



**FULL AUTHORITY  
ONLINE TELECONFERENCE  
MEETING MINUTES**  
Thursday, October 22, 2020  
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 Section 14.5*

**MEMBERS PRESENT:** B. Johnson (Chair)  
S. Beattie  
R. Brady  
D. Bylsma (departed 11:59 a.m.)  
B. Clark  
D. Coon-Petersen  
D. Cridland  
R. Foster (departed 9:50 a.m.; returned 11:58 a.m.)  
J. Hellinga  
D. Huson  
J. Ingrao  
K. Kawall  
B. Mackenzie  
J. Metcalfe  
W. Rapley  
R. Shirton  
E. Smith  
B. Wright

**MEMBERS ABSENT:** L. Feor  
B. Steele  
M. Woodhouse

**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  
N. Green Project Manager, Strategic Plan  
D. MacKenzie, Director, Watershed Management  
S. Miller, Senior Manager, Water Resources  
E. Navarro, Communications Specialist  
G. Shaule, Administrative Assistant

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

## 1. APPROVAL OF AGENDA

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Resolution No. FA-129-2020

Moved by Board Member Beattie

Seconded by Board Member Brady

**THAT** the Full Authority Agenda dated October 22, 2020 **BE APPROVED**.

**CARRIED**

## 2. DECLARATIONS OF CONFLICT OF INTEREST

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By virtue of an involvement in the proposed development approximately ten years ago, Member Brady declared a conflict of interest on agenda item 5.b) being the Update on Riverfront Draft Plan of Subdivision and Zoning By-Law Application. He did not participate in the deliberation nor did he vote in respect of this matter.

## 3. APPROVAL OF MINUTES

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a) Minutes of the Full Authority meeting dated September 17, 2020

b) Minutes of the Closed Session dated September 17, 2020

Resolution No. FA-130-2020

Moved by Board Member Bylsma

Seconded by Board Member Clark

**THAT** the minutes of the following meetings of the Niagara Peninsula Conservation Authority **BE ADOPTED**:

- Minutes of the Full Authority meeting dated September 17, 2020; and
- Minutes of the Closed Session dated September 17, 2020 to remain private and confidential.

**CARRIED**

## 4. CORRESPONDENCE

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a) Correspondence from Conservation Ontario dated October 1, 2020 to the Honourable Jeff Yurek, Minister of Environment, Conservation and Parks and the Honourable John Yakabuski, Minister of Natural Resources and Forestry Re: Conservation Authorities Act (CAA) Review: Enforcement Provisions

Resolution No. FA-131-2020

Moved by Board Member Coon-Petersen

Seconded by Board Member Cridland

**THAT** the correspondence from Conservation Ontario dated October 1, 2020 to the Honourable Jeff Yurek, Minister of Environment, Conservation and Parks and the

## 5. PRESENTATIONS

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- a) Conservation Authority Funding and Levy Information Presentation by C.A.O. / Secretary – Treasurer, Chandra Sharma – Ms. Sharma presented. Members posed questions. Discussion ensued.

Resolution No. FA-132-2020

Moved by Board Member Huson

Seconded by Board Member Ingraio

**THAT** the Conservation Authority Funding and Levy Information PowerPoint presentation by C.A.O. / Secretary – Treasurer, Chandra Sharma **BE RECEIVED.**

**CARRIED**

- b) Update on Riverfront Draft Plan of Subdivision and Zoning By-Law Application - David Deluce, Senior Manager, Planning and Regulations – Mr. Deluce presented via PowerPoint. Numerous questions were posed with respect to setbacks, pier reviews, wetland policy, best practices and NPCA jurisdiction. Discussion ensued.

Resolution No. FA-133-2020

Moved by Board Member Kawaii

Seconded by Board Member Mackenzie

**THAT** the PowerPoint presentation and update on Riverfront Draft Plan of Subdivision and Zoning By-Law Application from David Deluce, Senior Manager, Planning and Regulations **BE RECEIVED.**

**CARRIED**

## 6. DELEGATIONS

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None.

## 7. CONSENT ITEMS

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None.

## 8. DISCUSSION ITEMS

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- a) Report No. FA-50-20 RE: Water Quality Notification and Communication Strategy - D. MacKenzie, Director, Watershed Management presented. Members posed questions.

Resolution No. FA-134-2020

Moved by Board Member Rapley

Seconded by Board Member Shirton

1. **THAT** Report No. FA-50-20 RE: Water Quality Notification and Communication Approach **BE RECEIVED.**

2. **THAT** NPCA's annual Water Monitoring results and trends **BE PRESENTED** to partner municipalities.
3. **AND FURTHER THAT** staff **DEVELOP** water quality education resources and tools to engage watershed residents and sector-specific stakeholders about the state of water quality and suggested best practices.

**CARRIED**

- b) Report No. FA-51-20 RE: Haldimand County Lake Erie Hazard Mapping Update - S. Miller, Senior Manager, Water Resources presented the report.

Resolution No. FA-135-2020

Moved by Board Member Shirton

Seconded by Board Member Smith

1. **THAT** Report No. FA-51-20 RE: Haldimand County Lake Erie Hazard Mapping Update **BE RECEIVED**.
2. **THAT** the Haldimand County Lake Erie Hazard Mapping completed by W.F. Baird & Associates Coastal Engineers **BE APPROVED** for use in the administration of the Niagara Peninsula Conservation Authority's Section 28 Regulation (Ontario Regulation 155/06 'Development, Interference with Wetlands and Alterations to Shorelines and Watercourses') and in dealing with matters pursuant to the Planning Act as they pertain to natural hazards.
3. **AND THAT** updates to the Niagara Peninsula Conservation Authority's Ontario Regulation 155/06 mapping **BE MADE** to incorporate these revisions to the Lake Erie natural hazards to the portion of Haldimand County that falls within the NPCA's watershed.

**CARRIED**

- c) Report No. FA-52-20 RE: Fee Schedule Amendment - Inclusion of Compliance Surcharge – David Deluce presented the report.

Resolution No. FA-136-2020

Moved by Board Member Wright

Seconded by Board Member Beattie

1. **THAT** Report No. FA-52-20 RE: Fee Schedule Amendment – Inclusion of Compliance Surcharge **BE RECEIVED**.
2. **THAT** the current Planning and Regulations Fee Schedule "B" **BE AMENDED** to include a new compliance surcharge and administration fee, effective November 2, 2020.
3. **AND THAT** this amendment **BE POSTED** on the NPCA website and **DISTRIBUTED** to the watershed municipalities within the NPCA jurisdiction.

**CARRIED**

- d) Report No. FA-56-20 RE: Niagara Region's Proposed Woodland By-Law – D. MacKenzie spoke to the report. Discussion ensued and the second recommendation within the report was removed from the motion on the floor.

Resolution No. FA-137-2020

Moved by Board Member Kwall  
Seconded by Board Member Shirton

1. **THAT** Report No. FA-56-20 RE: Niagara Region's Proposed Woodland By-law **BE RECEIVED**.
2. **THAT** staff **BE AUTHORIZED** to enter into any new service level agreements with the Region, as needed to facilitate By-Law implementation.
3. **AND FURTHER THAT** a copy of this report **BE PROVIDED** to the Region of Niagara.  
**CARRIED**

## 9. COMMITTEE ITEMS

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### 9.1 GOVERNANCE COMMITTEE

#### 9.1.1 Minutes of the Governance Committee Meeting dated October 1, 2020

Resolution No. FA-138-2020

Moved by Board Member Foster  
Seconded by Board Member Wright

**THAT** the minutes of the Governance Committee meeting dated October 1, 2020 **BE RECEIVED**.

**CARRIED**

#### 9.1.2 Report No. FA-53-20 RE: Code of Conduct Procedure

Resolution No. FA-139-2020

Moved by Board Member Foster  
Seconded by Board Member Beattie

1. **THAT** Report No. FA-53-20 RE: Code of Conduct Complaint Procedure **BE RECEIVED**.
2. **THAT** the Code of Conduct Complaint Procedure as outlined in Report FA-53-20 **BE APPROVED**.
3. **AND THAT** staff **BE AUTHORIZED** to execute agreements, as appropriate, with partner municipalities to facilitate shared services of Integrity Commissioners.

**CARRIED**

#### 9.1.3 Report No. FA-54-20 RE: Updated Administrative By-law – Discussion was heard particularly with respect to the Code of Conduct portion of the by-law. It was agreed that the discussion would be referred to the Governance Committee and it was noted that training in respect of the Code of Conduct and Conflict of Interest would occur for the Board in November.

Resolution No. FA-140-2020

Moved by Board Member Huson  
Seconded by Board Member Foster

**THAT** Section 7.6 of the Administrative By-law **BE AMENDED** to delete the last statement limiting the questions posed to delegations with the matter referred to the Governance

Committee for further discussion.

**CARRIED**

Resolution No. FA-141-2020

Moved by Board Member Foster  
Seconded by Board Member Brady

1. **THAT** Report No. FA-54-20 RE: Updated Administrative By-Law **BE RECEIVED**.
2. **THAT** the NPCA Administrative By-Law dated December 19, 2019 **BE REPEALED**.
3. **THAT** the Administrative By-Law attached as Appendix 1 to Report FA-54-20 **BE READ** a first and second time and finally **ADOPTED** this 22<sup>nd</sup> day of October, 2020 as amended.

**CARRIED**

9.1.4 Report No. GC-05-20 RE: Board Evaluation Process

Resolution No. FA-142-2020

Moved by Board Member Foster  
Seconded by Board Member Coon-Petersen

1. **THAT** Report No. GC-05-20 RE: Board Evaluation Process **BE RECEIVED**.
2. **THAT** the Procedure for Board Evaluation Process as outlined in Report No. GC-05-20 and associated appendices **BE APPROVED**.

**CARRIED**

**9.2 STRATEGIC PLANNING COMMITTEE**

9.2.1 Minutes of the Strategic Planning Committee Meeting dated September 17, 2020

Resolution No. FA-143-2020

Moved by Board Member Kawall  
Seconded by Board Member Cridland

**THAT** the minutes of the Strategic Planning Committee Meeting dated September 17, 2020 **BE RECEIVED**.

**CARRIED**

9.2.2 Report No. FA-55-20 RE: Strategic Planning Update – Natalie Green, Project Manager, Strategic Plan, spoke to the report. Ms. Sharma offered additional input.

Resolution No. FA-144-2020

Moved by Board Member Clark  
Seconded by Board Member Ingrao

1. **THAT** Report No. FA-55-20 RE: Strategic Planning Update and staff presentation **BE RECEIVED**.
2. **AND FURTHER THAT** Members of the Board **PROVIDE** input to the background research and data collection as requested in the staff report.

**CARRIED**

**9.3 PUBLIC ADVISORY COMMITTEE**

9.3.1 Minutes of the Public Advisory Committee Meeting dated September 24, 2020

Resolution No. FA-145-2020

Moved by Board Member Hellinga

Seconded by Board Member Huson

**THAT** the minutes of the Public Advisory Committee meeting dated September 24, 2020 **BE RECEIVED.**

**CARRIED**

9.3.2 Minutes of the Watershed Floodplain Advisory Sub-Committee Meeting dated September 24, 2020

Resolution No. FA-146-2020

Moved by Board Member Ingrao

Seconded by Board Member Kawall

**THAT** minutes of the Watershed Floodplain Advisory Sub-Committee meeting dated September 24, 2020 **BE RECEIVED.**

**CARRIED**

## 10. NOTICES OF MOTION

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None.

## 11. NEW BUSINESS

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11.1 **VERBAL UPDATE RE: NIAGARA PENINSULA CONSERVATION FOUNDATION BY MEMBER FOSTER** – In the absence of Member Foster, this matter was removed from the agenda to be discussed at a future date.

11.2 **VERBAL UPDATE FROM THE C.A.O.** – The C.A.O. spoke about the Thanksgiving Festival.

Resolution No. FA-147-2020

Moved by Board Member Mackenzie

Seconded by Board Member Rapley

**THAT** verbal update from staff **BE RECEIVED.**

**CARRIED**

## 12. CLOSED SESSION

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None.

## 13. ADJOURNMENT

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Resolution No. FA-148-2020

Moved by Member Shirton

Seconded by Member Wright

**THAT** the Full Authority Meeting **BE ADJOURNED** at 12:53 p.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