

**PUBLIC ADVISORY COMMITTEE  
IN-PERSON MEETING  
A G E N D A**

**NPCA Main Office  
250 Thorold Road West, 3<sup>rd</sup> Floor, Welland**

**Wednesday, November 30, 2023  
5:00 PM**

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**CALL TO ORDER – ROLL CALL**

*The Niagara Peninsula watershed is situated within the traditional territory of the Haudenosaunee, Attiwonderonk (Neutral), and the Anishinaabeg, including the Mississaugas of the Credit—many of whom continue to live and work here today. This territory is covered by the Upper Canada Treaties (No. 3, 4, and 381) and is within the land protected by the Dish with One Spoon Wampum agreement. Today, the watershed is home to many First Nations, Métis, and Inuit peoples. Through the 2021-2031 Strategic Plan, we re-confirm our commitment to shared stewardship of natural resources and deep appreciation of Indigenous culture and history in the watershed.*

- 1. OPENING WELCOME FROM TRACY BOESE**
- 2. APPROVAL OF AGENDA**
- 3. DECLARATIONS OF CONFLICT OF INTEREST**
- 4. ELECTIONS / APPOINTMENT OF OFFICERS**

The election of officers for the NPCA Public Advisory Committee (PAC) will be conducted by either NPCA Chair or NPCA Chief Administrative Officer. Positions are required for Chair and Vice Chair of the NPCA PAC to serve for a period of TWO (2) years, and may serve for a maximum of TWO (2) consecutive terms.

- a) Election of Officers
  - i) Chair of the Public Advisory Committee

Motion:

**THAT** \_\_\_\_\_ **BE APPOINTED** as Chair of the Public Advisory Committee of the Niagara Peninsula Conservation Authority for a period of TWO (2) years.

- ii) Vice Chair of the Public Advisory Committee

Motion:

**THAT** \_\_\_\_\_ **BE APPOINTED** as Vice Chair of the Public Advisory Committee of the Niagara Peninsula Conservation Authority for a period of TWO (2) years.

Upon formal approval of the Chair and Vice Chair appointments, the newly appointed Chair presides over the remainder of the meeting.

**5. APPROVAL OF MINUTES**

- a) Minutes of the Public Advisory Committee meeting dated September 14, 2023 (*For Approval*)

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**6. CORRESPONDENCE (NONE)**

**7. PRESENTATIONS**

- a) Conservation Authorities Act Transition Requirements for Land Planning, NPCA Manager, Land Planning (10min) (*For Receipt- To be circulated under separate cover*)
- b) Floodplain mapping projects for Coyle, Draper's Creek and Oswego Creek by Tim Mereu, Project Manager (10min) (*For Receipt- To be circulated under separate cover*)

**8. DELEGATIONS (NONE)**

**9. CONSENT ITEMS**

- a) Report No: PAC-05-23 RE: Conservation Authority Act Transition Requirement for Programs and Services for the year 2024 (*For Receipt*)

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**10. DISCUSSION ITEMS**

- b) Report No: PAC-04-23 RE: Public Advisory Committee Meeting Dates. (*For Approval*)

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**11. COMMITTEE REPORTS (NONE)**

**12. NEW BUSINESS**

- a) Members' Updates (Verbal) – Information/Issues/Items of Interest (*For Receipt*)

**13. ADJOURNMENT**

**PUBLIC ADVISORY COMMITTEE  
250 Thorold Rd, Welland, ON  
MEETING MINUTES**

**Thursday September 14, 2023  
5:00 p.m.**

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**MEMBERS PRESENT:** Lennie Aarts  
Philip Beale  
Tracy Boese  
Lageera Chattheechan  
David Cribbs  
George McKibbon  
Jonathan Musso  
Naheed Qureshi  
William Rapley  
Albert Witteveen  
David Wyllie

**MEMBERS ABSENT:** Robert Foster, Committee Chair  
Leslie Clarke  
Cindilee Ecker-Flagg

**STAFF PRESENT:** C. Sharma, C.A.O. / Secretary – Treasurer  
J. Diamond, Manager, Watershed Monitoring and Reporting  
N. Green, Manager, Climate Change & Special Programs  
J. Sinibaldi, Manager, Strategic Business Planning and Public Relations  
L. Lee-Yates, Director, Watershed Management  
K. Royer, Coordinator, Community Outreach

Welcome from CAO Chandra Sharma, acting Chair and the meeting was called to order at 5:02 p.m.

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## **1. OPENING WELCOME FROM TRACY BOESE**

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- Tracy Boese provided an opening statement.

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## **2. APPROVAL OF THE AGENDA**

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Recommendation No. PAC-05-2023

Moved by Philip Beale

Seconded by George McKibbon

**THAT** the Public Advisory Committee agenda dated September 14, 2023 **BE RECEIVED.**

### 3. DECLARATIONS OF CONFLICT OF INTEREST

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None.

### 4. Approval of the minutes

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Public Advisory Committee minutes dated July 5, 2023.

Recommendation No. PAC-06-2023

Moved by Jonathon Musso

Seconded by Tracy Boese

**THAT** the Public Advisory Committee minutes dated July 5, 2023 **BE RECEIVED**.

### 5. CORRESPONDENCE

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None.

### 6. PRESENTATIONS

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- a) PowerPoint Presentation by Josh Diamond 2022 Annual Water Quality Report by Joshua Diamond, Manager, Watershed Monitoring and Reporting. J. Diamond spoke to this presentation.
  
- b) PowerPoint Presentation RE: Lyons Creek East Remediation Project by Natalie Green, Manager, Climate Change and Special Programs. N. Green provided comments.

Recommendation No. PAC-07-2023

Moved by Philip Beale

Seconded by Naheed Qureshi

**THAT** the PowerPoint Presentation RE: 2022 Annual Water Quality Report **BE RECEIVED**.

**AND THAT** the PowerPoint Presentation RE: Lyons Creek East Remediation Project by Natalie Green, Manager, Climate Change and Special Programs.by N. Green, **BE RECEIVED**.

CARRIED

### 7. DELEGATIONS

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None

## 8. CONSENT ITEMS

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## 9. DISCUSSION ITEMS

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- a) Report No: PAC-02-23 RE: NPCA Public Consultation Guidelines. Facilitated by Jeffrey Sinibaldi, Manager, Strategic Business Planning and Public Relations, Jeffrey facilitated a discussion about current and future engagement and the development of NPCA Public Consultation Guidelines. Members provided feedback and input for consideration

Recommendation No. PAC-08-2023

Moved by George McKibbin

Seconded by David Wyllie

**THAT** Report No: PAC-02-23 RE: NPCA Public Consultation Guideline **BE RECEIVED FOR INPUT**

**CARRIED**

- b) Report No: PAC-03-23 RE: Volunteer Opportunities and Volunteer Appreciation Event. Kerry facilitated a discussion on current volunteer opportunities and the upcoming volunteer appreciation event to seek feedback on the appreciation gift, sustainability considerations and other elements of the event.

Recommendation No. PAC-09-2023

Moved by Len Aarts

Seconded by Willaim Rapley

**THAT** Report No: PAC-03-23 RE: NPCA Public Consultation Guideline **BE RECEIVED FOR INPUT**

**CARRIED**

- c) Roundtable Discussion: How do you want to be engaged?
- Sector-specific engagement options and opportunities were discussed.
  - Members provided insights on how to best engage with their organizations, groups and communities.

## 10. COMMITTEE REPORTS

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None.

## 11. NEW BUSINESS

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**Members' Updates (Verbal) – Information / Issues / Items of Interest –**

Members provided updates and information on items of interest to them.

**11. ADJOURNMENT**

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The Public Advisory Committee meeting of September 14, 2023 was adjourned at 7:02 p.m.

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Rob Foster  
Public Advisory Committee Chair

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Chandra Sharma, MCIP RPP  
Chief Administrative Officer / Secretary –  
Treasurer

**Report To: NPCA Public Advisory Committee**

**Subject: Conservation Authority Act Transition Requirement for Programs and Services for the year 2024**

**Report No: PAC-05-23**

**Date: November 30, 2023**

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**Recommendation:**

**THAT** Report No. PAC-05-23: Conservation Authority Act Transition Requirement for Programs and Services for the year 2024 **BE RECEIVED**.

**Purpose:**

To update the Board on key priorities required of conservation authorities to be completed by December 31, 2024 as per Ontario Regulation 686/21: Mandatory Programs and Services under the Conservation Authorities Act.

**Background:**

Ontario Regulation 686/21, the Mandatory Programs and Services regulation requires all conservation authorities to have complete by December 31, 2024:

- Flood and Erosion Infrastructure Operational Plan
- Flood and Erosion Infrastructure Asset Management Plan
- Ice Management Plan
- Land Inventory
- Conservation Area Strategy
- Watershed-Based Resource Management Strategy

NPCA is working with Conservation Ontario to develop a consistent approach to address these requirements based on local customized needs of each conservation authority. O.Reg 686/21 sets out specific requirements for some of these studies. A brief paraphrased description is provided below.

**Ice Management Plan**

Per Section 4 of the regulation, if an authority determines that ice management is necessary to reduce the risks associated with natural hazards, an Ice Management Plan must identify:

- How ice within the authority's area of jurisdiction may increase the risk of natural hazards; and
- The steps that are necessary to mitigate these risks, including identifying equipment and resources needed to carry out these steps.

It further states that an authority may update the ice management plan from time to time as the authority considers it advisable.

### **Conservation Area Strategy**

The regulation states that the Conservation Area Strategy must contain the following:

- Objectives established by the authority that will inform the authority's decision-making related to the lands it owns and controls, including decisions related to policies governing the acquisition and disposition of such lands.
- Identification of the mandatory and non-mandatory programs and services that are provided on land owned and controlled by the authority, including the sources of financing for these programs and services.
- Where the authority considers it advisable to achieve the objectives, an assessment of how the lands owned and controlled by the authority may,
  - Augment any natural heritage located within the authority's area of jurisdiction; and
  - Integrate with other provincially or municipally owned lands or other publicly accessible lands and trails within the authority's area of jurisdiction.
- The establishment of land use categories for the purpose of classifying lands in the TRCA's land inventory based on the types of activities on each parcel of land or other matters of significance related to the parcel.
- A process for the periodic review and updating of the conservation area strategy by the authority, including procedures to ensure stakeholders and the public are consulted during the review and update process.

The regulation also stipulates that the conservation authority shall ensure stakeholders and the public are consulted during the preparation of the conservation area strategy and that the strategy be made publicly available.

### **Land Inventory**

The regulation requires that the Land Inventory include the following information for every parcel of land the authority owns or controls:

- The location of the parcel;
- The identification of any information the authority has in its possession in respect of the parcel, including any surveys, site plans or other maps;
- When the authority acquired the parcel;
- Whether the parcel was acquired using a grant made under section 39 of the Act;
- Whether the parcel was acquired through an expropriation;
- Whether the authority owns the parcel or has a registered legal interest in the parcel, including an easement;
- Identification of the land use categories that apply to the parcel;
- Identification of whether a recreational activity is provided on the parcel that requires the direct support or supervision of staff employed by the authority or by another person or body;



- Whether or not the parcel or a portion of the parcel is suitable for the purposes of housing and housing infrastructure development, including identifying:
  - Any applicable zoning by-law passed under section 34 or 38 of the Planning Act or any predecessor of them;
  - If the parcel or a portion of the parcel augments any natural heritage located within the authority’s area of jurisdiction; and
  - If the parcel or a portion of the parcel integrates with other provincially or municipally owned lands or other publicly accessible lands and trails within the authority’s area of jurisdiction.

The regulation also requires that the Land Inventory include a process for the periodic review and updating of the inventory.

**Watershed-based Resource Management Strategy**

The Watershed-based Resource Management Strategy must include the following components:

- Guiding principles and objectives that inform the design and delivery of the programs and services that the authority is required to provide under section 21.1 of the Act.
- A summary of existing technical studies, monitoring programs and other information on the natural resources the authority relies on within its area of jurisdiction or in specific watersheds that directly informs and supports the delivery of programs and services under section 21.1 of the Act.
- A review of the authority’s programs and services provided under section 21.1 of the Act for the purposes of:
  - Determining if the programs and services comply with the regulations made under clause 40 (1) (b) of the Act;
  - Identifying and analyzing issues and risks that limit the effectiveness of the delivery of these programs and services; and
  - Identifying actions to address the issues and mitigate the risks identified by the review and providing a cost estimate for the implementation of those actions.

The regulation also requires periodic review and updating of the watershed-based resource management strategy by the authority that includes procedures to ensure stakeholders and the public are consulted during the review and update process. The authority must also ensure stakeholders and the public are consulted during the preparation of the strategy and that the strategy be made publicly available.

**Discussion:**

The above studies and programs were integrated within NPCA’s’ Program and Services Inventory and background work began in 2023 with the completion of NPCA’s Land Securement Strategy, and NPCA’s Asset Inventory & Asset Management Plan. NPCA also maintains operational procedures and standards for maintenance of dams. Through the

2021 Strategic Plan, NPCA started addressing science gaps to update watershed plans and studies. Staff have already initiated background work on NPCA Land Inventory, Conservation Area Strategy and Watershed-based Resource Management Strategy. In 2024, these studies will be prioritized in NPCA work planning, Final products will be presented to the Board for approval throughout the year as these studies are completed. Staff will also consult NPCA's Public Advisory Committee, municipal partners, Indigenous communities, and other community stakeholders as has been the practice in the previous few years.

The final Strategies and Plans will be posted on the NPCA website as required and distributed to municipal partners and the Minister of Natural Resources and Forestry (MNRF).

**Financial Implications:**

Conservation Authority Act changes and updates have resulted in an extensive amount of workload for staff over the past few years. These priorities are being addressed within the current budgetary restraints, prioritization of work priorities, and leveraging any external funding support as appropriate.

**Authored and submitted by:**

Original Signed by:

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Chandra Sharma, MCIP, RPP  
Chief Administrative Officer/Secretary-Treasurer

**Report To: NPCA Public Advisory Committee**

**Subject: Public Advisory Committee 2024 Meeting Dates**

**Report No: PAC-04-23**

**Date: November 30, 2023**

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**Recommendation:**

1. **THAT** Report No. PAC-04-23 RE: Public Advisory Committee 2024 Meeting Dates **BE APPROVED.**

**Purpose:**

The purpose of this report is to establish the 2024 Public Advisory Committee (PAC) meeting schedule for internal business planning purposes, member scheduling as well as public awareness and transparency of upcoming meetings for 2024.

**Background:**

The calendar of the PAC meetings for the year is typically approved in advance as members have various obligations and schedules. The proposed schedule below continues the existing practice of convening meetings at 5 p.m. and considers member input with respect to their availability.

**Discussion:**

The proposed 2024 meeting dates for the PAC are:

- Tuesday, February 27 , 2024 (5 p.m.)
- Tuesday, May 27, 2024 (5 p.m.)
- Tuesday, September 16, 2024 (5 p.m.)
- Tuesday, November 25, 2024 (5 p.m.)

Meetings will be held in-person at the NPCA's main office at 250 Thorold Road West, Welland, Ontario. A virtual or hybrid option may be offered as determined by the PAC Chair, Vice-Chair, and staff liaison.

**Financial Implications:**

There are no financial implications.

**Related Reports or Appendices:**

None.

**Links to Policy/Strategic Plan:**

Goal 4.2 Foster relationships with the community, non-governmental organizations, businesses, agriculture, industry, and academic institutions for collective outcomes and impact.

**Authored by:**

*Original Signed By:*

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Kerry Royer  
Community Outreach and Engagement Specialist

Reviewed by:

*Original Signed By:*

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Natalie Green  
Manager, Climate Change and Special Programs

Reviewed by:

*Original Signed By:*

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Leilani Lee-Yates  
Director, Planning and Development  
Interim Director, Watershed Strategies and Climate Change

**Submitted by:**

*Original Signed By:*

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Chandra Sharma, MCIP RPP  
Chief Administrative Officer/Secretary-Treasurer