



**FULL AUTHORITY
ONLINE TELECONFERENCE
MEETING MINUTES
Thursday, September 17, 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
B. Clark
D. Coon-Petersen
D. Cridland
L. Feor
R. Foster
J. Hellinga
D. Huson
J. Ingrao
K. Kawall
B. Mackenzie (departed 12:08 p.m.)
J. Metcalfe
W. Rapley
E. Smith
B. Steele (departed 11:40 a.m.)
M. Woodhouse
B. Wright

MEMBERS ABSENT: R. Shirton

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
D. Deluce, Senior Manager, Planning and Regulations
M. Ferrusi, Manager, Human Resources
L. Gagnon, Director, Corporate Services
S. Gillis, Restoration Project Lead
J. Culp, Supervisor, Permits and Compliance
D. MacKenzie, Director, Watershed Management
S. Miller, Senior Manager, Water Resources
E. Navarro, Communications Specialist
G. Shaule, Administrative Assistant

G. Verkade, Senior Manager, Integrated Watershed Planning and Information Management

OTHERS:

T. Insinna, Chair, Niagara Peninsula Conservation Foundation
G. Wood, Managing Director / Secretary – Treasurer, Niagara Peninsula Conservation Foundation
D. Giles, Director of Community and Long Range Planning, Region of Niagara
D. Heyworth, Official Plan Policy Consultant, Region of Niagara
R. Mostacci, Commissioner Planning and Development, Region of Niagara
S. Norman, Senior Planner, Region of Niagara

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

1. APPROVAL OF AGENDA

Resolution No. FA-112-20
Moved by Board Member Beattie
Seconded by Board Member Brady

THAT the Full Authority Agenda dated September 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 July 16, 2020
- b) Minutes of the Closed Session dated July 16, 2020

Resolution No. FA-113-20
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 July 16, 2020; and
- Minutes of the Closed Session dated July 16, 2020.

CARRIED

4. CORRESPONDENCE

- a) Correspondence dated July 24, 2020 from Anne-Marie Norio, Regional Clerk, Region of Niagara RE: Natural Environment Work Program – Phase 4: Identification and Evaluation of Options PDS 26-2020 – Discussion on this matter was referred to occur in conjunction with Agenda Item 5. b).

Resolution No. FA-114-20
Moved by Board Member Cridland
Seconded by Board Member Feor

THAT the correspondence dated July 24, 2020 from Anne-Marie Norio, Regional Clerk, Region of Niagara RE: Natural Environment Work Program – Phase 4: Identification and Evaluation of Options PDS 26-2020 **BE RECEIVED**.

CARRIED

5. PRESENTATIONS

- a) Presentation by the Niagara Peninsula Conservation Foundation Chair Tom Insinna and Managing Director / Secretary – Treasurer D. Gayle Wood – Both Chair Tom Insinna and Managing Director / Secretary – Treasurer D. Gayle Wood addressed the Board and presented via PowerPoint. Members posed questions. Discussion ensued.

Resolution No. FA-115-20
Moved by Board Member Huson
Seconded by Board Member Ingrao

1. **THAT** Report No. FA-48-20 RE: Niagara Peninsula Conservation Foundation (NPCF) Progress Update and Memorandum of Understanding (MOU) **BE RECEIVED**.
2. **THAT** the presentation regarding Niagara Peninsula Conservation Foundation update **BE RECEIVED**.
3. **THAT** Niagara Peninsula Conservation Authority CAO and staff **CONTINUE** to support the Foundation in its progression towards becoming the environmental charity of choice for NPCA jurisdiction.
4. **AND FURTHER THAT** staff **BE AUTHORIZED** to enter into a Memorandum of Understanding with to formalize and strengthen the partnership with the Niagara Peninsula Conservation Foundation.

CARRIED

- b) Presentation on the Niagara Region Official Plan Update – Environment Work Program by Sean Norman, Senior Planner, Region of Niagara - R. Mostacci, Commissioner Planning and Development, Region of Niagara addressed the Board and introduced Regional staff in attendance. D. Heyworth, Official Plan Policy Consultant, Region of Niagara presented on behalf of the Region. Members posed questions and discussion ensued.

Resolution No. FA-116-20
Moved by Board Member Rapley
Seconded by Board Member Steele

THAT the PowerPoint presentation on the Niagara Region Official Plan Update – Environment Work Program by S. Norman, Senior Planner, Region of Niagara and D. Heyworth, Official Plan Policy Consultant, Region of Niagara **BE RECEIVED**.

CARRIED

Resolution No. FA-117-20
Moved by Board Member Kwall
Seconded by Board Member Mackenzie

THAT the Chair **SEND** a letter to Niagara Region thanking regional staff for their presentation to the NPCA Board and Public Advisory Committee and offering continued staff support and technical advice as needed.

CARRIED

- c) Conservation Authority Funding and Levy Information Presentation by C.A.O / Secretary – Treasurer, Chandra Sharma – This matter was deferred to the October meeting of the NPCA Board of Directors.

6. DELEGATIONS

None.

7. CONSENT ITEMS

- a) Report No. FA-39-20 RE: Compliance & Enforcement Year to Date Statistics – D. MacKenzie, Director, Watershed Management spoke to the report noting that specific enforcement activities could be expanded upon in closed session.

Resolution No. FA-118-20
Moved by Board Member Smith
Seconded by Board Member Metcalfe

THAT Report No. FA-39-20 RE: Compliance and Enforcement Year to Date Statistics **BE RECEIVED**.

CARRIED

8. DISCUSSION ITEMS

- a) Report No. FA-48-20 RE: Niagara Peninsula Conservation Foundation (NPCF) Progress Update and Memorandum of Understanding (MOU) – This report was addressed in conjunction within agenda item 5. a) being the presentation by the Niagara Peninsula Conservation Foundation.
- b) Report No. FA-49-20 RE: Infrastructure Canada – Investing in Canada Plan – COVID-19 Community Resilience Funding – L. Gagnon, Director, Corporate Services presented her report. Discussion ensued.

Resolution No. FA-119-20
Moved by Board Member Woodhouse
Seconded by Board Member Wright

1. **THAT** Report FA-49-20 RE: Infrastructure Canada – Investing in Canada – COVID-19 Community Resilience Funding **BE RECEIVED**.
2. **THAT** staff **BE AUTHORIZED** to proceed with proposal development and outreach to municipal partners related to identified funding priorities.

3. **AND FURTHER THAT** members of the Board support staff with municipal partnerships and support from Provincial and Federal political representatives, as appropriate.

CARRIED

9. COMMITTEE ITEMS

Minutes of the Strategic Planning Committee Meeting dated July 16, 2020

Resolution No. FA-120-20

Moved by Board Member Beattie
Seconded by Board Member Brady

THAT the minutes of the Strategic Planning Committee Meeting dated July 16, 2020 **BE RECEIVED**.

CARRIED

9.1 Items for Approval of the Board

- a) Report No. SPC-01-2020 RE: Strategic Planning Committee Terms of Reference and Work Plan

Resolution No. FA-121-20

Moved by Board Member Bylsma
Seconded by Board Member Clark

1. **THAT** Report No. SPC-01-20 RE: Strategic Planning Committee Terms of Reference and Work Plan **BE RECEIVED**.
2. **THAT** the revised Strategic Planning Committee Terms of Reference attached as Appendix 1 to Report No. SPC-01-20 **BE APPROVED**.
3. **THAT** the Strategic Planning 2020 Work Plan attached as Appendix 2 to Report No. SP-01-20 **BE APPROVED**.
4. **THAT** the final Strategic Planning Committee Terms of Reference **BE APPENDED** to the updated NPCA Administrative By-Law to be presented for Board approval in 2020.
5. **AND FURTHER THAT** the Strategic Planning Committee **INITIATE** the strategic planning process immediately upon adoption of their Terms of Reference and Workplan dated July 23, 2020.

CARRIED

Minutes of the Audit and Budget (Finance) Committee Meeting dated July 30, 2020

Resolution No. FA-122-20

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

THAT the minutes of the Audit and Budget (Finance) Committee Meeting dated July 30, 2020 **BE RECEIVED**.

CARRIED

9.2 Items for Approval of the Board

- a) Report No. FA-40-20 RE: COVID-19 – Financial Impact and Scenario Analysis - This item was acknowledged by means of the Board having received the appropriate Committee minutes into the record.
- b) Report No. FA-42-20 RE: Binbrook Capital Project 2020 – Updated Budget Estimates and Debt Financing

Resolution No. FA-123-20

Moved by Board Member Feor

Seconded by Board Member Foster

1. **THAT** Report No. FA-42-20 RE: Binbrook Capital Projects 2020 – Updated Budget Estimates and Debt Financing **BE RECEIVED**.
2. **AND FURTHER THAT** the Board **AUTHORIZES** staff to continue to explore financing options with the City of Hamilton, based on refined budget estimates.

CARRIED

- c) Report No. FA-46-20 RE: Financial Report – Q2 – 2020 - This item was acknowledged by means of the Board having received the appropriate Committee minutes into the record.
- d) Report No. FA-47-20 RE: 2021 Budget Assumptions – Member Kawall as Chair of the Audit and Budget (Finance) Committee spoke to issue of Members communications with the appointing municipalities on budgets.

Resolution No. FA-124-20

Moved by Board Member Hellinga

Seconded by Board Member Huson

1. **THAT** Report No. FA-47-20 regarding the recommended budget assumptions for the 2021 Operating and Capital Budgets **BE APPROVED** for use in the development of the 2021 budget.
2. **THAT** a list of current known unfunded priorities **BE PREPARED** for the Board's consideration in conjunction with 2021 Budgets.
3. **AND FURTHER THAT** Staff **BE DIRECTED** to submit the Preliminary 2021 Budget to the funding municipalities in accordance with their guidelines and schedules.

CARRIED

10. NOTICES OF MOTION

None.

11. NEW BUSINESS

- a) Verbal Update from the C.A.O. RE: COVID – C. Sharma spoke on the NPCA office re-opening, health and safety protocols, necessary accommodations, the new digital phone system and legislative changes affecting Conservation Authorities. Discussion ensued.

Resolution No. FA-125-20

Moved by Board Member Kawall

Seconded by Board Member Mackenzie

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

CARRIED

12. CLOSED SESSION

Member Steele left the proceedings immediately prior to the commencement of the closed session. Member Mackenzie departed at 12:00 p.m..

- a) Personal Matters about Identifiable Individuals - Verbal Update on Compliance and Enforcement

Resolution No. FA-126-20

Moved by Board Member Metcalfe

Seconded by Board Member Rapley

THAT the meeting of the Board of Directors of the Niagara Peninsula Conservation Authority **CONVENE** in closed session at 11:40 a.m. in accordance with Section 11.1 of the NPCA Administrative By-law for the discussion on personal matters about identifiable individual(s), relating to compliance and enforcement matters.

CARRIED

Resolution No. FA-127-20

Moved by Board Member Metcalfe

Seconded by Board Member Foster

THAT the meeting **RECONVENE** in open session at 12:25 p.m..

CARRIED

13. ADJOURNMENT

Resolution No. FA-128-20

Moved by Member Beattie

Seconded by Member Ingraio

THAT the Full Authority Meeting **BE ADJOURNED** at 12:26 p.m..

CARRIED

Brenda Johnson
Chair
Niagara Peninsula Conservation Authority

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