



NIAGARA PENINSULA CONSERVATION AUTHORITY
Board of Directors Meeting Minutes
December 19, 2025, 10:00a.m.
Carolinian Hall
3350 Merrittville Hwy., Thorold ON

MEMBERS PRESENT: J. Metcalfe, Chair
S. Beattie, Vice Chair
B. Clark (departed at 1:00p.m.)
D. Cridland
R. Foster (departed at 1:00p.m.)
B. Grant
M. Seaborn
M. Tadeson
A. Witteveen

REGRETS: P. O'Neill

STAFF PRESENT: L. Lee-Yates, CAO/Secretary-Treasurer
E. Baldin, Manager, Land Planning
J. Bodini, Marketing & Engagement Coordinator
A. Christie, Director, Conservation Areas
Z. Dadson, Manager, Grants & Project Coordination
M. Davis, Manager, Office of the CAO & Board
D. Deluce, Director, Planning & Development
N. Devos, Park Manager, Chippawa Creek
M. Ferrusi, Manager, People & Performance
L. Gagnon, Director, Corporate Services
R. Graham, Manager, Digital Transformation & IT
N. Green, Director, Watershed Strategies & Climate Change
M. MacIntyre, Park Manager, Long Beach
S. Miller, Senior Manager, Infrastructure Engineering
E. Navarro, Supervisor, Communications & PR

OTHERS PRESENT: Francesco Agueci, Project Principal, Pretium Engineering Inc.
Sarah Quinlan Cutler, Acting Field Unit Superintendant,
Southwestern Ontario Field Unit, Parks Canada
Tim Duncan, Partner, Folger Rubinoff LLP

The meeting was called to order at 10:05 a.m.

1. APPROVAL OF AGENDA

Resolution No. FA-133-2025

Moved by: Stew Beattie

Seconded by: Michelle Seaborn

THAT the agenda for the Full Authority Special Meeting held December 19, 2025 **BE AMENDED** to address Item 9.1. immediately following Item 6.2.

CARRIED

2. DECLARATION OF CONFLICTS OF INTEREST

None.

3. APPROVAL OF MINUTES

Resolution No. FA-134-2025

Moved by: Donna Cridland

Seconded by: Mark Tadeson

THAT the following Minutes **BE APPROVED**:

- 3.1.** Minutes of the Full Authority Meeting, dated November 21, 2025;
- 3.2.** Minutes of the Full Authority Special Meeting, dated December 5, 2025; and
- 3.3.** Closed Session Minutes of the Full Authority Meeting, dated November 21, 2025.

CARRIED

4. CHAIRS UPDATE

- Good morning, everyone, thank you for joining us today. As we prepare for the holidays and wrap up 2025, I'd like to thank each and everyone of you around this table for your contributions this year. It has been a year full of great strides and it has been an honour to serve as Chair to advance NPCA's priorities.
- Chair Metcalfe attended the WomenChant Winter Solstice Concert on December 18 at Ball's Falls, and thanked NPCF and NPCA staff who support the Foundation in the success of such a wonderful event that brings our community together.
- Chair Metcalfe noted that staff have been diligently advocating regarding the Province's proposed changes to conservation authorities. He and CAO Lee-Yates attended multiple engagement sessions, and along with Vice Chair Beattie, have connected with our partners at Conservation Ontario to amplify our voices.
- Chair Metcalfe yielded the floor to CAO Lee-Yates to provide an update, thanking staff, Board members, and municipal partners for their support throughout NPCA's engagement efforts on the proposed consolidation and wishing all a joyous holiday season.
- CAO Lee-Yates yielded the floor the Member Tadeson to provide an update from the Foundation. Member Tadeson noted that several strong applications to join NPCF's Board have been submitted and encouraged colleagues to participate in the Director's Challenge up to December 31, 2025.

5. CORRESPONDENCE

Resolution No. FA-135-2025

Moved by: Robert Foster

Seconded by: Donna Cridland

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

5.1. Correspondence dated November 25, 2025, from Municipality of Shuniah RE: Resolution No. 380-25 pertaining to Bill 68 (Schedule 3) and proposed regional consolidation of Ontario's conservation authorities

5.2. Correspondence dated November 26, 2025 from Ausable Bay Conservation Authority RE: Bill 68 – Proposed New Ontario Provincial Conservation Agency and ERO 025-1257;

5.3. Correspondence dated November 27, 2025 from Catfish Creek Conservation Authority RE: Resolution (Bill 68 and ERO Posting 025-1257);

5.4. Correspondence dated November 28, 2025 from the City of Windsor RE: Decision Number CR481/2025 pertaining to Bill 68 and proposed regional consolidation of Ontario's conservation authorities;

5.5. Correspondence dated December 9, 2025 from Credit Valley Conservation RE: ERO Posting 025-1257: Proposed Boundaries for the Regional Consolidation of Ontario's Conservation Authorities;

5.6. Correspondence dated December 12, 2025 from Niagara Region RE: CL-C 77-2025 Regional Consolidation of Ontario's Conservation Authorities;

5.7. Correspondence dated December 15, 2025 from the City of Greater Sudbury RE: Members' Motion - Consultation on the Proposed Boundaries for the Regional Consolidation of Ontario's Conservation Authorities;

5.8. Correspondence dated December 15, 2025 from Conservation Halton RE: Bill 68 and proposed boundaries for the regional consolidation of Ontario's Conservation Authorities (ERO Posting #025-1257);

5.9. Correspondence dated December 17, 2025 from Niagara Falls Nature Club RE: ERO 025-1257 – Proposed boundaries for the regional consolidation of Ontario's conservation authorities; and

5.10. Correspondence dated December 17, 2025 from the Town of Pelham RE: Ontario Provincial Conservation Agency & Proposed Boundaries for Regional Conservation Authorities.

CARRIED

6. PRESENTATIONS

6.1. TPN Content Development Grant – Conservation Areas & Eco-tourism

Supervisor, Communications & Public Relations, Erika Navarro, and Marketing & Engagement Coordinator, JoyAnna Bodini, provided a presentation on the above noted.

Resolution No. FA-136-2025

Moved by: Stew Beattie

Seconded by: Albert Witteveen

THAT the TPN Content Development Grant – Conservation Areas & Eco-tourism presentation **BE RECEIVED**.

CARRIED

6.2. NPCA Campground Electrical Upgrades

Francesco Agueci, Project Principal at Pretium Engineering Inc., provided a presentation on the above noted. Discussion ensued regarding engagement with seasonal campers, projected revenues, and maintaining non-serviced section for tent camping ensued. Further discussion regarding phasing of the project to minimize interruption to park services took place.

Resolution No. FA-137-2025

Moved by: Mark Tadeson

Seconded by: Stew Beattie

THAT the Campground Operating Strategy presentation **BE RECEIVED**.

CARRIED

9.1. Report No. FA-60-25 RE: NPCA Campground Electrical Upgrades

Senior Manager, Infrastructure Engineering, Steve Miller, and Director, Conservation Areas, Adam Christie, provided brief remarks related to the above noted report.

Discussion ensued regarding prioritization of phased project planning to ensure upgrades are fiscally prudent.

Resolution No. FA-138-2025

Moved by: Robert Foster

Seconded by: Mark Tadeson

THAT Report No. FA-60-25 regarding NPCA Campground Electrical Upgrades **BE RECEIVED**;

AND THAT staff **BE DIRECTED** to proceed with engineered drawings for 500kW electrical capacity upgrades at Chippawa Creek Conservation Area and Long Beach Conservation Area;

AND THAT staff **BE DIRECTED** to proceed with engineering drawings to upgrade campsites to 30-amp services at Chippawa Creek Conservation Area and Long Beach Conservation Area;

AND THAT staff **BE DIRECTED** to proceed with generating detailed business cases, phasing plans, and financial models to undertake the proposed works required to increase Hydro One servicing capacity upgrades at Chippawa Creek Conservation Area and Long Beach Conservation Area;

AND THAT staff **BE DIRECTED** to proceed with generating detailed business cases, phasing plans, and financial models to undertake the proposed works required to upgrade campsites to 30-amp services at Chippawa Creek Conservation Area and Long Beach Conservation Area;

AND THAT staff **BE DIRECTED** to identify and pursue funding opportunities to implement the recommended renewable energy systems;

AND THAT staff **REPORT BACK** on proposed works, phasing plans, and financial models for Board consideration on or before July 24, 2026.

CARRIED

8. CONSENT ITEMS

Resolution No. FA-139-2025

Moved by: Albert Witteveen

Seconded by: Donna Cridland

THAT Report No. FA-65-25 RE: Asset Management Plan Status Update **BE RECEIVED**.

CARRIED

9. DISCUSSION ITEMS

9.2. Report No. FA-63-25 RE: Agreement of Services between the Corporation of the City of Thorold and Niagara Peninsula Conservation Authority

Resolution No. FA-140-2025

Moved by: Donna Cridland

Seconded by: Mark Tadeson

THAT Report No. FA-63-25 RE: Agreement of Services between the Corporation of the City of Thorold and Niagara Peninsula Conservation Authority **BE RECEIVED**;

AND THAT the Agreement of Services between the Corporation of the City of Thorold and Niagara Peninsula Conservation Authority **BE APPROVED**;

AND THAT the CAO/Secretary – Treasurer and NPCA Chair **BE AUTHORIZED** to sign required documents to execute said agreement;

AND FURTHER THAT the final executed Agreement of Services between the Corporation of the City of Thorold and Niagara Peninsula Conservation Authority **BE MADE PUBLICLY AVAILABLE** on NPCA's website.

CARRIED

9.3. Report No. FA-62-25 RE: Agreement of Services between the Corporation of the City of Niagara Falls and Niagara Peninsula Conservation Authority

Resolution No. FA-141-2025

Moved by: Donna Cridland

Seconded by: Mark Tadeson

THAT Report No. FA-62-25 RE: Agreement of Services between the Corporation of the City of Niagara Falls and Niagara Peninsula Conservation Authority **BE RECEIVED**;

AND THAT the Agreement of Services between the Corporation of the City of Niagara Falls and Niagara Peninsula Conservation Authority **BE APPROVED**;

AND THAT the CAO/Secretary – Treasurer and NPCA Chair **BE AUTHORIZED** to sign required documents to execute said agreement;

AND FURTHER THAT the final executed Agreement of Services between the Corporation of the City of Niagara Falls and Niagara Peninsula Conservation Authority **BE MADE PUBLICLY AVAILABLE** on NPCA's website.

CARRIED

9.4. Report No. FA-66-25 RE: 2026 Fee Schedule

Director, Corporate Services, Lise Gagnon, provided a brief overview of the above noted report.

Resolution No. FA-142-2025

Moved by: Albert Witteveen

Seconded by: Michelle Seaborn

THAT Report No. FA-66-25 RE: 2026 Fee Schedule **BE RECEIVED**;

AND THAT the 2026 Fee Schedule outlined in Appendix 1 of Report No. FA-66-25 **BE APPROVED**, with an effective date of January 1, 2026;

AND THAT the 2026 Fee Schedule **BE MADE PUBLICALLY AVAILABLE** on the NPCA website;

AND FURTHER THAT in the event of the issuance of direction from the Minister of Environment, Conservation and Parks to require a conservation authority not to change amounts charged for plan reviewing and commenting and issuing permits, as directed in previous years, the **CAO/SECRETARY-TREASURER BE DIRECTED TO ADJUST THE 2026 Fee Schedule** to reflect the plan review and permit fees in the Board-approved 2025 Fee Schedule.

CARRIED

9.5. Report No. FA-61-25 RE: Authorization to enter into a Licence of Occupation Agreement with Parks Canada – Niagara Shores Park

Director, Watershed Strategies & Climate Change, Natalie Green, provided a brief overview of the proposed initiative. Discussion ensued regarding park access and length of the agreement.

Resolution No. FA-143-2025

Moved by: Robert Foster

Seconded by: Donna Cridland

THAT Report No. FA-61-25 RE: Licence of Occupation Agreement with Parks Canada – Niagara Shores Park **BE RECEIVED;**

AND THAT the Licence of Occupation Agreement between Parks Canada and the Niagara Peninsula Conservation Authority, as appended herein, **BE APPROVED;**

AND THAT the CAO/Secretary – Treasurer **BE AUTHORIZED** to sign required documents to execute said agreement;

AND THAT staff **BE DIRECTED** to report back annually on the status and planned activities pertaining to the Niagara Shores Park property;

AND FURTHER THAT Report No. FA-61-25 **BE CIRCULATED** to the Town of Niagara-on-the-Lake and Niagara Region for information.

CARRIED

10. COMMITTEE REPORTS

Resolution No. FA-144-2025

Moved by: Mark Tadeson

Seconded by: Stew Beattie

THAT the Public Advisory Committee minutes, dated November 25, 2025 **BE APPROVED.**

CARRIED

11. MOTIONS

None.

12. NOTICES OF MOTION

None.

13. NEW BUSINESS

None.

14. CLOSED SESSION

Resolution No. FA-145-2025

Moved by: Mark Tadeson

Seconded by: Stew Beattie

THAT the Full Authority Meeting scheduled on December 19, 2025 **NOW** move into closed session at 11:40a.m.

CARRIED

Resolution No. FA-146-2025

Moved by: Mark Tadeson

Seconded by: Albert Witteveen

THAT the Full Authority Meeting scheduled on December 19, 2025 **RESUME** open session at 1:15p.m.

CARRIED

15. ADJOURNMENT

Chair Metcalfe adjourned the meeting at 1:16 p.m.