



**FULL AUTHORITY
ONLINE VIDEO CONFERENCE
MEETING MINUTES
Thursday, December 17, 2020
9:40 a.m.**

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*

MEMBERS PRESENT: B. Johnson (Chair)
S. Beattie
R. Brady
D. Bylsma
B. Clark
D. Coon-Petersen
D. Cridland
L. Feor
R. Foster
J. Hellinga
D. Huson
J. Ingrao
K. Kawall
B. Mackenzie
J. Metcalfe
W. Rapley
E. Smith
B. Steele
M. Woodhouse
B. Wright
R. Shirton (departed 11:10a.m.)

STAFF PRESENT: C. Sharma, C.A.O. / Secretary – Treasurer
G. Bivol, Executive Co-ordinator to the C.A.O. / Board
R. Bisson, Manager, Communications and Public Relations
A. Christie, Director, Operations and Strategic Initiatives
J. Culp, Supervisor, Permits and Compliance
D. Deluce, Senior Manager, Planning and Regulations
M. Ferrusi, Manager, Human Resources
L. Gagnon, Director, Corporate Services
S. Gillis, Restoration Project Lead
N. Green Project Manager, Strategic Plan
D. MacKenzie, Director, Watershed Management
S. Miller, Senior Manager, Water Resources
G. Shaule, Administrative Assistant
G. Verkade, Integrated Watershed Planning/Information Management

The Chair called the meeting to order at 9:40 a.m.

1. APPROVAL OF AGENDA

Resolution No.165-2020

Moved by Member Mackenzie

Seconded by Member Rapley

THAT the Full Authority Agenda dated December 17, 2020 **BE APPROVED**.

CARRIED

2. DECLARATIONS OF CONFLICT OF INTEREST

None declared.

3. APPROVAL OF MINUTES

- a) Minutes of the Full Authority meeting dated November 19, 2020

Resolution No. 166-2020

Moved by Member Smith

Seconded by Member Steele

THAT the minutes of the Full Authority meeting dated November 19, 2020 **BE ADOPTED** as presented.

CARRIED

- b) Minutes of the Closed Session meeting dated November 19, 2020

Resolution No. 167-2020

Moved by Member Smith

Seconded by Member Steele

THAT the minutes of the Closed Session meeting dated November 19, 2020 **BE ADOPTED** to remain private and confidential.

CARRIED

4. CORRESPONDENCE

None.

5. PRESENTATIONS

- a) PowerPoint Presentation by S. Miller, Senior Manager Water Resources, RE: November 15, 2020 Lake Erie Storm Surge Summary – Steve Miller presented. Darren MacKenzie Director, Watershed Management also commented. Discussion ensued.

Resolution No. 169-2020

Moved by Member Woodhouse

Seconded by Member Shirton

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THAT the PowerPoint presentation by S. Miller, Senior Manager Water Resources, RE: November 15, 2020 Lake Erie Storm Surge Summary **BE RECEIVED**.

CARRIED

- b) Bill 229 Budget Measures Act- Schedule 6 Changes to CA Act: Overview of Changes and Next Steps – Presentation by. C. Sharma, C.A.O. – Ms. Sharma presented via PowerPoint. Chair Johnson thanked the local municipalities for their support in proposing changes to the legislation. Vice Chair Mackenzie apprised the Board on comments from the recent Conservation Ontario meeting in respect of the newly enacted legislation. Discussion ensued.

Resolution No. 170-2020

Moved by Member Wright

Seconded by Member Metcalfe

THAT the PowerPoint presentation dated December 17, 2020 from C.A.O. Chandra Sharma RE: Bill 229 Budget Measures Act - Schedule 6 Overview: Amendments, Upcoming Regulations, and Required Actions **BE RECEIVED**.

CARRIED

6. DELEGATIONS

None.

7. CONSENT ITEMS

- a) Report No. FA-62-20 RE: NPCA's Role in the Joint Agency Review Team (JART) Process Related to Mineral Aggregate Applications - D. Deluce Senior Manager, Planning and Regulations commented. Members posed questions. Discussion ensued.

Resolution No.171-2020

Moved by Member Bylsma

Seconded by Member Brady

THAT Report No. FA-62-20 RE: Joint Agency Review Team (JART) Process Related to Mineral Aggregate Applications **BE RECEIVED**.

CARRIED

- b) Report No. FA-64-20 RE: Niagara River Riparian Buffers Project Contribution Agreement

Resolution No.172-2020

Moved by Member Beattie

Seconded by Member Clark

THAT Report No. FA-64-20 RE: Niagara River Riparian Buffers Project Contribution Agreement **BE RECEIVED**.

CARRIED

- c) Report No. FA-65-20 RE: 2020 Restoration Program Highlights, Evaluation Updates and 2019 Project Monitoring

Resolution No.173-2020

Moved by Member Cridland

Seconded by Member Feor

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THAT Report No. FA-65-20 RE: 2020 Restoration Program Highlights **BE RECEIVED.**
CARRIED

- d) Report No. FA-70-20 RE: 2020 Virtual Thanksgiving Festival Update - Adam Christie, Director, Operations and Strategic Initiatives spoke. Discussion ensued.

Resolution No.174-2020
Moved by Member Hellinga
Seconded by Member Huson

THAT Report No. FA-70-20 RE: 2020 Virtual Thanksgiving Festival Update **BE RECEIVED.**
CARRIED

8. DISCUSSION ITEMS

- a) Report No. FA-72-20 RE: Development Application Tracking System Contract Award – CityView - D. Mackenzie, Director, Watershed Management presented.

Resolution No.175-2020
Moved by Member Coon-Peterson
Seconded by Member Kawall

1. **THAT** Report No. FA-72-20 RE: Development Application Tracking System Contract Award - CityView **BE RECEIVED.**
2. **AND FURTHER THAT** staff **BE AUTHORIZED** to award CityView (an unincorporated division of N. Harris Computer Corporation), in accordance with the NPCA Procurement Policy, with the contract to update the NPCA's CityView development application tracking system for a cost of \$119,761 plus applicable HST.

CARRIED

- b) Report No. FA-69-20 RE: Parks and Campsites Reservation System Contract Award – Camis Inc. - A. Christie, Director, Operations and Strategic Initiatives presented the report. Members posed questions.

Resolution No.176-2020
Moved by Member Mackenzie
Seconded by Member Rapley

1. **THAT** Report No. FA- 69-20 RE: Parks and Campsites Reservation System Contract Award –Camis Inc. **BE RECEIVED** for information.
2. **THAT** the award of contract in the amount of amount of \$149,995 plus HST for a 5-year term (2021-2025) to Camis Inc. **BE APPROVED.**
3. **AND FURTHER THAT** staff **BE AUTHORIZED** to execute agreements, as appropriate.

CARRIED

- c) Report No. FA-71-20 RE: Virgil Dams National Disaster Mitigation Program Application - S. Miller, Senior Manager, Water Resources presented the report. Members posed questions.

Resolution No.177-2020
Moved by Member Smith
Seconded by Member Steele

1. **THAT** Report No. FA-71-20 RE: Virgil Dams National Disaster Mitigation Program Application **BE RECEIVED**.
2. **AND THAT** the NPCA Board of Directors **SUPPORT** the funding application to the National Disaster Mitigation Program to obtain 50% funding to assist with offsetting the cost of installing adequate erosion protection along the earth dykes of the Upper and Lower Virgil Reservoirs in Niagara-on-the-Lake.

CARRIED

- d) Report No. FA-66-20 RE: NPCA Planning Policy Update and Procedural Manual - D. Deluce Senior Manager, Planning and Regulations presented. Discussion ensued.

Resolution No.178-2020

Moved by Member Metcalfe

Seconded by Member Shirton

1. **THAT** Report No. FA-66-20 RE: NPCA Planning and Permitting Policy Update and Procedural Manual **BE RECEIVED**.
2. **AND THAT** staff **BE AUTHORIZED** to commence the Planning and Permit Policy Update and subsequent Procedural Manual projects.

CARRIED

- e) Report No. 57-20 RE: NPCA Public Advisory Committee - New Member Appointment

Resolution No.179-2020

Moved by Member Coon-Peterson

Seconded by Member Cridland

1. **THAT** Report No. FA-57-20 RE: NPCA Public Advisory Committee - New Member Appointment **BE RECEIVED** for information.
2. **THAT** the NPCA Board of Directors **APPOINTS** the individuals identified in Confidential Appendix 1 to Report FA-57-20 as the members representing the following sectors of the NPCA Public Advisory Committee:
 - Natalie Seniuk - Public-at-Large (appoint)
 - Jonathan Musso Development (appoint)
 - Dion Kelly User/Volunteer (appoint)
3. **THAT** the following members of the Public Advisory Committee **BE RE-APPOINTED**:
 - John Ariens - Urban/Rural Planning (re-appoint)
 - Derrick Pont - Métis Nation (re-appoint)
4. **AND THAT** Confidential Appendix 1 to Report FA-57-20 **BE DEEMED** a public document and **RECEIVED** into the record.

CARRIED

9. COMMITTEE ITEMS

9.1 FINANCE COMMITTEE

9.1.1 Minutes of the Finance Committee meeting dated December 3, 2020

Resolution No. FA-180-2020
Moved by Board Member Bylsma
Seconded by Board Member Brady

THAT the minutes of the Finance Committee meeting dated December 3, 2020 **BE RECEIVED**.

CARRIED

9.1.2 Report No. FA-67-20 RE: (Draft) Reserves Policy

Resolution No. FA-181-2020
Moved by Board Member Beattie
Seconded by Board Member Clark

1. **THAT** Report No. FA-67-20 **BE RECEIVED**.
2. **THAT** the Reserves Policy **BE APPROVED** by the Board of Directors.

CARRIED

9.1.3 Report No. FA-68-20 RE: (Draft) Tangible Capital Assets Policy – Member Kawall spoke to the report as Chair of the Finance Committee. Lise Gagnon, Director, Corporate Services elaborated on the next steps.

Resolution No. FA-182-2020
Moved by Member Coon-Peterson
Seconded by Member Cridland

1. **THAT** Report No. FA-68-20 RE: Tangible Capital Assets Policy **BE RECEIVED**.
2. **THAT** the Tangible Capital Assets Policy **BE APPROVED** by the Board of Directors.
3. **AND FURTHER THAT** staff **CONTINUE** to develop best practices and guidance regarding consideration of green infrastructure and climate change in future updates to NPCA's Tangible Capital Assets Policy and Asset Management Plans.

CARRIED

9.2 PUBLIC ADVISORY COMMITTEE

9.2.1 Minutes of the Public Advisory Committee Meeting dated November 26, 2020

Resolution No. FA-183-2020
Moved by Member Feor
Seconded by Member Foster

THAT the minutes of the Public Advisory Committee meeting dated November 26, 2020 **BE RECEIVED**.

CARRIED

9.2.2 Minutes of the Watershed Floodplain Advisory Sub-Committee dated November 26, 2020 - D. MacKenzie, Director Watershed Management spoke on the upcoming public meetings for floodplain mapping.

Resolution No. FA-184-2020
Moved by Member Hellinga
Seconded by Member Huson

THAT the minutes of the Watershed Floodplain Advisory Sub-Committee meeting dated November 26, 2020 **BE RECEIVED**.

CARRIED

10. NOTICES OF MOTION

Vice-Chair Mackenzie read and submitted a motion for improvements of passive conservation areas to for inclusion at the next meeting of the Full Authority.

11. NEW BUSINESS

- a) Chief Administrative Officer, Chandra Sharma provided a verbal update to the Board on the following items and events:
- The success of the holiday trail at the Ball's Falls Conservation Area;
 - NPCA staff opting to donate to various charities in lieu of a holiday staff party;
 - Closure of NPCA Parks during the season but opportunities for passive use by the community;
 - Comment by Conservation Ontario on proposed changes to the Endangered Species Act, and the NPCA's intent to submit comments to the Province.
- b) Adam Christie, Director, Operations and Strategic Initiatives updated the Board on storm damage at Long Beach Conservation Area and damaged trees at St John's Conservation Area.

12. CLOSED SESSION

None.

13. ADJOURNMENT

By consensus of the Board, the meeting adjourned at 12:12 p.m..

Brenda Johnson, Chair
Niagara Peninsula Conservation Authority

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