

MEETING NO: # Conservation Halton Board of Directors 03 22

MINUTES

A meeting of the Conservation Halton Board of Directors was held on Thursday, March 24 at 1:00 p.m. via Zoom Webinar.

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

Absent with regrets: Zeeshan Hamid

Absent: Rick Di Lorenzo

Staff present Kim Barrett, Associate Director, Science & Partnerships
Hassaan Basit, President & CEO/Secretary-Treasurer
Adriana Birza, Manager, Office of the President & CEO
Garner Beckett, Executive Director, Conservation Halton Foundation
Niamh Buckley, Administrative Assistant, Office of the President & CEO
Shelly Datsaris, Manager, Communications & Marketing
Craig Machan, Director, Park Operations
Lesley Matich, Manager, Planning Ecology
Kellie McCormack, Director, Planning & Regulations
Marnie Piggot, Director, Finance
Charles Priddle, Manager, Regulations
Plezzie Ramirez, Director, Human Resources
Jill Ramseyer, Director, Corporate Compliance
Barb Veale, Senior Director, Watershed Strategies & Climate Change
Mark Vytvytskyy, COO
Justin Wei, Senior Manager, Finance

- Conservation Halton was awarded the Innovative New Experience or Product Development Award for Hops and Harvest 2022 from Hamilton Halton Brant Regional Tourism Association at the Southern Ontario Tourism Conference. CH are presenting the new CA Act Regulations and Programs & Services Inventory to Halton Region CAO's on Friday, to March 25, 2022.
- CH Administrative Office will reopen May 16, 2022. CH Board meeting scheduled for June 30, 2022, will be moved to Thursday, June 23, 2022.

5. Consent Items

- 5.1. Approval of Conservation Halton Board of Directors DRAFT Meeting Minutes – February 17, 2022
- 5.2. Approval of Conservation Halton Board of Directors DRAFT Inaugural Meeting Minutes – February 17, 2022
- 5.3. Hamilton Harbour Remedial Action Plan (CHBD 03 22 01)
- 5.4. Joe Sams Park Stewardship Action Plan (CHBD 03 22 02)

The Consent Items **were adopted.**

6.0 Action Items

- 6.1 Conservation Halton Workplan for Developing Procedures for Assessing Impacts to Wetlands

CHBD 03 02

Moved by: Moya Johnson
Seconded by: Dave Gittings

THAT the Conservation Halton Board of Directors **approves the report entitled “Conservation Halton Workplan for Developing Procedures for Assessing Impacts to Wetlands”.**

Carried

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

CHBD 03 03

Moved by: Mike Cluett
Seconded by: Marianne Meed Ward

THAT the Conservation Halton Board of Directors **approves site-specific principles to allow for the redevelopment of 3228 South Service Road West, Town of Oakville, and that, if met, allows staff to issue a permit for the proposed construction of a new surface parking lot within 6-15 metres and minor grading within 6 metres of the stable top of bank associated with Bronte Creek.**

And

THAT the Conservation Halton Board of Directors **receives the Staff report entitled “Site-specific principles for the redevelopment of 3228 South Service Road West, Town of Oakville” (CHBD 03 22 04)**

Carried

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

CHBD 03 04 Moved by: Steve Gilmour
Seconded by: Gordon Krantz

THAT the Conservation Halton Board of Directors **approves the allocation of the 2021 operating surplus of \$591,026 to (from) the following Reserves:**

- **\$20,000 to the Digital Transformation Reserve;**
- **\$683,104 to the Legal – Planning & Watershed Management Reserve;**
- **\$158,000 to the Property Management Reserve;**
- **\$270,078 from the Conservation Areas Stabilization Reserve;**

THAT a transfer of \$46,032 to the Debt Financing Charges Reserve be **approved for the 2021 budget amount in excess of actual 2021 debt financing charges expense;**

And

THAT a transfer of up to \$50,000 from the Watershed Management & Support Services Stabilization Reserve **be approved to implement a Health and Safety compliance program not included in the 2022 budget;**

And

THAT a transfer up to \$300,000 from the Watershed Management & Support Services Stabilization Reserve **be approved to address anticipated increased legal expenses not included in the 2022 budget;**

And

THAT the Conservation Halton Board of Directors **receives for information the 2021 Year end Budget Variance Report (CHBD 03 22 05).**

The Chair requested a P&L statement be included with future Budget variance reporting.

Carried

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

CHBD 03 05 Moved by: Bryan Lewis
Seconded by: Rory Nisan

THAT the Conservation Halton Board of Directors **approves the allocation of investment revenue of \$326,233 to operating funds and to reserves as noted in the report;**

And

THAT the staff report on 2021 Investments and Investment Revenue dated March 24, 2022, **be received for information.**

Carried

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

CHBD 03 06 Moved by: Moya Johnson
Seconded by: Rob Burton

THAT the Conservation Halton Board of Directors **approves the updates to the Reserves Policy noted in the staff report dated March 24, 2022.**

Carried

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

CHBD 03 07 Moved by: Dave Gittings
Seconded by: Allan Elgar

THAT the Conservation Halton Board of Directors **approves the closing of capital projects noted in the Capital Project Summary Financial Appendix;**

And

THAT an increase of \$40,000 to the budget of the Flood Plain Mapping - Urban Milton capital project **be approved based on an extension by the National Disaster Mitigation Program (NDMP) and associated NDMP grant and the balance from Halton Region Flood Plain Mapping.**

Carried

7. CHF Update - Jim Sweetlove

- Foundation Chair Jim Sweetlove advised that the Foundation AGM will take place on April 6, 2022.
- Tentative date for the Gala 2022 is Thursday September 15 at Crawford Lake.

8. Other Business

8.1 Return to In Person Board Meetings.

Discussion took place around CH Board meetings resuming in person. To facilitate the access for the CH Board members and the public, CH will offer a hybrid solution which will allow for in person or virtual attendance. This hybrid solution will be effective at the September 22, 2022, Board meeting barring any updates/advice from the Province and public health recommendations regarding COVID-19 measure for in person meetings.

9. IN CAMERA

CHBD 03 08

Moved by: Jean Williams

Seconded by: Marianne Meed Ward

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

9.1 Legal Matter (CHBD 021 22 07)

9.2 Legal Matter – Verbal Update

CHBD 03 09

Moved by: Jean Williams

Seconded by: Marianne Meed Ward

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

And

THAT the Conservation Halton Board of Directors **receives for information the staff report containing a summary of Conservation Halton's (CH) top enterprise risks.**

Carried

10. Adjournment

CHBD 03 10

Moved by: Rory Nisan

THAT The Conservation Halton Board of Directors meeting **be adjourned at 2:40 p.m.**

Carried

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

Date: April 21, 2022