

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

MEMBERS PRESENT: J. Metcalfe, Chair
S. Beattie, Vice Chair
D. Cridland
R. Foster
P. O'Neill (arrived at 10:31 a.m.)
M. Tadeson

MEMBERS ABSENT: B. Clark
B. Grant
M. Seaborn
A. Witteveen

STAFF PRESENT: L. Lee-Yates, CAO/Secretary-Treasurer
E. Baldin, Manager, Land Planning
B. Buggeln, Manager, Natural Hazard Management & Resiliency
A. Christie, Director, Conservation Areas
M. Davis, Manager, Office of the CAO & Board
D. Deluce, Director, Planning & Development
J. Diamond, Manager, Watershed Monitoring & Reporting
M. Ferrusi, Manager, People & Performance
L. Gagnon, Director, Corporate Services
E. Gervais, Manager, Corporate Support Services
R. Graham, Manager, Digital Transformation & IT
N. Green, Director, Watershed Strategies & Climate Change
J. McQuillan, Communications & Marketing Specialist
G. Shaule, Administrative Assistant

The meeting was called to order at 10:04 a.m.

1. APPROVAL OF AGENDA

Resolution No. FA-89-2025
Moved by: Donna Cridland
Seconded by: Robert Foster

THAT the agenda for the Full Authority Board meeting held on September 19, 2025
BE AMENDED to address Item 9.1. immediately following Item 6.1., and Item 8.1.
immediately following Item 6.2.

CARRIED

2. DECLARATIONS OF CONFLICT OF INTEREST

None.

3. APPROVAL OF MINUTES

Resolution No. FA-90-2025

Moved by: Mark Tadeson

Seconded by: Stew Beattie

THAT the Minutes of the Full Authority Meeting and the Closed Session Minutes dated July 25, 2025 **BE APPROVED.**

CARRIED

4. CHAIR'S UPDATE

- On Saturday, September 27, Reawakening: Stories of the People from the Longhouse with master storyteller Perry Ground will take place at Ball's Falls Conservation Area. Join us for a sonic audio tour of the Cataract Trail at Ball's Falls and Perry's vivid storytelling by the fire after the hike. Tickets are on sale on our website now.
- The countdown is on for NPCA's annual Ball's Falls Thanksgiving Festival! From October 10-13, we will be hosting over 150 vendors in the artisan market. Come on down to enjoy the live music & entertainment, get a head start on your holiday shopping, and explore the heritage village as it comes to life.
- Chair Metcalfe yielded the floor to CAO Lee-Yates to provide details on various Tree Plantings scheduled on Saturday mornings throughout the fall and provide an update on NPCA's presence at the International Plow Match & Rural Expo hosted in West Lincoln.
- CAO Lee-Yates yielded the floor to Director, Corporate Services, Lise Gagnon, to introduce the Manager, Digital Transformation & IT, Robert Graham.

5. CORRESPONDENCE

Resolution No. FA-91-2025

Moved by: Donna Cridland

Seconded by: Stew Beattie

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

5.1. Correspondence dated August 7, 2025 from the Town of Pelham RE: Niagara Peninsula Conservation Authority – Request for Financial Support re: St. John's Conservation Area Pilot Project;

5.2. Correspondence dated August 12, 2025 from the City of Hamilton RE: Beach Water Quality Testing and Advisory Protocols at Binbrook Conservation Area; and

5.3. Correspondence from NPCA staff RE: Notice of Public Information Session –
Beamer Memorial Conservation Area Management Plan

CARRIED

6. PRESENTATIONS

6.1. 2024 Watershed Monitoring Technical Report

Manager, Watershed Monitoring & Reporting, Josh Diamond, provided a presentation on the 2024 Watershed Monitoring Technical Report. Discussion regarding slight improvements at monitoring stations, progress on legacy pollution sites, and data collection ensued.

Resolution No. FA-92-2025

Moved by: Robert Foster

Seconded by: Mark Tadeson

THAT the 2024 Watershed Monitoring Technical Report presentation **BE RECEIVED.**

CARRIED

9.1. Report No. FA-46-25 RE: Watershed Monitoring Technical Report 2024

Resolution No. FA-93-2025

Moved by: Robert Foster

Seconded by: Mark Tadeson

THAT Report No. FA-46-25 RE: Watershed Monitoring Technical Report 2024 **BE RECEIVED;**

AND THAT a copy of this report **BE CIRCULATED** to NPCA watershed municipalities, Indigenous partners, local Public Health Units, Ministry of Natural Resources (MNR), Ministry of the Environment, Conservation and Parks (MECP), and Environment and Climate Change Canada (ECCC).

CARRIED

6.2. Conservation Areas Management Planning Process

Manager, Land Planning, Eric Baldin, provided a presentation on the Conservation Areas management planning process. Discussion regarding tailoring engagement approaches for properties with varied levels of partnership occurring on site.

Resolution No. FA-94-2025

Moved by: Stew Beattie

Seconded by: Mark Tadeson

THAT the Conservation Areas Management Planning Process presentation **BE RECEIVED.**

CARRIED

8.1. Report No. FA-44-25 RE: Conservation Areas Management Planning Process

Resolution No. FA-95-2025

Moved by: Donna Cridland

Seconded by: Stew Beattie

THAT Report No. FA-44-25 RE: Conservation Areas Management Planning Process presentation **BE RECEIVED**.

CARRIED

7. DELEGATIONS

None.

8. CONSENT ITEMS

9. DISCUSSION ITEMS

9.2. Report No. FA-43-25 RE: Contract Award – Lake Ontario Coastal Resilience Pilot Project

Director, Watershed Strategies & Climate Change, Natalie Green, provided a brief overview of the report.

Resolution No. FA-96-2025

Moved by: Stew Beattie

Seconded by: Robert Foster

THAT Report No. FA-43-25 RE: Contract Award - Lake Ontario Coastal Resilience Pilot Project **BE RECEIVED**;

AND THAT a contract award to DHI Water & Environment Inc. to a maximum upset limit of \$848,705 (plus non-recoverable HST) for the Lake Ontario Coastal Resilience Pilot Project **BE APPROVED**;

AND THAT a contingency of 10% or \$86,358 **BE ALLOCATED** to address any unanticipated costs during the project implementation;

AND FURTHER THAT staff **BE AUTHORIZED** to execute all necessary documents to award the contract.

CARRIED

9.3. Report No. FA-42-25 RE: Beach Water Quality Testing at Binbrook Conservation Area

Director, Conservation Areas, Adam Christie, provided a brief overview of the report. Discussion ensued regarding ongoing discussions and next steps.

Resolution No. FA-97-2025

Moved by: Donna Cridland

Seconded by: Stew Beattie

THAT Report No. FA-42-25 RE: Beach Water Quality Testing at Binbrook Conservation Area **BE RECEIVED**;

AND THAT staff **BE DIRECTED** to report back on findings and recommendations related to feasibility, legal liabilities, operational requirements and timelines for the transition of beach water quality testing at Binbrook Conservation Area from the City of Hamilton Public Health Services to Niagara Peninsula Conservation Authority, on or before December 19, 2025;

AND THAT Report No. FA-42-25 RE: Beach Water Quality Testing at Binbrook Conservation Area **BE CIRCULATED** to the Board of Health for the City of Hamilton Public Health Unit.

CARRIED

9.4. Report No. FA-45-25 RE: Update on Niagara Funding Agreement – 2025 Capital Projects

CAO/Secretary-Treasurer, Leilani Lee-Yates, provided a brief overview of the report.

Resolution No. FA-98-2025

Moved by: Stew Beattie

Seconded by: Mark Tadeson

THAT Report No. FA-45-25 RE: Update on Niagara Funding Agreement – 2025 Capital Projects **BE RECEIVED**;

AND THAT financing for the capital projects at Ball's Falls and St. Johns conservation areas, totaling \$500,000 be sourced through NPCA's credit facility **BE APPROVED**;

AND FURTHER THAT debt servicing costs for these capital projects be recovered through the operating levy annually for five years **BE APPROVED**.

CARRIED

9.5. Report No. FA-41-25 RE: Agreement of Services between Niagara Parks Commission and Niagara Peninsula Conservation Authority

Discussion ensued regarding fees reflecting costs appropriately and opportunity to compare to other conservation authorities that provide similar services.

Resolution No. FA-99-2025

Moved by: Stew Beattie

Seconded by: Robert Foster

THAT Report No. FA-41-25 RE: Agreement of Services between The Niagara Parks Commission and Niagara Peninsula Conservation Authority **BE RECEIVED**;

AND THAT the Agreement of Services between The Niagara Parks Commission 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 Niagara Parks Commission and Niagara Peninsula Conservation Authority **BE MADE PUBLICLY AVAILABLE** on NPCA’s website.

Amendment 1, Resolution No. FA-99-2025

Moved by: Robert Foster

Seconded by: Stew Beattie

That a fifth paragraph be added to Resolution No. FA-99-2025 that reads:

“**AND FURTHER THAT** Report No. FA-41-25 **BE CIRCULATED** to Niagara Region for information.”

Resolution No. FA-99-2025

Moved by: Stew Beattie

Seconded by: Robert Foster

THAT Report No. FA-41-25 RE: Agreement of Services between The Niagara Parks Commission and Niagara Peninsula Conservation Authority **BE RECEIVED**;

AND THAT the Agreement of Services between The Niagara Parks Commission 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 Niagara Parks Commission and Niagara Peninsula Conservation Authority **BE MADE PUBLICLY AVAILABLE** on NPCA’s website;

AND FURTHER THAT Report No. FA-41-25 **BE CIRCULATED** to Niagara Region for information.

CARRIED

10. COMMITTEE REPORTS

10.1. Finance Committee Minutes, dated September 17, 2025

Resolution No. FA-100-2025

Moved by: Donna Cridland

Seconded by: Robert Foster

THAT the Minutes of the Finance Committee, dated September 17, 2025 **BE APPROVED**.

CARRIED

11. MOTIONS

None.

12. NOTICES OF MOTION

None.

13. NEW BUSINESS

- Member Cridland: NPCF Land to Legacy event, thanked staff and Board members for supporting the event. Foundation Board recruitment underway shortly. A pollinator garden was planted at the Thorold Public Library main branch in honour of Mickey DiFruscio with the support of NPCF.

14. CLOSED SESSION

None.

15. ADJOURNMENT

Chair Metcalfe adjourned the meeting at 11:20 a.m.