



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

Wednesday, September 19, 2018

9:30 a.m.

Ball's Falls Centre for Conservation

Glen Elgin Room

3292 Sixth Avenue, Jordan, ON

**MEMBERS PRESENT:** S. Annunziata (Chair)  
S. Beattie  
D. DiFruscio  
A. Jeffs  
J. Kaspersetz (Vice-Chair)  
P. MacPherson  
J. Maloney (at 10:20 a.m.)  
T. Quirk  
R. Shirton  
B. Timms

**MEMBERS ABSENT:** B. Baty  
J. Diodati  
F. Campion  
P. Darté  
D. Joyner

**STAFF PRESENT:** M. Brickell, Chief Administrative Officer/Secretary-Treasurer  
D. Barrick, Senior Director, Corporate Resources  
T. Al-Zabet, Director, Watershed Management  
L. McManus, Clerk

**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 9:54 a.m. and welcomed those Board, staff and community members present.

## 1. ADOPTION OF AGENDA

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### 1.1 Addition of Items

There were no additional items.

### 1.2 Change in Order of Items

The Board Chair requested, Board Members agreed, that a friendly amendment move Delegations (Agenda Item 3.2.1) to be dealt with immediately following Presentations (Agenda Item 3.1.1).

### 1.3 Adoption of Agenda

Resolution No. FA-171-18

Moved by Board Member Shirton

Seconded by Board Member MacPherson

1. That the Agenda **BE APPROVED**.

**CARRIED**

## 2. DECLARATION OF CONFLICT OF INTEREST

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There were no declarations of Conflict of Interest.

## 3. PRESENTATIONS (and/or Delegations)

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### 3.1 Presentations

#### 3.1.1 NPCA Policy Document

Mr. P. Kennedy, Dillon Consulting, presented Board Members with information respecting the NPCA Policy Document. Topics of the presentation included:

- Purpose
- Existing Policy Document
- Our Intention
- The Process
- Consultation & Engagement
- Engagement Summary
- Overview of Key Changes
- Closing Remarks

Resolution No. FA-172-18  
Moved by Board Member Timms  
Seconded by Board Member Quirk

1. That the presentation respecting the NPCA Policy Document **BE RECEIVED** for information.

**CARRIED**

### 3.2 Delegations

#### 3.2.1 NPCA Policy Document

Mr. L. Aarts, Welland River Floodplain Association, presented Board Members with information respecting the NPCA Policy Document. Topics of the delegation included:

- Welland River Flood Plain Association Involvement
- Initial Concerns
- Building
- Fill Placement
- Technical Studies
- Summary
- Suggestions/Recommendations

Resolution No. FA-173-18  
Moved by Board Member Jeffs  
Seconded by Board Member Beattie

1. That the delegation respecting the NPCA Policy Document **BE RECEIVED** for information.

**CARRIED**

#### 3.1.1.1 NPCA Policy Document Report No. 60-18

Resolution No. FA-174-18  
Moved by Board Member Kapersetz  
Seconded by Board Member Timms

1. That Report No. 60-18 respecting the NPCA Policy Document **BE RECEIVED**;
2. That the NPCA Policy Document attached to Report No. 60-18 **BE APPROVED**; and
3. That the NPCA Policy Document **BE ENACTED** commencing November 1st, 2018.

Resolution No. FA-175-18  
Moved by Board Member Beattie  
Seconded by Board Member Timms

4. ***That the correspondence, dated September 19, 2018, from the Welland River Floodplain Association BE ATTACHED to the NPCA Policy Document as Appendix D.***

**CARRIED**

Resolution No. FA-176-18  
Moved by Board Member Timms  
Seconded by Board Member Beattie

5. ***That the NPCA Policy Document BE FORWARDED to the participating municipalities and area municipalities for information.***

The Board Chair called the question on Resolution FA-174, ***as amended***, and declared it,

**CARRIED**

## 4. ADMINISTRATIVE BUSINESS

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### 4.1 Approval of Draft Minutes

#### 4.1.1 Full Authority Board Minutes – July 25, 2018

Resolution No. FA-177-18  
Moved by Board Member Beattie  
Seconded by Board Member Kaspersetz

That the Full Authority Board minutes of the meeting held on July 25, 2018 **BE APPROVED** as presented.

**CARRIED**

#### 4.1.1 SPECIAL Full Authority Board Minutes – September 7, 2018

Resolution No. FA-1778-18  
Moved by Board Member Maloney  
Seconded by Board Member MacPherson

That the SPECIAL Full Authority Board minutes of the meeting held on September 7, 2018 **BE APPROVED** as presented.

**CARRIED**

### 4.2 Business Arising from Minutes

There was no business arising from the minutes.

#### 4.3 Correspondence

##### 4.3.1 Thank You Note

###### Resolution No. FA-179-18

Moved by Board Member Kaspersetz

Seconded by Board Member Maloney

1. That the thank you note from NPCA Board Member and Mayor of Niagara Falls, Jim Diodati, to NPCA CAO, staff and Board Members **BE RECEIVED** for information.

**CARRIED**

#### 4.4 Chairman's Remarks

The Board Chair provided the following remarks/information:

- Annual J.T. Gala, Water and Environment Leaders Award being held Thursday, September 20, 2018
- Tree planting held at Binbrook Conservation Area on Saturday, September 15, 2018; thanks to TD Canada Trust for their generous contribution of 300 trees
- Hamilton Planning Committee approved Treetop Trekking at Binbrook Conservation Area on Wednesday, September 19<sup>th</sup>; the final decision will be before the City of Hamilton Council on Wednesday, September 26, 2018

#### 4.5 Chief Administrative Officer Comments

Mark Brickell, CAO/Secretary-Treasurer, provided Board members with the following information/announcements:

- Thanksgiving Festival is fast approaching; NPCA staff are looking to have Board Members fill volunteer positions at the Beer Tent from Friday, October 5<sup>th</sup> to Monday, October 8<sup>th</sup>
- Acknowledge Gregg Furtney who provided tremendous support while in the Acting, Director, Watershed Management role
- Happy Belated 92<sup>nd</sup> Birthday to Board Member DiFruscio
- Thanks to the City of Hamilton for all of their work on the Treetop Trekking project at Binbrook Conservation Area

## 5. BUSINESS FOR INFORMATION

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#### 5.1 Financial and Reserve Report – Month Ending August 2018 Report No. 61-18

###### Resolution No. FA-180-18

Moved by Board Member Shirton

Seconded by Board Member Quirk

1. That Report 61-18 respecting Financial and Reserve Report – Month Ending August 2018 **BE RECEIVED** for information.

**CARRIED**

## 6. BUSINESS FOR CONSIDERATION

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### 6.1 Standing Committee Reports

#### 6.1.1 2019 Conservation Ontario Biennial Tour Planning Committee

Resolution No. FA-181-18

Moved by Board Member Kaspersetz

Seconded by Board Member Shirton

1. That the minutes of the 2019 Conservation Ontario Biennial Tour Planning Committee of the meeting held on September 6, 2018 **BE RECEIVED** and the following recommendations **APPROVED**:
2. The Presentation respecting the DRAFT Itinerary and DRAFT Budget for the 2019 Conservation Authorities Biennial Tour **BE RECEIVED**;
3. That the DRAFT Budget - 2019 Conservation Authorities Biennial Tour **BE APPROVED** as presented; and
4. That staff **BE DIRECTED** to prepare a report, for the Budget Steering Committee consideration, that addresses the budget needs for the 2019 Conservation Authorities Biennial Tour.

**CARRIED**

#### 6.1.2 Budget Steering Committee – September 10, 2018

Resolution No. FA-182-18

Moved by Board Member Quirk

Seconded by Board Member Kaspersetz

1. That the minutes of the Budget Steering Committee of the meeting held on September 6, 2018 **BE RECEIVED** and the following recommendation **BE APPROVED**:
2. That the DRAFT NPCA Key Performance Indicator Process and DRAFT Work Plan **BE ENDORSED** as presented.

**CARRIED**

### 6.2 Reports

#### 6.2.1 Niagara Peninsula Conservation Authority Administrative By-law Report No. 62-18

Resolution No. FA-183-18

Moved by Board Member Kaspersetz

Seconded by Board Member MacPherson

1. That Report 62-18 respecting the Niagara Peninsula Conservation Authority Administrative By-law **BE RECEIVED**; and

2. That the Niagara Peninsula Conservation Authority Policy Handbooks (#1 through #4), noted below, **BE REPEALED** and **REPLACED** with the DRAFT Niagara Peninsula Conservation Authority Administrative By-law attached to Report 62-18 as Appendix 1.
  - Policy Handbook – Regulation #1 – Governance and Administration Policies
  - Policy Handbook – Regulation #2 – Meeting Procedures
  - Policy Handbook – Regulation #3 – Hearing Procedures
  - Policy Handbook – Regulation #4 – Code of Conduct

**CARRIED**

6.2.2 Wedding Fee Update  
Report No. 63-18

Resolution No. FA-184-18

Moved by Board Member Kaspersetz

Seconded by Board Member Timms

1. That Report No. 63-18 respecting the Proposed 2020 Wedding Fee Schedule – Ball's Falls Conservation Area **BE RECEIVED**; and
2. That the Proposed 2020 Ball's Falls Wedding Structure for 2020 attached to Report 63-18 as Appendix 1 **BE APPROVED**.

**CARRIED**

6.2.3 Appointment of Compliance and Enforcement Officer  
Report No. 64-18

Resolution No. FA-185-18

Moved by Board Member Kaspersetz

Seconded by Board Member Quirk

1. That Report No. 64-18 respecting the Niagara Peninsula Conservation Authority (NPCA) Compliance and Enforcement Officer Appointment **BE RECEIVED**; and
2. That Madison Hill, NPCA Compliance and Enforcement Officer **BE APPOINTED**, for the term of employment with the NPCA, as an Officer, effective September 24, 2018.

**CARRIED**

## 7. BUSINESS – IN CAMERA

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There were no Closed Session items at the time of this agenda' release.

## 8. NOTICE OF MOTION

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### 8.1 2010 Re-org/Re-Structure Report

Board Member Quirk advised that he would be bringing forward a motion to the next Board meeting respecting the request for the In-Camera reports, redacted to exclude identifiable individuals, that formulated the basis for the 2010 restructuring and reorganization that led to the Strategic work that was done.

## 9. NEW BUSINESS

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### 9.1 Red-line

Board Member Timms requested that the process that will identify the new “red-line” 100-year flood plain mapping for the Welland River include a presentation to the Welland River Floodplain Mapping Association as well as one public meeting/consultation prior to the Board's consideration of any recommendation reports on the matter.

### 9.2 Shoreline Erosion Open House

Board Member Shirton announced that he had the opportunity to attend a Shoreline Erosion Open House which was hosted by Haldimand County and Selkirk with involvement from three (3) conservation authorities. Approximately 60 people were in attendance, another Open House is planned with the intent to get more mapping of the shoreline erosion.

### 9.3 NPCA Full Authority October Board Meeting

Board Chair Annunziata assured Board Members that he planned to meet with NPCA senior staff to identify any pressing reports and determine whether an October Full Authority Board meeting is warranted.

### 9.4 Funding for Erosion Impact

Board Member Shirton inquired about the potential for the “Friends of Lowbanks” to utilize funding, that has been identified for restoration projects, in an effort to establish break walls in the areas affected by erosion.

### 9.5 Highlights – 2019 Conservation Authorities Biennial Tour

Board Member DiFruscio suggested to staff that information be provided to all 2019 Conservation Authorities Biennial Tour participants respecting the Morningstar Mill / Decew Falls, Mel Swart Lake Gibson Conservation Park and the War of 1812 memorial.

### 9.6 Happy 92<sup>nd</sup> Birthday Board Member DiFruscio

Board Members and staff took the belated opportunity to celebrate Board Member DiFruscio with a rounding version of Happy Birthday, cake and candles.



## 10. ADJOURNMENT

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There being no further business, the Full Authority meeting adjourned at 12:20 p.m. with the following resolution;

Resolution No. FA-186-18

Moved by Board Member Quirk

Seconded by Board Member Timms

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

**CARRIED**

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Sandy Annunziata  
Board Chair  
Niagara Peninsula Conservation Authority

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Lisa McManus  
Clerk  
Niagara Peninsula Conservation Authority