

Conservation Halton Board of Directors Meeting - 03 22

Zoom Webinar:






<https://us02web.zoom.us/j/88581952359?pwd=NVBzdDlydzlSQ0VGK0E3d0Y1ZWwQT09> Passcode:  
090582



Start: Thursday, March 24, 2022 - 1:00pm

End: Thursday, March 24, 2022 - 4:00pm

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1. Roll Call
2. Disclosure of Pecuniary Interest for Conservation Halton Board of Directors
3. Acceptance of Agenda
4. CEO Verbal Update
5. Consent Items
  - 5.1. Approval of Conservation Halton Board of Directors DRAFT Meeting Minutes - February 17, 2022  
 Conservation Halton Board of Directors DRAFT Meeting Minutes - February 17, 2022
  - 5.2. Approval of Conservation Halton Board of Directors DRAFT Inaugural Meeting Minutes - February 17, 2022  
 Conservation Halton Board of Directors DRAFT Inaugural Meeting Minutes - February 17, 2022
  - 5.3. HHRAP Science Day Workshops Key Messages (CHBD 03 22 01)  
 HHRAP Science Day Workshops Key Messages (CHBD 03 22 01)
  - 5.4. Joe Sams Park Stewardship Action Plan (CHBD 03 22 02)  
 Joe Sams Park Habitat Enhancement Project (CHBD 03 22 02)  
 Appendix A - Joe Sams Park Habitat Enhancement Project (CHBD 03 22 02)

## 6. Action Items

### 6.1. Conservation Halton Workplan for Developing Procedures for Assessing Impacts to Wetlands (CHBD 03 22 03)



Conservation Halton Workplan for Developing Procedures for Assessing Impacts to Wetlands (CHBD 03 22 03)

### 6.2. Site-specific principles for the redevelopment of 3228 South Service Road West, Town of Oakville CH File No. A/22/O/16 (CHBD 03 22 04)



Site-specific principles for the redevelopment of 3228 South Service Road West, Town of Oakville (CHBD 03 22 04)

### 6.3. 2021 Year End Budget Variance Report (CHBD 03 22 05)



2021 Year end Budget Variance Report - Operating (CHBD 03 22 05)



Appendix B - 2021 Year end Budget Variance Report Financial Appendix

### 6.4. 2021 Investments and Investment Revenue (CHBD 03 22 06)



2021 Investments and Investment Revenue (CHBD 03 22 06)

### 6.5. 2021 Conservation Halton Reserves Policy update (CHBD 03 22 07)



Conservation Halton Reserves Policy Update (CHBD 03 22 07)



Appendix C - Conservation Halton Reserves Policy rev. March 24, 2022

### 6.6. 2021 Year End Capital Projects Update (CHBD 03 22 08)



2021 Year end Capital Projects Update (CHBD 03 22 08)



Appendix D - 2021 Capital Project Summary Financial Appendix

## 7. CHF Update - Jim Sweetlove

## 8. Other Business

## 9. IN CAMERA

9.1. Legal Matter (CHBD 03 22 09)

9.2. Legal Matter - Verbal Update

## 10. Adjournment

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**MEETING NO:** # Conservation Halton Board of Directors Meeting # 01 22

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## MINUTES

A meeting of the Conservation Halton Board of Directors was held on Thursday, February 17 at 1:00 p.m. via Zoom Webinar.

**Members Present:**

Mike Cluett  
Joanne Di Maio  
Cathy Duddeck  
Allan Elgar  
Dave Gittings  
Zeeshan Hamid  
Moya Johnson  
Gordon Krantz  
Bryan Lewis  
Marianne Meed Ward  
Rory Nisan  
Gerry Smallegange  
Jim Sweetlove  
Jean Williams

**Absent with regrets:**

Rob Burton

**Absent:**

Hamza Ansari  
Rick Di Lorenzo  
Steve Gilmour  
Zobia Jawed

**Guests:**

Amee Sandhu, Principal Lawyer & Founder, Lex Integra Professional Corporation

**Conservation Halton Foundation Board Members:**

Suzanne Bevan, George Caines, Don Ford, Galen Naidoo Harris, Madhav Murti, Catherine Mulvale, Mavis Shang, Bryden Tait, Ed Wells

**Staff present**

Kim Barrett, Associate Director, Science & Partnerships  
Hassan Basit, President & CEO/Secretary-Treasurer  
Adriana Birza, Manager, Office of the President & CEO  
Garner Beckett, Executive Director, Conservation Halton Foundation  
Niamh Buckley, Administrative Assistant, Office of the President & CEO  
Shelly Datseris, Manager, Communications & Marketing  
Glenn Farmer, Manager, Flood Forecasting Operations  
Craig Machan, Director, Park Operations  
Kellie McCormack, Director, Planning & Regulations

Marnie Piggot, Director, Finance  
Plezzie Ramirez, Director, Human Resources  
Jill Ramseyer, Director, Corporate Compliance  
Barb Veale, Senior Director, Watershed Strategies & Climate Change  
Mark Vytvytskyy, COO  
Justin Wei, Senior Manager, Finance

The Chair called the meeting to order at 1:05 p.m.

**1. Roll Call**

**2. Disclosure of Pecuniary Interest for Conservation Halton Board of Directors**

**3. Acceptance of Agenda**

**CHBD 01 01** Moved By: Cathy Duddeck  
Seconded By: Jean Williams

THAT the Agenda **be approved as distributed**

*Carried*

**4. Presentations**

- 5.1. Conservation Halton Flood Watch Update – Glenn Farmer, Manager, Flood Forecasting Operations
- 5.2 Ethics Training - Ameer Sandhu, Principal Lawyer & Founder, Lex Integra
- 5.2. Momentum Dashboard - Mark Vytvytskyy, COO
- 5.3. Conservation Halton's CA Act Transition Plan: Programs & Services Inventory (Report #: 7.1 CHBD 01 22 04) - Hassaan Basit, President & CEO

**5. CEO Verbal Update**

The CEO provided the following update:

- CH is introducing a Communications Portal that will share information and updates on CH events, announcements, editorials etc. The Board will be able to access this portal and share relevant information across their social networks.

**Customer Service:**

- Glen Eden had over 150,553 skiers since it opened in December 27, 2021;
- Parks had over 40,000 visitors since January;
- Winterlit – 16,500 visits and 1 wedding proposal;
- New for 2022 – Enchanted Evenings with live music, local vendors, local food; new exhibits and lighting – Illuminated Entryway Arch, Magical Woodland, Sweet Stroll
- Water Festival has received funding for 5000 children to take part in virtual programming for 2022. Will be offered in spring and fall.

- First Tracks, a new program introduced by CH which invites new Canadians to experience winter activities. Program was sold out immediately with over 280 participants. Thanks to Scotia Rise (Bank) for funding 250 spaces.

**Financial:**

- CH Finance staff meeting with Halton Region Finance staff on P&S Inventory February 23, 2022
- Recent Grant and Funding Approvals (to Feb 14) - \$2M+ in recent approvals for annual and multi-year projects

**Province appointed Agricultural Representative:**

- As part of changes to the Conservation Authorities Act in 2020 by the provincial government, Conservation Authorities across Ontario will have an official representative from their local agricultural sector appointed to their Board of Directors. These individuals will be chosen by the Ministry of Environment, Conservation and Parks, to “increase agricultural sector perspectives in authority operations,” This role has been posted to the Government website. The CEO has reached out to the agricultural sector, including OFA members in the area to advise them of the opportunity to join the CH Board.

**6. Consent Items**

- 6.1. Approval of Conservation Halton Board of Directors DRAFT Meeting Minutes – November 25, 2021
- 6.2. Purchasing Activity Memo - November 1, 2021 to January 31, 2022 (CHBD 01 22 01)
- 6.3. Status of Conservation Halton’s Spill Policy Review and Update Work Plan (CHBD 01 22 02)
- 6.4. Permits & Letters of Permission issued under Ontario Regulation 162/06 from October 1 to December 31, 2021 (CHBD 01 22 03)
- 6.5. Source Water Protection consultation update (HRSPA 01 22 01)

The Consent Items **were adopted.**

**7.0 Action Items**

- 7.1 Conservation Halton Programs & Services Inventory Report (CHBD 01 22 04)

**CHBD 01 02**

Moved by: Jim Sweetlove  
Seconded by: Marianne Meed Ward

THAT the Conservation Halton Board of Directors **approves the “Conservation Halton Programs & Services Inventory” and that it be submitted to the Province and circulated to all participating municipalities.**

*Carried*

7.2 Re-construction, expansion, and relocation of a dwelling within 7.5 metres of the floodplain associated with McCraney Creek, 261 Glen Oak Drive, Town of Oakville, Regional Municipality of Halton/CH File No. A/21/O/114  
(CHBD 01 22 05)

**CHBD 01 03** Moved by: Moya Johnson  
Seconded by: Dave Gittings

THAT the Conservation Halton Board of Directors **receives staff report # CHBD 01 22 05 related to proposed development at 261 Glen Oak Drive, Town of Oakville, Regional Municipality of Halton;**

And

THAT the Conservation Halton Board of Directors **approves the issuance of a permit for the construction of a new dwelling within 7.5 metres of the floodplain associated with McCraney Creek, 261 Glen Oak Drive, Town of Oakville, Regional Municipality of Halton (CH File No. A/21/O/114).**

7.3 Conservation Halton Land Use Planning Policy Review and Update Work  
(CHBD 01 22 06)

**CHBD 01 04** Moved by: Zeeshan Hamid  
Seconded by: Allan Elgar

THAT the Conservation Halton Board of Directors **approves the Conservation Halton Land Use Planning Policy Review and Update Work Plan.**

*Carried*

7.4 Temporary Reappointment of Foundation Board Members term (CHBD 01 22 07)

**CHBD 01 05** Moved by: Gordon Krantz  
Seconded by: Jean Williams

THAT the Conservation Halton Board of Directors **approves the temporary reappointment of the following Board members to the Conservation Halton Foundation Board of Directors until the Annual General Meeting (AGM) on April 6, 2022.**

- **Bill Mann**
- **Mavis Shang**
- **Madhav Murti**

*Carried*

## 8. CHF Chair Update (Jim Sweetlove)

Jim Sweetlove shared the following Foundation update:

- DRAFT Financial Statements for year ended December 31, 2021, were shared with Foundation Board Members at their meeting on February 2, 2021.
- The Foundation adopted an updated Halton Region Conservation Foundation Administrative By-law No. 6 (rev. February 2, 2022) which brings the by-law in line with the changes to the Corporations Act introduced in 2021.
- The Board adopted an Annual Board Self-Assessment Framework and a Board Fundraising Goals Assessment.

## 9. Other Business

There was **NO** other business

Prior to moving in Camera, the Chair asked for a 15-minute recess at 2:50 p.m. The Board will reconvene In Camera and the Inaugural Meeting will start immediately after this. Members of the public will be invited to rejoin the meeting at this point.

## 10. IN CAMERA

**CHBD 01 06** Moved by: Jean Williams  
Seconded by: Moya Johnson

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

10.1 Legal Matter (CHBD 01 22 08)

10.2 Legal Matter (CHBD 01 22 09)

**CHBD 01 07** Moved by: Jean Williams  
Seconded by: Moya Johnson

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

## 11. Adjournment

**CHBD 01 06** Moved by: Rory Nisan

THAT The Conservation Halton Board of Directors meeting **be adjourned at 3:06 p.m.**

**Carried**

Signed by: Hassaan Basit, President & CEO/Secretary-Treasurer

Date: March 24, 2022



**MEETING NO: # Conservation Halton Board of Directors Inaugural Meeting 02 22**

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## MINUTES

The Conservation Halton Board of Directors Inaugural Meeting was held on Thursday, February 17 at 1:00 p.m. Via Zoom Webinar.

**Members Present:**

Mike Cluett  
Joanne Di Maio  
Cathy Duddeck  
Allan Elgar  
Dave Gittings  
Zeeshan Hamid  
Moya Johnson  
Gordon Krantz  
Bryan Lewis  
Marianne Meed Ward  
Rory Nisan  
Gerry Smallegange  
Jim Sweetlove  
Jean Williams

**Absent with regrets:**

Rob Burton

**Absent:**

Hamza Ansari  
Rick Di Lorenzo  
Steve Gilmour  
Zobia Jawed

**Staff present**

Kim Barrett, Associate Director, Science & Partnerships  
Hassaan Basit, President & CEO  
Garner Beckett, Executive Director, CH Foundation  
Adriana Birza, Manager, Office of the President & CEO  
Niamh Buckley, Administrative Assistant, Office of the President & CEO  
Shelly Datseris, Manager, Marketing & Communications  
Craig Machan, Director, Park Operations  
Kellie McCormack, Director, Planning & Regulations  
Marnie Piggot, Director, Finance  
Plezzie Ramirez, Director, Human Resources  
Jill Ramseyer, Director, Corporate Compliance  
Barb Veale, Senior Director, Watershed Strategies & Climate Change  
Mark Vytvytskyy, COO

Chair Gerry Smallegange called the meeting to order at 3:06 p.m.

**1. Acceptance of Agenda as distributed**

**CHBD 02 01** Moved by: Allan Elgar  
Seconded by: Dave Gittings

THAT the Conservation Halton Board of Directors **accepts the agenda as distributed.**

*Carried*

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

There were **NONE.**

**3. Consent Items**

3.1. Roll Call - Induction of Board Members for 2022

Date of Term to expire in **February 2023 as per the Conservation Authorities Act.**

**(4.1) A member shall be appointed for a term of up to four years, as may be determined by the council that appoints the member. 2017, c. 23, Sched. 4, s. 12 (2).0 or until a successor is appointed.**

3.2 Conservation Halton Board Advisory Committees Membership 2022  
(CHBD 02 22 01)

The consent items were **adopted.**

**4. Action Items**

The Chair and Vice Chair of the Conservation Halton Board of Directors will also be the Chair and Vice Chair of the Halton-Hamilton Region Source Protection Authority.

The CEO/Secretary-Treasurer assumed the role of the Chair.

The CEO/Secretary-Treasurer advised that the Elections would be conducted in accordance with Section 10 of the Conservation Authorities Act.

Only current members of the Authority may vote.

4.1.1 The CEO/Secretary-Treasurer called for a motion to **appoint Election Scrutineers to count the ballots for the election of Chair and Vice Chair.**

**CHBD 02 02** Moved by: Mike Cluett  
Seconded by: Allan Elgar

































































































































