

**MEETING NO:** Conservation Halton Board of Directors Meeting # 07 21

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## MINUTES

The Conservation Halton Board of Directors Meeting was held on Thursday, October 21, at 3:00 p.m. via Zoom Webinar.

**Members Present:**

Rob Burton  
Mike Cluett  
Joanne Di Maio  
Cathy Duddeck  
Allan Elgar  
Steve Gilmour  
David Gittings  
Zeeshan Hamid  
Zobia Jawed  
Moya Johnson  
Gordon Krantz  
Bryan Lewis  
Marianne Meed Ward  
Rory Nisan  
Gerry Smallegange  
Jim Sweetlove  
Jean Williams

**Absent:**

Hamza Ansari  
Rick Di Lorenzo

**Guests:**

Rachel Baptiste, CEO, Lumen Consulting Group Inc.

**Staff present**

Kim Barrett, Associate Director, Science & Partnerships  
Hassaan Basit, President & CEO/Secretary-Treasurer  
Garner Beckett, Executive Director, Conservation Halton Foundation  
Adriana Birza, Manager, Office of the President & CEO  
Craig Machan, Director, Parks and Operations  
Kellie McCormack, Associate Director, Planning & Regulations  
Marnie Piggot, Director, Finance  
Plezzie Ramirez, Director, Human Resources  
Josh Reid, Coordinator, Forestry  
Jill Ramseyer, Director, Corporate Compliance  
Barb Veale, Director, Planning & Watershed Management  
Mark Vytvytskyy, Chief Operations Officer

Chair Gerry Smallegange called the meeting to order at 3:00 p.m.

**1. Roll Call**

**2. Disclosure of Pecuniary Interest for CHF Board of Directors**

There were **NONE**.

**3. Acceptance of Agenda**

**CHF 07 01** Moved by: Cathy Duddeck  
Seconded by: Zeeshan Hamid

THAT the Agenda be **accepted as distributed**.

*Carried*

**4. CEO Verbal Update & Presentation**

**5. Presentations:**

- 5.1 Equity, Diversity & Inclusion (Rachel Baptiste, CEO Lumen Consulting Group Inc.)
- 5.2 Tree Plotter Application (Josh Reid, Coordinator, Forestry)

**6. Consent Items**

- 6.1 Approval of Conservation Halton Board of Directors DRAFT Meeting Minutes – September 23, 2021
- 6.2 Approval of Conservation Halton Finance & Audit Committee DRAFT Meeting Minutes – October 7 2021
- 6.3 Update on the Reid Road Reservoir Quarry and Designation of Undertaking under the Environmental Assessment Act CH File No.: PQ 018 (CHBD 07 21 01)
- 6.4 Update on applications to expand Burlington Quarry Nelson Aggregates Co. CH File No. PQ 20 (CHBD 07 21 02)

The consent items **were adopted**.

**7. Action Items**

- 7.1 Conservation Halton Hearing Procedures as amended, October 2021 CH File No.: ADM 261 (CHBD 07 21 04)

**CHBD 07 02**

Moved by: Rob Burton  
Seconded by: Allan Elgar

THAT the Conservation Halton Board of Directors **approves the Conservation Halton Hearing Procedures as amended, October 2021;**

And

THAT the Conservation Halton Board of Directors **directs staff to update the corporate website by posting the Conservation Halton Hearing Procedures as amended, October 2021 and removing the 2019 version.**

*Carried*

7.2 Authorization Request for Award Approval Contract:  
Supply & Delivery of Food Products RFP # CH-220721  
(CHBD 07 21 05)

**CHBD 07 03**

Moved by: Moya Johnson  
Seconded by: Steve Gilmour

THAT the Conservation Halton Board of Directors **approves the award recommendation of the Supply & Delivery of Food Products contract to Sysco South Ontario Region based on “Highest Overall Scoring Proponent” in alignment with the Conservation Halton Purchasing Policy Section 2.3.2 b) requiring RFP award recommendations that exceed \$100,000 to require Board approval.**

*Carried*

7.3 Regulatory Status of the Lower Rambo and Lower Hager Creeks, City of Burlington

**CHBD 07 04**

Moved by: Rory Nisan  
Seconded by: Gordon Krantz

THAT the Conservation Halton Board of Directors **receives for information the Staff report entitled “Regulatory Status of the Lower Rambo and Lower Hager Creeks, City of Burlington”**

And

THAT the Conservation Halton Board of Directors **repeals the existing Policy 2.34 “Site Specific Policy – Hager and Rambo Creeks” contained in “Conservation Halton Policies and Guidelines for the Administration of Ontario Regulation 162/06 and Land Use Planning Policy Document (April 27, 2006, as amended November 26, 2020)”.**

*Carried*

7.4 Conservation Halton 2022 Budget & Business Plan

**CHBD 07 05**

Moved by: Mike Cluett  
Seconded by: Jim Sweetlove

THAT the municipal funding of \$10,795,636 in the 2022 budget **be approved by a weighted vote by the Conservation Halton Board of Directors at the October 21, 2021, meeting;**

And

THAT transfers to and from Reserves in the 2022 budget **be approved as outlined in this report;**

And

THAT the 2022 Budget & Business Plan **be approved as presented.**

All in Favour

All opposed

Rob Burton

Mike Cluett

Joanne Di Maio

Cathy Duddeck

Allan Elgar

Stephen Gilmour

Dave Gittings

Zeeshan Hamid

Zobia Jawed

Moya Johnson

Gordon Krantz

Bryan Lewis

Marianne Meed Ward

Rory Nisan

Gerry Smallegange

Jim Sweetlove

Jean Williams

*Carried*

## **8.0 Conservation Halton Foundation Update (Jim Sweetlove)**

### **9.0 In Camera**

#### **CHBD 07 06**

Moved by: Jean Williams

Seconded by: Dave Gittings

THAT the Conservation Halton Board of Directors **move In Camera.**

#### **9.1 Confidential Matter (Hassaan Basit, President & CEO)**

#### **CHBD 07 07**

Moved by: Marianne Meed Ward

Seconded by: Jean Williams

THAT the Conservation Halton Staff **reconvene in Public Forum**

*Carried*

**10. Other Business**


There was **NO** other business.

**11. Adjournment**

**CHBD 07 08** Moved by: Moya Johnson

THAT the Conservation Halton Board of Directors meeting **be adjourned at 5:13 p.m.**

*Carried*

Signed by:   
**Hassaan Basit, President & CEO**

Date: **November 25, 2021**