

**FULL AUTHORITY  
ONLINE VIDEO CONFERENCE  
MEETING MINUTES**

**Friday October 15, 2021  
9:30 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. Mackenzie (Vice Chair)  
S. Beattie  
R. Brady  
B. Clark  
D. Coon-Petersen (arrived at 9:57 a.m.)  
D. Cridland  
L. Feor  
R. Foster (departed 11:15 a.m.)  
J. Hellinga  
J. Ingrao  
K. Kawall  
J. Metcalfe  
W. Rapley  
M. Woodhouse  
B. Wright
- MEMBERS ABSENT:** D. Huson  
B. Johnson  
R. Shirton  
E. Smith  
B. Steele
- OTHERS:** K. Baker, Strategy Corp.  
T. Insinna, Chair Niagara Peninsula Conservation Foundation  
J. Matheson, Strategy Corp.  
J. Oblak, Chair of Public Advisory Committee
- STAFF PRESENT:** C. Sharma, CAO / Secretary – Treasurer  
G. Bivol, Clerk  
E. Augustino, Water Quality Technician  
A. Christie, Director, Operations  
C. Coverdale, Business and Financial Analyst  
J. Culp, Manager, Compliance and Enforcement  
D. Deluce, Senior Manager, Planning and Regulations  
J. Diamond, Water Quality Specialist  
M. Ferrusi, Manager, Human Resources  
L. Gagnon, Director, Corporate Services

N. Green, Project Manager, Strategic Plan  
R. Hull, Manager, Strategic Business Planning and Public Relations  
B. Lee, GIS Administrator  
L. Lee-Yates, Director, Watershed Management  
S. Mastroianni, Manager, Planning and Development  
S. Miller, Senior Manager, Water Resources  
K. Royer, Community and Volunteer Outreach  
G. Shaule, Administrative Assistant  
G. Verkade, Senior Manager, Integrated Watershed Planning / Information Management

Vice Chair Mackenzie called the meeting to order at 9:31 a.m..

## 1. APPROVAL OF AGENDA

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Resolution No. FA-167-2021  
Moved by Member Clark  
Seconded by Member Foster

**THAT** agenda for the Full Authority Meeting dated October 15, 2021 **BE APPROVED.**  
**CARRIED**

## 2. DECLARATIONS OF CONFLICT OF INTEREST

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None declared.

## 3. APPROVAL OF MINUTES

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- a) Minutes of the Full Authority Meeting dated September 17, 2021 – A clerical amendment was requested to denote the absence of Vice Chair Mackenzie from the proceedings.

Resolution No. FA-168-2021  
Moved by Member Beattie  
Seconded by Member Ingrao

**THAT** the minutes of the Full Authority Meeting dated September 17, 2021 **BE APPROVED** as amended.

**CARRIED**

- b) Minutes of the Closed Session Meeting dated September 17, 2021 - A clerical amendment was requested to denote the absence of Vice Chair Mackenzie from the proceedings.

Resolution No. FA-169-2021  
Moved by Member Rapley  
Seconded by Member Wright

**THAT** the minutes of the Closed Session Meeting dated September 17, 2021 **BE APPROVED** as amended.

**CARRIED**

## 4. CORRESPONDENCE

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- a) Correspondence dated October 5, 2021 to the Honourable David Piccini, Minister of Environment, Conservation and Parks from Andy Mitchell, Chair, Conservation Ontario RE: Update on Conservation Ontario's Client Service and Streamlining Initiative and related bulletin entitled "Conservation Authorities Continue to Demonstrate their Commitment to Improving Client Service and Streamlining"

Resolution No. FA-170-2021

Moved by Member Kawall

Seconded by Member Cridland

**THAT** the correspondence dated October 5, 2021 to the Honourable David Piccini, Minister of Environment, Conservation and Parks from Andy Mitchell, Chair, Conservation Ontario RE: Update on Conservation Ontario's Client Service and Streamlining Initiative and related bulletin entitled "Conservation Authorities Continue to Demonstrate their Commitment to Improving Client Service and Streamlining" **BE RECEIVED.**

**CARRIED**

## 5. PRESENTATIONS

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- a) Presentation on Strategic Plan by C. Sharma, C.A.O. and N. Green, Project Manager - Agenda Item 8. b) Report No. FA-59-21 RE: NPCA Strategic Plan: 2021-2031 was addressed in conjunction with this presentation. Strategic Planning Committee Chair Ken Kawall provided opening remarks. The Board was introduced to the Strategic Planning Team. CAO Sharma and Project Manager Natalie Green presented with comments thereafter from John Matheson, Strategy Corp. Discussion ensued.

Resolution No. FA-171-2021

Moved by Member Kawall

Seconded by Member Beattie

1. **THAT** Report No. FA-59-21 Draft Strategic Plan: 2021-2031 **BE RECEIVED.**

2. **AND FURTHER THAT** the Draft Strategic Plan 2021-2031 **BE APPROVED.**

**CARRIED**

- b) Presentation by J. Oblak, Chair, NPCA Public Advisory Committee RE: Discussion Paper - Identification of Key Issues and Opportunities within the Niagara Peninsula Conservation Authority (NPCA) Area October 5, 2021

Resolution No. FA-172-2021

Moved by Member Clark

Seconded by Member Cridland

1. **THAT** the presentation by J. Oblak, Chair, NPCA Public Advisory Committee RE: Discussion Paper - Identification of Key Issues and Opportunities within the Niagara Peninsula Conservation Authority (NPCA) Area October 5, 2021 **BE RECEIVED.**

2. **AND THAT** the matter **BE REFERRED** to staff for a report back to the Board.

**CARRIED**

- c) PowerPoint Presentation by Brian Lee, GIS Administrator RE: Watershed Planner / Open Data Hub

Resolution No. FA-173-2021

Moved by Member Feor

Seconded by Member Hellinga

**THAT** the PowerPoint presentation by Brian Lee, GIS Administrator RE: Watershed Planner/Open Data Hub **BE RECEIVED**.

**CARRIED**

## 6. DELEGATIONS

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Presentation by Tom Insinna, Chair, Niagara Peninsula Conservation Foundation RE: 2020 Annual Report – Mr. Insinna addressed the Board. Discussion ensued.

Resolution No. FA-174-2021

Moved by Member Wright

Seconded by Member Cridland

**THAT** the presentation by Tom Insinna, Chair, Niagara Peninsula Conservation Foundation and the 2020 Niagara Peninsula Conservation Foundation Annual Report **BE RECEIVED**.

**CARRIED**

## 7. CONSENT ITEMS

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- a) Report No. FA-58-21 RE: 2021 Memorandum of Understanding between Conservation Ontario and Hydro One Networks Inc.
- b) Report No. FA-60-21 RE: NR Watershed Planning Equivalent Volume 1 and 2 Comments
- c) Report No. FA-61-21 RE: Compliance and Enforcement Q3 Stats

Resolution No. FA-175-2021

Moved by Member Ingraio

Seconded by Member Rapley

**THAT** the following reports **BE RECEIVED**:

- Report No. FA-58-21 RE: 2021 Memorandum of Understanding between Conservation Ontario and Hydro One Networks Inc.;
- Report No. FA-60-21 RE: NR Watershed Planning Equivalent Volume 1; and
- Report No. FA-61-21 RE: Compliance and Enforcement Q3 Stats.

**CARRIED**

## 8. DISCUSSION ITEMS

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- a) Report No. FA-57-21 RE: NPCA Water Well Decommissioning Grant Program – Steve Miller, Senior Manager, Water Resources spoke to the report.

Resolution No. FA-176-2021

Moved by Member Metcalfe

Seconded by Member Wright

1. **THAT** Report No. FA FA-57-21 RE: NPCA Water Well Decommissioning Grant Program **BE RECEIVED** for information.
2. **THAT** a copy of this report **BE SENT** to NPCA's Public Advisory Committee for further outreach.
3. **AND FURTHER THAT** staff **CONTINUE** to implement outreach strategies listed in the report.

**CARRIED**

- b) Report No. FA-59-21 RE: NPCA Strategic Plan: 2021-2031 - This item was addressed as a part of Agenda Item 5 a) Presentation on Strategic Plan.

- c) Report No. FA-62-21 RE: Update to Niagara Peninsula Conservation Authority (NPCA) Conservation Authorities Act (CA Act) Section 28 Hearing Procedures - Leilani Lee-Yates, Director of Watershed Management presented and identified a clerical correction for the staff recommendation to clarify that the administrative By-law would require updates by year's end.

Resolution No. FA-177-2021

Moved by Member Clark

Seconded by Member Brady

1. **THAT** Report No. FA-62-21 RE: Update to Niagara Peninsula Conservation Authority (NPCA) Conservation Authorities Act (CA Act) Section 28 Hearing Procedures **BE RECEIVED**.
2. **THAT** the NPCA's CA Act Section 28 Hearing Procedures **BE UPDATED** based on the amended CA Act Model Hearing Guidelines, 2021, regarding hearings under s.28.0.1(7), as appended.
3. **THAT** staff **BE DIRECTED** to bring forward the updated NPCA CA Act Section 28 Hearing Procedures as part of the Administrative By-law, to be updated by the end of 2021, as per Provincial requirements resulting from the CA Act regulatory changes.
4. **THAT** until such time as the NPCA's CA Act Section 28 Hearing Procedures are updated, the CA Act Model Hearing Guidelines, 2021, attached as Appendix 1 hereto **BE USED** as required for direction.
5. **AND FURTHER THAT** in collaboration with Conservation Ontario, staff **BE DIRECTED** to develop appropriate training materials for the Board.

**CARRIED**

## 9. COMMITTEE ITEMS

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### 9.1 STRATEGIC PLANNING COMMITTEE

#### 9.1.1 Minutes of the Strategic Planning Committee Meeting dated September 17, 2021

Resolution No. FA-178-2021  
Moved by Member Feor  
Seconded by Member Beattie

**THAT** the minutes of the Strategic Planning Committee Meeting dated September 17, 2021 **BE RECEIVED.**

**CARRIED**

### 9.2 GOVERNANCE COMMITTEE

#### 9.2.1 Minutes of the Governance Committee Meeting dated September 23, 2021

Resolution No. FA-179-2021  
Moved by Member Kawall  
Seconded by Member Cridland

**THAT** the minutes of the Finance Committee Meeting dated, September 23, 2021 **BE RECEIVED.**

**CARRIED**

### 9.3 PUBLIC ADVISORY COMMITTEE

#### 9.3.1 Minutes of the Public Advisory Committee Meeting dated October 5, 2021

Resolution No. FA-180-2021  
Moved by Member Clark  
Seconded by Member Ingrao

**THAT** the minutes of the Public Advisory Committee Meeting dated, October 5, 2021 **BE RECEIVED.**

**CARRIED**

#### 9.3.2 Minutes of the Watershed Floodplain Subcommittee Meeting dated October 5, 2021

Resolution No. FA-181-2021  
Moved by Member Beattie  
Seconded by Member Brady

**THAT** the minutes of the Watershed Floodplain Subcommittee Meeting dated, October 5, 2021 **BE RECEIVED.**

**CARRIED**

## 10. MOTIONS

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None

## 11. NOTICES OF MOTION

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None

## 12. NEW BUSINESS

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- a) C.A.O. Updates – Vice Chair Mackenzie spoke on Conservation Authorities Act Regulations, on behalf of C.A.O. Sharma and Adam Christie, Director of Operations provided an update on the recent Balls' Falls Thanksgiving Festival and the upcoming Holiday Trail.

Resolution No. FA-182-2021

Moved by Member Metcalfe

Seconded by Member Woodhouse

**THAT** the verbal update from Vice Chair Mackenzie and A. Christie Director, Operations **BE RECEIVED.**

**CARRIED**

- b) Niagara Peninsula Conservation Foundation Update – None

## 13. CLOSED SESSION

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None

## 14. ADJOURNMENT

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Resolution No. FA-183-2021

Moved by Member Clark

Seconded by Member Brady

**THAT** the Full Authority Meeting **BE ADJOURNED** at 11:38 a.m..

**CARRIED**

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Brenda Johnson, Chair  
Niagara Peninsula Conservation Authority

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