

MEETING NO: # 11 19 Conservation Halton Board Meeting

MINUTES

A meeting of the Conservation Halton Board of Directors was held on Thursday, November 21, 2019 beginning at 3:00 p.m. at Conservation Halton's Administration Office, Burlington.

Members Present: Rob Burton
Mike Cluett
Joanne Di Maio
Cathy Duddeck
Allan Elgar
Steve Gilmour
Dave Gittings
Zeeshan Hamid
Moya Johnson
Gordon Krantz
Marianne Meed Ward
Rory Nisan
Gerry Smallegange
Jean Williams

Absent with regrets: Rick Di Lorenzo
Bryan Lewis
Jim Sweetlove

Absent: Hamza Ansari
Zobia Jawed

Guests present: Councillor Colin Best, Town of Milton
Ernie Crowe, local resident Town of Milton

Staff present: Hassaan Basit, CAO/Secretary-Treasurer
Garner Beckett, Director, CH Foundation
Adriana Birza, Manager, Office of the CAO
Niamh Buckley, Administrative Assistant
Marnie Piggot, Director, Finance
Plezzie Ramirez, Senior Manager, Human Resources
Jill Ramseyer, Director, Corporate Compliance
Barb Veale, Director, Planning & Watershed Management
Mark Vytvytskyy, Interim Director, Parks and Operations
Lawrence Wagner, Senior Director, Corporate Services

Janelle Wepler, Associate Director, Engineering

Chair Gerry Smallegange called the meeting to order at 3:05 p.m.

1. Acceptance of Agenda as distributed

CHBD 11 01 Moved by: Jean Williams
Seconded by Joanne Di Maio

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

Carried

2. Disclosure of Pecuniary Interest for Board of Directors

There were **NONE.**

3. Delegation

Carriage Square Pedestrian Bridge Repair Request
Councillor Colin Best, Town of Milton

4. Presentations

Milton Flood Conveyance Channel – Carriage Square Pedestrian Bridge (Action Item 6.1)
Janelle Wepler, Associate Director, Engineering

2020 Budget & Business Plan (Action Item 6.9)
Hassaan Basit, CAO/Secretary-Treasurer

5. Consent Items

Roll Call & Mileage
Approval of Conservation Halton Board of Director meeting minutes of October 24, 2019
Approval of the Finance & Audit Meeting Minutes of October 24, 2019
Approval of Governance Committee Meeting Minutes of November 7, 2019
(CH Board Work Plan for 2020)

5.1 Kelso Dam Update
(Report: # CHBD 11 19 01)

5.2 Conservation Halton Submission Regarding the Proposed Revisions to the Aggregate
Resources Act
ERO No. 019-0556/CH File No.: PPO 052
(Report: # CHBD 11 19 02)

5.3 Purchasing Report August 1 to October 31, 2019
(Report: # CHBD 11 19 03)

5.4 Health & Safety Report
(Report: # CHBD 11 19 04)

5.5 CH Corporate Policies & Procedures
(Report: # CHBD 11 19 05)

The Consent Items **were adopted.**

6.0 Action Items

6.1 Milton Flood Conveyance Channel – Carriage Square Pedestrian Bridge
(Report: # CHBD 11 19 06)

CHBD 11 02 Moved by: Cathy Duddeck
Seconded by Moya Johnson

A Motion was called to amend the recommendations as follows:

THAT the Conservation Halton Board of Directors **approves the decommissioning of the Carriage Square Pedestrian Bridge crossing over the Milton Flood Conveyance Channel effective immediately.**

A vote was recorded as follows:

IN FAVOUR
Rob Burton
Mike Cluett
Joanne Di Maio
Cathy Duddeck
Allan Elgar
Steve Gilmour
Dave Gittings
Zeeshan Hamid
Moya Johnson
Marianne Meed Ward
Rory Nisan
Gerry Smallegange
Jean Williams

AGAINST
Gordon Krantz

Carried

CHBD 11 03 Moved by: Mike Cluett
Seconded by Joanne De Miao

THAT the Conservation Halton Board of Directors **directs CH staff to allow a grace period of 90 days to give interested parties the opportunity to present a solution before commencing with the permanent decommissioning of the Carriage Square Pedestrian Bridge crossing over the Milton Flood Conveyance Channel.**

A unanimous vote in favour was recorded.

IN FAVOUR

Rob Burton
Mike Cluett
Joanne Di Maio
Cathy Duddeck
Allan Elgar
Steve Gilmour
Dave Gittings
Zeeshan Hamid
Moya Johnson
Gordon Krantz
Marianne Meed Ward
Rory Nisan
Gerry Smallegange
Jean Williams

Carried

6.2 CH Committees Terms of Reference Update
(Report: # CHBD 11 19 07)

CHBD 11 04 Moved by: Moya Johnson
Seconded by: Jean Williams

THAT the Conservation Halton Board of Directors **approves the Updated Terms of Reference for the CH Governance Committee and change the name to “Governance and Risk Committee”;**

AND

THAT the Conservation Halton Board of Directors **approves the Updated Terms of Reference for the CH Finance and Audit Committee;**

AND

THAT the Conservation Halton Board of Directors **approves the Updated Terms of Reference for the CH CAO Compensation Committee.**

Carried

6.3 Business Case – Floodplain Mapping Program
(Report: # CHBD 11 19 08)

CHBD 11 05 Moved: Moya Johnson
Seconded: Allan Elgar

THAT the Conservation Halton Board of Directors **approve the Business Case for Floodplain Mapping Program.**

AND

THAT the Business Case be **shared with Municipal Funding Partners as part of the funding request for 2020-2026.**

Carried

6.4 Appointment of Provincial Offences Officer under Ontario Regulation 162/06 pursuant to the Conservation Authorities
(Report: # CHBD 11 19 09)

CHBD 11 06 Moved: Allan Elgar
Seconded: Jean Williams

THAT the Conservation Halton Board of Directors **approve the appointment of Andrew Fera as an Officer, as set out in the Conservation Authorities Act and Ontario Regulation 162/06.**

Carried

6.5 Proposed 2020 Plan Review and Permit Application Fees
CH File Number: ADM 049
(Report: # CHBD 11 19 10)

CHBD 11 07 Moved: Moya Johnson
Seconded: Allan Elgar

THAT the Conservation Halton Board of Directors **approve the proposed 2020 fees as outlined in the staff report entitled “Proposed 2020 Plan Review and Permit Application Fees,” dated November 21, 2019, with an effective date of January 1, 20 2020;**

AND

THAT the Conservation Halton Board of Directors **provide appropriate notice to municipalities and neighbouring conservation authorities; and, post the revised fee schedules to the Conservation Halton website.**

Carried

6.6 Conservation Halton Approximate Regulation Mapping Maintenance Protocol and Consolidated 2019 ARL Mapping
(Report: # CHBD 11 19 11)

CHBD 11 08 Moved by: Rob Burton
Seconded by: Jean Williams

THAT the Conservation Halton Board of Directors **approves the Conservation Halton Approximate Regulation Mapping Maintenance Protocol;**

AND

THAT the Conservation Halton Board of Directors **approves the consolidated CH 2019 ARL Mapping for posting on the Conservation Halton website and for distribution to member municipalities.**

Carried

6.7 Conservation Halton Reserves Policy
(Report: # CHBD 11 19 12)

CHBD 11 09 Moved by: Gordon Krantz
Seconded by: Rory Nisan

THAT the Conservation Halton Board of Directors **approves the Conservation Halton Reserves Policy attached to the staff report dated November 21, 2019.**

AND

THAT **a new reserve be established for Buildings – State of Good Repair (SOGR) and that the balance be established in the 2019 year-end report to include the 2019 SOGR levy in excess of actual approved state of good repair capital costs incurred in 2019.**

6.8 Budget Variance Report for the Period Ended September 30, 2019 and 2019
Projected Year End Forecast
(Report: # CHBD 11 19 13)

CHBD 11 10 Moved by: Dave Gittings
Seconded by: Cathy Duddeck

THAT the Conservation Halton Board of Directors **receive for information the staff report dated November 21, 2019 on the Budget Variance Report for the period ended September 30, 2019 and 2019 Projected Year End Forecast;**

AND

THAT the Conservation Halton Board of Directors **approve a transfer from the Conservation Areas Capital Reserve of up to \$500,000 related to a potential shortfall in the fuel spill insurance claim recovery costs.**

6.9 2020 Budget & Business Plan
Report: # CHBD 11 19 14

CHBD 11 11 Moved by: Rob Burton
Seconded by: Moya Johnson

THAT the Conservation Halton Board of Directors **approves Municipal funding of \$10,124,318 in the 2020 budget be approved by a weighted vote;**

Recorded Vote:

All present in Favour

Absent

Rob Burton
Mike Cluett
Joanne Di Maio
Cathy Duddeck
Allan Elgar
Steve Gilmour
Dave Gittings
Zeeshan Hamid
Moya Johnson
Gordon Krantz
Marianne Meed Ward
Rory Nisan
Gerry Smallegange
Jean Williams

Hamza Ansari
Rick Di Lorenzo
Zobia Jawed
Bryan Lewis
Jim Sweetlove

And

THAT the CH Board of Directors **approve other municipal funding of \$330,000 in the 2020 budget for the Floodplain Mapping capital project;**

And

THAT the CH Board of Directors **approves transfers to and from reserves as outlined in this report;**

And

THAT the CH Board **approves the 2020 Budget & Business Plan as presented.**

Carried

CH Staff were asked to leave the meeting.

7. In Camera**CHBD 11 12**

Moved by: Rob Burton
Seconded by Moya Johnson

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

Carried

7.1 Legal Matter
Report: #CHBD 11 19 15

7.2 Personnel Matter

CHBD 11 13

Moved by: Rob Burton
Seconded by: Moya Johnson

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

And

THAT the Conservation Halton Board direct CH Staff to proceed as discussed In Camera.

Carried

8. CAO Update

The CAO provided an update on the recent reports of sewage spills out of Chedoke Creek going back to 2014. CH staff will bring a memo on this matter to the next CH Board meeting in February 2020.

The CAO extended an invite to the CP Christmas Train Event on November 28, 2019 at Glen Eden / Kelso Conservation Area 5234 Kelso Rd. Details will be sent to Board Members.

The CAO extended an invited to the CH New Year's Party on Thursday, January 16, 2020. Details were provided on the invite.

The CAO will be sending out Board Self-Assessment and Chair Surveys to all CH Board members.

9. Other Business

9.1 CH Foundation Update

Moya Johnson provided an update on the CHF report re Eastern Loggerhead Shrike and the recommendation to discontinue with this program. Copy of the report will be sent to all CH Board members.

Moya Johnson noted that the CHF Board of Directors would appreciate the opportunity to engage with the CH Board. It was agreed that the CHF Board would be invited to attend the CH BOD AGM in April 2020.

10. Adjournment

CHBD 11 12

Moved by: Moya Johnson

THAT the meeting be adjourned at 4:41 p.m.

Carried