

## The Niagara Parks Commission

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Minutes of the public meeting of The Niagara Parks Commission held on Thursday, June 12, 2025 at the School of Horticulture, 2565 Niagara Parkway, Niagara Falls, Ontario, L2E 6T2.

### Attendance

Members: Chair Bob Gale  
Vice Chair Graham Coveney (virtually)  
Commissioner April Cotton  
Commissioner Tom Insinna  
Commissioner Dan La Caprara (virtually)  
Commissioner Spencer DeWolfe (virtually)  
Commissioner Wayne Redekop  
Commissioner Ted Salci  
Commissioner Erwin Wiens

Regrets: Commissioner Jim Diodati

Staff: David Adames, Chief Executive Officer/Secretary to the Commission  
Marcelo Gruosso, Chief Operating Officer  
Paul Forcier, Police Chief  
Steve Barnhart, Senior Landscape Architect  
Chris Giles, Director, Communications and Marketing  
Laura Pingue, Chief Financial Officer  
Janice Spino, Chief Human Resources Officer  
Katy Wassenaar, Manager, Public Affairs  
Darla Jones, Executive Assistant to the Chair and CEO/Recording Secretary

#### 1. Call to Order

Chair Gale called the meeting to order at 9:00 a.m.

#### 2. Declarations of Interest

There were no declarations of interest.

#### 3. Approval of Agenda

The following motion was moved by Commissioner Salci and seconded by Commissioner Insinna:

That the agenda be approved.

Carried.

#### **4. Land Acknowledgement**

Chair Gale provided the following land acknowledgement:

The Niagara Parks Commission wishes to acknowledge and honour the lands along the Niagara River corridor as the traditional territory of Indigenous peoples. In both spirit and partnership, we recognize and thank the Six Nations of the Haudenosaunee, the Mississaugas of the Credit First Nation of the Anishinaabek, the Neutral Nation, and all who provided stewardship of these lands over millennia. Recognition of the contributions of Indigenous peoples is consistent with our commitment to making the promise of Truth and Reconciliation real in our communities. We are grateful for the opportunity to live, work, and play here and thank all those who have served and continue to serve as caretakers of this special place.

#### **5. Chair's Opening Remarks**

Chair Gale requested that the recording secretary read aloud the names of Commissioners in attendance.

The Chair welcomed those in attendance and provided the following remarks:

“Good morning, everyone, and welcome to our June Public Commission Meeting. June is a special month as we recognize National Indigenous History month and National Indigenous Peoples day on June 21. On June 20, the Summer Mardi Gras event at Oakes Garden Theatre with Niagara Jazz Festival, will include storytelling about Indigenous history and culture. On June 21, we will host a special lecture with Karl Dockstader on the topic of treaties and friendship at McFarland House. I also encourage everyone to visit the Niagara Glen to take part in the Rekindling All Our Relations Indigenous Audio tour, curated by Michele-Elise Burnett. June is also Seniors Month in Ontario and at Niagara Parks, we are offering half-price admission to all seniors aged 60 and over on Wednesdays in the month of June. Looking back since our last meeting, on May 13, it was an honour to attend Niagara Parks' Retirement and Recognition Dinner held at Legends. Joining me that evening was Vice Chair Graham Coveney, Commissioner Tom Insinna, Commissioner Dan La Caprara and Commissioner Ted Salci. I enjoyed speaking with the retirees and employees who have reached 25 years with Niagara Parks, along with their families and colleagues who gathered to celebrate. On May 17, I attended an event at Kingsbridge Park to celebrate the Global Encounters Fanoos in Canada. This is the lead up to the Global Encounters Festival in Dubai, an international celebration of music, arts, sports and culture. The event was also attended by Mayor Diodati, MP Tony Baldinelli and MPP Wayne Gates. Last month we saw both the Victoria Day long weekend and the Memorial Day long weekend, which traditionally bring high visitation to our sites. Though the weather was not on our side, our sites were still busy, especially our attractions. We saw higher visitation at our indoor attractions compared to outdoor, and we saw similar trends across our quick serve outlets as well.

The Victoria Day long weekend was also the kick-off to summer fireworks, which now happen every night at 10pm (weather-permitting) through to Thanksgiving weekend. On May 26, David and I attended the first screening of Destination Ontario's new commercial campaign, We Stand, hosted by Minister Stan Cho. The campaign is a celebration of the people, places and stories that make this province so unique and worth standing up for. Niagara Parks' tunnel platform at the Niagara Parks Power Station was included in the video, along with other key tourism sites in Ontario. On May 28, I attended an event hosted by the Toronto Region Board of Trade, "Beyond the Usual: Building a Bold, Connected Waterfront". The event brought together key players and stakeholders from Toronto and Niagara to discuss innovative ideas for improving waterfront access and connectivity. Among the speakers was UK Consul General, Fouzia Younis, who we hosted at Niagara Parks last summer for the Red Arrows event. Like many others, we opted to take the GO Train into the city for the event, where we came across one of Niagara Parks' ads with Metrolinx. This is part of our ongoing collaboration with Metrolinx which includes a series of joint print and digital ads, including this one on the Lakeshore West GO Train from Oakville to Union! On May 29, I was pleased to attend Business Link Media's 40 under 40 Niagara event, where Niagara Parks was a corporate sponsor. A special congratulations to Natasha DiCienzo, former Niagara Parks Commissioner, who was an honouree this year. On June 4, I joined Lee Sterry on Niagara 411 for a segment talking about some of the key Niagara Parks programs and promotions for local residents this summer: Including Seniors Month, the Annual Parking Pass and the new Nine and Dine promos at Whirlpool Golf Course and the Chippawa Course at Legends. On June 5, David and I hosted a team of colleagues from Destination Canada in BC for a tour of Niagara Parks. I'd also like to congratulate David for being recognized by his alma mater McMaster University at their 2025 Alumni Awards. David has been inducted into the McMaster Alumni Gallery – a fantastic recognition of McMaster graduates who have made outstanding contributions to society across multiple sectors. On June 8, I attended the World Partnership Walk at Fireman's Park, which is a Canadian fundraising initiative dedicated to ending global poverty. Finally, I would also like to reflect on the unveiling event of the new FIFA 26 Countdown Clock at Table Rock Centre yesterday. June 11 marks one year to the start of the FIFA 26 tournament where Canada will join the United States and Mexico in hosting this prestigious global sporting event. The FIFA world cup brings together fans from every corner of the world, which makes Niagara Falls an ideal location to host the countdown clock. I know this will be very popular with our guests over the next year leading up to the tournament. Thank you to Commissioners for attending. We'll now continue with the rest of our public meeting."

## **6. Approval of Draft Minutes**

The following motion was moved by Commissioner Salci and seconded by Vice Chair Coveney:

That The Niagara Parks Commission:

1. Approve the minutes dated May 8, 2025 (COMM-2025-09).

Carried.

## **7. Presentations**

### 7.1 Battle of Queenston Heights Commemorative Dinner Event

Bob Ciupa, President, Battle of Queenston Heights Commemorative Dinner Committee, provided a verbal presentation respecting the Battle of Queenston Heights and the commemorative dinner event being sponsored by the Niagara Parks Commission. The commemorative dinner event will take place on Saturday October 17, 2025, 6:00 pm at Queenston Heights Restaurant. Please contact [queenstondinnercommittee@gmail.com](mailto:queenstondinnercommittee@gmail.com) for more information.

### 7.2 Business Highlights

Niagara Parks CEO, David Adames, provided a presentation respecting Business Highlights.

New Residential Shoreline Dock Licence Signs

There was discussion regarding the program. Staff will review the feedback received.

Staff will follow up to confirm that the current Nine and Dine golf program information is available on Niagara Parks' website.

The Niagara Parks Commission received the Business Highlights presentation for information.

## **8. Other Business**

There were no items for other business.

## **9. Date of Next Meeting**

The date of the next meeting will be Thursday July 10, 2025 at 9:00 a.m. at the School of Horticulture, 2565 Niagara Parkway, Niagara Falls, Ontario, L2E 6T2.

## **10. Closed Session**

The following motion was moved by Commissioner Redekop and seconded by Commissioner Salci:

That The Niagara Parks Commission move into Closed Session.

Carried.



The Commission moved into the Closed Session at 9:51 a.m. with the following persons in attendance:

Members: Chair Bob Gale  
Vice Chair Graham Coveney (virtually)  
Commissioner April Cotton  
Commissioner Tom Insinna  
Commissioner Dan La Caprara (virtually)  
Commissioner Spencer DeWolfe (virtually)  
Commissioner Wayne Redekop  
Commissioner Ted Salci  
Commissioner Erwin Wiens

Staff: David Adames, Chief Executive Officer/Secretary to the Commission  
Marcelo Gruosso, Chief Operating Officer  
Paul Forcier, Police Chief  
Steve Barnhart, Senior Landscape Architect  
Chris Giles, Director, Communications and Marketing  
Laura Pingue, Chief Financial Officer  
Janice Spino, Chief Human Resources Officer  
Katy Wassenaar, Manager, Public Affairs  
Darla Jones, Executive Assistant to the Chair and CEO/Recording Secretary

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Bob Gale  
Chair

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David Adames  
Chief Executive Officer/  
Secretary to the Commission

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Darla Jones  
Executive Assistant to the Chair and  
CEO/Recording Secretary

June 12, 2025



## Report to The Niagara Parks Commission

### RE: Summary of Recommendations from the Golf Committee

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The following are recommendations of the Golf Committee at its meeting held on July 2, 2025. Any variances to staff report recommendations will be noted in **red** below.

#### **Golf Capital Update (Memo 2025-40)**

1. **Approve that staff purchase the Gallus Golf app for Niagara Parks' golf courses.**
2. Receive Memo 2025-40 respecting Golf Capital Update for information.

#### **Adaptive Golf Instructor (Memo 2025-39)**

1. Receive Memo 2025-39 respecting Adaptive Golf Instructor for information.

Prepared by: _____	Submitted and Authorized by: _____
Name: Darla Jones	Name: David Adames
Title: Executive Assistant to the Chair and Chief Executive Officer	Title: Chief Executive Officer
	Date: July 2, 2025

## Memorandum

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**Date:** July 2, 2025  
**To:** Golf Committee  
**From:** Tom Newton, Senior Superintendent, Golf Operations  
**Subject:** Capital Updates

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1. Status of capital projects in current fiscal year:
  - a. Whirlpool irrigation Consultant RFP (request for proposals)
    - Consultant to provide guidance on system design, specifications, irrigation procurement, installation process and contractor procurement.
    - Potential consultants completed site visits in June
    - Proposal submission deadline July 16
  - b. Legends on the Niagara Pumpstation Replacement RFP
    - \$375,000 budget
    - RFP closing date July 9
    - March 2026 completion date
  - c. Legends Drainage
    - Ditch brushing and dredging, 1350m
    - Ensure proper drainage of infrastructure
    - Winter 2026 completion date
  - d. Whirlpool Tree Removals/Replacement
    - Removals on #2 fairway and select green-sites as per architect plan
    - Working in conjunction with NPC forestry team – Summer 2025, Winter 2026
    - Planting in key locations as per architect plan – Fall, 2025
  - e. Battlefield Cart Path Project – follow up
    - Contractor facilitating access path removals

- Future drainage considerations due to raised grade of paths
2. Equipment
- a. Utility Vehicles
    - \$240,000 RFT (request for tender)
    - Replace aging fleet
  - b. Fairway Mowers
    - \$250,000 RFT
    - Replacing two oldest fairway mowers in fleet
  - c. Legends Loader/Excavator
    - \$100,000
    - Replace original loader/excavator at Legends
  - d. Sand Raking Machines
    - \$105,000
    - Replace bunker raking machines at Legends/Whirlpool
3. Other
- a. Whirlpool On-Course Washrooms

Prepared by: \_\_\_\_\_

Name: Tom Newton

Title: Senior Superintendent, Golf  
Operations

Submitted by: \_\_\_\_\_

Name: Curtis Labelle

Title: Director, Golf Operations

Authorized by: \_\_\_\_\_

Name: David Adames

Title: Chief Executive Officer

Date: July 2, 2025



## Memorandum

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**Date:** July 2, 2025  
**To:** Golf Committee  
**From:** Curtis Labelle, Director, Golf Operations  
**Subject:** Adaptive Golf Instructor

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### Adaptive Golf

#### Background

Adaptive golf empowers individuals with cognitive, physical, sensory, health and age- related challenges to use the game of golf as a tool to improve the quality of their lives.

Niagara Parks is pleased to announce that Chris Garner has accepted the position of Adaptive Golf Instructor effective immediately at the Legends Golf Academy. In this new role Chris will be providing a full range of instructional services.

Due to serious a medical challenge, Chris underwent a successful below the knee amputation in 2018, since then he adopted a “yes man” mind set to every opportunity. Chris competed in other adaptive sports and in 2020 was introduced to golf through Para Golf Ontario. He has a passion for golf and won the world long drive championship Adaptive Golf Division in Bradenton Florida in 2022.

Chris is an athlete ambassador for Para Golf Ontario and the Southern Ontario development manager for Para Golf Canada and will be registering for additional specialized courses to enhance his certification. A series of introductory group clinics will be scheduled this summer at Legends including private Adaptive instructional services.

Prepared by: \_\_\_\_\_

Name: Curtis Labelle

Title: Director, Golf Operations

Submitted by: \_\_\_\_\_

Name: Cutis Labelle

Title: Director, Golf Operations

Authorized by: \_\_\_\_\_

Name: David Adames

Title: Chief Executive Officer

Date: July 2, 2025



## **Report to The Niagara Parks Commission**

### **RE: Summary of Recommendations from the Property and Infrastructure Committee**

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The following are recommendations of the Property and Infrastructure Committee at its meeting held on July 3, 2025. Any variances to staff report recommendations will be noted in **red** below.

#### **Capital Projects Presentation**

1. Receive the Capital Projects presentation for information.

#### **Residential Shoreline Dock Licence Sign Program (Report 2025-60)**

1. Receive this Report 2025-60 regarding NPC's Residential Shoreline Dock Licence Sign Program.
2. Direct staff to proceed with the modified Residential Shoreline Dock Licence Sign Program as set out in the report.

#### **Planning Activity Summary (Memo 2025-42)**

1. Receive Memo 2025-42 respecting Planning Activity Summary for information.

Prepared by: \_\_\_\_\_

Name: Darla Jones

Title: Executive Assistant to the Chair  
and Chief Executive Officer

Submitted and

Authorized by: \_\_\_\_\_

Name: David Adames

Title: Chief Executive Officer

Date: July 3, 2025

## **Report to the Property and Infrastructure Committee**

### **RE: Residential Shoreline Dock Licence Sign Program**

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#### **Recommendation(s)**

That the Property and Infrastructure Committee recommends that The Niagara Parks Commission:

- 1) Receive this Report 2025-60 regarding NPC's Residential Shoreline Dock Licence Sign Program.
- 2) Direct staff to proceed with the modified Residential Shoreline Dock Licence Sign Program as set out in this report.

#### **Overview**

The purpose of this report is to provide information to the Board regarding implementation of a standardized shoreline dock signage program and to modify the approach with direction from the Board.

Staff developed the Shoreline Dock Licence Sign Program in response to various compliance and enforcement challenges associated with the shoreline dock licence program. Information was provided to the Board at the June 12, 2025 regular Commission meeting regarding the implementation of the program.

#### **Background**

The Niagara Parks Commission (NPC) Residential Shoreline Dock Licence program was established in 1941 as a way to protect and manage development along the shoreline of the Niagara River and provide parkway residents the privilege of private dock access. Shoreline dock licences are administered in accordance with NPC's Shoreline Dock Licence Policy, Procedure and Terms and Conditions (Appendix A). The policy guides the application and installation of private docks with a goal of preserving the scenic nature of the shoreline in alignment with Niagara Parks mandate to preserve and promote the natural and cultural heritage along the Niagara River corridor.

The primary purpose of the program is to ensure that shoreline docks are installed and maintained in a manner that minimizes environmental impact, preserves the visual integrity of the riverfront, and supports safe access to the waterway. The program allows eligible residents along the Niagara Parkway to enjoy private dock access while maintaining compliance with environmental, spatial, and safety criteria. Docks are licensed on an annual basis and must meet specific conditions related to

location, construction, and signage. These measures help NPC fulfill its responsibility to manage over 56 kilometers of shoreline while balancing recreational use with environmental stewardship and public interest given that all docks are located on public land.

Since the inception of the shoreline dock licence program, shoreline dock licences have gained significant popularity and have increased to over 100 licensed locations between Niagara-on-the-Lake to Fort Erie, posing some challenges to staff to efficiently enforce NPC's terms and conditions.

### **Address Requirement per NPC's Terms and Conditions**

As per the Shoreline Dock Terms and Conditions, which all dock licence holders must agree to when submitting their application, section 7.13 indicates that "Each dock shall have the licence holder's address (which serves as the Licence Number) clearly displayed on the dock, either by painting it on the dock decking in numbers not larger than 6 inches in height, or by the installation of a sign on the dock not to exceed 5 inches x 8 inches in size, which sign shall be securely fastened to the dock and is subject to the approval of the NPC."

The requirement for displaying the licence holder's address on the dock has been a long-standing requirement of the Shoreline Dock Terms and Conditions. As noted in section 8.2 of the Terms and Conditions, failure to comply with the Shoreline Dock Terms and Conditions could lead to the licence being revoked. Having the address posted on the dock serves two primary purposes. Firstly, having the addresses clearly identified on the dock assists staff in the inspection process, especially where a resident's home address is difficult to see due to distance or a lack of address on their house or mailbox. Having the address posted on the dock creates significant efficiencies when inspecting over one hundred docks within NPC's shoreline dock program. Secondly, addresses posted on the dock are essential for boater/water safety. In the case of an emergency on the water (accident, extreme weather event, etc.), addresses on the dock provide a quick reference location for victims and emergency services to reduce response times.

### **Reducing Visual Impacts**

In an effort to limit the visual impacts of the shoreline docks along the Niagara River, the Shoreline Dock Terms and Conditions (Sections 5.12 and 7.9) prohibits the placement of signage and other items such as flags, ornaments, gates and fences. Unfortunately, in an effort to deter Niagara Parks' visitors from accessing the dock, many dock licence holders have installed multiple 'No trespassing' signs, often attached to NPC's trees, creating significant visual clutter. These no trespassing signs also provide the perception that sections of Niagara Parks have been privatized. By standardizing the dock signage with NPC's brand and simple design, these signs identify the dock as being approved by NPC, deter visitors from accessing the dock, and have a low visual impact from the Niagara Parkway.

Photos of current and new shoreline dock signs are included as Appendix B.

### **Unauthorized Shoreline Dock Access by Visitors**

One of the primary complaints from dock licence holders is the unauthorized use of docks by visitors to Niagara Parks. This issue was only amplified during the Covid-19 pandemic and continues to be a problem today. As each dock licence holder must provide their own insurance for their dock, having visitors on the docks creates an increased risk of liability to the licence holder as well as concerns for personal property (e.g. boats). Over the past several years, many licence holders have asked NPC to develop and install signage on the docks to identify them as 'private docks.' The shoreline dock signage program aims to address this issue while bringing docks into compliance with NPC's Shoreline Dock Terms and Conditions.

### **NPC's Residential Shoreline Dock Licence Sign Program**

In response to the above issues and in an effort to bring dock licences holders into compliance with NPC's Shoreline Dock Licence Terms and Conditions, create signage consistency, and at the request of several dock licence holders, NPC has established the Residential Shoreline Dock Licence Sign Program. This program provides each eligible dock licence holder with a small (7 x10 inch) NPC branded sign identifying that the dock is licenced by NPC, for private use only, and provides the dock owners address (which acts as the licence number) for quick identification by staff and in case of emergencies on the water. The sign design is attached as Appendix C.

Staff have provided detailed installation instructions to existing shoreline dock licence holders when issuing the dock licence for the 2025 season. Installation on posts was permitted in the event installation on the dock was not possible. Staff have now modified the instructions to remove the use of posts as a means of installing the signs, refer to Appendix D.

To date, staff have received a positive response to this program from licence holders.

## **Implications**

### **Financial**

There is minimal cost to NPC for sign production and distribution. Licence holders will not bear any additional costs as part of the program implementation.

### **Technical/Staffing**

Signs are weather-resistant, reflective and easy to install with provided instructions. The program will be managed by existing staff with support from the Environmental Planning and Operations teams.

### **Legal/Legislative**

This program supports the efficient enforcement of existing Shoreline Dock Terms and Conditions.

#### Environmental

Reduces visual clutter and prevents damage to trees from unauthorized signage.

#### Policy

The program will be implemented in alignment with NPC's Shoreline Dock Policy CPM-01-26, Procedure ADM-01-26 and Terms and Conditions, as well as NPC's commitment to safety, consistency, and environmental stewardship.

### **Consultation**

Staff have collected feedback over several years from many licence holders requesting official signage to deter unauthorized use and ensure they remain in compliance with the shoreline dock licence program.

The program was created with input from an interdepartmental group consisting of Environmental Planning, Operations, Communications and Licensing staff regarding program design and implementation. Staff have also consulted with Niagara Parks Police Service who are supportive of the program for its role in improving emergency response.

### **Alternatives for Consideration**

Alternatively, the Commission could direct staff to:

1. Make the signage program optional. Staff do not recommend this alternative. Mandating signage ensures consistency and compliance with the program's Terms and Conditions, including address display requirements. A voluntary approach risks inconsistency, additional visual clutter and non-compliance.
2. Reconsider the shoreline dock sign program. Staff do not recommend this alternative as the current program does not adequately address the concerns of dock licence holders, fails to meet address display requirements, and may introduce safety risks. Additionally, the current status allows for inconsistent signage, at the licence holders discretion which leads to visual clutter, varying sign sizes and designs and unauthorized placement of signs on NPC natural areas (i.e., trees).
3. Change the licence numbering system. Staff do not recommend this alternative as this approach would not assist in staff efficiencies when performing inspections or for immediate identification for safety/first response situations.

## **Rationale for Recommendation**

The Residential Shoreline Dock Licence Sign Program was developed to alleviate challenges related to dock identification, compliance with licensing terms, and unauthorized public use of private docks along the Niagara River. With over 100 licensed shoreline docks spanning 56 kilometers, staff faced difficulties in efficiently inspecting docks and ensuring compliance with the Shoreline Dock Terms and Conditions—particularly the requirement that each dock clearly display the licence holder’s address.

The program also addresses concerns about unauthorized dock access, which increased during the COVID-19 pandemic and remains a concern today. By clearly marking docks as private and NPC-approved, the signage helps deter misuse while reducing the need for unapproved signage that can damage trees or create a privatized appearance along public land.

## **Relevance to Strategic Plan**

The recommendation to implement the Residential Shoreline Dock Licence Sign Program directly supports The Niagara Parks Commission’s 2018–2028 Strategic Plan by advancing multiple strategic themes as follows:

Showcasing our rich heritage, culture, and lifestyle

- The Residential Shoreline Dock Licence Sign Program reinforces the identity and organization of the shoreline dock program in a respectful and consistent manner.

Leveraging and activating our natural wonders and iconic experiences

- The sign program strives to enhance wayfinding and safety along the Niagara River, making the waterfront more accessible and enjoyable for both residents and visitors.

Supporting a dynamic business environment

- The sign program will improve infrastructure that benefits tourism, local operators, and emergency services, thereby contributing to economic well-being and community connectivity.

Taking experiences, services, and hospitality to the next level

- By ensuring a high standard of service delivery, safety, and visual consistency, the program will reflect NPC’s commitment to operational excellence and visitor satisfaction.
- The program improves clarity for visitors and reduces confusion about dock ownership.



## Other Pertinent Reports

[Presentation](#) Niagara Parks Residential Shoreline Dock Licences – March 2023

[Report 2023-51](#) Residential Shoreline Dock Licence Program Procedure Update – July 2023

Prepared by: \_\_\_\_\_

Name: Rachel Adamsky

Title: Manager, Realty & Legal Services

Submitted by: \_\_\_\_\_

Name: Marcelo Grusso

Title: Chief Operating Officer

Authorized by: \_\_\_\_\_

Name: David Adames

Title: Chief Executive Officer

Date: July 3, 2025

## Appendices

Appendix A: Residential Shoreline Dock Licence Terms and Conditions (November 12, 2021)

Appendix B: Shoreline Dock Signage Photos

Appendix C: NPC branded sign design

Appendix D: Shoreline Dock Sign Program Notification and Instructions





# Shoreline Dock Licence

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Terms and Conditions • November 12, 2021

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## **1. PURPOSE**

These Terms and Conditions were developed with the intention of providing a fair and consistent process for all applicants and ensures that shoreline dock usage does not negatively impact the environment or the aesthetics of the scenic processional drive of the Niagara River Parkway. Before new docks are installed, applicants will be required to undergo Niagara Parks New Dock Application review process for approval. If approved, the Applicant will receive a licence which can be renewed annually if they continue to meet the eligibility criteria.

## **2. DEFINITIONS**

“Act” means the Niagara Parks Act, R.S.O. 1990, Chapter N.3.

“Applicant” means a person who makes a formal application for a Shoreline Dock Licence.

“CEO” means the Chief Executive Officer for NPC.

“Dock season” means the period between 10 days after removal of the ice boom in the spring to October 31<sup>st</sup> of each year.

“Fee” means the rates and fees established and approved by the NPC annually.

“NPC” means the corporation of The Niagara Parks Commission.

“Pre-fabricated dock” means a modular floating dock kit produced and sold by a reputable custom dock manufacturer.

“Resident” means a homeowner residing in a permanent dwelling with frontage on Niagara River Parkway or a Niagara Parks service road on a long-term basis.

“Short-term rental” means the use of a building for overnight guest lodging for a period of not more than 28 days.

“Watercraft” means a boat or vessel that is used exclusively for pleasure and does not carry passengers or goods for hire, reward, remuneration or any other object of profit.

## **3. LICENCE**

- 3.1 The NPC may issue temporary annual licences, upon application and payment of the applicable fee, and subject to the Terms and Conditions hereinafter contained, to permit the licence holder to gain access to, and place and use, a shoreline dock on the lands under jurisdiction of the NPC.

- 3.2 Licences shall only be issued to boat owners who are Residents of lots immediately adjoining and opposite the lands under the jurisdiction of the NPC where the dock is proposed to be installed.
- 3.3 The NPC reserves the right to deny an application for a licence, or terminate a licence, for any reason. Non-compliance with these Terms and Conditions may affect renewal of existing licences and may result in termination of the licence.
- 3.4 It is a condition of every licence issued that the licence holder shall be solely responsible for compliance with all applicable laws pertaining to the installation, maintenance and use of the dock during the term of the licence, including but not limited to the legislation set out in Schedule A attached hereto, and Canadian Coast Guard approval of any water or other vessels as required, at the licence holder's sole cost.
- 3.5 A residential shoreline dock licence is strictly personal, temporary and non-transferable in nature, and does not vest in the licence holder any permanent right of title, easement, restriction or other property interest in respect of the land on, adjacent to or within the vicinity of the permitted dock location, but only confers a temporary licence therefor.
- 3.6 No person shall permit any boat, raft, watercraft of any other kind, shoreline dock, floating dock, mooring device, stairs or other structure of any kind to be constructed or permanently or temporarily affixed along the Niagara River or on lands under the jurisdiction of the NPC, without first having obtained written approval/permission from the NPC.
- 3.7 The installation of any dock, stairs or installation or structure of any kind on lands along the Niagara River or under the jurisdiction of the NPC without approval shall be deemed to be a trespass, subject to prosecution pursuant to the Trespass to Property Act.

## **4. APPLICATION REQUIREMENTS AND APPROVALS**

### **4.1 Application for New Licence**

- a. Applications for a new shoreline dock licence, and/or stairs, are required to be submitted to the NPC and shall be in the form provided, as may be amended by the NPC from time to time and shall be accompanied by all other information and documents required by the NPC. New applications are subject to NPC's review process and a one-time administrative fee in addition to the annual licence fee and any applicable fees for stairs or additional boats. Applications for a new shoreline dock licence can be found on our website at: [www.niagaraparks.com/docks](http://www.niagaraparks.com/docks).
- b. If approval for a new dock is granted by NPC, docks and/or stairs must be installed within the current dock season, unless otherwise approved by the NPC. If the licence holder fails to install the dock and/or stairs within the current dock season, the licence will be revoked and the licence holder will be required to complete a new licence application and will undergo NPC's review process again.



- c. Dependent on location, Applicants requesting a new dock and/or stairs may be required to undertake an Environmental Impact Study, a Geotechnical investigation and/or a minimum Stage 1-2 Archaeological Assessment clearing the lands of any archaeological potential. The requirement for the additional studies will be identified during the review process.

#### **4.2 Application for Licence Renewal**

- a. Applications for a renewal of a shoreline dock licence, and/or stairs, are required to be submitted to the NPC and shall be in the form provided, as may be amended by the NPC from time to time and shall be accompanied by all other information and documents required by the NPC. Renewal applications can be found on our website at: [www.niagaraparks.com/docks](http://www.niagaraparks.com/docks).
- b. To qualify for a shoreline dock licence renewal full compliance with these terms and conditions are required from the previous year. Failure to comply with the terms and conditions will result in non-renewal of the shoreline dock licence.

#### **4.3 Required Information, Fees and Insurance**

- a. Upon application for a new licence or renewal, the applicant shall submit payment in full of the applicable fees, as determined by NPC from time to time in its sole discretion. All new applications will be subject to an administrative setup fee, in addition to the annual licence fee, as determined by the NPC from time to time. Information related to NPC's fees can be found on our website at: [www.niagaraparks.com/docks](http://www.niagaraparks.com/docks).
- b. Every applicant for a new licence or renewal shall submit a fully completed: New Dock Request Form or Dock Licence Renewal Form along with a completed Boat Information Form which can be found on our website at: [www.niagaraparks.com/docks](http://www.niagaraparks.com/docks).
- c. Every applicant shall obtain and maintain throughout the term of the licence liability insurance providing coverage for property damage and personal injury, including death, in the amount of \$2,000,000 (two million dollars) per occurrence naming The Niagara Parks Commission as an additional insured, or such other insurance that the NPC may request from time to time, at the applicant/licence holder's sole cost. A certificate of insurance evidencing the required coverage and in a form satisfactory to the NPC shall be provided by every applicant prior to licence issuance, and upon request by the NPC from time to time.
- d. Plans noting proposed size, location and method and materials for construction of the docks, stairs and other installations must be submitted and approved by the NPC prior to licence issuance. In addition, all applications for new docks and/or stairs, or for existing docks and/or stairs that require substantial repair or alteration, save and

except for approved pre-fabricated docks, shall be accompanied by drawings prepared and stamped by a Professional Engineer in good standing in Ontario (PEO), at the applicant/licence holder's sole cost.

- e. All works, including any repairs or alterations during the term of the licence, shall be carried out in accordance with the plans and specifications approved by the NPC. No alterations to any approved drawings, or structures, are permitted without prior written approval of the NPC. Any modification, alteration or extension of a dock and/or stairs may require a new licence application, as determined by the NPC in its sole discretion. The NPC reserves the right, at any time, to require the licence holder to provide "as constructed" drawings, or other documentation to certify that the construction and installation of the dock and/or stairs and/or other permitted installations was completed in accordance with the approved plans, drawings and specifications, at the licence holder's sole cost.

#### **4.4 Licence Term**

Shoreline docks shall only be installed following issuance of the required licence but in no case, shall the installation be earlier than 10 (ten) days after the Lake Erie ice boom is removed. All shoreline docks and related installations shall be completely removed no later than October 31st of each year or such earlier period as determined by the Commission. In this case, NPC will endeavour to provide written notice to each licence holder. Stairs may remain year-round, subject to the approval of the NPC and such conditions as the NPC may impose in its sole discretion, for as long as the NPC continues to grant the applicable annual licences, however the licence holder shall be solely responsible to immediately remove all installations and restore the lands to their former condition to the satisfaction of the NPC, at the licence holder's sole cost, upon termination of the licence.

#### **4.5 Termination**

- a. All licences are temporary in nature and shall automatically terminate as of October 31st of each year, subject to earlier surrender by the licence holder or termination by the NPC as provided for herein.
- b. Any breach of these terms and conditions, or applicable laws, will result in termination of the licence. Notice of termination will be provided in accordance with section 8. herein.
- c. The NPC may terminate the licence, for any reason, at any time upon 30(thirty) days' notice in writing, delivered or mailed to the address shown on the licence. It is the licence holder's responsibility to provide updated contact information to NPC.
- d. The NPC may revoke the licence upon providing written notice to the licence holder if the dock and installations are not in place by June 30th of the current season

without prior written authorization from the NPC.

- e. Upon surrender, termination or revocation of the licence, the last named licence holder shall be solely responsible to immediately remove all installations and restore the lands to their former condition to the satisfaction of the NPC, at the licence holder's sole cost. Failure to do so shall entitle the NPC, at its option, to remove and dispose of the installations, and restore the lands, and to collect any costs and expenses incurred as a result (including legal fees and disbursements) from the last named licence holder.
- f. The licence is personal to the licence holder, and is not assignable in any manner by the licence holder, and automatically terminates upon:
  - i. the sale or transfer of the licence holder's property;
  - ii. the death of the licence holder, or in the case of joint licence holders, the death of the last survivor; or
  - iii. the commencement of any proceedings in bankruptcy by or against the licence holder.
- g. Licences do not automatically renew. The NPC reserves the right to transfer existing licences that have been revoked, or denied, to new applicants, as determined by the NPC in its sole discretion.

#### **4.6 Other Permits or Approvals Required**

- a. The granting of a licence by the NPC does not in any way relieve the licence holder from complying with all applicable requirements of the area municipality or any other provincial or federal authority, including the Niagara Peninsula Conservation Authority.
- b. If there is a conflict between these terms and conditions and the provisions of any by-law of an area municipality, or other applicable law, the provisions that are most restrictive shall apply.
- c. All applicants and licence holders are solely responsible for compliance with the requirements of the Department of Fisheries and Oceans, the Ontario Ministry of Natural Resources and Forestry, the Ontario Ministry of Environment, Conservation and Parks, the Canadian Navigable Waters Act and the Navigable Waters Works Regulations and all other applicable laws. All applicants and licence holders must also obtain approval as necessary from the Canada Border Services Agency.
- d. The NPC reserves the right, in its sole discretion, at any time to require the applicant or licence holder to provide proof that all required approvals and permits have been obtained as necessary, failing which the NPC shall be entitled to deny or immediately terminate the licence.

## **5. SHORELINE DOCK USAGE**

- 5.1 The licence and usage of the dock is restricted to Residents with addresses along the Niagara Parkway only, with a maximum of 2 (two) boats owned by the licence holder secured to each dock. Shoreline docks are for personal use only. Short-term rentals and commercial uses will not be considered under these Terms and Conditions.
- 5.2 Licence holders may share a dock with Niagara River Parkway neighbours at their discretion, in which case the dock may have up to a maximum of 5 (five) boats, subject to the payment of an additional annual fee for each additional boat, as determined by the NPC from time to time. Each neighbour sharing the dock must also obtain and maintain throughout the term of the licence, at its sole cost, its own liability insurance providing coverage for property damage and personal injury, including death, in the amount of \$2,000,000 (two million dollars) per occurrence naming The Niagara Parks Commission as an additional insured, or such other insurance that the NPC may request from time to time. A certificate of insurance evidencing the required coverage and in a form satisfactory to the NPC shall be provided by every such neighbour sharing the dock upon application for a licence, and upon request by the NPC from time to time. NPC will not be responsible for any dock sharing arrangements or disputes between Niagara River Parkway neighbours.
- 5.3 The licence holder shall immediately notify the NPC upon the sale or transfer of the licence holder's property. Licences do not automatically transfer to new owners. New owners are required to apply for a new shoreline dock licence and will be subject to NPC's review and approval process.
- 5.4 Parking of vehicles for those using the docks is restricted to private driveways and designated parking areas along the Niagara Parkway. Parking on NPC roadway, shoulder, grass, road allowance or other lands is not permitted. The licence holder shall be solely responsible for all costs and expenses incurred by the NPC to reinstate any damage caused to lands under the jurisdiction of the NPC by vehicles.
- 5.5 All boats, vessels and dock installations shall be properly and safely secured in a manner that will withstand extreme weather events.
- 5.6 Boats, vessels, dock installations and stairs shall not be secured to, or in a manner that might cause damage to, trees, shrubs, bushes or other landscaping features or endangered species as defined by the Endangered Species Act (Ontario).
- 5.7 Residential shoreline docks are not to be used for commercial purposes.
- 5.8 Licences for residential shoreline docks are intended only for the personal use of the Niagara River Parkway resident for whom the licence is issued. The licence is not intended to permit holders to operate a marina for friends, relatives or others not residing at the Niagara River Parkway address to which the licence is issued. Life threatening situations





such as a storm or pending storm shall be an acceptable reason for the use by a non-licence holder of any dock up to a maximum time of 48 (forty-eight) hours.

- 5.9 The licence holder is not allowed to charge a fee for the docking of other boats in emergency situations.
- 5.10 All structures, boats, equipment, items or other personal property of the licence holder at any time brought or stored on lands under the jurisdiction of the NPC shall be at the sole risk of the licence holder and the NPC shall not be liable for any loss or damage thereto, howsoever arising, and the licence holder expressly releases the NPC from all claims and demands in respect of any such loss or damage. Storage of removed docks during the off season is prohibited.
- 5.11 Barbecues, equipment, toys, furniture, umbrellas and other chattels are not permitted to be left on the shoreline dock overnight.
- 5.12 No signage shall be installed on the dock or NPC lands, except as expressly approved or required by the NPC.
- 5.13 The licence holder shall be solely responsible for ensuring the safety of the dock, stairs and all installations, and the safety of all users.
- 5.14 The licence holder shall keep the shoreline and NPC lands in a clean and tidy condition and safe from harm or damage arising from or out of the licence holder's use, including the installation and removal of the dock and/or any other permitted installations. The licence holder is required to contact NPC if shoreline vegetation trimming or pruning is required for access to the shoreline dock. At no time is the licence holder permitted to trim or prune shoreline vegetation. Destruction of shoreline vegetation may be subject to termination of the shoreline dock licence.

## **6. SHORELINE DOCK AND STAIRS LOCATION**

- 6.1 At no time will the total number of annual dock licences issued exceed 150 along the entire Niagara River. Of those 150 docks, only 20 will be permitted on the lower river.
- 6.2 The exact location of all docks, stairs and other permitted installations is to be determined by the NPC, with the minimum required distance between docks being 80 metres, unless otherwise approved by NPC in its sole discretion. The location of each permitted shoreline dock shall be in front of the licence holder's lands and not that of a neighboring landowner.
- 6.3 In certain areas along the Niagara River, shoreline docks are not permitted due to dangerous water areas, wildlife zones, commercial areas and other areas as determined by the NPC from time to time in its sole discretion, including but not limited to those restricted areas identified in Schedule B attached hereto.

- 6.4 NPC and other government agencies have identified and/or established critical
- November 12, 2021                      Shoreline Docks Terms and Conditions



environmental areas along the Niagara River corridor. These areas may include areas that provide fish and bird habitat as well as areas of the shoreline that have been identified by NPC for riparian habitat restoration. Shoreline docks will not be permitted within these important environmental areas.

- 6.5 Shoreline docks will not be permitted within 10 metres of an Ontario PowerGeneration Water Level Station.
- 6.6 Shoreline docks will not be permitted within 15 metres from bridges, culverts or NPC managed viewpoint, parkettes and environmental restoration areas.
- 6.7 Shoreline docks will not be permitted within 5 metres of NPC picnic tables or benches.
- 6.8 The NPC reserves the right at any time to require the relocation of the dock, the alteration of its size or to restrict the number of vessels at each location, and the licence holder shall immediately comply with the NPC's requirements. Non-compliance with this section may result in the licence being revoked.
- 6.9 Stairs may be permitted by the NPC on an individual basis for access to an approved dock, as determined by the NPC in its sole discretion, where a natural path is not feasible. A separate approval is required, subject to the payment of the applicable fee as determined by the NPC from time to time, and approval by the NPC of the exact location and design of the stairs.
- 6.10 The NPC reserves the right at any time to require the relocation and alteration of the dock and/or stairs and the licence holder shall immediately comply with the NPC's requirements. Non-compliance with this section may result in the licence being revoked.
- 6.11 If the NPC requires the substantial alteration of a dock and/or stairs, as determined by the NPC in its sole discretion, the licence holder shall be required to submit drawings prepared and stamped by a Professional Engineer in good standing in Ontario (PEO) of the dock and/or stairs, including all proposed alterations, at the licence holder's sole cost, for the approval of the NPC before the completion of the required alterations is carried out.

## **7. SHORELINE DOCK AND STAIRS DESIGN AND CONSTRUCTION**

- 7.1 The licence holder is solely responsible for ensuring that dock and stair structures conform to all applicable laws.
- 7.2 All licence applications for new dock and/or stair structures, or for existing docks and/or stairs that require substantial repair or alteration, save and except for approved pre-fabricated docks, will require the submission of drawings prepared and stamped by a Professional Engineer in good standing in Ontario (PEO) to the NPC, at the licence holder's sole cost, for the approval of NPC before the installation and/or required repairs are carried out.

- 7.3 NPC recognizes that shoreline docks that existed before 2021 may not fully comply with the design criteria and environmental requirements. These existing shoreline docks are exempt from the design and environmental criteria until such time that replacement or upgrade is necessary. Exempt shoreline docks remain subject to compliance with these Terms and Conditions, including maintenance and repair obligations. NPC reserves the right to consider other factors relevant for exemption.
- 7.4 To minimize impact on the shoreline, landings for stairs shall not exceed six feet width by six feet' length, unless otherwise permitted by NPC. Stairs will be constructed using wood or metal material and will be constructed in a temporary design that can easily be removed.
- 7.5 The installation of stone steps will not be permitted unless expressly approved by NPC. Additional requirements include but are not limited to an Environmental Impact Study, a Geotechnical investigation (where required due to soil and slope conditions), a Stage 1-2 Archaeological Assessment clearing the lands of archaeological potential and a licence agreement with NPC where a security deposit may be required.
- 7.6 Unless otherwise approved by NPC, dock width shall not exceed 6' and may not exceed 60' length. Docks shall be configured in a preferred linear design. In some cases, a "T" or "L" shape or multi-fingered dock design will be permitted.
- 7.7 The licence holder shall maintain the dock and/or stairs and other permitted installations in good condition and repair, as determined by the NPC in its sole discretion, and shall not cause or permit any unsafe conditions. The licence holder shall complete all required repairs identified by the NPC in writing within 14 (fourteen) days of receipt of the NPC's notice, failing which the NPC may immediately terminate the licence.
- 7.8 If the NPC requires the substantial repair of a dock and/or stairs, as determined by the NPC in its sole discretion, the licence holder shall be required to submit drawings prepared and stamped by a Professional Engineer in good standing in Ontario (PEO) of the dock and/or stairs, including all proposed repairs, at the licence holder's sole cost, for the approval of the NPC before the completion of the required repairs is carried out.
- 7.9 Permanent installations such as boat lifts, gabion baskets, pilings, concrete/steel posts and footings, slabs, electrical outlets, racks, buildings and any other similar permanent structures are prohibited. In addition, movable items such as signs, flags, ornaments, gates and fences are also prohibited. The NPC reserves the right to remove and dispose of any prohibited items at any time, without notice, at the licence holder's sole expense.
- 7.10 Machinery shall not be operated in the water when installing or removing docks.
- 7.11 The riverbed shall not be disturbed to result in any erosion into the river or harm to fish or other species and or their habitat.



- 7.12 Treated or painted lumber shall not be placed in contact with the Niagara River.
- 7.13 Each dock shall have the licence holder's address (which serves as the Licence Number) clearly displayed on the dock, either by painting it on the dock decking in numbers not larger than 6 inches in height, or by the installation of a sign on the dock not to exceed 5 inches x 8 inches in size, which sign shall be securely fastened to the dock and is subject to the approval of the NPC.
- 7.14 Clearing, pruning, trimming trees and/or vegetation from the waters or shoreline of the river is strictly prohibited. If NPC determines in its sole discretion that restoration is required because of such clearing, it will be at the sole expense of the licence holder. The licence holder should be aware that in addition to requiring vegetation to protect the riverbanks from erosion, many areas along the river have endangered species of plants, which, if removed, may result in prosecution for which the penalty includes a fine of up to \$250,000 for an individual convicted of a first offence pursuant to the Endangered Species Act (Ontario). Licence holders with questions about these plants or any request for clearing vegetation should contact NPC Guest Services
- 7.15 Permanent decks on shore or on the water are strictly prohibited, absent the express prior written approval of the NPC. Existing approved temporary decks must be removed by October 31st in each year. The NPC reserves the right at any time to require the relocation, alteration or removal of permitted decks, subject to such conditions as the NPC considers appropriate, including but not limited to: the submission of drawings prepared and stamped by a Professional Engineer in good standing in Ontario (PEO) of the deck; and, the restoration of lands affected by the deck, and the licence holder shall immediately comply with the NPC's requirements, at the licence holder's sole cost.

## **8. ADMINISTRATION**

### **8.1 Enforcement**

- a. The installation of any dock, stairs or structure of any kind along the Niagara River shoreline, on the bed of the Niagara River, or on any other lands under the jurisdiction of the NPC by any person without a licence shall be deemed to be a trespass, subject to prosecution and applicable penalties pursuant to the provisions of the Trespass to Property Act (Ontario), and the Provincial Offences Act (Ontario).
- b. If an unauthorized installation is identified, NPC will use its best efforts to contact the owner of the unauthorized installation and provide written notice of required removal within 30 days of notice. Failure to comply with the removal notice will result in NPC removing the structure(s) at the sole cost of the owner. In the event NPC is unable to locate an owner, NPC staff, in cooperation with Niagara Parks Police Service, will attend at the site and remove the installation.



- c. Failure to comply with the provisions of these Terms and Conditions may result in the termination of the Shoreline Dock Licence. The licence holder will be provided notice in writing of termination and subsequent non-renewal of the licence.

## **8.2 Notice**

Notices sent pursuant to these terms and conditions will be in writing and sent by regular mail, registered mail, personally delivered, or sent by e-mail, to the licence holder/applicant at the address provided on the Licence/application form or to any other address that the licence holder/applicant designates in writing. Any notice: (a) sent by regular mail, shall be deemed to have been received on the fifth (5th) business day after mailing; (b) sent by registered mail, shall be deemed to have been received on the second (2nd) business day after mailing; (c) delivered personally or by email shall be deemed to have been received on the date given.

## **9. AGREEMENT**

- 9.1 Upon issuance of the licence, the licence holder shall be deemed to have read, understood and agreed to comply with these terms and conditions.
- 9.2 Upon issuance of the licence, the licence holder shall be deemed to have agreed to indemnify and save harmless the NPC and each of its commissioners, officers, directors, employees, agents and other persons for whom it is responsible in law, of and from all fines, suits, claims, demands, proceedings, actions, costs, expenses, and damages of any kind or nature, howsoever arising, to which NPC may become liable by reason of the use of the dock, stairs or other installations, the use of lands under the jurisdiction of the NPC lands pursuant to the licence, whether proper or improper, and/or by reason of any breach of these terms and conditions by the licence holder or any person for whom the licence holder is responsible in law.
- 9.3 Upon issuance of the licence, the licence holder shall be deemed to have agreed to forever and completely and unconditionally release, remise and discharge the NPC, and each of its commissioners, officers, directors, employees, agents and other persons for whom it is responsible in law, from and against any and all actions, causes of actions, claims, demands, costs, expenses, and damages of any nature whatsoever by reason of or in connection with the licence and/or the use of the lands under the jurisdiction of the NPC lands pursuant to the licence, whether proper or improper.

# SCHEDULE A

## APPLICABLE LAWS

Licence holders shall be solely responsible to comply with all applicable laws in any way pertaining to the installation, maintenance and use of the dock and related lands including but not limited the following:

- Niagara Parks Act (Ontario)
- Public Lands Act (Ontario)
- Canadian Navigable Waters Act (Canada)
- Fisheries Act (Canada)
- Lakes and Rivers Improvement Act (Ontario)
- Trespass to Property Act (Ontario)
- Places to Grow Act, 2005 (Ontario)
- Greenbelt Act, 2005 (Ontario)
- Environmental Protection Act (Ontario)
- Endangered Species Act, 2007 (Ontario)
- Building Code Act (Ontario)

# SCHEDULE B

## RESTRICTED AREAS:

### RESIDENTIAL MOORINGS AND SHORELINE DOCKS NOT ALLOWED

RESTRICTED AREA	REASON
<b>Niagara-on-the-Lake</b>	
1. North of Smugglers Cove Boat Club	ANSI (Area of Natural and Scientific Interest)
2. McFarland Park Area	ANSI (Area of Natural and Scientific Interest)
3. Brown's Point Area	ANSI (Area of Natural and Scientific Interest)
4. Deep Hollow Area and south	ANSI (Area of Natural and Scientific Interest)
<b>City of Niagara Falls</b>	
1. Between village of Queenston and North Service Road 30	Dangerous Waters
<b>Town of Fort Erie</b>	
1. Within 400 metres (1,300 feet) of the Niagara Parks Marina	Marina Area
2. Between Phipps Street and Lewis Street	Shoreline reserved for full public park use
3. From a point 300 metres south of Wintemute Street to the south-westerly point of the Commission waterlot jurisdiction (being house number 520 Lakeshore Road)	Bird Sanctuary and shoreline reserved for full public park use
4. Gonder's Flats	Coastal wetlands



## Appendix B

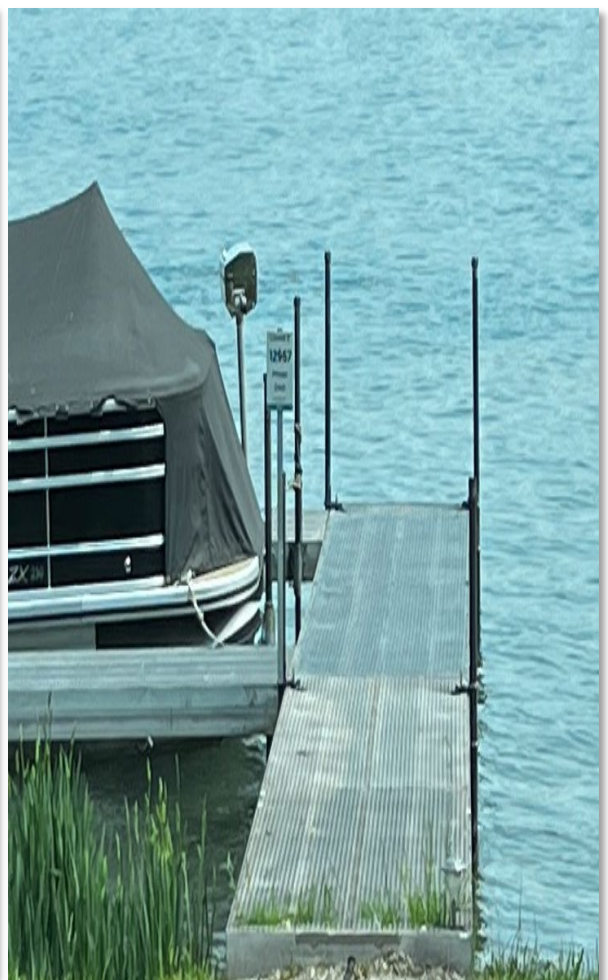
### Current Shoreline Dock Signage





## Appendix B

### New Shoreline Dock Signage



## Appendix C

### Sample Shoreline Dock Licence Sign



10"

7"



## **New Residential Shoreline Dock Identification Signs**

Niagara Parks is excited to introduce a new process to help identify your shoreline dock more efficiently in a way that meets the requirements of your residential shoreline dock licence. As part of this initiative, we are implementing new signage to be placed at each dock location. The signage is a mandatory requirement of your shoreline dock licence and will clearly display your licence number and provides licence holders a way to show visitors that the dock is privately owned.



### **Why is this important?**

The new signage will:

- Enhance the visibility and identification of your dock.
- Ensure compliance with licensing regulations.
- Assist in maintaining an orderly and well-managed shoreline area.

### **Frequently Asked Questions (FAQ)**

1. **Can I have other identifiers attached to my shoreline dock?**
  - No, other identifiers are not permitted. This is to ensure uniformity and prevent any confusion regarding the official licence sign, which must remain clearly visible at all times. Please remove other identifiers (signs, licence numbers, etc.) when installing the new sign.



2. **Are there specific requirements for the location of the sign on my dock?**
  - The sign should be placed in a visible spot that can be easily seen from the roadway. Ensure it is securely mounted to withstand weather conditions.
3. **What type of hardware is used for mounting the sign?**
  - The sign will come with screw holes, its recommended to use screws to securely mount the sign. If you need additional hardware, please contact us.
4. **Can I customize the sign with my own design or colors?**
  - No, the sign must remain as provided to ensure uniformity and compliance with licensing regulations.
5. **What should I do if my sign gets damaged or lost?**
  - Report any damage or loss to Niagara Parks immediately. A replacement sign will be issued.
6. **Is there a deadline for installing the sign?**
  - Yes, please install the sign by no later than August 4<sup>th</sup>. Failure to do so may result in non-compliance with your licence terms.
7. **How often should I check the condition of the sign?**
  - Regularly inspect the sign to ensure it remains visible and in good condition. Report any issues promptly.
8. **Can I install the sign myself, or do I need professional help?**
  - You can install the sign yourself using the provided instructions. If you need assistance, please reach out to Niagara Parks.
9. **What happens if I don't comply with the new signage requirement?**
  - Non-compliance may result in penalties or revocation of your dock licence. Please ensure you follow the installation instructions carefully.



## How to Attach Your Shoreline Dock Identification Sign

To ensure your dock identification sign is properly installed and compliant with regulations, please follow these instructions:

1. **Choose an Appropriate Location**
  - Signs must be attached to either the **railing of your dock** or another visible location on the dock.
  - **Attachment to trees is Not Permitted** under Niagara Parks guidelines, as it can harm the trees and detract from the natural environment.
2. **Prepare the Mounting Area**
  - If attaching to the dock railing, clean the area to remove dirt, debris, or rust.
  - If you need assistance with installation please contact Niagara Parks to make the necessary arrangements at the contact information below.
3. **Position the Sign**
  - Align the sign so it is clearly visible and easily readable.
  - Make sure the sign is upright and level for proper presentation.
4. **Secure the Sign**
  - Use the pre-drilled holes on the sign and attach it with screws, bolts, or zip ties.
  - Ensure the sign is securely fastened and will not come loose due to wind or movement.
5. **Verify Installation**
  - Confirm the sign is visible from the road or shoreline.
  - Double-check that it is securely mounted and complies with the placement guidelines.

### Need Help?

If you don't have a suitable railing or post to attach your sign, please contact Victoria Kalenuik at [vkalenuik@niagaraparks.com](mailto:vkalenuik@niagaraparks.com) to arrange for installation.

All signs **must be installed** by **August 4<sup>th</sup>, 2025**.

Thank you for your cooperation in maintaining a safe and organized shoreline environment.

# Memorandum

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**Date:** July 3, 2025  
**To:** Property and Infrastructure Committee  
**From:** Steve Barnhart, Senior Director, Planning Environment and Culture  
**Subject:** Planning Activity Summary between February 22, 2025 and June 15, 2025

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Appendix A attached is a summary of the pre-consultation, Planning Act applications reviewed by planning staff between February 22, 2025 and June 15, 2025. Please refer to Appendix B for location maps and concept plans for larger developments noted in Appendix A.

## **NOTES:**

### **The Niagara Parks Commission (NPC) Role**

NPC acts as a commenting authority on land use matters regarding Provincial Policy Reviews, Provincial Plan Reviews, Niagara Escarpment Commission applications, and Planning Act applications that impact NPC lands and operations. NPC also participates or acts as a party in Ontario Land Tribunal hearings that impact NPC lands. Comments are provided in consideration of NPC's continued fulfillment of NPC's mandate, within our legislative authority as provided in Niagara Parks Act and regulations, reflecting NPC policies and plans. As a Provincial agency, NPC must conform with Provincial Plans, be consistent with Provincial policy statements, and have regard for municipal policy. The Region's and local municipalities' roles were further defined through a memorandum of understanding for land uses along the Niagara Parkway, dated 1990, and signed by all parties, including the Ministry of Tourism and Recreation and the Ministry of Municipal Affairs.

### **Overview of Types of Circulations**

#### **Pre-Consultation Meeting**

Prior to developers/applicants submitting formal applications under the Planning Act, the three local municipalities host confidential meetings with development proponents to confirm necessary types of Planning Act applications, as well as identify required plans, studies, and/or other supporting information necessary to process a development application. Staff do not provide comments on merits/impacts of proposals at this stage. Staff request studies or information necessary to review applications.

#### **Provincial Planning Statement Review**



As a Provincial agency and prescribed public body, NPC is subject to Provincial Policy and Provincial Plans such as the Provincial Planning Statement which came into effect October 20, 2024 (it replaced the Provincial Policy Statement, 2020 and A Place to Grow: Growth Plan for the Greater Golden Horseshoe, 2019), Green Belt Plan, and Niagara Escarpment Plan. Comments are provided to the provincial staff responsible for the review/amendments to ensure policies and plans continue to support NPC's ability to fulfil its mandate and vision.

#### Niagara Escarpment Commission (NEC) Applications

NEC is mandated to develop, interpret, and apply Niagara Escarpment Plan policies to development permit applications, land use proposals, and Niagara Escarpment Plan amendments. Comments are provided on development permit applications and Niagara Escarpment Plan amendments. Please note that NPC is also subject to the Niagara Escarpment Plan and NPC land use must comply with its policies.

#### Official Plan Amendment (OPA)

An Official Plan is the long-term land use policy document of a municipality's general policies on how land in the community should be used. OPA's are: regulated by Regulations under the Planning Act; approved by municipal council; a public process; and are subject to appeal to Ontario Land Tribunal.

#### Zoning By-Law Amendment (ZBA)

An Official Plan sets out a municipality's general policies for future land use. Zoning bylaws put the plan into effect and provide for its day-to-day administration. Zoning by-laws contain specific requirements that are legally enforceable. ZBA's are: regulated by Regulations under the Planning Act; approved by municipal council; a public process; and subject to appeal to Ontario Land Tribunal.

#### Applications to the Committee of Adjustments (C of A): Minor Variances (MV) and Consents/Land Severance

Each local municipality has delegated consideration of minor zoning by-law changes and consents/severance to a C of A. C of A is a group of citizens appointed by municipal council. Applications to the C of A are: regulated by Regulations under the Planning Act; a public process; and subject to appeal to Ontario Land Tribunal.

#### Ontario Land Tribunal (OLT)

The Ontario Land Tribunal (OLT) is an independent adjudicative tribunal responsible for resolving appeals and applications on a variety of land use planning, environmental and natural features and heritage protection, land valuation, land compensation, municipal finance, and related matters. Land



use planning matters includes matters under the Planning Act and Niagara Escarpment Act (Niagara Escarpment Commission applications).

Prepared by: \_\_\_\_\_

Name: Rachel Adamsky

Title: Manager, Realty and Legal Services

Submitted by: \_\_\_\_\_

Name: Marcelo Grusso

Title: Chief Operating Officer

Authorized by: \_\_\_\_\_

Name: David Adames

Title: Chief Executive Officer

Date: July 3, 2025

## **Appendices**

Appendix A: Planning Circulation Summary

Appendix B: Location Maps



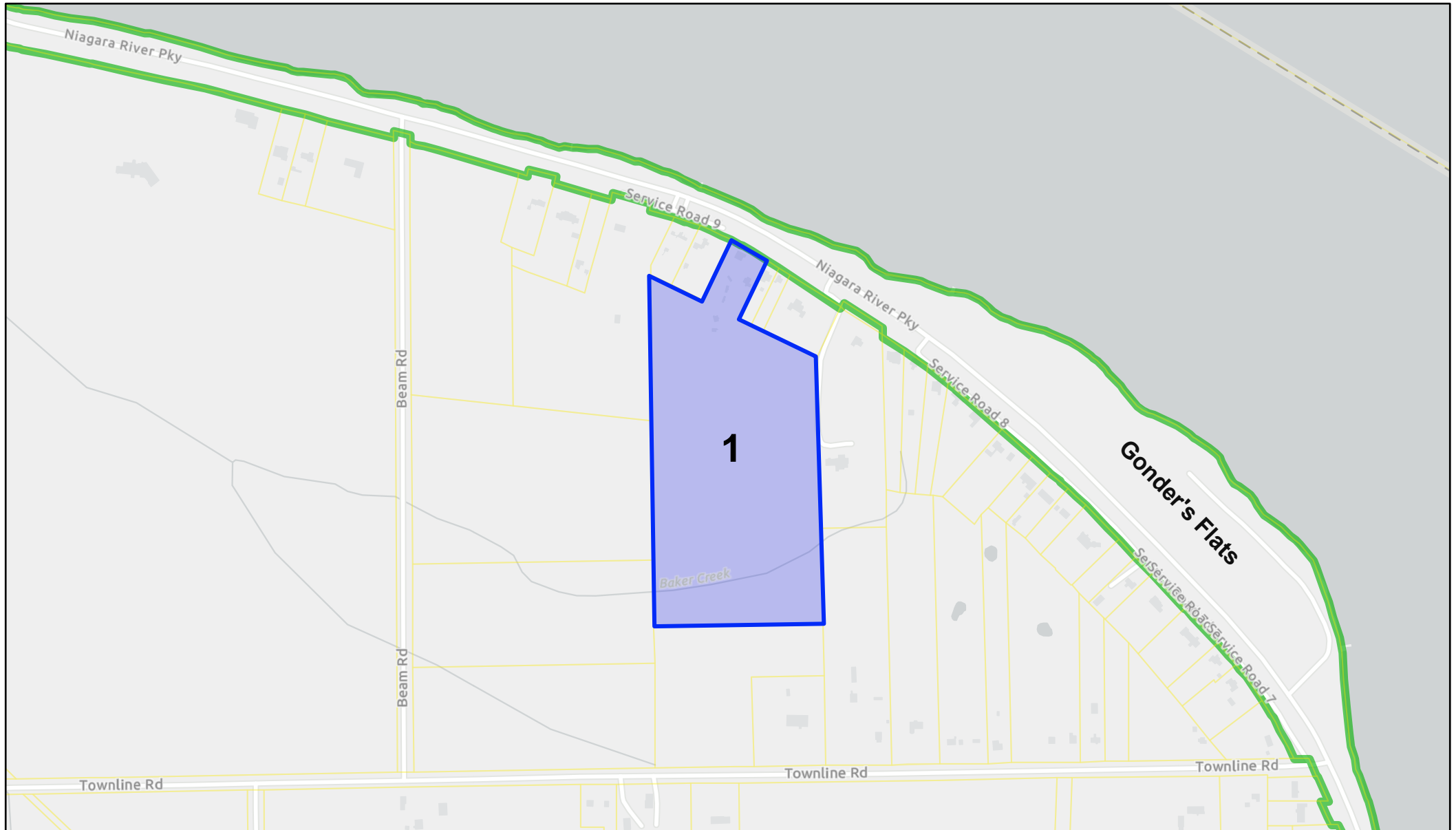
Appendix A - Planning Comments Activity

PRE-CONSULTATION MEETINGS								
Map Location	Municipality	Address	Owner/Applicant	Type	Proposal	Plans/Reports Reviewed	Comments	Date
1	Fort Erie	3189 Niagara River Parkway	Khan Nawab Mohammed Khair	OPA/ZBA	Sever lands to create 2 residential building lots	site sketch	Requested single shared driveway access to avoid service road extension; on-lot provisions for private service is preferred; NPC permit requirements noted.	3/27/2025
PLANNING ACT APPLICATIONS								
Map Location	Municipality	Address		Type	Proposal	Plans/Reports Reviewed	Comments	Date
2	Fort Erie	1 Burns Place	2580749 Ontario Inc. O/A Warm Homes and Niagara Regional Mortgage Services	OPA/ZBA	Construct 38 residential dwelling units consisting of a single-detached dwelling, fourplex and 33 block townhouses with landscaped amenity areas and a private road network	Elevations, stormwater management plan, HIA	No comments or conditions.	5/5/2025
OTHER								
Map Location	Municipality	Address		Type	Proposal	Plans/Reports Reviewed	Comments	Date

Key: ZBA = zoning by-law amendment, OPA = Official Plan Amendment, SPA = site plan control agreement, OLT = Ontario Land Tribunal (formerly LPAT/OMB), C of A = Committee of Adjustment; MV = Minor Variance;  
NEC= Niagara Escarpment Commission

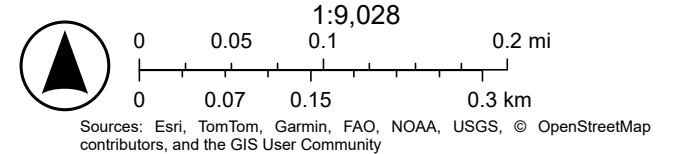
# Appendix B - Location Map 1

## Fort Erie



2025-06-03

- Ownership\_Parcels
- NPC\_Property - NPC
- Map Location 1 - 3189 Niagara River Parkway






# Appendix B - Location Map 2

Fort Erie



2025-06-03

-  Ownership\_Parcels
-  NPC\_Property - NPC
-  Map Location 2 - 1 Burns Place



1:9,028

0 0.05 0.1 0.2 mi

0 0.07 0.15 0.3 km

Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community