



Conservation Halton Board Meeting

Conservation Halton

2596 Britannia Road, Burlington, ON

Sep 21, 2023 1:00 PM - 4:00 PM EDT

Table of Contents

1. Roll Call

2. Disclosure of Pecuniary Interest

3. Acceptance of Agenda

4. Delegation

4.1. Urban Milton Flood Hazard Mapping Study (Ken DePodesta, P. Eng., IRP) (Item 8.1).....	4
Item 4.1 - Delegation Materials (K. DePodesta).pdf.....	4

5. CEO Verbal Update

6. Presentations

6.1. Record Digitization Project for Conservation Halton – (Cassandra Connolly, CLOCA Project Lead) (Item 8.3).....	6
CHB 07 23 08 - Single Source Approval to Octacom Limited for the Conservation Halton Record Digitization Project (Updated October 13, 2023).pdf.....	6
6.2. Effects of Climate Change on Biodiversity within Conservation Halton's Watersheds – (Kim Barrett, Associate Director, Science & Partnerships, Ecology) (Item 8.4)	

7. Consent Items

7.1. Approval of DRAFT June 22, 2023 Conservation Halton Board Meeting Minutes.....	8
DRAFT Conservation Halton Board Meeting Minutes - June 22, 2023.pdf.....	8
7.2. Approval of DRAFT July 25, 2023 Conservation Halton Board In Camera Meeting Minutes.....	14
DRAFT Conservation Halton Board In Camera Meeting Minutes - July 25, 2023.pdf.....	14
7.3. Momentum Progress Report: Q1 & Q2 2023 (CHB 07 23 01).....	16
CHB 07 23 01 - Momentum Progress Report Q1 & Q2 2023 - Report.pdf.....	16
7.4. Permits & Letters of Permission issued under Ontario Regulation 162/06 from April 1 to June 30, 2023 (Q2 2023) (CHB 07 23 02).....	24

CHB 07 23 02 - Permits & Letters of Permission - Report.pdf.....	24
CHB 07 23 02 - Permits & Letters of Permission - Attachment.pdf.....	25
7.5. Conservation Halton Watershed Climate Change Vulnerability and Risk Assessment Project (CHB 07 23 03).....	44
CHB 07 23 03 - Conservation Halton Watershed Climate Change Vulnerability and Risk Assessment Project - Memo.pdf.....	44
7.6. Conservation Halton Partnerships Using eDNA, an Innovative Monitoring Tool (CHB 07 23 04).....	45
CHB 07 23 04 - CH Partnerships Using eDNA, an Innovative Monitoring Tool - Report.pdf.....	45
7.7. Purchasing Activity Memo – May 1, 2023, to July 31, 2023 (CHB 07 23 05).....	49
CHB 07 23 05 - Purchasing Activity Memo – May 1, 2023, to July 31, 2023 - Report.pdf.....	49
8. Action Items	
8.1. Urban Milton Flood Hazard Mapping Study – Final Mapping (CHB 07 23 06)...	51
CHB 07 23 06 - Urban Milton Flood Hazard Mapping Study – Final Mapping - Report.pdf.....	51
CHB 07 23 06 - Urban Milton Flood Hazard Mapping Study - Attachment 1.pdf.....	55
CHB 07 23 06 - Urban Milton Flood Hazard Mapping Study - Attachment 2.pdf.....	56
CHB 07 23 06 - Urban Milton Flood Hazard Mapping Study - Attachment 3.pdf.....	57
8.2. Functional Stormwater and Environmental Management Strategy, Milton Education Village, Town of Milton (CHB 07 23 07).....	58
CHB 07 23 07 - Functional Stormwater - Report.pdf.....	58
CHB 07 23 07 - Functional Stormwater - Attachment 1.pdf.....	62
CHB 07 23 07 - Functional Stormwater - Attachment 2.pdf.....	63
8.3. Single Source Approval to Octacom Limited for the Conservation Halton Record Digitization Project (CHB 07 23 08).....	64
CHB 07 23 08 - Single Source Approval to Octacom Limited for the Conservation Halton Record Digitization Project.pdf.....	64
8.4. Effects of Climate Change on Biodiversity within Conservation Halton's Watersheds (CHB 07 23 09).....	66
CHB 07 23 09 - Effects - Report.pdf.....	66
CHB 07 23 09 - Effects - Attachment.pdf.....	70

8.5. Budget Variance Report for the Period Ended July 31, 2023, and 2023

Projected Year End Amounts (CHB 07 23 10).....78

CHB 07 23 10 - Budget Variance Report - Report.pdf.....78

CHB 07 23 10 - Budget Variance Report - Appendix A.pdf.....84

CHB 07 23 10 - Budget Variance Report - Appendix B.pdf.....89

CHB 07 23 10 - Budget Variance Report - Appendix C.pdf.....90

9. In Camera

9.1. Legal Matter (CHB 07 23 11)

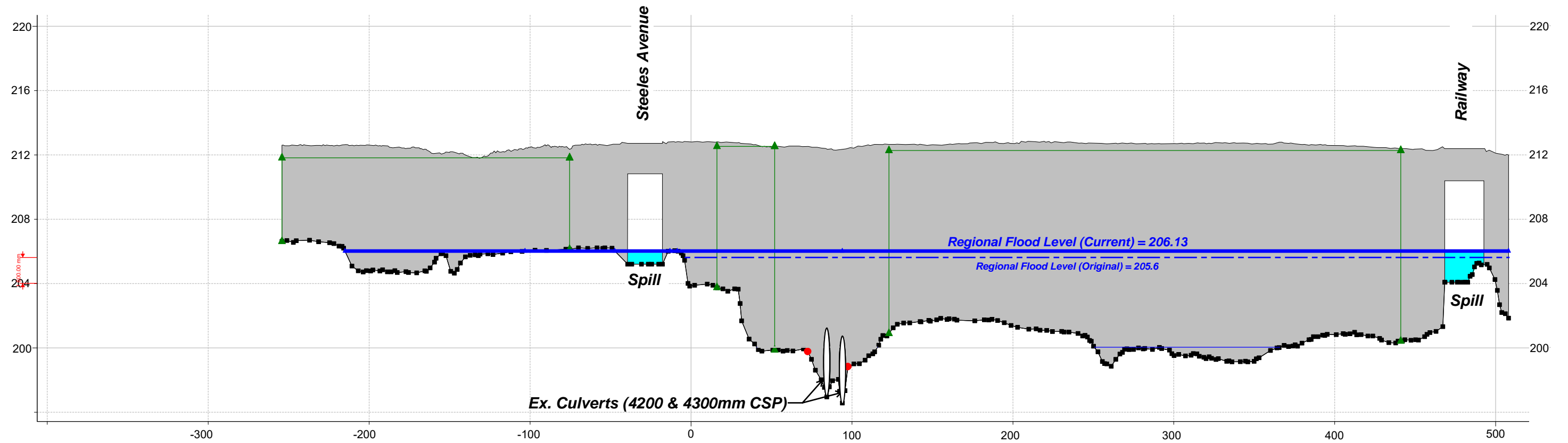
9.2. Legal Matter (CHB 07 23 12)

9.3. Legal Matter (CHB 07 23 13)

10. Other Business

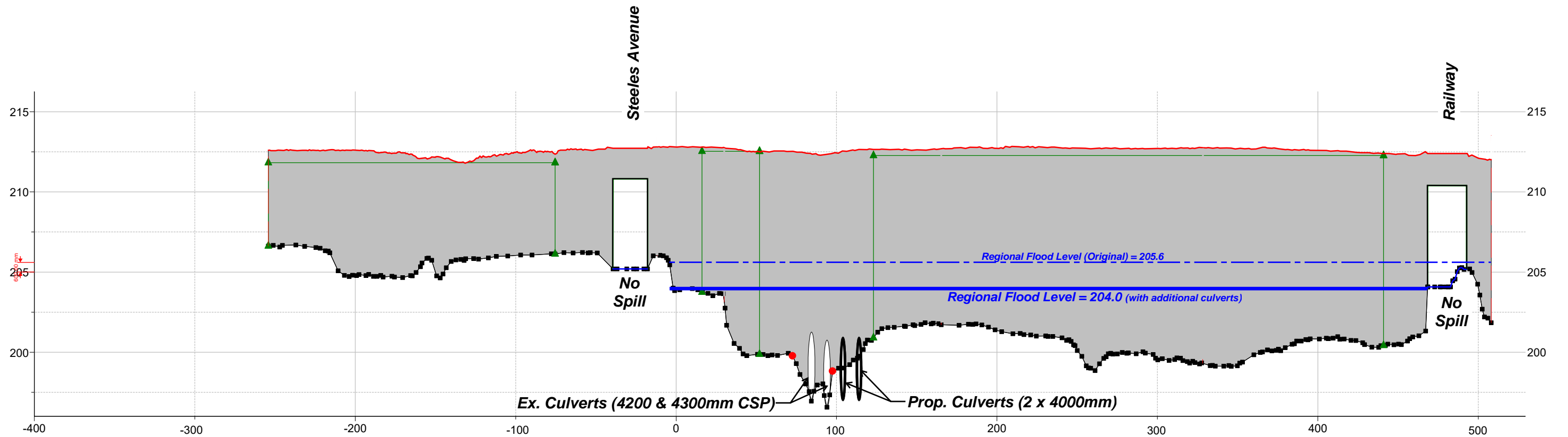
11. Adjournment

Existing Conditions



Hor: 1:2500
Vert: 1:250
(11x17 sheet)

Proposed Conditions



Hor: 1:2500
Vert: 1:250
(11x17 sheet)

REPORT TO: Conservation Halton Board

REPORT NO: # CHB 07 23 08

FROM: Cassandra Connolly, Regulations Officer/CLOCA Project Lead and Record Digitization

DATE: September 21, 2023

SUBJECT: **Single Source Approval to Octacom Limited for the Conservation Halton Record Digitization Project**
Related: Record Digitization Pilot Project (RFP #2107022)

Recommendation

THAT the Conservation Halton Board **approves a Single Source award to Octacom Limited (Octacom), as the service provider, in the award amount of \$362,132.00** (which represents the remaining total budget) **for the continuation of the Record Digitization Project.**

Background & Pilot Summary

There are an estimated $\pm 6,636,000$ files in various locations at the Conservation Halton's (CH) Administration Office Building. This list includes, but is not limited to, files belonging to the Planning & Regulations, Floodplain Mapping & Flood Control Studies, Engineering, Finance, Human Resources, Landowner Outreach, and Lands Departments.

Pilot Summary

The Record Digitization Pilot Project (RFP #2107022) (the Pilot) aligned with CH's strategic goals of Digital Transformation & Innovation priorities, with a vision for CH to become a paperless organization. The RFP for the Pilot Project secured Octacom Limited (Octacom) as the successful service provider to carry out that project, to assess the capability of achieving CH's paperless vision, by digitizing a select volume of documents. Overall, the Pilot digitized $\pm 549,990$ documents to date of hard copy files. Digitized files/documents are now stored in a secure Digital Records Room, easily accessible online for applicable departments. The Digital Records Room enhances search capability, ensures concise organization of records, and has freed up aisles of space at the CH Administration Office which can now be better utilized.

Continuation of Record Digitization

The Pilot provided the opportunity to map out the digitization of a department from beginning to end. The Pilot successfully demonstrated the feasibility and potential for CH to be a paperless organization, and it has created the momentum to do so.

Rationale for Single Source

As identified within RFP #2107022, “should the incumbent selected for the Pilot project be successful with the Pilot phase, considerations will be undertaken to include the balance of remaining files/scope”. The intention of the issued RFP was to secure both the Pilot and broader (remaining) scope volume costing simultaneously. Accordingly, a competitive bidding exercise has been undertaken for the fulsome Digitization Project. With the success demonstrated throughout the Pilot in aligning with Octacom, selecting Octacom as the service provider for the overall Digitization Project is recommended to continue momentum of the project and ensure consistency with the methodologies and frameworks established to date as well as the parameters of their initial bid.

Octacom established an implementation methodology and process based on best practices to execute the digitization process given CH's unique assortment of file and document types, they were responsible for document preparation, labelling, and scanning of documents in a secure and confidential manner and provided digital hosting and storage solutions meeting CH specific requirements. Through the Pilot, Octacom demonstrated that they are a qualified service partner by assisting to accomplish key requirements related to such a project, fulfilling the criteria which was identified in the RFP. Therefore, a Single Source award is requested through this Report for the continuation of the Digitization Project, with Octacom as the service provider.

Impact on Strategic Priorities

This report supports the Momentum priority of Digital Transformation and Innovation

Financial Impact

CH initially allotted \$401,047.00 to the Digital Transformation project. The Pilot Project has utilized \$38,915.00 to date (as of July 31, 2023), leaving a remaining budget of \$362,132.00 for the Digital Transformation & Innovation priorities - Digitization Project. Ways to ensure the best cost-for-value will be implemented throughout the Digitization Project. Methods such as examining the necessity of digitizing certain categories of paper records (e.g., those within 2 years of their retention period expiry) and/or removing redundant records will mitigate the risk of the Digitization Project exceeding the allotment outlined herein.

Signed & respectfully submitted:



Mark Vytvytskyy
Chief Operating Officer

Approved for circulation:



Hassaan Basit
President & CEO/Secretary-Treasurer

FOR QUESTIONS ON CONTENT:

Cassandra Connolly, Regulations Officer/CLOCA Project
Lead and Record Digitization
cconnolly@hrca.on.ca

Conservation Halton Board Meeting/Annual General Meeting Minutes

Conservation Halton

Jun 22, 2023, at 1:00 PM EDT

@ Zoom Webinar

1. Roll Call & Mileage

Members present

Sameera Ali
Rob Burton
Kristina Tesser Derksen
Cathy Duddeck (Vice Chair)
Allan Elgar
Jane Fogal
Chantal Garneau
Steve Gilmour
Dave Gittings
Sammy Ijaz
Gordon Krantz
Rory Nisan
Gerry Smallegange (Chair)
Marianne Meed Ward

Absent with regrets

Cameron Kroetsch
Shawna Stolte
Alex Wilson
Maureen Wilson
Alvin Tedjo
Sue McFadden

Staff Present

Hassaan Basit, President & CEO
Garner Beckett, Executive Director Foundation
Adriana Birza, Senior Advisor, Office of the President & CEO
Craig Machan, Director, Parks & Operations
Kellie McCormack, Director, Planning & Regulations
Marnie Piggot, Director, Finance
Plezzie Ramirez, Director, Human Resources
Mark Vytvytskyy, Chief Operating Officer
Barb Veale, Sr. Director, Watershed Strategies & Climate Change
Justin Wei, Sr. Manager, Finance

The Chair called the meeting to order at 1:03 p.m.

2. Disclosure of Pecuniary interest

There were **no disclosures of pecuniary interest.**

3. Acceptance of Agenda

CH 05 01

Moved by: Rory Nisan
Seconded by: Cathy Duddeck

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

Carried

4. CEO Verbal Update

The CEO provided an update on various areas of the organization.

Parks

The Mountain Bike Race Series gathered 583 participants through the first 3 races. 10,000 students were registered in the first 24 hours of opening registration for the Water Festival with only 3800 spots available.

At Mountsberg 2 new animal programs are offered to the public: Hive Dive (an in-depth opportunity for guests to don the suit and see inside the hives) and Falcon Flight (a free-flying falcon program).

Over 100 people participated in our Pride in Nature event series.

The Conservation Halton Forestry team completed the 2023 season of tree planting with over 85,000 trees planted.

Bill 23, More Homes Built Faster Act, 2022 update

The quarterly report will be submitted to the Ministry of Natural Resources and Forestry at the end of the month. Bill 23-related changes necessitated significant modifications to CH's MOU work plan; in Q1 2023, CH revised the MOU work plan and framework and presented it to CH's municipal partners in April 2023. CH staff has now developed and circulated a draft MOU to the Region of Halton for review.

A revised draft will be circulated to the Halton area municipalities, as well as Peel, Hamilton & Puslinch before the summer, followed by an early fall meeting with Area CAOs; Board and Council endorsement in October. In early fall meetings are to take place with Hamilton, Mississauga, Peel and Puslinch.

On June 8th, the Grindstone Creek Watershed Project was awarded a **Water Canada Award** in the Stormwater category. This award recognizes a project or technology that has been undertaken or implemented to efficiently and effectively manage and treat stormwater.

This year at the 11th annual Sustainability Leadership Awards, CH won for **Best Social Initiative for Winterlit**. The Social Initiative Award recognizes a member who has implemented an initiative that has a significant impact on people, whether within the company or in the community, in 2022.

5. Presentations

5.1 2024 Preliminary Budget (Marnie Piggot, Director & Justin Wei, Senior Manager, Finance)

6. Consent Items

- 6.1. Approval of April 20 Conservation Halton Board Meeting/Annual General Meeting
- 6.2. Approval of April 09 Conservation Halton Finance & Audit Committee Meeting
- 6.3. Purchasing Activity Memo – January 1, 2023 to April 30, 2023 (CHB 05 23 01)
- 6.4. Permits & LOP (CHB 05 23 02)

7. Action Items

- 7.1 2024 Conservation Halton Preliminary Budget (CHB 05 23 03)

CHB 05 02

Moved by: Dave Gittings
Seconded by: Allan Elgar

THAT the Conservation Halton Board **approves the attached 2024 preliminary budget for budget discussion purposes with funding watershed municipalities;**

And

THAT the Conservation Halton Board **approves the Crawford Lake Boardwalk replacement capital project budget be increased by \$1,200,000 to be funded by the Developer Contribution Reserve funds held by Halton Region for Conservation Halton;**

And

THAT the Conservation Halton Board **approves a transfer of \$500,000 in 2023 from the Watershed Management & Support Services Stabilization Reserve to the Building Reserve.**

Carried

- 7.2 Developer Contribution Reserve Projects (CHB 05 23 04)

CHB 05 03

Moved by: Chantal Garneau
Seconded by: Kristina Tesser Derksen

THAT the Conservation Halton Board **approves the Crawford Lake Interpretive and Education Centre Developer Contribution Reserve (DCR) project as a priority project as recommended by the Finance & Audit Committee at their June 9, 2023 meeting**

And

THAT the Conservation Halton Board **approves the funding for the Crawford Lake Interpretive and Education Centre from the DCR funds held by Halton Region as recommended by the Finance & Audit Committee at their June 9, 2023 meeting**

And



THAT Conservation Halton Board **approves the closing of the Kelso/Glen Eden Water/Wastewater DCR Project as recommended by the Finance & Audit Committee at their June 9, 2023 meeting**

And

THAT the **Conservation Halton Board directs staff to further investigate the feasibility of the Kelso/Glen Eden Recreation Centre project as recommended by the Finance & Audit Committee at their June 9, 2023 meeting.**

Carried

7.3 Budget Variance Report for the period ended April 30, 2023 and December 31, 2023
Projected Year End Amounts (CHB 05 23 05)

CHB 05 04

Moved by: Steve Gilmour
Seconded by: Jane Fogal

THAT the Conservation Halton Board **approve the closing of the transfer of \$300,000 from the Watershed Management and Support Services Stabilization Reserve for potential increased legal expenses and Bill 23 impacts previously approved at March Board meeting;**

And

THAT the Conservation Halton Board **approves the closing of and changes to the capital project amounts noted on the Capital Project Summary Financial Appendix and associated transfers from reserves noted on the Reserve Continuity table;**

And

THAT the Conservation Halton Board **receive for information the staff report dated June 22, 2023 on the Budget Variance Report for the period ended April 30, 2023 and 2023 Projected Year End Amounts.**

Carried

7.4 Comprehensive Environmental Servicing Study - Halton Business Community (Orlando-North Porta Lands, Milton) (CHB 05 23 08)

CHB 05 05

Moved by: Gordon Krantz
Seconded by: Sameera Ali

THAT the Conservation Halton Board **endorses the Final Comprehensive Environmental and Servicing Study, Halton Business Community (Orlando North Porta Lands), Town of Milton, specifically the management recommendations that relate to areas regulated by Conservation Halton.**

And

THAT the Conservation Halton Board **receives for information the staff report entitled “Final Comprehensive Environmental and Servicing Study, Halton Business Community (Orlando North Porta Lands), Town of Milton”.**

Carried

7.5. Proposed floodplain alteration at 3048 and 3064 Trafalgar Road, and two neighbouring properties, Town of Oakville (CHB 05 23 09)

CHB 05 06

Moved by: Marianne Meed Ward
Seconded by: Cathy Duddeck

THAT the Conservation Halton Board **approves the issuance of a permit for alterations to the floodplain associated with East Morrison Creek at 3048 and 3064 Trafalgar Road, and two unnumbered neighbouring properties, Town of Oakville.**

And

THAT the Conservation Halton Board **receives for information the Staff report entitled “Proposed floodplain alteration at 3048 and 3064 Trafalgar Road, and two unnumbered neighbouring properties, Town of Oakville.”**

Carried

8. In Camera

CHB 05 07

Moved by: Marianne Meed Ward
Seconded by: Cathy Duddeck

THAT the Conservation Halton Board **move in camera.**

Carried

8.1.Legal Matter (CHB 05 23 10)

8.2.Legal Matter (CHB 05 23 11)

8.3.Legal Matter (CHB 05 23 12)

8.4.Legal Matter (memo)

8.5.Personnel Matter

CHB 05 08

Moved by: Marianne Meed Ward
Seconded by: Cathy Duddeck

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

Carried

9. Other Business

9.1.Citizen appointee to the CH Board, Steve Gilmour, advised the Chair and Board Members that the Township of Puslinch received a notification from the Ministry of Natural Resources and Forestry (MNRF) that the request to have a citizen appointee on the CH Board for the



term 2023-2026 was declined. A new Board member, a Councillor at the Township of Puslinch, will be nominated to the CH Board.

10. Adjournment

CHB 05 09

Moved by: Cathy Duddeck

THAT the Conservation Halton Board meeting be adjourned at 02:00 p.m.

Carried

Signed by:

Hassaan Basit, President & CEO/Secretary-Treasurer

Date:

September 21, 2023



Conservation Halton Board In Camera Meeting Minutes

Conservation Halton

July 25, 2023, at 2:00 PM EDT

@ Zoom Webinar

1. Roll Call & Mileage

Members present

Sameera Ali
Sara Bailey
Rob Burton
Cathy Duddeck (Vice Chair)
Allan Elgar
Jane Fogal
Chantal Garneau
Dave Gittings
Gordon Krantz
Sue McFadden
Marianne Meed Ward
Rory Nisan
Gerry Smallegange (Chair)
Shawna Stolte
Alvin Tedjo
Kristina Tesser Derksen

Absent with regrets

Sammy Ijaz
Cameron Kroetsch
Alex Wilson
Maureen Wilson

Guests Present

Kenneth Jull, Gardiner Roberts LLP
John Olah, Beard Winter LLP

Staff Present

Hassaan Basit, President & CEO
Adriana Birza, Senior Advisor, Office of the President & CEO
Barb Veale, Sr. Director, Watershed Strategies & Climate Change

The Chair called the meeting to order at 2:02 p.m.

2. Disclosure of Pecuniary interest

There were **no disclosures of pecuniary interest.**

3. Acceptance of Agenda

CH 06 01

Moved by: Sue McFadden
Seconded by: Cathy Duddeck

THAT the Conservation Halton Board **In Camera Agenda** be approved as distributed.

Carried

4. In Camera

CH 06 02

Moved by: Gordon Krantz
Seconded by: Marianne Meed Ward

THAT the Conservation Halton Board **Move In Camera**.

Carried

4.1. Legal Matter
(CHBD 06 23 01)

CH 06 03

Moved by: Gordon Krantz
Seconded by: Marianne Meed Ward

THAT the Conservation Halton Board **reconvene in public forum and CH staff proceed as directed by Board In Camera**.

Carried

5. Other Business

6. Adjournment

CHB 06 04

Moved by: Marianne Meed Ward

THAT the Conservation Halton Board meeting **be adjourned at 2:46 p.m.**

Carried

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

Date: September 21, 2023

TO: Conservation Halton Board

MEMO NO.: # CHB 07 23 01

FROM: Hassaan Basit, President & CEO/Secretary-Treasurer

DATE: September 21, 2023

SUBJECT: Momentum Progress Report: Q1 & Q2 2023

MEMO

Introduction

This report presents a summary of Conservation Halton's progress over the first two quarters of 2023 across all business units. Progress is measured against work plan targets and Key Performance Indicators (KPIs) established under our Strategic Plan, Momentum.

Work has been ongoing to refine the action items within the plan, to ensure clear alignment with the KPIs for each objective area. We are confident that this report showcases a relevant and measurable pulse check across Q1 and Q2. This will help us achieve the objectives of the Momentum Strategic Plan by providing early insights that can be used for any course corrections or reprioritizations.

During the 2023 strategic planning process it was recognized that the current reporting structure for Momentum was split by priority area. This provided insights into how each area was performing, but created a vertical silo approach to reporting where it did not translate into a corporate-wide view. It did not consider the cross-functional work Conservation Halton excels at, and how we work as a team to advance the organization's strategic goals.

To provide greater insight, nine (9) themes were introduced during the 2023 strategic planning process. This provides a more horizontal view across the organization to showcase the commonalities in work across Priority Areas and, in the future, will highlight areas for greater collaboration across departments and Priority Areas.

Overall Performance

The following table represents the number of objectives, KPIs, and action items per Priority Area for 2023. The action items form the tangible work under the strategic plan for the year, which feeds into the KPIs and ultimately progresses the objectives.

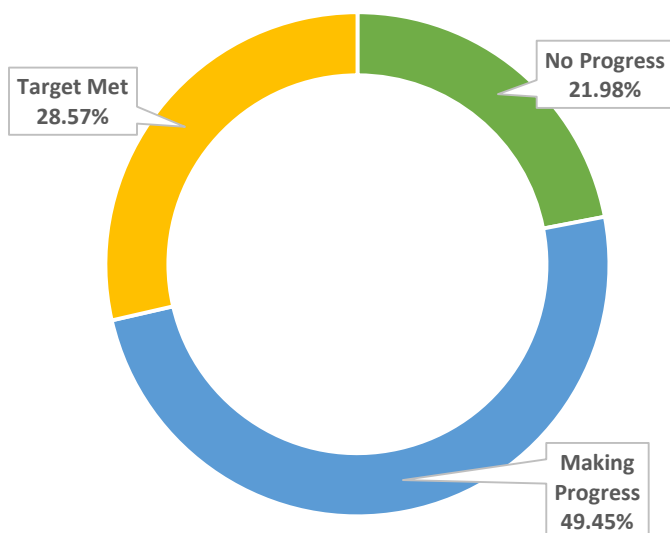
Priority Area	Number of Objectives	Number of KPIs	Number of Action Items
Natural Hazards and Water	5	25	40
Science, Restoration and Conservation	4	19	14
Education, Empowerment and Engagement	4	13	18
Nature and Parks	4	10	10
Organizational Sustainability	3	7	14
Digital Transformation and Innovation	5	8	11
People and Talent	4	10	10
TOTAL	29	92	117

The following two graphs represent the progress on both the KPIs and the action items across the whole corporation, for Q1 and Q2, 2023.

KPIs

More than a quarter of the annual KPIs have been met as of the end of Q2 2023, with almost half in progress and solidly on track to be completed by the end of the year. Of the remaining KPIs with no progress indicated, three of them will only show progress at the end of the year due to the method and timing of data collection. The remainder are on track to progress in the latter half of the year as the action items connected to these KPIs are initiated.

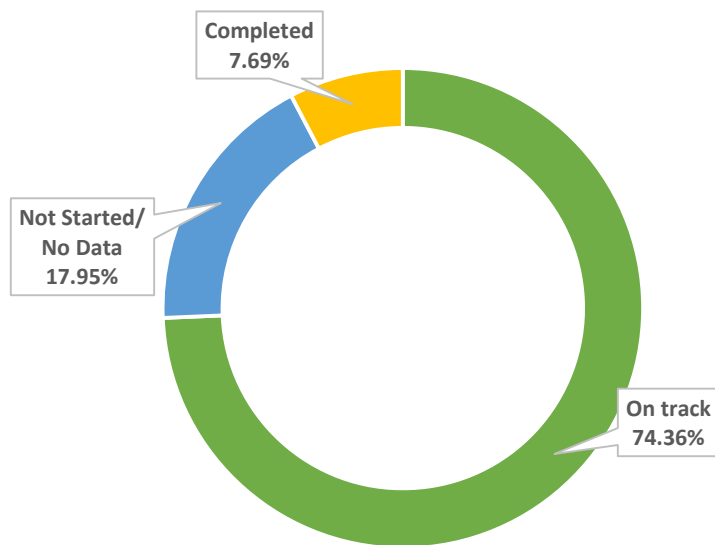
KPI Status @ Q2, 2023



Action Items

Nine action items have been completed so far in 2023, with a further 87 progressing solidly on track. Of the remaining 21 action items, all are scheduled to begin in Q3 and will be on track to be completed by the end of the year.

Action Item Status @ Q2, 2023



Objective Performance

The following table shows the overall status of each objective within the respective priority areas and provides a snapshot of how Momentum is progressing towards targets in the first half of 2023.

To arrive at the status for each objective, the action items and KPIs within each objective were assigned a weighted score according to the progress indicated within the Strategic Plan tracking tool, the Momentum Hub. These scores were combined to provide the Objective Status seen in the table above.

The Strategic Plan is progressing well, with most objectives solidly on track to hit their target by the end of 2023. For those where the progress tracks lower than expected – Low or No Progress – this is due to some of the individual action items within the work plan being scoped to start later in the year. There is currently no concern about any of the objective targets not being met for 2023.

Priority Area	Objective	Q1/Q2 2023 Status	Notes
Natural Hazards and Water	Foster partnerships and identify opportunities to build mutual understanding, trust, respect, and support with watershed stakeholders	High Progress	
	Lead in delivering planning and permitting customer service and experience excellence	High Progress	
	Lead the Halton-Hamilton source water protection program for municipal drinking water source protection through a Comprehensive Review and Update of Drinking Water Science and Source Protection Plan Policies	High Progress	
	Modernize Planning and Regulations Policies and Mapping	Medium Progress	
	Optimize dam safety, operations, and flood forecasting within a sustainable funding model	High Progress	
Science, Restoration, and Conservation	Expand monitoring and analytical capabilities to support Watershed Planning and Management	Medium Progress	
	Implement Climate Change Actions for Watershed Resiliency	Medium Progress	
	Implement restoration activities to manage natural hazards and Natural Resources	High Progress	
	Implement Watershed Plans to Manage Natural Hazards and Natural Resources	High Progress	
Education, Empowerment, and Engagement	Deliver Community Programming and Events to Landowners and the Public to Inspire Local Environmental Action and Volunteerism	High Progress	
	Develop community-informed programming through greater allyship with Indigenous, Black, People of Colour, Racialized, 2SLGBTQIA+, and Disability communities	High Progress	
	Leverage Brand to Build Community Awareness of Climate Change and Support for Flood Preparedness	High Progress	
	Provide Outdoor Experiential Opportunities that are Curriculum-Linked and Accessible for School Boards and Students	High Progress	
Nature and Parks	Enhance Access to Greenspace Today and in the Future through Investments in Infrastructure Including Capital Assets and Land to Meet Growth Pressures	High Progress	

Priority Area	Objective	Q1/Q2 2023 Status	Notes
	Enhance Customer Experience and Inform Product Development through Market Research, Analysis and Branding	High Progress	
	Enhance Operational Excellence and Safety	High Progress	
	Ensure Parks Financial Performance	High Progress	
Organizational Sustainability	Apply an integrated approach to Operational Risk, Governance, and Compliance	High Progress	
	Ensure Long Term Financial Sustainability	Medium Progress	
	Reduce CH's Carbon Footprint	Low Progress	Projects initiated in Q2, with significant progress expected in Q3 & Q4.
Digital Transformation and Innovation	Enable a Digital Culture Across the Organization & Invest in Technologies to Improve Problem Solving	Medium Progress	
	Enhance Business Intelligence through Insights Visualizations and Analytics	Low Progress	Projects being scoped. On track to hit target by the end of 2023.
	Establish CH Innovation Hub to Enable Partnerships with Agencies, Companies, and Academia to Develop Innovative Environmental Solutions	Medium Progress	
	Implement an Enterprise Information Management Framework for Document Digitization	Medium Progress	
	Improve Cyber security, IT, and Data Standards	Medium Progress	
People and Talent	Broaden wellness program initiatives to invest in employee wellbeing	Medium Progress	
	Create an Equity, Diversity, and Inclusion (EDI) framework to cultivate a culture that embraces, honours and embraces differences	Medium Progress	
	Establish a growth mindset, learning organization to enable and empower employees to achieve our collective ambition	Medium Progress	
	Position CH as an employer of choice to attract, invest in, and retain talent	Low Progress	50% of action items to be initiated in Q3, with 50% either complete or on track.

Themes

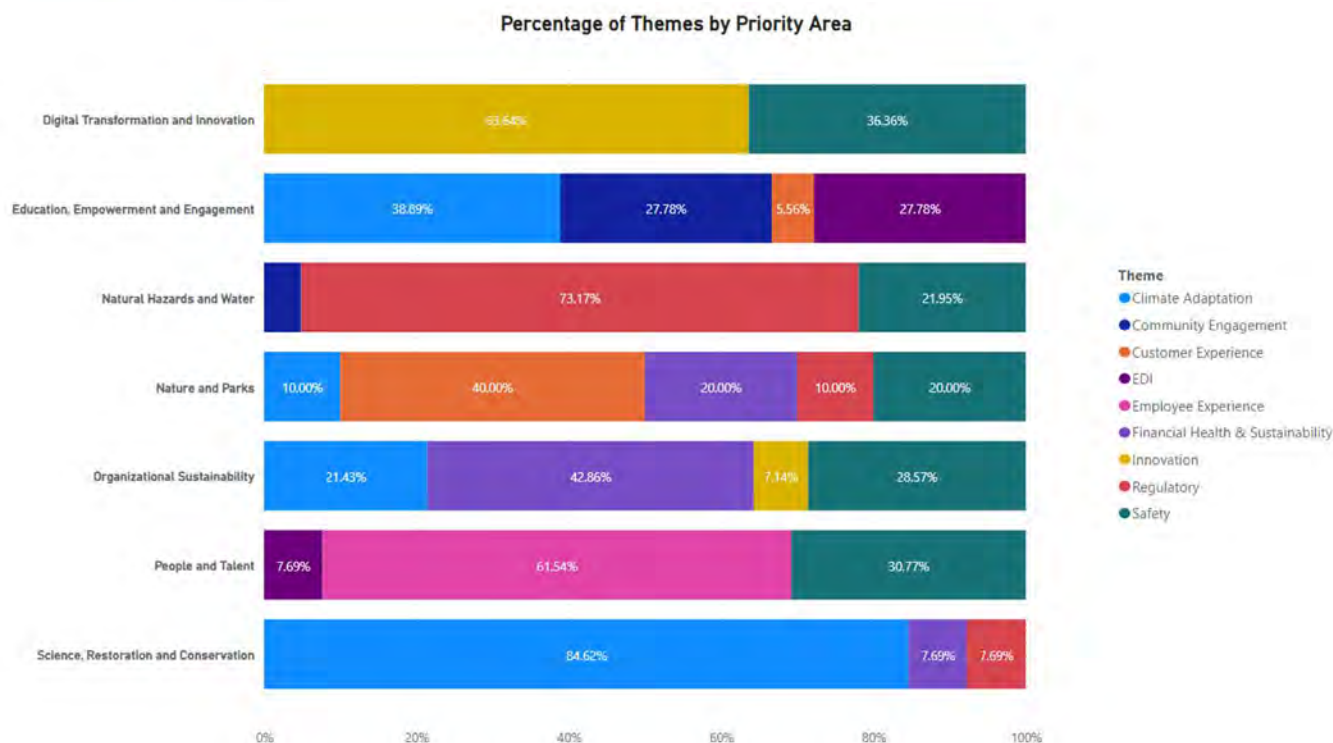
For 2023, the concept of themes was introduced and a primary theme was attributed to each of the action items within the strategic work plan.

The following table illustrates the nine themes and the reason for inclusion in the Momentum plan.

Theme	Meaning
Climate Adaptation	Work under this theme is critical in Conservation Halton's efforts to achieve and maintain a healthy watershed and resilient ecosystems
Regulatory	A large volume of work within specific priority areas is primarily due to regulatory and legislative requirements. This theme captures those action items
Safety	The action items for this theme have a main focus on keeping both staff and visitors safe whilst on Conservation Halton property
Community Engagement	Conservation Halton is passionate about engagement with the broader community, whether it is school groups, volunteers, or actively participating in fostering partnerships with various groups. This theme reflects the actual work being undertaken in 2023 to continue and expand this important work
Employee Experience	This theme spotlights the work Conservation Halton undertakes in actively creating and maintaining a positive culture within the organization, increasing employee morale and satisfaction with their role
Innovation	Conservation Halton prides itself on being innovative and creative within our working practices and approaches to challenges, and this theme captures the action items dedicated primarily to this
Financial Health & Sustainability	The work under this theme strives to ensure CH is financially strong and sustainable both now and into the future
Customer Experience	Customers – visitors, permit applicants, clients, and landowners – are critical to the ongoing success of Conservation Halton. This theme showcases the specific work undertaken to enhance their experience when they visit or interact with CH
Equity, Diversity, and Inclusion (EDI)	EDI is an incredibly important topic for organizations, and this theme helps capture the tangible work being done to ensure that Conservation Halton embeds and lives a culture that honours, embraces, and enables everyone, regardless of their differences

This next table shows the breakdown of the percentage of each theme within each Priority Area. This gives us a good picture of which and how much of each theme is represented within a Priority Area. As can be seen, the Safety theme is well represented across most of the Priority Areas, particularly in those areas that have responsibility for both internal and external stakeholder engagement. This indicates we have a firm grasp of the criticality of this particular theme.

Financial Health and Sustainability are well represented in both Nature and Parks and Organizational Sustainability, which is expected as these two areas are either revenue generating or are responsible for the fiscal health of Conservation Halton overall.



Themes will become more relevant once we have multiple-year data points to examine. Trend analysis will provide insight into gaps where particular themes are lacking in specific Priority Areas and allow us to focus on developing a work plan to ensure the type of work we do is more evenly spread across the organization. For example, we can see that Innovation is currently centered mainly in the digital Transformation & Innovation Priority Area, with a much smaller amount of work falling under the Organizational Sustainability Priority Area. There may be an opportunity in the future to increase this type of work across other Priority Areas in order to take advantage of the innovative mindset that prevails in Conservation Halton.

In addition, as more data is collected there will be the opportunity to derive more cross-functional insights to identify where Priority Areas, departments, or teams can collaborate more fulsomely to better achieve Conservation Halton's mandate and targets.

Conclusion

Conservation Halton had strong results in the first two quarters of 2023, with respect to the Momentum Strategic Plan. Work is solidly progressing towards achieving the Strategic Plan goals of a healthy watershed, resilient ecosystems, and engaged communities. Several objectives will be monitored more closely over the coming months to ensure that they begin and/or progress in line with the targets, and that the KPIs are achieved by the end of 2023.

In the meantime, work continues to ensure the data input is consistent, accurate, and timely, to be able to monitor the work plan to identify and intercept potential issues that might prevent the achievement of the strategic targets.

The 2023 year-end update will be presented in February 2024 with a deeper dive into each Priority Area.

Impact on Strategic Priorities

This report supports the Momentum commitment to a transparent performance measurement and reporting process, where we will monitor and share our progress towards achieving our strategic objectives.

Financial Impact

There is no financial impact to this report.

Signed & respectfully submitted:



Hassaan Basit
President & CEO/Secretary-Treasurer

REPORT TO: Conservation Halton Board

REPORT NO: CHB 07 23 02

FROM: Kellie McCormack, Director, Planning & Regulations

DATE: September 21, 2023

SUBJECT: **Permits & Letters of Permission issued under Ontario Regulation 162/06 from April 1 to June 30, 2023 (Q2 2023)**
CH File No.: AADM-420

Recommendation

THAT the Conservation Halton Board **receives for information the staff report entitled “Permits and Letters of Permission issued under Ontario Regulation 162/06 from April 1 to June 30, 2023 (Q2 2023)”**.

Report

Between April 1 to June 30, 2023, Conservation Halton (CH) staff issued 104 Permits and 16 Letters of Permission (see attached table). All approvals were reviewed and approved in accordance with Board-approved policies contained in CH's *Policies and Guidelines for the Administration of Ontario Regulation 162/06 and Land Use Planning Policy Document April 27, 2006, last amended, November 26, 2020*.

Impact on Strategic Priorities

This report supports the Momentum priority of Natural Hazards and Water.

Financial Impact

CH staff works 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:


Kellie McCormack
Director, Planning & Regulations

Approved for circulation:


Hassaan Basit
President & CEO/Secretary-Treasurer

Attachment 1 – Table of Permits & Letter of Permission Issued

Permits & Letters of Permission 1 APR 2023 TO 30 JUN 2023

Municipality	Permit	LOP	Total
Burlington	38	0	38
Halton Hills	2	2	4
Hamilton	9	7	16
Milton	24	6	30
Oakville	29	0	29
Puslinch	2	1	3
	104	16	120

Municipality	CAID	Permit No.	Address	Proposed Works	Permit	LOP	Complete	Issued	CH Staff Member
Burlington	RAPP-269	7869 - REVISION #2	2257 Pathfinder	SECOND REVISION- Construction of an inground pool within the 7.5m regulatory allowance associated with the floodplain of Appleby Creek.	YES		Apr 13 2023	Apr 17 2023	Cassandra Connolly
	RAPP-293	8073 - REVISED	3503 New Street	REVISED - Re-construction of a dwelling, minor site grading, and construction of a patio within the floodplain and 7.5m regulatory allowance of Tuck Creek.	YES		Apr 13 2023	Jun 06 2023	Cassandra Connolly
	RAPP-8850	8486	Adjacent to 5230 South Service Rd	Installation of a new Rogers Communications vault and conduit requiring excavation and grading within the floodplain and 7.5m regulatory allowance of Appleby Creek.	YES		Mar 14 2023	May 29 2023	Cassandra Connolly
	RAPP-8869	8495	2118 Kilbride Street	Relocation and expansion of driveway between 6 and 15 metres of the valley and floodplain associated with a tributary of Bronte Creek	YES		Apr 03 2023	Apr 04 2023	Emma DeFields
	RAPP-8861	8498	4103 Palladium Way	Construction of a 1.5m concrete paved walk-way, minor grading, and landscaping within CH's 7.5m regulatory allowance from the erosion and flooding hazards associated with Appleby Creek.	YES		Mar 29 2023	Apr 06 2023	Colleen Bain

Municipality	CAID	Permit No.	Address	Proposed Works	Permit	LOP	Complete	Issued	CH Staff Member
	RAPP-308	8499	578 Bridlewood	Construction of a swimming pool and patio within the floodplain of Appleby Creek.	YES		Mar 21 2023	Apr 06 2023	Cassandra Connolly
	RAPP-8874	8500	367 Primrose Place	Construction of a covered porch located within the valley and 7.5m regulatory allowance associated with Roseland Creek.	YES		Mar 31 2023	Apr 06 2023	Cassandra Connolly
	RAPP-132	8506	Appleby Creek (QEW to Harvester Phase 1 Reach 7)	Channel repairs/rehabilitation, bank and slope stabilization/restoration, and minor channel realignment to Appleby Creek.	YES		Feb 07 2022	Apr 17 2023	Cassandra Connolly
	RAPP-133	8506	Appleby Creek (Harvester to Fairview Phase 1 Reach 6)	Channel repairs/rehabilitation, bank and slope stabilization/restoration, and minor channel realignment to Appleby Creek.	YES		Feb 07 2022	Apr 17 2023	Cassandra Connolly
	RAPP-258	8508	1403 Hidden Valley Road	Reconstruction of a dwelling with covered porches construction of a new detached accessory structure (garage), and septic replacement within the floodplain and valley of	YES		Aug 13 2021	Apr 18 2023	Cassandra Connolly
	RAPP-8879	8509	2082, 2084, 2086 James St and Creek block directly south of subject lands	Installation of shoring walls within the erosion and flooding hazards associated with Lower Rambo Creek, and the associated regulatory allowances, to facilitate future construction of a multi-unit residential building on the subject site as approved by the Conservation Halton Board on November 17, 2022 (CHBD 07 22 12)	YES		Apr 03 2023	Apr 19 2023	Sean Stewart
	RAPP-8887	8512	806 Belhaven Crescent	Construction of a second storey addition to a dwelling located within the valley of a tributary within the West Aldershot Creek watershed.	YES		Apr 17 2023	Apr 26 2023	Cassandra Connolly

Municipality	CAID	Permit No.	Address	Proposed Works	Permit	LOP	Complete	Issued	CH Staff Member
	RAPP-8897	8513	Plains Road (Dovercourt to east of Willowbrook)	Installation of ± 310.5m of new Rogers Communications 1-4" HDPE conduit via horizontal directional drill, crossing a piped tributary of Falcon Creek and within the flood hazards associated with that watercourse.	YES		Apr 21 2023	Apr 26 2023	Cassandra Connolly
	RAPP-389	8515	Opposite 3241 Lakeshore Road (Enbridge)	Abandonment of ± 113.0m of NPS 6" natural gas pipeline requiring temporary excavation and grading within the flooding and erosion hazards of Roseland Creek.	YES		Jun 28 2022	Apr 28 2023	Cassandra Connolly
	RAPP-8846	8516	1881 to 2065 Fairview St	Installation of two (2) vaults and ± 457.5m of Rogers Communications 1-4" HDPE conduit via horizontal directional drill crossing beneath a culvert conveying Upper Rambo Creek and within flood hazards associated with that watercourse.	YES		Apr 25 2023	May 01 2023	Cassandra Connolly
	RAPP-8847	8517	Adjacent to 895 Maple Avenue	Installation of ± 147.6m of Rogers Communications 1-4" HDPE conduit via horizontal directional drill crossing beneath a culvert/pipe conveying Upper Hager Creek and within the associated 7.5m regulatory allowance.	YES		Apr 27 2023	May 01 2023	Cassandra Connolly
	RAPP-8845	8518	Adjacent to 790 Guelph Line	Installation of a new vault and ± 91.5m of Rogers Communications 1-4" HDPE conduit via horizontal directional drill within the floodplain and 7.5m regulatory allowance associated with Roseland Creek.	YES		Apr 26 2023	May 01 2023	Cassandra Connolly

Municipality	CAID	Permit No.	Address	Proposed Works	Permit	LOP	Complete	Issued	CH Staff Member
	RAPP-8906	8519	3165 Ferguson Drive	Temporary excavation and grading to conduct repairs to an existing Bell Canada conduit within the 7.5m regulatory allowance associated with the flooding and erosion hazards of Sheldon Creek.	YES		May 02 2023	May 03 2023	Cassandra Connolly
	RAPP-74	8521	Walkers & Lakeshore Parkette	Re-construction/construction of pathways and hardscaping for park revitalization, the replacement of an existing municipal stormwater outfall which outlets along the shoreline of Lake Ontario.	YES		Apr 03 2020	May 04 2023	Cassandra Connolly
	RAPP-8905	8523	0 Green Street	Installation of ± 42.0m of new NPS 2" natural gas pipeline within the erosion hazard associated with the shoreline of Lake Ontario for residential servicing.	YES		Apr 27 2023	May 04 2023	Cassandra Connolly
	RAPP-8881	8530	2495 Britannia Road	Demolition of a dwelling and construction of a larger dwelling with attached two car garage, storage, front covered porch, rear patio covered by elevated deck, and septic system within the valley, and construction of a driveway and walkway within 15 metres of the valley associated with a tributary of Bronte Creek.	YES		Apr 17 2023	May 10 2023	Emma DeFields
	RAPP-8895	8533	312 North Shore Blvd East	Construction of a single dwelling with rear terrace, swimming pool, patio area with arbour structure, and associated hardscaping on a property that contains the erosion hazard associated with the shoreline of Lake Ontario (Burlington Bay/Hamilton Harbour).	YES		Apr 28 2023	May 16 2023	Cassandra Connolly

Municipality	CAID	Permit No.	Address	Proposed Works	Permit	LOP	Complete	Issued	CH Staff Member
	RAPP-8926	8537	2168 Hunt Crescent	Re-construction of a deck within the 7.5m regulatory allowance from the top of bank erosion hazard of the valley of Tuck Creek.	YES		May 15 2023	May 17 2023	Cassandra Connolly
	RAPP-8844	8539	Behind 2100 Barlow Crescent	Installation of Rogers Communications conduit and vault via directional bore and hydro-vac, requiring the crossing of a tributary of Upper Rambo Creek and works within the associated flooding and erosion hazards.	YES		Apr 25 2023	May 17 2023	Cassandra Connolly
	RAPP-8762	8550	2451 Britannia Rd	Repair and replacement of existing retaining walls and armourstone, repair subdrainage and backfill behind existing walls, and general landscaping within the valley and CH's 15m regulatory allowance from the approximate stable top of bank associated with a tributary of Bronte Creek.	YES		May 15 2023	May 30 2023	Colleen Bain
	RAPP-8911	8555	2054 Halton Place	Construction of a second storey addition and rear covered porch on a dwelling located within the floodplain of Rambo Creek.	YES		May 02 2023	Jun 02 2023	Cassandra Connolly
	RAPP-8930	8559	649 North Service Rd (@ King Rd)	Replacement of a 1200mm CSP culvert with a 1200mm concrete culvert conveying a tributary of Indian Creek and replacement of a 600mm CSP within the valley and 7.5m regulatory allowance associated with that watercourse.	YES		Jun 07 2023	Jun 09 2023	Cassandra Connolly
	RAPP-8885	8562	Municipal SWM Pond 12 south of Taywood Drive between Turnberry Road & Appleby Line	Sediment removal and pond maintenance of a municipal stormwater management facility which conveys a tributary of Sheldon Creek.	YES		Apr 12 2023	Jun 19 2023	Cassandra Connolly

Municipality	CAID	Permit No.	Address	Proposed Works	Permit	LOP	Complete	Issued	CH Staff Member
	RAPP-8939	8565	371 Erindale Drive	Construction of a second storey addition to a dwelling located partially within the 7.5m regulatory allowance from the valley of Sheldon Creek.	YES		Jun 01 2023	Jun 20 2023	Cassandra Connolly
	RAPP-8898	8567	3105 Dundas Street	Second-storey addition to a dwelling, new covered porch and septic within the 7.5m regulatory allowance from the floodplain of Tuck Creek.	YES		Apr 21 2023	Jun 21 2023	Cassandra Connolly
	RAPP-8805	8568	Appleby Line (Britannia to Derry)	Road rehabilitation including culvert replacement, ditch clean out and reinstatement partially within the floodplain of Bronte Creek.	YES		Jun 19 2023	Jun 22 2023	Ben Davis
	RAPP-8913	8570	Derry Road (Walkers Line to Appleby Line)	Road rehabilitation including culvert replacement, ditch clean out and reinstatement partially within the floodplain of Bronte Creek	YES		Jun 19 2023	Jun 22 2023	Ben Davis
	RAPP-8952	8573	2042 Wellington Avenue	Construction of minor additions to the side and second storey of a dwelling, and construction of a pool with associated covered patio and decking within the floodplain and 7.5m regulatory allowance of Rambo Creek.	YES		Jun 08 2023	Jun 26 2023	Charles Priddle
	RAPP-8937	8576	235 Market Street	Construction of a swimming pool and patio, maintaining setback requirements for non-habitable development within the erosion hazard of Lake Ontario.	YES		May 19 2023	Jun 26 2023	Cassandra Connolly
	RAPP-8943	8577	Martha Street (James Street to Pine Street)	Installation of ± 142.2m of 1-4" Rogers Communications conduit and two vaults via directional bore within the floodplain associated with Rambo Creek.	YES		Jun 06 2023	Jun 26 2023	Cassandra Connolly

Municipality	CAID	Permit No.	Address	Proposed Works	Permit	LOP	Complete	Issued	CH Staff Member
Halton Hills	RAPP-8962	8581	819 Belhaven Crescent	Construction of a detached accessory structure (shed) within the valley of a tributary within the West Aldershot Creek watershed.	YES		Jun 19 2023		Cassandra Connolly
	RAPP-8970	8588	1034 Conrad Court	Construction of an inground pool and on-grade patio within the floodplain of Falcon Creek.	YES		Jun 20 2023	Jun 29 2023	Cassandra Connolly
	RAPP-8923	8592	0 No. 1 Sideroad	Replacement of a culvert which conveys a tributary of Shoreacres Creek and a culvert which conveys a tributary of Appleby Creek beneath No. 1 Sideroad.	YES		Jun 09 2023	Jul 06 2023	Justin McArthur
	RAPP-8903	8545	0 17 Side Road (Adjacent to 11056 17 Side Road)	Installation of fiber optics cable crossing beneath tributaries of Sixteen Mile Creek, as well as conduit and pedestals within the floodplain and within 30 metres of a wetland greater than 2 hectares in size.	YES		May 11 2023	May 25 2023	Justin McArthur
	RAPP-8914	8571	Regional Road 25 (17 Sideroad to 25 Sideroad)	Road rehabilitation including culvert replacement, ditch clean out and reinstatement partially within the floodplain of Sixteen Mile Creek.	YES		Jun 19 2023	Jun 22 2023	Ben Davis
Hamilton	RAPL-1012	Letter of Permission	12409 Steeles Avenue	Installation of a sanitary sewer pipe from existing dwelling to public servicing between 30 and 120 meters from a wetland greater than 2 hectares in size.		YES	Apr 05 2023	Apr 17 2023	Justin McArthur
	RAPL-1019	Letter of Permission	9703 Eighth Line	Reconstruction of a dwelling between 30 and 120 meters from a wetland greater than 2 hectares in size.		YES	May 05 2023	May 08 2023	Justin McArthur
	RAPP-8868	8496	2259 Milborough Line	Replacement of an existing wooden boardwalk within a Provincially Significant Wetland (PSW).	YES		Apr 03 2023	Apr 04 2023	Cassandra Connolly

Municipality	CAID	Permit No.	Address	Proposed Works	Permit	LOP	Complete	Issued	CH Staff Member
	RAPP-8883	8505	Right of Way (Adjacent to 5 Glenron Road)	Installation of a new municipal culvert between 30 and 120m from a Provincially Significant Wetland to accommodate a residential accessway.	YES		Apr 05 2023	Apr 17 2023	Cassandra Connolly
	RAPP-8814	8525	0 Campbellville Road (Adjacent to 77 Campbellville Rd)	Replacement of a municipal crossroad culvert located within 0-30m of a Provincially Significant Wetland (PSW).	YES		Apr 27 2023	May 08 2023	Cassandra Connolly
	RAPP-8816	8527	1038 RR 97 to 922 RR 97	Municipal ditching/maintenance works requiring excavation and grading crossing of tributaries of Bronte Creek, within the associated flooding and erosion hazards with those watercourses, and within 0-30m of a Provincially Significant Wetland (PSW).	YES		Apr 27 2023	May 08 2023	Cassandra Connolly
	RAPP-8815	8528	1211 Centre Road to Seventh Concession Road East	Municipal ditching/maintenance works requiring excavation and grading crossing a tributary of Grindstone Creek, within the associated flooding and erosion hazards with those watercourses, and within 0-30m of a wetland greater than 2ha in size	YES		Apr 27 2023	May 09 2023	Cassandra Connolly
	RAPP-8927	8534	1085 Concession 10 Road West	The construction of 29 mobile homes and five associated septic systems within 30-120 metres of a Provincially Significant Wetland in an existing mobile home park and as per the Site Plan Agreement registered on-title.	YES		May 15 2023	May 16 2023	Cassandra Connolly

Municipality	CAID	Permit No.	Address	Proposed Works	Permit	LOP	Complete	Issued	CH Staff Member
	RAPP-8893	8536	355 Dundas Street East	Installation of Rogers Communications Canada Inc. infrastructure via open trench excavation on both sides of a bridge which conveys Grindstone Creek, and within the flooding and erosion hazards associated with that watercourse.	YES		Apr 25 2023	May 17 2023	Cassandra Connolly
	RAPP-8953	8564	1587 Brock Road	Replacement of a septic system within 30m of a Provincially Significant Wetland and within the floodplain of Bronte Creek, no closer than existing to the wetland or watercourse.	YES		Jun 21 2023	Jun 22 2023	Cassandra Connolly
	RAPP-557	8805 - REVISED	Homestead Ave (City Culvert)	REVISED - Placement of riprap at the upstream and downstream ends of a municipal culvert which conveys a tributary within the North Cootes Paradise watershed.	YES		May 03 2023	May 04 2023	Cassandra Connolly
	RAPL-1030	Letter of Permission	1085 Tenth Concession Road West - Lot 81	Construction of an above ground swimming pool and deck accessory to a mobile home lot, within 30-120m of a Provincially Significant Wetland (PSW).		YES	Jun 21 2023	Jun 29 2023	Cassandra Connolly
	RAPL-1023	Letter of Permission	2072 Centre Road	Construction of additions to an existing dwelling, covered porches, and septic system replacement within 30 and 120 metres of a Provincially Significant Wetland (PSW).		YES	May 18 2023	May 19 2023	Cassandra Connolly
	RAPL-1013	Letter of Permission	1411 Edgwood Road	Construction of an addition to a dwelling located within 30 and 120 metres of a wetland greater than 2ha in size.		YES	Apr 13 2023	Apr 24 2023	Cassandra Connolly

Municipality	CAID	Permit No.	Address	Proposed Works	Permit	LOP	Complete	Issued	CH Staff Member
	RAPL-1014	Letter of Permission	1065 Milborough Line	Construction of a swimming pool and spa, replacement of a pool shed, and replacement and expansion of a patio within 30 & 120 metres of a Provincially Significant Wetland (PSW).		YES	Apr 20 2023	Apr 21 2023	Emma DeFields
	RAPL-1017	Letter of Permission	1048 Centre Road	Construction of a screened-in, covered deck extension to a dwelling located within 30 and 120 metres of a Provincially Significant Wetland (PSW).		YES	Apr 28 2023	May 01 2023	Cassandra Connolly
	RAPL-1018	Letter of Permission	1127 Centre Road	Construction of an addition to an existing dwelling and septic replacement within 30 and 120 metres of a Provincially Significant Wetland (PSW).		YES	May 04 2023	May 09 2023	Cassandra Connolly
	RAPL-1011	Letter of Permission	50 Concession 7 East	Construction of a second-storey deck located within 30 and 120 metres of a Provincially Significant Wetland (PSW).		YES	Mar 29 2023	Apr 04 2023	Cassandra Connolly
Milton	RAPP-8758	8395 - REVISED	6390 Fifth Line - Oxford Milton Business Park Ph1	REVISED: Installation of two 8-inch natural gas pipelines via horizontal directional drill (HDD) beneath a tributary of Sixteen Mile Creek and a wetland less than 2 hectares in size.	YES		May 25 2023	May 26 2023	Justin McArthur
	RAPP-827	8507	Oxford Pond S11 (Outfall)	Construction of a storm water management pond outfall including headwall and stone core wetland feature at the outlet, within the flooding and erosion hazard associated with a tributary of Sixteen Mile Creek.	YES		Oct 17 2022	Apr 17 2023	Justin McArthur
	RAPP-8785	8510	Adjacent to 8530 Chudleigh Way	Grading associated with an existing Stormwater Management Pond within the floodplain associated with a tributary of Sixteen Mile Creek.	YES		Apr 21 2023	Apr 26 2023	Matthew Lauzon

Municipality	CAID	Permit No.	Address	Proposed Works	Permit	LOP	Complete	Issued	CH Staff Member
	RAPP-8890	8511	66 Martin Street	Construction of an attached garage and second story addition, covered deck and asphalt driveway between 6 and 15 metre from the floodplain associated with a tributary of Sixteen Mile Creek.	YES		Apr 17 2023	Apr 26 2023	Justin McArthur
	RAPP-8889	8514	326 Kingsway Place	Construction of a second storey addition within the floodplain associated with a tributary of Sixteen Mile Creek.	YES		Apr 19 2023	May 01 2023	Justin McArthur
	RAPP-632	8524	Boyne Floodplain Wetland Restoration (Mattamy)	Construction of a wetland within the floodplain in conjunction with the Sixteen Mile Creek Ecological Master Plan.	YES		May 12 2023	May 15 2023	Justin McArthur
	RAPP-8917	8526	150 Steeles Avenue	Emergency removal of contaminated soils between 30 and 120 metres of a wetland greater than 2 hectares in size, between 6 and 15 metres from the valley associated with a tributary of Sixteen Mile Creek and placement of fill to restore grades.	YES			May 10 2023	Justin McArthur
	RAPP-8932	8538	0 Bronte Street North (550m north of Main Street to Steeles Avenue W)	Replacement of 750m of existing 350 mm watermain with 400mm watermain within the floodplain associated with Sixteen Mile Creek.	YES		May 17 2023	May 19 2023	Ben Davis
	RAPP-8922	8542	5290 Sixth Line	Construction of an addition to a single family dwelling between 6 and 15 metres of a valley associated with Sixteen Mile Creek.	YES		May 16 2023	May 24 2023	Matthew Lauzon
	RAPP-8924	8543	9267 Guelph Line	Construction of a prefabricated gazebo within the floodplain associated with a tributary of Sixteen Mile Creek.	YES		May 12 2023	May 24 2023	Matthew Lauzon
	RAPP-627	8546	6199 Tremaine Road	Construction of an outfall and spillway within the floodplain associated with a tributary of Sixteen Mile Creek.	YES		May 12 2023	May 26 2023	Justin McArthur

Municipality	CAID	Permit No.	Address	Proposed Works	Permit	LOP	Complete	Issued	CH Staff Member
	RAPP-8921	8547	348 Kingsleigh Court	Construction of a minor addition within the floodplain associated with a tributary of Sixteen Mile Creek.	YES		May 23 2023	May 26 2023	Justin McArthur
	RAPP-815	8552	555 Steeles Ave	Construction of a minor addition to an existing structure and the construction of a church with parking lot, and required site grading and servicing within the flooding hazard (spill) associated with a tributary of Sixteen Mile Creek	YES		May 17 2023	Jun 05 2023	Justin McArthur
	RAPP-8944	8554	11430 Inglis Drive	Installation of a 1 1/4-inch natural gas pipeline between 30 and 120 metres of a Provincially Significant Wetland (PSW).	YES		May 25 2023	Jun 02 2023	Justin McArthur
	RAPP-8942	8556	3065 Derry Road West	Installation of deflectors and sediment mats to narrow and establish new creek bank and improve sinuosity within a tributary of Bronte Creek.	YES		Jun 02 2023	Jun 05 2023	Ben Davis
	RAPP-8940	8557	0 Bronte Street (Approximately 210 metres south of Steeles Rd.)	Widening of Bronte Street including the replacement of a bridge crossing Sixteen Mile Creek and storm sewer replacement within the floodplain associated with Sixteen Mile Creek.	YES		Jun 02 2023	Jun 07 2023	Justin McArthur
	RAPP-8946	8558	3155 No. 20 Side Road	Replacement of a septic tank within the floodplain associated with a tributary of Bronte Creek and between 30 and 120 metres of a Provincially Significant Wetland (PSW).	YES		Jun 02 2023	Jun 09 2023	Justin McArthur
	RAPP-8964	8563	0 Britannia Road (Adjacent 14400 Britannia Rd)	Installation of a natural gas pipeline beneath a tributary of Sixteen Mile Creek and within 30 metres of a Provincially Significant Wetland (PSW).	YES		Jun 19 2023	Jun 19 2023	Justin McArthur

Municipality	CAID	Permit No.	Address	Proposed Works	Permit	LOP	Complete	Issued	CH Staff Member
	RAPP-8912	8569	Derry Road & Trafalgar Road	Road rehabilitation including boulevard replacement and traffic loop replacement within 30 metres of a wetland less than 2 hectares in size.	YES		Jun 19 2023	Jun 22 2023	Ben Davis
	RAPP-8972	8583	0 Gordon Krantz Ave (6205 Tremaine Rd Mattamy Varga Property)	Installation of a two natural gas pipelines beneath a tributary of Sixteen Mile Creek and between 30 and 120 metres of a Provincially Significant Wetland (PSW).	YES		Jun 23 2023	Jun 28 2023	Justin McArthur
	RAPP-8989	8584	11151 First Line Nassagaweya	Reconstruction and expansion of a 2-storey dwelling between 6 and 15 metres of the floodplain associated with a tributary of Bronte Creek and between 30 and 120 metres of a Provincially Significant Wetland (PSW).	YES		Jun 26 2023	Jun 28 2023	Justin McArthur
	RAPP-8983	8585	12505 Sixth Line Nassagaweya	Construction of a prefabricated steel structure between 15 and 30 metres of a Provincially Significant Wetland (PSW).	YES		Jun 28 2023	Jun 28 2023	Justin McArthur
	RAPP-8931	8604	8350 Esquesing Line	Constriction of a temporary culvert which conveys a tributary of Sixteen Mile Creek.	YES		May 19 2023	Jul 19 2023	Justin McArthur
	RAPL-1016	Letter of Permission	0 Steeles Avenue (Adjacent to 11450 - all work in ROW)	Installation of a utility vault and conduit between 30 and 120 meters from a wetland greater than 2 hectares in size.		YES	May 11 2023	May 11 2023	Justin McArthur
	RAPL-1025	Letter of Permission	4192 Fifteenth Sideroad	Construction of an addition to an existing dwelling and new septic system located between 30 and 120 metres of a Provincially Significant Wetland (PSW).		YES	Jun 02 2023	Jun 07 2023	Matthew Lauzon
	RAPL-1027	Letter of Permission	12600 Sixth Line	Construction of a one-story addition and septic system replacement between 30 and 120 metres of a Provincially Significant Wetland (PSW).		YES	Jun 12 2023	Jun 21 2023	Justin McArthur

Municipality	CAID	Permit No.	Address	Proposed Works	Permit	LOP	Complete	Issued	CH Staff Member
Oakville	RAPL-1028	Letter of Permission	11908 Fifth Line	Construction of an approximately 230 sq. m. agricultural building located between 30 and 120 metres of a wetland greater than 2 hectares in size.		YES	Jun 26 2023	Jun 26 2023	Matthew Lauzon
	RAPL-1029	Letter of Permission	11612 Nassagaweya Esquesing Townline	Replacement of a septic tank between 30 and 120 metres of a Provincially Significant Wetland (PSW).		YES	Jun 19 2023	Jun 21 2023	Justin McArthur
	RAPL-1020	Letter of Permission	3210 Twentieth Sideroad	Replacement of an existing concrete septic tank between 30 and 120 meters from a Provincially Significant Wetland (PSW).		YES	May 08 2023	May 08 2023	Justin McArthur
	RAPP-801	8210 – REVISED	79 Fulton St	REVISED - Reconstruction of a dwelling including a minor addition, soak away pit, and site servicing within the floodplain associated with Sixteen Mile Creek.	YES		Jun 29 2023	Jul 12 2023	Justin McArthur
	RAPP-4288	7676- REISSUE	0 William Halton Parkway (Third Line to Neyagawa Boulevard)	RE-ISSUE: Construction of a new culvert (WH-6) crossing a tributary of Sixteen Mile Creek including a new watermain and grading within the floodplain.	YES		Apr 05 2023	Apr 17 2023	Ben Davis
	RAPP-4289	7677- REISSUE	0 William Halton Parkway	RE-ISSUE: Construction of a new structure crossing the main branch of Sixteen Mile Creek valley, two temporary bridges over the main branch of Sixteen Mile Creek, a new culvert (WH-2) crossing a tributary of Sixteen Mile Creek including a new watermain and grading within the floodplain.	YES		Apr 05 2023	Apr 17 2023	Ben Davis
	RAPP-8823	8462 - REVISED	1407 Speers Road	**REVISED** Installation of approximately 113.5m of new conduit within the floodplain of Fourteen Mile Creek	YES		Apr 28 2023	May 09 2023	Laura Head

Municipality	CAID	Permit No.	Address	Proposed Works	Permit	LOP	Complete	Issued	CH Staff Member
	RAPP-5280	8479	400 Trafalgar Road	Construction of a two storey addition within 15m of the erosion hazard of Sixteen Mile Creek as approved by Conservation Halton Board on March 23, 2023 (CHBD 03 23 09).	YES		Aug 31 2022	Apr 06 2023	Laura Head
	RAPP-8878	8501	392 Brookmill Rd	Construction of front and second floor additions and new front porch with the flood hazard (spill) associated with Joshua's Creek.	YES		Mar 31 2023	Apr 25 2023	Laura Head
	RAPP-8871	8502	0 Burnhamthorpe Rd W (Near Sixth Line)	Installation of approximately 770m of new conduit and 2 new vaults within 30-120m of a Provincially Significant Wetland. (PSW).	YES		Apr 05 2023	Apr 12 2023	Laura Head
	RAPP-8882	8503	219 Valleyview Court	Re-construction of a front porch within the floodplain of McCraney Creek and construction of a basement walkout within 7.5m of the floodplain.	YES		Apr 05 2023	Apr 14 2023	Laura Head
	RAPP-8767	8504	536 Patricia Drive	Construction of New Dwelling	YES		Dec 21 2022	Apr 14 2023	Laura Head
	RAPP-8813	8520	1350 Devon Rd	Construction of a two storey dwelling with attached garage, walkout and covered porch and associated landscaping within 7.5m of the floodplain associated with Lower Wedgewood Creek.	YES		May 03 2023	May 04 2023	Laura Head
	RAPP-8872	8522	15 Birkbank Drive	Construction of a two storey dwelling with covered porch and walkout basement, swimming pool and concrete patio, infiltration system and associated landscaping within the erosion hazard associated with the shoreline of Lake Ontario.	YES		Apr 06 2023	May 04 2023	Laura Head

Municipality	CAID	Permit No.	Address	Proposed Works	Permit	LOP	Complete	Issued	CH Staff Member
	RAPP-8904	8529	0 McCraney St E (Near Trafalgar Rd)	Installation of approximately 299m of new conduit within 7.5m of the erosion hazard of McCraney Creek.	YES		Apr 28 2023	May 09 2023	Laura Head
	RAPP-8857	8531	0 Royal Windsor Dr (0.3km west of Ford Dr)	Construction of an access road and staging area to facilitate bridge rehabilitation within the flood hazards associated with Joshua's Creek.	YES		May 02 2023	May 10 2023	Laura Head
	RAPP-8866	8540	585 Stephens Cres	Construction of a pool and associated patio within 7.5m of the floodplain associated with McCraney Creek.	YES		May 10 2023	May 18 2023	Laura Head
	RAPP-8811	8541	397 River Side Drive	Construction additions to the existing dwelling within 15m of the erosion hazard associated with Sixteen Mile Creek.	YES		Feb 28 2023	May 18 2023	Laura Head
	RAPP-7756	8544	Wycroft Road (over Bronte Creek)	Construction of the 4-Lane of Wycroft Road Extension over Bronte Creek, including the construction of twin bridges over Bronte Creek and a tributary of Bronte Creek, and construction of two stormwater management pond facilities and watermain within the flooding and erosion hazards.	YES		May 19 2023	May 25 2023	Ben Davis
	RAPP-8909	8548	520 Lyons Ln	TNPI Integrity dig consisting of temporary excavation and grading within the erosion hazard of Sixteen Mile Creek and associated 15m regulation limit associated with the erosion hazard.	YES		May 25 2023	May 29 2023	Laura Head
	RAPP-8938	8549	3270 Sixth Line	Temporary excavation within the floodplain and regulation limit of Upper West Morrison Creek to facilitate underground servicing.	YES		May 25 2023	May 30 2023	Laura Head

Municipality	CAID	Permit No.	Address	Proposed Works	Permit	LOP	Complete	Issued	CH Staff Member
	RAPP-8934	8551	0 Bronte Rd (Adjacent to 688 Bronte Rd)	TNPI Integrity dig consisting of temporary excavation and grading within the erosion hazard of Bronte Creek and 15m regulation limit associated with the erosion hazard.	YES		May 19 2023	Jun 06 2023	Laura Head
	RAPP-8933	8553	0 Third Ln (In Rail ROW next to 731 Third Ln)	TNPI Integrity dig consisting of temporary excavation and grading within the flooding and erosion hazards of Fourteen Mile Creek and within 30m of a wetland.	YES		May 19 2023	Jun 01 2023	Laura Head
	RAPP-1150	8560	UWMC Ultimate Channel	Construction of the Ultimate Channel for Upper West Morrison Creek including the construction of SWM Pond Outlet, portions of Street A crossing and a pedestrian crossing.	YES		Sep 20 2022	Jun 12 2023	Laura Head
	RAPP-8951	8561	0 Royal Windsor Dr (Between Royal Window Dr and 2175 Cornwall Rd)	Two TNPI Integrity digs consisting of temporary excavation and grading within the floodplain and erosion hazard of Joshua's Creek and 7.5m regulation limit.	YES		Jun 07 2023	Jun 19 2023	Laura Head
	RAPP-8902	8566	3064 Trafalgar Road and 3048 Trafalgar Road & unnumbered properties to the south and west	floodplain alteration associated with East Morrison Creek at 3048 and 3064 Trafalgar Road, and two unnumbered neighbouring properties as approved by Conservation Halton Board of Directors on June 23, 2023 (CHBD 05 23 09).	YES		Jun 12 2023	Jun 23 2023	Charles Priddle
	RAPP-8945	8572	754 Bronte Rd	Construction of a vegetated swale and associated grading within 15m of the erosion hazard associated with Bronte Creek.	YES		Jun 06 2023	Jun 22 2023	Laura Head

Municipality	CAID	Permit No.	Address	Proposed Works	Permit	LOP	Complete	Issued	CH Staff Member
	RAPP-8957	8574	2372 Valley Forest Way	Construction of below grade stairs within 15m of the flooding and erosion hazards associated with Sixteen Mile Creek.	YES		Jun 14 2023	Jun 23 2023	Laura Head
	RAPP-8899	8575	1297 Dundas Street East	Construction of a pedestrian trail and swale between 30m-120m of a Provincially Significant Wetland (PSW).	YES		Apr 21 2023	Jun 23 2023	Laura Head
	RAPP-8935	8578	1 Birch Hill Lane	Reconstruction of a swimming pool, swim spa and associated patios within the erosion hazard associated with the shoreline of Lake Ontario.	YES		Jun 16 2023	Jun 27 2023	Laura Head
	RAPP-8963	8582	507 Valley Dr	Grading and construction of a patio within 7.5m of the floodplain and erosion hazard associated with Fourteen Mile Creek.	YES		Jun 20 2023	Jun 28 2023	Laura Head
	RAPP-8975	8586	3232 Shoreline Dr	Reconstruction of a second storey deck and reconfiguration of a waterfall feature including grading within 7.5m of the floodplain of Sheldon Creek.	YES		Jun 23 2023	Jun 29 2023	Laura Head
	RAPP-8978	8587	114 Ridge Dr	Construction of a storage shed within 7.5m of the erosion hazard associated with valley of the Morrison-Wedgewood Diversion Channel.	YES		Jun 27 2023	Jun 29 2023	Laura Head

Municipality	CAID	Permit No.	Address	Proposed Works	Permit	LOP	Complete	Issued	CH Staff Member
Puslinch	RAPP-8803	8497	0 Leslie Road West (Between Watson Rd S & Milborough Town Line)	Road construction works including the installation of a new storm sewer with outfall within the flooding and erosion hazards associated with Bronte Creek and adjacent to the Mountsberg Marsh Provincially Significant Wetland (PSW).	YES		Feb 07 2023	Apr 04 2023	Charles Priddle
	RAPP-8886	8535	4074 Victoria Road South	Installation of retaining walls on either side of a previously approved culvert crossing over a tributary of Bronte Creek.	YES		Apr 13 2023	May 16 2023	Charles Priddle
	RAPL-1015	Letter of Permission	4143 Concession 11 Road	Construction of an inground swimming pool between 30 metres and 120 metres of a Provincially Significant Wetland (PSW).		YES	Apr 21 2023	Apr 24 2023	Charles Priddle

TO: Conservation Halton Board

MEMO #: CHB 07 23 03

FROM: Barbara Veale, Senior Director, Watershed Strategies and Climate Change

DATE: September 21, 2023

SUBJECT: Conservation Halton Watershed Climate Change Vulnerability and Risk Assessment Project

MEMO

Conservation Halton (CH) recently launched a Watershed Climate Change Vulnerability and Risk Assessment project. This work represents the first step in developing a Watershed Climate Resiliency Strategy for CH's jurisdiction. The goal of the Watershed Climate Resiliency Strategy is to identify actions which will improve the adaptive capacity and resiliency of the watersheds to cope with and adapt to the impacts of warmer, wetter, and wilder weather.

This Watershed Climate Resiliency Strategy will also support the Watershed-based Resource Management Strategy (Watershed Strategy). The Watershed Strategy will identify and evaluate resource issues and risks within CH's jurisdiction in support of CH's programs and services. The Watershed Strategy is required by the Province to be completed by Conservation Halton by the end of 2024.

The Watershed Climate Change Vulnerability and Risk Assessment will identify the degree to which key resources, ecosystems, and other features in the Conservation Halton watersheds are susceptible and either adversely or beneficially affected by the variability and extremes of the current and projected future climate change. Resource and ecosystem categories to be evaluated in this study will include forests, wetlands (swamps and marshes), agricultural lands, and meadows. The results of this vulnerability and risk assessment will provide a framework and inform priorities and management actions that will form part of the Watershed Climate Resiliency Strategy.

The risk assessment process will include the three main steps: 1) risk identification, 2) risk analysis, and 3) risk evaluation. It will require a degree of expert judgement. To this end, Conservation Halton subject matter experts will be involved in workshops to provide technical expertise and local knowledge. In addition, there will be focused engagement with municipal staff to ensure broad consensus on risks, outcomes, and results.

The Watershed Climate Change Vulnerability and Risk Assessment project has been awarded to Matrix Solutions Inc. in accordance with Conservation Halton's procurement policies and procedures and is expected to be completed by the end of 2023.

REPORT TO: Conservation Halton Board

REPORT NO: CHB 07 23 04

FROM: Barbara J. Veale, Senior Director, Watershed Strategies & Climate Change

DATE: September 21, 2023

SUBJECT: Conservation Halton Partnerships Using eDNA, an Innovative Monitoring Tool

Recommendation

THAT the Conservation Halton Board **receives for information the report entitled “Conservation Halton Partnerships Using eDNA, an Innovative Monitoring Tool”**.

Report

Environmental DNA (eDNA) is an innovative monitoring tool that can be used to detail the species living in the environment. Every species, whether on land, water or in the air is constantly shedding DNA through dead skin, mucous, or faeces. The DNA left in the environment is called eDNA and this DNA can be tested to detail the recent presence of a species. A positive hit indicates target eDNA has been collected and the species is likely in the area. A negative hit indicates that eDNA has not been collected, however it does not imply that a species is not present; only that eDNA was not collected in the sample.

When compared to traditional sampling techniques, there are several benefits to using eDNA as follows:

- Cost-effective, safer, and less time-consuming for staff (e.g., collecting a water sample to test for eDNA vs. electrofishing to sample fish populations);
- Reduced stress and risk of injury to animals, and fewer permitting requirements since animals are not handled directly;
- Sampling can take place when convenient for the researcher, not only when the target animals are active;
- Reduced need for highly specialized skills to identify a wide variety of species and taxonomic groups;
- Greater probability of detection for species that are difficult to find because they are nocturnal (e.g., Jefferson Salamander), cryptic (e.g., snakes), or very low in numbers (e.g., species at risk);
- Reduced disturbance to habitat and risk of spreading invasive species; and
- All survey methods have limitations but, as the science advances, this technology will become increasingly precise and comprehensive, and less subjective than relying on expert observers.

Conservation Halton Projects Using eDNA

Conservation Halton is working with partners on several projects that use eDNA to monitor species at risk, as well as a newly discovered invasive species. The technology is relatively new, but this is an exciting field that is advancing rapidly.

Redside Dace

In partnership with the University of Guelph and the Ministry of Natural Resources and Forestry, Conservation Halton's Aquatic Monitoring Technician is completing her Master of Science (MSc) using eDNA to confirm the presence/absence of Redside Dace (an Endangered species) in tributaries within Bronte, Sixteen Mile Creek, and Fourteen Mile Creek. Work is focused on tributaries where physical observations of Redside Dace have not been obtained in over 20 years. eDNA is being collected using an automated eDNA sampler with lab analysis completed at the University of Guelph. The MSc work will focus on Redside Dace in the Halton watershed, with a second chapter on validating the lab tests used to confirm Silver Shiner (a Threatened species) eDNA in Sixteen Mile Creek at known sites. This work will be completed in partnership with Fisheries and Oceans Canada. The eDNA field work will span the field seasons of 2023 and 2024.



CH technician using an eDNA sampler to collect water samples in Bronte Creek



Species at Risk Bats

As the delivery agent of an overall benefit project for species at risk bats, Conservation Halton is monitoring a bat box in the Sixteen Mile Creek watershed on behalf of Metrolinx. The bat box was installed as one component of a larger compensation package for habitat alterations along the Lakeshore West rail line. Monitoring includes using acoustic recorders to identify bats in the vicinity of the bat box based on their echolocation calls, and then using any faeces/guano collected beneath the bat box to identify the individual species inhabiting the box using eDNA. Surveys to date have observed numerous species at risk bat species adjacent to the bat box. This work began in 2022 and will continue until 2026.

Bat box located in the Sixteen Mile Creek valley.

Marbled Crayfish

Marbled Crayfish are a newly introduced and highly invasive species recently found in City View Park in Burlington. Observations in the park mark the first occurrence of the species in the wild in Canada. Likely introduced from the aquarium trade, this species is highly invasive as all individuals are female and clones of the parent, meaning only one individual is needed to start a large population. The first individual was observed in the park in 2021.

Conservation Halton initiated eDNA collection in 2022 in partnership with the Ministry of Natural Resources and Forestry and the Ontario Federation of Anglers and Hunters. eDNA was used to investigate whether there was an established population in the park. After confirmed eDNA hits were obtained in 2022, the City

of Burlington drained the pond over the winter months to attempt to freeze any individuals. eDNA work continued in the summer of 2023 and unfortunately confirmed the continued presence of Marbled Crayfish eDNA in the pond. This work was further verified by observed individuals (~10 caught to date) in and around the park, confirming the presence of a wild and established population. eDNA work is being completed in City View Park as well as in Falcon Creek (from the park to Hamilton Harbour) and in available habitats adjacent to the park to determine if the species has or will disperse and expand its range beyond the park. This sampling will continue for several years in this area to assess the extent of spread and determine whether control measures will be successful.



Marbled Crayfish captured in City View Park in summer of 2023.

Future Projects

In partnership with NatureMetrics and the Scales Nature Park, Conservation Halton is working to develop new eDNA analysis tools to identify scaled reptiles (snakes and skinks). This work is underway, and Conservation Halton will participate in 2024 by collecting eDNA under artificial cover boards installed in the forest to mimic natural woody debris. The hope is that this work will advance the science of eDNA by increasing detection levels of hard to survey species at risk reptiles.

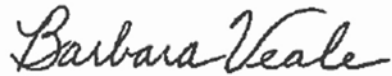
Impact on Strategic Priorities

This report supports the Momentum priorities of Science, Conservation and Restoration, and Nature and Parks.

Financial Impact

There is no financial impact to this report.

Signed & respectfully submitted:



Barbara J. Veale
Senior Director, Watershed Strategies & Climate Change

Approved for circulation:



Hassaan Basit
President & CEO/Secretary-Treasurer

FOR QUESTIONS ON CONTENT: Kim Barrett, Associate Director, Science & Partnerships
kbarrett@hrca.on.ca

REPORT TO: Conservation Halton Board

REPORT NO: # CHB 07 23 05

FROM: Mark Vytvytskyy, Chief Operating Officer

DATE: September 21, 2023

SUBJECT: Purchasing Activity Memo – May 1, 2023, to July 31, 2023

Recommendation

THAT the Conservation Halton Board **receives for information the Purchasing Activity Memo for the period of May 1, 2023, to July 31, 2023, in accordance with the Conservation Halton Purchasing Policy.**

Report

The following report summarizes purchases to be reported during the period of May 1, 2023, to July 31, 2023.

The Conservation Halton (CH) Purchasing Policy requires single or sole source purchases greater than \$25,000 (not including taxes) and Requests for Proposals/Quotations and Tenders awarded up to a value of \$500,000 (not including taxes) to be reported to the Board for information. Request for Proposal and Tenders award recommendations that exceed \$500,000 (not including taxes) will be subject to Board approval prior to award.

Single or Sole Source Purchases (above \$25,000 excl. HST):

Vendor	Amount	Details
Brant Tractor	\$65,388	Purchase of (1) used John Deere 26G Excavator awarded August 23, 2023. Single Source was utilized to secure the unit based on the cost savings over a new model.
ABSO Rental Services	\$51,881	Purchase of a suite of tents required to accommodate the 2023 Children's Water Festival following an unsuccessful public procurement solicitation. ABSO was the only vendor who could accommodate the requirement and was awarded May 11, 2023.
Creative Currency	\$39,000	Creative Currency was retained on June 20, 2023, to accommodate digital marketing efforts following a staff shortage in the Communications & Marketing Department.

Request for Proposals/Quotations and Tenders (less than \$500,000 excl. HST reported to the Board for information):

Vendor	Amount	Details
Water's Edge Environmental Solutions Team Ltd.	\$38,840	Consultant awarded via publicly solicited RFQ 040423, awarded on May 8, 2023, to conduct a structure survey of Bronte Creek.
ConceptDash Inc.	\$117,660.80	Consultant awarded via publicly solicited RFP 042423, awarded on June 13, 2023, to secure services associated with the Kelso & Mount Nemo Conservation Areas paving requirements.
Cion Corp.	\$53,800	Consultant awarded via publicly solicited RFP CA0007, awarded on June 26, 2023, to secure services associated with the CH facilities condition assessment requirements.
Bartram Woodlands Ltd.	\$45,573	Bartram Woodlands Ltd. awarded via competitive RFQ 051023, awarded May 20, 2023, issued for tree planting services.

Request for Tenders (less than \$500,000 excl. HST reported to the Board for information):

Vendor	Amount	Details
Robert Noble Ltd.	\$82,560	Contractor awarded May 2, 2023, via publicly issued RFT # 060423, for septic haulage services.

Impact on Strategic Goals

This report supports the Momentum strategic priority Organizational Sustainability by ensuring consistent and transparent processes are in place for reporting large purchases.

Financial Impact

There is no financial impact to this report.

Signed & respectfully submitted:



Mark Vytvytskyy
Chief Operating Officer

Approved for circulation:



Hassaan Basit
President & CEO/Secretary-Treasurer

FOR QUESTIONS ON CONTENT:

Pavan Seth, Procurement Manager
pseth@hrca.on.ca, 905.336.1158 x 2249

REPORT TO: Conservation Halton Board

REPORT NO: CHB 07 23 06

FROM: Kellie McCormack, Director, Planning & Regulations

DATE: September 21, 2023

SUBJECT: Urban Milton Flood Hazard Mapping Study – Final Mapping
CH File No.: ADM 347 / AADM-33

Recommendation

THAT the Conservation Halton Board **approves updated flood hazard mapping for the West Branch of Sixteen Mile Creek in Urban Milton for incorporation into Conservation Halton's Approximate Regulation Limit mapping based on the results of the "Flood Hazard Mapping – Urban Milton, Sixteen Mile Creek" report prepared by Greck and Associates Limited, dated July 2023, and local updates completed by Conservation Halton staff;**

And

THAT the Conservation Halton Board **receives for information the staff report entitled "Urban Milton Flood Hazard Mapping Study – Final Mapping".**

Executive Summary

Conservation Halton (CH) retained Greck & Associates Limited to update flood hazard modelling and mapping for tributaries of the West Branch of Sixteen Mile Creek, located primarily within the existing urban areas in the Town of Milton. The mapping and modelling developed as part of the Urban Milton Flood Hazard Mapping Study is considered the best available information for understanding the magnitude and extent of the flood hazard, assessing potential risk to life and property, and land use and regulatory decision-making. The mapping update was supported by a robust public and stakeholder engagement to ensure that the public; municipal, provincial, and federal agencies; and other stakeholders were informed of the study and had opportunities to participate. Staff recommends the CH Board approve the updated flood hazard mapping for incorporation into CH's Approximate Regulation Limit mapping.

Report

Background

In 2019, CH retained a consultant, Greck & Associates Limited, to undertake a study and update flood hazard modelling and mapping for tributaries of the West Branch of Sixteen Mile Creek, which primarily traverse the western parts of the existing urban areas in the Town of Milton (Figure 1). Before then, most of the available flood hazard mapping dated back to the 1980s or was associated

with local scale mapping/modelling updates in support of recent development applications. There were also some regulated features within the study area with no available mapping/modelling.

With more current and sophisticated modelling tools and technologies, CH can better model flood flows and depict flood hazards on more detailed topographic data. Updated flood hazard mapping provides CH, municipalities, the public, and stakeholders with a current understanding of the magnitude and extent of riverine flood hazards. It is also an important tool that supports CH's regulatory, planning, and flood forecasting and warning programs, as well as municipal emergency management, flood mitigation, and infrastructure design.

Public engagement was undertaken throughout the study process to ensure that the public; municipal, provincial, and federal agencies; and stakeholders were informed of the study status and had opportunities to participate. CH not only follows but exceeds the public consultation process recommendations outlined in Conservation Ontario's, *"Procedures for Updating Section 28 Mapping: Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulations"* by undertaking virtual public engagement sessions, emailing stakeholders, creating flood hazard mapping study webpages and, in specific cases, direct notifications to potentially affected property owners.

In October 2019, CH held Public Engagement Session #1 to provide notice of study commencement. Updated draft flood hazard modelling and mapping were shared via Public Engagement Session #2 in March 2020. At that time, the March 2020 modelling and mapping was deemed the best available information for understanding the extent of the hazard, assessing potential risk to life and property, identifying areas requiring further analysis, making decisions when development is contemplated in hazardous or regulated areas, and administering CH's *Ontario Regulation 162/06*. The updated draft flood hazard mapping was identified as a layer on CH's Approximate Regulation Limit (ARL) mapping as "Consult CH". CH's ARL mapping is a screening tool to determine if a site contains natural hazards and is regulated by CH. This tool is available on CH's website and is used by conservation authority (CA) staff, municipal staff, consultants, real estate agents, and the public.

Based on feedback received during Public Engagement Session #2 and from CH's stakeholders, the study scope and timelines were revised. Since that time, CH has worked to further refine the updated draft flood hazard modelling and mapping with its consultant and the study's Technical Advisory Committee comprised of staff from the Town of Milton and their peer-reviewer, WSP; Town of Halton Hills; and Region of Halton. Work included modeling and mapping updates completed by CH staff for a recently re-aligned tributary between Highway 401 and Peru Road.

Final Draft Flood Hazard Mapping

In February 2023, Public Engagement Session #3 was held to share the final draft of the updated flood hazard modelling and mapping. Overall, there are some locations within the study area where the predicted extent of the flood hazard and CH's regulated area has increased, some locations where it decreased, and other locations where CH's existing flood hazard mapping did not change from previous iterations.

Figure 2 shows the flood hazard mapping for the upper and middle portions of the study area. In the upper portion of the study area, a spill flood hazard was identified that was not previously mapped

and there were some increases to the extent of the floodplain in the Steeles Avenue area. Figure 3 shows the flood hazard mapping for the lower portion of the study area. In the lower portion of the study area, the flood mapping did not change substantially from CH's previous mapping. This is largely due to flood flows being contained in deeper valley lands.

Public Engagement Session #3 was a virtual event and an opportunity for the public and stakeholders to learn more about CH's study and the draft mapping and to ask questions. It was preceded by local newspaper notices, public and stakeholder email notifications, CH and Town of Milton website updates, CH social media posts, and letters to potentially affected property owners in select residential areas where the flood hazard mapping had changed. Following the public engagement session, the draft flood hazard mapping and report were posted on CH's website for a 30-day public review period.

Staff reviewed all feedback received and met with stakeholders and several property owners to discuss the updated mapping and how it may affect their properties. Where concerns or questions were raised about the mapping, staff advised that, while the updated flood hazard mapping is considered the "best available information" for understanding the extent of the hazard, assessing potential risk to life and property and decision making, it is an estimate of the anticipated regulatory flood hazard. The mapping may be refined and updated through topographic surveys and technical studies at a site-specific level. CH also received a recommendation to further examine flood mitigation opportunities at the CN rail crossing of the West Branch. This recommendation falls outside CH's mandate and scope of study as CH is not the owner of this infrastructure. However, the study's modelling could be used by other parties to support future flood mitigation studies or infrastructure planning and design.

The final "Flood Hazard Mapping – Urban Milton, Sixteen Mile Creek" report prepared by Greck and Associates Limited, dated July 2023, is available on CH's website.

Impact on Strategic Priorities

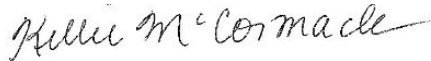
This report supports the Momentum priority of Natural Hazards and Water.

The theme is supported by the objective of protecting people and property from risks related to natural hazards and not creating new or aggravating existing hazards through development.

Financial Impact

There is no financial impact resulting from this recommendation.

Signed & respectfully submitted:



Kellie McCormack, MCIP, RPP
Director, Planning and Regulations

Approved for circulation:



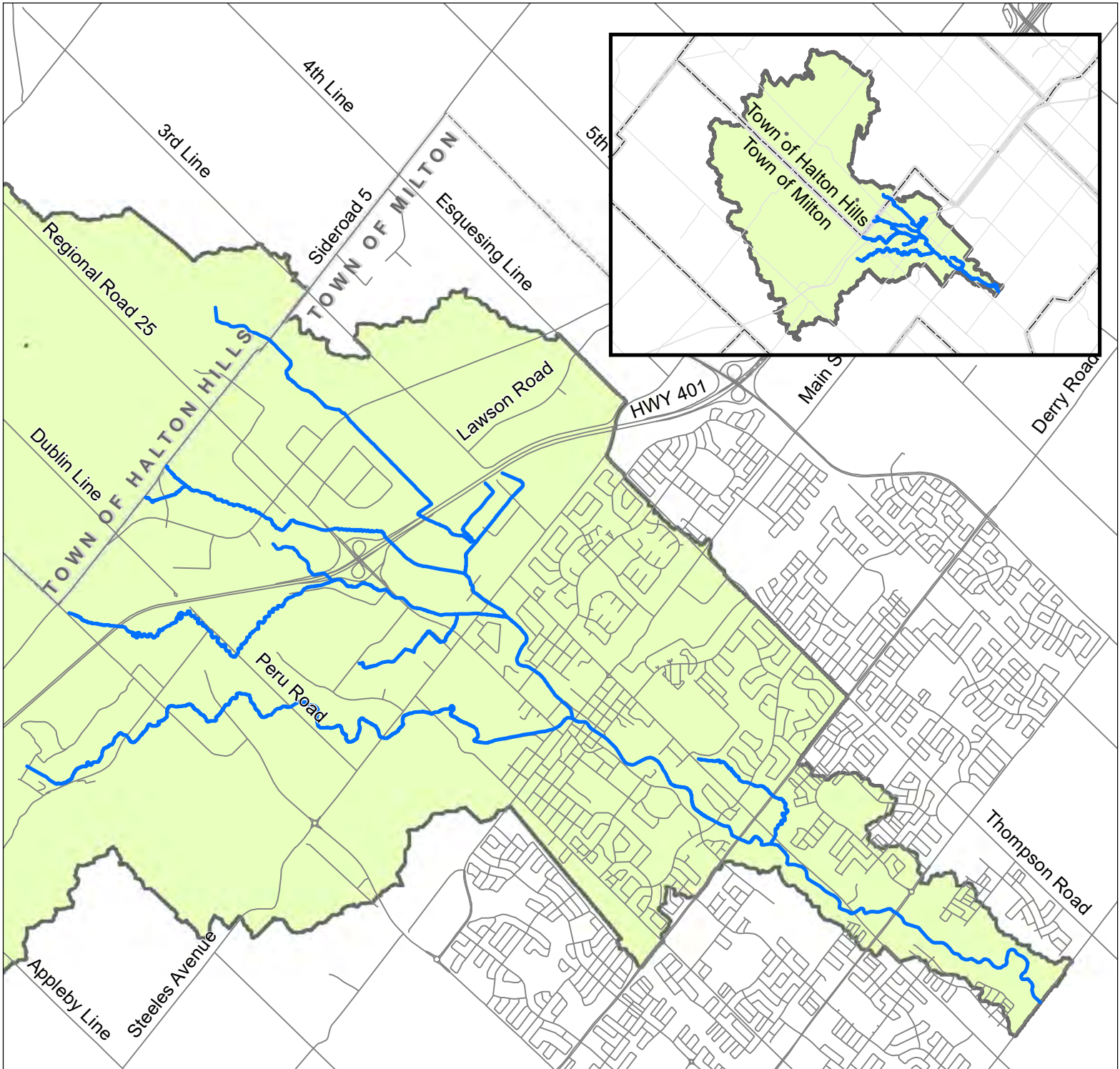
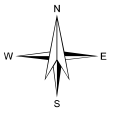
Hassaan Basit
President & CEO/Secretary-Treasurer

FOR QUESTIONS ON CONTENT:

Kellie McCormack, Director, Planning & Regulations
kmccormack@hrca.on.ca, 905-336-1158 x 2228

Attachments: Figures 1-3

Figure 1: Urban Milton Flood Hazard Mapping Study Area



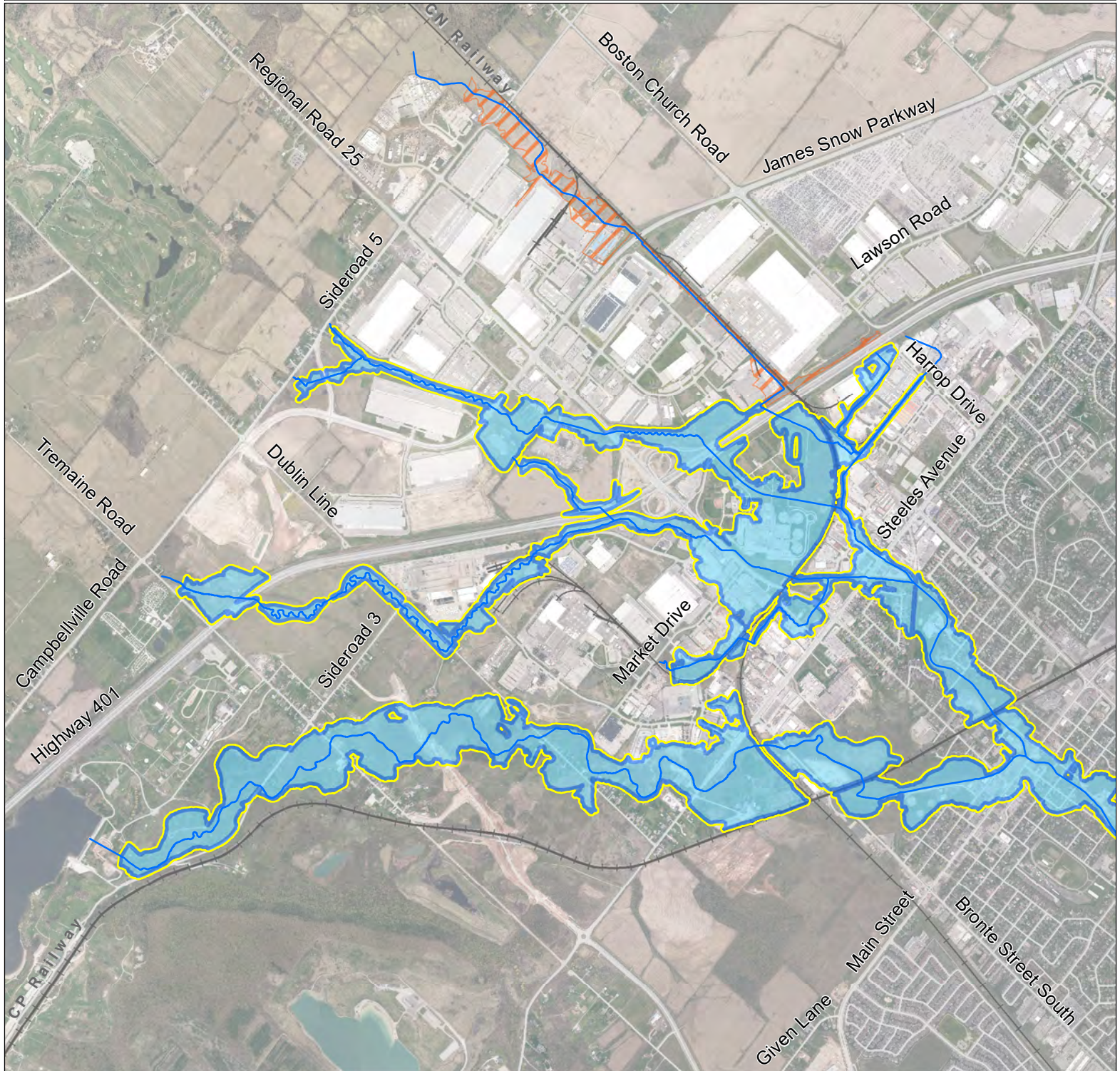
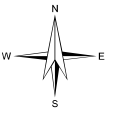
Legend

- Watercourses with Updated Flood Hazard Mapping
- Roads
- Municipal Boundary
- Study Area

0 0.5 1 2
Kilometres

This mapping is provided for information purposes only. Data sources used in its production are of varying quality and accuracy. Conservation Halton disclaims all responsibility for any and all errors or inaccuracies in the information presented and further disclaims all liability for loss or damage, which may result from the use of this information. NOT A PLAN OF SURVEY. Copyright 2023 Conservation Halton. This map may not be reproduced without written consent from Conservation Halton. © Queen's Printer for Ontario, 2023 © Teranet Enterprises Inc. and its suppliers. All rights reserved.

Figure 2: Upper and Middle Portions of Study Area



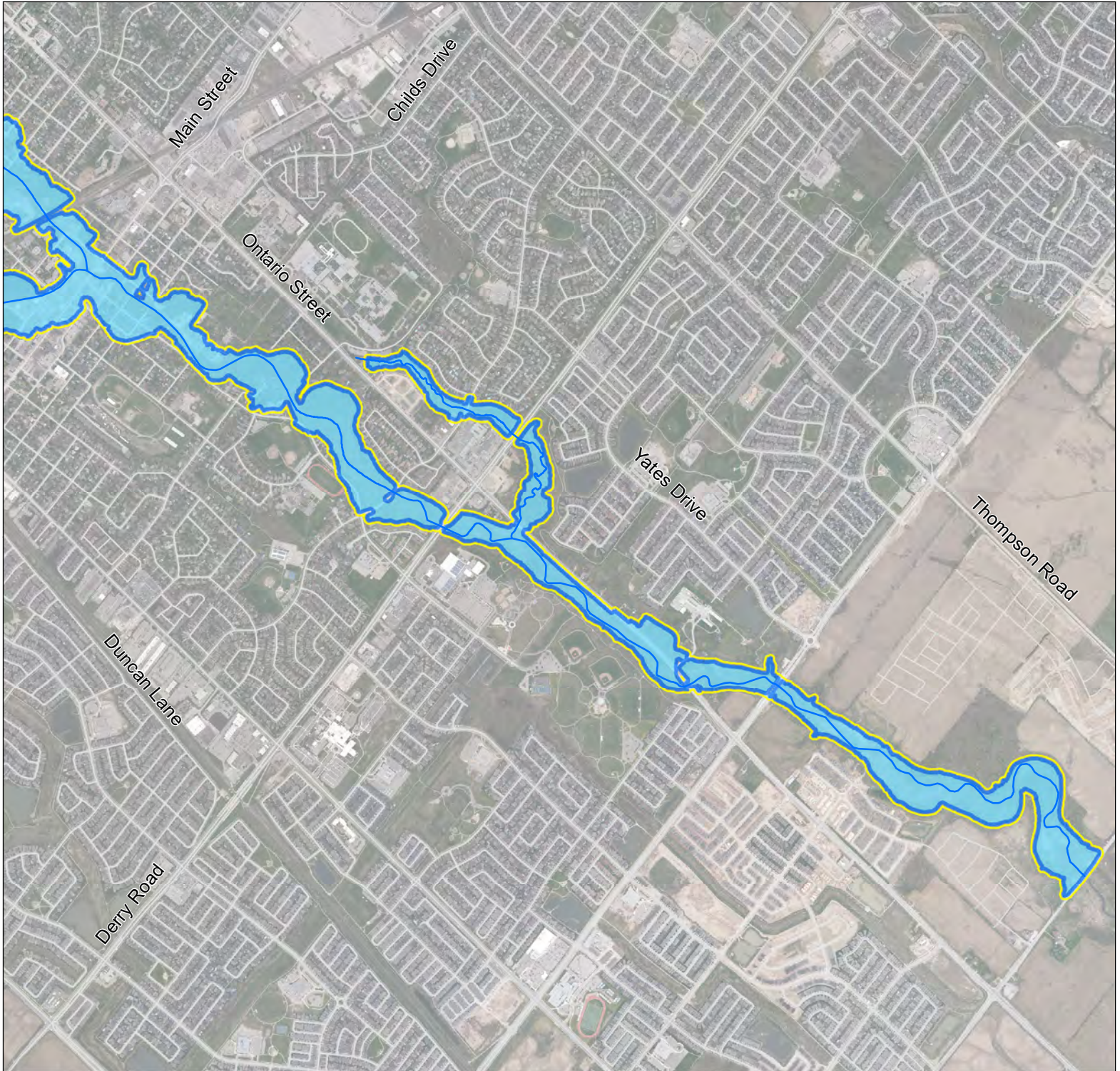
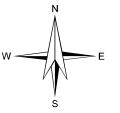
Urban Milton Flood Hazard Mapping Area 1

- Mapped Watercourses
- 2023 - Floodplain
- Roads
- ▨ 2023 - Spill
- + + Railway
- 2023 - Draft Regulatory Allowance

0 0.3 0.6 1.2
Kilometres

The text of the Regulation takes precedence over the Approximate Regulation Limit. Some regulated features may not appear on the Approximate Regulation Limit mapping. This mapping should be used for information purposes only. The data displayed are derived from sources with different accuracies and all boundaries should therefore be considered approximate. No responsibility or liability is assumed by Conservation Halton or its employees, officers and agents or the data providers listed below for any errors, omissions or inaccuracies, whether due to their negligence or otherwise. Data on this map is used under license and is protected by copyright for different organizations, including but not limited to the Ministry of Natural Resources and Forestry. © Queen's Printer for Ontario, 2022 © Teranet Enterprises Inc. and its suppliers. All rights reserved. Draft mapping only shows updated flood hazards and does not show full extent of Conservation Halton's regulated area

Figure 3: Lower Portion of Study Area



Urban Milton Flood Hazard Mapping Area 2

- Mapped Watercourses
- Roads
- 2023 - Floodplain
- 2023 - Spill
- 2023 - Draft Regulatory Allowance

0 0.25 0.5 1
Kilometres

The text of the Regulation takes precedence over the Approximate Regulation Limit. Some regulated features may not appear on the Approximate Regulation Limit mapping. This mapping should be used for information purposes only. The data displayed are derived from sources with different accuracies and all boundaries should therefore be considered approximate. No responsibility or liability is assumed by Conservation Halton or its employees, officers and agents or the data providers listed below for any errors, omissions or inaccuracies, whether due to their negligence or otherwise. Data on this map is used under license and is protected by copyright for different organizations, including but not limited to the Ministry of Natural Resources and Forestry. © Queen's Printer for Ontario, 2022 © Teranet Enterprises Inc. and its suppliers. All rights reserved. Draft mapping only shows updated flood hazards and does not show full extent of Conservation Halton's regulated area

REPORT TO: Conservation Halton Board

REPORT NO: CHB 07 23 07

FROM: Kellie McCormack, Director, Planning & Regulations

DATE: September 21, 2023

SUBJECT: **Functional Stormwater and Environmental Management Strategy, Milton Education Village, Town of Milton**
CH File No.: MPR 479/AMPR-256

Recommendation

THAT the Conservation Halton Board **endorses the “Functional Stormwater and Environmental Management Strategy (Final Report), Milton Education Village, Town of Milton,” specifically the management recommendations that relate to areas regulated by Conservation Halton;**

And

THAT the Conservation Halton Board **receives for information the staff report entitled “Functional Stormwater and Environmental Management Strategy (Final Report), Milton Education Village, Town of Milton.”**

Executive Summary

The Milton Education Village (MEV) lands are located in the Town of Milton and are planned for a complete community and mixed-use innovation district, anchored by a post-secondary education campus. To support the MEV Secondary Plan, and to guide subsequent planning applications for development, a Functional Stormwater and Environmental Management Strategy (FSEMS) was prepared. A systems approach was used to develop a high-level, long-term management strategy for natural hazard, natural heritage features (e.g., wetlands), and water resource features (e.g., watercourses) in the study area. The future Natural Heritage System (NHS) will contain a realigned Indian Creek, and associated flooding and erosion hazards, as well as relocated and newly created wetlands. This approach ensures that future development will not create new natural hazards or aggravate existing ones, and that natural heritage features, including wetlands, will be protected as part of a larger, overall NHS.

Staff is satisfied that the FSEMS provides comprehensive justification and analysis for the proposed management recommendations for natural hazards and wetlands in the study area, including the relocation and enhancement of regulated wetlands. Conservation Halton (CH) staff recommends the CH Board endorse the FSEMS, specifically the management recommendations related to regulated features, so that staff can ultimately issue permits for works that meet CH's regulatory requirements.

Report

Background

The MEV lands are located in the Town of Milton and are bordered by the Niagara Escarpment Plan Area to the north, Tremaine Road to the east, Britannia Road to the south, and the Greenbelt Plan Area to the west (Figure 1).

The MEV Secondary Plan Area is an area of 162 hectares (400 acres) and is planned for a complete community and mixed-use innovation district anchored by a post-secondary education campus (Figure 2). The MEV Secondary Plan, adopted by the Town of Milton through an Official Plan Amendment (OPA) 62 in December 2020, includes lands owned by Wilfred Laurier University, Conestoga College, Mattamy Homes, York Trafalgar Homes, Milton Land Syndicate IV, and Schlegel Villages.

In July 2021, a Minister's Zoning Order (MZO) (Ontario Regulation 476/21) was issued by the Province for the northern portion of the MEV lands to permit a mix of residential, commercial, retail, and institutional uses, and to expedite development of the core urban area of the MEV Secondary Plan area.

In June 2022, the Region of Halton approved Regional OPA (ROPA) 51 to allow for a site-specific range of uses within the Protected Countryside area of the Provincial Greenbelt Plan adjacent to the MEV Secondary Plan Area (referred to as "Complementary Greenbelt Lands Policy Area"). The proposed uses relate to and support the MEV and the Wilfrid Laurier University campus, include stormwater management systems that will serve the surrounding urban area and provide opportunities for academic research.

Functional Stormwater and Environmental Management Strategy (FSEMS)

To support the MEV Secondary Plan and guide subsequent planning applications for development, an FSEMS was prepared by the Town of Milton and their consultant team. The FSEMS study area is located in the Indian Creek Watershed and contains and/or is adjacent to Indian Creek and its tributaries, associated flooding and erosion hazards, and wetlands.

The purpose of the MEV FSEMS 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 in the study area;
- provide sufficient detail to support the designation of a natural heritage system (NHS);
- 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 future site/area-specific studies.

A systems approach was used to develop a high-level, long-term management strategy for natural hazard, natural heritage features (e.g., wetlands), and water resource features (e.g., watercourses) in the study area. The future NHS will contain a realigned Indian Creek and associated flooding and erosion hazards, as well as relocated and newly created wetlands. This approach ensures that future

development will not create new natural hazards or aggravate existing ones and that natural heritage features, including wetlands, will be protected as part of a larger, overall NHS.

All wetlands are to remain in-situ with 15 or 30 metre development setbacks (based on their size and status per CH regulatory policies), except approximately 0.19 hectares of wetland in the MEV Secondary Plan Area and approximately 0.45 hectares of wetland in the MEV Complementary Greenbelt Lands Policy Area (ROPA 51); these are proposed to be relocated and enhanced adjacent to existing wetlands in the NHS. The relocated wetlands will be designed to enhance existing features and functions as well as increase connectivity to the overall NHS. Subsequent design details to further support the design of the wetland replication, along with landscaping plans, will be provided through future Subwatershed Impact Studies (SIS) in support of *Planning Act* and CH Permit Applications.

CH staff reviewed the FSEMS to ensure CH's regulatory interests and responsibilities delegated by the Province of Ontario with respect to Section 3.1 (Natural Hazards) of the Provincial Policy Statement (PPS) were addressed. Staff also provided technical advice on stormwater management and natural heritage matters, based on the Memorandum of Understanding (MOU) with the Region of Halton that was in effect at the time of review.

The FSEMS and the MEV Complementary Greenbelt Lands Policy Area (ROPA 51) outline requirements for subsequent studies (e.g., SIS) that will provide the supporting details and analysis to demonstrate that any works in CH's regulated area will meet CH's regulatory requirements, and that the NHS is sufficiently sized to contain all regulated hazards, wetlands, and associated allowances.

Conclusion/Recommendation

CH staff has worked with the Town of Milton and their consultants, as well as the Region of Halton, through the development and review of the FSEMS. All natural hazards and significant natural features, along with the associated regulatory allowances and development setbacks, will form part of the NHS. The FSEMS serves as a foundational document to guide future *Planning Act* and CH Permit applications.

Staff is satisfied that the FSEMS provides comprehensive justification and analysis for the proposed relocation and enhancement of regulated wetlands within the study area. CH staff recommends the Board endorse the FSEMS, specifically the management recommendations related to regulated features, so that staff can ultimately issue permits for works that meet CH's permitting requirements, the requirements of the FSEMS, and other technical studies.

Impact on Strategic Priorities

This report supports the Momentum priority of Science, Conservation and Restoration

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 resulting from this proposal.



September
2023

Signed & respectfully submitted:

Kellie McCormack
Director, Planning & Regulations

Approved for circulation:

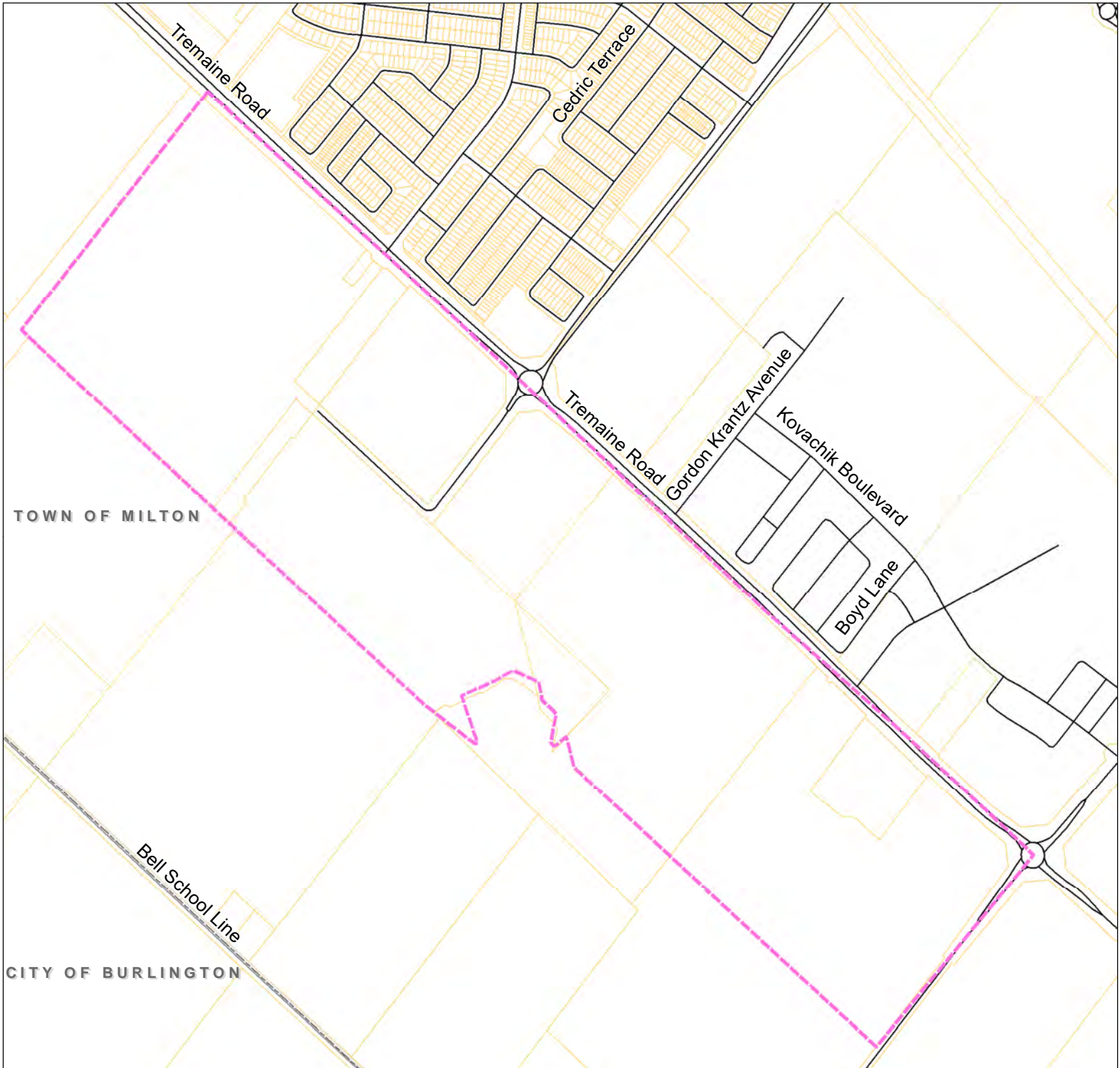
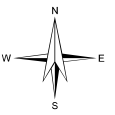
Hassaan Basit
President & CEO/Secretary-Treasurer

FOR QUESTIONS ON CONTENT:

Kellie McCormack, Director, Planning & Regulations
kmccormack@hrca.on.ca, 905-336-1158 x 2228

Attachments: Figures 1 & 2

Figure 1: Key Map



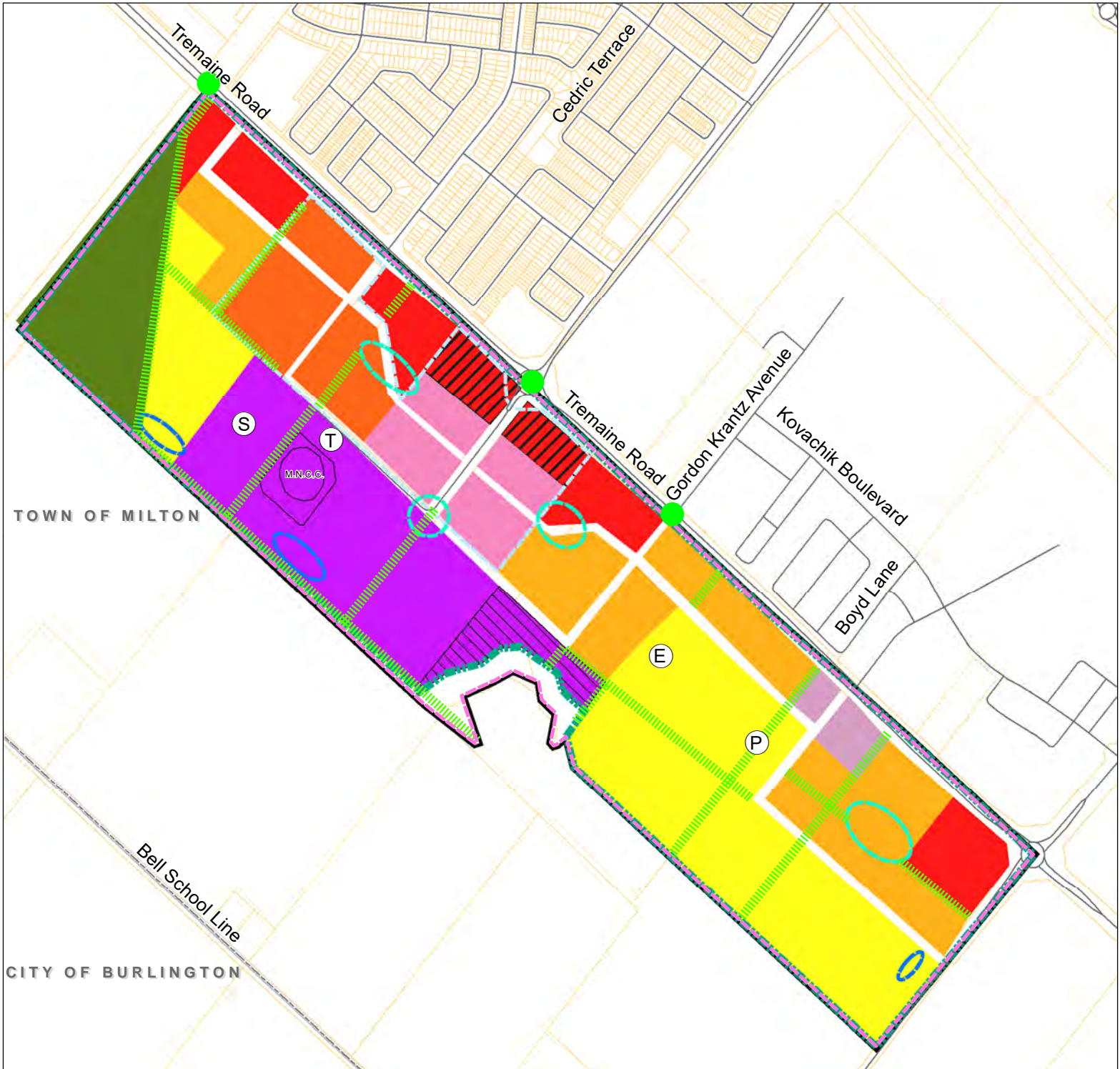
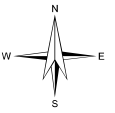
Legend

- Subject Property
- Parcel
- Road
- Municipal Boundary

0 0.125 0.25 0.5
Kilometres

This mapping was produced by Conservation Halton and should be used for information purposes only. Data sources used in its production are of varying quality and accuracy and all boundaries should be considered approximate. Conservation Halton disclaims all responsibility for any and all mistakes or inaccuracies in the information and further disclaims all liability for loss or damage, which may result from the use of this information. This map is protected by copyright (© 2023) and may not be reproduced without written consent from Conservation Halton. Any copying, redistribution or republication the content thereof, for commercial gain is strictly prohibited. Produced by Conservation Halton GISP

Figure 2: Milton Education Village Secondary Plan Land Use Plan



Legend

- Subject Property
- Parcel
- Municipal Boundary



Active Transportation Link



Elementary School



Secondary School



Park



Transit Hub



Greenways

— Road

Landuse

- Village Centre
- Neighbourhood Centre
- Innovation Hub

Landmark Gateway

Innovation Campus

Innovation Neighbourhood

NHS

High Density Residential

Medium Density Residential I

Medium Density Residential II

Public Open Space/Park

Storm Water Management Facility

Innovation District

Green Edge

Secondary Plan Boundary

0 0.125 0.25 0.5
Kilometres

This mapping was produced by Conservation Halton and should be used for information purposes only. Data sources used in its production are of varying quality and accuracy and all boundaries should be considered approximate. Conservation Halton disclaims all responsibility for any and all mistakes or inaccuracies in the information and further disclaims all liability for loss or damage, which may result from the use of this information. This map is protected by copyright (© 2023) and may not be reproduced without written consent from Conservation Halton. Any copying, redistribution or republication the content thereof, for commercial gain is strictly prohibited. Produced by Conservation Halton GISP

REPORT TO: Conservation Halton Board

REPORT NO: # CHB 07 23 08

FROM: Cassandra Connolly, Regulations Officer/CLOCA Project Lead and Record Digitization

DATE: September 21, 2023

SUBJECT: **Single Source Approval to Octacom Limited for the Conservation Halton Record Digitization Project**
Related: Record Digitization Pilot Project (RFP #2107022)

Recommendation

THAT the Conservation Halton Board **approves a Single Source award to Octacom Limited (Octacom), as the service provider, in the award amount of \$362,132.00** (which represents the remaining total budget) **for the continuation of the Record Digitization Project.**

Background & Pilot Summary

There are an estimated $\pm 6,636,000$ files in various locations at the Conservation Halton's (CH) Administration Office Building. This list includes, but is not limited to, files belonging to the Planning & Regulations, Floodplain Mapping & Flood Control Studies, Engineering, Finance, Human Resources, Landowner Outreach, and Lands Departments.

Pilot Summary

The Record Digitization Pilot Project (RFP #2107022) (the Pilot) aligned with CH's strategic goals of Digital Transformation & Innovation priorities, with a vision for CH to become a paperless organization. The RFP for the Pilot Project secured Octacom Limited (Octacom) as the successful service provider to carry out that project, to assess the capability of achieving CH's paperless vision, by digitizing a select volume of documents. Overall, the Pilot digitized $\pm 549,990$ documents to date of hard copy files. Digitized files/documents are now stored in a secure Digital Records Room, easily accessible online for applicable departments. The Digital Records Room enhances search capability, ensures concise organization of records, and has freed up aisles of space at the CH Administration Office which can now be better utilized.

Continuation of Record Digitization

The Pilot provided the opportunity to map out the digitization of a department from beginning to end. The Pilot successfully demonstrated the feasibility and potential for CH to be a paperless organization, and it has created the momentum to do so.

Rationale for Single Source

As identified within RFP #2107022, “should the incumbent selected for the Pilot project be successful with the Pilot phase, considerations will be undertaken to include the balance of remaining files/scope”. The intention of the issued RFP was to secure both the Pilot and broader (remaining) scope volume costing simultaneously. Accordingly, a competitive bidding exercise has been undertaken for the fulsome Digitization Project. With the success demonstrated throughout the Pilot in aligning with Octacom, selecting Octacom as the service provider for the overall Digitization Project is recommended to continue momentum of the project and ensure consistency with the methodologies and frameworks established to date as well as the parameters of their initial bid.

Octacom established an implementation methodology and process based on best practices to execute the digitization process given CH's unique assortment of file and document types, they were responsible for document preparation, labelling, and scanning of documents in a secure and confidential manner and provided digital hosting and storage solutions meeting CH specific requirements. Through the Pilot, Octacom demonstrated that they are a qualified service partner by assisting to accomplish key requirements related to such a project, fulfilling the criteria which was identified in the RFP. Therefore, a Single Source award is requested through this Report for the continuation of the Digitization Project, with Octacom as the service provider.

Impact on Strategic Priorities

This report supports the Momentum priority of Digital Transformation and Innovation

Financial Impact

CH initially allotted \$401,047.00 to the Digital Transformation project. The Pilot Project has utilized \$38,915.00 to date (as of July 31, 2023), leaving a remaining budget of \$362,132.00 for the Digital Transformation & Innovation priorities - Digitization Project. Ways to ensure the best cost-for-value will be implemented throughout the Digitization Project. Methods such as examining the necessity of digitizing certain categories of paper records (e.g., those within 2 years of their retention period expiry) and/or removing redundant records will mitigate the risk of the Digitization Project exceeding the allotment outlined herein.

Signed & respectfully submitted:



Director
Title

Approved for circulation:



Hassaan Basit
President & CEO/Secretary-Treasurer

FOR QUESTIONS ON CONTENT:

Cassandra Connolly, Regulations Officer/CLOCA Project
Lead and Record Digitization
cconnolly@hrca.on.ca

REPORT TO: Conservation Halton Board

REPORT NO: CHB 07 23 09

FROM: Barbara J. Veale, Senior Director, Watershed Strategies & Climate Change

DATE: September 21, 2023

SUBJECT: Effects of Climate Change on Biodiversity within Conservation Halton's Watersheds
CH File No.: AADM-428

Recommendation

THAT the Conservation Halton Board **endorses the eight recommendations in support of Conservation Halton's programs and services contained in the report entitled "Effects of Climate Change on Biodiversity within Conservation Halton's Watersheds."**

And

THAT the Conservation Halton Board **directs staff to distribute the report to municipal and other partners, post the full report and executive summary to the Conservation Halton website, and engage the public on social media.**

And

THAT the Conservation Halton Board **receives for information, the staff report entitled, "Effects of Climate Change on Biodiversity within Conservation Halton's Watersheds."**

Executive Summary

The report entitled "Effects of Climate Change on Conservation Halton's Watersheds", dated September 2023, explores how local biodiversity is and will continue to be affected by climate change and provides local examples. The findings suggest that biodiversity is declining in Conservation Halton's (CH) watersheds. Collective effort is required to mitigate the impacts of climate change and provide conditions necessary for species to successfully adapt. To this end, the report describes actions CH is currently implementing to address the impacts of climate change on biodiversity and offers eight recommendations for further action by CH. The report also acknowledges the efforts of others, including local municipalities, and offers suggestions for actions they can take.

This report was prepared by CH with input from municipalities and is based on available scientific research, technical reports, and ecological monitoring data collected by CH and others. It provides an important reference document for practitioners and others concerned with biodiversity loss as a result of climate change.

Report

Background

Declining biodiversity and the effects of climate change are interrelated crises at a global scale. Up to one million species are under threat of extinction, and climate change plays an increasingly important role in their decline.

There is strong evidence that ecosystem changes due to climate change have already occurred in Canada, and we are witnessing some of the effects within our local watersheds. We are now experiencing conditions that are on average warmer, wetter, and wilder than what we have experienced historically. Together with the loss of biodiversity through degraded habitats, declining species due to impacts of climate change is a critical issue in CH's watershed. Local examples of species that were formerly present but are no longer found include Loggerhead Shrike, Passenger Pigeon, and Timber Rattlesnake.

Ecosystems are comprised of individual species (biodiversity) interacting with each other and the physical landscape. As such, this report provides an in-depth description of the sensitivity and adaptive capacity to climate change of broad taxonomic groups, including birds, reptiles and amphibians, freshwater mussels, mammals, fish, insects, and benthic macroinvertebrates.

The report addresses observed and projected effects of climate change on habitat (water, wetlands, and forests), showing that these major ecosystems will be adversely affected across CH's watersheds.

While the report concludes that climate change is impacting biodiversity, it affects each species differently. There are winners and losers, with some species increasing in population size and/or expanding their range, while others will decline or be lost.

Several factors interact and combine to influence a species' response to climate change include the following:

- Dependence on other species,
- Use of more than one habitat type,
- Migratory species,
- Cold-blooded species,
- Fragmented habitat, and
- Mobility.

In CH's watersheds, Redside Dace is more vulnerable to climate change than any other local species assessed to date.

While Conservation Halton currently implements many programs and services that help sustain biodiversity and moderate climate change impacts, available science and data show that additional efforts at the watershed-scale are needed.

There are four general principles for actions which will benefit all species.

- **Guiding Principle #1: Keep what you have.** Protect and restore specialized habitats and ecosystem functions.
- **Guiding Principle #2: Allow for adaptation.** Maintain and enhance connectivity of the natural heritage system.

- **Guiding Principle #3: Multiply the value.** Use nature-based approaches that benefit both biodiversity and climate change resilience.
- **Guiding Principle #4: Monitor and adjust.** Natural systems are dynamic and constantly changing.

Based on this report, staff propose the following recommendations to enhance CH's programs and services be endorsed by the Board:

- 1) Assess the watershed monitoring program to determine whether it adequately represents biophysical functions and sensitive sentinel species that can provide early detection of climate change impacts and, if required, adjust the monitoring program to include those that are most susceptible to the effects of climate change.
- 2) Provide additional data analysis, through a climate change lens, that connects physical (hydrometric, meteorologic, and hydrologic) data and observed biological responses to better understand biodiversity conditions, trends, and risks linked with climate change.
- 3) Establish a regular cycle to report on climate change conditions, trends, risks, and management outcomes to inform watershed planning and management actions.
- 4) Partner with researchers from post-secondary institutions to advance scientific research on climate change impacts relevant to Conservation Halton's watersheds and guide management actions which promote climate change mitigation and adaptation through nature-based solutions.
- 5) Develop a Seed Strategy for Conservation Halton's tree planting program to ensure that planting stock is adapted to future climate conditions.
- 6) Assess and implement new technologies and best approaches that can provide insight into the connection between changes in the biophysical environment and biological responses (e.g., assess climate change vulnerability of additional species, use of updated or more localized climate projections, predictive modeling, etc.).
- 7) Develop species-specific monitoring and restoration strategies for target species at risk and climate-vulnerable species on Conservation Halton lands.
- 8) Develop a restoration prioritization tool to support watershed planning and allow for more strategic selection and identification of restoration opportunities to address specific goals related to climate change and other watershed stressors.

A copy of the Executive Summary of the report is attached. A complete copy of the final report is available on request. Once endorsed, both the full report and Executive Summary will be posted to CH's website.

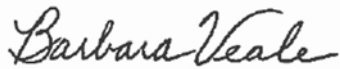
Impact on Strategic Priorities

This report supports the Momentum priority of Science, Conservation and Restoration; Natural Hazards and Water; and Education, Empowerment and Engagement.

Financial Impact

Many of the recommendations can be implemented without impacting the current level of funding for the monitoring and restoration programs. Any future financial impacts resulting from implementing the recommendations will be discussed and approved during the budgeting process.

Signed & respectfully submitted:



Barbara J. Veale
Senior Director, Watershed Strategies & Climate Change

Approved for circulation:



Hassaan Basit
President & CEO/Secretary-Treasurer

FOR QUESTIONS ON CONTENT:

Kim Barrett, Associate Director, Science & Partnerships
kbarrett@hrca.on.ca, 905-336-1158 x 2229

Barbara Veale, Senior Director, Watershed Strategies &
Climate Change
bveale@hrca.on.ca, 905-336-1158 x 2273



Effects of Climate Change on Biodiversity within Conservation Halton's Watersheds – Executive Summary

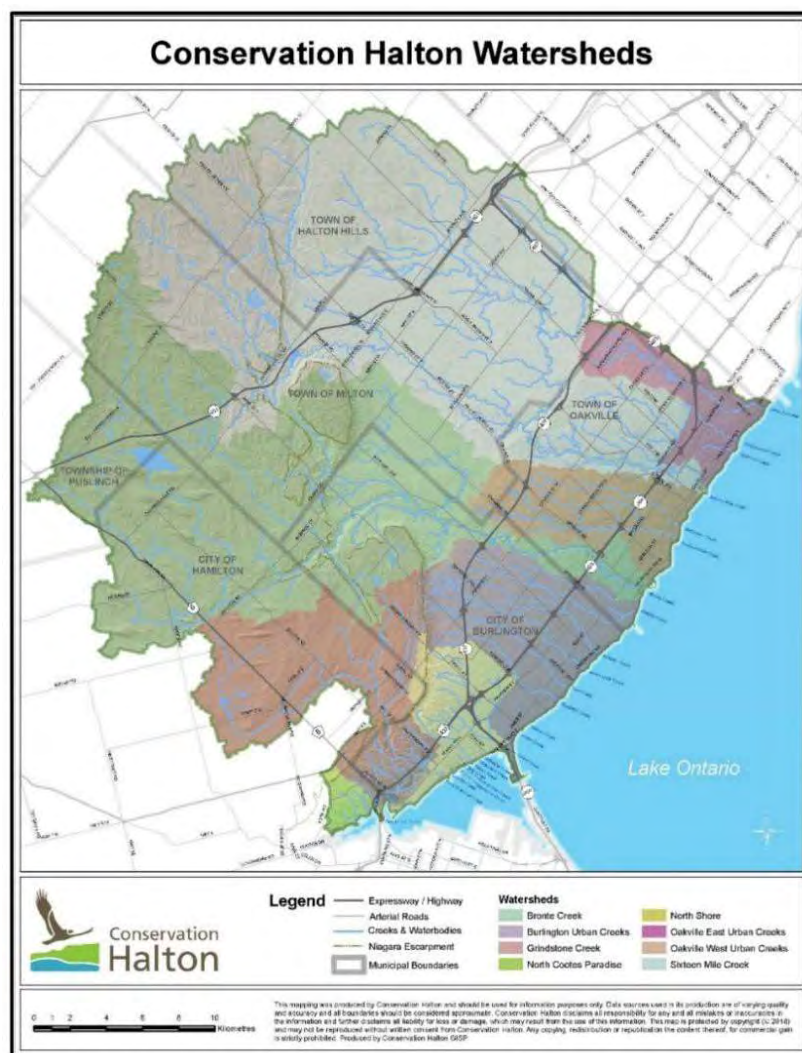


DRAFT- September 2023
Version 1.0

OBJECTIVE	<p>The purpose of the Effects of Climate Change on Biodiversity within Conservation Halton's Watersheds is to:</p> <ul style="list-style-type: none"> • Identify the effects of climate change on the habitats, animals, and plants that inhabit Conservation Halton's watersheds. • Recommend mitigation and adaptation measures for Conservation Halton and others that can be undertaken to sustain biodiversity.
APPLICATION & USE	<p>This report has been developed for:</p> <ul style="list-style-type: none"> • Decision makers and program managers at Conservation Halton. • Municipalities and managers of ecologically significant and biodiverse properties. • Property owners, businesses, individuals and others who are want to undertake or promote actions, big or small, to sustain biodiversity.
ADDITIONAL REFERENCE MATERIALS ON BIODIVERSITY	<ul style="list-style-type: none"> • Celebrating a Diverse Colonial Waterbird Community https://storymaps.arcgis.com/stories/d5c39c8f3ae3481c97ede4374ae5541b • How Much Habitat is Enough? https://storymaps.arcgis.com/stories/449373496c20412c8dcc2d2f9ac8f75a • Monitoring Watershed Health https://camaps.maps.arcgis.com/apps/MapSeries/index.html?appid=ad0c736957fb401794b5d5b1ab4d7eb5 • Watershed Report Card 2023 https://www.conservationhalton.ca/watershed-report-card/ • Aquatic Monitoring https://gis.conservationhalton.net/AquaticMonitoring/ • Terrestrial Monitoring https://camaps.maps.arcgis.com/apps/MapJournal/index.html?appid=5c5b47db21fb4d6dbd2e348fc14d93e3 • Marsh Monitoring https://camaps.maps.arcgis.com/apps/MapJournal/index.html?appid=2efe2c3ba26d42cabbfe1cc096db262f
VERSION	<p>Version 1.</p> <p>This version of the Effects of Climate Change on Biodiversity within Conservation Halton's Watersheds was endorsed by the CH Board in [MONTH] 2023. The full report is available on CH's website.</p> <p>This report may be updated from time to time.</p>

Executive Summary

Conservation Halton was established as a conservation authority more than 60 years ago to protect our communities from natural hazards such as flooding and erosion and to manage and restore the natural resources of the watershed on behalf of its municipalities.



Conservation Halton's jurisdiction of more than 1000 square kilometres is watershed-based. It includes the Grindstone, Bronte, and Sixteen Mile Creek watersheds and 18 smaller urban watersheds that enter Lake Ontario (herein referred to as Conservation Halton's watersheds).

Introduction

The report entitled "*Effects of Climate Change on Conservation Halton's Watersheds*", dated September 2023, explores how local biodiversity is and will continue to be affected by climate change and provides local examples.

It describes what actions Conservation Halton is currently undertaking to address the impacts of climate change on biodiversity and provides eight recommendations for additional action.

The report acknowledges the efforts of others, including local municipalities, to address climate change implications and offers suggestions for action.

This report was prepared by Conservation Halton with input from municipalities and is based on available scientific research, technical reports and ecological monitoring data collected by Conservation Halton and others.

Biodiversity and Climate Change

Declining biodiversity and the effects of climate change are interrelated crises at a global scale. Up to one million species are under threat of extinction and climate change plays an increasingly important role in their decline.

There is evidence that ecosystem changes due to climate change have already occurred in Canada and we are witnessing some of the effects within our local watersheds. We are now experiencing conditions that are on average warmer, wetter, and wilder than what we have experienced historically in Conservation Halton's watersheds. Together with the loss of biodiversity through degraded habitats, declining species due to impacts of climate change is a critical issue in Conservation Halton's watersheds. Local examples of species that were formerly present but are no longer found include Loggerhead Shrike, Passenger Pigeon, and Timber Rattlesnake.

When biodiversity is impaired, the services provided by nature that benefit society are also impaired. These services include:

- filtering contaminants from surface and groundwater;
- absorbing rainwater during severe weather events to prevent flooding, erosion, and drought;
- reducing air temperature during heat waves; and
- capturing and storing carbon to mitigate the impacts of climate change.

Climate change is often referred to as a 'threat multiplier' because it exacerbates other issues. For biodiversity in Conservation Halton's watersheds, climate change is one of many other stressors (including invasive species) acting on an already degraded habitat network.

- Habitat is highly fragmented, and few large habitat patches remain. Many remaining natural corridors between terrestrial habitat patches are associated with watercourses.
- Wetland and forest cover are unevenly distributed across the watersheds and are concentrated above the Niagara Escarpment. These areas also generally coincide with subwatersheds with the best water quality.
- Except for wetland cover in Grindstone and Bronte Creek watersheds, forest, wetland, and riparian cover are generally below recommended thresholds for ecological health.

Climate change already affects species such as the endangered Redside Dace in Conservation Halton's watersheds. Current climate projections suggest these effects will continue.

Climate Change Impacts on Biodiversity

Several general conclusions can be drawn about how climate change is impacting biodiversity in Conservation Halton's watersheds.

- **Climate Change is Impacting Biodiversity**— The impacts of climate change cause shifts and changes to the status, health, and range of many species.
- **Winners and Losers**— Climate change affects every species differently. Some species will increase in population size and/or expand their distribution, while others will experience the opposite effect. In general, species with highly specialized requirements (dietary, reproductive, habitat, etc.) such as Redside Dace are most vulnerable to the effects of climate change.
- **Dependence on Other Species**— All species interact with others, but some rely directly and specifically on other ecosystem species to complete their life cycles. Changes to other species because of climate change amplifies these interactions. Examples include

mussels that rely on certain fish for their larval life stage and butterflies whose larvae feed only on a specific host plant, like Mottled Duskywing.

- **Use of More than One Habitat Type** - All local amphibians except Red-backed Salamanders rely on aquatic habitat during their tadpole/larval stage, with most moving to terrestrial habitat for the adult portion of their life cycle. This is also the case for many insects, such as dragonflies. This augments exposure to climate change effects and can amplify species vulnerabilities because of differing effects on different habitat types.
- **Migratory Species** – Long-distance migrant species, like the Bobolink, spend part of each year in areas like South America that may experience climate effects differently than our local conditions. As such, temperature cues for migration may result in a mismatch with conditions at their destination. For example, birds triggered to migrate too soon may face inhospitable temperatures or lack of available food once they arrive resulting in increased mortality rates.
- **Cold-blooded Species** - The physiological processes of cold-blooded species (reptiles, amphibians, freshwater mussels, fish, insects, and benthic macroinvertebrates) are affected by their ambient (i.e., surrounding) temperature. These species may actively move around to select warmer or colder microhabitats to suit physiological needs. However, their inability to internally regulate their body temperature increases their vulnerability to climate change, specifically, temperature increases.
- **Fragmented Habitat** - All species inhabit a landscape that is highly fragmented. Roads, buildings, and certain land uses are barriers to wildlife movement and can prevent plants (through seed dispersal) and animals from moving to more suitable habitat. This can result in reduced gene flow and thus reduced diversity at the genetic level. Lower genetic diversity is generally unfavourable for plant and wildlife populations because it reduces the probability of outliers that might be better equipped to handle changing conditions.
- **Mobility** - Mobility is related to all the above factors. Plants with animal or wind-dispersed seed can shift their range more quickly than species with gravity-dispersed seed that simply drops to the ground beneath the parent plant. Cold-blooded species like snakes and fish are better able to move to favourable micro-climates than more sedentary species like freshwater mussels.
- **Highest Climate Change Vulnerability** - Redside Dace is the only species identified in the highest category of Extremely Vulnerable. As such, this species will continue to be a focus of ongoing work by Conservation Halton as it serves as an umbrella or indicator species for climate change effects on other species.



General Principles Supporting Biodiversity

Despite the variability of the biodiversity in Conservation Halton's watersheds, there are four general principles for action that will benefit all species.

- **Guiding Principle #1: Keep what you have.** Protect and restore specialized habitats and ecosystem functions.
- **Guiding Principle #2: Allow for adaptation.** Maintain and enhance connectivity of the natural heritage system.
- **Guiding Principle #3: Multiply the value.** Use nature-based approaches that benefit both biodiversity and climate change resilience.
- **Guiding Principle #4: Monitor and adjust.** Natural systems are dynamic and constantly changing.

Recommendations for Strengthening Conservation Halton's Programs and Services

Conservation Halton plays a central role at the watershed level in protecting local biodiversity from the effects of a changing climate, with many programs and services related to climate change, biodiversity, or both. For example, the size, location, and quality of natural features in the watershed influences how the system responds during storm events, thus connecting biodiversity and ecosystem health to flood forecasting and operations of our water management infrastructure such as dams, reservoirs, and channelization works.

Key projects being implemented include:

- studying and reporting on the value of ecosystem goods and services such as carbon storage and sequestration to emphasize the value of nature-based approaches that both benefit biodiversity and address climate change;
- advancing the implementation of Grindstone Creek Municipal Natural Assets Initiative (MNAI) report recommendations;
- completing a Watershed-Based Resource Management Strategy (Watershed Strategy);
- undertaking a Climate Change Vulnerability and Risk Assessment and Climate Resiliency Strategy for Conservation Halton's watersheds;
- mitigating Conservation Halton's corporate emissions to reduce the magnitude of climate change on our ecosystems, through projects targeting fleet electrification, building efficiencies and sustainable procurement practices; and
- completing installation of low impact development improvements to stormwater management at Conservation Halton's Administrative Office that provide habitat for pollinators.

While Conservation Halton currently implements many programs and services that help to sustain biodiversity and moderate climate change impacts, available science and data show that additional efforts at the watershed-scale are needed. Based on this review, the following recommendations to enhance programs and services are made.

- 1) Assess the watershed monitoring program to determine whether it adequately represents biophysical functions and sensitive sentinel species that can provide early

detection of climate change impacts and, if required, adjust the monitoring program to include those that are most susceptible to the effects of climate change.

- 2) Provide additional data analysis, through a climate change lens, that connects physical (hydrometric, meteorologic, and hydrologic) data and observed biological responses to better understand biodiversity conditions, trends, and risks linked with climate change.
- 3) Establish a regular cycle to report on climate change conditions, trends, risks, and management outcomes to inform watershed planning and management actions.
- 4) Partner with researchers from post-secondary institutions to advance scientific research on climate change impacts relevant to Conservation Halton's watersheds and guide management actions which promote climate change mitigation and adaptation through nature-based solutions.
- 5) Develop a Seed Strategy for Conservation Halton's tree planting program to ensure that planting stock is adapted to future climate conditions.
- 6) Assess and implement new technologies and best approaches that can provide insight into the connection between changes in the biophysical environment and biological responses (e.g., application of NatureServe's Climate Change Vulnerability Index to additional species, use of updated or more localized climate projections, predictive modeling, etc.).
- 7) Develop species-specific monitoring and restoration strategies for target species at risk and climate-vulnerable species on Conservation Halton lands.
- 8) Develop a restoration prioritization tool to support watershed planning and allow for more strategic selection and identification of restoration opportunities to address specific goals related to climate change and other watershed stressors.

Other Actions Suggested for Municipal Partners, Property Owners, and Individuals

Municipalities

Municipalities play a complementary role in addressing climate change and biodiversity conservation. Examples of municipal projects that support biodiversity include development of biodiversity strategies and plans, assessment of natural capital, establishment of Natural Heritage Systems, achieving designations as bee- and bird-friendly municipalities, development of innovative large-scale restoration approaches, regular assessment of natural areas, tree planting, tree strategies, municipal bylaws, invasive species management plans, and programs to assist farmers with improved practices that benefit biodiversity.

The following suggestions are offered to municipalities for consideration, if not already implemented.

- Maintain a robust, connected Natural Heritage System to allow plants and animals to disperse and migrate safely to new areas.
- Include biodiversity as an important component of a new or updated Climate Change Strategy.
- Combine innovative stormwater management pond design with proactive and regular inspection and maintenance of stormwater management ponds to ensure optimal storage and treatment capabilities are maintained.

- Use a diverse assemblage of native species for all tree planting and landscaping on municipal lands, with an emphasis on Carolinian species.
- Integrate nature-based solutions and natural infrastructure into asset management plans to the extent possible for multiple co-benefits, including biodiversity support.
- Design and maintain designated trail networks through public natural areas to direct human use to areas that are less sensitive to disturbance.

Property Owners

Property owners, including businesses, can play an important role in promoting biodiversity by undertaking actions that promote good land stewardship and habitat improvement.

The following actions are suggested.

- Use local native species for gardening and landscaping rather than ornamental species that originate elsewhere.
- Manage stormwater by disconnecting downspouts (where appropriate), installing and using a rain barrel, planting a rain garden or installing a permeable driveway.
- Restore or disconnect online ponds which cause water temperature increases in streams because of surface exposure to sunlight.

Individuals

There are many actions, large and small, that individuals can take to support biodiversity protection and climate change mitigation and adaptation.

- Learn more about how climate change affects biodiversity and support or join groups or organizations that promote actions to protect and enhance local biodiversity and mitigate or adapt to climate change.
- Keep your cat indoors. Cats are estimated to kill between 100-350 million birds each year in Canada, in addition to small mammals, reptiles, amphibians and insects.
- Be a conscious consumer. Choose products and services that help mitigate against climate change.

REPORT TO: Conservation Halton Board

REPORT NO: # CHB 07 23 10

FROM: Marnie Piggot, Director, Finance

DATE: September 21, 2023

SUBJECT: Budget Variance Report for the Period Ended July 31, 2023, and 2023 Projected Year End Amounts

Recommendation

THAT the Conservation Halton Board **approves a transfer of up to \$60,000 from the Water Festival Reserve due to estimated increased staffing and bussing costs for the 2023 Water Festival event;**

And

THAT the Conservation Halton Board **receives for information the staff report dated September 21, 2023 on the Budget Variance Report for the period ended July 31, 2023, and 2023 Projected Year End Amounts.**

Executive Summary

An operating surplus for 2023 of \$3,500,416 is projected in the attached Budget Variance Report Financial Appendix (Appendix A) and is summarized in the revenue and expense table below for the period ended July 31, 2023. Projected year end amounts are based on conservative estimates by staff for the remainder of the year. The projected surplus is a favourable increase of \$3,073,078 compared to the budgeted surplus of \$427,337.

The surplus is primarily driven by a favourable Conservation Areas projected surplus totalling \$2,321,262. The remainder surplus is attributed to the Watershed Management & Support Services programs (WMSS), totalling \$1,179,155.

The table below provides a summary of the projected year end surplus compared to the budgeted year end balances, as well as the total actual amounts as of July 31, 2023.

Budget Summary	Projected Dec 31, 2023	Budget Dec 31, 2023	Increase (Decrease)	Actual July 31, 2023
Revenue				
Program Revenue	\$ 22,790,736	\$ 20,793,806	\$ 1,996,930	\$ 17,321,864
Municipal Funding	10,546,849	10,546,849	-	6,152,328
Other & Municipal Special Funding	2,578,735	1,982,489	596,246	1,333,775
Internal Chargeback Recoveries	2,668,008	2,862,789	(194,781)	1,458,579
Transfers from Reserves	60,000	212,163	(152,163)	-
Provincial Funding	638,649	929,314	(290,665)	421,771
Total Revenues	\$ 39,282,977	\$ 37,327,410	\$ 1,955,567	\$ 26,688,317
Expenses				
Corporate Administration & Operations	\$ 6,258,522	\$ 6,886,303	(\$ 627,781)	\$ 3,185,245
Natural Hazards & Watershed Management	6,505,907	6,503,071	2,836	3,171,742
Permitting & Planning	4,994,953	5,322,854	(327,901)	2,902,676
<i>Conservation Lands</i>				
Forestry & Land Management	1,714,905	1,835,300	(120,395)	1,042,775
Parks & Recreation	15,163,149	15,207,419	(44,270)	9,407,283
Debt Financing	580,126	580,126	-	28,778
Transfers to Reserves	565,000	565,000	-	-
Total Expenses	\$ 35,782,560	\$ 36,900,073	(\$ 1,117,513)	\$ 19,738,499
Total Operating Surplus	\$ 3,500,416	\$ 427,337	\$ 3,073,079	\$ 6,949,819

Further details on the projected surplus and capital project life to date costs are provided in the attached Budget Variance Report Financial Appendix (Appendix A) and in the information contained in this report. Additional appendices also provided with this report include the Capital Project Summary Financial Appendix (Appendix B) and the Reserve Continuity schedule with reserve balances projected to the end of year (Appendix C).

Report

Operating Program

The Budget Variance Report Financial Appendix (Appendix A) provides explanations by department for variances that are projected to be greater than 10% and exceed \$10,000 from the 2023 budget amounts.

In consultation with Conservation Halton's (CH) auditor related to an audit of the Canadian Emergency Wage Subsidy (CEWS) claims by Canada Revenue Agency, it was determined that the CEWS claims received were to be repaid at the end of fiscal 2022, with uncertainty on the interest associated with the repayment. Thus, an interest accrual in the amount of \$702K was included in the December 31, 2022 financial statements. CH has received notice in May that interest will not be charged as part of the reassessment of the CEWS funds, resulting in the reversal of the accrued amounts in the current fiscal year. Staff consulted with KPMG and filed a notice of objection with CRA on the denial of the claims in June 2023.

Revenue

Total revenue is projected to exceed the budget target by \$1.96M. Significant variances of note contributing to the overall revenue increase are detailed in the chart below.

Revenue	Projected Dec 31, 2023	Budget Dec 31, 2023	Increase (Decrease)
Various Departments			
Total Internal Chargeback Recoveries from Parks - decrease for staff changes	1,559,000	1,650,700	(91,700)
Corporate Administration & Operations			
Increase in investment revenue	373,000	115,000	258,000
Permitting & Planning			
Planning & Regulations fees	3,690,470	3,208,000	482,470
Other Municipal Funding - Regional Infrastructure Team (RIT) & Ecological Services Agreement (ESA) changes	412,323	799,417	(387,094)
Partnership Projects, Science & Partnerships			
Project revenue increase offset by increased expenses	3,333,554	3,138,464	195,090
Conservation Areas			
Park revenue total increase	17,484,410	15,634,756	1,849,654
Various other increases (decreases)			(350,854)
Total Revenue Variance from Budget			\$1,955,567

Permitting & Planning fees exceed last year's comparable, as CH has realized a balance of collected planning fees related to closed files and files appealed to the Ontario Land Tribunal (OLT) that no longer follow the typical planning process. Revenues related to the Halton Region Regional Infrastructure Team (RIT) and Interim Ecological Services Agreement (IESA) are lower than budgeted as a result of changes in staffing and Bill 23. As RIT funding is based on actual expenses, there is no impact on the completion of RIT work. Investment revenue continues to drive a large favourable variance due to the increased interest rates.

Expenses

Total expenses are projected to be lower than the 2022 budget by (\$1.12M). Significant variances of note contributing to the overall decrease in expenses are detailed in the chart below.

Expenses	Projected Dec 31, 2023	Budget Dec 31, 2023	Increase (Decrease)
Corporate Administration & Operations			
CEWS Interest accrual reversal	(702,544)	-	(702,544)
WMSS Various Departments			
Staff salaries & benefits - staff changes	15,118,506	16,172,799	(1,054,293)
Permitting & Planning, Watershed Strategies & Climate Change			
Legal fees increase	807,272	475,000	250,599
Property Services & Forestry			
Property management and Forestry purchased services decrease	396,366	478,590	(82,224)
Partnership Projects			
Project expenses decrease fully offset by matching	2,793,560	2,436,808	356,752
Conservation Areas			
Park expenses total decrease	15,163,149	15,207,418	(44,269)
Various other increases			158,467
Total Expense Variance from Budget			(\$1,117,512)

Conservation Areas

The Park Operating Summary chart below provides further details on the significant projected revenue and expense variances.

Parks Operating Summary	Projected Dec 31, 2023	Budget Dec 31, 2023	Budget Variance	Actual July 31, 2023
Revenue				
Ski (season passes, lift fees, lessons, rentals, retail)	\$ 8,393,521	\$ 7,044,000	\$ 1,349,521	\$ 8,363,521
Entry fees	\$ 2,664,296	2,619,000	45,296	\$ 1,634,295
Program & other	\$ 4,626,414	4,261,770	364,644	\$ 2,532,440
Annual park memberships	\$ 1,430,193	1,340,000	90,193	\$ 930,193
Municipal funding - Education & Outreach	\$ 369,986	369,986	-	\$ 215,824
Total Revenue	\$ 17,484,410	\$ 15,634,756	\$ 1,849,654	\$ 13,676,273
Expenses				
Staff salaries & benefits - full time	\$ 3,315,724	\$ 3,673,282	(\$ 357,558)	\$ 1,874,342
Staff salaries & benefits - part time	5,368,848	4,795,368	573,480	\$ 3,805,901
Materials & supplies and Purchased services	4,919,577	5,088,068	(168,491)	\$ 2,764,119
Internal chargeback - WMSS support services	1,559,000	1,650,700	(91,700)	\$ 962,920
Total Expenses	\$ 15,163,149	\$ 15,207,419	(\$ 44,269)	\$ 9,407,283
Parks Operating Surplus	\$ 2,321,262	\$ 427,337	\$ 1,893,923	\$ 4,268,990

Total revenues are estimated to be higher than the budget amount by \$1.85M. This is primarily attributed to an increase in ski revenues and program fees, along with a slight increase in annual park memberships and entry fees. Reserve Funding (Outreach) is recommended to be increased by \$60K with expanded Water Festival programming combined with a shortfall in sponsorships. The 2024 budget for the Water Festival has been increased to reflect the higher ongoing anticipated expenses.

Park expenses are also projected to be slightly unfavourable compared to budget primarily due to higher staffing costs, general operating expenses, and increased visitation at the Parks.

Capital Program

The attached Capital Project Summary Financial Appendix (Appendix B) includes current capital projects, the respective approved project budget, life to date costs, and the budget remaining to be spent. July 31, 2023, life to date capital expenses total \$7.0M or approximately 35% of the total capital budget. No projects are anticipated to exceed approved budget amounts.

Investments

Information on investment balances and investment revenue earned to July 31, 2023 is provided in the chart below. Current investments including the long-term Water Management System fund total \$36.3M. Total market values for the investments held exceed the cost of the total investments.

Investment balances have increased since December 31, 2022 with the successful Glen Eden operating season and the timing of municipal funding payments.

Investment	Investment Cost Book Value July 31, 2023	Current Rates of Return	2023 YTD Investment Revenue	Investment Fair Market Value July 31, 2023	Investment Cost Book Value Dec. 31, 2022
Business Investment Account	\$ 55,355	3.75%-4.70%	\$ 107,127	\$ 55,355	\$ 14,361
Bank 31 day Notice Plan	5,490,831	5.65%	163,215	5,490,831	5,327,616
GICs (Guaranteed Investment Certificates)	8,000,000	1.20%-6.01%	194,174	8,000,000	8,000,000
One Investment - High Interest Savings	4,103,855	5.22%	72,193	4,103,855	31,662
One Investment - Corporate Bond Fund	4,591,518	1.18%	54,405	4,137,881	4,537,113
One Investment - Equity Fund	665,174		-	1,478,226	665,174
Subtotal - Operating and Reserve funds	22,906,733	4.4%	591,114	23,266,148	18,575,926
Long-term Water Management System Fund	13,348,079	3.11%-4.22%	294,842	12,670,088	12,731,960
Total	\$ 36,254,812		\$ 885,956	\$ 35,936,236	\$ 31,307,886

Funds continue to be invested in accordance with CH's Investment Policy.

The current investment market is subject to increased market fluctuations with multiple interest rate increases by the Bank of Canada in 2022 and further increases totaling 0.75% through 2023 in efforts to address inflation. As a result, investment revenue is projected to exceed the 2023 budget amounts. Investments held have varying maturity dates that may allow for reinvestment at higher rates.

Impact on Strategic Goals

This report supports the Momentum priority of Organizational Sustainability.

Financial Impact

The report recommendation outlines the financial impacts of the Budget Variance Report for the period ended July 31, 2023 and the projected year end 2023 amounts.

Signed & respectfully submitted:



Marnie Piggot,
Director, Finance

Approved for circulation:



Hassaan Basit
CEO/Secretary-Treasurer

FOR QUESTIONS ON CONTENT:

Marnie Piggot, Director, Finance
mpiggot@hrca.on.ca, 905-336-1158 x 2240

Justin Wei, Senior Manager, Finance
jwei@hrca.on.ca, 905-336-1158 x 2300

Conservation Halton
Budget Variance Report Financial Appendix

	NOTES	ACTUAL JUL 31, 2023	PROJECTED DEC 31, 2023	BUDGET DEC 31, 2023	\$ VARIANCE OVER / (UNDER) BUDGET	% VARIANCE OVER / (UNDER) BUDGET
WATERSHED MANAGEMENT & SUPPORT SERVICES (WMSS)						
CORPORATE ADMINISTRATION & OPERATIONS						
<u>Expenditures</u>						
Salaries and Benefits		2,926,645	5,239,157	5,278,015	(38,858)	(0.7%)
Total Materials & Supplies and Purchased Services, Finance & other	1	258,600	1,019,364	1,608,288	(588,924)	(36.6%)
Debt Financing Charges		28,778	580,126	580,126	-	0.0%
Transfer to Reserves - Land Securement and Debt Financing		-	25,000	25,000	-	0.0%
Transfer to Reserves - State of Good Repair Levy		-	540,000	540,000	-	0.0%
Total Expenditures		3,214,022	7,403,648	8,031,429	(627,781)	(7.8%)
<u>Revenue</u>						
Program & Other Revenue		438,992	404,617	327,000	77,617	23.7%
Provincial Funding		-	-	-	-	0.0%
Municipal Funding		6,152,328	10,546,849	10,546,849	-	0.0%
Internal Chargeback Recoveries		938,607	1,517,575	1,635,500	(117,925)	(7.2%)
Reserve Funding		-	-	10,000	(10,000)	(100.0%)
Total Revenues		7,529,927	12,469,041	12,519,349	(50,308)	(0.4%)
TOTAL CORPORATE SERVICES		4,315,905	5,065,393	4,487,920	577,473	12.9%

Notes:

Corporate Services category includes: Office of the CEO, CH Foundation Administration, Finance, Human Resources, Marketing & Communications, Office of the COO, GIS, IT, Project Management Office, Risk & Health and Fleet Operations.

1. Total Materials & Supplies and Purchased Services, Finance & other are anticipated to be less than the budget by \$(588,924) as this includes \$702,544 in the CEWS interest accrual reversal. Staff have consulted with KPMG and filed of a notice of objection on the denial of the claims in June 2023. This amount is slightly offset by increased staff training costs and increased marketing expenses.

Conservation Halton
Budget Variance Report Financial Appendix

	NOTES	ACTUAL JUL 31, 2023	PROJECTED DEC 31, 2023	BUDGET DEC 31, 2023	\$ VARIANCE OVER / (UNDER) BUDGET	% VARIANCE OVER / (UNDER) BUDGET
NATURAL HAZARDS & WATERSHED MANAGEMENT						
<u>Expenditures</u>						
Salaries and Benefits		2,159,018	4,219,336	4,537,020	(317,684)	(7.0%)
Total Materials & Supplies and Purchased Services	2	1,012,724	2,286,571	1,966,051	320,520	16.3%
Total Expenditures		3,171,742	6,505,907	6,503,071	2,836	0.0%
<u>Revenue</u>						
Program & Other Revenue	2	680,718	1,817,966	2,012,326	(194,360)	(9.7%)
Provincial Funding	2	328,021	513,649	804,314	(290,665)	(36.1%)
Other Municipal Funding	2	109,385	229,830	289,750	(59,920)	(20.7%)
Federal Funding	2	608,730	1,155,050	341,336	813,714	238.4%
Reserves	3	-	-	185,163	(185,163)	(100.0%)
Internal Chargeback Recoveries	2	272,175	724,487	823,149	(98,662)	(12.0%)
Total Revenues		1,999,029	4,440,982	4,456,038	(15,056)	(0.3%)
TOTAL NATURAL HAZARDS & WATERSHED MANAGEMENT		(1,172,714)	(2,064,925)	(2,047,033)	(17,892)	0.9%

Notes:

Natural Hazards & Watershed Management category includes: Flood Forecasting, Monitoring Ecology, Land Owner Outreach & Restoration, Restoration & Conservation, Hamilton Harbour Remedial Action Plan (HHRAP), Partnership Projects, Source Protection, and Watershed Strategies & Climate Change (WSCC).

2. Total Operations and Partnership Projects costs for Materials & Supplies and Purchased Services are to exceed the budget amount by \$320,520. This will be offset by the allocation of Program & Other Revenue and confirmed grants to other programs such as Partnership Projects along with increased internal chargeback recoveries with minimal impact to the overall operating surplus.

3. Reserve funding included in the budget related to funding of Restoration projects and Landowner Outreach program expenses is not needed as a result of cost savings and increased other revenues.

Conservation Halton
Budget Variance Report Financial Appendix

	NOTES	ACTUAL JUL 31, 2023	PROJECTED DEC 31, 2023	BUDGET DEC 31, 2023	\$ VARIANCE OVER / (UNDER) BUDGET	% VARIANCE OVER / (UNDER) BUDGET
PERMITTING & PLANNING						
<u>Expenditures</u>						
Salaries and Benefits	4	2,525,617	4,257,234	4,909,204	(651,970)	(13.3%)
Total Materials & Supplies and Purchased Services	5	377,059	737,719	413,650	324,069	78.3%
Total Expenditures		2,902,676	4,994,953	5,322,854	(327,901)	(6.2%)
<u>Revenue</u>						
Program & Other Revenue	6	2,665,272	3,690,470	3,208,000	482,470	15.0%
Provincial Funding		-	-	-	-	0.0%
Other Municipal Funding	7	318,290	412,323	799,417	(387,094)	(48.4%)
Internal Chargeback Recoveries		23,997	29,372	30,750	(1,378)	(4.5%)
Total Revenues		3,007,560	4,132,166	4,038,167	93,999	2.3%
TOTAL PERMITTING & PLANNING		104,883	(862,787)	(1,284,687)	421,900	(32.8%)

Notes:

- Permitting & Planning category includes: Planning & Regulations, Floodplain Mapping, and the Regional Infrastructure Team (RIT).
4. Projected salaries and benefits are expected to be lower primarily due to the impact of Bill 23, which has led to staffing changes within the program.
5. Purchased Services include legal expenses that exceed the budget by \$332,272 primarily due to increased OLT legal costs under Planning & Regulations.
6. Planning fees are projected to be higher in year as CH has recognized a balance of collected fees related to appeal requests.
7. Other municipal funding is lower than budget primarily due to changes to the Ecological Services Agreement and lower than expected costs for the Regional Infrastructure Team (RIT). As RIT funding is based on actual expenses, there are savings in salaries and benefits primarily due to staffing vacancies with no impact on RIT work.

Appendix A

Conservation Halton
Budget Variance Report Financial Appendix

	NOTES	ACTUAL JUL 31, 2023	PROJECTED DEC 31, 2023	BUDGET DEC 31, 2023	\$ VARIANCE OVER / (UNDER) BUDGET	% VARIANCE OVER / (UNDER) BUDGET
CONSERVATION LANDS - FORESTRY & LAND MANAGEMENT						
<u>Expenditures</u>						
Salaries and Benefits		823,693	1,402,779	1,448,560	(45,781)	(3.2%)
Chargeback - Parks staff support		45,556	73,850	78,090	(4,240)	(5.4%)
Total Materials & Supplies and Purchased Services	9	173,525	238,275	308,650	(70,375)	(22.8%)
Total Expenditures		1,042,775	1,714,905	1,835,300	(120,395)	(6.6%)
<u>Revenue</u>						
Program & Other Revenue	10	175,989	281,108	211,800	69,308	32.7%
Provincial Grants		93,750	125,000	125,000	-	0.0%
Other Municipal Funding	10	27,546	27,546	47,000	(19,454)	(41.4%)
Internal Chargeback Recoveries	10	178,244	322,724	295,300	27,424	9.3%
Total Revenues		475,529	756,378	679,100	77,278	11.4%
TOTAL CONSERVATION LANDS - FORESTRY & LAND MANAGEMENT		(567,246)	(958,527)	(1,156,200)	197,673	(17.1%)
Notes:						
Conservation Lands & Recreation (Lands Management) includes: Forestry, Property Management, and Security.						
9. Purchased Services are lower than budget by \$(70,375) primarily due to lower than expected Property Management and Forestry operating costs and project costs funded by grants such as 2 Billion Trees and Parks Canada.						
10. Program & Other Revenue along with Internal Chargeback Recoveries are higher in year due to higher tree planting revenues, offset by other lower municipal funding. Overall revenues have increased by 11.4% or \$77,278.						
TOTAL WMSS REVENUE		13,012,044	21,798,567	21,692,654	105,913	0.5%
TOTAL WMSS EXPENDITURES		10,331,216	20,619,411	21,692,654	(1,073,243)	(4.9%)
TOTAL		2,680,829	1,179,156	-	1,179,156	

Appendix A

Conservation Halton
Budget Variance Report Financial Appendix

	NOTES	ACTUAL JUL 31, 2023	PROJECTED DEC 31, 2023	BUDGET DEC 31, 2023	\$ VARIANCE OVER / (UNDER) BUDGET	% VARIANCE OVER / (UNDER) BUDGET
CONSERVATION LANDS - PARKS & RECREATION						
<u>Expenditures</u>						
Salaries and Benefits		5,835,845	8,717,946	8,662,332	55,614	0.6%
Total Materials & Supplies and Purchased Services		2,608,518	4,886,203	4,894,387	(8,184)	(0.2%)
Internal Chargeback - WMSS Support Services to Parks		962,920	1,559,000	1,650,700	(91,700)	(5.6%)
Total Expenditures		9,407,283	15,163,149	15,207,419	(44,270)	(0.3%)
<u>Revenue</u>						
Program Revenue	11	13,360,893	16,596,574	15,034,680	1,561,894	10.4%
Other Revenue	12	4,000	304,000	85,000	219,000	257.6%
Municipal Funding		265,824	449,986	419,986	30,000	7.1%
Reserve Funding (Outreach)	13	-	60,000	17,000	43,000	252.9%
Internal Chargeback Recovery - Parks to WMSS		45,556	73,850	78,090	(4,240)	(5.4%)
Total Revenues		13,676,274	17,484,410	15,634,756	1,849,655	11.8%
TOTAL - CONSERVATION LANDS - PARKS & RECREATION						
		4,268,990	2,321,261	427,337	1,893,924	443.2%

Notes:

Conservation Land & Recreation (Recreation) includes: Education & Awareness, Recreation, Risk Management, and Visitor Experience programming.

11. Program revenue is projected to exceed budget by \$1.56M and is primarily attributed to an increase in ski revenues totaling \$1.35M. Annual park memberships and entry fees are also projected to be higher than budget by \$90,193 and \$45,296, respectively.

12. Other revenue consists of investment revenue allocated to the parks operating program and is higher than the budget amount due to increased interest rates.

13. Reserve Funding (Outreach) is projected to be higher in current year with expanded Water Festival programming.

**CONSERVATION HALTON
CAPITAL PROJECT FINANCIAL APPENDIX
AS AT JULY 31, 2023**

Appendix B

Capital Project Description	Total Capital Budget	Prior Years Capital Costs	2023 Capital Costs	Total Capital Costs	Total Unspent	Capital Project Funding
	= A			= B	= A - B	
Watershed Management & Support Services (WMSS)						
Kelso Dam Lift Gates and Hoists Refurbishment & East Gate	395,970	257,284	36,369	293,653	102,317	50% Provincial; 50% Reserve
Milton Channel - Kingsleigh Court	190,000	122,104	(2,456)	119,648	70,352	50% Provincial; 50% Reserve
Hilton Falls Dam - 96" Actuator & Trashrack	130,000	99,548	20,451	119,999	10,001	50% Provincial; 50% Reserve
Mountsberg Dam Safety Review	80,000	38,665	28,835	67,500	12,500	50% Provincial; 50% Reserve
Scotch Block Dam Intake Assessment	25,000	13,342	11,658	25,000	0	50% Provincial; 50% Reserve
Kelso Dam - Lift Gates & Hoists; Low Flow Engineering	50,000	-	-	-	50,000	50% Provincial; 50% Reserve
Mountsberg Dam - Building and Sluice Gate Refurbishment	125,000	-	-	-	125,000	50% Provincial; 50% Reserve
Hilton Falls Dam - Low Flow Actuator Refurbishment	50,000	-	-	-	50,000	50% Provincial; 50% Reserve
Scotch Block Dam - Intake and Sluiceway Refurbishment	55,000	-	-	-	55,000	50% Provincial; 50% Reserve
Channels - Channel Repair, Design and Engineering	88,000	-	-	-	88,000	50% Provincial; 50% Reserve
Multi-Structure - Emergency Preparedness	60,000	-	-	-	60,000	50% Provincial; 50% Reserve
Emerald Ash Borer **	958,581	-	544,963	544,963	413,618	Other Municipal Halton Region
LDD Moth/Spongy Moth	100,000	-	-	-	100,000	Reserve
Flood Forecasting & Warning **	303,027	27,835	20,052	47,888	255,139	Municipal
Floodplain Mapping - 2019 (Urban Milton; Morrison-Wedgewood)	521,626	503,560	11,173	514,733	6,893	50% Federal NDMP; 50% Municipal
Floodplain Mapping - General	880,000	273,021	168,890	441,911	438,089	Other Municipal Halton Region
Floodplain Mapping - 2021 (East Burlington)	975,000	488,754	112,099	600,853	374,147	50% Other Municipal Halton; 50% NDMP
Floodplain Mapping - 2022 (Bronte Creek Survey)	525,000	-	35,646	35,646	489,354	Other Municipal Halton Region
Watershed Strategies & Climate Change	259,000	-	35,834	35,834	223,166	\$139K Municipal; \$90K Reserve; Grant \$30K
Watershed Database Management System**	23,269	-	-	-	23,269	Municipal
WMSS Facility & Admin. Office Renovations - non SOGR **	100,000	-	13,142	13,142	86,858	Reserve - Building
WMSS Facility & Admin. Office - State of Good Repair (SOGR) **	208,754	-	-	-	208,754	Reserve - Building SOGR
Green Infrastructure Low Impact Development - Admin. Office	798,000	387,743	328,479	716,222	81,778	Debt Financing \$500K; CCRF Grant
Central Works Operations Centre -Study, Design & Construction	1,100,000	21,353	30,093	51,446	1,048,554	Reserve - Building; Debt Financing
Information Technology **	150,171	-	11,884	11,884	138,287	Municipal
Digital Transformation **	401,047	-	38,915	38,915	362,132	Municipal; Reserve \$200K
Asset Management Plan	90,000	23,936	-	23,936	66,064	Reserve
Program Rates & Fees	30,000	-	28,334	28,334	1,666	Municipal
Financial system upgrades	75,000	-	2,736	2,736	72,264	Municipal
GIS Imagery Data Acquisition (Lidar; Ortho)	115,000	21,168	-	21,168	93,832	Municipal
Fleet Vehicle and Equipment Replacements	281,023	9,951	127,071	137,022	144,001	Reserve; Vehicle Sales
Property Management	125,000	-	-	-	125,000	Municipal
Speyside Weir Removal	57,000	4,088	3,002	7,090	49,910	Reserve; Grant
Conservation Areas Facility & Infrastructure:						
Kelso/Glen Eden - Water/Wastewater Servicing	704,035	627,593	-	627,593	76,442	Reserve; Developer Contribution funds \$59,548
Kelso & Crawford Lake Visitor Centres (Dev. Contr'n Projects)	625,000	162,521	77,804	240,326	384,674	Developer Contribution funds
Crawford Lake Boardwalk	3,480,000	68,036	29,719	97,755	3,382,245	ICIP Grant; Developer Contribution funds
Kelso/Glen Eden - Ski Capital	1,025,000	179,187	81,736	260,923	764,077	Reserve
Kelso Quarry Park	530,250	272,877	129,465	402,342	127,908	Reserve; CCRF Grant & CH Foundation
Facility and Infrastructure Major Maintenance **	2,694,171	227,755	696,967	924,722	1,769,449	Reserve; CCRF & EAF Grants
Enhancing Trail Systems and Park Infrastructure	1,041,500	285,918	10,000	295,918	745,582	ICIP Grant
Foundation Funded Capital Projects	100,000	-	-	-	100,000	CH Foundation
Information Technology **	194,703	18,623	26,394	45,016	149,687	Reserve
Fleet Vehicle and Equipment replacements	350,016	66,057	134,697	200,754	149,262	Reserve; Vehicle Sales
Total Capital Projects	\$20,070,143	\$4,200,916	\$2,793,952	\$6,994,868	\$13,075,275	

CONSERVATION HALTON
Reserve Continuity
July 31, 2023

Appendix C

Reserve	Reserve Balances Jan 1, 2023	Budgeted & Previously Approved Transfers	Reserve Transfers to be Approved Sep. 21, 2023	Projected Reserve Balances Dec 31, 2023
Watershed Management & Support (WMSS) Services				
Vehicle and equipment	744,296	(187,023)		557,273
Building - State of Good Repair	485,404	(81,484)		403,920
Building	511,151	321,353		832,504
Watershed Management Capital - Municipal Funds	773,270	148,700		921,970
Watershed Management Capital - Self Generated Funds	469,109			469,109
WMSS Stabilization	1,789,212	(732,000)		1,057,212
Capital Projects - Debt Financing Charges	518,146	-		518,146
Digital Transformation	285,700	-		285,700
Legal - Planning & Watershed Management	941,995	(100,000)		841,995
Legal - Corporate	200,000	-		200,000
Water Festival	179,334	(10,000)	(60,000)	109,334
Land Securement	116,239	25,000		141,239
Property Management	1,112,642	(100,000)		1,012,642
Stewardship and restoration	439,051	(132,163)		306,888
Conservation Areas				
Capital	5,015,734	(1,915,776)		3,099,958
Revenue Stabilization	1,146,490			1,146,490
Total Reserves	\$14,727,773	\$ (2,763,393)	\$ (60,000)	\$ 11,904,380