

MEETING NO: # Conservation Halton Board of Director Annual General Meeting 04 21

MINUTES

The Annual General Meeting of the Conservation Halton Board of Directors was held on Thursday, April 22 at 3:00 p.m. via Zoom Webinar.

Members Present:

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

Absent:

- Hamza Ansari
- Zobia Jawed

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
- Stephanie Bright, Public Relations Specialist
- Niamh Buckley, Administrative Assistant, Office of the President & CEO
- Lindsay Campbell, Project Coordinator, Terrestrial Restoration
- Nigel Finney, Project Manager, Restoration & Conservation
- Nikki Garstang, Health & Safety Specialist
- Chitra Gowda, Senior Manager, Watershed Planning & Source Protection
- Matt Howatt, Regional Infrastructure Lead
- Craig Machan, Associate Director, Park Operations
- Kellie McCormack, Associate Director, Planning & Regulations
- Alex Meeker, Water Resources Engineer

Marnie Piggot, Director, Finance
Plezzie Ramirez, Director, Human Resources
Jill Ramseyer, Director, Corporate Compliance
Pavan Seth, Procurement Specialist
Barb Veale, Director, Planning & Watershed Management
Mark Vytvytskyy, COO

1. Roll Call

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

There were **NONE**.

3. Acceptance of AMENDED Agenda to include

- 5.6 Authorization Request for President & CEO to Award Contract: Flood Hazard Mapping – East Burlington Creeks (Tuck, Shoreacres, Appleby, and Sheldon Creeks), RFP # S79-2021 (CHBD 04 21 11)
- In Camera Item brought forward by Councillor Allan Elgar (CHBD 04 21 12)

CHBD 04 01

Moved by: Allan Elgar
Seconded by: Cathy Duddeck

THAT the Amended Agenda **be approved**.

Carried

4. Consent Items

- 4.1 Approval of Conservation Halton Board of Directors Meeting Minutes dated March 25
- 4.2 Approval of Conservation Halton Board of Directors Inaugural Meeting Minutes dated March 25
- 4.3 Approval of Conservation Halton Governance & Risk Committee Meeting Minutes dated March 25
- 4.4 Approval of Conversation Halton Finance & Audit Committee Meeting Minutes dated April 8
- 4.5 Purchasing Activity Memo - February 1 - March 31 (CHBD 04 21 01)
- 4.6. Health & Safety Update (Q4 2020 – Q1 2021) (CHBD 04 21 02)
- 4.7. Provincial consultation on growing the size of the Greenbelt ERO No. 019-3136 CH File No.: PPL 046 (CHBD 04 21 03)

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

Carried

5.4 2020 Audited Financial Statements
(CHBD 04 21 08)

CHBD 04 05 Moved by: Jim Sweetlove
Seconded by: Marianne Meed Ward

That the Conservation Board of Directors **approves the attached audited financial statements for the year ended December 31, 2020 as recommended by the Finance & Audit Committee at their meeting on April 8, 2021.**

Carried

5.5 Appointment of Auditor for 2021
(CHBD 04 21 09)

CHBD 04 06 Moved by: Dave Gittings
Seconded by: Allan Elgar

THAT Conservation Halton Board of Directors **approves the reappointment of KPMG LLP as auditor for Conservation Halton for the 2021 fiscal year as recommended by the Finance & Audit Committee.**

5.6 Authorization Request for President & CEO to Award Contract:
Flood Hazard Mapping – East Burlington Creeks (Tuck, Shoreacres, Appleby, and Sheldon Creeks), RFP # S79-2021
(CHBD 04 21 11)

CHBD 04 07 Moved by: Marianne Meed Ward
Seconded by: Jean Williams

THAT the Conservation Halton Board of Directors **delegates authority to the President and CEO to award the Flood Hazard Mapping - East Burlington Creeks (Tuck, Shoreacres, Appleby & Sheldon Creeks), RFP # S79-2021 contract subject to the securement of the National Disaster Mitigation Program funding and provided that the contract value falls within the approved budget amount.**

Carried

**6. CEO Verbal Update/Presentation
(Hassaan Basit)**

CEO Hassaan Basit shared a presentation on Conservation Halton “2020 Year in Review” and a video highlighting the success of Metamorphosis throughout the past four years.

As we move into the next four-year cycle driven by “Momentum”, the CEO provided some of the factors that are driving this plan. Due to the demand on CH parks as the Halton Region continues to grow along, with the harsher realities that we are witnessing due to climate change, sustainability will be a big focus.

Copy of video will be shared with Board Members.

Councillor Dave Gittings asked if the data that is being gathered from the park pass system has led to any significant findings. The CEO advised that at this point CH has been working with Park Pass for 9 months and in another couple of months CH will be able to better use the data to identify trends and commonalities and will share a report with the Board on this. This data will be a useful tool for marketing to our target audience.

Councillor Allan Elgar inquired if the Digital Map-base tree inventory program was something we had developed or purchased as a software. The CEO confirmed that we had purchased the software and it has proven to be a useful tool. CH staff will share a presentation with the Board on this in the coming months.

The CEO provided some park updates as a result of the recent lockdown implemented by the Province:

- Park Visitation has been reduced by 10% out of caution and to ensure there is no over crowding when visitors are entering and leaving the park.
- It has been decided to delay the increase to park fees until later in the year to ensure that we continue to offer access at the reduced rate during the lockdown.

On April 15, 2021, the Halton Municipalities and Conservation Halton resumed their 2018 Ontario court case against the proposed Milton CN truck-rail hub to ensure CN complies with laws that protect the health of residents and the environment.

The CEO provided an update on the CA working group:

- It is anticipated that there will be a high-level proposal/overview for Conservation Authority Act regulations posted to the Environmental Registry within the next months.
- The Conservation Authorities Act working group continues to meet with MECP and MNRF staff to provide advice and recommendations.

CH has launched a *Community of Learning (COL)* which is being rolled out along with *Momentum*:

- COL is a platform for all staff across the organization to share projects, ideas, innovations, initiatives, successes, and skills to support collaborative learning and knowledge sharing.
- This is in line with our People & Talent Priority to Attract, support and invest in the brightest and most passionate people to collectively achieve.

7. CHF Update (Jim Sweetlove)

At the CHF Meeting on April 14, the audited financial statements were approved for 2020. Chair Jim Sweetlove noted that despite COVID-19, CHF had allocated \$518,095 to Conservation Halton programmes compared to \$379,321 in 2019.

The CHF Gala "*Terra Ferma*" has been tentatively confirmed for September 16.

At the April 14 Foundation Meeting, CHF Vice Chair Bill Mann had shared a presentation on Indigenous Understanding 101 which speaks to the indigenous cultural aspect of this area and how it has changed through the years.

CHF Chair, Jim Sweetlove also congratulated Garner Beckett on his newly well-deserved title change to CHF Executive Director.

8. In Camera

CHBD 04 08 Moved by: Moya Johnson
Seconded by: Bryan Lewis

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

Carried

8.1 Legal Matter
(CHBD 04 21 10)

8.2 Confidential Matter
(CHBD 04 21 12)

CHBD 04 09 Moved by: Jean Williams
Seconded by: Mike Cluett

THAT the Conservation Halton Staff **reconvene in public forum**

Carried

CHBD 04 10 Moved by: Jean Williams
Seconded by: Mike Cluett

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

Carried

9. Other Business

There was **NO** other business

10. Adjournment

CHBD 04 11

Moved by: Allan Elgar

THAT the Conservation Halton Board of Directors Meeting/Annual General meeting **be adjourned at 5:14 p.m.**

Carried

Signed by:



Hassaan Basit, President & CEO

Date:

June 17, 2021