

**MEETING NO:** # Conservation Halton Board of Directors Meeting 02 21

---

## MINUTES

A meeting of the Conservation Halton Board of Directors was held on Thursday, March 25, 2021 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
- Moya Johnson
- Gordon Krantz
- Bryan Lewis
- Marianne Meed Ward
- Rory Nisan
- Gerry Smallegange
- Jim Sweetlove
- Jean Williams

Absent:

- Rick Di Lorenzo
- Zobia Jawed

Staff present

- Kim Barrett, Associate Director, Science & Partnerships
- Hassaan Basit, President & CEO/Secretary-Treasurer
- Garner Beckett, Executive Director, Conservation Halton Foundation
- Niamh Buckley, Administrative Assistant, Office of the President & CEO
- Chitra Gowda, Senior Manager, Watershed Planning & Source Protection
- Craig Machan, Associate Director, Park Operations
- Kellie McCormack, Associate Director, Planning & Regulations
- Marnie Piggot, Director, Finance
- Plezzie Ramirez, Director, Human Resources
- Jill Ramseyer, Director, Corporate Compliance
- Barb Veale, Director, Planning & Watershed Management
- Mark Vytvytskyy, COO

The Chair, Gerry Smallegange called the meeting to order at 3:03 p.m.

**1. Roll Call**

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

There were **NONE**.

**3. Acceptance of Agenda**

**CHBD 02 01** Moved by: Jean Williams  
Seconded By: Moya Johnson

THAT the Agenda **be approved as distributed**

*Carried*

**4. Consent Items**

4.1. Approval of Conservation Halton Board of Directors Meeting Minutes dated February 18

4.2. Forest Creek Estates Land Dedication  
(CHBD 02 21 01)

4.3. Conservation Halton comments on Recovery Strategy and Action Plan for the Silver  
Shiner (*Notropis photogenis*) in Canada (Proposed)  
(CHBD 02 21 02)

Consent Items were **adopted**

**5. Action Items**

5.1 Delegation of Approval Authority for Permissions Ontario Regulation 162/06  
(CHBD 02 21 03)

**CHBD 02 02** Moved by: Dave Gittings  
Seconded by: Gordon Krantz

THAT the Conservation Halton Board of Directors **approves the following staff positions be delegated the authority to issue permissions that meet CH Board-Approved Policies for the Administration of Ontario Regulation 162/06:**

- o President and Chief Executive Officer
- o Director, Planning and Watershed Management
- o Associate Director, Planning and Regulations
- o Senior Manager, Water Resources Engineering

*Carried*

5.2. Groundwater Management Program Membership CH File No.: ADM 354  
(CHBD 02 21 04)

**CHBD 02 03** Moved by: Mike Cluett  
Seconded by: Moya Johnson

THAT the Conservation Halton Board of Directors **approves the proposal to become a member of the groundwater management program and authorizes the President and CEO to sign the attached Memorandum (Appendix A) on behalf of Conservation Halton.**

*Carried*

5.3. Proposed Planning Act Amendment Regarding Minister's Zoning Orders (MZO)ERO  
No.: 019-3233 / CH File No.: PPO 062  
(CHBD 02 21 05)

**CHBD 02 04** Moved by: Rory Nisan  
Seconded by: Allan Elgar

THAT the Conservation Halton Board of Directors **endorses the submission of comments to the Province recommended in the staff report entitled "Proposed Planning Act Amendment Regarding Minister's Zoning Orders (MZO),**

And

That the Conservation Halton Board of Directors **directs staff to circulate the staff report entitled "Proposed Planning Act Amendment Regarding Minister's Zoning Orders (MZO) to watershed municipalities, Members of Provincial Parliament, and adjacent Conservation Authorities for their information.**

*Carried*

5.4. 2020 Year End Budget Variance Report  
(CHBD 02 21 06)

**CHBD 02 05** Moved by: Marianne Meed Ward  
Seconded by: Jim Sweetlove

THAT the Conservation Halton Board of Directors **approves the allocation of the 2020 operating surplus to the following Reserves:**

- **\$1,036,006 to the Watershed Management & Support Services Stabilization Reserve;**
- **\$65,000 to the Property Management Reserve;**
- **\$30,000 to the Stewardship and Restoration Reserve;**
- **\$1,072,029 to the Conservation Areas Capital Reserve;**

And

THAT a transfer of \$52,894 to the Debt Financing Charges Reserve **be approved for the 2020 budget amount in excess of actual 2020 debt financing charges expense;**

And

THAT a transfer in 2021 of up to \$27,000 from the Watershed Management & Support Services Stabilization Reserve **be approved to complete the staff professional development program in 2021 that was included in the 2020 budget;**

And

THAT the Conservation Halton Board of Directors **receives for information the Budget Variance Report for the year ended December 31, 2020.**

*Carried*

5.5. 2020 Investments and Investment Revenue Report  
(CHBD 02 21 07)

CHBD 02 06                              Moved by: Zeeshan Hamid  
  Seconded by: Cathy Duddeck

THAT the Conservation Halton Board of Directors **approves the allocation of investment revenue of \$355,355 to operating funds and to reserves as noted in the report;**

And

THAT the Conservation Halton Board of Directors **receives for information the staff report on 2020 Investments and Investment Revenue dated March 25, 2021.**

*Carried*

5.6. 2020 Year End Capital Projects Report  
(CHBD 02 21 08)

**CHBD 02 07**                              Moved by: Bryan Lewis  
  Seconded by: Moya Johnson

THAT the Conservation Halton Board of Directors **approves the closing of capital projects as identified in the Capital Project Summary Financial Appendix (Appendix D) at December 31, 2020;**

And

THAT a transfer of \$12,016 from the Vehicle and Equipment Reserve **be approved for Watershed Management & Support Service vehicle costs exceeding the 2020 budget;**

And

THAT a capital project **be approved to be added in 2021 for Gypsy Moth - Forest Management funded by a reserve transfer from the Property Management Reserve of \$65,000 and deferred capital revenue of \$13,000.**

*Carried*

## 6. CEO Verbal Update

The CEO provided an update on Glen Eden highlighting the following:

- 80,000 visitors from February 16 to Monday, March 22
- 250 Seasonal Staff hire
- CH Staff worked very closely with the public health board ensuring necessary protocols were in place to ensure safety of visitors
- Parks have now transitioned into Maple Syrup season and it has been extended by a week

The CEO shared the **Wellness Wednesdays** virtual staff engagement events that are taking place. Human Resources are offering virtual lunch hour wellness sessions which include Yoga, Pilates and the latest addition **Meditation Mondays**. CH is planning the launch of a mental health component – **Not Myself Today** program in partnership with the Canadian Mental Health Association during Mental Health Week (May 3 – 9, 2021)

The Planning department continues to work on 5 active legal files.

The CAA working group continue to meet biweekly and the results are proving productive with positive engagement with the MECP. The discussions are focused on advising MECP on high-level regulations enabled by the CAA as well as defining planning and permitting process issues and suggesting possible solutions and options for moving forward. It is anticipated that proposed regulations under the Conservation Authorities Act will be posted to the Environmental Registration later this spring.

## 7. CHF Update - Jim Sweetlove

CHF Chair, Jim Sweetlove advised that the CHF Strategic Road Map Plan has now been posted online.

CHF campaign for Kelso Quarry will start in April.

The CHF Gala event will take place in September. More to come.

## 8. Other Business

There was no other business.

## 9. Adjournment



---

March  
2021

**CHBD 02 08**

Moved by: Marianne Meed Ward

THAT the Conservation Halton Board of Directors meeting **be adjourned at 3:22 p.m.**

***Carried***

**Signed:**

  
**Hassaan Basit**

**Date:**

**April 22, 2021**