



**FULL AUTHORITY  
IN-PERSON AND  
ONLINE VIDEO CONFERENCE  
MEETING MINUTES**

**Friday, December 16, 2022  
9:30 A.M.**

**Ball's Falls Centre for Conservation  
Glen Elgin Room  
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*

**MEMBERS PRESENT:** R. Foster (Chair)  
S. Beattie  
R. Brady  
D. Cridland  
L. Feor  
J. Hellinga  
D. Huson  
J. Ingrao  
K. Kawall  
B. Mackenzie  
J. Metcalfe  
E. Smith  
B. Steele  
M. Woodhouse  
B. Wright

**MEMBERS ABSENT:** B. Clark  
W. Rapley  
R. Shirton

**STAFF PRESENT:** C. Sharma, CAO / Secretary – Treasurer  
G. Bivol, Clerk  
E. Baldin, Manager, Land Planning  
A. Christie, Director, Land Operations  
D. Deluce, Senior Manager, Environmental Planning and Policy  
M. Ferrusi, Manager, People and Performance  
L. Gagnon, Director, Corporate Services  
T. Gaade, Program, Coordinator, Watershed Strategies and Climate Research  
E. Gervais, Procurement Specialist  
S. Gillis, Restoration Specialist  
N. Green, Manager, Climate Change and Special Programs  
L. Lee-Yates, Director, Watershed Management

S. MacPherson, Restoration Specialist  
S. Miller, Senior Manager, Infrastructure Engineering and Asset Management  
A. Powell, Manager, Conservation Areas Programs and Services  
K. Royer, Coordinator, Community Engagement  
G. Shaule, Administrative Assistant  
G. Verkade, Senior Manager, Integrated Watershed Planning

**ALSO PRESENT:** Brian Grant  
Patrick O'Neill  
Michelle Seaborn

Chair Foster called the meeting to order at 9:30 a.m..

## 1. APPROVAL OF AGENDA

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Resolution No. FA-117-2022  
Moved by Member Wright  
Seconded by Member Woodhouse

**THAT** the agenda for the Full Authority Meeting dated December 16, 2022 **BE APPROVED.**  
**CARRIED**

## 2. DECLARATIONS OF CONFLICT OF INTEREST

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None declared.

## 3. APPROVAL OF MINUTES

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- a) Minutes of the Full Authority Meeting dated November 18, 2022

Resolution No. FA-118-2022  
Moved by Member Ingrao  
Seconded by Member Mackenzie

**THAT** the minutes of the Full Authority Meeting dated November 18, 2022 **BE ADOPTED.**  
**CARRIED**

## 4. CHAIR'S UPDATE

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Chair Foster spoke on the accomplishments of the past term and thanked Members for their hard work.

## 5. CORRESPONDENCE

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- a) Email dated November 17, 2022 from Angela McRae, Legislative Coordinator, City of Hamilton RE: Council Appointments to the Niagara Peninsula Conservation Authority Board

of Directors

- b) Correspondence dated December 2, 2022, from Ann-Marie Norio Regional, Clerk RE: Regional Councillor Appointments to Niagara Peninsula Conservation Authority Board
- c) Correspondence dated November 30, 2022 from Bonnie Fox Policy and Planning Director, Conservation Ontario to the Ministry of Natural Resources and Forestry RE: Conservation Ontario's Comments on "Legislative and regulatory proposals affecting Conservation Authorities to support the Housing Supply Action Plan 3.0" (ERO #019-6141) - Member Huson posed questions.
- d) Correspondence dated November 23, 2022 from David Deluce, Senior Manager, Environmental Planning and Policy to MNR - PD - Resources Planning and Development Policy Branch RE: NPCA Comments Proposed Updates to the Ontario Wetland Evaluation System ERO Posting #019-6160 - Member Huson posed questions to staff.
- e) Correspondence dated December 4, 2022 from David Deluce, MCIP, RPP Senior Manager, Environmental Planning and Policy Ministry of Municipal Affairs and Housing RE: NPCA Comments Proposed Amendments to the Greenbelt Plan and Proposed Amendments to the Greenbelt Area Boundary Regulation ERO Postings #019-6216 and 019-6217

Resolution No. FA-119-2022

Moved by Member Hellinga

Seconded by Member Brady

**THAT** the following correspondence **BE RECEIVED:**

- Email dated November 17, 2022 from Angela McRae, Legislative Coordinator, City of Hamilton RE: Council Appointments to the Niagara Peninsula Conservation Authority Board of Directors;
- Correspondence dated December 2, 2022, from Ann-Marie Norio Regional, Clerk RE: Regional Councillor Appointments to Niagara Peninsula Conservation Authority Board;
- Correspondence dated November 30, 2022 from Bonnie Fox Policy and Planning Director, Conservation Ontario to the Ministry of Natural Resources and Forestry RE: Conservation Ontario's Comments on "Legislative and regulatory proposals affecting Conservation Authorities to support the Housing Supply Action Plan 3.0" (ERO #019-6141);
- Correspondence dated November 23, 2022 from David Deluce, Senior Manager, Environmental Planning and Policy to MNR - PD - Resources Planning and Development Policy Branch RE: NPCA Comments Proposed Updates to the Ontario Wetland Evaluation System ERO Posting #019-6160; and
- Correspondence dated December 4, 2022 from David Deluce, MCIP, RPP Senior Manager, Environmental Planning and Policy Ministry of Municipal Affairs and Housing RE: NPCA Comments Proposed Amendments to the Greenbelt Plan and Proposed Amendments to the Greenbelt Area Boundary Regulation ERO Postings #019-6216 and 019-621.

**CARRIED**

## 6. PRESENTATIONS

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- a) Presentation by Tom Insinna, Chair Niagara Peninsula Conservation Foundation RE:

Annual Update on NPCF and Fundraising Strategy – NPCF Chair Tom Insinna addressed the Board speaking on the Foundation’s achievements, strategic directions, its fundraising strategy, the \$5 Million Giving Fundraiser and donations for NPCA projects and events in 2022. He acknowledged the donations from Members of the NPCA Board and thanked the NPCA staff for their efforts. Members posed questions. Discussion ensued.

Resolution No. FA-120-2022

Moved by Member Feor

Seconded by Member Smith

**THAT** the verbal presentation by NPCF Chair Tom Insinna **BE RECEIVED**.

**CARRIED**

- b) Presentation by Adam Christie, Director, Conservation Areas and Steve Miller, Senior Manager, Infrastructure Engineering and Asset Management RE: Progress Update – Infrastructure Projects – Messrs. Christie and Miller presented via PowerPoint providing visuals of projects completed on NPCA properties and Conservation Areas. Members posed questions on Long Beach, Rockway, Chippawa and Binbrook Conservations Areas.

Resolution No. FA-121-2022

Moved by Member Wright

Seconded by Member Steele

**THAT** the PowerPoint presentation by Adam Christie, Director, Conservation Areas and Steve Miller, Senior Manager, Infrastructure Engineering and Asset Management RE: Progress Update – Infrastructure Projects **BE RECEIVED**.

**CARRIED**

## 7. DELEGATIONS

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None

## 8. CONSENT ITEMS

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- a) Report No. FA-48-22 RE: Progress Update on Indigenous Engagement Initiatives

Resolution No. FA-122-2022

Moved by Member Kawall

Seconded by Member Metcalfe

**THAT** Report No. FA-48-22 RE: Progress Update on Indigenous Engagement Initiatives **BE RECEIVED** for information.

**CARRIED**

## 9. DISCUSSION ITEMS

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- a) Report No. FA-50-22 RE: Climate Change Action Plan Framework and Progress Update - Natalie Green, Manager, Climate Change and Special Programs and Tara Gaade, Program,

Coordinator, Watershed Strategies and Climate Research were on hand to present the report and address Members' questions to staff.

Resolution No. FA-123-2022

Moved by Member Huson

Seconded by Member Cridland

1. **THAT** Report No. FA-50-22 RE: Climate Change Action Plan Framework and Progress Update and associated presentation **BE RECEIVED**.
2. **AND FURTHER THAT** the final Climate Change Action Plan be presented to the Board of Directors for approval in Q1 of 2023.

**CARRIED**

- b) Report No. FA-51-22 RE: Enhanced Watershed Restoration and Stewardship Program - Leilani Lee-Yates, Director, Watershed Management addressed questions.

Resolution No. FA-124-2022

Moved by Member Hellinga

Seconded by Member Wright

1. **THAT** Report No. FA-51-22 RE: Enhanced Watershed Restoration and Stewardship Program **BE RECEIVED**.
2. **THAT** staff **DEVELOP** program details, including guidelines, cost estimates, and staffing requirements in accordance with the recommendations within the "Enhanced Watershed Restoration and Stewardship Program" attached as Appendix 1.
3. **AND THAT** staff Report No. FA-51-2022 **BE CIRCULATED** to NPCA watershed municipalities in support of continued memorandum of understanding/ service level agreement discussions.

**CARRIED**

- c) Report No. FA-52-22 RE: Contract Award – KPMG LLP – External Audit Services – Lise Gagnon, Director, Corporate Services and Eric Gervais, Procurement Specialist addressed Members' questions.

Resolution No. FA-125-2022

Moved by Member Beattie

Seconded by Member Ingraio

1. **THAT** Report No. FA-52-22 RE: Contract Award – KPMG LLP – External Financial Audit Services **BE RECEIVED**.
2. **THAT** the Board **APPROVES** the NPCA External Financial Audit Services contract award to KPMG LLP for an annual upset limit of \$40,300 (plus non-recoverable HST) with an annual price escalation of 2% for a 3-year term (2022-2024) with two (2) one-year extensions.
3. **THAT** staff **BE AUTHORIZED** to execute all necessary documents as appropriate.

**CARRIED**

- d) Report No. FA-53-22 RE: Fees Policy – Ms. Lee-Yates responded to questions regarding chargebacks.

Resolution No. FA-126-2022  
Moved by Member Mackenzie  
Seconded by Member Woodhouse

1. **THAT** Report No. FA-53-22 RE: Fees Policy **BE RECEIVED**.
2. **AND THAT** the Fees Policy Appendix 1 of Report No. FA-53-22 Fees Policy **BE APPROVED**, with an effective date of December 16, 2022.

**CARRIED**

- e) Report No. FA-54-22 RE: Contract Award – Compensation Review and Salary Administration Project - Misti Ferrusi, Manager, People and Performance offered comment.

Resolution No. FA-127-2022  
Moved by Member Brady  
Seconded by Member Huson

1. **THAT** Report No. FA-54-22 RE: Contract Award – Compensation Review and Salary Administration Project **BE RECEIVED**.
2. **AND THAT** authorized staff **BE DIRECTED** to execute the award of contract for RFP number NPCA-2022-025 to Pesce & Associates Human Resources Consultants for a total cost not to exceed \$54,400 (plus non-recoverable HST), plus 10% contingency (if deemed necessary by NPCA staff), plus applicable taxes.

**CARRIED**

- f) Report No. FA-55-22 RE: Land Securement Strategy 2022-2032 – Ms. Lee-Yates spoke to the report.

Resolution No. FA-128-2022  
Moved by Member Smith  
Seconded by Member Metcalfe

1. **THAT** Report No. FA-55-22 RE: Land Securement Strategy 2022-2032, **BE APPROVED**.
2. **THAT** staff **DEVELOP** a Conservation Areas Strategy as per the *Conservation Authorities Act*, O. Reg 686/21 (Sec. 9 (1).1) and update the Land Securement Strategy as may be necessary to support the implementation of the Conservation Areas Strategy, Bill 23 and its associated regulations.
3. **THAT** staff **ENGAGE** municipal partners, land trusts, Indigenous organizations, the Niagara Peninsula Conservation Foundation, and Public Advisory Committee to seek input on the Conservation Areas Strategy and to explore partnerships toward future land securement.
4. **THAT** staff **DEVELOP** policy to guide decision-making regarding land acquisition and disposition, as per the *Conservation Authorities Act*, O. Reg 686/21 (Sec. 9 (2)(vi)).

5. **AND FURTHER THAT** staff **REPORT** back to the Board of Directors during Q1 of each calendar year on annual securement successes and highlight securement targets for the upcoming year.

**CARRIED**

- g) Report No. FA-56-22 RE: Status Update RE: CA Programs and Services Further to Royal Assent of Bill 23 – This report was circulated under separate cover. Ms. Lee-Yates presented the report.

Resolution No. FA-129-2022

Moved by Member Hellinga

Seconded by Member Feor

1. **THAT** Report No. FA-56-22 RE: Status Update RE: CA Programs and Services Further to Royal Assent of Bill 23 **BE APPROVED**.
2. **AND FURTHER THAT** staff **CIRCULATE** Report No. FA-56-22 to NPCA watershed municipalities as information and post the report to the NPCA Planning and Permits webpage.

**CARRIED**

## 10. COMMITTEE ITEMS

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### 10.1 PUBLIC ADVISORY COMMITTEE

- a) Minutes from the Meeting of the Public Advisory Committee dated December 1, 2022

Resolution No. FA-130-2022

Moved by Member Smith

Seconded by Member Kawall

**THAT** the minutes from the meeting of the Public Advisory Committee dated December 1, 2022 **BE RECEIVED**.

**CARRIED**

## 11. NOTICES OF MOTION

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None

## 12. MOTIONS

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None

## 13. NEW BUSINESS

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- a) C.A.O. Updates – Verbal – CAO Sharma spoke acknowledging the accomplishments and conclusion of this term of the Board thanking the membership for their contributions.

- b) Niagara Peninsula Conservation Foundation – Verbal Update – Having heard the delegation by NPCF Chair Insinna, no further update was given.

## 14. CLOSED SESSION

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- a) Personal Matters about Identifiable Individual(s), including NPCA Employees – Chief Administrative Officer Performance Evaluation - It was noted that Misti Ferrusi, Manager of People and Performance would be the recording secretary for the purposes of the closed session.

Resolution No. FA-131-2022

Moved by Member Brady

Seconded by Member Woodhouse

**THAT** the Board **PROCEED** into closed session at 11:23 a.m. in accordance with Section 10.1 of the Administrative By-law to discuss personal matters about identifiable individual(s), including NPCA employees, more specifically for the purpose of the Chief Administrative Officer performance evaluation.

**CARRIED**

Resolution No. FA-132-2022

Moved by Member Wright

Seconded by Member Woodhouse

**THAT** the closed session **BE ADJOURNED** at 12:42 p.m. and the Board **RECONVENE** in open session.

**CARRIED**

Resolution No. FA-133-2022

Moved by Member Wright

Seconded by Member Woodhouse

**THAT** staff **BE DIRECTED** to proceed as instructed in closed session.

**CARRIED**

## 15. ADJOURNMENT

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The meeting adjourned at 12:44 p.m..

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Robert Foster, Chair  
Niagara Peninsula Conservation Authority

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