

Conservation Halton

# Board of Directors



MEETING PACKAGE  
SEPT 2019



Mount Nemo forest



**MEETING NO: #** 09 19  
**DATE:** September 26, 2019  
**TIME:** 3:00 p.m.  
**PLACE:** CH Admin. Office, 2596 Britannia Road West, Burlington ON  
905.336.1158 x 2236

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## AGENDA

### PAGE #

1. **Acceptance of Agenda as distributed**
2. **Disclosure of Pecuniary Interest for Board of Directors**
3. **Presentations**  
  
Cootes to Escarpment  
Dr. David Galbraith, Head of Science at RBG and Chair of the EcoPark System  
Tomasz Wiercioch, Coordinator, Cootes to Escarpment EcoPark System, RBG
4. **Consent Items**  
  
Roll Call & Mileage  
Approval of Conservation Halton Board of Director Meeting minutes dated June 27, 2019 5 - 9  
Approval of Conservation Halton Board of Directors Special Meeting minutes dated August 28, 2019 10 - 16
- 4.1 Kelso Dam Update 17 - 18  
Report #: CHBD 09 19 01
- 4.2 CN Milton Logistics Hub Project 19 - 20  
Report #: CHBD 09 19 02
- 4.3 Proposed New Canada-Ontario Agreement on Great Lakes Water Quality and Ecosystem Health 21 - 27  
Report #: CHBD 09 19 03
- 4.3 Quarterly Permits & Letters of Permission issued under Ontario Regulation 162/06 June 1 to August 31, 2019 28 - 36  
Report #: CHBD 09 18 04

4.4	Provincial Flood Advisor Report #: CHBD 09 19 05	37 - 39
4.5	Conservation Halton Regulation Mapping – 2019 Minor Updates Report #: CHBD 09 19 06	40 - 45
4.6	Tremaine Dundas (Evergreen) Scoped Subwatershed Study (2018) and Secondary Plan, City of Burlington CH File No.: MPR 452 Report #: CHBD 09 19 07	46 - 50
4.7	Premier Gateway Phase 1B Employment Area Secondary Plan and Scoped Subwatershed Study, Town of Halton Hills CH File No.: MPR 654 Report #: CHBD 09 19 08	51 - 55
4.8	Budget Variance Report for the Period Ended July 31, 2019 and 2019 Projected Year End Forecast Report #: CHBD 09 19 09	56 - 80
4.9	Purchasing Report April 1 to July 31, 2019 Report #: CHBD 09 19 10	81 - 83
<b>5.</b>	<b>Action Items</b>	
5.1	Proposed construction of a new dwelling including covered porches, patio/deck, and Swimming pool within 15 metres of a wetland 4468 Escarpment Drive, City of Burlington, Regional Municipality of Halton (CH File # A/19/B/79) Report #: CHBD 09 19 11	84 - 89
5.2	Conservation Halton Hearing Procedures, Revised, September 26, 2019 Report #: CHBD 09 19 12	90 - 103
5.3	Property Disposition- Strip of Property over the Morrison Wedgewood Channel for Halton Region's Trafalgar Road Reconstruction Project Report #: CHBD 09 19 13	104 - 106
5.4	Provincial Policy Statement Review – Proposed Policies (ERO # 019-0279) CH File No.: PPO 058PPS - Comments Report #: CHBD 09 19 14	107 - 115
<b>6.</b>	<b>In Camera</b>	
6.1	Legal Matter Report #: CHBD 09 19 15	

6.2 Legal Matter  
Report #: CHBD 09 19 16

6.3 Legal Matter  
Report # CHBD 09 19 17

6.4 Personnel Matter

**7. CAO Verbal Update**

**8. Other Business**

8.1 Re-Appointment of Members to the Conservation Halton Foundation Board of Directors 116  
Report #: CHBD 09 19 18

8.2 Appointment of Members to the Conservation Halton Foundation Board of Directors 117 - 118  
Report #: CHBD 08 19 19

**9. Adjournment**

**MEETING NO: #** 07 19

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## MINUTES

A meeting of the Conservation Halton Board of Directors was held on Thursday, June 27, 2019 beginning at 3:00 p.m. at Conservation Halton's Administration Office, Burlington.

**Members Present:**

Mike Cluett  
Rick Di Lorenzo  
Joanne Di Maio  
Cathy Duddeck  
Stephen Gilmour  
Dave Gittings  
Zeeshan Hamid  
Zobia Jawed  
Moya Johnson  
Gordon Krantz  
Bryan Lewis  
Rory Nisan  
Gerry Smallegange  
Jim Sweetlove  
Marianne Meed Ward  
Jean Williams

**Absent with regrets:**

Hamza Ansari  
Rob Burton  
Allan Elgar

**Staff present:**

Kim Barrett, Associate Director, Science & Partnerships  
Hassaan Basit, CAO/Secretary-Treasurer  
Garner Beckett, Director, CH Foundation  
Adriana Birza, Manager, Office of the CAO  
Niamh Buckley, Administrative Assistant  
Gene Matthews, Director, Parks & Recreation  
Kellie McCormack, Senior Manager, Planning & Regulations  
Marnie Piggot, Director, Finance  
Plezzie Ramirez, Senior Manager, Human Resources  
Jill Ramseyer, Director, Corporate Compliance  
Janelle Weppler, Associate Director, Engineering  
Barb Veale, Director, Planning & Watershed Management

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

Gerry Smallegange noted that a copy of the **AMENDED agenda** was provided to the Board with a walk on report # **4.6 RFP Award for the Maplehurst Correctional Centre Flood Mitigation Feasibility Study, #PL0011-19-01**.

As requested by Jean Williams, Barb Veale provided a verbal summary on Consent Item # **3.3 CN Milton Logistics Hub Project** in addition to the memo.

In response to Jean William's query re Item # **4.2 Milton Flood Conveyance Channel Report**, which was retracted from the May CH BOD Meeting and was due to be presented at the June BOD meeting, Gerry Smallegange advised that this report would be pushed back to the fall, due to higher than average CH staff workload.

**1. Acceptance of AMENDED Agenda as distributed.**

**CHBD 07 01**

Moved by: Cathy Duddeck  
Seconded by: Jean Williams

That Conservation Halton Board of Directors **accept the AMENDED Agenda**.

***Carried***

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

There was no disclosure of Pecuniary Interest.

**3. Consent Items**

Roll Call & Mileage

Approval of Conservation Halton Board Meeting minutes dated May 23, 2019

Approval of CH Finance & Audit Committee minutes dated June 13, 2019

**3.1 Kelso Dam Update**

Report #: CHBD 07 19 01

**3.2 Quarterly Permits & Letters of Permission issued under Ontario Regulation 162/06**

April 1 to May 31, 2019

Report #: CHBD 07 19 02

**3.3 CN Milton Logistics Hub Project**

Report #: CHBD 07 19 03

**3.4 Grindstone Creek Flood Risk Mapping Update**

Report #: CHBD 07 19 04

Consent Items were adopted.

#### 4. Action Items

- 4.1 2020 Preliminary Budget  
Report #: CHBD 07 19 05

**CHBD 07 02** Moved by: Rory Nisan  
Seconded by: Joanne Di Maio

THAT the Conservation Halton Board of Directors **approve the attached 2020 preliminary budget for budget discussion purposes with funding watershed municipalities that include the Region of Halton, City of Hamilton, Region of Peel and Township of Puslinch.**

***Carried***

- 4.2 Budget Variance Report for the Period Ended April 30, 2019 and 2019  
Projected Year End Amounts  
Report #: CHBD 07 19 06

**CHBD 07 03** Moved by: Moya Johnson  
Seconded by: Jim Sweetlove

THAT the Conservation Halton Board of Directors **receive for information the staff report dated June 27, 2019 on the Budget Variance Report for the period ended April 30, 2019, and the 2019 Projected Year End Amounts;**

AND

THAT the Conservation Halton Board of Directors **approve the closing of the capital projects identified in the staff report dated May 24, 2019 and the changes to the Dams and Channels capital project amounts in accordance with provincial capital funding approval.**

***Carried***

- 4.3 Kelso / Glen Eden Soil and Groundwater Remediation Works  
Report #: CHBD 07 19 07

**CHBD 07 04** Moved by: Gordon Krantz  
Seconded by: Stephen Gilmour

THAT the Conservation Halton Board of Directors **approve the tender award of \$640,000 plus HST for soil and groundwater remediation works to Edgar Howden & Sons LTD. as prepared by Stantec Consulting Ltd. on behalf of Conservation Halton.**

***Carried***

4.4 Conservation Halton Client Service Standards Commitment/Policy  
Report #: CHBD 07 19 08

**CHBD 07 05** Moved by: Moya Johnson  
Seconded by: Cathy Duddeck

THAT the Conservation Halton Board of Directors **approve the Conservation Halton Client Service Standard Commitment/Policy, dated June 27, 2019.**

***Carried***

4.5 Sixteen Mile Creek Restoration Works – Funding Agreement  
Report #: CHBD 07 19 09

**CHBD 07 06** Moved by: Moya Johnson  
Seconded by: Cathy Duddeck

THAT the Conservation Halton Board of Directors **approve the Sixteen Mile Creek Restoration Works Funding Agreement as attached and authorize the Chief Administrative Officer to sign the agreement on behalf of Conservation Halton.**

***Carried***

4.6 RFP Award for the Maplehurst Correctional Centre Flood Mitigation Feasibility Study,  
#PL0011-19-01  
Report #: CHBD 07 19 10

**CHBD 07 08** Moved by: Jean Williams  
Seconded by: Cathy Duddeck

THAT the Conservation Halton Board of Directors **approve the RFP award of \$157,968 + HST for the Maplehurst Correctional Centre Flood Mitigation Feasibility Study (PL0011-19-01) to Matrix Solutions Inc.**

***Carried***

**5. CAO Verbal Update**

Hassaan Basit provided CH Foundation Gala highlights noting the event's success which was well attended with guests including Andrea Hanjin, Parliamentary Assistant to the Minister of the Environment, Conservation and Parks.

**6. Other Business**

**6.1 CHF Update (Jim Sweetlove)**

Jim Sweetlove commended CH staff for the success of the CH Foundation Friluftsliv Gala event.



**7. Adjournment 3:40**

**CHBD 07 09**

Moved by: Moya Johnson

THAT the Conservation Halton Board meeting be adjourned at 3:40 p.m.

***Carried***

**Signed: Hassaan Basit, CAO/Secretary-Treasurer**

**Date: September 26, 2019**

DRAFT

MEETING NO: # 08 19

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## MINUTES

A special meeting of the Conservation Halton Board of Directors was held on Wednesday, August 28 at 10:30 a.m. at Conservation Halton's Administration Office, Burlington.

Members Present:

Rob Burton  
Mike Cluett  
Allan Elgar  
Dave Gittings  
Zeeshan Hamid  
Moya Johnson  
Gordon Krantz  
Bryan Lewis  
Rory Nisan  
Gerry Smallegange  
Jim Sweetlove  
Marianne Meed Ward  
Jean Williams

Members present via conference call:

Cathy Duddeck  
Stephen Gilmour  
Hamza Ansari

Guest:

Mayor Rick Bonnette

Members absent with regrets:

Rick Di Lorenzo  
Joanne Di Maio  
Zobia Jawed

The Chair called the meeting to order at 10:35 a.m. and thanked those who were present and available via conference call for being able to attend at such short notice.

### 1. Acceptance of Agenda

CHBD 08 01

Moved: Jean Williams  
Seconded: Mike Cluett

That Conservation Halton Board of Directors approve the Agenda as distributed.

***Carried***

## 2. Disclosure of Pecuniary Interest for Board of Directors

There were none.

## 3. Action Items

- 3.1 Discussion on CH mandatory programs in reference to recent correspondence received from MECP as it relates to Bill 108 and changes to the Conservation Authorities Act.  
Report #: 08 19 01

The Board recommended sending a letter and a Discussion Paper, signed by all Halton Area mayors and Halton Region Chair to the Province and other stakeholders. The letter was to seek consultations with the Province prior to Regulations being posted for comments. Staff direction was provided with regards to the key messages to be addressed within the letter and the Discussion paper. (Copy of letter and discussion paper attached).

**CHBD 08 02**

Moved by: Marianne Meed Ward  
Seconded by: Moya Johnson

THAT the Conservation Halton Board of Directors **direct the CAO to provide a copy of this letter and resolution to the to the Towns of Halton Hills, Milton, Puslinch and Oakville, the Cities of Burlington, Hamilton, Mississauga, and the Regions of Halton and Peel, all Halton MPPs and MPs and opposition parties offices in Halton Region.**

And

That the Conservation Halton Board of Directors **invites the Minister to meet with Conservation Halton and other CA's to fully understand the funding structure and local impacts of CA programs and help us deliver provincial priorities in a responsible and sustainable manner.**

*Carried*

## 4.0 Adjournment

**CHBD 08 03**

Moved by: Moya Johnson

That the meeting be **adjourned at 12:04 p.m.**

*Carried*

**Signed:**

**Hassaan Basit, CAO/Secretary-Treasurer**

**Date:**

**September 26, 2019**

August 28, 2019

The Honourable Doug Ford, Premier of Ontario  
Legislative Building Queen's Park, Toronto, ON M7A 1A1  
Tel 416-325-1941  
[premier@ontario.ca](mailto:premier@ontario.ca)

The Honourable Jeff Yurek, Minister of the Environment, Conservation and Parks  
Ministry of the Environment, Conservation and Parks  
5th Floor, 777 Bay St., Toronto, ON M7A 2J3  
Tel 416-314-6790  
[jeff.yurek@pc.ola.org](mailto:jeff.yurek@pc.ola.org)

Dear Premier Ford and Minister Yurek,

We are writing in response to your letter dated August 16, 2019 that was sent to all Conservation Authorities and their member municipalities.

We look forward to engaging with you when you start your promised consultations for creating the definitions and regulations required to move forward with your agenda to define what is included in the core mandate of the Conservation Authorities.

To assist with such promised consultations, we are providing the attached discussion paper for your consideration, as well as Conservation Halton's 2018 Annual Report (Appendix A).

We believe Conservation Halton is efficient, transparent and accountable. Specifically:

- **Conservation Halton's programs and services are within their mandate as defined by the CA Act. There are no programs that divert focus from helping municipalities grow and manage risks associated with flooding hazards.**
- **The Board of Directors of Conservation Halton is made up of 70% elected officials, including three mayors. The Board approves all business plans and budgets. Furthermore, Conservation Halton engages in detailed discussions with municipalities before the budget is presented to Regional Council.**
- **Conservation Halton uses zero tax dollars to manage and operate Conservation Areas and generates a surplus which offsets significant costs (about \$2.5mil in 2018) that**



**would otherwise be funded through Municipal tax levies. Municipalities have no desire to take over these responsibilities.**

- **Conservation Halton employs approximately 800 seasonal workers, mostly youth, and supports local businesses and tourism. These 800 jobs are at risk with the apparent direction of the Province. Furthermore, CH attracts 1.2mil visitors annually – that would be 1.2 million disappointments should CH lose its ability to manage these cherished assets.**
- **Conservation Halton has already committed to service delivery improvements. Planning and permitting services are delivered without mission creep, within the scope of the CA Act and Municipal MOUs. Turnaround times are adhered to and reported on with complete transparency.**

We hope you find this letter and the discussion paper helpful as you map out a meaningful consultation process. We strongly recommend engaging in pre-consultations with Conservation Halton and other CAs to ensure we are working together to define the governing regulations and to continue our long-standing partnership.

Regards,

Gerry Smallegange

Chair, Conservation Halton Board of Directors

Gary Carr

Halton Regional Chair

Mayor Rob Burton, BA, MS

Town of Oakville

Mayor Marianne Meed Ward

City of Burlington

Mayor Gordon Krantz

Town of Milton

Mayor Rick Bonnette

Town of Halton Hills

## **DISCUSSION PAPER**

Conservation Halton, along with other CAs, have been anticipating provincial consultations for the development of regulations that will define these mandatory programs and services and what specifically is captured under them. As of today's date, Conservation Halton does not know the details of specific programs and services that are mandated. For example, will water quantity monitoring to support flood forecasting and floodplain mapping to support hazard regulations be considered part of the mandatory programs and services? Will tree planting and stewardship initiatives in our watersheds that slow down flood waters be considered part of the mandatory programs and services? Will broader environmental monitoring be considered part of mandatory programs or will the Province assume the responsibility and costs of undertaking monitoring in an efficient and responsive manner?

### **Responsible Finances and Efficiencies**

At Conservation Halton, we made a commitment three years ago to develop a sustainable, long-term financial strategy. As a result, our operating budgets have been at or below the rate of inflation over the past two years. Our capital expenditures were restructured to ensure a disciplined approach to capital allocation towards maintaining our four dams, flood conveyance channels and other structures in a state of good repair. Those funding reserves have been established with support and guidance from Halton Region.

Additionally, we use **no tax dollars** to fund our conservation area operations or capital investments, and the returns we generate at our conservation areas help offset tax supported program costs. We now have one of the lowest proportion of tax revenues in Ontario, with municipal taxes funding 34% of our annual budget, while generating 59% through our own conservation area operations. Provincial revenues will make up a meagre 1.35% of our annual operating budget for the upcoming year.

By taking away the ability for CAs, and specifically Conservation Halton to develop financial partnerships with municipalities and develop revenue-generating programs, not only will you decrease the employment opportunity for youth in the region and increase the tax payers' bill for core programs but you will also limit, if not eliminate, our capacity to invest in these conservation areas to make them more accessible for a rapidly growing population.

Conservation Halton provides a large variety of benefits (all self-funded) to the Halton community; the most notable one is that we support youth employment through our 800 seasonal employees, most of which fall within the 'youth' segment, in the Region and provide \$4.3mil in seasonal wages. In 2018, our recreation programs exceeded our revenue generation targets with 7.7% growth.

We will continue to work with our member municipalities to finalize our 2020 budget and the scope of the activities that are included therein. We would appreciate the Province confirming its continuing financial support for the Source Protection program until such time as the transition period is completed to avoid any in-year budget adjustments. We have already had to contend with the mid-year loss of \$145,277 of Section 39 transfer payment from the Province for one of our mandatory programs – hazards management.

### **Transparency and Accountability**

We are very proud of how Conservation Halton works with our municipalities to align our work with their needs and meet the targets that are set out. Equally important is our commitment to accountability and transparency, not just in terms of program costs but in terms of service delivery standards that are clear

and quantifiable. We lead every budget cycle request with a review of how we performed the previous year and who benefited from our programs.

Furthermore, we clearly lay out how our programs are funded:

- By municipalities as part of our regulatory responsibilities,
- By municipalities through municipal MOUs and other sources such as grants, e.g. plan review, education, stewardship, environmental monitoring. MOUs with Halton area municipalities were renewed earlier this year after a two-year review, and
- Non tax supported core programs that are entirely self-funded, e.g. recreation events, operations and capital.

We therefore do not abuse our power to levy but instead work with our municipalities to ensure our performance warrants tax levy funding and that our priorities are aligned. Our latest Annual Report clearly details our performance. If desired, our detailed business plans for every program and service can be shared as well.

### **Focus on Core Mandate**

Conservation Halton is focused on our core programs and more importantly, on ensuring that the cost, time required, and scope of those programs are aligned with regulations, where applicable. For instance, we publish turnaround times for all our permits. As of the beginning of 2019, we issued 97% of our minor permits within the prescribed 30 days (provincial target is 80%). We have quarterly meetings with BILD and local agriculture groups to discuss process improvements and find solutions where needed.

As per our strategic plan, here are a few examples from the year that show how our efforts are focused in the right areas while adding value for residents, businesses, municipalities and other stakeholders.

- **Public Safety:** Our watershed monitoring network has expanded from 16 hydrometric stations to 35 digitally connected stations using Internet of Things (IOT) devices to collect, analyze and deliver insights from our data to predict weather impacts on riverine conditions and inform the public and our partners through accurate, timely flood status updates and warnings. Our goal is to improve our accuracy and lead time for storm events. We also launched a comprehensive update of our floodplain mapping to identify areas susceptible to flooding and help reduce flood risk in our communities through proactive planning and restoration.
- **Development Permits and Planning:** We've continued to work hard in delivering timely, predictable, cost-effective services across all our products and services. Through ongoing engagement with developers, process re-engineering and a desire to re-write the narrative around customer value, we have exceeded our stretch goal of processing 95% of minor permits within 30 days and continue to work with our development review partners to improve service delivery on technical reviews and planning applications, also ensuring that we are not commenting on matters beyond our scope or changing the goal posts for customers.
- **Recreation and Management of Conservation Authority Lands:** For the second year running we welcomed over 1 million visitors to our conservation areas and launched several new programs and events, such as the Hops and Harvest Festival showcasing local breweries and food vendors. We continue to offer innovative, engaging, family-friendly experiences to our growing communities through our network of seven conservation areas. Our brand is strong,

and we are committed to leading the market when it comes to outdoor recreation, wellness and leisure within our watershed. It bears repeating that our conservation areas and all festivals (including maple syrup for instance) are 100% self-sustaining financially. We are proud of how responsibly we have monetized our assets to generate revenues while creating tremendous value and employment opportunities for our local communities.

- **Education:** We hosted over 64,000 students from local schools at our outdoor education centres, including at our newly built archaeology room in the Wolf Clan Longhouse at Crawford Lake. We partnered with other organizations on 144 occasions to help engage residents and students alike around Climate Change and other environmental events, because if we can't tell an engaging story to raise awareness, then we can't make the kind of collective impact that is necessary for our communities to remain prosperous and resilient.
- **Environmental Restoration:** For our communities to be sustainable we must balance the impacts of growth and development with improvements to green infrastructure, ensuring our water, land and air can sustain our activities today and in the future. In 2018 we monitored and analyzed data from 176 monitoring stations, engaged 11,000 residents in hands-on stewardship activities, managed close to 10,000 acres of natural lands, planted thousands of trees (over 4 million to date), carried out 43 environmental improvement projects and leveraged every \$1 invested in restoration projects by Conservation Halton to \$15.92 worth of improvements through public/private sector partnership funds.

## Next Steps

We don't want increased risk to public safety or increased liabilities to the Province, municipalities and conservation authorities due to lack of funding for critical programs and services. The current level of provincial investment in CA flood operations and the funding available to maintain aging dams is inadequate, and it is putting a strain on municipal finances. We strongly encourage the Province to undertake meaningful, focused pre-consultations with CAs prior to consulting all stakeholders around the regulations you are working on. We feel strongly that through these pre-consultations we can help the Province gain a clear understanding of what CAs do, and we can assist the Provincial Government in fulfilling its commitment to Ontarians.

We believe that the Conservation Halton Board and participating municipalities should be allowed the time to consider the full implications to their watersheds before reducing any programs or freezing fees and levies. The regulations that will outline the agreements necessary between municipalities and CAs will increase transparency on what CAs are required to do, what is discretionary and how it impacts the municipal levy. Again, we would like to focus on the development of the regulations that will provide the consistent framework for what the government wants to do.

In conclusion, the new CA Act directs our Board members (Section 14.1) to act honestly and in good faith with a view to furthering the objectives of the Authority. That is just what our Board intends to continue to do. The elected officials and citizen appointees who make up our Board of Directors allow us to work closely with each of our municipal partners to deliver a variety of locally supported programs and services valued by residents. We look forward to working with the province to define the governing regulations and to continuing our long-standing partnerships with both the Province of Ontario and our local municipalities.



**TO:** Conservation Halton Board of Directors

**REPORT: #** CHBD 09 19 01

**FROM:** Janelle Wepler, Associate Director, Engineering

**DATE:** September 26, 2019

**SUBJECT:** Kelso Dam Update

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## MEMO

This briefing memo is in response to the following resolutions that were made during the Conservation Halton Board of Directors meeting on April 28, 2016:

- The Conservation Halton Board of Directors **direct staff to provide monthly updates as to the status of Kelso Dam, including water levels, plume sightings, project progress and any remedial actions being undertaken;** and
- The Conservation Halton Board of Directors **direct staff to work with the Ministry of Natural Resources and Forestry, Halton Region and Hatch to expedite, to the extent possible, the permanent remedial measures required to mitigate the dam breach risk at the Kelso Dam.**

### ***Kelso Reservoir Water Levels and Monitoring***

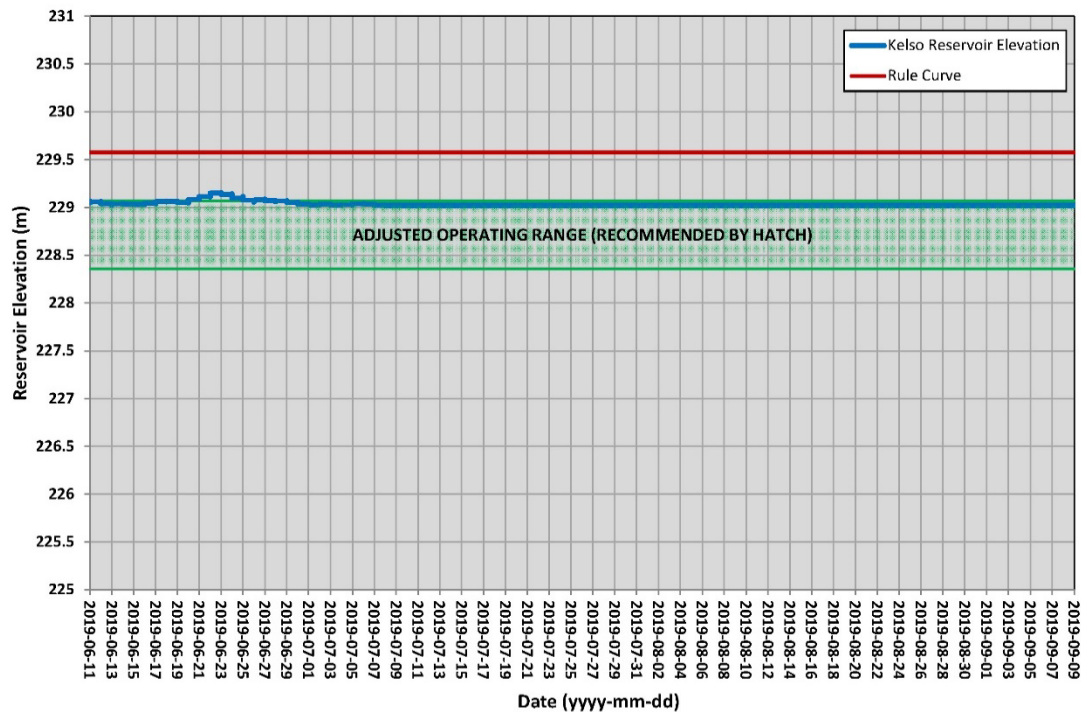
Conservation Halton staff are monitoring and recording the conditions at the Kelso dam as follows:

- Automated and continuous piezometer (groundwater) readings within the earthen embankment with automated alarming of programmed thresholds;
- Ongoing monitoring onsite on as-needed basis relative to reservoir elevation, as recommended by Hatch; and
- Review of photographic records of the identified boil area taken every 30 minutes throughout the day (visible during daylight hours) has been discontinued given that the boil location within the channel is now dry to accommodate construction.

No visible observation of sedimentation from the boil area (e.g., no plume sightings) was found within the channel since June, 2015, up until dewatering to accommodate construction (late April, 2019).

The following chart illustrates the recorded water levels within the Kelso reservoir relative to the water level operating range recommended by Hatch.

### Kelso Reservoir Elevation June 11, 2019 to September 9, 2019



### Recent Work & Next Steps

Phase 2 of construction at the Kelso Dam is well underway and includes ongoing operation of environmental and dewatering controls, engineering mitigation measures, excavation, rebar installation and concrete pours for the base slabs and walls of the water passage and stilling basin located downstream of the dam. Phase 2 of construction is scheduled for completion by the end of 2019 with some demobilization efforts and landscaping details to be completed in early 2020.

**TO:** Conservation Halton Board of Directors  
**REPORT NO:** CHBD 09 19 02  
**FROM:** Barbara J. Veale, Director, Planning & Watershed Management  
**DATE:** 26/09/2019  
**SUBJECT:** **CN Milton Logistics Hub Project**  
**CH File No.: MPR 208**

## MEMO

The Canadian National Railway Company ("CN") is proposing a logistics hub (the Project) on approximately 400 acres (160 ha) of land east of Tremaine Road, between Britannia Road and Lower Base Line, in the Town of Milton (Figure 1). The Project includes the doubling of the existing mainline, over 20 km of new rail yard track, truck cargo loading and unloading facilities, construction of access route to Britannia Road and is expected to generate up to 1,600 truck trips per day.

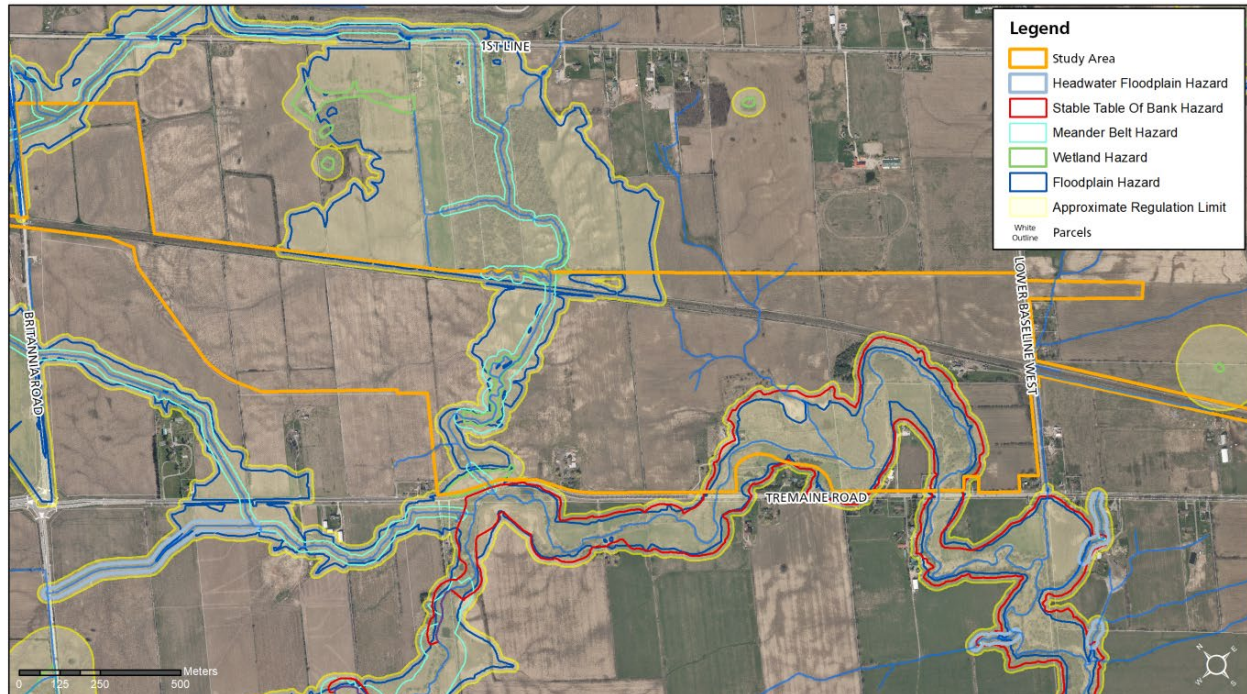


Figure 1: Location of proposed CN Milton Logistics Hub

In 2015, CN submitted a description of the Project to the Canadian Environmental Assessment Agency (CEAA). At that time, it was determined that the Project would be subject to a federal environmental assessment process under the *Environmental Assessment Act, 2012*. In December of 2016, after public consultation, the federal government announced the establishment of a joint three-member panel to review the proposed Project.

Between, 2016 and April 2019, the review panel invited public comment on the sufficiency of the Environmental Impact Statement (EIS) and additional information submissions from CN which were requested by the hearing panel. CH staff was actively involved in the review of these documents and provided comment to the review panel regarding to sufficiency of the information for determining potential adverse environmental impacts.

On April 15, 2019 the review panel determined that the EIS and other supporting materials (e.g., information request responses) were sufficient to begin the hearing process.

On May 28, 2019, CH provided a written submission to the review panel. The submission emphasized that in CH's opinion, the Project as currently proposed, was likely to cause significant adverse environmental impacts. Staff also stated that without further investigative and technical study, the proposed Project should not be approved because CN had not demonstrated how all the potential environmental impacts and risks associated with natural hazards, watercourses and wetlands, and the Indian Creek watershed would be appropriately identified, avoided and mitigated. CH's submission included recommendations for further work which should be carried out by CN prior to consideration of the Project moving forward.

To support the written submission, CH staff with assistance from legal counsel, made oral presentations at specific sessions including: general session (June 20, 2019), hydrology and water quality including natural hazards (June 27, 2019); fish and fish habitat (June 28, 2019); and terrestrial environment (June 28, 2019). A wrap up presentation was also made during the closing remarks session on July 19, 2019.

The hearing was formally closed at the end of the session on July 19, 2019. This means that the review panel will not entertain any additional comments. After considering all of the information submitted, the review panel will be making a recommendation to the federal Minister of the Environment and Climate Change to approve, approve with conditions, or deny the Project by the end of January 2020.



**TO:** Conservation Halton Board of Directors  
**REPORT: #** CHB 09 19 03  
**FROM:** Barbara Veale, Director of Planning and Watershed Management  
**DATE** September 26, 2019  
**SUBJECT:** **Proposed New Canada-Ontario Agreement on Great Lakes Water Quality and Ecosystem Health**  
**ERO number 019-0198**  
**CH File No.: PPO 057**

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## MEMO

### Context

Since 1971, a series of Canada-Ontario Agreements on the Great Lakes (Canada-Ontario Agreement or COA) have enabled the federal and provincial governments, together with local partners, to address challenges facing the Great Lakes. While these efforts have led to dramatic improvements, pollution, climate change and loss of natural heritage continue to threaten the health of these waterways.

The current Canada-Ontario Agreement expires in December 2019. To support the continued partnership on Great Lakes restoration, Canada and Ontario have negotiated a draft new Canada-Ontario Agreement, designed to advance action on key challenges facing the Great Lakes such as improving wastewater and stormwater management and reducing pollution, including a new focus on road salt and plastic pollution.

Once finalized, the new Canada-Ontario Agreement will be signed by:

- the Ontario Minister of the Environment, Conservation and Parks
- the Ontario Minister of Natural Resources and Forestry
- the Ontario Minister of Agriculture, Food and Rural Affairs
- six federal ministers

Canada and Ontario recognize that a new Canada-Ontario Agreement may not be completed and in effect until 2020. If a new Canada-Ontario Agreement is not yet in place when the current agreement expires, collaborative Great Lakes work can continue while the agreement is being finalized.

### The Draft new Canada-Ontario Agreement

The draft new Canada-Ontario Agreement is comprised of a Framework Agreement and 13 annexes, which describe the purpose, principles and administration of the Canada-Ontario Agreement. Each annex deals with a different topic relating to six themes including:

- Protecting Waters
- Improving Coastal Areas
- Protection Habitat and Species
- Enhancing Understanding and Adaptation
- Engaging Communities – From Awareness to Action
- Science and Innovation

The draft agreement was released for public comment on July 5, 2019. The deadline for comments was September 4, 2019.

Conservation Halton submitted comments to the Ontario Ministry of Environment, Conservation and Parks on September 3, 2019 (see attached). These comments focused on the following matters:

1. While there is some recognition that what happens on the lands and in the waters of contributing watersheds to the Great Lakes affects the water quality and health of the Great Lakes, the draft COA would benefit from greater recognition and discussion of the role and management of contributing watersheds.
2. There should be greater emphasis in the Annexes regarding the management of sediment and nutrient transport processes, non-point sources of pollution, and other contaminants within contributing watersheds and their influence on water quality in the Great Lakes, especially in the near shore area.
3. There should be a greater emphasis and support for expanding monitoring stations throughout contributing watersheds to measure their health and influence on Great Lakes water quality and overall lake health.
4. The funding for the governance and implementation of various Remedial Action Plans in Areas of Concern needs to be sustainable and reliable.
5. Conservation Authorities should be recognized as partners in the management and monitoring of contributing watersheds and as delivery agencies for public engagement, education and awareness.

# Canada-Ontario Agreement on Great Lakes Water Quality and Ecosystem Health, 2020

## Conservation Halton Comments – September 3, 2019

Draft COA Section	Conservation Halton Comments	Current Wording	Proposed Wording
Page 30 – Annex 3 – Wastewater and Stormwater, Result 1(h)	Include reference to CAs.	(h) Where feasible, work with municipal partners toward reducing loadings through improvements to stormwater management systems (including facility rehabilitation and incorporation of green infrastructure and innovative treatment technologies);	(h) Where feasible, work with municipal <b>and conservation authority</b> partners toward reducing loadings through improvements to stormwater management systems (including facility rehabilitation and incorporation of green infrastructure and innovative treatment technologies);
Page 30 – Result 1, Ontario will:	The actions of individual landowners impact the quality and quantity of stormwater runoff. Widespread adoption of practices such as downspout disconnection, rain barrels and chemical-free rain garden installations can help reduce quantity and nutrient loadings.	None	Support homeowner education and implementation programs for lot-level Low Impact Development practices.
Page 32 – Annex 3 – Wastewater and Stormwater, Result 2 (k)	Include reference to CAs.	(k) Work with municipalities and other stakeholders to undertake monitoring of the performance and effectiveness of stormwater and green infrastructure, and publicly communicate the results, including any co-benefits for pathogen and contaminant reductions;	(k) Work with municipalities, <b>conservation authorities</b> , and other stakeholders to undertake monitoring of the performance and effectiveness of stormwater and green infrastructure, and publicly communicate the results, including any co-benefits for pathogen and contaminant reductions;

# Canada-Ontario Agreement on Great Lakes Water Quality and Ecosystem Health, 2020

## Conservation Halton Comments – September 3, 2019

Draft COA Section	Conservation Halton Comments	Current Wording	Proposed Wording
Page 31 - <b>COA Result 2.5</b>	This wording in support of local RAP teams seems to be missing from the proposed COA. The historic backbone of the AOC/RAP program in Canada has been the successful collaboration of multiple groups at a local level making decisions about prioritization and confirming recovery. This sort of a statement is important to confirm and should be included in the proposed COA.	None	Informed, effective collaboration amongst governments, communities and individuals to prioritize and complete actions required for delisting and confirming environmental recovery in AOCs.
Page 37, Result 1	Funding of RAP governance.	None	Include a statement about commitment to continue/restart funding RAP Governance from the federal and provincial partners would be appreciated. The current situation of uncertainty has put programs in a difficult place.
Page 44 - <b>Result 11 (a) v.</b> Complete monitoring of water quality and algae to inform development of a Canadian Nutrients Lake Ontario Strategy to address harmful and nuisance algae  <b>Result 11 (c)</b> Address Eutrophication or Undesirable Algae beneficial use impairment through development of a Canadian	The Hamilton Harbour RAP community could benefit from a larger Lake Ontario strategy on nutrients, but due to the unique geographic nature of the Hamilton Harbour basin, water quality data and management at a local level will still be a necessary part of any future re-designation.  The wording of 11(c) seems to imply that local decisions on management and delisting criteria will no longer be used to determine re-designation of the beneficial		



**Canada-Ontario Agreement on Great Lakes Water Quality and Ecosystem Health, 2020**

**Conservation Halton Comments – September 3, 2019**

Draft COA Section	Conservation Halton Comments	Current Wording	Proposed Wording
Nutrients Lake Ontario Strategy	<p>use viii. If 11(c) is meant to be used to supplement and not replace local science and local management decisions, then that could be an asset as eutrophication and nuisance algae are complicated issues.</p> <p>The name of this strategy is different for the Nutrients Annex and other AOCs (e.g. Result 3, 12, 14, 15 – Canadian Nutrients Strategy for Lake Ontario). There should be consistency throughout the COA document.</p>		
Page 51, Result 3 (a)	Nearshore waters are highly influenced by their contributing upstream catchments. These should be explicitly included in the assessment.	None	<b>ADD:</b> vi. An assessment of upstream catchment areas and their impacts on nearshore waters.
Page 51- Results (e)	Importance of actions taken within contributing watersheds should be recognized.	Develop and share tools and approaches for communities and organizations to use the results of the nearshore assessment to take action to restore and protect nearshore waters.	Develop and share tools and approaches for communities and organizations to use the results of the nearshore assessment to take action to restore and protect nearshore waters <b>and their upstream catchments.</b>
Page 52 – Result 5	Source Protection Plans should be explicitly referenced in this section, demonstrating how the proposed work builds on what is already underway through this program.		

## Canada-Ontario Agreement on Great Lakes Water Quality and Ecosystem Health, 2020

### Conservation Halton Comments – September 3, 2019

Draft COA Section	Conservation Halton Comments	Current Wording	Proposed Wording
Page 62 – Result 3 (b)	Emphasize the role that healthy catchment areas play in the conservation of the Great Lakes	Collaborate with the Great Lakes community to conserve and restore priority habitat through stewardship actions...	Collaborate with the Great Lakes community to conserve and restore priority habitat <b>within the Great Lakes watershed</b> through stewardship actions...
Page 70 – Annex 10 Climate Change Impacts and Resilience, Result 1 (h)	Recognize that the network may not capture all the parameters in the right place at the right time.	(k) Maintain Provincial networks for monitoring stream water quality and groundwater quantity and quality in the Great Lakes basin;	(k) Maintain <b>and improve</b> Provincial networks for monitoring stream water quality and groundwater quantity and quality in the Great Lakes basin;
Page 70 – Annex 10 Climate Change Impacts and Resilience, Result 2 (g)	Include reference to CAs (this is one of the times where reference to CAs really should be included) as per our regulations and “core” mandate.	(g) Support the Province, which is the lead jurisdiction for flooding and flood mitigation, as Ontario directs municipalities using established legislation and technical guidance towards continued advancement in the identification of areas subject to natural hazards, and supports municipal use of flood mapping to inform statutory obligations under the Planning Act.	(g) Support the Province, which is the lead jurisdiction for flooding and flood mitigation, as Ontario directs <b>conservation authorities</b> and municipalities using established legislation and technical guidance towards continued advancement in the identification of areas subject to natural hazards, and supports municipal use of flood mapping to inform statutory obligations under the Planning Act.

# Canada-Ontario Agreement on Great Lakes Water Quality and Ecosystem Health, 2020

## Conservation Halton Comments – September 3, 2019

Draft COA Section	Conservation Halton Comments	Current Wording	Proposed Wording
Page 75 – Result 1 (a)	Many partners within the Great Lakes community, including Conservation Authorities, actively deliver engagement opportunities to local communities on Great Lakes matters.	Increase awareness and knowledge of the Great Lakes....	<b>Work with Great Lakes Community partners</b> to increase awareness and knowledge of the Great Lakes....
Page 75 – Result 1 (b)	Many partners within the Great Lakes community, including Conservation Authorities, actively deliver engagement opportunities to local communities on Great Lakes matters.	Connect and inspire park visitors, residents of surrounding communities and students to the Great Lakes through events and programs at provincial and national parks, national marine conservation areas and protected areas....	<b>Work with Great Lakes Community partners</b> to connect and inspire park visitors, residents of surrounding communities and students to the Great Lakes through events and programs at provincial and national parks, <b>Conservation Areas</b> , national marine conservation areas and protected areas....
Page 75 – Annex 11: From Awareness to Action, Result 1 (i)	Add conservation authorities – we are conspicuous by our absence.		(i) Work with conservation authorities to encourage and support restoration projects to reduce pollutant loadings and improve water quality in watersheds draining into the Great Lakes and disseminate information on the impact of watershed uses on the water quality of the Great Lakes.

**REPORT TO:** Conservation Halton Board of Directors

**REPORT NO:** CHBD 09 19 04

**FROM:** Barbara J. Veale, Director Planning & Regulations

**DATE:** September 26, 2019

**SUBJECT:** **Quarterly Permits & Letters of Permission issued under Ontario Regulation 162/06 June 1 to August 31, 2019**

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### Recommendation

THAT the Conservation Halton Board of Directors **receive for information the Permits and Letters of Permission issued by staff under Ontario Regulation 162/06 for the period of June 1, 2019 to August 31, 2019, as identified in the staff report dated September 26, 2019.**

### Report

Between June 1, 2019 to August 31, 2019, 108 Permits and 20 Letters of Permission were issued (see attached table). By comparison, during approximately the same reporting period in 2018 we had issued, 144 Permits and 32 Letters of Permission. All approvals were reviewed and approved in accordance with Board approved policies contained in *Policies and Guidelines for the Administration of Ontario Regulation 162/06 and Land Use Planning Policy Document April 27, 2006, revised November 26, 2015.*

### Impact on Strategic Goals

This report supports the Metamorphosis strategic theme of taking care of our growing communities. The theme is supported by the objective to remain dedicated to ecosystem-based watershed planning that contributes to the development of sustainable rural, urban and suburban communities.

### 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:

Approved for circulation:



Barbara J. Veale, Ph.D, MCIP, RPP  
Director, Planning & Regulations



Hassaan Basit  
CAO/Secretary-Treasurer

**FOR QUESTIONS ON CONTENT:** Kellie McCormack, 905-336-1158 x 2228; [kmccormack@hrca.on.ca](mailto:kmccormack@hrca.on.ca)

CH File No.	Permit No.	Address	Proposed Works	Complete	Issued	CH Staff Member
<b>Burlington</b>						
A/19/B/36	7186	1017 Earl Crescent	Proposed grading works within the 7.5 metre allowance from the floodplain associated with Sheldon Creek associated with the construction of a 2-storey addition to the existing dwelling.	04/06/2019	07/06/2019	Cassandra Connolly
S/19/B/09	7189	159 Walkers Line	Temporary placement of riprap and armourstone to fill a void of failed shoreline protection works to be left in place while a more permanent solution be reviewed and approved.	10/06/2019	11/06/2019	Charles Priddle
A/18/B/26	7190	4208 Britannia Road	Proposed septic system and grading works within 6 - 15 metres from stable top of bank associated with a valley of Bronte Creek.	30/05/2019	11/06/2019	Ola Panczyk
S/19/B/10	7194	0 Lakeshore (formally 1174 Lakeshore - opposite Joseph Brant)	Proposed temporary placement of rip-rap stone along the face of a failing trail within Burlington Beach to be left in place until a more permanent structure is approved.	12/06/2019	12/06/2019	Charles Priddle
S/19/B/11	7196	2084 Old Lakeshore Road	Proposed temporary restoration of slope using clear stone above existing armour stone revetment to be left in place until a more permanent structure, which is currently being designed, is approved.	17/06/2019	18/06/2019	Cassandra Connolly
A/18/B/46	**REVISED** 5910	4183 New Street (easement adj to)	**REVISED** Proposed Trans Northern Pipeline excavation, removal and replacement of a section of pipe within the flooding and erosion hazard of Shoreacres Creek.	19/06/2019	25/06/2019	Cassandra Connolly
A/17/B/114	**REVISED** 5762	0 Woodview Road (north of 447)	**REVISED** Proposed Trans-Northern Pipeline excavation, removal and replacement of a section of pipe within the Regulated Area associated with Tuck Creek.	21/06/2019	25/06/2019	Cassandra Connolly
A/17/B/113	7201	0 Applbeby Line (behind 4372 Appleby)	Proposed remediation work to restore depth of cover at an exposed pipeline within Bronte Creek through the construction of a live crib wall and a slight realignment of the creek.	28/06/2019	28/06/2019	Ola Panczyk
A/19/B/65	7209	311 Erindale Drive	Proposed construction of an addition to the existing dwelling and construction of a gazebo within the 7.5 metre allowance from the valley associated with Sheldon Creek.	25/06/2019	02/07/2019	Cassandra Connolly
A/19/B/23	7207	1117 No. 1 Sideroad (access from 4118 Cedar Springs Road)	Proposed integrity dig located within the flooding and erosion hazards associated with a tributary of Grindstone Creek.	25/06/2019	02/07/2019	Ola Panczyk
A/19/B/30	7211	3455 North Service Road	Proposed construction of a storm sewer within the floodplain of Tuck Creek and the 7.5 metre regulatory allowance associated with that floodplain.	21/06/2019	05/07/2019	Cassandra Connolly
S/19/B/13	7213	3156 Lakeshore Road	Proposed addition of a layer of armourstone and the extension of stone access steps along and within existing shoreline protection works on the shoreline of Lake Ontario.	02/07/2019	08/07/2019	Charles Priddle
A/19/B/72	7215	506 Picton Place	Proposed removal of an existing walk-out requiring the placement of fill/material to match existing grade within the floodplain and 7.5 metre regulatory allowance associated with Roseland Creek.	28/06/2019	09/07/2019	Cassandra Connolly
S/19/B/05	**REVISED** 7146	115 - 710 Spring Gardens Road	**REVISED** - Proposed reconstruction of a second storey deck on a property that contains a portion of the erosion hazard associated with Lake Ontario.	04/07/2019	09/07/2019	Cassandra Connolly
A/19/B/71	7221	1027 Earl Crescent	Proposed construction of an in-ground swimming pool and patio within the 7.5 metre regulatory allowance associated with the valley of Indian Creek.	25/06/2019	11/07/2019	Cassandra Connolly
A/19/B/76	7219	1117 No. 1 Sideroad (access from 513 Fifth Concession)	Proposed integrity dig located within a Provincially Significant Wetland (PSW), including the temporary crossing of two tributaries of Grindstone Creek.	25/06/2019	11/07/2019	Ola Panczyk
A/19/B/73	7222	264 Goodram Drive	Proposed first and second storey addition, including garage, new front porch and reconstruction of a rear deck within the valley and 7.5 metre regulatory allowance of Shoreacres Creek.	10/07/2019	11/07/2019	Cassandra Connolly

CH File No.	Permit No.	Address	Proposed Works	Complete	Issued	CH Staff Member
A/19/B/60	7225	1800 King (Bayview Pumping Station) Road	Proposed upgrades to Bayview Pump Station 2, including associated grading and restoration works within the erosion hazard associated with tributaries of Indian Creek. (G3237A)	12/07/2019	16/07/2019	Matt Howatt
A/19/B/80	7227	865 Glenwood Avenue	Proposed construction of a new dwelling with rear patio, landscaping and minor grading within 7.5 metres of the valley associated with West Aldershot Creek.	19/07/2019	19/07/2019	Cassandra Connolly
S/19/B/16	7233	2358 Green Street (including roadside easement)	Proposed water and wastewater main improvements within the roadway and installation of new sanitary and water lines on lands which are considered to be located within the erosion hazard associated with Lake Ontario.	15/07/2019	24/07/2019	Cassandra Connolly
A/19/B/04	7226	305 Cardinal Avenue	Proposed installation of a new concrete pad, power & control panel and cabling associated with the Cardinal Avenue Wastewater Pumping Station within the stable top of bank associated with West Aldershot Creek.(S2700B)	16/07/2019	25/07/2019	Ekaterina Sapozhnikova
A/19/B/78	7235	2158 Cartier Crescent	Proposed construction of an in-ground swimming pool and patio surround within the 7.5 metre regulatory allowance associated with the valley of Upper Rambo Creek.	16/07/2019	26/07/2019	Cassandra Connolly
A/18/B/120	7239	0 Bell School Line (Britannia to No. 2 Sdrd)	Proposed ditch maintenance and sediment removal from rural ditch lines within the City of Burlington Right of Way in the Regulated Area associated with Indian Creek.	26/07/2019	29/07/2019	Cassandra Connolly
S/19/B/15	7247	2100 Old Lakeshore Road	Proposed placement of riprap materials to repair an eroded portion of the slope above existing shoreline protection works.	23/07/2019	06/08/2019	Cassandra Connolly
A/19/B/82	7249	1990 Kerns Road	Proposed reconstruction of a deck within the valley of Upper Hager Creek.	19/07/2019	06/08/2019	Cassandra Connolly
A/19/B/16	7250	0 Dundas Street (@ Bronte Creek)	Proposed installation of temporary fibre optic cable poles within the valley and floodplain associated with Bronte Creek. (PR-2672 B)	16/07/2019	06/08/2019	Ekaterina Sapozhnikova
A/19/B/70	7251	201 North Service Road	Proposed construction of a stormwater management facility outlet connecting to a tributary of Grindstone Creek.	18/06/2019	07/08/2019	Cassandra Connolly
A/19/B/77	7257	6550 Bell School Line	Proposed replacement of an existing septic system located within the floodplain of Bronte Creek.	01/08/2019	07/08/2019	Ola Panczyk
A/19/B/86	7258	891 Falcon Boulevard	Proposed demolition of an existing dwelling and construction of a new single dwelling with rear covered deck within the 7.5 metre regulatory allowance associated with the valley of Falcon Creek.	01/08/2019	07/08/2019	Cassandra Connolly
A/19/B/70	7251	201 North Service Road	Proposed construction of a stormwater management facility outlet connecting to a tributary of Grindstone Creek.	18/06/2019	07/08/2019	Cassandra Connolly
PA/19/B/34	7252	Bill 58 Lands (Transmission Corridor - South of QEW, East of Brant)	Proposed removal of an existing 300mm watermain by open cut within Rambo Creek and the associated floodplain.	18/07/2019	07/08/2019	Matt Howatt
A/19/B/87	7260	5066 Forest Grove Crescent	Proposed construction of two (2) covered decks, one (1) uncovered deck and a pool shed partially within the 7.5 metres regulatory allowance associated with the floodplain of Sheldon Creek.	06/08/2019	13/08/2019	Cassandra Connolly
A/19/B/90	7264	3311 Aventurine Avenue	Proposed excavation works and construction of a walk-out basement within 7.5 metres of the floodplain of Sheldon Creek.	13/08/2019	15/08/2019	Cassandra Connolly
A/19/B/81	7269	5207 Milborough Line	Proposed replacement of an existing septic system within 30 metres of a Provincially Significant Wetland (PSW), but no closer to the wetland than the existing system.	19/08/2019	21/08/2019	Ola Panczyk
A/19/B/92	7271	6121 Guelph Line	Proposed construction of a dwelling with covered porch, concrete cistern and septic system requiring excavation and grading within 15 metres of the stable top of bank associated with the valley of Bronte Creek.	21/08/2019	22/08/2019	Cassandra Connolly
A/18/B/28	**REVISED** 5877	2265 Forest Hill	**REVISED** Proposed addition to an existing dwelling and a detached garage within the valley of Bronte Creek	20/08/2019	23/08/2019	Ola Panczyk

CH File No.	Permit No.	Address	Proposed Works	Complete	Issued	CH Staff Member
A/19/B/69	7274	Shoreacres & North Shore Blvd	Proposed replacement of a section of the existing 200mm diameter sewer by open-cut within the regulated limit associated with the erosion hazard of West Aldershot Creek.	21/08/2019	23/08/2019	Matt Howatt
A/19/B/61	**REVISED** 7157	249 North Shore Boulevard East	**REVISED** Proposed installation of a swimming pool and construction of a patio/deck and pavilion partially within the 7.5 metre regulatory allowance from the top of bank erosion hazard associated with the valley of West Aldershot Creek.	26/08/2019	30/08/2019	Cassandra Connolly
A/19/B/08	7281	5578 Cedar Springs Road	Proposed replacement of a failing, 14 metre long retaining wall with a new cedar log crib wall of the same length within a tributary of Bronte Creek.	28/08/2019	30/08/2019	Ola Panczyk
A/18/B/49	Letter of Permission	2126 Highview Drive	Proposed demolition of existing dwelling and construction of a new two-storey dwelling and installation of a new septic system between 30 and 120 metres of a wetland greater than 2 hectares in size.	21/06/2019	24/06/2019	Ola Panczyk
A/19/B/74	Letter of Permission	5043 Mount Nemo Crescent	Proposed construction of an elevated deck/balcony with stairways on an existing accessory barn located between 30 and 120 metres of a Provincially Significant Wetland (PSW).	05/07/2019	08/07/2019	Ola Panczyk

#### Halton Hills

A/19/HH/07	7180	9111 Third Line	Proposed grading associated with a new dwelling within 15 metres of the stable top of bank associated with Sixteen Mile Creek. Construction of a new single family dwelling, new barn and septic system are also proposed outside of the Regulated Area.	30/05/2019	03/06/2019	Laura Head
A/19/HH/10	7191	7808 Fifteenth Sideroad	Proposed construction of a three-season sunroom addition at the rear of the existing dwelling within 15 metres of the floodplain of Sixteen Mile Creek and within 30 metres of a Provincially Significant Wetland (PSW).	28/05/2019	11/06/2019	Cassandra Connolly
A/19/HH/11	7234	9229 Eighth Line	Proposed construction of a new single dwelling, pool, concrete patio, cabana, geothermal system, septic system and associated minor grading works within 30 to 120 metres of a wetland greater than 2 ha in size.	18/07/2019	26/07/2019	Cassandra Connolly
A/19/HH/09	**REVISED** 7160	9075 Eighth Line	**REVISED** Proposed septic tank and bed replacement located partially within the floodplain and 15 metre regulatory allowance associated with Sixteen Mile Creek	22/07/2019	26/07/2019	Cassandra Connolly
A/19/HH/03	7245	6419 Fifteenth Sideroad	Proposed construction of a two-storey dwelling addition, rear deck, new septic system and proposed pool and associated patio and shed within 30 metres of a Provincially Significant Wetland (PSW).	29/07/2019	01/08/2019	Laura Head
A/19/HH/01	**REVISED** Letter of Permission	14669 Fifth Sideroad	**REVISED** Proposed internal accessway located between 15 & 30 metres of a wetland less than 2 hectares in size in association with the construction of a new dwelling, detached garage and septic system.	05/06/2019	07/06/2019	Cassandra Connolly
A/19/HH/12	Letter of Permission	7508 Fifteenth Sideroad	Proposed installation of a new filter bed septic system between 30 and 120 metres of a Provincially Significant Wetland (PSW).	24/06/2019	11/07/2019	Laura Schreiner
A/19/HH/15	Letter of Permission	2 Deer Run Crescent	Proposed construction of a new dwelling, driveway and septic system with associated grading works within 30 and 120 metres of a Provincially Significant Wetland (PSW).	22/08/2019	30/08/2019	Cassandra Connolly

#### Hamilton

A/19/H/30	7218	1690 Centre Road	Proposed installation of 135m of NPS 1 1/4" natural gas pipeline within 30 to 120 metres of a Provincially Significant Wetland (PSW).	08/07/2019	11/07/2019	Cassandra Connolly
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CH File No.	Permit No.	Address	Proposed Works	Complete	Issued	CH Staff Member
A/19/H/11	7223	1647 Milborough Line	Proposed construction of a 1-storey garage addition to an existing dwelling within the 15 metres regulatory allowance from the floodplain of Bronte Creek within 30 metres of a Provincially Significant Wetland (PSW).	08/07/2019	11/07/2019	Cassandra Connolly
A/19/H/34	7237	569 York Road	Proposed TransCanada Pipeline dig and mitigation works within the valley and 15 metre Regulatory Allowance associated with a tributary of North Cootes Paradise watershed.	18/07/2019	26/07/2019	Cassandra Connolly
A/19/H/33	7236	125 1/2 Carlisle Road	Proposed installation of sediment mats into the banks and bed of Bronte Creek as part of a Conservation Halton Stewardship stream restoration project.	16/07/2019	26/07/2019	Cassandra Connolly
A/19/H/37	7240	159 Carlisle Road	Proposed creek stabilization works along the banks of Bronte Creek in two (2) locations within Courtcliffe Park as part of a Conservation Halton Stewardship project.	26/07/2019	31/07/2019	Cassandra Connolly
A/19/H/27	**REVISED** 7231	382 Fifth Concession Road West	**REVISED** Proposed excavation and removal of soils contaminated with fuel from a spill, from within a tributary of Grindstone Creek, the associated floodplain, adjacent wetlands and the associated regulatory allowances.	26/07/2019	31/07/2019	Cassandra Connolly
A/19/H/31	7256	1653 Six Highway	Proposed installation of approximately 46m of NPS 4" natural gas pipeline within 30 metres of a Provincially Significant Wetland (PSW).	08/07/2019	07/08/2019	Cassandra Connolly
A/19/H/35	7255	23 Reynold Street	Proposed deck replacement located within the valley of Grindstone Creek.	06/08/2019	07/08/2019	Ola Panczyk
A/19/H/26	Letter of Permission	2095 Milborough Line	Proposed entrance and gravel driveway located between 30 and 120 metres of a Provincially Significant Wetland (PSW).	05/06/2019	11/06/2019	Ola Panczyk
A/19/H/28	Letter of Permission	1475 Brock Road	Proposed construction of a pool, covered structure, equipment shed and interlock patio between 30 and 120m of a Provincially Significant Wetland (PSW).	08/07/2019	10/07/2019	Cassandra Connolly
A/19/H/10	Letter of Permission	1600 Brock Road	Proposed construction of a storage shed between 30 & 120 metres of a Provincially Significant Wetland (PSW).	16/07/2019	19/07/2019	Ola Panczyk
A/19/H/19	Letter of Permission	23 William Street	Proposed construction of an addition to an existing dwelling located between 30 and 120 metres of a Provincially Significant Wetland (PSW).	30/07/2019	31/07/2019	Ola Panczyk
A/19/H/47	Letter of Permission	1120 Eighth Concession Road West	Proposed construction of a rear deck between 30 and 120 metres of a Provincially Significant Wetland (PSW).	20/08/2019	22/08/2019	Cassandra Connolly
A/19/H/48	Letter of Permission	17 Wildberry Way	Proposed construction of an in-ground swimming pool and patio within 30 and 120 metres of a wetland greater than 2 hectares in size.	28/08/2019	30/08/2019	Cassandra Connolly

Milton						
A/19/M/35	7182	0 Dublin Line (SW corner at Campbellville Rd)	Proposed installation of buffer planting and amphibian pool within 15 metres of the floodplain and valley associated with Sixteen Mile Creek and within 30 metres of the Milton Heights Marsh Provincially Significant Wetland to facilitate the future construction of an industrial/commercial development.	10/05/2019	02/06/2019	Ben Davis
A/19/M/20	7271	S/W corner of Dublin Line & Campbellville Road	Proposed grading between 7.5 and 15 metres of the floodplain associated with Sixteen Mile Creek to facilitate the future construction of an industrial/commercial development.	23/05/2019	03/06/2019	Ben Davis
A/17/M/64	7147	0 James Snow Parkway (Orlando Derry Green Property)	Proposed natural channel re-alignment of a Tributary of Sixteen Mile Creek (Tributary BP-1-H) and construction of SWM Pond 5-8 within the proposed Derry Green Business Park.	09/04/2019	04/06/2019	Ben Davis
A/19/M/49	7187	1130 Conservation Road	Proposed installation of a telecommunications tower between 15 and 30m of the Lower Mountsbet Creek Provincially Significant Wetland Complex.	30/05/2019	10/06/2019	Ben Davis

CH File No.	Permit No.	Address	Proposed Works	Complete	Issued	CH Staff Member
A/18/M/88	7188	0 First Line (EAP - S/E of Britannia Rd Crossing)	Proposed road repairs including grade raise and paving within the floodplain associated with Sixteen Mile Creek.	24/05/2019	10/06/2019	Ben Davis
A/19/M/59	7193	104 Tremaine Road	Proposed replacement of two CSP culverts and clean-out of drainage ditches in the Tremaine Road right-of-way within the floodplain associated with Sixteen Mile Creek.	07/06/2019	19/06/2019	Matt Howatt
A/19/M/01	7198	Channel Works	Proposed modifications to 2 existing tributaries associated with Sixteen Mile Creek by removing an existing downstream berm and accumulated silt in order to restore channels form and function. Grades will be altered in order to match the recently completed downstream reaches of the Ashley Oaks Property.	05/06/2019	19/06/2019	Ben Davis
A/17/M/84	**REVISED** 5782	0 Fifth (South of CP Railline) Line	**REVISED** Proposed cut and fill within the floodplain associated with a tributary of Sixteen Mile Creek.	13/05/2019	25/06/2019	Ben Davis
A/19/M/66	7202	228 Riverplace	Proposed construction of a new covered porch to an existing dwelling within the floodplain associated with Sixteen Mile Creek.	21/06/2019	26/06/2019	Ben Davis
A/19/M/62	7204	7076 Tremaine Road	Proposed expansion of an existing access road over an existing culvert crossing a tributary of Bronte Creek and its associated flooding and erosion hazards.	13/06/2019	27/06/2019	Laura Head
A/19/M/29	7142	Tremaine Road (Extension from Steeles Ave. North to Third Sid	Proposed watercourse alteration to adjust bed profile and improve drainage to an adjacent wetland within the constructed Tributary NW-1-D channel of Sixteen Mile Creek.	30/04/2019	27/06/2019	Matt Howatt
A/19/M/69	7206	Culvert in front of 7610 Old Tremaine Road	Proposed replacement of a corrugated steel pipe cross culvert conveying a tributary of Sixteen Mile Creek.	26/06/2019	28/06/2019	Matt Howatt
A/19/M/44	7205	0 Martin Street (0.15km south of Chisholm)	Proposed installation of concrete lining and removal of deteriorated steel to repair an existing structural plate corrugaed steel pipe culvert conveying a tributary of Sixteen Mile Creek. (PR 2280A)	17/06/2019	02/07/2019	Matt Howatt
A/19/M/65	7208	11165 Cedar Trail	Proposed construction of a rer 8.3m x 2.2m one storey addition to an existing dwelling and the construction of a rear deck immediately adjacent to the floodplain associated with Bronte Creek.	11/06/2019	05/07/2019	Ben Davis
A/19/M/70	7210	6712 Fifth Line	Proposed earthworks within the proposed Derry Green Business Park, including sediment and erosion control within 15 metres of the floodplain associated with a tributary of Sixteen Mile Creek.	02/07/2019	05/07/2019	Ben Davis
A/19/M/72	7214	400 Parkway Drive East	Proposed construction of a 10m x 7m front 2-storey addition and a 5m x 10m rear covered porch to an existing dwelling within 15 metres of the valley associated with Sixteen Mile Creek.	03/07/2019	08/07/2019	Ben Davis
A/19/M/67	7216	855 Steeles Avenue	Proposed installation of bioretention pits, grading and resurfacing of a parking lot within the floodplain associated with a tributary of Sixteen Mile Creek.	26/06/2019	10/07/2019	Laura Schreiner
A/16/M/69	7224	0 Guelph Line (0.5km North of Derry)	Proposed repair of an existing culvert including repair of deteriorated concrete in structure, replacement of concrete invert slab and erosion control works at the outlet within the floodplain and erosion hazards associated with a tributary of Bronte Creek.	12/06/2019	16/07/2019	Emma DeFiledts
A/19/M/75	7232	8767 Twiss Road	Proposed construction of a one-storey garage addition to an existing dwelling between 15 and 30 metres of a Provincially Significant Wetland (PSW).	19/07/2019	23/07/2019	Ola Panczyk
A/19/M/47	7242	86 Martin Street	Proposed reconstruction of a detached garage including retaining wall repairs and addition of a deck between 6 & 15 metres of the flooding and erosion hazards associated with Sixteen Mile Creek.	30/07/2019	01/08/2019	Ben Davis
A/19/M/73	7238	0 Tremaine Road (50m North of Burnhamthorpe Rd)	Proposed installation of conduit duct banks to tie in new feeders from a Hydro One station to existing pole line within the floodplain associated with Sixteen Mile Creek. Installation will be complete by directional drilling and open-cut.	01/08/2019	01/08/2019	Ben Davis

CH File No.	Permit No.	Address	Proposed Works	Complete	Issued	CH Staff Member
A/19/M/80	7248	43 Main Street South	Proposed septic tank replacement including above ground container unit within the valley associated with Sixteen Mile Creek.	02/08/2019	02/08/2019	Ola Panczyk
A/18/M/86	7254	161 Fulton Street	Proposed installation of a 600mm wastewater forcemain under Sixteen Mile Creek and two 2400mm diameter sanitary sewer diversion manholes within the associated floodplain. (PR 3129A)	31/07/2019	07/08/2019	Matt Howatt
A/18/M/57	7261	0 Reid Sideroad (adj. to 9261 Twiss Rd)	Proposed replacement of an existing culvert which conveys a tributary of Sixteen Mile Creek.	30/05/2019	13/08/2019	Ben Davis
A/19/M/79	7262	0 Fifth Line (s. of 7275)	Proposed installation of approximately 1696m of NPS 8" pipeline and 228m of NPS 4" pipeline - a portion of which is within the floodplain associated with a tributary of Sixteen Mile Creek.	02/08/2019	14/08/2019	Ben Davis
A/19/M/85	7272	8593 Appleby Line	Proposed construction of a 7.62m x 7.31m deck and a 3.66m x 3.66m covered pavillion within 15 metres of the valley associated with Sixteen Mile Creek.	22/08/2019	22/08/2019	Ben Davis
A/19/M/34	7267	1944 Thompson Road (Mattamy Martin East)	Proposed construction of an Interim Outfall for SWM Pond S-6-3 to a tributary of Sixteen Mile Creek (tributary SE-2-D).	19/08/2019	22/08/2019	Ben Davis
A/19/M/33	7270	1944 Thompson Road (Mattamy Martin East)	Proposed construction of an Interim Outfall for SWM Pond S6-2-1 to a tributary of Sixteen Mile Creek (Tributary SE-2-D).	08/08/2019	22/08/2019	Ben Davis
A/19/M/57	Letter of Permission	4028 Twentieth Sideroad	Proposed installation of a septic system replacement to be located between 30 and 120 metres of a wetland greater than 2 hectares in size.	10/06/2019	11/06/2019	Ben Davis
A/19/M/58	Letter of Permission	0 Twiss (adj to 7207 Twiss) Road	Proposed driveway and buried utility cable located between 15 & 30 metres of a wetland less than 2 hectares in size.	14/06/2019	20/06/2019	Cassandra Connolly
A/19/M/74	Letter of Permission	8241 Twiss Road	Proposed installation of an internet tower located between 30 and 120m of a Provincially Significant Wetland (PSW).	08/07/2019	10/07/2019	Ola Panczyk
A/18/M/84	Letter of Permission	8303 Twiss Road	Proposed detached garage with linkage to existing dwelling, new covered porch and driveway extension located between 30 and 120 metres of a Provincially Significant Wetland (PSW).	02/07/2019	10/07/2019	Emma DeFields
A/19/M/78	Letter of Permission	6351 Bell School Line	Proposed additions to an existing residence located between 30 and 120 metres of a Provincially Significant Wetland (PSW).	29/07/2019	30/07/2019	Charles Priddle
A/19/M/81	Letter of Permission	8730 Twiss Road	Proposed placement of topsoil to be located between 30 & 120 metres of a Provincially Significant Wetland (PSW).	06/08/2019	14/08/2019	Ben Davis
A/19/M/88	Letter of Permission	11316 Amos Drive	Proposed replacement of an existing septic system located between 30 and 120 metres of a Provincially Significant Wetland (PSW).	30/08/2019	30/08/2019	Ben Davis

Mississauga						
A/19/MS/03	7263	0 Derry Road (b/w Lisgar & Forest Park)	Proposed installation of 4" conduit by both directional bore and open trench methods within the flooding and erosion hazards associated with Sixteen Mile Creek.	15/08/2019	15/08/2019	Cassandra Connolly
A/19/MS/02	7265	0 Ninth (Adj to 6136) Line	Proposed installation of 4" conduit by directional bore within the flooding and erosion hazards associated with Sixteen Mile Creek and adjacent to a wetland greater than 2 hectares in size.	15/08/2019	16/08/2019	Cassandra Connolly
A/18/MS/08	7266	0 Black Walnut Trail (@ Cactus Gate)	Proposed construction of an outlet to Sixteen Mile Creek as well as landscaping and grading works within the adjacent regulated areas in association with the construction of a new FDC Pumping Station.	12/08/2019	19/08/2019	Cassandra Connolly

Oakville						
A/19/O/22	7179	1255 Lakeshore Road East	Proposed construction of a driveway within the floodplain and within 7.5 metres of the floodplain associated with Lower Wedgewood Creek. Various additions to the existing dwelling located outside the Regulated Area are also proposed.	29/05/2019	03/06/2019	Laura Head

CH File No.	Permit No.	Address	Proposed Works	Complete	Issued	CH Staff Member
S/19/O/11	7185	390 Lakeshore Road West	Proposed repairs to recently constructed shoreline protection works including placement of 1-3 tonne armour stone, rip-rap underlayer and geotextile for a length of approximately 10m.	07/06/2019	07/06/2019	Charles Priddle
S/19/O/12	7192	8 Ennisclare Drive West	Proposed construction of a splash pad out of armourstone behind the existing shoreline protection works.	27/05/2019	12/06/2019	Cassandra Connolly
A/19/O/08	7195	Dundas St & Sixth Line	Proposed construction of a temporary access road crossing a tributary of Joshua's Creek (JC-36).	05/04/2019	17/06/2019	Laura Head
A/19/O/25	7197	246 Glen Oak Drive	Proposed construction of a new 2-storey single family dwelling, including basement, attached garage and covered porch within the floodplain associated with McCraney Creek.	10/06/2019	19/06/2019	Laura Head
A/19/O/33	7200	3226 Shoreline Drive	Proposed construction of a new wooden deck within 7.5 metres of Top of Bank associated with Sheldon Creek.	17/06/2019	20/06/2019	Laura Head
A/17/O/71	7199	553 Wildwood Drive	Proposed construction of a new two-storey single family dwelling within the floodplain and adjacent to the valley associated with McCraney Creek.	14/05/2019	21/06/2019	Laura Head
A/19/O/34	7203	240 Martindale (Martindale Park) Avenue	Proposed park enhancements including the construction of a splash pad and trail paving within 7.5m of the regulatory allowance associated with the meander belt of West Morrison Creek.	24/06/2019	04/07/2019	Laura Head
A/12/O/64	7212	Future Burnhamthorpe Road (Reach JC - 14 & 15)	Proposed construction of a new section of the William Halton Parkway (RR40) corridor from 320m east of Trafalgar Road to 104m east of Ninth Line under interim conditions (two-lane roadway), including temporary linear SWM facilities and new outlets, three new watercourse crossings (C20, C21 and C23) plus relief culverts and tie-ins, rehabilitation works on the existing bridge at Burnhamthorpe Road and associated grading and restoration works within the flooding and erosion hazards associated with tributaries of Joshua Creek.	27/06/2019	08/07/2019	Ekaterina Sapozhnikova
A/19/O/35	7217	1365 Falgarwood Drive	Proposed removal of existing in-ground pool and associated filling and grading within 7.5 metres of the Top of Bank associated with Falgarwood Creek.	04/07/2019	10/07/2019	Laura Head
S/19/O/13	7720	3 Ennisclare Drive	Proposed enhancement of shoreline protection works including the placement of an armour stone revetment in front of an existing concrete wall, including a row of large toe stones and the addition of a concrete cap on top of the concrete wall.	26/06/2019	11/07/2019	Charles Priddle
A/18/O/03	7228	1347 Avon Crescent	Proposed construction of a new two-storey dwelling and wooden deck within the valley associated with Lower Wedgewood Creek.	20/06/2019	19/07/2019	Laura Head
A/19/O/36	7230	1499 Pembroke Avenue	Proposed construction of an in-ground swimming pool and associated patio with 7.5 metres of Top of Bank associated with Munn's Creek.	12/07/2019	23/07/2019	Laura Head
A/17/O/10	7229	0 Upper Middle Road (0.15km east of Grosvenor)	Proposed restoration, repairs & erosion protection works to existing culvert and valley walls within the valley of Wedgewood Creek.	10/06/2019	23/07/2019	Laura Head
S/19/O/17	7241	3358 Lakeshore Road	Proposed changes to a detached pool structure which was approved as part of CH Permit No. 6039 for the reconstruction and expansion of a residential dwelling within the erosion hazard of Lake Ontario, but beyond the Engineered Development Setback.	30/07/2019	31/07/2019	Charles Priddle
A/19/O/21	7243	0 Third Line (near 731)	Proposed two integrity digs within the flooding and erosion hazards associated with Fourteen Mile Creek.	02/07/2019	31/07/2019	Laura Head
A/18/O/28	7244	McCraney Valley Park (near 1135 McCraney St E)	Proposed localized channel realignment and erosion protection works on five sites along Morrison Creek.	19/06/2018	06/08/2019	Laura Head
S/19/O/14	7246	0 Front Street (beside 212)	Proposed repairs to existing armour stone shoreline protection works at Dingle Park.	29/07/2019	06/08/2019	Laura Head

CH File No.	Permit No.	Address	Proposed Works	Complete	Issued	CH Staff Member
S/19/O/15	7253	8 Ennisclare Drive	Proposed construction of a new single family dwelling and associated landscaping within the erosion hazard of Lake Ontario. All habitable space is confirmed to be located beyond the Engineered Development Setback.	08/07/2019	07/08/2019	Laura Head
A/19/O/19	7259	0 Kerr ( near 623) Street	Proposed relocation of two pipelines within the erosion hazard and associated 15 metre regulation limit of Sixteen Mile Creek.	27/06/2019	13/08/2019	Laura Head
S/18/O/30	7268	3450 Lakeshore Road West	Proposed accessibility improvements to a municipal park on the shoreline of Lake Ontario including the addition of stairs to access the beach, replacement of a dock structure with cobble beach and new armourstone along the shoreline.	09/08/2019	19/08/2019	Charles Priddle
A/19/O/38	7275	0 Trafalgar Road (near 278 Dundas)	Proposed installation of two new conduits by both directional bore within the erosion hazard of West Morrison Creek.	21/08/2019	29/08/2019	Laura Head
S/19/O/16	7276	21 Allan Street	Proposed construction of a new shoreline protection system adjacent to the Lake Ontario shoreline.	12/08/2019	29/08/2019	Laura Head

Puslinch						
A/19/P/05	Letter of Permission	940 Regional Road 97	Proposed septic system replacement located between 30 and 120 metres of a Provincially Significant Wetland (PSW).	24/07/2019	25/07/2019	Cassandra Connolly
A/19/P/06	Letter of Permission	4292 Eleventh Concession Road	Proposed construction of a detached garage within 30 and 120 metres of a Provincially Significant Wetland (PSW).	29/08/2019	30/08/2019	Cassandra Connolly

**TO:** Conservation Halton Board of Directors  
**REPORT: #** CHBD 09 19 05  
**FROM:** Barbara J. Veale, Director, Planning and Watershed Management  
**DATE:** September 26, 2019  
**SUBJECT:** **Provincial Flood Advisor**

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## MEMO

On July 18, 2019 the Ontario government named Mr. Doug McNeil as Ontario's Special Advisor on flooding. Mr. McNeil has extensive government experience with the City of Winnipeg and the Province of Manitoba. He has been involved in many aspects of water resource planning operations and management including hydrologic, hydrology, stormwater management, and water control structures. Mr. McNeil has received numerous distinguished awards related to design and construction of various components of work on Manitoba's flood structures including the Red River Floodway Expansion Project. Mr. McNeil recently retired as Chief Administrative Officer of the City of Winnipeg.

Mr. McNeil will advise the province on ways to reduce the impacts of flooding and ensure communities can recover quickly. He is charged with assessing the current roles and responsibilities of governments, agencies and organizations involved in flood management, including any opportunities for improvement; reviewing feedback received; identifying focused recommendations; and ensuring all recommendations are consistent with the province's ability to implement them.

In addition to the feedback received at Flooding Engagement Sessions earlier this year in Muskoka, Pembroke, and Ottawa, Mr. McNeil has received input from a series of stakeholder meetings across Ontario, including ones hosted by Toronto and Region Conservation Authority (TRCA), Grand River Conservation Authority (GRCA) and the Upper Thames Conservation Authority.

Conservation Halton was invited to attend the session hosted by the GRCA on September 13, 2019. In attendance were representatives from the Cities of St. Catharines, Brantford, Cambridge, and Kitchener, the Township of Brant, local MPP's offices, and the GRCA.

Over the two-hour session, participants were given an opportunity to discuss issues and share successes and possible solutions for flood management and mitigation. Barbara Veale, Director, Planning and Watershed Management, attended the meeting on behalf of Conservation Halton and emphasized 4 key points to the Flood Advisor including:

1. **Flood infrastructure** – Conservation Halton owns and operates 4 water control dams and 3 flood conveyance channels, nearly 12 km in length. This infrastructure is aging and needs ongoing maintenance and repair. In 2016, the replacement value of CH's infrastructure was



\$94.9 million. CH's recently-completed asset management plan rated only one dam in a state of good repair. None of the three channels is in "good" condition. CH is currently repairing and upgrading the Kelso Dam to the tune of over \$8 M with funding from the federal and provincial governments. Significant ongoing investment is required to maintain current levels of service for these structures.

Conservation Halton is also exploring, with member municipalities, the opportunity to partner with the Municipal Natural Assets Initiative (MNAI), a group from BC. If successful, the benefits and value of conserving natural systems to attenuate downstream flooding will be researched and quantified. The goal is to recognize and incorporate natural assets into asset management planning to help buffer the impacts of climate change and reduce the need for extensive repairs or new engineered infrastructure.

2. **Floodplain Mapping** – Mapping is an essential tool to identify flood vulnerabilities and support decisions around flood management. CH's floodplain mapping, done mostly in the 1980s, is outdated and inaccurate. Today, there are new technologies which yield cost-effective and accurate mapping. CH recently renewed its floodplain mapping program and developed a five-year approach to update current maps. However, available funding is dwindling, both at the federal and provincial levels, hampering the ability to undertake new mapping in a timely fashion. There needs to be a program which allows for mapping to be regularly updated, particularly in high growth areas such as the GTA. In addition, new tools and technologies are also allowing staff to understand, for the first time, the scope and magnitude of riverine spills. New information is revealing that areas that have been considered "safe" are in the path of significant spills during a flood events (e.g., Regional Storm event).
3. **Flood Forecasting & Warning** – High intensity, low duration storms are becoming more frequent. In 2014, Burlington experienced localized flooding that affected over 3,000 households. CH's monitoring network of 6 dial-up precipitation gauges did not register this localized event. Since then, 31 real-time precipitation gauges have been integrated into the data management system. CH can now more accurately predict localized flooding and warn municipalities, giving them more lead time for emergency response. However, there are still gaps in the monitoring system. The network requires ongoing maintenance and technical upgrades as well as staff expertise in interpreting the watershed and localized flood response. Continued investment is required for CH to continue to provide reliable and valued input to municipalities during flood emergencies.
4. **Planning Policies & Technical Guidelines** – Provincial policies, regulations under the *Conservation Authorities Act* and municipal land use plans have worked well for keeping greenfield development away from flood hazards. Still, there is lack of clarity and consistency in the approaches used for addressing flood risk and mitigation in vulnerable, developed areas. The provincial direction to protect the health and safety of residents by restricting development and investment in flood hazards sometimes conflicts directly with the direction to redevelop and intensify in flood vulnerable urban cores and along public transit lines. The provincial policies need to be reviewed to clearly guide how flood risk in these areas can be appropriately addressed through land use policy and regulator policies. Provincial technical guidelines, last updated in 2002, need to be revisited regarding ingress and egress standards, acceptable floodproofing standards, acceptable levels of risk, and

planning processes for making decisions about land use planning and regulatory requirements.

Mapping updates may show that the floodplain was previously under represented. This is difficult to explain to the public. Conservation authorities are being challenged by landowners who feel that regulatory restrictions are unfounded. While we work with landowners to responsibly and practically resolve issues, inordinate amounts of time, effort and money are being spent in legal challenges. It is imperative that provincial policies, standards and technical guidelines are updated and clear so that municipalities and conservation authorities can demonstrate that due diligence has been practised and standards and guidelines to protect life and property from flood risk have been followed.

Mr. McNeil spent Friday afternoon on tour with GRCA staff to tour flood infrastructure in Brantford and discuss flood management in the Grand River watershed. Brantford experienced severe flooding due to ice jamming in 2018.

It is expected that Mr. McNeil will deliver his report to the Ontario government in November 2019.

**REPORT TO:** Conservation Halton Board of Directors

**REPORT NO: #** CHBD 09 19 06

**FROM:** Barbara J. Veale, Director, Planning and Watershed Management

**DATE:** September 26, 2019

**SUBJECT:** **Conservation Halton Regulation Mapping – 2019 Minor Updates**

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## Recommendation

THAT the Conservation Halton Board of Directors **receives for information the Staff report Conservation Halton Regulation Mapping – 2019 Minor Updates.**

## Executive Summary

Conservation Halton's (CH's) regulatory mapping for administering *Ontario Regulation 162/06* is being updated. The only significant update to CH's initial mapping done in 2006, was in 2012. Although not released publicly, staff have just completed refinements to the regulation limits based on new information obtained after 2012, through the review of technical studies submitted as part of a permit or planning application or other technical study, site observations and new engineered floodlines. These types of mapping revisions, done with the knowledge of the landowner, are considered minor.

In 2018, Conservation Ontario (CO) updated the *Guidelines for Updating Section 28 Mapping: Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulations*. The guidelines state:

*For minor updates (e.g., minor updates that occur soon after consultation with the affected landowner), a notice on the Conservation Authority website that mapping amendments affecting individual landowners may occur on an irregular basis may be sufficient 'public' notice. If minor amendments to features and the regulation limit are updated annually, a best management practice may be to post a notice on the conservation authority website and/or provide notice to the CA Board and public through a report.*

This report provides notice to the CH Board of Directors and outlines the minor amendments and the methodologies used to support these amendments which have been made to the CH mapping layers. These changes will be published on-line and the updated Geographic Information Systems (GIS) data layers distributed to the member municipalities as soon as possible. Staff are developing an internal protocol to ensure that minor revisions continue to be incorporated into CH's mapping products in a timely manner before the end of 2019.

## Report

Since 1972, CH has administered regulations, under the *Conservation Authorities Act*, to limit development in natural hazard areas within its jurisdiction. The most recent regulation, *Ontario Regulation 162/06*, was approved by the Minister of Natural Resources and Forestry (MNRF) in May 2006 and is called the *Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation*.

CH's regulation is consistent with *Ontario Regulation 97/04* (often referred to as the Generic Regulation). *Ontario Regulation 97/04* established the content requirements and identified the features and areas that CAs would regulate through individual CA regulations. The Regulation established that CAs would regulate river or stream valleys, watercourses, wetlands and other areas where development could interfere with the hydrologic function of a wetland, areas adjacent or close to the shoreline of a Great Lake and inland lakes that may be affected by flooding, erosion or dynamic beach hazards, and hazardous lands. The CA regulated area represents the greatest extent of the combined hazards plus an allowance prescribed in the individual Regulation.

In preparation for administering *Ontario Regulation 162/06*, CH was required to prepare regulation limit mapping based on the criteria and standards outlined in the *Guidelines for Developing Schedules of Regulated Areas (2005)*, which were approved by the MNRF and Conservation Ontario (CO). CH prepared its regulation mapping in 2006 around the same time that *Ontario Regulation 162/06* was enacted.

This mapping is a screening tool used by CA staff, municipal staff, consultants, real estate agents and others to determine if a site may contain natural hazards and be subject to CH's Regulation and whether permission from CH may be required. The existing mapping is approximate only (Approximate Regulation Limits (ARL)). Refinements to the extent of the ARL may be required for specific planning and permitting applications through site-specific studies including topographic surveys, field investigations, and staking of natural features such as wetlands and the physical top-of-bank, and/or technical studies undertaken by qualified professionals supported by CH. ***The Regulation however, applies to all areas described by the Regulation, whether mapped or not.***

The *Conservation Authorities Act* requires that areas affected by the Regulation be available for public viewing at the head office of the CA. Since 2006, hard copies of the CH's regulation mapping have been available to the public at the head office and provided digitally to all municipalities within its jurisdiction. Since 2016, the regulation mapping has been available on-line to the general public.

## Key Components of CH's Regulation Mapping (2006)

An *Approval Process Document (2005)* prepared by CO and the MNRF to guide regulation mapping was used by staff to develop CH's initial Approximate Regulation Limit (ARL) mapping in 2006. In general, CA regulated features were mapped using several methods including computer-generated mapping based on available and acceptable models and methodologies, air photo interpretation, contour mapping, and available technical studies. The methods used for determining ARL mapping for CH were contained in the submission to and approved by the CO/MNRF Peer Review Committee on February 21, 2006. Generally, the following were used to define the ARL for specific features/hazards:

- **Watercourses:** Based on flood/fill line mapping from CH's previous regulation; aerial photography and contour interpretation; past permit approvals or technical studies. The focus for the initial mapping was the main creeks and tributaries, however, the full extent of all watercourses was not necessarily mapped;
- **Riverine Floodplain:** Based on computer-generated flood lines and meander belt width (estimated to be 20 times the bankfull width centered on the axis of the watercourse) for areas where existing floodplain mapping was unavailable;
- **Apparent Valley:** Based on the computer-generated stable top-of-bank as defined by the 3:1 (horizontal: vertical) slope plus an 8 to 15 metre toe erosion setback depending on the cohesiveness of the soil;
- **Non-Apparent Valley:** Based on a computer-generated meander belt (estimated to be 20 times the bankfull width centered on the axis of the watercourse);
- **Lake Ontario Shoreline:** Based on a combination of 100-year flood level, stable slope allowance, 100-year erosion limits, and, where applicable, dynamic beach allowance (e.g., Burlington Beach);
- **Wetlands:** Based on the Ecological Land Classification (ELC) and contour mapping/air photo interpretation;
- **Other Areas:** Based on a distance from the limit of an identified wetland, as prescribed in the regulation; and,
- **Regulated Allowance:** Based on a distance from the limit of the identified hazard as accepted by Peer Review Committee within the allowance prescribed by the Regulation.

### Updates to CH's ARL Mapping (2012)

The only significant update to CH's initial ARL mapping was undertaken in 2012. Adjustments were made based on new information obtained through the review of technical studies submitted as part of a permit or planning application or other technical study, site observations or new engineered floodlines.

### Updates to CH's ARL Mapping (2019)

Over the past decade, growth and development has occurred at a rapid pace within CH's jurisdiction. New technical studies associated with subwatershed plans have been completed. New technologies, with better resolution for contour and elevation mapping are more widely used. For example, LIDAR mapping for CH's entire watershed was carried out in 2018. LIDAR, which stands for Light Detection and Ranging, is a remote sensing method that uses light in the form of a pulsed laser to measure ranges (variable distances) to the Earth. LIDAR is used to produce more precise shoreline and terrain maps, make digital elevation models for use in geographic information systems, assist in emergency response operations, and in many other applications.

Given the growth and development that has occurred in CH's watershed, it is imperative that CH's mapping is updated on a regular basis to reflect best available information. More accurate mapping will allow CH to provide cost-effective and more efficient client service and avoid confusion resulting from obvious errors contained in outdated mapping (e.g., the mapping of features which no longer exist or that have changed in extent over time).

To this end, staff have gone through an exercise to further refine the ARL mapping. These changes are considered housekeeping or minor revisions and reflect inconsistencies, errors or emissions

based on corrections or changes that have already been made to CH's regulation limit since 2012 through approved technical studies, and site-specific land use planning or permitting decisions, with the knowledge of the landowner. The mapping changes/updates are recorded as part of the metadata (information) associated with the digital mapping product.

Specifically, the key housekeeping changes include:

1. **Watercourses:** The watercourse layer was revised based on the most recent aerial photography (2017), technical studies as part of planning or permit application, and site-specific assessments undertaken in the field.
2. **Riverine Floodplain:** The riverine floodplain layer was revised based on updated hydraulic and hydrologic modelling available from technical studies supported by CH staff and topographic surveys associated with environmental assessments and planning and permit applications. In addition, some gaps in the mapping (e.g., headwater areas) have been mapped based on the approved methods used for the initial 2006 mapping.
3. **Valley – Erosion Hazards:** The erosion hazard was reviewed and revised in site-specific locations where technical studies (slope stability or fluvial geomorphological assessment) associated with and supported by CH have been submitted with a planning or permit application which refines the location of the stable top-of-bank or the meanderbelt.
4. **Shoreline – Hamilton Harbour Erosion Allowance:** The erosion hazard along the Hamilton Harbour shoreline was mapped to reflect an erosion allowance rate of 0.2m/year, rather than using an erosion allowance rate of 0.3m/year as applied for the Lake Ontario Shoreline. This revised rate was approved through policy by the CH Board of Directors in November 2012.
5. **Shoreline – Lake Ontario Erosion Allowance:** Mapping was originally completed by applying a stable slope prior to erosion allowance in accordance with the Provincial Policy Statement (PPS). *Ontario Regulation 162/06*, which directs CAs to establish the shoreline erosion hazard using a different calculation, was approved after the initial mapping was created. Recent revisions have corrected this error and have been calculated using new LiDAR information available for the shoreline.
6. **Shoreline – Flooding and Dynamic Beach for Burlington Beach:** Hazard limits as refined through the Burlington Beach Master Plan and associated technical studies have been incorporated.
7. **Wetlands:** Mapping of wetlands has been refined to depict wetland limits as identified and staked by CH staff for site-specific planning or permit applications or technical studies or, in the case of Provincially Significant Wetlands (PSWs), by the MNRF.
8. **Other Areas (associated with wetlands):** The boundaries of other areas are defined by using a 120-metre setback from the limits of Provincially Significant Wetlands and wetlands equal to or larger than 2 hectares and 30 metres from the limits of other wetlands. These boundaries are subject to change where detailed technical studies associated with planning processes demonstrate no hydrologic impact will result from developing closer to a wetland. In CH's jurisdiction, the minimum distance that the other area limits can be reduced to based on technical



assessment is 30 metres around PSWs and wetlands equal to or larger than 2 hectares and 15 metres from the limit of other wetlands (as per Board approved policy). Mapping has been revised where detailed technical studies (e.g., Subwatershed Impact Studies (SISs), Environmental Impact Study (EISs), or other comprehensive study) have been carried out, planning approvals issued, and development substantially completed.

In 2018, CO updated the *Guidelines for Updating Section 28 Mapping: Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulations*. These guidelines state:

*For minor updates (e.g., minor updates that occur soon after consultation with the affected landowner), a notice on the Conservation Authority website that mapping amendments affecting individual landowners may occur on an irregular basis may be sufficient 'public' notice. If minor amendments to features and the regulation limit are updated annually, a best management practice may be to post a notice on the conservation authority website and/or provide notice to the CA Board and public through a report.*

In accordance with the above direction, CH staff will publish the changes to the ARL mapping described above with a notice to the public posted on the CH website. In addition, the revised mapping will be provided to our member municipalities for incorporation into their GIS mapping.

## Moving Forward

CH staff is developing a maintenance protocol for its ARL mapping to ensure that CH's mapping is maintained on a regular basis. The protocol will be brought to the Board for information before the end of 2019.

There are additional extensive mapping revisions which are required that will improve the accuracy of the existing mapping. The CO Mapping Guidelines state:

*More extensive mapping changes, made at the watershed, subwatershed, watercourse or shoreline reach, or multi-property scale are considered major. Examples of these changes might include: floodplain mapping, geotechnical mapping defining the limit of the erosion hazard, and comprehensive wetland mapping. Changes to modelling standards and availability of higher resolution data may result in a more accurate representation of the hazards. This usually requires large scale changes.*

Examples of extensive mapping include the development of a new wetland layer for CH's jurisdiction and new floodplain mapping undertaken on a reach or watershed/subwatershed basis (e.g., Grindstone Creek, Urban Milton, Morrison Wedgewood). Consistent with the CO mapping guidelines, a public consultation component will be incorporated into the mapping process, which will be presented to the CH Board of Directors prior to implementation.

### Impact on Strategic Goals

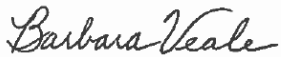
This report supports the Metamorphosis strategic themes of Taking care of our growing communities; Protecting our natural, cultural, and scenic assets; and Protecting our natural, cultural, and scenic assets. The theme is supported by the objective to remain dedicated to ecosystem-based watershed planning that contributes to the development of sustainable rural, urban and suburban communities.

### Financial Impact

There is no financial impact to this report.

Signed & respectfully submitted:

Approved for circulation:



Barbara J. Veale, Ph.D, MCIP, RPP  
Director, Planning and Watershed Management



Hassaan Basit  
CAO/Secretary-Treasurer

**FOR QUESTIONS ON CONTENT:** Barbara J. Veale, 905.336.1158 x. 2273; [bveale@hrca.on.ca](mailto:bveale@hrca.on.ca)

**REPORT TO:** Conservation Halton Board of Directors

**REPORT NO: #** CHBD 09 19 07

**FROM:** Barbara J. Veale, Director, Planning and Watershed Management

**DATE:** September 26, 2019

**SUBJECT:** **Tremaine Dundas (Evergreen) Scoped Subwatershed Study (2018) and Secondary Plan, City of Burlington**  
**CH File No.: MPR 452**

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### Recommendation

THAT the Conservation Halton Board of Directors **receives for information the staff report entitled “Tremaine Dundas (Evergreen) Scoped Subwatershed Study (2018) and Secondary Plan, City of Burlington”;**

And

THAT the Conservation Halton Board of Directors **endorses the Tremaine Dundas (Evergreen) Scoped Subwatershed Study (2018), specifically the management recommendations that relate to areas regulated by CH;**

And

THAT the Conservation Halton Board of Directors **direct staff to send staff report entitled “Tremaine Dundas (Evergreen) Scoped Subwatershed Study (2018) and Secondary Plan, City of Burlington” to the City of Burlington and Region of Halton for information.**

### Executive Summary

The City of Burlington prepared a Secondary Plan for the Evergreen Community to establish land use policies, including those regarding Natural Heritage System (NHS). The Evergreen Community is located at the north west corner of Dundas Street and Tremaine Road. It is bounded to the west by the Bronte Creek Valley and to the North by Highway 407. The NHS is comprised of the Main Bronte Creek Valley and tributaries of Fourteen Mile Creek, associated flooding and erosion hazards, wetlands, headwater drainage features and other significant features such as woodlands.

The Secondary Plan is informed by a Scoped Subwatershed Study (SWS) that characterized environmental features and functions and established management recommendations for the NHS. These management recommendations include the relocation of a watercourse regulated by Conservation Halton. As a member of the SWS Technical Advisory Committee, the basis of Conservation Halton's involvement was twofold: firstly, as a regulatory agency and secondly, as a technical advisor on matters per our Memorandum of Understanding with the municipalities. Staff

support the SWS as a foundational document that future development applications will adhere to. By approving the management recommendations of the SWS, specific to CH's regulations, the Board of Directors will enable CH staff to issue permits for works in regulated areas when they meet the requirements of the SWS.

## Report

### Background

The Tremaine Dundas Secondary Plan Area, referred to as the Evergreen Community, is located within the City of Burlington. The Secondary Plan area is approximately 133 hectares (329 acres) in size. The lands are bounded by Highway 407 to the north, Dundas Street to the south, Tremaine Road to the east and Bronte Creek Valley to the west (Figure 1). The study area contains portions of Bronte Creek, including associated flooding and erosion hazards, as well as Tributaries of Fourteen Mile Creek, headwater drainage features, wetlands and woodlands.

### Secondary Plan and Subwatershed Study Process

The Tremaine and Dundas Secondary Plan establishes land use policies, including those related to a Natural Heritage System (NHS), for the above-described study area. This Secondary Plan was adopted by the City of Burlington in April 2018, by way of Official Plan Amendment (OPA) 107. In May of 2019, the Region of Halton approved OPA 107 with some modifications. Of note, an appeal to the Local Planning Appeal Tribunal (LPAT) was launched regarding the approval of the OPA 108 and the Secondary Plan and the matter is before the Tribunal.

Local municipalities are required to prepare Area-Specific Plans (Secondary Plans) or policies for major growth areas, including the development or redevelopment of communities. The plans or policies are to be incorporated by amendment to the Local Official Plan and must demonstrate that the goals and objectives of the Regional Official Plan (ROP) have been met. The ROP requires that Secondary Plans be supported by, among other things, a subwatershed study. The purpose of the SWS is to:

- inventory, characterize and assess natural hazard, natural heritage and water resource features and functions within the study area (i.e., constraints to development);
- provide recommendations for the protection, conservation and management of natural hazard, natural heritage and water resource features within the study area;
- provide sufficient detail to support the designation of a Natural Heritage System (NHS), through refinement of the Regional Natural Heritage System;
- evaluates a land use concept, as well as a supporting stormwater management strategy, where the functions of natural features are maintained or enhanced, while ensuring no aggravation of natural hazards; and
- provide recommendations for a management strategy, implementation and monitoring plan to be implemented through the Secondary Plans and future site/area specific studies.

A SWS Update was prepared to support the Tremaine Dundas Secondary Plan. Among other things, the SWS characterized and established management recommendations for features regulated by Conservation Halton including watercourses, floodplains, valleylands, and wetlands. These regulated

features comprise a significant portion of the study area's NHS, which was refined through the SWS process. A stormwater management strategy was also established.

The SWS also outlines requirements for future studies to be submitted in support of future Planning Act applications (e.g., Environmental Implementation Report and Function Servicing Study). These future studies will further evaluate and provide a greater level of detail on the future land use, servicing and stormwater management strategy and may further refine the limits of the NHS. These studies will also establish a more refined monitoring plan to evaluate potential effects of development on the NHS.

### **Basis of CH Review and Involvement**

CH staff participated as a member of the SWS Technical Advisory Committee (TAC) and provided technical advice to City staff and their consulting team, as well as Regional staff, throughout the preparation of the SWS. CH staff also ensured that CH's interests, specifically our regulatory requirements under *Ontario Regulation 162/06* and responsibilities delegated by the Province of Ontario with respect to Section 3.1 (Natural Hazards) of the *Provincial Policy Statement (2014)* were addressed. CH provided technical advice on matters relating to stormwater management and ecology as outlined in our MOU with the Region of Halton.

### **Tremaine Dundas NHS**

One of the overarching goals of the SWS was to develop an NHS that would protect, restore and enhance natural features and areas on the landscape for the long-term. The goal was to take a systems approach to identifying and protecting natural heritage and hazard features and areas, such that there would be an overall net benefit to the natural heritage system. Future land uses or proposed NHS refinements could not create new or aggravate existing natural hazards which pose risk to life and property. Through the SWS, a series of management recommendations were produced to ensure that natural features and areas would function as part of an overall, robust system and that natural hazards would be contained. Features were evaluated based on their sensitivity and connection with other natural features. All significant natural features and natural hazards, along with appropriate buffers and setbacks, form part of the NHS. In general, more sensitive features are to be protected in-situ and less sensitive features are to be relocated and enhanced elsewhere in the study area, adjacent to the NHS.

The primary components the Evergreen Community NHS (Figure 1) include the main Bronte Creek, which runs along the eastern portion of the study area. This is a confined valley corridor with steep valley slopes and contains a Provincially Significant Wetland. There are also two woodlands located adjacent to the Bronte Creek valley that are to be connected to the valley system. At the northern limits of the property there is a wetland and watercourse that are to be protected in place. The watercourse located at the south east corner of the property is to remain part of the NHS but the SWS recommended that it could be enhanced and relocated. This proposed relocation/enhancement would be subject to more detailed study at the SIS level to demonstrate an overall net benefit to the system and would require approval from Conservation Halton.



**Figure 1: Evergreen Community NHS**

## CH Policies

Policy 3.19.1 of CH's Policies and Guidelines for the Administration of Ontario Regulation 162/06 and Land Use Planning Policy Document (modified date February 25, 2016) states:

*Major flood plain alterations (including placement of fill to create, or enlarge, a building lot) and major watercourse alterations (including enclosures and diversions from one watershed to another) are generally not permitted. Such alterations may be considered where justification is provided through a subwatershed study, an Environmental Assessment or similar comprehensive study and are subject to conformity with municipal planning documents. The applicable study or assessment must be current (generally within 5 years) and must be supported by Conservation Halton.*

Staff is satisfied that the Tremaine Dundas (Evergreen) Scoped SWS provides comprehensive justification for the recommended relocation/re-creation of the regulated watercourse (i.e., the SWS has provided justification for a watercourse alteration). The SWS has demonstrated that the watercourse alteration would result in an overall net benefit to the natural heritage system and it will not create new or aggravate existing hazards or pose risk to life or property. CH staff supports the SWS as a foundational document that future Planning Act applications and supporting EIR/FSS's will need to adhere to. CH staff is seeking Board endorsement of the SWS and the management recommendations that relate to areas regulated by CH so that, in the future, CH staff can issue



permits for works when they meet CHs permit requirements and the requirements of this SWS and subsequent technical studies.

### Conclusion

CH staff has worked with the City of Burlington, Region of Halton and their respective consultants in the development of a SWS as part of the Tremaine and Dundas Secondary Plan process. Through the SWS, an NHS has been identified that will protect, restore and enhance existing natural features and areas for the long term. All significant natural features and natural hazards, along with appropriate buffers and regulatory allowances, form part of the NHS. In general, more sensitive features are to be protected in-situ and less sensitive features are to be relocated and enhanced elsewhere in the study area, adjacent to the NHS. Staff is satisfied that the Tremaine Dundas (Evergreen) Scoped SWS provides comprehensive justification for the recommended relocation/re-creation of the regulated watercourse and recommends that the Board of Directors endorse the Tremaine and Dundas SWS.

### Impact on Strategic Goals

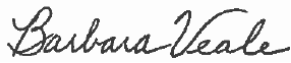
This report supports the Metamorphosis strategic theme of Taking care of our growing communities. Through CH's active participation in the development of a Secondary Plan and scoped Subwatershed study for the Evergreen Community we are able to ensure that new development is not being placed at risk to natural hazards and that impacts to the natural environment are avoided, minimized and avoided.

### Financial Impact

CH's involvement in the development of Secondary Plan's is part of the plan input services that CH provides Halton Region municipalities in accordance with our MOU.

Signed & respectfully submitted:

Approved for circulation:



Barbara J. Veale, Ph.D, CMIP, RPP  
Director, Planning and Watershed Management



Hassaan Basit  
CAO/Secretary-Treasurer

### FOR QUESTIONS ON CONTENT:

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Kellie McCormack, Senior Manager, Planning & Regulations,  
905-336-1158, x. 2228, [kmccormack@hrca.on.ca](mailto:kmccormack@hrca.on.ca)

**REPORT TO:** Conservation Halton Board of Directors

**REPORT NO: #** CHBD 09 19 08

**FROM:** Barbara J. Veale, Director, Planning and Watershed Management

**DATE:** September 26, 2019

**SUBJECT:** **Premier Gateway Phase 1B Employment Area Secondary Plan and  
Scoped Subwatershed Study, Town of Halton Hills  
CH File No.: MPR 654**

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### Recommendation

THAT the Conservation Halton Board of Directors **receives for information the staff report entitled “Premier Gateway Phase 1B Employment Area Secondary Plan Study and Scoped Subwatershed Study, Town of Halton Hills”;**

AND

THAT the Conservation Halton Board of Directors **endorses the Premier Gateway Phase 1B Employment Area Scoped Subwatershed Study, specifically the management recommendations that relate to areas regulated by CH;**

AND

THAT the Conservation Halton Board of Directors **directs staff to send staff report entitled “Premier Gateway Phase 1B Employment Area Secondary Plan Study and Scoped Subwatershed Study, Town of Halton Hills” to the Town of Halton Hills and Region of Halton for information.**

### Executive Summary

The Town of Halton Hills prepared a Secondary Plan to establish land use designations and policies for employment use, including Natural Heritage System (NHS) lands, within its Premier Gateway Phase 1B Employment Area. The Secondary Plan area is bounded by Steeles Avenue to the south, agricultural lands to the north, Eighth Line to the east and Sixth Line to the West and is approximately 300 hectares in size. The NHS is comprised of Sixteen Mile Creek tributaries, associated flooding and erosion hazards, wetlands, and other significant features such as woodlands.

The Secondary Plan is informed by a Scoped Subwatershed Study (SWS) that characterized environmental features and functions and established management recommendations for the NHS. As a member of the SWS Technical Advisory Committee, the basis of Conservation Halton’s involvement was twofold; firstly, as a regulatory agency and secondly, as a technical advisor on matters per our Memorandum of Understanding with the municipalities.

Primary components of the Premier Gateway NHS (Figure 1) include several tributaries of Sixteen Mile Creek, wetlands, Significant Wildlife Habitat and Significant Woodlands. Three regulated watercourses and a riparian wetland areas are identified in the SWS management recommendations as features that may be relocated in future development scenarios. These proposed relocations/enhancements would be subject to more detailed study at the SIS level to demonstrate an overall net benefit to the system and would also require Conservation Halton permit approval.

Staff support the SWS as a foundational document that future development applications will adhere to. By endorsing the report and approving the SWS management recommendations specifically related to CH's regulations, the Board of Directors will enable CH staff to issue permits for works in regulated areas when they meet the requirements of the SWS.

## Report

### Background

The Premier Gateway Phase 1B Employment Area is located at the southern limit of the Town of Halton Hills and is bounded by Steeles Avenue to the south, agricultural lands to the north, Eighth Line to the east and Sixth Line to the West. The study area is approximately 300 hectares (741 acres) in size and lies within the Sixteen Mile Creek watershed (Figure 1). The study area contains tributaries of Sixteen Mile Creek, including associated flooding and erosion hazards, as well as headwater drainage features, wetlands and woodlands.

### Secondary Plan and Subwatershed Study Process

The Premier Gateway Phase 1B Secondary Plan establishes land use designations and policies for employment uses and a Natural Heritage System (NHS) for the above-described study area. The Secondary Plan was adopted by the Town of Halton Hills in June 2018, by way of Official Plan Amendments (OPA) 30, 31A and 31B. OPA 30 designates 75 hectares (185 acres) of additional land for employment uses to be added to the Town's Urban Area. OPA 31A applies to the southern portion of the above-described study area which is currently in the approved urban area and OPA 31B is for the northern portion that is currently in the rural area.

Local municipalities are required to prepare Area-Specific Plans (Secondary Plans) or policies for major growth areas, including the development or redevelopment of communities. The plans or policies are to be incorporated by amendment to the Local Official Plan and must demonstrate that the goals and objectives of the Regional Official Plan (ROP) have been met. The ROP requires that Secondary Plans be supported by, among other things, a subwatershed study. The purpose of the SWS is to:

- inventory, characterize and assess natural hazard, natural heritage and water resource features and functions within the study area (i.e., constraints to development);
- provide recommendations for the protection, conservation and management of natural hazard, natural heritage and water resource features within the study area;
- provide sufficient detail to support the designation of a Natural Heritage System (NHS), through refinement of the Regional Natural Heritage System;
- evaluate a land use concept, as well as a supporting stormwater management strategy, where the functions of natural features are maintained or enhanced, while ensuring no aggravation of natural hazards; and

- provide recommendations for a management strategy, implementation and monitoring plan to be implemented through the Secondary Plans and future site/area specific studies.

A SWS Update was prepared to support the Premier Gateway Phase 1B Employment Area Secondary Plan. Among other things, the SWS characterized and established management recommendations for Conservation Halton regulated features including watercourse, floodplains, valleylands, and wetlands. These regulated features comprise a significant portion of the study area's NHS, which was refined through the SWS process. A stormwater management strategy was also established.

The SWS also outlines requirements for future studies to be submitted in support of future Planning Act applications (e.g., Subwatershed Impact Study). These future studies will further evaluate and provide a greater level of detail on the future land use, servicing and stormwater management strategy and may further refine the limits of the NHS. These studies will also establish a more refined monitoring plan to evaluate potential effects of development on the NHS.

### **Basis of CH Review and Involvement**

CH staff participated as a member of the SWS Technical Advisory Committee (TAC) and provided technical advice to Town staff and their consulting team, as well as Regional staff, throughout the preparation of the SWS. CH staff also ensured that CH's interests, specifically our regulatory requirements under Ontario Regulation 162/06 and responsibilities delegated by the Province of Ontario with respect to Section 3.1 (Natural Hazards) of the Provincial Policy Statement (2014) were addressed. CH provided technical advice on matters relating to stormwater management and ecology as outlined in our MOU with the Region of Halton.

### **Premier Gateway NHS**

One of the overarching goals of the SWS was to develop a NHS that would protect, restore and enhance natural features and areas on the landscape for the long-term. The goal was to take a systems approach to identifying and protecting natural heritage and hazard features and areas, such that there would be an overall net benefit to the natural heritage system. This approach also ensures that future development adjacent to the NHS or proposed NHS refinements to the NHS limits will not create new natural hazards or aggravate existing ones.

Through the SWS, a series of management recommendations were produced that focused on ensuring that the natural features and areas would function as part of an overall, robust system and that natural hazards would be contained. Features were evaluated based on their sensitivity and connection with other natural features. All significant natural features and natural hazards, along with appropriate buffers and setbacks, form part of the NHS. In general, more sensitive features are to be protected in-situ and less sensitive features are to be relocated and enhanced elsewhere in the study area, adjacent to the NHS.

Primary components of the Premier Gateway NHS (Figure 1) include several tributaries of Sixteen Mile Creek, wetlands, Significant Wildlife Habitat and Significant Woodlands. Three regulated watercourses and a riparian wetland areas are identified in the SWS management recommendations as features that may be relocated in future development scenarios. These proposed relocations/enhancements would be subject to more detailed study at the SIS level to demonstrate an overall net benefit to the system and would also require Conservation Halton permit approval.



**Figure 1: Premier Gateway Phase 1B Employment Area**

## CH Policies

Policy 3.19.1 of CH's Policies and Guidelines for the Administration of Ontario Regulation 162/06 and Land Use Planning Policy Document (modified date February 25, 2016) states:

*Major flood plain alterations (including placement of fill to create, or enlarge, a building lot) and major watercourse alterations (including enclosures and diversions from one watershed to another) are generally not permitted. Such alterations may be considered where justification is provided through a subwatershed study, an Environmental Assessment or similar comprehensive study and are subject to conformity with municipal planning documents. The applicable study or assessment must be current (generally within 5 years) and must be supported by Conservation Halton.*

Staff is satisfied that the Premier Gateway SWS provides comprehensive justification for the recommended relocation/re-creation of the regulated watercourse and floodplain, as well as the recreation of the riparian wetlands and that by doing so, it will result in an overall net benefit to the system. Further, it has been demonstrated that future conditions will not create new or aggravate existing hazards. CH staff supports the SWS as a foundational document that future Planning Act applications and supporting technical studies will need to adhere to. CH staff is seeking Board approval of the SWS so that, in the future, CH staff can issue permits for works in regulated areas when they meet CH's permit requirements and the requirements of this SWS and subsequent technical studies.

## Conclusion

CH staff has worked with the Town of Halton Hills, Region of Halton and their respective consultants in the development of a SWS as part of the Premier Gateway Phase 1B Employment Area Secondary Plan process. Through the SWS, a NHS has been identified that will protect, restore and enhance existing natural features and areas for the long term. All significant natural features and natural hazards, along with appropriate buffers and regulatory allowances, form part of the NHS. In general, more sensitive features are to be protected in-situ and less sensitive features are to be relocated and enhanced elsewhere in the study area, adjacent to the NHS. Staff is satisfied that the Premier Gateway Phase 1B Employment Area SWS provides comprehensive justification for the recommended relocation/re-creation of the regulated watercourse and recommends that the Board of Directors endorse the Premier Gateway Phase 1B Employment Area SWS.

## Impact on Strategic Goals

This report supports the Metamorphosis strategic themes of Taking care of our growing communities; Protecting our natural, cultural, and scenic assets; and Protecting our natural, cultural, and scenic assets. The theme is supported by the objective to remain dedicated to ecosystem-based watershed planning that contributes to the development of sustainable rural, urban and suburban communities.

## Financial Impact

CH's involvement in the development of Secondary Plan's is part of the plan input services that CH provides Halton Region municipalities in accordance with our MOU.

Signed & respectfully submitted:



Barbara J. Veale, Ph.D, MCIP, RPP  
Director, Planning and Watershed Management

Approved for circulation:



Hassaan Basit  
CAO/Secretary-Treasurer

**FOR QUESTIONS ON CONTENT:** Matt Howatt, Co-ordinator, Regional Infrastructure Team, 905.336.1158, x 2311, [mhowatt@hrca.on.ca](mailto:mhowatt@hrca.on.ca)

Kellie McCormack, Senior Manager, Planning and Regulations, 905.336.1158, x 2228, [kmccormack@hrca.on.ca](mailto:kmccormack@hrca.on.ca)



**REPORT TO:** Conservation Halton Board of Directors

**REPORT NO: #** CHBD 09 19 09

**FROM:** Marnie Piggot, Director Finance

**DATE:** September 26, 2019

**SUBJECT:** **Budget Variance Report for the Period Ended July 31, 2019 and 2019  
Projected Year End Forecast**

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### Recommendation

THAT the Conservation Halton Board of Directors **receive for information the staff report dated September 26, 2019 on the Budget Variance Report for the period ended July 31, 2019 and 2019 Projected Year End Forecast;**

That the Conservation Halton Board of Directors **approve transfers from the Conservation Areas capital reserve of up to \$40,000 consisting of \$25,000 for the completion of park master plans and \$15,000 for park information technology infrastructure;**

And Further That the Conservation Halton Board of Directors **approve the closing of the \$50,000 Channel Naturalization Study capital project.**

### Executive Summary

Attached is the Budget Variance Report for the period ended July 31, 2019 including the projected year-end forecast. Staff have reviewed the financial results to date and considered future transactions for the remainder of the year. An operating surplus is currently projected for 2019 of \$101,453 in Watershed Management and Support Services (WMSS) and an operating surplus of \$1,196,534 is projected for the Conservation Areas.

The projected operating surplus in WMSS is primarily the result of cost savings from vacant staff positions during 2019. The cost savings have helped to mitigate higher than anticipated compensation review adjustments implemented in 2019 that were not included in the 2019 budget. The projected WMSS operating surplus of \$101,453 also has taken into account the reduction of \$145,000 in the provincial operating grant for 2019 and it is anticipated that the transfer from the WMSS Stabilization Reserve of \$145,000 approved in April will not be required. Several of the vacant staff positions are now filled and it has been assumed in the projection that many of the remaining vacant staff positions will be in placed later in the year. The WMSS projected operating surplus has decreased from the April 30, 2019 report of \$301,902 largely as a result of a much more conservative forecast for planning and permit fees of \$2,029,000 based on the actual revenue recognized to July 31 of \$1,214,000.

The projected operating surplus in the Conservation Areas has considered the Glen Eden winter season and parks results during the first seven months of the year, the average of the actual amounts

for the prior three years and the reasonable consideration of the potential impact of variables in weather on visitation.

The table below provides a high-level summary of the total actual amounts as of July 31, 2019 and the projected year end surplus compared to the 2019 budget amounts for WMSS and Conservation Areas.

Further details on the projected surplus and capital project life to date costs are provided in the attached Budget Variance Report and in the information contained in this report.

				PROJECTED \$ VARIANCE OVER (UNDER) BUDGET	PROJECTED % VARIANCE OVER (UNDER) BUDGET
Program	ACTUAL JULY 2019	PROJECTED DECEMBER 2019	BUDGET 2019		
<b>WATERSHED MANAGEMENT &amp; SUPPORT SERVICES (WMSS)</b>					
Revenue	8,293,388	15,509,232	16,398,627	(889,395)	(5.4%)
Expenses	7,494,895	15,407,779	16,398,627	(990,848)	(6.0%)
<b>Operating Surplus</b>	<b>798,493</b>	<b>101,453</b>	<b>-</b>	<b>101,453</b>	<b>0.6%</b>
<b>CONSERVATION AREAS</b>					
Revenue	10,219,076	13,716,907	12,799,650	917,257	7.2%
Expenses	7,711,997	12,520,373	12,320,950	199,423	1.6%
<b>Operating Surplus</b>	<b>2,507,079</b>	<b>1,196,534</b>	<b>478,700</b>	<b>717,834</b>	<b>5.5%</b>

## Report

The following report provides explanations for variances projected to be greater than 10% and \$10,000 from the 2019 budget amounts in the attached Budget Variance Report.

### Watershed Management & Support Services (WMSS)

#### 1. Finance

Purchased services in this department are expected to be under the budget amount by almost \$12,000 related to procurement consulting services. The procurement services were included in the 2019 budget prior to identifying a Procurement Specialist staff position. As a result of the new procurement staff position it is anticipated that these consulting services will no longer be required.

#### 2. General Corporate Services

Included in the General Corporate Service 2019 budget was \$50,000 as a preliminary estimate for the compensation review implemented in 2019. The actual costs reported under this department of \$41,960 are related to staff severance payments and no further costs are anticipated. The actual compensation review costs are being reported under the respective department for the affected staff.



### **3. Conservation Halton Foundation (Foundation) Administration**

Purchased services under the Foundation department include the undertaking of a capital campaign feasibility study for the park capital projects partly funded by developer contributions. The study was approved to be funded by a transfer of \$28,000 from the WMSS Stabilization reserve as part of the allocation of 2018 operating surplus approved by the Board in March 2019.

### **4. Information Technology (IT)**

IT purchased services expenses are projected to be higher than the budget amount by approximately \$35,000 for software licence costs that were included in other department budgets and the IT capital budget and have been reclassified as IT operating expenses.

### **5. Digital Transformation**

The Digital Transformation staff position is expected to remain vacant for the rest of the year while an assessment is being completed by an IT consulting firm to assess information technology, document management, point of sale, ecommerce systems, websites and provide recommendations. The staff position vacancy will result in a reduced chargeback to the Conservation Areas for this department. The Conservation Areas will be sharing in the consulting assessment cost.

### **6. Geographical Information Systems (GIS)**

Salaries and benefits will be lower than the budget amount due to staff position vacancies. Purchased services are expected to be under the budget amount by \$33,000 with the delay in the development of an online submission process for planning applications.

### **7. Human Resources**

Human Resources purchased services are estimated to exceed the 2019 budget amount in total by \$33,000 as a result of costs incurred for staff professional development of \$28,000 that were approved by the Board in a prior year funded by a transfer from the WMSS Stabilization Reserve. The remaining budget variance is related to recruitment consulting services for a senior staff position. This budget variance will be partially offset by anticipated savings of \$7,000 in materials and supplies.

### **8. Marketing & Communications**

Salaries and benefits are expected to be less than the 2019 budget amount by more than \$190,000 due to staff position vacancies and staffing changes. The Senior Manager position is currently being recruited. The reduced staff costs also impacts the staff time that can be recovered through the chargeback to the parks. Materials, supplies and purchased services are expected to be less than the budget amount by almost \$46,000 with the reallocation of marketing and tourism signage costs to the Conservation Areas.

### **9. Corporate Compliance**

The projected savings in salaries and benefits costs of approximately \$63,000 is the result of staffing changes and the vacant Procurement Specialist position. The Procurement Specialist position was filled in August. The salary and benefit savings are offset by a reduction in the estimated chargeback recovery to the Conservation Areas that are associated with these positions.

## **10. Flood Forecasting & Operations**

In April, notification was received from the province that the operating grant would be reduced by \$145,277 for 2019. This funding shortfall has been mitigated by savings in other department expenses primarily related to staff position vacancies. At this time the transfer from the reserve approved to offset this funding shortfall is not expected to be needed and will be closed at year end.

## **11. Engineering**

The recovery of staff time through capital projects is based on the actual staff time worked on projects with consideration of the eligible amount that can be charged to the project. The chargeback recovery is estimated to be less than the amount included in the 2019 budget by approximately \$30,000. This shortfall has been offset by cost savings projected for engineering consulting fees not anticipated to be spent.

## **12. Planning & Watershed Management**

The 2019 budget target for planning and permit fees was anticipated in early 2019 to be set too high based on 2018 actual amounts. At this time, the 2019 planning and permit fees are estimated to be significantly under the budget amount by almost \$457,000. The revenue shortfall is partially offset by savings in salaries and benefits from staff position vacancies and cost savings in other departments.

Applications received in 2019 for plan review and permits have consisted of more minor rather than major scale applications, in part due to the hiatus in the regional allocation program. Also, this year Planning and Watershed Management staff have spent a disproportionate amount of time compared to previous years responding to an array of policy initiatives including Conservation Halton technical submission guidelines, municipal Official Plans and amendments, sub-watershed studies, and provincial proposals that are not associated with planning and permit fees.

## **13. Regional Infrastructure Team (RIT)**

Staffing costs are anticipated to be higher than the budget amount by approximately \$19,000 due to staffing changes and are offset for the most part by estimated savings of almost \$15,000 in program supplies and purchased services. RIT costs are fully funded by other municipal funding received from Halton Region.

## **14. Source Protection**

In mid 2018, staff in the Source Protection program relocated from the Field Office near Mountsberg to the Administration Office. The 2019 budget amounts were set at historical levels while the revised program occupancy costs were assessed. The relocation will result in program costs savings for materials and purchased services in 2019 of about \$26,000. Also, a GIS staff position under this program was vacant for part of the year and was filled in August. The combined program savings

estimated at almost \$32,000 will result in lower provincial funding by a similar amount as this program is fully funded by the province for the actual program costs incurred.

#### **15. Forestry Tech. Team**

Staff salaries and benefits are projected to be less than the budget amount by approximately \$41,000 as a result of staffing changes including a staff on leave. The reduced program staffing will also impact the amount of the recovery of staff time allocated to the Emerald Ash Borer (EAB) capital project. A total shortfall of almost \$53,000 in the Chargeback Recovery is anticipated.

Program revenue is also expected to be less than the 2019 budget amount by approximately \$56,000 due to anticipated grants that will not be received such as planting projects not approved for funding by Forests Ontario. Corporate tree planting events are also now being reported under the Outreach program.

#### **16. Hamilton Harbour Remedial Action Plan (HHRAP)**

Provincial funding discussions are continuing for the HHRAP program. Provincial funding was not confirmed for 2018. The potential funding shortfall of \$50,000 for 2019 has been offset by a reduction in program purchased services and other municipal funding carried over from a prior year. A contract service provider has been converted to a contract staff position that will result in higher salaries and benefits that are more than offset by the reduced purchased services.

#### **17. Project Management**

Staff salaries and benefits are projected to be less than the budget amount by more than \$21,000 due to a staff position vacancy that has been assumed to be filled later in the year.

#### **18. Restoration**

Based on the actual partnership projects being completed in 2019, contract staff positions included in the 2019 budget are not expected to be hired that will result in lower costs of almost \$168,000 and program materials and purchased services will be lower than the budget amounts by approximately \$145,000. The reduction in part time staffing and other costs will result in a lower recovery of costs from the projects by almost \$245,000.

The amount of funding in excess of actual project costs estimated at \$97,800 will be recommended to be transferred at year end to the Stewardship & Restoration Reserve for future project expenses. There are a several partnership projects, such as Drumquin park, that will be completed in 2019 and the funding for the projects includes a portion related to future monitoring and adaptive management.

#### **19. Property Management**

Property management program materials and purchased service costs are estimated to be less than the 2019 budget amount by \$28,586 based on the work to be completed for the remainder of the year.

#### **20. Forestry Operations**

As a result of a staff retirement and staffing changes, salaries and benefits are projected to be less than the budget amount by \$60,787.

Forestry program revenues are estimated to be less than the budget amount by approximately \$16,000 as a result of a reduction in forest maintenance services provided to Halton Region at the Regional landfill and Agreement Forest. The recovery of staff time allocated to the EAB capital project is also expected to be less than the budget by \$15,000 due to work on other projects. The revenue shortfall is more than offset by the savings in staff and other costs.

## **21. Security**

Staff salaries and benefits are projected to exceed the budget amount by just over \$45,000. The over-expenditure is related to compensation adjustments and staffing changes including a staff leave.

## **22. Watershed Management & Support Services (WMSS) Vehicles**

Salaries and benefits are projected to be lower than the budget amount by \$22,400. This amount is related to a part time position that was added in the 2019 budget for turf maintenance that was to be shared with the parks. Turf maintenance for WMSS properties is being completed by Forestry staff and an external contract provider at the Administration Office so that the part time position is not needed at this time.

## **23. Partnership Projects**

Partnership projects expenses are expected to be over the budget amount by \$152,725 and revenues projected to be above budget by a matching amount of \$152,725. Partnership project costs are fully funded by related project grants and other funding. The increase in partnership projects is mainly due to work carried over from the prior year such as the Limestone Creek project due to permit requirements and new projects approved after the budget was prepared.

## **Conservation Areas**

### **24. Conservation Areas Administration**

Part time staffing added in the section in the 2019 budget for turf maintenance that was to be shared with WMSS Vehicles is estimated to be under the budget amount by \$22,400. This work will be completed in the conservation areas by park staff and the costs will be reflected in the respective park operating results.

Purchased services are projected to be under budget by \$245,000 due to the delay in implementation of an upgrade for the ecommerce system.

### **25. Chargeback to the Conservation Areas by WMSS**

The chargeback to the Conservation Areas by WMSS support services will be less than the budget amount as a result of staff position vacancies. The shortfall in recoveries for the WMSS program is more than offset by the related reduced staffing costs.

## **26. Kelso / Glen Eden**

Purchased service costs will exceed the budget amounts for increased expenses including an unplanned gear box repair that is expected to cost in total just under \$100,000, higher facility maintenance expenses, and increased hydro costs that are partially related to the Kelso Dam Rehabilitation capital project. Increased revenues at this park will accommodate the increased costs for purchased services.

Kelso expenses do not include fuel spill remediation costs incurred to date of \$292,000 and groundwater remediation works approved in June of a further \$640,000. The fuel spill occurred in December 2018 and estimated total costs of \$820,000 were accrued in the 2018 financial statements for initial spill delineation, remediation and future monitoring costs based on preliminary estimates. An estimated insurance recovery of \$810,000 was also recorded as revenue in 2018 leaving a \$10,000 insurance deductible expense impact for 2018. At this point the insurance recovery claim amount is still to be confirmed. The difference in actual costs, insurance recovery and the estimated amounts set up in 2018 will be recorded in 2019 and if the difference is material may require a restatement of the 2018 amounts. In order to mitigate the potential shortfall in the insurance claim recovery, parks capital projects totalling \$750,000 for Ski/Snowboarding and Facility Infrastructure Major Maintenance have been put on hold until there are further assurances provided on the insurance claim recovery.

## **27. Hilton Falls / Mount Nemo / Rattlesnake Point**

Program revenue for this park is projected to be above budget by slightly over \$164,000 as these parks continue to receive increased visitation.

## **28. Capital Program**

Attached is the capital program budget variance report that includes the capital project budget, life to date costs and the budget remaining to be spent. The life to date capital expenses are \$8,575,648 which is almost 55% of the total budget. The Kelso Dam capital project makes up 53% of the total capital budget. The Kelso Dam project is anticipated to be substantially completed by the end of 2019.

Dams and channels capital projects have historically been funded 50% provincially with the remaining 50% funded municipally now done through a transfer from the Water Management Capital Reserve with the implementation of the State of Good Repair Levy. Approval was received from MNRF at the end of May for provincial Water and Erosion Control Infrastructure (WECI) funding for capital projects included in the 2019 capital budget.

WECI Provincial funding was not approved for 2019 for 50% of the costs for the Channel Slab replacements, the Freeman Pond Assessment study and the Channel Naturalization study with total capital project costs of \$330,927 included in the 2019 capital budget. Provincial MNRF staff have advised that studies are no longer being funded through the WECI program. It is recommended that the Channel Naturalization Study with a project budget of \$50,000 be closed until alternate funding sources can be identified. The closing of this project will result in a reduced transfer from the reserve for the 50% of the municipal portion of the costs.

Staff are still considering alternate funding options for the Freeman Pond Assessment study. The Milton Channel repairs will be included in the 2020 WECI application. The dams and channels projects completed as of March 2019 to meet WECI funding requirements were approved to be closed in the April 30, 2019 Budget Variance Report.

Conservation Area capital projects are primarily funded by a transfer from the Conservation Areas capital reserve. Two park capital projects require an increase in the project budget amount and reserve funding. It is recommended that the Kelso/Glen Eden and park master plan project budget be increased by up to \$25,000 and \$15,000 for annual park information technology (IT) infrastructure capital project and funded by a Conservation Areas capital reserve transfer of \$40,000.

### Impact on Strategic Goals

This report supports the Metamorphosis strategic theme of Striving for service excellence and efficiency. This theme is supported by the objective to provide clear financial data and analysis to support informed strategic and operational decision-making for budget development and long-term planning.

### Financial Impact

The report Recommendation outlines the financial impacts of the Budget Variance Report for the period ended July 31, 2019, 2019 projected year end forecast and recommended transfers from reserves.

Signed & respectfully submitted:



Marnie Piggot  
Director, Finance

Approved for circulation:



Hassaan Basit  
CAO/Secretary-Treasurer



Lawrence Wagner  
Senior Director, Corporate Services

### FOR QUESTIONS ON CONTENT:

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**CONSERVATION HALTON  
CAPITAL PROGRAM BUDGET VARIANCE REPORT  
FOR THE PERIOD ENDED JULY 31, 2019**

Capital Project Description	Budget Prior Years	2019 Budget & Project Increase	2019 Budget Incr./Decr.	Report Note.	Total Capital Budget	Prior Years Capital Costs	2019 Capital Costs	Life to Date Capital Costs	Budget Unspent	Project to be Closed	Capital Project Funding
<b>Watershed Management &amp; Support Services (WMSS)</b>											
Kelso Dam - Rehabilitation Repairs	\$8,365,000				\$8,365,000	\$1,171,052	\$4,367,626	\$5,538,678	\$2,826,322		50% MNRF; 50% Mun. Debt Financing
Kelso Dam - 10" bypass valve	\$40,500				40,500	\$10,458	32,479	42,937	(2,437)	<b>Closed</b>	50% MNRF; 50% Reserve
Kelso Dam - 10 ft lift gates	\$79,000				79,000	\$22,784	67,578	90,362	(11,362)	<b>Closed</b>	50% MNRF; 50% Reserve
Mountsberg Piezometers	\$73,500				73,500	\$3,600	54,370	57,970	15,530	<b>Closed</b>	50% MNRF; 50% Reserve
Hilton Falls Diversion - Design, Tender Spec. & Permitting	\$58,000				58,000	\$8,569	43,568	52,137	5,863	<b>Closed</b>	50% MNRF; 50% Reserve
Scotch Block updated DSR	\$104,000				104,000	\$51,359	46,329	97,688	6,312	<b>Closed</b>	50% MNRF; 50% Reserve
Dam public safety assessment	\$69,000				69,000	\$52,125		52,125	16,875	<b>Closed</b>	50% MNRF; 50% Reserve
Hilton Falls Dam Diversion Construction & Road Upgrade		90,000			90,000			-	90,000		50% MNRF; 50% Reserve
Public Safety Plan Implementation		72,000			72,000		1,470	1,470	70,530		50% MNRF; 50% Reserve
Milton Channel Repairs		255,927			255,927			-	255,927		50% MNRF; 50% Reserve
Channel Naturalization Study		50,000	(50,000)	<b>28</b>	-			-	-	<b>Close</b>	50% Other; 50% Reserve
Freeman Pond Flood Attenuation Assessment		25,000			25,000			-	25,000		50% MNRF; 50% Reserve
Asset Management Plan	\$100,000				100,000	\$34,070	3,232	37,302	62,698		Reserve; Municipal
Emerald Ash Borer 2019	\$0	1,154,000			1,154,000	\$0	605,992	605,992	548,008		Municipal - EAB; Lumber sales
Flood Forecasting & Warning	\$52,541	115,000			167,541	\$0	32,150	32,150	135,391		Municipal
Floodplain Mapping - 2018	\$466,626				466,626	\$184,832	181,450	366,282	100,344		50% Federal NDMP; 50% Municipal
Floodplain Mapping - 2019		466,626			466,626	\$0	49,997	49,997	416,629		50% Federal NDMP; 50% Municipal
Integrated Watershed Management Planning	\$25,000				25,000	\$10,000		10,000	15,000		Municipal
Integrated Watershed Database Management System	\$75,000				75,000	\$31,731		31,731	43,269		Municipal
Administration Office Renovations	\$0	150,000			150,000	\$0	22,035	22,035	127,965		Reserves
Information Technology (IT) Infrastructure - WMSS	\$27,113	238,700			265,813	\$0	36,807	36,807	229,006		Municipal
Payroll System Upgrade		89,500			89,500	\$0	40,375	40,375	49,125		Municipal; Reserves (45% WMSS & 55% Parks)
Great Plains project module	\$35,000				35,000	\$0		-	35,000		Municipal
Ortho Imagery	\$0	60,000			60,000	\$0		-	60,000		Municipal
Program rates & fees review	\$60,000				60,000	\$51,627	4,012	55,639	4,361		Municipal
Vehicle and Equipment Replacements- WMSS	\$0	200,212			200,212	\$0	112,547	112,547	87,665		Reserve
Forest/Land Management	\$73,689				73,689	\$60,689		60,689	13,000		Deferred Municipal Revenue
Giant's Rib Geopark	\$0	100,000			100,000	\$0		-	100,000		Other funding
Kelso Quarry Building Upgrades	\$0	60,000			60,000	\$0	40,048	40,048	19,952		Building Reserve
Glenorchy	\$0	15,151			15,151	\$0		-	15,151		Other \$12,700, Reserves \$2,451
Speyside Weir Removal	\$31,500				31,500	\$0		-	31,500		Reserve
<b>Conservation Areas Facility &amp; Infrastructure:</b>											
Kelso/Glen Eden/Parks - Master Plan	\$115,000		25,000	<b>28</b>	140,000	\$82,861	12,998	95,858	44,142		Reserve
Kelso/Glen Eden - Water/Wastewater Servicing	\$579,035	125,000			704,035	\$551,236	65,451	616,687	87,348		Reserve, Developer Contr'n funding
Kelso/Glen Eden - Ski/Snowboarding Capital Expenditures	\$0	400,000			400,000	\$0	33,620	33,620	366,380		Reserve
Facility and Infrastructure Major Maintenance	\$0	560,000			560,000	\$0	32,881	32,881	527,119		Reserve
Crawford Lake - Longhouses roof/floor replacement	\$90,000				90,000	\$73,389		73,389	16,611		Reserve
Mountsberg - Playground/barn	\$50,000				50,000	\$7,158		7,158	42,843		Reserve
Kelso & Crawford Lake Visitor Centres - Developer Contribution Works	\$0	375,000			375,000	\$0		-	375,000		DC funding
Foundation Funded Capital Projects	\$100,000	100,000			200,000	\$0		-	200,000		CH Foundation
Information Technology Infrastructure - Conservation Areas	\$0	36,000	15,000	<b>28</b>	51,000	\$0	36,229	36,229	14,771		Reserve
PCI Compliance	\$235,000				235,000	\$161,215	13,792	175,007	59,993		Reserve 95%; Municipal 5%
Vehicle and Equipment replacements - Conservation Areas	\$0	108,500			108,500		69,856	69,856	38,644		Reserve
<b>Total Capital Projects</b>	<b>\$10,904,504</b>	<b>\$4,846,616</b>	<b>-\$10,000</b>		<b>\$15,741,120</b>	<b>\$2,568,755</b>	<b>\$6,006,893</b>	<b>\$8,575,648</b>	<b>\$7,165,472</b>		

**Conservation Halton  
Budget Variance Report  
For the Period Ended July 31, 2019**

	ACTUAL YTD JULY 31, 2019	PROJECTED DECEMBER 2019	BUDGET 2019	PROJECTED \$ VARIANCE OVER (UNDER) BUDGET	PROJECTED % VARIANCE OVER (UNDER) BUDGET
<b>WATERSHED MANAGEMENT &amp; SUPPORT SERVICES (WMSS)</b>					
Corporate Services	\$3,334,384	\$4,843,612	\$4,513,817	(\$329,795)	(7.3%)
Corporate Compliance	(229,535)	(395,393)	(450,952)	(\$55,559)	12.3%
Engineering	(423,585)	(607,567)	(466,652)	\$140,915	(30.2%)
Planning & Watershed Management	(476,833)	(1,273,046)	(1,065,554)	\$207,492	(19.5%)
Science & Partnerships	(739,368)	(1,139,280)	(1,103,428)	\$35,852	(3.2%)
Project Management Office	(340,600)	(656,134)	(697,557)	(\$41,423)	5.9%
WMSS Operations	(325,970)	(670,740)	(729,674)	(\$58,934)	8.1%
Partnership Projects	0	0	0	\$0	0.0%
<b>Total</b>	<b>\$798,493</b>	<b>\$101,453</b>	<b>\$0</b>	<b>(\$101,453)</b>	<b>100.0%</b>

**CONSERVATION AREAS**

Vehicles & Equipment	(\$65,164)	(\$109,264)	(\$109,890)	(\$626)	0.6%
Conservation Areas Admin	357,410	474,440	132,957	(\$341,483)	(256.8%)
Chargebacks	(526,293)	(931,992)	(1,038,100)	(\$106,108)	10.2%
Crawford Lake/Mountsberg	(88,475)	67,862	75,277	\$7,415	9.9%
Kelso/Glen Eden	2,630,345	1,357,981	1,244,086	(\$113,895)	(9.2%)
Hilton Falls/Mount Nemo/Rattlesnake	199,256	337,507	174,370	(\$163,137)	(93.6%)
<b>Total - Transfer to Reserves</b>	<b>\$2,507,079</b>	<b>\$1,196,534</b>	<b>\$478,700</b>	<b>(\$717,834)</b>	<b>(150.0%)</b>



Conservation Halton  
Budget Variance Report  
For the period ended July 31, 2019

	REPORT NOTE	ACTUAL YTD JULY 31, 2019	PROJECTED DECEMBER 2019	2019 BUDGET	PROJECTED \$ VARIANCE OVER / (UNDER) BUDGET	PROJECTED % VARIANCE OVER / (UNDER) BUDGET
<b>CORPORATE SERVICES</b>						
<b>OFFICE OF THE CAO</b>						
Expenditures						
Salaries and Benefits		236,577	405,280	385,817	19,463	5.0%
Total Materials & Supplies and Purchased Services		139,746	199,625	182,400	17,225	9.4%
<b>Total Expenditures</b>		<b>376,323</b>	<b>604,904</b>	<b>568,217</b>	<b>36,687</b>	<b>6.5%</b>
Revenue						
Chargeback Recoveries		8,169	14,000	14,000	-	0.0%
<b>Total Revenues</b>		<b>8,169</b>	<b>14,000</b>	<b>14,000</b>	<b>-</b>	<b>0.0%</b>
<b>TOTAL OFFICE OF THE CAO</b>		<b>(368,154)</b>	<b>(590,904)</b>	<b>(554,217)</b>	<b>(36,687)</b>	<b>6.6%</b>
<b>FINANCE</b>						
Expenditures						
Salaries and Benefits		364,275	638,975	652,130	(13,155)	(2.0%)
Total Materials & Supplies, Purchased Services and Financial	1	26,792	78,743	92,000	(13,257)	(14.4%)
<b>Total Expenditures</b>		<b>391,067</b>	<b>717,718</b>	<b>744,130</b>	<b>(26,412)</b>	<b>(3.5%)</b>
Revenue						
Chargeback Recoveries		111,197	187,028	191,405	(4,377)	(2.3%)
Other		41,020	60,494	62,000	(1,506)	(2.4%)
<b>Total Revenues</b>		<b>152,267</b>	<b>247,571</b>	<b>253,405</b>	<b>(5,834)</b>	<b>(2.3%)</b>
<b>TOTAL FINANCE</b>		<b>(238,801)</b>	<b>(470,147)</b>	<b>(490,725)</b>	<b>20,578</b>	<b>(4.2%)</b>
<b>GENERAL CORPORATE SERVICES</b>						
Expenditures						
Salaries and Benefits	2	41,960	41,960	50,000	(8,040)	(16.1%)
Debt financing charges		15,247	716,639	696,639	20,000	2.9%
Transfer to Reserves		-	464,200	464,200	-	0.0%
<b>Total Expenditures</b>		<b>57,207</b>	<b>1,222,799</b>	<b>1,210,839</b>	<b>11,960</b>	<b>1.0%</b>
Revenue						
Municipal Funding		5,201,458	9,090,985	9,090,985	-	0.0%
<b>Total Revenues</b>		<b>5,201,458</b>	<b>9,090,985</b>	<b>9,090,985</b>	<b>-</b>	<b>0.0%</b>
<b>TOTAL GENERAL CORPORATE SERVICES</b>		<b>5,144,251</b>	<b>7,868,186</b>	<b>7,880,146</b>	<b>(11,960)</b>	<b>(0.2%)</b>

Conservation Halton  
Budget Variance Report  
For the period ended July 31, 2019

	REPORT NOTE	ACTUAL YTD JULY 31, 2019	PROJECTED DECEMBER 2019	2019 BUDGET	PROJECTED \$ VARIANCE OVER / (UNDER) BUDGET	PROJECTED % VARIANCE OVER / (UNDER) BUDGET
<b>CONSERVATION HALTON FOUNDATION ADMINISTRATION</b>						
<u>Expenditures</u>						
Salaries and Benefits		74,405	127,228	137,148	(9,920)	(7.2%)
Purchased Services	3	33,204	33,204	-	33,204	100.0%
<b>Total Expenditures</b>		107,609	160,432	137,148	23,284	17.0%
<u>Revenue</u>						
Program Revenue		8,750	15,000	15,000	-	0.0%
Reserve Funding	3	-	28,000	-	28,000	100.0%
<b>Total Revenues</b>		8,750	43,000	15,000	28,000	186.7%
<b>TOTAL CONSERVATION HALTON FOUNDATION ADMIN.</b>		<b>(98,859)</b>	<b>(117,432)</b>	<b>(122,148)</b>	<b>4,716</b>	<b>(3.9%)</b>
<b>INFORMATION TECHNOLOGY</b>						
<u>Expenditures</u>						
Salaries and Benefits		212,512	372,461	377,792	(5,331)	(1.4%)
Total Materials & Supplies and Purchased Services	4	65,832	104,206	69,000	35,206	51.0%
<b>Total Expenditures</b>		278,343	476,667	446,792	29,875	6.7%
<u>Revenue</u>						
Chargeback Recoveries		46,025	78,900	78,900	-	0.0%
<b>Total Revenues</b>		46,025	78,900	78,900	-	0.0%
<b>TOTAL INFORMATION TECHNOLOGY</b>		<b>(232,318)</b>	<b>(397,767)</b>	<b>(367,892)</b>	<b>(29,875)</b>	<b>8.1%</b>
<b>DIGITAL TRANSFORMATION</b>						
<u>Expenditures</u>						
Salaries and Benefits	5	-	-	99,309	(99,309)	(100.0%)
<b>Total Expenditures</b>		-	-	99,309	(99,309)	(100.0%)
<u>Revenue</u>						
Chargeback Recoveries	5	-	-	26,900	(26,900)	(100.0%)
<b>Total Revenues</b>		-	-	26,900	(26,900)	(100.0%)
<b>TOTAL INFORMATION TECHNOLOGY</b>		-	-	<b>(72,409)</b>	<b>72,409</b>	<b>(100.0%)</b>

Conservation Halton  
Budget Variance Report  
For the period ended July 31, 2019

	REPORT NOTE	ACTUAL YTD JULY 31, 2019	PROJECTED DECEMBER 2019	2019 BUDGET	PROJECTED \$ VARIANCE OVER / (UNDER) BUDGET	PROJECTED % VARIANCE OVER / (UNDER) BUDGET
<b>GEOGRAPHICAL INFORMATION SYSTEMS</b>						
<u>Expenditures</u>						
Salaries and Benefits		306,895	530,603	617,100	(86,497)	(14.0%)
Total Materials & Supplies and Purchased Services		27,287	28,887	67,000	(38,113)	(56.9%)
<b>Total Expenditures</b>	<b>6</b>	<b>334,182</b>	<b>559,490</b>	<b>684,100</b>	<b>(124,610)</b>	<b>(18.2%)</b>
<u>Revenue</u>						
Program & Other Revenue		5,575	17,975	12,500	5,475	43.8%
<b>Total Revenues</b>		<b>5,575</b>	<b>17,975</b>	<b>12,500</b>	<b>5,475</b>	<b>43.8%</b>
<b>TOTAL GEOGRAPHICAL INFORMATION SYSTEMS</b>		<b>(328,607)</b>	<b>(541,515)</b>	<b>(671,600)</b>	<b>130,085</b>	<b>(19.4%)</b>
<b>HUMAN RESOURCES</b>						
<u>Expenditures</u>						
Salaries and Benefits		196,364	343,652	323,083	20,569	6.4%
Total Materials & Supplies, Purchased Services and Financial	<b>7</b>	205,294	363,581	336,691	26,890	8.0%
<b>Total Expenditures</b>		<b>401,659</b>	<b>707,234</b>	<b>659,774</b>	<b>47,460</b>	<b>7.2%</b>
<u>Revenue</u>						
Program Revenue		-	-	-	-	0.0%
Reserve Funding	<b>7</b>	-	28,000	-	28,000	100.0%
Chargeback Recoveries		77,350	132,600	132,600	-	0.0%
<b>Total Revenues</b>		<b>77,350</b>	<b>160,600</b>	<b>132,600</b>	<b>28,000</b>	<b>21.1%</b>
<b>TOTAL HUMAN RESOURCES</b>		<b>(324,309)</b>	<b>(546,634)</b>	<b>(527,174)</b>	<b>(19,460)</b>	<b>3.7%</b>
<b>MARKETING &amp; COMMUNICATIONS</b>						
<u>Expenditures</u>						
Salaries and Benefits		260,849	439,349	631,114	(191,765)	(30.4%)
Total Materials & Supplies and Purchased Services		42,746	81,146	126,850	(45,704)	(36.0%)
<b>Total Expenditures</b>	<b>8</b>	<b>303,596</b>	<b>520,496</b>	<b>757,964</b>	<b>(237,468)</b>	<b>(31.3%)</b>
<u>Revenue</u>						
Program Revenue		8,770	15,020	15,000	20	0.1%
Chargeback Recoveries	<b>8</b>	76,006	130,300	167,800	(37,500)	(22.3%)
Reserve Funding		-	15,000	15,000	-	0.0%
<b>Total Revenues</b>		<b>84,776</b>	<b>160,320</b>	<b>197,800</b>	<b>(37,480)</b>	<b>(18.9%)</b>
<b>TOTAL MARKETING &amp; COMMUNICATIONS</b>		<b>(218,820)</b>	<b>(360,176)</b>	<b>(560,164)</b>	<b>199,988</b>	<b>(35.7%)</b>
<b>TOTAL CORPORATE SERVICES</b>		<b>3,334,384</b>	<b>4,843,612</b>	<b>4,513,817</b>	<b>329,795</b>	<b>7.3%</b>

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	REPORT NOTE	ACTUAL YTD JULY 31, 2019	PROJECTED DECEMBER 2019	2019 BUDGET	PROJECTED \$ VARIANCE OVER / (UNDER) BUDGET	PROJECTED % VARIANCE OVER / (UNDER) BUDGET
<b>CORPORATE COMPLIANCE</b>						
<b>CORPORATE COMPLIANCE</b>						
<u>Expenditures</u>						
Salaries and Benefits	9	100,008	189,693	253,063	(63,370)	(25.0%)
Total Materials & Supplies and Purchased Services		2,055	29,355	37,500	(8,145)	(21.7%)
<b>Total Expenditures</b>		<b>102,063</b>	<b>219,048</b>	<b>290,563</b>	<b>(71,515)</b>	<b>(24.6%)</b>
<u>Revenue</u>						
Chargeback Recoveries	9	35,936	88,392	125,900	(37,508)	(29.8%)
<b>Total Revenues</b>		<b>35,936</b>	<b>88,392</b>	<b>125,900</b>	<b>(37,508)</b>	<b>(29.8%)</b>
<b>TOTAL CORPORATE COMPLIANCE</b>		<b>(66,127)</b>	<b>(130,656)</b>	<b>(164,663)</b>	<b>34,007</b>	<b>(20.7%)</b>
<b>RISK &amp; LANDS</b>						
<u>Expenditures</u>						
Salaries and Benefits		143,317	252,841	264,089	(11,248)	(4.3%)
Total Materials & Supplies and Purchased Services		84,141	121,697	132,000	(10,303)	(7.8%)
<b>Total Expenditures</b>		<b>227,458</b>	<b>374,537</b>	<b>396,089</b>	<b>(21,552)</b>	<b>(5.4%)</b>
<u>Revenue</u>						
Chargeback Recoveries		64,050	109,800	109,800	-	0.0%
<b>Total Revenues</b>		<b>64,050</b>	<b>109,800</b>	<b>109,800</b>	<b>-</b>	<b>0.0%</b>
<b>TOTAL RISK &amp; LANDS</b>		<b>(163,408)</b>	<b>(264,737)</b>	<b>(286,289)</b>	<b>21,552</b>	<b>(7.5%)</b>
<b>TOTAL CORPORATE COMPLIANCE</b>		<b>(229,535)</b>	<b>(395,393)</b>	<b>(450,952)</b>	<b>55,559</b>	<b>(12.3%)</b>

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	REPORT NOTE	ACTUAL YTD JULY 31, 2019	PROJECTED DECEMBER 2019	2019 BUDGET	PROJECTED \$ VARIANCE OVER / (UNDER) BUDGET	PROJECTED % VARIANCE OVER / (UNDER) BUDGET
<b>ENGINEERING</b>						
<b>FLOOD FORECASTING &amp; OPERATIONS</b>						
<u>Expenditures</u>						
Salaries and Benefits		247,354	450,966	463,458	(12,492)	(2.7%)
Total Materials & Supplies and Purchased Services		107,316	196,974	186,300	10,674	5.7%
<b>Total Expenditures</b>		<b>354,670</b>	<b>647,939</b>	<b>649,758</b>	<b>(1,819)</b>	<b>(0.3%)</b>
<u>Revenue</u>						
Program Revenue		19,330	28,038	-	28,038	0.0%
Provincial Funding	10	-	159,034	304,311	(145,277)	(47.7%)
<b>Total Revenues</b>		<b>19,330</b>	<b>187,072</b>	<b>304,311</b>	<b>(117,239)</b>	<b>(38.5%)</b>
<b>TOTAL FLOOD FORECASTING &amp; OPERATIONS</b>		<b>(335,340)</b>	<b>(460,867)</b>	<b>(345,447)</b>	<b>(115,420)</b>	<b>33.4%</b>
<b>ENGINEERING</b>						
<u>Expenditures</u>						
Salaries and Benefits		191,940	329,760	305,808	23,952	7.8%
Total Materials & Supplies and Purchased Services	11	5,848	12,174	40,800	(28,626)	(70.2%)
<b>Total Expenditures</b>		<b>197,787</b>	<b>341,934</b>	<b>346,608</b>	<b>(4,674)</b>	<b>(1.3%)</b>
<u>Revenue</u>						
Program Revenue		-	3,000	3,000	-	0.0%
Chargeback Recoveries	11	109,542	192,235	222,403	(30,169)	(13.6%)
<b>Total Revenues</b>		<b>109,542</b>	<b>195,235</b>	<b>225,403</b>	<b>(30,169)</b>	<b>(13.4%)</b>
<b>TOTAL ENGINEERING</b>		<b>(88,245)</b>	<b>(146,700)</b>	<b>(121,205)</b>	<b>(25,495)</b>	<b>21.0%</b>
<b>TOTAL ENGINEERING</b>		<b>(423,585)</b>	<b>(607,567)</b>	<b>(466,652)</b>	<b>(140,915)</b>	<b>30.2%</b>

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	REPORT NOTE	ACTUAL YTD JULY 31, 2019	PROJECTED DECEMBER 2019	2019 BUDGET	PROJECTED \$ VARIANCE OVER / (UNDER) BUDGET	PROJECTED % VARIANCE OVER / (UNDER) BUDGET
<b>PLANNING &amp; WATERSHED MANAGEMENT</b>						
<b>PLANNING &amp; WATERSHED MANAGEMENT</b>						
<u>Expenditures</u>						
Salaries and Benefits		1,618,005	2,904,252	3,124,497	(220,245)	(7.0%)
Total Materials & Supplies and Purchased Services		89,522	409,512	438,500	(28,988)	(6.6%)
<b>Total Expenditures</b>		<b>1,707,527</b>	<b>3,313,763</b>	<b>3,562,997</b>	<b>(249,234)</b>	<b>(7.0%)</b>
<u>Revenue</u>						
Program Revenue	12	1,214,498	2,029,091	2,485,862	(456,771)	(18.4%)
<b>Total Revenues</b>		<b>1,214,498</b>	<b>2,029,091</b>	<b>2,485,862</b>	<b>(456,771)</b>	<b>(18.4%)</b>
<b>TOTAL PLANNING &amp; WATERSHED MANAGEMENT</b>		<b>(493,029)</b>	<b>(1,284,672)</b>	<b>(1,077,135)</b>	<b>(207,537)</b>	<b>19.3%</b>
<b>REGIONAL INFRASTRUCTURE TEAM</b>						
<u>Expenditures</u>						
Salaries and Benefits		277,276	451,520	431,922	19,598	4.5%
Total Materials & Supplies and Purchased Services	13	7,098	13,535	29,000	(15,465)	(53.3%)
<b>Total Expenditures</b>		<b>284,374</b>	<b>465,055</b>	<b>460,922</b>	<b>4,133</b>	<b>0.9%</b>
<u>Revenue</u>						
Municipal Funding		206,792	476,681	472,503	4,178	0.9%
<b>Total Revenues</b>		<b>206,792</b>	<b>476,681</b>	<b>472,503</b>	<b>4,178</b>	<b>0.9%</b>
<b>TOTAL REGIONAL INFRASTRUCTURE TEAM</b>		<b>(77,582)</b>	<b>11,626</b>	<b>11,581</b>	<b>45</b>	<b>0.4%</b>
<b>SOURCE PROTECTION</b>						
<u>Expenditures</u>						
Salaries and Benefits		125,805	233,329	238,951	(5,622)	(2.4%)
Total Materials & Supplies, Purchased Services and Financial	14	30,567	56,758	83,215	(26,457)	(31.8%)
<b>Total Expenditures</b>		<b>156,372</b>	<b>290,087</b>	<b>322,166</b>	<b>(32,079)</b>	<b>(10.0%)</b>
<u>Revenue</u>						
Program Revenue		5,787	6,571	7,000	(429)	(6.1%)
Provincial Funding	14	244,364	283,516	315,166	(31,650)	(10.0%)
<b>Total Revenues</b>		<b>250,151</b>	<b>290,087</b>	<b>322,166</b>	<b>(32,079)</b>	<b>(10.0%)</b>
<b>TOTAL SOURCE PROTECTION</b>		<b>93,778</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>
<b>TOTAL PLANNING &amp; WATERSHED MANAGEMENT</b>		<b>(476,833)</b>	<b>(1,273,046)</b>	<b>(1,065,554)</b>	<b>(207,492)</b>	<b>19.5%</b>

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	REPORT NOTE	ACTUAL YTD JULY 31, 2019	PROJECTED DECEMBER 2019	2019 BUDGET	PROJECTED \$ VARIANCE OVER / (UNDER) BUDGET	PROJECTED % VARIANCE OVER / (UNDER) BUDGET
<b>SCIENCE &amp; PARTNERSHIPS</b>						
<b>ECOLOGY</b>						
Expenditures						
Salaries and Benefits		302,852	515,296	538,488	(23,192)	(4.3%)
Total Materials & Supplies and Purchased Services		9,576	25,793	35,085	(9,292)	(26.5%)
<b>Total Expenditures</b>		<b>312,427</b>	<b>541,088</b>	<b>573,573</b>	<b>(32,485)</b>	<b>(5.7%)</b>
Revenue						
Program Revenue		717	25,316	20,420	4,896	24.0%
<b>Total Revenues</b>		<b>717</b>	<b>25,316</b>	<b>20,420</b>	<b>4,896</b>	<b>24.0%</b>
<b>TOTAL ECOLOGY</b>		<b>(311,710)</b>	<b>(515,772)</b>	<b>(553,153)</b>	<b>37,381</b>	<b>(6.8%)</b>
<b>STEWARDSHIP</b>						
Expenditures						
Salaries and Benefits		228,978	415,282	394,522	20,760	5.3%
Total Materials & Supplies and Purchased Services		16,272	60,672	69,326	(8,654)	(12.5%)
<b>Total Expenditures</b>		<b>245,251</b>	<b>475,954</b>	<b>463,848</b>	<b>12,106</b>	<b>2.6%</b>
Revenue						
Program Revenue		12,535	48,965	35,000	13,965	39.9%
Chargeback Recoveries		25,709	90,660	87,640	3,020	3.4%
Reserve Funding		-	10,000	15,000	(5,000)	(33.3%)
<b>Total Revenues</b>		<b>38,244</b>	<b>149,624</b>	<b>137,640</b>	<b>11,984</b>	<b>8.7%</b>
<b>TOTAL STEWARDSHIP</b>		<b>(207,007)</b>	<b>(326,330)</b>	<b>(326,208)</b>	<b>(122)</b>	<b>0.0%</b>
<b>OUTREACH</b>						
Expenditures						
Salaries and Benefits		91,124	158,513	156,628	1,885	1.2%
Total Materials & Supplies and Purchased Services		19,731	139,176	127,800	11,376	8.9%
<b>Total Expenditures</b>		<b>110,855</b>	<b>297,689</b>	<b>284,428</b>	<b>13,261</b>	<b>4.7%</b>
Revenue						
Program Revenue		35,297	124,197	119,250	4,947	4.1%
Municipal Funding		50,000	50,000	50,000	-	0.0%
Reserve Funding		-	7,120	7,120	-	0.0%
<b>Total Revenues</b>		<b>85,297</b>	<b>181,317</b>	<b>176,370</b>	<b>4,947</b>	<b>2.8%</b>
<b>TOTAL OUTREACH</b>		<b>(25,559)</b>	<b>(116,373)</b>	<b>(108,058)</b>	<b>(8,315)</b>	<b>7.7%</b>

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	REPORT NOTE	ACTUAL YTD JULY 31, 2019	PROJECTED DECEMBER 2019	2019 BUDGET	PROJECTED \$ VARIANCE OVER / (UNDER) BUDGET	PROJECTED % VARIANCE OVER / (UNDER) BUDGET
<b>FORESTRY TECH TEAM</b>						
<u>Expenditures</u>						
Salaries and Benefits	15	146,162	231,616	273,269	(41,653)	(15.2%)
Total Materials & Supplies and Purchased Services		85,013	129,960	133,625	(3,665)	(2.7%)
<b>Total Expenditures</b>		<b>231,174</b>	<b>361,575</b>	<b>406,894</b>	<b>(45,319)</b>	<b>(11.1%)</b>
<u>Revenue</u>						
Program Revenue		32,487	99,032	155,800	(56,768)	(36.4%)
Chargeback Recoveries		29,909	74,909	127,500	(52,591)	(41.2%)
<b>Total Revenues</b>	15	<b>62,396</b>	<b>173,941</b>	<b>283,300</b>	<b>(109,359)</b>	<b>(38.6%)</b>
<b>TOTAL FORESTRY TECH TEAM</b>		<b>(168,778)</b>	<b>(187,634)</b>	<b>(123,594)</b>	<b>(64,040)</b>	<b>51.8%</b>
<b>HAMILTON HARBOUR REMEDIAL ACTION PLAN (HHRAP)</b>						
<u>Expenditures</u>						
Salaries and Benefits		138,216	240,465	215,171	25,294	11.8%
Total Materials & Supplies and Purchased Services	16	18,859	32,739	88,250	(55,511)	(62.9%)
<b>Total Expenditures</b>		<b>157,075</b>	<b>273,204</b>	<b>303,421</b>	<b>(30,217)</b>	<b>(10.0%)</b>
<u>Revenue</u>						
Provincial Funding	16	-	-	50,000	(50,000)	(100.0%)
Municipal Funding		89,512	115,034	96,006	19,028	19.8%
Federal Funding		41,250	165,000	165,000	-	0.0%
<b>Total Revenues</b>		<b>130,762</b>	<b>280,034</b>	<b>311,006</b>	<b>(30,972)</b>	<b>(10.0%)</b>
<b>TOTAL HHRAP</b>		<b>(26,313)</b>	<b>6,830</b>	<b>7,585</b>	<b>(755)</b>	<b>(10.0%)</b>
<b>TOTAL SCIENCE &amp; PARTNERSHIPS</b>		<b>(739,368)</b>	<b>(1,139,280)</b>	<b>(1,103,428)</b>	<b>(35,852)</b>	<b>3.2%</b>



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	REPORT NOTE	ACTUAL YTD JULY 31, 2019	PROJECTED DECEMBER 2019	2019 BUDGET	PROJECTED \$ VARIANCE OVER / (UNDER) BUDGET	PROJECTED % VARIANCE OVER / (UNDER) BUDGET
<b>PROJECT MANAGEMENT OFFICE</b>						
<b>ADMINISTRATION OFFICE FACILITY</b>						
Expenditures						
Salaries and Benefits		45,506	78,532	75,899	2,633	3.5%
Total Materials & Supplies and Purchased Services		86,124	175,471	181,483	(6,012)	(3.3%)
<b>Total Expenditures</b>		<b>131,630</b>	<b>254,003</b>	<b>257,382</b>	<b>(3,379)</b>	<b>(1.3%)</b>
Revenue						
<b>Total Revenues</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>
<b>TOTAL ADMINISTRATION OFFICE FACILITY</b>		<b>(131,630)</b>	<b>(254,003)</b>	<b>(257,382)</b>	<b>3,379</b>	<b>(1.3%)</b>
<b>CONSTRUCTION</b>						
Expenditures						
Salaries and Benefits		108,471	183,669	177,262	6,407	3.6%
Total Materials & Supplies and Purchased Services		36,496	116,946	131,000	(14,054)	(10.7%)
<b>Total Expenditures</b>		<b>144,967</b>	<b>300,615</b>	<b>308,262</b>	<b>(7,647)</b>	<b>(2.5%)</b>
Revenue						
Chargeback Recoveries		28,525	48,900	48,900	-	0.0%
<b>Total Revenues</b>		<b>28,525</b>	<b>48,900</b>	<b>48,900</b>	<b>-</b>	<b>0.0%</b>
<b>TOTAL CONSTRUCTION</b>		<b>(116,442)</b>	<b>(251,715)</b>	<b>(259,362)</b>	<b>7,647</b>	<b>(2.9%)</b>

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	REPORT NOTE	ACTUAL YTD JULY 31, 2019	PROJECTED DECEMBER 2019	2019 BUDGET	PROJECTED \$ VARIANCE OVER / (UNDER) BUDGET	PROJECTED % VARIANCE OVER / (UNDER) BUDGET
<b>PROJECT MANAGEMENT</b>						
<u>Expenditures</u>						
Salaries and Benefits	17	53,723	83,191	104,821	(21,630)	(20.6%)
Total Materials & Supplies and Purchased Services		5,005	5,905	13,500	(7,595)	(56.3%)
<b>Total Expenditures</b>		<b>58,728</b>	<b>89,096</b>	<b>118,321</b>	<b>(29,225)</b>	<b>(24.7%)</b>
<u>Revenue</u>						
Chargeback Recoveries		30,394	52,100	52,100	-	0.0%
<b>Total Revenues</b>		<b>30,394</b>	<b>52,100</b>	<b>52,100</b>	<b>-</b>	<b>0.0%</b>
<b>TOTAL PROJECT MANAGEMENT</b>		<b>(28,334)</b>	<b>(36,996)</b>	<b>(66,221)</b>	<b>29,225</b>	<b>(44.1%)</b>
<b>RESTORATION</b>						
<u>Expenditures</u>						
Salaries and Benefits		100,911	183,199	351,189	(167,990)	(47.8%)
Total Materials & Supplies and Purchased Services		26,757	51,740	196,945	(145,205)	(73.7%)
Transfer to Stewardship & Restoration Reserve		-	97,800	-	97,800	0.0%
<b>Total Expenditures</b>	18	<b>127,668</b>	<b>332,739</b>	<b>548,134</b>	<b>(215,395)</b>	<b>(39.3%)</b>
<u>Revenue</u>						
Program Revenue		-	-	57,725	(57,725)	(100.0%)
Chargeback Recoveries		63,475	219,320	375,817	(156,497)	(41.6%)
<b>Total Revenues</b>	18	<b>63,475</b>	<b>219,320</b>	<b>433,542</b>	<b>(214,222)</b>	<b>(49.4%)</b>
<b>TOTAL RESTORATION</b>		<b>(64,193)</b>	<b>(113,419)</b>	<b>(114,592)</b>	<b>1,173</b>	<b>(1.0%)</b>
<b>TOTAL PROJECT MANAGEMENT OFFICE</b>		<b>(340,600)</b>	<b>(656,134)</b>	<b>(697,557)</b>	<b>41,423</b>	<b>(5.9%)</b>

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	REPORT NOTE	ACTUAL YTD JULY 31, 2019	PROJECTED DECEMBER 2019	2019 BUDGET	PROJECTED \$ VARIANCE OVER / (UNDER) BUDGET	PROJECTED % VARIANCE OVER / (UNDER) BUDGET
<div>WMSS OPERATIONS</div>						
PROPERTY MANAGEMENT						
Expenditures						
Salaries and Benefits	19	6,944	11,900	11,900	-	0.0%
Total Materials & Supplies and Purchased Services		14,196	78,314	106,900	(28,586)	(26.7%)
Total Expenditures		21,140	90,214	118,800	(28,586)	(24.1%)
Revenue						
Program Revenue		120,973	157,160	157,000	160	0.1%
Total Revenues		120,973	157,160	157,000	160	0.1%
TOTAL PROPERTY MANAGEMENT		99,833	66,946	38,200	28,746	75.3%
FORESTRY						
Expenditures						
Salaries and Benefits	20	220,658	407,551	468,338	(60,787)	(13.0%)
Total Materials & Supplies, Purchased Services and Financial		10,620	20,620	34,600	(13,980)	(40.4%)
Total Expenditures		231,278	428,171	502,938	(74,767)	(14.9%)
Revenue						
Program Revenue	20	2,475	20,000	35,000	(15,000)	(42.9%)
Municipal Funding		17,772	65,772	82,000	(16,228)	(19.8%)
Total Revenues		20,247	85,772	117,000	(31,228)	(26.7%)
TOTAL FORESTRY		(211,031)	(342,399)	(385,938)	43,539	(11.3%)
SECURITY						
Expenditures						
Salaries and Benefits	21	183,324	330,170	284,697	45,473	15.9%
Total Materials & Supplies and Purchased Services		2,505	4,505	3,500	1,005	28.7%
Total Expenditures		185,829	334,675	288,197	46,478	16.1%
Revenue						
Program Revenue		57,869	99,200	99,200	-	0.0%
Total Revenues		57,869	99,200	99,200	-	0.0%
TOTAL SECURITY		(127,960)	(235,475)	(188,997)	(46,478)	24.6%

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<b>WATERSHED MANAGEMENT &amp; SUPPORT SERVICES VEHICLES</b>						
Expenditures						
Salaries and Benefits	22	-	-	22,400	(22,400)	(100.0%)
Total Materials & Supplies and Purchased Services		86,812	159,812	170,539	(10,727)	(6.3%)
<b>Total Expenditures</b>		86,812	159,812	192,939	(33,127)	(17.2%)
Revenue						
<b>Total Revenues</b>		-	-	-	-	0.0%
<b>TOTAL WMSS VEHICLES</b>		<b>(86,812)</b>	<b>(159,812)</b>	<b>(192,939)</b>	<b>33,127</b>	<b>(17.2%)</b>
<b>TOTAL WMSS OPERATIONS</b>		<b>(325,970)</b>	<b>(670,740)</b>	<b>(729,674)</b>	<b>58,934</b>	<b>(8.1%)</b>
<b>PARTNERSHIP PROJECTS - SCIENCE &amp; PARTNERSHIPS AND PROJECT MANAGEMENT OFFICE</b>						
Expenditures						
Salaries and Benefits		98,936	281,677	338,502	(56,825)	(16.8%)
Total Materials & Supplies and Purchased Services		70,886	565,162	355,612	209,550	58.9%
<b>Total Expenditures</b>	23	169,822	846,839	694,114	152,725	22.0%
Revenue						
Program Revenue		99,322	622,797	535,030	87,767	16.4%
Provincial Funding		56,228	119,631	56,834	62,797	110.5%
Federal Funding		14,273	104,410	102,250	2,160	2.1%
<b>Total Revenues</b>	23	169,822	846,839	694,114	152,725	22.0%
<b>TOTAL PARTNERSHIP PROJECTS</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>
<b>TOTAL WMSS REVENUE</b>		<b>8,293,388</b>	<b>15,509,232</b>	<b>16,398,627</b>	<b>(889,395)</b>	<b>(5.4%)</b>
<b>TOTAL WMSS EXPENDITURES</b>		<b>7,494,895</b>	<b>15,407,779</b>	<b>16,398,627</b>	<b>(990,848)</b>	<b>(6.0%)</b>
<b>TOTAL</b>		<b>798,493</b>	<b>101,453</b>	<b>-</b>	<b>101,453</b>	<b>0.0%</b>

Conservation Halton  
Budget Variance Report  
For the period ended July 31, 2019

	REPORT NOTE	ACTUAL YTD JULY 31, 2019	PROJECTED DECEMBER 2019	2019 BUDGET	PROJECTED \$ VARIANCE OVER / (UNDER) BUDGET	PROJECTED % VARIANCE OVER / (UNDER) BUDGET
<b>CONSERVATION AREAS</b>						
<b>VEHICLES</b>						
Expenditures						
Salaries and Benefits		-	-	-	-	0.0%
Total Materials & Supplies and Purchased Services		65,164	109,264	109,890	(626)	(0.6%)
<b>Total Expenditures</b>		65,164	109,264	109,890	(626)	(0.6%)
Revenue						
<b>Total Revenues</b>		-	-	-	-	0.0%
<b>TOTAL VEHICLES</b>		<b>(65,164)</b>	<b>(109,264)</b>	<b>(109,890)</b>	<b>626</b>	<b>(0.6%)</b>
<b>CONSERVATION AREAS ADMINISTRATION</b>						
Expenditures						
Salaries and Benefits		78,256	135,402	155,943	(20,541)	(13.2%)
Total Materials & Supplies and Purchased Services		232,835	408,490	653,700	(245,210)	(37.5%)
<b>Total Expenditures</b>	<b>24</b>	311,091	543,892	809,643	(265,751)	(32.8%)
Revenue						
Program Revenue		668,501	1,018,332	942,600	75,732	8.0%
<b>Total Revenues</b>		668,501	1,018,332	942,600	75,732	8.0%
<b>TOTAL CONSERVATION AREAS ADMINISTRATION</b>		<b>357,410</b>	<b>474,440</b>	<b>132,957</b>	<b>341,483</b>	<b>256.8%</b>
<b>CHARGEBACKS</b>						
Expenditures						
Chargeback WMSS to Conservation Areas		526,293	931,992	1,038,100	(106,108)	(10.2%)
<b>Total Expenditures</b>	<b>25</b>	526,293	931,992	1,038,100	(106,108)	(10.2%)
Revenue						
<b>Total Revenues</b>		-	-	-	-	0.0%
<b>TOTAL CHARGEBACKS</b>		<b>(526,293)</b>	<b>(931,992)</b>	<b>(1,038,100)</b>	<b>106,108</b>	<b>(10.2%)</b>

Conservation Halton  
Budget Variance Report  
For the period ended July 31, 2019

	REPORT NOTE	ACTUAL YTD JULY 31, 2019	PROJECTED DECEMBER 2019	2019 BUDGET	PROJECTED \$ VARIANCE OVER / (UNDER) BUDGET	PROJECTED % VARIANCE OVER / (UNDER) BUDGET
<b>CRAWFORD LAKE/MOUNTSBERG/ROBERT EDMONDSON</b>						
Expenditures						
Salaries and Benefits		926,537	1,596,300	1,652,223	(55,923)	(3.4%)
Total Materials & Supplies, Purchased Services and Financial		313,510	520,410	525,800	(5,390)	(1.0%)
<b>Total Expenditures</b>		<b>1,240,047</b>	<b>2,116,710</b>	<b>2,178,023</b>	<b>(61,313)</b>	<b>(2.8%)</b>
Revenue						
Program Revenue		1,151,572	1,944,572	2,013,300	(68,728)	(3.4%)
Municipal Funding		-	240,000	240,000	-	0.0%
<b>Total Revenues</b>		<b>1,151,572</b>	<b>2,184,572</b>	<b>2,253,300</b>	<b>(68,728)</b>	<b>(3.1%)</b>
<b>TOTAL CRAWFORD LAKE/MOUNTSBERG/ROBERT EDMONDSON</b>		<b>(88,475)</b>	<b>67,862</b>	<b>75,277</b>	<b>(7,415)</b>	<b>(9.9%)</b>
<b>KELSO/GLEN EDEN</b>						
Expenditures						
Salaries and Benefits		3,418,279	5,253,843	4,899,302	354,541	7.2%
Total Materials & Supplies, Purchased Services and Financial	26	1,734,553	2,830,353	2,552,862	277,491	10.9%
<b>Total Expenditures</b>		<b>5,152,832</b>	<b>8,084,196</b>	<b>7,452,164</b>	<b>632,032</b>	<b>8.5%</b>
Revenue						
Program Revenue		7,783,177	9,442,177	8,696,250	745,927	8.6%
<b>Total Revenues</b>		<b>7,783,177</b>	<b>9,442,177</b>	<b>8,696,250</b>	<b>745,927</b>	<b>8.6%</b>
<b>TOTAL KELSO/GLEN EDEN</b>		<b>2,630,345</b>	<b>1,357,981</b>	<b>1,244,086</b>	<b>113,895</b>	<b>9.2%</b>

Conservation Halton  
Budget Variance Report  
For the period ended July 31, 2019

	REPORT NOTE	ACTUAL YTD JULY 31, 2019	PROJECTED DECEMBER 2019	2019 BUDGET	PROJECTED \$ VARIANCE OVER / (UNDER) BUDGET	PROJECTED % VARIANCE OVER / (UNDER) BUDGET
<b>HILTON FALLS/MOUNT NEMO/RATTLESNAKE</b>						
Expenditures						
Salaries and Benefits		364,832	641,181	631,330	9,851	1.6%
Total Materials & Supplies, Purchased Services and Financial		51,738	93,138	101,800	(8,662)	(8.5%)
<b>Total Expenditures</b>		<b>416,570</b>	<b>734,319</b>	<b>733,130</b>	<b>1,189</b>	<b>0.2%</b>
Revenue						
Program Revenue		615,826	1,071,826	907,500	164,326	18.1%
<b>Total Revenues</b>	<b>27</b>	<b>615,826</b>	<b>1,071,826</b>	<b>907,500</b>	<b>164,326</b>	<b>18.1%</b>
<b>TOTAL HILTON FALLS/MOUNT NEMO/RATTLESNAKE</b>		<b>199,256</b>	<b>337,507</b>	<b>174,370</b>	<b>163,137</b>	<b>93.6%</b>
<b>TRANSFER TO CONSERVATION AREA RESERVES</b>		<b>(2,507,079)</b>	<b>(1,196,534)</b>	<b>(478,700)</b>	<b>(717,834)</b>	<b>150.0%</b>
<b>TOTAL CONSERVATION AREAS</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>
<b>TOTAL CONSERVATION AREAS REVENUE</b>		<b>10,219,076</b>	<b>13,716,907</b>	<b>12,799,650</b>	<b>917,257</b>	<b>7.2%</b>
<b>TOTAL CONSERVATION AREAS EXPENDITURES</b>		<b>7,711,997</b>	<b>12,520,373</b>	<b>12,320,950</b>	<b>199,423</b>	<b>1.6%</b>
<b>TOTAL</b>		<b>2,507,079</b>	<b>1,196,534</b>	<b>478,700</b>	<b>717,834</b>	<b>150.0%</b>

**REPORT TO:** Conservation Halton Board of Directors

**REPORT NO: #** CHBD 09 19 10

**FROM:** Marnie Piggot, Director, Finance

**DATE:** September 26, 2019

**SUBJECT:** **Purchasing Report April 1 to July 31, 2019**

### Recommendation

THAT the Conservation Halton Board of Directors **receive for information the Purchasing Report dated September 26, 2019 for the period April 1 to July 31, 2019 in accordance with the Purchasing Policy.**

### Report

The following report summarizes purchases to be reported during the period April 1 to July 31, 2019. The Conservation Halton Purchasing Policy requires single or sole source purchases greater than \$25,000 and Requests for Proposals awarded with a value over \$100,000 and Tenders awarded with a value of \$100,000 to \$350,000 to be reported to the Board of Directors for information.

Procurement is transitioning to the Corporate Compliance department as of August 2019. The new position of Procurement Specialist included in the budget was filled by Pavan Seth in August. Purchasing reports to the Board of Directors will come from Corporate Compliance staff in the future.

### Single or Sole Source Purchases:

Vendor	Amount (excluding HST)	Details
Tata Consultancy Services Canada Inc. (TCS)	\$39,600 and change order \$38,000; Revised total \$77,600	TCS was engaged to perform a due diligence assessment for digital transformation and modernization of the websites. The focus of the digital transformation review is the current eCommerce platform and file content digitization and management. TCS was selected due to their knowledge of Conservation Halton IT systems gained during the IT landscape assessment they completed in 2017. TCS is one of a few technology consultants that provide end to end integration and enterprise solutions. This project is funded through the operating and capital IT budgets.



Sutherland-Schultz Ltd.	\$44,800	Sutherland-Schultz Ltd. was retained to provide fabrication, installation and decommissioning services for the Kelso Dam safety railing replacement and stop log guide refurbishment. Sutherland-Schultz was retained because of their significant experience with Conservation Halton equipment having recently completed other similar projects including the sluice gate and stem guide replacement in the prior year. The required components need to be custom fabricated and are highly specialized. The cost is within the engineering consultant cost estimate. This project is funded 50% provincially and 50% municipal capital funding through the State of Good Repair Levy for Dams and Channels.
Stantec Consulting	\$70,000 and change order \$100,000; Revised total \$170,000	Stantec Consulting was recommended by Conservation Halton insurance adjusters to provide engineering consulting services for a furnace fuel leak at Kelso/Glen Eden in December 2018. The preliminary estimated costs and insurance recoveries were recorded in 2018. Insurance adjusters are in the process of making a recommendation as to the insurance coverage for this claim.
Accuworx	\$70,000 and change order \$100,000; Revised total \$170,000	Accuworx was retained to provide emergency fuel leak spill delineation and remediation services. Accuworx was recommended by Stantec Consulting. Similar to Stantec expenses, the insurance recoveries related to these costs are in the process of being confirmed.
Marsh Risk Consulting	\$30,000	Marsh Risk Consulting was retained to provide services with completing the Kelso/Glen Eden fuel leak insurance claim. This insurance claim is complex with two different insurance companies providing insurance coverage under various sections of the respective insurance policies.

#### Request for Proposals over \$100,000

Vendor	Amount (excluding HST)	Details
Greck and Associates Limited	\$138,210	As a result of two formal request for proposal (RFP) processes, Greck and Associates Limited was awarded the contract for Urban Milton Floodplain Mapping in June and
& Morrison Hershfield Limited	\$153,478	

		<p>Morrison Hershfield Limited was awarded the Morrison-Wedgewood Floodplain Mapping and Spill Study in July, both of which were included in the 2019 capital budget. Bids were received electronically through the Bids and Tenders system and evaluated using the criteria included in the RFP's. The combined contract awards are within the budget amount. The CAO received delegated authority to award these contracts within the project budget at the April Board of Directors meeting to meet project timelines. This project is funded 50% through federal National Disaster Mitigation Program (NDMP) and 50% through municipal capital funding.</p>
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### Impact on Strategic Goals


This report supports the Metamorphosis strategic theme of Striving for service excellence and efficiency. This theme is supported by the objective to provide clear financial data to support informed strategic and operational decision-making.

### Financial Impact

There is no financial impact to this report.

Signed & respectfully submitted:

  
Marnie Piggot  
Director, Finance

  
Lawrence Wagner,  
Senior Director, Corporate Services

Approved for circulation:

  
Hassaan Basit  
CAO/Secretary-Treasurer

**FOR QUESTIONS ON CONTENT:**

Marnie Piggot, Director, Finance  
[mpiggot@hrca.on.ca](mailto:mpiggot@hrca.on.ca); 905-336-1158, ext. 2240

**REPORT TO:** Conservation Halton Board of Directors

**REPORT NO:** CHBD 09 19 11

**FROM:** Barbara J. Veale, Director, Planning and Watershed Management

**DATE:** September 26, 2019

**SUBJECT:** **Proposed construction of a new dwelling including covered porches, patio/deck, and swimming pool within 15 metres of a wetland 4468 Escarpment Drive, City of Burlington, Regional Municipality of Halton (CH File # A/19/B/79)**

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## Recommendation

THAT the Conservation Halton Board of Directors **approve the issuance of a permit for the construction of a new dwelling including covered porches, patio/deck, and swimming pool within 15 metres of a wetland at 4468 Escarpment Drive (Lot 9), City of Burlington, Regional Municipality of Halton (CH File # A/19/B/79).**

## Executive Summary

Conservation Halton (CH) received a permit application to construct a two-storey dwelling, as well as covered porches, patio/deck, swimming pool, driveway, septic system, well, and minor site grading at 4468 Escarpment Drive, Burlington (Lot 9). The subject property is located within an approved plan of subdivision referred to as “The Bluffs”. Through the planning approval process, building envelopes were established for each lot in the subdivision, some of which contained wetlands and/or woodlands. Development setbacks of 15 metres were established from the limit of some, but not all, of the identified wetlands and woodlots. The building envelope established for Lot 9 contained a portion of a wetland; however, the subdivision agreement did not specify a development setback for this lot.

The building envelopes for this subdivision were established prior to CH's current regulation (*Ontario Regulation 162/06*) and regulatory policies coming into force and effect. Prior to *Ontario Regulation 162/06*, CH's regulation was *Ontario Regulation 150/90*. At that time, CH did not regulate “other areas” (i.e., areas adjacent to wetlands) and CH had two wetlands policies that related only to development *within* wetlands.

While CH's current policies cannot be met, most of the proposed dwelling is located more than 15 metres from the limit of the wetland. The accessory structures in the rear yard (e.g., pool, porch/deck, swimming pool) are located no closer than 5 metres from the staked limit of the wetland. The applicant has worked with CH staff to locate all works as far from the wetland as possible. All works are located within the building envelope established through the subdivision approval process. With proper sediment and erosion controls (as proposed), staff is satisfied that negative impacts to the wetland or its hydrologic functions will be minimized. Staff recommends that Conservation Halton approve CH permit application # A/19/B/79.

## Report

### Background

On August 9, 2019, staff received an application to construct a two-storey dwelling, as well as covered porches, patio/deck, swimming pool, driveway, septic system, well, and minor site grading at 4468 Escarpment Drive (Lot 9), Burlington.

The subject property is located within a plan of subdivision referred to as “The Bluffs”, which is located off Guelph Line, north of Dundas Street. Lot 9 is one of about 6 remaining vacant lots in this subdivision (Figure 1). CH staff was involved in the review of the draft plan of subdivision application. The plan was draft approved in March 1997 through the Ontario Municipal Board (OMB) and was registered in November 2006. Through the planning approval process, building envelopes were established for each lot in the subdivision, some of which contained wetlands and/or woodlands. Development setbacks of 15 metres were established from the limit of some, but not all, of the identified wetlands and woodlots. The subdivision agreement specifies the lots where this development setback is applicable. The building envelope established for Lot 9 contained a portion of a wetland; however, the subdivision agreement does not specify a development setback for this lot.

The building envelopes for this subdivision were established prior to CH’s current regulation (*Ontario Regulation 162/06*) and regulatory policies coming into force and effect. Prior to *Ontario Regulation 162/06*, CH’s regulation was *Ontario Regulation 150/90*. At that time, CH did not regulate “other areas” (i.e., areas adjacent to wetlands) and CH had two wetlands policies that related only to development *within* wetlands.

Today CH regulates, pursuant to *Ontario Regulation 162/06*, wetlands, as well as 120 metres from the limit of Provincially Significant Wetlands (PSWs) or wetlands greater than 2 hectares in size and 30 metres from the limit of wetlands less than 2 hectares in size. CH’s current policies do not allow for new development within 30 metres of PSWs or wetlands greater than 2 hectares or within 15 metres of a wetland less than 2 hectares.

Several other legislative, regulatory and/or policy changes have occurred since this subdivision was registered, including the introduction of the current *Endangered Species Act* (ESA) in 2007. This area is known habitat of the Jefferson Salamander, which is an endangered species protected under the ESA. While the ESA applies regardless of whether planning approvals are in place, CH staff has confirmed with Ministry of the Environment, Conservation and Parks (MECP) staff that the owner of Lot 9 would be required to obtain ESA approvals from the MECP only if works were to be proposed within the wetlands.

In 2017, the Ministry of Natural Resources and Forestry (MNRF) designated and mapped several wetlands in this area as Provincially Significant Wetlands (PSW). However, a few select wetlands were identified on the MNRF’s wetland mapping but not officially designated as PSWs. The wetland located on Lot 9 was one of those wetlands that was identified but not formally designated by MNRF.

Staff sought clarification from MNRF staff in this regard. MNRF staff deferred the formal delineation of the wetland (i.e., wetland staking) to CH. CH staff staked the limit of the wetland in July 2019.



CH staff met with the applicant and the applicant's consultant and architect by teleconference on July 9, 2019 to review and discuss concept designs. On July 16, 2019, CH staff attended a site visit with the applicant's consultant to formally stake the limit of the wetland. CH staff and the applicant's consultant discussed ideas about how best to locate the proposed development as far as possible from the staked limit of the wetland. The applicant was willing to work with CH staff and to try and bring the proposal as close to CH's policy requirements as possible. CH staff recognized that the applicant also had to meet specific lot coverage, front and side yard setbacks, as well as dwelling size requirements.



**Figure 1:** Key Map of 4468 Escarpment Drive, Burlington

### Proposal

On August 9, 2019, staff received a permit application to construct a two-storey dwelling, as well as covered porches, patio/deck, swimming pool, driveway, septic system, well, and minor site grading at 4468 Escarpment Drive (Lot 9), Burlington. Final drawings were submitted on August 23, 2019 and the application was deemed complete by staff (refer to O'Loughlin Fuller Residence Site Plan, Drawing A0, prepared by Richard Mann Architects Inc., dated August 20, 2019).

Most of the proposed dwelling is located more than 15 metres from the limit of the wetland. The accessory structures in the rear yard (e.g., pool, porch/deck, swimming pool) are located no closer than 5 metres from the staked limit of the wetland. The applicant has worked with CH staff to locate all works as far from the wetland as possible. All works are located within the building envelope established through the subdivision approval process.

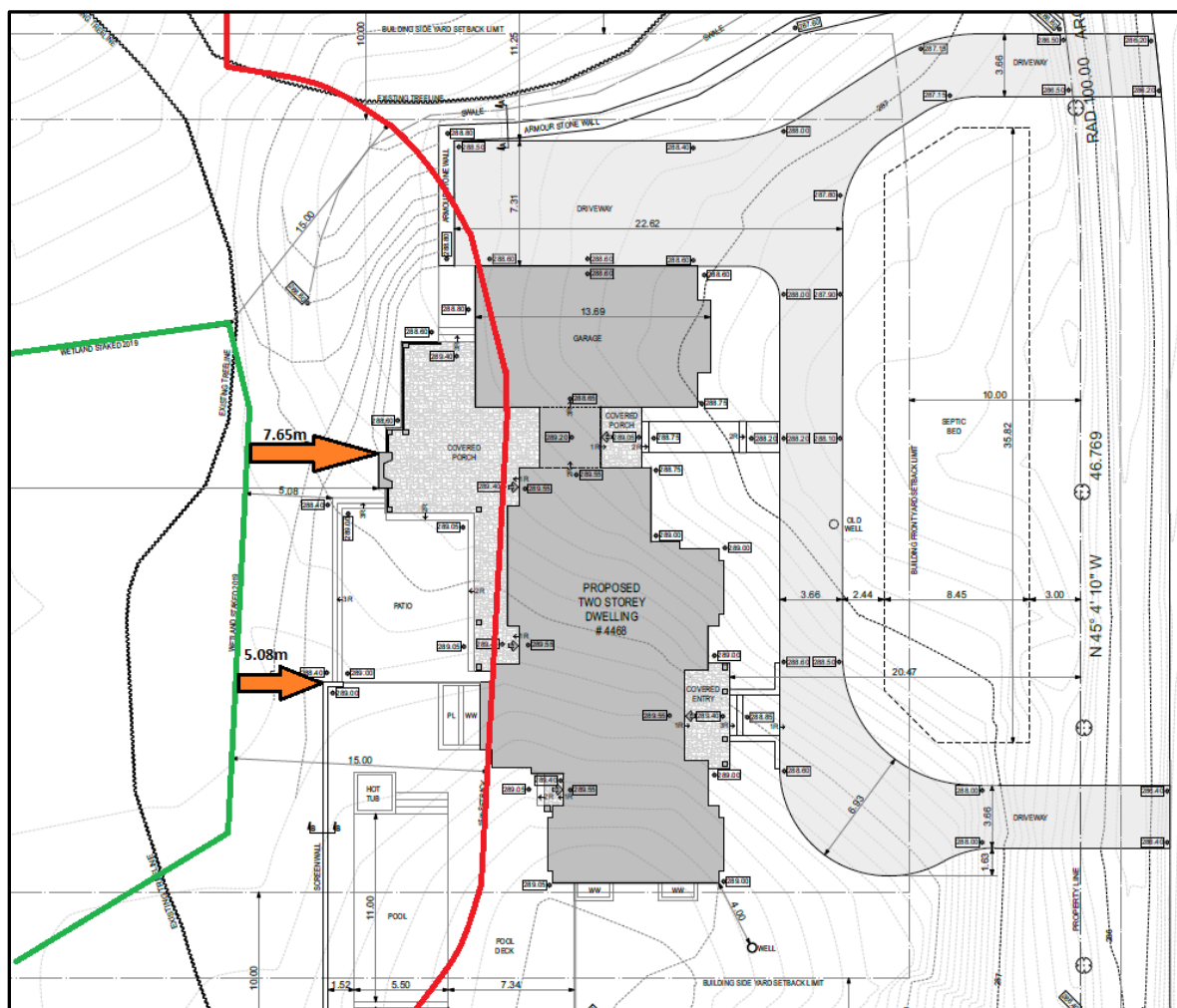
#### Conservation Halton Policy Review

The building envelopes that were established for this subdivision were determined prior to *Ontario Regulation 162/06*. CH's current policies do not allow for new development within 30 metres of PSWs or wetlands greater than 2 hectares or within 15 metres of a wetland less than 2 hectares. The MNRF has since designated and mapped several wetlands in this area PSWs. Lot 9 is identified on MNRFs wetland mapping but not designated as a PSW.

Given that building envelopes were established through the planning process, and that CH agreed to these envelopes prior to *Ontario Regulation 162/06*, CH's current regulatory policies cannot be met for Lot 9. CH staff conferred with MNRF staff who deferred the existing wetland delineation to CH staff. Staff have worked with the applicant to design the proposed residence and accessory structures as far away from the wetland as possible. To this end, most of the proposed residence is located more than 15 metres from the limit of the wetland. The accessory structures in the rear yard (e.g., pool, porch/deck, swimming pool) are located no closer than 5 metres from the staked limit of the wetland (Figure 2). All works are located within the building envelope established through the subdivision approval process. With proper sediment and erosion controls (as proposed), staff is satisfied that the works should not negatively impact the wetland or its hydrologic functions.

Section 28.1 (1) of the *CA Act* allows an authority to issue a permit to a person to engage in an activity specified in the permit that would otherwise be prohibited, if, in the opinion of the authority the activity is not likely to affect the control of flooding, erosion, dynamic beaches or pollution or the conservation of land. Given that planning approvals for development on this lot have already been provided and that measures have been taken to minimize impacts on the adjacent wetland, staff recommends that the Conservation Halton Board of Directors approve CH permit application #A/19/B/79.

CH staff sought clarification from MECP staff regarding ESA requirements. MECP staff confirmed that no ESA approvals would be required if all works were located outside the wetland. MECP did not identify any development setbacks from the wetland and suggested that they could be established by through CH's permit process.



**Figure 2:** Proposed development at 4468 Escarpment Drive, Burlington [note: Limit of wetland staked by CH July 16, 2019 (shown in green) and 15m setback delineation (shown in red)]

## Conclusion

Given the planning history associated with this lot and the efforts made by the applicant to work with CH staff to located all structures outside of the wetland, as far away as possible, staff recommends that CH Board of Directors approve the issuance of a permit for the development proposal associated with CH File # A/19/B/79.

## Impact on Strategic Goals

This report supports the Metamorphosis strategic theme of taking care of our growing communities. The theme is supported by the objective to remain dedicated to ecosystem-based watershed planning that contributes to the development of sustainable rural, urban and suburban communities.



**Financial Impact**

There is no financial impact as a result of this proposal.

Signed & respectfully submitted:

Approved for circulation:



Barbara Veale, Ph.D, MCIP, RPP  
Director, Planning and Watershed Management



Hassaan Basit  
CAO/Secretary-Treasurer

**FOR QUESTIONS ON CONTENT:**

Cassandra Connolly, Regulations Officer,  
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Kellie McCormack, Senior Manager, Planning & Regulations,  
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**REPORT TO:** Conservation Halton Board of Directors

**REPORT NO:** CHBD 09 19 12

**FROM:** Barbara J. Veale, Director, Planning and Watershed Management

**DATE:** September 26, 2019

**SUBJECT:** **Conservation Halton Hearing Procedures, Revised, September 26, 2019**  
**CH File No.: ADM 261**

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## Recommendation

THAT the Conservation Halton Board of Directors **approve the Conservation Halton Hearing Procedures, Revised, September 26, 2019.**

## Report

In 2005, Conservation Ontario and the Ministry of Natural Resources (and Forestry) released Hearing Procedures under Section 28 (3) of the *Conservation Authorities Act*. These guidelines were intended to provide a template for Conservation Authorities across Ontario to use to establish their own Board-approved Hearing Procedures.

Conservation Halton first adopted Hearing Procedures based on the approved template in 2008. These have been updated from time to time to reflect changes in legislation and the names of the referenced provincial ministries. The attached revisions reflect changes since 2015. In addition, to ensure a fair and transparent process, Appendix B, which details the hearing procedure process has been clarified and Appendix C - Chair's Opening Remarks has been simplified. These changes do not affect the overall intent or direction provided by Conservation Ontario and the Ministry of Natural Resources and Forestry.


## Impact on Strategic Goals

This report supports the Metamorphosis strategic themes of Taking care of our growing communities; Protecting our natural, cultural, and scenic assets; and Protecting our natural, cultural, and scenic assets. The theme is supported by the objective to remain dedicated to ecosystem-based watershed planning that contributes to the development of sustainable rural, urban and suburban communities.

## Financial Impact

There is no financial impact to this report.

Signed & respectfully submitted:



Barbara J. Veale, Ph.D, MCIP, RPP  
Director, Planning and Watershed Management

Approved for circulation:



Hassaan Basit  
CAO/Secretary-Treasurer



Conservation  
**Halton**

**SECTION 28 (3)**

**CONSERVATION AUTHORITIES ACT**

**HEARING PROCEDURES**

**THE HALTON REGION CONSERVATION AUTHORITY**

**Revised: September 2019  
February 2015  
February 2011**

**Adopted: June 26, 2008**

**The Halton Region Conservation Authority  
Section 28 (12), Section 28 (13), Section 28 (14)  
Conservation Authorities Act  
Hearing Procedures**

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D.	Notice of Decision	11

## **1.0 PURPOSE OF HEARING PROCEDURES:**

The purpose of these Hearing Procedures is to reflect the changes to the 2006 Conservation Authorities Act. The Act requires that the applicant be party to a hearing by the local Conservation Authority Board for an application to be refused or approved with contentious conditions. Further, a permit may be refused if, in the opinion of the Authority, the proposed development adversely affects the control of flooding, erosion, dynamic beaches, or pollution or conservation of land. The Hearing Board is empowered by law to make a decision, governed by the Statutory Powers Procedures Act. It is the purpose of the Hearing Board to evaluate the information presented at the hearing by both the Conservation Authority staff and the applicant and to decide whether the application will be approved with or without conditions, or refused.

These procedures have been prepared to provide a step-by-step process to conducting hearings required under Section 28 (12), (13), (14) of the Conservation Authorities Act. Similar to the 2005 Hearing Guidelines developed for Conservation Ontario, it is the intent that these procedures will promote the necessary consistency across the Province and ensure that hearings meet the legal requirements of the Statutory Powers Procedures Act without being unduly legalistic or intimidating to the participants.

## **2.0 PREHEARING PROCEDURES**

### **2.1 Apprehension of Bias**

In considering the application, the Hearing Board is acting as a decision-making tribunal. The tribunal is to act fairly. Under general principles of administrative law relating to the duty of fairness, the tribunal is obliged not only to avoid any bias but also to avoid the appearance or apprehension of bias. The following are three examples of steps to be taken to avoid apprehension of bias where it is likely to arise.

- (a) No member of the Authority taking part in the hearing should be involved, either through participation in committee or intervention on behalf of the applicant or other interested parties with the matter, prior to the hearing. Otherwise, there is a danger of an apprehension of bias, which could jeopardize the hearing.
- (b) If material relating to the merits of an application that is the subject of a hearing is distributed to Board members before the hearing, the material shall be distributed to the applicant at the same time. The applicant may be afforded an opportunity to distribute similar pre-hearing material.
- (c) In instances where the Authority requires a hearing to help it reach a determination as to whether to give permission with or without conditions or refuse a permit application, a final decision shall not be made until such time as a hearing is held. The applicant will be given an opportunity to attend the hearing before a decision is made; however, the applicant does not have to be present for a decision to be made.

## 2.2 Application

The right to a hearing is required where staff is recommending refusal of an application or where there is some indication that the Authority may not follow staff's recommendation to approve a permit or the applicant objects to the conditions of approval. The applicant is entitled to reasonable notice of the hearing pursuant to the Statutory Powers Procedures Act.

## 2.3 Notice of Hearing

The Notice of Hearing shall be sent to the applicant within sufficient time to allow the applicant to prepare for the hearing. To ensure that reasonable notice is given, the applicant shall be consulted to determine an agreeable date and time based on the Authority's regular meeting schedule.

The Notice of Hearing shall contain the following:

- (a) Reference to the applicable legislation under which the hearing is to be held (Conservation Authorities Act).
- (b) The time, place and the purpose of the hearing.
- (c) Particulars to identify the applicant, property and the nature of the application, which are the subject of the hearing.

Note: If the applicant is not the landowner but the prospective owner, the applicant must have written authorization from the registered landowner.

- (d) The reasons for the proposed refusal or conditions of approval shall be specifically stated. This should contain sufficient detail to enable the applicant to understand the issues so he or she can be adequately prepared for the hearing.

It is sufficient to reference in the Notice of Hearing that the recommendation for refusal or conditions of approval is based on the reasons outlined in previous correspondence or a hearing report that will follow.

- (e) A statement notifying the applicant that the hearing may proceed in the applicant's absence and that the applicant will not be entitled to any further notice of the proceedings.

Except in extreme circumstances, it is recommended that the hearing not proceed in the absence of the applicant.

- (f) Reminder that the applicant is entitled to be represented at the hearing by counsel, if desired.

The Notice of Hearing shall be directed to the applicant and/or landowner by registered mail. Please refer to **Appendix A** for an example Notice of Hearing.

## **2.4 Presubmission of Reports**

The applicant shall be provided with all reports from staff that will be provided to the Authority. The applicant shall be given two weeks to prepare a report once the reasons for the staff recommendations have been received. Subsequently, this may affect the timing and scheduling of the staff hearing reports.

## **2.5 Hearing Information**

Prior to the hearing, the applicant shall be advised of the Authority's hearing procedures.

## **3.0 HEARING**

### **3.1 Public Hearing**

Pursuant to the Statutory Powers Procedure Act, hearings are required to be held in public. The exception is in very rare cases where public interest in public hearings is outweighed by the fact that intimate financial, personal or other matters would be disclosed at hearings.

### **3.2 Hearing Participants**

- i. The Conservation Authorities Act does not provide for third party status at the local hearing. While others may be advised of the local hearing, any information that they provide should be incorporated within the presentation of information by, or on behalf of, the applicant or Authority staff.
- ii. While the hearings will be held in public and are also open to attendance by the press, the filming of the hearing or the taking of pictures will not be permitted during the hearing by any person or persons.

### **3.3 Attendance of Hearing Board Members**

In accordance with case law relating to the conduct of hearings, those members of the Authority who will decide whether to grant or refuse the application must be present during the full course of the hearing. If it is necessary for a member to leave, the hearing must be adjourned and resumed when either the member returns or if the hearing proceeds, even in the event of an adjournment, only those members who were present after the member left can sit to the conclusion of the hearing.

### **3.4 Adjournments**

The Board may adjourn a hearing on its own motion or that of the applicant or Authority staff where it is satisfied that an adjournment is necessary for an adequate hearing to be held.

Any adjournments form part of the hearing record.

### **3.5 Orders and Directions**

The Authority is entitled to make orders or directions to maintain order and prevent the abuse of its hearing processes. A hearing procedures example has been included as **Appendix B**.



### **3.6 Information Presented at Hearings**

- (a) The Statutory Powers and Procedures Act requires that a witness be informed of his right to object pursuant to the Canada Evidence Act. The Canada Evidence Act indicates that no witness shall be excused from answering questions on the basis that the answer may be incriminating. Further, answers provided during the hearing are not admissible against the witness in any criminal trial or proceeding. This information should be provided to the applicant as part of the Notice of Hearing.
- (b) The hearing procedural in general, will be informal without the evidence before the Board being given under oath or affirmation.
- (c) The Board may authorize receiving a copy rather than the original document, however, the Board can request certified copies of the document if required.
- (d) Privileged information, such as solicitor/client correspondence, cannot be heard. Information that is not directly within the knowledge of the speaker (hearsay), if relevant to the issues of the hearing, can be heard.
- (e) The Board may take into account matters of common knowledge such as geographic or historic facts, times measures, weights, etc. or generally recognized scientific or technical facts, information or opinions within its specialized knowledge without hearing specific information to establish their truth.

### **3.7 Conduct of Hearing**

#### **3.7.1 Record of Attending Hearing Board Members**

A record shall be made of the members of the Hearing Board.

#### **3.7.2 Opening Remarks**

The Chair shall convene the hearing with opening remarks, which generally; identify the applicant, the nature of the application, and the property location; outline the hearing procedures; and advise on requirements of the Canada Evidence Act. Please reference to **Appendix C** for the Opening Chair's Remarks model.

#### **3.7.3 Presentation of Authority Staff Information**

Staff of the Authority presents the reasons supporting the recommendation for the refusal or conditions of approval of the application. Any reports, documents or plans that form part of the presentation shall be properly indexed and received.

Staff and/or legal counsel of the Authority should not submit new information at the hearing, as the applicant will not have had time to review and provide a professional opinion to the Hearing Board.

### **3.7.4 Presentation of Applicant Information**

The applicant has the opportunity to present information at the conclusion of the Authority staff presentation. Any reports, documents or plans, which form part of the submission should be properly indexed and received.

The applicant shall present information as it applies to the permit application in question. For instance, does the requested activity affect the control of flooding, erosion, dynamic beach or conservation of land or pollution? The hearing does not address the merits of the activity or appropriateness of such a use in terms of planning.

- The applicant may be represented by legal counsel or agent, if desired
- The applicant may present information to the Board and/or have invited advisors to present information to the Board
- The applicant(s) presentation may include technical witnesses, such as an engineer, ecologist, hydrogeologist etc.

The applicant should not submit new information at the hearing, as the Staff of the Authority will not have had time to review and provide a professional opinion to the Hearing Board.

### **3.7.5 Questions**

Members of the Hearing Board may direct questions to each speaker as the information is being heard. The applicant and /or agent can make any comments or ask questions on the staff report.

Pursuant to the Statutory Powers Procedure Act, the Board can limit questioning where it is satisfied that there has been full and fair disclosure of the facts presented. It should be noted that the courts have been particularly sensitive to the issue of limiting questions and there is a tendency to allow limiting of questions only where it has clearly gone beyond reasonable or proper bounds.

### **3.7.6 Deliberation**

After all the information is presented, the Board will deliberate and make a decision on the application. A resolution advising of the Board's decision and the particulars of the decision will then be adopted.

## **4.0. DECISION**

The applicant must receive written notice of the decision. The applicant shall be informed of the right to appeal the decision within 30 days upon receipt of the written decision, to the Minister of Natural Resources.

The Board shall itemize and record information of particular significance, which led to their decision.

### **4.1 Notice of Decision**

The decision notice should include the following information:

- (a) The identification of the applicant, property and the nature of the application that was the subject of the hearing.
- (b) The decision to refuse or approve the application. A copy of the Hearing Board resolution should be attached.

The written Notice of Decision shall be forwarded to the applicant by registered mail. A sample Notice of Decision and cover letter has been included as **Appendix D**.

## **5.0 RECORD**

The Authority shall compile a record of the hearing. In the event of an appeal, a copy of the record should be forwarded to the Minister of Natural Resources/Mining and Lands Commissioner. The record must include the following:

- (a) The application for the permit
- (b) The Notice of Hearing
- (c) Any orders made by the Board (e.g., for adjournments)
- (d) All information received by the Board
- (e) The minutes of the meeting made at the hearing
- (f) The decision and reasons for the decision of the Board
- (g) The Notice of Decision sent to the applicant

## Appendix A

### NOTICE OF HEARING

#### IN THE MATTER OF

The Conservation Authorities Act,  
R.S.O. 1990, Chapter 27

**AND IN THE MATTER OF** an application by

#### **FOR THE PERMISSION OF THE THE HALTON REGION CONSERVATION AUTHORITY**

Pursuant to Regulations made under  
Section 28, Subsection 12 of the said Act

**TAKE NOTICE THAT** a Hearing before The Halton Region Conservation Authority will be held under Section 28, Subsection 12 of the Conservation Authorities Act at the offices of the said Authority, 2596 Britannia Road West, Burlington, Ontario, at the hour of 4:00 p.m. on the day of \_\_\_\_\_, 2\_\_\_\_, with respect to the application by (**NAME**) to permit development within an area regulated by the Authority in order to ensure no adverse affect on (**the control of flooding, erosion, dynamic beaches or pollution or conservation of land, alter or interfere with a watercourse, shoreline or wetland**) on Lot x , Plan/Lot xx, Concession x , (**Street**) in the City/Town of x , Regional Municipality of x , x Watershed.

**TAKE NOTICE THAT** you are invited to make a delegation and submit supporting written material to the Board of Directors of The Halton Region Conservation Authority for the meeting of (**meeting date**). If you intend to appear, please contact (**name**). Written material will be required by (**date**), to enable the Board members to review the material prior to the meeting.

**TAKE NOTICE THAT** this hearing is governed by the provisions of the Statutory Powers Procedure Act. Under the Act, a witness is automatically afforded a protection that is similar to the protection of the Ontario Evidence Act. This means that the evidence that a witness gives may not be used in subsequent civil proceedings or in prosecutions against the witness under a Provincial Statute. It does not relieve the witness of the obligation of this oath since matters of perjury are not affected by the automatic affording of the protection. The significance is that the legislation is Provincial and cannot affect Federal matters. If a witness requires the protection of the Canada Evidence Act that protection must be obtained in the usual manner. The Ontario Statute requires the tribunal to draw this matter to the attention of the witness, as this tribunal has no knowledge of the affect of any evidence that a witness may give.

**AND FURTHER TAKE NOTICE** that if you do not attend at this Hearing, the Board of Directors of The Halton Region Conservation Authority may proceed in your absence, and you will not be entitled to any further notice in the proceedings.

**DATED** the \_\_\_\_\_ day of, \_\_\_\_\_ 2 \_\_\_\_\_

Per:  
Chief Administrative Officer/Secretary-Treasurer

## **Appendix B**

### **HEARING PROCEDURES**

1. Motion to sit as Hearing Board.
2. Roll Call followed by the Chair's opening remarks.
3. Staff will introduce to the Hearing Board the applicant/owner, his/her agent and others wishing to speak.
4. Staff will indicate the nature and location of the subject application and the conclusions.
5. Staff and/or counsel will present the staff report included in the Authority agenda and the reasons why the application was recommended for denial. These reasons will be related to the control of flooding, erosion, pollution, dynamic beaches, and/or conservation of land. The staff report will provide a summary of evidence already provided to the Hearing Board prior to the Hearing. No new evidence shall be provided.
6. The applicant and/or his/her agent will make a presentation and the reasons why the application should be considered. The reasons will be related to the control of flooding, erosion, pollution, dynamic beaches, and/or conservation of land. The applicant and/or his/her agent will provide a summary of evidence already provided to the Hearing Board prior to the Hearing. No new evidence shall be provided.
7. The applicant will have the opportunity to make comments or ask questions of staff based on the evidence submitted. The staff and/or counsel will have the opportunity to make comment or ask questions of the applicant and/or his/her agents based on the evidence submitted.
8. The Hearing Board will ask questions of staff and the applicant.
9. The applicant will have the opportunity to make a closing statement, followed by staff.
10. The Hearing Board will move In Camera.
11. Members of the Hearing Board will move and second a motion.
12. A motion will be carried which will culminate in the decision.
13. The Hearing Board will move to reconvene in public forum.
14. The Chair or Acting Chair will advise the owner/applicant of the Hearing Board decision.
15. If the decision is "to refuse", the Chair or Acting Chair shall notify the owner/applicant of his/her right to appeal the decision to the Minister of Natural Resources and Forestry within 30 days of receipt of the reasons for the decision.

## Appendix C

### Chair's Opening Remarks

We are now going to hear depositions in respect of an application by:  
\_\_\_\_\_ for permission to:  
\_\_\_\_\_  
\_\_\_\_\_

Conservation Halton has regulations under Section 28 of the Conservation Authorities Act which require the permission of the Halton Region Conservation Authority to develop within valley lands, shorelines, wetlands or other hazardous lands, interfere with wetlands, or alter watercourses.

Staff have reviewed this proposed work and a copy of the staff report has been given to the applicant.

The Conservation Authorities Act (Section 28 (12)) provides that:

"Permission required under a regulation made under clause (1) (b) or (c) shall not be refused, or granted subject to conditions, unless the person requesting the permission has been given the opportunity to require a hearing before the authority or, if the authority so directs, before the authority's executive committee."

Staff have recommended a refusal and the Applicant has requested a hearing before us in accordance with that section.

In holding this hearing, the Hearing Board is to determine whether or not a permit is to be issued. In doing so, we can only consider the application in the form that is before us, the staff report, the Authority's policies and such evidence as may be given and the submissions to be made.

Regulation 162/06 states that: "3. (1) The Authority may grant permission for development in or on the areas described in subsection 2 (1) if, in its opinion, the control of flooding, erosion, dynamic beaches, pollution or the conservation of land will not be affected by the development."

The Applicant is reminded that typically presentation time is limited in these kinds of hearings. The Applicant will be afforded at least the same time as is taken by the Authority staff.

If the applicant has any questions to ask of the Hearing Board or of Authority staff or counsel, they must be directed to the Chair of the Board.

The way that this hearing will be conducted is as follows:

1. I will require a Motion to sit as a Hearing Board and our recording secretary will record the names of those present.
2. I will ask staff of the Authority to introduce the applicant (s)/owner(s) and his/her (their) agent to the Hearing Board.
3. Staff and/or counsel will present the staff report included in the Hearing Board materials, including the nature and location of the subject application and their conclusions.
4. The applicant and/or his/her agent will then speak. Time may be limited but not less than the time taken by staff.
5. Questions by the applicant/agent to the staff will be permitted provided these are short, to the point and relevant to the issue to be decided. The applicant/agent may also make any comments on the staff report, if he/she so desires.
6. Staff/counsel to the Authority will then have an opportunity to ask questions of the applicant/agent provided these are relevant, short and to the point.
7. The Hearing Board members may then ask questions, if any are needed, of both the staff and/or the applicant/agent. Such questioning should again be relevant, short and to the point.
8. The Applicant/Agent may make a *short* summary, as may staff/counsel to the Authority if present. The emphasis here is on short.
9. At the conclusion of the summary/submissions, the Hearing Board will move into closed session at which time they will consider the matter and reach a decision.
10. The Hearing Board will move out of closed session.
11. The Chair or Acting Chair will advise the owner/applicant of the Hearing Board decision. The Chair will ask for a motion confirming the decision by the Hearing Board members, seconded and carried.
12. If the decision is "to refuse", the Chair or Acting Chair shall notify the owner/applicant of his/her right to appeal the decision to the Minister of Natural Resources within 30 days of receipt of the reasons for the decision.
13. The Chair or Acting Chair will ask for a motion thereafter to move out of the Hearing Board and/or adjourn.

## Appendix D

(Date)

**BY REGISTERED MAIL**

(name)

(address)

Dear:

**RE: NOTICE OF DECISION**

**Hearing Pursuant to Section 28(12) of the Conservation Authorities Act**

**Proposed (*development*)**

**Lot , Plan ; City of**

**Application #:**

In accordance with the requirements of the Conservation Authorities Act, The Halton Region Conservation Authority provides the following Notice of Decision:

On (***meeting date and number***), the Hearing Board for the Halton Region Conservation Authority refused/approved your application/approved your application with conditions. A copy of the Board's resolution # has been attached for your records. Please note that this decision is based on the following reasons: (***the proposed development/alteration to a watercourse or shoreline adversely affects the control of flooding, erosion, dynamic beaches or pollution or interference with a wetland or conservation of land***).

In accordance with Section 28 (15) of the Conservation Authorities Act, an applicant who has been refused permission or who objects to conditions imposed on a permission may, within 30 days of receiving the reasons under subsection (14), appeal to the Minister who may refuse the permission; or grant permission, with or without conditions. For your information, should you wish to exercise your right to appeal the decision, a letter by you or your agent/counsel setting out your appeal must be sent within 30 days of receiving this decision addressed to:

The Honourable (*Minister's Name*)  
Minister of Natural Resources and Forestry  
Queen's Park, Whitney Block  
99 Wellesley Street West, 6th Floor, Room 6630  
Toronto ON M7A 1W3  
TEL: (416) 314-2301 FAX: (416) 314-2216

Should you require any further information, please do not hesitate to contact (***staff contact***) or the undersigned.

Yours truly,

Chief Administrative Officer/Secretary Treasurer

Enclosure



**REPORT TO:** Conservation Halton Board of Directors

**REPORT NO: #** CHBD 09 19 13

**FROM:** Meghan Hunter, Manager, Risk & Lands

**DATE:** September 26, 2019

**SUBJECT:** **Property Disposition- Strip of Property over the Morrison Wedgewood Channel for Halton Region's Trafalgar Road Reconstruction Project**

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## Recommendation

THAT the Conservation Halton Board of Directors **receives for information the Staff report dated September 26, 2019 regarding the Land Disposition of a portion of the Morrison Wedgewood Diversion Channel for the Trafalgar Road Extension area identified in Appendix 1.**

## Report

As part of the Trafalgar Road Reconstruction (widening) project, Halton Region offered to purchase a strip of property (part of the Morrison Wedgewood Diversion Channel) currently owned by Conservation Halton along the West side of Trafalgar Road in Oakville for the purpose of constructing a pedestrian bridge. In alignment with the approved *Land Securement Strategy* and similarly to the January 2019 approach to this project, Conservation Halton agreed to transfer the property to Halton Region for a fee of \$2.00, closing in October 2019.

Legal description: Part of Lot 13, Concession 2 (Trafalgar) SDS, as in PM137; Part of Lots 7, 8, 9 on PL 418, as in PM137, Except 647036; Part Lots 4 5,6 on PL 418, Part 2 on Reference Plan 20R-4244; Part of Lots 1 and 2 on PL 418, Parts 2 and 4 on Reference Plan 20R-4235; Part Lot 1 on Plan 418 designated as Part 5 on Reference Plan 20R-4235, Save and Except Part 1 on Reference Plan 20R-10984, (being part of PIN 24880-0155 (LT))

The request was reviewed collaboratively throughout the summer by appropriate Conservation Halton staff to clarify technical requirements for permitting and land transfer details. Once satisfied with the property details, Conservation Halton forwarded the Property Purchase Agreement and survey from Halton Region for review and revisions by legal counsel on July 31, 2019. The agreement was signed by Conservation Halton and sent to Halton Region August 12, 2019 with an anticipated closing in October 2019.

### ***Per Board Approved Land Securement Strategy, Conservation Halton 2017 Part Four: Land Disposition***

#### ***"Why Might Conservation Halton Want to Dispose of Lands?"***

***Management ability:*** As collaborative partners and public landowners, some assets and lands that are currently owned and managed by Conservation Halton may be more effectively and efficiently managed by a different public agency. Ensuring that Conservation Halton has a strategic context on which to base such discussions is important.

*Disposition of conservation authority lands is facilitated and supported by the Conservation Authorities Act, section 21(2) and at all times, the Policies and Procedures for the Disposition of Conservation Authority Owned Lands will be followed (Conservation Ontario).*

*These Policies and Procedures outline the specific need for any sale of any property for any reason, or the sale of a permanent interest in any property (such as an easement or other right) to any party, must receive Ministerial Approval under the Act. **The only time that Minister approval is not required is in the case of a land transfer to another public agency (municipality or provincial government agency) where there is no money exchanged and the purpose of the transfer is in support of a provincial or municipal project, such as road widening or other infrastructure.***

**Appendix A** for Plan of Survey attached:

RPLAN&\_P-1189 (Plan of Survey Part 3, Part of Lot 1 RP 418 and Part of Lot 13 Con 2, PIN 24880-0144)

### Impact on Strategic Goals

This report supports the Metamorphosis strategic theme of **Striving for service excellence and efficiency**. Conservation Halton endeavours to implement business practices that ensure economic, social and environmental sustainability. **Key Enabler:** Collaborate and enter into agreements with ministries and government agencies, municipal councils and local boards and other organizations.

### Financial Impact

Minimal financial impact to Conservation Halton as Halton Region will be incurring the cost for this Land transfer

Signed & respectfully submitted:



Meghan Hunter  
Manager, Risk & Lands

Approved for circulation:



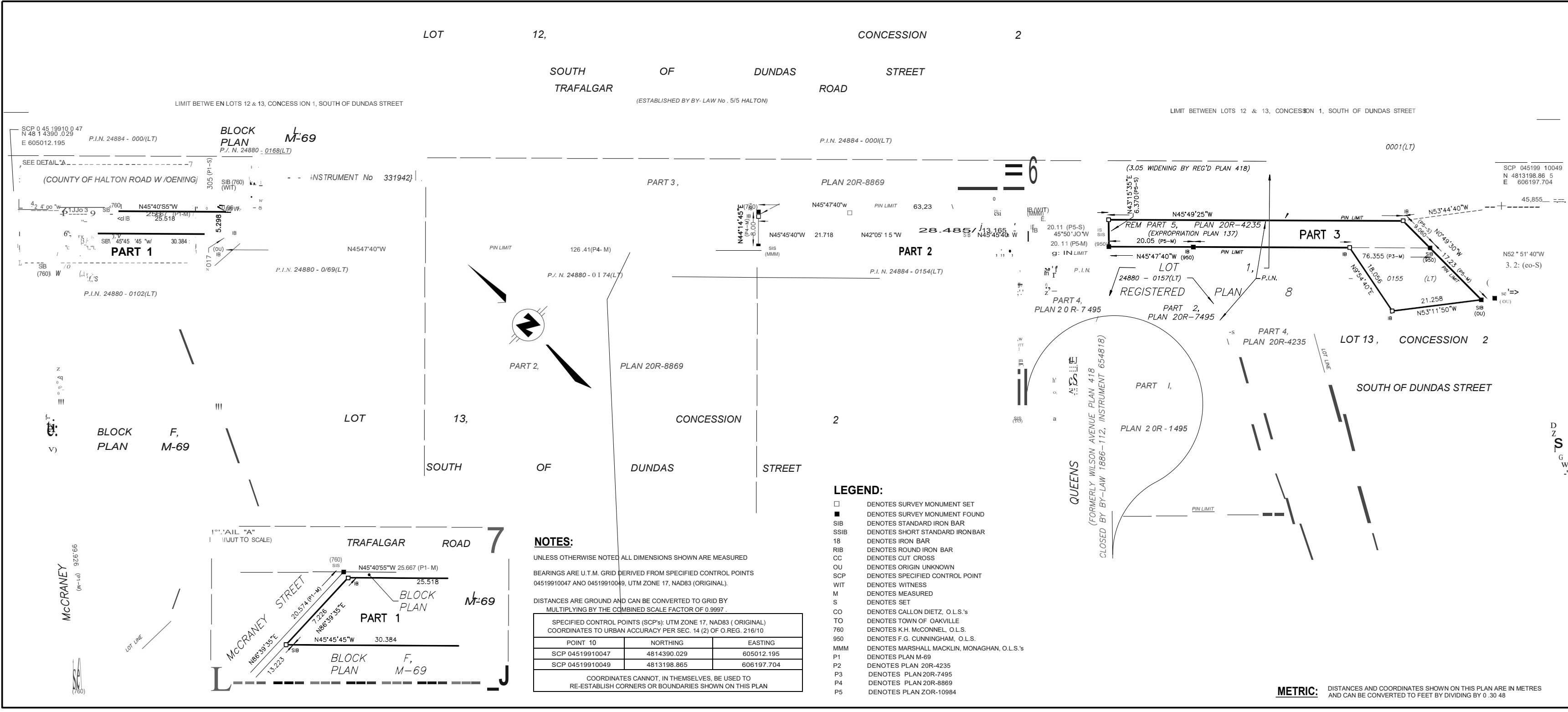
Hassaan Basit  
CAO/Secretary-Treasurer

**FOR QUESTIONS ON CONTENT:**

Meghan Hunter, Manager, Risk & Lands

[mhunter@hrca.on.ca](mailto:mhunter@hrca.on.ca)

905-336-1158 ext. 2332



I REQUIRE THIS PLAN TO BE DEPOSITED UNDER THE LAND TITLES ACT

DATE

TERRY P. DIETZ, O.L.S.

PLAN 20R-

RECEIVED AND DEPOSITED

DATE

REPRESENTATIVE FOR LAND REGISTRAR FOR THE LAND TITLES DIVISION OF HALTON (No. 20)

PART	LOT/BLOCK	PLAN/CONCESSION	P.I.N.	AREA m <sup>2</sup>	NAME OF MOST RECENT TRANSFEREE OF THE CORPORATION OF THE TOWN OF OAKVILLE
2	PART OF BLOCK F	PLAN M-59	24880-0102(LT)	148.6	IMH 297 QUEENS LTD.
3	PART OF LOT 1	REGISTERED PLAN 418 CONCESSION 2	24880-0155(LT)	754.2	THE HALTON REGION CONSERVATION AUTHORITY

PART OF LOT 13 SOUTH OF DUNDAS ST  
PART 1 COMPRISES PART OF P.I.N. 24880-0102(LT)  
PART 2 COMPRISES PART OF P.I.N. 24880-0154(LT)  
PART 3 COMPRISES PART OF P.I.N. 24880-0155(LT)

PLAN OF SURVEY

OF PART OF

LOT 13, CONCESSION 2

SOUTH OF DUNDAS STREET

AND PART OF

BLOCK 'F' PLAN M-69

AND PART OF

LOT 1, REGISTERED PLAN 418

(GEOGRAPHIC TOWNSHIP OF TRAFALGAR, COUNTY OF HALTON)

NOW IN THE

TOWN OF OAKVILLE

REGIONAL MUNICIPALITY OF HALTON

SCALE 1:500 (Metric)

m

W

(SCALE IN METRES)

TERRY P. DIETZ  
ONTARIO LAND SURVEYOR

SURVEYOR'S CERTIFICATE:

I CERTIFY THAT:

(1) THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYORS ACT AND THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM.

(2) THE SURVEY WAS COMPLETED ON THE

PRELIMINARY NOT MONUMENTED

DATE

TERRY P. DIETZ  
ONTARIO LAND SURVEYOR

C:\\_CDva\ltd\DWG\2010s\2019\19-22552\PLAN7\_p-1189.dwg May 15, 2019

Callon & Dietz INCORPORATED

ONTARIO LAND SURVEYORS

CARLETON PLACE LONDON NORTH BAY ST. THOMAS

info@callondietz.com callondietz.com

tt, 6

106

PLAN No: P-1189

METRIC:

DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048

**LEGEND:**

- DENOTES SURVEY MONUMENT SET
- DENOTES SURVEY MONUMENT FOUND
- SIB DENOTES STANDARD IRON BAR
- SSIB DENOTES SHORT STANDARD IRON BAR
- 18 DENOTES IRON BAR
- RIB DENOTES ROUND IRON BAR
- CC DENOTES CUT CROSS
- OU DENOTES ORIGIN UNKNOWN
- SCP DENOTES SPECIFIED CONTROL POINT
- WIT DENOTES WITNESS
- M DENOTES MEASURED
- S DENOTES SET
- CO DENOTES CALLON DIETZ, O.L.S.'s
- TO DENOTES TOWN OF OAKVILLE
- 760 DENOTES K.H. McCONNEL, O.L.S.
- 950 DENOTES F.G. CUNNINGHAM, O.L.S.
- MMM DENOTES MARSHALL MACKLIN, MONAGHAN, O.L.S.'s
- P1 DENOTES PLAN M-69
- P2 DENOTES PLAN 20R-4235
- P3 DENOTES PLAN 20R-7495
- P4 DENOTES PLAN 20R-8869
- P5 DENOTES PLAN 20R-10984

**NOTES:**

UNLESS OTHERWISE NOTED ALL DIMENSIONS SHOWN ARE MEASURED

BEARINGS ARE U.T.M. GRID DERIVED FROM SPECIFIED CONTROL POINTS 04519910047 AND 04519910049, UTM ZONE 17, NAD83 (ORIGINAL).

DISTANCES ARE GROUND AND CAN BE CONVERTED TO GRID BY MULTIPLYING BY THE COMBINED SCALE FACTOR OF 0.9997.

POINT	10	NORTHING	EASTING
SCP 04519910047		4814390.029	605012.195
SCP 04519910049		4813198.865	606197.704

COORDINATES CANNOT, IN THEMSELVES, BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN

**REPORT TO:** Conservation Halton Board of Directors

**REPORT NO: #** CHBD 09 19 14

**FROM:** Barbara Veale, Director, Planning & Watershed Management

**DATE:** September 26, 2019

**SUBJECT:** **Provincial Policy Statement Review – Proposed Policies (ERO # 019-0279)**  
**CH File No.: PPO 058**

---

### Recommendation

THAT the Conservation Halton Board of Directors **receives for information the staff report entitled “Provincial Policy Statement Review – Proposed Policies (ERO # 019-0279)”**.

AND

THAT the Conservation Halton Board of Directors **approves the Halton Area Planning Partnership (HAPP) report and the CH staff comments specific to Section 3.1 – Natural Hazards and directs staff to include both submission to the Province on the Provincial Policy Statement Review – Proposed Policies (ERO # 019-0279).**

AND

THAT the Conservation Halton Board of Directors **directs staff to submit the attached draft letter and attachments to the Ministry of Municipal Affairs and Housing as Conservation Halton’s formal response to the Province on the proposed changes to the Provincial Policy Statement Review – Proposed Policies (ERO # 019-0279).**

### Report

The Provincial Policy Statement (PPS) is a consolidated statement of the government’s policies on land use planning and is issued under section 3 of the *Planning Act*. The PPS applies province-wide and sets out the provincial policy direction for:

- The efficient use and management of land and infrastructure;
- Ensuring the provision of sufficient housing to meet changing needs, including affordable housing;
- Protecting the environment and resources including farmland, natural resources (e.g., wetlands and woodlands) and water;
- Ensuring opportunities for economic development and job creation;
- Ensuring the appropriate transportation, water, sewer and other infrastructure is available to accommodate current and future needs; and
- Protecting people, property and community resources by directing development away from natural or human-made hazards – such as flood prone areas.

The PPS is the primary provincial land use policy document guiding municipal decision-making. The *Planning Act* requires that decisions on land use planning matters be “consistent with” the PPS. The

PPS came into force and effect on April 30, 2014. On May 2, 2019, the government released “More Homes, More Choice: Ontario’s Housing Supply Action Plan” via the introduction of Bill 108. The Action Plan included a series of initiatives to address housing supply, including a review of the PPS. Bill 108 received Royal Assent on June 6, 2019. On July 22, 2019, the Province posted “Provincial Policy Statement Review – Proposed Policies” on the Environmental Registry for comment (ERO # 019-0279). The comment deadline is October 21, 2019.

The Province has stated that the objectives of the proposed PPS policy changes are to: 1) encourage the development of an increased mix and supply of housing; 2) protect the environment and public safety; 3) reduce barriers and costs for development and provide greater predictability; support rural, northern and Indigenous communities; and 4) support the economy and job creation. To support these objectives, the Province has proposed several changes to the current PPS, including PPS policies related to:

1. **Increasing Housing Supply and Mix** – Policies are proposed that would increase land supply requirements for municipalities and increase flexibility related to the phasing of development, built form and process for settlement area boundary expansions, as well as policies to support municipalities in achieving affordable housing targets.
2. **Protecting the Environment and Public Safety** – Policies are proposed that would enhance direction to prepare for impacts of a changing climate, enhance stormwater management policies to protect water and support climate resiliency, and promote the on-site local reuse of excess soil. Current policies related to natural and human made hazards, including policies that direct development away from hazardous areas including flood-prone areas, are to be maintained until the work of the Province’s Special Advisor on Flooding is completed.
3. **Reducing Barriers and Costs** – Policies are proposed that would require municipalities to fast-track development applications for certain proposals (e.g. housing) and that would allow mineral aggregate operations to use rehabilitation plans to demonstrate that extraction will have no negative impacts.
4. **Supporting Rural, Northern and Indigenous Communities** - Policies are proposed that would enhance municipal engagement with Indigenous communities on land use planning and enhance agricultural protections to support food production and the agricultural sector as an economic driver.
5. **Supporting Certainty and Economic Growth** - Policies are proposed that would encourage municipalities to facilitate conditions for economic investment, and at the time of official plan review or update, assess locally-identified employment areas, as well as policies that would provide municipalities with greater control over employment area conversions.

In 1995, the provincial government through the Ministry of Natural Resources and Forestry, delegated responsibility to conservation authorities for commenting on municipal policy documents and planning applications specific to natural hazards (PPS Section 3.1.1-3.1.7) as part of the provincial one window approach to planning reviews. CAs have considerable experience interpreting and implementing the Natural Hazard policies of the PPS. CAs also have experience implementing regulations related to development in natural hazards. There are challenges with current natural hazard-related PPS policies, as they do not fully address existing settlement areas and the policies are not always consistent with CA regulations or provincial technical guidelines. In its role as the delegated authority for commenting on planning policies and proposals specific to natural hazards PPS policies, Conservation Halton has prepared comments for consideration by the Ministry of Municipal Affairs and Housing and the provincial Flood Advisor, Mr. Doug McNeil (Attachment 1).

Staff also participated in the review of the proposed changes to the PPS with the Halton Area Planning Partnership (HAPP), which is comprised of staff representatives from Halton Region, City of Burlington,

Town of Halton Hills, Town of Milton, Town of Oakville, Credit Valley Conservation, Grand River Conservation Authority and Conservation Halton. HAPP has prepared a submission that represents the collective review and joint response to the proposed PPS changes **(to be distributed at the Board meeting)**.

Given that the commenting period closes before the next CH Board of Directors' meeting, staff is seeking Board endorsement of the draft letter and the HAPP response before submitting to the Province as Conservation Halton's formal submission.

In general, there are a few key proposed policy changes that Conservation Halton staff supports, including those that strengthen policies related to climate change and indigenous engagement. Staff welcomes the proposed policy changes that require municipalities and planning authorities to "prepare for the impacts of a changing climate" when making decisions on planning matters. However, the new climate change definition should be expanded to acknowledge the need to both "prepare for" and "mitigate" against climate change. Staff is concerned with the proposed change to section 2.5.2.2 of the PPS, as it introduces consideration for aggregate extraction in natural heritage features, provided it can be demonstrated that the long-term rehabilitation will result in no-negative impacts on the natural feature and its ecological function. Staff is not convinced that this policy can be achieved and recommends that it be removed.

### Impact on Strategic Goals


This report supports the Metamorphosis strategic themes of Taking care of our growing communities; Protecting our natural, cultural, and scenic assets; and Protecting our natural, cultural, and scenic assets. The theme is supported by the objective to remain dedicated to ecosystem-based watershed planning that contributes to the development of sustainable rural, urban and suburban communities.

### Financial Impact

There is no financial impact to this report

Signed & respectfully submitted:

Approved for circulation:



Barbara J. Veale, Ph.D, CMIP, RPP  
Director, Planning & Watershed Director



Hassaan Basit  
CAO/Secretary-Treasurer

### FOR QUESTIONS ON CONTENT:

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DRAFT

October 1, 2019

**BY EMAIL AND MAIL**

Planning Consultation  
Provincial Planning Policy Branch  
777 Bay Street, 13th floor  
Toronto, ON M5G 2E5

Re: **Provincial Policy Statement Review – Proposed Policies**  
**ERO number 019-0279**  
**CH File No.: PPO 058**

Conservation Halton (CH) has reviewed the above-referenced Environmental Registry posting regarding changes proposed to the Provincial Policy Statement (PPS) and offers two sets of comments, as attached.

The first set of comments focuses on the proposed changes posted on the Environmental Registry of Ontario. These comments have been developed jointly by the municipalities and conservation authorities having jurisdiction within the Region of Halton and represent the collective response of the agencies.

The second set of comments relates specifically to Section 3 of the Provincial Policy Statement. These comments are provided for consideration by the provincial Flood Advisor and are based on CH's role as a delegated authority for commenting on the PPS (Section 3 – Natural Hazards) under the Province's one-window planning approach.

Our comments were approved for submission to the Provincial Planning Policy Branch by Conservation Halton's Board of Directors on September 26, 2019.

Should you have any questions, please feel free to contact the undersigned.

Yours truly,

Barbara Veale, PhD, MCIP, RPP  
Director, Planning and Watershed Management

Encl. 1 (comment table, Section 3, PPS)  
Encl. 2 (comment table, revised PPS)



## Proposed Changes to the Provincial Policy Statement (PPS)

[ERO 019-0279](#)

Comment Period: July 22, 2019 – October 20, 2019

### Conservation Halton Comments, Section 3.0, Natural Hazards - September 26, 2019

3.1	Natural Hazards (track changes version)	Conservation Halton (CH) Comments
3.1.3	Planning authorities shall <del>consider</del> <ins>prepare for</ins> the <del>potential</del> impacts of <ins>a changing</ins> climate <del>change</del> that may increase the risk associated with natural hazards.	CH supports the proposed changes to this policy.
		<p><b>General Comments:</b></p> <p>Conservation Authorities (CAs) were delegated the responsibility of commenting on the PPS, Section 3.1.1-3.1.7 – Natural Hazards, by the Province in 1995. As such, CAs have considerable experience interpreting and implementing the Natural Hazard policies of the PPS. CAs also have experience implementing regulations related to development in natural hazards. There are challenges with current natural hazard-related PPS policies, as they do not fully address existing settlement areas and the policies are not always consistent with CA regulations or Provincial technical guidelines. Additional comments are provided in this regard throughout this table for consideration by the provincial Flood Advisor, Mr. Doug McNeil.</p> <p>There are challenges related to natural hazards that the current PPS does not address, including how we deal with existing natural hazards in built-up areas. The PPS policies in Section 3 of the PPS are written primarily from a “new” development perspective. For instance, the PPS does not address how riverine spills should be dealt with. This is an issue in GTA municipalities where existing infrastructure has not been built to withstand the Regional Flood or design storm (as defined in the <i>Conservation Authorities Act</i> and regulations). In the past, the nature and extent of urban spills could not be quantified. However, the technologies are now available to determine the nature and extent of spills (e.g. LiDAR, 2-D modelling). In some areas, the depth and velocity of flow that result from potential spills under the Regional Flood are significant. In addition, municipalities are experiencing more short duration, high intensity rainfall which overwhelming existing stormwater infrastructure. Increased overland flow combined with riverine flooding can cause significant risk to life, property and public infrastructure and millions of dollars in damage (e.g., 2014 flood in Burlington).</p> <p>There is no provincial direction in terms of how municipalities (and CAs) should deal with this. The PPS should acknowledge this as a natural hazard and provide policies around how spills in settled areas should be addressed (including providing policy direction for flood proofing). From a policy perspective, a Special Policy Area (SPA) may be appropriate and the technical guidelines should be updated to include methods for determining the nature and extent of spills, floodproofing requirements including access and egress and the planning process to legitimize this approach.</p> <p>In addition, CH has some municipalities whose downtown areas have historically developed in the erosion hazard. There is no direction around how these areas should be dealt with. From a policy perspective, these areas should be candidates for an SPA or another policy approach with recognizes increased flood risk in these areas. Likewise, the technical guidelines should be updated to include direction on remedial measures, planning processes (similar to Appendices 4 and 5 in the 2002 technical guidelines for the river and stream systems), flood proofing standards, and levels of acceptable risk that can be considered for these areas.</p>



## Proposed Changes to the Provincial Policy Statement (PPS)

[ERO 019-0279](#)

Comment Period: July 22, 2019 – October 20, 2019

### Conservation Halton Comments, Section 3.0, Natural Hazards - September 26, 2019

3.1	Natural Hazards (track changes version)	Conservation Halton (CH) Comments
3.1.1	<p>Development shall generally be directed to areas outside of:</p> <ul style="list-style-type: none"> <li>a) <i>hazardous lands</i> adjacent to the shorelines of the <i>Great Lakes - St. Lawrence River System</i> and <i>large inland lakes</i> which are impacted by <i>flooding hazards, erosion hazards</i> and/or <i>dynamic beach hazards</i>;</li> <li>b) <i>hazardous lands</i> adjacent to <i>river, stream and small inland lake systems</i> which are impacted by <i>flooding hazards</i> and/or <i>erosion hazards</i>; and</li> <li>c) <i>hazardous sites</i>.</li> </ul>	<p>This policy has generally worked well for keeping greenfield development out of natural hazards. However, mapping of natural hazards is outdated. Note that 2002 provincial technical guidelines for interpreting hazardous lands are outdated and do not in all cases complement or harmonize with the CA regulations for natural hazards. For example, the extent of the shoreline erosion hazard is calculated differently under the Provincial technical guidelines than under the <i>Conservation Authorities Act</i> (CAA) and individual regulations. Similarly, the calculation of the riverine erosion hazard is different. CAs provide hazard mapping to municipalities for incorporation into official plans and comprehensive zoning by-laws. Also, CAs are delegated the responsibility for commenting on S. 3 of the PPS through the provincial one window approach. The differing definitions and calculations for natural hazards causes confusion and dispute between municipalities and CAs. Recommend that this is an opportune time to harmonize the definition and calculation of natural hazards as well as updating the technical guidelines so that they complement CA hazard regulations rather than vary from them.</p>
3.1.2	<p><i>Development and site alteration</i> shall not be permitted within:</p> <ul style="list-style-type: none"> <li>a) the <i>dynamic beach hazard</i>;</li> <li>b) <i>defined portions of the flooding hazard along connecting channels</i> (the St. Marys, St. Clair, Detroit, Niagara and St. Lawrence Rivers);</li> <li>c) areas that would be rendered inaccessible to people and vehicles during times of <i>flooding hazards, erosion hazards</i> and/or <i>dynamic beach hazards</i>, unless it has been demonstrated that the site has safe access appropriate for the nature of the <i>development</i> and the natural hazard; and</li> <li>d) a <i>floodway</i> regardless of whether the area of inundation contains high points of land not subject to flooding.</li> </ul>	<p>The standard for safe access is found in the provincial technical guidelines, Appendix 6. The current standard has generally been interpreted to mean that safe access can be calculated using the product of velocity and flow – anywhere from .8m with no velocity to lower levels with higher velocity. The guidelines talk about how velocity and flow affect the stability of adults and children, but do not state a standard. The standard should be set to protect the most vulnerable in the population. In addition, underlying conditions of roads/pathways are difficult to assess and emergency vehicles will often not venture into flood waters of any depth. The current provincial technical guidelines do not recognize these constraints to emergency vehicles in existing flood vulnerable areas.</p> <p>Recommend that the intent of the policy be clarified to promote a more consistent interpretation of policy d) of this section. There is pressure to develop existing lots of record in elevations not influenced by the hazard but surrounded by hazards, when access is not safe, using the product of depth and velocity. More direction is required regarding how this situation should be addressed – either in the policy or updated technical guidelines.</p>
3.1.3	<p>Planning authorities shall <del>consider</del> <ins>prepare for</ins> the <del>potential</del> impacts of <ins>a changing</ins> climate <del>change</del> that may increase the risk associated with natural hazards.</p>	<p>CH supports the proposed changes to this policy.</p>
3.1.4	<p>Despite policy 3.1.2,</p>	<p>This policy deals specifically with how existing development within riverine flood hazards where Special Policy Areas exist. The provincial technical</p>

## Proposed Changes to the Provincial Policy Statement (PPS)

[ERO 019-0279](#)

Comment Period: July 22, 2019 – October 20, 2019

### Conservation Halton Comments, Section 3.0, Natural Hazards - September 26, 2019

3.1	Natural Hazards (track changes version)	Conservation Halton (CH) Comments
	<p><i>development and site alteration</i> may be permitted in certain areas associated with the <i>flooding hazard</i> along <i>river, stream and small inland lake systems</i>:</p> <p>a) in those exceptional situations where a <i>Special Policy Area</i> has been approved. The designation of a <i>Special Policy Area</i>, and any change or modification to the official plan policies, land use designations or boundaries applying to <i>Special Policy Area</i> lands, must be approved by the Ministers of Municipal Affairs and Housing and Natural Resources prior to the approval authority approving such changes or modifications; or</p> <p>b) where the <i>development</i> is limited to uses which by their nature must locate within the <i>floodway</i>, including flood and/or erosion control works or minor additions or passive non-structural uses which do not affect flood flows.</p>	<p>guidelines outline the process for developing and implementing a <i>Special Policy Area</i> (Appendix 5). The <i>Special Policy Area</i> process, however, is limited in its application to historic areas to allow improvements and some restorations/renovations in order to maintain the economic and social viability of the community. The process has been used sparingly, with few <i>Special Policy Areas</i> being implemented in the past decade. The process does not contemplate major redevelopment or intensification and has not been used for core areas where major redevelopment/intensification is proposed.</p> <p>In recent years, new tools and technologies have shown that some existing core areas and areas along high-speed public transit line are susceptible to significant flooding from riverine spills (where no flooding was assumed). While the direction of the PPS is to avoid increasing flood risk, there is also pressure for redevelopment and intensification in some of these areas. This creates issues with conflicting provincial policy directions. There is currently no process available to deal with these circumstances.</p> <p>Likewise, there are no opportunities for some policy flexibility in urban core areas which have historically developed in the erosion hazard.</p> <p>Recommend that access and egress standards, flood proofing standards, acceptable levels of risk (for the province, municipality and local conservation authority), and acceptable planning processes be updated for vulnerable, urban or settled areas. Recommend that the intent of the policy be clarified and addressed through updated technical guidelines.</p>
3.1.5	<p><i>Development</i> shall not be permitted to locate in <i>hazardous lands</i> and <i>hazardous sites</i> where the use is:</p> <p>a) an <i>institutional use</i> including hospitals, long-term care homes, retirement homes, pre-schools, school nurseries, day cares and schools;</p> <p>b) an <i>essential emergency service</i> such as that provided by fire, police and ambulance stations</p>	<p>Conservation Halton supports this policy.</p>

## Proposed Changes to the Provincial Policy Statement (PPS)

[ERO 019-0279](#)

Comment Period: July 22, 2019 – October 20, 2019

### Conservation Halton Comments, Section 3.0, Natural Hazards - September 26, 2019

3.1	Natural Hazards (track changes version)	Conservation Halton (CH) Comments
	and electrical substations; or c) uses associated with the disposal, manufacture, treatment or storage of <i>hazardous substances</i> .	
3.1.6	Where the <i>two zone concept</i> for <i>flood plains</i> is applied, <i>development</i> and <i>site alteration</i> may be permitted in the <i>flood fringe</i> , subject to appropriate floodproofing to the <i>flooding hazard</i> elevation or another <i>flooding hazard</i> standard approved by the Minister of Natural Resources.	The process for applying a two-zone policy needs to address redevelopment and intensification. Recommend that risk be evaluated based on updated technical guidelines (as indicated for S. 3.1.4)
3.1.7	Further to policy 3.1.6, and except as prohibited in policies 3.1.2 and 3.1.5, <i>development</i> and <i>site alteration</i> may be permitted in those portions of <i>hazardous lands</i> and <i>hazardous sites</i> where the effects and risk to public safety are minor, could be mitigated in accordance with provincial standards, and where all of the following are demonstrated and achieved: a) development and site alteration is carried out in accordance with floodproofing standards, protection works standards, and access standards; b) vehicles and people have a way of safely entering and exiting the area during times of flooding, erosion and other emergencies; c) new hazards are not created and existing hazards are not aggravated; and d) no adverse environmental impacts will result.	This policy is subject to various interpretations. Does it relate specifically to the two-zone concept or to other natural hazards such as erosion, unstable soils, etc.? Items a) and b) refer specifically to flooding. Clarity regarding the intent is needed.  What is considered “minor” effects and risk to public safety? Recommend that a definition be added to either the PPS or updated technical guidelines.  As indicated in previous comments, recommend that technical guidelines be revisited to consider what we have learned in the past 20 years, new technologies, and changing climate implications.
	<i>Development</i> shall generally be directed to areas outside of lands that are unsafe for <i>development</i> due to the presence of <i>hazardous forest</i>	Recommend that this policy should be in a separate section to reduce confusion about who has the role in commenting on PPS policies regarding natural hazards. CAs do not comment on wildland fire but they have delegated responsibility for commenting on policies 3.1.1. to 3.1.7 inclusive. Separating the policies out would result in less confusion. Alternatively, recognition of this

## Proposed Changes to the Provincial Policy Statement (PPS)

[ERO 019-0279](#)

Comment Period: July 22, 2019 – October 20, 2019

### Conservation Halton Comments, Section 3.0, Natural Hazards - September 26, 2019

3.1	Natural Hazards (track changes version)	Conservation Halton (CH) Comments
	<p><i>types for wildland fire.</i></p> <p><i>Development</i> may however be permitted in lands with <i>hazardous forest types for wildland fire</i> where the risk is mitigated in accordance with <i>wildland fire assessment and mitigation standards</i>.</p>	delegation to conservation authorities should be acknowledged somewhere in the implementation section of the policy document.
3.2	Human-Made Hazards	
<a href="#">3.2.3</a>	<a href="#">Planning authorities should support, where feasible, on-site and local re-use of excess soil through planning and development approvals while protecting human health and the environment.</a>	Recommend that “ <i>in accordance with provincial guidelines.</i> ” be added at the end of this sentence to reflect the Province’s ‘Excess Soil Best Management Practices Guide’.

**REPORT TO:** Board of Directors

**REPORT NO: #** CHBD 09 19 18

**FROM:** Garner Beckett, Director, CH Foundation

**DATE:** September 26, 2019

**SUBJECT:** Re-Appointment of Members to the Conservation Halton Foundation Board of Directors

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### Recommendation

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

- Mr. Jim Sweetlove
- Ms. Suzanne Bevan

### Report

The Board of the Foundation is currently undergoing a significant transition to re-establish a strong Board positioned to achieve future growth targets. The directors named above have confirmed that they will let their names stand for re-appointment. Their renewal terms will be effective until October 2021.

The Foundation Board and the Foundation Nominations Committee recommends the above individuals for re-appointment to the Board after significant review and consideration. They have demonstrated, the skill, experience and commitment needed to advance the organization's goals and drive positive change.

The Conservation Halton Foundation Board of Directors has approved a motion recommending the re-appointment of the above individuals. In accordance with the Foundation's By-Laws, the members renewing their terms must be approved by the Conservation Halton Board of Directors.

### Impact on Strategic Goals

This report supports the Metamorphosis strategic theme of Protecting our natural, cultural, and scenic assets.

Signed & respectfully submitted:

Approved for circulation:



Garner Beckett,  
Foundation Director



Hassaan Basit  
CAO/Secretary-Treasurer

**FOR QUESTIONS ON CONTENT:**

Garner Beckett, Foundation Director,  
905-336-1158 ext. 2256 [gbeckett@hrca.on.ca](mailto:gbeckett@hrca.on.ca)

**REPORT TO:** Conservation Halton Board of Directors

**REPORT NO: #** CHBD 09 19 19

**FROM:** Jim Sweetlove, Conservation Halton Foundation Chair, and Garner Beckett Foundation Director

**DATE:** September 26, 2019

**SUBJECT:** **Appointment of Members to the Conservation Halton Foundation Board of Directors**

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### Recommendation

THAT the Conservation Halton Board of Directors **approve the appointment of the following individuals, as members to the Conservation Halton Foundation Board of Directors for a two-year term:**

- Adam van Koeverden
- Jane Wilcox
- Galen Naidoo Harris
- George Caines
- Catherine Mulvale
- Bryden Tait
- Ed Wells

### Report

The Foundation Board is currently undergoing significant transition to achieve future growth targets. The Nominations Committee and Foundation staff conducted a recruitment effort and selection process over the past several months to identify community leaders with the talent and skill that will help position the Board for success.

The individuals named above have demonstrated their interest in sitting on the Board of Directors and their commitment to the mission and vision of the organization. The above individuals have participated in a thorough application and interview process with the Foundation's Nominations Committee.

The Conservation Halton Foundation Board of Directors has approved a motion recommending the appointments. In accordance with the Foundation's By-Laws, all members must be formally appointed to the Foundation Board by the Conservation Halton Board of Directors.

### Impact on Strategic Goals

This report supports the Metamorphosis strategic theme of Protecting our natural, cultural, and scenic assets.

Signed & respectfully submitted:



Garner Beckett,  
Foundation Director

Approved for circulation:



Hassaan Basit  
CAO/Secretary-Treasurer

**FOR QUESTIONS ON CONTENT:**

Garner Beckett, Foundation Director,  
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