



**NIAGARA PENINSULA CONSERVATION AUTHORITY**  
**Board of Directors Meeting Minutes**  
**November 21, 2025, 10:00a.m.**  
**Carolinian Hall**  
**3350 Merrittville Hwy., Thorold ON**

**MEMBERS PRESENT:** J. Metcalfe, Chair  
S. Beattie, Vice Chair  
B. Clark  
D. Cridland  
R. Foster  
B. Grant  
M. Seaborn  
M. Tadeson  
A. Witteveen

**MEMBERS ABSENT:** P. O'Neill

**STAFF PRESENT:** L. Lee-Yates, CAO/Secretary-Treasurer  
E. Baldin, Manager, Land Planning  
W. Catterick, GIS Technician  
A. Christie, Director, Conservation Areas  
M. Davis, Manager, Office of the CAO & Board  
D. Deluce, Director, Planning & Development  
N. Devos, Park Manager, Chippawa Creek Conservation Area  
M. Ferrusi, Manager, People & Performance  
L. Gagnon, Director, Corporate Services  
N. Green, Director, Watershed Strategies & Climate Change  
M. McIntyre, Parks Manager, Long Beach Conservation Area  
S. Miller, Senior Manager, Infrastructure Engineering  
E. Navarro, Supervisor, Communications & PR  
S. Pfeifer, Investment & Donor Relations Officer, NPCF  
T. Proks, Source Water Protection & Hydrogeology Specialist  
G. Shaule, Administrative Assistant

**OTHERS PRESENT:** Will Meneray, Canvas Strategy Consulting Group  
James Meneray, Canvas Strategy Consulting Group  
Brett Harrington, Chair, NPCF

---

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

**1. APPROVAL OF AGENDA**

Resolution No. FA-113-2025

Moved by: Brian Grant

Seconded by: Stew Beattie

**THAT** the agenda for the Full Authority Board meeting held on November 21, 2025 **BE AMENDED** to address Item 7.1. immediately following Item 5.1.;

**AND THAT** the November 21, 2025 agenda be further amended to address Item 9.2 immediately following 6.2.

**CARRIED**

## **2. DECLARATIONS OF CONFLICT OF INTEREST**

None.

## **3. APPROVAL OF MINUTES**

Resolution No. FA-114-2025

Moved by: Brian Grant

Seconded by: Michelle Seaborn

**THAT** the Minutes of the Full Authority Meeting and the Closed Session Minutes dated October 24, 2025 **BE APPROVED**.

**CARRIED**

## **4. CHAIR'S UPDATE**

- Chair Metcalfe was joined by fellow Board Members at NPCA's Annual Volunteer Appreciation Event on November 4 and thanked volunteers for their contributions to conservation efforts.
- Chair Metcalfe acknowledged the recent Provincial announcements regarding Conservation Authorities and the Ontario Provincial Conservation Agency. He further thanked CAO Lee-Yates and NPCA staff for continuing to provide high quality programs and services in the community while diligently working to identify next steps.

## **5. CORRESPONDENCE**

Resolution No. FA-115-2025

Moved by: Albert Witteveen

Seconded by: Brad Clark

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

**5.1.** Correspondence dated November 7, 2025 from the Ministry of the Environment, Conservation and Parks RE: Consultation on the proposed boundaries for regional consolidation of Ontario's conservation authorities;

**5.2.** Correspondence dated November 19, 2025 from Essex Region Conservation RE: Resolution 90/25 (Bill 68 and ERO Posting 025-1257); and

5.3. Correspondence dated November 17, 2025 from United Counties of Stormont, Dundas & Glengarry RE: Resolution No. 2025-159 pertaining to conservation authorities.

**CARRIED**

## 7. DELEGATIONS

### 7.1. NPCF – 2025 Directors’ Challenge

Brett Harrington, Chair, Niagara Peninsula Conservation Foundation provided a delegation regarding the NPCF 2025 Directors’ Challenge.

Resolution No. FA-116-2025

Moved by: Donna Cridland

Seconded by: Stew Beattie

**THAT** the delegation from Niagara Peninsula Conservation Foundation regarding the 2025 Directors’ Challenge **BE RECEIVED.**

**CARRIED**

## 6. PRESENTATIONS

### 6.1. Ball’s Falls Thanksgiving Festival Recap

Director, Conservation Areas, Adam Christie, and Supervisor, Communications & PR, Erika Navarro, provided a presentation on the item noted. Discussion ensued regarding use of QR codes throughout festival grounds, weather impacts, and vendor satisfaction.

Resolution No. FA-117-2025

Moved by: Brian Grant

Seconded by: Robert Foster

**THAT** the Ball’s Falls Thanksgiving Festival Recap presentation **BE RECEIVED.**

**CARRIED**

### 6.2. Campground Operating Strategy

Will and James Meneray from Canvas Strategy Consulting Group provided a presentation on the above noted. Discussion ensued regarding opportunities for metering electrical servicing and potential options for recreational amenities.

Resolution No. FA-118-2025

Moved by: Stew Beattie

Seconded by: Mark Tadeson

**THAT** the Ball’s Falls Thanksgiving Festival Recap presentation **BE RECEIVED.**

**CARRIED**

### 9.2. Report No. FA-53-25 RE: NPCA Campground Analysis and Operating Strategy

Discussion ensued regarding seasonal and transient campsite ratios, models for right of first refusal, and opportunities to increase number of campsites.

Resolution No. FA-119-2025

Moved by: Brian Grant

Seconded by: Michelle Seaborn

**THAT** Report No. FA-53-25 regarding NPCA Campground Analysis and Operating Strategy **BE RECEIVED**;

**AND THAT** recommendations included in the NPCA Campground Analysis and Operating Strategy, as presented in Appendix 1, **BE ENDORSED**;

**AND THAT** recommendations included in the NPCA Campground Analysis and Operating Strategy be implemented through operating strategies and annual budget processes, seeking Board direction as required.

**CARRIED**

**6.3. Proposed Amendments to the *Conservation Authorities Act* to establish the Ontario Provincial Conservation Agency, and Proposed Boundaries for the Regional Consolidation of Ontario's Conservation Authorities**

CAO/Secretary-Treasurer, Leilani Lee-Yates, provided a presentation on the above noted. Discussion regarding proactive engagement among CA CAOs/GMs ensued. Further discussion ensued took place regarding concerns related to local programming, priorities, and individual CA assets.

Resolution No. FA-120-2025

Moved by: Stew Beattie

Seconded by: Brian Grant

**THAT** the presentation regarding Proposed Amendments to the *Conservation Authorities Act* to establish the Ontario Provincial Conservation Agency, and proposed boundaries for the regional consolidation of Ontario's Conservation Authorities **BE RECEIVED**.

**CARRIED**

**8. CONSENT ITEMS**

**8.1. Report No. FA-57-25 RE: Legislative amendments under the *Clean Water Act* pertaining to Source Protection**

Director, Planning & Development, David Deluce, provided a brief overview of the report.

Resolution No. FA-121-2025

Moved by: Donna Cridland

Seconded by: Brian Grant

**THAT** Item 8.1. Report No. FA-57-25 RE: Legislative amendments under the *Clean Water Act* pertaining to Source Protection **BE RECEIVED**.

**CARRIED**

**9. DISCUSSION ITEMS**

**9.1. Report No. FA-54-25 RE: Coyle and Draper's Creek Floodplain Mapping**  
Director, Watershed Strategies & Climate Change, Natalie Green, provided a brief overview of the report.

Resolution No. FA-122-2025

Moved by: Stew Beattie

Seconded by: Mark Tadeson

**THAT** Report FA-54-25 RE: Coyle and Draper's Creek Floodplain Mapping **BE RECEIVED;**

**AND THAT** the NPCA Board of Directors **APPROVE** the Coyle and Draper's Creeks Floodplain Mapping reports and associated floodplain maps for use in the implementation of the Ontario Regulation 41/24 and policies;

**AND THAT** the approved floodplain maps of Coyle and Draper's Creeks **BE MADE PUBLICLY AVAILABLE;**

**AND FURTHER THAT** Report No. FA-54-25 **BE CIRCULATED** to the City of Welland and the Town of Pelham for information.

**CARRIED**

**9.3. Report No. FA-58-25 RE: 2026 Conservation Areas Fees**

Director, Conservation Areas, Adam Christie, provided a brief overview of the report.

Resolution No. FA-123-2025

Moved by: Robert Foster

Seconded by: Michelle Seaborn

**THAT** Report No. FA-58-25 RE: 2026 Conservation Areas Fees **BE RECEIVED;**

**AND THAT** the 2026 Conservation Area Fees outlined in Appendix 1 of Report No. FA-58-25 **BE APPROVED.**

**CARRIED**

**9.4. Report No. FA-52-25 RE: Board of Directors' 2026 Meeting Schedule**

Resolution No. FA-124-2025

Moved by: Brian Grant

Seconded by: Albert Witteveen

**THAT** Report No. FA-52-25 RE: Board of Directors' 2026 Meeting Schedule **BE RECEIVED;**

**AND THAT** Appendix 1 to Report No. FA-52-25 RE: Board of Directors' 2026 Meeting Schedule **BE APPROVED;**

**AND THAT** the meeting schedule **BE PUBLISHED** on NPCA's website for public information;

**AND FURTHER THAT** the meeting schedule **BE CIRCULATED** to participating and local area municipalities.

**CARRIED**

**9.5. Report No. FA-55-25 RE: Federal Program Changes – 2 Billion Trees**

Resolution No. FA-125-2025

Moved by: Robert Foster

Seconded by: Brian Grant

**WHEREAS** the existing commitment through 2 Billion Trees to NPCA's *Trees for All* program is affirmed through to 2028;

**WHEREAS** NPCA has entered into agreements with partners across the watershed to enhance natural canopy through the *Trees for All* program;

**WHEREAS** tree planting initiatives provide vital community benefits by sequestering carbon, enhancing biodiversity and natural habitats, improving human health and well-being, and creating opportunities for civic engagement;

**BE IT RESOLVED THAT** Report No. FA-55-25 RE: Federal Program Changes – 2 Billion Trees **BE RECEIVED**;

**AND FURTHER THAT** Report No. FA-55-25 RE: Federal Program Changes – 2 Billion Trees **BE CIRCULATED** to partner and local area municipalities for information.

**CARRIED**

**9.6. Report No. FA-56-25 RE: Proposed Amendments to the *Conservation Authorities Act* to establish the Ontario Provincial Conservation Agency, and proposed Boundaries for the Regional Consolidation of Ontario's Conservation Authorities**

Discussion ensued regarding moving into Closed Session to discuss Confidential Appendix 1 to Report No. FA-56-25.

Resolution No. FA-126-2025

Moved by: Stew Beattie

Seconded by: Donna Cridland

**THAT** the Full Authority Meeting scheduled on November 21, 2025 **NOW** move into closed session at 12:34 p.m.

**CARRIED**

Resolution No. FA-127-2025

Moved by: Stew Beattie

Seconded by: Brian Grant

**THAT** the Full Authority Meeting scheduled November 21, 2025 **RESUME** open session at 1:07 p.m.

**CARRIED**

Resolution No. FA-128-2025

Moved by: Mark Tadeson

Seconded by: Brian Grant

**THAT** Report No. FA-56-25 RE: Proposed Amendments to the *Conservation Authorities Act* to establish the Ontario Provincial Conservation Agency, and Proposed Boundaries for the Regional Consolidation of Ontario's Conservation Authorities **BE RECEIVED**;

**AND THAT** a Special Board of Directors Meeting be scheduled at the call of the Chair, no later than December 10, 2025;

**AND FURTHER THAT** staff bring forward comments on the policy proposal within ERO posting #025-1257 for approval at the Special Board of Directors Meeting.

**CARRIED**

**10. COMMITTEE REPORTS**

None.

**11. MOTIONS**

None.

**12. NOTICES OF MOTION**

None.

**13. NEW BUSINESS**

None.

**14. CLOSED SESSION**

Matters requiring closed session discussion were previously addressed.

**15. ADJOURNMENT**

**Chair Metcalfe adjourned the meeting at 1:09 p.m.**