



**PUBLIC ADVISORY COMMITTEE
HYBRID MEETING
A G E N D A**

**NPCA Main Office
250 Thorold Road West, 3rd Floor, Welland**

**Wednesday, September 14, 2023
5:00 PM**

Join Zoom

CALL TO ORDER – ROLL CALL

The Niagara Peninsula watershed is situated within the traditional territory of the Haudenosaunee, Attiownderonk (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. APPROVAL OF MINUTES

- a) Minutes of the Public Advisory Committee meeting dated July 5, 2023 (*For Approval*)

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5. CORRESPONDENCE (NONE)

6. PRESENTATIONS

- a) 2022 Annual Water Quality Report by Joshua Diamond, Manager, Watershed Monitoring and Reporting. (10min) (*For Receipt- To be circulated under separate cover*)
- b) Lyons Creek East Remediation Project by Natalie Green, Manager, Climate Change and Special Programs. (10min) (*For Receipt- To be circulated under separate cover*)

7. DELEGATIONS (NONE)

8. CONSENT ITEMS

9. DISCUSSION ITEMS

- a) Report No: PAC-02-23 RE: NPCA Public Consultation Guidelines. Facilitated by Jeffrey Sinibaldi, Manager, Strategic Business Planning and Public Relations (*For Receipt and Input*)

Page # 5

- b) Report No: PAC-03-23 RE: Volunteer Opportunities and Volunteer Appreciation Event (*For Receipt and Input*)

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- c) Roundtable Discussion: How do you want to be engaged? (*For Input*)

10. COMMITTEE REPORTS (NONE)

11. NEW BUSINESS

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

12. ADJOURNMENT

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

**Thursday, July 5, 2023
5:00 p.m.**

MEMBERS PRESENT: Robert Foster (Committee Chair)
Lennie Aarts
Philip Beale
Tracy Boese
Lageera Chatheechan
Leslie Clarke
David Cribbs
Cindilee Ecker-Flagg
George McKibbin
Jonathan Musso
Naheed Qureshi
William Rapley
Albert Witteveen
David Wyllie

MEMBERS ABSENT:

STAFF PRESENT: C. Sharma, C.A.O. / Secretary – Treasurer
G. Shaule, Administrative Assistant
D. Deluce, Senior Manager, Planning and Regulations
J. Sinibaldi, Manager, Strategic Business Planning and Public
Relations
L. Lee-Yates, Director, Watershed Management
K. Royer, Coordinator, Community Outreach

Welcome from Chair Foster and the meeting was called to order at 5:01 p.m.

1. OPENING WELCOME FROM CINDILEE ECKER-FLAGG

- Cindilee Ecker-Flagg provided an opening statement.
- Added – introductions of members (roundtable)

2. APPROVAL OF THE AGENDA

Recommendation No. PAC-01-2023
Moved by Member Albert Witteveen
Seconded by William Rapley

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

CARRIED

3. DECLARATIONS OF CONFLICT OF INTEREST

None.

4. Approval of the minutes

None.

5. CORRESPONDENCE

None.

6. PRESENTATIONS

- a) PowerPoint Presentation by Leilani Lee-Yates, Director of Planning and Development/Interim Director, Watershed Strategies and Climate Change, Overview of NPCA Programs and Services and NPCA Administrative By-Law. Ms. Lee-Yates provided comments.

Recommendation No. PAC-02-2023

Moved by Member Lageera Chatthechan

Seconded by Member David Wyllie

THAT the PowerPoint Presentation by Leilani Lee-Yates, Director of Planning and Development/Interim Director, Watershed Strategies and Climate Change RE: Overview of NPCA Programs and Services and NPCA Administrative By-Law **BE RECEIVED.**

CARRIED

- b) PowerPoint Presentation by Kerry Royer, Community Outreach and Engagement Specialist, RE: PAC Terms of Reference: Roles and Responsibilities of Members and Election Process - Ms. Royer, provided a background on the item including a short PowerPoint presentation.

Recommendation No. PAC-03-2023

Moved by Member Lageera Chatthechan

Seconded by Member David Wyllie

THAT the PowerPoint Presentation RE: PAC Terms of Reference: Roles and Responsibilities of Members and Election Process **BE RECEIVED.**

CARRIED

7. DELEGATIONS

None

8. CONSENT ITEMS

Report No. PAC-01-23 RE: Public Advisory Committee 2023 Meeting Dates

Recommendation No. PAC-04-23

Moved by Member Phil Beale

Seconded by Member William Rapley

THAT Report No. PAC-01-23 RE: Public Advisory Committee 2023 Meeting Dates **BE RECEIVED.**

CARRIED

9. DISCUSSION ITEMS

Roundtable Discussion

Chair Foster recommended moving the roundtable discussion to next meeting.

9. COMMITTEE REPORTS

None.

10. NEW BUSINESS

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

- Chair Foster suggested that Committee Members who attend public events as ambassadors of NPCA to discuss with NPCA in advance. Chair Foster also encouraged Committee members to keep the lines of communication open with the Full Authority Board Members.
- Foundation discussed briefly by Chair Foster: for future meeting.
- CAO Sharma provided updates on Land Securement Strategy. Fund matching was approved by Full Authority Board Members.
- CAO Sharma also briefed Committee Members on The Niagara Peninsula Conservation Foundation's \$5 million Funding Campaign - Restoration, Land Securement Strategy, Parks and Infrastructure, and Education Stewardship
- CAO Sharma commented on the development of a national trails tourism strategy.

11. ADJOURNMENT

THAT the Public Advisory Committee meeting of July 05, 2023 **BE ADJOURNED** at 6:53 p.m.

CARRIED

Rob Foster
Public Advisory Committee Chair

Chandra Sharma
Chief Administrative Officer / Secretary –
Treasurer

Report To: NPCA Public Advisory Committee

Subject: NPCA Draft Public Consultation Guidelines

Report No: PAC-02-23

Date: September 14, 2023

Recommendation:

1. **THAT** Report No. PAC-02-23 RE: NPCA Draft Public Consultation Guidelines **BE RECEIVED** for Public Advisory Committee Input;
2. **AND FURTHER THAT** the final NPCA Public Consultation Guidelines **BE BROUGHT BACK** to the Public Advisory Committee for endorsement prior to the Board of Directors approval.

Purpose:

The purpose of this report is to provide background information about public consultation methods to help facilitate discussion with the Niagara Peninsula Conservation Authority (NPCA) Public Advisory Committee (PAC) on the development of NPCA Public Consultation Guidelines.

Background:

The NPCA is undertaking a process to develop Public Consultation Guidelines. Current NPCA practices, and the “Public Consultation Toolkit for Conservation Authorities” provided by Conservation Ontario (Appendix 1) will serve as a starting point for further development of ideas, suggestions, and feedback from the PAC to inform future NPCA guidelines. The NPCA will be seeking feedback and input from PAC at various stages as the guidelines are developed. Separate guidelines for Indigenous engagement are also being developed and will be presented to PAC for discussion at a later date.

Discussion:

The NPCA currently utilizes a comprehensive approach with a range of tools and methods for consulting with members of the public, partner municipalities, and other stakeholders as part of various projects across the organization. The NPCA “Get Involved” web portal (<https://getinvolved.npca.ca/>) is a key tool for consulting and engaging with the community on projects such as our floodplain mapping updates, planning and permitting policy update, capital projects at our Conservation Areas, and other initiatives that benefit from public and stakeholder input. This approach developed by NPCA is currently being used by Conservation Ontario as a best practice for consulting on Conservation Authority requirement.

Staff also hold public information sessions to inform the community about projects at critical milestones and to gain their input and feedback on options, results or next steps.

Where staff have identified specific stakeholders affected by projects, efforts are made to set up focused consultation sessions with those groups (e.g., “friends of” community groups, and development industry liaison groups).

For example, the floodplain mapping update projects have established a consultation and engagement program designed to ensure that property owners know about any potential flood hazard impact to their property, and gain input from property owners and the public on the technical process before the mapping is prepared and approved. Three public information sessions are held to introduce the project before work begins, provide information on the technical process for preparing floodplain mapping and the NPCA policies affecting floodplain hazard areas, and a presentation of the draft mapping before it is finalized and presented to the NPCA Board of Directors. Leading up to each public information session, there is a media campaign including social, digital and print marketing to increase awareness of the project, increase attendance at the session and obtain feedback on the project through the Get Involved web portal or by contacting staff. Postcards are also mailed directly to landowners within the study area describing the projects, and the details of the upcoming information session.

Where appropriate, NPCA staff also present to municipal councils and /or brief local political leaders in the community.

While there are many tools the NPCA uses for public consultation, there is a recognized need for guidelines to ensure consistency, transparency and accountability in our approach to eliciting public and stakeholder input and feedback on our projects and programs.

At the September 14, 2023 PAC meeting, NPCA staff will facilitate a discussion with PAC members on elements of a public consultation guideline that NPCA should consider. The “Public Consultation Toolkit for Conservation Authorities” provided by Conservation Ontario is attached as Appendix 1, and provides examples of best practices the NPCA could consider when developing consultation guidelines.

Related Reports or Appendices:

Appendix 1: Public Consultation Toolkit for Conservation Authorities, prepared by Conservation Ontario.

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:

Kerry Royer

Community Outreach and Engagement Specialist

Original Signed By:

Leilani Lee-Yates

Director, Planning and Development

Interim Director, Watershed Strategies and Climate Change

Reviewed and Submitted by:

Original Signed By:

Chandra Sharma, MCIP RPP

Chief Administrative Officer/Secretary-Treasurer



Public Consultation Toolkit for Conservation Authorities

March 17, 2023

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This Toolkit was developed by Conservation Ontario through a literature review of existing public engagement and consultation frameworks and guidance materials from a variety of organizations (including municipalities, conservation authorities, public agencies and more). The document represents a summary of best practices and a general approach which may be considered by CAs when planning and implementing public consultation. The Toolkit is presented as a 'living document' and may be updated over time to reflect ongoing improvements in best practices and lessons learned.

The information contained in this Toolkit is not intended to supersede consultation requirements established in legislation, regulation, or policy, nor established consultation processes at individual CAs. Individual CAs may consider and adopt the best practices and approaches presented in this Toolkit to support their public consultation efforts as deemed appropriate.

What is Public Consultation?

Public consultation is the process through which individuals (“participants”) may provide information and feedback on a specific policy, proposal, activity, plan or idea (a “project”). Geared towards informing decision-making, the consultation process typically includes the exchange of information, comments or concerns related to a specific project to assist with organizational decision-making.

Successful consultation can mean something different to various decision-makers. Generally, successful consultation incorporates and achieves many of the following elements:

- Provides accessible and inclusive opportunities for participants to be involved and meaningfully engage in decisions which may affect their lives and communities;
- Provides decision-makers with opportunities to introduce and clarify projects and develop a better understanding of participant values, interests, issues and concerns;
- Provides a range of forums where input can be documented, considered and evaluated;
- Incorporates respect for all parties involved, including respect for differing views, values and interests, as well as respect for the decision-making process;
- Enhances organizational risk management by generating an understanding of participant concerns and considering concerns prior to rendering a decision; and,
- Establishes trust between organizations and participants through transparent and, where appropriate, collaborative decision-making.

It is important to note that “public **consultation**” is not synonymous with “public **engagement**”. While both processes represent forms of public participation and may employ similar stages and goals, “engagement” is generally a broader term which could encompass any level of public interaction and information exchange. “Consultation”, which is the focus of this Toolkit, is generally used by public sector agencies and groups to meet legislative, regulatory or policy requirements to include the public in a decision-making process. There are certain circumstances where Conservation Authorities (CAs) are **required** to undertake **consultation** for decision-making. It should be noted that specific requirements for consultation (e.g., notification requirements) may be stipulated for these circumstances, and as such the scope of consultation could vary substantially. Circumstances where CAs are required to undertake consultation include, but are not limited to:

- Updating Section 28 Mapping¹;
- Undertaking a Class Environmental Assessment for Remedial Flood and Erosion Control²;
- Undertaking s.34 or 36 Source Protection Plan Updates³;
- Preparing or Updating a Conservation Area Strategy or Watershed-based Resource Management Strategy⁴; and,
- Disposing of Lands⁵.

While there are limited circumstances where CAs are **required** to undertake *consultation*, it is understood that public *engagement* is increasingly common in CA decision-making. As watershed-based community organizations, the public may wish to be involved in CA decisions which shape their

¹ See the [“CO Procedure for Updating Section 28 Mapping: Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation”](#) (2018)

² See the [“Class Environmental Assessment for Remedial Flood and Erosion Control Projects”](#) (2013)

³ See section 36 of the [Clean Water Act](#)

⁴ See sections 10 and 12 of [O.R 686/21: Mandatory Programs and Services](#) under the [Conservation Authorities Act](#)

⁵ See subsection 21(4) of the [Conservation Authorities Act](#)

communities (e.g., conservation area master planning, conservation authority strategic planning, etc.). As such, where CAs are **not required** to undertake public **consultation**, they may consider adapting some of the best practices in this Toolkit to undertake public engagement to receive feedback on projects which have the potential to impact people and the communities in which the CA operates.

Lastly, for the purposes of this Toolkit, “public consultation” is intended to refer to consultation activities involving a wide range of participants as determined by individual CAs, which may include: landowners, watershed residents, municipal staff, provincial/federal staff, special interest groups and more. This Toolkit is not intended to address the Duty to Consult with Indigenous communities. Please see the Conservation Ontario “Indigenous Engagement Toolkit for Conservation Authorities” for more details on engaging with Indigenous communities, including details on the distinction between engagement and the Duty to Consult.

Designing Effective Consultation

As previously noted, successful consultation will look different to various organizations and individuals. In the following section, this Toolkit outlines six general stages when planning and implementing public consultation. Each of the stages presented below represent best practices for consideration to ensure robust, effective, inclusive and accessible public consultation can be achieved. These stages are presented in an order which is generally thought to facilitate successful consultation, however, it is recognized that CAs may need to tailor their approaches depending on local circumstances, project details, staff capacity and established consultation procedures. **Figure 1** provides a summary of these stages. In addition to sharing information, receiving feedback and making decisions, successful consultation generally includes an evaluation stage to identify if the process was effective, as well as areas for improvement. As such, these stages are presented as an iterative cycle, demonstrating how the effects of one public consultation may influence future design and implementation.

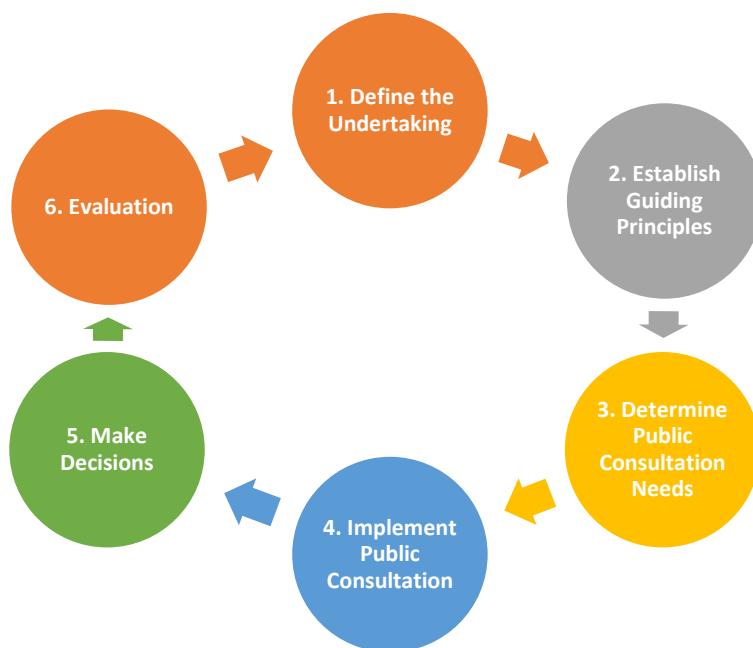


Figure 1. Stages of Planning and Implementation for Effective Consultation

Stage One: Define the Project

At the onset, CAs must define the project, including identifying any goals/objectives, timelines, resources/budgets, potential concerns and, if known, the decision(s) which needs to be made. By developing a clear project scope, CAs will be able to more clearly identify where public consultation is required, how to best engage participants, and how decisions related to the project will be influenced by the consultation process.

Stage Two: Establish Guiding Principles

When designing a public consultation framework it is helpful to identify key principles to guide development and implementation of the consultation process. Guiding principles will provide an overarching framework for the process and can be used to evaluate any successes or shortcomings. While each CA should consider principles appropriate for their needs, several principles are presented below for consideration:

- **Inclusivity:** Consultation opportunities will be designed to allow all community members a reasonable opportunity to contribute in order to develop a balanced perspective.
- **Accessibility:** Consultation opportunities can be accessed by participants with a range of needs (e.g., physical abilities, internet connectivity needs, financial restrictions on participation, etc.)
- **Respect:** Decision-makers and participants will be welcoming of diverse perspectives, values, interests and opinions.
- **Early, Ongoing and Timely Communication:** Information sharing and consultation will occur as early in the process as possible, with consultation opportunities provided throughout various stages of a project as appropriate.
- **Transparency and Accountability:** The decision-making process will be clearly articulated, and outcomes of the consultation will be provided to those involved in a timely manner, including identifying how feedback influenced decision-making.
- **Clear and Coordinated Approach:** Plain language will be used wherever possible, as well as a variety of communication channels to optimize participation. Consultation opportunities and relevant timelines will be appropriately communicated.
- **Continuous Improvement:** Decision-makers will review and evaluate the success of the consultation and identify opportunities for improvement.

Stage Three: Determine Public Consultation Needs

Once the project has been sufficiently scoped and key principles have been established, CAs will be well-positioned to determine their public consultation needs. Table 1 below provides several considerations to assist CAs with determining these needs.

Table 1. Considerations to determine public consultation needs.

Legislative, Regulatory or Policy Requirements	<ul style="list-style-type: none">• Where CAs may be required to undertake public consultation in accordance with legislative, regulatory or policy requirements, such requirements may establish the scope of consultation to be undertaken, including who to engage, timelines, and levels of engagement.
Timelines	<ul style="list-style-type: none">• Allotted timelines for consultation will generally depend on the complexity of the project, the consultation methods selected, concurrent public consultation processes, and urgency associated with decision-making. In any case, CAs should endeavor to provide ample time for consultation.

	<ul style="list-style-type: none"> • As a best practice, CAs should consider appropriate start times / durations for consultation to maximize participation (e.g., avoid initiating consultation prior to major holidays, avoiding agricultural growing seasons, etc.). • As a best practice, CAs may consider identifying milestones at various stages of the process to guide the consultation and ensure key objectives are being met. • To facilitate informed feedback and discussion from participants, as a best practice, CAs should endeavor to provide as much information about a project or notice of consultation opportunities as early in the process as possible, including clearly communicating timelines and key milestones with participants.
Budget and Resources	<ul style="list-style-type: none"> • Availability of a budget and resources will influence the scope of consultation which may be provided, including: financial resources, physical needs (e.g., venues, information booths, etc.), technological needs (e.g., online engagement platforms, social media, etc.), staff availability, information resources (e.g., pamphlets, local media advertisements, etc.) and more. • As a best practice, CA decision-makers should involve finance and communications staff in the planning stages to assist with identifying financial limitations and preparing communication products (e.g., news releases, backgrounders, pamphlets, etc.).
Consultation Methods and Accessibility	<ul style="list-style-type: none"> • Consultation opportunities should be accessible to all parties who wish to participate. Physical barriers, access to resources (e.g., internet access, AODA compliant documents), use of overly technical language, and limited scheduled opportunities for engagement are just some examples which may limit participation in the process. • As a best practice, CAs should endeavor to provide multiple avenues for sharing information and collecting feedback, including a mix of physical (e.g., open houses, focus groups, etc.) and virtual (e.g., consultation webpages, webinars, etc.) methods. • Consultation methods should be informed by the CAs' understanding of the individuals and groups involved in the consultation (i.e., certain methods may be more successful for different groups / geographies). Additional details on commonly used consultation methods can be found in Appendix B. • When providing notice of public consultation opportunities, as a best practice, CAs should provide contact information for the CA in instances where alternative avenues of participation may be requested.
Participant Identification	<ul style="list-style-type: none"> • Thought should be given to who to involve when undertaking consultation. Involvement of specific participants will vary based on several factors related to the project, such as: subject matter, potential impacts, geographic location, and more. • While it is important to ensure broad opportunities for consultation are available to the general public, CAs should ensure emphasis is placed on those with the strongest interests and potential impacts as a result of the project. • Additional details and best practices to support CA participant identification and management are outlined in Appendix C.
Decision-Making Framework	<ul style="list-style-type: none"> • Once participants have been identified, it is important to determine the level of engagement and participation required to support decision-making. Key to this element is establishing how decisions will be made (e.g., is the purpose of the consultation to notify participants of a preferred outcome and collect feedback? Are multiple potential outcomes proposed and presented during consultation? Is the decision-making framework collaborative? Does the ability to propose outcomes and discuss solutions lie with the public?).

	<ul style="list-style-type: none"> As part of the decision-making framework, as a best practice, CAs should ensure participants are aware of the scope of decision making, identify how participants will be kept apprised of the decision-making process, and identify when and how participants will be notified of the outcomes of the public consultation. Additional information to assist with scoping the level of participation required to support CA decision-making is provided Appendix D.
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To assist with determining public consultation needs, Appendix E contains an example “Strategic Planning Worksheet for Public Consultations” which may be useful for CAs to consider when determining the scope of their public consultation processes. Such a worksheet can be used during the initial planning stages to provide an overview of the key needs, participants, milestones, and desired outcomes of the consultation process.

Stage Four: Implement Public Consultation

With the scope of the project defined, guiding principles established and public consultation needs identified, CAs can begin to engage participants through the consultation process. The scope of activities completed through this process will vary, but will generally include:

- Providing background information on the project (e.g., information booths, websites, meetings, etc.);
- Promoting consultation opportunities in various local and social media channels;
- Inviting participants to public consultation sessions;
- Managing and facilitating consultation sessions (e.g., facilitating discussion, hosting and/or attending sessions, addressing participant concerns, etc.);
- Providing avenues for participants to submit feedback on the project;
- Responding to requests for accommodation;
- Informing participants on how feedback will be considered and if appropriate, incorporated into decision-making;
- Receiving and acknowledging receipt of feedback.

As a best practice CAs should consider maintaining a consultation record of participants and feedback provided throughout the process. Maintaining a record will assist with tracking and evaluating the effectiveness of the consultation approaches used (stage 6) and will provide the CA with a summary of participant concerns, opinions, interests and impacts, which can be used to inform the project and future consultations.

Stage Five: Make Decisions and/or Recommendations

Once consultation opportunities have ended, CAs will begin the process of making decisions or recommendations related to the project. Generally, this stage includes two key steps: first to compile and analyze feedback from participants to determine where it may influence decisions related to the project, and second, to make decisions and report back to participants on the outcomes of the consultation and decisions and/or recommendations rendered.

Where the CA is the sole decision-maker, participant feedback will generally be analyzed to determine where it may be incorporated into final decision-making and/or to generate an understanding of the level of public support for a project. Where decision-making is a collaborative or joint effort, feedback will generally be analyzed to determine the level of support for a project, to understand areas of consensus and, if applicable, make recommendations for decision-making.

As a best practice, CAs should consider preparing a consultation summary report to outline common themes, areas of consensus, key concerns (and where appropriate, responses to these concerns), and other information shared throughout the process. A summary report may also include a brief overview of activities throughout the consultation process, participation levels, demographic information of participants, and, if known, final decisions. Preparation of a summary report demonstrates a commitment to transparent decision-making and allows participants to understand how their input has been considered in the decision-making process.

Where a CA renders decisions related to a project, **as a best practice staff should ensure participants are notified of the decision, as well as next steps to implement actions related to the project** (including future consultation opportunities, if applicable). In addition to notifying participants, CAs may consider posting details of decisions and next steps publicly, such as in local media or on CA webpages.

Stage Six: Evaluation

The final stage of the public consultation process is to evaluate the effectiveness of the consultation and identify improvements for future consultation processes. Where consultation is a legislative, regulatory or policy requirement, the evaluation stage can also be used to ensure all key requirements were achieved. As previously noted, successful consultation can mean something different to various individuals and organizations, and as such, there are no standard metrics which must be achieved by CAs to determine success. Ensuring that evaluation is part of the consultation process demonstrates a commitment to continuous improvement, including improved relationships with participants.

When evaluating, CAs may consider the following questions:

- How was the scope of consultation determined?
- Were the guiding principles upheld throughout the process? If not, why?
- Did the consultation reach interested and impacted people and ask the right questions? If not, why?
- Was consultation inclusive and accessible? Did the consultation process include participation from a diverse range of participants? If not, why?
- Did targeting certain participants result in better feedback? If not, why?
- Did the chosen consultation methods accommodate the needs of participants? Were they effective? If not, why?
- Did participant feedback provide any information which had an impact on decision-making? If not, why?
- Were participants given sufficient time (where timeframes were a CA decision) and information to engage in an informed manner? If not, why?
- Were any significant issues/concerns raised during the consultation process? Did the CA seek feedback on the consultation process in general? Were these concerns within or outside of the scope of the project?
- Was the budget sufficient? Were staffing and other resources appropriately applied? If not, why?
- Was the level of consultation provided sufficient for the degree of public interest / participation? If not, why?
- Was feedback applicable to the undertaking?
- Were participants notified of how their feedback was applied and of project outcomes/decisions and next steps resulting from the consultation? If not, why?

Summary

As presented in this Toolkit, public consultation is a requirement in many circumstances for CAs to keep communities informed of projects which may impact their lives, and to collect feedback which may influence CA decision-making. While it is recognized that public consultation may not be required for every proposed undertaking by a CA, the tools and best practices outlined in this document may be individually considered and applied to assist CAs in the process of engaging the public and increasing community awareness and appreciation of CA programs and services. As such, the general stages, tools and best practices in this Toolkit can be adopted and modified as necessary to fit the various public consultation and engagement needs of CAs.

A number of resources are available as appendices which may be referenced or adopted for use by CAs when undertaking public consultation. CAs are encouraged to review these resources to determine applicability for their public consultation processes.

Finally, the processes associated with public consultation continue to evolve, particularly with the increased availability and use of virtual platforms and social media. This Toolkit represents a summary of best practices and general approaches for consideration as a result of a literature review of community and/or public engagement frameworks, guides, and other documents from a variety of organizations (listed in the Resources section below). As this field continues to evolve, CAs are encouraged to leverage new and emerging technologies and approaches to support their public consultation needs.

Resources

Bishop, K., Rodrigo, G., Guthrie, K. City of Guelph. (2015). *Community Engagement Framework*.
https://guelph.ca/wp-content/uploads/CEF_Framework_2015.pdf

City of Kingston. (2017). *Public Engagement Framework*.
https://www.cityofkingston.ca/documents/10180/17772359/Projects_PublicEngagmentFramework_Final.pdf/6ac0149e-e928-4074-9827-1d7db30c0013?t=1610977952727

City of Vaughan. (n.d.) *Engagement Strategy*.
https://www.vaughan.ca/news/Have%20your%20say/General%20Documents/Engagment%20Strategy_Final.pdf

Conservation Ontario. (2018). *Procedure for Updating Section 28 Mapping: Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulations*.
https://npca.ca/images/uploads/common/CO_Procedure_for_Section_28_Mapping_Updates_%28CSD_Appendix_E%29.pdf

Conservation Ontario. (2021). *Best Practices for Pre and Public Consultation for Section 36 Updates to Source Protection Plans*.
https://conservationontario.ca/fileadmin/pdf/Members_Program_Areas/SWP/Best_Practices_for_Public_Consultation_for_s36_updates_to_SPPs_November_2021_1.pdf

Fisheries and Oceans Canada. (2004). *Consultation Toolbox: A Guide to Undertaking Consultations*.
<https://waves-vagues.dfo-mpo.gc.ca/library-bibliotheque/282189.pdf>

International Association for Public Participation Canada. (n.d.). *IAP2 Spectrum*.
[https://iap2canada.ca/Resources/Documents/0702-Foundations-Spectrum-MW-rev2%20\(1\).pdf](https://iap2canada.ca/Resources/Documents/0702-Foundations-Spectrum-MW-rev2%20(1).pdf)

Ontario Municipal Social Services Association. (2013). *Guide to Accessible Public Engagement*.
https://www.omssa.com/docs/OMSSA_Guide_to_Accessible_Public_Engagement.pdf

Perth County. (2021). *Community Engagement Framework*.
<https://www.perthcounty.ca/en/county-government/resources/files/Perth-County-Community-Engagement-Framework.pdf>

Rodrigo, D. and Andrés, P. Organisation for Economic Co-operation and Development. (n.d.). *Background Document on Public Consultation*.
<https://www.oecd.org/mena/governance/36785341.pdf>

Toronto and Region Conservation Authority. (2017). *Community Engagement Strategy (2017 – 2027)*.
<https://trcaca.s3.ca-central-1.amazonaws.com/app/uploads/2016/12/11103806/TRCA-Community-Engagement-Strategy-2017-2027-dr9-Digital-version-Nov7.pdf>

Town of Whitby. (2019). *Community Engagement Framework*.
<https://connectwhitby.ca/14514/widgets/56242/documents/34020>

Treasury Board of Canada Secretariat. (2007). Guidelines for Effective Regulatory Consultations.
<https://www.tbs-sct.canada.ca/rtrap-parfa/erc-cer/erc-cer-eng.pdf>

Tribunals Ontario. (2020). *Public Consultation Policy*.
<https://tribunalsontario.ca/documents/sjto/TO%20Public%20Consultation%20Policy%20FINAL.html>

Appendix A: Summary of Best Practices

Table 2. Summary of Best Practices

Page	Best Practice	Consultation Stage
6	CAs should consider appropriate start times / durations for consultation to maximize participation (e.g., avoid initiating consultation prior to major holidays, avoiding agricultural growing seasons, etc.).	Determining Public Consultation Needs (Timelines)
6	CAs may consider identifying milestones at various stages of the process to guide the consultation and ensure key objectives are being met.	Determining Public Consultation Needs (Timelines)
6	CAs should endeavor to provide as much information about a project or notice of consultation opportunities as early in the process as possible, including clearly communicating timelines and key milestones with participants.	Determining Public Consultation Needs (Timelines)
6	CAs should involve finance and communications staff in the planning stages to assist with identifying financial limitations and preparing communication products (e.g., news releases, backgrounders, pamphlets, etc.).	Determining Public Consultation Needs (Budget and Resources)
6	CAs should endeavor to provide multiple avenues for sharing information and collecting feedback, including a mix of physical (e.g., open houses, focus groups, etc.) and virtual (e.g., consultation webpages, webinars, etc.) methods.	Determining Public Consultation Needs (Consultation Methods and Accessibility)
6	When providing notice of public consultation opportunities CAs should provide contact information for the CA in instances where alternative avenues of participation may be requested.	Determining Public Consultation Needs (Consultation Methods and Accessibility)
7	CAs should ensure participants are aware of the scope of decision making, identify how participants will be kept apprised of the decision-making process, and identify when and how participants will be notified of the outcomes of the public consultation.	Determining Public Consultation Needs (Decision-Making Framework)
7	CAs should consider maintaining a consultation record of participants and feedback provided throughout the process.	Implement Public Consultation
8	CAs should consider preparing a consultation summary report to outline common themes, areas of consensus, key concerns (and where appropriate, responses to these concerns), and other information shared throughout the process.	Make Decisions and/or Recommendations
8	Where a CA renders decisions related to a project staff should ensure participants are notified of the decision, as well as next steps to implement actions related to the project (including future consultation opportunities, if applicable).	Make Decisions and/or Recommendations
17	CAs should ensure key participants are identified and included in the consultation process, with a focus on including participants with high degrees of influence and interest (e.g., funding partners, regulatory agencies, affected landowners, etc.).	Determining Public Consultation Needs (Appendix C)
17	Consultation should endeavor to foster inclusiveness for all participants that have an interest in or may be impacted by the project's outcome.	Determining Public Consultation Needs (Appendix C)
17	CAs should consider generating a participant analysis and management table to aggregate information on the various participants within and adjacent to the watershed jurisdiction.	Determining Public Consultation Needs (Appendix C)
18	CAs should confer with neighbouring CAs to ensure appropriate individuals and groups have been identified for similar consultations.	Determining Public Consultation Needs (Appendix C)

Appendix B: Public Consultation Methods

A best practice identified in this Toolkit is for CAs to provide multiple avenues for participants to gain information related to projects and provide feedback throughout the process. Table 3 below offers a summary of common methods which might be considered for use by CAs when undertaking public consultation. The selection of which methods of notification and information collection will be a CA-specific decision, however, CAs should consider providing multiple different avenues of participation, including multiple methods to notify participants, share information related to the project and collect feedback.

Table 3. Overview of Common Public Consultation and Notification Methods

	Method	Summary	Advantages	Disadvantages / Limitations
INFORMING	Project Website	A website (generally hosted or linked on the CA website) which provides summary information of the project, supplemental resources, and information on consultation opportunities.	<ul style="list-style-type: none"> Allows interested persons to engage with materials on their own schedules; Can be cost-effective; Provides a central location for disseminating information about a project; Many consultation platforms contain features for consultation management and feedback submission (e.g., chatrooms, survey integration, etc.). 	<ul style="list-style-type: none"> Generally used to relay information and may not directly provide opportunities for participant feedback. Limiting for individuals with poor/no internet access or low technological competencies; May require experienced staff to establish and update webpages.
	Social Media	Information posted to various social media channels (e.g., Facebook, Twitter, LinkedIn, Instagram, etc.) to provide notice of projects and opportunities for public consultation. May be targeted (i.e., distributed to specific audiences) or posted generally on CA social media pages.	<ul style="list-style-type: none"> Can be cost effective; Potential to reach a wide audience of participants; Allows for linking to other resources (e.g., a project website); Provides a platform for public feedback (e.g., “commenting”). 	<ul style="list-style-type: none"> Generally used to relay information and may not directly provide opportunities for participant feedback. Potential limitations on capturing appropriate geographic audience; Limiting for individuals with poor/no internet access or low technological competencies; Requires participants to have social media accounts which “follow” the CA – otherwise, targeted advertising is required.
	Story Maps	An interactive project web map for residents to navigate and learn more about the project. Incorporates sharing of maps alongside text and other multimedia content.	<ul style="list-style-type: none"> Can be cost effective; Interactive methods tend to lead to better project understanding. Potential to reach a wide audience of participants; 	<ul style="list-style-type: none"> Generally used to relay information and may not directly provide opportunities for participant feedback; Limiting for individuals with poor/no internet access or low technological competencies;

	Method	Summary	Advantages	Disadvantages / Limitations
COLLECTING FEEDBACK			<ul style="list-style-type: none"> Allows for linking to other resources (e.g., a project website); Integration of mapping, text information and multimedia resources generate a comprehensive understanding of a project. 	<ul style="list-style-type: none"> Requires expertise with ArcGIS software to prepare.
	Posters, Information Displays and Print Resources	Various print resources (e.g., posters, information displays, pamphlets, flyers, etc.) which outline key project details and opportunities for public consultation.	<ul style="list-style-type: none"> Ease of distribution allows for potential to reach a wide audience; Provides participants with limited or no access to internet to details regarding CA projects; Distribution can easily be targeted through communities; “Take-away” resources allow participants time to consider projects outside of an environment where feedback is requested. 	<ul style="list-style-type: none"> Generally used to relay information and may not directly provide opportunities for participant feedback. Requires accessible documents to ensure equal access to all interested participants; No direct avenue for participants to provide feedback – impersonal; Information which can be included is often limited and kept at a high-level.
	Local Media	Information distributed through local media resources (e.g., newspapers, community flyers, or radio/television stations). Information may be provided in the form of text or a visual/audio notice and may outline project details and opportunities for public consultation.	<ul style="list-style-type: none"> Provides an avenue for community-wide distribution, capturing large audiences through use of multiple local media platforms; Generally low cost; Community-specific publications can provide an opportunity to tailor information about a project to highlight community-specific concerns or interests. 	<ul style="list-style-type: none"> Generally used to relay information, and may not provide opportunities for participant feedback – impersonal; May require multiple advertisements / notices (one local print media may only apply in a certain area of a CAS’ jurisdiction); Information which can be included is often limited and kept at a high-level. Bias towards certain publications may influence participant perspectives.
	Online / Virtual Sessions	Generally includes scheduled virtual events (e.g., webinars, town hall sessions, etc.) which allow participants to meet with decision-makers to review project details and, if applicable, provide comments, voice concerns and identify issues.	<ul style="list-style-type: none"> Can be pre-recorded to allow participants access outside of scheduled time. Provides an accessible alternative for individuals who are unable to attend in-person sessions; Allows for informed discussion and real-time collection of community viewpoints. 	<ul style="list-style-type: none"> Limiting for individuals with poor/no internet access or low technological competencies Participant involvement and attentiveness may vary based on engagement strategies used; Can be perceived as impersonal (distancing decision-makers from participants);

	Method	Summary	Advantages	Disadvantages / Limitations
			<ul style="list-style-type: none"> Sessions can be targeted to specific audiences, based on shared interests, concerns, or authorities. 	<ul style="list-style-type: none"> Generally requires a stand-alone staff person to assist with technological difficulties.
	Open Houses / Public Information Sessions / Meetings	Scheduled events which allow participants to meet with decision-makers to review project details and, if applicable, provide comments, voice concerns and identify issues.	<ul style="list-style-type: none"> Provides participants the opportunity to speak to issues of interest to them; Allows decision-makers to clarify project details and provide information in-person; Allows for informed discussion and real-time collection of community viewpoints. 	<ul style="list-style-type: none"> Range of comments may be identified, many may not apply to the project; Can be costly (venues, workbooks, printed material, etc.); Potential for discussion to be dominated by vocal individuals or groups; Can risk low attendance if not supported by appropriate advertising and invitations to stakeholder groups.
	Interviews	Individuals (generally pre-selected) are asked a series of questions to gather information on a specific topic or project.	<ul style="list-style-type: none"> Ability to provide specifics of projects / plans to potentially interested or affected individuals and groups. Can be useful to address complex issues; Good way to obtain factual and impressionistic information; Can quickly collect in-depth data; 	<ul style="list-style-type: none"> Consensus-building is generally not possible (participants usually interviewed separately); Time consuming; Potential to introduce bias from interviewer (best practice is to hire a third-party, experienced interviewer)
	Surveys / Questionnaires	Collection of information and opinions through a list of questions. Participants provide responses through rankings, multiple choice and/or open-ended questions.	<ul style="list-style-type: none"> Allows participants to remain anonymous; Can be tailored to reflect local issues / concerns; Can be completed through a range of platforms (e.g., mail, on-line, via telephone) 	<ul style="list-style-type: none"> Consensus-building is generally not possible; Potential for low interaction / return rate without incentive; Potential to introduce bias through pointed questions; Require expertise to develop valid and impartial questions.
	Focus Groups	Structured process for collecting information. Pre-selected participants react to specific policies, issues or projects. Focus groups tend to explore specific issues or concerns affecting participants with common interests and/or concerns.	<ul style="list-style-type: none"> Good to explore questions and particular interests; Can be an opportunity to educate key participants on organizational mandates or project details; Allows for more detailed responses to be produced; Interactive sessions tend to lead to better project understanding and can generate consensus. 	<ul style="list-style-type: none"> Participant selection must not influence bias. Participants must be representative of the general population; Success depends on detailed background research and preparation; Generally requires an experienced third-party mediator to facilitate.

	Method	Summary	Advantages	Disadvantages / Limitations
	Conferences / Workshops	Generally large-scale meetings taking place over one or more days to discuss key issues or themes . Can include targeted participants or be open to all interested parties.	<ul style="list-style-type: none"> • Useful forum for group discussions, sharing of presentations, question and answer sessions, and reporting-back; • Exposes participants to variety of viewpoints; • Interactive sessions tend to lead to better project understanding and can generate consensus. 	<ul style="list-style-type: none"> • Can be costly (venues, workbooks, printed material, etc.); • Potential for discussion to be dominated by vocal individuals or groups; • Requires experienced facilitators

Appendix C: Participant Identification and Management

While in some cases, legislative, regulatory or policy requirements will set out the required participants for public consultation, there are many circumstances where determination of who to involve is left to the CA. While this provides some flexibility in terms of who to include in the consultation process, it requires CAs to have a clear understanding of who the interested and impacted parties may be.

Participants generally include individuals or groups who are involved with or have interests related to a project. They may include individuals or organizations who may become affected by the project (both directly and indirectly), those who can influence actions or decisions (e.g., regulatory bodies), and/or those with a general interest in the project. While generally external to the decision-making body, participants may also be internal (e.g., Board Members, volunteers, managers and employees).

Participants will vary based on several key factors related to each CA project, such as subject matter, potential impacts, geographic location, and more. As such, in addition to providing broad opportunities for consultation with the general public, as a best practice, **CAs should ensure key participants are identified and included in the consultation process, with a focus on including participants with high degrees of influence and interest** (e.g., funding partners, regulatory agencies, affected landowners, etc.). As a best practice, **consultation should endeavor to foster inclusiveness for all participants that have an interest in or may be impacted by the project's outcome**. While not exhaustive, the following table offers some insight into participants who may have an interest in CA projects.

Table 4. Examples of Potential Consultation Participants for Conservation Authority Undertakings

Community Participants	Public-Sector Participants	Special Interest Groups	Other
<ul style="list-style-type: none"> General public Landowners, residents and resident associations Community and neighborhood organizations Agricultural organizations / groups Local businesses 	<ul style="list-style-type: none"> Municipal staff, Councils and Committees of Council Local / regional offices of provincial ministries and federal agencies (e.g., MNRF, MECP, NEC, OMAFRA, ECCC, NRCan, DFO) Source Protection Authorities Emergency Services (e.g., municipal emergency management office) 	<ul style="list-style-type: none"> Non-governmental organizations (e.g., local naturalist clubs) Special interest groups (e.g., Ontario Streams, Ontario Stone, Sand and Gravel Association, Ducks Unlimited, etc.) Land trusts / conservancies 	<ul style="list-style-type: none"> Academia (school boards, universities / colleges, think tanks, etc.) Professional Associations

To assist in identifying participants for various projects, **CAs should consider generating a participant analysis and management table to aggregate information on the various participants within and**

adjacent to the watershed jurisdiction. An example is included in Table 5 below. As a best practice, **CAs should confer with neighbouring CAs to ensure appropriate individuals and groups have been identified for similar consultations.**

Table 5. Example Participant Analysis and Management Table

Stakeholder	Sector	Geographic Area of Interest	Subject Matter Interests	General Level of Support for Authority Undertakings	Appropriate Level of Consultation

Appendix D: Levels of Participation for Decision-Making

As part of the planning process for public consultation, Conservation Authorities will need to determine the appropriate level of consultation and engagement required to support the established decision-making framework. Understanding this level of engagement requires an understanding of the various participant interests and influence, potential impacts of the project, and how decisions will be made related to the project. It should be noted that different levels of consultation may be required for certain participants.

To make this determination, many organizations reference the Public Participation Spectrum developed by the International Association for Public Participation (IAP2). The spectrum was designed to “assist with the selection of the level of public participation that defines the public’s role in any public participation process” (IAP2). Generally, as decision-makers move across the spectrum, the goals of the consultation process shift from keeping the public informed to placing the decision-making power in the hands of participants. It should be noted that these “levels” of participation are not to be interpreted such that the “higher” levels of participation (e.g., empower) are more desirable than the lower levels (e.g., inform). Rather, these levels are part of a spectrum which helps to position the appropriate level of participation in the consultation process, largely based on the decision-making framework. The selection of the appropriate level of participant involvement remains with the CA, unless otherwise outlined in legislation, regulation, or policy.

Table 6. Spectrum of Public Participation

	INFORM	CONSULT	INVOLVE	COLLABORATE	EMPOWER
PARTICIPATION GOAL	To provide participants with balanced and objective information to assist them in understanding the problem, alternatives and/or solutions	To obtain participant feedback on analysis, alternatives and/or decisions	To work directly with participants throughout the process to ensure concerns and aspirations are consistently understood and considered.	To partner with participants in each aspect of decision making, including the development of alternatives and identification of the preferred solution.	To place final decision-making abilities in the hands of participants.
PROMISE TO PARTICIPANTS	“We will keep you informed”	“We will keep you informed, hear and acknowledge your concerns and goals, and provide feedback on how your feedback may have influenced the decision”	“We will work with you to ensure that your concerns and goals are reflected in the alternatives developed, and provide feedback on how your feedback influenced decision making”	“We will look to you for advice and direction in formulating solutions, and incorporate your feedback and recommendations into the decisions as best we can”	“We will look to you for formal recommendations and/or implement what you decide”
STATEMENT APPLICABLE TO EACH STAGE	“I need to raise awareness of a program, service or project”	“I need participants’ comments to inform a decision”	“I need to understand how participants will be affected by a decision”	“We need to work together with participants to find solutions for a decision”	“We need to work with participants in a process where they will recommend or make a decision”

Appendix E: Example Strategic Consultation Planning Worksheet

STRATEGIC PLANNING WORKSHEET FOR PUBLIC CONSULTATIONS		
Reason for Undertaking Consultation:	Decision-Maker(s):	
Consultation Goals / Objectives:		
Decision Scope:		
Undertaking Budget (total):		
Known Concerns Related to the Project:	Facilitator(s):	
	CA Staff Needed:	
Guiding Principles:		
How Principles Will Be Upheld:		
Requirements Associated with Legislation, Regulation or Policy:	Key / Targeted Participants:	Appropriate Level of Consultation ("Participation Goal"):
Consultation Timelines (Including Key Milestones):		
Consultation Budget and Resources Required:		
Notification Methods:	What Information is Provided to Participants:	
Consultation Methods:		
Expected Outcomes:		
What Information is Expected to be Received:		
How Outcomes / Decisions Will Be Reported:		
Key Areas for Evaluation:		

Report To: NPCA Public Advisory Committee

Subject: Fall 2023 Volunteer Opportunities and Volunteer Appreciation Event

Report No: PAC-03-23

Date: September 14, 2023

Recommendation:

1. **THAT** Report No. PAC-03-23 RE: Fall 2023 Volunteer Opportunities and Volunteer Appreciation Event **BE RECEIVED** for Committee input and information.

Purpose:

The purpose of this report is to provide the Niagara Peninsula Conservation Authority (NPCA) Public Advisory Committee (PAC) members with volunteer opportunities for upcoming events and to solicit feedback on the NPCA volunteer appreciation event.

Background:

Volunteer Opportunities

In 2023 the NPCA will be hosting and supporting various volunteer opportunities in the fall of 2023 including tree planting, Ball's Falls Thanksgiving Festival, and educational programs. Based on discussions with PAC members at the July 2023 meeting, a comprehensive list of upcoming volunteer opportunities is provided (Appendix 1) to inform members about how they can get involved with these events. PAC members are encouraged to reach out to Kerry Royer, Community Outreach and Engagement Specialist at kroyer@npca.ca, should they wish to volunteer for these events.

Volunteer Appreciation

Volunteerism is an important part of what makes communities thrive. The NPCA relies on volunteers for the success of several programs such as environmental stewardship and restoration, community outreach, and nature education to encourage conservation-inspired action within the watershed community.

In 1991, NPCA established the annual Conservation Achievement Awards as a means to recognize those who voluntarily contribute to the conservation, restoration, development and management of natural resources. Since then, the NPCA has hosted a reception to meet and thank NPCA volunteers and hand out a small token of appreciation. The event has grown over the years and is greatly favored by participants. The program helps NPCA enhance community engagement and demonstrate the value that we place on volunteer actions. The event also provides NPCA Board of Directors and staff an opportunity to meet volunteers, and ENGO partners for enhanced collaboration.

2023 Volunteer Appreciation Event

The 2023 volunteer appreciation event is being hosted to provide a greater spotlight for the work and projects accomplished by volunteers. The volunteer appreciation dinner is scheduled to be held at Club Roma in St. Catharines on Wednesday, November 8, 2023 at 5:30 PM. Staff are seeking PAC input on the appreciation gift for volunteers and the event programming, to be discussed at the September 14, 2023 PAC meeting.

Conservation Achievement Awards

NPCA plans to broaden the scope and reach of Conservation Awards to recognize and promote best practices in conservation, sustainability, and climate change across multiple sectors in the NPCA Watershed. This type of program will need careful planning, programming and outreach to partners and collaborators. NPCA plans to collaborate with the Niagara Peninsula Conservation Foundation (NPCF) to set this up in the coming years.

Financial Implications:

There are no financial implications.

Related Reports or Appendices:

Appendix 1: NPCA Volunteer Opportunities and Events – Fall 2023

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.

Goal 3.2 Lead nature education, environmental stewardship, and volunteerism.

Authored by:

Original Signed By:

Kerry Royer

Community Outreach and Engagement Specialist

Reviewed by:

Original Signed By:

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Reviewed by:

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Director, Planning and Development

Interim Director, Watershed Strategies and Climate Change

Submitted by:

Original Signed By:

Chandra Sharma, MCIP RPP

Chief Administrative Officer/Secretary-Treasurer

APPENDIX 1

Fall 2023 Volunteer Opportunities and Volunteer Appreciation Event

UPCOMING STEWARDSHIP EVENTS



SEPTEMBER

SATURDAY, SEPT 9TH

SPARROW MEADOWS PARK, 9 A.M TO 2. P.M, WELLAND

Join the NPCA and the City of Welland in planting a pollinator garden at the newly revitalized Sparrow Meadows Park!

Reply to volunteering@npca.ca

THIRTY MILE CREEK NATURE RESERVE, 10 A.M START, GRIMSBY

Join the Bruce Trail Conservancy in removing invasive honeysuckle from the reserve.

[Click here to register for BTC's event](#)

SATURDAY, SEPT 16TH

TD TREE DAYS: CAMP MARYDALE, 9:30 A.M TO NOON, HAMILTON

Join Earth Day Hamilton, NPCA and partners in planting 500 native trees and shrubs.

[Click here to register](#) limited spots available

SUNDAY, SEPT 24TH

TD TREE DAYS: WELLAND FIRE AND EMERGENCY SERVICES HEADQUARTERS , 9 A.M. TO NOON, WELLAND

Join the NPCA and partners in planting 305 native trees and shrubs.

[Click here to register](#) limited spots available

SATURDAY, SEPT. 30TH

CHARLES DALEY BEACH CLEAN UP, 10 A.M. TO 1 P.M, LINCOLN

Join The Green Herons, NPCA and partners in a beach clean up and tree give-away for national tree day!

No need to preregister, however tree quantities are limited



OCTOBER



SATURDAY, OCT 14th

TD TREE DAYS: CENTENNIAL PARK, 9 A.M to NOON, GRIMSBY

Join the NPCA and partners in planting 470 native trees and shrubs

[Click here to register](#) limited spots available

SATURDAY, OCT. 21st

TD TREE DAYS: BURGoyNE WOODS, 10 A.M. TO NOON, ST.CATHARINES

Join the NPCA and partners in planting 407 native trees and shrubs

[Click here to register](#) limited spots available



Niagara Peninsula
CONSERVATION

Starting
Friday
October 6th

BALL'S FALLS THANKSGIVING FESTIVAL

Ending
Monday
October 9th

10 AM TO 5PM

(VOLUNTEER TIMES VARY)

EVENT SUPPORT TEAM

The event support team performs general tasks for festival operations. Tasks may include relief for vendors, inflatables attendant, etc.

HERITAGE DEMONSTRATIONS

One of the features of the Ball's Falls property is the historical buildings like the Ball Home, Fairchild Cabin, Blacksmith shop and the once operational Grist Mill. This history is taught to festival attendees through heritage demonstrations or tours of the buildings and mills.

ECO-DEFENDERS

The Thanksgiving Festival is a major Niagara event committed to being as sustainable as possible. This is why we are happy to welcome back the Eco-Defenders! The Eco-Defenders sort out used recyclable and organic material that would otherwise be collected as regular waste and sent to the landfill!

85% of the Festival's waste was diverted in 2022!



4,176 kilograms of organic materials.

421 kilograms of recycling material.

We are looking for volunteers passionate about recycling and sustainability to help the Eco-defenders with waste sorting efforts.

For more info or to inquire about volunteering for the Festival please email: volunteering@npca.ca

Learn more about other ways to get involved and volunteer programs offered through the NPCA on our website!

Click the link [here](#)

COMMUNITY SCIENCE



Become a **Monarch Ambassador!**

Help us conduct vital research on Monarch Butterfly migration as a [community scientist](#)

CANADIAN WILDLIFE
FEDERATION



FÉDÉRATION
CANADIENNE DE LA FAUNE

The iconic Monarch Butterfly is in steep decline across North America due to **habitat loss, pesticide use and climate change.**

Known for their long migration beginning in late August, Monarch butterflies travel **3600 km** south to the Oyamel fir forests in central Mexico.

Although it is known where monarchs travel to, migratory routes are not well known. The butterflies migrate during the day and roost, often in large groups, at night on trees or shrubs.

CWF needs your assistance in collecting information about them!

By collecting observations, scientists can more accurately produce maps of important fly-ways for Monarchs and identify significant habitat that needs to be conserved or restored!

Learn more about this project and how you can get involved [here](#)

Register to become an ambassador TODAY!

Spend time reawakening your spirit in the natural world, with
immersive Indigenous cultural programming under the stars.



all of our senses
Indigenous Stories by the Fire

SEPTEMBER 23, 2023 | 6 P.M.

Ball's Falls Conservation Area



Scan Here to Purchase

**For more information visit npca.ca/events
or scan the QR above**