

**FULL AUTHORITY MEETING
Wednesday, February 19, 2020
9:30 A.M.
Ball's Falls Centre for Conservation
Glen Elgin Room
3292 Sixth Avenue, Jordan, ON**

A G E N D A

CALL TO ORDER

The Niagara Peninsula Watershed is located on the traditional territory of Indigenous peoples dating back countless generations. We want to show our respect for their contributions and recognize the role of treaty-making in what is now Ontario.

1. APPROVAL OF AGENDA

2. DECLARATIONS OF CONFLICT OF INTEREST

3. APPROVAL OF MINUTES

- a) Approval of the Minutes of the Full Authority meeting dated December 18, 2019

Page #1

- b) Approval of the Closed Session Minutes of the Full Authority meeting dated December 18, 2019 (under separate cover)

- c) Approval of the Minutes of the Full Authority Annual General Meeting dated January 15, 2020

Page #12

- d) Approval of the Closed Session Minutes of the Full Authority Annual General Meeting dated January 15, 2020 (under separate cover)

4. CORRESPONDENCE

- a) Correspondence from Conservation Ontario to the Honourable John Yakabuski, Minister of Natural Resources and Forestry dated January 17, 2020 RE: Ontario's Special Advisor on Flooding Report to Government: An Independent Review of the 2019 Flood Events in Ontario (receive)

Page #20

- b) i) Resolution from the Municipality of Dutton Dunwich dated January 15, 2020

Page #22

- ii) Resolution from the City of Quinte West dated January 15, 2020
RE: Funding of Conservation Authorities

Page #23

Recommendation: **THAT** NPCA staff **BE DIRECTED** to coordinate a joint request for municipal letters of support with other CA's that share jurisdiction within the City of Hamilton and Haldimand;

THAT staff **BE DIRECTED** to reach out to Niagara Region and Lower Tier municipalities, where appropriate, to seek letters of support.

- c) Correspondence RE: Thundering Waters (distributed to Members electronically under separate cover) from the following individuals as of the date of agenda publication (receive):

Tam Maiuri	Christa Barette
Marcie Jacklin	Robert Carson
Shirley Welstead	Pat Robertson
Linda Mancuso Abbott	Christine Knighton
Liz Duchene	Lorna Anstruther
Jun-Etta Chnard	Ivan and Deanna House
Leslie Edell	Julia Lucas
Julia Blushak	Dorothy J. Brandt
Desmond Sequeira	Victoria Brecht
Julia Blushak	Miriam H. Richards
Carla Rienzo	Phil Bergen
Phil Bergen Linda Manson	Annette Gibbons
Win Laar	Paulette (no last name provided)
Lorna Anstruther	Donna Mongeri
Joyce Sankey	Mike Baldasio
Judy Doerr	Jennifer Hay
Michelle Konigshaus	Karen Gerritsma
Max Magee	Marya Buckingham
Lee Say Lor	Cassandra Buunk
Bronwyn Hildebrandt	Leslie Curry
Renee Crossan	Leanna Villella
Linda Babb	Shannon Duggan
Joseph White	One unsigned comment
Dr. John Bacher	

5. PRESENTATIONS

- a) Presentation by David Deluce, Senior Manager of Planning and Regulations RE: Roles and Responsibilities of the NPCA in Planning, Permitting and Compliance
- b) Update by David Deluce, Senior Manager of Planning and Regulations RE: Chronology of Events - Thundering Waters (pertaining to Items 7. b-d)

6. BUSINESS – In Camera

- a) Advice that is subject to Solicitor – Client privilege, including communications necessary for that purpose
- b) Litigation or potential litigation, including matters before administrative tribunals affecting the NPCA

7. DELEGATIONS

- a) Delegation by Liz Benneian RE: How the NPCA is contributing to the loss of PSWs in Niagara
- b) Delegation by: Dr. John Bacher RE: Thundering Waters
- c) PowerPoint by Linda Manson RE: Thundering Waters: How to Restore Public Trust Lost

8. CONSENT ITEMS

- a) Report No. FA-05-20 RE: Partnerships, Community Engagement and Events
Page #25
- b) Report No. FA-06-20 RE: NPCA Policies
Page #28
- c) Report No. FA-08-20 RE: Spatial Open Data Launch
Page #34
- d) Report No. FA-09-20 RE: Greenbelt Council for the Greater Golden Horseshoe Reports Regarding the Value of Watershed Planning and Management
Page #39

9. DISCUSSION ITEMS

- a) Report No. FA-02-20 RE: 2020 Restoration Project Approvals - Q1
Page #50
- b) Report No. FA-03-20 RE: NPCA Public Advisory Committee – New Member Appointment
Page #54
- c) Report No. FA-04-20 RE: 2020 Capital Projects – Binbrook
Page #56
- d) Motion from Member Kawall RE: List of all Operating and Administrative Policies and all Memoranda of Understanding (to be withdrawn)
Page #61

- e) Motion from Member Smith RE: Cooperation with the Anticipated Police Investigation

Page #62

10. BUSINESS – In Camera

- a) Personal matters about identifiable individual(s), including NPCA employees (if required)

11. NOTICE OF MOTION

12. NEW BUSINESS

13. ADJOURNMENT



**FULL AUTHORITY
MEETING MINUTES**

**Wednesday, December 18, 2019
9:30 A.M.**

**Ball's Falls Centre for Conservation
Glen Elgin Room
3292 Sixth Avenue, Jordan, ON**

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 Section 14.5*

MEMBERS PRESENT:

D. Bylsma (Chair)
S. Beattie (not in attendance after 12:41 p.m.)
R. Brady
B. Clark
D. Cridland
M. Difruscio (Honorary Member)
L. Feor
R. Foster
J. Hellinga
D. Huson (not in attendance after 12:41 p.m.)
J. Ingrao
B. Johnson
K. Kawall
B. Mackenzie
J. Metcalfe
W. Rapley
R. Shirton
E. Smith
B. Steele (not in attendance after 12:41 p.m.)
M. Woodhouse
B. Wright

MEMBERS ABSENT:

D. Coon-Petersen

STAFF PRESENT:

G. Wood, CAO / Secretary – Treasurer
G. Bivol, Executive Co-ordinator to the CAO / Board
R. Bisson, Manager, Communications and Public Relations
A. Christie, Acting Senior Manager, Operations and Special Projects
M. Ferrusi, Manager, Human Resources
K. Frohlich, Ecologist
L. Gagnon, Director, Corporate Services
D. MacKenzie, Director, Watershed Management
S. MacPherson, Restoration Project Lead
E. Navarro, Communications Specialist

OTHERS PRESENT: T. Insinna, Chair, Niagara Peninsula Conservation Foundation

The Chair called the meeting to order at 9:32 a.m..

1. ADOPTION OF AGENDA

a) Addition of Items

Resolution No. FA-255-19

Moved by Board Member Metcalfe

Seconded by Board Member Smith

THAT the tabled Staff Report No. FA-173-19 RE: Whistleblower Policy **BE ADDED** to the agenda to be addressed in conjunction with item 4. h) Tabled Minutes of the Governance Committee meeting dated December 13, 2019.

THAT an additional item **BE ADDED** to the closed session in relation to personal matters about an identifiable individual.

CARRIED

b) Change in Order of Items – None

c) Adoption of Agenda

Resolution No. FA-256-19

Moved by Board Member Woodhouse

Seconded by Board Member Huson

THAT the agenda **BE ADOPTED** as amended.

CARRIED

2. DECLARATIONS OF CONFLICT OF INTEREST

None declared.

3. PRESENTATIONS (and/or Delegations)

- a) PowerPoint presentation by Steve Miller, Senior Manager, Water Resources RE: Welland River Floodplain Public Engagement – Members posed questions to Mr. Miller and C.A.O. Wood. Discussion ensued.

Resolution No. FA-257-19

Moved by Board Member Hellinga

Seconded by Board Member Feor

THAT PowerPoint presentation by Steve Miller, Senior Manager, Water Resources RE: Welland River Floodplain Public Engagement **BE RECEIVED**.

CARRIED

- i) Approval of the Minutes of the Watershed Floodplain Committee meeting dated November 28, 2019

Resolution No. FA-258-19

Moved by Board Member Steele

Seconded by Board Member Woodhouse

THAT the Minutes of the Watershed Floodplain Committee meeting dated November 28, 2019 BE APPROVED and all recommendations therein **ADOPTED**.
CARRIED

- ii) Report No. FA-164-19 RE: Welland River Floodplain Mapping Formal Adoption –
Ms. Wood acknowledged the Members of the Welland River Floodplain Committee and the Board presented those Members in attendance with a token of appreciation. Members requested a recorded vote, separation of clauses in the recommendation for the purposes of voting and an amendment to the staff recommendation. Discussion ensued.

Resolution No. FA-259-19

Moved by Board Member Metcalfe

Seconded by Board Member Shirton

THAT Report No. FA-164-19 RE: Welland River Floodplain Update Formal Adoption **BE RECEIVED** for consideration.

Recorded Vote:	Yea	Nay
Dave Bylsma (Chair)	X	
Stewart Beattie	X	
Rick Brady	X	
Brad Clark	X	
Deborah Coon-Petersen		
Donna Cridland	X	
Leah Feor	X	
Rob Foster	X	
Jack Hellinga	X	
Diana Huson (Vice Chair)	X	
John Ingrao	X	
Brenda Johnson	X	
Ken Kawall	X	
Bruce Mackenzie	X	
John Metcalfe	X	
Bill Rapley	X	
Rob Shirton	X	
Ed Smith	X	
Bill Steele	X	
Mal Woodhouse	X	
Brian Wright	X	

CARRIED

Resolution No. FA-260-19

Moved by Board Member Kawall

Seconded by Board Member Smith

THAT approval and implementation of the Welland River Floodplain Mapping Update Report and associated flood maps **BE CONTINGENT** upon a third-party pier review.

DEFEATED

Resolution No. FA-261-19

Moved by Board Member Metcalfe

Seconded by Board Member Shirton

THAT the Welland River Floodplain Mapping Update Report and associated flood maps **BE APPROVED** for use in the implementation of the NPCA's Ontario Regulation 155/06, a Regulation intended to reduce the negative impacts of natural hazards including flooding.

Recorded Vote:	Yea	Nay
Dave Bylsma (Chair)	X	
Stewart Beattie	X	
Rick Brady	X	
Brad Clark	X	
Deborah Coon-Petersen		
Donna Cridland	X	
Leah Feor	X	
Rob Foster	X	
Jack Hellinga		X
Diana Huson (Vice Chair)	X	
John Ingrao	X	
Brenda Johnson	X	
Ken Kawall		X
Bruce Mackenzie	X	
John Metcalfe	X	
Bill Rapley	X	
Rob Shirton	X	
Ed Smith		X
Bill Steele	X	
Mal Woodhouse	X	
Brian Wright		X

CARRIED

- b) PowerPoint presentation by Steve Miller, Senior Manager, Water Resources RE: Lake Erie November Storm Events Summary – Mr. Miller presented and addressed questions of the Board. Discussion ensued.

Resolution No. FA-262-19

Moved by Board Member Shirton

Seconded by Board Member Steele

THAT PowerPoint presentation by Steve Miller, Senior Manager, Water Resources RE: Lake Erie November Storm Events Summary **BE RECEIVED**.

CARRIED

Page | 4

- c) Presentation of video campaign by Renee Bisson, Manager, Communications and Public Relations – Ms. Bisson introduced the video.
- d) Recognition of retiring C.A.O. Gayle Wood by Chair Bylsma – Chair Bylsma spoke from the podium noting the accomplishments of Ms. Wood in her time with the NPCA and commending her for her dedication. Ms. Wood was presented with a gift from the Board. She addressed the proceedings thanking the Board and staff. The Niagara Peninsula Conservation Foundation Chair, Tom Insinna also thanked Ms. Wood presenting a token of appreciation from the Foundation. Ms. Wood presented tulip wood serving trays to the NPCA
- e) Recognition of 25 years of service for Dominic Difruscio by Chair Bylsma – Chair Bylsma thanked and acknowledged Mr. Difruscio for his years of service to the NPCA and presented him with a plaque and gifts commemorating his achievements. Mr. Difruscio addressed the proceedings.

4. ADMINISTRATIVE BUSINESS

- a) Approval of the Minutes of the Full Authority meeting dated November 20, 2019
- b) Approval of the Closed Session Minutes of the Full Authority meeting dated November 20, 2019 (provided under separate cover)
- c) Approval of the Minutes of the Special Full Authority meeting dated December 4, 2019
- d) Approval of the Closed Session Minutes of the Special Full Authority meeting dated December 4, 2019 (provided under separate cover)
- e) Approval of the Minutes of the C.A.O. Selection Committee Meeting dated November 25, 2019
- f) Approval of the Minutes of Closed Session of the C.A.O. Selection Committee Meeting dated November 25, 2019 (provided under separate cover)
- g) Approval of the Minutes of the Public Advisory Committee meeting dated November 28, 2019

Resolution No. FA-263-19

Moved by Board Member Shirton

Seconded by Board Member Steele

THAT the following minutes **BE ADOPTED** and the recommendations therein **APPROVED**:

- Minutes of the Full Authority meeting dated November 20, 2019;
- Closed Session Minutes of the Full Authority meeting dated November 20, 2019 to remain private and confidential;
- Minutes of the Special Full Authority meeting dated December 4, 2019;
- Closed Session Minutes of the Special Full Authority meeting dated December 4, 2019 to remain private and confidential;
- Minutes of the C.A.O. Selection Committee Meeting dated November 25, 2019;
- Minutes of Closed Session of the C.A.O. Selection Committee Meeting dated November 25, 2019 to remain private and confidential; and

- Approval of the Minutes of the Public Advisory Committee meeting dated November 28, 2019.

CARRIED

- h) Approval of the Minutes of the Governance Committee meeting dated December 13, 2019 (as tabled)

Resolution No. FA-264-19

Moved by Board Member Steele

Seconded by Board Member Shirton

THAT the minutes of the Governance Committee meeting dated December 13, 2019 **BE ADOPTED** as tabled and the recommendations therein **APPROVED**.

CARRIED

Report No. FA-173-19 RE: Whistleblower Policy (as tabled) – Governance Committee Chair Brad Clark responded to Member inquiries regarding future whistleblower policy reviews and co-ordination with the policies of the participating municipalities. Discussion ensued.

Resolution No. FA-265-19

Moved by Board Member Metcalfe

Seconded by Board Member Kawall

1. **THAT** Report No. FA-173-19 RE: Whistleblower Policy **BE RECEIVED**.
2. **THAT** the Whistleblower Policy attached as Appendix 1 to Report No. FA-173-19 **BE APPROVED**.

Recorded Vote:	Yea	Nay
Dave Bylsma (Chair)	X	
Stewart Beattie	X	
Rick Brady	X	
Brad Clark	X	
Deborah Coon-Petersen		
Donna Cridland		
Leah Feor	X	
Rob Foster	X	
Jack Hellinga	X	
Diana Huson (Vice Chair)	X	
John Ingrao	X	
Brenda Johnson	X	
Ken Kawall	X	
Bruce Mackenzie	X	
John Metcalfe	X	
Bill Rapley	X	
Rob Shirton	X	
Ed Smith	X	
Bill Steele	X	
Mal Woodhouse	X	
Brian Wright	X	

CARRIED

- i) Chair's Remarks – Chair Bylsma spoke on recent NPCA attendance at Haldimand County and Regional budget meetings as well as meetings held by the Public Advisory Committee, Welland River Floodplain Committee, Governance Committee, C.A.O. Selection Committee and a Special Board meeting. He also apprised the proceedings of the recent NPCA staff training/team-building day. Member Kawall raised concerns with the budget presentation to the Region of Niagara and spoke to the issue of floodplain mapping. Discussion ensued.
- j) Chief Administrative Officer Comments – Ms. Wood spoke on staff Years of Service recognition and courses completed by staff. She highlighted the awards received for treetop trekking and spoke on the Winter Solstice Program, the 2018 Annual Report and the quarterly progress reports. She also spoke on transitioning to the incoming C.A.O..

The Board recessed from 12:02 p.m. until 12:41 p.m..

5. BUSINESS FOR INFORMATION

- a) Report No. FA-165-19 RE: NPCA Regulations Enforcement Manual Update
- b) Report No. FA-166-19 RE: Provincial Flood Advisor's Report Update
- c) Report No. FA-167-19 RE: 2019 NPCA/Ontario Power Generation (OPG) Memorandum of Understanding Year End Status Report
- d) Report No. FA-168-19 RE: Restoration Program Update
- e) Report No. FA-169-19 RE: Communications Update Report – November 2019
- f) Report No. FA-171-19 RE: Chief Administrative Officer's Exit Report
- g) Report No. FA-172-19 RE: Niagara Region Natural Environmental Work Program Update – Geoff Verkade, Manager, Information Management and Technology Systems responded to questions raised by Members of the Board. Ms. Wood further elaborated. Lengthy discussion ensued.

Resolution No. FA-266-19

Moved by Board Member Ingrao

Seconded by Board Member Foster

THAT the following items **BE RECEIVED** into the record:

- Report No. FA-165-19 RE: NPCA Regulations Enforcement Manual Update;
- Report No. FA-166-19 RE: Provincial Flood Advisor's Report Update;
- Report No. FA-167-19 RE: 2019 NPCA/Ontario Power Generation (OPG) Memorandum of Understanding Year End Status Report;
- Report No. FA-168-19 RE: Restoration Program Update;
- Report No. FA-169-19 RE: Communications Update Report – November 2019;
- Report No. FA-171-19 RE: Chief Administrative Officer's Exit Report; and
- Report No. FA-172-19 RE: Niagara Region Natural Environmental Work Program Update.

CARRIED

6. BUSINESS FOR CONSIDERATION

- a) Report No. FA-163-19 RE: NPCA Land Management Strategy – C.A.O. Gayle Wood, Adam Christie, Acting Senior Manager, Operations and Special Projects, Stuart MacPherson, Restoration Project Lead and Kim Frohlich, Ecologist addressed questions. Lengthy discussion ensued.

Resolution No. FA-267-19

Moved by Board Member Ingrao

Seconded by Board Member Foster

1. **THAT** Report No. FA-163-19 RE: NPCA Land Management Strategy **BE RECEIVED**.
2. **THAT** the NPCA Land Management Strategy dated December 18, 2019 **BE APPROVED**.

DEFEATED

- b) Report No. FA-170-19 RE: Response to Auditor General Report Recommendations – December 2019

Resolution No. FA-268-19

Moved by Board Member Hellinga

Seconded by Board Member Ingrao

1. **THAT** Report No. FA-170-19 RE: Update - Auditor General Report Recommendations December 18, 2018 **BE RECEIVED** for information.
2. **THAT** a copy of Report No. FA-170-19 RE: Update Auditor General Report Recommendations December 18, 2019 **BE FORWARDED** to the Auditor General of Ontario and to the Minister of Environment, Conservation and Parks for information.

CARRIED

- c) Motion from Member Kawall RE: Development of a Protected Areas Strategy and the updating of the 2006-2009 Natural Area Inventory – Member Kawall spoke to the motion. Discussion ensued.

Resolution No. FA-269-19

Moved by Board Member Kawall

Seconded by Board Member Foster

WHEREAS, Carolinian Canada is working toward the goal of 30% protected landscapes in our watershed jurisdiction;

WHEREAS all of the Niagara Peninsula Watershed is located in Ontario's Carolinian Life Zone;

AND WHEREAS, the NPCA support the goals of protecting our landscapes;

THEREFORE, BE IT RESOLVED:

THAT the feasibility of developing of a Protected Areas Strategy and the updating of the 2006-2009 Natural Area Inventory be considered as components of the NPCA Strategic Plan to be updated in 2020 subject to a report back on resourcing and costing.

CARRIED

- d) Motion from Member Smith RE: Ad Hoc Committee to Review NPCA Policies –
Member Smith spoke on the motion. Discussion ensued. The matter was deferred pending anticipated release of the pertinent provincial regulations.

Resolution No. FA-270-19

Moved by Board Member Smith

Seconded by Board Member Metcalfe

WHEREAS, a mandatory program provided by Conservation Authorities as defined in the Conservation Authorities Act is to prohibit, restrict, regulate or grant permission for development in or close to watercourses, shorelines, flood- and erosion-prone lands, wetlands and other areas where development could interfere with a wetland's ability to store water and mitigate flooding;

WHEREAS, the Conservation Authorities Act defines the objects of a CA as to provide, in the area over which it has jurisdiction, programs and services designed to further the conservation, restoration, development and management of natural resources;

WHEREAS, the Special Audit of the NPCA found that the NPCA needs to improve its processes to ensure it delivers programs and services economically, efficiently and in accordance with relevant legislation, regulations, agreements and policies and that the impact of human activities, urban growth and rural activities in the land within the NPCA's jurisdiction is effectively managed;

AND WHEREAS, the Special Audit of the NPCA found that the NPCA, at one time, had contradictory policies for reviewing development proposals and work permit applications;

AND WHEREAS, the Special Audit of the NPCA found that the NPCA's proposed policies (approved in September 2018 after the Auditor General's report) incorporate more permissive policies regarding developments near wetlands and valleylands;

AND WHEREAS, the NPCA Policy Document was approved on September 19, 2018, prior to the Auditor General tabling the Special Audit of the NPCA on September 27, 2018;

AND WHEREAS, the Special Audit of the NPCA included a survey of Conservation Authorities in Ontario best practices policies;

AND WHEREAS inconsistencies and permissiveness in policies can result in consequences that are contra the NPCA objects;

NOW THEREFORE, BE IT RESOLVED:

1. **THAT** the NPCA **WILL ESTABLISH** an ad hoc committee to review NPCA Policies for the Administration of Ontario Regulation 155/06 and the Planning Act for consistency with Ontario Conservation Authorities best practices, Section 3.1 of the Provincial Policy Statement and the Conservation Authorities Act.
2. **THAT** the committee **WILL CREATE** a report on policy inconsistencies and recommended changes for Board consideration for the NPCA Board meeting of April, 2020.

DEFERRED

7. BUSINESS – IN CAMERA

- a) Personal matters about identifiable individual(s), including NPCA employees

Resolution No. FA-271-19

Moved by Board Member Foster

Seconded by Board Member Hellinga

THAT the meeting of the Board of Directors of the Niagara Peninsula Conservation Authority **CONVENE** in closed session at 2:03 p.m. in accordance Section 11.1 of the NPCA Administrative By-law for the discussion on personal matters about identifiable individual(s), including NPCA employees.

CARRIED

Resolution No. FA-272-19

Moved by Board Member Foster

Seconded by Board Member Clark

THAT the meeting of the Board of Directors of the Niagara Peninsula Conservation Authority **RECONVENE** in open session at 2:25 p.m..

CARRIED

Resolution No. FA-273-19

Moved by Board Member Clark

Seconded by Board Member Brady

1. **THAT** Report No. FA-140-19 RE: Public Advisory Committee Member Appointments **BE RECEIVED**; and
2. **THAT** the NPCA Board of Directors **APPOINT** the following individuals as members representing the following sectors to the NPCA Public Advisory Committee:

Environmental sector:	Jackie Oblak
Agriculture South sector	Joseph Schonberger
Landowner/Public-at-Large:	Erika Furney
Re-appointment:	
Tourism/Chamber of Commerce	Harry Korosis (2 nd term)
3. **THAT** the Board **DIRECTS** that the PAC Terms of Reference **BE AMENDED** to permit the appointment of one additional member with climate change expertise related to NPCA watershed.
4. **THAT** the NPCA Board of Directors **DIRECTS** staff to begin recruitment of a PAC member with climate change expertise in accordance with the resolution of the NPCA PAC members at the September 25, 2019 meeting.

CARRIED

Resolution No. FA-274-19

Moved by Board Member Foster

Seconded by Board Member Brady

THAT the Board of Directors of the Niagara Peninsula Conservation Authority hereby **APPROVES** and **RATIFIES** the appointment of Chandra Sharma as Chief Administrative Officer / Secretary – Treasurer as per the terms and conditions discussed in the closed session.

CARRIED

Resolution No. FA-275-19

Moved by Board Member Brady

Seconded by Board Member Clark

THAT in accordance with the legal opinion received, the code of conduct complaint discussed in closed session **BE ADDRESSED** by instructing the complainant to lodge concerns with the Region of Niagara.

CARRIED

8. NOTICE OF MOTION

- a) Member Kawall submitted a motion for the February meeting to request staff compile a list of NPCA's operating and administrative policies and Memorandums of Understanding.

9. NEW BUSINESS

- a) Ombudsman's Report – Reference to the NPCA in the Ombudsman's report on Niagara Region was discussed along with the Region's request for a criminal investigation and the prospect of a formal resolution from the NPCA.

10. ADJOURNMENT

Resolution No. FA-276-19

Moved by Board Member Brady

Seconded by Board Member Shirton

THAT this meeting **BE** hereby **ADJOURNED** at 2:39 p.m..

CARRIED

Dave Bylsma
Chair
Niagara Peninsula Conservation Authority

D. Gayle Wood
Chief Administrative Officer / Secretary -
Treasurer
Niagara Peninsula Conservation Authority



ANNUAL GENERAL MEETING MINUTES

Wednesday, January 15, 2020

9:30 a.m.

Ball's Falls Centre for Conservation

Glen Elgin Room

3292 Sixth Avenue, Jordan, ON

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 Section 14.5*

MEMBERS PRESENT:

D. Bylsma
S. Beattie
R. Brady
D. Coon-Petersen (arrived 9:48 a.m.)
D. Cridland
L. Feor
R. Foster
J. Hellinga
D. Huson
J. Ingrao
B. Johnson
K. Kwall
B. Mackenzie
J. Metcalfe
W. Rapley
R. Shirton
E. Smith
B. Steele (arrived 9:45 a.m.)
M. Woodhouse
B. Wright

MEMBERS ABSENT:

B. Clark

STAFF PRESENT:

C. Sharma, CAO / Secretary – Treasurer
G. Bivol, Executive Co-ordinator to the CAO / Board
R. Bisson, Manager, Communications and Public Relations
A. Christie, Director, Operations and Strategic Initiatives
M. Ferrusi, Manager, Human Resources
L. Gagnon, Director, Corporate Services
D. MacKenzie, Director, Watershed Management
E. Navarro, Communications Specialist
R. Petruccio, Multimedia Specialist
G. Verkade, Manager, Information Management and Technology Systems

OTHERS PRESENT:

Lois Ouellette, KPMG

Chair Bylsma called the meeting to order at 9:30 a.m..

1. ADOPTION OF AGENDA

- a) Addition of Items – None
- b) Change in Order of Items - None
- c) Adoption of Agenda

Resolution No. FA-01-20

Moved by Board Member Brady

Seconded by Board Member Feor

THAT the agenda for the Niagara Peninsula Conservation Authority's 61st Annual General Meeting held on Wednesday, January 15, 2020 **BE APPROVED** as presented.

CARRIED

2. DECLARATIONS OF CONFLICT OF INTEREST

None declared.

3. GREETINGS BY THE CHAIR

Chair Bylsma welcomed attendees and acknowledged the NPCA's auditor Lise Ouellette from the firm of KPMG.

4. CONCLUSION OF 2019 BUSINESS

Chair Bylsma conducted a vote on the following motion before introducing the new Chief Administrative Officer, turning the proceedings over to C.A.O. Sharma and vacating the chair.

Resolution No. FA-02-20

Moved by Board Member Brady

Seconded by Board Member Cridland

THAT the Board of Directors **CONCLUDE** the business of 2019.
AND FURTHER THAT the Chair **BE DECLARED** vacant.

CARRIED

5. ROLL CALL 2020 BOARD MEMBERS

The 2020 Business portion of the meeting was called to order by Chandra Sharma, Chief Administrative Officer of the Niagara Peninsula Conservation Authority. The 2020 Board Members introduced themselves stating which municipality they represented. A request was made for a recess to allow members arriving late to participate in the election of officers.

Resolution No. FA-03-20
Moved by Board Member Foster
Seconded by Board Member Shirton

THAT the meeting **RECESS** until 9:45 a.m..

CARRIED

Ms. Sharma called the meeting to order at 9:45 a.m.

6. ELECTIONS

C.A.O. Sharma outlined the process for the elections.

a) Appointment of Scrutineers

Resolution No. FA-04-20
Moved by Board Member Cridland
Seconded by Board Member Foster

THAT in the event of a vote by ballot, Darren MacKenzie and Grant Bivol **WILL ACT** as scrutineers;
AND FURTHER THAT all ballots **BE DESTROYED** after the election.

CARRIED

b) Election of Officers

i) Chair of the Authority

C.A.O. Sharma called for nominations to the position of Chair and received the following:

Nomination:
Moved by Board Member Smith

THAT Board Member Kawall **BE NOMINATED** as Chair of the Niagara Peninsula Conservation Authority – Full Authority Board for 2020.

Nomination:
Moved by Board Member Feor

THAT Board Member Brady **BE NOMINATED** as Chair of the Niagara Peninsula Conservation Authority – Full Authority Board for 2020.

Nomination:
Moved by Board Member Shirton

THAT Board Member Bylsma **BE NOMINATED** as Chair of the Niagara Peninsula Conservation Authority – Full Authority Board for 2020.

Nomination:
Moved by Board Member Huson

THAT Board Member Johnson **BE NOMINATED** as Chair of the Niagara Peninsula Conservation Authority – Full Authority Board for 2020.

Ms. Sharma called a second and third time for nominations to the position of chair. With no further nominations coming forward the Board enacted the following resolution.

Resolution No. FA-05-20

Moved by Board Member Woodhouse

Seconded by Board Member Foster

That nominations for NPCA Board Chair **BE CLOSED**.

CARRIED

The Members nominated for the position of Chair each spoke to the merits of their candidacy. C.A.O. Sharma then conducted the voting process at the conclusion of which she announced that Member Brenda Johnson had been the successful candidate. The Board then adopted the following motion.

Resolution No. FA-06-20

Moved by Board Member Brady

Seconded by Board Member Bylsma

THAT Brenda Johnson **BE APPOINTED** as Chair of the Board of Directors of the Niagara Peninsula Conservation Authority for 2020.

CARRIED

ii) Vice Chair of the Authority

C.A.O. Sharma called for nominations to the position of Vice Chair and accepted the following:

Nomination:

Moved by Board Member Rapley

THAT Board Member Mackenzie **BE NOMINATED** as Vice Chair of the Niagara Peninsula Conservation Authority – Full Authority Board for 2020.

Nomination:

Moved by Board Member Johnson

THAT Board Member Huson **BE NOMINATED** as Vice Chair of the Niagara Peninsula Conservation Authority – Full Authority Board for 2020.

Nomination:

Moved by Board Member Feor

THAT Board Member Brady **BE NOMINATED** as Vice Chair of the Niagara Peninsula Conservation Authority – Full Authority Board for 2020.

Ms. Sharma called a second and third time for nominations to the position of Vice Chair. With no further nominations coming forward the Board enacted the following resolution.

Resolution No. FA-07-20
Moved by Board Member Steele
Seconded by Board Member Shirton

That nominations for NPCA Board Vice Chair **BE CLOSED**.

CARRIED

Members nominated for the position of Vice Chair spoke to the merits of their candidacy. C.A.O. Sharma conducted the voting process at the conclusion of which she announced that Member Bruce Mackenzie had been the successful candidate. The Board then adopted the following motion.

Resolution No. FA-08-20
Moved by Board Member Huson
Seconded by Board Member Feor

THAT Bruce Mackenzie **BE APPOINTED** as Vice Chair of the Board of Directors of the Niagara Peninsula Conservation Authority for 2020.

CARRIED

Ms. Charma turned the proceedings over to the incoming Chair Brenda Johnson for the balance of the meeting.

c) Appointment to Conservation Ontario for 2020

Resolution No. FA-09-20
Moved by Board Member Hellinga
Seconded by Board Member Foster

THAT the 2020 Chair of NPCA, or her designate, **BE APPOINTED** as the Authority's voting delegate to Conservation Ontario;
AND FURTHER THAT the Chief Administrative Officer **BE** the alternate delegate.

CARRIED

d) Appointment to The Niagara Peninsula Conservation Foundation

Resolution No. FA-10-20
Moved by Board Member Cridland
Seconded by Board Member Feor

THAT the Chief Administrative Officer, Chandra Sharma and Member Foster **BE APPOINTED** to the Niagara Peninsula Conservation Foundation for 2020.

CARRIED

e) Appointment to Audit and Budget Committee

Resolution No. FA-11-20
Moved by Board Member Kawall
Seconded by Board Member Shirton

THAT the following Board Members **BE APPOINTED** to the Audit and Budget Committee for 2020: James Stewart Beattie, Robert Foster, Ken Kawall, William Steele, and Mal Woodhouse.

CARRIED

f) Appointment to Governance Committee

Resolution No. FA-12-20

Moved by Board Member Smith

Seconded by Board Member Kawall

THAT the following Members **BE APPOINTED** to the Governance Committee for 2020: Rick Brady, Robert Foster, John A. Ingrao, Ken Kawall, Brad Clark, Ed Smith and Mal Woodhouse.

CARRIED

g) Appointment to Strategic Planning Committee

Resolution No. FA-13-20

Moved by Board Member Huson

Seconded by Board Member Smith

THAT the following Members **BE APPOINTED** to the Strategic Planning Committee for 2020: James Stewart Beattie, Rick Brady, Jack S. Hellinga, Ken Kawall, William Rapley, Brian Wright, Ed Smith, Dave Bylsma and Mal Woodhouse.

CARRIED

7. SIGNING OFFICERS

Resolution No. FA-14-20

Moved by Board Member Metcalfe

Seconded by Board Member Shirton

THAT the Authority's Chair Brenda Johnson, Vice Chair Bruce Mackenzie, the Chief Administrative Officer/Secretary-Treasurer Chandra Sharma, and the Director Corporate Services, Lise Gagnon, or any two of them **ARE** hereby **AUTHORIZED** to sign, make, draw, accept, endorse and deliver cheques, promissory notes, bills of exchange, orders for the payment of money and such agreements and instruments as may be necessary or useful in connection with the operation of the said account;

AND FURTHER THAT any one of the above-mentioned officers **IS** hereby **AUTHORIZED** for and in the name of the Organization to endorse and transfer to the Bank for deposit or discount with or collection by the Bank (but for the credit of the Organization only) cheques, promissory notes, bills of exchange, orders for the payment of money and other instruments, to arrange, settle, balance and certify all books and accounts with the Bank and to sign receipts for vouchers.

CARRIED

8. MEETING SCHEDULE FOR 2020

Resolution No. FA-15-20

Moved by Board Member Wright

Seconded by Board Member Woodhouse

THAT Report No. FA-01-20 RE: 2020 Board of Directors' Meeting Schedule **BE RECEIVED**.

THAT Appendix 1 to Report No. FA-01-20 RE: 2020 Board of Directors' Meeting Schedule **BE IMPLEMENTED**.

THAT the meeting schedule **BE MADE** available on the NPCA website and **PROVIDED** to the participating and local area municipalities.

CARRIED

Resolution No. FA-16-20

Moved by Board Member Huson

Seconded by Board Member Shirton

THAT the Governance Committee **BE DIRECTED** to investigate alternate dates and options convening Full Authority meetings in the afternoon or the evening.

CARRIED

Resolution No. FA-17-20

Moved by Board Member Beattie

Seconded by Board Member Brady

THAT the summer meeting schedule **BE SENT** for review to the Governance Committee.

CARRIED

9. PRESENTATIONS

- a) Video Presentation: We Are NPCA - Renee Bisson, Manager of Communications and Public Relations indicated that the video would be presented at a later date.
- b) 2019 Year End Review Presentation – Renee Bisson, Manager of Communications and Public Relations introduced the video.

10. CHAIR'S CLOSING REMARKS

In light of her prior comments during and subsequent to the election process, Chair Johnson opted to forego additional remarks.

11. CLOSED SESSION

- a) Personal matters about identifiable individual(s), including NPCA employees

Resolution No. FA-18-20

Moved by Board Member Metcalfe

Seconded by Board Member Woodhouse

THAT the meeting of the Board of Directors of the Niagara Peninsula Conservation Authority **CONVENE** in closed session at 11:06 a.m. in accordance Section 11.1 of the NPCA Administrative By-law for the discussion on personal matters about identifiable individual(s), including NPCA employees.

CARRIED

Resolution No. FA-19-20

Moved by Board Member Woodhouse

Seconded by Board Member Metcalfe

THAT the meeting of the Board of Directors of the Niagara Peninsula Conservation Authority **RECONVENE** in open session at 11:17 a.m..

CARRIED

Chair Johnson noted that staff had received information verbally on a personal matter that would remain confidential.

12. ADJOURNMENT

Resolution No. FA-20-20

Moved by Board Member Shirton

Seconded by Board Member Metcalfe

THAT this meeting **BE** hereby **ADJOURNED** at 11:23 a.m..

CARRIED

Brenda Johnson
Chair
Niagara Peninsula Conservation Authority

Chandra Sharma
Chief Administrative Officer / Secretary -
Treasurer
Niagara Peninsula Conservation Authority



January 17, 2020

The Honourable John Yakabuski
Minister of Natural Resources and Forestry
Suite 6630, 6th Floor, Whitney Block
99 Wellesley Street West
Toronto, ON, M7A 1W3

RE: Ontario's Special Advisor on Flooding Report to Government: An Independent Review of the 2019 Flood Events in Ontario

Dear Minister Yakabuski,

I am writing to congratulate you on the speed with which you made the public release of "Ontario's Special Advisor on Flooding Report to Government: An Independent Review of the 2019 Flood Events in Ontario" (Flood Advisor Report). We appreciate the recognition in the report that flood management is a shared responsibility, and that the watershed approach and the conservation authority model help to reduce flood risk very effectively within this collaborative framework. We also recognize that under a changing climate, there is always room for improvement.

While only 15 of the 66 recommendations directly reference conservation authorities, many more relate to our collaborations and/or business relationships with landowners, all three levels of government and, more specifically, our close working relationship with your Ministry.

Conservation authorities are considered to be the 'boots on the ground' agencies implementing watershed management programs which help to prevent and reduce risk, monitor conditions and warn of flood events. They also work closely with others during and after actual events. As such, we feel their long-time local expertise provides unique insights and we have worked with them to undertake a review of the Flood Advisor's Report. We look forward to sharing this more detailed information with your staff.

We do have a few specific comments which we would like to share with you.

More flood events and higher damage costs are in our future and it makes good business sense for the Province to continue to rely on the conservation authorities' experience, expertise and cost effective programs to reduce the risk of flooding in Ontario.

- We strongly support the Flood Advisor's recommendation (#66) for no further cuts to the Province's flood program and we interpret this to include no further cuts to CA Transfer Payments. To be able to support the Province and other partners effectively, conservation authorities need their 2018 transfer payments re-instated and, ideally, increased to address the real and escalating costs of managing flooding. This would help to meet the Province's larger agenda of 'building healthier and safer communities'. And, it helps to reduce costly damages and business disruptions.

- Conservation authorities already work in well-established local and provincial partnerships to reduce flood risk and this collaboration should be supported.

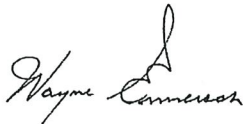
Current provincial funding levels do not adequately address the concerns around aging flood control infrastructure or outdated floodplain mapping, required to build additional resilience against climate change.

- Aging infrastructure and floodplain mapping have been historically underfunded by provincial transfer payments and many smaller and mid-range conservation authorities with more rural municipalities cannot address these within current budgets. Budget pressures are also felt by larger conservation authorities with high risk flood-prone areas which require more complex solutions.
- Provincial investment in floodplain mapping matched with municipal and federal investments would greatly accelerate Ontario's ability to adapt and be resilient to climate change. Lack of investment in both floodplain mapping and flood control infrastructure is hurting Ontario's economy and it raises significant concern with regard to increasing risk to public safety and increased liability to the Province, municipalities and conservation authorities.

The conservation authorities have years of experience in improving Ontario's resilience to flooding and it should be considered a cornerstone of any provincial climate change actions and worthy of provincial investment.

Thank you again for the timely release of the Flood Advisor's Report and we appreciate the challenge the Province faces moving forward to address the recommendations. Conservation authorities want to continue to collaborate with the Province in order to protect the public's safety and prevent future costly impacts.

Sincerely,



Wayne Emmerson
Chair, Conservation Ontario

c.c.

Hon. Jeff Yurek, Minister of Environment, Conservation and Parks (MECP)

Hon. Rod Phillips, Minister of Finance (FIN)

Hon. Steve Clark, Minister of Municipal Affairs and Housing (MMAH)

Hon. Laurie Scott, Minister of Infrastructure (MIN)

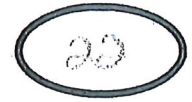
Hon. Sylvia Jones, Solicitor General

Jason Redlarski, Provincial Emergency Operations

Conservation Ontario
120 Bayview Parkway, Newmarket ON L3Y 3W3
Tel: 905.895.0716 Email: info@conservationontario.ca
www.conservationontario.ca



COUNCIL RESOLUTION



Res: 2020.01. 23

Wednesday, January 15, 2020

Moved by:

Mike Hentz

Seconded by:

Patricia Corneil

THAT Conservation Authorities have been protecting people and conserving and restoring watersheds with local communities for over 50 years; and

THAT Municipalities must work together to ensure resilient and healthy watersheds for residents; and

THAT Conservation Authorities will be important partners in concrete and cost-effective initiatives to address climate change.

THEREFORE IT BE RESOLVED THAT the Council of the Municipality of Dutton Dunwich supports the important role Conservation Authorities provide to local communities in delivering watershed management programs

AND THAT this resolution be circulated to all upper and lower-tier municipalities, Conservation Authorities and the Provincial Government (Minister of Environment, Conservation and Parks) in Ontario

<u>Recorded Vote</u>	<u>Yeas</u>	<u>Nays</u>
P. Corneil	_____	_____
A. Drouillard	_____	_____
K. Loveland	_____	_____
M. Hentz	_____	_____
B. Purcell – Mayor	_____	_____

CARRIED:

[Signature]
Mayor

DEFEATED:

Mayor

CITY OF QUINTE WEST

*Office of the Mayor
Jim Harrison*



**P.O. Box 490
Trenton, Ontario, K8V 5R6**

**TEL: (613) 392-2841
FAX: (613) 392-5608**

January 15, 2020

The Honourable Doug Ford
Premier of Ontario
Legislative Building
Queen's Park, Toronto, ON M7A 1A1

RE: Resolution – Conservation Authorities

Dear Premier Ford:

This letter will serve to advise that at a meeting of City of Quinte West Council held on January 13, 2020 Council passed the following resolution:

Moved by Cassidy
Seconded by Alyea

Whereas the City of Quinte West has been well served by both the Lower Trent Conservation Authority and the Quinte Conservation Authority and

Whereas we have working service agreements with both Authorities and

Whereas we value the efforts of the Conservation Authorities to monitor floods, to manage source water protection and to ensure the integrity of the watersheds within our municipality and conserve our natural environment and

Whereas the current Provincial government is reviewing the mandate and potential funding to Conservation Authorities

Be it resolved that the City of Quinte West requests that the Provincial Government improve their funding of Conservation Authorities to provide a more stable funding base that would prevent any downloading of costs to municipalities

And further that the Provincial Government will maintain and not diminish the core mandate of Conservation Authorities

And further that we forward this motion to the Minister of Environment, Conservation and Parks, the Minister of Natural Resources, the Premier, the Leaders of all opposition parties, all of our local municipal partners, and AMO to seek their support and concurrence. **Carried**

We trust that you will give favourable consideration to this request.

Sincerely,

CITY OF QUINTE WEST

A handwritten signature in black ink, appearing to read "Jim Harrison". The signature is fluid and cursive, with a large loop at the end.

Jim Harrison
Mayor

Report To: Board of Directors

Subject: Partnerships, Community Engagement and Events

Report No: FA-05-20

Date: February 19, 2019

Recommendation:

1. **THAT** Report No. FA-05-20 RE: Partnerships, Community Engagement and Events **BE RECEIVED** for information;
2. **AND FURTHER THAT** Members of the Board facilitate promoting upcoming engagement opportunities through their networks.

Purpose:

The purpose of this report is to provide the Board of Directors with a summary of current and upcoming partnerships and engagement opportunities.

Background:

The NPCA Community Engagement objective is based on the belief that every individual in the NPCA watershed, regardless of age, gender, ethnicity, sexual orientation, religion, or disability should have the opportunity to connect with nature and conservation, to take action towards protecting water and biodiversity, while working in collaboration towards sustainable communities in ways that are appropriate and meaningful to them.

NPCA Partnerships approach is based on the premise that public engagement will be meaningful and inclusive and will foster long-term relationships with the public we serve. The NPCA aims to create collaboration and understanding with our community partners that will result in a pragmatic solution-oriented approach to decision making.

The NPCA currently has a roster of 1350 volunteers, and 791 citizens were engaged in 2019 via the following services and programs:

- Community Stewardship
- Educational Programming
- Special Events
- Public Stakeholder Consultation
- NPCA Public Advisory Committee (PAC)

Engagement initiatives are both Mandatory and Mission-Specific. Mandatory engagement refers to engagement exercises that are mandated through regulatory framework (e.g. Planning Act, Conservation Authority Act, NEPOSS, Duty to Consult) which are very prescriptive. Mission-specific engagement refers to efforts that are less regulated and the programs can be designed and delivered by NPCA staff.

The Auditor General Special Report Recommendation 16 calls for a need for the NPCA to continually assess its performance in fulfilling its mandate, therefore performance indicators will be developed through the new Strategic Plan consultation process to track the impact of these outreach services and programs on the watershed moving forward. Based on Recommendation 12, improvements have also been made to the NPCA website, and changes made to the quarterly and annual reporting content.

Communications uses a variety of marketing and media channels to promote this work and to fully engage with communities to inspire action and empower individuals and key partners to get involved with the goal of improving the overall understanding of what the NPCA's role is in our watershed. All public consultation and engagement exercises are archived and can be found on the NPCA engagement portal getinvolved.npca.ca.

Ongoing Partnerships:

- Ohnia:kara Aspiring Global Geopark
- 2021 Canada Summer Games-Sustainability Partner
- Pollinator Partners
- Carolinian Canada
- The Carbon Farmer/WEARTH
- Pathstone Mental Health
- Great Lakes One Water Initiative
- Trout Unlimited Niagara Chapter
- City of Niagara Falls-Mother Earth Day Event
- Birds Canada
- Willowbank Heritage Conservation School
- Niagara Parks Commission
- Niagara Catholic School Board
- The Niagara Region Metis Council
- Niagara College
- Brock University

Past Events in Q4 2019:

- Town Hall Meetings for Welland Flood Plain Mapping held on October 2, 10, 24, 29
- Trout Unlimited and Soldier ON – Healing Waters – October 2
- Presentation – Niagara College Beekeeping class – October 2
- Understory Planting – Woodend Conservation Area with Niagara College – October 3
- Annual Ball's Falls Thanksgiving Festival – October 11–14
- Ridgeway & District Garden Club – Pollinator planting at Stevensville CA – October 18
- Planting at Fireman's Park with City of Niagara Falls – October 18
- Protected Areas Workshop/Co-hosted with Carolinian Canada – November 13, Ball's Falls
- Step into Nature Series- November 14 at West Lincoln Public Library
- In the Zone Workshop/Co-hosted with Carolinian Canada – November 26, Ball's Falls

- Public Advisory Committee Meeting - November 28, 5:30 p.m. at Ball's Falls Centre for Conservation
- NPCF Benefit Concert by WomEnchant Chorus and Drummers-December 22, 2019

Upcoming Events in Q1 and Q2 2020:

- 2020 Conservation Awards, February 26 at 6 p.m. at West Niagara Agricultural Centre and Fairgrounds
- Town Hall Meeting for Walker's Creek & Beamer Creek Floodplain Mapping-March 4, 6:00pm
- Niagara Envirothon Competition-March 11
- Niagara Outdoor Show-March 15, Fort Erie
- Turtle Tuesday-Canada Summer Games-The Pen Centre-March 17, 1:00 pm
- Presentation Lincoln Garden Club and Horticultural Society
- Niagara Peninsula Hawkwatch Open House, April 10th at 10 a.m. at Beamer Memorial Conservation Area
- St. Johns Pond Opening, April 25, 10:00-2:00
- Niagara Children's Water Festival, April 28-May 1 at Brock University

For information on the above events please visit: <https://npca.ca/events> .

For information on the Town Hall on March 4, visit: <https://getinvolved.npca.ca/walkers-beamer-floodplain-mapping> .

Financial Implications:

Current activities and staff time are covered within the approved budget for 2020. Additional sponsorships and grants are continuously secured to offset NPCA costs and leverage partnerships for efficiencies and collective impact.

Authored by:

Original signed by:

Renee Bisson
Manager, Communications and Public Relations

Submitted by:

Original signed by:

Chandra Sharma, MCIP, RPP
CAO/Secretary-Treasurer

This report was developed in consultation with Kerry Royer, Community Outreach and Volunteer Coordinator and Erika Navarro, Communications Specialist.

Report To: Board of Directors

Subject: NPCA Policies

Report No: FA-06-20

Date: February 19, 2020

Recommendation:

THAT Report No. FA-06-20 RE: NPCA Policies **BE RECEIVED** for information.

Purpose:

The purpose of this report is to inform the NPCA Board of Directors on NPCA policies. The NPCA Policy Log contains existing and planned NPCA policies in a central document. This document lists all NPCA policies, provides a schedule of review, tracks revision dates as well as documents approving parties and policy owners.

Background:

Policies are a foundation of good governance. They are in place within an organization as a means to guide decisions and actions in a clear and consistent manner. All NPCA policies are to comply with applicable legislation. The Auditor General's Special Audit of the Niagara Peninsula Conservation Authority cited the need for the NPCA to "improve its processes to ensure that it delivers programs and services economically, efficiently and in accordance with relevant legislation, regulations, agreements and policies...".

Discussion:

As the NPCA strives towards high governance standards, the Policy Log provides a base for current governance. As we continue to develop towards our goal of accountability and transparency, we will identify new and/or improved policies to further enhance our decisions and actions accordingly. Staff policy owners are subject matter experts within that policy area and are responsible for developing the organizational and administrative policies and procedures with oversight and approval of the CAO. Where a policy requires Board approval, Board Members and/or the CAO may provide recommended policies and/or changes to the appropriate committee of the Board for review. Upon committee review and recommendation, new policies and/or changes requiring Board approval will be forwarded to the Full Authority Board. All changes will be clearly highlighted in the document notating deletions and additions.

All policies will be reviewed regularly to ensure relevance and compliance with relevant legislation. Once a policy is approved by the appropriate party, it will replace and supersede any past policy versions. Old policy versions will be kept for records only as per NPCA records retention policy.

When the NPCA is made aware of legislative changes, the policy owner will be responsible to update the related NPCA policies in a timely manner for approval. In the case of pending legislative changes, staff will continue to utilize current approved policy until such time legislative changes are passed.

The Manager, Human Resources will be responsible to keep an updated version of the NPCA Corporate Policy Log and will develop a system to ensure staff and/or board members are able to access relevant and current policies as required.

Pending Legislative Changes: NPCA Planning Policy:

The NPCA Planning Policy is rooted in the Conservation Authorities Act, which dictates mandated services of the Conservation Authority. At this time, Ontario Regulation 155/06 guides the current NPCA Planning Policy. As no two watersheds are the same, the Policies allow for local context in interpretation. The Policy provides the Conservation Authority's opinion of how to interpret the "five tests" under the Regulation. Establishing the NPCA Planning Policy involved extensive public consultation, review/comparison of other Conservation Authority policies, staff experience/knowledge of local watershed nuances and was recommended to the NPCA Board of Directors for approval (Resolution FA-174-18 & Resolution FA-141-19).

Bill 108 (More Homes, More Choice Act) achieved Royal Assent on June 6, 2019. This bill resulted in changes to the Conservation Authorities Act and the related Ontario Regulations. At this time, the amendments and related Regulations have not yet been proclaimed. When they are proclaimed, the NPCA will engage in appropriate public consultation, liaise with other Conservation Authorities and provide staff expertise and input to recommend any changes (if required) to the NPCA Planning Policy for recommendation to the NPCA Board of Directors for approval. A procedural guideline for interpretation of the NPCA Planning Policy is proposed and will be developed in line with any NPCA Planning Policy changes.

Financial Implications:

There is no financial implication resulting from this report at this time. However, future changes to existing policies or development of new policies may require significant staff and financial resources.

Links to Policy/Strategic Plan:

The NPCA has been clear in their desire to be transparent and accountable. The implementation of the Policy Log will assist in monitoring and implementing appropriate policies towards establishing a positive work environment as well as clear and consistent application of policies.

Related Reports and Appendices:

Appendix 1: NPCA Policy Log

Authored by:

Original signed by:

Misti Ferrusi, BA, CHRL
Manager, Human Resources

Submitted by:

Original signed by:

Chandra Sharma, CMIP, RPP
Chief Administrative Officer/Secretary-Treasurer

NPCA POLICY LOG

CATEGORY NAME	Staff Approved Policy	Board Approved Policy	Document Name	Document Reference ID	Status	Issue Date mmm-yy	Last Reviewed Date mmm-yy	Last Revision Date mmm-yy	Schedule Review	Policy Owner
Board of Directors		x	Administrative By-Law		Approved-under review		Dec-19	Dec-19	annually	Board of Directors
Human Resources										
Employment	x		General Principles	1-1	Approved		Jun-16	Dec-12	annually	Manager, HR
	x		General Conditions of Employment	1-2	Approved		Jun-16	Dec-12	annually	Manager, HR
	x		Hiring Practices	1-3	Approved		Jun-16	Jun-16	annually	Manager, HR
	x		Recruitment & Selection	1-4	Approved	Jun-19	Jun-19	Jun-19	annually	Manager, HR
	x		Employment Status	1-5	Approved		Jun-16	Jun-16	annually	Manager, HR
	x		Student Employees	1-6	Approved	Apr-18	Jun-16	Apr-18	annually	Manager, HR
	x		Hours of Work	1-7	Approved	Jun-16	Jun-16	Jun-16	annually	Manager, HR
	x		Nepotism		Proposed					Manager, HR
Compensation & Benefits										
	x		Workers' Compensation	2-1	Approved		Jun-16	Jun-16	annually	Manager, HR
	x		Sick Leave Benefits	2-2	Approved-under review		Jun-16	Jun-16	annually	Manager, HR
	x		Pension Plans & Retirement	2-3	Approved-under review		Jun-16	Dec-12	annually	Manager, HR
	x		Medical & Insurance Benefits	2-4	Approved-under review		Jun-16	Jun-16	annually	Manager, HR
	x		Annual Vacation	2-5	Approved-under review		Jun-16	Jun-16	annually	Manager, HR
	x		Maternity & Parental Leave	2-6	Approved-under review		Jun-16	Jun-16	annually	Manager, HR
	x		Protected Leaves	2-7	Approved	May-18	Dec-18	Dec-18	annually	Manager, HR
	x		Salary & Wage Administration	5-3	Approved		Jun-16	Dec-12	annually	Manager, HR
Employee Relations										
	x		Working Alone	3-1	Approved		Jun-16	Dec-12	annually	Manager, HR
	x		Travel on Duty	3-2	Approved		Jun-16	Jun-16	annually	Manager, HR
	x		Legal Indemnification	3-3	Approved		Jun-16	Dec-12	annually	Manager, HR
	x		Issuance of Uniforms	3-4	Approved	Jun-16	Jun-16	Jun-16	annually	Manager, HR
	x		Employer Supported Volunteering	3-5	Approved	Jan-16	Jun-16	Jan-16	annually	Manager, HR
	x		Workplace Harassment	3-6	Approved		Jan-20	Jun-19	annually	Manager, HR
	x		Workplace Violence Prevention Program	3-7	Approved		Jun-19	Jun-16	annually	Manager, HR
	x		Workplace Violence & Harassment Prevention Policy	3-8	Approved-under review		Jun-19	Jun-19	annually	Manager, HR
	x		Grievances	3-9	Approved		Jun-16	Dec-12	annually	Manager, HR
	x		Email and Internet Use	3-10	Approved		Jun-16	Dec-12	annually	Manager, HR
	x		Impairment in the Workplace	3-11	Approved	Nov-18	Nov-18	Nov-18	annually	Manager, HR
	x		Staff Training & Development	5-1	Approved		Jun-16		annually	Manager, HR
	x		Staff Appraisals	5-2	Approved	Sep-19	Sep-19	Sep-19	annually	Manager, HR
	x		Use of Privately Owned Vehicles	6-1	Approved-under review		Jun-16	Jun-16	annually	Manager, HR
	x		Use of Authority Vehicles and Equipment	6-2	Approved-under review		Jun-16	Dec-12	annually	Manager, HR

Employee Code of Conduct					
	x	Introduction and Purpose		Approved-under review	May-13
	x	Values to Strive Towards		Approved-under review	May-13
	x	Respectful Workplace		Approved-under review	May-13
	x	NPCA Direction and Policies		Approved-under review	May-13
	x	Ethics		Approved-under review	May-13
	x	Health, Safety & Environment		Approved-under review	May-13
	x	Harassment & Workplace Violence		Approved-under review	May-13
	x	Off Duty Conduct		Approved-under review	May-13
	x	Conflicts of Interest		Approved-under review	May-13
	x	Internal Disclosure Mechanism		Approved-under review	May-13
	x	Internal Disclosure		Approved-under review	May-13
	x	Advice & Guidance Respecting Code Issues		Approved-under review	May-13
	x	Reporting a Violation of the Code		Approved-under review	May-13
Health & Safety					
	x	Accidents: Employee Injuries		Approved-under review	2016
	x	Vehicle Safety and Driver Certification		Approved-under review	2016
	x	Accidents: Visitors		Approved-under review	2016
	x	Boarding, Life Jackets & Personal Floatation Device Program		Approved-under review	2016
	x	Chainsaw Program		Approved-under review	2016
	x	Chlorine Re-Charging		Approved-under review	2016
	x	Off-Road Utility Vehicles and Snowmobiles - Safety Helmet		Approved-under review	2016
	x	Contractors		Approved-under review	2016
	x	Self-Propelled Machinery Safety & Certification		Approved-under review	2016
	x	Emergency Planning		Approved-under review	2016
	x	Employee Orientation		Approved-under review	2016
	x	Employee Training & Education		Approved-under review	2016
	x	Fire Extinguishers		Approved-under review	2016
	x	First Aid & CPR		Approved-under review	2016
	x	Fuel Handling & Storage		Approved-under review	2016
	x	Health and Safety Committee		Approved-under review	2016
	x	Hearing Protection		Approved-under review	2016
	x	Lockout/Tagout Procedure for Equipment & Machinery		Approved-under review	2016
	x	Fall Protection		Approved-under review	2016
	x	Needle/Syringe Disposal Program		Approved-under review	2016
	x	Occupational Health & Safety Act		Approved-under review	2016
	x	Office Safety		Approved-under review	2016
	x	Personal Protective Equipment		Approved-under review	2016
	x	Travel Over Ice		Approved-under review	2016
	x	Transportation or Employees and Seat Belts		Approved-under review	2016
	x	WHIMIS Program		Approved-under review	2016
	x	Work Refusals and Work Stoppages		Approved-under review	2016
	x	Ladder Safety		Approved-under review	2016
	x	Heat Stress		Approved-under review	2016
	x	Work in Extreme Cold		Approved-under review	2016
	x	Exit Signs		Approved-under review	2016
	x	Emergency Lighting		Approved-under review	2016
	x	Road Safety and General Traffic Control		Approved-under review	2016
	x	Liquid Chlorine		Approved-under review	2016
	x	Confined Space Entry		Approved-under review	2016
	x			Approved-under review	2016

Report To: Board of Directors

Subject: Spatial Open Data Launch

Report No: FA-08-20

Date: February 19, 2020

Recommendation:

THAT Report No. FA-08-20 RE: Spatial Open Data Launch **BE RECEIVED** for information.

Purpose:

The purpose of this report is to inform the NPCA Board of Directors about the soft launch of the Authority's spatial Open Data Portal enabled by its enterprise GIS migration that occurred in 2019.

Background:

Last year, NPCA GIS staff migrated its GIS server deployment architecture and consumption strategy to a new enterprise service-oriented configuration (Appendix 1) strategically designed to better address Authority spatial business needs by leveraging modern GIS technology innovations.

The new server architecture and storage strategy was specifically implemented to facilitate the data deployment and spatial analysis requirements of field staff, GIS Staff, and managers making data driven decisions. The service-oriented technology enables easier distribution of NPCA spatial information assets and facilitates digital field data collection capabilities. Live data sharing between stakeholders and partners can take place between organizations via hosted web services. This drastically reduces data sharing through traditional file transfer methods and minimizes conflicts with respect to data currency. Field data written back real-time into GIS data repositories eliminates transcribing data from paper and can be consumed live by managers, GIS Staff and department staff, enabling efficient collection and decision making.

Discussion:

The Spatial Open Data Portal launch is a key component of the new architecture strategically designed to streamline *public* spatial data and web mapping services deployment and consumption, further promoting transparency with stakeholders. This also recognizes and appreciates the broader community value of NPCA's spatial information assets.

The release of the data is governed by a standard Open Government licence outlining the classic terms and conditions of use behind the Open Data movement and is accessible from each page of the Portal. Version 2.0 of the Open Government Licence – Canada has been used by most

government agencies to address the risk and liabilities of Open Data initiatives across Canada by making it clear the data is provided as-is, and that the Provider is not liable for any consequences stemming from its use. Additionally, each application available on the site includes click-through disclaimers prior to use, and disclaimers are further found on any maps derived from applications enabled with print capabilities.

The Open Data concept is well established in Niagara, however the Authority's absence from participating had been purposeful until it could deploy the new GIS strategy and enterprise configuration enabling it as an end point in a cohesive data management and publication cycle for ease of administration. Updates to spatial data by staff are automatically reflected within public facing data services and web applications which makes GIS data management and administrative tasks much less onerous. The public can now discover and download spatial data without contacting GIS staff; saving organizational staff time and effort in response to the high frequency of data requests it experiences as a local trusted science broker.

The soft launch has simply enabled the Open Data Portal as live and discoverable through the NPCA website via a reference link (<https://gis-npca-camaps.opendata.arcgis.com/>) on its GIS page, and contains a modicum of available data. It is intended to grow in terms of content over time with respect to both data inventory, and tools and applications. Further promotion of the portal may be considered in the future, including potential to collaborate with Conservation Ontario in terms of drawing broader awareness.

The preliminary data inventory available through the portal is focused on highlighting NPCA's programs and services as part of its local natural resources management role. It includes mapping for mandated functions such as Conservation Areas, Natural Hazards, and Source Protection. It also showcases its large-scale surface water and natural area inventory mapping as critical base datasets essential for local resource management activities. Several mapping datasets associated with NPCA monitoring and reporting type activities are available as well including both water quality and quantity sampling networks. Watershed Report Card Grades and Watershed Planning Areas are also included and contain links to these documents published online as well, further demonstrating how data is essential to evidence and science-based decision making and resource management recommendations.

The NPCA's *Watershed Explorer*, the Authority's traditional public web mapping tool, is available from the portal as well. The portal will also be home to many other future spatial tools and applications the NPCA will develop to address its spatial needs with the public as it ventures into an innovative future, including custom single purpose web maps and other applications such as story maps.

Staff feel very confident the new GIS server deployment architecture and consumption strategy, sets the Authority up well to deliver on the upcoming needs of stakeholders.

Financial Implications:

This project has been implemented within the approved NPCA budget and has no financial implications at this time. As use and functional dependency on the infrastructure grows future considerations will need to be given to additional cloud or data center capacity.

Related Reports and Appendices:

Appendix 1: NPCA GIS Deployment and Consumption Strategy

Authored by:

Original signed by:

Geoff Verkade
Senior Manager, Integrated Watershed Planning/Information Management

Reviewed by:

Original signed by:

Lise Gagnon, CPA, CGA
Director, Corporate Services

Submitted by:

Original signed by:

Chandra Sharma, MCIP, RPP
CAO/Secretary-Treasurer

APPENDIX 1 to Report No. FA-08-2020 - NPCA GIS Deployment and Consumption Strategy

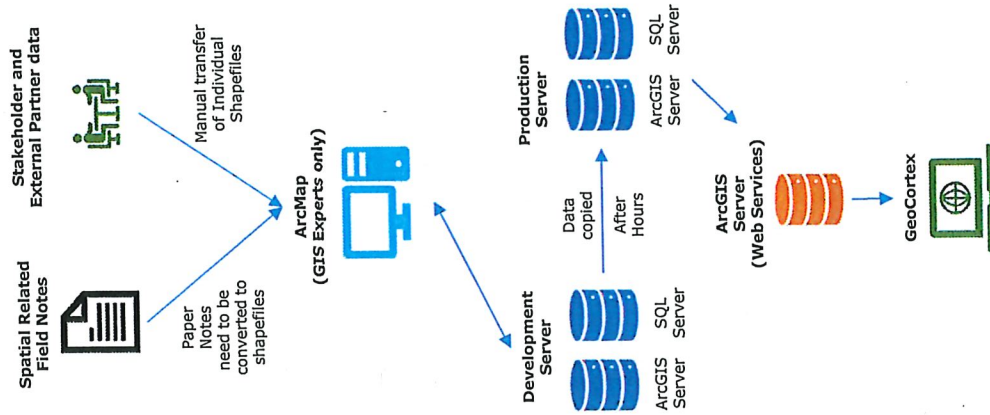
Past Deployment Architecture and Consumption Strategy

- Past GIS server architecture and data storage based on Niagara Region strategy
- Dual server strategy; one for development and one for production
- GIS technicians used ArcGIS Map for GIS desktop data production
- Non-GIS staff and public used GeoCortex Web browser engine for spatial data analysis and consumption
- All external distribution of spatial data was performed via FTP client software
- No digital capture of spatial related field data

Issue arising from Past Deployment Architecture and Consumption Strategy

- NPCA data needed different than Region; therefore server architecture and storage strategy was limiting for how NPCA interacted with spatial data
 - This added time and effort towards data management and deployment of data
 - ESRI ArcGIS ArcServer was being discontinued and replaced with next generation software
- Dual server strategy was storage space intensive (meaning all data was duplicated amongst two data servers)
 - This added to the amount of server resources and maintenance cost along with increased backup time
- Consumption of new or updated data was delayed until entire GIS repository of data was copied from development environment to production environment where it could be consumed by staff or public
 - This added to work after hours in order to ensure data delivery was not interrupted for staff
 - Increased monetary overtime costs to NPCA
- ArcGIS Map is 20 year old technology and not well integrated to work with current GIS formats such as GIS web services
 - Any issues with software bugs and any scripts used to create or update data would no longer be resolved
 - Only GIS Experts could operate software
- GeoCortex Web browser engine technology was slow and expensive to maintain
 - GeoCortex maintenance fees (\$10,000/year)
 - Functionality used 3rd party code requiring external expertise of the NPCA
- FTP clients are old technology and in many cases no longer supported
 - Multiple copies of data needed to be maintained (GIS Repository copy and FTP copy)
- Spatial related field data captured on paper
 - Mistakes in note taking are costly to revisit and sometimes impossible to recapture
 - Data needs to be transcribed from paper is time consuming and costly
 - Data in many cases not normalized at time of transcription – costly to fix

Past Deployment and Consumption Strategy



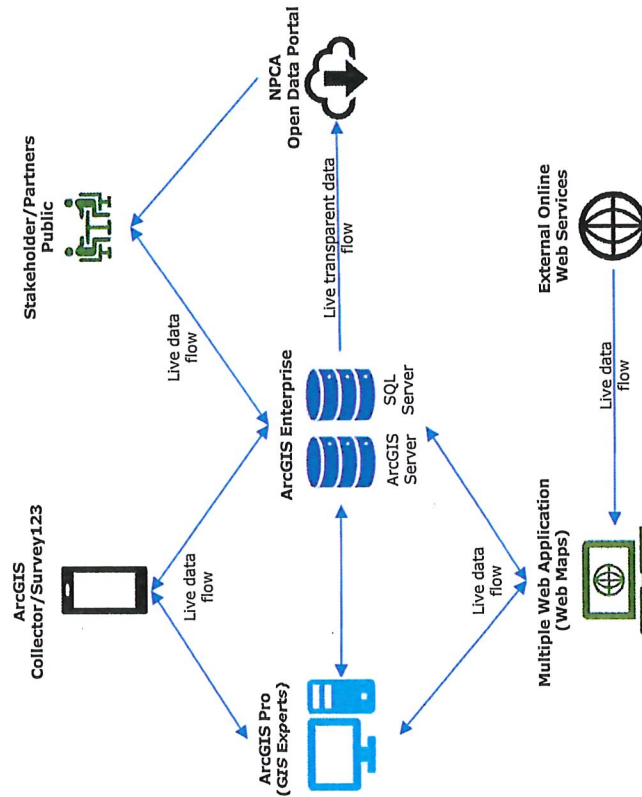
APPENDIX 1 to Report No. FA-08-20 - NPCA GIS Deployment and Consumption Strategy New Deployment Architecture and Consumption Strategy

- GIS server architecture and data storage based on NPCA data and consumption needs
- One server strategy with redundancy in the Cloud
- GIS technicians use new generation ArcGIS Pro for GIS desktop data production and web service creation and data management
- Non-GIS staff and public used ESRi Web Applications in browsers and mobile devices for spatial data analysis and consumption
- All external distribution of spatial data is accessed via ESRi Open Data Portal
- Spatial related field data collected using ESRi mobile Collector and Survey123 Apps

Issues Resolved by deploying New Architecture and Consumption Strategy

- NPCA data needs different than Region; new server architecture and storage strategy designed to facilitate the data deployment and spatial analysis needs of field staff, GIS Staff and managers making data driven decisions
 - > Drastic time and effort savings towards data management and deployment of data
 - > ESRi ArcGIS Enterprise is the next generation GIS data management engine which transforms delivery of GIS data management business processes
- One Server strategy (ArcGIS Enterprise) streamlines data deployment of consumption end points
 - > Live data sharing between stakeholders and partners can take place between organizations eliminating passing data back and forth which increases data confidence
 - > Field data written real-time back into GIS data repositories eliminating transcribing data from paper and can be consumed live by decision-making managers, GIS Staff and department staff
- ESRi ArcGIS Pro desktop software built for how spatial data is collected, analyzed and consumed in today's working environments
 - > Map production tools and data management greatly enhanced therefore reducing effort and production turn around times
 - > Web Services (data layers) can be directly consumed and edited in desktop software reducing republishing and reducing the interruption of live data consumption
 - > External online Web Services can be directly incorporated into maps reducing map building efforts
- GeoCortex replaced with ESRi Web Applications (Web Maps)
 - > Eliminated \$10,000/year CDN maintenance fee
 - > Web Applications software included in CA's ESRi license agreement meaning CA is already paying for it
 - > Web Services (data layers) easier to manage and distribute within Web Applications
 - > Less time to create, manage and deploy Web Applications
 - > Displaying and refreshing of data is faster in Web Applications than GeoCortex
 - > Non-GIS can add external data and other internal data without the assistance of GIS staff
 - > Non-GIS staff can edit data via Web Application reducing time and effort of GIS staff
 - > Stakeholders/Partners can access specific built password controlled Web Apps for Collaboration
- FTP client software eliminated and replaced with ESRi Open Data Portal Technology
 - > Eliminated multiple copies of spatial data for the purposes of external distribution
 - > Updates to spatial data in geodatabases automatically reflected within internal and public facing Web Applications
 - > Public can now download spatial data without contacting GIS staff; saves organizational staff time and effort
 - > Promotes transparency with stakeholders, partners and the public
- Deployment of ESRi mobile Collector and Survey123 Technology
 - > Field data collection, both spatial and attribution collected live eliminating paper collection and transcription errors
 - > Better format management at the start of data life cycle reduces GIS staff time and effort
 - > real-time field data analysis in Web Applications can be performed by non-GIS staff eliminating time and effort

Present Deployment and Consumption Strategy



Report To: Board of Directors

**Subject: Greenbelt Council for the Greater Golden Horseshoe Reports
Regarding the Value of Watershed Planning and Management**

Report No: FA-09-20

Date: February 19, 2020

Recommendation:

THAT Report No. FA-09-20 RE: Greenbelt Council for the Greater Golden Horseshoe Reports Regarding the Value of Watershed Planning and Management **BE RECEIVED** for information.

Purpose:

The purpose of this report is to inform the NPCA Board of Directors with respect to the Greenbelt Council's correspondence with the Province regarding the value of Watershed Planning and Management.

Background:

The Greenbelt Council is a government advisory agency that gives the Minister of Municipal Affairs and Housing advice on the Greenbelt Plan, and implementation of the Growth Plan and Oak Ridges Moraine Conservation Plan. They are specifically mandated to provide advice on related land use planning, and implementation and reporting matters.

As of late, the Council has been consulting with experts to validate the benefits of watershed-based planning and management in response to direction of the Provincial Government.

Discussion:

The Greenbelt Council's recent reports (Appendix 1 and 2) to the Minister have focused on emphasizing the value of watershed-based planning and management 'and the consequences of diminishing this systematic approach' as perceived by the absence of same being enabled in the Government's anticipated regulations pursuant to the amended *Conservation Authorities Act*.

The council has recommended that the Government support and strengthen the mandate of conservation authorities as stewards of the Greater Golden Horseshoe's watersheds and thus the ecosystems that protect and sustain the Greenbelt and the entire Greater Golden Horseshoe.

Further, the council recommends 'the Province, through its upcoming Conservation Authority Act regulations, ensure that the mandate of the conservation authorities continues to reflect the watershed focus and that a fourth mandatory area be included to lead and facilitate inter-jurisdictional collaboration at the watershed scale to protect and improve watershed health.'

With respect to mandating inter-jurisdictional collaboration at the watershed scale, in 2019 NPCA officially requested Niagara Region entertain re-establishing a partnership for integrated watershed planning implementation in the Niagara Watershed. Detailed reports on watershed planning in the NPCA were presented to the Board at the June 2019 and December 2019 meetings: Report FA-65-19 RE Niagara Region New Official Plan Draft Watershed Planning Discussion Paper and, Report FA-172-19 RE Niagara Region Natural Environment Work Program Update, respectively.

The Region is currently the watershed planning lead, with the NPCA continuing to provide technical expertise and partnering where appropriate. Niagara Region will be developing a workplan to implement a suggested framework for integrated watershed planning in Niagara moving forward, which NPCA anticipates participating in the formulation and implementation through said partnership. The Region is presently procuring consulting services to develop a watershed planning equivalency document to address provincial compliance with respect to its New Official Plan.

Regardless of what the Province mandates in the end, the Greenbelt Council's argument that the relationship with Conservation Authorities for the management of watersheds is extremely cost effective from a provincial fiscal perspective, echo NPCA comments of same to date from a regional and municipal view.

Additionally, the rationale for the Greenbelt Council's position on the value that Conservation Authority's offer regarding watershed planning and management are well articulated in the attached reports and worth the Board of Director's review and consideration as background information leading into the development of the 2020 Strategic Plan.

Financial Implications:

There are no financial implications currently. Further discussions with Niagara Region and the local municipalities regarding inter-jurisdictional collaboration at the watershed scale may present considerations for and help inform development of the NPCA's 2021 budget.

Related Reports and Appendices:

Appendix 1: Greenbelt Council Report #9 to Minister Steve Clark

Appendix 2: Greenbelt Council Report #10 to Minister Steve Clark

Authored by:

Original signed by:

Geoff Verkade

Senior Manager, Integrated Watershed Planning/Information Management

Reviewed by:

Original signed by:

Lise Gagnon, CPA, CGA
Director, Corporate Services

Submitted by:

Original signed by:

Chandra Sharma, MCIP, RPP
CAO/Secretary-Treasurer

777 Bay St 13th Flr
Toronto ON M5G 2E5
Telephone: (416) 585-6014
Fax: (416) 585-6870

Office of the Chair

777, rue Bay 13^e étage
Toronto ON M5G 2E5
Téléphone: (416) 585-6014
Télécopieur: (416) 585-6870

Bureau du Président



Greenbelt Council

Conseil de la
ceinture de verdure

December 7, 2019

Honourable Steve Clark
Minister of Municipal Affairs and Housing
777 Bay Street, 17th Floor
Toronto, ON M5G 2E5

Re: Watershed Planning and Management Protects and Sustains Ontario's Greenbelt and the entire Greater Golden Horseshoe

Dear Minister Clark,

It is my pleasure to send you the Greenbelt Council's ninth progress report as we proceed through our 2019/20 work program.

Sincerely,

A handwritten signature in black ink, appearing to read "David Crombie".

David Crombie
Chair, Greenbelt Council

Copies to:

Kate Manson-Smith, Acting Deputy Minister
Greenbelt Council members
Ed McDonnell, CEO, Greenbelt Foundation
Kevin Thomason, Director, Grand River Environmental Network
Blair Feltmate, Head, Intact Centre on Climate Adaptation, University of Waterloo
Andrew McCammon, Executive Director, Ontario Headwaters Institute
Greater Golden Horseshoe stakeholders

Greenbelt Council for the Greater Golden Horseshoe Report #9 (November 2019)

Continuing its practice of distributing progress reports after each meeting, the Greenbelt Council is pleased to share its ninth report. It communicates our work in considering matters of public interest with respect to Ontario's Greenbelt and the implementation of the *Growth Plan for the Greater Golden Horseshoe*. The Greenbelt Council is mandated by the Province of Ontario to provide advice to the Minister of Municipal Affairs and Housing.

At its meeting October 28, 2019, Council engaged the following experts to talk about the benefits of watershed-based planning and management and the consequences of diminishing this systemic approach: Kevin Thomason, (Director, Grand River Environmental Network), Blair Feltmate (Head, Intact Centre on Climate Adaptation, University of Waterloo), Andrew McCammon (Executive Director, Ontario Headwaters Institute), Edward McDonnell (CEO, Greenbelt Foundation), and Shelley Petrie (Program Director, Greenbelt Foundation). Council also heard from Pauline Desroche (Manager, Resource Development Section, Ministry of Natural Resources), who summarized proposed changes to the *Aggregate Resources Act*.

The follow highlights the information and commentary Council gleaned from its guests and the ensuing dialogue that helped to shape its recommendations:

1. Greenbelt Council recommends the Provincial Government reaffirm the critical importance of watersheds as the basis for planning, managing and monitoring the health of our natural resources and systems—which provide Greater Golden Horseshoe communities with a sustainable supply of clean water—and ensure that watershed planning is enabled in the Government's anticipated regulations pursuant to the amended *Conservation Authorities Act*.
2. Greenbelt Council recommends the Provincial Government support and strengthen the mandate of the conservation authorities as stewards of the Greater Golden Horseshoe's watersheds and thus the ecosystems that protect and sustain the Greenbelt and the entire Greater Golden Horseshoe.

Value of Watershed Planning

The Provincial Government has repeatedly announced that it will not approve anything that would jeopardize the Greenbelt. However, the Greenbelt is part of an interconnected bioregion, and you cannot protect the Greenbelt without maintaining the health of its watersheds—both directly and indirectly—and the connectivity among them.

Multi-jurisdictional watershed planning—providing an ecosystem approach to protecting natural resources and managing and sustaining ecological functions across municipal boundaries—is a best practice. It helps to protect the quality and quantity of our water and the health of our communities. It helps to ensure that people living downstream don't pay the cost of poor decisions made upstream. It supports cost-effective natural infrastructure. While municipalities are a logical partner in watershed planning, they often rely on the scope and jurisdiction of their local conservation authority to bring together stakeholders and identify contributing issues outside their boundaries.

Watershed ecosystems provide communities with a diverse range of services—providing food and water, stabilizing water flows, supporting cultural and recreational activities, among others. To maintain these services requires that we not only reduce our impact on the ecosystems, but that we are diligent in monitoring and maintaining their health. The regulations being made under the new *Conservation Authorities Act* must acknowledge that watershed-based planning and management has always been a core mandate of the conservation authorities and is increasingly important in addressing the risks that Ontarians face from climate change, changes in water quality and quantity, and the increasing incidences of flooding.

In addressing the concerns of some members of the development industry about the timely processing of development applications by conservation authority staff, it is important to understand the context. For many, the source of these concerns goes back 20 years when the provincial government transferred, through memorandums of understanding, many of its ministries' development review responsibilities to municipalities that lacked the staff resources and expertise to fulfill these roles. To assist, many conservation authorities began providing additional expert advice to municipalities on a variety of environmental matters at a time when their funding had also been significantly cut.

Over time, as municipalities gained expertise in environmental review, conservation authorities and municipalities developed relationships that are unique to the needs and capacities of both organizations. Even where municipalities had developed expertise, conservation authorities may be commenting as a regulator, land owner or on behalf of a municipality as an expert advisor under a memorandum of understanding, and this may have added confusion to the review process. Adding further confusion, the role of the Province in the development review process has evolved through no-window to one-window to legislation-specific engagement by designated ministries.

Today, most of the industry's legitimate concerns about the environmental review process have been resolved through improved coordination among review agencies that is a direct result of multi-jurisdictional participation in watershed planning processes. In fact, the inter-municipal coordination role played by conservation authorities is often a key element in reducing the time taken to resolve issues when applications affect multiple jurisdictions. Watershed planning, often coordinated by conservation authorities, has become best practice throughout North America.

Urban expansion and development pressures, however, continue to threaten headwaters and important natural heritage areas. At the same time, climate change is amplifying the effects on water systems and increasing risks of flooding and drought. As a result, the financial and social costs of extreme weather events are increasing.

Conservation authorities have the expertise to reduce those risks. Through watershed planning and management, they help to protect the natural infrastructure that is so critical to achieving healthy, sustainable communities. Additionally, conservation authorities educate communities about the critical importance of embracing natural solutions to watershed challenges.

At a time when we need to be gearing up to address the climate crisis, it is costly and short-sighted to undermine the one group of agencies—conservation authorities—that has significant expertise, a proven track record in successful on-the-ground implementation of watershed-based programs, and historical knowledge in the very areas where the greatest threats exist.

Population data

Council has not yet reached conclusions about the research undertaken by Council Member Kevin Eby and the Greenbelt Foundation highlighting the magnitude of the differences between the 2019 Ministry of Finance population projections for Greater Golden Horseshoe municipalities and the Growth Plan's municipal population forecast. However, we note that there could be significant consequences, including financial implications, for individual municipalities and the broader Greater Golden Horseshoe as a whole unless these projections/forecasts are appropriately reconciled. The data needs to be further explored and consideration given to the implications on urban expansions, agricultural land consumption and potential development charge shortfalls, among other matters.

Greenbelt Council

Conseil de la ceinture de verdure

777 Bay Street, 13th Floor
Toronto ON M7A 2J3
Tel.: 416-585-6014

777, rue Bay, 13^e étage
Toronto ON M7A 2J3
Tél. : 416-585-6014

Ontario



January 9, 2020

Greenbelt Council

Conseil de la
ceinture de verdure

Honourable Steve Clark
Minister of Municipal Affairs and Housing
777 Bay Street, 17th Floor
Toronto, ON M5G 2E5

Re: Mandating Inter-jurisdictional Collaboration at the Watershed Scale

Dear Minister Clark,

It is my pleasure to send you the Greenbelt Council's tenth progress report as we proceed through our 2019/20 work program.

Sincerely,

David Crombie
Chair, Greenbelt Council

Copies to:

Kate Manson-Smith, Deputy Minister

Greenbelt Council members

Ed McDonnell, CEO, Greenbelt Foundation

Kevin Curtis, Curtis Planning

Learie Miller, Peel Region Environmental Planning Advisor

Lilli Duoba, Markham Natural Heritage Manager

Gail Krantzberg, Professor, Engineering and Public Policy Program, McMaster University

Greater Golden Horseshoe stakeholders

**Greenbelt Council for the Greater Golden Horseshoe
Report #10 (January 2020)**

Continuing its practice of distributing progress reports after its meetings, the Greenbelt Council is pleased to share its tenth report. It communicates Council's work in considering matters of public interest with respect to Ontario's Greenbelt and the implementation of *A Place to Grow: Growth plan for the Greater Golden Horseshoe*. The Greenbelt Council is mandated by the Province of Ontario to provide advice to the Minister of Municipal Affairs and Housing.

At its meeting November 28, 2019, Council engaged the following experts to talk about the municipal role in watershed-based planning and watershed updates for upcoming Municipal Comprehensive Reviews: Kevin Curtis (Curtis Planning), Learie Miller (Advisor, Environmental Planning, Regional Planning and Growth Management Division, Public Works Department, Peel Region), Gail Anderson (Principal Planner, Environmental Planning, Regional Planning and Growth Management Division, Public Works Department, Peel Region), Lilli Duoba (Manager, Natural Heritage, City of Markham), Patrick Wong (Senior Planner, Natural Heritage, City of Markham).

At its meeting December 18, 2019, Council spoke with Gail Krantzberg (Professor, Engineering and Public Policy Program, Booth School of Engineering Practice and Technology, McMaster University) about watershed approaches to water governance and challenges to Great Lakes resilience.

The text below summarizes the ensuing discussions that informed the following recommendation of Council:

The Greenbelt Council recommends the Province, through its upcoming Conservation Authority Act regulations, ensure that the mandate of the conservation authorities continues to reflect the watershed focus and that a fourth mandatory area be included to lead and facilitate inter-jurisdictional collaboration at the watershed scale to protect and improve watershed health.

As noted in section 4.1, the 2019 A Place to Grow Plan recognizes that "watersheds are the most important scale for protecting the quality and quantity of water, municipalities are required to undertake watershed planning to inform the protection of water resource systems and decisions related to planning for growth." However, Council has heard from a variety of stakeholders that the watershed scale is a fundamental metric for achieving a number of provincial objectives, including natural heritage systems and community resilience in the face of climate change challenges. As such, cross-jurisdictional collaboration in watershed management is essential.

It was clear from the discussion that there are distinct roles for both municipalities and conservation authorities in watershed planning through the Municipal Comprehensive Review process. It was also clear that municipalities rely heavily on the expertise of conservation authorities for their cross-jurisdictional perspective, essential to planning at the watershed scale, and their specific knowledge in habitat conservation / restoration / enhancement, source protection and hydrogeology, water resource and protection engineering, forestry resource planning, outreach and education, and parks operation and land management. Municipalities do not have a similar technical expertise or mandate. It is through partnerships with conservation authorities that watershed planning and land use planning are linked, and water resources, for example, are protected.

This municipal-conservation authority collaboration enables decision-makers—provincial, municipal and stakeholder organizations—to understand how growth impacts should be mitigated and managed to protect watershed health and support community resilience as well as to comply with Greenbelt and Growth Plan policies.

The discussion also pointed to several areas where municipal watershed updates could be strengthened. These include guidance on how watershed plans should address climate change and integrate climate change plans, how they can become more effective in addressing cumulative impacts, how and when large-scale monitoring should be undertaken, and how to better align the subwatershed planning process and the timelines of the development review process.

Council members heard from Gail Krantzberg that trying to protect the Great Lakes using geopolitical boundaries fragments the system and is not effective. She stressed that water governance must involve a broad spectrum of people and organizations who share a desired future state—clean water, for example—albeit for a myriad of reasons from human health and wildlife habitat, to economic development and tourism. As a result, the economic return on investment from effective watershed management is substantial and touches many sectors. Further, planning at the watershed scale is absolutely essential for dealing with climate change impacts including the increasing financial and social costs of extreme weather.

Today, management of Greater Golden Horseshoe watersheds is primarily the responsibility of conservation authorities. With less than 8 per cent of conservation authority's budgets contributed by the Province, it is an extremely cost effective relationship from a provincial fiscal perspective. A shift in the focus and a narrowing of the conservation authority's role would necessitate other organizations to acquire these technical resources, likely at a considerably

higher cost, and without the cross-jurisdictional perspective the outcome may jeopardize good decision-making that supports clean water and economic prosperity. To that end, the Province should mandate cross-jurisdictional collaboration, led by the conservation authorities, to support watershed planning and management, and facilitate community resilience.

Report To: Board of Directors

Subject: 2020 Restoration Project Approvals – Q1

Report No: FA-02-20

Date: February 19, 2020

Recommendation:

1. **THAT** Report No. FA-02-20 RE: 2020 Restoration Project Approvals – Q1 **BE RECEIVED**;
2. **THAT** the approved Restoration Program 2020 projects and associated funding, identified in Appendix 1 of Report No. FA-02-20 - '2020 Q1 Restoration Projects and 2019 Projects Carried Forward' **BE APPROVED**.

Purpose:

The purpose of this Report is to seek Board of Directors approval of Q1 2020 restoration projects, including associated funding. All restoration projects submitted from Restoration Program applications have been reviewed and recommended for approval by the standing Staff Restoration Program Review Committee.

Background:

At the April 2019 Full Authority meeting, the Board approved the implementation of a revitalized Restoration Program aligned with NPCA mandate and the Auditor General's recommendation to develop and implement a strategy to target areas of the watershed based on water quality monitoring and other information on the health of the watershed.

The Restoration Program had a successful inaugural year in 2019 completing twenty-five (25) projects in partnership with landowners across the watershed, Ducks Unlimited Canada, Land Care Niagara, Haldimand Stewardship Council and Forests Ontario. The projects resulted in reforestation of 31.6 hectares, planting of 57,817 trees and 1,109 shrubs, restoration of 2.37 hectares of wetlands and enhancement of over 8000 square metres of riparian habitat. Total project value exceeded \$477,000. As a result of weather related delays, a total of 7 projects approved for 2019 in both Hamilton and Niagara are carried over for completion in 2020 – details noted in Appendix 1.

An application intake date of November 1st, 2019 was set for the revitalized Restoration Program and over 20 applications were received from watershed landowners and local partners. The applications were reviewed, evaluated and brought forward to the standing Staff Program Review Committee in January 2020.

At the time of drafting this report, a second application intake is scheduled for February 14, 2020. The Program schedules the frequency of applicable intakes based on need and available funding.

Discussion:

At the January 16, 2020 NPCA Restoration Program Review Committee meeting, staff selected eighteen (18) projects for Board financial approval (see Appendix 1 for details). Partnerships for the 2020 projects include Ducks Unlimited Canada, Niagara Chapter of Trout Unlimited, Niagara Parks Commission, Friends of Malcomson EcoPark and the City of St.Catharines.

In total, these projects will result in 5.8 acres of forest enhancement, 2.85 acres of wetland restoration, 6.3 acres of upland habitat restoration, and establishment of over 2km of grassed waterways.

The Restoration Program Review Committee will meet again in February to review any additional project applications that are received by the February 14th deadline. If required, a third application intake date will be added in March 2020.

The Committee will also continue to refine the program priorities, target-setting, key performance indicators and evaluation of restoration activities as this work is advanced in 2020 to ensure completed delivery of the Auditor General's recommendation and integration of best practices with respect to integrated watershed management.

In keeping with the Guiding Principles of the Restoration Program, staff continue to engage with several significant traditional and new partner organizations. These partnerships allow the NPCA and our partners to leverage funds and organizational capacities to efficiently and effectively deliver on current priorities and build capacity for future partnerships. Staff continue to work on negotiating Memorandums of Understanding with relevant partners.

Financial Implications:

NPCA provides a portion of the costs for approved projects. Additional funding mechanisms are required from landowners and/or other partners – see Appendix 1.

Total NPCA projected contributions to the selected eighteen projects for consideration as part of Report No. FA-02-20 total \$125,000 sourced from the NPCA 2020 Restoration Program budget, funded through the municipal regular levy. This projected number may decrease with the confirmation of potential partner funding to be finalized in the coming months. A significant leveraging of NPCA investment is demonstrated in these projects – see Appendix 1.

The 2020 NPCA Budget allocated for restoration projects is \$255,000. Proposed projects in Report No. FA-02-20 provide for a total of \$125,000. As such, a residual balance of \$130,000 remains available for Restoration projects to the end of 2020.

Related Reports and Appendices:

Appendix 1: 2020 Q1 Restoration Projects and 2019 Projects Carried Forward

Authored by:

Original signed by:

Steve Gillis
Restoration Project Lead

Reviewed by:

Original signed by:

Geoff Verkade
Senior Manager, Integrated Watershed Planning/
Information Management

Reviewed by:

Original signed by:

Lise Gagnon, CPA, CGA
Director, Corporate Services

Submitted by:

Original signed by:

Chandra Sharma
Chief Administrative Officer/Secretary-Treasurer

7 a) Report No. FA-02-20 – Appendix 1 – 2020 Q1 Restoration Projects and 2019 Projects Carried Forward

Management Approved Restoration Projects List 2020													
Project Number		Project Type	Project Description		Watershed	Municipality	Partner	Partner Projected Funds	Landowner Projected Cost	NPCA Projected Cost	Total Estimated Cost	NPCA %	Approval
RP201904004		Instream/Riparian	0.5 Acre Riparian Area Planting		One Mile Creek	Niagara	FOMC/ Town of NOTL			\$650.00	\$1,950.00	75%	Projects Approved 2019
RP201905004		Wetland Restoration- planting	2.3ac wetland planting		Parker's Creek	Niagara	DUC	\$5,000.00	\$1,250.00	\$3,750.00	\$3,750.00	75%	
			1.1 Acre wetland construction		40 Mile Creek	Hamilton			\$3,298.25	\$9,894.75	\$18,139.00	55%	
RP201905005		Wetland Restoration	1.0 ac wetland planting				DUC	\$5,000.00	\$700.00	\$2,000.00	\$2,700.00	74%	
			1 Acre construction		20 Mile Creek	Niagara		\$5,000.00	\$2,959.25	\$8,877.75	\$16,837.00	53%	
RP201905006		Wetland Restoration	1.5ac wetland planting				DUC	\$1,900.00	\$775.00	\$2,325.00	\$5,000.00	47%	
			1.0ac wetland planting		Welland River	Niagara		\$5,000.00	\$625.00	\$1,875.00	\$2,500.00	75%	
RP201905009		Wetland Restoration- planting	1.24ac wetland construction		West Wolf Creek	Hamilton	DUC		\$1,809.00	\$15,000.00	\$21,809.00	69%	
RP201905010		Wetland Restoration	1.24ac wetland planting				DUC	\$5,000.00	\$625.00	\$1,875.00	\$2,500.00	75%	
			0.6ac wetland construction		Point Abino Drain	Niagara			\$2,676.75	\$8,030.75	\$15,707.00	51%	
RP201905012		Wetland Restoration	0.6ac wetland planting						\$625.00	\$1,875.00	\$2,500.00	75%	
2019 Carry-over Total \$15,993.25 \$21,900.00 \$57,453.25 \$95,292.00													
RP202002001		Conservation Farm Practices	>1km Grassed Waterways		Oswego Creek	Haldimand	HRWQP	\$5,000.00	\$2,000.00	\$5,000.00	\$12,000.00	42%	Approved January 2020
RP202002002		Conservation Farm Practices	>1km Grassed Waterways		Oswego Creek	Haldimand	HRWQP	\$5,000.00	\$2,000.00	\$5,000.00	\$12,000.00	42%	
RP202003001		Tree Planting	3-4ac replanting		North Canal	Niagara	FOMEP/ City of St. Catharines		\$2,000.00	\$4,000.00	\$6,000.00	67%	
RP202003002		Tree Planting	1.5ac tree planting		12 Mile Creek	Niagara	TUC	\$1,500.00	\$1,125.00	\$3,375.00	\$6,000.00	56%	
RP202003003		Tree Planting	1.3ac tree planting		Coyle Creek	Niagara		\$1,500.00	\$1,125.00	\$3,375.00	\$6,000.00	56%	
RP202004001		Instream/Riparian	Habitat/ sediment control		12 Mile Creek	Niagara	TUC		\$1,250.00	\$3,750.00	\$5,000.00	75%	
RP202004002		Instream/Riparian	Habitat/ sediment control		12 Mile Creek	Niagara	TUC	\$4,000.00	\$4,000.00	\$12,000.00	\$20,000.00	67%	
RP202004003		Instream/Riparian	Riparian Buffer		Walker's Creek	Niagara	City of St. Catharines	\$1,250.00	\$1,250.00	\$3,750.00	\$5,000.00	75%	
RP202004004		Instream/Riparian	120m riparian restoration/buffer		Usher's Creek	Niagara	NPC	\$4,500.00	\$1,375.00	\$4,125.00	\$10,000.00	41%	
RP202004005		Instream/Riparian	Habitat/ sediment control		12 Mile Creek	Niagara	TUC	\$1,250.00	\$1,250.00	\$3,750.00	\$5,000.00	75%	
RP202004006		Instream/Riparian	Shoreline planting		20 Mile Creek	Niagara		\$1,250.00	\$1,250.00	\$3,750.00	\$5,000.00	75%	
RP202004007		Instream/Riparian	Riparian Buffer		12 Mile Creek	Niagara		\$5,000.00	\$1,000.00	\$3,000.00	\$4,000.00	75%	
			~1ac wetland construction		Oswego Creek		DUC/HRWQP	\$5,000.00	\$5,000.00	\$15,000.00	\$25,000.00	60%	
RP202005001		Wetland Restoration	Wetland Planting			Haldimand		\$5,000.00	\$625.00	\$1,875.00	\$2,500.00	75%	
			~1ac wetland construction		Oswego Creek		DUC/HRWQP	\$5,000.00	\$5,000.00	\$15,000.00	\$25,000.00	60%	
RP202005002		Wetland Restoration	Wetland Planting			Haldimand		\$5,000.00	\$1,250.00	\$3,750.00	\$5,000.00	75%	
			0.25ac wetland construction		Black Creek		DUC	\$5,000.00	\$2,500.00	\$7,500.00	\$15,000.00	50%	
RP202005003		Wetland Restoration	Wetland Planting			Niagara		\$5,000.00	\$750.00	\$2,250.00	\$3,000.00	75%	
			0.6ac wetland construction		16 Mile Creek		DUC	\$5,000.00	\$5,000.00	\$15,000.00	\$25,000.00	60%	
RP202005004		Wetland Restoration	Wetland Planting			Niagara		\$5,000.00	\$1,250.00	\$3,750.00	\$5,000.00	75%	
RP202006001		Upland Habitat Restoration	3.3ac upland habitat restoration		Coyle Creek			\$1,700.00	\$1,700.00	\$5,000.00	\$6,700.00	75%	
RP202006002		Upland Habitat Restoration	3ac upland habitat restoration		16 Mile Creek			\$1,700.00	\$1,700.00	\$5,000.00	\$6,700.00	75%	
New 2020 Project Total \$37,500.00 \$44,400.00 \$125,000.00 \$206,900.00													
\$59,400.00 \$60,393.25 \$182,453.25 \$302,192.00													

Report To: Board of Directors

Subject: NPCA Public Advisory Committee – New Member Appointment

Report No: FA-03-20

Date: February 19, 2020

Recommendation:

1. **THAT** Report No. FA-03-20 RE: NPCA Public Advisory Committee **BE RECEIVED** for information.
2. **THAT** the NPCA Board of Directors **APPOINTS** the individuals identified in Confidential Appendix 1 to Report FA-03-20 as the members representing the following sectors of the NPCA Public Advisory Committee:
 - Public-At-Large
 - Agriculture/Value-added agriculture North
 - First Nations.
3. **AND THAT** Confidential Appendix 1 to Report FA-03-20 **BE DEEMED** a public document and received into the record.

Purpose:

The Public-at-Large, Agriculture North, First Nations and Development sector positions on the NPCA Public Advisory Committee are currently vacant. To fill the vacancies, the appointment of the individuals identified in Confidential Appendix 1 are presented to the NPCA Board of Directors for consideration.

Background:

The NPCA Public Advisory Committee (PAC) was created based on recommendations from the NPCA's Strategic Plan 2014-2017. The purpose of the Public Advisory Committee is to provide collaborative local perspective, guidance and expert advice in the implementation of the NPCA programs, policies, plans and/or other public engagement activities as the Board may request. Members serve in a non-governance capacity with a focus on providing advice and recommendations for consideration by the NPCA Board. The NPCA Public Advisory Committee is comprised of 12 members and the NPCA Board Chair. The members represent the public-at-large, Métis Niagara, Chamber of Commerce/Tourism, Agriculture, development, the environment, planning and users/volunteers. Members are appointed by the NPCA Board of Directors and the

NPCA Chair functions as Co-Chair of the NPCA Public Advisory Committee until the end of his/her term.

Discussion:

The vacancies for Agriculture North and Public-at-Large were due to unforeseen circumstances after the initial recruitment in 2019. At the November 2019 PAC meeting, the PAC Selection Sub-Committee agreed to look to the existing pool of candidates from 2017 and 2019 to fill these vacancies in an effort to keep costs lower and to expedite the process as an extensive recruitment process was already completed in August 2019.

The Selection Sub-Committee reviewed a total of 61 applications from 2017 and 2019 and made a recommendation for the vacancies in the Agricultural and Public-At-Large sectors.

For the First Nations vacancy, a total of 6 First Nations applications were received from the initial recruitment process in 2019. The Selection Sub-Committee sought guidance from the Indigenous community and the applications were reviewed by 5 members of the Indigenous community in our watershed who each gave their top 3 recommendations. The Sub-Committee took this information into consideration and have recommended the individual in Confidential Appendix 1 for appointment to the NPCA PAC as the First Nations representative.

The development sector seat is currently vacant as the 2019 process was not successful in recruiting a representative. Staff has reached out to the Niagara Home Builders' Association, Hamilton Home Builders' Association, and the Haldimand Norfolk Home Builders' Association to find a recommended candidate.

Financial Implications:

There were no financial implications to this report.

Related Reports and Appendices:

Confidential Appendix 1 to Report FA 03-20

Authored by:

Original signed by:

Kerry Royer
Community Outreach Coordinator

Reviewed by:

Original signed by:

Renee Bisson, Manager of
Communications and Public Relations

Submitted by:

Original signed by:

Chandra Sharma
CAO/Secretary-Treasurer

Report To: Board of Directors

Subject: 2020 Capital Projects – Binbrook

Report No: FA-04-20

Date: February 19, 2020

Recommendation:

1. **THAT** Report No. FA-04-20 RE: 2020 Capital Projects – Binbrook **BE RECEIVED**;
2. **THAT the Board AUTHORIZES** staff to explore financing options with the City of Hamilton, including debenture financing and related future debt servicing commitments;
3. **THAT the Board AUTHORIZES** staff to utilize residual capacity within 2019 approved capital projects (from reserves) to initiate the engineering design of the septic system and to facilitate MECP approvals including Municipal Site Plan approval. Once financing is secured, capital reserve will be replenished; and
4. **AND FURTHER THAT the Board AUTHORIZES** staff to proceed with next steps/action items outlined in Report No. FA-04-20.

Purpose:

The purpose of this report is to provide the Board of Directors with a summary of the capital projects submitted for the Binbrook Conservation Area for the 2020 fiscal year, including financial commitments and to seek approval for the related action items outlined in this report.

On January 21, 2020, the 2020 Operating and Capital Budgets were presented to the City of Hamilton's General Issues Committee. The Binbrook Capital Projects were noted as a critical unfunded capital pressure for 2020 in the amount of \$1.776M. NPCA staff have been in discussion with Hamilton Finance Staff to begin exploring financing options. A formal request from the NPCA Board in support of this course of action was requested by City of Hamilton staff

Background:

Binbrook Conservation Area (CA), situated within the municipality of Hamilton, was purchased by the NPCA in 1968. This Conservation Area is a key property within the NPCA land holdings and is situated within a strategic location to attract over half a million residents from Hamilton, Haldimand and west Niagara. The Conservation Area is 396 hectares (978 acres) in size; in which Lake Niapenco represents 174 hectares (430 acres). This reservoir represents the largest inland lake in

the Niagara Peninsula watershed, and serves as the headwaters of the Welland River, with an operational dam controlling flow into the Niagara Region. Binbrook CA has increased substantially in visitor popularity in the last three years and has had a 91% increase in revenue from 2015 to 2019. With the recent additions of tourist attraction services such as Treetop Trekking and Fun Splash Sport Park, and the projected increase in population to Binbrook and the surrounding area, NPCA staff project the attendance of the park to continue to increase in future years, which will in turn continue to improve revenues to the NPCA.

A new Septic System Replacement was first addressed in the 2014 Binbrook Master Plan, which discusses necessary infrastructure upgrades on the property in order to sustain an increase in visitation and area usage. In Section 6.1 of the 2014 Binbrook Master Plan, septic system upgrades are identified as a major concern such that the Plan recommends that this project should be completed between Years One and Three. The current septic system was constructed in the early 1990's and was designed to meet the attendance needs at that time. Since then, Binbrook CA has evolved as one of the leading recreational properties in the Greater Toronto, Hamilton and Niagara area. Currently, NPCA staff are using various methods to meet visitation and site usage needs in addition to the current septic system. These temporary solutions include pumping out the septic tank four to five times a week, adding additional portable toilets, and closing the washroom facilities for high attendance events. These strategies are currently necessary to operate the park successfully and ensure we comply with health and safety protocols. These strategies are resulting in significant incremental operating expenses. Revenue-generating special events at Binbrook CA, such as Mud Girl and Movie on the Water, cannot generate maximum revenue and visitor satisfaction due to washroom closures and dependence on portable washroom rentals. Further to the increase in operational expenses, the frequent presence of septic pump trucks and portable washrooms within the area does not meet the aesthetic standards and level of quality expected of an NPCA flagship property.

Legislative Requirements

In Ontario, all Wastewater Treatment Systems (including septic systems) with the capacity of more than 10,000 litres/day are regulated under the Ontario Water Resources Act with approvals issued by the Ontario Ministry of the Environment, Conservation, and Parks (MECP).

Prior to applying for an Environmental Compliance Approval for a new communal septic system, the MECP requires that an assessment be completed in order to determine if local groundwater and surface waters would be negatively impacted by the proposed communal septic system. If negative impacts are anticipated, the MECP typically requires that costly specialized wastewater treatment infrastructure be installed, and a stringent performance monitoring and reporting program undertaken.

Preliminary Analysis

In late 2019, the NPCA retained FlowSpec Engineering to undertake this analysis and pre-application consultation with the MECP for a new septic system proposed to be constructed at the Binbrook Conservation Area. As a logical starting point, FlowSpec Engineering reviewed the *'Binbrook Conservation Area Master Plan'* (May 2014) in order to determine the amount of wastewater that would ultimately be generated should all the recommendations in the Master Plan be implemented.

By utilizing design flows from the Ontario Building Code, FlowSpec Engineering determined that a total of 100,000 litres/day of wastewater would be generated by:

- A staff complement of 12 employees;
- An average of 1,500 day-use park visitors per day;
- An additional future public washroom with showers (to be constructed in 5 years as recommended by the Master Plan);
- 100 fully serviced campsites (with individual water, sanitary, and electrical hookups) including a dedicated washroom with showers (to be constructed in 10 years as recommended by the Master Plan);
- A 250 seat multi-purpose reception hall (to be constructed in 10 years as recommended in the Master Plan).

FlowSpec Engineering assumed that a typical Class 4 (i.e. subsurface disposal) septic system comprised simply of a septic tank and leaching bed would be utilized to treat and infiltrate the wastewater. A Class 4 system is relatively economical to construct compared to other treatment options and requires very little ongoing effort to inspect, operate, and maintain. FlowSpec Engineering determined that if the proposed communal septic system was located to the west of the Binbrook Park Workshop, this would afford a sufficient setback to prevent all local surface water and drinking water wells from being negatively impacted by its operation. In August 2019, FlowSpec Engineering forwarded this conclusion to the MECP.

Preliminary Cost Estimate

As part of their scope of work, FlowSpec Engineering provided a preliminary cost estimate to construct this wastewater disposal system. FlowSpec Engineering recommended a budget provision of \$1,500,000 be set aside to design and construct the communal Class 4 septic system (with a capacity to treat 100,000 litres/day) including all required conveyance and collection infrastructure (pipes, pumps, etc.) necessary to transport the wastewater from the various areas in the park to the communal septic system. FlowSpec Engineering recommended that this provision be revisited once the wastewater collection and treatment system design was further refined.

MECP Pre-Consultation Response

In September 2019 the NPCA received written confirmation that the MECP accepted FlowSpec Engineering's conclusions regarding no negative impacts and that no additional specialized wastewater treatment infrastructure or stringent performance monitoring program would be required. The MECP also indicated that the requirements of the MECP pre-consultation process have been met and the project can now move on to the design phase in preparation for a formal submission to the MECP.

2020 Capital Budget

On October 7, 2019, the following resolution was passed by the Audit and Budget Committee:

Recommendation No. A&BC-33-19
Moved by Board Member Kawall
Seconded by Board Member Foster

THAT Report No. A&BC-06-19 RE: 2020 Draft Capital Budget BE RECEIVED. AND THAT the 2020 Draft Capital Budget BE RECOMMENDED to the Board of Directors for approval. CARRIED

On October 16, 2019, the following resolution was passed by the Full Authority Board:

Resolution No. FA-228-19
Moved by Board Member Cridland
Seconded by Board Member Steele

1. THAT Report No. FA-145-19 RE: 2020 NPCA Capital Budget as amended BE APPROVED for discussion with participating municipal staff.

Discussion:

Next Steps

In order to advance the project, NPCA staff recommend:

- 1) That a qualified engineering firm be retained (through appropriate procurement protocols) to undertake the detailed design of an appropriate wastewater collection and treatment system. It is envisioned that the system would be flexible and modular in nature with the ability to be built in phases in order to accommodate any changes to the ultimate vision of the Master Plan as it is implemented over time.
- 2) That the detailed design be submitted in a timely fashion to the MECP in order to help expedite the MECP's review and approval process.
- 3) The first phase of the approved design be constructed to service all proposed uses except for the campground and multi-purpose reception hall. It is estimated that a wastewater treatment system with the capacity of 40,000 litres/day is sufficient to service Phase 1. It is estimated that a budget provision of \$600,000 is adequate to provide for the design and construction of the Phase 1 wastewater treatment system including all associated collection and transmission infrastructure. This budget provision will be refined once the detailed Phase 1 design has been completed.
- 4) That a qualified Planning Consultant be retained (through appropriate procurement protocols) in order to guide the proposed wastewater collection and treatment design project through the City of Hamilton's Site Plan Approval Process.

Financial Implications:

The 2020 Operating and Capital Budgets were presented to the City of Hamilton's General Issues Committee on January 21, 2020. The total municipal levy request for 2020 from the City of Hamilton is \$1.477M and is within the prescribed guideline for 2020. NPCA staff also identified a significant unfunded pressure required to support critical capital projects for Binbrook in the amount of \$1.776M

Projects of this size and magnitude require careful consideration of all available alternatives in terms of financing, including debt. It should be noted that the option to request a full special levy subsidization of this capital pressure is not a viable option at this time. Staff are requesting

approval from the Board to explore financing options with the City of Hamilton, including any related future debt servicing commitments if applicable (2021 and beyond).

Due to the critical nature of the Binbrook capital projects, in particular the septic system, staff would like to initiate Phase 1 work immediately to ensure project is shovel ready as soon as construction financing is available. The 2019 Board approved capital projects are now complete, with the exception of projects that will be carried forward to 2020, as per established practice. Consolidated, these projects came in under budget by \$118,000. Accounting protocols dictate that this balance will be reallocated to the Capital Reserve. Staff recommend that the Board approve reallocating up to \$80,000 of this balance to commission the engineering design of the septic system as well as to facilitate the required MECP and Municipal approvals.

Related Reports and Appendices:

Appendix 1:

- a) Link to minutes of Audit and Budget Committee from October 7, 2019
https://npca.ca/images/uploads/board_files/4d%29_ABCMinutes07.10.19.pdf
- b) Link to minutes of Full Authority Board Meeting October 16, 2019:
https://npca.ca/images/uploads/board_files/FAMinutes_10162019.pdf

Appendix 2:

- a) Link to 2020 Capital Business Cases and Supporting Documents
 - pages 287 to 323 and 345 to 393https://npca.ca/images/uploads/board_files/FA_October_16_Agenda_Package.pdf

Authored by:

Original signed by:

Lise Gagnon, CPA, CGA
Director, Corporate Services

Original signed by:

Adam Christie,
Director, Operations and Strategic Initiatives

Original signed by:

Steve Miller, P.Eng.
Senior Manager, Water Resources

Submitted by:

Original signed by:

Chandra Sharma, MCIP, RPP
Chief Administrative Officer/Secretary-Treasurer



**NIAGARA PENINSULA
CONSERVATION
AUTHORITY**

250 Thorold Road, 3rd Floor, Welland ON L3C 3W2
Tel: 905-788-3135
Fax: 905-788-1121
www.npca.ca

DATE: February 19, 2020

MOTION:

Moved By: _____

Seconded By: _____

WHEREAS the Board is responsible for the overall governance of the affairs of the Authority;

AND WHEREAS the Board is accountable for the Authority's compliance with its mandated objectives and accountability under the appropriate Acts and Legislation;

AND WHEREAS the key tool for the Board in executing its oversight responsibilities is the list of the Authorities By-Laws and policies;

NOW THEREFORE, BE IT RESOLVED THAT staff **ARE DIRECTED** to prepare a list of all operating and administrative policies and all Memoranda of Understanding for the Board to use in executing its responsibilities by the next meeting of the Full Authority.

Chair: _____

CARRIED: _____ - _____

DEFEATED: _____ - _____

No. _____



DATE: February 19, 2020

MOTION:

Moved By: _____

Seconded By: _____

WHEREAS the Ombudsman of Ontario, Mr. Dube, released his report on November 29, 2019, regarding the hiring process of former Regional CAO Carmen D'Angelo;

AND WHEREAS the Ombudsman report determined and detailed wrongdoing by several former Regional politicians and staff;

AND WHEREAS Niagara Regional Council, at its meeting of December 5, 2019, requested a police investigation into the findings contained in the Ombudsman's report;

AND WHEREAS the prospect of a police investigation has been referred to the Ontario Provincial Police;

AND WHEREAS the Niagara Regional Council motion requests that if investigated leads go beyond the contents of the Ombudsman's Report they should be followed;

AND WHEREAS the Ombudsman investigation also involved investigation into files and staff at the NPCA;

AND WHEREAS the NPCA Board has signaled its desire and intent to be open and transparent in its dealings through, for example, creating a 'Whistleblower Policy' at the NPCA;

NOW THEREFORE BE IT RESOLVED THAT the Board of the NPCA **IS COMMITTED** to full cooperation with the anticipated police investigation, including but not limited to providing access to human resources, legal and financial files, to the extent allowable under the law, and that NPCA Board and staff will be expected to fully cooperate with any police investigation.

Chair: _____

CARRIED: ____ - ____

DEFEATED: ____ - ____