



**NIAGARA PENINSULA CONSERVATION AUTHORITY (NPCA)
FULL AUTHORITY
MEETING MINUTES**

Tuesday, May 29, 2018
9:30 a.m.
NPCA Headquarters
Boardroom
250 Thorold Road West, Welland, ON

MEMBERS PRESENT: S. Annunziata (Chair)
B. Baty
S. Beattie
F. Campion (left at 12:00 noon)
P. Darte (at 10:47 a.m.)
D. DiFruscio
J. Kaspersetz (Vice-Chair)
B. Konc
P. MacPherson
J. Maloney
T. Quirk
R. Shirton (left at 12:25 p.m.)
B. Timms

MEMBERS ABSENT: J. Diodati (regrets)
D. Joyner (regrets)

STAFF PRESENT: D. Barrick, Acting CAO/ Senior Director, Corporate Resources
G. Furtney, Acting Director, Watershed Management
D. Gullett, Administrative Assistant

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. 16.0*

The Board Chair called the meeting to order at 9:35 a.m. and welcomed those Board, staff and community members present.

The Board Chair reminded members that at the March 26th meeting a request was made to have an In-Camera item respecting Solicitor-Client Privilege – Update provided at the next Board meeting. He advised that due to certain reporting individuals availability, the update would take place at the next meeting of the Full Authority Board, currently scheduled to be held on June 20, 2018.

1. ADOPTION OF AGENDA

1.1 Addition of Items

Several Board Members announced that they wished to add agenda items, based on the details surrounding the items, the Board Chair advised that they would be best dealt with during the New Business section of the agenda.

There were no additions of items on the agenda.

1.2 Change in Order of Items

There were no changes in order of items on the agenda.

1.3 Approve Agenda

Resolution No. FA-103-18

Moved by Board Member Baty

Seconded by Board Member DiFruscio

That the agenda **BE ADOPTED** as presented.

CARRIED

2. DECLARATION OF CONFLICT OF INTEREST

There were no declarations of Conflict of Interest.

3. PRESENTATIONS (and/or Delegations)

3.1 Presentations

There were no presentations.

3.2 Delegations

Resolution No. FA-104-18

Moved by Board Member MacPherson

Seconded by Board Member Shirton

1. That the delegation by the Hamilton Naturalists Club respecting the Grimsby Wetlands Project **BE EXTENDED** beyond the 10-minute time allotment.

CARRIED

3.2.1 Hamilton Naturalists Club – Grimsby Wetlands Project

Mr. Bruce Mackenzie, Hamilton Naturalists Club (HNC), presented Board Members with information respecting the Grimsby Wetlands Project and the request of assistance from the NPCA in the implementation of a Phragmites Grass control project. Topics of the delegation included:

- HNC has been involved with the Grimsby Wetlands Project since 2002 when decommissioning of the sewage began
- 2006 HNC was successful in petitioning the Ontario Ministry of Environment, Region of Niagara and the Department of National Defence (DND) to leave the lagoons of the decommissioned sewage treatment facility as wetlands
- Of the 10 hectares, phragmites has moved in to cover over 0.6 hectares and has completely choked off two of the wetlands on the property and threatens the other four.
- HNC has met with Giles Restoration and Invasive Phragmites Control Centre to discuss a control program; currently, the plan is to apply herbicide Round Up to the Phragmites in mid August of 2018
- Pesticides Act; HNC would have to prepare a Letter of Opinion for review and approval by the Ministry of Natural Resources and Forestry or work in partnership with the local Conservation Authority, under the Act the NPCA can be the permitting agency and hire the pesticide contractor

3.2.2 Hamilton Naturalists' Club – Grimsby Wetlands
Request for Assistance

Report No. 44-18

Resolution No. FA-105-18

Moved by Board Member Beattie

Seconded by Board Member Campion

1. That Report No. 44-18 respecting the Hamilton Naturalists' Club – Grimsby Wetlands – Request for Assistance **BE RECEIVED**; and
2. That staff **BE AUTHORIZED** to enter into an agreement to partner and assist the Hamilton Naturalists' Club in the removal of Phragmites at the Grimsby Wetland site.

CARRIED

6. BUSINESS FOR CONSIDERATION

6.1 Standing Committee Reports

6.1.1 Audit Committee – Thursday, May 10, 2018

Mr. Scott Plugers, Senior Manager, KPMG, along with Lois Ouellette, Partner, Assurance, KPMG, were in attendance and available to answer questions of the Board respecting the reports contained within the Audit Committee agenda of May 10, 2018.

Resolution No. FA-106-18

Moved by Board Member Quirk

Seconded by Board Member Kaspersetz

1. That the minutes of the Audit Committee meeting held on May 10, 2018 **BE RECEIVED** and the recommendations contained therein **BE APPROVED**.

CARRIED

6.1.2 Strategic Planning Committee – Wednesday, May 23, 2018

Mr. Todd MacDonald, Performance Concepts Inc., presented Board Members with information respecting Project Report “Have Your Say NPCA” and Strategic Plan Areas of Focus Reach. Topics of the materials included:

- Survey – NPCA Areas of Focus - “What Should We Prioritize”
- Visitors Summary
- Engagement Tools Summary
- Information Widget Summary
- Total number of people reached
 - eBlasts
 - Facebook
 - Instagram
 - Website
 - Outreach: State of the Region, Hawkwatch, St. Johns Pond Trout Season Opener, Niagara Peninsula Conservation Foundation Wild Game Dinner, RAP Movie Screening
- Town Halls (4)

Resolution No. FA-107-18

Moved by Board Member Kaspersetz

Seconded by Board Member Shirton

1. That the presentation respecting Project Report “Have Your Say NPCA” and Strategic Plan Areas of Focus Reach **BE RECEIVED** for information.

CARRIED

Resolution No. FA-108-18

Moved by Board Member Shirton

Seconded by Board Member Kaspersetz

1. That the minutes of the Strategic Planning Committee meeting held on May 23, 2018 **BE RECEIVED** and the recommendations contained therein **BE APPROVED**.

CARRIED

6.1.3 Watershed Floodplain Committee – April 27, 2018

Resolution No. FA-109-18

Moved by Board Member Dart

Seconded by Board Member Baty

1. That the minutes of the Watershed Floodplain Committee meeting held on April 27, 2018 **BE APPROVED** as presented.

CARRIED

- 6.1.4 Niagara Peninsula Conservation Authority Advisory Committee
March 28, 2018

Resolution No. FA-110-18

Moved by Board Member Beattie

Seconded by Board Member MacPherson

1. That the minutes of the Niagara Peninsula Conservation Authority Advisory Committee meeting held on March 28, 2018 **BE APPROVED** as presented.

CARRIED

4. ADMINISTRATIVE BUSINESS

4.1 Approval of Draft Minutes

- 4.1.1 Full Authority Board Minutes – March 26, 2018

Resolution No. FA-111-18

Moved by Board Member Quirk

Seconded by Board Member Campion

That the Full Authority Board minutes of the meeting held on March 26, 2018 **BE APPROVED** as presented.

CARRIED

4.2 Business Arising from Minutes

- 4.2.1 City of Hamilton / NPCA Board Representation

Resolution No. FA-112-18

Moved by Board Member Beattie

Seconded by Board Member Kaspersetz

WHEREAS the City of Hamilton Niagara Peninsula Conservation Authority levy more than doubled in 2015;

WHEREAS the City of Hamilton total levy was \$521,562 in 2014 and the total levy is estimated to exceed \$1,406,095 in 2018; and

WHEREAS the City of Hamilton, at present, has two members on the Niagara Peninsula Conservation Authority Board.

THEREFORE, BE IT RESOLVED:

1. That an additional two (2) Niagara Peninsula Conservation Authority Board (NPCA) Members (for a total of four) representing the City of Hamilton **BE APPROVED**; and
2. That the additional two (2) NPCA Board Members representing the City of Hamilton **BE EFFECTIVE** at the first meeting of the NPCA Full Authority meeting to be held in January 2019.

Resolution No. FA-113-18
Moved by Board Member Beattie
Seconded by Board Member Kaspersetz

That Resolution No. FA 112-18 respecting the City of Hamilton / NPCA Board Representation **BE DEFERRED** to allow staff the time needed to prepare a fulsome report for the NPCA Full Authority consideration.

CARRIED

4.3 Correspondence

There were no items of correspondence.

4.4 Chairman's Remarks

The Board Chair provided the following information:

- Niagara Peninsula Conservation Authority is hosting the 2019 Conservation Ontario Biennial Tour; the committee established to oversee the organization of this event is underway
- Discussions have been held with the Harmony Group and the Town of Niagara on the Lake with respect to Department of National Defence (DND) lands and the possibility of continuing discussions at Federation of Canadian Municipalities (FCM) 2018 Annual Conference and Trade Show being held May 31 to June 3, 2018.

4.5 Chief Administrative Officer Comments

David Barrick, Acting CAO, Senior Director, Corporate Resources, provided the following:

- Thank you to all staff for their efforts throughout the season; they continue to handle things in stride and remain dedicated
- Q1 status updates are before the Board for information:
 - Busy season with parks staff preparing for openings
 - HR summaries respecting staffing
 - Communications and Community Outreach respecting partnerships
 - KPMG process outlines and updates
 - Auditor General of Ontario process outlines and updates

5. BUSINESS FOR INFORMATION

Resolution No. FA-114-18
Moved by Board Member Campion
Seconded by Board Member Baty

That the following items **BE RECEIVED** for information:

Niagara Region Tree and Forest Conservation By-law Q1 (2018) Status Report and Confidential Appendix 1 to Report No. 39-18

Watershed Management Status Report Q1 Report
Report No. 40-18

Q1 (2018) Status Report - Office of the Chief Administrative Officer (CAO)
Report No. 41-18

Corporate Resources Q1 2018 Project Status Report
Report No. 42-18

Financial and Reserve Report – Month Ending April 2018
Report No. 43-18

CARRIED

6. BUSINESS FOR CONSIDERATION (CONTINUED)

6.2 Reports

6.2.1 Land Use Agreement with Fort Erie Conservation Club Inc. Report No. 45-18

Resolution No. FA-115-18

Moved by Board Member Quirk

Seconded by Board Member Darte

1. That Report No. 45-18 respecting Land Use Agreement with Fort Erie Conservation Club Inc. **BE RECEIVED**; and
2. That staff **BE AUTHORIZED** to execute the attached DRAFT 3-year Lease with the Fort Erie Conservation Club Inc. regarding the use of Stevensville Conservation Area.

CARRIED

6.2.2 Niagara Peninsula Conservation Authority (NPCA) Water Quality Improvement Grant Program Report Report No. 46-18

Resolution No. FA-116-18

Moved by Board Member Kaspersetz

Seconded by Board Member MacPherson

1. That Report No. 46-18 respecting the Niagara Peninsula Conservation Authority (NPCA) Water Quality Improvement Grant Program Report **BE RECEIVED**;
2. That the NPCA Full Authority Board **APPROVE** one of the Options identified in the Financial Implications section of Report 46-18 respecting the Niagara Peninsula Conservation Authority (NPCA) Water Quality Improvement Grant Program;
3. That the Draft NPCA Water Quality Improvement Grant Program Outline attached to Report No. 46-18 as Appendix 1 **BE APPROVED** as presented;

4. That the Draft Water Quality Improvement Grant Review Committee Terms of Reference attached to Report 46-18 as Appendix 2 **BE APPROVED** as presented;
5. That staff **BE DIRECTED** to advertise and promote the NPCA Water Quality Improvement Grant Program as outlined in the NPCA Water Quality Improvement Grant Program Outline attached to Report 46-18 as Appendix 1; and
6. That the NPCA Board **PROCEED** to the selection process to identify a minimum of two board members to the NPCA Water Quality Improvement Grant Program Committee.

Upon a request to separate the resolutions contained within Report 46-18, resolutions were dealt with in the following manner.

Resolution No. FA-117-18

Moved by Board Member Quirk

Seconded by Board Member Baty

1. That Report No. 46-18 respecting the Niagara Peninsula Conservation Authority (NPCA) Water Quality Improvement Grant Program Report **BE RECEIVED**; and
2. That Report 46-18, resolutions two (2) through four (4) **BE DEFERRED** pending the approval of recommendation six (6) as contained in Report 46-18.

CARRIED

Resolution No. FA-118-18

Moved by Board Member Quirk

Seconded by Board Member Baty

6. That the NPCA Board **PROCEED** to the selection process to identify a minimum of two board members to the NPCA Water Quality Improvement Grant Program Committee and that the following Board Members **BE APPOINTED** to the NPCA Water Quality Improvement Grant Program Committee, effective immediately;

Board Member(s): Annunziata, Kaspersetz, Baty, DiFruscio, Maloney, MacPherson and Timms

CARRIED

Resolution No. FA-119-18

Moved by Board Member Quirk

Seconded by Board Member Shirton

4. That the Draft Water Quality Improvement Grant Review Committee Terms of Reference attached to Report 46-18 as Appendix 2 **BE APPROVED**, pending the review of the Water Quality Improvement Grant Review Committee.

Resolution No. FA-120-18
Moved by Board Member Quirk
Seconded by Board Member Baty

That the Draft Water Quality Improvement Grant Review Committee Terms of Reference attached to Report 46-18 as Appendix 2 **BE AMENDED** to reflect the following:

Purpose/Scope: The Water Quality Grant Review Committee reviews evaluated applications for Water Quality Improvement projects and recommends to the Full Authority for approval Water Quality Improvement Grants to recipients who meet program criteria.

CARRIED

The Chair called the vote on the Resolution FA-119-18, as amended, and declared the vote,

CARRIED

Resolution No. FA-121-18
Moved by Board Member Quirk
Seconded by Board Member Baty

1. That the following recommendations, contained in Report 46-18 as recommendations two (2), three (3) and five (5), **BE REFERRED** to the Water Quality Improvement Grant Program Committee for review and further report to the NPCA Full Authority Board for consideration:

That the NPCA Full Authority Board **APPROVE** one of the Options identified in the Financial Implications section of Report 46-18 respecting the Niagara Peninsula Conservation Authority (NCPA) Water Quality Improvement Grant Program;

That the Draft NPCA Water Quality Improvement Grant Program Outline attached to Report No. 46-18 as Appendix 1 **BE APPROVED** as presented; and

That staff **BE DIRECTED** to advertise and promote the NPCA Water Quality Improvement Grant Program as outlined in the NPCA Water Quality Improvement Grant Program Outline attached to Report 46-18 as Appendix 1.

CARRIED

- 6.2.3 Appointment/Reappointment of NPCA Compliance/Regulations Officers
Report No. 47-18

Resolution No. FA-122-18
Moved by Board Member Kaspersetz
Seconded by Board Member Dart

1. That Report No. 47 respecting Appointment/ Reappointment of NPCA Compliance/ Regulations Officers **BE RECEIVED**; and

2. That the Board **APPOINT / RE-APPOINT** the following NPCA staff as Regulation Officers pursuant to Section 30.1 of the Conservation Authorities Act, R.S.O 1990 Chapter C.27 for 2018.

BARRICK, David
BOYKO, Michael
CHRISTIE, Adam
DEVOS, Nathaniel
DRENNAN, Daniel
FAZEKAS, Jeffery
FROHLICH, Kim
FURTNEY, Gregory
GERMAIN, Michel

GILLIS, Steve
HAYSLIP, Robert
KURET, Robert
MACINTYRE, Michael
MACKENZIE, Darren
PERESSOTTI, Roberto
SHOALTS, Robert
TEMPEST, Moriah

CARRIED

6.2.4 Unsolicited Proposal - Land Cover Classification Project
Report No. 48-18

Resolution No. FA-123-18
Moved by Board Member Kaspersetz
Seconded by Board Member Quirk

1. That Report No. 48-18 respecting an Unsolicited Proposal – Land Cover Classification Project **BE RECEIVED**;
2. That staff **BE AUTHORIZED** to enter into an agreement with 4DM Inc respecting the Land Cover Classification Project; and
3. That the Land Cover Classification Project cost of \$9,180 plus H.S.T. **BE FUNDED** from Capital Project surplus funds from the Orthimagery Project.

CARRIED

6.2.5 NPCA 2018 Q1 Report
Report No. 49-18

Resolution No. FA-124-18
Moved by Board Member Shirton
Seconded by Board Member MacPherson

1. That Report No. 49-18 respecting the NPCA 2018 Q1 Report **BE RECEIVED**; and
2. That staff **BE AUTHORIZED** to distribute the NPCA 2018 Q1 Quarterly Report to participating municipalities, community stakeholders, Advisory Committee, and the public.

CARRIED

7. BUSINESS – IN CAMERA

Board Members did not move in to closed session.

8. NOTICE OF MOTION

8.1 Niagara Restoration Council

Board Member Kaspersetz requested that Board Members waive the rules of procedure to allow him to present a motion respecting the Niagara Restoration Council for the Boards consideration at this meeting.

The Board Chair informed that to consider the motion at this meeting, notice would need to be waived with the affirmative support of two-thirds of the Board Members present.

Resolution No. FA-125-18

Moved by Board Member Kaspersetz

Seconded by Board Member Beattie

That the notice requirements under Section 11 of the Niagara Peninsula Conservation Authority Regulation #2 – Meeting Procedures **BE WAIVED** to permit the consideration of a motion from Board Member Kaspersetz with respect to the Niagara Restoration Council request.

Based on results of the vote the Board Chair declared Resolution FA-125-18,

CARRIED (two-thirds majority)

Resolution No. FA-126-18

Moved by Board Member Kaspersetz

Seconded by Board Member Beattie

WHEREAS the community, through Municipal Freedom of Information and Protection of Privacy requests, has expressed interest respecting the Niagara Peninsula Conservation Authority (NPCA) relationship and involvement with the Niagara Restoration Council (NRC);

WHEREAS the NPCA has been linked with several NRC provincially funded grant applications, such as the Ontario Trillium Foundation and the Great Lakes Guardian Fund;

WHEREAS the Ontario Trillium Foundation have made grants available within the last 4 years, totaling approximately \$400,000.00, with NPCA contributions acquired of approximately \$50,000.00; and

WHEREAS the NPCA identifies that although the Niagara Restoration Council (NRC) work has value, the need exists for more transparency and accountability when utilizing public funds for restoration projects within the Niagara Region, including, but not limited to, community education, forest health assessment, management planning and ecological restoration.

THEREFORE, BE IT RESOLVED:

1. That staff **BE DIRECTED** to request that the Niagara Restoration Council (NRC) provide the following information to the Niagara Peninsula Conservation Authority (NPCA) Full Authority Board:

- a) all Niagara Restoration Council (NRC) provincially funded grant applications that have involved the NPCA as either a funding agent or an in-kind contributor;
- b) a detailed listing of all NRC restoration projects, including financial expense records of those projects;
- c) an outline of the NRC restoration project review, selection and approval process; and
- d) the mechanisms NRC has in place to prevent conflicts of interest when providing restoration work on private lands.

CARRIED

9. NEW BUSINESS

9.1 Erosion Haldimand / Lowbanks

Board Member Shirton alerted Board members to landowner concerns being raised respecting severe impacts caused by erosion along the shores of Lake Erie in the Haldimand / Lowbanks area.

The Board Chair advised that a delegation and perhaps a staff information report regarding this issue has been tentatively placed on the NPCA Full Authority Board agenda for the meeting being held on June 20, 2018.

9.2 Department of National Defence (DND) - Parks Canada Owned Lands

Resolution No. FA-127-18

Moved by Board Member Darte

Seconded by Board Member Timms

That the Board Chair, while in attendance at the Federation of Canadian Municipalities (FCM) 2018 Annual Conference and Trade Show being held May 31 to June 3, 2018, **REPRESENT** the interests of the Niagara Peninsula Conservation Authority with respect to the draft proposal for the Niagara Region, Niagara Peninsula Conservation Authority, Town of Niagara on the Lake and the Harmony Group acquiring Department of National Defence (DND) - Parks Canada owned lands.

CARRIED

9.3 Communication of Full Authority Board Report Resolutions – During Meetings

Board members requested that staff look a means to effectively communicate report resolutions, openly and transparently, during meetings.

9.4 Staff Information - Update Reports

Board members requested that staff provide information respecting the following to a future meeting of the NPCA Full Authority board:

- Official news regarding Fish tagging winner – resident of Ottawa
- 12- mile Creek; storm sewer temperature control

10. ADJOURNMENT

There being no further business, the Full Authority meeting adjourned at 12:32 p.m. with the following resolution;

Resolution No. FA-128-18

Moved by Board Member Dart

Seconded by Board Member MacPherson

That the Full Authority Meeting **BE NOW ADJOURNED.**

CARRIED

Sandy Annunziata
Board Chair,
Niagara Peninsula Conservation Authority

Debbie Gullett
Administrative Assistant,
Niagara Peninsula Conservation Authority