

Conservation Halton Board of Directors Meeting - February 17 #01 22



Zoom Webinar: .

<https://us02web.zoom.us/j/86741434963?pwd=dGxzRjBNMmFaa1NsbThsL1BuS3VGdz09> Passcode:
933424



Start: Thursday, February 17, 2022 - 1:00pm

End: Thursday, February 17, 2022 - 4:00pm

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1. Roll Call
 2. Disclosure of Pecuniary Interest for Conservation Halton Board of Directors
 3. Acceptance of Agenda
 4. Presentations
 - 4.1. Conservation Halton Flood Watch Update - Glenn Farmer, Manager, Flood Forecasting Operations
 - 4.2. Ethics Training - Amee Sandhu, CEO, Founder & Principal Lawyer, Lex Integra Professional Corporation
 - 4.3. Momentum Dashboard - Mark Vytvytskyy, COO
 - 4.4. Conservation Halton's CA Act Transition Plan: Programs & Services Inventory (Report 7.1 #: CHBD 01 22 04) - Hassaan Basit, President & CEO
 5. CEO Verbal Update
 6. Consent Items
 - 6.1. Approval of Conservation Halton Board of Directors Meeting Minutes - November 25, 2021
 Conservation Halton Board of Directors DRAFT Meeting Minutes - November 25, 2021
 - 6.2. Purchasing Activity Memo - November 1, 2021 to January 31, 2022 (CHBD 01 22 01)
 Purchasing Activity Memo - November 1, 2021 to January 31, 2022 (CHBD 01 22 01)
 - 6.3. Status of Conservation Halton's Spill Policy Review and Update Work Plan (CHBD 01 22 02)



Status of Conservation Halton's Spill Policy Review and Update Work Plan (CHBD 01 22 02)

6.4. Permits & Letters of Permission issued under Ontario Regulation 162/06 from October 1 to December 31, 2021 (CHBD 01 22 03)



Permits & Letters of Permission issued under Ontario Regulation 162/06 from October 1 to December 31 2021 (CHBD 01 22 03)



Appendix A

6.5. Source Water Protection consultation update (HRSPA 01 22 01)



Source Water Protection Consultation Update (HRSPA 01 22 01)

7. Action Items

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



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



Appendix B: CH Programs & Service Inventory

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



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

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



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

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



Reappointment of Conservation Halton Foundation Board Members (CHBD 01 22 07)

8. CHF Update - Jim Sweetlove

9. Other Business

10. In Camera

10.1. Legal Matter (CHBD 01 22 08)

10.2. Legal Matter (CHBD 01 22 09)

11. Adjournment

MEETING NO: # Conservation Halton Board of Directors Meeting # 08 21

MINUTES

The Conservation Halton Board of Directors Meeting was held on Thursday, November 25 at 3:00 p.m. via Zoom Webinar.

Members Present:

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

Absent with regrets:

Rory Nisan

Absent:

Rick Di Lorenzo

Staff present

Kim Barrett, Associate Director, Science & Partnerships
Hassaan Basit, President & CEO/Secretary-Treasurer
Garner Beckett, Executive Director, Conservation Halton Foundation
Adriana Birza, Manager, Office of the President & CEO
Janette Brenner, Senior Manager, Water Resources Engineering
Leah Bortolotti, Director, Communications
Niamh Buckley, Administrative Assistant, Office of the President & CEO
Craig Machan, Director, Parks and Operations
Kellie McCormack, Associate Director, Planning & Regulations
Marnie Piggot, Director, Finance
Plezzie Ramirez, Director, Human Resources
Jill Ramseier, Director, Corporate Compliance
Kent Rundle, Coordinator – Landowner Outreach and Restoration
Pavan Seth, Procurement Manager
Barb Veale, Director, Planning & Watershed Management
Mark Vytvytskyy, Chief Operations Officer

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

1. Roll Call

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

There were **NO** disclosures of Pecuniary Interest.

3. Acceptance of Agenda

CHBD 08 01 Moved by: Cathy Duddeck
Seconded by: Jean Williams

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

Carried

4. CEO Verbal Update

The CEO shared the following update:

- Glen Eden has begun its seasonal hiring. To address industry-wide labour shortages and the challenges of recruiting over 600 seasonal employees, CH has increased minimum wage to \$15.25 and is offering incentives and referral programs, along with more promotion of the recruitment drive. We expect this to have an impact on overall financial performance, but our key priority is to ensure we can offer a full range of safe, quality services to our customers.
- Mandatory COVID-19 vaccination policy has been implemented for staff at CH.
- CH has responded to the Q&As from the East Burlington Creeks PIC on floodplain mapping and they are posted to our website.
- Since the last update in September, CH and the Foundation have been approved for \$746,051 in grants and funding

5. Consent Items

- 5.1 Approval of Conservation Halton Board of Directors DRAFT Meeting Minutes – October 21, 2021
- 5.2 Approval of Governance and Risk Committee DRAFT Meeting Minutes – November 4, 2021
- 5.3 Conservation Halton's CA Act Transition Plan (CHBD 08 21 01)
- 5.4 Purchasing Memo - August 1, 2021, to October 31, 2021 (CHBD 08 21 02)
- 5.5 Health & Safety Update (Q2 - Q3 2021) (CHBD 08 21 03)

5.6 Permits & Letters of Permission issued under Ontario Regulation 162/06 from July 1 to September 30, 2021
(CHBD 08 21 04)

5.7 Budget Variance Report for the Period Ended September 30, 2021, and December 31, 2021 Projected Year End Amounts
(CHBD 08 21 05)

5.8 Momentum Progress Report: April – November 2021
(CHBD 08 21 19)

6.0 Action Items

6.1 Amendments to Halton Region Conservation Authority General Membership By-law 2018-01 (Rev. November 25, 2021)
(CHBD 08 21 06)

CHBD 08 02

Moved by: Zeeshan Hamid
Seconded by: Marianne Meed Ward

THAT the Conservation Halton Board of Directors **approves the Amendments to Halton Region Conservation Authority General Membership By-law 2018-01 which reflects the February 2, 2021, proclamation of a number of governance-related clauses in the Conservation Authorities Act as recommended by the Governance and Risk Committee at the meeting held on November 4, 2021.**

And

THAT the Conservation Halton Board of Directors **approves the amendments to the Halton Region Conservation Authority General Membership By-law 2018-01 under Section 9. Signing Officers to reflect administrative updates to the titles of authorized signatories within Conservation Halton. The Governance and Risk Committee approved these recommendations at their meeting on November 4, 2021.**

Carried

6.2 Corporate Purchasing Policy Update
(CHBD 08 21 07)

CHBD 08 03

Moved by: Jim Sweetlove
Seconded by: Rob Burton

THAT the Conservation Halton Board of Directors **approves updates to the Corporate Purchasing Policy.**

Carried

6.3 Interim Service Delivery Agreement for Ecological Review Services in Halton/CH File

No. ADM 362
(CHBD 08 21 08)

CHBD 08 04

Moved by: Zobia Jawed
Seconded by: Dave Gittings

THAT the Conservation Halton Board of Directors **endorses the “Interim Service Delivery Agreement for Ecological Review Services in Halton” between Conservation Halton and the Region of Halton,**

And

THAT the Conservation Halton Board of Directors **authorizes the President & CEO to execute the “Interim Service Delivery Agreement for Ecological Review Services in Halton” and any ancillary documents.**

Carried

6.4 Conservation Halton Mapping Proposed Transition and Implementation Protocol
(CHBD 08 21 09)

CHBD 08 05

Moved by: Steve Gilmour
Seconded by: Allan Elgar

THAT the Conservation Halton Board of Directors **endorses the Conservation Halton Proposed Mapping Transition and Implementation Protocol.**

In response to David Gittings inquiry regarding the Mapping Implementation Protocol and if it will be posted on CH’s website and how it will go from draft to final, CH staff responded that following Board endorsement, the protocol will become final, draft watermark removed and will be posted to CH’s website with a brief explanation

Carried

6.5 Morrison-Wedgewood Diversion Channel Updated Flood Hazard Mapping CH File: ADM 346
(CHBD 08 21 10)

CHBD 08 06

Moved by: Gordon Krantz
Seconded by: Joanne Di Maio

THAT the Conservation Halton Board of Directors **approves updated flood hazard mapping for the Morrison-Wedgewood Diversion Channel for incorporation into CH’s Approximate Regulation Limit mapping based on the results of the 2021 Baseline Model Update as referenced in the staff report entitled “Morrison-Wedgewood Diversion Channel Updated Flood Hazard Mapping”.**

Carried

6.6 Water Quality Habitat Improvement Program (WQHIP) Guidelines
(CHBD 08 21 11)

CHBD 08 07

Moved by: Steve Gilmour
Seconded by: Mike Cluett

THAT the Conservation Halton Board of Directors **approves the Agricultural Water Quality and Habitat Improvement Guideline and the Urban Water Quality and Habitat Improvement Guideline.**

And

THAT the Conservation Halton Board of Directors **receives for information the Staff report entitled “Improvements to the Water Quality and Habitat Improvement and New Habitat Improvement Guidelines for Agriculture and Urban Land Uses”,**

Carried

6.7 Proposed 2022 Plan Review and Permit Application Fees CH File Number: ADM 049
(CHBD 08 21 12)

CHBD 08 08

Moved by: Hamza Ansari
Seconded by: Rob Burton

THAT the Conservation Halton Board of Directors **approves the proposed 2022 fees as outlined in the staff report entitled “Proposed 2022 Plan Review and Permit Application Fees,” dated November 25, 2021, with an effective date of January 1, 2022;**

And

THAT the Conservation Halton Board of Directors **directs staff to provide appropriate notice to municipalities and neighbouring conservation authorities and post the revised fee schedules to Conservation Halton’s website.**

Carried

6.8 Conservation Halton Guidelines for Stormwater Management Engineering Submissions, 2021
CH File No.: ADM 363
(CHBD 08 21 13)

CHBD 08 09

Moved by: Hamza Ansari
Seconded by: Mike Cluett

THAT the Conservation Halton Board of Directors **approves the “Conservation Halton Guidelines for Stormwater Management Engineering Submissions, 2021”.**

And

THAT the Conservation Halton Board of Directors **receives for information the Staff report entitled “Conservation Halton Guidelines for Stormwater Management Engineering Submissions, 2021”**

Carried**6.9 Re-appointment of Members to the Conservation Halton Foundation Board of Directors
(CHBD 08 21 14)****CHBD 08 10**

Moved by: Bryan Lewis

Seconded by: Moya Johnson

THAT the Conservation Halton Board of Directors **approves the re-appointment of the following individuals, as members to the Conservation Halton Foundation Board of Directors for a two-year term ending September 2023:**

- Ms. Suzanne Bevan
- Mr. George Caines
- Mr. Galen Naidoo Harris
- Ms. Catherine Mulvale
- Mr. Bryden Tait
- Mr. Jim Sweetlove
- Mr. Ed Wells
- Ms. Jane Wilcox

Carried**7. CHF Update (Jim Sweetlove, Chair CHF)**

Jim Sweetlove shared an update from the November 17 CHF Meeting; CH staff presented new programs that have been introduced by CH including:

- Healing Project with Black Voices: An initiative launched by CH in collaboration with Halton Black Voices providing opportunities to engage and participate in activities offered at CH Parks.
- New Canadian Programming Update: CH have launched an initiative to educate and inform identified young newcomers to Canada on what they can do in terms of Climate Change.
- First Tracks: an opportunity for new Canadians to experience winter sports at Kelso.
- CHF 2020 Gala has been tentatively confirmed for around the same time as 2021, mid-September.

8. In Camera**CHBD 08 11**

Moved by: Rob Burton

Seconded by: Jean Williams

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

Carried**8.1 Personnel Matter
(CHBD 08 21 15)**

8.2 Legal Matter
(CHBD 08 21 16)

8.3 Legal Matter
(CHBD 08 21 17)

8.4 Personnel Matter
(CHBD 08 21 18)

CHBD 08 12

Moved by: Rob Burton
Seconded by: Jean Williams

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

And

THAT Conservation Halton Staff **proceed as directed by the Board In Camera.**

Carried

9. Other Business

There was **NO** other business.

10. Adjournment

CHBD 08 13

Moved by: Cathy Duddeck

THAT the Conservation Halton Board of Directors meeting **be adjourned at 4.32 p.m.**

Carried

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

Date: February 17, 2022

REPORT TO: Conservation Halton Board of Directors

MEMO: # CHBD 01 22 01

FROM: Jill Ramseyer, Director, Corporate Compliance

DATE: February 17, 2022

SUBJECT: Purchasing Activity Memo - November 1, 2021 to January 31, 2022

Recommendation

THAT the Conservation Halton Board of Directors **receives for information the Purchasing Activity Memo for the period November 1, 2021 to January 31, 2022 in accordance with the Conservation Halton Purchasing Policy.**

Report

The following report summarizes purchases to be reported during the period of November 1, 2021, to January 31, 2022. 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 from a value of \$100,000.00 up to a value of \$350,000 (not including taxes) to be reported to the Board of Directors for information. Request for Proposal/Quotation award recommendations that exceed \$100,000.00 (not included taxes) and Tenders that exceed \$350,000.00 (not including taxes) will be subject to Board approval prior to award.

Single or Sole Source Purchases (above \$25,000.00):

Vendor	Amount (excluding HST)	Details
R&M Construction Ltd.	\$72,420.00	Due to the sensitivity of the creek restoration construction project for 8813 5th Line - Milton (to improve the habitat for endangered species, Redside dace) and the timeline constraints imposed upon by the governing MTO agreement, R&M Construction Ltd. was identified and secured as a specialized contractor with proven experience from the CH VOR – Wetland and Creek Rehabilitation contractor list.

Gooding Electric	\$29,274.43	Gooding Electric was secured to provide ad hoc electrical services between the period of July 24, 2021 – October 6, 2021 to support on-going and future parks operations. Gooding has a familiarity with the CH electrical infrastructure and have proven to provide prompt, professional support for ad hoc requirements.
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Tenders from \$100,000.00 up to \$350,000.00 reported for Board information:

Vendor	Amount (excluding HST)	Details
Britespan Building Systems of Ontario Inc.	\$107,771.00	RFT 281021 - Fabric Sand Salt Storage Dome CWS – Construction project for 4052 Milborough line. Conservation Halton Central workshop (CWS) publicly issued October 28, 2021. Britespan was awarded on the basis of being the lowest tender received on January 11, 2022.
Sutherland Schultz Ltd.	\$120,996.00	RFT C21039-01 Kelso Lift Gate & Hoist Refurbishment. - Construction Services publicly issued October 7, 2021 and was awarded on November 10, 2021 to Sutherland Schultz Ltd. on the basis of being the lowest tender received.

Request for Proposals/Quotations up to \$100,000.00 reported for Board information:

Vendor	Amount (excluding HST)	Details
Schollen & Company Inc.	\$99,879.00	RFP # PW0047-4-21 - Boyne Valley Wetland & Floodplain Restoration - Detailed Design project issued October 4, 2021 awarded November 23, 2021 to Schollen & Company Ltd. on the basis of highest overall scoring proponent.

Impact on Strategic Goals

This report supports the Momentum strategic priority Organizational Sustainability by ensuring consistent and transparent processes are in place for reporting large purchases.

Financial Impact

There is no financial impact to this report.

Signed & respectfully submitted:



Jill Ramseyer
Director, Corporate Compliance

Approved for circulation:



Hassaan Basit
President & CEO/Secretary-Treasurer

FOR QUESTIONS ON CONTENT:

Pavan Seth, Procurement Manager,
pseth@hrca.on.ca, 905.336.1158 x2249

TO: Conservation Halton Board of Directors

MEMO: # CHBD 01 22 02

FROM: Kellie McCormack, Director, Planning & Regulations

DATE: February 17, 2022

SUBJECT: Status of Conservation Halton's Spill Policy Review and Update Work Plan

MEMO

Background

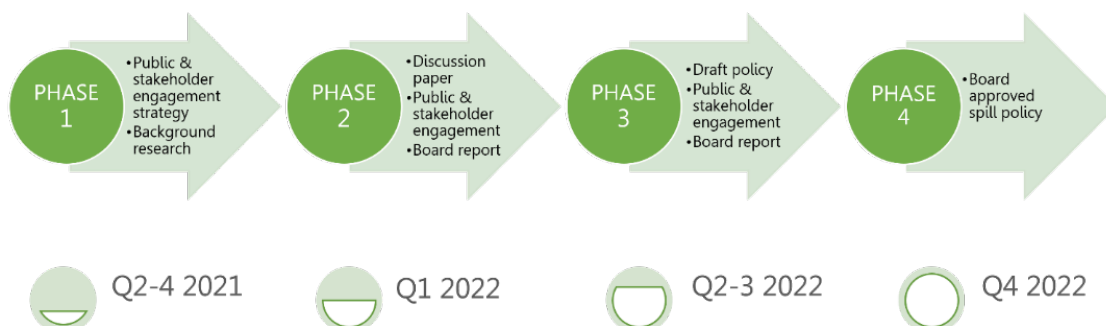
On April 22, 2021, Conservation Halton's (CH) Board of Directors approved the recommendations in Report # CHBD 04 21 07, which outlined a work plan for a review and update of CH's spill policy. The work plan set out the process for developing and publicly consulting on policies that will address development within regulated spill flood hazards. It also included the key phases when the public, stakeholders, and CH's Board will engage in the policy review and update process.

Over the past several months, staff has been undertaking background research and has been working on a discussion paper. CH's municipal partners and members of the development community and public have all shown a high-level of interest in this policy initiative. The original work plan schedule was adjusted to provide more time and opportunities for stakeholder and public engagement, which will result in more robust spill policies. Meaningful engagement and new spill policies will provide the public with greater certainty and transparency on CH's requirements for developing in spill hazards.

The purpose of this memo is to provide an update on the revised timeline and upcoming milestones for the spill policy review and update work plan.

Updated Work Plan for the Development of New Spill Policies

The process for developing new spill policies will be undertaken in four phases, as outlined below.



Phase 1:

A public and stakeholder engagement strategy was prepared in Phase 1. In addition, background research was conducted on policy approaches to spill hazards in other jurisdictions, which included meetings with staff from the high-growth conservation authorities. CH's Floodplain Mapping Advisory Committee and select Halton municipalities also received presentations on the work plan. Phase 1 was completed in late fall 2021.

Phase 2:

A discussion paper is the key deliverable in Phase 2 of the work plan. The discussion paper serves as a vehicle for engaging with the public and stakeholders and is comprised of:

- background information on spills, including an overview of relevant legislation, regulations, policies
- overview of approaches in other jurisdictions
- challenges/opportunities related to spills mapping and policies
- proposed policy approaches or options
- series of discussion questions

The discussion paper is anticipated to be posted on CH's website in late March for public review and comment and will be circulated directly to conservation authorities, municipal partners, the development community, and Indigenous communities for review and feedback. Engagement sessions will be held with CH's Floodplain Mapping Advisory Committee and through meetings with key stakeholders to ensure a wide range of perspectives are considered. The projected timeline to complete Phase 2 is spring 2022.

Phase 3:

The key deliverables in Phase 3 include draft policies and a Board report. Staff anticipate that draft policies will be presented to CH's stakeholders and the public for review and input in June. This will include posting the draft policies on CH's website and hosting a live public engagement session. Staff will update the Board on the feedback received through the discussion paper exercise and how this engagement has informed the draft policies. Through June and over the summer, CH staff will continue engaging directly with stakeholders and the public on the draft policies and assess the input received. All input received will be documented. Staff anticipates making recommendations to the Board on the approval of new spill policies in late Q3. The projected timeline to complete Phase 3 is early fall 2022.

Phase 4:

The final phase of the spill policy development process will involve consolidating the Board-approved spill policies into CH's *Policies and Guidelines for the Administration of Ontario Regulation 162/06 and Land Use Planning Policy Document*. The projected timeline to complete Phase 4 is late Q4 2022.

Conclusion

The revised work plan outlined above provides an overview of the process that staff is undertaking to develop new spill policies including the key stages when stakeholders, the public, and CH's Board of Directors will engage in the policy review and update process. New spill policies will provide the public with greater certainty and transparency on CH's requirements for developing in spill hazards.

REPORT TO: Conservation Halton Board of Directors

REPORT NO: CHBD 01 22 03

FROM: Kellie McCormack, Director, Planning & Regulations

DATE: February 17, 2022

SUBJECT: **Permits & Letters of Permission issued under Ontario Regulation 162/06 from October 1 to December 31, 2021**

Recommendation

THAT the Conservation Halton Board of Directors **receives for information the staff report entitled “Permits and Letters of Permission issued under Ontario Regulation 162/06 from October 1 to December 31, 2021”.**

Report

Between October 1 to December 31, 2021, Conservation Halton (CH) staff issued 85 Permits and 16 Letters of Permission (Appendix A). 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, last amended, November 26, 2020*.


Impact on Strategic Priorities

This report supports the Momentum priority of Natural Hazards and Water.


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:


Kellie McCormack
Director, Planning & Regulations

Approved for circulation:


Hassaan Basit
President & CEO/Secretary-Treasurer

FOR QUESTIONS ON CONTENT:

Kellie McCormack, Director, Planning & Regulations;
905-336-1158 x2228; kmccormack@hrca.on.ca

Charles Priddle, Manager, Regulations Program;
905-336-1158 x2276; cpriddle@hrca.on.ca

Appendix A

CH File No.	Permit No.	Address	Proposed Works	Complete	Issued	CH Staff Member
Burlington						
A/21/B/121	7977	3055 Glencrest Avenue	Construction of a replacement generator with raised concrete pad/pedestal within the floodplain and 7.5m regulatory allowance of Roseland Creek.	2021-09-23	2021-10-12	Cassandra Connolly
A/21/B/124	7976	808 Cranston Court	Construction of an in-ground swimming pool within 7.5m of the valley associated with West Aldershot Creek, maintaining a minimum 3m setback from top of bank.	2021-09-28	2021-10-12	Cassandra Connolly
A/21/B/75	7869 **REVISED**	2257 Pathfinder Drive	**REVISED** Construction of an inground pool within the 7.5m regulatory allowance associated with the floodplain of Appleby Creek.	2021-09-23	2021-10-13	Cassandra Connolly
A/21/B/115	7983	5035 North Service (from 1016 Sutton) Road	Installation of conduit requiring directional bore and hydro vac works, and the installation of vaults requiring excavation, grading, and restoration works, within the flooding and erosion hazards associated with Appleby Creek.	2021-09-30	2021-10-13	Cassandra Connolly
A/19/B/90	7264 **REVISED & REISSUED**	3311 Aventurine Avenue	RE-ISSUED & REVISED permit is for excavation works, construction of a walk-out basement, installation of a drainage pipe, and replacement/reconstruction of a patio within 7.5 metres of the floodplain of Sheldon Creek.	2021-10-12	2021-10-13	Cassandra Connolly
A/21/B/47	7985	2100 Brant Street (RC2 Outfall)	Minor grading and construction of a plunge pool associated with a new outfall to a tributary of Upper Rambo Creek (RC2).	2021-08-27	2021-10-14	Cassandra Connolly
A/21/B/46	7984	2100 Brant Street (RC1 Creek Realignment)	Alteration of a tributary of Upper Rambo Creek (RC1) within an approved Plan of Subdivision.	2021-10-06	2021-10-14	Cassandra Connolly
A/21/B/132	7988	2331 Appleby Line	Construction of a driveway requiring grading and paving within 7.5m of the erosion hazard (Stable Top of Bank) associated with a tributary of Sheldon Creek.	2021-10-13	2021-10-15	Sean Stewart
A/19/B/85	7993	5270 Fairview Street (Sherwood Forest Park)	Alteration of watercourse for TNPI pipeline exposure repair works involving the placement of concrete mats in two (2) locations along the bed of a tributary of Sheldon Creek.	2021-09-24	2021-10-21	Cassandra Connolly
A/21/B/128	7994	556 Stillwater Crescent	Construction of an inground swimming pool, interlocking patio, and a retaining wall partially within the erosion hazard of the shoreline of Lake Ontario, maintaining applicable setbacks for non-habitable development.	2021-10-06	2021-10-21	Cassandra Connolly
A/21/B/134	7995	6474 Guelph Line	Replacement of a septic system within the 15m regulatory allowance associated with the erosion hazard (meanderbelt) of a tributary of Bronte Creek, maintaining applicable setbacks for non-habitable development.	2021-10-19	2021-10-25	Sean Stewart
A/21/B/118	8007	50 North Shore Boulevard	Re-construction of a retaining wall along the shoreline of Lake Ontario.	2021-11-03	2021-11-03	Cassandra Connolly
A/21/B/141	8008	Secord Lane	Excavation, regrading and paving of a private road adjacent to the stable top of bank associated with Shoreacres Creek.	2021-11-03	2021-11-08	Charles Priddle
A/21/B/152	8020	4611 Erwin Road	Construction of an inground pool and patio within the 7.5m regulatory allowance associated with the floodplain of Sheldon Creek.	2021-11-09	2021-11-19	Cassandra Connolly
A/21/B/78	8023	160 Nicholson Court	Construction of a reinforced concrete wall in front of the existing shoreline protection, a concrete splash pad, the replacement and addition of armoustone at the toe of the structure; and, the addition of a reinforced concrete pad and armoustone beneath an existing steel staircase.	2021-11-06	2021-11-24	Cassandra Connolly
A/21/B/139	8025	290 Gardenvue Drive	Construction of an addition to a dwelling located within the valley of Grindstone Creek, extending no further into valley than the existing footprint.	2021-11-12	2021-11-24	Cassandra Connolly

CH File No.	Permit No.	Address	Proposed Works	Complete	Issued	CH Staff Member
A/21/B/03	7849 **REVISED**	4184 Inglewood Drive	REVISED permit is for the construction of a two-storey dwelling with a rear terrace, retaining walls, and swimming pool within the erosion hazard of the shoreline of Lake Ontario.	2021-11-24	2021-11-25	Cassandra Connolly
A/21/B/157	8032	4471 Escarpment Drive	Installation of approximately 39.0m of a new NPS 1½ natural gas pipeline within 30-120m of a Provincially Significant Wetland (PSW) .	2021-11-26	2021-12-01	Cassandra Connolly
A/21/B/110	8033	6220 Bell School Line	Construction of a ±14,400 sq. ft. agricultural building partially within the floodplain and associated 15m regulatory allowance of Bronte Creek.	2021-11-18	2021-12-02	Cassandra Connolly
A/21/B/129	8035	4380 South Service Road	Installation of approximately 74m of 1-4" Rogers Communication conduit within the floodplain of Shoreacres Creek.	2021-11-24	2021-12-06	Cassandra Connolly
A/21/B/160	8034	701 Eagle Drive	Construction of a porch enclosure and internal modifications to a dwelling located within the valley of Falcon Creek.	2021-12-03	2021-12-06	Cassandra Connolly
A/18/B/124	8041	0 Plains Road West (Bridgeview Pumping Station)	Bridgeview Sanitary Pumping Station Upgrades including forcemain installation and watermain installation within 15 metres of the valley associated with Grindstone Creek. (PR 3156)	2021-11-04	2021-12-09	Ben Davis
S/19/B/24	8046	3000 Lakeshore Road (Port Nelson Park)	Re-construction of shoreline protection works involving the placement of two levels of armourstone placed along the lakebed, a reinforced concrete pad and headwall, and capstone.	2021-11-23	2021-12-14	Cassandra Connolly
S/19/B/23	8045	0 Green Street	Re-construction of shoreline protection works involving the placement of two levels of armourstone placed along the lakebed, a reinforced concrete pad and headwall, and capstone.	2021-11-23	2021-12-14	Cassandra Connolly
A/18/B/10	8050	0 Waterdown Road (South of Flatt Rd)	Construction of a stormwater outfall to Grindstone Creek including excavation and grading within the valley and 15m regulatory allowance as part of the Waterdown Road Widening municipal project.	2021-12-09	2021-12-15	Cassandra Connolly
A/21/B/162	8049	2442 Lakeshore Road	Construction of a new dwelling outside of the Engineered Development Setback and the construction of a swimming pool, patio, and steps within the erosion hazard of the shoreline of Lake Ontario, maintaining setback requirements for non-habitable development.	2021-12-15	2021-12-15	Sean Stewart
A/20/B/126	7681	2241 Grand Boulevard	Construction of a roof extension for a front covered porch on a dwelling located within the valley Bronte Creek.	2020-11-12	2021-12-22	Cassandra Connolly

Halton Hills						
A/21/HH/06	7748 **REVISED**	8420 Ninth Line	**REVISED** Construction of a two storey dwelling and detached garage located within 15 metres of the valley associated with a tributary of Sixteen Mile Creek.	2021-09-20	2021-10-04	Charles Priddle
A/21/HH/21	7973	8528 Sixth Line	Construction of a second flood addition and septic upgrades to occur within 15 metres of the meander belt associated with a tributary of 16 Mile Creek, and within 15 metres of a wetland less than 2 hectares in size.	2021-08-27	2021-10-05	Justin McArthur
A/21/HH/27	7992	10757 Fifth Line	Installation of approximately 21.0 metres of NPS 1 inch pipeline and 140.0 metres of NPS 1 ¼ inch pipeline within the floodplain associated with a tributary of Sixteen Mile Creek to service a residence.	2021-10-20	2021-10-20	Justin McArthur
A/20/HH/08	8002	8813 Fifth Line	Replacement of a watercourse crossing and removal of a weir within a tributary of Sixteen Mile Creek to improve Redside Dace habitat.	2021-09-23	2021-10-29	Justin McArthur
A/21/HH/30	8017	28 Oak Street	Construction of 20 square metres of a deck within 15 metres of the floodplain associated with Sixteen Mile Creek.	2021-11-17	2021-11-17	Justin McArthur
A/21/HH/31	8018	9354 Fifth Line	Construction of an addition to an existing residential dwelling within 6 to 15 metres of the stable top of bank associated with a tributary of Sixteen Mile Creek.	2021-11-17	2021-11-17	Justin McArthur

CH File No.	Permit No.	Address	Proposed Works	Complete	Issued	CH Staff Member
A/21/HH/32	8027	8344 Ninth Line	Ditch maintenance requiring grading and culvert maintenance within and adjacent to a tributary of Sixteen Mile Creek.	2021-11-24	2021-11-26	Justin McArthur
A/21/HH/33	8028	10051 Trafalgar Road	Ditch maintenance including mechanical removal of sediment and debris within the floodplain associated with a tributary of Sixteen Mile Creek.	2021-11-24	2021-11-26	Justin McArthur
A/21/HH/08	8037	9061 Eighth Line	Realignment of a gravel driveway which traverses the floodplain associated with a tributary of Sixteen Mile Creek.	2021-12-03	2021-12-03	Justin McArthur
A/21/HH/34	Letter of Permission	10310 Sixth Line	Construction of a 401 square metre dwelling and septic system located between 30 and 120 metres of a wetland greater than 2 hectares in size.	2021-12-01	2021-12-02	Justin McArthur

Hamilton						
A/21/H/48	7991	508 Sixth Concession Road West	Temporary excavation surrounding existing dwelling for waterproofing works, and the construction of interlock area(s) within the 15m regulatory allowance of the floodplain of Grindstone Creek and within 30-120m of a Provincially Significant Wetland (PSW).	2021-10-05	2021-10-20	Cassandra Connolly
A/20/H/63	7996	752 Centre Road (Reach "B")	Creek stabilization/ erosion repair works along the banks of Grindstone Creek, involving the installation of tree sweepers, bank stabilization plantings, and the removal of an adjacent informal trail as part of a Conservation Halton Landowner Outreach and Restoration stream restoration project.	2021-09-28	2021-10-25	Cassandra Connolly
A/20/H/64	7997	752 Centre Road (Reach "C")	Construction of a tree berm within Grindstone Creek, taking an online pond off-line as part of a Conservation Halton Landowner Outreach and Restoration stream restoration project.	2021-09-28	2021-10-25	Cassandra Connolly
A/21/H/49	8005	Homestead @ Old Guelph Road	Re-lining an existing culvert which conveys a tributary within the North Cootes Paradise watershed.	2021-10-15	2021-11-02	Cassandra Connolly
A/21/H/53	8012	0 Dundas Street East (@ bridge 451)	Temporary relocation of Bell utilities requiring trench installation and connection to existing poles which will extend the cables aerially over the valley of Grindstone Creek	2021-10-27	2021-11-10	Cassandra Connolly
A/21/H/54	8029	319 Eleventh Concession Road East	Partial demolition, reconstruction, and expansion of a dwelling located within 15m from the floodplain of Bronte Creek and the replacement of a septic system within 30m of a wetland greater than 2 hectares in size.	2021-11-12	2021-11-29	Cassandra Connolly
A/21/H/57	8047	829 Millgrove Sideroad	Replacement of a septic system located within the floodplain of Grindstone Creek and within 30-120m of a Provincially Significant Wetland (PSW).	2021-12-09	2021-12-14	Cassandra Connolly
A/21/H/59	Letter of Permission	940 Beeforth	Reconstruction and expansion of a residence dwelling, requiring the installation of a new septic system and relocation of a well, within 30-120 meters of the Flamborough Centre Wetland Complex, a Provincially Significant Wetland (PSW).	2022-01-04	2022-01-10	Charles Priddle
A/22/H/05	8061	1009 Tenth Concession Road East	Replacement of a septic system located within a Provincially Significant Wetland (PSW).	2022-01-05	2022-01-12	Cassandra Connolly
A/21/H/46	Letter of Permission	302 Carlisle Road	Construction of a swimming pool between 30 metres and 120 meters of a Provincially Significant Wetland (PSW).	2021-09-22	2021-10-14	Cassandra Connolly
A/21/H/51	Letter of Permission	1067 Milborough Line	Construction of an addition to a dwelling, detached garage, extension of an existing asphalt driveway, and septic system replacement/relocation within 30 metres and 120 meters of a Provincially Significant Wetland (PSW).	2021-10-13	2021-10-26	Ola Panczyk

CH File No.	Permit No.	Address	Proposed Works	Complete	Issued	CH Staff Member
A/21/H/52	Letter of Permission	79 Appaloosa Trail	Construction of a pergola within 30 metres and 120 meters of a wetland greater than 2 hectares in size.	2021-10-26	2021-11-03	Cassandra Connolly
A/21/H/56	Letter of Permission	2092 Six Highway	Construction of an accessory building between 30 metres and 120 metres of a Provincially Significant Wetland (PSW).	2021-12-01	2021-12-07	Charles Priddle

Milton						
A/21/M/55	7972	321 Pine Street	Construction of a non-habitable accessory structure (single car garage) within the floodplain associated with Sixteen Mile Creek	2021-08-04	2021-10-05	Justin McArthur
A/21/M/37	7975	6390 Fifth Line (Derry Green Business Park)	Construction of a temporary berm to contain the floodplain associated with a tributary of Sixteen Mile Creek during the construction of a creek block that will ultimately contain all hazards and regulatory allowances.	2021-07-19	2021-10-07	Justin McArthur
A/21/M/61	7980	150 Steeles Avenue	Grading and restoration in conjunction with the demolition of a structure within 15 metres of the stable top of bank associated with Sixteen Mile Creek and within 120 meters of a wetland greater than 2 hectares in size.	2021-08-30	2021-10-12	Justin McArthur
A/21/M/73	7979	Clark Blvd @ 16 Mile Creek	Construction of an 8.5 m x 26 m open footing box culvert conveying a tributary of 16 Mile Creek.	2021-08-06	2021-10-12	Justin McArthur
A/21/M/80	7986	332 Mountainview Drive	Emergency repair of a sanitary sewer pipe located within the floodplain associated with Sixteen Mile Creek.	2021-10-15	2021-10-15	Justin McArthur
A/21/M/65	7978	Oxford Property	Construction of temporary SWM pond outfall swale requiring grading within the floodplain associated with a tributary of Sixteen Mile Creek and between 15 metres and 30 metres from a wetland less than 2 hectares in size.	2021-08-07	2021-10-15	Justin McArthur
A/21/M/45	7989	11195 Fifth Line	Replacement of perched culvert conveying a tributary of Sixteen Mile Creek and the removal of a mill dam to improve fish passage.	2021-09-01	2021-10-15	Justin McArthur
A/21/M/69	7990	6390-6400 & 6548 Fifth Line (Clark Blvd)	Alteration of a watercourse involving the construction of an open foot box culvert conveying a tributary of Sixteen Mile Creek and the construction of road shoulders at the new crossing.	2021-10-08	2021-10-18	Justin McArthur
A/21/M/81	7999	9685 First Nassagaweya Line	Partial reconstruction of an agricultural barn within the floodplain associated with a tributary of Bronte Creek.	2021-10-26	2021-10-26	Justin McArthur
A/20/M/81	8001	Guelph Line & Twentieth Sideroad	Retaining wall rehabilitation and stabilization at an existing CSP culvert (Culvert CU-03), which conveys a tributary of with Bronte Creek.	2021-10-13	2021-10-28	Ben Davis
A/21/M/84	8003	5400 First Line	Replacement of a septic tank within the floodplain associated with a tributary of Bronte Creek.	2021-10-28	2021-10-29	Justin McArthur
A/21/M/89	8004	181 Mill Street South	Relocation of a facility entranceway within the floodplain associated with Sixteen Mile Creek	2021-11-02	2021-11-02	Justin McArthur
A/21/M/75	8006	Whitlock Avenue (east of Sweetfern/Basswood Cres.)	Repair of slope failure including bank stabilization within the valley and minor grading within the floodplain associated with Sixteen Mile Creek.	2021-11-03	2021-11-04	Justin McArthur
A/21/M/85	8011	10447 Second Nassagaweya Line	Replacement of a septic system located between 15m and 30m from a Provincially Significant Wetland (PSW).	2021-11-09	2021-11-09	Justin McArthur
A/16/M/104	8015	0 Britannia Road (approximately 160 m west of Trafalgar Road)	Replacement of an existing structural bridge (Crossing 15), channel restoration and installation of a 1500mm sanitary sewer associated with the reconstruction and widening (Crossing 15 Reg File # R2668B, R2669B)	2021-08-23	2021-11-17	Ben Davis
A/16/M/106	8016	0 Britannia Road (between James Snow Parkway and Highway 407)	Replacement of an existing structural culvert (Crossing 17) and installation of a 400mm watermain associated with the reconstruction and widening of Britannia Road Crossing 17 Reg File# 2668B, 2669B	2021-08-23	2021-11-17	Ben Davis

CH File No.	Permit No.	Address	Proposed Works	Complete	Issued	CH Staff Member
A/20/M/64	8019	11319 Derry Road	Alteration of a tributary of Sixteen Mile Creek to create a municipal creek block within an approved Plan of Subdivision.	2021-11-15	2021-11-19	Ben Davis
A/21/M/86	8009	7265 No. 5 Sideroad	Site preparation including grading and restoration within 15 metres of the valley associated with Sixteen Mile Creek.	2021-10-29	2021-11-25	Colleen Bain
A/21/M/88	8039	6712 Fifth Line	Grading of a channel block to contain flooding hazards associated with a tributary of Sixteen Mile Creek in accordance with an approved plan of subdivision.	2021-12-01	2021-12-07	Justin McArthur
A/21/M/90	8044	661 Martin Street	Construction of a temporary parking lot within the Regional Storm floodplain, but not encroaching into the 100-year floodplain, associated with a tributary of Sixteen Mile Creek.	2021-12-10	2021-12-13	Justin McArthur
A/20/M/30	7457- **REVISED**	0 Sixth Line	REVISED permit is for proposed pipeline maintenance integrity dig located within the floodplain associated with a tributary of Sixteen Mile Creek.	2021-12-17	2021-12-17	Justin McArthur
A/21/M/70	Letter of Permission	10413 Guelph Line	Construction of a 48ft x 16ft two-storey addition to an accessory structure, 10 metre x 10 metre filter bed and holding tank located between 30 and 120 metres of a Provincially Significant Wetland (PSW).	2021-08-26	2021-10-05	Justin McArthur
A/21/M/74	Letter of Permission	8726 First Line Nassagaweya	Repair and reconstruction of a dwelling located between 30 and 120 metres of a Provincially Significant Wetland.	2021-09-07	2021-10-07	Justin McArthur
A/21/M/79	Letter of Permission	10526 Fourth Line Nassagaweya	Construction of a deck, expansion of front entry, and refinishing external façade on a dwelling located between 30 and 120 metres of a Provincially Significant Wetland (PSW).	2021-10-08	2021-10-10	Justin McArthur
A/21/M/76	Letter of Permission	2156 Fifteenth Sideroad	**REVISED** Installation of a natural gas pipeline between 30 metres and 120 metres of a Provincially Significant Wetland (PSW).	2021-10-01	2021-10-13	Charles Priddle
A/21/M/91	Letter of Permission	Bronte Road	Construction of an earth berm and grading located between 30 and 120 metres of a wetland which is greater than 2 ha in size.	2021-11-25	2021-11-30	Justin McArthur
A/21/M/92	Letter of Permission	79 Tremaine Road	Replacement of an existing septic tank within the floodplain associated with a tributary of Sixteen Mile Creek.	2021-12-10	2021-12-10	Justin McArthur
A/21/M/87	Letter of Permission	2649 Conservation Road	Reconstruction of a one story accessory building located between 30 and 120 metres of a Provincially Significant Wetland (PSW).	2021-10-28	2021-12-13	Colleen Bain

Mississauga

No Permits or Letters of Permission issued during this time

Oakville

A/21/O/90	7987	1267 Ingledene Drive	Replacement and upgrades to retaining walls, an on-grade patio and stairs within or immediately adjacent to the erosion hazard of a valley of associated with the Morrison Wedgewood Diversion channel.	2021-10-01	2021-10-14	Charles Priddle
A/21/O/82	7981	0 Dundas Street (Glenorchy CA)	Restoration and habitat enhancement including grading to create wetland features within the valley and floodplain associated with a tributary of Fourteen Mile Creek.	2021-09-07	2021-10-19	Megan Winiacki
A/21/O/91	7998	2552 Rivers Bend Lane	Reconstruction and expansion of a residence including accessory structure between 6 and 15 metres of the valley associated with Bronte Creek.	2021-10-01	2021-10-25	Megan Winiacki
A/21/O/102	8010	3269 Dundas Street West	Replacement of a gas pipeline within 7.5m of a valley associated with Fourteen Mile Creek.	2021-11-09	2021-11-09	Megan Winiacki
A/21/O/99	8013	1300 Amber Crescent	Reconstruction of a deck within 7.5m of the valley associated with Lower Wedgewood Creek	2021-11-12	2021-11-15	Megan Winiacki
A/21/O/96	8000	1095 Falgarwood Drive	Installation of a residential gas pipeline within 7.5m of a valley associated with the Morrison Wedgewood Diversion Channel.	2021-10-28	2021-11-16	Megan Winiacki

CH File No.	Permit No.	Address	Proposed Works	Complete	Issued	CH Staff Member
A/21/O/101	8014	1375 Amber Crescent	Construction of an inground swimming pool within the 7.5m regulated allowance associated with the floodplain of Lower Wedgewood Creek.	2021-11-12	2021-11-17	Megan Winiacki
A/21/O/98	8021	1177 Summerlea Street	Construction of a replacement dwelling within 7.5 metres of the floodplain associated with Fourteen Mile Creek.	2021-11-04	2021-11-23	Colleen Bain
A/21/O/93	8026	3308 Lakeshore Road West	Improvements to shoreline protection involving construction of a stacked armour stone wall in front of the existing protection, backfill of rip rap and a buried row of toe stones on the shoreline of Lake Ontario.	2021-11-26	2021-11-26	Megan Winiacki
A/21/O/83	7982	Dundas Street West (NW corner of Bronte Rd (RR25) to NE corner of	Relocation of Bell conduits within the floodplain associated with Fourteen Mile Creek.	2021-09-14	2021-12-01	Megan Winiacki
A/21/O/89	8038	256 Royal oak Court	Construction of an inground swimming pool and associated decking between 6m and 15m of the erosion hazard associated with the valley of Sixteen Mile Creek.	2021-10-21	2021-12-07	Charles Priddle
A/21/O/79	8036	205 Dianne Avenue	Partial reconstruction and reconfiguring of a dwelling within the erosion hazard associated with Lower Morrison Creek.	2021-11-24	2021-12-07	Charles Priddle
A/21/O/105	8031	1075 Manchester Crescent	Construction of an inground swimming pool within 7.5m of the erosion hazard associated with the valley of Taplow Creek.	2021-11-24	2021-12-08	Megan Winiacki
A/21/O/106	8040	1583 Bayview Road	Improvements to shoreline protection involving the addition of toe stone at the base of existing armour stone wall, and the addition of cap stones with a rip rap splash pad on top of that same wall which is in the shoreline of Lake Ontario.	2021-12-03	2021-12-08	Megan Winiacki
A/21/O/104	8024	4443 Regional 25 Road (Johnson Way)	Road upgrades to a driveway including resurfacing and grade changes to increase shoulder height within the floodplain associated with Sixteen Mile Creek.	2021-12-06	2021-12-08	Megan Winiacki
A/21/O/105	8031	1075 Manchester Crescent	Construction of an inground swimming pool within 7.5m of the erosion hazard associated with the valley of Taplow Creek.	2021-12-07	2021-12-08	Megan Winiacki
A/20/O/21	8043	0 Holyrood Avenue (Holyrood Park)	Shoreline improvement works including the addition of armour stone to an existing stacked armour stone wall, construction of a new stacked armour stone retaining wall and improvements to the existing groyne on the shoreline of Lake Ontario.	2021-10-28	2021-12-13	Megan Winiacki
A/21/O/81	8051	9 Ennisclare Drive East	Construction of a covered porch at the rear of an existing dwelling within the erosion hazard associated with Lake Ontario.	2021-09-09	2021-12-16	Colleen Bain
A/21/O/103	Letter of Permission	14 Burnhamthorpe Road West	Replacement of a septic tank between 30 metres and 120 metres of a wetland greater than 2ha in size.	2021-11-12	2021-11-12	Megan Winiacki
Puslinch						
A/21/P/06	8030	47 Whitcombe Way	Replacement and expansion of a septic system that will be relocated from within the floodplain associated with Bronte Creek to the regulatory allowance.	2021-11-02	2021-11-30	Charles Priddle
A/21/P/05	Letter of Permission	9 Settlers Court	Replacement and relocation of a septic tank between 30 metres and 120 metres of a wetland greater than 2ha in size.	2021-10-26	2021-10-27	Charles Priddle
A/21/P/07	Letter of Permission	4269 Eleventh Concession Road	Construction of an accessory building, pool, cabana, decking and associated landscaping between 30 metres and 120 metres of a Provincially Significant Wetland (PSW).	2021-12-02	2021-12-06	Charles Priddle

TO: Conservation Halton Board of Directors

MEMO: # HRSPA 01 22 01

FROM: Barbara Veale, Senior Director, Watershed Strategies and Climate Change

DATE: February 17, 2022

SUBJECT: Source Water Protection Consultation Update

MEMO

The drinking water source protection program for the Halton-Hamilton Source Protection Region (HHSPR) is implemented by Conservation Halton and the Hamilton Conservation Authority who function as source protection authorities (SPAs) under Ontario's *Clean Water Act, 2006*. This Memo provides a status update on a legislated consultation process under the Act.

Staff are undertaking comprehensive amendments to the assessment reports, source protection plan, and explanatory document per Section 36 of the Act. These amendments are brought to the Halton-Hamilton Source Protection Committee (HHSPC) for review and endorsement. The Figure 1 shows the steps of the consultation process. Table 1 provides an overview of the timelines to result in a submission to the Ministry of the Environment, Conservation and Parks (MECP).

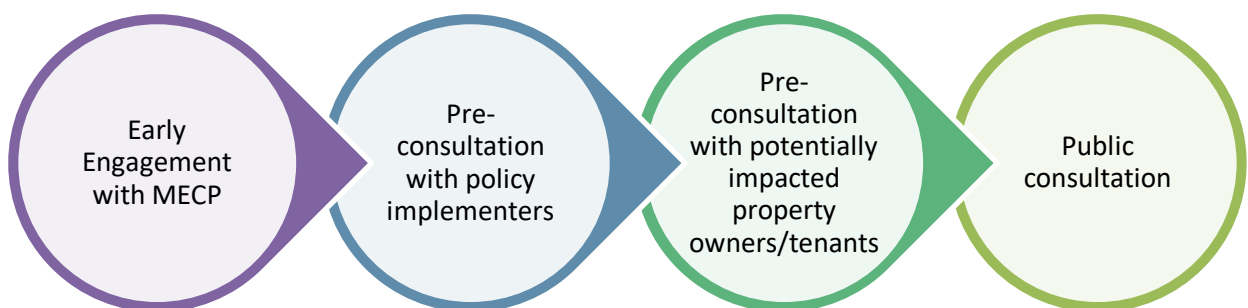


Figure 1: Source Water Protection Consultation Steps

No.	Step	Timeline	Status
1	Need for revisions/updates identified	2018 onwards	Complete
2	Development of comprehensive amendments, engaging HHSPC	April 2019 to June 2021	Complete
3	Early engagement with MECP, HHSPC meeting	June to August 2021	Complete
4	Pre-consultation with MECP and policy implementers, address comments, HHSPC meeting	September to October 2021	Complete
5	Pre-consultation with impacted landowners/tenants, address comments	November to December 2021	Complete
6	Public consultation (minimum 35 days), HHSPC meeting, address comments	December 2021 to February 2022	Complete
7	HHSP Management Committee and HHSPC meetings	March 2022	On target
8	SPA Board meetings	April 2022	On target
9	Submission to MECP	May 30, 2022	On target

Table 1: Overview of Timelines for the Source Water Protection Updates

A large number of scientific assessments were carried out to support the continued protection of groundwater and Lake Ontario municipal drinking water sources. Changes in land use and drinking water systems along with recent science data (since the first round of assessments from a decade ago) were considered. Several policy updates are proposed to enhance clarity and support implementation of the source protection plan. A small number of new policies are written.

Although not required by the legislation, virtual information sessions were held during pre-consultation on November 22, 2021 and during public consultation on January 13 and 20, 2022. A recording of one of the public consultation sessions and the proposed updates to the source water protection science and policies are available at: www.protectingwater.ca

In April 2022, staff will seek the endorsement of the updated source protection plan and assessment reports from the Halton Region and Hamilton Region Source Protection Authority Boards, to lead to a final submission to MECP for their review and approval.

REPORT TO: Conservation Halton Board of Directors

REPORT NO: # CHBD 01 22 04

FROM: Hassaan Basit, President & CEO

DATE: February 17, 2022

SUBJECT: Conservation Halton Programs & Services Inventory

Recommendation

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

Executive Summary

On October 1, 2021, *Ontario Regulation 687/21* (Transition Plans and Agreements for Programs & Services under Section 21.1.2 of the CA Act) came into effect. The regulation outlines the steps that conservation authorities (CAs) must take to develop an inventory of Programs & Services (P&S) and to enter into agreements with participating municipalities to fund non-mandatory P&S through a municipal levy. It also establishes the transition period to enter into those agreements. Conservation Halton (CH) prepared and submitted its Transition Plan to the Ministry of the Environment, Conservation and Parks (MECP) and partner municipalities in December 2021. The P&S Inventory is to be submitted to the MECP, circulated to participating municipalities, and posted to CH’s website by February 28, 2022. Staff recommends that the CH Board of Directors approves the “Conservation Halton Programs & Services Inventory” (Appendix B). Initial findings suggest that CH’s existing P&S can be delivered without a significant change in total municipal levy support. However, CH will need to engage its municipal partners in discussions on the long-term, sustainable delivery of required P&S, such as watershed strategies and passive recreation, as well as discuss the P&S that will require service agreements. There are also some new requirements under *Ontario Regulation 686/21*, to be delivered by December 31, 2024, that were not accounted for in CH’s 2022 budget and will require additional analysis to determine how best to fund transition-related costs and/or to cover funding gaps for new regulatory deliverables.

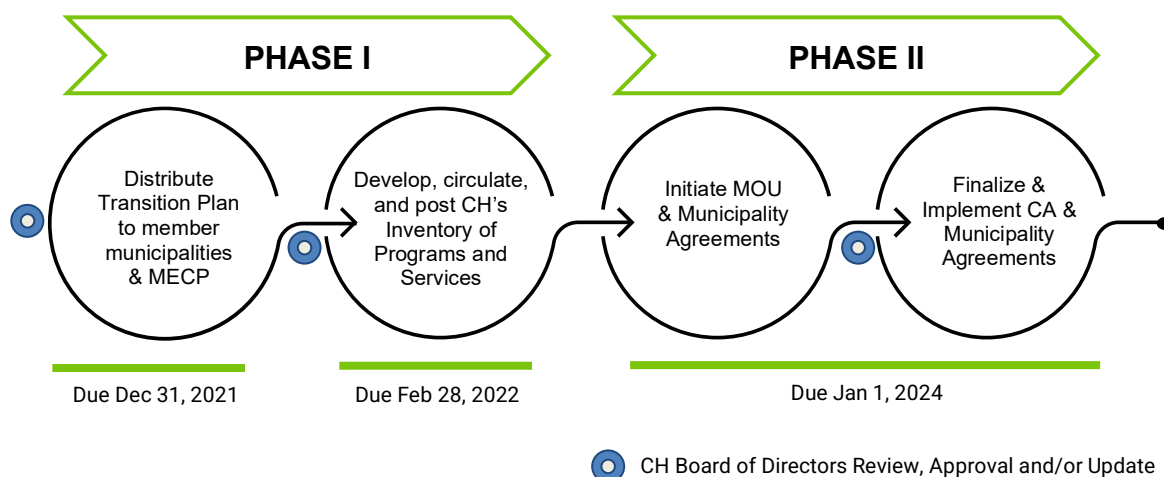
Report

On December 8, 2020, Bill 229, the “Protect, Support and Recover from COVID-19 Act” received Royal Assent and made changes to the *Conservation Authorities (CA) Act* and the *Planning Act*. To implement these changes, 3 new regulations were filed under the CA Act as part of the first phase regulations, including:

1. *Ontario Regulation 686/21*: Mandatory Programs & Services (P&S). This regulation prescribes the mandatory P&S that CAs must provide. This regulation came into effect on January 1, 2022.

2. *Ontario Regulation 687/21*: Transition Plans and Agreements for P&S under Section 21.1.2 of the CA Act. The regulation outlines the steps that are to be taken to develop an inventory of P&S and to enter into agreements with participating municipalities to fund non-mandatory P&S through a municipal levy. It also establishes the transition period to enter into those agreements. This regulation came into effect on October 1, 2021.
3. *Ontario Regulation 688/21*: Rules of Conduct in Conservation Areas. This regulation comes into effect when the unproclaimed provisions of Part VI and VII of the CA Act come into effect.

The first requirement under *Ontario Regulation 687/21*, was for CA to submit a Transition Plan to the Province and their partner municipalities. Conservation Halton's (CH) Plan was provided in December 2021 (CHBD 08 21 01). The figure below illustrates CH's approach to ensuring successful completion of the Transition Period.



The second regulatory requirement is to develop an Inventory of P&S based on the three categories: 1) Category 1 (mandatory); 2) Category 2 (municipally requested); and 3) Category 3 (CA determines are advisable). The Inventory is to be submitted to the Ministry of the Environment, Conservation and Parks (MECP) and circulated to all participating municipalities by February 28, 2022. The Inventory is also to be posted online.

Attached to this report is CH's Inventory of P&S (Appendix B). All information required under Section 6 of *Ontario Regulation 687/21* is presented in two tables that contain the following:

- i. List of CH's P&S (pre-2022 and post-2022)
- ii. Categorization of CH's P&S (i.e., Category 1, 2, or 3)
- iii. Costs of P&S and source(s) of funding
- iv. List of P&S that will require MOUs/service agreements with benefiting municipality and/or whether there is an intent to pursue a cost apportioning agreement

The P&S costs are based on CH's approved 2022 budget (\$40,191,782 operating and capital costs); however, the existing budget categories were reclassified to better describe CH's P&S and to align with the terminology presented in the CA Act and *Ontario Regulations 686/21* and *687/21*.

Based on staff's analysis, CH's existing P&S can be delivered without a significant change in total municipal levy support. Other key findings include:

- Almost 60% of both the 2022 budget and five-year historical budget average (approximately \$22 million) are Category 1 P&S
- 94% (\$10.1 million) of the 2022 base municipal levy of \$10.8 million is allocated to Category 1 P&S; 6% (\$673,000) of the 2022 base municipal levy is allocated to Category 2 or 3 P&S
- 55% (\$12.2 million) of Category 1 P&S in 2022 budget are funded by self-generated revenue, grants, chargebacks and reserves; municipal levy funds 45% of Category 1 P&S costs

Discussion between CH and its municipal partners will be needed to address the following items or new Provincial requirements:

- Long-term, sustainable delivery of new P&S such as watershed strategies and passive recreation
- New MOUs or service agreements that are required for some P&S (e.g., components of CHs monitoring and education programs) and/or any other P&S requested by a municipality for CH to undertake
- MOU updates to select planning-related agreements (e.g., City of Hamilton MOU, SWM-related aspects of Region of Halton MOU)
- New deliverables to be completed by December 31, 2024, not accounted for in CH's 2022 budget:
 - Watershed-based Resource Management Strategy
 - Operational and Asset Management Plans for Natural Hazard Infrastructure (note: CH completed an Asset Management Plan through a phased approach between 2017-2020; Dams & Channels Plan (2017) is being updated this year)
 - Ice Management Plan
 - Conservation Area Strategy
 - Land Inventory

As identified in CH's Transition Plan, and required under the regulations, regular progress reports on the P&S Inventory must be submitted to the MECP. These reports will identify any challenges or changes that have resulted during negotiations with participating municipalities. As CH moves through the transition period, staff anticipates that P&S costs will be further refined, and percentages of revenue allocation may be identified. Additional Category 2 P&S may also be identified by CH's municipal partners.

Staff recommends that the CH Board of Directors approve the "Conservation Halton Programs & Services Inventory" so that it can be submitted to MECP, circulated to participating municipalities, and posted to CH's website by the regulatory timeline of February 28, 2022.

Impact on Strategic Goals

This report supports the Momentum strategic priority Organizational Sustainability: Striving for service excellence and efficiency.

Financial Impact

CH's existing P&S can be delivered without a significant change in total municipal levy support. However, there are some new requirements under Ontario Regulation 686/21 (to be delivered by December 31, 2024) that were not accounted for in CH's 2022 budget and will require additional analysis to determine how best to fund transition-related costs and/or to cover funding gaps for new regulatory deliverables.

Signed & respectfully submitted:



Hassaan Basit
President & CEO/Secretary-Treasurer

FOR QUESTION ON CONTENT: Hassaan Basit, President & CEO/Secretary-Treasurer;
hbasit@hrca.on.ca

Kellie McCormack, Director, Planning & Regulations
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CONSERVATION HALTON'S PROGRAMS & SERVICES INVENTORY - DRAFT -

FEBRUARY 9, 2022

For questions or additional information, contact:

Kellie McCormack, Director, Planning & Regulations

kmccormack@hrca.on.ca

Executive Summary

On October 1, 2021, *Ontario Regulation 687/21* (Transition Plans and Agreements for Programs & Services under Section 21.1.2 of the Conservation Authorities Act) came into effect. The regulation outlines the steps that conservation authorities (CAs) must take to develop an inventory of Programs & Services (P&S) and to enter into agreements with participating municipalities to fund non-mandatory P&S through a municipal levy. It also establishes the transition period to enter into those agreements.

Conservation Halton's P&S Inventory includes all information required under Section 6 of *Ontario Regulation 687/21*, including:

- i. List of CH's P&S (pre-2022 and post-2022)
- ii. Categorization of CH's P&S (i.e., Category 1, 2, or 3)
- iii. Cost of P&S and source(s) of funding
- iv. List of P&S that will require MOUs/service agreements with benefiting municipality and/or whether there is an intent to pursue a cost apportioning agreement

Initial findings suggest that CH's existing P&S can be delivered without a significant change in total municipal levy support. However, CH will need to engage its municipal partners in discussions on the long-term, sustainable delivery of required P&S such as watershed strategies and passive recreation, as well as discuss the P&S that will require service agreements. There are also some new requirements under *Ontario Regulation 686/21*, to be delivered by December 31, 2024, that were not accounted for in CH's 2022 budget and will require additional analysis to determine how best to fund transition-related costs.

Introduction

This document is Conservation Halton's (CH) Inventory of Programs & Services (P&S), as required under *Ontario Regulation 687/21*. This document contains the following:

- 1) **Background** – brief overview of the legislative and regulatory context for the Inventory, as well as a summary of the regulatory requirements
- 2) **Methodology** – overview of the key steps taken by CH to develop the Inventory and review its P&S
- 3) **Key Service Areas** – summary of CH's key service areas, as well as categorization of the P&S under each area
- 4) **Key Findings & New Requirements** - high-level summary of findings of CH's P&S review, as well as a list of new regulatory requirements and P&S CH intends to deliver
- 5) **Next Steps** – summary of next steps for municipal partner engagement, reporting, and additional regulatory requirements

Background

On December 8, 2020, Bill 229, the "Protect, Support and Recover from COVID-19 Act" received Royal Assent and made changes to the *Conservation Authorities Act* and the *Planning Act*. To implement some of the changes, two regulations related to conservation authority (CA) P&S were developed.

1. *Ontario Regulation 686/21*: Mandatory P&S. This regulation prescribes the mandatory P&S that CAs must provide. This regulation came into effect on January 1, 2022.
2. *Ontario Regulation 687/21*: Transition Plans and Agreements for P&S under Section 21.1.2 of the CA Act. The regulation outlines the steps that are to be taken to develop an inventory of P&S and to enter into agreements with participating municipalities to fund non-mandatory P&S through a municipal levy. It also establishes the transition period to enter into those agreements. This regulation came into effect on October 1, 2021.

The first requirement under *Ontario Regulation 687/21*, was for CAs to submit a Transition Plan to the Province and their partner municipalities. Conservation Halton's (CH) Plan was submitted in December 2021. The second requirement was to develop and circulate a P&S Inventory to the Ministry of the Environment, Conservation and Parks (MECP) and all participating municipalities by February 28, 2022, as well as to post online.

Under *Ontario Regulation 687/21*, all CAs are required to develop an inventory of P&S, including costs and funding sources, and classify all P&S based on the categories established under the *CA Act*. The three categories of P&S include:

- **Category 1**: Mandatory P&S described in O. Reg. 686/21; funded through municipal levy, user fees, or grants
- **Category 2**: P&S that are at the request of a municipality; funded through municipal levy, user fees, or grants; MOU/service agreement required

- **Category 3:** P&S that the CA considers advisable to further the purposes of the CA Act; funded through user fees, or grants; use of municipal funding requires MOU/service agreement

The P&S Inventory must also contain a list of P&S that will require MOUs or service agreements with the benefiting municipality.

Methodology

To develop CH's P&S Inventory, a framework was first created using MS Excel. A critical review of Section 6 of *Ontario Regulation 687/21* was also undertaken to ensure that all required information would be contained in the Inventory. Outlined below is an overview of the key steps taken to develop CH's P&S Inventory.

- Step 1:** The first step in developing CH's P&S Inventory involved undertaking a review of CH's existing P&S. To better describe CH's P&S and align with the terminology presented in the *CA Act*, *Ontario Regulation 686/21*, and *Ontario Regulation 687/21*, some of CH's existing P&S and budget categories were renamed or reorganized under one of four key service areas, which include:
- 1) Natural Hazards & Watershed Management
 - 2) Permitting & Planning
 - 3) Conservation Lands & Recreation
 - 4) Corporate Services
- Step 2:** CH's existing P&S were grouped under a key service area and classified as a Category 1, 2, or 3 P&S with a rationale or explanation. **Figures 1 – 5** in the section below graphically present CH's key service areas, as well as the categorization of each P&S.
- Step 3:** The cost and source of funding of each P&S using CH's approved 2022 Budget (\$40,191,782 operating and capital costs), as well the five-year average annual costs were calculated. Each line item in CH's 2022 Budget Summary was re-classified and grouped based on the key service areas and P&S identified in Steps 1 and 2. Where 2022 Budget items covered more than one P&S and/or covered more than one category (i.e., category 1, 2, or 3), an approximate percentage was allocated to each of the P&S categories. Total P&S costs were then calculated, and sources of funding identified, based on the new groupings of CH's service areas and P&S.
- Step 4:** Municipalities benefitting from the P&S and a list of P&S requiring MOUs or service agreements were identified.
- Step 5:** Gaps in CH's existing P&S, based on those described as mandatory under *Ontario Regulation 686/21*, were identified and costed. Additional deliverables required under *Ontario Regulation 687/21*, but not accounted for in CH's approved 2022 budget, were also identified.

All information required under Section 6 of *Ontario Regulation 687/21* is presented in **Tables 1 and 2 of Appendix 1**. The entire MS Excel file will be sent to the municipality and Province.

CH's Key Service Areas

Figure 1: CH's Key Service Areas

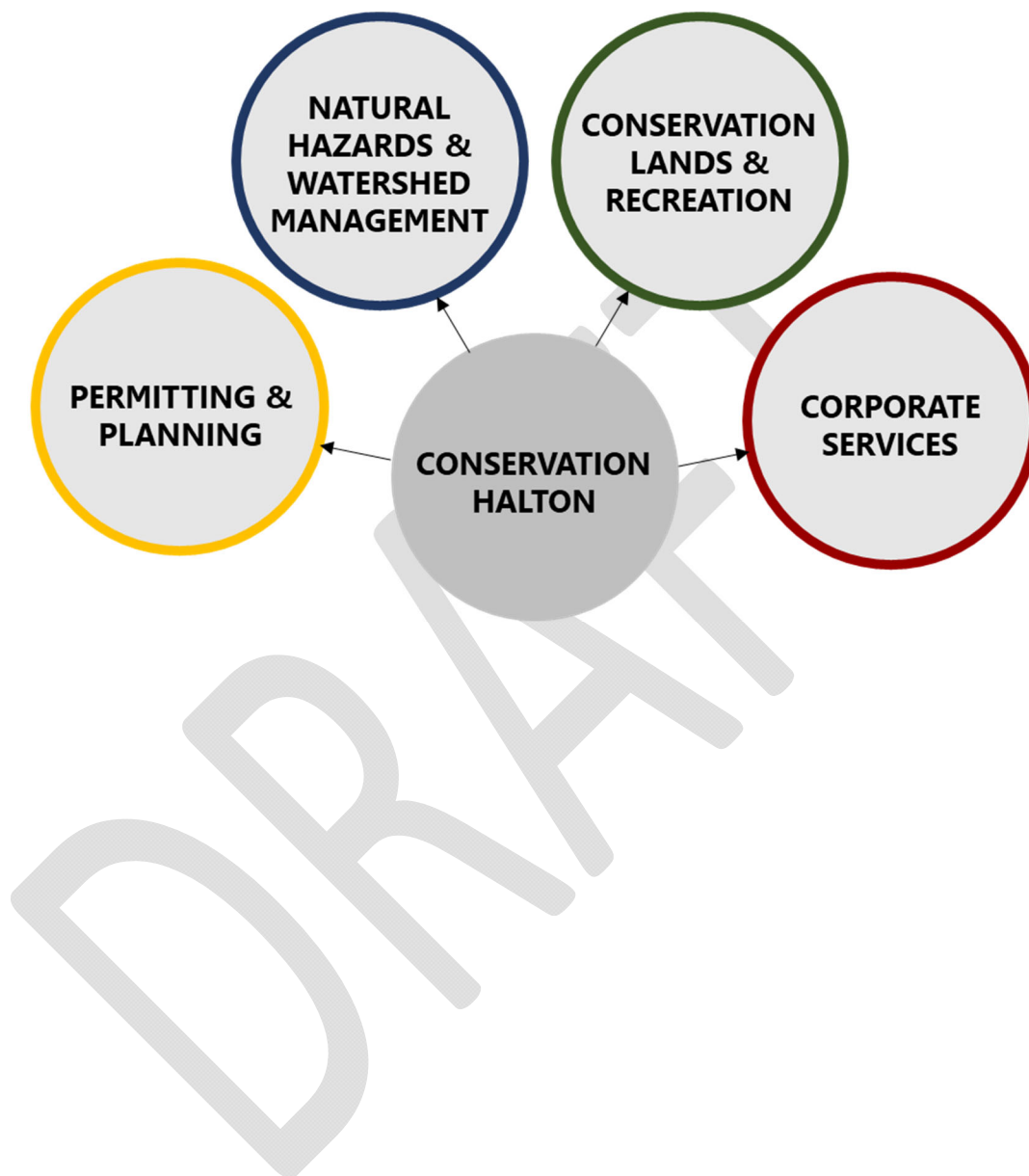
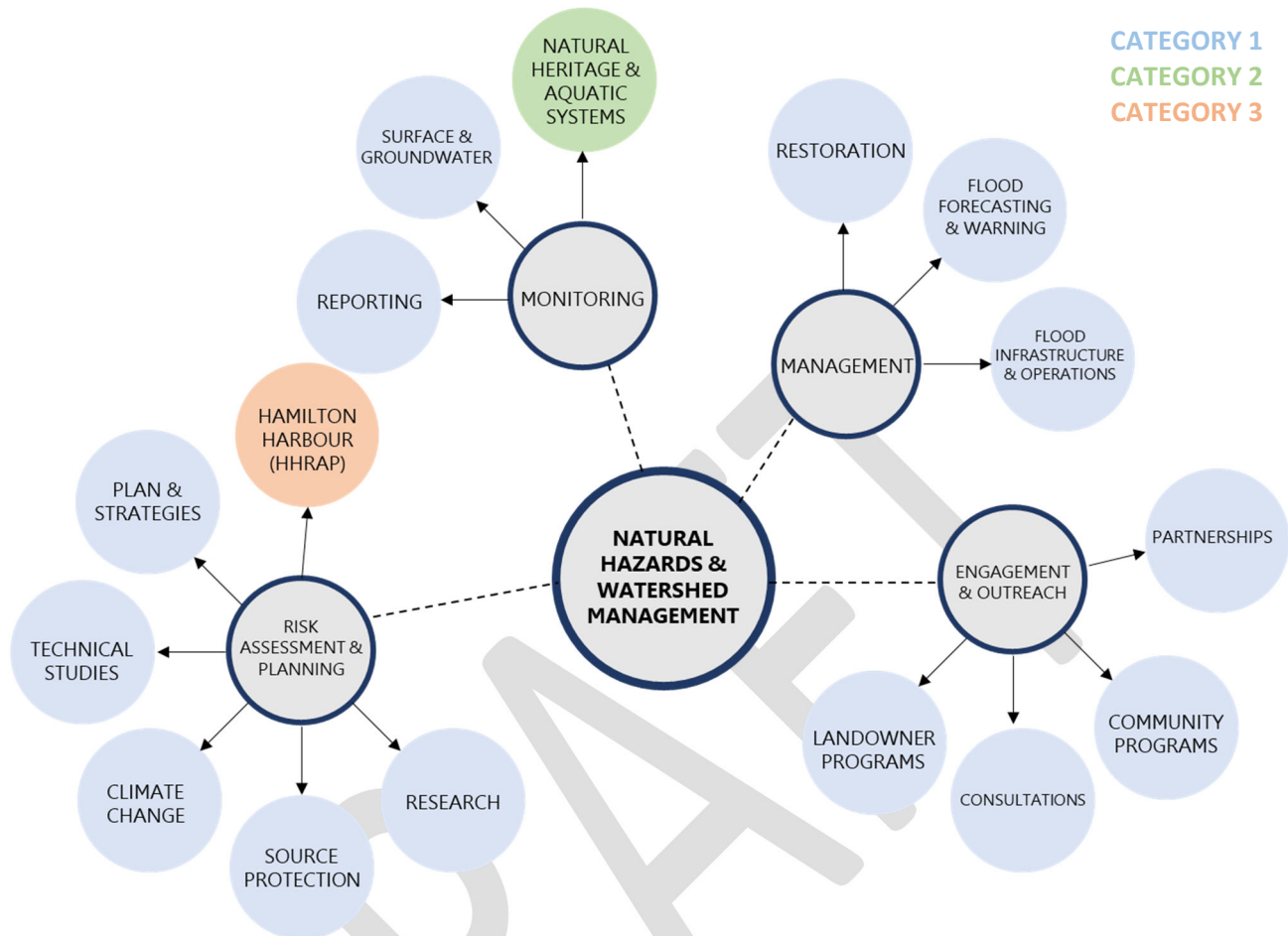


Figure 2: Natural Hazards & Watershed Management Programs & Services



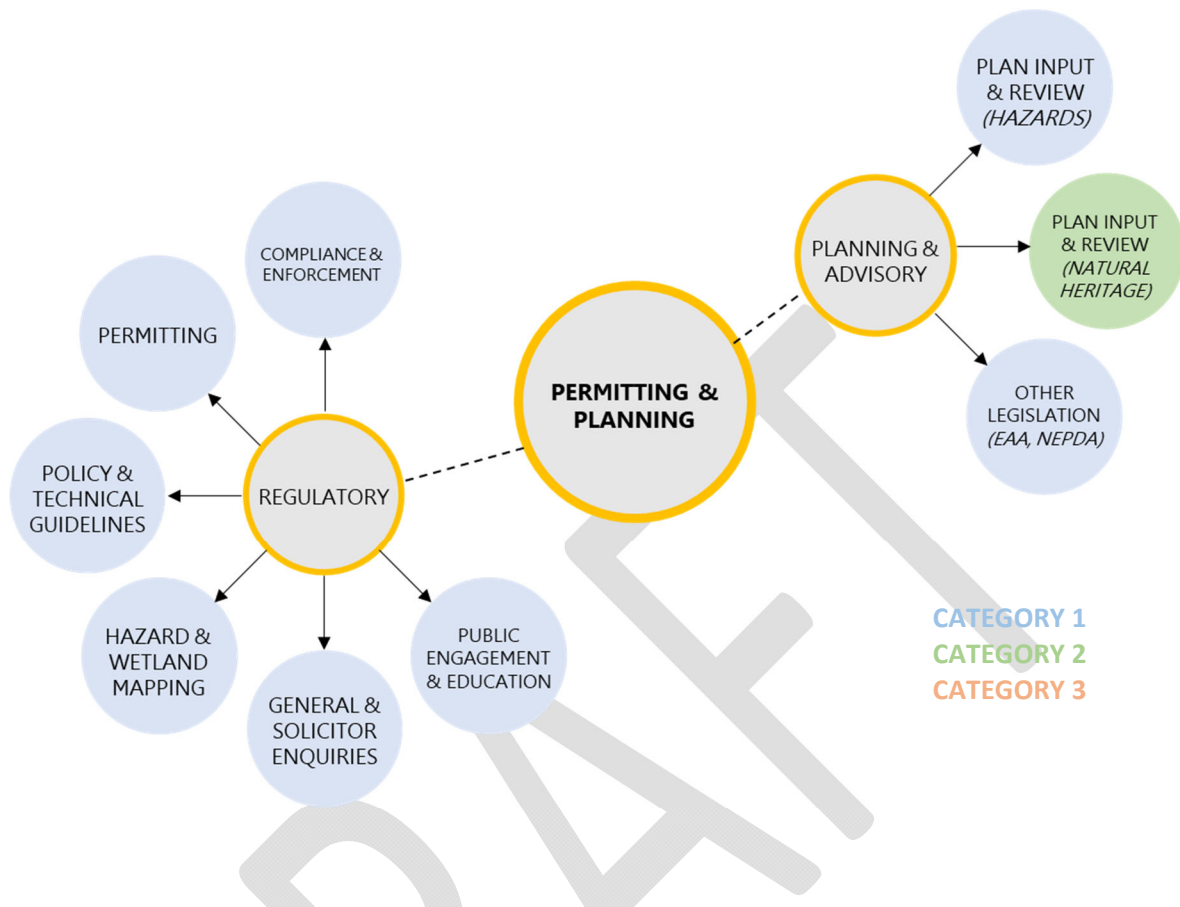
The Natural Hazards & Watershed Management service areas includes the monitoring, risk assessment, management, and outreach P&S that CH undertakes to address natural hazard or watershed management risks, issues, or opportunities.

The Flood Forecasting & Operations program is responsible for the management, operation, and maintenance of CH's flood management infrastructure with a capital asset value of more than \$100 million, including dams and channels that provide flood protection and low-flow augmentation. This responsibility is integrated with CH's role in supporting municipal emergency response to flooding by monitoring local watershed conditions, predicting flooding potential and providing flood messaging to watershed stakeholders.

CH's Monitoring and Outreach teams inventory, monitor, and assess watershed conditions and trends, such as surface and ground water quality and quantity, forest health and biodiversity, create partnerships with landowners and funders to address hazard related issues or restore degraded habitats, promote land and water stewardship, and provide support to the Hamilton Harbour Remedial Action Program (HHRAP).

CH also implements the Source Water Protection Program under the Clean Water Act and undertake watershed planning initiatives, including resource management and climate change strategies.

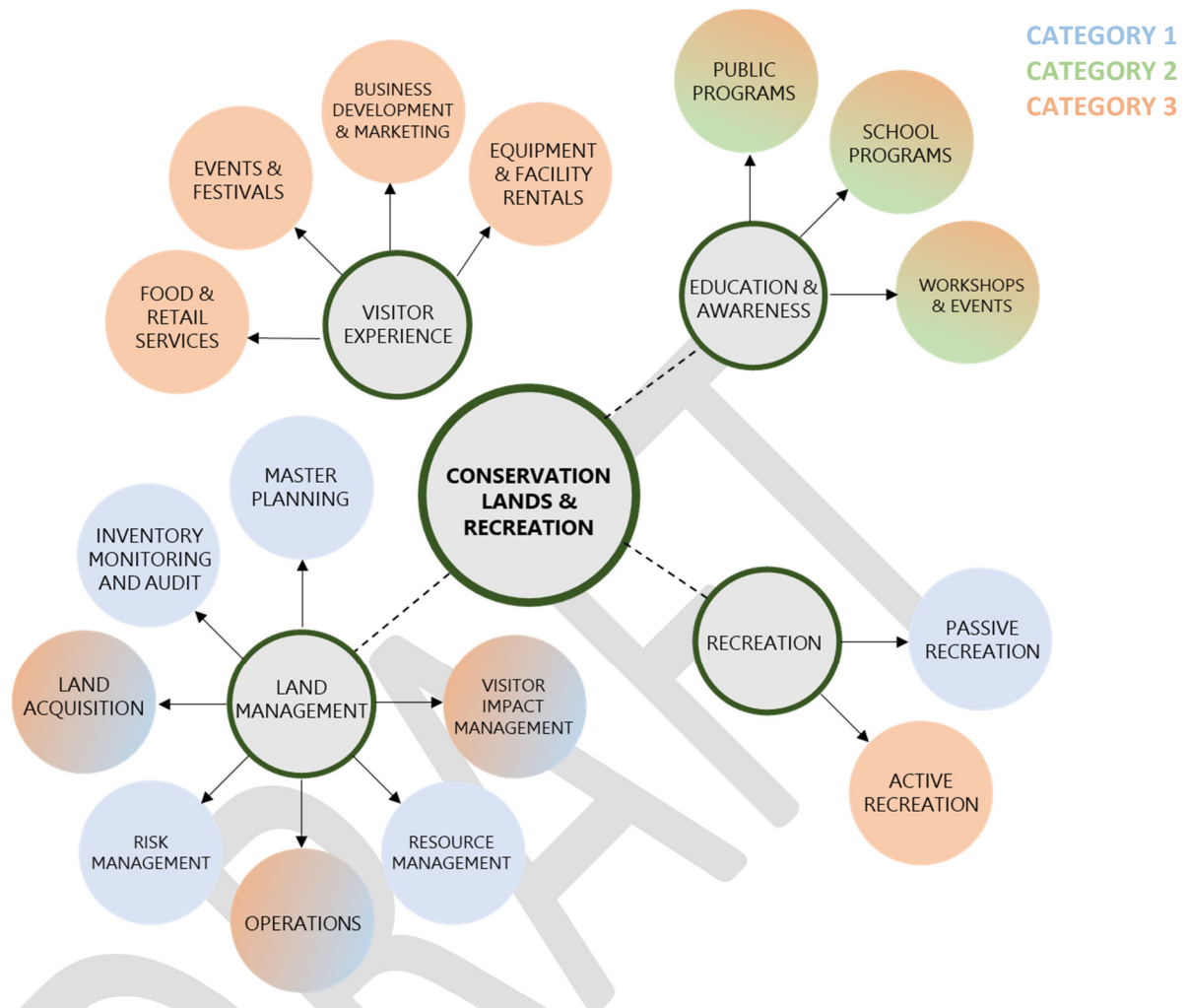
Figure 3: Planning & Permitting Programs & Services



The Permitting & Planning service area relates to CH's roles and responsibilities as a regulatory authority, a Provincially-delegated reviewer for natural hazards-related matters, service provider, public commenting body, resource management agency, and landowner. The Planning & Regulations team carries out permitting, compliance and enforcement activities as required by regulations enacted under the *Conservation Authorities Act*. The team also reviews a range of planning and development applications, as well as technical studies, under the *Planning Act*, *Niagara Escarpment Planning & Development Act*, *Environmental Assessment Act*, *Aggregate Resources Act*, and provides input on federal, provincial, regional, and municipal policies and initiatives. The team is also responsible for developing Board-approved policies and technical guides for permitting and plan review and responding to changes to the *Conservation Authorities Act*.

The Floodplain Mapping program is responsible for updating flood hazard mapping across the watershed to support the planning and regulatory programs and flood warning and forecasting operations. This mapping also informs infrastructure management decisions, emergency planning and response, prioritization of flood mitigation efforts, and infrastructure design.

Figure 4: Conservation Lands & Recreation Programs & Services

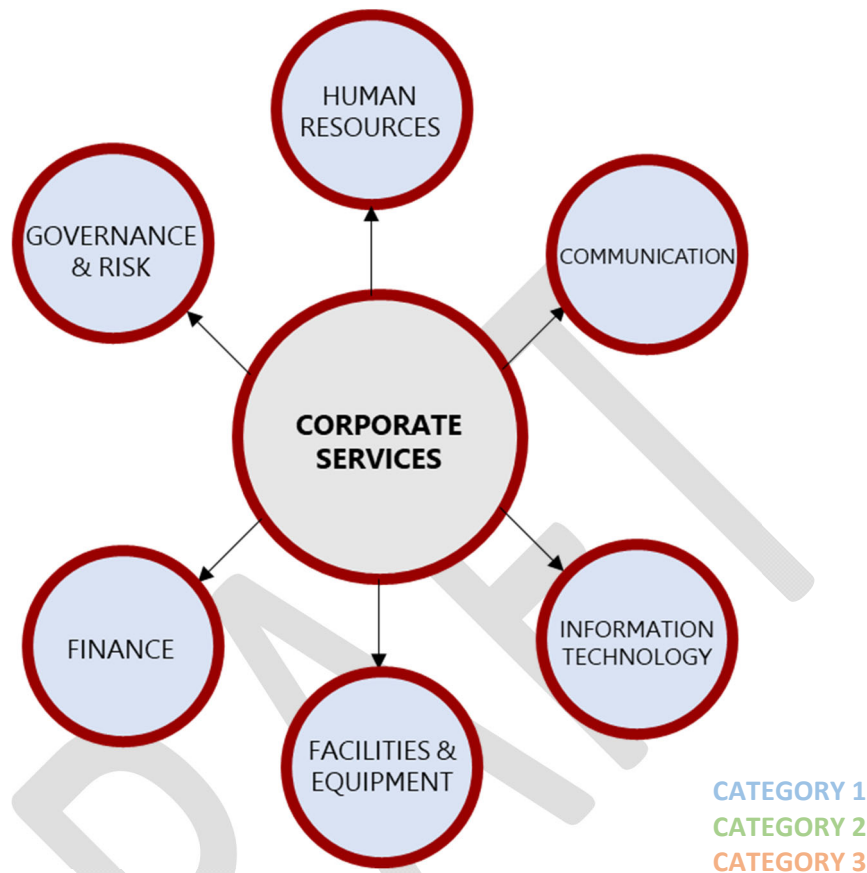


The Conservation Lands & Recreation service area includes the wide variety of recreational and educational programs and services that CH provides to over 1,000,000 annual visitors. It also includes the management and securement of environmentally significant lands, as well as provide for passive recreational uses such as trails. Park operations, programming and services are funded almost entirely through self-generated revenue from annual and seasonal passes, daily access fees, education fees, and lesson and camp registrations.

CH provides community outreach and education programs that have an annual reach of over 200,000 participants (pre-COVID-19). Programs include Halton Children's Water Festival, Stream of Dreams, From The Ground Up and Healthy Neighboursheds. We also work with the local school board to deliver affordable, innovative outdoor education programs.

P&S under this service area also include the long-term planning and management of all CH properties from an administrative perspective (leases, agreements, permits to enter, title searches and records), landscape maintenance (turf management, landscape management and snow clearing support), and security and risk.

Figure 5: Corporate Services Programs & Services



Corporate Service P&S includes the financial, technical, creative and administrative services that CH requires in order to efficiently and effectively deliver the programs and services of the organization. Corporate Services lead the organization in its focus on financial sustainability through the provision of clear financial data and analysis to support informed, strategic and operational decision-making for budget development and long-term planning. Corporate Services P&S are also responsible for implementing business practices that ensure economic, social and environmental sustainability.

Key Findings & New Requirements

Based on staff's analysis, CH's existing P&S can be delivered without a significant change in total municipal levy support. Other key findings include:

- Almost 60% of both the 2022 budget and five-year historical budget average (approximately \$22 million) are Category 1 P&S
- 94% (\$10.1 million) of the 2022 base municipal levy of \$10.8 million is allocated to Category 1 P&S; 6% (\$673,000) of the 2022 base municipal levy is allocated to Category 2 or 3 P&S
- 55% (\$12.2 million) of Category 1 P&S in 2022 budget are funded by self-generated revenue, grants, chargebacks and reserves; municipal levy funds 45% of Category 1 P&S costs

Discussion between CH and its municipal partners will be needed to address the following items or new Provincial requirements:

- Long-term, sustainable delivery of new P&S such as watershed strategies and passive recreation
- New MOUs or service agreements that are required for some P&S (e.g., components of CHs monitoring and education programs) and/or any other P&S requested by a municipality for CH to undertake
- MOU updates to select planning-related agreements (e.g., City of Hamilton MOU, SWM-related aspects of Region of Halton MOU)
- New deliverables to be completed by December 31, 2024, not accounted for in CH's 2022 budget:
 - Watershed-based Resource Management Strategy
 - Operational and Asset Management Plans for Natural Hazard Infrastructure (note: CH completed an Asset Management Plans through a phased approach between 2017-2020; Dams & Channels Plan (2017) is being updated this year)
 - Ice Management Plan
 - Conservation Area Strategy
 - Land Inventory

Next Steps

CH's P&S Inventory includes all required information outlined in Section 6 of *Ontario Regulation 687/21*. As presented in CH's Transition Plan (December 2021), Phase 1 of the transition period is considered complete following the submission of the P&S Inventory to the MECP and all participating municipalities by February 28, 2022, as well as once it is posted online.

The second phase of the transition period will involve CH staff consulting with municipal staff on CH's P&S Inventory and, as necessary, revising the P&S Inventory based on municipal feedback/comments.

Progress reports will be submitted to the Province and updates provided to CH's Board of Directors on a regular basis.

Once the P&S Inventory is confirmed by CHs municipal partners, CH staff will engage municipal staff in discussions on the development of MOUs/service agreements for category 2 and 3 P&S. CH's Final P&S Inventory and all MOUs/service agreements are to be completed by January 1, 2024.

Note: Phase 2 Regulations under the *CA Act* have not yet been released by the Province, and may result in changes to two levy-related regulations (O. Reg. 670/00 "Conservation Authority Levies"; O. Reg. 139/96 "Municipal Levies"), as well as the CA Fee Policy. Updates to these regulations and policy could have an impact on the financial component of the Inventory and will be amended, as necessary, at that time.

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APPENDIX 1

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TABLE 1: Conservation Halton Programs & Services Inventory (P&S Review)
Wednesday, February 9, 2022

Key Service Areas	Programs & Services	Category 1 P&S Mandatory P&S described in O. Reg. 686/21; funded through municipal levy, user fees or grants	Category 2 P&S P&S that are at the request of a municipality; funded through municipal levy, user fees, or grants; MOU/service agreement required	Category 3 P&S P&S that CH Board considers advisable to further the purposes of the CA Act; funded through user fees, self-generated revenue, government and other agency grants, donations, etc.; use of municipal funding requires MOU/service agreement and subject to cost apportioning	Explanation/Rationale for Categorization (e.g., Section of CA Act & O. Reg. 686/21, where applicable)	Benefiting Municipality	MOU requirements
Natural Hazards & Watershed Management							
	Monitoring						
	Surface & Groundwater Systems	✓			CA Act 21.1 (1); O.Reg. 686/21 (s. 1-3, s.12)	All	n/a
	Natural Heritage & Aquatic Systems	✓	✓		CA Act 21.1 (1); O.Reg. 686/21 (s.12) [Category 1] & CA Act 21.1.2; MOU/MOA with municipality(ies) required [Category 2] as P&S undertaken at municipality's request and to support municipal objectives	All	New MOU required for all municipalities
	Reporting	✓			CA Act 21.1 (1); O.Reg. 686/21 (s. 1-3, s.12)	All	n/a
	Risk Assessment & Planning						
	Plans & Strategies	✓			CA Act 21.1 (1); O.Reg. 686/21 (s. 1-3, s.12)	All	n/a
	Technical Studies	✓			CA Act 21.1 (1); O.Reg. 686/21 (s. 1-3, s.12)	All	n/a
	Climate Change	✓			CA Act 21.1 (1); O.Reg. 686/21 (s. 1-3, s.12)	All	n/a
	Source Protection	✓			CA Act 21.1 (1); O.Reg. 686/21 (s.13)	All	n/a
	HHRAP			✓	Multi-Government Agreement Federal (EC), Provincial (MECP); Burlington; Hamilton; delivered by CH.	Burlington & Hamilton	n/a
	Research	✓			CA Act 21.1 (1); O.Reg. 686/21 (s. 1-3, s.12)	All	n/a
	Management						
	Flood Forecasting & Warning	✓			CA Act 21.1 (1); O.Reg. 686/21 (s.2)	All	n/a
	Flood Infrastructure & Operations	✓			CA Act 21.1 (1); O.Reg. 686/21 (s.5)	All	n/a
	Restoration	✓			CA Act 21.1 (1); O.Reg. 686/21 (s.9-10, s.12)	All	n/a
	Engagement & Outreach						
	Community Programs	✓			CA Act 21.1 (1); O.Reg. 686/21 (s. 1-3, s.12)	All	n/a
	Public Consultations	✓			CA Act 21.1 (1); O.Reg. 686/21 (s. 1-3, s.12)	All	n/a
	Landowner Programs	✓			CA Act 21.1 (1); O.Reg. 686/21 (s. 1-3, s.12)	All	n/a
	Partnerships	✓			CA Act 21.1 (1); O.Reg. 686/21 (s. 1-3, s.12)	All	n/a
Permitting & Planning							
	Regulatory						
	Compliance & Enforcement	✓			CA Act 21.1 (1); O.Reg. 686/21 (s.1, s.8)	All	n/a
	Permitting	✓			CA Act 21.1 (1); O.Reg. 686/21 (s.1, s.8); non-municipal levy supported, user fees	All	n/a
	Policy & Technical Guidelines	✓			CA Act 21.1 (1); O.Reg. 686/21 (s.1, s.8)	All	n/a
	Hazard & Wetland Mapping	✓			CA Act 21.1 (1); O.Reg. 686/21 (s.1, s.8)	All	n/a
	General & Solicitor Inquiries	✓			CA Act 21.1 (1); O.Reg. 686/21 (s.1, s.8)	All	n/a
	Public Engagement & Education	✓			CA Act 21.1 (1); O.Reg. 686/21 (s.1, s.8)	All	n/a
	Planning & Advisory						
	Plan Input & Review (Hazards)	✓			CA Act 21.1 (1); O.Reg. 686/21 (s. 1, s.6-8); municipal levy and non-levy supported, supported/user fees	All	n/a
	Plan Input & Review (e.g., Nat Heritage, SWM)		✓		CA Act 21.1.2; MOU/MOA with municipality(ies) required, as P&S undertaken at municipality's request and to support municipal objectives; special agreements exist (e.g., IESA with ROH); municipal levy and non-levy supported, supported/user fees		New/updated MOU required for Hamilton (2013) & Peel (2012); Existing MOU in place for Halton (2018; 2021) & Wellington (2017)
	Other Legislation (e.g., EAA, NEPDA, ARA)	✓			CA Act 21.1 (1); O.Reg. 686/21 (s. 1, s.6-8); municipal levy and non-levy supported, supported/user fees	All	n/a
Conservation Lands & Recreation							
	Land Management						
	Master Planning/CA Strategy	✓			CA Act 21.1 (1); O.Reg. 686/21 (s.9-11); municipal levy and non-levy supported	All	n/a
	Inventory, Monitoring & Audit	✓			CA Act 21.1 (1); O.Reg. 686/21 (s.9-11); municipal levy supported	All	n/a
	Land Acquisition	✓		✓	CA Act 21.1.2; non-municipal levy supported P&S		n/a

	Risk Management	✓			CA Act 21.1 (1); O.Reg. 686/21 (s.1, s.9-11); municipal levy and non-levy supported	All	n/a
	Operations	✓		✓	CA Act 21.1 (1); O.Reg. 686/21 (s.1, s.9-11) [Category 1] & CA Act 21.1.2 [Category 3]; municipal levy and non-levy supported	All	n/a
	Resource Management	✓			CA Act 21.1 (1); O.Reg. 686/21 (s.9-11); municipal levy supported	All	n/a
	Visitor Impact Management	✓		✓	CA Act 21.1 (1); O.Reg. 686/21 (s. 9-10) [Category 1] & CA Act 21.1.2 [Category 3]; non-municipal levy supported P&S	All	n/a
Recreation							
	Passive Recreation	✓			CA Act 21.1 (1); O.Reg. 686/21 (s.9); currently non-municipal levy supported	All	n/a
	Active Recreation			✓	CA Act 21.1.2; non-tax supported P&S	All	n/a
Visitor Experience							
	Business Development & Marketing			✓	CA Act 21.1.2; non-tax supported P&S	All	n/a
	Events & Festivals			✓	CA Act 21.1.2; non-tax supported P&S	All	n/a
	Retail & Food Services			✓	CA Act 21.1.2; non-tax supported P&S	All	n/a
	Equipment & Facility Rentals			✓	CA Act 21.1.2; non-tax supported P&S	All	n/a
Education & Awareness							
	Public Programs		✓	✓	CA Act 21.1.2 & CA Act 21.1.2; municipal levy and non-levy supported; MOU/MOA with municipality(ies) required, as P&S undertaken at municipality's request and to support municipal objectives	All	New MOU required for all municipalities
	School Programs		✓	✓	CA Act 21.1.2 & CA Act 21.1.2; municipal levy and non-levy supported; MOU/MOA with municipality(ies) required, as P&S undertaken at municipality's request and to support municipal objectives	All	New MOU required for all municipalities
	Workshops & Events		✓	✓	CA Act 21.1.2 & CA Act 21.1.2; municipal levy and non-levy supported; MOU/MOA with municipality(ies) required, as P&S undertaken at municipality's request and to support municipal objectives	All	New MOU required for all municipalities
Corporate Services							
	Governance & Risk	✓					n/a
	Finance	✓					n/a
	Human Resources	✓					n/a
	IT	✓					n/a
	Communications	✓					n/a
	Facilities & Equipment	✓					n/a
Notes: Discussion between CH and its municipal partners will be needed to address the following items or new Provincial requirements: a) Long-term, sustainable delivery of new P&S such as watershed strategies and passive recreation b) New MOUs or service agreements that are required for some P&S (e.g., components of CHs monitoring and education programs) and/or any other P&S requested by a municipality for CH to undertake c) MOU updates to select planning-related agreements (e.g., City of Hamilton MOU, SWM-related aspects of Region of Halton MOU) d) New deliverables to be completed by December 31, 2024: - Watershed-based Resource Management Strategy, Operational & Asset Management Plans for Natural Hazard Infrastructure*, Ice Management Plan, Conservation Area Strategy, & Land Inventory **CH Asset Management Plan completed through a phased approach 2017-2020; Dams & Channels (2017) is being updated in 2022							

TABLE 2: Conservation Halton Programs & Services Inventory (Financial Summary)
Wednesday, February 9, 2022

	Key Service Areas	Programs & Services	Total Expenses (\$)	Program Revenue	Provincial Funding	Other	Internal Chargeback Recoveries	Reserve Funding	Municipal Funding	Total Revenues (\$)	Historical Average	Comments
CATEGORY 1	Natural Hazards & Watershed Management	Monitoring	536,221	1%			3%		96%	100%		
	Natural Hazards & Watershed Management	Risk & Assessment	266,141		79%	11%			10%	100%		
	Natural Hazards & Watershed Management	Management	2,336,238		22%		2%	15%	61%	100%		
	Natural Hazards & Watershed Management	Engagement & Outreach	3,038,436	2%		62%	17%	2%	16%	100%		
	Permitting & Planning	Regulatory	3,231,290	34%		35%	1%	3%	27%	100%		
	Permitting & Planning	Planning & Advisory	1,799,446	71%					29%	100%		
	Conservation Lands & Recreation	Land Management	2,935,172	6%	5%	32%	12%	3%	43%	100%		
	Conservation Lands & Recreation	Recreation	1,124,434	100%						100%		
	Corporate Services	Corporate Services	7,066,829	1%		1%	18%	7%	72%	100%		
	Total Category 1		22,334,206	4,188,129	841,660	3,865,297	2,225,914	1,090,461	10,122,747	22,334,206	22,619,657	
CATEGORY 2	Natural Hazards & Watershed Management	Monitoring	94,627	1%			3%		95%	100%		
	Permitting & Planning	Regulatory	344,099	59%			2%	5%	34%	100%		
	Permitting & Planning	Planning & Advisory	317,549	71%					29%	100%		
	Conservation Lands & Recreation	Education & Awareness	682,420	80%					19%	100%		
	Total Category 2		1,438,696	980,242	-	-	13,096	15,000	430,358	1,438,696	3,750,139	
CATEGORY 3	Natural Hazards & Watershed Management	Risk & Assessment	289,092			104%			-4%	100%		
	Conservation Lands & Recreation	Land Management	4,337,152		29%	57%	2%	11%	1%	100%		
	Conservation Lands & Recreation	Recreation	6,670,183	91%				9%		100%		
	Conservation Lands & Recreation	Visitor Experience	3,589,324	83%		5%		12%		100%		
	Conservation Lands & Recreation	Education & Awareness	1,533,129	84%					16%	100%		
	Total Category 3		16,418,879	11,986,179	759,924	1,920,076	44,742	1,465,427	242,531	16,418,879	12,976,372	
	Total Programs and Services		40,191,781	17,154,550	1,601,584	5,785,373	2,283,751	2,570,888	10,795,636	40,191,781	39,346,167	

Annual cost estimates for new Category 1 P&S*:

Natural Hazards & Watershed Management P&S - Watershed Strategy \$150-\$200K, in addition to current budget funding of \$25K

Conservation Lands & Recreation P&S - Passive Recreation & Visitor Impact Management - \$75K, less \$25K in current budget

*CH staff will work with municipal staff to phase in costs and minimize the impact of annual municipal funding

New deliverables to be completed by December 31, 2024:**

- Watershed-based Resource Management Strategy, Operational & Asset Management Plans for Natural Hazard Infrastructure***, Ice Management Plan, Conservation Area Strategy, & Land Inventory

**CH staff will work with municipal staff to identify a funding strategy for these items

***CH Asset Management Plan completed through a phased approach 2017-2020; Dams & Channels (2017) is being updated in 2022

REPORT TO: Conservation Halton Board of Directors

REPORT NO: # CHBD 01 22 05

FROM: Kellie McCormack, Director, Planning & Regulations

DATE: February 17, 2022

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

Recommendation

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

And

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

Executive Summary

On December 22, 2021, Conservation Halton (CH) received an application to demolish an existing residential dwelling and construct a new dwelling on the subject property. A portion of the existing dwelling is located within the Regulatory Storm floodplain associated with McCraney Creek. As part of a CH permit application, the homeowner worked with CH staff to reduce flood risk and relocate all habitable portions of the new dwelling entirely outside the regulated floodplain. However, a non-habitable front porch (on-grade, solid cement foundation) remains in the current floodplain but will mark the limit of the floodplain, once built. The proposed dwelling does not meet CH's Board-approved policy which states that reconstructions are not permitted within 6 metres of the flood hazard. Staff can only issue permits that meet Board-approved policies.

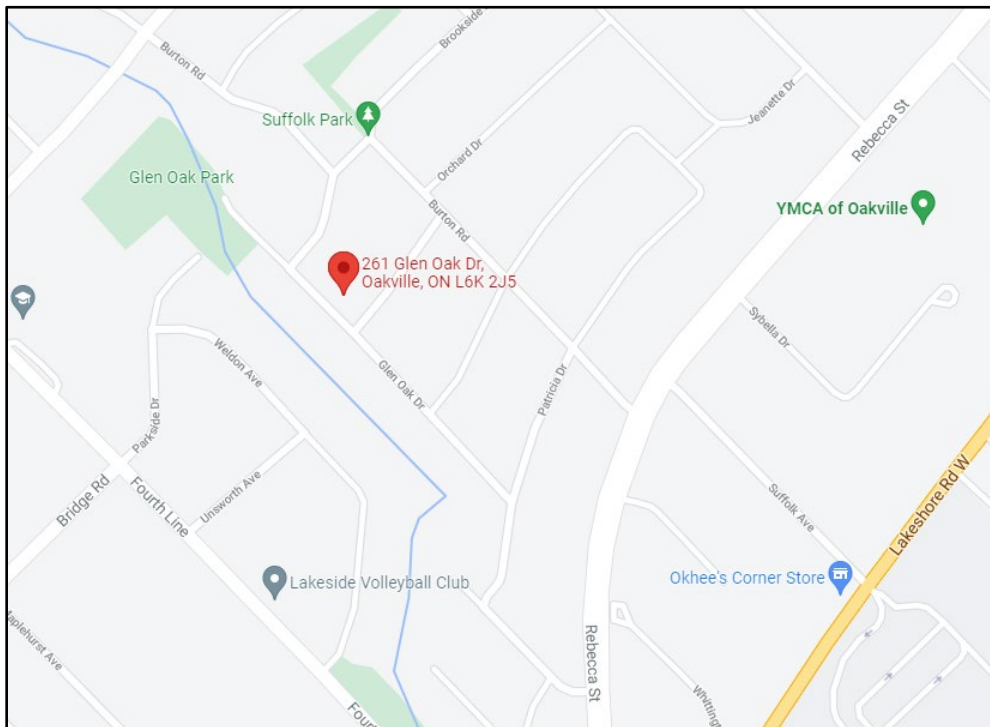
Staff recommends approval of the proposed works as the risk to life and property on the site has been reduced through the redesign and relocation of the habitable portion of the dwelling from the floodplain. Further, neighbouring properties are not negatively impacted by the proposed development (i.e., flood conveyance is not impacted) and access/egress to the property is no worse than existing conditions.

Report

Background

The subject property is located at 261 Glen Oak Drive, Oakville (Figure 1). The property is adjacent to lands traversed by McCraney Creek and contains a portion of the floodplain associated with that watercourse. Conservation Halton (CH) regulates 7.5 metres from the limit of the flood hazard associated with that watercourse. The surrounding neighbourhood is comprised of mostly residential dwellings. Numerous properties along this street are located in the floodplain and are regulated by CH.

Figure 1: Key Map of 261 Glen Oak Drive, Oakville

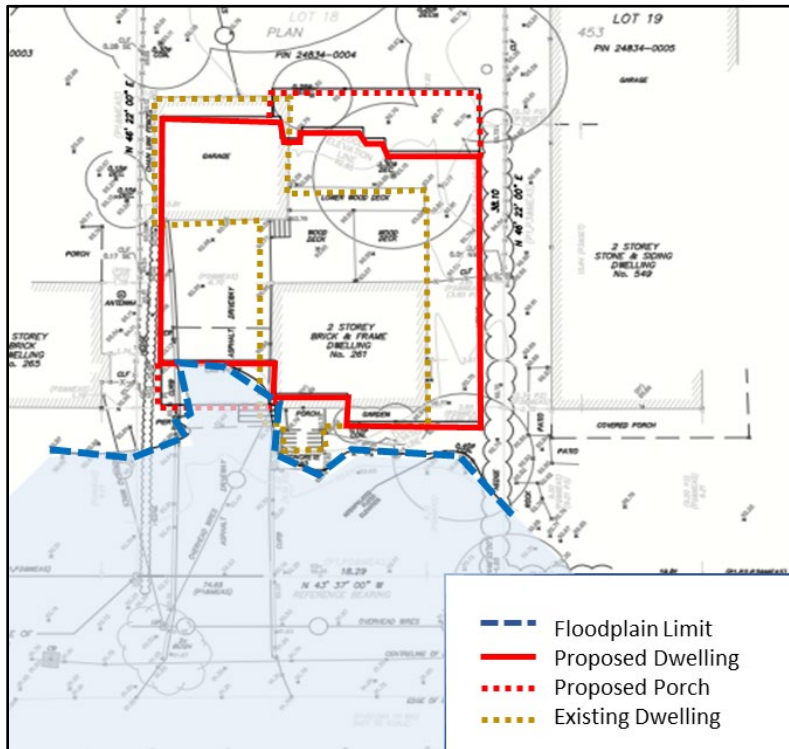


Proposal

The proposed works involve the reconstruction, expansion, and relocation of a new single family residential dwelling (Figure 2). As confirmed by J.H. Gelbloom Surveying Limited's Topographic Survey of 261 Glen Oak Drive, dated October 13, 2021, a portion of the current dwelling is located within the regulatory floodplain and the balance is within the regulatory allowance.

A larger dwelling is being proposed by the applicant; however, the habitable portion of the proposed dwelling will be located entirely outside of the floodplain and within the regulatory allowance. Only a small portion of the front porch, with an on-grade, solid cement foundation, will remain within the floodplain. Once built, the front porch will mark the limit of the floodplain and be located outside of the flood hazard. The dwelling, including front porch, has been located to achieve municipal by-law requirements for front yard setbacks.

Figure 2: Existing and proposed dwelling with porch within floodplain



Conservation Halton Policy Review

The proposal generally meets the intent of Conservation Halton's regulatory policies, which state that building reconstructions may be permitted within 7.5 metres of the floodplain provided they are no closer than existing and not within 6 metres. The intent is to restrict development within the regulatory allowance to ensure an adequate setback for access and maintenance is achieved when redevelopment is proposed.

Policy 2.27.1 *Minor Valley Systems - Development within 7.5 metres of Flood Plain* of Conservation Halton's *Policies and Guidelines for the Administration of Ontario Regulation 162/06 and Land Use Planning Document*, Amended November 2020, states:

2.27.1 Where buildings and structures already exist within 7.5 metres of the flood plain reconstruction, alteration or additions may be permitted subject to the following:

- a) the reconstruction, alteration or addition does not encroach any closer to the flood plain than existing development at its closes point;*
- b) even if existing development is closer than 6 metres to flood plain, no new development is permitted within 6 metres in order to provide for an access allowance as per the Provincial Policy Statement;*
- c) In cases where the building or structure can be reasonably relocated outside of the setback the applicant will be encouraged to do so.*

The proposed dwelling does not fully meet the above Board-approved policy, as the entire reconstructed dwelling will not be located more than 6 metres from the floodplain. The applicant has worked with staff to relocate and redesign the proposed house. Staff recommends approval of the permit for the following reasons:

- a) the previously flood susceptible dwelling will be removed from the floodplain and the new habitable portion of the dwelling will be located entirely outside of the floodplain, only a small portion of the front porch (non-habitable, on-grade, solid cement foundation) will be located within the floodplain, but once built will mark the limit of the flood hazard;
- b) the risk to life and property is reduced through the relocation of the house;
- c) neighbouring properties are not negatively impacted by the proposed development (i.e., flood conveyance is not impacted); and
- d) access and egress to the property is no worse than existing conditions.

In addition to the above, Policy 2.27.2 of CH's regulatory policies allows for accessory structures within the floodplain, which the proposed front porch could be considered.

Conclusion

Staff recommends that Conservation Halton Board of Directors approve the issuance of a permit for a proposed dwelling associated with CH File A/21/O/114 for the reasons stated above. This application reduces the risk to life and property by removing a flood susceptible habitable portion of a dwelling from the regulatory floodplain. Further, neighbouring properties are not negatively impacted by the proposed development (i.e., flood conveyance is not impacted) and access/egress to the property is no worse than existing conditions.

Impact on Strategic Goals

This report supports the Momentum strategic priority of Natural Hazards and Water.

Financial Impact

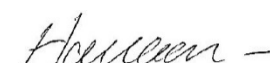
There is no financial impact resulting from this proposal.

Signed & respectfully submitted:



Kellie McCormack,
Director, Planning & Regulations

Approved for circulation:



Hassaan Basit
President & CEO/Secretary-Treasurer

FOR QUESTIONS ON CONTENT:

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REPORT TO: Conservation Halton Board of Directors

REPORT NO: # CHBD 01 22 06

FROM: Kellie McCormack, Director, Planning & Regulations

DATE: February 17, 2022

SUBJECT: Conservation Halton Land Use Planning Policy Review and Update Work

Recommendation

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

Executive Summary

A high-level work plan is presented in this report, including the process for policy development and stakeholder, public, and Board engagement. Section 3 of Conservation Halton's *Policies and Guidelines for the Administration of Ontario Regulation 162/06 and Land Use Planning Policy Document* April 26, 2006 (last amended, November 26, 2020), contains land use planning policies to guide CH's plan input and review program. New land use planning policies will provide the public and CH's municipal partners with greater certainty and transparency on CH's advisory feedback on *Planning Act* and *Aggregate Resource Act* Applications, Environmental Assessments and Niagara Escarpment Development Permits.

Report

Background & Key Issues

Section 3 of Conservation Halton's *Policies and Guidelines for the Administration of Ontario Regulation 162/06 and Land Use Planning Policy Document* April 26, 2006 (last amended, November 26, 2020), contains land use planning policies to guide CH's plan input and review program. The policies were approved in 2006 and contain land use planning guidance on CH regulated features, on natural heritage features as identified by the Provincial Policy Statement (PPS), and on some procedural matters.

No updates have been made to CH's land use policies since 2006. In that time, the Province has updated the Provincial Policy Statement (PPS) and provincial land use plans (Greenbelt Plan, Niagara Escarpment Plan and Growth Plan).

Through recent changes to the *Conservation Authorities Act* and enactment of Ontario Regulation 686/21, the Province identified and confirmed the programs and services that are mandatory for a Conservation Authority (CA) to undertake (i.e., Category 1 programs and services), which includes a

range of programs and services related to managing risks associated with natural hazards. This includes a CA's Provincially delegated responsibility to comment on applications made under the *Planning Act*, as well as to provide comments, technical support, or information to a planning authority under the *Planning Act*, to ensure decisions are consistent with the natural hazard policies of the PPS and conform with the natural hazard policies of provincial plans.

In light of the above, updates are required to CH's land use policies to focus on features that are regulated by CH and/or are related to CH's Provincially delegated responsibility to review the natural hazard policies of the 2020 PPS (S. 3.1.1-3.1.7).

CH's land use policies require an update to address the following issues:

- Amend policies to reduce redundancy and improve clarity;
- Amend/strengthen CH land use policies related to natural hazards and wetlands;
- Remove policies related to natural heritage features CH does not regulate;
- Remove 2005 PPS and other outdated references;
- Remove policies that are addressed by CH regulatory policies;
- Remove policies that are not implementable (i.e., statement based/process-based policies);
- Add policies addressing shoreline hazards; and
- Add new policies related to access and egress, institutional uses, hazardous sites, and climate change, consistent with the 2020 PPS.

Other than wetland-related policies, natural heritage-related policies in Section 3 of CH's policy document are proposed to be removed, as these are addressed via Provincial or municipal policies and these matters are not considered a Category 1 program or service. Where CH has entered into a Memorandum of Understanding (MOU) or service agreement with its municipal partner, CH acts as a technical advisor and will support the implementation of municipal policies (i.e., Category 2 program or service).

Work Plan for the Development of New Land Use Planning Policies

The process for developing new land use planning policies will be undertaken in three phases, as outlined below.



Phase 1:

A stakeholder and public engagement strategy will be prepared in the early stage of Phase 1. The strategy will outline how CH's stakeholders and the public will be able to provide input on CH's new policies. In addition, background research will be conducted on policy approaches in other jurisdictions.

The projected timeline to complete Phase 1 is early March 2022.

Phase 2:

A policy directions report including draft policies and a Board report are the two key deliverables in Phase 2 of the work plan. The policy directions report will consist of the following:

- background information on CH roles and responsibilities when providing planning advisory feedback, including an overview of relevant legislation and policies
- overview of natural hazard land use policy approaches in other jurisdictions
- proposed policy directions and draft policies

Opportunities for stakeholder and public input on the policy directions will be provided. The policy directions and an overview of input received will be presented in a staff report to CH's Board.

The projected timeline to complete Phase 2 is fall 2022.

Phase 3:

The key deliverable in Phase 3 includes the delivery of final policies for Board approval. CH staff will assess the input received and make recommendations to the Board on the approval of new land use policies for incorporation into CH's *Policies and Guidelines for the Administration of Ontario Regulation 162/06 and Land Use Planning Policy Document*. All input received will be documented.

The projected timeline to complete Phase 3 is the end of 2022.

Conclusion

The work plan outlined above provides an overview of the process that staff intends to take to develop new land use planning policies, as well as the key stages when stakeholders, the public, and CH's Board of Directors will be engaged in the policy development process. Staff recommends that the Board of Directors endorse this staff report and the work plan within. New land use planning policies will provide the public and CH's municipal partners with greater certainty and transparency on CH's advisory feedback on *Planning Act* and *Aggregate Resource Act* Applications, Environmental Assessments and Niagara Escarpment Development Permits.

Impact on Strategic Goals

This report supports the Momentum strategic priority Natural Hazards & Water: Taking care of our growing communities.

Financial Impact

There is no financial impact to this report.

Signed & respectfully submitted:



Kellie McCormack, MA, MCIP, RPP
Director, Planning & Regulations

Approved for circulation:



Hassaan Basit
President & CEO/Secretary-Treasurer

FOR QUESTIONS ON CONTENT:

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REPORT TO: Conservation Halton Board of Directors

REPORT NO: # CHBD 01 22 07

FROM: Garner Beckett, Executive Director, Foundation

DATE: February 17, 2022

SUBJECT: Temporary reappointment of the Conservation Halton Foundation Board Members

Recommendation

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

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

Report

At the Conservation Halton Foundation Board of Directors meeting on February 2, the Foundation members approved the Amended Halton Region Conservation Foundation Administrative By-law No. #6.

As per the by-law:

2.03 At each Annual Meeting of Members the Members shall be elected from their number up to fifteen Directors to hold office for a term of 2 years, except in the case of absence, resignation, death, or removal. All Directors Members shall be eligible for re-election for further two-year terms at the will of the membership.

Since 2019, the Foundation has grown its Board and appointed members at different times throughout the year. To align with the Foundation By-law and for consistency, the foundation will reappoint board members for a temporary term until the next Foundation AGM at which point the board member will be reappointed for a further two-year term.

The individuals named above have demonstrated a commitment to the values and long-term strategic objectives of both Conservation Halton and the Conservation Halton Foundation. These individuals have demonstrated leadership in guiding the Foundation through a difficult two-year period and should be credited with much of the Foundation's current success and growth.

All of the individuals listed above have confirmed that they will let their names stand for re-appointment.

Impact on Strategic Goals

This report supports the Momentum strategic theme of Striving for service excellence and efficiency

Financial Impact

There is no financial impact.

Signed & respectfully submitted:



Garner Beckett
Executive Director, Foundation

Approved for circulation:



Hassaan Basit
President & CEO/Secretary-Treasurer

FOR QUESTION ON CONTENT:

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gbeckett@hrca.on.ca; 905 336 1158 x 2256