

**NIAGARA PENINSULA CONSERVATION AUTHORITY
FULL AUTHORITY MEETING MINUTES**

Wednesday, September 20, 2017; 9:30 am
Ball's Falls, Centre for Conservation-Glen Elgin Room
3292 Sixth Avenue, Jordan, ON

MEMBERS PRESENT: S. Annunziata (Chair)
B. Baty
S. Beattie
F. Campion (left at 10:30 a.m.)
D. DiFruscio
J. Diodati
A. Jeffs
D. Joyner (left at 1:17 p.m.)
J. Kaspersetz (Vice-Chair)
J. Maloney
T. Quirk
R. Shirton
B. Timms

MEMBERS ABSENT: P. Darte (regrets sent)
P. MacPherson (regrets sent)

STAFF PRESENT: D. Barrick, Senior Director, Corporate Services
M. Brickell, Chief Administrative Officer
G. Furtney, Acting Director, Watershed Management
L. McManus, Clerk/ Executive Coordinator

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 Full Authority meeting was called to order at 9:35 am and Chair welcomed all in attendance.

DECLARATION OF CONFLICT OF INTEREST

None.

ADOPTION OF AGENDA

Board member Baty requested that an update be provided under "New/Other Business" respecting the Stakeholder Strategic Plan Review.

Resolution No. FA-164-17

Moved by Board Member Kaspersetz

Seconded by Board Member Quirk

That the agenda **BE AMENDED to add a Closed Session Item, for the purposes of receiving information of a confidential nature respecting Labour Relations, to be dealt with immediately following the adoption of the agenda.**

CARRIED

Resolution No. FA-165-17

Moved by Board Member Beattie

Seconded by Board Member Quirk

That the agenda **BE AMENDED to add a Closed Session Item, for the purposes of receiving information of a confidential nature respecting a Proposed or Pending Acquisition of Land, to be dealt with as Item 8 on the Closed Session portion of the agenda.**

CARRIED

Resolution No. FA-166-17

Moved by Board Member Campion

Seconded by Board Member Timms

That the agenda **BE AMENDED** to permit Teri Aversa, Health and Safety Officer, Ontario Public Service Employees' Union (OPSEU) to appear as a delegation.

Resolution No. FA 167-17

Moved by Board Member Quirk

Seconded by Board Member Kaspersetz

That consideration of the resolution to permit Teri Aversa, Health and Safety Officer, Ontario Public Service Employees' Union (OPSEU) to appear as a delegate **BE DEFERRED** to be dealt with immediately following the first Closed Session portion of the agenda.

CARRIED

Board Member Campion requested to be noted as opposed to the afore-mentioned deferral resolution.

Resolution No. FA-168-17

Moved by Board Member Quirk

Seconded by Board Member Kaspersetz

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

CARRIED

CLOSED SESSION

Resolution No. FA-169-17

Moved by Board Member Quirk
Seconded by Board Member Shirton

That the Full Authority Board **DO NOW MEET** in Closed Session for the purposes of receiving information of a confidential nature respecting Labour Relations.

CARRIED

Resolution No. FA-170-17

Moved by Board Member Joyner
Seconded by Board Member Quirk

That the Full Authority Board reconvene, without report, in Public Session.

CARRIED

The Board reconvened in Public Session at 10:10 a.m. with the following members present:

MEMBERS PRESENT:

- S. Annunziata (Chair)
- B. Baty
- S. Beattie
- F. Campion
- D. DiFruscio
- J. Diodati
- A. Jeffs
- D. Joyner
- J. Kaspersetz (Vice-Chair)
- J. Maloney
- T. Quirk
- R. Shirton
- B. Timms

The Board Chair advised members that as per the adoption of the amended agenda, the next item to be dealt with was Resolution No. FA-166-17, the request to permit Teri Aversa to appear as a delegation.

The Board Chair further advised that as per Sections 12.1 and 12.3 of the Niagara Peninsula Conservation Authority - Regulation #2 - Meeting Procedures, the resolution to permit Teri Aversa to appear as a delegate would require a ruling of two-thirds majority of the Board Members of the meeting.

A recorded vote was requested respecting Resolution No. FA-166-17, the request to permit Teri Aversa to appear as a delegate.

Recorded Vote:

Yes (8); B. Baty, S. Beattie, F. Campion, J. Diodati, A. Jeffs, D. Joyner, J. Maloney, B. Timms.

No (5); D. DiFruscio, J. Kaspersetz, T. Quirk, R. Shirton, S. Annunziata.

Minutes – Audit Committee, September 5, 2017

Resolution No. FA-173-17

Moved by Board Member Joyner

Seconded by Board Member Quirk

That the minutes of the Audit Committee meeting held on September 5, 2017 **BE APPROVED** as presented.

CARRIED

Minutes – Budget Steering Committee, September 13, 2017

Resolution No. FA-174-17

Moved by Board Member Joyner

Seconded by Board Member Quirk

That the following recommendation of the Budget Steering Committee meeting held on September 13, 2017 **BE APPROVED** as presented:

1. That the Budget Steering Committee recommend **APPROVAL** of its 2018 Draft Operating Budget, as presented, to the Board; and
2. That the Budget Steering Committee, subject to a legal review, recommend that the Board **APPROVE** enacting an Administrative Levy of \$300,000 per funding municipality.

Upon a request, Resolution No. FA-174-17 recommendations would be dealt with separately.

Resolution No. FA-175-17

Moved by Board Member Timms

Seconded by Board Member Jeffs

That staff **BE DIRECTED** to provide the presentation respecting the 2018 Draft Operating Budget.

Resolution No. FA-176-17

Moved by Board Member Jeffs

Seconded by Board Member Joyner

That the Budget Steering Committee minutes of the meeting held on September 13, 2017 **BE DEFERRED** to the Full Authority meeting being held on October 25, 2017.

A point of order was raised and the Board Chair ruled that Resolution No. FA-175-17 would be dealt with prior to the deferral recommendation.

Resolution No. FA-175-17

The Board Chair called the vote on Resolution No. FA-175-17, being the request to have staff provide the 2018 Draft Operating Budget presentation, and declared it,

CARRIED

Resolution No. FA-176-17
Moved by Board Member Jeffs
Seconded by Board Member Joyner

That the Budget Steering Committee minutes of the meeting held on September 13, 2017
BE DEFERRED to the Full Authority meeting being held on October 25, 2017.

WITHDRAWN

Presentation - 2018 Draft Operating Budget

At this point in the meeting Mark Brickell, Chief Administrative Officer, along with John Wallace, Manager of Finance, provided Board members with the 2018 Draft Operating Budget presentation. Topics of the presentation included:

- 2017 Budget Summary
- 2018 Budget Pressures
- Full-Time Salary and Benefits
- Budget Committee Direction (June 12, 2017)
- 2018 Niagara Region Special Levy
- 2018 Operating Budget Adjustments
- Funding Allocations to the 2017 Operating Budget
- 2018 Operating Expenditures
- 2018 Capital & Reserve Contributions

Upon a previous request, Resolution No. FA-174-17 recommendations were dealt with separately and in the following manner:

Resolution No. FA-174-17 --- Recommendation 1

1. That the NPCA Board recommend **APPROVAL** of its 2018 Draft Operating Budget, as presented.

CARRIED

Board member Beattie requested to be noted as opposed to the afore-mentioned resolution respecting the 2018 Draft Operating Budget.

Resolution No. FA-174-17 --- Recommendation 2

2. That the NPCA Board, subject to a legal review, recommend the **APPROVAL** of enacting an Administrative Levy of \$300,000 per funding municipality.

DEFEATED

2. Business Arising from the Minutes

Board member Timms withdrew his Notice of Motion which was raised at the Full Authority meeting held on July 19th which would have requested that the NPCA ask that the Niagara Region consider including the Regional Access Beach property in the Lake Erie Shoreline Master Plan.

3. Correspondence

Resolution No. FA-177-17

Moved by Board Member Baty

Seconded by Board Member Kaspersetz

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

- i) A letter (dated July 27, 2017) from Niagara Peninsula Conservation Authority (NPCA) Board Chair, Sandy Annunziata to Dick Hibma, Chair, Conservation Ontario and email response (dated July 28, 2017) respecting the Biennial Tour 2019;
- ii) An email (dated August 31, 2017) from the Honourable Kathryn McGarry, Minister of Natural Resources and Forestry thanking the NPCA for their involvement and comments on the *Building Better Communities and Conserving Watersheds Act*, 2017;
- iii) A letter (dated September 12, 2017) from Jean Aubry-Morin, Vice President, External Relations, St. Lawrence Seaway Management Corporation respecting Niagara Peninsula Source Protection Plan; and
- iv) A letter (dated September 12, 2017) from Pat Darte, Lord Mayor, Town of Niagara-on-the-Lake respecting an Extension Request for Response Deadline to Proposed Regional Natural Heritage System.

Upon a request, correspondence item 3 (iv) was dealt with separately:

Resolution No. FA 178-17

Moved by Board Member Quirk

Seconded by Board Member Timms

That Correspondence Item 3 (iv) being a letter dated September 12, 2017 respecting the Request for Response Deadline to the Proposed Niagara Peninsula Conservation Authority Living Landscape Document - Natural Heritage System **BE EXTENDED** to December 31, 2017; and

That staff **BE DIRECTED** to communicate the extension to area municipalities.

CARRIED

The Board Chair called the vote on Resolution No. FA-171-17, save and except correspondence item 3 (iv), and declared it,

CARRIED

4. Chair's Remarks

Chair Annunziata provided Board members with information respecting:

- Pleased to attend and support our Niagara Parks Commission partners at the 80th Anniversary of Harry Oaks Garden Theatre
- The NPCA was pleased to support the Metis Nation and deliver a donation of one-thousand dollars and to be invited to their Annual Harvest Dinner. After inviting our Metis Partners to the NPCA table, we were honoured to be invited to the Metis

table.

- Conversations with DSBN continue with the hopes of exploring opportunities and establishing a more formal partnership for outdoor learning on NPCA Properties
- the Hamilton Appeal: we continue to await a decision on the Hamilton Levy apportionment Appeal
- the NPCA Advisory Committee: a personal thank you to Kerry Royer and Renee Bisson for their work, a report will be coming to the Board later in the Agenda
- Bill 139: we are grateful to the Madame minister for her letter and for recognizing the NPCA for our contributions and support of the proposed changes to Bill 139. That omnibus bill has had first and second reading and we look forward to its final ascension
- Conservation Ontario: October 1-5, 2017 members of the NPCA will be attending Conservation Ontario Biennial Tour 2017 cohosted by our Conservation Partners, Credit Valley CA and Conservation Halton
- Looking forward to announcing that the NPCA, in 2019 and on the occasion of our 60th Anniversary will be the host of Conservation Ontario Biennial Tour 2019. Thank you to the Board for your commitment in moving that initiative forward
- Memorandum of Understanding (MOU) Region; discussions are ongoing. An e-mail was circulating with erroneous information; therefore, a response has been prepared and will be passed on to Board Members in order to properly address the issue
- NPCA Foundation: Niagara Region Chairs Annual Golf Tournament, thank you to Niagara Regional Chair Alan Caslin for generous contribution towards our Kids Camp program
- A reminder of the John Turner Gala being held on September 27, 2017 at Queen's Landing in Niagara-on-the-Lake
- Pleased to announce our newest Board Member Councillor Paul MacPherson, representing the Town of Lincoln, the Region of Niagara approved the appointment to the NPCA board, unfortunately Member McPherson could not be with us this morning but he has sent regrets. We look forward to formally welcoming him at our October 25th Board meeting. He will be an excellent representative for the residents of the Town of Lincoln for the balance of this term of office
- Also pleased to welcome Lisa McManus to the NPCA family. She joins us from the Town of Lincoln as Clerk to the Authority/Executive Coordinator to the CAO & Board. Lisa's experience and leadership qualities are highly coveted. She joins a talented team of dedicated Staff and we feel fortunate to have her. On behalf of the Board, Lisa welcome to the NPCA

5. CAO Remarks

Mark Brickell, Chief Administrative Officer provided Board members with the following:

- Workload: excited about how much work the Board members and staff have completed over the last two-months
- Farewell to Lisa Conte: as Board members know, Lisa Conte has moved on to the Region; however, worked after hours to assist NPCA staff in completing the agenda for today's meeting. Lisa was a huge presence at NPCA and her shoes will be hard to fill
- Welcome to Lisa McManus: the transition from Lisa to Lisa has been smooth. A lot of the Board members have worked with Lisa, she is a great talent and we are grateful and appreciative to have her
- Engagements: thankful to have had the opportunity to attend the Annual Metis Harvest Dinner; great people, respectful event and a great way to honour their heritage and culture. Look forward to their involvement with the NPCA Board and all the wisdom we can share and gain from their perspective
- Engagements: happy to attend Mickey DiFruscio's 91st birthday party, it was heavily attended by MP's, MPP's and past and present City of Thorold Mayor's. A great way to thank Mickey for all he does on behalf of the NPCA

Reports for Information:

6. Financial & Reserves – Month ending August 30, 2017 (Report No. 90-17)

Resolution No. FA 179-17

Moved by Board Member Beattie

Seconded by Board Member Quirk

That Financial and Reserve Report No. 90-17 month ending August 31, 2017 **BE RECEIVED** for information.

CARRIED

7. St. John's Valley Centre Revenue Opportunities (Report No. 91-17)

Resolution No. FA 180-17

Moved by Board Member Baty

Seconded by Board Member Quirk

That Report No. 91-17 regarding revenue opportunities for St. John's Valley Centre **BE RECEIVED** for information.

CARRIED

Reports for Consideration:

8. C.L.A.C. Terms of Reference (Report No. 94-17)

Resolution No. FA 181-17

Moved by Board Member Timms

Seconded by Board Member Beattie

1. That Report No. 94-17 **BE RECEIVED** for information;
2. That the NPCA Board of Directors **APPROVE** the Draft Terms of Reference, **as amended**, and the name change of the Community Liaison Advisory Committee to the Niagara Peninsula Conservation Authority (NPCA) Advisory **Committee** (Appendix 1); and
3. That the NPCA Board of Directors **APPOINT** the following individuals to the Niagara Peninsula Conservation Authority (NPCA) Advisory **Committee**:

Jeff Jordan (public at large)

Jonathan Whyte (Development Renewal)

Maurice Edwards (Landowners Renewal)

Dennis Dick (Conservation New member)

CARRIED

9. Proposed 2019 Wedding Fee Schedule Ball's Falls Conservation Authority (Report No. 95-17)

Resolution No. FA 182-17

Moved by Board Member Diodati

Seconded by Board Member Shirton

That the NPCA Board **APPROVE** the proposed 2019 Ball's Falls Wedding and Corporate Fee Structure for 2019 as outlined in Appendix 1 of Report No. 95-17.

CARRIED

10. Beamer Memorial CA – DRAFT lease agreement (Report No. 96-17)

Resolution No. FA 183-17

Moved by Board Member Beattie

Seconded by Board Member Timms

That the NPCA Board **AUTHORIZE** staff to enter into a (5) five-year Lease Agreement with the Royal Canadian Legion – Branch 127 for continued use of Beamer Memorial Conservation Area as a site for use by the 1st North Grimsby Scout Group.

CARRIED

11. 2019 Biennial Tour – Terms of Reference & Committee Selection

Resolution No. FA 184-17

Moved by Board Member Shirton

Seconded by Board Member Timms

1. That the NPCA 2019 Biennial Tour Committee – DRAFT Terms of Reference Report No. 97-17 **BE RECEIVED** for information;
2. That the NPCA Board **APPROVE** the NPCA 2019 Biennial Tour Committee DRAFT Terms of Reference (Appendix 3), **as amended**; and
3. That the Chair, Vice Chair and the following **five** Board Members **BE APPOINTED** to the Committee:
 - B. Baty
 - S. Beattie
 - J. Maloney
 - T. Quirk
 - B. Timms

CARRIED

12. New / Other Business

Staff provided an update with respect to the Stakeholder Strategy Plan Review sessions. Staff noted that an additional meeting has been scheduled for September 26th and that all previous registrants had been invited.

Board members requested that staff reach out to Performance Concepts Consulting and request that the September 12, 2017 charts be updated and that any agenda package information be released to registrants 7 days in advance of the September 26th meeting date.

CLOSED SESSION

Resolution No. FA-185-17

Moved by Board Member Jeffs

Seconded by Board Member Shirton

That the Full Authority Board **DO NOW MEET** in Closed Session for the purposes of receiving information of a confidential nature respecting Acquisition of Lands, Solicitor-Client and Identifiable Individuals.

CARRIED

PUBLIC SESSION

Resolution No. FA-186-17

Moved by Board Member Quirk

Seconded by Board Member Timms

That the Full Authority Board reconvene in Public Session.

CARRIED

The Board reconvened in Public Session at 1:38 p.m. with the following members present:

MEMBERS PRESENT: S. Annunziata (Chair)
B. Baty
S. Beattie
D. DiFruscio
J. Diodati
A. Jeffs
J. Kaspersetz (Vice-Chair)
J. Maloney
T. Quirk
R. Shirton
B. Timms

Resolution No. FA-187-17

Moved by Board Member Quirk

Seconded by Board Member Timms

That staff **PROCEED** as directed in Closed Session with respect to the following Confidential matters:

1. Solicitor-Client (Verbal Update)
2. Niagara Region MOU Review Process Update (Report No. CR-92-17)
3. Sale of 3.3-acre parcel (Report No. CR-93-17)
4. Property Matter – Fort Erie (Report No. CR-98-17)
5. Land Acquisition Report (Report No. CR-99-17)
6. Dillon Consulting Restoration Review Report (Verbal Update)
7. Potential Land Acquisition (Verbal Update)
8. Potential Land Acquisition (Verbal Update)

CARRIED

ADJOURNMENT

There being no further business, the Full Authority meeting adjourned at 1:39 p.m. with the following resolution;

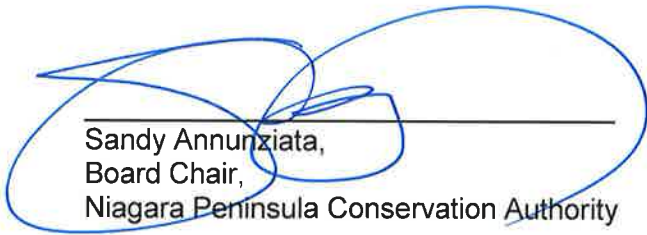
Resolution No. FA-188-17

Moved by Board Member Beattie


Seconded by Board Member Kaspersetz

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

CARRIED



Sandy Annunziata,
Board Chair,
Niagara Peninsula Conservation Authority



Lisa McManus,
Clerk to the Authority,
Executive Coordinator to the CAO
and Board Chair