



**FULL AUTHORITY  
ONLINE VIDEO CONFERENCE  
MEETING MINUTES  
Friday, December 17, 2021  
9:30 A.M.**

**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:** B. Johnson (Chair)  
S. Beattie (departed at 11:04 a.m.)  
R. Brady  
B. Clark  
L. Feor  
R. Foster  
J. Hellinga  
D. Huson  
J. Ingrao  
K. Kawall  
B. Mackenzie  
J. Metcalfe  
W. Rapley (arrived at 10:12 a.m.)  
R. Shirton  
E. Smith (arrived at 9:53 a.m.)  
B. Steele  
M. Woodhouse (arrived at 9:37 a.m.)  
B. Wright

**MEMBERS ABSENT:** D. Coon-Petersen  
D. Cridland

**OTHERS PRESENT:** Philip Kennedy, Suregrant Law

**STAFF PRESENT:** C. Sharma, CAO / Secretary – Treasurer  
G. Bivol, Clerk  
A. Christie, Director, Land Operations  
C. Coverdale, Business and Financial Analyst  
J. Culp, Manager, Compliance and Enforcement  
D. Deluce, Senior Manager, Planning and Regulations  
M. Ferrusi, Manager, Human Resources  
L. Gagnon, Director, Corporate Services  
L. Lee-Yates, Director, Watershed Management  
S. Miller, Senior Manager, Water Resources  
A. Powell, Manager Conservation Area Services

K. Royer, Coordinator, Community Outreach  
G. Shaule, Administrative Assistant  
G. Verkade, Senior Manager, Integrated Watershed Planning /  
Information Management

The Chair called the meeting to order at 9:31 a.m.. The Board was introduced to the C.A.O. Office staff.

## 1. APPROVAL OF AGENDA

---

Resolution No. FA-201-2021

Moved by Member Brady

Seconded by Member Clark

**THAT** agenda for the Full Authority Meeting agenda dated December 17, 2021 **BE APPROVED.**

**CARRIED**

## 2. DECLARATIONS OF CONFLICT OF INTEREST

---

None declared.

## 3. CLOSED SESSION

---

- a) Litigation or Potential Litigation - Verbal Update on Enforcement and Compliance Issue regarding Riverfront Community Property
- b) Personal matters about an identifiable individual including NPCA employees – C.A.O. Performance Evaluation (Verbal)

Resolution No. FA-202-2021

Moved by Member Feor

Seconded by Member Foster

**THAT** the meeting of the Board of Directors of the Niagara Peninsula Conservation Authority **CONVENE** in closed session at 9:39 a.m. in accordance with Section 10.1 of the NPCA Administrative By-law for the purpose of discussing:

- i) Litigation or Potential Litigation - Verbal Update on Enforcement and Compliance Issue regarding Riverfront Community Property;
- ii) Personal matters about an identifiable individual including NPCA employees – C.A.O. Performance Evaluation (Verbal).

**CARRIED**

At the conclusion of the closed deliberations and prior to the adoption of the following resolution, the Chair called for a ten-minute recess in order to notify staff to rejoin the meeting and to allow the broadcast and live streaming to resume.

Resolution No. FA-203-2021

Moved by Member Mackenzie  
Seconded by Member Metcalfe

**THAT** the Board of Directors meeting **RECONVENE** in open session at 11:14 a.m.

**CARRIED**

#### 4. APPROVAL OF MINUTES

---

- a) Minutes of the Full Authority Meeting dated November 19, 2021

Resolution No. FA-204-2021  
Moved by Member Huson  
Seconded by Member Hellinga

**THAT** the minutes of the Full Authority Meeting dated November 19, 2021 **BE APPROVED.**

**CARRIED**

#### 5. CORRESPONDENCE

---

- a) Correspondence dated November 18, 2021 to Brenda Johnson, NPCA Chair and Chandra Sharma, NPCA CAO-Secretary/Treasurer from the Honourable David Piccini, Minister of the Environment, Conservation and Parks RE: Application Seeking Exception under the Conservation Authorities Act Relating to Chair and Vice-Chair Appointments

Resolution No. FA-205-2021  
Moved by Member Mackenzie  
Seconded by Member Metcalfe

**THAT** the correspondence dated November 18, 2021 to Brenda Johnson, NPCA Chair and Chandra Sharma, NPCA CAO-Secretary/Treasurer from the Honourable David Piccini, Minister of the Environment, Conservation and Parks RE: Application Seeking Exception under the Conservation Authorities Act Relating to Chair and Vice-Chair Appointments **BE RECEIVED.**

**CARRIED**

#### 6. PRESENTATIONS

---

None

#### 7. DELEGATIONS

---

None

#### 8. CONSENT ITEM

---

- a) Report FA-67-21 RE: 2022 Forests Ontario Planting Delivery Agent Agreement

Resolution No. FA-206-2021  
Moved by Member Rapley  
Seconded by Member Shirton

**THAT** Report FA-67-21 RE: 2022 Forests Ontario Planting Delivery Agent Agreement **BE RECEIVED**.

**CARRIED**

## 9. DISCUSSION ITEMS

---

- a) Report No. FA-71-21 RE: 2022 Children's Charity Third Party Fundraiser Event at Ball's Falls – Alicia Powell, Manager Conservation Area Services presented. Staff were directed to encourage waste diversion and environmentally friendly practices such as the elimination of single use plastics when entering into agreements with service providers at NPCA events and facilities.

Resolution No. FA-207-2021  
Moved by Member Smith  
Seconded by Member Steele

1. **THAT** Report No. FA-71-21 RE: 2022 Children's Charity Third Party Fundraiser Event at Ball's Falls **BE RECEIVED**.
2. **AND THAT** the 2022 Fundraiser Event in support of Make-a-Wish Foundation outlined in Appendix 1 of Report No. FA-71-21 **BE APPROVED**.

**CARRIED**

- b) Report No. FA-74-21 RE: Board of Directors' 2022 Meeting Schedule – Staff were directed to provide public notification of the revised meeting start times.

Resolution No. FA-208-2021  
Moved by Member Steele  
Seconded by Member Huson

**THAT** the NPCA Board and Committee meeting schedule **BE AMENDED** to provide for a 9:00 a.m. commencement in 2022 reverting to the normal 9:30 a.m. start once in-person meetings can be re-established.

Resolution No. FA-209-2021  
Moved by Member Steele  
Seconded by Member Wright

1. **THAT** Report No. FA-74-21 RE: Board of Directors' 2022 Meeting Schedule **BE RECEIVED**.
2. **THAT** Appendices 1 and 2 to Report No. FA-74-21 RE: Board of Directors' 2022 Meeting Schedule **BE APPROVED**.
3. **THAT** the meeting schedule **BE MADE** available on the NPCA website and **PROVIDED** to the participating and local area municipalities.

**CARRIED**

Page | 4

- c) Report No. FA-75-21 RE: Award of Community Partnership at St. Johns Valley Centre Conservation Area – A. Christie, Director, Land Operations presented.

Resolution No. FA-210-2021

Moved by Member

Seconded by Member

1. **THAT** Report No. FA-75-21 RE: Award of Community Partnership at St. Johns Valley Centre Conservation Area **BE RECEIVED**.
2. **AND FURTHER THAT** staff **BE AUTHORIZED** to execute the appropriate agreement with the winning proponent (Niagara Catholic District School Board) to collaborate on the delivery of educational programming and enhancement of natural and cultural assets at St. Johns Valley Centre Conservation Area.

**CARRIED**

## 10. COMMITTEE ITEMS

---

### 10.1 PUBLIC ADVISORY COMMITTEE

- a) Minutes of the Public Advisory Committee meeting dated November 25, 2021

Resolution No. FA-211-2021

Moved by Member Woodhouse

Seconded by Member Wright

**THAT** the minutes of the Public Advisory Committee meeting dated November 25, 2021 **BE RECEIVED**.

**CARRIED**

- b) Report No. FA-72-21 RE: Draft NPCA Public Advisory Committee Meeting Plan 2022

Resolution No. FA-212-2021

Moved by Member Clark

Seconded by Member Feor

1. **THAT** Report No. FA-72-21 RE: Draft NPCA Public Advisory Committee Meeting Plan 2022 **BE RECEIVED**.
2. **AND THAT** the NPCA Board of Directors **APPROVE** the Draft NPCA Public Advisory Committee 2022 Workplan found in Appendix 1.

**CARRIED**

- c) Report No. FA-73-21 RE: NPCA Public Advisory Committee Member Re-Appointments

Resolution No. FA-213-2021

Moved by Member Foster

Seconded by Member Hellinga

1. **THAT** Report No. FA-73-21 RE: NPCA Public Advisory Committee Member Re-Appointments **BE RECEIVED**.

2. **THAT** the NPCA Board of Directors **RE-APPOINT** the individuals identified below as the members representing the following sectors of the NPCA Public Advisory Committee for 2022:

- i. Environmental: Jackie Oblak (Committee Chair)
- ii. Chamber of Commerce/Tourism: Harry Korosis
- iii. Public-at-Large/Landowners: Erika Furney
- iv. Public-at-Large: Donna Speranzini
- v. Agricultural South: Joseph Schonberger
- vi. Agricultural North: Michael Kauzlaric

**CARRIED**

## 10.2 GOVERNANCE COMMITTEE

a) Minutes of the Governance Committee Meeting dated December 10, 2021

Resolution No. FA-214-2021

Moved by Member Foster

Seconded by Member Feor

**THAT** the minutes of the Governance Committee Meeting dated December 10, 2021 **BE RECEIVED**.

**CARRIED**

b) Report No. GC-10-21 RE: Amendments to the Administrative By-law

Resolution No. FA-215-2021

Moved by Member Foster

Seconded by Member Feor

1. **THAT** Report No. GC-10-21 RE: Amendments to the Administrative By-law **BE RECEIVED**.

2. **THAT** the amending by-law attached hereto as Appendix 1 **BE ADOPTED** by the Board of Directors.

3. **AND THAT** the attached By-Law 01-2021 to amend the NPCA Administrative By-Law **BE CIRCULATED** to the Ministry of Environment, Conservation and Parks and **POSTED** on the NPCA website in advance of formal Board adoption in order to comply with legislated deadlines.

**CARRIED**

## 10. NOTICES OF MOTION

---

None

## 11. MOTIONS

---

None

## 12. NEW BUSINESS

---

- a) Policy on Buffer Setbacks – Member Clark presented a motion and spoke on NPCA policies and a review of buffers for natural hazards, wetlands and water courses. Discussion ensued.

Resolution No. FA-216-2021

Moved by Member Clark

Seconded by Member Smith

**THAT** in accordance with Appendix 4, Section 9, the Board hereby **WAIVES** the Section 7.1 of the Administrative By-Law to address a motion from the floor on buffers for natural hazards, wetlands and water courses.

**CARRIED**

Resolution No. FA-217-2021

Moved by Member Clark

Seconded by Member Smith

**THAT** staff **BE DIRECTED** to review and propose amendments to NPCA policies to set a minimum 30m buffer for natural hazards, wetlands and water courses, etc. and **REVIEW** the policy regarding exceptions with an update report back to the March 2022 meeting.

**CARRIED**

Recorded Vote:	Yea	Nay
Rick Brady	X	
Brad Clark	X	
Leah Feor	X	
Rob Foster	X	
Jack Hellinga	X	
Diana Huson	X	
John Ingrao	X	
Brenda Johnson	X	
Ken Kawall	X	
Bruce Mackenzie	X	
Bill Rapley	X	
Rob Shirton	X	
Ed Smith	X	
Bill Steele	X	
Mal Woodhouse	X	
Brian Wright	X	

- b) C.A.O. Update Verbal – In lieu of comment from C.A.O. Sharma, Vice Chair Mackenzie updated the Board on the recent Conservation Ontario meeting.
- c) Niagara Peninsula Conservation Foundation Update – Member Foster spoke on membership changes to the Foundation board and recent governance changes.

## 14. ADJOURNMENT

---

Resolution No. FA-218-2021  
Moved by Member Rapley  
Seconded by Member Shirton

**THAT** the Full Authority Meeting **BE ADJOURNED** at 12:31 p.m..

**CARRIED**

---

Brenda Johnson, Chair  
Niagara Peninsula Conservation Authority

---

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

DRAFT