

## Conservation Halton Board of Directors Meeting - September 24, 2020

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Please click the link to join :

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633024



Zoom virtual meeting



Start: Thursday, September 24, 2020 - 3:00pm

End: Thursday, September 24, 2020 - 5:30pm

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1. Roll Call
  2. Disclosure of Pecuniary Interest for Conservation Halton Board of Directors
  3. Acceptance of Agenda
  4. Presentations
    - 4.1. Conservation Halton Foundation Gala Event (Garner Beckett, Director, CHF)
    - 4.2. CH Strategic Plan 2021-2024 (Hassaan Basit, CAO/ Secretary-Treasurer, Tamara Boric, Project Manager Coordinator, PMO)
  5. Consent Items
    - 5.1. Approval of Conservation Halton Board of Directors Meeting Minutes dated June 25, 2020  
 Draft Conservation Halton Board of Directors Meeting Minutes - June 25, 2020
    - 5.2. Report #: CHBD 06 20 01 - Purchasing Report April 1 - July 31, 2020  
 CHBD 06 20 01 - Purchasing Report April 1 - July 31 - Sept. 24.pdf
    - 5.3. Report #: CHBD 06 20 02 - CN Status Update  
 CHBD 06 20 02 - Board Report\_CN Status.pdf
    - 5.4. Report #: CHBD 06 20 03 - Proposed Amendment 1 to A Place to Grow: Growth Plan for the

## Greater Golden Horseshoe (A Place to Grow) and Proposed Land Needs Assessment Methodology for a Place to Grow



CHBD 06 20 03 - Proposed Amend 1 to Growth Plan.pdf



CHBD - 06 20 - 03 - CH Comments - Amend to Growth Plan (Attachment)

5.5. Report #: CHBD 06 20 04 - Ontario's Water Quantity Management Framework No. 019-1340  
File No. PPO 059



CHBD 06 20 04 - Water Quantity Management Framework

5.6. Report #: CHBD 06 20 05 - Permits & Letters of Permission issued under Ontario Regulation  
162/06 from January 1 to August 31, 2020



CHBD 06 20 05 - Permits & Letters of Permission Report 2020



CHBD 06 20 05 - Permits & Letters of Permission 2020 Table

5.7. Report #: CHBD 06 20 06 - Hamilton Harbour Remedial Action Plan Funding



CHBD 06 20 06 - Hamilton Harbour Remedial Action Plan

## 6. Action Items

6.1. Report #: CHBD 06 20 07 - Amendment to The Halton Region Conservation Authority General  
Memberships By-law No. 2018-01 (Report #: CHBD 06 20 07)



CHBD 06 20 07 - CH draft By-law eparticipation amendment 01 09 2020 AB.pdf



Amendment to Minister's Direction electronic CA Board meetings - September 10 20.pdf

6.2. Report #: CHBD 06 20 08 - Project Methodology Overview - CH Strategic Plan



CHBD 06 20 08 - Project Methodology Overview - Strategic Plan

6.3. Report #: CHBD 06 20 09 - Land Disposition - King's Highway 401 at Kelso CA (CHBD 06 20  
09)



CHBD 06 20 09 - Disposition of Highway 401 parcel - September 2020 revised JR.MH.pdf



CHBD 06 20 09 - PPA\_The Halton Region Conservation Authority.pdf



CHBD 06 20 09 - PLAN 20R-21482.pdf

6.4. Report #: CHBD 06 20 10 - Budget Variance Report for the Period Ended July 31, 2020 & 2020 Projected Year End Amounts



CHBD 06 20 10 - July 31 2020 Budget Variance Report and Projected Year End.pdf



CHBD 06 20 10 - Budget Variance Financial Appendix July 31 2020 1.pdf



CHBD 06 20 10 - 2020 Capital Project Summary July 31 2020 (003) 2.pdf



CHBD 06 20 10 - Reserve Continuity July 31 2020 - purchasing report 3.pdf

6.5. Report #: CHBD 06 20 11 - Margaret Grace Harris Bequest



CHBD 06 20 11 - Board Report - September 2020 - Margaret Harris Bequest CM comments.pdf

6.6. Report #: CHBD 06 20 12 - Re-appointment of Member to the Conservation Halton Foundation Board of Directors - Report will be provided at the BOD Meeting

7. CAO Verbal Update

8. CHF Update (Jim Sweetlove)

9. IN CAMERA

9.1. Report #: CHBD 06 20 13 - Legal Matter

9.2. Report #: CHBD 06 20 14 - Legal Matter

9.3. Report #: CHBD 06 20 15 - Legal Matter

9.4. Verbal Update with Legal Counsel

9.5. Report #: CHBD 06 20 16 - Legal Matter

9.6. Report #: CHBD 06 20 17 - Legal Matter

9.7. Report #: CHBD 06 20 18 - Personnel Matter

10. Other Business

11. Adjournment

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**MEETING NO: #** 05 20 Conservation Halton Board of Directors/Annual General Meeting

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## MINUTES

A meeting of the Conservation Halton Board of Directors was held on Thursday, June 25 at 3:00 p.m. via Video Conference

**Members Present:**

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

**Staff present**

Hassaan Basit, CAO/Secretary-Treasurer  
Garner Beckett, Director, CH Foundation  
Adriana Birza, Manager, Office of the CAO  
Craig Machan, Senior Manager, Kelso/Glen Eden & Park Operations  
Marnie Piggot, Director, Finance  
Plezzie Ramirez, Senior Manager, Human Resources  
Jill Ramseyer, Director, Corporate Compliance  
Katie Skillen, Associate Director, Marketing and Communications  
Barb Veale, Director, Planning & Watershed Management  
Mark Vytvytskyy, Interim Director, Parks and Operations  
Amy Mayes, Coordinator, Floodplain Mapping

Chair Gerry Smallegange called the meeting to order at 3.05 p.m.

- 1. Roll Call**
- 2. Acceptance of Agenda as distributed**

**CHBD 05 01:** Moved by: Jean Williams  
Seconded by: Rob Burton

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

***Carried***

### **3. Disclosure of Pecuniary Interest for Board of Directors**

There were **NONE**.

### **4. Consent Items**

Approval of Conservation Halton Board of Director Meeting/ Annual General Meeting Minutes dated April 23, 2020  
Approval of Conservation Halton Finance & Audit Committee dated June 4, 2020

- 4.1 Kelso Dam Update  
(Report #: CHBD 05 20 01)
- 4.2 Aggregate Resources Act Standards Comments submitted by Conservation Halton  
(Report #: CHBD 05 20 02)
- 4.3 Free Parks visits for Hospital Healthcare workers in Halton  
(Report #: CHBD 05 20 09)

The consent items **were adopted.**

### **5. Action Items**

- 5.1 2021 Preliminary Budget  
(Report #: CHBD 05 20 03)  
(Presentation by Hassaan Basit, CAO)

**CHBD 05 02** Moved by: Mike Cluett  
Seconded by: Moya Johnson  
  
Opposed by: Gordon Krantz

That the Conservation Halton Board of Directors **approve the attached 2021 preliminary budget for budget discussion purposes with funding watershed municipalities that include the Region of Halton, City of Hamilton, Region of Peel and Township of Puslinch.**

***Carried***

- 5.2 May 31, 2020 Budget Variance and year end projection  
(Report #: CHBD 05 20 04)  
**CHBD 05 03** Moved by: Allan Elgar

Seconded by: Moya Johnson

THAT the Conservation Halton Board of Directors **approve the closing of the capital projects and changes to the Dams and Channels capital project amounts based on provincial capital funding approval noted in the staff report dated June 25, 2020;**

AND

THAT the Conservation Halton Board of Directors **receive for information the staff report dated June 25, 2020 on the Budget Variance Report for the period ended May 31, 2020 and 2020 Projected Year End Amounts.**

*Carried*

- 5.3 Asset Management Plan Phase 3  
(Report #: CHBD 05 20 05)

**CHBD 04 04** Moved by: Marianne Meed Ward  
Seconded by: Gordon Krantz

THAT the Conservation Halton Board of Directors **approve the allocation of investment revenue of \$377,835 to operating funds and to reserves as noted in the report.**

*Carried*

- 5.4 5-year permit for regional infrastructure Dundas Street  
(Report #: CHBD 05 20 06)

**CHBD 05 05** Moved by: Rory Nisan  
Seconded by: Dave Gittings

THAT the Conservation Halton Board of Directors **approve 60 month permissions for five (5) permits for the proposed widening and reconstruction of Dundas Street (Appleby Line to Bronte Road) and associated works, including widening of the Tansley Bridge crossing of Bronte Creek, a new bridge crossing of Fourteen Mile Creek, culvert replacements and grading in the City of Burlington and Town of Oakville, Regional Municipality of Halton (CH File No.: A/17/B/90, A/17/B/91, A/17/B/92, A/17/B/50, A/17/O/51 & A/17/O/52**

*Carried*

- 5.5 5-year permit for regional infrastructure Tremaine Rd.  
(Report #: CHBD 05 20 07)

**CHBD 05 06** Moved by: Rob Burton  
Seconded by: Jean Williams

THAT the Conservation Halton Board of Directors **approve 60 month permissions for five (5) permits related to Tremaine Road (No. 3 Side Road to Highway 401) and associated works**

including culverts, structures, a stormwater management facility, realignment of Sixteen Mile Creek Tributaries NW-2-G1 and NW-2-F and grading in the Town of Milton, Regional Municipality of Halton (CH File No.: A/15/M/38, A/19/M/40, A/19/M/41, A/19/M/42 & A/19/M/43).

***Carried***

- 5.6 Floodplain mapping for Morrison-Wedgewood and Grindstone Creek  
110-120  
(Report #: CHBD 05 20 08)

**CHBD 05 07**

Moved by: Rob Burton  
Seconded by: Zeeshan Hamid

THAT the Conservation Halton Board of Directors **approve the updated 2020 floodplain mapping for Grindstone Creek Watershed (City of Hamilton and City of Burlington) and Morrison-Wedgewood Diversion Channel Watershed (Town of Oakville)**

AND

THAT a copy of Report No. CHBD 05 20 08 **be sent to the City of Burlington, City of Hamilton, Town of Oakville, and the Halton Region for their information.**

***Carried***

**6. CAO Verbal Update/Presentation**

- 6.1 Parks opening and other COVID-19 operational impacts

**7. Other Business**

No other business was presented.

**8. Adjournment**

**CHBD 05 08**

Moved by: Rob Burton

That the Conservation Halton Board of Directors video conference **be adjourned at 4.04 p.m.**

***Carried***

Signed: Hassaan Basit, CAO/Secretary-Treasurer

Date: September 23, 2020



**REPORT TO:** Conservation Halton Board of Directors

**REPORT NO: #** CHBD 06 20 01

**FROM:** Jill Ramseyer, Director, Corporate Compliance

**DATE:** September 24, 2020

**SUBJECT:** Purchasing Report April 1, 2020 to July 31, 2020

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### Recommendation

THAT the Conservation Halton Board of Directors **receives for information the Purchasing Report for the period April 1, 2020 to July 31, 2020 in accordance with the Purchasing Policy.**

### Report

This document summarizes reportable purchases during the period April 1, 2020 to July 31, 2020. The Conservation Halton Purchasing Policy requires single or sole source purchases greater than \$25,000 (not including taxes) and Requests for Proposals awarded up to a value of \$100,000 (not including taxes) and Tenders awarded between \$100,000 up to a value of \$350,000 (not including taxes) to be reported to the Board of Directors for information.

### Single or Sole Source Purchases:

Vendor	Amount (excluding HST)	Details
Morrison Hershfield Ltd.	\$83,856.00	In order to meet the WECI project funding deadline of March 1, 2021, Morrison Hershfield Ltd. has been retained to provide the Morrison-Wedgewood Spill Mitigation study. Significant cost savings due to consultant scope familiarity and the ability to meet the tight project timeline were key in the decision to secure Morrison Hershfield via single source.

Greck and Associates Ltd.	\$41,910.00	Greck and Associates have been retained to provide consulting services relating to the Urban Milton Flood Hazard Mapping study. A single source award was recommended due to cost effectiveness and compatibility with an existing product (the March 31, 2020 models).
KGS Group	\$88,731.00	KGS Group has been retained to provide engineering and inspection services for the Scotch Block Dam – 2020 Major Repairs due to the highly specialized nature of the work as well as continuity of services ensuring alignment of previous recommendations.
ParkPass Inc.	\$30,000.00	ParkPass has been retained to provide assistance in the employment of CH's Smart Parks Project. The ParkPass team possesses the unique ability to create and manage a comprehensive, efficient online system which acts as the central hub for CH's online reservation system in order to improve visitor experience.

**Requests for Proposals (RFP) up to \$100,000 and Requests for Tenders (RFT) between \$100,000 up to \$350,000:**

Vendor	Amount (excluding HST)	Details
Terrain Excavation Inc.	\$93,586.57	RFT PW0047-02-01 - Boyne Slope Forest Restoration, Planting and Habitat Feature Installation was awarded to Terrain Excavation Inc. as the lowest cost tendered as part of the P3 Landowners request to only solicit their prequalified contractors.

Hatch Ltd.	\$95,976.00	RFP 051420 - Kelso Dam & Hilton Falls Dam (DSR) Dam Safety Review was publicly advertised and was awarded to Hatch Ltd. on the basis of awarding the highest overall scoring proponent.
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### Impact on Strategic Goals

This report supports the Metamorphosis strategic theme of Striving for service excellence and efficiency. This theme is supported by the objective to provide clear financial data to support informed strategic and operational decision-making.

### Financial Impact

There is no financial impact to this report.

Signed & respectfully submitted:



Jill Ramsey  
Director, Corporate Compliance

Approved for circulation:



Hassaan Basit  
CAO/Secretary-Treasurer

**FOR QUESTIONS ON CONTENT:**

Pavan Seth, Procurement Specialist,  
[pseth@hrca.on.ca](mailto:pseth@hrca.on.ca), 905.336.1158 x2249

**REPORT TO:** Conservation Halton Board of Directors

**REPORT NO: #** CHBD 06 20 02

**FROM:** Barbara J. Veale, Director, Planning and Watershed Management  
905-336-1158 x. 2273

**DATE:** September 24, 2020

**SUBJECT:** CN Status Update  
CH File No.: MPR 208

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## Recommendation

THAT the Conservation Halton Board of Directors **receives for information the staff report entitled CN Status Update.**

## Report

This report provides an updated on the status of the federal environmental impact assessment (IA) process under the *Canadian Environmental Assessment Act* (now the *Impact Assessment Act*) for the proposed Canadian National Railway (CN) Logistics Hub Project, a proposal by CN to build a large-scale intermodal transfer facility on approximately 400 hectares of CN-owned in the Town of Milton. Conservation Halton, along with the Halton Municipalities and other stakeholders fully participated throughout this federal impact assessment process.

The process has included a review by an independent Review Panel appointed under the Act. In 2019, the Review Panel invited written and oral submissions to assist them in assessing whether the proposal could have significant adverse environmental effects and if so, whether the project should be denied or approved with conditions. Conservation Halton provided written and oral evidence and submissions to the Review Panel during a hearing process which was completed in July 2019.

On January 27, 2020, the Review Panel provided its report to the Minister of Environment and Climate Change. The Minister is required to review this report and issue a decision statement which is still pending. If the Minister decides that the project is likely to cause significant adverse environmental effects, the matter is referred to the Governor in Council (Cabinet) which can then either refuse approval of the project, or approve the project if Cabinet determines that the likely significant adverse environmental effects are justified in the circumstances.

If the project is approved, either by the Minister or Cabinet, the environmental assessment decision statement will also include detailed conditions of approval which outline both the mitigation measures and a follow-up program, with which the proponent must comply in carrying out the proposed project. The purpose of the follow-up program is to verify that the environmental assessment was accurate and the mitigation measures were effective.

If approval to proceed with proposed Project is granted, the mitigation measures and the follow-up programs identified in the environmental assessment decision statement are then incorporated into the design plans and implemented with the project.

The federal Impact Assessment Agency (IAA, formerly the Canadian Environmental Assessment Agency) is responsible for overseeing a public process of developing these detailed conditions of approval, based in part on the recommendations of the Review Panel. This process is carried out prior to the Minister's decision. In July 2020, the IAA released draft conditions for public review and comment. Many of the draft conditions require that Conservation Halton be consulted to provide technical advice and/or review on project design and mitigation and implementation plans. Conservation Halton submitted detailed comments on these draft conditions to the IAA on August 25, 2020. Conservation Halton's comments were prepared in consultation with the Halton Municipalities to avoid unnecessary overlap and duplication, and ensure a coordinated approach.

Conservation Halton's participation throughout the federal assessment process for the proposed Project has been carried out in the context of CH's mandate, expertise and regulatory role in ensuring public safety from natural hazards and sustainable watershed management. Most importantly, throughout Conservation Halton's involvement, staff and legal counsel have stressed that, in addition to federal requirements, provincial laws and policies, including Conservation Halton's regulatory process under the *Conservation Authorities Act*, should apply to the project to ensure that provincial and local interests and environmental protection requirements are respected and followed.

It should also be noted that other federal decisions required for the proposed Project, if required, such as whether to issue regulatory permits or licenses or to provide funding that would permit the project to proceed can only be made by federal departments and agencies after the environmental assessment an environmental assessment decision statement has been issued permitting the Project to proceed.

A decision by the Federal Minister of Environment and Climate Change on whether the project should proceed and under what conditions is expected by the end of September.

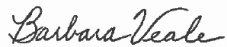
### Impact on Strategic Goals

This report supports the Metamorphosis strategic themes of Taking care of our growing communities and Protection our natural, cultural and scenic assets. The theme is supported by the objective to remain dedicated to ecosystem-based watershed planning that contributes to the development of sustainable rural, urban and suburban communities.

### Financial Impact

There is no financial impact to this report.

Signed & respectfully submitted:



Barbara J. Veale, Ph.D, MCIP, RPP  
Director, Planning and Watershed Management

Approved for circulation:



Hassaan Basit  
CAO/Secretary-Treasurer

**FOR QUESTIONS ON CONTENT:** Barbara J. Veale, 905-336-1158 x2273, [bveale@hrca.on.ca](mailto:bveale@hrca.on.ca)

**TO:** Conservation Halton Board of Directors

**REPORT: #** CHBD 06 20 03

**FROM:** Barbara J. Veale, Director, Planning & Watershed Management

**DATE:** September 24, 2020

**SUBJECT:** **Proposed Amendment 1 to A Place to Grow: Growth Plan for the Greater Golden Horseshoe (A Place to Grow) and Proposed Land Needs Assessment Methodology for A Place to Grow: Growth Plan for the Greater Golden Horseshoe**  
**ERO No. 019-1680 and 019-1679**  
**CH File No. PPO 053**

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## MEMO

On June 16, 2020, the provincial government released Amendment 1 to A Place to Grow (Growth Plan) to better align with the new Provincial Policy Statement (PPS) and include other proposed changes as part of the COVID-19 economic recovery efforts. Some key changes proposed were:

- Updated Schedule 3 population and employment forecasts extended by 10 years to the year 2051 and amended growth outlooks including a Reference Forecast which represents the most likely future growth outlook, a High Scenario and a Low Scenario.
- A direction that municipalities must use the Schedule 3 forecasts to plan for growth, or substitute higher forecasts determined through their municipal comprehensive review.
- The planning horizon extended by 10 years to 2051, intended to achieve better alignment with the land supply requirements of the PPS, 2020.
- A removal of the prohibition on new mineral aggregate operations in the habitat of threatened and endangered species within the Natural Heritage System of the Growth Plan.
- A removal of the prohibition on the conversion of employment lands to non-employment uses within Provincially Significant Employment Zones (PSEZ), if the lands are also located within the boundary of a Major Transit Station Area (MTSA).
- A strengthening of policies requiring the engagement of Indigenous communities in the planning process.

Released concurrently was a new Land Needs Assessment Methodology. The proposed methodology was intended to provide an “outcomes-based streamlined approach” to assessing Community Area and Employment Area land needs to the planning horizon of the Growth Plan, by outlining the key components that must be addressed at a minimum.

Conservation Halton staff reviewed the proposed changes and submitted comments to the provincial government (see attached), highlighting three areas of concern including:

- The removal of the existing prohibitions on new mineral aggregate operations, wayside pits and quarries from habitats of endangered species and threatened species within the Natural Heritage System for the Growth Plan
- The absence of specific reference to the need to delineate natural hazards on as part of a land needs assessment or when identifying intensification areas or determining Major Transit Station Areas or Urban Growth Centre boundaries
- The absence of specific reference to the need to identify and consider drinking water vulnerable areas under the Clean Water Act as part of a land needs assessment.

Conservation Halton also contributed to and supported the submissions of Conservation Ontario and Halton Region.

On August 28, 2020, the Director, Planning and Watershed Management received a letter from the Hon. Steve Clark, Minister of Municipal Affairs and Housing indicating that, effective August 28, 2020, amendments to A Place to Grow and the Land Needs Assessment methodology had been made (see attached). The Ministry received 6,747 submissions to ERO Posting 019-1680.

Based on the responses received, many of the changes originally proposed were made including new growth forecasts for populations and employment for all upper and single tier municipalities within the Greater Golden Horseshoe; an extension of the planning horizon by 10 years to 2051, a new Land Needs Assessment Methodology, and a revised employment policy to allow conversions of employment areas to non-employment areas with a PSEZ within a delineated MTSA. There is still no mention of considering natural hazard areas or drinking water vulnerable areas in the new Land Needs Assessment Methodology. However, the change proposed to remove the existing prohibitions on aggregate operations was not made. A proposed change to the definition of ecological functions to align it with the new PPS was not made although other changes to align the Growth Plan with terms in definitions in the new PPS were made.

The date by which municipalities must conform with the policies in the revised Growth Plan is July 1, 2022. Lower-tier municipalities have an additional year to conform after the relevant upper-tier conformity amendments take effect.



July 28, 2020

Sandra Bickford  
Ontario Growth Secretariat  
Ministry of Municipal Affairs and Housing 777 Bay Street  
23rd Floor, Suite 2304  
Toronto, ON M7A 2J3

By Email: [growthplanning@ontario.ca](mailto:growthplanning@ontario.ca)

**RE: Conservation Halton's Comments Regarding Proposed Amendment 1 to A Place to Grow: Growth Plan for the Greater Golden Horseshoe and Proposed Land Needs Assessment Methodology for A Place to Grow: Growth Plan for the Greater Golden Horseshoe ([ERO#019-1680](#) and [019-1679](#))**  
**CH File No. PPL 053**

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Conservation Halton has had an opportunity to review the proposed amendment to A Place to Grow: Growth Plan for the Greater Golden Horseshoe and supports the collective comments submitted to the province by Halton Region (prepared by the Halton Area Policy Planners and endorsed by the Halton Area Planning Directors) and Conservation Ontario. In addition, Conservation Halton emphasizes the following two comments:

#### **Aggregate Mineral Resources Extraction**

Changes to the text of the Growth Plan result in the removal of the prohibition on new mineral aggregate operations, wayside pits and quarries from habitats of endangered species and threatened species within the Natural Heritage System for the Growth Plan. This change appears to be ill-advised and not aligned with the provisions of the Endangered Species Act, 2007 and other federal and provincial legislation, regulations or policies such as the Provincial Policy Statement 2020 (PPS). Information regarding the rationale for such a change is not included in the description of the proposal, other than to facilitate the availability of adequate mineral resources available to the Greater Golden Horseshoe market.

Conservation Halton does not support this change as it removes protections for the habitat of threatened and endangered species from the impacts associated with mineral extraction operations.

However, should a change still be considered, wording should be aligned to the PPS as it relates to development and site alteration. This would allow extraction to take place in circumstances where it can be justified, while protecting species/habitat in circumstances where extraction is not appropriate. A detailed assessment of need should be required as part of the justification and included in the mineral aggregate resources application.

## Land Needs Assessment

### Natural Hazards

Natural hazards need to be considered as a part of a land needs assessment and settlement expansion areas. Currently, hazard lands often become “take outs” when identified/confirmed during latter stages of the planning process (e.g., Area Specific Plan (ASP) process), which can then impact the amount of developable area, proposed built form and/or density targets. Significant changes in developable area could be avoided if hazard lands were considered in the land needs assessment.

Likewise, natural hazards should be considered as part of the identification of intensification areas/determination of Major Transit Station Area (MTSA)/Urban Growth Centre (UGC) boundaries. If hazard lands are identified (or if nature/extent of hazard is greater than previously thought) through Area Specific Planning processes, they may pose risks to development within existing urban areas. For example, the extent of the urban flood hazard in the Burlington GO and Burlington Downtown MTSAs was confirmed to be substantially larger than initially thought through the City’s Mobility Hubs Flood Hazard Study. Special policies will need to be developed for Burlington’s OP that address the nature and extent of the hazard in those areas, as well as the proposed built form and/or urban design. Ideally, the boundaries of the MTSAs would not include hazard lands but it is recognized that this may not always be possible.

Currently there is no guidance from the Province regarding appropriate policies and levels of risk for developed areas where it is difficult to make significant changes in the existing urban structure and which have been targeted for intensification. Current provincial Special Policy Area guidance (2002 Technical Guidelines for River and Stream Systems: Flooding Hazard Limit – Appendix 5 as updated in January 2009) does not support an approach which would allow intensification in a flood hazard area.

### Drinking Water

The availability of viable water resources is vital to community growth and development. Drinking water vulnerable areas delineated under the *Clean Water Act* should be considered as part of a land needs assessment. The available scientific reports identify water supplies already stressed for quantity, and those impacted by water quality issues such as high levels of chlorides. Further, a consideration of applicable local policies helps determine where certain activities (such as the operation of new/expanded sewage works, or the application of road salt for road safety) will require best management practices or, in limited circumstances, be prohibited to protect drinking water sources.

Thank you for providing an opportunity for input on the proposed changes to the Growth Plan and Land Needs Assessment.

Yours very truly,



Barbara J. Veale, PhD, MCIP, RPP  
Director, Planning and Watershed Management

**TO:** Conservation Halton Board of Directors  
**REPORT: #** CHBD 06 20 04  
**FROM:** Barbara J. Veale, Director, Planning & Watershed Management  
**DATE:** September 24, 2020  
**SUBJECT:** Ontario's Water Quantity Management Framework  
No. 019-1340  
File No. PPO 059

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## MEMO

In fall 2019, the provincial government extended the moratorium for new and increased bottled water takings, while an independent review of the province's water taking programs, policies and science tools was undertaken. This review:

- determined that bottled water takings in Ontario are not impacting the sustainability of groundwater resources and that groundwater takings for bottling are managed sustainably in the province under existing legislation, regulation and guidance
- identified opportunities to build on our current framework to ensure our water resources are protected and used sustainably in the face of a changing climate and population growth

The Ministry of Environment Conservation and Parks (MECP) also retained a third-party water expert, BluMetric Environmental Inc., to:

- assess water resources in select areas of the province
- review aspects of the ministry's water quantity management framework

This review and assessment confirmed ministry's findings and informed the development of four key areas for action:

1. establish clear provincial priorities of water use to guide decisions where there are competing demands for water
2. update the approach to managing water takings in water quantity-stressed areas
3. make water taking data, including data the ministry collects from permitted water takers, more accessible to the public
4. give host municipalities more input into water bottling decisions.

ERO posting 019-1340 proposes regulatory amendments to:

- the *Water Taking and Transfer Regulation (Ontario Regulation 387/04)* under the *Ontario Water Resources Act, 1990* to enable all four proposed areas of action

- the Environmental Activity Sector Registry (EASR) - *Water Taking Regulation (Ontario Regulation 63/16)* under the *Environmental Protection Act, 1990* to enable action three (making water taking data more accessible to the public)

Conservation Halton staff reviewed the proposal and contributed to a joint submission to the MECP from Conservation Ontario as well as provided comments independently through the Environmental Registry posting.

Conservation Halton staff support the review and modernization of the province's Water Quantity Framework. Key comments included the following:

- lower priority uses for water must not impact highest priority users, with the highest priority being place on equally on the environment and drinking water needs
- a Permit to Take Water (PTTW) should be approved only if it can be demonstrated that there are no direct or cumulative negative impacts on the environment
- existing risk assessment information, watershed plans, and drinking water source protection technical studies should be considered in the PTTW process
- the PPTW process and priority uses should be embedded into the planning process to avoid PTTW applications in areas of limited water supplies or already existing higher priority uses
- the proposed provincial climate change risk assessment results and/or local studies should be incorporated into the PTTW process
- Ontario's low water response policies and activities should be incorporated into the proposed framework to cooperatively manage low water and drought mitigation and inform local response
- key stakeholders which should be engaged are the provincial government, municipalities, conservation authorities, Indigenous communities and PTTW applicants
- growth projections should ensure that the capacity of the municipal water supply system to accommodate all demands for water is not exceeded
- the long-term needs of non-municipal water users are equally important, including Indigenous communities, institutional uses, and livestock watering
- the proposed online resource would be useful to a greater or lesser extent, depending on how and what information is made available
- the requirement for water bottling companies to report whether they have support from the host municipality when applying for a new or expanded water taking is important, however, a rationale for why PTTW applications less than 379,000 litres per day are proposed to be excluded from this requirement should be provided.

**REPORT TO:** Conservation Halton Board of Directors

**REPORT NO: #** CHBD 06 20 05

**FROM:** Barbara J. Veale, Director, Planning & Watershed Management

**DATE:** September 24, 2020

**SUBJECT:** **Permits & Letters of Permission issued under Ontario Regulation 162/06 from January 1 to August 31, 2020**

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### Recommendation

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 January 1 to August 31, 2020, as identified in Report # CHBD 06 20 04 dated September 24, 2020.**

### Report

Between January 1 and August 31, 2020, Conservation Halton (CH) issued 204 Permits and 33 Letters of Permission (see attached table). By comparison, during the same reporting period in 2019, CH issued 234 Permits and 45 Letters of Permission. All approvals were reviewed and approved in accordance with Board approved policies contained in CH's *Policies and Guidelines for the Administration of Ontario Regulation 162/06 and Land Use Planning Policy Document April 27, 2006, revised November 26, 2015.*

### Impact on Strategic Goals

This report supports the Metamorphosis strategic theme of taking care of our growing communities. The theme is supported by the objective to remain dedicated to ecosystem-based watershed planning that contributes to the development of sustainable rural, urban and suburban communities.

### Financial Impact

CH staff work with permit applicants to address their needs while meeting Board approved policies for administering Ontario Regulation 162/06. Fees for permits are based on staff time and effort required to process different types of applications as approved by the Board.

Signed & respectfully submitted:

  
Barbara J. Veale  
Director, Planning & Watershed Management

Approved for circulation:

  
Hassaan Basit  
CAO/Secretary-Treasurer

**FOR QUESTIONS ON CONTENT:** Kellie McCormack, Associate Director, Planning & Regulations;  
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CH File No.	Permit No.	Address	Proposed Works	Complete	Issued	CH Staff Member
<b>Burlington</b>						
A/19/B/87	<b>**REVISED**</b> - 7260	5066 Forest Grove Crescent	<b>**REVISED**</b> Proposed construction of rear decks, a patio surrounding an existing swimming pool, armoustone retaining wall, pool shed, and minor site grading partially within the 7.5 metre regulatory allowance associated with the floodplain of Sheldon Creek.	2020-05-01	2020-05-01	Cassandra Connolly
S/19/B/21	<b>**REVISED**</b> 7333	608 Edgewater Crescent	<b>**REVISED**</b> - Construction of a detached garage connected to the existing dwelling by roof extension within the 7.5m regulatory allowance associated with the floodplain of Falcon Creek and within the erosion hazard of Lake Ontario, maintaining applicable setbacks from the hazards.	2020-08-19	2020-08-19	Cassandra Connolly
S/16/B/02	7359	334 Northshore Boulevard East	Proposed demolition of an existing dwelling and construction of a new two-storey single dwelling within the erosion hazard associated with the shoreline of Hamilton Harbour/Burlington Bay.	2019-12-03	2020-01-08	Cassandra Connolly
A/19/B/67	7363	5512 Cedar Springs Road	Proposed creek restoration works involving sediment removal, installation of vegetative river-stone, river-stone riffle and river-stone bank reinforcement within a tributary of Bronte Creek.	2020-01-03	2020-01-14	Ola Panczyk
S/19/B/06	7367	2076 Old Lakeshore Road	Proposed construction of shoreline protection works consisting of an armour stone revetment and splash pad along Lake Ontario.	2020-01-17	2020-01-21	Cassandra Connolly
S/19/B/07	7368	2092 Old Lakeshore Road	Proposed construction of shoreline protection works consisting of an armour stone revetment and splash pad along Lake Ontario.	2020-01-17	2020-01-21	Cassandra Connolly
S/19/B/20	7369	2084 Old Lakeshore Road	Proposed construction of shoreline protection works consisting of an armour stone revetment along Lake Ontario.	2020-01-17	2020-01-21	Cassandra Connolly
A/18/B/35	7371	629 Old York Road	Proposed replacement of a culvert and drop structure which conveys a tributary of Grindstone Creek.	2019-11-26	2020-01-23	Cassandra Connolly
A/20/B/01	7377	4184 Inglewood Drive	Proposed construction of a stacked armour stone wall with staircase and concrete deck along the shoreline of Lake Ontario.	2020-01-08	2020-02-03	Cassandra Connolly
A/20/B/12	7382	210 Oaklands Park Court	Proposed construction of a floating ramp and dock within Lake Ontario	2020-02-07	2020-02-13	Cassandra Connolly
S/19/B/19	<b>**REVISED**</b> 7386	156 Walkers Line	<b>**REVISED**</b> Proposed removal of an existing concrete wall and construction of a new armoustone revetment along the shoreline of Lake Ontario.	2020-06-15	2020-06-15	Cassandra Connolly
A/20/B/15	7391	0 Waterdown Road (Site 4 - 1553 to 1681 Waterdown Rd)	Proposed relocation of existing NPS 6", 2" & 1 1/4" Enbridge Gas pipeline within the valley of Grindstone Creek and the 15m regulatory allowance.	2020-02-13	2020-02-24	Cassandra Connolly
A/20/B/07	7392	5242 Brada Crescent	Proposed construction of an in-ground pool, interlock patio and concrete pad within 7.5 metres of the floodplain and valley of Sheldon Creek.	2020-02-20	2020-02-24	Cassandra Connolly
A/20/B/16	7393	Waterdown Road (Site 6 - 1376 Waterdown to 38 Flatt)	Proposed relocation of existing NPS 6", NPS 2" and NPS 1 1/4" Enbridge Gas pipelines within the valley of Grindstone Creek and the 15m regulatory allowance.	2020-02-13	2020-02-24	Cassandra Connolly
A/20/B/19	7395	640 North Shore Boulevard East	Proposed construction of an in-ground pool and interlock patio within the erosion hazard of Hamilton Harbour/Burlington Bay, but beyond the required setbacks for non-habitable development.	2020-02-21	2020-02-24	Cassandra Connolly
A/20/B/20	<b>**REVISED**</b> 7397	5244 Brada Crescent	<b>**REVISED**</b> Proposed construction of an in-ground swimming pool and interlock patio within 7.5 metres of the floodplain and valley of Sheldon Creek.	2020-05-27	2020-05-28	Cassandra Connolly
A/19/B/19	7399	1513 Norwood Avenue	Proposed temporary excavation and minor grading works within the 15 metre regulatory allowance from the stable top of bank erosion hazard associated with the valley of Grindstone Creek, in association with the construction of an addition to the existing dwelling.	2020-03-04	2020-03-06	Cassandra Connolly

CH File No.	Permit No.	Address	Proposed Works	Complete	Issued	CH Staff Member
A/18/B/24	7400	0 Waterdown Road (Craven to Mountain Brow Rd)	Proposed vegetation clearing and construction of a retaining wall within the valley of Grindstone Creek as advance works in association with the future Waterdown Road widening.	2020-02-11	2020-03-09	Cassandra Connolly
A/20/B/22	7402	265 North Shore Boulevard East	Proposed re-construction of a second-storey deck within the valley of 7.5 metre allowance associated with West Aldershot Creek.	2020-03-04	2020-03-10	Cassandra Connolly
A/20/B/23	7403	4487 Escarpment Drive	Proposed construction of an in-ground pool and patio within 15-120 metres of a Provincially Significant Wetland (PSW).	2020-03-06	2020-03-10	Cassandra Connolly
A/20/B/32	7415	830 Guelph Line	Proposed removal and replacement of a 20 metre length of existing storm sewer pipe within the floodplain of Roseland Creek.	2020-03-20	2020-03-31	Matt Howatt
A/20/B/33	7416	2168 Guelph Line	Proposed removal and replacement of a 20 metre length of existing storm sewer pipe within 7.5 metres of the floodplain associated with Roseland Creek.	2020-03-20	2020-03-31	Matt Howatt
A/20/B/39	7421	3497 Walkers Line	Proposed construction of a new dwelling and hard landscaping within the 7.5 metre allowance associated with the valley of Appleby Creek. All habitable development will maintain the required 6 metre setback and all accessory structures maintain the required 3 metres.	2020-04-02	2020-04-15	Cassandra Connolly
A/20/B/34	7422	1815 Heather Hills Drive	Proposed construction of an extension to an existing concrete patio and construction of a new pergola within the valley of Upper Hager Creek, no closer than existing accessory development.	2020-04-08	2020-04-09	Cassandra Connolly
A/20/B/41	7423	3408 Lakeshore Road	Proposed conversion of an existing second storey deck to a 3-season sunroom addition to the existing dwelling, maintaining applicable setbacks for habitable development associated with the erosion hazard of Lake Ontario.	2020-04-14	2020-04-15	Cassandra Connolly
A/19/B/84	7424	1137 Hidden Valley Road (Hidden Valley Park)	Proposed replacement/relocation of municipal water servicing pipes within the floodplain and valley associated with Grindstone Creek.	2020-03-23	2020-04-15	Cassandra Connolly
A/19/B/113	7426	466 Dynes Road	Proposed demolition of an existing dwelling within the floodplain of Roseland Creek and the construction of a new, larger dwelling, meeting the criteria for a minor addition.	2020-03-02	2020-04-21	Cassandra Connolly
A/18/B/62	7428	0 Cedar Springs Road (surrounding 6226 Cedar Spings)	Proposed repair to existing dam infrastructure (Pegg Dam) which conveys Bronte Creek.	2020-03-03	2020-04-22	Cassandra Connolly
A/20/B/08	7432	422 North Shore Boulevard East	Proposed temporary excavation and minor grading works within the 7.5 metre allowance from the top of bank erosion associated with the valley of Falcon Creek, in association with the removal of an existing rain shelter and construction of a new washroom facility and septic system.	2020-04-27	2020-04-28	Cassandra Connolly
A/20/B/46	7435	2319 Homer Drive	Proposed placement of an accessory shed within the 7.5m regulatory allowance associated with the valley of Upper Rambo Creek, maintaining a minimum 3m setback from top of bank.	2020-04-29	2020-04-30	Cassandra Connolly
A/19/B/115	7438	Walkers Line & Britannia Road Intersection	Proposed road reconstruction works for an approximate 250 m section of Walkers Line between Britannia Road intersections consisting of slope regrading and stabilization, lowering the existing road surface, removal of an existing culvert, installation of two catch basin inlets/discharge outlets and associated works located within the valley and floodplain associated with Bronte Creek, and adjacent to a wetland less than two hectares in size. Walkers Line and Britannia Road Intersection	2020-04-24	2020-04-30	Ola Panczyk
A/20/B/50	**REVISED** 7456	2137 Canterbury Drive	**REVISED** - The proposed construction of two on-grade patios and an in-ground swimming pool within the 7.5m regulatory allowance associated with the valley of Upper Rambo Creek, maintaining a minimum 3m setback from top of bank.	2020-07-02	2020-07-03	Cassandra Connolly

CH File No.	Permit No.	Address	Proposed Works	Complete	Issued	CH Staff Member
A/20/B/54	7460	2055 Walkers Line	Proposed re-construction and repair of existing wood frame decks, terraces, and balconies partially within 7.5 metres of the erosion hazard associated with Shoreacres Creek, no closer toward the meander belt erosion allowance than existing.	2020-05-21	2020-05-22	Cassandra Connolly
A/20/B/55	7469	5427 Murray Crescent	Proposed construction of an inground swimming pool and patio partially within the 7.5m regulatory allowance associated with Sheldon Creek, maintaining a minimum 3m setback from both top of bank and floodplain.	2020-05-25	2020-05-28	Cassandra Connolly
A/20/B/49	7470	6207 Lowville Park Road (Lowville Park)	Proposed parking lot reconstruction, including but not limited to, grading and paving, installation of curbing, infiltration areas, catch basins, drainage and sewer pipes, and associated works within the valley and floodplain of Bronte Creek.	2020-05-05	2020-06-01	Ola Panczyk
A/20/B/48	7473	1419 Hidden Valley Road	Proposed construction of a new deck and replacement of existing concrete patio/walkway within the floodplain of Grindstone Creek.	2020-05-22	2020-06-03	Cassandra Connolly
A/20/B/62	7476	1371 Hidden Valley Road	Proposed replacement of an existing septic tank within the floodplain and valley of Grindstone Creek.	2020-06-08	2020-06-08	Cassandra Connolly
A/20/B/51	7477	5485 Guelph Line	Proposed temporary reinforcement of an existing driveway culvert which conveys a tributary of Bronte Creek to allow for construction vehicle crossing, construction of an asphalt driveway away from that culvert, removal of an existing wooden footbridge, and all associated grading within the flooding and erosion hazards associated with the tributary.	2020-05-25	2020-06-10	Ola Panczyk
A/20/B/59	7478	198 Penn Drive	Proposed construction of a swimming pool and deck within the 7.5m regulatory allowance associated with Tuck Creek, maintaining a minimum 3m setback from top of bank.	2020-06-05	2020-06-23	Cassandra Connolly
A/20/B/65	7487	90 Oaklands Park Court	Proposed construction of an inground swimming pool, surrounding patio/deck, and pool equipment shed, maintaining applicable setbacks for non-habitable development associated with the erosion hazard of the shoreline of Lake Ontario (Hamilton Harbour/ Burlington Bay).	2020-06-18	2020-06-23	Cassandra Connolly
A/19/B/49	7489	5140 Pinedale Avenue	Proposed construction of a new parking lot partially within the floodplain of Appleby Creek and associated 7.5m regulatory allowance, however located outside of the 100-year floodplain.	2020-06-16	2020-06-25	Cassandra Connolly
A/20/B/69	7495	272 Alexander Court	Construction of additions (2) to the existing dwelling, a new cabana/pool house, inground swimming pool, and a concrete patio, all maintaining applicable setbacks associated with the erosion hazard of the shoreline of Lake Ontario	2020-07-02	2020-07-06	Cassandra Connolly
A/20/B/60	7499	1400 Snake Road	Proposed construction of a driveway and associated grading within 6 - 15 metres of the top of bank associated with the valley of Grindstone Creek.	2020-07-13	2020-07-14	Ola Panczyk
A/20/B/44	7506	Tyandaga Park Drive (Tyandaga Golf Course)	Proposed replacement of an existing culvert conveying Upper Hager Creek with a new box culvert with armourstone headwalls.	2020-07-16	2020-07-22	Cassandra Connolly
A/20/B/21	7507	312 North Shore Boulevard East	Construction of a single dwelling with rear terrace, swimming pool, patio area with arbour structure, and associated hardscaping on a property that contains the erosion hazard associated with the shoreline of Lake Ontario (Burlington Bay/Hamilton Harbour).	2020-07-10	2020-07-23	Cassandra Connolly
A/20/B/21	7507	312 North Shore Boulevard East	Construction of a single dwelling with rear terrace, swimming pool, patio area with arbour structure, and associated hardscaping on a property that contains the erosion hazard associated with the shoreline of Lake Ontario (Burlington Bay/Hamilton Harbour).	2020-02-27	2020-07-23	Cassandra Connolly



CH File No.	Permit No.	Address	Proposed Works	Complete	Issued	CH Staff Member
A/20/B/72	7508	Walkers line Line (under Metrolinx Bridge)	Installation of Â± 247.14m of concrete encased PVC hydro ducts via open trench method, and placement of 12 new hydro poles, within the floodplain and 7.5m regulatory allowance associated with Tuck Creek.	2020-07-13	2020-07-23	Cassandra Connolly
A/20/B/66	7512	1859 Heather Hills Drive	Proposed reconstruction of an existing rear deck including the replacement/construction of new piers within the valley of Upper Hager Creek 1859 Heather Hills Drive.	2020-07-08	2020-07-28	Cassandra Connolly
A/20/B/76	7513	2202 Orchard Road	Proposed construction of an inground swimming pool with concrete surround partially within 7.5 metres of the meander belt erosion hazard associated with Sheldon Creek, maintaining an approximate 6m setback from that hazard.	2020-07-23	2020-07-28	Cassandra Connolly
A/20/B/75	7514	2050 Upper Middle Road	Proposed installation of Â± 32 meters of new 2-38mm conduits by directional bore requiring the crossing of the infrastructure containing a buried tributary of Upper Rambo Creek and the construction of an underground vault within the 7.5m regulatory allowance	2020-07-24	2020-07-28	Cassandra Connolly
A/20/B/24	7524	48 Flatt Road	Construction of a 1-storey addition to the existing dwelling, new deck, and extension of an existing wrap-around covered porch, within 15 metres of the stable top of bank erosion hazard associated with Grindstone Creek, maintaining a minimum 6m setback from that hazard for all new development.	2020-06-15	2020-08-04	Cassandra Connolly
A/20/B/29	7525	220 St. Paul Street	Construction of a new deck and porch (Muskoka room), maintaining applicable setbacks for non-habitable development associated with the erosion hazard of the shoreline of Lake Ontario.	2020-07-29	2020-08-04	Cassandra Connolly
A/20/B/82	7526	1137 Hidden Valley Road (Hidden Valley Park)	Installation of a hydrometric station inclusive of an equipment shelter within the floodplain and valley of Grindstone Creek and a pressure system with an orifice line into the watercourse.	2020-08-04	2020-08-05	Cassandra Connolly
A/20/B/80	7527	777 Guelph Line	Minor addition to an existing unit in a mall within the flood hazard (spill) associated with Roseland Creek.	2020-07-28	2020-08-06	Ola Panczyk
A/20/B/45	7531	6220 Guelph Line (6218 in GIS)	Repair and re-construction of an existing residential access bridge crossing Bronte Creek.	2020-08-05	2020-08-07	Cassandra Connolly
A/20/B/79	7532	4332 No. 1 Sideroad	Construction of a detached accessory structure within the 7.5m regulatory allowance from the meander belt erosion hazard associated with Sheldon Creek, maintaining a 6m minimum setback.	2020-07-28	2020-08-07	Cassandra Connolly
A/20/B/83	7533	2074 Waterbridge Drive	Construction of a new unenclosed covered patio/deck to replace an existing deck partially within the 7.5m regulatory allowance from the valley of Shoreacres Creek, extending no closer toward the stable top of bank than the existing structure to be replaced.	2020-07-29	2020-08-10	Cassandra Connolly
A/19/B/66	7534	1329 Lemonville Road	Reconstruction of an existing 6.25m x 8.92m accessory structure within the valley associated with Grindstone Creek	2020-08-10	2020-08-20	Ben Davis
A/17/B/91	7536	0 Dundas Street (Appleby to Bronte)	Widening of the Tansley Bridge crossing of Bronte Creek, including the construction of two new piers in the floodplain and replacement of a culvert (C18), to facilitate the widening of Dundas Street . (PR2672B - Culvert C-18)	2020-08-13	2020-08-13	Matt Howatt
A/17/B/92	7537	0 Dundas Street (Appleby to Bronte)	Replacement of a culvert (C20) which conveys a tributary of Fourteen Mile Creek to facilitate the widening of Dundas Street (PR2672B - Culvert C-20)	2020-08-12	2020-08-12	Matt Howatt
A/20/B/84	7542	Guelph Line (No. 2 Sideroad to Colling Rd)	Road rehabilitation including culvert replacement, ditch clean out and reinstatement within the floodplain of a Tributary of Bronte Creek.	2020-07-28	2020-08-13	Matt Howatt

CH File No.	Permit No.	Address	Proposed Works	Complete	Issued	CH Staff Member
A/20/B/85	7543	Guelph Line (Dundas to No. 2 Sideroad)	Road rehabilitation including culvert replacement, ditch clean out and reinstatement within the floodplain of Tuck, Appleby, Shoreacres, Bronte and Grindstone Creeks.	2020-07-28	2020-08-13	Matt Howatt
A/19/B/83	7545	338 Johnston Dr, 332 Johnston Dr, 328 Johnston Dr, and 0 Johnston Dr (General Brock Park)	Minor cut and fill works to facilitate the conveyance of hazard lands (floodplain) associated with Roseland Creek to public ownership.	2020-08-10	2020-08-17	Ola Panczyk
A/20/B/63	7546	480 Indian Road	Reconstruction of shoreline protection works and construction of a boat launch within the flooding and erosion hazards associated with Hamilton Harbour/Burlington Bay.	2020-06-15	2020-08-17	Charles Priddle
A/20/B/86	7547	1724 Old Waterdown Road	Construction of a rear deck within the 15m regulatory allowance associated with the valley of Grindstone Creek, located no closer than 6 meters from top of bank.	2020-08-06	2020-08-17	Cassandra Connolly
A/20/B/93	7549	2110 Headon Road	Re-construction of eleven (11) existing second storey decks/balconies within either the valley, floodplain, and/or the associated 7.5 metre allowance from the floodplain associated with Tuck Creek.	2020-08-07	2020-08-18	Cassandra Connolly
A/20/B/95	7551	395 Erindale Drive	Temporary excavation and minor grading works within the 7.5 metre regulatory allowance from the floodplain of Sheldon Creek, in association with the construction of a new 2-storey dwelling.	2020-08-13	2020-08-19	Cassandra Connolly
A/20/B/96	7555	Walkers Line & Fairview	Installation of vaults, pedestals, ducts, and poles for Cogeco Connexion within the floodplain and 7.5m regulatory allowance associated with Tuck Creek.	2020-08-24	2020-08-25	Cassandra Connolly
A/19/B/82	**REVISED** 7249	1990 Kerns Road	**REVISED** - Proposed reconstruction of a deck within the valley of Upper Hager Creek.	2020-03-09	2020-03-16	Cassandra Connolly
A/19/B/75	**REVISED** 7439	928 Glen Acres Court	Proposed construction of a side addition to the existing attached garage, a second-storey addition over the existing single-storey dwelling, and the replacement of an existing rear patio with a new patio and deck with pergola overtop within the valley of Falcon Creek.	2020-07-30	2020-08-11	Cassandra Connolly
A/20/B/94	Letter of Permission	6100 Appleby Line	Replacement of an existing septic bed located between 30 and 120 meters of a Provincially Significant Wetland (PSW) and within 15 m of the floodplain of Bronte Creek.	2020-08-07	2020-08-17	Cassandra Connolly

Halton Hills						
A/20/HH/01	7372	14024 Argyll Road	Proposed installation of a new in-ground swimming pool and construction of a shed within 15 - 30 metres of a wetland greater than 2 hectares in size.	2020-01-22	2020-01-28	Cassandra Connolly
A/20/HH/02	7384	11801 Tenth Sideroad	Proposed demolition of a dwelling and accessory structures located within 15m of the valley of Grindstone Creek and the construction of a new dwelling, driveway, septic system and site grading within 30-120 metres of a wetland greater than two hectares in size.	2020-02-03	2020-02-14	Cassandra Connolly
A/20/HH/04	7396	8605 Fifth Line	Proposed construction of a garage addition, patio, courtyard and greenhouse within 120 metres of a wetland greater than 2 hectares in size.	2020-02-25	2020-02-25	Andrew Fera
A/20/HH/06	7430	8285 Hornby Road	Proposed installation of a 38mm water service connection by horizontal directional drilling within 15 metres of the floodplain associated with a tributary of Sixteen Mile Creek (PR-3263)	2020-04-09	2020-04-27	Matt Howatt
A/20/HH/09	7440	11186 Fifth Sideroad	Proposed septic tank replacement, in the same location as the existing tank, located within 15 metres of the valley associated with Sixteen Mile Creek.	2020-05-04	2020-05-05	Ben Davis
A/20/HH/10	7442	9299 Eighth Line	Proposed replacement of the existing septic tank, in the same location, within 120m of a wetland greater than 2ha in size.	2020-05-05	2020-05-07	Ben Davis

CH File No.	Permit No.	Address	Proposed Works	Complete	Issued	CH Staff Member
A/20/HH/13	7475	18 Oak Street	Proposed construction of a 14ft x 22ft rear deck between 6 and 15 metres of the floodplain associated with Sixteen Mile Creek.	2020-06-04	2020-06-09	Ben Davis
A/20/HH/17	7515	10735 Third Line	Construction of a 149.13 square metre dwelling addition, 26.75 square metre covered porch, 6.91 square metre deck and septic system replacement between 6 and 15 metres of the valley associated with Sixteen Mile Creek.	2020-07-28	2020-07-30	Ben Davis
A/20/HH/03	Letter of Permission	11239 Regional 25 Road	Proposed replacement of an existing septic tank located within 30 to 120 metres of a Provincially Significant Wetland (PSW).	2020-02-19	2020-02-19	Ben Davis
A/20/HH/05	Letter of Permission	9435 Regional 25 Road	Proposed garage, second storey addition, covered deck, septic system and associated driveway re-grading within 30-120m of a Wetland 2 hectares or larger.	2020-04-03	2020-04-21	Andrew Fera
A/20/HH/11	Letter of Permission	12993 Steeles Avenue	Proposed excavation to connect sanitary pipe on a property located between 30 and 120 metres of a wetland greater than 2 hectares in size.	2020-05-07	2020-05-07	Ben Davis
A/20/HH/12	Letter of Permission	12198 25 Highway	Proposed installation of 50ft x 40ft pool enclosure for a 27ft round above ground pool located between 30 and 120 metres of a Provincially Significant Wetland (PSW).	2020-05-12	2020-05-12	Ben Davis
A/20/HH/14	Letter of Permission	9165 Eighth Line	Proposed construction of a 12ft x 16ft garden shed and 12ft x 12ft greenhouse located between 30 and 120 metres of a wetland greater than 2 hectares in size.	2020-06-05	2020-06-09	Ben Davis
A/20/HH/15	Letter of Permission	13474 Fifth Sideroad	Proposed construction of a 16ft x 36ft inground swimming pool and pool equipment shed located between 30 and 120 metres of a Provincially Significant Wetland (PSW).	2020-06-15	2020-06-19	Ben Davis

Hamilton						
A/18/H/30	**REVISED** 6006	0 Eighth Conc. Road East (1294 Hwy 6 to 46 Eighth Conc.)	**REVISED** - Placement of 1.6 kilometres of fibre optic cable traversing beneath a tributary of Bronte Creek and within 0-15 metres of a Provincially Significant Wetland to service a Bell Mobility Tower	2020-02-26	2020-02-26	Cassandra Connolly
A/20/H/41	**REVISED** 7496	45 Butterfly Court	**REVISED** - Construction of a pool, pool house/gazebo and associated decking between 6 – 15 metres of the floodplain and meander belt associated with Bronte Creek.	2020-07-08	2020-08-19	Charles Priddle
A/18/H/03	7374	0 Pond View Gate (Pond 5 outfall)	Proposed installation of the west and west outlets of Pond5, discharging to Wetland 2 and Wetland 3 within Phase 3 of Mountainview Heights Plan of Subdivision.	2019-11-28	2020-02-03	Cassandra Connolly
A/20/H/03	7378	41 Mill Street South	Proposed addition to the main and second floor and construction of a covered deck to an existing dwelling within 6 - 15 metres of the erosion hazard associated with the valley of Grindstone Creek.	2020-01-28	2020-02-10	Ola Panczyk
A/20/H/07	7390	834 Eighth Concession Road West	Proposed fly pen located within the floodplain associated with Bronte Creek.	2020-02-21	2020-02-24	Andrew Fera
A/20/H/12	7401	23 James Street	Proposed construction of a carport within 15 meters but no closer than 6 metres of the top of bank hazard associated the Grindstone Creek valley	2020-03-06	2020-03-30	Andrew Fera
A/20/H/13	7419	191 Mill Street South	Proposed addition of a sunroom to be constructed on an existing concrete deck within a valley associated with Grindstone Creek.	2020-04-02	2020-04-14	Cassandra Connolly
A/20/H/05	7436	0 Old Guelph Road (200m north of York Rd)	Proposed replacement of a 1200mm culvert which conveys a portion of Grindstone Creek.	2020-04-03	2020-04-30	Charles Priddle
A/20/H/17	7443	698 Safari Road	Proposed maintenance dig to inspect and maintain a pipeline within the Hayesland Christie Wetland Complex, a Provincially Significant Wetland (PSW).	2020-05-05	2020-05-07	Charles Priddle
A/20/H/16	7449	247 Sixth Concession Road East	Proposed replacement of a failed septic tank within the floodplain of Grindstone Creek.	2020-05-13	2020-05-14	Charles Priddle

CH File No.	Permit No.	Address	Proposed Works	Complete	Issued	CH Staff Member
A/19/H/20	7451	0 Carlisle Road (@ Hwy 6)	Proposed installation of new Bell Canada utility duct from Highway 6 North along Carlisle Road, crossing a tributary of Grindstone Creek and within 15m of a Provincially Significant Wetland.	2020-05-12	2020-05-14	Cassandra Connolly
A/19/H/21	7452	0 Carlisle Road (Station Rd to 480 Carlisle)	Proposed installation of new Bell Canada utility duct along Carlisle Road at Station Road, crossing a tributary of Bronte Creek and within 15m of a Provincially Significant Wetland (PSW).	2020-05-12	2020-05-14	Cassandra Connolly
A/19/H/22	7453	0 Carlisle Road (@ William Street)	Proposed installation of new Bell Canada utility duct along Carlisle Road at William Street within 15m of the floodplain of Bronte Creek and within 30-120m of a Provincially Significant Wetland (PSW).	2020-05-12	2020-05-14	Cassandra Connolly
A/20/H/21	7472	Centre Rd & Seventh Concession	Proposed ditch maintenance activities within the flooding and erosion hazards associated with Grindstone Creek and immediately adjacent to the Flamborough Centre Provincially Significant Wetland Complex.	2020-05-28	2020-06-03	Charles Priddle
A/20/H/23	7474	0 Carlisle Road	Proposed ditch maintenance activities within the flooding and erosion hazards associated with Grindstone Creek and Bronte Creeks and immediately adjacent to the Hayesland Christie Provincially Significant Wetland complex.	2020-06-29	2020-06-05	Charles Priddle
A/20/H/26	7481	12 Nancy Court	Proposed replacement of an existing deck within the valley associated with a tributary of Grindstone Creek.	2020-06-03	2020-06-12	Ola Panczyk
A/20/H/27	7484	316 Main Street South	Proposed construction of a rear deck and removal of an existing chimney within 6-15 m of the erosion hazard associated with the valley of Grindstone Creek.	2020-06-08	2020-06-16	Ola Panczyk
A/20/H/28	7488	38 Rosina Avenue	Proposed construction of an accessory building between 6 metres and 15 metres of a valley associated with a tributary of Grindstone Creek.	2020-06-16	2020-06-25	Charles Priddle
A/20/H/32	7490	54 Howard Boulevard	Proposed construction of a rear deck between within 6 – 15 m of the erosion hazard associated with a valley associated with Grindstone Creek	2020-06-29	2020-06-29	Charles Priddle
A/20/H/42	7497	1503 Brock Road	Relocation of trailers, with the addition of a connecting roof, from an area entirely the floodplain associated with Grindstone Creek to an area only partially susceptible to flooding.	2020-07-09	2020-07-13	Charles Priddle
A/20/H/34	7517	531 Dundas Street	Ditch maintenance activities, including the replacement of two driveway culverts, within the floodplain associated with a tributary of Grindstone Creek.	2020-07-31	2020-07-31	Charles Priddle
A/20/H/35	7518	West side of Edgewood Road between Highway 6 and Safari Rd	Ditch maintenance activities within the floodplain and erosion hazards associated with a tributary of Bronte Creek, and immediately adjacent to the Hayesland-Christie Provincially Significant Wetland (PSW).	2020-07-31	2020-07-31	Charles Priddle
A/20/H/36	7519	both sides of Concession 6W for approximately 200m west of Hwy 6	Ditch maintenance activities, including the replacement of road cross-culvert which convey hydrological connections, within the floodplain of Grindstone Creek and immediately adjacent to the Hayesland-Christie Provincially Significant Wetland (PSW).	2020-07-31	2020-07-31	Charles Priddle
A/20/H/37	7520	West side of Green Springs Road in front of 1309 Green Springs Road	Ditch maintenance activities, including the replacement of a driveway culvert, within the floodplain and erosion hazards associated with a tributary of Bronte Creek	2020-07-31	2020-07-31	Charles Priddle
A/20/H/38	7521	West side of Centre Road in front of 1601 and 1607 Centre Road	Proposed ditch maintenance activities, including the replacement of three driveway culverts, within the floodplain and potentially the erosion hazard of Bronte Creek.	2020-07-31	2020-07-31	Charles Priddle
A/20/H/39	7522	South side of the road for approximately 800m between 98 and 172 Concession 7W	Proposed ditch maintenance activities, including the potential replacement of entrance culverts within the flooding and erosion hazards associated with Grindstone Creek and immediately adjacent to the Hayesland-Christie Provincially Significant Wetland (PSW).	2020-07-31	2020-07-31	Charles Priddle

CH File No.	Permit No.	Address	Proposed Works	Complete	Issued	CH Staff Member
A/20/H/46	7544	27 Campbellville Road	Reconstruction of a deck within the floodplain of Bronte Creek and between 15 and 30 metres of the Beverley Swamp Provincially Significant Wetland (PSW).	2020-08-17	2020-08-17	Charles Priddle
A/20/H/48	7548	159 Carlisle Road	Installation of log groynes (Christmas Trees) within the banks of a tributary of Bronte Creek to deflect sediment and narrow the watercourse. Works are part of restoration project with City of Hamilton and Conservation Halton.	2020-08-14	2020-08-18	Charles Priddle
A/20/H/01	Letter of Permission	912 Millgrove Sideroad	Proposed construcion of an addition to a dwelling within 30-120 metres of a Provincially Significant Wetland (PSW).	2020-01-22	2020-01-23	Andrew Fera
A/20/H/04	Letter of Permission	562 Parkside Drive	Proposed construcion of an above-ground pool between 15 and 30 metres of a wetland less than 2 hectares in size.	2020-01-29	2020-01-31	Ola Panczyk
A/20/H/08	Letter of Permission	198 Eleventh Concession Road East	Proposed pool installation, patio and associated landscaping within 30 - 120 metres of a Provincially Significant Wetland (PSW).	2020-02-25	2020-02-27	Andrew Fera
A/20/H/11	Letter of Permission	6 Oldenburg Drive	Proposed dredging of a stormwater management facility within 120m of a Provincially Signifcant Wetland (PSW).	2020-04-23	2020-04-23	Charles Priddle
A/20/H/15	Letter of Permission	1125 Edgewood Road	Proposed construction of an addition to a dwelling within 30-120 meters of the Hayesland-Christie Wetland Complex, a Provincially Significant Wetland	2020-04-17	2020-04-27	Charles Priddle
A/20/H/20	Letter of Permission	940 Beeforth Road	Proposed reconstruction of a single residential dwelling within 30-120 meters of the wetland the Flamborough Centre Wetland Complex, a Provincially Significant Wetland (PSW).	2020-05-14	2020-05-14	Charles Priddle
A/20/H/33	Letter of Permission	408 Campbellville Road	Proposed additions to a residence between 30 metres and 120 meters of a Provincially Significant Wetland (PSW).	2020-06-30	2020-07-02	Charles Priddle
A/20/H/40	Letter of Permission	2172 Six Highway	Proposed construction of a large addition and relocation/ expansion of a septic system between 30 metres and 120 meters of a Provincially Significant Wetland (PSW).	2020-07-06	2020-07-07	Charles Priddle
A/20/H/45	Letter of Permission	142 Mountsberg Road	Enclosure of a historic farm foundation with the addition of a roof, entrance, doors etc.,between 15 metres and 30 meters of a Provincially Significant Wetland (PSW).	2020-07-24	2020-07-27	Charles Priddle
A/19/H/55	Letter of Permission	550 Tenth Concession Road East	Proposed constructionof an accessory building with porch and a driveway extension between 30 and 120 metres of a Provincially Significant Wetland (PSW).	2019-10-22	2020-08-10	Cassandra Connolly
A/19/H/55	Letter of Permission	550 Tenth Concession Road East	Proposed constructionof an accessory building with porch and a driveway extension between 30 and 120 metres of a Provincially Significant Wetland (PSW).	2020-08-05	2020-08-10	Cassandra Connolly
A/20/H/29	**REVISED** Letter of Permission	338 Carlisle Road	Revised: Reconstruction of a patio and associated stairs between 30 metres and 120 meters of a Provincially Significant Wetland, as well as a proposed pool and associated decking between 15 metres and 30 metres of a Provincially Significant Wetland.	2020-06-19	2020-07-15	Charles Priddle

Milton						
A/15/M/61	7361	0 Britannia Road (b/w Tremaine Road and Regional Road 25)	Proposed construction of a 7.3m span culvert (culvert 1) crossing Bronte Creek (tributary 1-NE-2-A) associated with the reconstruction and widening of Britannia Road. (2667B)	2020-01-08	2020-01-10	Matt Howatt
A/19/M/116	7375	0 Britannia Road (adj. to 12300)	Proposed installation of 90mm diameter conduit - a portion of which is within the floodplain associated with Sixteen Mile Creek.	2020-01-28	2020-02-03	Ben Davis
A/20/M/18	7387	79 Tremaine Road	Proposed reconfiguration of an existing second storey deck and stairs within the floodplain associated with Sixteen Mile Creek.	2020-02-18	2020-02-20	Ben Davis
A/20/M/17	7388	6449 Regional Road 25	Proposed structural alterations to an accessory structure within the floodplain associated with Sixteen Mile Creek.	2020-02-19	2020-02-20	Ben Davis

CH File No.	Permit No.	Address	Proposed Works	Complete	Issued	CH Staff Member
A/16/M/28	7398	0 Britannia Road	Proposed construction of a 10.97 metre span culvert crossing Bronte Creek Tributary 1-NE-1-B1 (Culvert 2) associated with the reconstruction and widening of Britannia Road. (2667B Culvert 2 1-NE-1B-1)	2020-02-25	2020-03-02	Matt Howatt
A/20/M/19	7405	1050 Main Street East	Proposed grading, shoring, erosion sediment control measures and landscaping within 7.5 metres of the floodplain associated with Sixteen Mile Creek, in association with a condominium development on the adjacent property.	2020-03-06	2020-03-11	Ben Davis
A/19/M/90	7407	0 Martin Street (Structure 42 - @ Mill Street)	Proposed concrete repairs to an existing culvert (Structure 42) which conveys Sixteen Mile Creek.	2020-02-27	2020-03-12	Ben Davis
A/20/M/25	7408	61 Garden Lane	Reconstruction of a set of existing stairs within the floodplain associated with Sixteen Mile Creek.	2020-03-12	2020-03-12	Ben Davis
A/20/M/21	7409	0 Withlock Avenue (behind 1310 Duignan Cres.)	Proposed wingwall repairs to an existing culvert road crossing (Whitlock Avenue) within the floodplain associated with a tributary of Sixteen Mile Creek.	2020-03-09	2020-03-25	Ben Davis
A/16/M/27	7413	0 Britannia Road	Proposed replacement of an existing structural culvert (Culvert 5) associated with the reconstruction and widening of Britannia Road. (2667B Culvert 5 SWS-1-A)	2020-03-18	2020-03-27	Matt Howatt
A/20/M/26	7417	339 Pine Street	Proposed construction of an in-ground swimming pool and deck located within the floodplain and regulated allowance associated with Sixteen Mile Creek.	2020-04-02	2020-04-02	Ben Davis
A/20/M/27	7425	0 Louis St Laurent Avenue	Proposed road widening of Louis St Laurent Avenue (Fourth Line to James Snow Parkway) partially within the floodplain associated with a tributary of Sixteen Mile Creek	2020-04-02	2020-04-15	Ben Davis
A/20/M/22	7429	0 Sixth Line (approx. 60m North of 5234)	Proposed slope revetment repairs to the inlet and outlet of an existing culvert which conveys a tributary of Sixteen Mile Creek.	2020-04-08	2020-05-08	Ben Davis
A/19/M/92	7433	0 Pine Street (Structure 38 - 0.07km east of Commercial St)	Proposed repairs to the concrete channel that conveys a portion of Sixteen Mile at the Pine Street bridge crossing.	2020-04-09	2020-04-28	Ben Davis
A/16/M/26	7437	0 Britannia Road (300m West of First Line)	Proposed replacement of an existing structural culvert (Culvert 7) associated with the reconstruction and widening of Britannia Road. (2667B)	2020-04-08	2020-05-01	Matt Howatt
A/20/M/28	7441	8240 Britannia Road	Proposed installation of a grade level box and conduits by directional drilling located within the flooding and erosion hazards associated with Sixteen Mile Creek.	2020-04-21	2020-05-07	Ben Davis
A/20/M/23	7444	Mattamy Varga Property	Proposed site alteration expansion partially located within the floodplain associated with a Tributary (I-NE-2A) of Sixteen Mile Creek.	2020-04-27	2020-05-07	Ben Davis
A/20/M/31	7455	12065 Fourth Line Nassagaweya	Proposed inground swimming pool and associated patio located between 15 and 30 metres of a wetland greater than 2 hectares in size.	2020-04-30	2020-05-15	Ben Davis
A/20/M/30	7457	0 Sixth Line	Proposed pipeline maintenance integrity dig located within the floodplain associated with a tributary of Sixteen Mile Creek.	2020-05-05	2020-05-15	Ben Davis
A/20/M/33	7458	10670 Guelph Line	Proposed installation of a telecommunications tower, a fenced mechanical compound, and gravel access road within 30 to 120 metres of a Provincially Significant Wetland (PSW)	2020-05-13	2020-05-19	Ola Panczyk
A/20/M/34	7466	8593 Appleby Line	Proposed 16ft x 26ft above ground swimming pool and 15ft x 9ft deck located between 6 meters and 15 metres of the valley associated with Sixteen Mile Creek.	2020-05-22	2020-05-26	Ben Davis
A/20/M/05	7471	Mattamy Martin East Property	Proposed construction of SWM Pond 5A-1 outfall located within the valley and floodplain associated with Sixteen Mile Creek.	2020-01-28	2020-05-29	Ben Davis
A/20/M/37	7486	0 Lower Base Line (Install from Regional Road 25 to Henderson Road)	Proposed installation of 644 metres of 4"PE pipeline located within the floodplain associated with a tributary of Sixteen Mile Creek.	2020-05-28	2020-06-19	Ben Davis

CH File No.	Permit No.	Address	Proposed Works	Complete	Issued	CH Staff Member
A/20/M/15	7492	0 Lower Base Line	Proposed integrity dig (Dig #449) of an existing natural gas pipeline located within the floodplain associated with a tributary of Sixteen Mile Creek and a wetland greater than 2 hectares in size	2020-05-29	2020-07-03	Ben Davis
A/20/M/16	7493	14550 Britannia Road (Dig 448)	Proposed integrity dig (Dig #448) of an existing natural gas pipeline located within the floodplain associated with a tributary of Sixteen Mile Creek.	2020-05-29	2020-07-03	Ben Davis
A/20/M/38	7500	Bronte Widening	Upgrades associated with the Robertson SWM Pond and replacement of 1500mm storm sewer along Bronte Street. The works will occur within the floodplain associated with Sixteen Mile Creek.	2020-06-09	2020-07-16	Ben Davis
A/15/M/38	7501	Tremaine/Hwy 401 Interchange	Proposed realignment of Tributary NW-2-G1 and installation of a 600mm watermain and fill embankments within the floodplain associated with a tributary Sixteen Mile Creek to facilitate the construction of Tremaine Road/Highway 401 Interchange. (2261C)	2020-05-15	2020-07-17	Matt Howatt
A/19/M/40	7502	Tremaine/401 - Culverts C16A & C16B	the construction of Tremaine Road Structures C16A & C16B and associated fill embankments within the floodplain associated with a tributary of Sixteen Mile Creek to facilitate the construction of Tremaine Road & Highway 401 Interchange.	2020-01-17	2020-07-17	Matt Howatt
A/19/M/41	7503	Tremaine/401 - Culvert C17	The realignment of Tributary NW-2-F, construction of Culvert 17 and associated fill embankments within the floodplain associated with a tributary of Sixteen Mile Creek to facilitate the construction of the Tremaine Road & Highway 401 Interchange.	2020-01-17	2020-07-17	Matt Howatt
A/19/M/42	7504	NW-2-G1 Channel (No 3. Sideroad Crossing)	The construction of No. 3 Side Road crossing of realigned Sixteen Mile Creek Tributary NW-2-G1 to facilitate the construction of the Tremaine Road & Highway 401 Interchange.	2020-01-17	2020-07-17	Matt Howatt
A/19/M/43	7505	3rd Sideroad & Tremaine (SWM Pond 43)	Construction of stormwater management pond S43 outfall within the floodplain and access road within 15 metres of the floodplain associated with realigned Sixteen Mile Creek Tributary NW-2-G1 to facilitate the construction of the Tremaine Road & Highway 401 Interchange.	2020-05-15	2020-07-17	Matt Howatt
A/19/M/31	7511	1944 Thompson Road (Mattamy Martin East)	Proposed construction of the Phase 1 and Phase 2 Trail within 15 metres of the valley associated with Sixteen Mile Creek on the Mattamy Martin East Property Mattamy Martin East Property .	2020-06-16	2020-07-27	Ben Davis
A/20/M/51	7516	3016 Twentieth Sideroad	Septic system replacement located between 6 meters and 15 metres of the floodplain associated with Bronte Creek.	2020-07-30	2020-07-30	Ben Davis
A/20/M/04	7528	6315 Regional 25 Road (Mattamy Martin East SWM Pond S6-2-2 Outfall)	Construction of SWM Pond S6-2-2 and its associated outfall located within the floodplain associated with a tributary of Sixteen Mile Creek (Tributary SE-2-A) on the Mattamy Martin East Property.	2020-06-22	2020-08-06	Ben Davis
A/20/M/52	7540	Derry Road (E. of Guelph to Walkers)	Road rehabilitation including culvert replacement, ditch clean out and reinstatement within the floodplain of Limestone Creek .	2020-07-28	2020-08-13	Matt Howatt
A/20/M/53	7541	Old Tremaine Road	Road rehabilitation including culvert replacement, ditch clean out and reinstatement within the within the floodplain of West Branch Sixteen Mile Creek.	2020-07-29	2020-08-13	Matt Howatt
A/20/M/61	7557	2075 Cunningham Court	Septic tank replacement within the floodplain associated with Bronte Creek.	2020-08-21	2020-08-28	Ben Davis
A/20/M/59	7558	0 Steeles Ave (150 metres west of Fifth Line)	Sediment removal, installation of rip-rap drainage ditch, and re-establishment at two (2) OGS outlet headwalls within the floodplain associated with Sixteen Mile Creek and a wetland greater than 2 hectares in size.	2020-08-24	2020-08-28	Ben Davis

CH File No.	Permit No.	Address	Proposed Works	Complete	Issued	CH Staff Member
A/20/M/45	7559	Thompson Road from Britannia Road to Louis St. Laurent Avenue	The reconstruction of Thompson Road from Britannia Road to Louis St. Laurent Avenue, including the replacement of culverts and installation of storm and sanitary sewers, watermain and landscaping within the floodplain associated with a tributary of Sixteen Mile Creek.	2020-08-02	2020-08-31	Ben Davis
A/20/M/12	Letter of Permission	8200 Twiss Road	Proposed two-storey single dwelling, covered patio, inground swimming pool, septic bed, well, heat pump and trench for electrical feed under an existing driveway located between 30 and 120m of a Provincially Significant Wetland (PSW).	2020-01-22	2020-01-31	Emilia Sasso
A/20/M/29	Letter of Permission	2060 Cameron Drive	proposed construction of a 44' x 12' deck replacement located within 30 to 120 metres of a Provincially Significant Wetland (PSW).	2020-04-08	2020-04-15	Ben Davis
A/20/M/24	Letter of Permission	8027 Milborough Line	Proposed construction of a 1-storey single family dwelling, in-ground swimming pool, patio and septic system located between 30 and 120 metres of a Provincially Significant Wetland (PSW).	2020-02-26	2020-04-20	Ben Davis
A/20/M/32	Letter of Permission	11500 Fifth Line	Proposed construction of a sunroom and covered porch addition to an existing dwelling located between 30 and 120 metres of a Provincially Significant Wetland (PSW).	2020-05-06	2020-05-07	Ben Davis
A/20/M/39	Letter of Permission	11332 Amos Drive	Proposed construction of a 33ft x 60ft garage located between 30 and 120 metres of a Provincially Significant Wetland (PSW).	2020-06-15	2020-06-15	Ben Davis
A/20/M/44	Letter of Permission	11066 First Line	Proposed installation of a septic system replacement located between 30 and 120 metres of a wetland greater than 2 hectares in size.	2020-06-26	2020-06-30	Ben Davis
A/20/M/46	Letter of Permission	10621 First Nassagaweya Line	Proposed installation of a septic tank replacement located between 30 and 120 metres of a Provincially Significant Wetland (PSW).	2020-07-03	2020-07-03	Ben Davis
A/20/M/48	Letter of Permission	11085 Fifth Line	Construction of new deck to an existing accessory structure located between 30 and 120 metres of a Provincially Significant Wetland (PSW).	2020-07-15	2020-07-17	Ben Davis
A/20/M/47	Letter of Permission	4307 Henderson Road	Installation of a septic system replacement located between 30 and 120 metres of a Provincially Significant Wetland (PSW).	2020-07-16	2020-07-17	Ben Davis
A/20/M/49	Letter of Permission	4379 Henderson Road	Construction of a 45ft x 32ft dwelling addition and 30ft x 26ft detached garage located between 30 and 120 metres of a Provincially Significant Wetland (PSW).	2020-07-23	2020-07-28	Ben Davis
A/20/M/50	Letter of Permission	10168 Guelph Line	Construction of a 40ft x 25ft detached garage located between 30 and 120 metres of a Provincially Significant Wetland (PSW).	2020-07-28	2020-07-29	Ben Davis
A/20/M/57	Letter of Permission	11017 Amos Drive	Proposed construction of a 24ft x 48ft garage located between 30 and 120 metres of a Provincially Significant Wetland (PSW).	2020-08-18	2020-08-18	Ben Davis

Mississauga						
A/20/MS/01	7418	6862 Summer Heights Drive	Proposed reconstruction of a deck, including a pergola, between 6 metres and 15 meters of the floodplain of Sixteen Mile Creek.	2020-04-06	2020-04-06	Andrew Fera
A/20/MS/02	7454	7291 Blackwood Mews	Proposed conversion of basement space to a second dwelling unit requiring the creation of access/egress windows and associated grade changes between 6 and 15 metres from the floodplain and valley associated with a tributary of Sixteen Mile Creek.	2020-05-14	2020-05-14	Charles Priddle



**TO:** Conservation Halton Board of Directors  
**REPORT: #** CHBD 06 20 06  
**FROM:** Barbara J. Veale, Director, Planning & Watershed Management  
**DATE:** September 24, 2020  
**SUBJECT:** Hamilton Harbour Remedial Action Plan Funding

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## MEMO

Hamilton Harbour is one of 43 areas around the Great Lakes listed as Areas of Concern (AOCs) in 1987 because of the extent of environmental degradation. Locally developed Remedial Action Plans guide the delisting of AOCs by systematically addressing the environmental issues unique to each AOC. Conservation Halton has provided a facilitation and leadership function through the Hamilton Harbour Remedial Action Plan (HHRAP) Office since 2000 with two full time and one part time staff.

Funding to support Conservation Halton's leadership of this important work was recently announced by both federal and provincial levels of government. These announcements complement local funding contributions for the 2020-2021 fiscal year (*April 2020-March 2021*).

Great Lakes Protection Initiative	\$110,000 (2020-2021), \$95,000 (2021-2022)
Ministry of Environment, Conservation and Parks	\$95,000 (2020-2021)
City of Hamilton	\$70,000 (2020-2021)
City of Burlington	\$17,500 (2020-2021)
Regional Municipality of Halton	\$17,500 (2020-2021)

Project deliverables include: local coordination of the HHRAP and Secretariat support to committees; guide and report on Work Plan actions to achieve redesignation of beneficial uses; build relationships and facilitate information exchange with partners; support development of reports; provide engagement and outreach opportunities to communicate progress, and build support with local communities and Indigenous peoples.

Environmental concerns in Hamilton Harbour come at significant economic and social cost. Delisting of Hamilton Harbour as an AOC was estimated to have a cumulative value to the local area of over \$914 million by 2032 (<http://iaglr.org/aoc/hamilton-harbour>).

Over the past few years, government commitment to funding this program has been uncertain and these funding announcements provide assurance that will allow Conservation Halton to continue to provide local leadership focused on the restoration of Hamilton Harbour.

**REPORT TO:** Conservation Halton Board of Directors

**REPORT NO: #** CHBD 20 06 07

**FROM:** Hassaan Basit, CAO/Secretary-Treasurer

**DATE:** September 24, 2020

**SUBJECT:** **Amendment to The Halton Region Conservation Authority General Membership By-law No. 2018-01**

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### Recommendation

THAT the Conservation Halton Board of Directors **approve amendments to Section 10 of The Halton Region Conservation Authority (Conservation Halton) General Membership By-law No. 2018-01 to enable Electronic Participation beyond declared emergencies in the area over which Conservation Halton has jurisdiction as outlined in this report.**

And

THAT the Conservation Halton Board of Directors **direct staff to post the amended General Membership By-law No. 2018-01 on the Authority's website, [www.conservationhalton.ca](http://www.conservationhalton.ca)**

And

THAT the Conservation Halton Board of Directors **direct staff to post the MECP Minister's Direction that enables conservation authorities to convene meetings of the board electronically in order to make the necessary amendments to their By-law on [www.conservationhalton.ca](http://www.conservationhalton.ca).**

### Report

Conservation Halton's current General Membership By-law was approved by the Conservation Halton Board of Directors on November 22, 2018 and last updated on April 1st, 2020.

As the COVID-19 pandemic changed the way official business is conducted locally and globally, the Minister of Environment, Conservation and Parks (MECP) has provided direction on how conservation authorities can continue operations while maintaining a safe physical distance. To ensure conservation authorities can continue to conduct meetings and hearings as necessary, the Minister has given conservation authorities the ability to amend their administrative by-laws to allow for virtual meetings, including by teleconference.

On March 26, 2020, The Minister of Environment, Conservation and Parks issued a Direction pursuant to subsection 19.1 (7) of the Conservation Authorities Act that applied to all conservation authorities in Ontario, that enabled conservation authorities to convene a meeting electronically in order to make the necessary amendments to their administrative by-laws during provincial and municipal emergencies. It identified the minimum areas where the by-laws should be amended, in the manner deemed appropriate by the CA, to make provision for emergency situations (e.g., electronic participation in meetings and hearings and achieving quorum while participating electronically). The Direction also identified that each conservation authority,

depending on their individual by-laws, may identify the need to make other necessary amendments to respond to emergencies.

Now that the provincially declared state of emergency has ended and municipally declared state of emergencies have or may end, conservation authorities may be prevented from continuing to be able to meet virtually. As such, the Minister amended the Direction issued on March 26, 2020 to remove this barrier and is directing the conservation authorities to meet virtually for the purpose of reviewing and amending their by-laws, as applicable, to allow for members of a conservation authority to participate electronically in meetings when it is deemed appropriate by the conservation authority to do so. The Minister's Direction is attached as "Appendix A" to this report.

Following the Minister's Direction and to enable the Conservation Halton Board to conduct meetings electronically, Section 10 of The Halton Region Conservation Authority General Membership By-law No. 2018-01 has been amended with a reference to the new section **10. Electronic participation during and post emergencies, as follows:**

#### 10. Electronic Participation

Members may participate in a Meeting that is open to the public by telephone or other electronic means that permits all participants to communicate adequately with each other during the Meeting. A Member participating in a Meeting by electronic means **shall be counted in determining quorum and can vote provided that they have all relevant information available to them. A Member shall participate by electronic means in a Meeting that is closed to the public.**

**During any period, in all or part of an area over which Conservation Halton has jurisdiction, under any circumstances that may prevent members of the General Membership from meeting in person (when it is deemed appropriate by the conservation authority to do so), the By-law provides for electronic meeting procedures as per section 10.1.**

##### 10.1 Electronic Participation

- a. That members of the General Membership be permitted to participate in meetings electronically, which shall include the ability of those members participating electronically to register votes.
- b. That any member of the General Membership who is participating electronically in a meeting may be counted in determining whether or not a quorum of members is present at any point in time during the meeting in accordance with the requirement in subsection 16 (2) of the Conservation Authorities Act
- c. That any member of the General Membership can participate electronically in a meeting that is closed to the public.
- d. That any hearing or appeal that is dealt with in the By-law can be conducted electronically with provisions for applicants and their agents to participate, if the Authority holds any such hearing or appeal during any period where an emergency has been declared to exist.

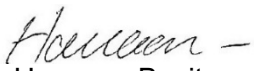
Conservation Halton will continue to implement best practices to make Board meetings open to the public in accordance with subsection 15 (3) of the Conservation Authorities Act. Where possible, Conservation Halton will provide for alternative means to allow the public to participate in any meetings electronically.

**Resolution**

The CAO recommends that the Board of Directors:

1. Approve the amended **Halton Region Conservation Authority General Membership By-law No. 2018-01** as outlined in this report.

Signed & respectfully submitted:



Hassaan Basit  
CAO/Secretary-Treasurer

Approved for circulation:



Hassaan Basit  
CAO/Secretary-Treasurer

**FOR QUESTIONS ON CONTENT:**

Hassaan Basit, CAO/Secretary-Treasurer  
905-336-2270 x 2270, hbasit@hrca.on.ca

**Ministry of the Environment,  
Conservation and Parks**

Office of the Minister

777 Bay Street, 5th Floor  
Toronto ON M7A 2J3  
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**Ministère de l'Environnement,  
de la Protection de la nature et des  
Parcs**

Bureau du ministre

777, rue Bay, 5<sup>e</sup> étage  
Toronto (Ontario) M7A 2J3  
Tél. : 416.314.6790



September 10, 2020

**TO:** Conservation Authorities as listed in the attached **Schedule “A”**

**SUBJECT:** Amendment to the Minister’s Direction for Conservation Authorities during the COVID-19 Outbreak

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On March 26, 2020, I issued a Minister’s Direction (“**Direction**”) pursuant to subsection 19.1 (7) of the *Conservation Authorities Act* that applied to all conservation authorities in Ontario, listed in **Schedule “A”** as attached. The Direction enabled conservation authorities to convene a meeting electronically in order to make the necessary amendments to their administrative by-laws to deal with both provincial and municipal emergencies. It identified the minimum areas where the by-laws should be amended, in the manner deemed appropriate by the CA, to make provision for emergency situations (e.g., electronic participation in meetings and hearings and achieving quorum while participating electronically). The Direction also identified that each conservation authority, depending on their individual by-laws, may identify the need to make other necessary amendments to respond to emergencies.

It has come to my attention that certain conservation authorities amended their by-laws to allow virtual meetings only during declared emergencies. Now that the provincially declared state of emergency has ended and municipally declared state of emergencies have or may end, conservation authorities may be prevented from continuing to be able to meet virtually. As such, I am amending the Direction that I issued on March 26, 2020 to remove this barrier. I am directing the conservation authorities listed in Schedule “A” to meet virtually for the purpose of reviewing and amending their by-laws, as applicable, to allow for members of a conservation authority to participate electronically in meetings when it is deemed appropriate by the conservation authority to do so. For greater certainty, the other provisions of the Direction continue to apply.

## Effective Date

This amendment to the March 26, 2020 Direction is effective immediately. If it is in the public interest to do so, I will provide further direction or clarification at a later date related to the matters set out in this Direction.

If you have any questions related to this Direction, please contact:

Chloe Stuart  
Assistant Deputy Minister, Land and Water Division  
Ministry of the Environment, Conservation and Parks  
Robinson PI South Tower, 6<sup>th</sup> Floor  
300 Water Street  
Peterborough, ON, K9J 3C7  
(705) 755-5341  
chloe.stuart@ontario.ca

To learn more about how the province continues to protect Ontarians from COVID-19, please visit [www.ontario.ca/coronavirus](http://www.ontario.ca/coronavirus).

Sincerely,

A handwritten signature in black ink, appearing to read 'Jeff Yurek', with a stylized, flowing script.

Jeff Yurek  
Minister of the Environment, Conservation and Parks

c: Steve Clark, Minister of Municipal Affairs and Housing  
John Yakabuski, Minister of Natural Resources and Forestry  
Kim Gavine, General Manager, Conservation Ontario

**REPORT TO:** Conservation Halton Board of Directors

**REPORT NO: #** CHBD 06 20 08

**FROM:** Tamara Boric, Project Lead, Business Innovation & Process Design, PMO

**DATE:** September 24, 2020

**SUBJECT:** **Project Methodology Overview: Conservation Halton Strategic Plan 2021-2024**

---

## Recommendation

THAT the Conservation Halton Board of Directors **approve the proposed project methodology, governance model, work plan and task force membership to support the renewal of Conservation Halton's strategic plan, 2021-24'.**

## Executive Summary

As Conservation Halton continues to transform and adapt to an ever-changing environment, so will our strategic vision. Leveraging the success and strength of Metamorphosis, we approach the next strategic plan as a refresh; one that will build upon our original mission and goals while allowing us to continually revisit, reevaluate and pivot the paths by which we get there. Renewing our strategic plan will require an agile approach; one that will enable us to sustain strategic momentum while frequently deploying and refining our initiatives, projects and targets.

## Report

### Project Management Methodology

The renewal of the strategic plan will be divided into two phases.

- Phase I – The first phase will focus on validating our continued areas of focus and identifying opportunities for continued improvement. The output of this phase will be a high-level strategic road map of our goals, objectives, desired outcomes.
- Phase II – The second phase will focus on identifying projects and targets through year-to-year strategic action plans. A focus on customer, community, partner and stakeholder engagement will be a key factor in annual strategic action planning. The output of this phase will be initiatives, projects and targets, set on an annual basis, that will advance the strategic plan.

### Governance Model

To provide a structure for decision-making, accountability and on-going project support, the following governance models are proposed for phase I and phase II in figure 1 and figure 2, respectively:



## Phase I

Project Supervision and Oversight Roles	
Project Sponsor and Owner	Chief Administrative Officer
Governance	Board of Directors
Executive Advisors	Senior Leadership Team
Project Management Role	
Project Manager	Project Management Office
Project Support Roles	
Project Team	Task Force
Strategic Advisors	Strategy Council

Figure 1

## Phase II

Governance Role	
Governance and Oversight	Chief Administrative Officer
Supervision Role	
Executive Leads	Senior Leadership Team
Execution & Progress Reporting Role	
Enterprise	Business Units

Figure 2

## Workplan

Key milestones have been detailed through the proposed work plans for phase I and phase II in figure 1 and figure 2, respectively:

## Phase I

Milestone	Date	Owner
Approval of work plan and governance	Sept 2020	Board of Directors
Task Force Kick-off	Sept 2020	Task Force
Draft themes and goals	Oct 2020	Task Force
Stage I & II Review & Feedback	Oct-Nov 2020	Strategy Council & Senior Leadership
Draft objectives and outcomes	Nov 2020	Task Force
Stage I & II Review & Feedback	Dec-Jan 2021	Strategy Council & Senior Leadership
Strategy Session	Feb 2021	Board of Directors
Finalize plan and obtain final approvals	Mar 2021	Task Force
Launch strategic plan	Mar 2021	Chief Administrative Officer

Figure 1

## Phase II

Milestone	Date	Owner
Launch action planning guideline	Jan 2021	Chief Administrative Officer
Action planning sessions	Jan-Feb 2021	Senior Leadership Team
Stakeholder engagement sessions	Feb 2021	Senior Leadership Team
Business Planning Session	Mar 2021	Board of Directors
Launch bi-annual report	June 2021	CAO
Launch annual report	Dec 2021	CAO

Figure 2

## **Engagement Strategy**

The following engagement strategy will build upon the extensive consultations undertaken to create Metamorphosis I. Through these engagements, each stakeholder group will have an opportunity to share their ideas, feedback and priorities with us.

Engagement Goal	Stakeholders	Framing Questions	Phase & Methods	Outputs
Create a vision & plan for long-term success	Senior Leadership Board of Directors	What is working well that we should continue to leverage? What can we improve? What will success look like?	Phase I  Focus Groups & Working Meetings	Strategic road map
Own and execute the plan	People Leaders Staff Teams	What is our role in realizing our goals? How do we move from point A to B? What do we need to be successful?	Phase II  Business Planning Sessions Work Planning Sessions	Annual strategic action plans
Provide positive experiences & build long-term relationships	Stakeholders*	Do we understand who our stakeholders are and what matters to them? What is the journey like for an individual interacting with CH? Do we provide accessible opportunities for engagement?	Phase II  Engagement Sessions	Human-centred business design

\*Stakeholder is defined as any individual(s) that CH serves, partners with or provides services to : Public, Municipality, Community, Members, Etc.

## **Strategic Plan Task Force**

A task force, defined as a focused, temporary project team, will work together towards the common goal of delivering the project's milestones within time. The following membership has been proposed:

- Chief Administrative Officer
- Manager, Office of the CAO
- Associate Director, Planning & Regulations
- Senior Director, Corporate Services
- Senior Manager, Human Resources
- Project Manager, Project Management Office

- Associate Director, Marketing & Communications (Ad-hoc)
- Board of Directors Members (Ad-hoc)

### Impact on Strategic Goals

This report supports the Metamorphosis strategic theme of Taking care of our growing communities. Through this project, we will reinvigorate Conservation Halton's strategic plan as the guidepost to realizing our mission, mandate and aspirations.

### Financial Impact

There is no financial impact to this report.

Signed & respectfully submitted:

Approved for circulation:



Hassaan Basit  
CAO/Secretary-Treasurer



Hassaan Basit  
CAO/Secretary-Treasurer

**FOR QUESTIONS ON CONTENT:**

Tamara Boric, Project Lead, Business Innovation & Process  
Design, PMO  
905.336.1158 ext. 2224 | [tboric@hrca.on.ca](mailto:tboric@hrca.on.ca)

**REPORT TO:** Conservation Halton Board of Directors

**REPORT NO:** CHBD 06 20 09

**FROM:** Jill Ramseyer, Director, Corporate Compliance

**DATE:** September 24, 2020

**SUBJECT:** Land Disposition – King’s Highway 401 at Kelso CA

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### Recommendation

THAT the Conservation Halton Board of Directors **approve the disposition of 0.0865 acres from PIN 249740013, shown as Part 2 of Plan 20R-21482 (known as Part Lot 5, Concession 6 Nassagaweya), part of Kelso Conservation Area, owned by The Halton Region Conservation Authority to be transferred to the Ministry of Transportation, in alignment with the approved Land Securement Strategy;**

And

THAT the Conservation Halton Board of Directors **approve the acceptance and deposit of \$2030.00 into the Land Securement Reserve based on the calculated market value and administration fees from the Ministry of Transportation, in alignment with the approved Land Securement Strategy.**

### Report

Lands Affected:	Kelso Conservation Area (along 401)
Landowner:	The Halton Region Conservation Authority
Legal Description:	Part Lot 5, Con 6 Nassagaweya, Halton; Part 2 of 20R-21482
Parcel Identification No:	249740013
Registered Plan:	20R-21482; Reference Plan P-3172-0069
Disposition Amount:	0.0865 acre; 350 squared meters
Recipient of Transfer:	Ministry of Transportation Ontario

The Ministry of Transportation (MTO) requests to acquire 0.0865 acres from PIN 249740013 (known as Part Lot 5, Concession 6 Nassagaweya), part of Kelso Conservation Area, owned by The Halton Region Conservation Authority (CH). The purpose of this property acquisition is for the future maintenance of the rock protection north of Highway 401 at the Sixteen Mile Creek culvert. The MTO's land request is a rectangular shaped vacant parcel situated south of Highway 401 between Appleby Line and Sixth Line Nassagaweya in the Town of Milton. The parcel has no function in relation to park or resource management activity by CH.

The MTO contacted Conservation Halton in November 2019 regarding the request for the transfer of lands. A revised Property Purchase Agreement (PPA) was sent to CH in January 2019, accompanied by Plan 20R-21482. The request for land transfer was endorsed by the CH Land Panel and the transfer information has been reviewed by CH's real estate lawyer.

This sale of land is permitted under Part V, Section 21, Item 2, scenario (a) of the Conservation Authorities Act meaning no Ministerial approval is required so long as “the disposition is for provincial or municipal infrastructure and utility purposes”. It should be noted that if CH does refuse this offer, the MTO has the right to expropriate the land without our consent. Additionally, the Land Securement Strategy, 2017 identifies the reasons for which Conservation Halton may want to dispose of land. This type of land disposition is the most common under Options to Dispose of Land:

“1. Severance and sale to a municipality or other agency- for example, the transfer of narrow sections of land required to support development, such as roadway shoulders, or to recognize long term land uses incompatible with conservation authority management.”

CH signing officers are requested to sign the PPA by September 30, 2020. Details of the financial compensation for this transfer are below in the Financial Impact section. There are no anticipated operational impacts from this land transfer, and it is in the best interest of the CH and the public to have these lands transferred into MTO ownership.

### Impact on Strategic Goals

This report supports the Metamorphosis strategic theme of Taking care of our growing communities. This report and land transfer aligns with CH’s Land Securement Strategy, 2017.

### Financial Impact

Per the PPA, the MTO utilized comparable sales within the vicinity with similarly vacant green space lots and protected lands for valuation resulting in the unit rate of \$12,500.00 per acre. The required 0.0865 acres of vacant land, location shown in the reference plan 20R-21482 in Appendix A.

The market value of the MTO’s requirement was estimated as follows:

$\$12,500.00 \times 0.0865 \text{ acres} = \$1802.00$ . Additionally, CH has been offered \$500.00 for administration of the transfer for a total of \$2303.00, as well as all legal costs to be covered by the MTO under the PPA.

The \$2303.00 shall be transferred to the Land Securement Reserve, per the recommendation of the Land Securement Strategy.

Signed & respectfully submitted:

Approved for circulation:



Jill Ramsey  
Director, Corporate Compliance



Hassaan Basit  
CAO/Secretary-Treasurer

**FOR QUESTIONS ON CONTENT:** Meghan Hunter, Manager of Risk & Lands, [mhunter@hrca.on.ca](mailto:mhunter@hrca.on.ca)

**Appendix A: Property Purchase Agreement (September 30, 2020) & Plan 20R-21482**



PROPERTY PURCHASE AGREEMENT

For Internal Use Only
W.P. No.: 2219-14-00
Highway No.: 401
Region: Central
P-Plan: P-3172-0069
Agent: C. Palmer
Rec:
Rec:
Rec:
App:

We The Halton Region Conservation Authority

Of Geographic Township of Nassagaweya

In the Province of Ontario

Hereinafter referred to as "Owner(s)", agree to sell to Her Majesty the Queen in right of the Province of Ontario, represented by the Minister of Transportation for the Province of Ontario (referred to as the "Minister") in fee simple free from all tenancies and encumbrances except as to any registered restrictions or covenants that run with the land provided that such are complied with, my/our land in

Town of Milton  
(Township, City, Town, etc.)

Regional Municipality of Halton  
(County, District, Regional or District Municipality)

being in Part of Lot 5, Concession 6 NAS, in the Geographic Township of Nassagaweya,  
Regional Municipality of Halton, Part of PIN 24974-0013 (LT)  
(Lot, Block – Concession and Township – or – Registered Plan)

shown as Part 2 on Ministry Plan P-3172-0069; Plan 20R-21482

for the sum of Two Thousand Three Hundred Two Dollars (\$2,302.00).

It is understood and agreed the above sum includes payment of \$1,802.00 for the above-mentioned lands and \$500.00 allowance for inconvenience and all entitlements as stated in the Expropriations Act, except as hereinafter provided.

It is understood and agreed that the Minister will pay reasonable fees for the legal services (and/or appraisal services) required by the Owner(s) to complete the transaction.

It is further acknowledged and agreed that the within settlement and agreement shall remain confidential and the terms of the within settlement and agreement shall not be disclosed to any party other than may be necessary to receive legal or financial advice with respect to the within settlement and agreement or as required by law.

It is acknowledged that the proposed use of and construction on the lands being acquired has been discussed with me/us and the sum set out as the consideration in this agreement includes payment for any reduction in market value of my/our remaining lands, if any, but excludes any physical damages to any remaining lands which may occur during the construction period.

**THIS AGREEMENT IS TO REMAIN OPEN FOR ACCEPTANCE BY THE MINISTER OR THE MINISTER'S REPRESENTATIVE UP TO AND INCLUDING SEPTEMEBR 30, 2020** and may be accepted by a letter delivered or mailed by prepaid registered post addressed to the Owner(s) and deposited in a post office on or before the aforesaid date.

The Minister is to be allowed **30** days from the date of acceptance to examine the title at the expense of the Minister. If within that time any valid objection to title is made to the Owner(s) which the Owner(s) is/are unable or unwilling to remove and which the Minister will not waive, the Agreement is void.

**THE SALE OF THE PROPERTY IS TO BE COMPLETED ON OR BEFORE OCTOBER 30, 2020.** Upon acceptance of this Agreement by the Minister or the Minister's representative, the Minister shall have an immediate right to enter upon and take possession of the lands without prejudice to the rights herein. Where buildings are located on the real property being purchased by the Minister, **VACANT POSSESSION SHALL BE GIVEN ON CLOSING.**

Rentals and mortgage interest, if any, and taxes including local improvements are to be adjusted at closing, and utilities and fuels, if any, are to be paid by the Owner(s) up to closing.

**Tenant(s): N/A**

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**Mortgagee(s): N/A**

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All buildings and equipment, if any, on the real property shall be and remain at the risk of the Owner(s) until closing. The Minister does not require assignment(s) of the fire insurance. However, the Owner(s) agree(s) in the event of damage to hold any fire insurance policies or proceeds in trust with the right of the Minister to demand the proceeds and complete the purchase.

During construction, the Minister agrees to supply and erect a standard highway wire fence (or security fence) one foot inside the new right-of-way limits and to be responsible for its maintenance. The existing fence to remain the responsibility of the Owner(s) until the new fence is in place and it is agreed that no access to or crossing over the controlled access highway will be permitted.

The disposing of the old fencing material will be responsibility of the Minister.

There are no entrances required in this matter.

There are no trees involved in this matter.

Any adjustment of assessment of any remaining lands of the Owner(s) shall be the responsibility of the Owner(s).

This Agreement, when accepted shall constitute a binding Contract of Purchase and Sale.

The Owner(s) covenants(s) and agree(s) to do nothing, after the execution of the Agreement by the Owner(s) and while this Agreement remains in effect, to encumber the property agreed herein to be sold and conveyed.

If in the opinion of the Minister expropriation of the above lands is necessary to clear title or to meet deadlines for the Minister’s work, the Minister may acquire the lands by expropriation and the Owner(s) agree(s) that payment of the above sum, together with any services and materials to be provided by the Minister in this Agreement, represents compensation in full for the lands and all entitlements as stated in the Expropriations Act.

This Agreement shall be deemed to have satisfied all Section 25 requirements of the Expropriations Act in the event that the Minister proceeds by way of expropriation as provided for in this Agreement.

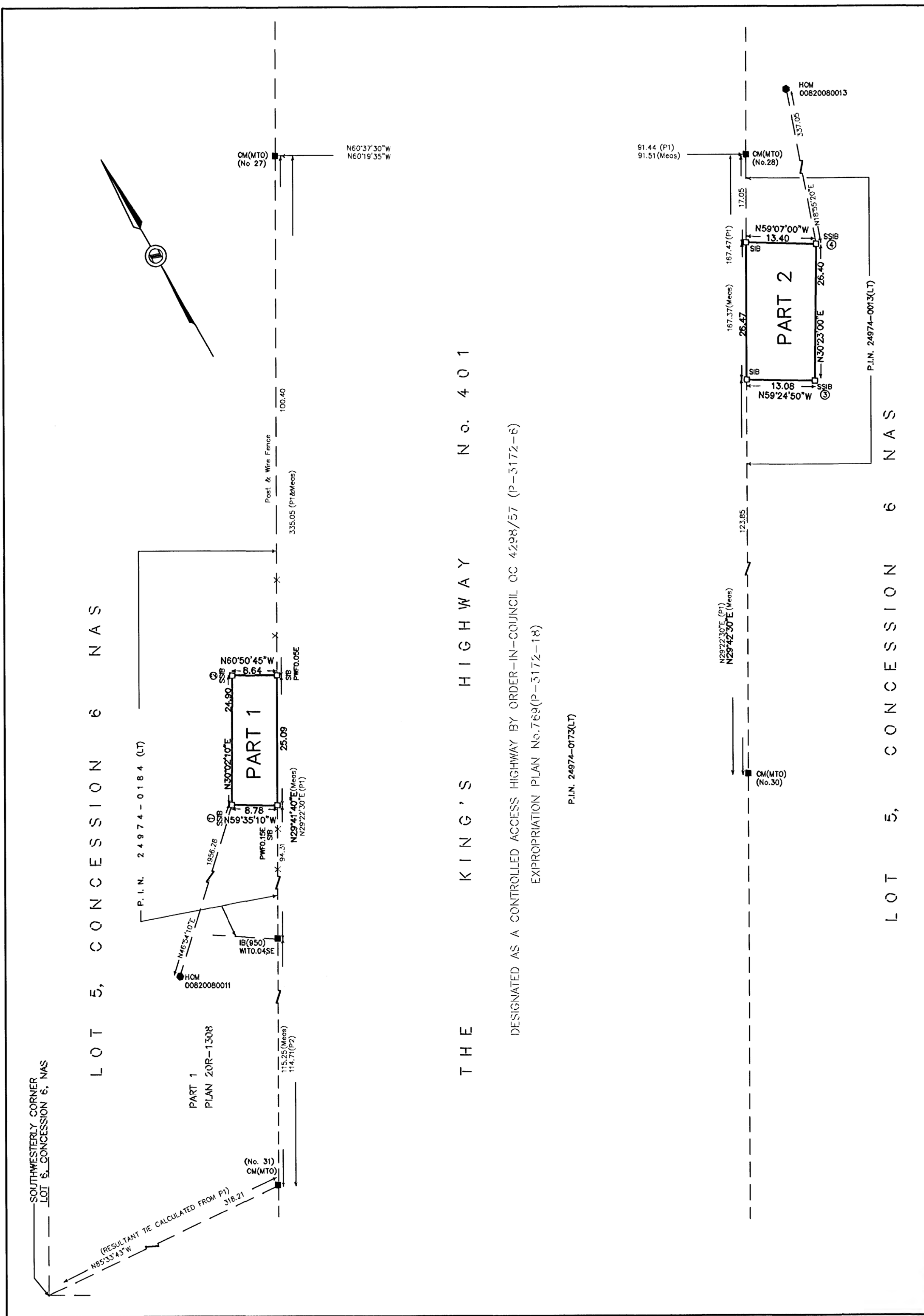
Any Deed or Transfer is to be prepared at the expense of the Minister and any tender, pursuant to this Agreement, of documents and/or money may be made upon the Owner(s) or the Owner(s) solicitor, or the Minister, and the money may be tendered by a Province of Ontario negotiable cheque.

I/We acknowledge that this Agreement is not made subject to any promises by any agent of the Minister of Transportation and I/We understand that this Agreement shall not bind the Minister of Transportation until accepted in writing by or on behalf of the Minister of Transportation.

Dated at \_\_\_\_\_ this \_\_\_\_ day of \_\_\_\_\_, 2020

_____ Print Name(s) (and position held if corporation)	_____ Print Name(s) (and position held if corporation)
_____ Signature(s)	_____ Signature(s)
_____ Witness (where executing party is not a corporation)	_____ Seal or Authority To Bind (if corporation)





I REQUIRE THIS PLAN TO BE DEPOSITED UNDER THE LAND TITLES ACT

DATE Aug. 7, 2019

G. K. Jenkins  
G. K. JENKINS  
Ontario Land Surveyor

PLAN 20R-21482

RECEIVED AND DEPOSITED

DATE August 14, 2019

Lisa McCreddie  
REPRESENTATIVE FOR LAND REGISTRAR FOR THE LAND TITLES DIVISION (No.20)

METRIC DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048

SCHEDULE					
PART	LOT	CONCESSION	P.I.N.	NAME OF MOST RECENT TRANSFEREE	AREA
1	PART OF LOT 5	6 NAS	PART OF 24974-0184(LT)	JOHN SCHAAP	217.7 m <sup>2</sup>
2			PART OF 24974-0013(LT)	THE HALTON REGION CONSERVATION AUTHORITY	350.0 m <sup>2</sup>

PLAN OF SURVEY OF  
PART OF LOT 5, CONCESSION 6  
(GEOGRAPHIC TOWNSHIP OF NASSAGAWEYA)  
TOWN OF MILTON  
REGIONAL MUNICIPALITY OF HALTON

10m 0 10 20 30 40 50 METRIC  
SCALE 1 : 500

SPECIFIED CONTROL POINTS MTM ZONE 10 (NAD 83, CSRS2010)			
HCM	DESCRIPTION	NORTHING	EASTING
00820080011	HCM	4 817 442.791	266 637.697
00820080013	HCM	4 819 135.620	268 327.862

PLAN COORDINATES

	SSIB(1574)	4 818 779.250	268 066.290
1	SSIB(1574)	4 818 800.800	268 078.750
2	SSIB(1574)	4 818 794.050	268 205.220
3	SSIB(1574)	4 818 816.820	268 218.570

LEGEND

- DENOTES SURVEY MONUMENT FOUND
- DENOTES SURVEY MONUMENT PLANTED
- SSIB DENOTES STANDARD IRON BAR
- SSIB DENOTES SHORT STANDARD IRON BAR
- HCM DENOTES HORIZONTAL CONTROL MONUMENT
- 950 DENOTES F.G. CUNNINGHAM, O.L.S.
- MTO DENOTES MINISTRY OF TRANSPORTATION, ONTARIO
- CM DENOTES CONCRETE MONUMENT
- P1 DENOTES DENOTES PLAN No.769(P-3172-18)
- P2 DENOTES PLAN 20R-1308
- PWF DENOTES POST & WIRE FENCE
- IB DENOTES IRON BAR
- NAS DENOTES NASSAGAWEYA

NOTE:  
BEARINGS SHOWN HEREON ARE GRID BEARINGS AND ARE DERIVED FROM CONTROL SURVEY MONUMENTS SHOWN ON THIS PLAN AND BASED ON THE 3° MTM COORDINATE SYSTEM, ZONE 10, CENTRAL MERIDIAN 79°30' WEST LONGITUDE. (NAD 83, CSRS 2010)

DISTANCES SHOWN ON THIS PLAN ARE ADJUSTED GROUND LEVEL DISTANCES, AND CAN BE CONVERTED TO GRID DISTANCES BY MULTIPLYING THE DISTANCE BY COMBINED SCALE FACTOR 0.9998814.

NOTE:  
THE COORDINATES SHOWN ON THIS PLAN, IN THEMSELVES, CANNOT BE USED TO REESTABLISH THE CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.

COORDINATES SHOWN ON THIS PLAN ARE IN COMPLIANCE WITH THE SURVEYORS ACT, URBAN ACCURACY PER O. REG. 216/10, SECTION 14(2).

SURVEYOR'S CERTIFICATE

I CERTIFY THAT:

- THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYORS ACT AND THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM.
- THE SURVEY WAS COMPLETED ON THE 10th DAY OF JULY, 2019.

Aug. 7, 2019  
DATE

G. K. Jenkins  
G. K. JENKINS  
Ontario Land Surveyor  
Delph & Jenkins North Ltd.

Delph & Jenkins North Ltd.  
Ontario Land Surveyors  
220 Industrial Parkway S., Unit 6, Aurora, Ontario L4G-3V6  
Tel. 905-841-8526 Fax 905-841-2496

HWY No.	2015-E-0066-20	REFERENCE PLAN TYPE "U"
401	PR2219-14-00-PR-1	

INDEXED UNDER TOWNSHIP OF NASSAGAWEYA

DUNCAN ASHWORTH-PROJECT SUPERVISOR

P-3172-0069

19253-1.DWG

49/66

**REPORT TO:** Conservation Halton Board of Directors

**REPORT NO: #** CHBD 06 20 10

**FROM:** Marnie Piggot, Director Finance

**DATE:** September 24, 2020

**SUBJECT:** Budget Variance Report for the Period Ended July 31, 2020 and 2020 Projected Year End Amounts

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### Recommendation

THAT the Conservation Halton Board of Directors **approve capital projects as follows:**

1. **Reinstating the Milton Channel Repairs capital project included in the 2019 budget for \$255,927 and associated funding sources, closed in the staff report dated June 25, 2020 and**
2. **Conservation Areas capital projects of \$235,000 related to facility, infrastructure and technology requirements as noted in the staff report dated September 24, 2020 funded by a transfer from the Conservation Areas Capital Reserve;**

And

THAT the Conservation Halton Board of Directors **receive for information the staff report dated September 24, 2020 on the Budget Variance for the period ended July 31, 2020 and 2020 Projected Year End Amounts.**

### Executive Summary

Attached are financial schedules related to the Budget Variance Report for the period ended July 31, 2020 as follows:

- Budget Variance Report Financial Appendix
- Capital Project Summary
- Reserve Continuity

Based on a review of the financial results to date and the projected financial outlook for the remainder of the year an overall operating surplus for 2020 of \$927,867 is projected. This is an improvement from the projected overall surplus of \$138,162 at the end of May and a significant increase from the estimated deficit projected in April of \$1.3 to \$1.6 million for 2020.

The projected operating surplus details are summarized in the table below. The table includes a comparison to the 2020 budget amounts for Watershed Management and Support Services (WMSS) and the Conservation Areas.

The projected operating surplus of \$397,607 in WMSS programs can be attributed to a significant increase in planning and permit revenue, cost savings related to staff vacancies and overall reductions in discretionary expenses as a result of COVID measures. Initial projections assumed planning and permit revenue would decline during the pandemic. To date the number of planning and permit applications are tracking slightly less than the prior year though there are more technical reviews contributing to the increase in revenue received. The revenue forecast significantly exceeds the 2019 amounts though it is still projected to be slightly lower than the 2020 budget amount. The projected planning and permit revenue increase does not include any potential impacts related to the recently approved Regional Allocation program.

The projected operating surplus of \$530,259 in the Conservation Areas is tied to both the introduction of the new reservation system and an increase in the overall number of visitors to our parks. Park revenue is still anticipated to be less than the 2020 budget amount by almost \$3.6 million. The loss in projected revenue can be attributed to the park closures for two months and the reduction in park programs that can reasonably be offered during the pandemic. Staff have conservatively assumed in the projection a slowing of sales during the upcoming fall season for park entry fees and annual passes as other options open up for consumers, a potential resurgence of COVID (Phase 2), as well as a continued reduction in programs offered such as interpretation programs, Christmas Town and limited retail sales. The projected park revenue shortfall of \$3.6M is anticipated to be offset through a reduction of full time and part time staffing costs and lower park operating expenditures.

Details of the 2020 operating surplus, projected amounts and budget variances are included in the notes contained on the Budget Variance Report financial appendix.

	YTD	2020	2020	PROJECTED \$	PROJECTED %	
	ACTUAL	PROJECTED	BUDGET	VARIANCE	VARIANCE	ACTUAL
Program	July 31, 2020			OVER (UNDER)	OVER (UNDER)	December 31
				BUDGET	BUDGET	2019
<b>WATERSHED MANAGEMENT &amp; SUPPORT SERVICES (WMSS)</b>						
Revenue	9,415,625	14,791,464	16,489,074	(1,697,610)	(10.3%)	15,174,442
Expenses	7,400,143	14,393,857	16,489,074	(2,095,217)	(12.7%)	14,502,281
<b>Operating Surplus (Deficit)</b>	<b>2,015,482</b>	<b>397,607</b>	<b>-</b>	<b>397,607</b>	<b>(100.0%)</b>	<b>672,162</b>
<b>CONSERVATION AREAS</b>						
Revenue	8,853,268	10,407,018	13,992,489	(3,585,471)	(25.6%)	14,542,181
Expenses	6,027,269	9,876,758	13,024,078	(3,147,320)	(24.2%)	13,775,968
<b>Operating Surplus</b>	<b>2,825,999</b>	<b>530,259</b>	<b>968,411</b>	<b>(438,152)</b>	<b>(45.2%)</b>	<b>766,213</b>
<b>Total Operating Surplus (Deficit)</b>	<b>\$4,841,481</b>	<b>\$927,867</b>	<b>\$968,411</b>	<b>(\$40,544)</b>	<b>(4.2%)</b>	<b>\$1,438,375</b>

## Report

### Operating Program

In mid-March the Province of Ontario declared an emergency order as a result of COVID-19 that forced Conservation Halton to temporarily close the parks and directly impacted other Conservation



Halton programs. The potential financial impact of the provincial order depending on the length of the closure could have led to a large financial deficit for Conservation Halton. In April, staff initial estimates projected a deficit in the range of \$1.3M to \$1.6M for 2020. This deficit assumed all park operations and revenue generating activities would be on hold for several months.

To lessen a potential operating deficit, staff implemented cost mitigation measures to control spending across Conservation Halton which included: reducing spending on non-essential services and centralized approval for all expenses that remain in place today. Further initial mitigation measures included the difficult decision to temporarily lay off some staff and put a hiring freeze in place for all non-essential positions. These measures have resulted in reduced total expenses of \$1.7 million from the period May to July 2020 over the same period in the prior year. Staff continue to monitor 2020 financial projections along with actual revenue and expenses for all programs on a bi-weekly basis to ensure assumptions reflect any change in operations.

Staff reopened the parks in late May with the stage 1 opening plan announced by the Province. The implementation of the new park reservation point of sale system in May assisted with ensuring the parks opened in a responsible manner with planned physical distancing of park visitors. Staff have continued efforts to increase potential park visitation and programs, sought ways to optimize planning and permit revenue and reduce expenditures that has resulted in the improved financial position.

Park staff continue to plan for and launch programs that Conservation Halton can safely offer park visitors with consideration of the associated program delivery costs. Staff are also beginning to plan for the winter ski season under various scenarios.

The 2020 operating surplus will be transferred to the respective WMSS and Parks reserves in the 2020 year-end report. These reserves may be needed to offset potential revenue shortfalls from the upcoming 2021 winter season.

## **Capital Program**

Attached is the capital program summary financial appendix that includes current capital projects, the respective approved project budget, life to date costs and the budget remaining to be spent. As of July 31, 2020, life to date capital expenses are \$12,927,402 or approximately 72% of the total capital budget. The Kelso Dam capital project represents 47% of this total and was substantially complete December 2019. Final site restoration work at Kelso Dam was completed in early July with some minimal project management costs remaining for the next few months.

Approval was received in May from the Ministry of Natural Resources and Forestry (MNRF) for Water and Erosion Control Infrastructure (WECI) funding for 2020-2021 for dams and channels infrastructure. These capital projects are funded 50% provincially and 50% funded municipally now primarily made through a transfer from the State of Good Repair levy funded Water Management Capital Reserve.

WECI Provincial funding was not confirmed in 2019 or 2020 for 50% of the costs for the Milton Channel Slab replacements at two sites with estimated costs of \$255,927 based on the priority ranking system used by WECI to evaluate projects. This capital project was recommended to be closed in June 2020 with the understanding that the project would be brought forward in a future budget. However, staff recently discovered that the channel slabs at one of the sites has cracked

further over the past few months. Staff have engaged a consultant to assess the urgency of the slab repairs to ensure public safety. At this time, it is recommended that this capital project be reinstated along with the associated provincial and municipal funding sources. Project staff will consult with MNRF staff to confirm the availability of WECA funding through savings in existing projects if it is determined that these repairs need to be completed in 2020.

Conservation Areas infrastructure capital budget for 2020 of \$330,000 has been allocated mainly to the installation of park gates and sensors to enable the safe reopening of the parks leaving little remaining funding to address other park infrastructure needs. In planning for the opening of the winter ski season, staff are requesting an increase in the 2020 capital budget of \$235,000 to address further improvements and requirements related to COVID funded by a transfer from the Conservation Areas capital reserve. This amount consists of \$65,000 for additional shelter and warming spaces, \$75,000 for other infrastructure needs and \$100,000 for information technology. The attached reserve continuity schedule details the projected 2020 reserve balances.

### Impact on Strategic Goals

This report supports the Metamorphosis strategic theme of Striving for service excellence and efficiency. This theme is supported by the objective to provide clear financial data and analysis to support informed strategic and operational decision-making for budget development and long-term planning.

### Financial Impact

The report Recommendation outlines the financial impacts of the Budget Variance Report for the period ended July 31, 2020 and 2020 projected year end amounts.

Signed & respectfully submitted:



Marnie Piggot  
Director, Finance

Approved for circulation:



Hassaan Basit  
CAO/Secretary-Treasurer



Lawrence Wagner  
Senior Director, Corporate Services

**FOR QUESTIONS ON CONTENT:**

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Conservation Halton  
Budget Variance Report Financial Appendix  
For the Period Ended July 31, 2020

	NOTES	ACTUAL YTD July 31, 2020	PROJECTED 2020	2020 BUDGET	\$ VARIANCE OVER / (UNDER) BUDGET	% VARIANCE OVER / (UNDER) BUDGET
<b>WATERSHED MANAGEMENT &amp; SUPPORT SERVICES (WMSS)</b>						
<b>CORPORATE SERVICES</b>						
<u>Expenditures</u>						
Salaries and Benefits	1	1,767,053	3,099,988	3,394,802	(294,814)	(8.7%)
Total Materials & Supplies, Purchased Services & Financing	2	513,393	884,910	1,025,335	(140,425)	(13.7%)
Debt Financing Charges		14,769	649,011	649,011	-	0.0%
Transfer to Reserves - State of Good Repair Levy		-	464,200	464,200	-	0.0%
<b>Total Expenditures</b>		<b>2,295,215</b>	<b>5,098,109</b>	<b>5,533,348</b>	<b>(435,239)</b>	<b>(7.9%)</b>
<u>Revenue</u>						
Program & Other Revenue		180,727	116,378	100,000	16,378	16.4%
Municipal Funding		5,428,157	9,350,084	9,305,409	44,675	0.5%
Chargeback Recoveries	1	408,008	585,549	797,149	(211,600)	(26.5%)
Reserve Funding	3	-	-	10,000	(10,000)	(100.0%)
<b>Total Revenues</b>		<b>6,016,892</b>	<b>10,052,011</b>	<b>10,212,558</b>	<b>(160,547)</b>	<b>(1.6%)</b>
<b>TOTAL CORPORATE SERVICES</b>		<b>3,721,678</b>	<b>4,953,902</b>	<b>4,679,210</b>	<b>274,692</b>	<b>5.9%</b>

**Notes:**

- Salaries and benefits are projected to be lower than the budget amount due to staff vacancies and temporary reductions in staffing in the CAO Office, Human Resources, Communications, Finance, Digital Transformation, and GIS. The staff recovery chargeback to the Conservation Areas will be reduced as a result of the staffing reductions and during the park closure period.
- Materials & Purchased Services are projected to be lower than the 2020 budget amount for anticipated reduced discretionary expenses including program supplies, consulting and staff training.
- The transfer from the Water Festival Reserve for Communications support will not be made in 2020 with the cancellation of the Water Festival.

Conservation Halton  
Budget Variance Report Financial Appendix  
For the Period Ended July 31, 2020

	NOTES	ACTUAL YTD July 31, 2020	PROJECTED 2020	2020 BUDGET	\$ VARIANCE OVER / (UNDER) BUDGET	% VARIANCE OVER / (UNDER) BUDGET
<b>CORPORATE COMPLIANCE</b>						
<u>Expenditures</u>						
Salaries and Benefits		293,785	526,851	540,115	(13,264)	(2.5%)
Total Materials & Supplies and Purchased Services	4	121,500	200,968	164,500	36,468	22.2%
<b>Total Expenditures</b>		<b>415,285</b>	<b>727,819</b>	<b>704,615</b>	<b>23,204</b>	<b>3.3%</b>
<u>Revenue</u>						
Program & Other Revenue		1,810	1,810	-	1,810	0.0%
Chargeback Recoveries	5	103,187	143,600	176,900	(33,300)	(18.8%)
<b>Total Revenues</b>		<b>104,997</b>	<b>145,410</b>	<b>176,900</b>	<b>(31,490)</b>	<b>(17.8%)</b>
<b>TOTAL CORPORATE COMPLIANCE</b>		<b>(310,288)</b>	<b>(582,409)</b>	<b>(527,715)</b>	<b>(54,694)</b>	<b>10.4%</b>

**Notes:**

4. Materials & Purchased Services are projected to be lower than the 2020 budget amount for anticipated reduced legal and consulting fees.  
5. The staff recovery chargeback to the Conservation Areas will be reduced as a result of the temporary staffing reductions and during the park closure period.

Conservation Halton  
Budget Variance Report Financial Appendix  
For the Period Ended July 31, 2020

	NOTES	ACTUAL YTD July 31, 2020	PROJECTED 2020	2020 BUDGET	\$ VARIANCE OVER / (UNDER) BUDGET	% VARIANCE OVER / (UNDER) BUDGET
<b>FLOOD FORECASTING &amp; OPERATIONS</b>						
<u>Expenditures</u>						
Salaries and Benefits		227,372	377,837	391,797	(13,960)	(3.6%)
Total Materials & Supplies and Purchased Services		39,104	131,659	145,000	(13,341)	(9.2%)
<b>Total Expenditures</b>		<b>266,476</b>	<b>509,495</b>	<b>536,797</b>	<b>(27,302)</b>	<b>(5.1%)</b>
<u>Revenue</u>						
Program & Other Revenue		-	-	-	-	0.0%
Provincial Funding		1,630	156,664	159,034	(2,370)	(1.5%)
Chargeback Recoveries	6	19,132	28,000	-	28,000	100.0%
<b>Total Revenues</b>		<b>20,762</b>	<b>184,664</b>	<b>159,034</b>	<b>25,630</b>	<b>16.1%</b>
<b>TOTAL FLOOD FORECASTING &amp; OPERATIONS</b>		<b>(245,714)</b>	<b>(324,832)</b>	<b>(377,763)</b>	<b>52,931</b>	<b>(14.0%)</b>

**Notes:**

6. The staff recovery chargeback to capital projects will be higher than anticipated in this department based on revised capital project work and staff changes.



Conservation Halton  
Budget Variance Report Financial Appendix  
For the Period Ended July 31, 2020

	NOTES	ACTUAL YTD July 31, 2020	PROJECTED 2020	2020 BUDGET	\$ VARIANCE OVER / (UNDER) BUDGET	% VARIANCE OVER / (UNDER) BUDGET
<b>PLANNING &amp; WATERSHED MANAGEMENT</b>						
<u>Expenditures</u>						
Salaries and Benefits	7	2,242,342	3,944,726	4,353,545	(408,819)	(9.4%)
Total Materials & Supplies and Purchased Services	8	133,989	391,319	479,794	(88,475)	(18.4%)
<b>Total Expenditures</b>		<b>2,376,331</b>	<b>4,336,045</b>	<b>4,833,339</b>	<b>(497,294)</b>	<b>(10.3%)</b>
<u>Revenue</u>						
Program & Other Revenue	9	1,861,297	2,273,748	2,554,100	(280,352)	(11.0%)
Provincial Funding		140,903	244,971	255,545	(10,574)	(4.1%)
Other Municipal Funding		261,816	455,058	488,003	(32,945)	(6.8%)
Chargeback Recoveries	10	66,543	69,803	131,200	(61,397)	(46.8%)
<b>Total Revenues</b>		<b>2,330,560</b>	<b>3,043,580</b>	<b>3,428,848</b>	<b>(385,268)</b>	<b>(11.2%)</b>
<b>TOTAL PLANNING &amp; WATERSHED MANAGEMENT</b>		<b>(45,772)</b>	<b>(1,292,465)</b>	<b>(1,404,491)</b>	<b>112,026</b>	<b>(8.0%)</b>

**Notes:**

7. Salaries and benefits are projected to be lower than the budget amount due to staff vacancies and temporary staff reductions in Planning & Watershed Management, Regional Infrastructure Team (RIT) and Source Protection.
8. Materials & Purchased Services are projected to be lower than the 2020 budget amount primarily for reduced staff travel and supplies as staff are working remotely. Legal and consulting fees are also esimated to be slightly lower than the budget amount.
9. Estimated planning and permit fees are projected to be lower than the budget amount. The 2020 budget for planning and permit fees was set too high based on historical actual amounts and has been reduced in the 2021 preliminary budget. The projected amount does not include potential impacts from the proposed regional allocation program.
10. The staff recovery chargeback to capital projects will be less the budget amount based on revised capital project work and staff changes.

Conservation Halton  
Budget Variance Report Financial Appendix  
For the Period Ended July 31, 2020

	NOTES	ACTUAL YTD July 31, 2020	PROJECTED 2020	2020 BUDGET	\$ VARIANCE OVER / (UNDER) BUDGET	% VARIANCE OVER / (UNDER) BUDGET
<b>SCIENCE &amp; PARTNERSHIPS (S &amp; P)</b>						
<u>Expenditures</u>						
Salaries and Benefits	11	570,503	1,147,788	1,280,071	(132,283)	(10.3%)
Total Materials & Supplies and Purchased Services	12	10,584	66,727	124,777	(58,050)	(46.5%)
<b>Total Expenditures</b>		<b>581,087</b>	<b>1,214,515</b>	<b>1,404,848</b>	<b>(190,333)</b>	<b>(13.5%)</b>
<u>Revenue</u>						
Program & Other Revenue	13	435	435	76,040	(75,605)	(99.4%)
Provincial Grant Funding	14	55,000	81,250	-	81,250	100.0%
Other Municipal Funding		60,000	105,000	105,000	-	0.0%
Federal Funding	14	47,738	123,750	168,750	(45,000)	(26.7%)
Chargeback Recoveries	11	38,841	105,505	157,330	(51,825)	(32.9%)
Reserve Funding		-	17,500	17,500	-	0.0%
<b>Total Revenues</b>		<b>202,014</b>	<b>433,440</b>	<b>524,620</b>	<b>(91,180)</b>	<b>(17.4%)</b>
<b>TOTAL SCIENCE &amp; PARTNERSHIPS</b>		<b>(379,073)</b>	<b>(781,075)</b>	<b>(880,228)</b>	<b>99,153</b>	<b>(11.3%)</b>

**Notes:**

11. Salaries and benefits are projected to be lower than the budget amount due to staff vacancies and temporary reductions in staffing in Ecology and Stewardship.
12. Materials & Supplies and Purchased Services expenses are projected to have savings with reduced field work and Partnership Project work.
13. Program & Other Revenue and Chargeback Recoveries are estimated to decrease as a result of temporary staffing reductions and reduced field and project work.
14. A provincial grant was received for the Hamilton Harbour Remedial Action Plan (HHRAP) that was not included in budget resulting in a lower Federal funding contribution anticipated in the 2020 budget.

Conservation Halton  
Budget Variance Report Financial Appendix  
For the Period Ended July 31, 2020

	NOTES	ACTUAL YTD July 31, 2020	PROJECTED 2020	2020 BUDGET	\$ VARIANCE OVER / (UNDER) BUDGET	% VARIANCE OVER / (UNDER) BUDGET
<b>PROJECT MANAGEMENT OFFICE</b>						
<u>Expenditures</u>						
Salaries and Benefits	15	461,560	869,887	739,248	130,639	17.7%
Total Materials & Supplies and Purchased Services	16	76,356	157,143	217,165	(60,022)	(27.6%)
Transfer to Reserves		-	11,388	11,388	-	0.0%
<b>Total Expenditures</b>		<b>537,916</b>	<b>1,038,419</b>	<b>967,801</b>	<b>70,618</b>	<b>7.3%</b>
<u>Revenue</u>						
Program & Other Revenue		18,908	32,508	25,560	6,948	27.2%
Chargeback Recoveries		156,006	235,853	294,524	(58,671)	(19.9%)
<b>Total Revenues</b>	17	<b>174,914</b>	<b>268,360</b>	<b>320,084</b>	<b>(51,724)</b>	<b>(16.2%)</b>
<b>TOTAL PROJECT MANAGEMENT OFFICE</b>		<b>(363,002)</b>	<b>(770,058)</b>	<b>(647,717)</b>	<b>(122,341)</b>	<b>18.9%</b>

**Notes:**

15. PMO salaries and benefits will exceed the budget amount for new positions reallocated in the 2020 budget. The increase in staff costs will be offset by increased revenue in other programs and Chargeback recoveries from Partnership and Capital project work.
16. Materials & Purchased Services are projected to be lower than the 2020 budget amount for anticipated reduced discretionary expenses for project and program supplies and facility maintenance.
17. Program & Other Revenue and Chargeback Recoveries are estimated to be less than the budget as a result of temporary staffing reductions and reduced field and project work.

Conservation Halton  
Budget Variance Report Financial Appendix  
For the Period Ended July 31, 2020

	NOTES	ACTUAL YTD July 31, 2020	PROJECTED 2020	2020 BUDGET	\$ VARIANCE OVER / (UNDER) BUDGET	% VARIANCE OVER / (UNDER) BUDGET
<b>OPERATIONS</b>						
<u>Expenditures</u>						
Salaries and Benefits		548,841	958,445	1,016,957	(58,512)	(5.8%)
Chargeback - Parks staff support	18	32,312	67,200	55,400	11,800	21.3%
Total Materials & Supplies and Purchased Services	19	105,605	202,734	372,739	(170,005)	(45.6%)
<b>Total Expenditures</b>		<b>686,758</b>	<b>1,228,379</b>	<b>1,445,096</b>	<b>(216,717)</b>	<b>(15.0%)</b>
<u>Revenue</u>						
Program & Other Revenue	19	80,608	65,065	133,000	(67,935)	(51.1%)
Provincial Grants		93,750	125,000	125,000	-	0.0%
Other Municipal Funding	20	15,330	32,577	62,000	(29,423)	(47.5%)
Chargeback Recoveries	21	136,820	200,282	283,800	(83,518)	(29.4%)
<b>Total Revenues</b>		<b>326,508</b>	<b>422,923</b>	<b>603,800</b>	<b>(180,877)</b>	<b>(30.0%)</b>
<b>TOTAL OPERATIONS</b>		<b>(360,250)</b>	<b>(805,456)</b>	<b>(841,296)</b>	<b>35,840</b>	<b>(4.3%)</b>

**Notes:**

18. Increased Operations staff support costs by Conservation Areas staff offset by reduced staff salaries and benefits.

19. There is a projected reduction in material materials and supplies with the deferral of the Forest Management tree planting program and the associated grants to 2021. Property management and vehicle maintenance expenses are also estimated to be lower with temporary staffing reductions.

20. Other municipal funding is estimated to be less than the budget for reduced property management services provided at Halton Region Agreement Forests.

21. The staff recovery chargebacks to the EAB tree removal capital project and the Conservation Areas will be less than the budget amount with temporary staffing reductions and during the park closure period.

Conservation Halton  
Budget Variance Report Financial Appendix  
For the Period Ended July 31, 2020

	NOTES	ACTUAL YTD July 31, 2020	PROJECTED 2020	2020 BUDGET	\$ VARIANCE OVER / (UNDER) BUDGET	% VARIANCE OVER / (UNDER) BUDGET
<b>PARTNERSHIP PROJECTS - SCIENCE &amp; PARTNERSHIPS AND PROJECT MANAGEMENT OFFICE</b>						
<u>Expenditures</u>						
Salaries and Benefits		127,365	127,365	374,549	(247,184)	(66.0%)
Total Materials & Supplies and Purchased Services		113,711	113,711	688,681	(574,970)	(83.5%)
<b>Total Expenditures</b>	<b>22</b>	<b>241,076</b>	<b>241,076</b>	<b>1,063,230</b>	<b>(822,155)</b>	<b>(77.3%)</b>
<u>Revenue</u>						
Program Revenue		68,193	70,319	809,765	(739,446)	(91.3%)
Provincial Grants		79,425	79,415	98,903	(19,488)	(19.7%)
Other Municipal Funding		2,364	2,364	-	2,364	0.0%
Federal Funding		88,996	88,979	154,562	(65,583)	(42.4%)
<b>Total Revenues</b>	<b>22</b>	<b>238,978</b>	<b>241,076</b>	<b>1,063,230</b>	<b>(822,155)</b>	<b>(77.3%)</b>
		<b>(2,099)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>
<b>Notes:</b>						
22. Partnership project costs are fully funded by related project grants and other funding. A decrease in Partnership Projects costs and funding is expected based on a temporary pause in project and field work in the spring with staff vacancies and temporary staff reductions resulting in a matching reduction in project funding. Partnership projects work has resumed and it is anticipated that staff will be able to fulfill grant commitments. Staff will be able to better estimate the projected Partnership Project amounts for the September 30, 2020 financial report.						
<b>TOTAL WMSS REVENUE</b>		<b>9,415,625</b>	<b>14,791,465</b>	<b>16,489,074</b>	<b>(1,697,609)</b>	<b>(10.3%)</b>
<b>TOTAL WMSS EXPENDITURES</b>		<b>7,400,144</b>	<b>14,393,858</b>	<b>16,489,074</b>	<b>(2,095,216)</b>	<b>(12.7%)</b>
<b>TOTAL</b>		<b>2,015,481</b>	<b>397,607</b>	<b>-</b>	<b>397,607</b>	<b>100.0%</b>

Conservation Halton  
Budget Variance Report Financial Appendix  
For the Period Ended July 31, 2020

	NOTES	ACTUAL YTD July 31, 2020	PROJECTED 2020	2020 BUDGET	\$ VARIANCE OVER / (UNDER) BUDGET	% VARIANCE OVER / (UNDER) BUDGET
<b>CONSERVATION AREAS</b>						
<u>Expenditures</u>						
Salaries and Benefits	23	3,652,219	5,932,938	7,826,076	(1,893,138)	(24.2%)
Total Materials & Supplies and Purchased Services	24	1,737,909	3,037,220	4,004,602	(967,382)	(24.2%)
Chargeback - WMSS Support Services to Parks	25	637,141	906,600	1,193,400	(286,800)	(24.0%)
<b>Total Expenditures</b>		<b>6,027,269</b>	<b>9,876,758</b>	<b>13,024,078</b>	<b>(3,147,320)</b>	<b>(24.2%)</b>
<u>Revenue</u>						
Program Revenue	26	8,878,511	9,968,806	13,452,180	(3,483,374)	(25.9%)
Other Revenue		9,477	60,777	65,000	(4,223)	(6.5%)
Municipal Funding	27	(67,032)	310,234	404,909	(94,675)	(23.4%)
Reserve Funding (Outreach)	28	-	-	15,000	(15,000)	(100.0%)
Chargeback - Parks to WMSS		32,312	67,200	55,400	11,800	21.3%
<b>Total Revenues</b>		<b>8,853,268</b>	<b>10,407,018</b>	<b>13,992,489</b>	<b>(3,585,471)</b>	<b>(25.6%)</b>
<b>TOTAL - TRANSFER TO (FROM) CONSERVATION AREA RESERVES</b>		<b>2,825,999</b>	<b>530,259</b>	<b>968,411</b>	<b>(438,152)</b>	<b>(45.2%)</b>

**Notes:**

23. Salaries and benefits are projected to be lower than the budget amount due to staff vacancies and temporary reductions in full time and part time staff positions.
24. Materials & Purchased Services are estimated to be less than the 2020 budget amount for anticipated reduced discretionary expenses for park program supplies, maintenance, utilities, and other services.
25. The staff recovery chargeback to the Conservation Areas has been assumed to be reduced as a result of WMSS staff vacancies and temporary staffing reductions and during the two month park closure period
26. Park program revenue is estimated to be lower than the budget amount due to the parks being closed for two months, reduced park programs offered upon reopening and the projected potential impact of COVID on park operations such as interpretative and Christmas Town programs, concession services and retail sales for the remainder of the year.
27. Operating municipal funding for the Outreach education program will be lower with temporary staffing reductions as a result of COVID impacts on program delivery and will be reallocated to other WMSS programs. Anticipated funding of \$50,000 for the Water Festival from the Region of Halton will not occur in 2020 with the cancellation of the Water Festival for this year.
28. Transfers from reserves of \$15,000 are not expected to be needed this year with reduced staffing and Outreach programs offered including the Water Festival.

**CONSERVATION HALTON**  
**CAPITAL PROJECT SUMMARY FINANCIAL APPENDIX**  
**AS AT JULY 31 2020**

Capital Project Description	Budget Prior Years	2020 Budget	Budget Increase / Decrease	Total Capital Budget	Prior Years Capital Costs	2020 Capital Costs	Life to Date Capital Costs	Budget Unspent	Project Closed or Reinstate	Capital Project Funding
<b>Watershed Management &amp; Support Services (WMSS)</b>										
Kelso Dam - Rehabilitation Repairs	\$8,365,000			\$8,365,000	\$7,882,829	\$466,774	\$8,349,603	\$15,397		NDMP; MNRF; Mun. Debt Fin.
Hilton Falls Dam Diversion Phase 1 (2019)	\$90,000			90,000	\$21,732	8,257	29,989	60,011	Closed	50% MNRF; 50% Reserve
Public Safety Plan Implementation	\$72,000			72,000	\$13,187	15,897	29,084	42,916	Closed	50% MNRF; 50% Reserve
Hilton Falls Road Surface Upgrade	\$0	84,430	(84,430)	-	\$0		-	-	Closed	50% MNRF; 50% Reserve
Hilton Falls Dam Phase 2	\$0	825,084	(825,084)	-	\$0		-	-	Closed	50% MNRF; 50% Reserve
Milton Channel Repairs	\$255,927		-	255,927	\$0		-	255,927	Reinstate	50% MNRF; 50% Reserve
Freeman Pond Flood Attenuation Assessment	\$25,000		(25,000)	-	\$0		-	-	Closed	50% MNRF; 50% Reserve
Hilton Falls Dam Construction Phase 1 (2020)			220,000	220,000	\$0	13,033	13,033	206,967		50% MNRF; 50% Reserve
Hilton Falls Dam Safety Repairs & Electrical Upgrades			150,000	150,000	\$0	9,452	9,452	140,548		50% MNRF; 50% Reserve
Morrison Wedgewood Channel Spill		106,121	(6,121)	100,000	\$0	5,053	5,053	94,947		50% MNRF; 50% Debt Financing
Scotch Block Dam Safety Repairs		246,738	53,262	300,000	\$0	7,760	7,760	292,240		50% MNRF; 50% Debt Financing
Kelso Dam Safety Repairs			110,000	110,000	\$0	5,802	5,802	104,198		50% MNRF; 50% Reserve
Kelso Dam Lift Gates and Hoists Refurbishment			120,000	120,000	\$0		-	120,000		50% MNRF; 50% Reserve
Channel Replacement Design		50,000		50,000	\$0	2,532	2,532	47,468		50% MNRF; 50% Reserve
Asset Management Plan	\$100,000			100,000	\$59,220	39,987	99,207	793		Reserve; Municipal
Emerald Ash Borer 2019	\$1,154,000			1,154,000	\$1,088,061		1,088,061	65,939		Municipal - EAB; Lumber sales
Emerald Ash Borer 2020		862,243		862,243	\$0	696,413	696,413	165,830		Municipal - EAB; Lumber sales
Flood Forecasting & Warning	\$74,534	115,000	49,960	239,494	\$0	119,393	119,393	120,101		Municipal
Floodplain Mapping - 2018 (Grindstone)	\$466,626			466,626	\$395,429	33,946	429,375	37,251		50% Federal NDMP; 50% Municipal
Floodplain Mapping - 2019 (Urban Milton & Morrison-Wedgewood)	\$466,626			466,626	\$278,006	174,048	452,054	14,572		50% Federal NDMP; 50% Municipal
Floodplain Mapping - 2020		330,000		330,000	\$0		-	330,000		Other Municipal - Halton Region
Watershed Planning / Municipal Natural Assets Initiative	\$10,000	25,000		35,000	\$3,500	31,500	35,000	-		Municipal
Watershed Database Management System	\$75,000			75,000	\$31,731		31,731	43,269		Municipal
Administration Office Renovations	\$129,000	252,000		381,000	\$44,042	104,273	148,315	232,685		Reserves
Operations Centre Capacity Study		100,000		100,000	\$0		-	100,000		Reserve
Information Technology & Digital Transformation - WMSS	\$179,961	199,000		378,961	\$0	44,107	44,107	334,854		Municipal
Website Upgrade		100,000		100,000	\$0		-	100,000		Municipal; Reserves
Payroll System Upgrade - Phase 1 & 2	\$89,500			89,500	\$69,736		69,736	19,764		Municipal; Reserves
Great Plains upgrades	\$35,000	25,000		60,000	\$0		-	60,000		Municipal
Ortho Imagery	\$60,000			60,000	\$10,446		10,446	49,554		Municipal
Lidar Imagery		40,000		40,000	\$0		-	40,000		Municipal
Program rates & fees review	\$60,000			60,000	\$59,038		59,038	962		Municipal
Vehicle and Equipment Replacements- WMSS	\$0	194,339		194,339	\$0	(2,775)	(2,775)	197,114		Reserve
Forest Management	\$73,689			73,689	\$60,689		60,689	13,000		Municipal
Land Management			15,000	15,000	\$0	3,918	3,918	11,082		Reserve
Giant's Rib Geopark	\$100,000	100,000		200,000	\$0		-	200,000		Other funding
Clappison & Waterdown Woods		25,000		25,000	\$0		-	25,000		Municipal
Glenorchy	\$15,151			15,151	\$0		-	15,151		Other and Reserve
Speyside Weir Removal	\$31,500	32,000		63,500	\$0		-	63,500		Reserve
<b>Conservation Areas Facility &amp; Infrastructure:</b>										
Kelso/Glen Eden/Parks - Master Plan	\$140,000			140,000	\$98,358		98,358	41,642		Reserve
Kelso/Glen Eden - Water/Wastewater Servicing (Dev. Contr'n)	\$704,035			704,035	\$622,140		622,140	81,895		Dev. Contribution funding
Kelso & Crawford Lake Visitor Centres - Dev. Contr'n Works	\$375,000	250,000		625,000	\$51,893	87,989	139,882	485,118		Dev. Contribution funding
Kelso/Glen Eden - Ski/Snowboarding Capital Expenditures	\$0	100,000		100,000	\$0		-	100,000		Reserve
Facility and Infrastructure Major Maintenance	\$20,000	330,000		350,000	\$0	33,718	33,718	316,282		Reserve
Foundation Funded Capital Projects	\$0	100,000		100,000	\$0		-	100,000		CH Foundation
Information Technology Infrastructure - Conservation Areas	\$0	75,000		75,000	\$0	12,791	12,791	62,209		Reserve
PCI Compliance	\$235,000			235,000	\$175,007		175,007	59,993		Reserve 95%; Municipal 5%
Vehicle and Equipment replacements - Conservation Areas	\$0	165,556		165,556	\$0	48,490	48,490	117,066		Reserve
<b>Total Capital Projects</b>	<b>\$13,402,549</b>	<b>\$4,732,511</b>	<b>(\$222,413)</b>	<b>\$17,912,647</b>	<b>\$10,965,043</b>	<b>\$1,962,359</b>	<b>\$12,927,402</b>	<b>\$4,985,245</b>		

**CONSERVATION HALTON**  
Reserve Continuity  
July 31, 2020

Name of Reserve	Reserve Balances Jan.1, 2020	2020 Budget & Previously Approved Reserve Transfers	Reserve Transfer Adjustment July 31, 2020 Projection	Reserve Balances Prior to Transfers to be Approved	Reserve Transfers be Approved Sep. 24, 2020 Board Meeting	Projected Reserve Balances Dec. 31, 2020 incl. Transfers to be Approved
<b>Watershed Management &amp; Support Services</b>						
Vehicle and equipment	914,422	(194,339)		720,083		<b>720,083</b>
Building - State of Good Repair	264,293	(102,000) 100,000		262,293		<b>262,293</b>
Building	480,128	(250,000)		230,128		<b>230,128</b>
Watershed Management Capital - Municipal Funds	601,333	(348,571) 339,200		591,962		<b>591,962</b>
Watershed Management Capital - Self Generated Funds	390,909			390,909		<b>390,909</b>
Watershed Management & Support Services Stabilization	793,193			793,193		<b>793,193</b>
Debt Financing Charges Capital	472,670			472,670		<b>472,670</b>
Digital Transformation	250,000			250,000		<b>250,000</b>
Legal - Planning & Watershed Management	258,891			258,891		<b>258,891</b>
Legal - Corporate	200,000			200,000		<b>200,000</b>
Water Festival	188,911	(30,000)	15,000	173,911		<b>173,911</b>
Land Securement	34,537	25,000		59,537		<b>59,537</b>
Property Management	95,040	(15,000)		80,040		<b>80,040</b>
Stewardship and restoration	390,511	(48,112)	10,000	352,399		<b>352,399</b>
<b>Conservation Areas</b>						
Capital	2,715,883	(720,556) 968,411	(438,152)	2,525,586	(235,000)	<b>2,290,586</b>
Revenue Stabilization	1,000,568			1,000,568		<b>1,000,568</b>
<b>Total Reserves</b>	<b>\$9,051,289</b>	<b>\$ (275,967)</b>	<b>\$ (413,152)</b>	<b>\$ 8,362,170</b>	<b>\$ (235,000)</b>	<b>\$ 8,127,170</b>



**REPORT TO:** Conservation Halton Board of Directors

**REPORT NO: #** CHBD 06 20 11

**FROM:** Garner Beckett, Foundation Director and Craig Machan, Associate Director  
Parks Operations

**DATE:** September 24, 2020

**SUBJECT:** Margaret Grace Harris Bequest

## Recommendation

THAT the Conservation Halton Board of Directors **approve the designation of funds bequeathed by Margaret Grace Harris as recommended herein.**

## Report

On September 11<sup>th</sup>, 2019, the Conservation Halton Foundation received notice of the passing of long-time supporter Margaret Grace Harris. The Will of Margaret Harris indicated a donation in memory of her husband Brock Harris in the amount of \$40,000. The Will further instructed the funds be used as follows:

*“in such a manner as determined by the Directors of the Halton Region Conservation Authority or its successor on the condition such be designated as being in memory of my late husband, Brock Harris”*

The transaction was facilitated by the Foundation as a gift of Securities. Less processing fees, net proceeds from the donation resulted in a contribution of **\$39,136.37**.

To acknowledge the incredible family influence upon the Conservation Authority, and to address aligned park priorities, staff are recommending the following designation for the funds:

Mountsberg Boardwalk Refurbishment	Repair existing boardwalk, add features to improve educational programming opportunities	<b>\$23,136.37</b>
Mt. Nemo Lookout and Monument	Lookout repair, Construction of covered shelter and incorporation of gift designation	<b>\$10,000</b>
Conservation Halton Foundation	As directed by the Foundation Board of	<b>\$6,000</b>

	Directors for Priority Parks, Education, and Conservation projects	
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### Impact on Strategic Goals

This report supports the Metamorphosis strategic theme of Creating opportunities to connect with nature. Enhancements to our parks help connect people with nature and support the health and wellness of those that live in our communities. Greater education opportunities within the parks creates a living classroom to inspire children to learn about the natural world.

### Financial Impact

The report outlines the proposed allocation of the donation received of \$39,136.37 to fund the estimated park project costs. No other financial impact related to the gift is anticipated

Signed & respectfully submitted:



Garner Beckett  
Foundation Director

Approved for circulation:



Hassaan Basit  
CAO/Secretary-Treasurer

**FOR QUESTIONS ON CONTENT:**

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