



Budget & Administration Committee Meeting Agenda

Thursday, September 17, 2020



Budget & Administration Committee Meeting

September 17, 2020 at 6:00 P.M.

This meeting will be held in person for Budget and Administration committee members and designated, limited staff only.

The public may access the meeting by teleconference.

To access the meeting, please dial 1-866-219-8638.

Please then enter the conference access code: 4987945 and the # key.

- 1. Chairman's Remarks** – Moccio
- 2. Declaration of Conflict of Interest**
- 3. Approval of Agenda**
- 4. Delegations**
- 5. Consent Items**
 - 5.1. Approval of Budget & Administration Committee Minutes –
August 20, 2020
 - 5.2. WSIB Injury Statistics
- 6. Chairman's Report on Board of Directors Actions** – Moccio
- 7. Business Arising from the Minutes**
- 8. Staff Reports/Memorandums**

Reports and Results to be Received:

 - 8.1. Request for Quote – Audit Services – McDougall

Reports and Results to be Approved:

 - 8.2. 2021 Fee Schedule – McDougall
 - 8.3. 2021 Capital Budget – McDougall
- 9. New Business**
- 10. In-Camera Items for Matters of Law, Personnel and Property**
- 11. Next Meeting – October 15, 2020**
- 12. Adjournment**

Hamilton Conservation Authority

Minutes

Budget & Administration Committee

August 20, 2020

Minutes of the Budget & Administration Committee meeting held on Thursday, August 20, 2020 at Woodend Auditorium, 838 Mineral Springs Road, Ancaster, Ontario, at 6:00 p.m. The meeting was held in person for Budget & Administration Committee members and designated staff only. Members of the public were able to access the meeting by teleconference.

Present: **Santina Moccio, in the Chair**
 Jim Cimba
 Lloyd Ferguson
 Maria Topalovic

Regrets: **Dan Bowman**

Staff Present: **Lisa Burnside, Gord Costie, Bruce Harschnitz, Neil McDougall,**
 Scott Peck, and Jaime Tellier

Others Present: **None**

1. Chairman's Remarks

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

2. Declarations of Conflict of Interest

The Chair asked the members to declare any conflicts under the HCA Administrative By-law. There were none.

3. Approval of Agenda

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

BA2006**MOVED BY: Jim Cimba****SECONDED BY: Maria Topalovic****THAT the agenda be approved.****CARRIED****4. Delegations**

There were none.

5. Consent Items

The following consent items were adopted:

5.1. Approval of Budget & Administration Committee Minutes – June 18, 2020

6. Chairman's Report on Board of Directors Actions

There was none.

7. Business Arising from the Minutes

There was none.

8. Staff Reports/Memoranda**8.1. 2nd Quarter Financial Results – Operating**

Neil McDougall presented a summary of the memorandum and reviewed the results for each operating unit. Our financial position is above the projected worst-case scenario. This can be attributed to HCA qualifying for the federal wage subsidy for the month of May and strong earnings in the CA's in June. We will not receive revenues from investment income, events, or the Wild Waterworks management fee however, we are in a better position than the worst-case scenario. There will be specific items in the second half of the year where we will not generate revenues as in past years, including changes in the Spencer Gorge visitation process, Westfield events, outdoor education program, and other cancelled events.

L. Ferguson inquired about any contact from HCA's insurance company regarding potential liabilities associated with coronavirus. Staff indicated that HCA has not

received any such communication. Our areas are vast and promoted for passive uses. The areas are also well signed for physical distancing.

The members congratulated staff for their efforts and ability to persevere. Lisa Burnside added that staff appreciate the recognition from the advisory committees and the Board. Leadership are proud of staff and their resilience.

J. Cimba inquired about savings in operational costs due to decreased programming in the second half. Neil responded that there will likely not be significant cost savings as full-time staff and regular services are still needed. Staff will be redeployed should the need arise.

8.2. 2nd Quarter Financial Results – Capital & Major Maintenance

Neil McDougall presented a summary of the memorandum and answered the members' questions.

L. Ferguson inquired about the status of the capital projects at Wild Waterworks. Lisa Burnside advised that the capital improvements at the Squirt Works facility are finished. The tender for the painting of the lazy river has been awarded. Barring any weather or unforeseen circumstances the project should be completed by the end of the year. Staff have not reported any shortages in the availability of needed materials to complete the work. L. Ferguson requested an update on the project at the upcoming Board of Directors meeting.

M. Topalovic inquired about the timeline for the completion of the Valens Lake Conservation Area cabins. Lisa advised that construction was halted due to the coronavirus closures and staff were redeployed for other projects. However, that construction has resumed. Construction of the six cabins is well underway. The exteriors are completed with interior work ongoing. The conversions of the two pavilions will begin shortly. The revised opening timeline is Spring 2021

S. Moccio again congratulated staff for their efforts to resume HCA's operations and capital improvements.

8.3. 2nd Quarter Vendor Report

Neil McDougall provided a summary of the memorandum and answered the members' questions.

8.4. 2021 Capital Budget – Verbal Update

Neil McDougall reminded the members we have been receiving \$2 million per year from the City for the past 10 years. Half of the funds are allocated to regular capital

improvements, e.g. trails, roads, and buildings. The remaining half is utilized for major maintenance. HCA will be requesting \$1 million for major maintenance of trails, roads and buildings, and \$1 million for new projects. 40% of the new project funds will be required for Lake Ontario shoreline improvements at Fifty Point. The funds will also be used for new trails at Westfield Heritage Village and Valens, as well as a new entrance configuration at Valens to accommodate larger camping equipment. The funds will also allow for more opportunities for conversion of pay and display parking areas to automated gates, which have increased revenues to half a million dollars over past five years. The automated gate system creates fairness and equity among users. Expansion of the storage compound at Valens, resulting from increased demand for winter storage, will also result in a revenue generating opportunity.

J. Cimba inquired about the return on investment for the Valens storage expansion. Neil advised the project will have a three-year return period based on the estimated increased revenues. Staff are also investigating this opportunity at Fifty Point for boat storage.

L. Ferguson inquired about new opportunities for new revenue streams. Lisa Burnside advised that staff look at development opportunities as we are undertaking our master plans. Autogates, camping and marinas are our known revenue generators. At the staff level we are focusing on growing those programs. We have moved into innovations with our new camping facilities. In addition, the development of our new Saltfleet Conservation Area is underway. This Fall we will have a trail connection and parking gates installed to allow for use while the remainder of the area is developed. Lisa advised that staff will continue to explore projects that provide additional revenue.

8.5. Records Management Program Update

Jaime Tellier provided a summary of the memorandum and answered the member's questions. The members thanked Jaime for the presentation.

L. Ferguson inquired about HCA's contingency process for digital records. Jaime advised that HCA's servers are backed up daily, full back ups to tape every 6 months.

BA 2007

**MOVED BY: Maria Topalovic
SECONDED BY: Jim Cimba**

**THAT the memoranda entitled:
2nd Quarter Financial Results – Operating;
2nd Quarter Financial Results – Capital & Major Maintenance;
2nd Quarter Vendor Report;
2021 Capital Budget – Verbal Update; and**

Records Management Program Update, be received as information.

CARRIED

8.6. Governance Review

Lisa Burnside provided a summary of the report and answered the member's questions. Lisa acknowledged the assistance of David Outerbridge from Tory's for his foresight in including electronic means in his initial drafting of our by-law. It positioned HCA well ahead of other CA's when the coronavirus closures occurred.

S. Moccio inquired about timely disclosure for Section 28 hearings. Lisa noted that an amendment was made during the governance review last year indicating the applicant shall submit reports to the Board members in advance of the hearing.

Scott Peck advised that a notice of hearing is sent to the applicant for each hearing which advises of this requirement.

The current statement under item 2.4 was deemed sufficient.

**BA 2008 MOVED BY: Jim Cimba
 SECONDED BY: Lloyd Ferguson**

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

THAT the Board of Directors Administrative By-Law approved, September 5, 2019, be amended with the revisions noted in the attached draft, subject to and including any further revisions as agreed during the August 20, 2020 meeting.

CARRIED

8.7. Casual Wage Rates

Lisa Burnside provided a summary of the report and answered the member's questions.

J. Cimba inquired about the minimum age of HCA staff. Lisa advised the minimum age is 14. HCA is subject to a number of employment regulations which dictate the minimum age. In practice, most staff are between 15 and 17.

**BA 2009 MOVED BY: Maria Topalovic
 SECONDED BY: Jim Cimba**

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

THAT the revised October 1, 2020 Casual/Seasonal wage grids for Hamilton Conservation Authority and Confederation Beach Park/Wild Waterworks and the 2021 Construction/Millgrove casual wage grid as attached in the August 20, 2020 report be approved.

CARRIED

9. New Business

There was none.

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

There were none.

11. Next Meeting

The next meeting of the Budget and Administration Committee will be held on Thursday, September 17, 2020 at 6:00 p.m. at Woodend Auditorium, 838 Mineral Springs Road, Ancaster, Ontario.

12. Next Meeting Adjournment

On motion, the meeting adjourned.

Memorandum

TO: Budget & Administration Committee

FROM: Lisa Burnside, Chief Administrative Officer (CAO)

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

DATE: September 17, 2020

RE: Workplace Safety & Insurance Board (WSIB)
Eight month review report for 2020

BACKGROUND

Workplace safety and insurance is a no-fault insurance system for work-related injuries and diseases. It is governed by the *Workplace Safety and Insurance Act, 1997* (WSIA), and is managed by the WSIB.

STAFF COMMENT

How the WSIB defines “accident”

- a chance event caused by a physical or natural incident, i.e., falling off a ladder or frostbite
- a wilful and intentional act, but not an act of the worker, i.e., being assaulted by a co-worker, and
- a disablement, which may be a condition that has emerged gradually over time, and cannot be attributed to a clearly defined time or place, i.e., carpal tunnel syndrome,
- is an “unexpected result” of the worker’s duties, wherein an accident that was originally believed to be minor resulted in disablement at a later date, i.e., a back injury from bending over to pick up equipment.

How the WSIB defines “occupational disease”

- a disease resulting from exposure to a substance that is related to a particular industrial process, trade or occupation
- a disease peculiar to, or characteristic of, a particular industrial process, trade or occupation,

- a medical condition that, in the WSIB's opinion, requires a worker to be removed either temporarily or permanently from exposure to a substance because the condition may be a precursor to an occupational disease
- a disease listed in the WSIB applicable to firefighters and fire investigators.

A worker who suffers from, and is impaired by, an occupational disease is entitled to receive benefits under the WSIB as if the disease were a personal injury by accident.

WSIB reportable Injuries – Eight month review (January through August 2020)

Claim type	January thru Aug 2020	January thru Aug 2019	Comments – on 2020 Claims
	<i>Full time staff</i>	<i>Full time staff</i>	
Medical Aid	1	2	
Lost Time	2	1	-February 2020, Worker suffered a back injury & <u>lost 3 days</u> when dragging a dead deer -June 2020, Worker found tick embedded in foot, no lost time - August 2020, Worker was shocked by metal cover on auto gate and <u>lost 1 day</u>
	<i>Casual Staff</i>	<i>Casual Staff</i>	
Medical Aid	4	4	-January 2020, Worker got debris in eye from wind and sought medical attention, no lost time
Lost Time	1	1	-January 2020, Worker trying to pull door open fell back and hurt hand and sought medical attention, no lost time -July 2020, Worker using hedge trimmers, was cut on finger, no lost time -July 2020, Worker found tick embedded in hip, no lost time -August 2020, Worker exp back pain while pruning bushes & <u>lost 3 days of work</u>
Year to date Total	8	8	

STRATEGIC PLAN LINKAGE

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

- **Strategic Priority Area – Organizational Excellence**
 - Providing a positive and safe environment for both staff and visitors

AGENCY COMMENTS

Not applicable.

LEGAL/FINANCIAL IMPLICATIONS

HCA generally has a good safety record with minor reportable incidents. Once an injury has occurred it is important to return the injured worker to work as quickly and safely as possible and HCA has a strong early return to work program administered through human resources.

CONCLUSIONS

It is important that HCA as an employer, maintain a healthy and safe workplace and to prevent workplace injuries and occupational diseases.

Memorandum

TO: Budget & Administration Committee

FROM: Lisa Burnside, Chief Administrative Officer (CAO)

**RECOMMENDED &
PREPARED BY:** Neil McDougall, Secretary-Treasurer

DATE: September 17, 2020

RE: Request for Quote – Audit Services

BACKGROUND

The HCA is undertaking the process of selecting an independent public auditing firm with Public Sector Accounting Board (PSAB) experience for services over the next five (5) fiscal years beginning with the year ended December 31, 2020. This audit engagement will also include the Hamilton Conservation Foundation and the Confederation Beach Park. The Foundation has a year end of November 30th while the Authority and the Confederation Beach Park have year ends of December 31st.

While continuity of professional services such as legal, banking, insurance and accounting provides real value it is still prudent to periodically go through the process of a request for quotes to ensure that the nature of the services available hasn't changed and the expected value is still being received and fairly compensated for.

STAFF COMMENT

The responsibility of the Auditor will be limited to the expression of an opinion on the audited financial statements, preparation of the final audited statements from the draft financial statements provided by the HCA and the Foundation, presentation of the audit opinion to the Budget & Administration committee of the HCA Board and the Finance committee of the Foundation, respectively. The work will not include accounting work, preparation of draft financials, notes or schedules or any other non-audit responsibilities.

The request for quote was sent to three firms with knowledge of similar operations within our local geography:

Grant Thornton – Our current auditors and the auditors for the Niagara Parks Commission

KPMG – Auditors for the Niagara Peninsula Conservation Authority, the Grand River Conservation Authority and the Halton Conservation Authority

Brownlow Partners – Auditors for the Royal Botanical Gardens

While the request for quotes for this project closed on Monday, August 31, 2020 the HCA staff will not have completed the interviews prior to mailing of the meeting package. Consequently, a Summary Report with the results and a recommendation for contract award will be brought to the September 17, 2020 Budget & Administration Committee meeting.

STRATEGIC PLAN LINKAGE

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

- **Strategic Priority Area – Organizational Excellence**
 - Organizational Excellence is focussed on ensuring corporate and financial viability and the HCA's relevance in the community.

AGENCY COMMENTS

Not applicable.

LEGAL/FINANCIAL IMPLICATIONS

The total cost of the project will be detailed in the tender summary report on September 17, 2020. Funds will be made available to do this work in each year's budget as it is a mandatory exercise to be conducted annually.

CONCLUSIONS

The firms invited are all reputable and it is expected that a fair proposal will be received.

Report

TO: Board of Directors

FROM: Lisa Burnside, Chief Administrative Officer (CAO)

PREPARED BY: Neil McDougall, Secretary Treasurer
Gord Costie, Director, Conservation Areas Services
T. Scott Peck, MCIP, RPP, Deputy Chief Administrative Officer /
Director, Watershed Planning & Engineering

DATE: September 17, 2020

RE: HCA 2021 Fee Schedule

STAFF RECOMMENDATION

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

THAT the 2021 Fee Schedule as presented herein 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 2021 Fee Schedule include the balancing of general inflationary pressures across the watershed with the recognition that there have been significant financial impacts caused by the pandemic to many of our valued customers.

STAFF COMMENT

The CAS recommendations for 2021 continue with the trend of establishing fees which consider the ever-increasing cost of operating the HCA properties which now include additional costs of cleaning and disinfecting while providing excellent customer service with competitive offerings.

In the Watershed Planning & Engineering department, an extensive analysis was undertaken in 2020 by a consulting firm hired by HCA to determine the appropriate levels for planning and permit fees. The Board approved cost recovery targets of 80% for permit applications and 100% for planning applications remain as the goal. While preliminary results indicate that the cost recovery targets are not being satisfied, it is felt that this is not the appropriate time to make substantive changes. The intent will be to fully analyze the consultant's report, while keeping an eye towards our neighboring conservation authorities fee rates, and provide a full proposal for the 2022 fee schedule. This will also allow for incorporation of impacts from fee policy changes, if any, that may flow from the recent changes to the Conservation Authorities Act. As such, for 2021, no changes are recommended beyond the 2% cost of living increase.

Highlights 2021 Fee Schedule

Daily Admission Fees to Conservation Areas

- Day use fees at major conservation areas have increased \$0.50 for the vehicle while individual's entrance fee remains the same.
- The HCA Membership Pass remains unchanged at the 2020 rate.
- Pay and Display/Auto Gate systems will continue to be installed across the watershed in 2021. As the new bar code/scan access tickets become universal at the gate systems. Fees at some of the smaller areas will be recommended for increased rates for 2021 to bring all into a general alignment.

Pavilions

- Daily rental fees remain unchanged at Valens and Christie Lake at the 2020 rate.

Camping Fees – Valens Lake and Fifty Point

- Campsites are proposed to increase \$1.00 per night for tenting and electric campsites respectively. Rates for the new roofed accommodation, expected to be made available in the Spring/Summer of 2021, are priced competitive with similar accommodations at nearby Conservation Authorities and Ontario Parks.
 - 2021 Rates: Regular Cabin – \$135.00 / Deluxe Cabin – \$160.00

Marina Fees – Fifty Point

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

School Groups

The full impacts of the pandemic on our school system remain unknown as the school year is just beginning and the idea of extra curricular activities are furthest from school boards' minds at this time. Only small changes are considered for 2021.

- School groups visiting conservation areas for field trips, cross country runs, and other events will see an increase of \$0.22 per student to \$4.07 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

- Confederation Beach Park - Fees remain unchanged at the 2020 rate excluding wedding permit fees which are harmonized with other areas.
- Wild Waterworks – Outdoor waterpark regulations are unknown at this point in time. There may be restrictions on capacity, restrictions on operation of slides and even if waves will be allowed. Each of these factors impact what the appropriate price for entry will be which also ultimately determines the level of total revenue to be received.

Watershed Planning and Engineering

For the reasons discussed earlier, a 2% inflationary cost of living adjustment is proposed for the planning and regulations programs fee schedule for 2021.

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 2021 listed in this report are projected to result in no more than \$100,000 of additional revenues for the HCA conservation areas and this is dependant on what level of visitation is received one year after the pandemic. 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 2021 to remain competitive, viable, and attractive to the marketplace.

Hamilton Conservation Authority

DRAFT 2021 Fee Schedule



A Healthy Watershed for Everyone

Hamilton Conservation Authority

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 Waterworks).

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".

Fees

Fees subject to change.

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.

Passes that come with a reward	Before HST	After HST	2021	2021
			Before HST	After HST
Regular Annual Membership Pass	\$115.00	\$129.95	\$115.00	\$129.95
Senior/Disabled Pass - New or Renewal	\$95.00	\$107.35	\$95.00	\$107.35
Renewal Pass	\$105.00	\$118.65	\$105.00	\$118.65
Trail Access Pass	\$40.00	\$45.20	\$40.00	\$45.20
2 Year Pass - New or Renewal (comes with 2 rewards)	\$210.00	\$237.30	\$210.00	\$237.30
2 Year Senior/Disabled Pass (comes with 2 rewards)	\$190.00	\$214.70	\$190.00	\$214.70

Passes that do NOT come with reward ****Must be same date as original****

Second Vehicle Pass	\$60.00	\$67.80	\$60.00	\$67.80
Lost/Stolen Replacement Pass	\$25.00	\$28.25	\$25.00	\$28.25
Lost/Stolen Trail Access Replacement Pass	\$10.00	\$11.30	\$10.00	\$11.30

Ramp Passes (Fifty Point Boat Ramp)

Boat Ramp Pass	\$140.00	\$158.20	\$140.00	\$158.20
Renewal Boat Ramp Pass	\$130.00	\$146.90	\$130.00	\$146.90
Senior Boat Ramp Pass	\$120.00	\$135.60	\$120.00	\$135.60
Triaxle/Hydraulic Ramp Pass	\$177.00	\$200.01	\$177.00	\$200.01

All ramp passes come with a reward

Ancaster Well Access Card

One time initial fee	\$8.85	\$10.00	\$8.85	\$10.00
Replacement pass if original is lost	\$4.43	\$5.00	\$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

Administration for Returned Cheques

	Before HST	After HST		
Administration fee per cheque	\$50.00	\$56.50	\$51.33	\$58.00

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

Security deposit for damage (refundable certified cheque) based on Scope of Works

Administration fee (non refundable)	\$250.00	\$282.50	\$250.00	\$282.50
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Christie Lake Conservation Area				
1000 Hwy #5 West Dundas, Ontario L9H 5E2 Phone: 905-628-3060 Fax: 905-628-1316 Email: christie@conservationhamilton.ca				
		2021	2021	
Entrance (Attended Gate)	Before HST	After HST	Before HST	After HST
Per Vehicle and Driver	\$13.27	\$15.00	\$13.72	\$15.50
Per Vehicle and Senior/Disabled Driver Discount	\$11.50	\$13.00	\$11.95	\$13.50
Per Passenger over 5 yrs of age	\$4.42	\$5.00	\$4.42	\$5.00
Walk In's/Drop Off's	\$4.42	\$5.00	\$4.42	\$5.00
Equestrians - per horse (Includes truck and trailer)	\$13.27	\$15.00	\$17.70	\$20.00
Auto Gate (No Attendant)	\$13.27	\$15.00	\$13.72	\$15.50
Middletown Road Parking Lot				
Pay and Display (per day)			\$13.72	\$15.50
Special/School Rates				
School Events, Cross Country, Field Days, Track Meets, etc.				
Students - All ages	\$3.85	\$4.35	\$4.07	\$4.60
Spectator vehicle (Events)	\$4.42	\$5.00	\$4.42	\$5.00
Bus Entry (15+ passengers) School Groups	\$175.00	\$197.75	\$175.00	\$197.75
Non School Groups	\$250.00	\$282.50	\$250.00	\$282.50
Area Rentals (Regular gate entrance fees apply)				
Group Picnic Areas	\$75.00	\$84.75	\$75.00	\$84.75
Beach Pavilion Whole	\$300.00	\$339.00	\$300.00	\$339.00
Half	\$200.00	\$226.00	\$200.00	\$226.00
Beach Pavilion II	\$235.00	\$265.55	\$235.00	\$265.55
Lakeside Pavilion	\$235.00	\$265.55	\$235.00	\$265.55
McCoy Pavilion	\$235.00	\$265.55	\$235.00	\$265.55
Marina Pavilion	\$235.00	\$265.55	\$235.00	\$265.55
Additional Picnic Fees				
Token Rate (minimum 25 prepurchased)	\$17.70	\$20.00	\$18.14	\$20.50
BBQ's/Volleyball Nets (included with pavilion rental)	\$30.00	\$33.90		
Cancellation Fee for Rental Areas				
Pavilions	\$115.00	\$129.95	\$115.00	\$129.95
Group Picnic Areas	\$40.00	\$45.20	\$40.00	\$45.20

Christie Lake Conservation Area
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Boat Rentals	Before HST	After HST		
1 Hour Rental (Weekends and Holidays)	\$17.70	\$20.00	\$17.70	\$20.00
Half Day Rentals (2hrs or Less, weekdays excluding holidays)	\$26.55	\$30.00	\$26.55	\$30.00
Full Day Rentals (2hrs or more, weekdays excluding holidays)	\$53.10	\$60.00	\$53.10	\$60.00
Late Returns (per half hour)	\$13.27	\$15.00	\$13.27	\$15.00
Boat Safety Deposit (Refundable)		\$30.00		\$30.00
Additional Rentals (without boat rental)				
Paddle/Jackets/Oars	\$13.28	\$15.00	\$13.28	\$15.00
Paddle/Jackets/Oars Deposit (Refundable)		\$10.00		\$10.00
Camper/Overnight Fees				
Organized Youth/Specialty Groups				
Per person per night	\$6.75	\$7.63	\$6.75	\$7.63
Minimum fee per group	\$85.00	\$96.05	\$85.00	\$96.05
Organized Adults (min. 20 people)				
Per person per night	\$11.35	\$12.83	\$11.35	\$12.83
Minimum fee per group	\$175.00	\$197.75	\$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	\$300.00	\$339.00
Family/Engagement Photo Permit	\$100.00	\$113.00	\$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.

2021

2021

Rentals	Before HST	After HST	Before HST	After HST
Pavilions;				
Willow Cove Pavilion	\$470.00	\$531.10	\$470.00	\$531.10
Edgewater Pavilion	\$880.00	\$994.40	\$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	\$175.00	\$197.75	\$175.00	\$197.75
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Cancellations

Cancellation fee Willow Cove	\$150.00	\$169.50	\$150.00	\$169.50
Cancellation fee Edgewater	\$300.00	\$339.00	\$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	\$7.00	\$7.91	\$7.00	\$7.91
Child 4-10	\$5.00	\$5.65	\$5.00	\$5.65
Seniors/Disabled	\$5.00	\$5.65	\$5.00	\$5.65
Family Ticket (1 adult and 2 children)	\$15.00	\$16.95	\$15.00	\$16.95
Sunset Special - Adults	\$4.60	\$5.20	\$4.60	\$5.20
Sunset Special - Children/Seniors/Disabled	\$4.00	\$4.52	\$4.00	\$4.52
Organized Group rates (schools/day care)	\$4.00	\$4.52	\$4.00	\$4.52
Seasons Pass (Adult)	\$72.50	\$81.93	\$72.50	\$81.93
Seasons Pass (Child)	\$52.50	\$59.33	\$52.50	\$59.33

Confederation Beach Park

Weddings	Before HST	After HST		
Wedding Photos (reservation required)	\$250.00	\$282.50	\$300.00	\$339.00
Beach Wedding (without Pavilion rental)	\$150.00	\$169.50	\$150.00	\$169.50
Family/Engagement Photo Permit	\$100.00	\$113.00	\$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 & Hamilton Mountain Conservation Areas				
650 Governors Road Dundas, Ontario L9H 5E3 Phone: 905-627-1233 Fax: 905-627-9722 Email: dvalley@conservationhamilton.ca				
		2021	2021	
Entrance (Attended Gate)	Before HST	After HST	Before HST	After HST
Dundas Valley Conservation Area				
Main Entrance - 650 Governors Road				
Per Vehicle	\$8.85	\$10.00	\$9.73	\$11.00
Per Vehicle and Senior/Disabled Driver Discount	\$7.08	\$8.00	\$7.96	\$9.00
Walk In's/Drop Off's	n/a	n/a		
Equestrians - per horse (Includes truck and trailer)	\$13.27	\$15.00	\$17.70	\$20.00
Bus Entry (15+ passengers) School Groups	\$154.87	\$175.00	\$175.00	\$197.75
Non School Groups	\$243.36	\$275.00	\$250.00	\$282.50
Auto Gate (No Attendant)	\$8.85	\$10.00	\$9.73	\$11.00
Hermitage Parking Lot - 621 Sulphur Springs Road				
Auto Gate (per entry)	\$8.85	\$10.00	\$9.73	\$11.00
Merrick Orchard Parking Lot - 380 Lions Club Road				
Auto Gate (per entry)	\$8.85	\$10.00	\$9.73	\$11.00
Artaban Road Parking Lot - 720 Artaban Road				
Pay and Display (one hour parking)	\$4.42	\$5.00	\$9.73	\$11.00
Tiffany Falls Parking Lot - 900 Wilson Street East				
Pay and Display (one hour parking)	\$4.42	\$5.00	\$9.73	\$11.00
Monarch Trail Parking Lot - 855 Old Dundas Road				
Pay and Display (per day)	\$4.42	\$5.00	\$6.64	\$7.50
Summit Bog Parking Lot - 525 Highway #52, Jerseyville				
Pay and Display (per day)	\$4.42	\$5.00	\$6.64	\$7.50
Hamilton Mountain Conservation Areas				
Eramosa Karst Conservation Area - Upper Mount Albion Road				
Auto Gate (per entry)	\$8.85	\$10.00	\$6.64	\$7.50
Devil's Punchbowl Conservation Area - Ridge Road				
Auto Gate (per entry)	\$4.42	\$5.00	\$6.64	\$7.50
Saltfleet Conservation Area - First Road East				
Pay and Display (per entry)			\$6.64	\$7.50
Special/School Rates - School Events, Cross Country, Field Days, Track Meets, etc.				
Students (all ages)	\$3.75	\$4.24	\$4.07	\$4.60
Spectator vehicle (Events)	\$4.42	\$5.00	\$4.42	\$5.00

Dundas Valley & Hamilton Mountain Conservation Areas

Area Rentals (Regular gate entrance fees apply)	Before HST	After HST		
Group Picnic Area (non school groups)	\$88.50	\$100.00	\$88.50	\$100.00
Group Picnic Area (school group)	\$84.08	\$95.00	\$84.08	\$95.00
Fire Pit with wood	\$39.83	\$45.00	\$39.83	\$45.00

Stacey Meadow Pavilion	\$274.34	\$310.00	\$274.34	\$310.00
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Bruce Trail Overnight Rest Stop - Superintendent Approval & Permit Required

* Available to Bruce Trail Members Only - Restrictions Apply	\$44.25	\$50.00	\$44.25	\$50.00
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*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)	\$265.49	\$300.00	\$300.00	\$339.00
Hermitage Ruins Location	\$376.11	\$425.00		
Family/Engagement Photo Permit	\$88.50	\$100.00	\$100.00	\$113.00

Wedding Ceremonies and Receptions - Restrictions Apply

Dundas Valley & Hamilton Mountain Conservation Areas (Trails, Wooded Areas)				
Outdoor Natural Setting Wedding Ceremony (2 Hour time allotment)	\$442.48	\$500.00	\$442.48	\$500.00

Stacey Meadow Pavilion				
Outdoor Ceremony (2 Hour time allotment)	\$442.48	\$500.00	\$442.48	\$500.00
Pavilion Reception	\$752.21	\$850.00	\$752.21	\$850.00
Outdoor Ceremony and Pavilion Reception	\$1,194.69	\$1,350.00	\$1,194.69	\$1,350.00

Hermitage Ruins				
Outdoor Ceremony	\$1,327.43	\$1,500.00	\$1,327.43	\$1,500.00
On Site Reception	\$1,327.43	\$1,500.00	\$1,327.43	\$1,500.00
Outdoor Ceremony and On Site Reception	\$2,433.63	\$2,750.00	\$2,433.63	\$2,750.00

Trail Centre

Trail Centre Rental by special arrangement				
Per day	\$575.22	\$650.00	\$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

2021

2021

Environmental Education For Schools

Refer to the HCA website: www.conservationhamilton.ca/environmental-education-home/
or contact the education team at: hcaenvd@conservationhamilton.ca

Public Educational Programs	Before HST	After HST	Before HST	After HST
Youth Programs March Break and Summer (Destination Conservation)				
Half day Program (2 hrs, 30 person max.)	\$350.00	\$395.50	\$350.00	\$395.50
Additional person over the 30 max.	\$6.19	\$7.00	\$6.19	\$7.00
Additional person over the 30 max. for full day program (2 x 2hr programs)	\$10.00	\$11.30	\$10.00	\$11.30
Cancellation Fees (Destination Conservation)		\$150.00		\$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	\$135.00	\$135.00	\$135.00	\$135.00
Non-Member	\$150.00	\$150.00	\$150.00	\$150.00
Leader In Training Camp (4 Day Program)				
Per Child (ages 12 - 14) per session				
HCA Member	\$200.00	\$200.00	\$200.00	\$200.00
Non-Member	\$215.00	\$215.00	\$215.00	\$215.00

Fifty Point Conservation Area	
1479 Baseline Road Winona, Ontario L8E 5G4 Phone: 905-525-2187 Fax: 905-643-1668 Email: fiftypt@conservationhamilton.ca	

2021

2021

Entrance (Attended Gate)	Before HST	After HST	Before HST	After HST
Per Vehicle and Driver	\$13.27	\$15.00	\$13.72	\$15.50
Per Vehicle and Senior/Disabled Driver Discount	\$11.50	\$13.00	\$11.95	\$13.50
Per Passenger over 5 yrs of age	\$4.42	\$5.00	\$4.42	\$5.00
Walk In's/Drop Off's	\$4.42	\$5.00	\$4.42	\$5.00
After 5pm Max Vehicle Rate (Labour Day - Nov.30th)	\$13.27	\$15.00	\$13.72	\$15.50
Weekday Boat Launch (Monday to Thursday)	\$13.27	\$15.00	\$13.72	\$15.50
Auto Gate (No Attendant)	\$13.27	\$15.00	\$13.72	\$15.50
Weekend Boat Ramp (Friday to Sunday Including Holidays)				
Vehicle with boat on trailer, minimum	\$25.00	\$28.25	\$25.00	\$28.25
Vehicle with commercial trailer, minimum	\$44.25	\$50.00	\$44.25	\$50.00
Launch Ramp Annual Pass				
Annual boat ramp pass	\$140.00	\$158.20	\$140.00	\$158.20
Renewal boat ramp pass	\$130.00	\$146.90	\$130.00	\$146.90
Senior/Disabled boat ramp pass	\$120.00	\$135.60	\$120.00	\$135.60
Triaxle/Hydraulic	\$177.00	\$200.01	\$177.00	\$200.01
Ramp sticker for annual pass	\$30.00	\$33.90	\$30.00	\$33.90
Weekend extra fee (Friday to Sunday Including Holidays)	\$6.00	\$6.78	\$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	\$4.07	\$4.60
Picnic Tokens (minimum 25 prepurchased)	\$17.70	\$20.00	\$18.14	\$20.50
Bus Entry (15+ passengers) School Groups	\$175.00	\$197.75	\$175.00	\$197.75
Non School Groups	\$250.00	\$282.50	\$250.00	\$282.50
Trailer Dump	\$20.00	\$22.60	\$20.00	\$22.60

Fifty Point Conservation Area

RV/Trailer Storage (October 1 - May 1)

	Before HST	After HST		
Daily Rate	\$13.00	\$14.69	\$13.00	\$14.69
Monthly Storage				
- Must Hold a Valid Annual Membership Pass				
Minimum	\$50.00	\$56.50	\$50.00	\$56.50
25 ft or More - Per Foot	\$2.00	\$2.26	\$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	\$13.27	\$15.00
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Area Rentals (Regular gate entrance fees apply)

Group Picnic Areas	\$75.00	\$84.75	\$75.00	\$84.75
Winona Pavilion	\$250.00	\$282.50	\$250.00	\$282.50
Lakeside Pavilion (Fridge,stove,microwave and serving area)	\$350.00	\$395.50	\$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	\$100.00	\$113.00
Group Picnic Areas	\$40.00	\$45.20	\$40.00	\$45.20

Miscellaneous

Wedding Photos (admission included, reservation required)	\$250.00	\$282.50	\$300.00	\$339.00
Family/Engagement Photo Permit	\$100.00	\$113.00	\$100.00	\$113.00

Camping

Recreational Vehicle Site Fee (Individual)				
Changes or Cancellation (more than 24hrs before arrival)	\$8.50	\$9.61	\$8.50	\$9.61
Changes or Cancellation (less than 24hrs before arrival)			No Refund	
Reservation fee (Non-refundable)	\$13.27	\$15.00	\$13.27	\$15.00

Non Annual Pass Holder

Electric/Sewer 30 amp	\$49.00	\$55.37	\$50.00	\$56.50
Electric/Sewer 50 amp	\$52.00	\$58.76	\$53.00	\$59.89
Additional Vehicle			\$13.50	\$15.26

Annual Pass Holders (10% Discount)

Electric/Sewer 30 amp	\$44.10	\$49.83	\$45.00	\$50.85
Electric/Sewer 50 amp	\$46.80	\$52.88	\$47.70	\$53.90
Additional Vehicle (With Second Annual Pass)			\$12.15	\$13.73
Additional Vehicle (Without Second Annual Pass)	\$12.50	\$14.13	\$13.50	\$15.26

Fifty Point Conservation Area

R/V Sites - Seasonal Campers

Before HST After HST

SEASONAL CAMPING MAY 1, 2021 TO OCTOBER 31, 2021, 6 MONTHS INCLUDES WATER, SEWER AND ELECTRICAL SITE AND VEHICLE PASS. DEPOSIT OF \$300.00 REQUIRED BY DEC. 1, 2020. BALANCE DUE BY MAY 1, 2021 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.

Updated seasonal dates to 2021 and deposit required date to 2020

Electric/Sewer 30 amp	\$5,330.00	\$6,022.90	\$5,380.00	\$6,079.40
Electric/Sewer 50 amp	\$5,700.00	\$6,441.00	\$5,750.00	\$6,497.50

**Seasonal campers are not permitted to become permanent.

Seasonal Camper Deposit	\$300.00	\$300.00
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Group Camping

Organized groups, must be pre approved by Manager

Youth per person	\$6.75	\$7.63	\$6.75	\$7.63
Adult per person	\$11.35	\$12.83	\$11.35	\$12.83
Youth minimum fee	\$85.00	\$96.05	\$85.00	\$96.05
Adult minimum fee	\$200.00	\$226.00	\$200.00	\$226.00

Fifty Point Marina

Mooring	Before HST	After HST		
Seasonal				
Mooring from April 15 - Oct 15 includes 2 HCA membership passes, 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, cheque or e-transfer. The Authority offers two 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	\$82.80	\$93.56	\$84.00	\$94.92
Non- electric per foot	\$77.80	\$87.91	\$79.00	\$89.27
Requiring more than normal Electric and footage	\$87.80	\$99.21	\$89.00	\$100.57
Plan "B" For those who have not winter stored				
Electric per foot	\$103.50	\$116.96	\$105.00	\$118.65
Requiring more than normal Electric and footage	\$108.50	\$122.61	\$110.00	\$124.30
Overnight				
Over night mooring rate includes day use admission to the area by boat				
Per foot	\$1.66	\$1.88	\$1.68	\$1.90
Minimum Fee	\$35.40	\$40.00	\$37.17	\$42.00
Reciprocal FPYC	\$35.40	\$40.00	\$37.17	\$42.00
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, cheque or e-transfer.
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.

Storage		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	Returning Customer	\$175.00	\$197.75	\$175.00	\$197.75
	New Customer	\$326.50	\$368.95	\$326.50	\$368.95
Triaxle Trailers	Returning Customer	\$290.00	\$327.70	\$290.00	\$327.70
	New Customer	\$438.00	\$494.95	\$438.00	\$494.95

Fifty Point Marina

Winter Storage (Seasonal Boaters)

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, e-transfer 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. Additional fees may apply for Winter storage for sailboats for mast stepping in fall and spring or leaving the mast lying on the deck. Winter storage only customers will receive a HCA membership pass expiring May 1.

Change to
Winter
Storage note:
For seasonal
and non
seasonal
boaters

Winter Storage (Non-Seasonal Boaters)

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, e-transfer or cheque. A late launch fee will be applied for the full normal amount for the boat lift-in immediately after the spring lift period is over. Additional fees may apply for sailboats for mast stepping in the fall and spring or leaving the mast lying on the deck. New winter storage sailboat customers will require a cradle that will properly support the boat with the mast standing as we will no longer be taking these masts down. Winter storage only customers will receive a HCA membership pass expiring May 1.

Sail Boats

Per sq. ft.
Minimum fee
(For boats over 6,800 kg, additional rates may apply)

Before HST	After HST		
\$5.49	\$6.20	\$5.60	\$6.33
\$1,098.00	\$1,240.74	\$1,120.00	\$1,265.60

Power Boats

Per sq ft
Minimum fee
(For boats over 6,800 kg, additional rates may apply)

\$4.74	\$5.36	\$4.74	\$5.36
\$920.00	\$1,039.60	\$920.00	\$1,039.60

Storage only (No haul out or wash, October 1 - May 1)

Per sq. ft.
Minimum
Boat on trailer under 10' length

\$3.80	\$4.29	\$3.80	\$4.29
\$760.00	\$858.80	\$760.00	\$858.80
\$250.00	\$282.50	\$250.00	\$282.50

Commercial Operators Pass

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.

\$177.00	\$200.01	\$177.00	\$200.01
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Fifty Point Marina

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	\$266.25	\$300.86	
Up to 35ft.		\$10.65	\$12.03	\$10.65	\$12.03	
36-40ft		\$12.65	\$14.29	\$12.65	\$14.29	
41ft and over (restrictions may apply)		\$14.65	\$16.55	\$14.65	\$16.55	
Late Launch (per week after scheduled date)		\$75.00	\$84.75	\$88.50	\$100.00	
Sling Time						
Per Hour		\$150.00	\$169.50	\$150.00	\$169.50	
Per Night		\$275.00	\$310.75	\$275.00	\$310.75	
Boat Wash		\$60.00 - \$120.00		\$60.00 - \$120.00		
Cradle Storage		\$0 - \$250.00		\$0 - \$250.00		
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	\$6.20	\$7.01	
Minimum extra fee		\$155.00	\$175.15	\$155.00	\$175.15	
* For those masts with special handling and/or require additional crane time						
Mast Storage						
Per foot		\$4.00	\$4.52	\$4.00	\$4.52	
Minimum		\$100.00	\$113.00	\$100.00	\$113.00	
Move Boat (minimum)		Minimum	\$75.00	\$84.75	\$75.00	\$84.75
Dockside Pump out (per tank)						
Weekday		\$13.27	\$15.00	\$13.27	\$15.00	
Weekend		\$17.70	\$20.00	\$17.70	\$20.00	
Marina Wait List		\$200.00	n/a	\$200.00	n/a	

Fifty Point Marina

		Before HST	After HST		
Cradle Rental	Minimum Fee	\$145.00	\$163.85	\$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	\$180.00	\$203.40
Cradle Pick up/Load					
Per hour man/vehicle		\$150.00	\$169.50	\$150.00	\$169.50
Load/Unload	Min.	\$25.00	\$28.25	\$25.00	\$28.25
Hydraulic Trailer Use					
Per hour		\$180.00	\$203.40	\$180.00	\$203.40
Minimum Charge		\$90.00	\$101.70	\$90.00	\$101.70
Labour - Hourly rate					
Standard charge for each staff		\$90.00	\$101.70	\$90.00	\$101.70
Minimum		\$45.00	\$50.85	\$45.00	\$50.85
Boat Towing - Fee Range					
In harbor		\$52.00 to \$85.00		\$52.00 to \$85.00	
Land Storage					
Summer Months - Per sq ft		\$0.95	\$1.07	\$0.95	\$1.07
Summer Seasonal (equal to rate for Winter storage-Storage Only)		\$3.80	\$4.29	\$3.80	\$4.29

Valens Lake Conservation Area				
1691 Regional Road 97 Cambridge, Ontario N1R 5S7 Phone: 905-525-2183 Fax: 905-659-1573 Email: valens@conservationhamilton.ca				
		2021	2021	
Entrance (Attended Gate)	Before HST	After HST	Before HST	After HST
Per Vehicle and Driver	\$13.27	\$15.00	\$13.72	\$15.50
Per Vehicle and Senior/Disabled Driver Discount	\$11.50	\$13.00	\$11.95	\$13.50
Per Passenger over 5 yrs of age	\$4.42	\$5.00	\$4.42	\$5.00
Walk In's/Drop Off's	\$4.42	\$5.00	\$4.42	\$5.00
Auto Gate (No Attendant)	\$13.27	\$15.00	\$13.72	\$15.50
Fletcher Creek Ecological Preserve - Concession Road 7				
Pay and Display (per day)			\$6.64	\$7.50
Additional Fees				
Trailer Dump Fee	\$20.00	\$22.60	\$20.00	\$22.60
Bus Entry (15+ passengers) School Groups	\$175.00	\$197.75	\$175.00	\$197.75
Non School Groups	\$250.00	\$282.50	\$250.00	\$282.50
Token Rate (minimum 25 prepurchased)	\$17.70	\$20.00	\$18.14	\$20.50
Area Rentals (Regular gate entrance fees apply)				
Group Picnic Areas	\$75.00	\$84.75	\$75.00	\$84.75
Powell Pavilion (Glassed In)				
Whole	\$300.00	\$339.00	\$300.00	\$339.00
Cancellation Fee for Rental Areas				
Pavilions	\$100.00	\$113.00	\$100.00	\$113.00
Group Picnic Areas	\$40.00	\$45.20	\$40.00	\$45.20
Boat Rentals				
Half Day (2hrs or Less)	\$26.55	\$30.00	\$26.55	\$30.00
Full Day (2hrs or More)	\$53.10	\$60.00	\$53.10	\$60.00
Late Half Hour	\$13.27	\$15.00	\$13.27	\$15.00
Boat Safety Deposit (Refundable)		\$30.00		\$30.00

Valens Lake Conservation Area

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 on Long Weekend	No Refund		No Refund	
Changes or Cancellation (more than 24hrs before arrival)	Partial refund		\$8.50	\$9.61
Changes or Cancellation (less than 24hrs before arrival)	No Refund		No Refund	
Non Annual Pass Holders				
Non-Electric	\$42.00	\$47.45	\$43.00	\$48.59
Electric and Water 15/30 amp	\$49.00	\$55.37	\$50.00	\$56.50
Additional Vehicle	\$12.50	\$14.13	\$13.50	\$15.26
Annual Pass Holders (10% Discount)				
Non-Electric	\$37.80	\$42.71	\$38.70	\$43.73
Electric and Water 15/30 amp	\$44.10	\$49.83	\$45.00	\$50.85
Additional Vehicle (With Second Annual Pass)	\$11.25	\$12.71	\$12.15	\$13.73
Additional Vehicle (Without Second Annual Pass)	\$12.50	\$14.13	\$13.50	\$15.26
Winter Program (December 1 - April 30)				
Pre Paid 20 Nights - Trailer Storage inclusive (Must Have Valid HCA Annual Pass)	\$891.00	\$1,006.83	\$891.00	\$1,006.83
Reservation Fees (Non-Refundable)	\$13.27	\$15.00	\$13.27	\$15.00
Roofed Accommodations - New for 2021				
- Minimum 2 night reservation (3 nights on Long Weekends)				
- No pets allowed				
Reservation Fees (Non-Refundable)	\$13.27	\$15.00	\$13.27	\$15.00
Shortening Stay	No Refund		No Refund	
Cancellation/Change - minimum 1 week in advance	50% of fee		50% of fee	
Cancellation/Change - less than 1 week in advance	No Refund		No Refund	
Non Annual Pass Holders				
Drumlin Cabins	\$125.00	\$141.25	\$135.00	\$152.55
Drumlin Cabins - Deluxe	\$150.00	\$169.50	\$160.00	\$180.80
Additional Vehicle	\$12.50	\$14.13	\$13.50	\$15.26
Annual Pass Holders (10% Discount)				
Drumlin Cabins	\$112.50	\$127.13	\$121.50	\$137.30
Drumlin Cabins - Deluxe	\$135.00	\$152.55	\$144.00	\$162.72
Additional Vehicle (With Second Annual Pass)	\$11.25	\$12.71	\$12.15	\$13.73
Additional Vehicle (Without Second Annual Pass)	\$12.50	\$14.13	\$13.50	\$15.26

Valens Lake Conservation Area

Group Sites	Before HST	After HST		
Group Area Fees (Non-Refundable) - Two Night Minimum, plus reservation fee				
Fox Run (maximum 15 people)	\$27.00	\$30.51	\$27.00	\$30.51
Maplenook and Forest Edge	\$45.00	\$50.85	\$45.00	\$50.85
White Tail and Aspen Cove (Electric)	\$55.00	\$62.15	\$55.00	\$62.15
Wilderness and Pinegrove (Pavilions)	\$80.00	\$90.40	\$80.00	\$90.40
Organized Groups & Family Groups				
Youth Per Night	\$6.75	\$7.63	\$6.75	\$7.63
Adult Per Night	\$11.35	\$12.83	\$11.35	\$12.83
RV/Trailer Storage				
Daily Storage Rate	\$13.00	\$14.69	\$13.00	\$14.69
Monthly Trailer Storage				
- Must Hold a Valid Annual Membership Pass				
Minimum charge	\$40.00	\$45.20	\$40.00	\$45.20
20 ft or More - Per Foot	\$2.00	\$2.26	\$2.00	\$2.26
Miscellaneous				
Wedding Pictures (admission included, reservation required)	\$250.00	\$282.50	\$300.00	\$339.00
Family/Engagement Photo Permit	\$100.00	\$113.00		
School Events (Track and Field, Meets, etc.)				
All ages	\$3.85	\$4.35	\$4.07	\$4.60

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.

2021

2021

Entrance (Attended Gate)	Before HST	After HST	Before HST	After HST
No Event Day				
Per Vehicle and Driver	\$13.27	\$15.00	\$13.72	\$15.50
Per Vehicle and Senior/Disabled Driver Discount	\$11.50	\$13.00	\$11.95	\$13.50
Per Passenger over 5 yrs of age	\$4.42	\$5.00	\$4.42	\$5.00
Walk In's/Drop Off's	\$4.42	\$5.00	\$4.42	\$5.00
Auto Gate (No Attendant)	\$13.27	\$15.00	\$13.72	\$15.50
Equestrians - per horse (Includes truck and trailer)	\$13.27	\$15.00	\$17.70	\$20.00

Signature Series Events

To Be Determined

Education Programs

Per Student (under 14)		\$6.00		\$6.00
With Afternoon tour Guide	\$9.73	\$11.00	\$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	\$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

Special Programs	Before HST	After HST	To Be Determined	
Room and Building Reservations, Weddings - 2020			2021 If Paid Before Dec. 31, 2020	
Ironwood Hall (Special occasion permits are required)				
Full Day	\$1,530.00	\$1,728.90	\$1,560.00	\$1,762.80
Weekdays (Mon-Thurs)	\$430.00	\$485.90	\$440.00	\$497.20
Early Set up (3-7pm)	\$330.00	\$372.90	\$340.00	\$384.20
Mountsberg Church Rental				
Per 2 hour intervals	\$430.00	\$485.90	\$440.00	\$497.20
Additional Hour Rental Fee (after 7pm)	\$60.00	\$67.80	\$60.00	\$67.80
Photo Permits				
Wedding Photos Per session (reservation needed if not packaged)	\$250.00	\$282.50	\$300.00	\$339.00
Family/Engagement Photo Permit	\$100.00	\$113.00	\$100.00	\$113.00
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	\$50.00	\$56.50
Honorariums				
For use of town crier, etc. (min. fee)	\$106.19	\$120.00	\$106.19	\$120.00

Westfield Heritage Village Conservation Area				
			2022 rate after Jan 1, 2022	
Room and Building Reservations, Weddings - 2022 - if paid before Dec. 31, 2021	Before HST	After HST	Before HST	After HST
Ironwood Hall (Special occasion permits are required)				
Full Day	\$1,700.00	\$1,921.00	\$1,770.00	\$2,000.10
Weekdays (Mon-Thurs)	\$500.00	\$565.00	\$530.00	\$598.90
Early Set up (3-7pm)	\$370.00	\$418.10	\$390.00	\$440.70
Mountsberg Church Rental				
Per 2 hour intervals	\$500.00	\$565.00	\$530.00	\$598.90
Additional Hour Rental Fee (after 7pm)	\$70.00	\$79.10	\$70.00	\$79.10

Wild Waterworks	
680 Van Wagners Beach Road Hamilton, Ontario L8E 3L8 Phone: 905-547-6141 Fax: 905-561-2297 Email: wildwww@conservationhamilton.ca	

2021

2021

Entrance	Before HST	After HST	Before HST	After HST
General	\$29.00	\$32.77	To Be Determined Based on Operational Capability in 2021	
Children 3-10yrs	\$18.70	\$21.13		
Senior (65+ yrs. of age)	\$25.00	\$28.25		
Disabled Person/Attendant	\$18.70	\$21.13		

Sunset Special (After 4pm)

General	\$23.20	\$26.22		
Children 3-10yrs	\$14.96	\$16.90		
Senior (65+ yrs. of age)	\$20.00	\$22.60		
Disabled Person/Attendant	\$15.00	\$16.95		

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+)	\$98.00	\$110.74		
Replacement pass	\$8.85	\$10.00		

Family Season Pass

Family Season Pass (Four season passes)	\$315.00	\$355.95		
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Additional Family Member Pass

	\$78.75	\$88.99		
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* must be purchased with Family Season Pass, maximum of 3 additional members

Wild Waterworks

Rentals	Before HST	After HST	Before HST	After HST
Pay And Go Lockers (located in washrooms)	\$0.89	\$1.00	To Be Determined Based on Operational Capability in 2021	
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

Cabanas (Online Booking Only)		Before HST	After HST	Before HST	After HST
Package 1: All Day Private Cabana	Mon - Fri Sat/Sun/Holiday	\$95.00	\$107.35	To Be Determined Based on Operational Capability in 2021	
Cabana Rental, 1 all day locker rental, 4 tube rentals and food & beverage service.					
Package 2: All Day Poolside Retreat	Mon - Fri Sat/Sun/Holiday	\$240.00	\$271.20		
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	Mon - Fri Sat/Sun/Holiday	\$310.00	\$350.30		
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)		\$52.50	\$59.33		
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)		\$10.25	\$10.25		
Supervisor above ratio		\$13.50	\$15.25		
with tube rental add		\$2.65	\$3.00		
Sports Day					
Per person (over 14 yrs of age, includes supervisors)		\$13.25	\$14.97		
Supervisor above ratio		\$13.50	\$15.26		
Administration fee for any returned cheque		\$50.00	\$56.50		

HCA Plan Review & Permit Fees			2021	2021
Plan Review Service Fees	Before HST	After HST	Before HST	After HST
Subdivision and Condominiums				
Minor	\$1,225.66	\$1,385.00	\$1,252.21	\$1,415.00
Intermediate	\$4,911.50	\$5,550.00	\$5,008.85	\$5,660.00
Major	\$9,203.54	\$10,400.00	\$9,389.38	\$10,610.00
Applicant Driven Revision	\$3,075.22	\$3,475.00	\$3,137.17	\$3,545.00
Clearance Fees				
Minor	\$619.47	\$700.00	\$632.74	\$715.00
Intermediate	\$2,455.75	\$2,775.00	\$2,504.42	\$2,830.00
Major initial	\$4,601.77	\$5,200.00	\$4,693.81	\$5,304.00
Per Phase Charge (on top of Major clearance fee above)	\$876.11	\$990.00	\$893.81	\$1,010.00
Consents				
Minor	\$712.39	\$805.00	\$725.66	\$820.00
Major	\$1,530.97	\$1,730.00	\$1,561.95	\$1,765.00
Minor Variances				
Minor	\$438.05	\$495.00	\$446.90	\$505.00
Major	\$876.11	\$990.00	\$893.81	\$1,010.00
Official Plan Amendments				
Minor	\$712.39	\$805.00	\$725.66	\$820.00
Major	\$3,584.07	\$4,050.00	\$3,654.87	\$4,130.00
Zoning By-law Amendments				
Minor (including H-Zone Removal)	\$712.39	\$805.00	\$725.66	\$820.00
Major	\$3,584.07	\$4,050.00	\$3,654.87	\$4,130.00
Site Plan Approval Application				
Minor	\$1,017.70	\$1,150.00	\$1,039.82	\$1,175.00
Intermediate	\$3,889.38	\$4,395.00	\$3,969.03	\$4,485.00
Major	\$5,106.19	\$5,770.00	\$5,207.96	\$5,885.00
Resubmission (Per hour of review time)	\$106.19	\$120.00	\$106.19	\$120.00
Formal Consultation	\$513.27	\$580.00	\$522.12	\$590.00
Niagara Escarpment Plan Amendments - Applicant-Driven	\$3,075.22	\$3,475.00	\$3,137.17	\$3,545.00
Complex Applications	\$9,207.96	\$10,405.00	\$9,393.81	\$10,615.00
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	\$52,101.77	\$58,875.00
The application fee will be paid at the time of filing an application to the municipality. This fee relates to large aggregate extraction applications.				

HCA Plan Review & Permit Fees

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.

HCA Plan Review & Permit Fees

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:

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 28m².

	Before HST	After HST		
Basic applications (no technical studies required)	\$389.38	\$440.00	\$398.23	\$450.00
Applications involving review of technical studies	\$924.78	\$1,045.00	\$942.48	\$1,065.00
Fee for service over first 10 hrs. min. review time per hour	\$106.19	\$120.00	\$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)	\$1,530.97	\$1,730.00	\$1,561.95	\$1,765.00
Applications involving review of technical studies.	\$3,075.22	\$3,475.00	\$3,137.17	\$3,545.00
Fee for service over first 10 hrs. min. review time, per hour	\$106.19	\$120.00	\$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 m ³ and no technical studies required	\$389.38	\$440.00	\$398.23	\$450.00
Intermediate - Less than 500 m ³ and technical studies required	\$2,053.10	\$2,320.00	\$2,092.92	\$2,365.00
	plus \$0.50/m³			
Major - Greater than 500 m ³	\$4,088.50	\$4,620.00	\$4,172.57	\$4,715.00
	plus \$0.50/m³			

HCA Plan Review & Permit Fees

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 regrading.

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.

Before HST	After HST		
\$756.64	\$855.00	\$774.34	\$875.00

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.

\$2,053.10	\$2,320.00	\$2,092.92	\$2,365.00
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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.

\$4,088.50	\$4,620.00	\$4,172.57	\$4,715.00
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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.

\$5,106.19	\$5,770.00	\$5,207.96	\$5,885.00
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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

\$256.64	\$290.00	\$261.06	\$295.00
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8. Expired Permits

\$256.64	\$290.00	\$261.06	\$295.00
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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
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HCA Plan Review & Permit Fees

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 \$290.

- 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	Before HST	After HST		
Natural Areas Inventory Database Private Requests				
Per hour preparation time	\$106.19	\$120.00	\$106.19	\$120.00

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	\$16.81	\$19.00	\$17.70	\$20.00
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Seed Collections by weight per lb.

Grass seed	\$41.15	\$46.50	\$41.99	\$47.45
Wildflower seed	\$59.73	\$67.50	\$60.93	\$68.85
Conifer seed	\$30.53	\$34.50	\$31.15	\$35.20
Walnut, Hickory, Oak seed	\$4.42	\$5.00	\$4.51	\$5.10
Other deciduous tree and shrub seed	\$2.65	\$3.00	\$2.74	\$3.10

Seed Collections by volume per litre

Conifer cones	\$0.53	\$0.60	\$0.54	\$0.62
Walnut, Hickory, Oak seed	\$1.33	\$1.50	\$1.37	\$1.55
Other deciduous tree and shrub seed	\$0.88	\$1.00	\$0.93	\$1.05

HCA Plan Review & Permit Fees

GIS Mapping

		Before HST	After HST		
Colour Printing (includes ortho photo or area fill)	per sq.ft.	\$14.16	\$16.00	\$14.47	\$16.35
Colour printing (no ortho photo or area fill) (any size up to 40" wide)	per sq.ft.	\$4.87	\$5.50	\$4.96	\$5.60
Digital files (email)					
2002 Ortho photography 1km X 1km (ecw, jpg or geotiff) per file		\$34.51	\$39.00	\$35.40	\$40.00
Custom maps (including HCA scanned maps) based on size	per sq.ft.	\$5.31	\$6.00	\$5.44	\$6.15
Vector Data (high detail e.g. Contours, dem)	per sq.km.	\$53.10	\$60.00	\$53.98	\$61.00
Vector Data (low detail e.g. Watercourse etc.)	per hour	\$106.19	\$120.00	\$106.19	\$120.00
Create and ship CD		\$32.74	\$37.00	\$33.63	\$38.00
Regulation Mapping per sheet		\$53.10	\$60.00	\$53.98	\$61.00
Custom Map Preparation (plus printing or digital file cost)		\$106.19	\$120.00	\$110.62	\$125.00

Hard Copy Print of Scans & Custom Maps

Per square foot		\$5.31	\$6.00	\$5.44	\$6.15
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Photocopies

per sheet		\$0.22	\$0.25	\$0.24	\$0.27
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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		\$32.74	\$37.00	\$33.63	\$38.00
Electronic Files		\$23.89	\$27.00	\$24.78	\$28.00

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	\$51.33	\$58.00
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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: Budget & Administration Committee

FROM: Neil McDougall, Secretary-Treasurer
Matt Hall, Director, Capital Projects and Strategic Services

DATE: September 17, 2020

RE: Capital Budget 2021

STAFF RECOMMENDATION

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

THAT the 2021 Capital Budget request as presented herein be submitted to the City of Hamilton for consideration and be included in their block funding budget of 2021.

BACKGROUND

Funding for capital projects and major maintenance will again be requested from the City of Hamilton under their block funding program. In each fiscal year since 2009, \$2.0 million as has been provided by the City to address the asset needs of the Authority. Much has been accomplished with these funds but new challenges arrive every year so the need is ongoing. Inflation affects how much can be done with the funds as each year the purchasing power of the dollar diminishes. The \$2.0 million today is the equivalent of \$1.67 million in 2009 when the program started or conversely it can be said that what cost \$100 in 2009 now costs \$120 (based on data for Ontario from [Inflationcalculator.ca](http://inflationcalculator.ca)).

STAFF COMMENT

The budget is composed of two areas; the first being Special Projects and the second being Major Maintenance. Specific Projects make up 49% of the budget in 2021, down from the 55% of last year. These projects are further broken down into four distinct groups. The four groups are 1) Safety and Legislation, 2) Revenue Increase / Cost Reduction 3) Maintenance of Viability and 4) Development. The Major Maintenance spending is directed to multiple groups such as Parking, Roads and Trails, Bridges, Forestry, etc. which are identified in full detail on the numeric sheet which follows.

Specific Projects

In 2021, the Safety and Legislation subgroup is garnering 41% of the specific project funds; all of which is for phase 2 of the Lake Ontario shoreline repair at the Fifty Point conservation area. These repairs are required as a result of the impacts of the high water levels and intense storm activity which is eroding and undercutting the shore to the extent the bird observation platform and nearby trails are endangered. This is the second phase of what is expected to be a project that will total near \$1.0 million to complete all recommended protections. Phase one was included as part of the 2020 Capital Budget. The tender for phase one of the project is going out shortly with the expectation that costs of both phases combined should be better given the full project can be bid at one time while being financed over two fiscal budgets.

The Revenue Increase / Cost reduction subgroup totals 32% of the 2021 project program and is spread over three projects:

- 1 Almost one half of the funds in this group are dedicated to the redesign of the entry area into the Valens Lake Conservation area. With cabins coming online in 2021 and campground expansion noted in the new Master Plan, traffic congestion will need be addressed with this redesign. Additional gates will be added and larger pull off areas for the bigger campers are both part of what will improve the flow and the customer experience.
2. There are four parking driven projects located at Webster Falls, Fletcher Creek, Summit Bog and Middletown Road. New and redeployed Pay and Display machines will be installed at each of these areas. Parking revenues will improve and pass holders will again see the value of owning a pass.
3. Funds for expanded trailer storage at Valens Lake is also provided in this budget. Demand for winter storage continues to grow as more families have campers and trailers, many with small driveways or no storage areas at their homes.

Under the Maintenance of Viability subgroup there are always candidates for refurbishment across the watershed so each year at least one with highest need is identified as meriting the facelift. This year the beach house at Valens Lake has been chosen as the level of activity at Valens has shown consistency at a high level. While the next non-pandemic year may be quieter than 2020, the years prior to 2020 were already showing the uptrend in attendance.

Within the fourth subgroup, Development, there are two projects this year, both of a similar nature. In order to encourage more visitation to Westfield as a conservation area the trail system needs to be expanded and the plans for 2021 will do just that. Also there is need to expand the trail system at Valens with looking ahead to the cabins and expanded campground.

General Projects - Major Maintenance

The General Projects group of major maintenance make up 51% of the Block funds and are spread across multiple geographic areas and work disciplines. Several years ago we introduced the budget process of pooling the primary categories of major maintenance to address the issue of having not enough funds in one conservation area to do a necessary upgrade while having work of lessor priority completed in areas that had an allocation and felt compelled to use it. With the pooled approach the funds are held centrally and distributed to the areas that are of highest priority.

Continued healthy attendance has pressured the existing infrastructure so continual repairs and upgrades are necessary across the watershed. Roads and parking lots are regularly in need of repair from the increased use in all seasons. Trails have felt the pressure of both increased usage and the impact of more intense and damaging weather which cause washouts and rutting on the trails. The Authority has in excess of 140 kilometres of trails. Bridges, of which there are approximately 90, must be kept in proper repair as these structures are required to safely handle, depending on the allowed usage, everything from light joggers, regular pedestrians, mountain bikers to heavy horses. Fencing has also become more of an issue from the multiple perspectives of 1) keeping visitors on authorized trails and permitted areas for their own protection, 2) initiating the build of fencing for protection of our lands from intrusion and irresponsible usage by all-terrain vehicles and 3) partnering with our neighbours in a sharing of a build for their privacy and safety.

In 2021, the three largest subgroups are Forestry which funds hazard tree removal, invasive species removal and replantings, Bridges, which includes boardwalks and Parking which includes roads and trails. The Forestry budget funds the certified arborist crew which is still playing catch up to all the dead and dying ash trees that threaten our trails as hazard trees. The death of the Ash trees has been caused by the infestation of the Emerald Ash Borer. There is now a second threat to our forests on the horizon identified as a new disease called Oak Wilt which may require additional monitoring and tree work by our forestry staff. The Bridges work is driven by the re-decking of the Dofasco Trail which has approximately three more winters of work to complete. The third and equally important area of effort is in Parking. Visitation pressure continue and finding places for people to park their cars safely and be able to walk within our areas safely is an ongoing and long term project. In this regard in 2021, we will be undertaking required environmental studies for Artaban Road parking lot as required for development permits for potential expansion, review of the closed Mount Albion parking lot off of Dartnal Road for potential reopening, and undertaking expanded work at the Saltfleet conservation parking area following the initial opening this fall.

STRATEGIC PLAN LINKAGE

The capital budget refers directly to the HCA Strategic Plan 2019 – 2023:

- **Strategic Priority Area – Organizational Excellence**
 - Initiatives – Support the capital development and major maintenance program to enhance our facilities and ensure they are safe, functional and current
- **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
 - Initiatives – Continue to expand installation of automatic gates across our conservation areas
 - Initiatives - Identify and act upon revenue generation/cost reduction and investment in visitor services opportunities in our conservation areas

AGENCY COMMENTS

n/a

LEGAL/FINANCIAL IMPLICATIONS

Approval of the capital budget will be incorporated into the Capital Projects and Strategic Services work plan for 2021.

CONCLUSION

HCA management is confident that with the 2021 block funding of \$2.0 million all necessary work can be accomplished to move forward with its mandate and provide a safe and enjoyable visitor experience.

CAPITAL BUDGET 2021

	<u>Specific Projects</u>			Subtotal	Percent
#	<u>Location</u>			By Type	of Projects
Safety and Legislation					
1	FP	Shoreline Repairs	<u>\$400,000</u>	\$ 400,000	40.6%
Revenue Increase / cost reduction					
2	VL	Entry Road Reconfiguration	\$150,000		
3	CLCA	Webster P&D* Upgrade, Fencing & Gates	80,000		
4	VL	Trailer Storage Compound	50,000		
5	VL	Fletcher Creek P&D*	10,000		
6	DV	Summit Bog P&D*	10,000		
7	DV	Middletown Road P&D*	<u>10,000</u>		
* P & D is Pay and Display parking meter				310,000	31.5%
Maintenance of Viability					
8	VL	Beach House Renovations	<u>\$100,000</u>	100,000	10.2%
Development					
9	WHV	Trail Expansion	\$100,000		
10	VL	Trail Expansion & Improvements	<u>75,000</u>		
				<u>175,000</u>	<u>17.8%</u>
				\$ 985,000	49.3%
<u>General Projects - Major Maintenance</u>					
		Forestry (incl. replanting & invasive removal)	\$300,000		
		Bridges	250,000		
		Parking, roads & trails	175,000		
		Fencing	75,000		
		Utilities & Services	75,000		
		Building Maintenance	50,000		
		Gates	50,000		
		Masterplans	<u>40,000</u>		
				<u>1,015,000</u>	<u>50.8%</u>
Total Capital and Major Maintenance				\$ 2,000,000	100.0%