

Board of Directors Meeting
March 22, 2024, 9 a.m.
Ball's Falls Centre for Conservation
3292 Sixth Avenue, Jordan, ON
MINUTES

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 – ROLL CALL

Chair Foster called the meeting to order at **9:03 a.m.**

MEMBERS PRESENT: R. Foster, Chair
S. Beattie
B. Clark
D. Cridland
B. Grant
D. Huson
J. Metcalfe, Vice-Chair
P. O'Neill
M. Seaborn
M. Tadeson

REGRETS: B. Clark
B. Grant

STAFF PRESENT: C. Sharma, CAO / Secretary – Treasurer
A. Christie, Director, Conservation Areas
J. Culp, Manager, Compliance & Enforcement
D. Deluce, Sr. Manager Planning & Infrastructure
M. Ferrusi, Manager, People & Performance
L. Gagnon, Director, Corporate Services
L. Lee-Yates, Director, Planning and Development
E. Navarro, Communications & Marketing Specialist
A. Powell, Manager, Conservation Areas Programs & Services
G. Shaule, Administrative Assistant

1. APPROVAL OF AGENDA

Item 3.2 Closed Session Minutes dated February 16, 2024 to be deferred to next Full Authority Board Meeting on April 19, 2024.

Resolution No. FA-13-2024

Moved by: Stew Beattie

Seconded by John Metcalfe

THAT the agenda dated March 22, 2024 **BE APPROVED** as amended.

CARRIED

2. DECLARATIONS OF CONFLICT OF INTEREST

None.

3. APPROVAL OF MINUTES

3.1. Minutes of the Full Authority Meeting dated February 16, 2024.

Discussion regarding the revision of Item 13.1 Foundation Updates pertaining to the NPCF's Trivia Event proceeds.

Resolution No. FA-14-2024

Moved by: Diana Huson

Seconded by Michelle Seaborn

THAT The Minutes of the Full Authority Meeting dated February 16, 2024 **BE APPROVED** as amended.

CARRIED

4. CHAIR'S UPDATE

- This will be the last Full Authority Board meeting at Balls Falls. The next Full Authority Board meeting will be held at 3350 Merrittville Hwy, Thorold, ON.
- This will be the last time Robert Foster presides as Chair for Full Authority Board meetings as it is the end of his term.

5. CORRESPONDENCE

5.1. Correspondence from Niagara Region dated February 23, 2024 RE: Statutory Public Meeting for a Regional Official Plan Amendment Application – Proposed Law Quarry Expansion, Township of Wainfleet.

Resolution No. FA-15-2024

Moved by: Mark Tadeson

Seconded by Patrick O'Neill

THAT correspondence from Niagara Region dated February 23, 2024 RE: Statutory Public Meeting for a Regional Official Plan Amendment Application – Proposed Law Quarry Expansion, Township of Wainfleet **BE RECEIVED**.

CARRIED

6. PRESENTATIONS

6.1. NPCA Planning and Permitting Policies Amendments and Transition Plan to Conform to *Conservation Authorities Act* and New Ontario Regulations.

Presented by Leilani Lee-Yates, Director, Planning & Permitting and A/Director, Watershed Strategies & Climate Change.

Resolution No. FA-16-2024

Moved by: Donna Cridland

Seconded by Stew Beattie

THAT Presentation Re: NPCA Planning and Permitting Policies Amendments and Transition Plan to Conform to Conservation Authorities Act and New Ontario Regulations **BE RECEIVED**.

CARRIED

7. DELEGATIONS

None.

8. CONSENT ITEMS

8.1. Report No. FA-08-24 RE: Update on Ball's Falls Thanksgiving Festival

Director Adam Christie introduced Alicia Powell, Manager, Conservation Areas Programs & Services, to speak to this report.

8.2. Report No. FA-10-24 RE: Compliance and Enforcement 2023 Year-End Summary

8.3. Report No. FA-11-24 RE: Planning and Regulations 2023 Year-End Summary

8.4. Report No. FA-14-24 RE: Update on 2024 Hawkwatch Good Friday Open House

Resolution No. FA-17-2024

Moved by: John Metcalfe

Seconded by: Michelle Seaborn

THAT the following reports **BE RECEIVED**:

- Report No. FA-08-24 RE: Update on Ball's Falls Thanksgiving Festival;
- Report No. FA-10-24 RE: Compliance and Enforcement 2023 Year-End Summary;
- Report No. FA-11-24 RE: Planning and Regulations 2023 Year-End Summary; and
- Report No. FA-14-24 RE: Update on 2024 Hawkwatch Good Friday Open House.

CARRIED

9. DISCUSSION ITEMS

9.1. Report No. FA-15-24 RE: Single Source Procurement for Ball's Falls Thanksgiving Festival

Resolution No. FA-18-2024

Moved by: Diana Huson

Seconded by: Patrick O'Neill

THAT Report No. FA-15-24 RE: Single Source Procurement for Ball's Falls Thanksgiving Festival **BE RECEIVED**;

AND THAT a single source contract to TNR Productions Inc. in the amount of \$56,204.00 (plus non-recoverable HST) **BE APPROVED**.

CARRIED

9.2. Report No. FA-09-24 RE: New *Conservation Authorities Act* Legislative and Regulatory Requirements – NPCA Housekeeping Policy Amendments and Transition Plan

Resolution No. FA-19-2024

Moved by: Mark Tadeson

Seconded by: Donna Cridland

WHEREAS the Niagara Peninsula Conservation Authority (NPCA) Policy Document: Policies for Planning and Development in the Watersheds of the Niagara Peninsula Conservation Authority was approved by the Board of Directors on November 4, 2022, through Resolution No. FA-105-2022, with additional approval of deferred policies on November 18, 2022, through Governance Committee Recommendation No. GC-37-2022;

WHEREAS on February 16, 2024, the Ministry of Natural Resources and Forestry issued a notice on the Environmental Registry of Ontario of the government's decision to proclaim legislative and regulatory amendments under the Conservation Authorities Act that will all come into force on April 1, 2024;

NOW THEREFORE IT BE RESOLVED THAT Report No. FA-09-24 RE: New Conservation Authorities Act Legislative and Regulatory Requirements – NPCA Housekeeping Policy Amendments and Transition Plan **BE APPROVED**;

THAT staff **BE AUTHORIZED** to revise NPCA Policy Document: Policies for Planning and Development in the Watersheds of the Niagara Peninsula Conservation Authority to include housekeeping amendments described in Appendix 1 for implementation on the provincially set date of April 1, 2024;

THAT staff **BE AUTHORIZED** to implement the transition plan identified in Appendix 2 and to report to the Board periodically on these matters;

THAT a copy of the Board of Directors decision and Report FA-09-24 RE: New Conservation Authorities Act Legislative and Regulatory Requirements – NPCA Housekeeping Policy Amendments and Transition Plan be **CIRCULATED** to the Office of the Clerk for NPCA's watershed upper, single,

and lower-tier municipalities for their information, and **POSTED** on the NPCA's website.

CARRIED

9.3. Report No. FA-13-24 RE: Appointment of Regulations Officers under the Conservation Authorities Act

Resolution No. FA-20-2024

Moved by: Stew Beattie

Seconded by: Michelle Seaborn

THAT Report No. FA-13-24 RE: Niagara Peninsula Conservation Authority (NPCA) – Re-appointment of Officers **BE RECEIVED**;

AND THAT the NPCA Regulations Officers named below, **BE RE-APPOINTED**, under Section 30.1 of the *Conservation Authorities Act* beginning April 1, 2024, for the terms of their employment with the NPCA, as Officers of the NPCA and Provincial Offences Officers;

AND THAT the NPCA Conservation Areas staff named below, **BE RE-APPOINTED**, under Section 30.1 of the *Conservation Authorities Act*, beginning April 1, 2024, for the terms of their employment with the NPCA, as Officers of the NPCA and Provincial Offences Officers.

CARRIED

9.4. Report No. FA-12-24 RE: Permit Signatory Delegation Under the Conservation Authorities Act

Resolution No. FA-21-2024

Moved by: John Metcalfe

Seconded by: Diana Huson

THAT Report No. FA-12-24 RE: Delegation of Authority under the *Conservation Authorities Act* **BE RECEIVED**;

AND THAT the Board **DELEGATE AUTHORITY**, under Section 28.4 of the *Conservation Authorities Act*, to the CAO/Secretary-Treasurer and Director, Planning and Development as signatories on Section 28 work permits beginning April 1, 2024, for the terms of their employment with the Niagara Peninsula Conservation Authority (NPCA);

AND THAT the Board **DELEGATE AUTHORITY**, under Section 28.4 of the *Conservation Authorities Act*, to the Senior Manager, Environmental Planning and Policy, and Manager, Planning and Permits as signatories on Section 28 "routine" and "minor work" permits that are not exempt beginning April 1, 2024, for the terms of their employment with the NPCA;

AND THAT the Board **DELEGATE AUTHORITY**, under Section 28.4 of the *Conservation Authorities Act*, to the CAO/Secretary-Treasurer and Director, Planning and Development to carry out administrative reviews of complete

permit applications under Section 8 of Ontario Regulation 41/24 beginning April 1, 2024, for the terms of their employment with the NPCA.

CARRIED

10. COMMITTEE REPORTS

10.1. Governance Committee Minutes dated February 16, 2024

Resolution No. FA-22-2024

Moved by: Michelle Seaborn

Seconded by: John Metcalfe

THAT the Governance Committee Minutes dated February 16, 2024 **BE APPROVED.**

CARRIED

10.2. Public Advisory Committee Minutes dated February 27, 2024

Resolution No. FA-23-2024

Moved by: Mark Tadeson

Seconded by: Diana Huson

THAT the Public Advisory Committee Minutes dated February 27, 2024 **BE APPROVED.**

CARRIED

10.3. Source Protection Authority Committee Minutes dated October 20, 2023

Resolution No. FA-24-2024

Moved by: Patrick O'Neill

Seconded by: Donna Cridland

THAT The Source Protection Authority Committee Minutes, dated October 20, 2023 **BE APPROVED.**

CARRIED

11. MOTIONS

11.1 Appointment of Auditors

The Niagara Peninsula Conservation Authority appoints KPMG LLP as its auditors for the 2024 fiscal year.

Resolution No. FA-25-2024

Moved by: Stew Beattie

Seconded by: John Metcalfe

BE IT RESOLVED THAT the Niagara Peninsula Conservation Authority **APPOINTS** KPMG LLP as its auditors for the 2024 fiscal year.

12. NOTICES OF MOTION

None.

13. NEW BUSINESS

13.1 Verbal update RE: Niagara Peninsula Conservation Foundation (NPCF):

- NPCF attended a community engagement event on March 13, 2024, and delivered a PowerPoint presentation at the Jordan Lions Club.
- Networking Opportunities at Hamilton Chamber of Commerce.
- Potential for forming a partnership with Bienenstock Natural playgrounds and NPCF.
- Partial proceeds from anniversary celebrations at The Exchange Brewery on April 14, 2024, in Niagara-On-The-Lake to benefit NPCF.
- Tree Planting Initiative with Rotary Club Fonthill-Pelham on April 20, 2024.
- Earth day promotion and scrap metal drive on April 22, 2024, with HTZ FM Radio.

14. CLOSED SESSION

14.1 Personal matters about an identifiable individual(s), including NPCA employees – Chief Administrative Officer Performance Evaluation

Resolution No. FA-26-2024

Moved by: John Metcalfe

Seconded by: Stew Beattie

THAT the Board move into closed session at **9:45 a.m.**

CARRIED

Resolution No. FA-29-2024

Moved by: Michelle Seaborn

Seconded by: Patrick O'Neill

THAT the Board move into open session at **10:19 a.m.**

CARRIED

15. ADJOURNMENT

The full Authority Board Meeting adjourned at **10:20 a.m.**