket purchase system capable of supporting visitor management strategies. Such a pilot will provide experience in regard to capacity and time of day usage as well as operational efficacies with visitors utilizing the online tickets system which reduces POS transactions on site. Staff have begun discussions with a software/hardware contractor (CAMIS) who currently provides our online camping reservation system and believe they have the experience and capabilities to design a system for HCA. A pilot is recommended for the fall colour season.

4) Operational Considerations

From an operational perspective, staff will also be reviewing staffing needs, shuttle bus requirements, and security services, potentially including Hamilton Police Service in recognition of the Fall Colour period, from the end of September to mid November. Staff will also be working with our marketing and communications department to enhance our website, and other online/social media to inform visitors of the shuttle service and, if approved, the pilot online advanced ticket initiative. Staff will continue to partner with the City of Hamilton for public service and safety reminders for visitors to waterfalls and escarpment areas. Additionally, staff will continue to work with City of Hamilton Waterfall Working group and the Area Councillor to stay abreast of circumstances and initiatives in and around the Spencer Gorge Conservation Area on HCA lands as well as municipally controlled roadways.

STRATEGIC PLAN LINKAGE

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

Conservation Area Experience

- Initiative – Develop visitor and parking management strategies to support conservation areas for sustainable recreation, education and tourism

Organizational Excellence

- Initiative – Providing a positive and safe environment for both staff and visitors

AGENCY COMMENTS

None

LEGAL/FINANCIAL IMPLICATIONS

An estimate of providing a hardware/software system with the capability to provide online store parking purchases is a minimum of \$25,000 per year based on preliminary research with CAMIS.

Signage on Highway 5 will require permit fees for Ministry of Transportation as well as rental fees for electronic signage. The cost for electronic signs and permit fees is estimated at \$10,000 to \$20,000 based on the size and quantity of the sign(s) and specific rental duration.

Extension of shuttle contract service until mid November is estimated to be \$9,000 - \$12,000 based on shuttle and staff costs for the additional operating days.

These costs will form part of the expenses for Christie Lake in the 2020 operating year.

CONCLUSIONS

It is anticipated that visitation to this multi-featured and iconic area will continue in popularity, particularly to view fall colours. The impact of traffic and congestion from vehicles on the Greensville community is well documented. This area remains one of the most prominent challenges for the HCA and the City of Hamilton to manage.

The recommendations in this report represent the ongoing evolution of parking and visitor management for the area.

Report

TO: Conservation Advisory Board

FROM: Lisa Burnside, Chief Administrative Officer (CAO)

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

PREPARED BY: Jeff Stock, Watershed Stewardship Technician,
Hamilton Watershed Stewardship Program

Mike Stone, Manager, Watershed Planning, Stewardship
& Ecological Services

DATE: March 12th, 2020

RE: Project Technical Advisory Committee

STAFF RECOMMENDATION

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

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

THAT the members on the Project Technical Advisory Committee be appointed for a three-year term, from April 1st, 2020 to March 31, 2023.

BACKGROUND

Since 1994, the Hamilton Conservation Authority (HCA) and Conservation Halton (CH) have worked collaboratively to administer the Hamilton-Halton Watershed Stewardship Program (HHWSP). Through the HHWSP HCA and CH work strategically and cooperatively to undertake stewardship activities within the Hamilton Harbour watershed and Cootes to Escarpment EcoPark System, while also maintaining independent programs to deliver stewardship services within their respective watersheds. The shared program has been highly successful over the years and has

resulted in the contact of over 4,000 landowners with at least half of these being in the Hamilton Conservation Authority's watershed.

While both HCA and CH contribute funding to the program for staffing and landowner contact, funds for the capital projects involving projects on private lands have typically been raised through different sources, including the HCA capital funding program and application to various grant programs.

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

STAFF COMMENT

Staff of the HHWSP appreciates the commitment that Project Technical Advisory Committee members have made to date to assist in the delivery of the HHWSP to watershed landowners. This report serves to formally recognize their work, as well as to identify committee membership for the next three years. The term of appointment for PTAC members will extend from April 1, 2020 to March 31, 2023, which coincides with the typical fiscal year of the majority of the granting organizations. This report and the identification of the PTAC membership also provides the basis for extending insurance coverage to members, as discussed further below.

STRATEGIC PLAN LINKAGE

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

- **Water Management**
 - Invest in programs to address the impacts of nutrient and sediment loading on watershed streams, creeks, rivers and receiving water bodies.
 - Work with the City of Hamilton, and our partners on the Hamilton Harbour Remedial Action Plan to address nutrient and sediment loading within the Hamilton Harbour Watershed.
 - Continue the HCA's Watershed Stewardship Program and work with landowners to increase environmental awareness and restoration projects.
- **Natural Heritage Conservation**
 - Work with our partners on stewardship initiatives for the Hamilton Watershed Stewardship Program and the Cootes to Escarpment EcoPark System
- **Education and Environmental Awareness**

- Enhance stewardship programs for both urban and rural areas.
- Identify and support outreach opportunities within all of our program areas.
- Promote the connection between environmental health and human wellness.

AGENCY COMMENTS

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

LEGAL/FINANCIAL IMPLICATIONS

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

CONCLUSIONS

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

TERMS OF REFERENCE FOR THE PROJECT TECHNICAL ADVISORY COMMITTEE

GOAL

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

MANDATE

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

PURPOSE

The purpose of PTAC is to:

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

MEMBERSHIP

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

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

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

MEETINGS

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

SUPPORT STAFF

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

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

PROJECT TECHNICAL ADVISORY COMMITTEE MEMBERS

Agricultural Organization

Ontario Federation of Agriculture
Nadine Gill-Aarts, Member Service Representative
Member for the following terms:
First Term: 2020, 2021, 2022

City of Hamilton

Kara Bunn, Manager, Parks and Cemeteries, Environmental Services, Public Works
Member for the following term:
First Term: 2018, 2019
Second Term: 2020, 2021, 2022

Fisheries and Oceans Canada

Sarah Matchett
Member for the following Term:
First Term: 2020, 2021, 2022

Conservation Halton

Julia Marko, Natural Heritage Ecologist
Member for the following terms:
First Term: 2018, 2019
Second Term: 2020, 2021, 2022

Halton Region

Ron Reinholt R.P.F. Regional Forester
Member for the following terms:
First Term: 2019
Second Term: 2020, 2021, 2022

Hamilton Conservation Authority

Lesley McDonell, Terrestrial Ecologist
Member for the following terms:
First Term: 2012, 2013, 2014
Lesley participated on the committee in 2015 and 2016.
Second Term: 2017, 2018, 2019
Third Term: 2020, 2021, 2022

Ontario Ministry of Natural Resources and Forestry

Lorraine Moir, Partnership Specialist

First Term: 2007, 2008, 2009

Second Term: 2010, 2011, 2012

Third Term: 2013, 2014, 2015

Diane Schwier of MNR filled in for Lorraine in 2016.

Fourth Term: 2017, 2018, 2019

Fifth Term: 2020, 2021, 2022

NOTE: [Deanna L. Lindblad](#) currently subbing in for Lorraine

Royal Botanical Gardens

Andrea Court, Ecologist

First Term: 2014, 2015, 2016

Second Term: 2017, 2018, 2019

Third Term: 2020, 2021, 2022

NOTE: Andrea is currently on maternity leave, returning tbd.

Watershed Resident Members

Philip Krakar

Member for the following terms:

First Term: 2007, 2008, 2009

Second Term: 2010, 2011, 2012

Third Term: 2013, 2014, 2015

Philip participated on the committee in 2016.

Fourth Term: 2017, 2018, 2019

Fifth Term: 2020, 2021, 2022

John Shaw

Member for the following terms:

First Term: 2007, 2008, 2009

Second Term: 2010, 2011, 2012

Third Term: 2013, 2014, 2015

John participated on the committee in 2016.

Fourth Term: 2017, 2018, 2019

Fifth Term: 2020, 2021, 2022

Paul Smith

Member for the following terms:

First Term: 2012, 2013, 2014

Paul participated on the committee in 2015 and 2016.

Second Term: 2017, 2018, 2019

Third Term: 2020, 2021, 2022



Sheila O'Neil

Member for the following terms:

First Term: 2020, 2021, 2022

Nancy Tilt

Member for the following terms:

First Term: 2017, 2018, 2019

Second Term: 2020, 2021, 2022



CONSERVATION AUTHORITY STAFF RESPONSIBLE FOR PRESENTING GRANT APPLICATIONS TO PROJECT TECHNICAL ADVISORY COMMITTEE

Hamilton Conservation Authority Stewardship Staff

Phone: 905-525-2181; Fax: 905-6484622

Cherish Gamble, Watershed Stewardship Technician

Phone: Extension 181

Email: Cherish.Gamble@conservationhamilton.ca

Jeff Stock, Watershed Stewardship Technician

Phone: Extension 196

Email: Jeff.Stock@conservationhamilton.ca

Mike Stone, Manager of Watershed Planning Services

Phone: Extension 133

Email: Mike.Stone@conservationhamilton.ca

Conservation Halton Stewardship Staff

Phone: 905-336-1158; Fax: 905-336-6684

Colleen Lavender, Landowner Outreach Technician

Phone: 905-854-9229 Ext. 2263

Email: clavender@hrca.on.ca

Erin Mallon, Landowner Outreach Technician

Phone: Extension 2285

Email: emallon@hrca.on.ca

Beth Anne Fischer, Restoration Project Specialist

Phone: Extension 2304

Email: bafischer@hrca.on.ca

Amanda Draves, Restoration Project Field Technician

Email: adraves@hrca.on.ca

Kent Rundle, Coordinator – Landowner Outreach and Restoration

Phone: Extension 2319

Email: krundle@hrca.on.ca

Upcoming 2020 HCA & Partner Events

Maple Syrup Festival

March 1, 8, 15, 22 & 29

Wednesday, March 18, Thursday, March 19 of March Break

10:00 – 4:00 pm

Westfield Heritage Village

1049 Kirkwall Road, Rockton, ON L0R 1X0

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

Good Friday

April 10, 12:30 – 4:00 pm

Westfield Heritage Village

1049 Kirkwall Road, Rockton, ON L0R 1X0

Enjoy traditional spring-themed games, crafts, activities and demonstrations. Visit the many historical buildings with volunteers in period clothing and enjoy a hike on the trails. The General Store and the Gift Shop have sweet treats and unique gifts. For more information visit www.westfieldheritage.ca

Easter Weekend Camping

April 10 - 13

Valens Lake Conservation Area

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

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

Mountain Equipment Co-op Race #1

April 25 *Tentative Date – To Be confirmed by MEC*

Dundas Valley Conservation Area

Join us for MEC Burlington Race ONE: Trail Race. This trail run will bring you through the beautiful Dundas Valley and will be starting from the Dundas Valley Trail Center. Run a distance between 3.75k, 9.25k & 11.5k. Challenge yourself and hit the trails. As

the distances get longer the trails become more hilly and technical. Visit <http://events.mec.ca> for more information and registration.

Paris to Ancaster Bike Race

April 26

Dundas Valley Conservation Area

Paris to Ancaster Bike Race has taken place for the past twenty-four years over the roughest farm lanes, trails and gravel roads. Combined with unpredictable spring weather and the largest field of riders assembled in Canada, it has become a classic race experience from average riders to Canadian Olympians. Join us on April 28th to become part of the history of this unique race – www.parisancaster.com. Note: sections west of Martin's Road in the Dundas Valley Conservation Area will experience high volume of bike traffic. All hiking trails will remain open to park users.

Mother's Day Tea and Fashion Show

May 10

Westfield Heritage Village

1049 Kirkwall Road, Rockton, ON L0R 1X0

This is a day to celebrate our mothers. Treat your mom to an afternoon exploring the village at your own pace. Visit the General Store for sweet treats, beverages and unique gifts.

Make your day at Westfield extra special. Treat that special person in your life to a lovely Victorian tea and historic fashion show. Tickets must be purchased in advance. Please call Westfield for details.

Victoria Day Camping

May 15 - 18

Valens Lake Conservation Area

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

Reserve your campsite to avoid missing out on this busy weekend. For more information, please call Valens Lake at 905-525-2183 or email

valens@conservationhamilton.ca

Victoria Day

May 18, 12:30 – 4:00 pm

Westfield Heritage Village

1049 Kirkwall Road, Rockton, ON L0R 1X0

Explore the village and discover what life was like in Victorian Canada. Visit the many historical buildings with volunteers in period clothing and enjoy a hike on the trails. The General Store and the Gift Shop have sweet treats and unique gifts. For more information visit www.westfieldheritage.ca

Sulphur Springs Trail Race**May 23-24****Dundas Valley Conservation Area**

The race starts at the Ancaster Community Centre and weaves its way through the beautiful trails of the Dundas Valley. The race offers events for everyone from the casual weekend warrior to the hard-core racer to the corporate team looking for a group challenge. Features 10K, 25K, 50K, 50 mile, and 100 mile foot races.

Christie Antique & Vintage Show**May 23, 8:00am - 5:00pm****Christie Lake Conservation Area****1000 Highway 5 West, Dundas, Ontario, L9H 5E2**

Canada's favourite antique & vintage show with hundreds of dealers and almost 10 acres of treasures to be discovered. Here you'll find china, jewellery, golf items, tins, scientific instruments, folk art, postcards, native artifacts, Canadiana, fine art, nostalgia items, furniture and much, MUCH more! Food vendors on site for a snack or meal. Rain or shine. Admission fee applies. For more information visit www.christieshow.ca

Bread & Jam Fest**Sunday, May 31 12:30 – 4:00 pm****Westfield Heritage Village****1049 Kirkwall Road, Rockton, ON L0R 1X0**

Come and taste a little history! Warm, soft, crusty – bread is the theme of this day. Learn how different types of breads are made in hearths, woodstoves and the bake oven. Enjoy free samples and take home some great recipes to try at home.