Sheppard's Bush Conservation Area
Management Plan

Lake Simcoe Region
conservation authority
2017
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Executive Summary


The Management Plan has been written in four sections: a Background Report which summarizes and synthesizes information on the natural and cultural heritage of the property and its current levels of development and public use; a Development of the Revised Plan section which describes the public consultation process and input received during plan review, as well as outlining the process and timeline for future plan review; a Management Plan which identifies long- and short-term goals for the management of the property, and priorities for implementation; and a Business Plan which provides a description and schedule of implementation priorities, coupled with projections of revenues and expenses over a five year period.

Background

Sheppard’s Bush Conservation Area is a 26.1 ha (64.6 ac) property in Aurora, owned by the Ontario Heritage Trust and managed under a legal Agreement by the Lake Simcoe Region Conservation Authority. This Agreement was originally signed in 1971, and renewed again in 1996 for the period through to 2021. The Town of Aurora, in turn, has an Agreement with LSRCA to provide and maintain an eight hectare soccer pitch within the conservation area, as well as to provide other maintenance to the property.

In addition to the soccer fields, the property also contains the Sheppard Family House, the Gatehouse, two maple syrup evaporator huts, a picnic pavilion, the Pefferlaw log cabin and approximately five kilometres of trails. The Sheppard Family House, which was built in the early 1920s, has been designated a heritage building by the Town of Aurora, and the Ontario Heritage Trust (OHT).

This property was donated to the Province in 1971 by Reginald Sheppard, who wanted to ensure the property and its natural environment were preserved for future generations of Canadians. Since 1971 the property has been managed by the Conservation Authority, and in 1979 the first Master Plan was developed, which directed the Authority to manage and conserve the natural quality of the lands, forest, water and wildlife of Sheppard’s Bush Conservation Area, while developing compatible recreational and educational use. Specific directions in the past Management Plan included developing the recreational field, and establishing the picnic pavilion, a children’s play area, and a washroom facility.

In 2008/2009 a review of the original Master Plan was undertaken, and a new Management Plan was created. This Management Plan was designed to guide the management direction of the property for a 5 year period to meet objectives outlined in the Business Plan, which provided the projected cost of each objective, as well as a balance sheet which showed where the funding to complete these projects would come from.

In fall 2016, a review of the 2009 Management Plan was initiated. Plan review included consultation with LSRCA staff, interested stakeholders, partner agencies, local area residents, and conservation area users. This review of the previous Management Plan, along with consultation from various partners, has greatly assisted in the creation of this revised and updated Management Plan.
Consultation

COMMUNITY CONSULTATION
Consultation has played an extremely important role in the review and update of the Management Plan. Consultation allows users an opportunity to reflect on their values and use of the property, changes they have seen in the conservation area and their community over the years and their visions for the property in the future.

Formal public consultation throughout the process has included a Conservation Area User Survey in February and March 2017, and two separate workshops for stakeholders and the public in early 2017. Additional consultation with LSRCA staff and discussions with conservation area users further informed the development of the Management Plan.

A Conservation Area User Survey was available to the public on LSRCA’s website from February 1st to March 31st, 2017. This was promoted both online and in local newspapers. LSRCA and the Town of Aurora had the survey link posted on their websites. A Facebook advertisement including the survey link was also very successful in promoting the user survey. Articles about Sheppard’s Bush Conservation Area and the management plan update appeared in two newspapers in Aurora. The survey was very successful and was completed a total of 232 times in both online and hard copy formats. The survey allowed a wide variety of users to participate in the Management Plan updating process and have their opinions and thoughts heard.

A Public Open House was hosted on March 26th 2017 at Windfall Ecology Centre (the Sheppard Family House), located within the Conservation Area. This Open House was designed for conservation area users to further comment on their thoughts surrounding the property, and to participate in two exercises designed to rate various aspects of the property which they value. It also provided an opportunity for face-to-face discussion of future management of the property, and where the public feels this should be directed. Twenty-two people attended the Public Open House, and the results from it are presented in the Management Plan.

STAKEHOLDER CONSULTATION
A Stakeholder meeting was held in February which allowed for organizations and businesses who have interests in Sheppard’s Bush Conservation Area to attend and share their ideas for Sheppard’s Bush in the future, while also reflecting on issues they see within the property that they would like addressed. Stakeholders who were involved in this consultation process were the Town of Aurora, Ontario Heritage Trust, Oak Ridges Trail Association, and Aurora Lions Club. This was a very successful meeting and many great thoughts and ideas were brought up around the table, which are mentioned in Section II: Development of the Revised Plan.

Management Goals and Objectives
After consultation with users of the conservation area, various key stakeholders, and LSRCA staff it is recommended to keep the following goals and objectives from the previous Management Plan for the conservation area, but with some slight amendments:
Executive Summary

Sheppard’s Bush Conservation Area will be managed to provide a functional example of Aurora’s natural and cultural heritage, including opportunities for environmental awareness programs and outdoor recreation.

More specifically, LSRCA aims to:

- Maintain and enhance visitor use infrastructure to support a diverse and broad-based user group;
- Maintain and enhance habitat values for native flora and fauna;
- Provide visitors with a safe and enjoyable experience;
- Expand public programming to engage a broader cross section of the public;
- Continue to improve infrastructure, through energy efficient retrofits, specifically to heritage buildings,
- Improve the financial sustainability of the conservation area.

Management Issues

A few issues appeared to be a higher priority for many of the users of Sheppard’s Bush Conservation Area, including:

- Parking capacity, parking lot conditions, commuter use of the parking lot
- Lack of basic facilities, such as washrooms and water on the property
- Management Framework: to manage the property for different primary uses or values based on unique management zones
- Outdated signage and trail mapping
- Dogs off leash

Management Plan Direction

Further to the goals and objectives described above, the Management Plan has identified the following projects and programs to address the management issues:

- Paid parking is proposed to go into effect in 2018, and will be enforced in partnership with Town Enforcement Officers;
- The construction a three-season washroom facility will be investigated;
- The development and implementation of a Management Zone Framework will be applied to Sheppard’s Bush Conservation Area to assist with management decisions;
- Windfall Ecology Centre and the Ontario Heritage Trust will continue to identify opportunities to improve the energy efficiency of the Sheppard House, while retaining its heritage character;
- The Conservation Authority will continue to examine partnering opportunities with the Town of Aurora, Windfall Ecology Centre, and other partners to expand the programming provided in the conservation area;
- The Conservation Authority and its partners will increase maintenance and enforcement on the property to reduce the amount of litter and the number of off-leash dogs;
- The hiking trail network will be rationalized to reduce the need to remove hazardous trees, reduce the interaction between the public and those who reserve the buildings and pavilion, and reduce direct and indirect impacts on wildlife and habitat.
Business Plan Direction

The Business Plan identifies priorities for implementation, and provides a schedule for the 2017-2021 period coupled with projections of revenues and expenses over this five year period. Initial effort will be expended on rationalizing the trail network, closing redundant, unnecessary, or degraded trails, and improving signage. Efforts will continue to be directed towards refurbishing and upgrading infrastructure, including continuing to increase energy efficiency within the buildings and upgrading washroom facilities.

Projections of the cost to implement these projects and programs total approximately $400,855 as well as additional staff time (an average of 0.68 of a full time equivalent over the 5 years). Much of the revenue to offset these expenses will be generated from rental incomes from the houses, permits, and future revenues from parking. Through an updated Management Agreement, the Town of Aurora has agreed to continue to maintain the parking lot, laneway and soccer fields, including snow and garbage removal. This contribution is considered “in-kind” but will be given a dollar amount in the budget. In order to successfully fund and therefore implement these priorities, these funding sources will need to be supplemented slightly by additional funding from LSRCA’s member municipalities, other partners, or grants. Implementation priorities for the period of 2017 – 2021 are outlined in Table 1.

Table 1: Implementation Schedule

<table>
<thead>
<tr>
<th>Year</th>
<th>Priorities</th>
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| 2017 | • Reroute trail network throughout property  
      • Monitor and remove invasive species within the property  
      • Review and update Management Agreement with the Town of Aurora |
| 2018 | • Review planned programming that will utilize Sheppard’s Bush and the facilities on the property with LSRCA, Town of Aurora, and Windfall Ecology Centre, etc.  
      • Review and update existing management agreements on the property (Town of Aurora, ORTA, etc.)  
      • Install mapping and trail directional signage throughout the property  
      • Improve trail signage on property  
      • Implement parking fee system on property  
      • Assess trails using the HETAP unit to find an existing accessible trail location on property  
      • Conduct a full Ecological Land Classification inventory on the property |
| 2019 | • Develop an Emergency Response Plan for the property  
      • Remove the old concrete tennis court and install a native garden, teaching garden, heritage garden, and community meeting space  
      • Construct an Accessible Trail on the property using existing trail system  
      • Install Accessible Washroom  
      • Implement Conservation Area Management Zones |
| 2020 | • Review Communication and Marketing strategy to meet projected facility rental reservation numbers  
      • Resurface trails as necessary  
      • Monitor the property for invasive species and remove Japanese knotweed |
| 2021 | • Initiate review of the Management Plan and begin the process of updating  
      • Review the trail system to ensure it is still relevant and balances the human use of the property with the ecological needs  
      • Install viewing platform overlooking the ravine |
Authority Resolution

At LSRCA Board of Directors Meeting No. BOD-11-17 held on December 15, 2017 the following resolution was adopted:

Moved by: S. Harrison-McIntyre
Seconded by: B. Drew

BOD-176-17 RESOLVED THAT Staff Report No. 53-17-BOD regarding the Sheppard’s Bush Conservation Area Management Plan be received; and

FURTHER THAT the Management Plan and associated Business Plan be approved; and

FURTHER THAT staff continue to pursue funding and in-kind support to implement the recommendations of the Management Plan. CARRIED
Section I: Background Report

Introduction

Since 1951, Lake Simcoe Region Conservation Authority (LSRCA) and its predecessors have provided a leadership role in the protection and restoration of the environmental health of the Lake Simcoe watershed. Lake Simcoe Region Conservation Authority is currently mandated under the provincial Conservation Authorities Act to “establish and undertake, in the area over which it has jurisdiction, a program designed to further the conservation, restoration, development and management of natural resources other than gas, oil, coal and minerals”.

In order to meet this mandate the Conservation Authority works with government, non-profit, and community partners to support a number of programs including watershed-level modelling and planning; forestry and private land stewardship programs; and a system of conservation areas.

Conservation areas represent a significant resource for residents in the watershed and beyond and enhance the open space and outdoor recreation opportunities offered by local municipalities. The protection of these lands as well as access for public use is seen as one of the most important contributions the Authority makes to the communities it serves. As the watershed continues to urbanize the role of conservation areas and other natural areas in the landscape will become even more critical.

To date LSRCA owns, manages, or holds easements over 2425 hectares (5,992 acres) of conservation lands (Figure 1) with the financial support of regional and local municipalities, the province, membership-based conservation organizations, and private donations. These lands include significant natural areas such as valleys, forests and wetlands which provide a range of recreational opportunities to the public, from strict natural heritage protection to more intensive recreational and educational facilities (Figure 1).

Acquired by the Ontario Heritage Trust in 1971 and managed by the Lake Simcoe Region Conservation Authority since that time, Sheppard’s Bush Conservation Area has provided the residents of Aurora various recreational and educational opportunities including hiking, nature appreciation, soccer, and a summer camp for youth (Figure 2). Over the years, changes in staffing level, funding, infrastructure, programming and user expectations have led to new challenges and opportunities in managing this conservation area.

The purpose of a conservation area Management Plan is to establish long- and short-term goals, and to develop strategies by which they could be achieved. They should be flexible enough to address unforeseen issues which may arise in the future and should be integrated with the overall goals and objectives of the Conservation Authority, as well as the landscape within which the property is situated.
Figure 1: Regional Setting
Site Location and Brief Description

Sheppard’s Bush Conservation Area is situated at 93 Industrial Parkway South in the Town of Aurora (lot 79 Concession I Whitchurch Township, York Region), and is 26.1 hectares (64.6 acres). Main access to the forested interior of the property is gained from Industry Street, and the soccer fields are accessed off Industrial Parkway South (Figure 2).

The land and original buildings are owned by Ontario Heritage Trust and managed under a legal Agreement by the Lake Simcoe Region Conservation Authority. This Agreement was originally signed in 1971, and renewed again in 1996 for the period through 2021. The Town of Aurora, in turn, has an Agreement with LSRCA to provide and maintain an eight hectare soccer pitch within the conservation area, as well as to provide other maintenance to the property, including parking lot and laneway maintenance, garbage removal, and snow removal.

The remainder of the property is primarily forested in nature, and currently supports approximately five kilometres of trails. A short section of the East Holland River also lays within the conservation area bounds. Town of Aurora open space is immediately adjacent to this property to the north and south along the river valley where the Tim Jones Trail and Klaus Wehrenberg Trail connect Sheppard’s Bush to this larger green space system through the Nokiidaa trail.

In recognition of the important local history features in the area, the Town of Aurora has proposed two Heritage Conservation Districts; the Northeast Old Aurora Heritage Conservation District which has been accepted, and the Southeast Old Aurora Heritage Conservation District which is still under review. Sheppard’s Bush Conservation Area does not fall within either of these districts.

Geology and Soils

During the retreat of glaciers, melt water on the southern margin of the Lake Simcoe ice lobe pooled into a proglacial lake. This lake, called Lake Schomberg by geologists, allowed the accumulation of lacustrine clays in the area now occupied by Aurora and Newmarket. Before the ice age, this area was a drumlin field; as the lacustrine deposits accumulated, the drumlins became partially obscured. Some of the larger drumlins however can still be seen dotting the landscape, providing a slightly rolling topography with predominantly clay soils.

Much of Sheppard’s Bush Conservation Area is underlain by Smithfield clay loams, becoming somewhat immature near the East Holland River valley; however, the northeast corner is underlain by Schomberg clay loams, including sandy loam and bottomland soils (Figure 3).

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1 Based on Hoffman and Richards (1955) and Chapman and Putnam (1966)
Figure 2: Site Location Map
Figure 3: Soil Types within Sheppard’s Bush Conservation Area
Smithfield clay loam is imperfectly drained, having moderate to low external drainage and slow internal drainage. Topography is generally smooth and gently sloping with surface stones present in some areas. The soil along the East Holland River is an immature alluvial soil that shows little horizontal differentiation.

Areas underlain by Schomberg clay loam are gently rolling areas that are typically well drained. Areas occurring at the edge of the river valley have irregular steeply sloping topography and are very susceptible to erosion.

**Hydrology**

A small headwater tributary of the East Holland River passes through Sheppard’s Bush Conservation Area (Figure 3). This watercourse is spring-fed on the Oak Ridges Moraine and receives additional water from surface runoff and groundwater. Water quality within the conservation area is generally good and this stream provides habitat for species typical of coldwater systems. Further downstream, the stream joins with other tributaries of the East Holland River, which eventually drain into Cook’s Bay on Lake Simcoe.

There are no wells for water consumption on site. The water for the two houses is provided by the Town of Aurora’s municipal water supply. There are however two ground water monitoring wells on the property. One is located near Industrial Parkway beside the soccer fields and is monitored by LSRCA. The second well is located near the Sheppard Family House and the pavilion and is monitored by York Region.

**Climate**

Sheppard’s Bush Conservation Area is in the Simcoe and Kawartha Lakes climatic region. Over the past twenty years, precipitation in Aurora has averaged 857.6 mm per year, of which an average of 735 mm occurs as rainfall. Average annual temperature over this period has been 7.0 °C, with average minimums of -11.1 °C (typically in January) and average maximums of 25.7 °C in July.

Climate change projections suggest that by mid-century this region may experience an increase in precipitation in the spring and fall (by as much as 5-10%), but a decrease of approximately the same amount in the summer. Projections also include an average temperature increase of 2 to 3°C in the summers, and 3 to 4°C in the winters.

**History**

The natural features at this site and in this landscape have long influenced the settlement and human use of the area.

The fertile lacustrine soils in the area supported agriculture-dependent Huron settlements for centuries before European colonization, remains of which were found on the bank of the East Holland River near the present-day

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2 Based on LSRCA stream monitoring data  
3 Brown et al. (1981)  
4 Based on Environment Canada’s Canadian Climate Normals database  
5 Colombo et al. (2007)  
6 Based on Miles and Co. (1878), Johnston (1963), and Aurora Heritage Committee (1985)
Conservation Area. As well, First Nations maintained two long portages between Lakes Ontario and Simcoe which straddled present-day Aurora; the carrying place portage between the Humber and Holland Rivers to the west and the Rouge-Holland portage to the east. Although no First Nation’s settlements existed at the time of European immigration, some semi-nomadic Mississauga were still encountered by the early settlers.

European settlement of the area began with the development of Yonge Street in 1794. Initially designed as a transportation corridor between Lakes Ontario and Simcoe, it allowed the surveying of lots and the settlement of new immigrants to the area. Given the relatively good soil here, and relatively poor soil to the south on the Oak Ridges Moraine, early settlement was particularly heavy in present-day Aurora and Newmarket. Almost immediately after the development of the road, farms in present-day Aurora were settled, with the first patents allocated in 1797.

One of these first settlers was Captain William Graham, a British officer serving in the colonies during the American Revolution. He came to Canada and settled on the lot which includes present-day Sheppard’s Bush Conservation Area in 1794, with title granted in 1798. At that time Aurora was a predominantly agricultural area and remained so until about 1850 when an urban core started to develop around the Yonge-Wellington area. When the railway came to the area in 1853 growth expanded rapidly, with Aurora becoming incorporated as a village in 1863.

By 1866, Captain Graham’s lot was severed and the parcel which is now the conservation area was sold to James Lloyd. Charles Sheppard, one-time mayor of Aurora, purchased the land in 1919 and formed the 81 hectare farm and estate known as ‘Brooklands’ for his son Reg. Edwin Reginald (Reg) Sheppard operated Brooklands as a dairy farm through the 1920s, but ultimately sold part of the property to finance mineral explorations in northern Canada. In 1971 Reg Sheppard donated the land and family home to the Ontario Heritage Foundation (now known as the Ontario Heritage Trust). At that time, the planning and management of the property was turned over to the then South Lake Simcoe Conservation Authority at Mr. Sheppard’s request. An Agreement defining the roles and responsibilities of the Ontario Heritage Trust and the Lake Simcoe Region Conservation Authority was signed in 1971, and renewed again in 1996 for the period through 2021.

In 1979, a Master Plan was developed for Sheppard’s Bush Conservation Area, to direct the Conservation Authority in meeting their vision of the property as a preserved mature forest with compatible recreational and educational uses. This plan proposed providing maple syrup demonstrations in the Sheppard family’s sugar bush, developing the open field for additional recreational opportunities, building a children’s play area and washroom complex, developing an educational program for school groups, and working with the Town of Aurora to provide linkages to their adjacent open space.

**Ecosystems**

Much of the Conservation Area’s tableland is composed of sugar maple forests (Figure 4). The area which supported the maple syrup demonstration was managed, at that time, as a sugar bush including selective harvesting to promote sugar maple dominance. Similar forest patches which were not part of the sugar maple demonstration have a greater diversity of forest species, including American beech, white ash, and red oak as well as a more fully developed mid-storey, including species such as round leafed dogwood, leatherwood, and chokecherry. European buckthorn is also widely spread throughout these forests.

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1. South Lake Simcoe Conservation Authority (1979)
Also present in the property are several old Scotch pine plantations which were planted approximately 75 years ago by the Sheppard family. A mid-canopy dominated by shade intolerant species such as red oak, black cherry, and silver maple has developed over the years, in some locations replacing the Scotch pine entirely. Under that canopy, more shade tolerant species including sugar maple, beech, white ash, and eastern hemlock are starting to become established.

Forests along the slope of the East Holland River ravine tend to be dominated by sugar maple and black cherry, with a subdominant component of ironwood and white ash. South facing portions of this slope tend to have a high proportion of eastern hemlock.

The East Holland River flood plain supports an ecosystem typical of regenerating farm fields including white cedar, sugar maple, peach-leafed willow, trembling aspen, black walnut, and Manitoba maple, colonizing under an older canopy of apple and hawthorn trees.

Eight hectares of Sheppard’s Bush Conservation Area is managed by the Town of Aurora as sports fields. It is bordered by a berm along Industrial Parkway which has been planted with scattered sugar maple, silver maple and blue spruce. Part of this area has been converted to artificial playing turf.

As is typical for urban forests, non-native species are common at Sheppard’s Bush Conservation Area. European buckthorn and garlic mustard are particularly common, found throughout all the forested compartments and in relatively high density in the regenerating forest in the ravine. Additional common invasives include dog-strangling vine, periwinkle and Japanese knotweed.

**ECOSYSTEM IMPACTS: EMERALD ASH BORER**

Ash was a fairly common species within Sheppard’s Bush Conservation Area. It was present in the lower canopy of the Scotch pine plantation, and along the ravine near the East Holland River. Within the last few years there has been a significant impact on the Ash trees within southern Ontario, including at Sheppard’s Bush. The introduction of the Emerald Ash Borer, an invasive beetle which slowly kills ash trees, has devastated the ash population in southern Ontario. The emerald ash borer attacks both healthy and strained trees, and slowly starves the trees when its larvae tunnel through the trees vascular system, reducing the amount of water, nutrients, and sugars the tree canopy receives\(^9\).

The loss of healthy and viable ash trees from this forested area has had a significant impact on the forest ecosystem. The Authority has a responsibility to complete hazard tree sweeps of the forest and to remove any trees they deem as a hazard. In an effort to proactively address the impacts of the Emerald Ash Borer and maintain a healthy and safe experience for trail users, the Emerald Ash Borer Management Strategy\(^{10}\) was established in 2014.

\(^9\) Ontario Invading Species Awareness Program (2012)

\(^{10}\) LSRCA Emerald Ash Borer Management Strategy (2014)
Wildlife

Wildlife found at Sheppard’s Bush Conservation Area reflect both the forested and urban nature of the property, including the mix of hardwood upland forests, mixed ravine forests, and mature conifer plantations. The connectivity provided by the adjacent municipal open space also promotes wildlife movement along the riverine corridor.

Relatively area-sensitive songbirds such as great-crested flycatchers, red-eyed vireos, pileated woodpecker and eastern wood-pewees can be found in the interior of the property\textsuperscript{11}. Around the periphery, the interspersion of forest and open habitat provides habitat for edge dwelling species such as black-capped chickadees, American robins, blue jays, northern cardinal, and American goldfinches.

The ravine along the East Holland River provides important breeding habitat for amphibians such as American toad’s and garter snakes, habitat for coyotes, white-tailed deer, and migratory habitat for songbirds travelling further north for breeding habitat\textsuperscript{12}. The deeply incised nature and abundant forest cover also make this stretch of the East Holland River one of the best fish habitats in the Lake Simcoe watershed. Species typically found here are characteristic of healthy cold water ecosystems, including brook trout, creek chub, mottled sculpin and slimy sculpin.

\textsuperscript{11} Dave Tomlinson Sheppard’s Bush Breeding Bird Inventory Data (2017)
\textsuperscript{12} LSRCA Sheppard’s Bush BioBlitz Data (2017)
Figure 4: Ecological Land Classification
Development and Infrastructure

The Sheppard Family Home, Sugar Shack, Pefferlaw Log Cabin, picnic pavilion, and four storage buildings are found in the central portion of the property (Figure 5). The Sugar Shack and attached wood shed were built by LSRCA staff, and Pefferlaw Log Cabin was donated by the Town of Aurora. These buildings as well as an older evaporator hut located further in the sugar bush were previously used by LSRCA in their maple syrup demonstrations. These buildings have supported the Conservation Kids Summer Camp and are available to the public to reserve for private events.

The Sheppard Family House was donated to the Ontario Heritage Trust with the property. In the early days of the conservation area, Reg Sheppard maintained a residence there. After he left the property, this building was first leased as a residential unit. Despite its use as a rental home, the building remains in outstanding condition and is an excellent example of the English Arts and Crafts style of architecture. It is currently occupied by Windfall Ecology Centre. Both Ontario Heritage Trust and the Town of Aurora have recognized the heritage value in this building; the ‘Brooklands Estate’ has been designated a Heritage Property under Part IV of the Ontario Heritage Act, and is therefore under Town Bylaw 13. A second, smaller, house on the property (the ‘Gatehouse’) was initially constructed as a residence for the manager of the Sheppard family estate farm, and is still rented out as a private residence.

The property supports approximately five kilometres of trails, including a fitness trail with nine exercise stations. The relatively flat ground within the conservation area has allowed the development of several wide, flat trails which appeal to a wide variety of users.

The Nokiidaa Trail, also known as the Tim Jones Trail and Klaus Wehrenberg Trail, (Figure 6) link the communities of Aurora, Newmarket, East Gwillimbury, and Holland Landing, and travels through the conservation area along the East Holland River. This multi-use trail provides links to the Town Hall, the Aurora Family Leisure Complex, the Aurora Community Arboretum, and Lambert Wilson Park within Aurora. It also provides east-west links to the larger Oak Ridges Trail system. Access to the trail system is supported by a parking lot accessible from Industry St.

Infrastructure associated with the sports fields includes an area of artificial turf, fencing, light standards, bleacher-style seating, and washroom facilities.

Ontario Heritage Trust, as the owner of this property, retains oversight on any repairs, additions, or removal of buildings at Sheppard’s Bush Conservation Area.

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14 Oak Ridges Trail Association (2017)
Figure 5: Infrastructure within Sheppard’s Bush Conservation Area
Figure 6: Network of Hiking Trails in the area
Use Levels
Sheppard’s Bush Conservation Area has a dedicated user group, who tend to come weekly, many of whom have visited the property for 10 years or more. Many of the users are adults who live nearby, and come to Sheppard’s Bush to hike, walk their dog, jog, picnic, or simply enjoy the peace and serenity while enjoying nature.

Over 70% of visitors to Sheppard’s Bush live in Aurora. Although Aurora has always been the primary point of origin for visitors to the conservation area, Maple Fest used to bring in hundreds of other users from throughout the Greater Toronto Area, many of whom did not otherwise visit this or other conservation areas.

Sheppard’s Bush Conservation Area also participates in Aurora’s annual Doors Open event, provides facilities for the Town of Aurora’s Halloween Haunted Forest, the Aurora Lions Club pancake breakfast, and the occasional wedding. The Conservation Kids Summer Camp program has also been based at Sheppard’s Bush for a number of years. Conservation Kids is a day camp which provides children between the ages of 6 and 12 a chance to spend a week in a natural setting participating in activities such as hiking, orienteering, wilderness shelter building, nature exploration, natural arts and crafts, and other activities. This program is currently under review, but the anticipated outcome is that the program will continue, organized and staffed by the Town of Aurora Parks, Recreation, and Cultural Services department.

Landscape Influences
No protected area can be effectively managed without an understanding of the influences of the surrounding landscape or its features, species, ecosystems and user levels.

The East Holland River has been identified as one of the most polluted and populated subwatersheds in the Lake Simcoe watershed. The East Holland River flows through Sheppard’s Bush Conservation Area, however, at this point near its headwaters, it remains in good condition and provides habitat for temperature- and pollution-sensitive brook trout. The landscape upstream of the conservation area has been designated as a Natural Linkage Area under the Oak Ridges Moraine Conservation Plan, providing some measure of protection for the watercourse. Between the Conservation Area and the Oak Ridges Moraine Plan Area the river is further protected by Environmental Protection and Significant Forest designations under the Town of Aurora Official Plan and LSRCA floodplain regulations (Figure 7).

Much of the river valley between Vandorf Sideroad and St John’s Sideroad is a mosaic of public lands including the Vandorf woodlot and Aurora Community Arboretum as well as the Conservation Area. This mix of habitats and extensive north – south corridor provides greater wildlife habitat and recreational opportunities than what could be provided by the Conservation Area alone.

Sheppard’s Bush Conservation Area itself is located entirely within Aurora, and experiences pressures typical of urban natural areas. Since its acquisition by OHT, increased intensity of land use in the surrounding landscape

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17 South Lake Simcoe Conservation Authority (1979), Lake Simcoe Region Conservation Authority (2002)
18 Ministry of Municipal Affairs and Housing (2017)
19 Town of Aurora Official Plan Revision (2010)
appears to have led to an increase in invasive species in the forest and a decline in the diversity and abundance of breeding birds\textsuperscript{20,21}.

The expanded population in the Town of Aurora has also led to an increase in use levels and user impacts over the years. The extensive use of this property has led to an increase in unofficial trails through the forest; in 1979 there were three kilometres of trails in the property, as of spring 2017, this has expanded to over five kilometres. In order to deal with this issue, a new trail system has been proposed, which has rationalized the trail system, removing specific trails which were once in use for the Maple Syrup program which no longer runs out of this property. Rationalizing the trail network, along with creating a better looped trail system is expected to increase visitor experience, as well as create a “less confusing” trail system for users new to the area. This system was also designed to reduce the amount of user conflict between people who reserve the buildings and space, and the public, by re-routing the main trail behind the Sugar Shack and Log Cabin, to prevent the public interfering with other partners.

The urban pressures that Sheppard’s Bush Conservation Area experience has only increased in the past, and is expected to do so in the future. The previous Management Plan stated the Town of Aurora was listed as one of Ontario’s “Places to Grow”, and was projected to experience up to a 50% population increase over the next 20 years. Since the last Management Plan was developed in 2009, a new subdivision was constructed between St John’s Sideroad and Wellington Street to the north, and Bayview and Leslie to the east. The construction of these new subdivisions have increased the population of Aurora from just over 47,000 in 2006 to more than 60,000 in 2016 according to the Town of Aurora\textsuperscript{22}. Due to the close proximity of Sheppard’s Bush Conservation Area to this new housing development, it’s anticipated that this will also increase the amount of people utilizing Sheppard’s Bush. As housing developments continue in Aurora, it is anticipated that the pressures put on Sheppard’s Bush Conservation Area will only continue to increase, as it becomes one of the few large tracts of greenspace left within Aurora’s town boundaries.

\textsuperscript{20} Dave Tomlinson Sheppard’s Bush Breeding Bird Inventory Data (2017)  
\textsuperscript{21} LSRCA Sheppard’s Bush Conservation Area natural heritage inventory (2008)  
\textsuperscript{22} Town of Aurora Demographics (2016)
Figure 7: Landscape Setting
Section II: Development of the Revised Plan

Introduction

Eight years after its acquisition in 1971, the first Master Plan was written for Sheppard’s Bush Conservation Area in 1979. The Sheppard’s Bush Conservation Area Master Plan provided direction for the South Lake Simcoe Conservation Authority to manage the property as a recreational and educational facility, while ensuring environmental protection. In 2009 a Management Plan was created to guide the Lake Simcoe Region Conservation Authority on how to manage the property.

In 2016 another update to the Management Plan began. Leading into 2017, the previous Management Plan was reviewed to determine if the goals and objectives outlined in the 2009 Management Plan were met. The 2017 Management Plan has taken this into consideration, as well as determined why those goals were not met, and what limitations or obstacles were in place, which will help to inform future decisions regarding management on the property.

Since the creation of the Master Plan in 1979, many changes in the use, public expectations, and natural features have come about; however no formal review of the conservation area management plan was undertaken until 2008, and again in 2016.

The formal management plan review which took place between 2016 and 2017 included meetings with both public users and key stakeholders, including the LSRCA Conservation Lands team, Town of Aurora, Ontario Heritage Trust, Windfall Ecology Centre, Aurora Lions Club, and the Oak Ridge’s Trail Association. These workshops and meetings provided The Authority with very productive and thoughtful feedback regarding the management of the property.

Since the creation of the 2009 Management Plan, the overall management of the property has not changed significantly. Due to this fact, this current Management Plan is focused on updating the Business Plan section, with small changes being made to other sections of the plan. For this reason, it was deemed unnecessary to have a Steering Committee for this review and update. It is important to note however that key stakeholders as well as the public were asked to participate through open houses, surveys, and meetings. This consultation with conservation area users has been an important part of the management plan review. Consultation allows users an opportunity to reflect on their values and use of the property, changes they have seen in the conservation area and their community over the years and their visions for the property in the future. This consultation, as well as focused consultation with LSRCA technical, education and field services staff has provided much of the direction in this current management plan.

Consultation

Consultation played an extremely important role in the review of the Management Plan. Consultation allows users an opportunity to reflect on their values and use of the property, changes they have seen in the conservation area and their community over the years and their visions for the property in the future. Formal
Public Consultation took part in both the past Management Plan development, as well as the development of this Management Plan. Public Consultation was completed in the winter of 2017, in the forms of a Sheppard’s Bush Conservation Area User Survey (Appendix A) and a Public Open House, where conservation area users could come express their opinions regarding the property. Both the Conservation Area User Survey and the Public Open House were very successful, and provided very valuable feedback to the Authority to help with the development of this Management Plan.

**User Survey**

The Conservation Area User Survey was developed in order to reach a wide variety of people who utilize the conservation area. It was available to the public in both hard copy and online formats from February 1st to March 31st, 2017. This was promoted both online and in local newspapers. LSRCA and the Town of Aurora had the survey link posted on their websites. A Facebook advertisement including the survey link was also very successful in promoting the user survey. A letter was mailed out to surrounding residents making them aware of the Management Plan update, and the various methods they could participate in, including an invitation to the Open House. Articles about Sheppard’s Bush Conservation Area and the Management Plan update appeared in two newspapers in Aurora, and one in Newmarket. The survey was very successful and was completed a total of 232 times in both online and hard copy formats. A selection of results from the Sheppard’s Bush Conservation Area User Survey is below.

**Top 5 reasons visitors come to Sheppard’s Bush**
- Enjoy nature and the scenery
- Recreational activities
- Rest, relax, and escape the city
- Spend time with family and friends
- Walk the dog

**What do you most enjoy about Sheppard’s Bush?**
- Trails
- Nature / Natural State/ Scenery
- Quiet/ Away from the City
- Close to home/ connected to trails
- Forest/ Trees

**Who is visiting Sheppard’s Bush?**
- 74% Aurora residents
- 51% couples with children
- 54% of people have been visiting for more than 10 years

**Top 5 activities people would like at Sheppard’s Bush**
- Hiking
- Volunteer Events
- Running
- Photography
- Community Events

**Public Open House**

A Public Open House was held on March 26th 2017 at the Sheppard Family House, which is located within the Conservation Area, and currently houses Windfall Ecology Centre. This Public Open House was designed for conservation area users to further comment on their thoughts surrounding the property and to participate in two exercises designed to rate various aspects of the property which they value. It also provided an opportunity for face-to-face discussion of future management of the property, and where the public feels this should be directed. Twenty-two people attended the open house and completed two exercises, DOT-Mocracy and Stop, Start, Continue.
It is important to note that the conservation area users who participated in the Open House were very passionate about the environment, and concerned with the amount of people using the property, and how the property had turned into more of an area that supports recreation, as opposed to an area of ecological protection and significance. The attendees to the Open House were more focused on maintaining the ecological integrity of the property, while focusing significantly less on recreation and programming. These are the results of the DOT-Mocracy workshop:

Table 2: Results of the DOT-Mocracy Valuation of Features Exercise, which 22 people participated in. Each participant was given 15 points, and was asked to allocate their points to the features they value most about Sheppard’s Bush Conservation Area

<table>
<thead>
<tr>
<th>VALUE</th>
<th>DESCRIPTION</th>
<th>SCORE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accessibility</td>
<td>Where <strong>people of all abilities</strong> feel <strong>included</strong> and are able to enjoy the property’s features.</td>
<td>17</td>
</tr>
<tr>
<td>Nature Conservation</td>
<td>A place where there is a <strong>balance</strong> between <strong>recreation</strong> and the <strong>natural environment</strong>.</td>
<td>43</td>
</tr>
<tr>
<td>History</td>
<td>A place where the <strong>cultural</strong>, <strong>historic</strong> and <strong>natural heritage</strong> is <strong>recognized</strong> and <strong>valued</strong>.</td>
<td>34</td>
</tr>
<tr>
<td>Nature Appreciation</td>
<td>Where <strong>people can connect</strong> with and <strong>learn about nature</strong> hands on.</td>
<td>38</td>
</tr>
<tr>
<td>Education/Programming</td>
<td><strong>Where schools</strong>, their <strong>students</strong>, and <strong>community members</strong> can <strong>participate in outdoor, environmental education</strong>.</td>
<td>32</td>
</tr>
<tr>
<td>Natural Setting</td>
<td>Where <strong>people can escape</strong> from the <strong>hustle and bustle</strong> of “city life” and <strong>enjoy a tranquil, non-commercialized place</strong>.</td>
<td>62</td>
</tr>
<tr>
<td>Community</td>
<td>A safe comfortable place where <strong>people can gather</strong> and <strong>connect</strong> with each other.</td>
<td>15</td>
</tr>
<tr>
<td>Biodiversity</td>
<td>A place with a <strong>diversity</strong> of habitats, flora and fauna, adding <strong>variety to visitor experience</strong>.</td>
<td>94</td>
</tr>
<tr>
<td>Recreation</td>
<td>A place where <strong>people can engage</strong> in <strong>outdoor activities</strong>.</td>
<td>7</td>
</tr>
</tbody>
</table>

The second exercise that attendees were asked to participate in at the Public Open House was Stop, Start, Continue. This exercise asked attendees which activities, programs, or other projects they wanted to see start occurring, stop occurring, or continue occurring at Sheppard’s Bush. Participants placed sticky-notes on the various categories, writing on the sticky-notes what their opinion was, and what they wanted to see. A selection of the comments are below:

**Administration and Enforcement**
- Enforce dogs on leash rule
- Reduce any kind of development

**Trails**
- Don’t build any additional trails
- Reduce the number of trails
- Educate users on trail linkages
- Add an accessible trail loop

**Amenities**
- Improve washroom facilities
- Add interpretive signage

**Natural Features**
- Replace fallen ash trees with other native trees
- Keep deadfall on forest floor

**Programming**
- Increase programming for families, not just children
- Bring back Maple Syrup program
STAKEHOLDER CONSULTATION

In mid-February 2017 a group of key stakeholders were invited to take part in a workshop to hear their ideas regarding Sheppard’s Bush, and to understand what other organizations and groups had planned for Sheppard’s in the upcoming years. Some of those present were LSRCA Conservation Lands, Town of Aurora Parks, Recreation and Cultural Services, Oak Ridges Trail Association, Aurora Lions Club, Windfall Ecology Centre, Ontario Heritage Trust, and other key community representatives.

This variety of groups, organizations, and key citizens brought a wide variety of knowledge and ideas to the table regarding Sheppard’s Bush Conservation Area and the management of the property.

Some of the topics that were discussed are:

- The creation of Management Zones to differentiate the property management strategy
- Continued improvements of the Heritage Buildings onsite
- The lack of some basic facilities on the property (washrooms, running water for drinking, etc.)
- Lack of signage, or old and outdated signage
- Inaccurate and outdated trail mapping
- Parking lot conditions, capacity, and conflicts
- Soccer fields user conflicts, parking conflicts
- Metrolinx and trail connectivity issues
- Stewardship activities and community Involvement
- Programming
- Invasive Species Management
- Forestry Management (deadfall, hazard trees, etc.)
- Ecological Inventory
- Threat of overuse of the property

INTERNAL CONSULTATION

An Internal Review and Consultation process was undertaken with LSRCA employees to update them on the process that occurred to review the past Management Plan, and what steps were being taken to form the next Management Plan. A group of 10 LSRCA employees were able to attend the consultation meeting and provided feedback and comments. The internal consultation was very successful, with productive and informative dialogue from staff being brought forwards. Overall the consensus was that not much had changed at Sheppard’s Bush from a management perspective from the past plan to this current one.

PREVIOUS CONSULTATION

In order to help shape the past management plan and to help guide the direction of this one, previous consultation exercises have taken place in order to gain valuable information and feedback from the public over time. Below is a brief synopsis of the past public consultation exercises which have taken place in regards to Sheppard’s Bush:

In both 2007, and again in 2012 there were Conservation Area User Surveys completed at Sheppard’s Bush. For two months in the summer of 2007 and 2012 LSRCA staff surveyed visitors face to face in the parking lots and walked the trails to survey CA users who were willing to complete a survey regarding what they thought about the property. Both surveys were quite successful, and provided valuable feedback regarding the property and management of it.

Public Workshops, May 2008 and April 2009
During the development of the past Management Plan (2009 – 2013), two public consultation workshops took place; one in May 2008 and another in April 2009. At the first workshop the public was invited to present their comments and feedback regarding Sheppard’s Bush. In April 2009 the public was invited to another workshop to review the developed Management Plan and provide comments on the feedback received.

Steering Committee (2008 to 2009)
A Steering Committee composed of LSRCA staff, OHT staff, Town of Aurora staff, Windfall Ecology Centre staff, LSRCA Board of Director’s members, and other community groups was formed to assist in periodic reviews and inputs of ideas towards the development of the final Management Plan.

Implementation Report (2016)
After a review of the past Management Plan and determination of which objectives and goals were accomplished, an Implementation Report was developed based on the results and successes of the past Management Plan. This report took the available information regarding tasks completed, tasks started but not completed, and those which were not started and discovered why these objectives were not met, and came up with various solutions on how this can be avoided in the future.

Public Consultation Report (2017)
Once the Public Consultation phase of this Management Plan concluded, a Public Consultation Report was created. This summarized the results of both the Conservation Area User Survey, and the Public Open House. These results were compiled and analyzed in this report, and also helped to provide direction to this Management Plan.

Needs Assessment (2017)
Once the Public Consultation Report was developed and finalized, a Needs Assessment was developed, which included the items which the Public and Stakeholders said they would like to see added, remaining, or removed from the property. The Needs Assessment then ranked which items should be given priority, and should be addressed first. The Needs Assessment outlined which items should be addressed first based on how they were ranked during the Needs Assessment process, and how much staff time and resources each item would require.

Future Evaluation and Review of Management Plan
This current Management Plan includes two main parts, the Management Plan which provides long-term goals for the management of Sheppard’s Bush Conservation Area; and a Business Plan which provides short-term goals, an Implementation Schedule, and estimated revenue and expenses over a five-year period. At the end of the five-year Business Plan, both the Management Plan and Business Plan will be reviewed and evaluated to determine their continued relevance to conservation area operations. If it is determined that either of these plans is outdated, they will be reviewed and updated. LSRCA may also opt to update the Management Plan and / or Business Plan outside of the five-year review period if necessary. Plan evaluation will include an assessment
Development of the Revised Plan


of the property’s ecological integrity, management effectiveness, and financial situation, as well as a review of the relevance of stated goals and objectives.

LSRCA will continue to collect monitoring data on the health of terrestrial and aquatic ecosystems at Sheppard’s Bush Conservation Area. This will include aquatic resource monitoring sites, invasive species inventories, breeding bird, and other wildlife inventories. This will be supplemented by data on changes in infrastructure and user levels to determine how management of the conservation area and development in the local landscape has impacted the ecological integrity of the conservation area.

Management effectiveness of the conservation area will be evaluated by assessing to what extent the goals of the Management Plan have been met, the adequacy of staffing resources and infrastructure, and to what extent expected outcomes (e.g. increases in visitor experience, advancement of LSRCA mandate) were achieved. This assessment will include surveys of the users of Sheppard’s Bush Conservation Area, as well as interviews with core staff.

The Business Plan evaluation will include an annual assessment of real revenues and expenses over the five-year operational period, and a comparison to projected revenues and expenses. This evaluation will be used to refine the Business Plan for the succeeding five-year period.

The results of these evaluations will be taken into consideration during the development of the next 5 year Business Plan. If deemed necessary or appropriate, a Steering Committee may be developed to help form the next Management Plan. This may occur if there are significant changes within Sheppard’s Bush Conservation Area over the next 5 years. If the committee determines that the goals, objectives, challenges or infrastructure needs have changed substantially, one or both parts of the plan will be reviewed. Major revisions to the Management Plan, including those that address complex issues, would further restrict public use of the property, or would require substantial investments in infrastructure will include broad-based public consultation and approval of the plan by the LSRCA Board of Directors. Amendments to resolve less complicated issues may be made without broad-based public consultation, but would be subject to the LSRCA BOD approval. Updates to the Business Plan to identify, prioritize, and resource implementation needs for the successive five-year operational period will not require public consultation.
Section III: Management Plan

Introduction

This Management Plan provides the basis and long-term direction for the management of Sheppard’s Bush Conservation Area. It is based on an identification of the constraints and capabilities provided by the property (Section I), extensive public and internal consultation (Section II), and a thorough review of the implementation of the previous Management Plan (Section II).

Goals and Objectives

After consultation with users of the conservation area, various key stakeholders, and LSRCA staff it was decided that the goal for this Management Plan would remain very similar, and that some of the objectives be updated to better reflect current conditions on the property.

Sheppard’s Bush Conservation Area will be managed to provide a functional example of Aurora’s natural and cultural heritage, including opportunities for environmental awareness programs and outdoor recreation.

More specifically, LSRCA aims to:

• Maintain and enhance visitor use infrastructure to support a diverse and broad-based user group;
• Maintain and enhance habitat values for native flora and fauna;
• Provide visitors with a safe and enjoyable experience;
• Expand public programming to engage a broader cross section of the public;
• Continue to improve infrastructure, through energy efficiency retrofits, specifically to heritage buildings;
• Improve the financial sustainability of the conservation area.

Permitted Uses

Sheppard’s Bush Conservation Area is managed to provide the public with an enjoyable experience in a naturally and culturally significant setting. To ensure such an experience, some potential uses of the property have been prohibited by a Provincial Regulation under the Conservation Authorities Act, as authorized by the Ontario Heritage Trust (Figure 8).

The recent Sheppard’s Bush Conservation Area User Survey\(^23\) indicates that the vast majority of visitors to the property have an enjoyable experience and tend to be long-term dedicated users of the conservation area. Comments received from the public indicate that the property is valued for the nature, scenery, recreational activities, and for the quiet surroundings once in the forest.

\(^{23}\) LSRCA Sheppard’s Bush Public Consultation Report (2017)
Experience of LSRCA staff over the years re-enforces the results of this survey. Users of the conservation area tend to be quite vigilant about the state of the property, and often take an active role in its maintenance, including removing garbage from trails while hiking.

Comments during the 2017 Sheppard’s Bush User Survey and the public consultation period indicated that the major factors detracting from a positive experience of the property are off-leash dogs, litter, and deteriorating parking lot conditions\textsuperscript{24}.

In the past, volunteer cleanup days were attempted, but due to low volunteer turnout they were cancelled, which has created a gap in the community involvement of the property. The 2017 Sheppard’s Bush User Survey\textsuperscript{25} results confirmed that there was renewed interest in volunteer clean up events, and other ways for conservation area users to get more involved with the property. Due to this renewed interest volunteer clean-up events will be attempted once again in this updated Management Plan to help create more community involvement and ownership on the property.

Another method that will be considered on the property to improve user experience will be the investigation and possible implementation of a non-smoking policy within the Conservation Area. More research will have to be done in order to create and implement this policy. It should be noted that the Town of Aurora and the Aurora Youth Soccer Club have smoking policies in place that outlines where people are permitted to smoke in outdoor spaces.

In order to help increase visitor experience, LSRCA will aim to better enforce regulations prohibiting off-leash dogs in Sheppard’s Bush Conservation Area, through a combination of education and enforcement. LSRCA will modify existing regulations signage to include interpretive information regarding the impacts of household pets on wildlife, and identifying the available off-leash dog park in Aurora. LSRCA and Town of Aurora staff (including enforcement staff) will increase their presence in the conservation area, and will continue to partner with municipal bylaw enforcement officers to better enforce regulations prohibiting off-leash animals.

\textsuperscript{24} LSRCA Sheppard’s Bush Public Consultation Report (2017)
\textsuperscript{25} LSRCA Sheppard’s Bush Public Consultation Report (2017)
## Prohibited Uses at Sheppard’s Bush Conservation Area

Permitted and prohibited uses of LSRCA’s Conservation Areas are defined by Provincial Regulation under the *Conservation Authorities Act* (O. Reg 112/90)*.

The following uses of Sheppard’s Bush Conservation Area are **prohibited**

- defacing, removing or damaging any property;
- cutting, removing, injuring or destroying a plant, tree, shrub, flower or other growing thing;
- removing or destroying any soil or rock;
- littering;
- bringing an animal into the Conservation Area which is at large (i.e. not on a leash), makes excessive noise, or disturbs other people;
- horseback riding;
- being abusive, insulting or threatening or making excessive noise or disturbing other persons.

The following uses are permitted **by permit only**:

- hunting or trapping;
- possessing or igniting fireworks;
- camping;
- making an excavation;
- possessing, shooting, discharging or using a spring gun, air gun, firearm, slingshot or any archery equipment;
- erecting, painting or affixing a sign or notice;
- selling or offering for sale an article or service;
- fund raising;
- advertising or carrying on a business or enterprise;
- conducting a public performance of any kind, or bringing equipment for public entertainment into the conservation area;
- conducting a public meeting or doing anything that is likely to cause persons to congregate;
- using a boat;
- starting or maintaining a fire;
- bringing an animal other than a cat or dog into the Conservation Area;
- operating an all-terrain vehicle, an off-road vehicle or a motorized snow vehicle
- remaining in the conservation area after the posted times.

* This table is a summary of rules only. For further detail refer to the full regulation; available online at [www.e-laws.gov.on.ca](http://www.e-laws.gov.on.ca)

### Figure 8: Prohibited Uses at Sheppard’s Bush Conservation Area
Boundary Management

LSRCA will retain surveys of the boundaries of the conservation area on file, and will ensure that all boundaries are clearly marked, and fenced as necessary. LSRCA will inspect boundaries annually for encroachments. As necessary, LSRCA will implement a program to resolve and remediate impacts from boundary encroachments in partnership with the conservation area’s neighbours. This program may include community education, letters, site visits, and community clean up days where necessary.

Sheppard’s Bush Conservation Area helps form part of the East Holland River corridor, which is an important ecological and recreational corridor, providing connectivity from the Oak Ridges Moraine, through Aurora, and further north. The area between Vandorf Sideroad and St John’s Sideroad is a mosaic of publicly owned lands, including the Vandorf woodlot, the Aurora Community Arboretum, Aurora Family Leisure Complex, Lambert Wilson Park and Aurora’s leash-free dog park; all of which are connected by recreational trails. LSRCA Conservation Lands staff will work with managers of these lands to coordinate the management of the East Holland River corridor to promote ecological integrity and non-motorized recreational opportunities.

Infrastructure Management

LSRCA will maintain existing, and may develop additional, infrastructure at Sheppard’s Bush Conservation Area to support the goals and objectives described in this Management Plan. The conservation of features of heritage significance will be guided by Ontario Heritage Trusts’ *Eight Guiding Principles in the Conservation of Historic Properties*\(^{26}\), and the principles of Parks Canada’s *Standards and Guidelines for the Conservation of Historic Places*\(^{27}\). The addition or expansion of infrastructure will be restricted to areas of open space (i.e. non-forest). Any infrastructure improvements would be subject to a site assessment to mitigate detrimental impacts on the values of the conservation area, as well as the requirements of the Environmental Assessment Act, the Ontario Heritage Act, regulations under the Conservation Authorities Act and other relevant legislation, and would be subject to approval by Ontario Heritage Trust. All new infrastructure will be designed and constructed to meet the standards of the Accessibility for Ontarians with Disabilities Act as they become available.

TRAILS

Trails at Sheppard’s Bush Conservation Area will be designed, constructed and maintained to balance the requirements of recreational infrastructure and maintain the ecological integrity of the area. LSRCA will endeavour to meet this challenge by observing all the trails on the property-sanctioned or not-and re-evaluating the purpose of each trail, the state it is currently in, and the impacts on habitat and wildlife.

The trail network at Sheppard’s Bush will be analyzed, taking into consideration factors such as trail conditions, ecologically sensitive areas, significant flora/fauna species habitat, and trail usage. A few trails at Sheppard’s Bush Conservation Area will be closed to reduce unnecessary impacts to wildlife, reduce the need to remove hazard trees, and to promote a sense of solitude amongst trail users (Figure 9). Non-sanctioned trails scheduled

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\(^{26}\) Ontario Heritage Trust (2012)  
\(^{27}\) Canada’s Historic Places (2010)
Figure 9: Updated Trail System
to be closed will have brush piles constructed at trail access points. Where necessary, native vegetation will be planted and sanctioned trails will be re-defined to reduce visibility of newly closed trails. Where possible, trail closures will be done with the assistance of volunteers from the community. Trail closure will also include the installation of interpretive signage allowing trail users to know that trail closure is intentional, rather than the result of a lack of maintenance.

The slope which connects the higher table land forest to the East Holland River will not be developed, and will remain as an “off-limits” area to the public in order to promote the ecological processes which naturally occur there and to reduce or minimalize human disturbance. Trails along the slope will be limited to the existing major trail connecting to the Nokiidaa trail, and a new minor trail connecting to the Nokiidaa trail to the north of the conservation area (Fig. 8).

LSRCA will continue to monitor the property to ensure additional non-sanctioned trails are not created. If new non-sanctioned trails appear, they will be closed as described above. No additional trails will be created without an assessment of public benefit, and an informal site assessment to mitigate detrimental impacts on the values of the conservation area.

**Signs**

Signs at the main entrances to the conservation area (i.e. from Industry St and Industrial Parkway south) will be updated and changed to reflect a new design and LSRCA’s new logo. These signs will still include the same information as before, just displayed in a more modern design.

Trail signage will also be updated and installed as per the Town of Aurora’s Signage Strategy, which includes entrance signs, orientation signs, directional signs, and trail blazes. These signs will help users to get a better understanding of where they are on the property, as well as help point them in the proper direction. These updated signs throughout the property will also state the rules of the property, informing users of appropriate uses which can occur within Sheppard’s Bush. Trail maps will be updated to reflect the trail changes to be made to the property, and to help improve user experience by having an updated, accurate trail map.

The kiosk at the East end of the Mary Street Parking lot will remain in place, and will include maps of trails at Sheppard’s Bush Conservation Area, as well as other recreational areas and trail systems accessible from the conservation area, rules and regulations of the conservation area, upcoming events, and information on the natural and cultural heritage values at the property. Additional interpretive signs may be installed throughout the property, describing the areas cultural heritage and ecological values.

Annual maintenance to ensure the upkeep of these signs and clearing vegetation to ensure their visibility will be undertaken as necessary.

**Residential Buildings: Sheppard Family House and Gatehouse**

LSRCA will continue to maintain the Sheppard Family House as an example of significant cultural heritage in the Town of Aurora, and will continue to manage lease agreements for it and the gatehouse.

The Sheppard Family House has been leased to Windfall Ecology Centre to increase public use of this facility and to provide these organizations with office and public meeting space. As part of the lease agreement, the tenants and LSRCA have committed to continue investing in capital upgrades to the building, including upgrades
which will improve its energy efficiency and reduce its carbon footprint. Many projects have already been undertaken by Windfall Ecology Centre to increase the energy efficiency of the Sheppard Family House. Some of the renovations include: rain barrels, rain garden, pollinator garden, electric vehicle charging station, solar array on the roof, a wood gasification unit, hot water heater, water conservation appliances, programmable thermostat, and energy efficient appliances and business system. As owner of the property, OHT approval will be required for any such repairs or alterations prior to their implementation.

When existing leases on these two buildings cease, LSRCA will endeavour to lease to tenants whose mandate complements the goals and objectives of the conservation area, and whose tenancy would promote the public benefit of these buildings. Preference may be given to lessees who are non-profit organizations, environmental organizations, or possibly registered charities.

**ADDITIONAL BUILDINGS: LOG CABIN, EVAPORATOR HUT, DOLL HOUSE, ETC.**

LSRCA will maintain and upgrade the other buildings on the premises to support public use of the conservation area. The maple syrup evaporator has been removed from the large evaporator hut. This building, and the log cabin, will continue to be conserved and upgraded, to make them functional to a wider user group. Some upgrades have already been completed to improve those buildings, including electrical upgrades, new lights and outlets installed, a new subfloor of interlocking brick in the Sugar Shack, and a new roof on both buildings. The Sheppard family evaporator hut and picnic pavilion will be maintained to a standard such that they continue to support both organized and informal public use.

The feasibility of constructing new upgraded washroom facilities will also be reviewed. Currently, there are two vault-privy toilets on the property. Due to increased use many conservation area users, as well as LSRCA Conservation Lands staff would like to see new washroom facilities constructed. Several options should be researched to see which would be the best fit on the property. With Ontario Heritage Trust being the property owners, they would still have to approve any designs before construction could begin.

The Ice Hut on the property was destroyed in 2015 when a large tree fell on it. A site visit was completed with OHT and LSRCA and it was determined that the Ice Hut was damaged beyond repair, and that the tree damage significantly compromised the heritage characteristics beyond repair. In the summer of 2017 LSRCA field staff were given the direction that the safety fence surrounding the Ice Hut could be removed and the remaining building pieces be torn down and removed from the property. It has been decided that an interpretative sign will be placed in the location where the Ice Hut once stood, and it will outline the history, design, and purpose of the Ice Hut.

**COMMUNITY HERITAGE GARDEN**

During the implementation of the past Sheppard’s Bush Management Plan, a Community Heritage Garden (Figure 10) was constructed on the property. This garden contains 12 plots, of 10x10 feet dimensions. Members of the community can rent a plot for $20 per season, to grow native vegetables and fruits. The garden has been very successful to this point, with community members enjoying the option to grow their own food naturally.
Due to the success of the Community Heritage Garden, there is currently consideration to add additional garden plots in either the area where the damaged and crumbling tennis court is or next to the current garden plots. The goal would be to make these garden plots accessible to those with limited mobility.

**MAINTENANCE**

LSRCA and the Town of Aurora are underway in developing an updated Management Agreement for Sheppard’s Bush Conservation Area. It is highly likely that the Town will continue to provide maintenance to the soccer pitches, parking lots, laneway and lawns as per the new Agreement with LSRCA. The parking lots and laneway will be maintained with a gravel base.

Garbage cans will not be placed in the Industry St parking lot, to reduce the amount of residential garbage collected at Sheppard’s Bush. Garbage cans will continue to be provided throughout the conservation area near the picnic pavilion and soccer fields.

LSRCA will attempt to partner up with interested parties, including the Aurora Lion’s Club, Windfall Ecology Centre, and the Oak Ridges Trail Association to coordinate one volunteer work day annually to remove garbage from the forest, control invasive non-native plant species, and undertake trail maintenance.

**Vegetation and Wildlife Management**

Forest management at Sheppard’s Bush Conservation Area will continue to include the removal of hazard trees as necessary, as well as management to promote habitat values for native flora and fauna. Minor additional harvesting may be permitted to develop revenue which would be put towards the maintenance of the property. Any trees cut, or debris falling naturally, not used for firewood, will be removed from trails or parking lots as necessary, with an appropriate amount left on-site to decompose and provide habitat for various species.

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28 LSRCA Tree Risk Assessment and Management Strategy (2017)
The ravine along the East Holland River valley in particular will not be regularly managed, in hopes that the natural ecosystem will continue to successfully manage itself. This area has no trails through it, and will not have any official trails constructed, which eliminates the need for forest management activities such as risk tree assessments and removals in this part of the property.

Over the lifetime of the past Management Plan, the Emerald Ash Borer was introduced at Sheppard’s Bush, as it was widespread throughout the GTA. This had devastating impacts on the ash tree population within Sheppard’s Bush, and resulted in the majority of ash trees within close proximity to parking lots or trails having to be removed. This created an over-abundance of deadfall, which is unsightly due to the sheer volume of it. A balance will be found between the amount of deadfall remaining on the property to act as habitat for a variety of species, and the amount of ash that will be removed from the forest floor to increase aesthetics. The ash that will no longer remain on the forest floor can be chipped and the woodchips may be placed along wet spots on the trails, used as mulch for the Community Heritage Garden, or provided to Windfall Ecology Centre in logs to use in the biomass gasification unit which provides heat to the Sheppard Family House.

Within the lifetime of this Management Plan updated vegetation and wildlife inventories should be completed. Due to a change in the forest composition, an Ecological Land Classification would be ideal on the property, as well as breeding bird surveys. Periodic inventories provide long-term data on the property, which is very useful and beneficial in updating items such as Management Plans, and contribute to seeing data trends over time.

**Invasive Species**

Sheppard’s Bush Conservation Area is overrun with a multitude of invasive species, including dog-strangling vine, garlic mustard, periwinkle, Japanese knotweed, and goutweed to name a few. LSRCA and its partners will aim to control the spread of non-native invasive species, with particular effort directed to invasive plants in the initial stages of becoming established on the property. Management will include inspections a minimum of once every three years to determine the spread and dominance of non-native species. Any aggressive invasive species that can significantly impact the structures on the property and the heritage value will be controlled using recommendations based on the best available management practices. Specific efforts over the term of this Management Plan will be focused on the removal and control of Japanese knotweed. This species is located less than 100m from the historic Sheppard House, and has been known to break through solid concrete building foundations and cause significant damage.

Invasive species removals and controls will continue to occur on the property with support from the Town of Aurora Parks, Recreation, and Cultural Services Department, and the MNRF’s Stewardship Youth Rangers. Over the next 5 years Japanese knotweed and Dog strangling vine will be the primary targeted species on the property to control and ideally eradicate.

**BioBlitz**

A BioBlitz was held at Sheppard’s Bush on June 17th, 2017. It was very successful, as more than 200 people came out to the event, even though the day was cut short due to extreme weather. The area inventoried for the BioBlitz extended outside the boundaries of Sheppard’s Bush Conservation Area, as it included the adjacent valley lands and ravine. There were over 300 species found on the property and within the adjacent open space areas, with most species being found within the boundaries of Sheppard’s Bush. Another BioBlitz is scheduled

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29 LSRCA Sheppard’s Bush BioBlitz Data (2017)
to be held on the property in 2021 to conduct another inventory of species to determine if there have been any significant changes on the property in the past 5 years and to engage the community.

**FOREST MANAGEMENT**

The forest at Sheppard’s Bush Conservation Area is primarily an old sugar bush, which in the past has been used for the production of maple syrup. This forest was managed in such a way that currently the forest is overly mature and in need of rehabilitation. A significant amount of trees are damaged or suffering from a variety of problems. A significant amount of work will be required to make the conservation area a safe space, including the removal of a minimum of 200 risk trees which are lining the parking lots, laneways, and trails. Consultation with a variety of partners, including LSRCA Forestry team, Town of Aurora, and others will be required in order to determine the best course of action to increase the variety and viability of the forest itself.

**CONSERVATION AREA MANAGEMENT ZONES**

One of the recommendations from the public during the consultation period was to develop a framework outlining how each portion of the property should be managed to suit the needs of that immediate area. LSRCA has since developed a Conservation Area Management Zone Framework which has a variety of categories, which can be applied to each section of the property. This guiding framework will help direct the management of each specific zone based on criteria such as use levels, features within the zone, etc. One property such as Sheppard’s Bush, can contain multiple different zones, and ideally should. This will help to manage the entire property more consistently.

LSRCA is currently still working on finalizing this and ensuring it is applicable to a variety of LSRCA landholdings. Once the zone definitions are finalized, Sheppard’s Bush will be delineated accordingly. The implementation of the Conservation Area Management Zoning for Sheppard’s Bush will be in 2019.

**Communication and Marketing**

Marketing of Sheppard’s Bush Conservation Area will not increase over the upcoming years. The property already experiences high use rates, and to encourage more visitors to the property would likely result in a negative impact on the ecosystem. Marketing and advertising will still occur to promote events, such as volunteer clean up dates, BioBlitz’s, the Community Heritage Garden, programs, and more. The property will continue to be showcased periodically on LSRCA’s social media accounts, to remind people of the beauty of it, but no additional extensive marketing of the property will occur to attract new users. Communication regarding events and upcoming activities on the property will still be marketed and advertised based on the need to do so, and on the type of audience each specific event is targeting.
Revenue Generation

Revenue generation on the property will be guided by the updated Fee Schedule approved in December 2016 by LSRCA’s Board of Directors\(^{30}\). This fee schedule outlines items relating to Sheppard’s Bush including pavilion rentals, other building rentals (Sugar Shack, Log Cabin, etc.), and the implementation of a parking fee.

Revenue generation from the Sheppard Family House (Windfall Ecology Centre) and the Gatehouse (private residence), have remained very stable over the years, and this is not anticipated to change. The rental of additional buildings, such as the Pefferlaw Log Cabin and the Sugar Shack are relatively new, and has not been taken full advantage of yet. The rental of the other buildings along with the pavilion rentals are expected to increase in the coming years, and ideally would bring in additional revenue to LSRCA which would be put back into the overall maintenance of the property.

A parking fee is proposed to be implemented at Sheppard’s Bush in 2018. This additional; but necessary; source of revenue will bring in more funds to further maintain the property, and to recoup some resources which are spent on the property annually.

Programming and Outdoor Environmental Education

Sheppard’s Bush Conservation Area’s close proximity to both population centers and schools makes it an ideal location to provide conservation and nature based programming to a wide variety of people. LSRCA will continue to pursue these avenues to increase both school and public programs on the property once upgrades have been made to the infrastructure on the property, making it more appealing to a wider variety of users. This includes upgrading the washroom facilities on the property to remove the vault-privy toilets, and replace them with ideally flush toilets, or newer facilities which also require low maintenance and upkeep.

Windfall Ecology Centre (WEC) is based out of the Sheppard Family House and staff associated with WEC will continue to run their Nature Play program out of Sheppard’s Bush. “Get out of the way and let them play” is the call to action coming from ParticipACTION’s 2015 Position Statement, citing obesity statistics placing Canadian children at high risk of long term health problems and lower life expectancy. Natural outdoor, unstructured playtime has been disappearing from childhood at the same rate and for similar reasons that natural spaces and wildlife are disappearing from cities. Urban intensification, time and performance pressures on parents and children, lack of funding, for parks and recreational programming, long commutes and traffic safety concerns have all contributed to the domestication and enclosure of children’s time and space. By providing a nature play program and adventurous play opportunities, Windfall Ecology Centre is bringing together youth and children to explore the outdoors, challenge themselves, connect with nature and experience the unique spirit and heritage of Sheppard’s Bush.

Windfall Ecology Centre’s Harvest Festival is an annual event hosted by WEC at Sheppard’s Bush. This outdoor family event celebrates Ontario’s rich cultural, ecological, and historical narrative by giving participants a “taste” of its food, land, and people.

\(^{30}\) LSRCA Conservation Lands BOD Approved Fee Schedule (2016)
Any programs or events that will utilize the sports fields and the adjacent pavilion will continue to be booked by the Town of Aurora. Additional events will be hosted on the property, including more outreach programs to get the community increasingly involved on the property. These events may include another BioBlitz and volunteer days.

LSRCA will work to increase its collaboration with the Town of Aurora and additional organizations and groups to provide the venue for those partners to come to Sheppard’s Bush and provide a variety of programs and events for members of the community. Programming and events may also be provided by the Town of Aurora, including their Haunted Forest event, and organized hikes.

On site buildings and pavilions will continue to be rented out to the public for private events, as per the Fee Schedule approved by the LSRCA Board of Directors in December 2016\textsuperscript{31}. Advertising to make the public more aware of these rental options will increase, and the process of renting a building or pavilion for an event will be streamlined. All pavilion and building rentals within Sheppard’s Bush (excluding the pavilion adjacent to the sports fields) will be booked and reserved by LSRCA Conservation Lands.

\textsuperscript{31} LSRCA Conservation Lands BOD Approved Fee Schedule (2016)
Section IV: Business Plan

Introduction

The purpose of a conservation area Management Plan is to establish long- and short-term goals for the management of the property, and identify priorities for implementation. The Business Plan component is a description and schedule of implementation priorities, coupled with projections of revenues and expenses over a five year period.

In addition to revenues and expenses, this business plan will identify potential funding sources and will provide guidance for LSRCA in implementing the Sheppard’s Bush Conservation Area Management Plan. Table 3 below outlines the main implementation priorities described within the Implementation Schedule for Sheppard’s Bush Conservation Area in the next five years.

<table>
<thead>
<tr>
<th>Year</th>
<th>Priorities</th>
</tr>
</thead>
</table>
| 2017 | - Reroute trail network throughout property  
     | - Monitor and remove invasive species within the property  
     | - Review and update Management Agreement with the Town of Aurora |
| 2018 | - Review planned programming that will utilize Sheppard’s Bush and the facilities on the property with LSRCA Conservation Lands, Town of Aurora, and Windfall Ecology Centre, etc.  
     | - Review and update existing management agreement between LSRCA and ORTA  
     | - Install mapping and trail directional signage throughout the property  
     | - Improve trail signage on property  
     | - Implement parking fee system on property  
     | - Assess trails using the HETAP unit to find an existing accessible trail location on property  
     | - Conduct a full Ecological Land Classification inventory on the property |
| 2019 | - Develop an Emergency Response Plan for the property  
     | - Remove the old concrete tennis court and install a native garden, heritage garden, teaching garden, and community space  
     | - Construct an Accessible Trail on the property using existing trail system  
     | - Implement Conservation Area Management Zones |
| 2020 | - Review Communication and Marketing strategy to meet projected facility rental reservation numbers  
     | - Resurface trails as necessary  
     | - Monitor the property for invasive species and remove Japanese knotweed |
| 2021 | - Initiate review of the Management Plan and begin the process of updating  
     | - Review the trail system to ensure it is still relevant and balances the human use of the property with the ecological needs  
     | - Install viewing platform overlooking the ravine at the north east edge of the property |
Historic Revenues

Revenues (see Figure 11) to support the development, operation and maintenance of Sheppard’s Bush Conservation Area have traditionally come from three major sources: rental of the houses, annual in-kind contribution from the Town of Aurora for maintenance, and additional non-annual funding, such as from the Aurora Lions Club and Municipal Special Capital. In addition, levies from our municipal partners provide the critical base funding to employ staff and provide administration. Figure 11 also indicates that the smallest and least reliable sources of funding to date come from the pavilion and out building rentals, with very nominal revenue generated.

Note that Figure 11 displays detailed revenues from 2009 to 2013 as those were the dates covered in the last Management Plan. The revenues from 2014 to 2016 are quite similar and do not contain any significant discrepancies compared to those revenues from 2009 to 2013.

![Figure 11: Historic Revenues at Sheppard's Bush Conservation Area, displayed by revenue source.](image)

**Facility Rentals**

The picnic pavilion at Sheppard’s Bush Conservation Area is available to the public on a first come first serve basis, or by reservation for use by groups. The out buildings (Sugar Shack and Log Cabin are also available to community groups by reservation. Historically, the rental of these facilities has not been a significant source of revenue for LSRCA, due to the lack of reservations, awareness of ability to reserve them, and the inconsistency of fees. In 2016 a Fee Schedule Report was presented to LSRCA’s Board of Directors and was successful in
gaining BOD approval\textsuperscript{32}. This new fee schedule changes the fees slightly, but also provides grounds for more consistent fees for the pavilion and additional outbuildings. To date, the pavilion, Sugar Shack, and Log Cabin have had few reservations, which may partly be due to a lack of awareness that these buildings are available to reserve for private events.

**HOUSE RENTALS**

The rental of the two historic structures on the property, the Sheppard Family House by the Windfall Ecology Centre, and smaller Gatehouse which is rented to a family as a private residence, both help ensure the preservation of these buildings, and provide a crucial source of revenue for the operation of Sheppard’s Bush Conservation Area. Revenues from these two properties remained very stable over the term of the past Management Plan, as both houses were occupied throughout its entire term. It is anticipated this will remain consistent throughout the lifetime of this updated Management Plan.

**WINDFALL ECOSYSTEM CENTRE**

The Windfall Ecology Centre (WEC) has occupied the Sheppard Family House since 2008, and continues to do so. WEC has been an integral part of updating the Sheppard Family House by completing building upgrades to improve its energy efficiency. Windfall Ecology Centre has applied for and been successful in accumulating funds from various sources to complete building renovations to improve the overall energy efficiency of the building. These funds were not included in the budget for the property, as they were not granted for property maintenance, but for the specific reason to improve the energy efficiency of the Sheppard Family House while still maintaining its historic features.

**TOWN OF AURORA**

As per the original Agreement signed in 1983, the Town of Aurora has provided “in-kind” donations of maintenance work, such as garbage removal, grass cutting, and maintenance of the parking lots and laneways. It was projected in the past Management Plan (2009-2013) that the amount of work performed would be equivalent to $7000 annually, but in actuality was approximately $8300 per year. LSRCA and the Town of Aurora are currently working together to update the agreement, which will be effective in 2018, with the Town of Aurora continuing to make “in-kind” contributions to assist LSRCA with the maintenance of Sheppard’s Bush Conservation Area.

**AURORA LIONS CLUB**

The Aurora Lions Club has a long history of involvement with Sheppard’s Bush Conservation Area. In the past, the Lions Club has made contributions to assist with the maintenance of the property, as well as to help construct capital projects, such as the pavilion. Within the term of the last management plan, two donations were made by the Aurora Lions Club: a donation in the amount of $1000 in 2010, and a larger sum of $10,000 in 2012. Both were to be used to help aid in the maintenance of the property and to assist with building improvements to the Sugar Shack and Log Cabin. These funds help benefit the property, but they are inconsistent and cannot be relied upon as a stable source of income.

\textsuperscript{32} LSRCA Conservation Lands BOD Approved Fee Schedule (2016)
**Special Capital**

York Region provided a special capital grant in 2011 in the amount of $11,000 to provide additional funding to upgrade the building facilities on the property.

**Budget Projection**

The budget projection model predicts a five-year financial outlook for Sheppard’s Bush Conservation Area. The model compares the conservation area’s most consistent source of funds with projected one-time and recurring costs, and in-kind donations. As depicted below in Table 4, Sheppard’s Bush Conservation Area’s current budget projection suggests that without additional revenue, income will not be sufficient to offset operating expenses, and that current staffing levels will be insufficient to meet the objectives outlined in the Management Plan. Table 5 shows the projected F.T.E. that will be required each year to complete the tasks outlined in the Implementation Schedule.

The Budget Projection (Table 4) shows a funding gap of approximately $60,000 to complete all the objectives outlined in the Implementation schedule. To help fill this funding gap a Special Municipal Ask will be submitted in 2019, in order to seek the funds required to upgrade or build new infrastructure within Sheppard’s Bush. This Special Municipal Ask will include funds for a 3-season accessible washroom (approximately $15,000), and an accessible trail (approximately $45,000). These additional funds should be sufficient in offsetting the funding gap, allowing the revenues from the property and the expenses to maintain and improve Sheppard’s Bush balance out.

LSRCA will continue to make fiscally responsible management decisions for the conservation area, and priorities identified in the Management Plan will only be implemented once the required resources have been secured.
### Table 4: Budget Projection, including Revenues and Expenses

<table>
<thead>
<tr>
<th></th>
<th>2017</th>
<th>2018</th>
<th>2019</th>
<th>2020</th>
<th>2021</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenues (CASH)</strong></td>
<td></td>
<td></td>
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<td></td>
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<tr>
<td>Parking Fees</td>
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<td>$2,920</td>
<td>$3,650</td>
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<td>Facility Rentals</td>
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<td>$650</td>
<td>$650</td>
<td>$650</td>
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<td>Donations/ Grants/</td>
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<td>$25,800</td>
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<td>Volunteer</td>
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<tr>
<td><strong>Revenues (In-kind)</strong></td>
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<tr>
<td>Town of Aurora</td>
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<td>$69,996</td>
<td>$10,196</td>
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<td>Volunteer Days</td>
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<td>$450</td>
<td>$450</td>
<td>$450</td>
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<td><strong>Municipal Special Capital</strong></td>
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<tr>
<td>Annual Special Capital</td>
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<td></td>
<td></td>
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<tr>
<td>Allocated to Sheppard's</td>
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<td>$945</td>
<td>$965</td>
<td>$985</td>
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<td><strong>Total Revenues:</strong></td>
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<td>$109,461</td>
<td>$76,513</td>
<td>$52,258</td>
<td>$54,576</td>
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<td><strong>Expenses</strong></td>
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<tr>
<td>Administration</td>
<td>$15,980</td>
<td>$16,215</td>
<td>$16,450</td>
<td>$16,695</td>
<td>$16,930</td>
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<tr>
<td>Programming</td>
<td>$5,000</td>
<td>$300</td>
<td>$300</td>
<td>$300</td>
<td>$5,300</td>
</tr>
<tr>
<td>Amenities</td>
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<td>$66,900</td>
<td>$90,000</td>
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<td>$16,056</td>
<td>$16,485</td>
<td>$17,408</td>
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<td>$11,500</td>
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<td><strong>Total Expenses:</strong></td>
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<td><strong>Balance:</strong></td>
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<td><strong>Total 5 Year Balance:</strong></td>
<td>-$60,787</td>
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### Table 5: Projected F.T.E.

<table>
<thead>
<tr>
<th></th>
<th>2017</th>
<th>2018</th>
<th>2019</th>
<th>2020</th>
<th>2021</th>
</tr>
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<tbody>
<tr>
<td>Administration</td>
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<td>Amenities</td>
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<td><strong>TOTALS:</strong></td>
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<td>0.68</td>
<td>0.79</td>
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</table>
Projected Revenues

To address the projected funding shortfall identified in this Business Plan, LSRCA will need to continue to attract new sources of funding and in-kind support. Opportunities for such may include Municipal Special Capital, a new reliance on volunteer partnerships, and expanded partnerships with the Town of Aurora and Windfall Ecology Centre.

Table 6 below outlines the projected revenue for Sheppard’s Bush annually over the next 5 years, including the York Region Levy which increases 2% annually. Note that additional Municipal Special Capital funds may be requested, but there are no guarantees that the money will be granted or received.

Table 6: Projected Revenues Sources

<table>
<thead>
<tr>
<th>Projected Revenues and In-kind Support</th>
<th>2017</th>
<th>2018</th>
<th>2019</th>
<th>2020</th>
<th>2021</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenues (Cash)</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Parking Fee</td>
<td>$0</td>
<td>$2,920</td>
<td>$3,650</td>
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<td>$5,110</td>
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<tr>
<td>Facility Rentals</td>
<td>$375</td>
<td>$375</td>
<td>$500</td>
<td>$750</td>
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<tr>
<td>House Rentals (Sheppard and Gatehouse)</td>
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<td>$33,885</td>
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<td>Grants/ Donations/ Memorial Items</td>
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<td>Additional Community Events (Ex: Haunted Forest, Pancake Breakfast, etc.)</td>
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<td>$650</td>
<td>$650</td>
<td>$650</td>
<td>$650</td>
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<tr>
<td>Annual Special Capital Allocated to Sheppard’s</td>
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<td>$965</td>
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<td><strong>Revenues (In-kind)</strong></td>
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<td>Town of Aurora</td>
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</tbody>
</table>
**TOWN OF AURORA- IN KIND**

LSRCA’s partnership with the Town of Aurora will continue to be crucial in managing Sheppard’s Bush Conservation Area. As per the current management agreement, maintenance of the soccer fields, parking lots, laneways, and garbage removal has been estimated at a value of $8,300 annually, and reduces LSRCA’s staffing obligations. An expansion to this partnership includes annual In-kind tree removal services estimated at $1,500 per year, and the implementation of the Town of Aurora’s Signage Strategy at Sheppard’s Bush. This includes the design, production, and installation of new property maps and way-finding signage throughout the property, at an estimated cost of $60,000. The new agreement between LSRCA and the Town of Aurora, which will take effect in 2018, includes a 2% annual increase in costs for the Town of Aurora’s annual maintenance commitment, to account for the cost of living increase in the area.

**CONSERVATION AREA PARKING FEE**

A parking fee is proposed to be implemented at Sheppard’s Bush Conservation Area in 2018. By introducing an approved parking fee\(^{33}\), it will create an additional source of revenue. The fee will be a per-vehicle parking fee, and will be set at an hourly rate of $2, or a day rate of $6. An option to obtain an annual parking pass will also be available for $50. The implementation of a parking fee will increase the revenue generated on the property, if enforced properly.

**MUNICIPAL SPECIAL CAPITAL**

Special capital funding from LSRCA’s partner municipalities will remain an important part of the funding formula for Sheppard’s Bush Conservation Area. Municipal special capital will contribute to future assessment and review of the management plan, and will also be required to complete some of the larger projects, which require additional resources.

**RENTAL INCOME**

Rental incomes from the two houses on the property are a vital source of revenue in managing the conservation area. This rental income allows the Conservation Authority to continue to invest in capital improvements to the houses and other structures on the property and to establish a reserve fund to off-set the costs of large, non-annual maintenance expenses.

The pavilion and other outbuildings, including the Sugar Shack and the Pefferlaw Log Cabin have been made available to the public and community groups for reservation for a fee, as outlined in the 2016 Board of Directors Approved Conservation Lands Fee Schedule\(^{34}\). As upgrades to these facilities have recently occurred, it is anticipated that once the public is made more aware of the option to rent these spaces that uptake will increase, creating more revenue on the property. The fee structure has also recently been revised to ensure that they remain at a level comparable with similar recreational areas elsewhere in the area.

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\(^{33}\) Lake Simcoe Region Conservation Authority (2016)

\(^{34}\) Lake Simcoe Region Conservation Authority (2016)
**WINDFALL ECOSYSTEM CENTRE**

Windfall Ecology Centre is continuing to take a leadership role in researching and fund raising for energy efficiency retrofits to the Sheppard Family House. Funds they have raised will continue to be dedicated to improve energy efficiency in the Sheppard Family House.

Windfall has also tasked themselves with applying for grants to complete the removal of the tennis court and create a new heritage garden and community space. This enhanced community demonstration project will include a rain garden, teaching gardens, and outdoor meeting space and has an estimated cost of $25,000.

**AURORA LIONS CLUB**

Sheppard’s Bush Conservation Area has been home to an annual pancake breakfast fundraiser for the Aurora Lions Club since the early 1970s. Over the years the Aurora Lions Club has contributed a portion of these proceeds to LSRCA to support the operation of the conservation area, and were instrumental in building the picnic pavilion in 1978. The Lions Club may also be able to contribute to continued upgrades to the conservation area, including scheduled upgrades to the outbuildings, and in volunteer clean-up days.

**VOLUNTEERS AND DONATIONS**

Through the Public Consultation phase, LSRCA was encouraged to learn that community members were very interested in volunteering to assist with projects and property maintenance such as trail stewardship, invasive species management, and garbage cleanups. The Aurora Lions Club and Windfall Ecology Centre have committed to assisting with these events in the past, and may be called upon to help with them in the future.

**ONTARIO HERITAGE TRUST**

Periodically, Ontario Heritage Trust may have capital funds available to conserve and restore the features of conservation significance on the property, at which point LSRCA and Windfall Ecology Centre would try to take advantage of these funds and acquire them to complete improvements to the historic buildings on the property.

**Historic Expenses**

Figure 12 breaks down the funding which was spent on Sheppard’s Bush each year of the previous Management Plan. The cost is broken down into five main categories:

- Programming and Monitoring- includes the cost of running programs, events and ecological monitoring, (this excludes the Conservation Kids Summer Camp, and any other events run by the Town of Aurora),
- Capital Development- was primarily focused on upgrading the outbuildings on the property, specifically the Sugar Shack and Log Cabin to make them more appealing to the public,
- Maintenance completed by LSRCA- includes any building and trail repairs, and maintenance to the houses on the property (excluding the works that Windfall Ecology Centre and the Ontario Heritage Trust have done),

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35 As described in Ontario Heritage Trust (2008)
- Town of Aurora in-kind maintenance- includes maintenance of the parking lots, laneways, and sports fields,
- Administration- consists primarily of general administrative duties, including communication and marketing, human resource management, budget formulation and tracking, and additional tasks including paying property taxes and insurance.

It is important to note that this is just the actual cost of these items, and does not included any staff time which was put into organizing these projects.

Figure 12 also does not include money spent from 2014 to 2016 because those years were outside the term of the last Management Plan. Spending patterns within those years were fairly similar to those within the term of the past Management Plan.

![Figure 12: Historic Projected and Actual Expenses](image)

There are significant differences between the projected and actual expenses, which is due to projected funding that did not materialize.
Projected Expenses

The projected operational expenses at Sheppard’s Bush required to complete all the items in the Implementation Schedule and outlined in this Management Plan can be divided into five broad categories: Administration, Programming, Amenities, Maintenance, and Environment/ Resource Management. The expenses for each category are outlined below in Table 7.

Table 7: Projected Expenses by Category

<table>
<thead>
<tr>
<th>Expenses</th>
<th>2017</th>
<th>2018</th>
<th>2019</th>
<th>2020</th>
<th>2021</th>
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</table>

Administration

Administration of Sheppard’s Bush Conservation Area continues to remain relatively stable, and includes many of the same tasks which have been present in the past. These tasks include the general administrative duties that support and enhance the operations of the conservation area, including communication and marketing, human resource management, budget formulation and tracking, and oversight of procurement and contracting activities. This functional area also includes payment of municipal property taxes, utilities, and property and building insurance.

Programming

Within the life of this Management Plan, programming provided by LSRCA at Sheppard’s Bush is expected to decrease due to a lack of upgraded facilities, primarily washroom facilities. However, events organized and hosted by external partners are held on the property, enticing the residents to visit is the Town of Aurora’s Haunted Forest, the Aurora Lion’s Club pancake breakfast fundraiser, and Door’s Open Aurora.

Windfall Ecology Centre will focus on their “Nature Play” after school child care program. The Town of Aurora will continue to run the Haunted Forest event in the fall.

LSRCA Conservation Lands will continue to provide the venue for a variety of organizations to host programs and events on the property, and will work on maintaining the buildings and spaces required for them.
AMENITIES

Priorities for capital development on the property in the period 2017 – 2021 include reviewing and adapting the trail network, upgrading the washroom facilities onsite, and creating a new heritage garden with community space, including a rain garden, teaching garden and outdoor meeting space. All new amenities and capital developments should be designed and constructed to meet the standards of the Accessibility for Ontarians with Disabilities Act.

LSRCA will undertake a major review of the current trail system within Sheppard’s Bush, to determine which trails will be closed or re-routed, to make the trail network more efficient and reduce the ecological impact on the property, while increasing visitor experience.

Development to new infrastructure and upgrades to existing facilities will be undertaken or supervised by the Conservation Lands division. Funding to support capital improvements will come in part from LSRCA and in part from its partners. Upgrades to the Sheppard House particularly will be supported by funds raised by Windfall Ecology Centre as part of their demonstration of energy efficiency retrofits to heritage buildings.

MAINTENANCE

The maintenance at Sheppard’s Bush Conservation Area includes all activities that prolong the life of the conservation area’s diverse assets. These activities include repair work, preventive maintenance, and general upkeep of the grounds and trails. Since 1983 LSRCA and the Town of Aurora have had a maintenance agreement regarding specific parts of Sheppard’s Bush, including the soccer fields, laneways, and parking lots. Through this and more recent Management Agreements, the Town remains responsible for these areas. LSRCA remains responsible for the trail system, and the more forested area of the property. Throughout the property there is regular maintenance which must be accomplished, such as garbage pick-up and risk tree assessment and removals, as well as unscheduled property inspections, such as following a major storm event.

LSRCA’s primary maintenance priorities for the period 2017 – 2021 include property inspections for trail condition, litter, invasive species, hazard trees, and boundary encroachments. Where necessary LSRCA, in partnership with the Aurora Lions Club, Windfall Ecology Centre and other key partners, will coordinate an annual volunteer work day to remove garbage from the trails and forest, and to complete additional maintenance tasks, such as trail maintenance, invasive species removals, and Community Heritage Garden maintenance.

ENVIRONMENT/ RESOURCE MANAGEMENT

Environment/ Resource Management refers to the management of natural heritage features within the conservation area. Activities include inventory and monitoring of native and non-native plant and animal species, forest management and the conservation and restoration of wildlife habitat where appropriate. Environmental monitoring should be increased, including a full Ecological Land Classification inventory being conducted on the property. Terrestrial wildlife and bird population monitoring should both be increased for inventories to occur on a semi-annual basis on this property.

Volunteer work days will also be coordinated to help with the management of the property, including controlling the spread of aggressive invasive species, reducing the amount of litter in the forest, and trail maintenance as necessary.
Resources on the property should be managed in accordance with LSRCA’s Conservation Area Management Zones\textsuperscript{36} framework once it’s fully developed. Once implemented, resources in different areas of the property will be managed in ways to help promote the specific area of focus that lies within that zone, as per the guidelines in the Management Zones framework. This is to ensure that the property use in a specific area does not have a significant negative impact on the flora and fauna of that area. This increased ecological monitoring will require additional staff time and resources in order to meet the demand of the property and to conduct the inventory’s identified in this Management Plan.

\textsuperscript{36} LSRCA Conservation Area Management Zones (2017)
Implementation Schedule

The Lake Simcoe Region Conservation Authority staff will implement, as resources permit, the projects and programs identified in the Sheppard’s Bush Conservation Area Management Plan as described below.

The Property Maintenance Standards is referred to multiple times below, and it outlines various standards for numerous items, such as boundary management, due diligence inspections, private utility and pit privy maintenance, hazard/ risk tree management, parking lots, roads, and walkways, and signage. Within the Conservation Lands Classification System and Maintenance Standards, each of these categories details the standards to which each item should be maintained and/ or monitored.

2017

Administration

Marketing and Communication
▪ Increase marketing and advertising showcasing the pavilion and building rentals on the property
▪ Communication and Conservation Lands will be responsible for achieving this objective
▪ Estimated cost: $0

Property Taxes
▪ Continue to pay municipal property taxes
▪ Conservation Lands will be responsible for achieving this objective
▪ Estimated cost: $8600
▪ Funding source: Special capital

Insurance and Utilities
▪ Continue to pay insurance and utilities
▪ Conservation Lands will be responsible for achieving this objective
▪ Estimated cost: $6330
▪ Funding source: Special capital and income from house rentals

Potential Revenue
▪ Seek additional funding through grants or awards
▪ Explore sponsorship opportunities for amenities
▪ Continue to add sponsored infrastructure to the property, as it fits with the needs of the property and LSRCA’s Naming of Assets and Facilities Policy, and the LSCF’s Naming Policy (i.e. benches, memorial trees, etc.)
▪ LSCF, Conservation Lands, & Windfall Ecology Centre will be responsible for achieving these objectives
▪ Estimated cost: $0
Enforcement
▪ Increase enforcement of off-leash dogs, parking, and other regulations
▪ Continue process to get two Field Services staff trained in Enforcement
▪ Conservation Lands, LSRCA Enforcement, & the Town of Aurora will be responsible for achieving this objective
▪ Estimated cost: $1050
▪ Funding source: General levy+ special capital

Health and Safety
▪ Install signage on the property indicating contact information for LSRCA and property location details
▪ Communication and Conservation Lands will be responsible for achieving these objectives
▪ Estimated cost: $0

Pavilion Location
▪ Clearly display pavilion location and area onsite and on mapping online
▪ Conservation Lands will be responsible for achieving this objective
▪ Estimated cost: $0

Management Plan Implementation and Evaluation
▪ Initiate semi-annual cross departmental meetings to determine and review their needs of the property
▪ Initiate annual implementation tracking
▪ Conservation Lands, Communication, Corporate Services, additional LSRCA departments, and LSCF will be responsible for achieving these objectives
▪ Estimated cost: $0

Programming
Public Programming
▪ Coordinate annual volunteer day and additional volunteer opportunities
▪ Coordinate nature themed workshops and programs
▪ Coordinate community events, such as a BioBlitz
▪ Conservation Lands, and LSCF will be responsible for achieving these objectives
▪ Estimated cost: $5000
▪ Funding source: Program fees + Grants

Amenities and Maintenance
Property Maintenance and Conservation Area Facilities
▪ Annual workload to maintain buildings on-site to the required standard outlined in the maintenance standards document
▪ Annual workload to maintain property in accordance with property maintenance standards
▪ Upgrade buildings as necessary, while not compromising the Heritage Building features
▪ Annual soccer field maintenance
▪ Conservation Lands will be responsible for achieving these objectives
▪ Estimated cost: $3800
▪ Funding source: Special capital + In-kind services
Community Heritage Garden
- Annual workload to maintain Community Heritage Garden plots
- Continue to rent garden plots to members of the public each year for gardening use
- Conservation Lands will be responsible for achieving these objectives
- Estimated cost: $500
- Funding source: Garden plot rental fees + Donations and/or grants

Property Signage
- Create property map identifying location of pavilion and picnic sites
- Conservation Lands will be responsible for achieving these objectives
- Estimated cost: $500
- Funding source: Special capital

Trails
- Review trail network and close unnecessary and redundant trails
- Develop new mapping for the property
- Upgrade minor trail behind the Sugar Shack to a more formalized trail to draw conservation area users away from the Conservation Kids Summer Camp
- Annual workload to maintain trails throughout the property
- Monitor trail condition and upgrade as necessary
- Conservation Lands and the Town of Aurora will be responsible for achieving these objectives
- Estimated cost: $1500
- Funding source: Special capital + Donations and/or grants

Laneway and Parking Lots
- Annual workload to maintain and improve conditions of the parking lots
- Town of Aurora will be responsible for achieving this objective as outlined in the Management Agreement
- Estimated cost: $5000
- Funding source: In-kind services

Tree Risk Assessments and Removals
- Conduct tree risk assessments
- Remove risk/hazard trees from the property
- Remove trees along the hydro corridor
- Forestry and Conservation Lands will be responsible for achieving these objectives
- Estimated cost: $23,170
- Funding source: Special capital + In-kind

Environment
Invasive Species Monitoring and Management
- Monitor the spread of terrestrial invasive species and initiate removal where necessary
- Continue with monitoring and begin the removal of the Japanese knotweed patch located near the Sheppard House
- Conservation Lands will be responsible for achieving this objective
- Estimated cost: $500
- Funding source: Special Capital + Grants + OFAH staff (In-kind)
Ecological Monitoring

- Conduct a BioBlitz to inform LSRCA of what species are currently on the property
- Apply to the OFAH for a HIT Squad member to conduct invasive species inventories
- Conservation Lands will be responsible for achieving these objectives
- Estimated cost: $5000
- Funding source: Grants
2018

**Administration**

**Marketing and Communication**
- Continue increased marketing and advertising showcasing the pavilion and building rentals on the property
- Communication and Conservation Lands will be responsible for achieving this objective
- Estimated cost: $0

**Property Taxes**
- Continue to pay municipal property taxes
- Conservation Lands will be responsible for achieving this objective
- Estimated cost: $8700
- Funding source: Special capital

**Insurance and Utilities**
- Continue to pay insurance and utilities
- Conservation Lands will be responsible for achieving this objective
- Estimated cost: $6465
- Funding source: Special capital + House rentals

**Potential Revenue**
- Seek additional funding through grants or awards
- Explore sponsorship opportunities for amenities
- Continue to add sponsored infrastructure to the property, as it fits with the needs of the property and LSRCA’s Naming of Assets and Facilities Policy, and the LSCF’s Naming Policy (i.e. benches, memorial trees, etc.)
- LSCF, Conservation Lands, & Windfall Ecology Centre will be responsible for achieving these objectives
- Estimated cost: $0

**User Fees**
- Implement parking fee at parking lots
- Install signage outlining that a new pay system is being implemented
- Conservation Lands and Communications will be responsible for achieving these objectives
- Estimated cost: $500
- Funding source: Special capital + User fees

**Enforcement**
- Increase enforcement of off-leash dogs, parking fees, and other regulations
- Conservation Lands, LSRCA Enforcement, & the Town of Aurora will be responsible for achieving this objective
- Estimated cost: $1050
- Funding source: General levy+ Special capital
Health and Safety
- Monitor signage on the property indicating contact information for LSRCA and property location details to ensure accuracy and appropriate condition. Replace if necessary.
- Conservation Lands will be responsible for achieving these objectives
- Estimated cost: $0

Pavilion and Building Rentals
- Clearly display pavilion and building locations and area
- Install new signage on pavilion and buildings which can be reserved by the public to clearly mark which building is which and contact information on how to reserve them
- Conservation Lands will be responsible for achieving this objective
- Estimated cost: $500
- Funding source: Rental fees

Management Plan Implementation and Evaluation
- Continue annual cross departmental meetings to determine and review their needs of the property
- Continue annual implementation tracking
- Conservation Lands, Communication, Corporate Services, additional LSRCA departments, and LSCF will be responsible for achieving these objectives
- Estimated cost: $0

Management and Property Use Agreement Review
- Review all agreements on the property and ensure they are up to date, or re-do said agreements to ensure they are updated and accurate
- Ensure all objectives outlined in the agreements are being met by both/all parties involved
- Conservation Lands, Windfall Ecology, Town of Aurora, and ORTA will be responsible for achieving these objectives
- Estimated cost: $0

Programming
Public Programming
- Review programming needs and requirements of the property with all interested parties
- Coordinate annual volunteer day and additional opportunities
- Coordinate Teacher PD Sessions
- Conservation Lands, Windfall Ecology Centre, Town of Aurora, and LSCF will be responsible for achieving these objectives
- Estimated cost: $300
- Funding source: Rental fees
### Amenities and Maintenance

#### Property Maintenance and Conservation Area Facilities
- Annual workload to maintain buildings on-site to the required standard outlined in the maintenance standards document
- Annual workload to maintain property in accordance with property maintenance standards
- Upgrade buildings as necessary, while not compromising the Heritage Building features
- Manage area as outlined in the Conservation Area Management Zones Framework
- Annual soccer field maintenance
- Conservation Lands will be responsible for achieving these objectives
- Estimated cost: $3800
- Funding source: Special capital + In-kind services

#### Community Heritage Garden
- Annual workload to maintain Community Heritage Garden plots
- Manage area as outlined in the Conservation Area Management Zone framework
- Continue to rent garden plots to members of the public each year for gardening use
- Investigate the feasibility of removing the old concrete tennis court and installing additional community heritage garden plots that are accessible
- Conservation Lands will be responsible for achieving these objectives
- Estimated cost: $500
- Funding source: Garden plot rental fees + Donations and/or grants

#### Property Signage
- Install signage with emergency response contact information at key locations (pavilion and kiosk)
- Install new trail signage information and new way-finding signs
- Install signage at newly delineated picnic sites
- Replace trail map at Head of Trails Kiosk
- Create property map identifying location of pavilion and building sites
- Develop new trail map of the property
- Conservation Lands will be responsible for achieving these objectives
- Estimated cost: $65,500
- Funding source: Special capital + In-kind services

#### Trails
- Review trail signage and new way-finding signs on property to ensure they are still in good condition
- Add crushed run (limestone screenings) to the trail off the parking lot
- Annual workload to maintain trails throughout the property
- Monitor trail condition and upgrade as necessary
- Assess trails using the HETAP unit and determine trail characteristics
- Conservation Lands and the Town of Aurora will be responsible for achieving these objectives
- Estimated cost: $2350
- Funding source: Special capital and donations and/or grants
Laneway and Parking Lots
- Annual workload to maintain and repair parking lots
- Town of Aurora will be responsible for achieving this objective as outlined in the Management Agreement
- Estimated cost: $5000
- Funding source: In-kind services

Tree Risk Assessments and Removals
- Conduct tree risk assessments
- Remove risk/hazard trees from the property
- Conservation Lands will be responsible for achieving these objectives
- Estimated cost: $4500
- Funding source: Special capital + In-kind

Environment
Invasive Species Monitoring and Management
- Continue with monitoring and removals of Japanese knotweed patch located near the Sheppard House
- Conservation Lands will be responsible for achieving this objective
- Estimated cost: $500
- Funding Source: Special Capital + OFAH staff (In-kind)

Ecological Monitoring
- Conduct a full ELC inventory of the property
- Conservation Lands and Natural Heritage Ecologists will be responsible for achieving these objectives
- Estimated cost: $5000
- Funding source: Special capital
**2019**

**Administration**

**Marketing and Communication**
- Continue marketing and advertising showcasing the pavilion and building rentals on the property
- Communication and Conservation Lands will be responsible for achieving this objective
- Estimated cost: $0

**Property Taxes**
- Continue to pay municipal property taxes
- Conservation Lands will be responsible for achieving this objective
- Estimated cost: $8800
- Funding source: Special capital

**Insurance and Utilities**
- Continue to pay insurance and utilities
- Conservation Lands will be responsible for achieving this objective
- Estimated cost: $6600
- Funding source: Special capital + House rentals

**Potential Revenue**
- Seek additional funding through grants or awards
- Explore sponsorship opportunities for amenities
- Continue to add sponsored infrastructure to the property, as it fits with the needs of the property and LSRCA’s Naming of Assets and Facilities Policy, and the LSCF’s Naming Policy (i.e. benches, memorial trees, etc.)
- LSCF, Conservation Lands, & Windfall Ecology Centre will be responsible for achieving these objectives
- Estimated cost: $0

**User Fees**
- Continue monitoring MacKay Pay parking fee for vehicles in the parking lots
- Maintain signage outlining pay system
- Conservation Lands will be responsible for achieving these objectives
- Estimated cost: $0

**Enforcement**
- Continue regular enforcement of off-leash dogs, parking fees, and other regulations
- Conservation Lands, LSRCA Enforcement, & the Town of Aurora will be responsible for achieving this objective
- Estimated cost: $1050
- Funding source: General levy+ Special capital
Health and Safety
- Develop an Emergency Response Plan for emergency services
- Monitor signage on the property indicating contact information for LSRCA and property location details to ensure accuracy and appropriate condition. Replace if necessary.
- Corporate Services and Conservation Lands will be responsible for achieving these objectives
- Estimated cost: $0

Pavilion and Building Rentals
- Clearly display pavilion and building locations and area
- Continue to maintain building to make them appealing to the public to reserve for events
- Conservation Lands will be responsible for achieving this objective
- Estimated cost: $0

Management Plan Implementation and Evaluation
- Initiate semi-annual cross departmental meetings with various departments to determine and review their needs of the property
- Initiate annual implementation tracking
- Conservation Lands, Communication, Corporate Services, additional LSRCA departments, and LSCF will be responsible for achieving these objectives
- Estimated cost: $0

Programming
Public Programming
- Coordinate annual volunteer day and additional opportunities
- Coordinate Teacher PD Sessions
- Coordinate community events
- Conservation Lands, and LSCF will be responsible for achieving these objectives
- Estimated cost: $300
- Funding source: Special Capital + Rental fees

Amenities and Maintenance
Property Maintenance and Conservation Area Facilities
- Annual workload to maintain buildings on-site to the required standard outlined in the maintenance standards document
- Annual workload to maintain property in accordance with property maintenance standards
- Upgrade buildings as necessary, while not compromising the Heritage Building features
- Manage area as outlined in the Conservation Area Management Zones Framework
- Install 3 season accessible vault-privy toilets on property
- Conservation Lands will be responsible for achieving these objectives
- Estimated cost: $15,500
- Funding source: Special capital
Community Heritage Garden
- Annual workload to maintain Community Heritage Garden plots
- Manage area as outlined in the Conservation Area Management Zone framework
- Continue to rent garden plots to members of the public each year for gardening use
- Remove the old concrete tennis court and construct a heritage garden, rain garden, teaching garden, and community meeting space
- Windfall Ecology Centre to apply to grants to receive funding for this project
- Conservation Lands and Windfall Ecology Centre will be responsible for achieving these objectives
- Estimated cost: $25,500
- Funding source: Trillium grant + Special capital

Property Signage
- Review and update signage with emergency response contact information at key locations
- Design and install new property entrance signs
- Create property map identifying location of pavilion and building sites
- Conservation Lands and Communications will be responsible for achieving these objectives
- Estimated cost: $5550
- Funding source: Special capital

Trails
- Review trail signage and new way-finding signs on property to ensure they are still in good condition
- Annual workload to maintain trails throughout the property
- Monitor trail condition and upgrade as necessary
- Install a fully accessible trail throughout the property on the existing trail network using data collected from the HETAP unit
- Conservation Lands and the Town of Aurora will be responsible for achieving these objectives
- Estimated cost: $46,000
- Funding source: Special capital + Donations + Grants

Laneway and Parking Lots
- Annual workload to maintain and repair parking lots
- Town of Aurora will be responsible for achieving this objective as outlined in the Management Agreement
- Estimated cost: $5000
- Funding source: In-kind services

Tree Risk Assessments and Removals
- Conduct tree risk assessments
- Remove risk/hazard trees from the property
- Conservation Lands will be responsible for achieving these objectives
- Estimated cost: $4860
- Funding source: Special capital + In-kind
Environment
Invasive Species Monitoring and Management
- Continue with monitoring and removals of Japanese knotweed patch located near the Sheppard House
- Apply to the OFAH for a HIT Squad member to conduct invasive species inventories
- Conservation Lands will be responsible for achieving this objective
- Estimated cost: $500
- Funding source: Special capital

Watershed Stewardship
- Complete 1 buffer enhancement project as outlined in the SPOT tool
- Conservation Lands and Integrated Watershed Management will be responsible for achieving this objective.
- Estimated cost: $11,000
- Funding source: Grants + donations
**Administration**

**Marketing and Communication**
- Review past marketing and advertising strategy for pavilion and building rentals. If rental revenue is lower than projected, develop a plan with a different approach to inform people of the rental sites
- Communication and Conservation Lands will be responsible for achieving this objective
- Estimated cost: $0

**Property Taxes**
- Continue to pay municipal property taxes
- Conservation Lands will be responsible for achieving this objective
- Estimated cost: $8900
- Funding source: Special capital

**Insurance and Utilities**
- Continue to pay insurance and utilities
- Conservation Lands will be responsible for achieving this objective
- Estimated cost: $6745
- Funding source: Special capital + House rentals

**Potential Revenue**
- Seek additional funding through grants or awards
- Explore sponsorship opportunities for amenities
- Continue to add sponsored infrastructure to the property, as it fits with the needs of the property and LSRCA’s Naming of Assets and Facilities Policy, and the LSCF’s Naming Policy (i.e. benches, memorial trees, etc.)
- LSCF, Conservation Lands, & Windfall Ecology Centre will be responsible for achieving these objectives
- Estimated cost: $0

**User Fees**
- Continue to collect MacKay Pay parking fee for vehicles in parking lots
- Maintain signage outlining pay system
- Conservation Lands will be responsible for achieving these objectives
- Estimated cost: $0

**Enforcement**
- Increase enforcement of off-leash dogs, parking fees, and other regulations
- Conservation Lands, LSRCA Enforcement, & the Town of Aurora will be responsible for achieving this objective
- Estimated cost: $1050
- Funding source: General levy + Special capital
Health and Safety
- Implement an Emergency Response Plan for emergency services
- Monitor signage on the property indicating contact information for LSRCA and property location details to ensure accuracy and appropriate condition. Replace if necessary.
- Corporate Services and Conservation Lands will be responsible for achieving these objectives
- Estimated cost: $0

Pavilion and Building Rentals
- Clearly display pavilion and building locations and area
- Continue to maintain building to make them appealing to the public to reserve for events
- Conservation Lands will be responsible for achieving this objective
- Estimated cost: $0

Management Plan Implementation and Evaluation
- Initiate semi-annual cross departmental meetings with various departments to determine and review their needs of the property
- Initiate annual implementation tracking
- Conservation Lands, Communication, Corporate Services, additional LSRCA departments, and LSCF will be responsible for achieving these objectives
- Estimated cost: $0

Programming
Public Programming
- Coordinate annual volunteer day and additional opportunities
- Coordinate Teacher PD Sessions
- Coordinate community events
- Conservation Lands and LSCF will be responsible for achieving these objectives
- Estimated cost: $300
- Funding source: Rental fees + Special capital

Amenities and Maintenance
Property Maintenance and Conservation Area Facilities
- Annual workload to maintain buildings on-site to the required standard outlined in the maintenance standards document
- Annual workload to maintain property in accordance with property maintenance standards
- Upgrade buildings as necessary, while not compromising the Heritage Building features
- Annual workload to maintain soccer fields
- Manage area as outlined in the Conservation Area Management Zones Framework
- Conservation Lands will be responsible for achieving these objectives
- Estimated cost: $3800
- Funding source: Special capital + In-kind services
Community Heritage Garden
- Annual workload to maintain Community Heritage Garden plots
- Manage area as outlined in the Conservation Area Management Zone framework
- Continue to rent garden plots to members of the public each year for gardening use
- Conservation Lands and Windfall Ecology Centre will be responsible for achieving these objectives
- Estimated cost: $500
- Funding source: Garden plot rental fees + Grants

Property Signage
- Review and update signage with emergency response contact information at key locations
- Review way-finding and informative signs on the property to ensure they’re still accurate and in good condition
- Conservation Lands will be responsible for achieving these objectives
- Estimated cost: $820
- Funding source: Special capital

Trails
- Annual workload to maintain trails throughout the property
- Monitor trail condition and upgrade as necessary
- Add screenings or other materials to main trails on property
- Conservation Lands and the Town of Aurora will be responsible for achieving these objectives
- Estimated cost: $1000
- Funding source: Special capital + Donations + Grants

Laneway and Parking Lots
- Annual workload to maintain and repair parking lots
- Town of Aurora will be responsible for achieving this objective as outlined in the Management Agreement
- Estimated cost: $5000
- Funding source: In-kind services

Tree Risk Assessments and Removals
- Conduct tree risk assessments
- Remove risk/ hazard trees from the property
- Conservation Lands will be responsible for achieving these objectives
- Estimated cost: $5085
- Funding source: Special capital + In-kind

Environment
Invasive Species Monitoring and Management
- Monitor the spread of terrestrial invasive species and initiate removal when necessary and resources permit
- Continue with monitoring and removals of Japanese knotweed patch located near the Sheppard House
- Apply to the OFAH for a HIT Squad member to conduct invasive species inventories
- Conservation Lands will be responsible for achieving this objective
- Estimated cost: $500
- Funding source: Special Capital + OFAH Staff + Grants
Watershed Stewardship

- Complete 2nd buffer enhancement project outlined in SPOT tool
- Conservation Lands and Integrated Watershed Management will be responsible for achieving this objective
- Estimated cost: $11,000
2021

Administration
Marketing and Communication
- Increase marketing and advertising showcasing the pavilion and building rentals on the property
- Communication and Conservation Lands will be responsible for achieving this objective
- Estimated cost: $0

Property Taxes
- Continue to pay municipal property taxes
- Conservation Lands will be responsible for achieving this objective
- Estimated cost: $9000
- Funding source: special capital

Insurance and Utilities
- Continue to pay insurance and utilities
- Conduct a thorough review of Insurance policies to ensure all buildings, facilities and items are completely covered under the policy
- Conservation Lands will be responsible for achieving this objective
- Estimated cost: $6880
- Funding source: special capital and income from house rentals

Potential Revenue
- Seek additional funding through grants or awards
- Explore sponsorship opportunities for amenities
- Continue to add sponsored infrastructure to the property, as it fits with the needs of the property and LSRCA’s Naming of Assets and Facilities Policy, and the LSCF’s Naming Policy (i.e. benches, memorial trees, etc.)
- LSCF, Conservation Lands, & Windfall Ecology Centre will be responsible for achieving these objectives
- Estimated cost: $0

User Fees
- Implement MacKay Pay parking fee at parking lots
- Install signage outlining pay system
- Conservation Lands will be responsible for achieving these objectives
- Estimated cost: $0

Enforcement
- Increase enforcement of off-leash dogs, parking fees, and other regulations
- Conservation Lands, LSRCA Enforcement, & the Town of Aurora will be responsible for achieving this objective
- Estimated cost: $1050
- Funding source: General levy+ Special capital
Health and Safety
▪ Monitor signage on the property indicating contact information for LSRCA and property location details to ensure accuracy and appropriate condition. Replace if necessary.
▪ Corporate Services and Conservation Lands will be responsible for achieving these objectives
▪ Estimated cost: $0

Pavilion and Building Rentals
▪ Clearly display pavilion and building locations and area
▪ Continue to maintain building to make them appealing to the public to reserve for events
▪ Conservation Lands will be responsible for achieving this objective
▪ Estimated cost: $0

Management Plan Implementation and Evaluation
▪ Initiate semi-annual cross departmental meetings to determine and review their needs of the property
▪ Initiate annual implementation tracking
▪ Initiate review of this Management Plan and begin the process of developing a new one
▪ Conservation Lands, Communication, Corporate Services, additional LSRCA departments, and LSCF will be responsible for achieving these objectives
▪ Estimated cost: $0

Programming
Public Programming
▪ Coordinate annual volunteer day and additional opportunities
▪ Coordinate a BioBlitz at Sheppard’s Bush
▪ Coordinate Teacher PD Sessions
▪ Coordinate community events
▪ Conservation Lands and LSCF will be responsible for achieving these objectives
▪ Estimated cost: $5300
▪ Funding source: Rental fees + Special Capital

Amenities and Maintenance
Property Maintenance and Conservation Area Facilities
▪ Annual workload to maintain buildings on-site to the required standard outlined in the maintenance standards document
▪ Annual workload to maintain property in accordance with property maintenance standards
▪ Upgrade buildings as necessary, while not compromising the Heritage Building features
▪ Annual workload to maintain soccer fields
▪ Construct and install viewing platform looking south at ravine
▪ Manage areas as outlined in the Conservation Area Management Framework
▪ Conservation Lands will be responsible for achieving these objectives
▪ Estimated cost: $13,800
▪ Funding source: Special capital + In-kind services
Community Heritage Garden
- Annual workload to maintain Community Heritage Garden plots
- Manage area as outlined in the Conservation Area Management Zone framework
- Continue to rent garden plots to members of the public each year for gardening use
- Conservation Lands and Windfall Ecology Centre will be responsible for achieving these objectives
- Estimated cost: $500
- Funding source: Garden plot rental fees + Grants

Property Signage
- Review and update signage with emergency response contact information at key locations
- Review way-finding and informative signs on the property to ensure they are still accurate and in good condition
- Install signage at pavilion sites
- Conservation Lands will be responsible for achieving these objectives
- Estimated cost: $750
- Funding source: Special capital

Trails
- Construct a lookout platform overlooking the ravine adjacent to the trail
- Annual workload to maintain trails throughout the property
- Monitor trail condition and upgrade as necessary
- Undergo a review of the trail system, and close any redundant or unnecessary trails
- Conservation Lands and the Town of Aurora will be responsible for achieving these objectives
- Estimated cost: $1500
- Funding source: Special capital + Donations + Grants

Laneway and Parking Lots
- Annual workload to maintain and repair parking lots
- Town of Aurora will be responsible for achieving this objective as outlined in the Management Agreement
- Estimated cost: $5000
- Funding source: In-kind services

Tree Risk Assessments and Removals
- Conduct tree risk assessments
- Remove risk/hazard trees from the property
- Conservation Lands will be responsible for achieving these objectives
- Estimated cost: $5800
- Funding source: Special capital + In-kind
Environment
Invasive Species Monitoring and Management
- Monitor the spread of terrestrial invasive species and initiate removal when necessary and resources permit
- Continue with monitoring and removals of Japanese knotweed patch located near the Sheppard House
- Apply to the OFAH for a HIT Squad member to conduct invasive species inventories
- Conservation Lands will be responsible for achieving this objective
- Estimated cost: $500
- Funding source: Special Capital + Grants + OFAH staff (In-kind)

Ecological Monitoring
- Conduct a BioBlitz to inform LSRCA of what species are currently on the property
- Apply to the OFAH for a HIT Squad member to conduct invasive species inventories
- Conservation Lands will be responsible for achieving these objectives
- Estimated cost: $5000
References

Aurora Heritage Committee. 1985. *A place in time: Aurora’s first century of settlement*. Aurora Heritage Committee, Aurora ON.


Miles & Co. 1878. Illustrated Historical Atlas of the County of York and the Township of West Gwillimbury and Town of Bradford in the County of Simcoe, Ont. Toronto, ON.


Town of Aurora. 2014. Aurora Register of Properties of Cultural Heritage Value of Interest; Planning and Development Services. Aurora, ON.

Town of Aurora. 2015. Official Plan Revision. Aurora, ON.

Town of Aurora. 2016. Aurora Demographics. Aurora, ON.
Appendix A: Sheppard’s Bush User Survey

What do you think about Sheppard’s Bush Conservation Area?

We want to hear from you! What do you like? What can be improved? Your feedback will help us manage this conservation area to best serve the needs of the community.

Please take 5-10 minutes to complete this survey for a chance to WIN a $100 gift card to the Running Room!

Your responses are voluntary and will be confidential. Responses will not be identified individually. All responses will be compiled together and analyzed as a group.

If you have any questions or concerns, please contact Lauren Grzywniak at L.Grzywniak@lsrca.on.ca or 905-895-1281 ext. 126.

Completed surveys should be submitted by March 31, 2017 to:

Conservation Lands, Lake Simcoe Region Conservation Authority
120 Bayview Parkway, Box 282, Newmarket, ON L3Y 4X1

Tell us a bit about yourself.

1. Which age group do you belong to?
   - ☐ 18 or younger
   - ☐ 18 – 24
   - ☐ 25 – 34
   - ☐ 35 – 44
   - ☐ 45 – 64
   - ☐ 65 – 74
   - ☐ 75 years or older

2. What gender do you most identify with?
   - ☐ Female
   - ☐ Male
   - ☐ Transgender Female
   - ☐ Transgender Male
   - ☐ Gender Variant/ Non-Conforming
   - ☐ Prefer Not to Answer
3. Where do you live?

- Aurora
- Newmarket
- Other (please specify) ________________________________
- Richmond Hill
- Toronto

4. Which best describes your household?

- Couple with no children
- Couple with 1 or more children
- Other (please specify) ________________________________
- Single adult
- Single parent with 1 or more children
- Extended family

5. What is your annual combined income before taxes?

- Less than $50,000
- $50,000 – $75,000
- $75,000 - $100,000
- $100,000 - $125,000
- More than $125,000
- Prefer not to answer

Tell us about your connection to Sheppard’s Bush.

6. How did you first learn about Sheppard's Bush?

- Friend/Family
- Event
- Road Sign
- Kid's Camp
- Newspaper Article
- Newspaper Advertisement
- Website
- Sports League
- Social Media (Facebook, Twitter, Instagram)
- Other (please specify): ________________

7. When did you first visit Sheppard’s Bush Conservation Area?

- This year
- 1 year ago
- 2 years ago
- 3 - 5 years ago
- 6 – 10 years ago
- More than 10 years ago

8. When do you visit Sheppard’s Bush Conservation Area? (Check all that apply)
9. How often do you visit?

- Daily
- Weekly
- Monthly
- A few times a year
- Once a year
- Less than once a year

10. How long do you stay? (Check all that apply)

- Less than 1 hour
- 1 – 3 hours
- 3 – 5 hours
- 5 hours or more

11. How do you get to Sheppard’s Bush Conservation Area? (Check all that apply)

- Bike
- Walk
- Public Transit
- Other: _______________________

12. What are your main reasons for visiting Sheppard’s Bush Conservation Area? (Check all that apply)

- To participate in an organized event
- To rest, relax and escape city life
- To learn about native animals and plants
- To use the soccer fields
- To use the community garden
- To enjoy nature and the scenery
- To spend time with family and friends
- To engage in recreational activities (hiking, biking, running)
- To take your dog for a walk

13. What activities do you think should be available at Sheppard’s Bush? (Check all that apply)

- Hiking
- Biking
- Running
- Sports
- Dog Walking
- Snowshoeing
- Picnicking
- Geocaching
- Workshops or Guided Hikes
- Photography
- Kids Play Area
- Community Gardening
- Community Events (e.g. Haunted Forest)
- Volunteer Events (e.g. Tree Planting, Clean Up Days)
14. What do you enjoy most about Sheppard’s Bush?

________________________________________________________

________________________________________________________

15. What do you enjoy the least about Sheppard’s Bush?

________________________________________________________

________________________________________________________

16. What could be added or changed to make Sheppard’s Bush even better?

________________________________________________________

________________________________________________________

17. Please rate the importance of the following statements to you as a Sheppard’s Bush User.

<table>
<thead>
<tr>
<th>Statement</th>
<th>Not at all important</th>
<th>Not very important</th>
<th>Somewhat important</th>
<th>Very important</th>
<th>Extremely important</th>
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<tbody>
<tr>
<td>Easy to find information before visiting</td>
<td>O</td>
<td>O</td>
<td>O</td>
<td>O</td>
<td>O</td>
</tr>
<tr>
<td>Directional road signs to help get you there</td>
<td>O</td>
<td>O</td>
<td>O</td>
<td>O</td>
<td>O</td>
</tr>
<tr>
<td>Access to friendly, responsive staff</td>
<td>O</td>
<td>O</td>
<td>O</td>
<td>O</td>
<td>O</td>
</tr>
<tr>
<td>Useful visitor guides and trail maps available</td>
<td>O</td>
<td>O</td>
<td>O</td>
<td>O</td>
<td>O</td>
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<tr>
<td>Clear information about rules and visitor safety</td>
<td>O</td>
<td>O</td>
<td>O</td>
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<td>O</td>
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<tr>
<td>Access to clean washroom facilities</td>
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<td>Sheltered picnic areas</td>
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<td>O</td>
<td>O</td>
<td>O</td>
</tr>
<tr>
<td>Access to picnic tables and benches</td>
<td>O</td>
<td>O</td>
<td>O</td>
<td>O</td>
<td>O</td>
</tr>
<tr>
<td>Areas for children to play</td>
<td>O</td>
<td>O</td>
<td>O</td>
<td>O</td>
<td>O</td>
</tr>
<tr>
<td>Statement</td>
<td>Not at all satisfied</td>
<td>Not very satisfied</td>
<td>Somewhat satisfied</td>
<td>Very satisfied</td>
<td>Extremely satisfied</td>
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<td>--------------------------------------------------------------------------</td>
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<tr>
<td>Easy to find information before visiting</td>
<td>O</td>
<td>O</td>
<td>O</td>
<td>O</td>
<td>O</td>
</tr>
<tr>
<td>Directional road signs to help get you there</td>
<td>O</td>
<td>O</td>
<td>O</td>
<td>O</td>
<td>O</td>
</tr>
<tr>
<td>Access to friendly, responsive staff</td>
<td>O</td>
<td>O</td>
<td>O</td>
<td>O</td>
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<tr>
<td>Useful visitor guides and trail maps available</td>
<td>O</td>
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<tr>
<td>Clear information about rules and visitor safety</td>
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<td>Access to clean washroom facilities</td>
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<td>O</td>
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<tr>
<td>Sheltered picnic areas</td>
<td>O</td>
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<td>O</td>
<td>O</td>
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<tr>
<td>Access to picnic tables and benches</td>
<td>O</td>
<td>O</td>
<td>O</td>
<td>O</td>
<td>O</td>
</tr>
<tr>
<td>Areas for children to play</td>
<td>O</td>
<td>O</td>
<td>O</td>
<td>O</td>
<td>O</td>
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<tr>
<td>Well-kept roads and parking areas</td>
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<td>Reasonable parking and visitor fees</td>
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<td>O</td>
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<td>Well designed and maintained trails</td>
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<td>Interpretive signage</td>
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<td>Native wildlife sightings</td>
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<td>O</td>
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<td>Broad range of activities (hiking, biking etc.)</td>
<td>O</td>
<td>O</td>
<td>O</td>
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<td>Weekend programs such as workshops or hikes</td>
<td>O</td>
<td>O</td>
<td>O</td>
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<tr>
<td>Accessible features for those with limited mobility</td>
<td>O</td>
<td>O</td>
<td>O</td>
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</tr>
</tbody>
</table>

18. Please rate your satisfaction with the following statements about Sheppard's Bush.

19. Additional Comments?
Thank you for completing this survey! If you would like to be entered into a draw to win a $100 gift certificate to the Running Room in Aurora, please fill out the information below.

Please fill in your information below to be entered in the draw. Your survey can be submitted anonymously, so please detach your contact information before submitting your survey and entry.

Name: ________________________________  □ Yes, please send me email news about Sheppard's Bush Conservation Area.

Phone: ________________________________  □ Yes, please send me email updates on events and activities from Lake Simcoe Conservation Foundation

Email: ________________________________