



**NIAGARA PENINSULA CONSERVATION AUTHORITY  
FULL AUTHORITY MEETING MINUTES**

Wednesday May 17, 2017; 10:00 am  
Ball's Falls, Centre for Conservation-Glen Elgin Room  
3292 Sixth Avenue, Jordan, ON

---

**MEMBERS PRESENT:**

- S. Annunziata (Chair)**
- B. Baty
- S. Beattie
- F. Campion
- D. DiFruscio
- J. Diodati
- A. Jeffs
- D. Joyner
- J. Kaspersetz (Vice-Chair)**
- J. Maloney
- T. Quirk
- R. Shirton
- B. Timms

**MEMBERS NOT IN ATTENDANCE:**

- P. Darté
- B. Hodgson

**STAFF PRESENT:**

- M. Brickell, Acting CAO/Secretary-Treasurer
- P. Graham, Director Watershed Management
- D. Barrick, Director, Corporate Services
- G. Furtney, Acting Director, Operations and Strategic Initiatives
- S. Miller, Manager, Water Resources and Restoration
- J. Campbell, Supervisor, Watershed Projects
- M. Reles, Communications Specialist
- L. Conte, Administrative Assistant, Office of CAO & Board

**VISITORS / GUESTS:**

- Derrick Pont – Niagara Metis Council;
- Robert Burns – Broderick Partners (Solicitor)
- Ethel Farnsworth, Brian Heit, Betty Konc, Claire Masswohl,
- Maria Bellantino-Perco – Acting Chair SPC, Mery & John Potter

**NOTE: The archived recorded meeting is available on the NPCA website. The recorded video of the Full Authority meeting is not considered the official record of that meeting. The official record of the Full Authority meeting shall consist solely of the Minutes approved by the Full Authority Board. NPCA Board of Directors Policy Handbook Regulation #2, Meeting Procedures Sec.17.0**

The Full Authority meeting was called to order at 10:10 am

## ADOPTION OF AGENDA

---

The order of the agenda was revised so as to have Delegations/Presentations first; and members asked that correspondence item (4) be moved up prior to the approval of draft minutes item (2)

### **Resolution No. FA-109-17**

**Moved by: T. Quirk**

**Seconded by: D. Joyner**

**THAT the agenda be adopted with the noted revisions.**

**CARRIED**

## DECLARATION OF CONFLICT OF INTEREST

---

No conflicts declared.

## DELEGATIONS/PRESENTATIONS

---

### **1. Niagara Region Metis Council - Presentation by Derrick Pont, President**

Metis Nation of Ontario is part of the National Council of Canada and one of three aboriginal groups in Canada. The Metis share common values with the NPCA. Mr. Pont presented the Metis sash to the NPCA, as a symbol of a growing partnership between the Metis Council and NPCA.

### **Resolution No. FA-110-17**

**Moved by: D. DiFruscio**

**Seconded by: J. Diodati**

**Whereas** the NPCA is committed to hearing from all our Partners voices, and,  
**Whereas** the NPCA is committed to building partnerships and maintaining continuous dialogue with all of our stakeholders through a Community Liaison Advisory Committee,

Now therefore,

**Be it resolved** that Section 7.1 Representative Seat Structure in the Community Liaison Advisory Committee (CLAC) Terms of Reference, be amended to include ONE (1) MEMBER representing Metis Niagara ; and

**THAT** three (3) members from the Public-at-Large be adjusted to two (2) members; and,  
**THAT** Notwithstanding the change to 7.1, all current methods for appointment shall continue to be applied as per section 14. Application Process.

**CARRIED**

**2. Presentation-update on Weather/Flood Event (Apr 30-May 6) - by Steve Miller, Manager Water Resources & Restoration**

Members Joyner and Timms are interested in having staff present to their respective municipalities. To be arranged with staff.

**Staff Direction:** Staff to make presentation to the Watershed Floodplain Committee.

**Resolution No. FA-111-17**

**Moved by:** D. Joyner

**Seconded by:** B. Timms

**THAT the NPCA staff presentation update on the Weather /Flood storm event, be RECEIVED for information and circulated to Niagara Region, City of Hamilton, Haldimand County as well as the twelve lower tier municipalities and the Watershed Floodplain Committee.**

**CARRIED**

The meeting moved to closed session with the following resolution;

**Resolution No. FA-112-17**

**Moved by:** S. Beattie

**Seconded by:** J. Kaspersetz

**THAT, the Full Authority Meeting move to Closed Session to receive verbal updates on Cave Springs, legal issue and a confidential matter identifying individuals.**

**CARRIED**

Following a 5 min. recess, the closed session commenced at 11:06 am

**CLOSED SESSION**

---

- 1. Legal Update.....verbal
- 2. Cave Springs Offer .....verbal
- 3. Confidential matter - Identifiable individual .....verbal

**PUBLIC SESSION**

---

**Resolution No. FA-113-17**

**Moved by:** T. Quirk

**Seconded by:** B. Timms

**THAT the meeting rise from closed session with no report.**

**CARRIED**

Note: Public session commenced at approximately 12:30 pm. The following members were absent for Public Session: P. Darte, B. Hodgson

## BUSINESS:

---

1. No Resolution(s) resulting from Closed Session

2. **Correspondence items:**

Member Quirk noted that the Auditor (Grant Thornton) provided a greater explanation for the audited financials via revised notes, thus clarifying that the deferred revenue of grants received went from deferred revenue to cash on hand, and does not change the bottom line.

1. Grant Thornton Revised notes to the 2016 Audited Financial Statements.

**Resolution No. FA-114-17**

Moved by: T. Quirk

Seconded by: J. Kaspersetz

**THAT the correspondence from Grant Thornton regarding the revised notes to the Audited Financial Statements, be RECEIVED for information.**

**CARRIED**

3. A. Approval of Minutes

1. **FULL AUTHORITY MEETING**, held April 26, 2017

**Resolution No. FA-115-17**

Moved by: D. Joyner

Seconded by: J. Kaspersetz

**THAT the minutes of the Full Authority Meeting held April 26, 2017 be approved with the amended Audited Financial Statements.**

**CARRIED**

3. **Business Arising from the Minutes**

- Member Campion asked for clarification regarding the direction provided in closed session (April 26) and why the Integrity Commissioner's report was not made public. Chair Annunziata clarified that we don't have an Integrity Commissioner. We secured the services of a third party independent law firm (Gowlings) to provide a legal opinion on what transpired. The report is a confidential document containing the names of identifiable individuals and as such is not circulated publicly.
- Member Timms requested clarification regarding the cost to have the Living Landscape Policy Review presented to St. Catharines City Council. The upcoming Report only addresses the additional Public meeting. Acting CAO Brickell will follow up with member Timms.

4. **Chair's Remarks**

- Chair met with the Auditor General and is waiting for her directions and instructions.
- Many outreach meetings were held including the Niagara Region Metis Council; "*we are committed to listen to the voice of partners and doing so actively*",

- Chair has met with Area Planners, Mayors and CAO's throughout the Region thanking those who participated in discussing issues their community is dealing with and how NPCA can play a role in contributing to the success of the respective communities. Moving forward, the Chair is committed to continue with as many outreach meetings as possible, inventory all the concerns heard and develop some actionable items.
- Chair commended staff who have been active as is evident from the staff presentations.
- In response to member Timm's request on how many other CA's have a community liaison advisory committee; Chair Annunziata communicated that besides the NPCA there is currently only one other Conservation Authority with CLAC; South Nation. "We are leaders in that regard by engaging our partners" and hope other CA's will develop an advisory committee of their own.
- CAO Search Committee met for the interview process and candidates will be brought to this board with the hopes that a new CAO will be in place in the next 2 months.

## 5. Acting CAO Remarks

"Up until now, it has not been my role to speak on behalf of the NPCA, but at least for today, it is. Let me begin by reading to you a portion of the first e-mail I sent to all staff, upon being appointed Acting CAO.

*"Good morning everyone, Happy Friday! Today like every day is a very special day – all we have to do is seize the opportunity that each day brings us. Today we can bring forth kindness, compassion, empathy, understanding and positivity or we can bring forth things like fear, anxiety, selfishness and negativity. The choice lies within each and every one of us. I remember my first day at NPCA – how proud I was coming to work for this great organization, a place where we strive to make the world a better place every day. I quickly came to appreciate the extraordinary people that make up this organization – their intellect, their passion and their commitment, from the front-lines of the organization, all the way up to the Board. How lucky are we! None of this is said to negate or diminish the challenges we have encountered along the way, but rather to remind us all that we serve a greater cause. The Conservation Authorities Act is a great piece of legislation. It recognizes that the Province of Ontario is a truly unique place with an abundance of fresh water, unlike most parts of the world. It recognizes that water is a precious resource and that we collectively share a responsibility to protect this resource and manage it wisely, to ensure that future generations will continue to enjoy all of the benefits of our fresh water supply. It also recognizes that water serves as a powerful force of nature, and as such needs to be respected. Finally, it recognizes that there are significant competing needs and demands that need to be taken into account. This is where we come in. The Province realized that decisions concerning the complex regulation of water could not be made by simply looking at maps. As such, Conservation Authorities were established to regulate the various watersheds and to take into account local circumstances and realities. An enormous public trust has been placed in this organization. The matters that we are required to deal with are often complex and people have very strong feelings about what they should be able to do on their own land. We need to understand that. We exist to serve the public. As such, we need to be great listeners, seeking first to understand the other, second, conveying that we understand the other. When we do this, we are at our best. Again I say, how lucky are we, that we get to serve our community in such an important way."*

“Many of our staff members wrote about their appreciation for other team members and how great it is doing the work that we do. I could not agree more. Our team is fantastic! Our team members are highly intelligent, dedicated and deeply passionate about the work they do.

And so too are our Board members. We have a Board that would be the envy of most organizations – board members who are thoughtful, dedicated and deeply caring of the communities they serve.

The NPCA I know is nothing like the NPCA I read about on a near daily basis. In my reply to staff, I shared:

- I love the beautiful green frogs at Mud Lake and the salamanders at Cave Springs
- I love that when we work together as a team, as we did with respect to the Cave Springs Management Plan, that we can produce work superior to any private consultant
- I love the work of our watershed team and the beautiful Niagara Peninsula watershed, we serve
- I love the way that Mich and Rob and Henry interact with the public – always positive, always serving
- I love our flagship properties, Ball’s Falls and Binbrook
- I love the we have so many dedicated volunteers (over 700) – thank you Kerry
- I love that through our Strategic Initiatives team that we connect people with nature and conservation in so many great ways – thank you Brianne and Catherine and Jill and Adam, and now Alicia too
- I love that we have super Board members who are passionate and thoughtful and so very generous with their time
- I love the way our administrative staff and corporate services team serve us so well
- I love chillin’ at Long Beach
- I love the perfection of Chippawa Creek as a natural campground
- I love that we serve Ontario’s most precious resource
- I love that through our work, we make the world a better place each and every day
- I love the challenges and complexity of our work
- I love Kim and Renee’s laughter and unabashed enthusiasm
- I love the beauty of St. Johns Pond
- I love that we have a 90 year old Board member who is so passionate and full of energy
- I love that we have staff who come to work even when the snow is deep
- I love the highly unique partnership we have with the NCDSB, Brock University, Niagara College and Niagara Native Centre, at the St. Johns Centre
- I love the partnership that we have with DSBN at Woodend
- I love that people love getting married on our great properties
- I love the excitement of children as they experience the children’s Water Festival
- I love the Thanksgiving Festival and look forward to the Roots on the Twenty event coming up May 27-28
- I love the spectacular views at Beamer, and the Hawkwatch festival, as well
- I love our Wainfleet properties – the Gord Harry Trail, the Wetlands, the Bog, Morgan’s Point and Long Beach – each one completely unique
- I love that we participate in pre-consultation and that we understand the importance of customer-service
- I love that we engage the public
- I love that we are always trying to improve
- I love the work of our watershed team

This is the NPCA I know and I invite members of the media, MPP’s and members of local councils to get to know us better.

When I came to NPCA in 2014, I was surprised, if not shocked, to discover that in this organization that has been around since 1959, how lacking and outdated many of the core business and management systems were.

There was no HR function, jobs were poorly defined, budgets were meaningless and highly inaccurate, there was no multi-year capital budget planning, no asset inventory, no project management framework, poor business planning, and corporate policies were incomplete and out of date.

In addition, our Parks and Campgrounds had been seriously neglected for more than a decade. In many cases, our staff were left to work with sub-par tools, machinery, technology and other essential resources necessary to perform their jobs effectively.

Thanks to a solid strategic plan and our Board's commitment to implementing that plan, the NPCA that exists today is more professional, better managed, more customer and stakeholder-focused, more transparent and more accountable than ever before.

In addition, we made significant investments in our parks and campgrounds, with more to come. Importantly, our staff now have the tools and resources necessary to do their work. Costs have been controlled and revenues are up substantially. And we continue along the path of continuous improvement.

That said, the best is still to come. Within the next few months, we will be initiating our next strategic planning process. We look forward to engaging all stakeholders as we plan for our 60<sup>th</sup> anniversary and beyond. It's time for all parties to focus on the good, important and often complex work that this organization does, in service to our community and the Niagara Peninsula Watershed. Work with us to create a positive future that we can all be proud of."

- P. Graham welcomed the latest addition to NPCA team; Mr. Nick Gannon, Compliance and Enforcement Officer.
- M. Brickell shared some upcoming events:
  - Living Landscape Draft Policy Public meetings May 25, 29<sup>th</sup>, June 1<sup>st</sup>
  - Roots on Twenty May 27 & 28 at Ball's Falls
  - May 30<sup>th</sup> Wainfleet Council presentation on Lakefront Master Plan
  - Hamilton appeal at end of month, will keep board apprised
  - June 21<sup>st</sup> is National Aboriginal day. A sunrise ceremony will be held at Cave Springs with some First Nations Community Leaders and a workshop with the Aboriginal Community at Ball's Falls to discuss ways in which we can enhance and further our partnership.

## Reports for Information:

---

6. **Financial & Reserves – Month ending April 30, 2017**      **Report No. 55-17**

*No comments made*

**Resolution No. FA-116-17**

**Moved by:**                      T. Quirk

**Seconded by:**                 J. Kaspersetz

**THAT Report No. 55-17 regarding the Financial & Reserves Status for month ending April 30, 2017 be RECEIVED for information.**

**CARRIED**

Page | 7

## Reports for Consideration:

---

**Note: Members Quirk and Kaspersetz left the meeting**

7. **NPCA Regulation #2 - Member Code of Conduct Revised DRAFT - Report No. 56-17**

Members wished to refer this item to a Review Committee. As such, the Board resolved to create **The Code of Conduct Review Committee** consisting of 3-7 members in order to review the code of conduct, accept this as the Terms of Reference and membership as follows:

**Resolution No. FA-117-17**

**Moved by: D. Joyner**  
**Seconded by: J. Maloney**

**THAT the Code of Conduct Review Committee be established to review the code of conduct comprised of Chair Annunziata and Members Beattie, Maloney, Baty and Timms.**

**CARRIED**

The Board further resolved,

**Resolution No. FA-118-17**

**Moved by: S. Beattie**  
**Seconded by: B. Baty**

**THAT this item (Report 56-17 with Draft revision of Regulation #2) be referred to the Code of Conduct Review Committee.**

**CARRIED**

**It is expected that this committee will meet and provide a report to the board by the next meeting in June. Committee meeting has been scheduled for June 9<sup>th</sup>**

**Note: Member Campion left the meeting**

8. **NPCA Strategic Plan Assessment – Report No. 57-17**

**Resolution No. FA-119-17**

**Moved by: J. Diodati**  
**Seconded by: B. Timms**

**THAT Report No. 57-17 be RECEIVED for information;**

**THAT the NPCA Board ENGAGE Performance Concepts to proceed with an Operational Assessment of the current Strategic Plan as outlined in this report;**

**THAT the NPCA Board APPROVE the Strategic Planning Committee DRAFT Terms of Reference (Appendix 5); and further,**

**THAT the Chair, Vice Chair and three (3) Board Members T. Quirk, B. Timms and B. Baty be appointed to the Committee.**

**CARRIED**



**Note: Member Jeffs left the meeting**

9. **Virgil Dam, NOTL – Future Ownership & Management - Report No. 58-17**

Members concurred that the report be deferred in order to allow member Darte the opportunity to provide a response to this issue. The following was resolved;

**Resolution No. FA-120-17**

**Moved by: S. Beattie**

**Seconded by: B. Timms**

**THAT this Report (No. 58-17) regarding the Virgil Dam, be deferred until the next meeting in June.**

**CARRIED**

10. **NPCA Policy Review – Additional Public Consultation - Report No. 59-17**

**Resolution No. FA-121-17**

**Moved by: B. Timms**

**Seconded by: J. Diodati**

**THAT staff be directed to include one (1) additional public consultation session (Open House) to be scheduled in the City of St. Catharines at a cost of \$4,060.00.**

**CARRIED**

**Note: Staff will notify board and public once this meeting has been scheduled.**

11. **Appointment of Regulations Officer - Report No. 60-17**

**Resolution No. FA-122-17**

**Moved by: D. Joyner**

**Seconded by: S. Beattie**

**THAT Report No. 60-17 be RECEIVED for information; and,**

**THAT the Board appoint Nicholas Gannon, Compliance and Enforcement Officer as an Officer pursuant to Section 28 of the *Conservation Authorities Act* and Ontario Regulation 155/06.**

**CARRIED**

12. **OTHER BUSINESS**

- 1. Member DiFruscio advised he has 40 milkweed plants ready for the pollinator garden. Member DiFruscio has donated one tree for Decew and one for Thorold pollinator garden and planting can move forward.**
- 2. Member DiFruscio suggested the Media also report all the positive things being accomplished at NPCA.**

3. **Direction to staff:** that the Acting CAO's comments made today, be posted on social media (facebook, twitter)
4. Member Joyner suggested Member DiFruscio contact the Town of West Lincoln and co-ordinate with their staff for the creation of a pollinator garden at the Liesureplex in West Lincoln. Acting CAO, noted that NPCA is working on a legacy project that would create a pollinator garden in each municipality.

## ADJOURNMENT

---

There being no further business to consider, the Full Authority meeting was adjourned at 1:20 pm with the following resolution;


**Resolution No. FA-123-17**

**Moved by: R. Shirton**

**Seconded by: S. Beattie**

**THAT the Full Authority Meeting be adjourned.**

**CARRIED**



**Sandy Annunziata,  
Chair,  
Niagara Peninsula Conservation Authority**



**Lisa Conte  
Administrative Assistant,  
Office of CAO and Board**