

**Niagara Peninsula Conservation Authority
FULL AUTHORITY MEETING MINUTES**

June 18, 2014; 7:00 pm.
Ball's Falls Centre for Conservation
3292 Sixth Avenue, Jordan, ON - Glen-Elgin Room

MEMBERS PRESENT:

B. Timms (Chairman)

A. Jeffs –Vice Chair

M. Bagu
B. Baty
S. Beattie
D. Dick
D. DiFruscio
D. Joyner
B. Maves
B. Sharpe
B. Steckley
D. Zimmerman

MEMBERS ABSENT:

T. Dalimonte (*regrets*)
D. Ransom (*regrets*)

STAFF PRESENT:

C. D'Angelo, CAO/Secretary-Treasurer
J. Hagar, HR Specialist & Interim Corp. Services Manager
P. Graham, Director Watershed Management
D. Barrick, Sr. Manager, Operations
B. Wright, Coordinator, Source Water Protection
M. Brickell, Project Manager
B. Wright, Manager Watershed Projects
G. Furtney, CA Supervisor
G. Verkade, Supervisor GIS
J. Baker, Supervisor Restoration
J. Campbell, Supervisor Special Projects
J. Diamond, Water Quality Specialist
E. Augustino, Water Quality Technician
J. Mokrzynski, Water Resource Technician Assistant
M. Stack, Supervisor Marketing & Community Relations
S. Gawley, Children's Water Festival Coordinator
J. Fazekas, Assistant Superintendent Ball's Falls
M. Reles, Communications Specialist
L. Conte, Recording Secretary

OTHERS PRESENT:

Glen Robins, Annie Michaud (Niagara College), Abigail Burt (OGS), Ben Shoalts, Klara Young-Chin, Nigel Young-Chin, Stephen Bieda (Sun Country Highway), Len Aarts, Dave Thompson (Talk Wireless), Ken Palmateer (RCB), Darren Croghan, Bev Lepard,

ROLL CALL:

Meeting called to order at 7:07 pm.

DECLARATION OF CONFLICT OF INTEREST

No conflict of interest declared

BUSINESS:

(1) **RBC Blue Water Project–Cheque Presentation; Branch Manager Mr. Kenneth Palmateer**

B. Timms thanked Mr. Palmateer who presented NPCA with a \$5,000 donation. In recognition of NPCA's care for the water and environment, RBC supports the initiatives taken towards the preservation and education for a cleaner and more sustainable future. Timms thanked Mr. Palmateer and RBC and look forward to future partnerships.

Resolution No. FA-110-14

Moved by: B. Maves
Seconded by: D. DiFruscio

THAT: the RBC cheque presentation for Blue Water Project be received; and

That staff be directed to send a letter of thanks to RBC in recognition of the donation to the Blue Water Project.

CARRIED

(2) **Approval of the Minutes - Full Authority Board Meeting May 21, 2014**

Resolution No. FA-111-14

Moved by: D. Dick
Seconded by: M. Bagu

THAT: the minutes of the Full Authority Meeting held May 21, be approved as printed.

CARRIED

(3) **Business Arising from the Minutes**
None.

(4) **Chairman's Remarks**

- The Citizenship Ceremony was held at Ball's Falls on May 19 in partnership with Immigration Canada, where over 30 people took their "Oath of Citizenship".

(5) CAO Remarks

- D'Angelo presented the Strategic Plan to Haldimand County and City of Hamilton and will present to Niagara Regional Council tomorrow night.
- Posting for applicants for the CLAC has closed. Received good response, and will provide a list to the board at the July meeting.
- D'Angelo will be attending the Conservation Ontario Council meeting on the 23rd of June and will provide an update.

(6) Financial Statement – Month Ending May 31, 2014 – Report No. 47-14

Currently reviewing line by line accounts and will reconvene the budget steering committee to review our budget and report back to the board.

Resolution No. FA-112-14

Moved by: A. Jeffs

Seconded by: B. Baty

THAT: Report No. 47-14 be received for information

CARRIED

(7) PROJECT STATUS REPORTS:

1) Watershed Management – Report No. 48-14

Resolution No. FA-113-14

Moved by: B. Steckley

Seconded by: B. Sharpe

THAT: the Watershed Status Report No. 48-14 be received for information.

CARRIED

2) Operations Status – Report No. 49-14

Member Zimmerman inquired about the lime kiln and was concerned about the authenticity of the repair project. M. Brickell explained that the current kiln is only a replica. Zimmerman would like the board to see the plans / drawings for the construction of the kiln.

Resolution No. FA-114-14

Moved by: D. Zimmerman

Seconded by: D. DiFruscio

THAT: the Operations Status Report No. 49-14 be received for information.

CARRIED

2) Corporate Services - Report No. 50-14

- M. Stack informed the board members that the volunteer handbook is currently under review and will have it ready by the next meeting for board approval.
- J. Hagar reported that the posting for Corporate Service Manager has been posted and will be until July 4th after which we will determine who will proceed with the competition and hope to have results to the board by next meeting.
- Members Joyner & Zimmerman commented that on the FCM study tour, people remarked on the beautiful green space managed by NPCA and suggested the CAO present to the Agricultural Task Force for the Region of Niagara.

Resolution No. FA-115-14

Moved by: B. Baty

Seconded by: D. Joyner

THAT: the Corporate Services Project Status Report No. 50-14 be received for information.

CARRIED

(8) Delegation: Sun Country Highway - Electric Vehicle Charging Infrastructure by Stephen Bieda

Electric –vehicle production worldwide; explained Mr. Bieda, is forecasted to rise 67% in 2014. He indicated that the cost to charge up a battery is equivalent to the cost of a cup of coffee. The 401 Trans-Canada Hwy is green with EV charging stations. It is anticipated that these charging stations will expand into the Niagara Region and Sun Country Highway expressed interest in potentially installing stations at four of NPCA's conservation area sites. (Presentation attached)

- Members inquired whether other municipalities implemented these. The response was that there have been and there is a cost savings of \$200 to \$300 per month.
- D. Zimmerman noted the potential cost savings for work vehicles.
- DiFruscio wondered why the CA's are being targeted; Mr. Bieda responded it's a good spin-off to going green on the conservation sites. Many offer free charge up with Wi-Fi and it affords the businesses opportunity for revenue since it takes time for the batteries to charge up, people tend to purchase while they wait.
- In response to a members inquiry, C. D'Angelo commented that we do not have an unsolicited policy in place for guidance.
- Chairman Timms inquired about the length of time it takes to charge a battery; Mr. Bieda responded that it depends on the batteries there are different levels;
 - Level 1 - 110 plug will charge up cell phone (up to 10hrs overnight)
 - Level 2 - 240 watt will charge up in a few hours
 - Level 3 – DC480 / 600 watt charges up quickly (similar to the time it take to gas up at a regular gas station)

Resolution No. FA-116-14

Moved by: D. Zimmerman

Seconded by: B. Baty

THAT: the presentation by Electric Vehicle Charging Infrastructure be received for information; and

that direction be given to staff to report back to the NPCA Board on the feasibility of installing a pilot project at a desired location; and

that staff report back on the feasibility of retro-fitting the fleet.

CARRIED

(9) Seasonal Summer Hire Program (HR) – Report No. 51-14

HR's J. Hagar explained that two groups were brought in; those who worked in seasonal program in the past and those recruited through advertised postings. Went through the application process and recruitment was done by the Site Supers. NPCA now has 41 Seasonal employees.

- Member D. Joyner inquired about the Government subsidy. J. Hagar responded that we are subsidized by the Government for this program

Resolution No. FA-117-14

Moved by: B. Sharpe

Seconded by: D. Dick

THAT: Report No. 51-14 for the Seasonal Summer Hire Program be received for information.

CARRIED

(10) iDARTS Implementation Status Update – Report No. 52-14

Staff member G. Verkade presented the iDARTS software system being implemented by NPCA in line with one of the five strategic points which identifies the need for the Authority to improve performance within its development approvals process. Adoption of 'iDARTS' is recommended for monitoring development applications. (Presentation attached). This system is currently used by the Region of Niagara.

NPCA's staff core project team identified several Key Performance Indicators that this tool must be able to capture as well as the need to better document its development review process workflows as a communication tool and model technology implementation.

Verkade further pointed out that a flow charting approach will provide the NPCA with the capability of understanding and communicating its Plan Review and Regulations procedures in an industry standard.

Moving forward, the NPCA will continue implementation planning activities in collaboration with the Region starting in July 2014. The goal is for the NPCA to have the system operational for January 2015.

- D. Zimmerman inquired whether the CA's mapping and integration is with iDARTS; Verkade responded affirmatively, and further commented that we do not have our own in-house, instead we have shared services with the Region using the same technology.
- S. Beattie inquired about our annual volume of applications. C. D'Angelo commented that those figures are currently unknown however, iDARTS will allow the NPCA to provide accurate, timely reporting of relevant performance measures.

Resolution No. FA-118-14

Moved by: S. Beattie

Seconded by: B. Baty

THAT: the iDARTS Implementation Status Update Report No. 52-14 be received for information purposes.

CARRIED

(11) Ontario Geological Survey (OGS) Niagara Study - Report No. 53-14

J. Campbell's presentation to the board (attached) explained that OGS, who is a branch of Northern Development and Mines, conducts geological mapping and research. Their Groundwater Geoscience program seeks to find, assess and protect groundwater resources through regional studies. This will aid in protecting the public well-being and contribute to safeguarding the environment in order to assist with sustainable economic development. The OGS study is a "program designed to further the... development & management of natural resources" that will "positively benefit the organization & the public at large". NPCA's involvement, explained J. Campbell, is to monitor 18 monitoring wells located in Niagara Region and study the Erigan Channel as well as the Chippawa/Niagara Falls channel, Crystal Beach channel and St. David's Buried Gorge.

In a collaborative effort, OGS has been siting their boreholes for maximum benefit to address NPCA's data gaps. To that end, OGS is covering 85% of the monitoring well costs. Niagara WaterSmart has given NPCA a grant of \$50,000 to cover the remaining costs, resulting in no capital cost to NPCA. The request being proposed to the board is to allow an annual budget of \$8,000 in order for NPCA to operate and maintain these monitoring wells.

- A. Jeffs asked if this study will help alleviate when a proponent applies for data and will residents be concerned that too much information will limit them and will this study identify areas that have ground water issues. Campbell responded affirmatively to aid with data requests however, the information will be conducted in rural areas and as a result, better quality water can be located through this study.
- B. Baty expressed the importance that NEC consider the impact and asked that this information be forwarded to NEC.
- In response to M. Bagu's inquiry, this study, stated Campbell, will also help us in acquiring data for our Annual Water Quality Report.
- B. Sharpe noted that this \$8,000 does not appear in our budget. C. D'Angelo commented that the Senior Management Team is currently performing a budget analysis / mapping and will be reconvening the Budget Steering Committee. In the interim, D'Angelo proposes that reserve funds be used for the first year and that the following years be included in the budget.

Resolution No. FA-119-14

Moved by: M. Bagu

Seconded by: D. Zimmerman

THAT: the NPCA undertake the monitoring well installation program in conjunction with the OGS, as discussed in Report No. 53-14 OPTION A; and

that the NPCA Board authorize the CAO to enter into “Landowner Agreements” on behalf of NPCA in order to allow for the installation of monitoring wells on lands not owned by NPCA; and,

that the NPCA Board approve a budgeted item to operate and maintain these new monitoring wells.

CARRIED

(12) MNR WECI Grant Funding – Report No. 54-14

B. Wright explained that as a result of NPCA’s submission for two projects in 2014, the MNR approved the Water and Erosion Control Infrastructure Program funding for repair and installation of monitoring wells at Binbrook Dam and repairs to the Binbrook Dam Control Building. WECI funding will match 50% of the project cost.

Resolution No. FA-120-14

Moved by: A. Jeffs

Seconded by: B. Sharpe

THAT: the NPCA enter into an agreement with MNR to accept the WECI funding for \$12,500 towards the installation of additional monitoring wells and the repair of some existing monitoring wells at Binbrook Dam.

CARRIED

(13) 2014 Mower RFQ - Report No. 55-14

In line with NPCA’s equipment policy, requests for quotation to purchase two new mowers to replace mowers that are older than 4 years were sent out. G. Furtney stated that only one responded to the request.

- B. Steckley asked if two mowers are being replaced; G. Furtney explained that one (1) new one is being added to the fleet and one (1) is a trade in. Steckley further inquired about the funds available in the equipment reserve. Direction taken to include the amounts in reserve funds on the Operations status reports.
- With only one response to the eight requests sent out, is staff including Hamilton and Haldimand in RFQ’s, asked B. Baty. Furtney responded that staff stays within our watershed area which also includes Hamilton and Haldimand.

Resolution No. FA-121-14

Moved by: S. Beattie
Seconded by: D. Zimmerman

THAT: the NPCA Board authorize staff to proceed with the purchase of two (2) Kubota F3990 Mowers from Ben Berg Farm & Industrial Equipment Ltd for the sum of \$41,098.10 (includes applicable taxes and a trade in).

CARRIED

NOTE: Adjustment to the Agenda

Consideration of Report 56-14 will be done prior to the in-camera session since correspondence related to this report is confidential.

(14) Long Beach Trial WiFi – Report No. 57-14

Trial of WiFi is being requested only for the Long Beach C. A. for a 3 year term.

- D. Joyner asked why Long Beach and will there be roaming charges. D. Barrick responded that Long Beach is the only site with a capital line budget for internet useage and it is one of our two campgrounds, furthermore, this will not create any additional roaming charges for NPCA.

Resolution No. FA-122-14

Moved by: A. Jeffs
Seconded by: B. Steckley

THAT: Report No. 57-14 be received for information; and,

that the NPCA Board authorize staff to enter into a 3-year lease with Talk Wireless Inc. to provide Wi-Fi access at its Long Beach CA on a trial basis.

CARRIED

(15) Cave Springs Master Plan Update (Revised) - Report No. 58-14

As a result of the last board meeting whereby the Cave Springs report was not considered and deferred to this meeting (June 18); the revised update report 58-14 is in response to the board's request to provide a status of previous Master Plan initiatives and to deal with the matter in open session. Information provided to the board indicates that a Draft Master Plan was initiated in 2008 and was never brought to fruition. Staff recommends Option 5 of the report whereby staff initiate and lead a new Master Plan process for the Cave Springs Conservation Area,

- D. Zimmerman is concerned with designating staff for the Master Plan, due to the sensitivity to this property; suggests designating a consultant with expertise. C. D'Angelo commented that for the Binbrook Master Plan, a 3rd party was used and to duplicate that process with Cave Springs (Option 4) would be viable.

- B. Baty suggested that the NEC be involved in the discussions and process.
- B. Sharpe is confident that staff can bring a project plan back to the board through Option 5. C. D'Angelo stated that the template will follow in September.
- Having been a member of the steering committee for the Binbrook Master Plan S. Beattie confirmed that the Master Plan was not staff driven although much assistance and input was provided by staff; it was **committee driven**
- D. Zimmerman would like to have a clarification of process in place with terms of reference.

Resolution No. FA - 123 - 14

Moved by: D. Zimmerman

Seconded by: S. Beattie

THAT: **Cave Springs Master Plan Report No. 58-14 be received; and,**

that Cave Springs Master Plan Clarification Report No. CR-46-14 (redacted) be received; and,

that staff be directed to initiate and lead a new Master Plan process for the Cave Springs Conservation Area, as per Option 5 of Report No 58-14; and,

that staff prepare a project plan and budget for consideration in the 2015 budget process; and,

that staff report back to the board in September with the principles of the project plan.

“Option 5; Initiate a new Master Plan process that is staff led and funded through the 2015 budget process.”

CARRIED

(16) Vehicle & Equipment Policy - Report No. 59-14

With no current policy in place, the adoption of this new policy will provide staff with clear guidance for development and maintenance of NPCA 's vehicles and equipment in the most economical manner.

Resolution No. FA - 124 - 14

Moved by: D. Zimmerman

Seconded by: M. Bagu

THAT: **the NPCA Board approve the NPCA Vehicle and Equipment Policy as attached.**

CARRIED

(17) Land Use Agreement – Niagara Rowing School - Report No. 60-14

No comments were made by the members to allow The Niagara Rowing School and Paddle Sports Centre Ltd. continued access to the Jordan Harbour. All concur on executing the land use agreement as presented to the board.

Resolution No. FA - 125 - 14

Moved by: D. Dick

Seconded by: D. Joyner

THAT: the NPCA Board authorize the CAO to execute the attached Land Use Agreement for the Niagara Rowing School.

CARRIED

(18) 2014 NPCA Water Quality Report No. 61-14

Presentation by staff J. Diamond on the water quality in the Niagara Region's watershed (attached), indicates 56% of the monitoring stations surface water rated poorly, 38% marginal and only 7% as fair. None of the stations were able to achieve a water quality index (WQI) of good or excellent. These results are based on data collected from 2009 – 2013. However, J. Diamond indicated some good news in this report; for example, that the Binbrook Reservoir has improved the water quality of the Welland River.

- M. Bagu is disappointed to see that only a 7% is rated as fair.
- B. Steckley inquired about assistance from other groups; J. Diamond reported that at times we get assistance from "Friends of Creek" in exchange for data information. However, we have funding in place with key partners; Niagara Region, Hamilton, MOE and Niagara River Remedial Action Plan, furthermore, there is some instability in funding which will be examined with the 2015 budget.

Resolution No. FA - 126 - 14

Moved by: M. Bagu

Seconded by: B. Steckley

THAT: Report No. 61-14 regarding the 2014 NPCA Water Quality Report be received for information; and

That the actions recommended within the report be approved; and,

That the Water Quality Report be approved for placement on the NPCA website.

CARRIED

Resolution No. FA - 127 - 14

Moved by: S. Beattie

Seconded by: D. Zimmerman

THAT: the meeting move in-camera to receive and consider the confidential correspondence.

CARRIED

Resolution No. FA - 128 - 14

Moved by: M. Bagu

Seconded by: D. Dick

THAT: the confidential correspondence be received.

CARRIED

Resolution No. FA - 129 - 14

Moved by: D. Zimmerman

Seconded by: S. Beattie

THAT: the meeting rise from in-camera without report.

CARRIED

(19) NRWC Request for NPCA Access – Gord Harry Trail – Report No. 56-14

Further to NRWC's request for access to the Gord Harry Trail, the Township of Wainfleet considered the matter at council May 13 and resolved that they '*do not consent to the use of the Gord Harry Trail in its entirety,*' however, they would consent to a '*single crossing.*' Following this resolve, Stantec proposed an additional option described in the memo dated June 6, 2014.

- Member A. Jeffs is not comfortable making a decision since Township passed the resolution based on options available at that time. If NRWC is proposing other options, it would be appropriate to allow the Township of Wainfleet to consider new information.
- D. Zimmerman recommends moving forward with the recommendation made in this report subject to advising the Township of Wainfleet.

Resolution No. FA - 130 - 14

Moved by: A. Jeffs

Seconded by: S. Beattie

THAT: defer the report to the next board meeting to allow the Township of Wainfleet time to consider NPCA Report No. 56-14.

CARRIED with one opposed.

Note: Staff to forward Report No 56-14 to Township of Wainfleet for consideration and response.

(20) Other Business

- M. DiFruscio shared an article clip from Star Wire Services stating that the butterfly drop-off is tied to a loss of milkweed plants. DiFruscio reiterated the importance of planting milkweed where possible. **(article attached)**
- Member D. Zimmerman moved to defer items 1, 2 and 4 of the In-camera session on the Agenda to the July board meeting.

Resolution No. FA - 131 - 14

Moved by: D. Zimmerman

Seconded by: S. Beattie

THAT: Items 1, 2 and 4 of the in-camera agenda be deferred to the next board meeting.

CARRIED

With no further business, the following resolution was presented;

Resolution No. FA - 132 - 14

Moved by: M. Bagu

Seconded by: B. Baty

THAT: the meeting move in-camera to discuss St. Johns Centre Operations.

CARRIED

(21) In Camera

1. St. Johns Centre Operating - Report No. CR-64-14

It was suggested that the steering committee meet to discuss the operations of St. Johns Centre.

Resolution No. FA - 133 - 14

Moved by: B. Sharpe

Seconded by: D. Zimmerman

THAT: Report CR-64-14 for St. Johns Centre Operations be received;
and,

that staff be directed to further explore Option 7

CARRIED

Resolution No. FA - 134 - 14

Moved by: B. Baty

Seconded by: D. Joyner

THAT: the meeting rise from in-camera with report

CARRIED

Resolution No. FA - 135 - 14

Moved by: S. Beattie

Seconded by: D. Dick

THAT: direction from in-camera report be approved.

CARRIED

ADJOURNMENT

There being no further business, the following resolution was presented:

Resolution No. FA - 136 - 14

Moved by: D. DiFruscio

Seconded by: B. Steckley

THAT: the Full Authority meeting be adjourned.
Received at 11:38 pm



Lisa Conte, Recording Secretary



D. Bruce Timms, Chairman