



**FULL AUTHORITY
ONLINE VIDEO CONFERENCE
MEETING MINUTES
Friday, July 15, 2022
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*

MEMBERS PRESENT: R. Foster (Chair)
S. Beattie
R. Brady
D. Cridland
L. Feor
J. Hellinga
D. Huson
J. Ingraio
K. Kawall
B. Mackenzie
J. Metcalfe
W. Rapley
R. Shirton
B. Steele
M. Woodhouse
B. Wright

MEMBERS ABSENT: B. Clark
B. Johnson
E. Smith

STAFF PRESENT: C. Sharma, CAO / Secretary – Treasurer
G. Bivol, Clerk
A. Christie, Director, Land Operations
J. Culp, Manager, Compliance and Enforcement
D. Deluce, Senior Manager, Environmental Planning and Policy
M. Ferrusi, Manager, Human Resources
L. Gagnon, Director, Corporate Services
N. Green, Manager, Climate Change and Special Programs
L. Lee-Yates, Director, Watershed Management
S. Miller, Senior Manager, Water Resources
E. Navarro, Communications Specialist
A. Powell, Manager, Conservation Areas Programs and Services

G. Shaule, Administrative Assistant
G. Verkade, Senior Manager, Integrated Watershed Planning /
Information Management

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

1. APPROVAL OF AGENDA

Resolution No. FA-58-2022
Moved by Member Rapley
Seconded by Member Metcalfe

THAT the agenda for the Full Authority Meeting dated July 15, 2022 **BE APPROVED** with amendment to add labour relations, human resources or employee negotiations to the closed session and to move the closed session to occur immediately after the Declarations of Conflict of Interest.

CARRIED

2. DECLARATIONS OF CONFLICT OF INTEREST

None declared.

14. CLOSED SESSION

- a) Litigation or Potential Litigation - Enforcement and Compliance Matters - Verbal Update
- b) A Proposed or Pending Acquisition or Disposition of Land by the NPCA
- c) Labour Relations, Human Resources or Employee Negotiations

Resolution No. FA-59-2022
Moved by Member Ingrao
Seconded by Member Cridland

THAT in accordance with Sections 10.1 of the NPCA Administrative By-law, the Board hereby **PROCEEDS** into closed session at 9:35 a.m. for the purpose of discussion on matters related to:

- litigation or potential litigation - enforcement and compliance matters;
- a proposed or pending acquisition or disposition of land by the NPCA; and
- labour relations, human resources or employee negotiations.

CARRIED

Resolution No. FA-60-2022
Moved by Member Ingrao
Seconded by Member Wright

THAT the Board **RECOVENES** in open session at 10:17 a.m..

CARRIED

The Chair recessed the meeting until 10:24 a.m. at which time he resumed and called for the following motion:

Resolution No. FA-61-2022
Moved by Member Kawall
Seconded by Member Cridland

THAT staff **BE INSTRUCTED** to proceed as directed in the closed session with respect to proposed or pending acquisition or disposition of land by the NPCA.

CARRIED

3. APPROVAL OF MINUTES

- a) Minutes of the Full Authority Meeting dated June 17, 2022

Resolution No. FA-62-2022
Moved by Member Mackenzie
Seconded by Member Feor

THAT the minutes of the Full Authority Meeting dated June 17, 2022 **BE APPROVED**.

CARRIED

4. CHAIR'S UPDATE

Chair Foster spoke on a recent butterfly garden planting, a meeting with the Niagara Parks Commission and related opportunities for collaboration, meetings with the Region and with the Town of Lincoln, Niagara Peninsula Conservation Foundation activities and Conservation Authorities Act changes.

5. CORRESPONDENCE

None

6. PRESENTATIONS

- a) PowerPoint Presentation by Alicia Powell, Manager, Conservation Areas Programs and Services RE: Update on 2022 Ball's Falls Festival

Resolution No. FA-63-2022
Moved by Member Beattie
Seconded by Member Shirton

THAT the PowerPoint presentation by Alicia Powell, Manager, Conservation Areas Programs and Services RE: Update on 2022 Ball's Falls Festival **BE RECEIVED**.

CARRIED

- b) PowerPoint Presentation by Jason Culp, Manager, Compliance and Enforcement RE: NPCA Section 28 Compliance and Enforcement Procedural Manual - This presentation is in conjunction with agenda item 10.a) i) Report No. FA-28-22 RE: NPCA Section 28 Compliance and Enforcement Procedural Manual. Mr. Culp presented and discussion ensued.

Page | 3

Resolution No. FA-64-2022
Moved by Member Ingrao
Seconded by Member Brady

THAT the PowerPoint presentation by Jason Culp, Manager, Compliance and Enforcement RE: NPCA Section 28 Compliance and Enforcement Procedural Manual **BE RECEIVED.**
CARRIED

7. DELEGATIONS

None

8. CONSENT ITEMS

- a) Report No. FA-27-22 RE: Planning and Regulations Semi-Annual Report

Resolution No. FA-65-2022
Moved by Member Metcalfe
Seconded by Member Rapley

THAT Report No. FA-27-22 RE: Planning and Regulations Semi-Annual Report **BE RECEIVED.**

CARRIED

9. DISCUSSION ITEMS

- a) Report No. FA-26-22 RE: Contract Award – Gonder’s Flats Wetland Enhancement Project

Resolution No. FA-66-2022
Moved by Member Cridland
Seconded by Member Shirton

1. **THAT** Report No. FA-26-22 RE: Contract Award – Gonder’s Flats Wetland Enhancement Project **BE RECEIVED.**
2. **THAT** a contract award to Anthony’s Excavating Central Inc. in the amount of \$122,600 (plus non-recoverable HST) **BE APPROVED.**
3. **AND THAT** staff **BE AUTHORIZED** to execute all necessary documents to award the contract.

CARRIED

- b) Report No. FA-29-22 RE: NPCA Conservation Awards – Staff were requested to expand the scope of the program to the chambers of commerce and all organizations representing businesses across the watershed.

Resolution No. FA-67-2022
Moved by Member Huson
Seconded by Member Steele

1. **THAT** Report No. FA-29-22 RE: NPCA Conservation Awards **BE RECEIVED**.
2. **AND THAT** the NPCA Board of Directors **SHARE** information about the Award of Merit nomination process, as appropriate, within their networks.

CARRIED

- c) Report No. FA-30-22 RE: Conservation Authorities Act Transition Quarterly Progress Report Ontario Regulation 687/21: Transition Plan and Agreements for Programs and Services

Resolution No. FA-68-2022
Moved by Member Metcalfe
Seconded by Member Huson

1. **THAT** Report No. FA-30-22 RE: Conservation Authorities Act Transition Quarterly Progress Report Ontario Regulation 687/21: Transition Plan and Agreements for Programs and Services **BE RECEIVED**.
2. **AND THAT** a copy of this report **BE CIRCULATED** to the NPCA's partner municipalities for information.

CARRIED

10. COMMITTEE ITEMS

10.1 GOVERNANCE COMMITTEE

- a) Minutes of the Governance Committee Meeting dated June 30, 2022

Resolution No. FA-69-2022
Moved by Member Ingraio
Seconded by Member Woodhouse

THAT the minutes of the Governance Committee Meeting dated June 30, 2022 **BE RECEIVED**.

CARRIED

- i) Report No. FA-28-22 RE: NPCA Section 28 Compliance and Enforcement Procedural Manual

Resolution No. FA-70-2022
Moved by Member Feor
Seconded by Member Mackenzie

1. **THAT** Report No. FA-28-22 RE: NPCA Section 28 Compliance and Enforcement Procedural Manual and Appendix 1 **BE RECEIVED**.
2. **THAT** Report No. FA-28-22 RE: NPCA Section 28 Compliance and Enforcement Procedural Manual including Appendix 1 **BE APPROVED**.
3. **AND THAT** the NPCA Section 28 Compliance and Enforcement Manual **BE POSTED** to the NPCA website.

CARRIED

ii) Motion (Recommendation No. GC-22-2022) RE: Report No. GC-09-22 RE: Single Source Contracts for the NPCA Policy Document Review and Procedural Manual Phase 2 Project

Resolution No. FA-71-2022

Moved by Member Brady

Seconded by Member Steele

1. **THAT** Report No. GC-09-22 RE: Single Source Contracts for the NPCA Policy Document Review and Procedural Manual Phase 2 Project **BE RECEIVED**.
2. **THAT** a capital contract award to Planning Solutions Inc. in the amount of \$68,000 (plus non-recoverable HST) **BE APPROVED**.
3. **THAT** a contingency of 10% or \$6,800 **BE ALLOCATED** to address any unforeseen costs associated with the Planning Solutions Inc. contract during the project implementation process.
4. **THAT** a capital contract award to North-South Environmental Inc. in the amount of \$62,983 (plus non-recoverable HST) **BE APPROVED**.
5. **AND THAT** a contingency of 10% or \$6,298.30 **BE ALLOCATED** to address any unforeseen costs associated with the North-South Environmental Inc. contract during the project implementation process.

CARRIED

11. NOTICES OF MOTION

None

12. MOTIONS

None

13. NEW BUSINESS

- a) C.A.O. Updates – Verbal – Ms. Sharma, Chief Administrative Officer spoke on the coastal erosion project, the Cave Springs project and the Niagara Climate Change Summit.
- b) Niagara Peninsula Conservation Foundation Update – Verbal – Chair Foster indicated that the Foundation would soon be coming forward with a fundraising platform.
- c) Other – The Board discussed the process of engagement with the Public Advisory Committee and its role. Future Board composition was also discussed.

15. ADJOURNMENT

The meeting adjourned at 11:23 a.m..

Robert Foster, Chair
Niagara Peninsula Conservation Authority

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