

NIAGARA PENINSULA CONSERVATION AUTHORITY
Board of Directors Meeting Minutes
September 25, 2206, 10:00 a.m.
Carolinian Hall
3350 Merrittville Hwy., Thorold ON

MEMBERS PRESENT: R. Foster, Chair
S. Beattie
D. Cridland
B. Grant
J. Metcalfe, Vice Chair
M. Seaborn
M. Tadeson
A. Witteveen

REGRETS: B. Clark, P. O'Neill

STAFF PRESENT: L. Lee-Yates, CAO/Secretary-Treasurer
A. Christie, Director, Conservation Areas
J. Culp, Manager, Compliance & Enforcement
D. Deluce, Director, Planning & Development
N. Green, Director, Watershed Strategies & Climate Change
E. Navarro, Communications and Marketing Specialist
S. Pfeifer, Investor & Donor Relations Officer, NPCF
G. Shaule, Administrative Assistant
S. Winninger, Interim Coordinator – Office of the CAO & Board
S. Zavarella, Manager, Communications & Public Relations

OTHERS: Petra Matar and David Premi, Design Partners in Architecture and Interiors (DPAI)

For the purpose of clarity, the minutes will follow the order of the Agenda

The meeting was called to order at 10:00 a.m.

1. APPROVAL OF AGENDA

Resolution No. FA-77-2026

Moved by: John Metcalfe

Seconded by: Brian Grant

THAT the agenda for the Full Authority Board meeting held on September 25, 2026 **BE AMMENDED** to address item 9.1 immediately following item 6.1.

CARRIED

2. DECLARATION OF CONFLICTS OF INTEREST

There were none.

3. APPROVAL OF MINUTES

Resolution No. FA-78-2026

Moved by: Donna Cridland

Seconded by: Stew Beattie

THAT the Minutes of the Full Authority Meeting dated July 24, 2026 **BE APPROVED.**

CARRIED

4. CHAIR'S UPDATE

- Chair Foster thanked staff, the Board of Directors and partners for the incredible work that is done on behalf of NPCA and the watershed.
- Chair Foster recognized the tremendous amount of planning, coordination and hard work put forth by all who were involved in the Our Trees for All team who met the very ambitious target of planting 40,000 trees.
- Chair Foster indicated that Mike Harris, Minister of Natural Resources, and Parliamentary Assistant Dawn Gallagher Murphy were recently welcomed at Niagara College in Niagara-on-the-Lake for the funding announcement through the Invasive Phragmites Control Fund. This is in connection with NPCA's broader Invasive Species Strategy and partnership with the Invasive Species Centre. Through this investment, the NPCA is receiving \$83,000 to support our expert staff and partners to advance invasive species management across the watershed.
- Chair Foster noted that September 30th marks the National Day for Truth and Reconciliation in Canada, which was established in response to "Call to Action 80" of the Truth and Reconciliation Commission, to create a statutory holiday recognizing Survivors, their families, and communities while ensuring the history and legacy of residential schools are publicly remembered. NPCA, in partnership with Kakekalanicks, Niagara Folk Arts Festival and Bridges Niagara are hosting for the third year, Reawakening: Stories by the Fire at Ball's Falls Conservation Area on September 26, 2026 from 5:30 to 8 pm. This engaging evening will feature Indigenous voices, stories, songs and teachings along Twenty Mile Creek, followed by fireside storytelling and music with Huron-Wendat violinist, composer and storyteller Geneviève Gros-Louis. More information is available on NPCA's website.
- Chair Foster stated he looks forward to seeing Members and staff at the Ball's Falls Thanksgiving Festival that will run from October 9 to 12th. Tickets are now available

online at thanksgivingfestival.ca. Chair Foster recognized the amount of work that goes into bringing the Festival to life each year and thanked the team for the commitment and enthusiasm that they bring to making this event such a success year after year.

- Chair Foster relayed that there is a series of open houses related to the Four Mile Creek Integrated Watershed Plan and Four Mile Creek Floodplain Mapping, as well as the Lake Ontario Coastal Resilience Pilot Project, which will engage communities across Niagara, Hamilton and Halton. These events strengthen community relationships as well as demonstrate the value of what the NPCA does by getting out into the community and meeting people where they are. Please visit the NPCA website for more information on these projects and dates for upcoming open houses.
- Chair Foster reported that the NPCA's annual Staff and Volunteer Appreciation Event will happen on November 10th. After a busy year, it will be an opportunity to come together, celebrate NPCA's staff and volunteers and recognize what the teams' accomplishments and the strong legacy that has been created for our watershed.
- Chair Foster provided an update on the Western Lake Ontario Regional Conservation Authority Transition Committee, indicating that CAO Lee-Yates and he attended the kick-off meeting last week. The work of the Committee will help guide the governance and transition-related work for the new regional conservation authority, while the important day-to-day watershed-based work of the NPCA and our partner conservation authorities continues. The Transition Committee is tasked with developing a transition workplan with a focus on continuity and providing a smooth transition. We will continue to work with the Ontario Provincial Conservation Agency and our Project Executive, Ms. Jacqueline Johnson to bring forward updates to the NPCA Board of Directors, staff and partners as they become available.
- Member Donna Cridland provided an update from the Niagara Peninsula Conservation Foundation indicating that the Foundation will be at the Ball's Falls Thanksgiving Festival with the annual online 50/50 Raffle for Nature, which is now online. Additionally, the Foundation Board endorsed the return of Golden Hour fundraising event for 2027.

5. CORRESPONDENCE

Resolution No. FA-79-2026

Moved by: Michelle Seaborn

Seconded by: Mark Tadeson

THAT the following Correspondence **BE RECEIVED**:

5.1. Correspondence dated September 2, 2026 from Mississaugas of the Credit First Nation RE: Consultation on Proposed Governance Regulations for Regional Conservation Authorities and the Ontario Provincial Conservation Agency (ERO #026-0704)

5.2. Correspondence dated September 9, 2026 from Hassaan Basit, CEO, Ontario Provincial Conservation Agency RE: Municipal Elections and Conservation Authority Board Governance

5.3. Correspondence dated September 10, 2026 from Conservation Ontario RE: Consultation on Proposed Governance Regulations for Regional Conservation Authorities and the Ontario Provincial Conservation Agency (ERO #026-0704)

5.4. Correspondence dated September 9, 2026 from Hassaan Basit, CEO, Ontario Provincial Conservation Agency RE: OPCA Authorization for Proposed Service Agreement with Ducks Unlimited Canada related to Restoration of Binbrook Conservation Area

5.5 Correspondence dated August 31, 2026 from Town of Fort Erie Mayor Wayne Redekop and CAO Chris McQueen RE: 2026 AMO Conference Delegation

6. PRESENTATIONS

6.1. St. Johns Centre Conservation Area Mill House Project

Adam Christie, Director of Conservation Areas, Petra Matar, Principal, DPAI and David Premi, Principal and CEO, DPAI, provided a presentation on the proposed St. Johns Centre Mill House Project

Resolution No. FA-80-2026

Moved by: Brian Grant

Seconded by: John Metcalfe

THAT the St. John's Centre Presentation **BE RECEIVED.**

CARRIED

6.2 Regional Consolidation of Conservation Authorities Update and NPCA Comments on Proposed Governance Regulations

CAO/Secretary-Treasurer, Leilani Lee-Yates provided an update presentation on the transition to regional conservation authorities. Following the presentation, Chair Foster re-iterated that current Board members will continue to sit on the NPCA Board of Directors until February 1, 2027, working through the transition process.

Resolution No. FA-82-2026

Moved by: Donna Cridland

Seconded by: Mark Tadeson

THAT the the Regional Consolidation of Conservation Authorities Presentation **BE RECEIVED.**

CARRIED

7. DELEGATIONS

There were none.

8. CONSENT ITEMS

8.1. Report No. FA-25-26 RE: Consultation on Proposed Governance Regulations for Regional Conservation Authorities and the Ontario Provincial Conservation Agency (ERO #026-0704) - NPCA Comments

Resolution No. FA-83-2026

Moved by: Michelle Seaborn

Seconded by: Brian Grant

THAT Report No. FA-25-26 RE: Consultation on Proposed Governance Regulations for Regional Conservation Authorities and the Ontario Provincial Conservation Agency (ERO #026-0704) - NPCA Comments **BE RECEIVED**

CARRIED

9. DISCUSSION ITEMS

9.1. Report No. FA-22-26 RE: St. Johns Centre Conservation Area Mill House Project

Adam Christie, Director of Conservation Areas provided an overview of the staff report and answered Members' questions related to the detailed design and next steps of the project, which included the exploration of costs, options for funding. Staff will provide an update to the Board in the future as the project progresses.

Resolution No. FA-81-2026

Moved by: Donna Cridland

Seconded by: Mark Tadeson

THAT Report No. FA-22-26 regarding St. Johns Centre Conservation Area Mill House Project **BE RECEIVED**;

AND THAT the concept for the adaptive reuse and renovation of the St. Johns Mill House as outlined in the St. Johns Mill House Feasibility Study attached **BE ENDORSED**;

AND THAT staff be directed to advance the project through detailed planning, design development, technical investigations, regulatory review, and funding exploration, with future project implementation and capital funding requirements to be considered through the NPCA's 10-Year Capital Plan and annual budget processes, seeking Board direction and approval as required.

CARRIED

9.2 Report No. FA-23-26 RE: Composting Eco-Toilets

Adam Christie, Director, Conservation Areas provided an overview of the staff report indicating that following a directive from the Board at the April 2026 meeting, the possibility of including eco-toilets within the Binbrook Conservation area was studied. During the review, opportunities were identified to include eco-toilets in NPCA's other conservation

areas, specifically, where traditional servicing infrastructure is not in place. Staff noted that where it is feasible and cost-effective to do so, eco-toilets would be considered as an additional infrastructure option within NPCA's conservation areas.

Resolution No. FA-84-2026

Moved by: Mark Tadeson

Seconded by: John Metcalfe

THAT Report FA-23-26 regarding Composting Eco-toilets within NPCA Conservation Areas **BE RECEIVED** for information;

AND THAT the findings of the eco-toilet review be endorsed as a potential washroom solution for conservation areas where traditional water and wastewater servicing is unavailable, impractical, or cost prohibitive;

AND THAT staff be directed to incorporate eco-toilet facilities as a consideration in future conservation area planning, capital projects, park development initiatives, and infrastructure replacement programs where feasible and appropriate.

CARRIED

9.3 Report No. FA-21-26 RE: Delegation of the Responsibilities under Municipal Freedom of Information and Protection of Privacy Act

CAO/ Secretary-Treasurer Leilani Yee-Yates provided an overview of the report, answered members' questions.

Resolution No. FA-85-2026

Moved by: Brian Grant

Seconded by: Donna Cridland

THAT Report No. FA-21-26 RE: Delegation of the Responsibilities under the *Municipal Freedom of Information and Protection of Privacy Act* **BE RECEIVED**;

AND THAT the responsibilities of the Head under the *Municipal Freedom of Information and Protection of Privacy Act* be delegated to the Director, Planning & Development, who shall serve as the interim Freedom of Information (FOI) Coordinator;

AND FURTHER THAT the FOI Coordinator complete an annual statistical report to be provided to the Board for information, and report to the Governance Committee on FOI and privacy matters as deemed necessary or appropriate.

CARRIED

9.4 Report No. FA-24-26 RE: Lease Agreement with the Fort Erie Conservation Club

Adam Christie, Director of Conservation Areas provided an overview of the staff report indicating that the NPCA has had a long-standing agreement with the Fort Erie Conservation Club, who owns and operates a building within the Stevensville Conservation Area. An updated five-year agreement, outlining both parties' current roles and

responsibilities been drafted. While these agreements ordinarily fall within the CAO's delegated authority, the Minister's Direction limits service agreements to two years unless authorization is obtained from the Ontario Provincial Conservation Agency (OPCA). Staff therefore sought Board support to submit the agreement for provincial authorization.

Staff were directed to inform the Board if approval from OPCA to enter into the agreement is denied.

Resolution No. FA-86-2026

Moved by: Donna Cridland

Seconded by: John Metcalfe

WHEREAS since 1983, the Fort Erie Conservation Club has owned and operated a building located within the Stevensville Conservation Area that is used for special events, community activities, and educational programming;

WHEREAS the lease agreement between the Fort Erie Conservation Club and the Niagara Peninsula Conservation Authority (NPCA) expired in 2018, and a new agreement is required that reflects the current partnership, clearly defines roles and responsibilities, and supports the interests in the operation, maintenance, and conservation of the property;

WHEREAS conservation authorities are temporarily prohibited from providing a service where the duration of the provision of service exceeds two years in length, unless authorization is obtained from the Chief Executive Officer of the Ontario Provincial Conservation Agency (OPCA);

WHEREAS a resolution of the authority supporting the proposed decision must be submitted to OPCA for consideration of such requests;

THAT Report No. FA-24-26 RE: Lease Agreement with Fort Erie Conservation Club **BE RECEIVED**;

AND THAT staff be **DIRECTED** to seek authorization from OPCA as per the Minister's Direction regarding temporary restrictions provided on May 1, 2026;

AND THAT staff **BE AUTHORIZED** to enter into a 5-year Lease Agreement between the Niagara Peninsula Conservation Authority and the Fort Erie Conservation Club;

AND FURTHER THAT staff **EXECUTE** necessary documents upon authorization, if received.

CARRIED

10. COMMITTEE REPORTS

There were none.

11. MOTIONS

There were none.

12. NOTICES OF MOTION

There were none.

13. NEW BUSINESS

13.1. Member Metcalfe congratulated MPP Sam Oosterhoff on his appointment to the Minister of Agriculture, Food and Agribusiness for Ontario.

14. CLOSED SESSION

There was none.

15. ADJOURNMENT

Chair Foster adjourned the meeting at 11:37.m.