

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 Datseris, 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



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

- 1. Roll Call
- 2. Disclosure of Pecuniary Interest for Conservation Halton Board of Directors
- 3. Acceptance of AMENDED Agenda

CHBD 03 01 Moved By: Jean Williams

Seconded By: Allan Elgar

THAT the AMENDED Agenda be approved as distributed

Carried

4. CEO Verbal Update

The CEO shared the following update:

People:

- CH is launching its second cohort of the DeGroote School of Business leadership program which was introduced in 2021 for CH staff. CH extended an invite to our partners at Halton Region to participate in this program along with CH staff.

Customer Service:

- CH is conducting a Spill Flood Hazard Policy review & update and will be engaging in consultation with CA's, municipal partners, residents, and other stakeholders throughout the process. The discussion papers was shared with the Board and posted online at: Spill Flood Hazard Policy Review & Update - Discussion paper. The Purpose of the discussion paper is to provide an overview of flood hazards, the legislative, regulatory and policy context and possible approaches to managing the risk associated with spills; through a new updated regulator policy. Regular updates will be shared with the Board.

Glen Eden:

- Glen Eden closed another successful season seeing over 250,000 visitors with 24,000 signed up for skiing lessons.
- Maple Town proved to be very popular again this year, due in part to the reservation system which insured that there was no overcrowding.
- CH continues to track park visitor emails and questions and endeavour to reduce and resolve the issues that are raised. Lots of positive feedback received regarding reservation systems, grooming conditions, staff, trailhead retail shop and Ladies Day program.
- CH is conducting a risk assessment for park trails and facilities in preparation for the spring season.

Funding:

- Grant and Funding Submissions to date - \$750,000 requested since last board update in February, contributing to a total of \$1.9M in outstanding requests.

CEO Office



- 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

- 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

Trecceen -

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