

Board of Directors Meeting Minutes

April 21, 2023 at 9:09 AM
Ball's Falls Centre for Conservation
3292 Sixth Avenue, Jordan, ON

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 Administrative By-law*

CALL TO ORDER

Chair Foster called the meeting to order at 9:09 a.m..

MEMBERS PRESENT:

- R. Foster (Chair)
- D. Cridland
- D. Huson (departed 9:58 a.m.)
- J. Metcalfe
- M. Seaborn
- M. Tadeson (departed 10:02 a.m.)

MEMBERS ABSENT:

- B. Clark
- B. Grant
- P. O'Neill

STAFF PRESENT:

- C. Sharma, CAO / Secretary – Treasurer
- G. Bivol, Clerk
- C. Coverdale, Business and Financial Analyst
- J. Culp, Manager, Compliance and Enforcement
- M. Ferrusi, Manager, People and Performance
- L. Gagnon, Director, Corporate Services
- E. Gervais, Manager, Corporate Services
- L. Lee-Yates, Director, Planning and Development
- S. McPherson, Restoration Specialist
- K. Royer, Co-ordinator, Community Engagement
- J. Sinibaldi, Manager, Strategic Business Planning and Public Relations
- G. Verkade, Senior Manager, Integrated Watershed Strategies

ALSO PRESENT:

- D. Marks, KPMG
- A. Coleman, General Manager, Conservation Ontario

1. APPROVAL OF AGENDA

Resolution No. FA-34-2023

Moved by Member Metcalfe

Seconded by Member Seaborn

THAT the NPCA Board of Directors Meeting Agenda dated April 21, 2023 **BE ADOPTED** with amendment to provide for deliberation of agenda item 10.1.1 Report No. FA-13-23 RE: 2022 Audited Financial Statements immediately after Presentation 7.1 by David Marks, Partner, Audit, KPMG LLP, RE: 2022 Audited Financial Statements.

CARRIED

2. DECLARATIONS OF CONFLICT OF INTEREST

None declared.

3. APPROVAL OF MINUTES

3.1. Minutes of the NPCA Board of Directors Meeting dated March 24, 2023

3.2. Minutes of the Closed Session NPCA Board of Directors Meeting dated March 24, 2023

Resolution No. FA-35-2023

Moved by Member Cridland

Seconded by Member Huson

THAT the minutes of the following meeting **BE ADOPTED**:

- Minutes of the NPCA Board of Directors Meeting dated March 24, 2023; and
- Minutes of the Closed Session NPCA Board of Directors Meeting dated March 24, 2023.

CARRIED

4. CHAIR'S UPDATE

The Chair acknowledged C.A.O. Sharma's appointment to the Board of Directors for Conservation Ontario.

5. CORRESPONDENCE

5.1. Correspondence from Jan W. Jansen dated April 13, 2023 RE: Wetlands Under Threat; Call for Action

5.2. Correspondence from Marie Covert dated March 20, 2023 RE: Letter to the Federal Government

Resolution No. FA-36-2023

Moved by Member Tadeson

Seconded by Member Seaborn

THAT the following documents **BE RECEIVED**:

- Correspondence from Jan W. Jansen dated April 13, 2023 RE: Wetlands Under Threat; Call for Action; and
- Correspondence from Marie Covert dated March 20, 2023 RE: Letter to the Federal Government.

CARRIED

6. DELEGATIONS

None.

7. PRESENTATIONS

7.1. Presentation by David Marks, Partner, Audit, KPMG LLP, RE: 2022 Audited Financial Statements

Resolution No. FA-37-2023

Moved by Member Huson

Seconded by Member Metcalfe

THAT the presentation by David Marks, Partner, Audit, KPMG LLP, RE: 2022 Audited Financial Statements **BE RECEIVED**.

CARRIED

10.1.1. Report No. FA-13-23 RE: 2022 Audited Financial Statements – This item was brought forward to be addressed in conjunction with the presentation by the Auditors.

Resolution No. FA-38-2023

Moved by Member Huson

Seconded by Member Metcalfe

1. **THAT** Report No. FA-13-23 RE: 2022 Audited Financial Statements **BE RECEIVED**.
2. **THAT** the 2022 Audited Financial Statements and the 2022 Audit Findings Report attached hereto as Appendices 1 and 2 respectively **BE APPROVED**.

CARRIED

7.2 Presentation by Angela Coleman, General Manager, Conservation Ontario

Resolution No. FA-39-2023

Moved by Member Tadeson

Seconded by Member Cridland

THAT the PowerPoint presentation by Presentation by Angela Coleman, General Manager, Conservation Ontario **BE RECEIVED**.

CARRIED

8. CONSENT ITEMS

8.1. Niagara Peninsula Conservation Authority (NPCA) Quarterly Progress Report 4 As required for Conservation Authorities Act Amendments: Transition Plan and Agreements Regulation (O.Reg. 687/21)

8.2. Report No. FA-16-23 RE: Human Resources - 2022 Annual Update

8.3. Report No. FA-18-23 RE: Planning and Regulations Annual Stats Report

8.4. Report No. FA-19-23 RE: Compliance and Enforcement 2022 Year-End Summary

Resolution No. FA-40-2023

Moved by Member Huson

Seconded by Member Tadeson

THAT the following documents **BE RECEIVED**:

- Niagara Peninsula Conservation Authority (NPCA) Quarterly Progress Report 4 As required for Conservation Authorities Act Amendments: Transition Plan and Agreements Regulation (O.Reg. 687/21);
- Report No. FA-16-23 RE: Human Resources - 2022 Annual Update;
- Report No. FA-18-23 RE: Planning and Regulations Annual Stats Report; and
- Report No. FA-19-23 RE: Compliance and Enforcement 2022 Year-End Summary.

CARRIED

9. DISCUSSION ITEMS

9.1. Report No. FA-12-23 RE: 2023 Operating and Capital Budgets – FINAL

Resolution No. FA-41-2023

Moved by Member Seaborn

Seconded by Member Metcalfe

1. **THAT** Report No. FA-12-23 RE: 2023 Operating and Capital Budgets – FINAL **BE APPROVED**.
2. **THAT** in accordance with the Board approved Reserves Policy, the amount of \$953,532 **BE ALLOCATED** from Reserves (Capital and Operating) to fund ongoing initiatives carried over from 2022 as per details provided in this report.
3. **AND FURTHER THAT** the 2023 Unfunded Budget Priorities list attached as Appendix 1 **BE ADOPTED** and staff **BE AUTHORIZED** to update the list and address critical pressures as funding becomes available through external funding sources and/or within the approved budget.

CARRIED

9.2. Report No. FA-15-23 RE: NPCA Public Advisory Committee - Member Recruitment and Appointment

Resolution No. FA-42-2023

Moved by Member Tadeson

Seconded by Member Cridland

1. **THAT** Report No. FA-15-23 RE: NPCA Public Advisory Committee - Member Recruitment and Appointment **BE RECEIVED**.
2. **THAT** the NPCA Board of Directors **APPOINTS** the individuals identified in Confidential Appendix 1 to Report FA-15-23.
3. **THAT** Confidential Appendix 1 to Report FA-15-23 **BE DEEMED** a public document and received into the record.
4. **AND THAT** the NPCA Board of Directors **ACKNOWLEDGES** the following individual appointed externally as per the PAC Terms of Reference: Tracy Boese (Niagara Region Métis Council).

CARRIED

9.3. Report No. FA-17-23 RE: 2022 Restoration Program Highlights and 2023 Restoration Project Approvals

Resolution No. FA-43-2023

Moved by Member Seaborn

Seconded by Member Metcalfe

1. **THAT** Report No. FA-01-22 RE: 2022 Restoration Program Highlights and 2023 Restoration Project Approvals **BE RECEIVED**.
2. **AND THAT** restoration projects selected from the November 2022 application intake (Appendix 1) **BE APPROVED**.

CARRIED

10. COMMITTEE REPORTS

10.1. Minutes of the Finance Committee Meeting dated April 6, 2023

Resolution No. FA-44-2023

Moved by Member Cridland

Seconded by Member Seaborn

THAT the minutes of the Finance Committee Meeting dated April 6, 2023 **BE APPROVED**.

CARRIED

10.1.1. Report No. FA-13-23 RE: 2022 Audited Financial Statements – This item was brought forward to be addressed in conjunction with item 7.1. Presentation by David Marks, Partner, Audit, KPMG LLP, RE: 2022 Audited Financial Statements

10.1.2. Report No. FA-14-23 RE: Procurement Activity -2022

Resolution No. FA-45-2023
Moved by Member Cridland
Seconded by Member Metcalfe

THAT Report No. FA-14-23 RE: Procurement – 2022 Activity **BE RECEIVED.**

CARRIED

10.2. Governance Committee Meeting dated April 13, 2023 (Meeting did not achieve quorum and relevant reports were brought forward for Board approval as below.)

10.2.1. Report No. GC-01-23 RE: Freedom of Information Statistical Report 2022

10.2.2. Report No. GC-02-23 RE: Governance Committee – 2023 Work Plan

10.2.3. Report No. GC-03-23 RE: Appointment of NPCA to Conservation Ontario Council Board of Directors

**** Items 10.2.1. through 10.2.3. were deferred to the next Governance Committee Meeting.**

10.2.4. Report No. GC-04-23 RE: Conservation Authority Act Section 28 and Section 29 Regulations Update

Resolution No. FA- 46-2023

Moved by Member Tadeson
Seconded by Member Seaborn

- 1. THAT** Report No. GC 04-23 RE: Proposed Provincial Planning Statement, and Bill 97, Helping Home Buyers, and Protecting Tenants Act, 2023 **BE RECEIVED.**
- 2. AND FURTHER THAT** staff **PREPARE** comments on the *Proposed Provincial Planning Statement* and Bill 97, *Helping Home Buyers, and Protecting Tenants Act, 2023* to be submitted to the Environmental Registry of Ontario.

CARRIED

15. ADJOURNMENT

With the loss of quorum, the Chair declared the meeting adjourned at 10:03 a.m..

Robert Foster
Chair,
Niagara Peninsula Conservation Authority

Chandra Sharma
Chief Administrative Officer / Secretary -
Treasurer
Niagara Peninsula Conservation Authority