



**CONSERVATION HALTON  
BOARD OF DIRECTORS MEETING 08 16**

**MINUTES**

A meeting of the Conservation Halton Board of Directors was held on Thursday, January 26, 2017, beginning at 4:00 pm at Conservation Halton Administration Office.

Members Present:           Mike Cluett  
                                  Cathy Duddeck  
                                  Joanne Di Maio  
                                  Allan Elgar  
                                  Stephen Gilmour  
                                  David Gittings  
                                  Gord Krantz  
                                  Bryan Lewis  
                                  Gerry Smallegange  
                                  Jim Sweetlove  
                                  John Vice  
                                  Marianne Meed Ward

Absent with Regrets:     Jean Williams  
                                  Ed Wells  
                                  Sue McFadden  
                                  Moya Johnson  
                                  Rob Duvall  
                                  Rob Burton

**1.     Roll Call & Mileage**

**2.     Acceptance of Agenda as distributed and amended.**

**CHBD 08 01**                   Moved by:               Gerry Smallegange  
                                  Seconded by:         Dave Gittings

THAT the Conservation Halton Board of Directors **accept the Agenda as distributed and amended.**

Carried

**3.     Approval of Board of Directors Minutes dated December 01, 2016.**

**CHBD 08 02**                   Moved by:               Gord Krantz  
                                  Seconded by:         Jim Sweetlove

THAT the Conservation Halton Board of Directors **approve the Board of Directors Minutes dated December 01, 2016.**

Carried

#### 4. Disclosure of Pecuniary Interest

There was no disclosure of pecuniary interest.

- 5.0 **Presentation:** A presentation was provided by Ms Barbara J. Veale, Director, Planning and Regulations on Conservation Halton's Regulatory and Planning Responsibilities.  
A copy of the presentation is included with the Minutes.

#### 6. Action Items

- 6.1 **2017 Budget Capital Projects and Additional Funding for Crawford Lake and Glen Eden**  
**Report #: CHBD 08 16 01**

**CHBD 08 03** Moved by: Stephen Gilmour  
Seconded by: Dave Gittings

THAT the Conservation Halton Board of Directors **approve an increase of \$890,000 in Conservation Area capital projects in the 2017 Budget for the refurbishment of two longhouses at Crawford Lake Conservation Area and for snowmaking infrastructure replacement at Glen Eden.**

AND FURTHER THAT **additional funding in the amount of \$422,500 be allocated toward these projects from the Conservation Area Capital Reserves and \$467,500 from approved Canada 150 grants.**

Carried

- 6.2 **Construction Tender for the Courtcliffe Park Stream Rehabilitation Project**  
**File #: PW-0037-17**  
**Report #: CHBD 08 16 02**

**CHBD 08 04** Moved by: Joanne Di Maio  
Seconded by: Marianne Meed Ward

THAT the Conservation Halton Board of Directors **approve the contract award of \$229,471 including HST to R&M Construction to complete winter construction associated with the Courtcliffe Park Stream Rehabilitation Project in accordance with Tender #PW-0037-17 and subsequent negotiation with the successful bidder.**

THAT the Conservation Halton Board of Directors **approve the contract award of \$124,495 including HST to R&M Construction to complete the next phases for the Courtcliffe Park Stream Rehabilitation Project as outlined below in accordance with Tender #PW-0037-17, conditional on Conservation Halton securing additional funding.**

Carried

6.3 **830 Danforth Place, Burlington**  
**CH File #: S/16/B/26**  
**Report #: CHBD 08 16 03**

**CHBD 08 05** Moved by: Mike Cluett  
Seconded by: Gerry Smallegange

THAT the Conservation Halton Board of Directors **authorize staff to issue a Permit for an addition, the reconstruction of a garage, and enclosing a pool structure currently considered within the development setback associated with erosion hazard of Hamilton Harbour/Burlington Bay at 830 Danforth Place, City of Burlington, Regional Municipality of Halton, File Number S/16/B/26.**

AND FURTHER THAT the approval of a Permit **be based on a final development setback dependent upon reduced shoreline access requirements.**

AND FURTHER THAT Conservation Halton **consider a policy which reduces access requirements when giving credit to shoreline protection works, based on specific criteria being met such as shoreline configuration, orientation and exposure to wave action, as part of Conservation Halton's policy review.**

Carried

6.4 **Finance Function Effectiveness Assessment**  
**Report #: CHBD 08 16 04**

**CHBD 08 06** Moved by: Gerry Smallegange  
Seconded by: Mike Cluett

THAT the Conservation Halton Board of Directors **approve a budget of \$28,000 to conduct a Finance Function Effectiveness Assessment;**

AND FURTHER THAT **the budget be funded from the Watershed Management – Revenue Stabilization Reserve which will be replenished from the expected year-end surplus from 2016.**

Carried

7.0 **Information Items**

7.1 **Region of Halton Request for Financial Plans prior to 2018 Budget Submission**  
**Report #: CHBD 08 16 05**

**CHBD 08 07** Moved by: Gerry Smallegange  
Seconded by: Jim Sweetlove

THAT the **staff report dated January 26, 2017 regarding the Region of Halton request for Conservation Halton Board of Directors to provide various financial plans prior to 2018 Budget submission be received for information.**

Carried

**7.2 Permits & Letters of Permission issued under Ontario Regulation 162/06  
September 3, 2016 to January 2, 2017  
Report #: CHBD 08 16 06**

**CHBD 08 08** Moved by: Cathy Duddeck  
Seconded by: Stephen Gilmour

THAT the Conservation Halton Board of Directors **receive for information the Permits and Letters of Permission issued by staff under Ontario Regulation 162/06 for the period of September 3, 2016 to January 2, 2017, as identified in the staff report dated January 26, 2017.**  
Carried

**7.3 Proposed Work Plan and Approach for the Review of Conservation Halton's *Policy and Guidelines for the Administration of Ontario Regulation 162/06 and Land Use Planning Policy Document.*  
CH File #: ADM 330  
Report #: CHBD 08 16 07**

**CHBD 08 09** Moved by: Gerry Smallegange  
Seconded by: Dave Gittings

THAT the Conservation Halton Board of Directors **receive for information the report entitled Proposed Work Plan and Approach for the Review of Conservation Halton's *Policy and Guidelines for the Administration of Ontario Regulation 162/06 and Land Use Planning Policy Document.***  
Carried

**7.4 Purchasing and Revenue Contracts Report, October to December, 2016  
Report #: CHBD 08 16 08**

**CHBD 08 10** Moved by: Gerry Smallegange  
Seconded by: Joanne Di Maio

THAT the Conservation Halton Board of Directors **receive for information the Purchasing and Revenue Contracts Report dated January 26, 2017 for the period October to December 2016 as required by the Conservation Halton Purchasing Policy.**  
Carried

**8.0 Organization Updates / Memos**

Briefing Notes were provided as part of the Agenda package and a verbal update provided on the Glen Eden Ski & Snowboard Centre.

**9.0 In Camera Items**

**CHBD 08 11** Moved by: Cathy Duddeck  
Seconded by: Mike Cluett

THAT the Conservation Halton Board of Directors **convene In Camera.**  
Carried

**CHBD 08 12**

Moved by: Gerry Smallegange  
Seconded by: Marianne Meed Ward

THAT the Conservation Halton Board of Directors **reconvene in public forum.**  
Carried

**CHBD 08 13**

Moved by: Cathy Duddeck  
Seconded by: Dave Gittings

THAT the Conservation Halton Board of Directors **direct staff to proceed as discussed In Camera.**

Carried

#### 10.0 **Other Business**

There was no Other Business

#### 11.0 **Adjournment**

**CHBD 08 14**

Moved by: Marianne Meed Ward

THAT the Conservation Halton Board of Directors **adjourn at 6:00 pm**