

NIAGARA PENINSULA CONSERVATION AUTHORITY
Board of Directors Meeting
September 20, 2024, 9:00a.m.
Carolinian Hall
3350 Merrittville Hwy., Thorold ON
MINUTES

ATTENDANCE:

Stew Beattie, Vice-Chair
Donna Cridland
Brad Clark (arrival 9:08 a.m.)
Robert Foster (arrival 9:15 a.m.)
Patrick O'Neill
Michelle Seaborn
Mark Tadeson

ABSENT:

Brian Grant
John Metcalfe, Chair

STAFF PRESENT:

Leilani Lee-Yates, CAO & Secretary-Treasurer
Eric Baldin, Manager, Land Planning
Adam Christie, Director, Conservation Areas
Cathy Coverdale, Manager, Financial Services
Melanie Davis, Manager, Office of the CAO & Board
David Deluce, Director, Planning and Development
Misti Ferrusi, Manager, People & Performance
Lise Gagnon, Director, Corporate Services
Sharon Pfeifer, NPCF Development & Investor Relations
Officer
Gina Shaule, Administrative Assistant Corporate
Administration
Geoff Verkade, Senior Manager, Integrated Watershed
Strategies
Sofia Zavarella, Manager, Communications & PR

Acting Chair Stew Beattie called the meeting to order at 9:04 a.m.

1. APPROVAL OF AGENDA

Discussion ensued regarding the removal of agenda item 14.1 listed under Closed Session.

Resolution No. FA-94-2024

Moved by: Michelle Seaborn

Seconded by: Mark Tadeson

THAT Item 14.1 Confidential Report No. FA-49-24 RE: OPSEU Collective Bargaining Agreement **BE REMOVED** from the Agenda for the Full Authority Board Meeting held on Friday, September 20, 2024;

AND THAT the the Agenda for the Full Authority Board Meeting held on Friday, September 20, 2024, **BE APPROVED** as amended.

CARRIED

2. DECLARATIONS OF CONFLICT OF INTEREST

None.

3. APPROVAL OF MINUTES

Resolution No. FA-95-2024

Moved by: Donna Criland

Seconded by: Mark Tadeson

THAT the following Minutes **BE APPROVED**:

- Minutes of the Full Authority Meeting dated, July 19, 2024;
- Closed Session Minutes of the Full Authority Meeting dated July 19, 2024;
- Minutes of the Full Authority Special Meeting, dated August 15, 2024; and
- Closed Session Minutes of the Full Authority Special Meeting, dated August 15, 2024.

CARRIED

4. CHAIR'S UPDATE

- Re-awakening: Sounds from the Forest to be hosted at Balls Falls on September 21 and October 6, 2024.
- 50th Balls Falls Thanksgiving Festival Friday, October 11 to Monday, October 14 opening with a Heritage designation ceremony with the Town of Lincoln.
- Regional Councillor Diana Huson was thanked for her dedication over the past two terms on the NPCA Board.
- David Deluce was congratulated for stepping into Director of Planning and Development role.
- Leilani Lee-Yates was congratulated for seamlessly stepping into her new role as CAO and secretary-treasurer.

5. CORRESPONDENCE

Resolution No. FA-96-2024

Moved by: Brad Clark

Seconded by: Michelle Seaborn

THAT the following correspondence **BE RECEIVED**.

- Correspondence dated August 13, 2024 from HOPA Ports RE: Great Lakes Centre in Port Colborne Moving Ahead;
- Correspondence dated August 25, 2024 from Conservation Ontario RE: Conservation Ontario's comments on the "Proposed Modernization of the Emergency Management and Civil Protection Act" (ERO # 019-8860);
- Correspondence dated August 29, 2024 from Conservation Ontario RE: Conservation Ontario's comments on "Improving Accessible Built Environment Standards;"
- Correspondence dated September 3, 2024 from Niagara Region RE: 2025 Budget Strategy CSD-29-2024; and
- Correspondence dated September 5, 2024 from Niagara Region RE: Niagara Peninsula Conservation Authority (NPCA) Board of Directors Vacancy.

CARRIED

6. PRESENTATIONS

None.

7. DELEGATIONS

None.

8. CONSENT ITEMS

8.1. Report No. FA-46-24 RE: Compliance & Enforcement Q2 Statistics 2024

Resolution No. FA-97-2024

Moved by: Rob Foster

Seconded by: Donna Cridland

THAT Report No. FA-46-24 RE: Compliance and Enforcement Q2 Statistics 2024 **BE RECEIVED.**

CARRIED

9. DISCUSSION ITEMS

9.1. Report No. FA-44-24 RE: Banking Services Request for Proposals – Contract Award.

Lise Gagnon Director of Corporate Services spoke to this report. Questions were posed. Discussion ensued.

Resolution No. FA-98-2024

Moved by: Mark Tadeson

Seconded by: Donna Cridland

THAT Report No. FA-44-24 RE: Contract Award – Banking & Investment Services **BE RECEIVED;**

AND THAT a contract award to the Toronto-Dominion Bank for banking and investment services **BE APPROVED;**

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

CARRIED

9.2. Report No. FA-45-24 RE: Trees for All Update.

Geoff Verkade, Senior Manager, Integrated Watershed Strategies provided a brief overview of the above noted. Discussion ensued.

Resolution No. FA-99-2024

Moved by: Rob Foster

Seconded by: Michelle Seaborn

THAT Report No. FA-45-24 RE: Trees for All Update **BE RECEIVED**.

CARRIED

9.3 Report No. FA-48-24 RE: Vineland Research and Innovation Centre Master Service Agreement Procurement.

Geoff Verkade, Senior Manager, Integrated Watershed Strategies spoke to this report.

Resolution No. FA-100-2024

Moved by: Mark Tadeson

Seconded by: Patrick O'Neill

THAT Report No. FA-48-24 RE: Master Services Agreement with Vineland Research and Innovation Centre for Preparing a Roadmap to 1 Million Trees **BE RECEIVED**;

AND THAT staff **BE AUTHORIZED** to enter into a Master Services Agreement with Vineland Research and Innovation Centre in the amount of \$240,000;

AND FURTHER THAT authorized NPCA officials be directed to take the necessary action to finalize the Master Services Agreement, including obtaining any necessary approvals, and the signing and execution of documents.

CARRIED

9.4 Report No. FA-47-24 RE: Delegation of Authority under the Conservation Authorities Act.

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

Resolution No. FA-101-2024

Moved by: Brad Clark

Seconded by: Donna Cridland

THAT Report No. FA-47-24 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 September 20, 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 CAO/Secretary-Treasurer as a signatory on Section 29 permits beginning September 20, 2024, for the terms of their employment with the NPCA;

AND FURTHER 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 September 20, 2024, for the terms of their employment with the NPCA.

CARRIED

10. COMMITTEE REPORTS

Resolution No. FA-102-2024

Moved by: Rob Foster

Seconded by: Patrick O'Neill

THAT The Finance Committee Minutes dated July 24, 2024 and the CAO Selection Oversight Committee Minutes dated August 2, 2024 **BE RECEIVED**.

CARRIED

11. MOTIONS

None.

12. NOTICES OF MOTION

None.

13. NEW BUSINESS

- Member Foster noted that work is underway with Conservation Ontario, various Conservation Authorities regarding the Great Lakes Water Initiative. Hopeful for an outcome in the coming weeks.

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

Member Cridland provided the following update on behalf of NPCF:

- Diana Huson has resigned as Chair of NPCF, Barb Greenwood assumed position of Chair at the September 12 meeting.
- Royal Bank of Canada has donated \$1,000.
- NPCF to release a special edition 50th anniversary Comfort Maple Pen and is hosting a 50/50 draw at the upcoming Thanksgiving Festival

14. CLOSED SESSION

None.

15. ADJOURNMENT

Resolution No. FA-103-2024

Moved by: Michelle Seaborn

Seconded by: Brad Clark

THAT The Full Authority Board meeting held September 20, 2024 **BE**
ADJOURNED at 9:52 a.m.

CARRIED