

## Conservation Halton Board Meeting Minutes

Conservation Halton

October 19, 2023, at 1:00 PM EDT

@ 2596 Britannia Road, Burlington, ON L7P 0G3

### 1. Roll Call

#### Members Present

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

#### Absent

Alvin Tedjo  
Cameron Kroetsch  
Alex Wilson

#### Absent with Regrets

Gordon Krantz  
Maureen Wilson

#### Staff Present

Hassaan Basit, President & CEO  
Garner Beckett, Executive Director, Conservation Halton 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  
Barb Veale, Senior Director, Watershed Strategies & Climate Change  
Mark Vytvytskyy, Chief Operating Officer  
Kim Barrett, Associate Director, Science & Partnerships, Ecology  
Janette Brenner, Senior Manager, Water Resource Engineering  
Robyn Koutrouliotis, Admin. Assistant, Office of the President & CEO  
Justin Wei, Senior Manager, Finance  
Carolyn Zanchetta, Restoration Monitoring and Reporting Technician

The Chair called the meeting to order at 1:04 p.m. and advised the agenda would be amended to *include Correspondence to the Board in response to Item 7.3: Major Transit Station Area (MTSA) Phase 2 Flood Hazard Assessment, Burlington GO and Downtown – Final Mapping (CHB 08 23 04)*

- *Molinaro Group Submission – Received October 18, 2023 (Item 8.1), and*
- *Carriage Gate Submission – Received October 18, 2023 (Item 8.1).*

## 2. Disclosure of Pecuniary Interest

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

## 3. Acceptance of the AMENDED Agenda

**CH 08 01** Moved by: Dave Gittings  
Seconded by: Sammy Ijaz

THAT the Agenda **be accepted as amended.**

**Carried**

## 4. CEO Verbal Update

This item was removed.

## 5. Presentations

- 5.1. Sherman Sand & Gravel Restoration Project (Carolyn Zanchetta, Restoration Monitoring and Reporting Technician) (Item 6.3)
- 5.2. Wellness Program Update (Plezzie Ramirez, Director, Human Resources)
- 5.3. 2024 Budget & Business Plan (Hassaan Basit, President & CEO) (Item 7.1)

## 6. Consent Items

- 6.1. Approval of DRAFT September 21, 2023, Conservation Halton Board Meeting Minutes
- 6.2. Approval of DRAFT October 6, 2023, Finance & Audit Committee Meeting Minutes
- 6.3. Sherman Sand & Gravel Restoration Project and Watershed Steward Award (CHB 08 23 01)

## 7. Action Items

- 7.1. 2024 Budget & Business Plan (CHB 08 23 02)

**CH 08 02** Moved by: Rob Burton  
Seconded by: Rory Nisan

THAT the municipal funding of \$11,774,197 in the 2024 budget **be approved by a weighted majority vote by the Conservation Halton Board based on the 2024 budget municipal apportionment;**

And

THAT the \$149,000 benefit-based municipal funding for Halton Region for the Floodplain Mapping Update project **be approved;**

And

THAT transfers to and from Reserves in the 2024 budget **be approved as outlined in this report;**

And

THAT the 2024 Budget & Business Plan **be approved as presented.**

*All in Favour*

Sameera Ali  
Sara Bailey  
Rob Burton  
Cathy Duddeck  
Allan Elgar  
Jane Fogal  
Chantal Garneau  
Dave Gittings  
Sammy Ijaz  
Sue McFadden  
Marianne Meed Ward  
Rory Nisan  
Gerry Smallegange  
Shawna Stolte  
Kristina Tesser Derksen

*All Opposed*

*Absent*

Gordon Krantz  
Cameron Kroetsch  
Alvin Tedjo  
Alex Wilson  
Maureen Wilson

**Carried**

7.2. Memorandums of Understanding for Conservation Halton's Watershed Programs & Services (CHB 08 23 03)

**CH 08 03**

Moved by: Sammy Ijaz  
Seconded by: Sue McFadden

THAT the Conservation Halton Board **endorses the four (4) "Memorandums of Understanding for Conservation Halton's Watershed Programs & Services" between Conservation Halton and participating municipalities;**

And

THAT the Conservation Halton Board **authorizes the President & CEO and Board Chair to execute the four (4) "Memorandums of Understanding for Conservation Halton's Watershed Programs & Services" between Conservation Halton and participating municipalities;**

And

THAT the Conservation Halton Board **receives for information the staff report entitled "Memorandums of Understanding for Conservation Halton's Watershed Programs & Services";**

And

THAT the Conservation Halton Board **directs staff to distribute the report to participating municipalities;**

And

THAT the Conservation Halton Board **directs staff to circulate the endorsed “Memorandums of Understanding for Conservation Halton’s Watershed Programs & Services” and the Programs and Services Inventory to the Province of Ontario.**

***Carried***

7.3. Major Transit Station Area (MTSA) Phase 2 Flood Hazard Assessment, Burlington GO and Downtown – Final Mapping (CHB 08 23 04)

City of Burlington Mayor Marianne Meed Ward provided an overview of municipal considerations regarding Items 7.3 and 7.4: “Major Transit Station Area (MTSA) Phase 2 Flood Hazard Assessment, Burlington GO and Downtown – Final Mapping” (CHB 08 23 04) and “East Burlington Creeks (Tuck, Shoreacres, Appleby, and Sheldon Creeks) Flood Hazard Mapping Study – Final Mapping)” (CHB 08 23 05). The City of Burlington proposed the following for consideration: that the Board incorporate the approved mapping into Conservation Halton’s Approximate Regulation Limit mapping in thirty (30) days to allow time for Burlington City Council to discuss the initiation of a City study that assesses and evaluates potential solutions to mitigate or reduce flood hazard risks.

Staff noted the City of Burlington’s Phase 2 Flood Hazard Assessment or any future mitigation study does not preclude CH from evaluating site-specific planning or permit applications.

Staff provided background information on the purpose of flood hazard assessments and the mitigation studies that occur following the assessment, including the following:

- Updated flood hazard mapping provides CH, municipalities, the public, and stakeholders with a current understanding of the magnitude and extent of riverine flood hazards; this is an important tool that supports CH’s regulatory and planning, flood forecasting, and warning programs, as well as municipal emergency management, flood mitigation, and infrastructure design.
- The mapping and modelling developed as part of the MTSA Phase 2 Flood Hazard Assessment 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.
- Municipalities can undertake mitigation studies to determine whether there are viable options to eliminate or mitigate risks associated with flood hazards identified in the Flood Hazard Assessment or CH’s Flood Hazard Mapping Studies.

Staff noted that some of the challenges facing Conservation Authorities (Cas) and municipalities includes:

- There are competing Provincial objectives and policies related to growth and development and natural hazards, as Provincial policy generally directs development away from hazardous lands (Section 3 of the Provincial Policy Statement (PPS)) while also directing municipalities to plan for development in Strategic Growth Areas to accommodate significant population and employment growth;
- Provincial technical guides that support the PPS (e.g., “*Technical Guide, River & Stream Systems: Flooding Hazard Limit (Ministry of Natural Resources)*”) were last updated in

2002. The Guide provides direction on assessing development in floodplains and floodplain mapping, but provides minimal direction on spill flood hazards; and
- CAs are awaiting the release of new Section 28 regulations under the *Conservation Authorities Act*, which specifically relates to development in hazard lands.

Staff noted the results that have been found through recent Flood Hazard mapping studies is not without precedent across the Greater Toronto Area (GTA) or in CH's watershed and that, when updated mapping is available, this information should to inform decision-making.

The Board thanked Mayor Meed Ward and CH staff.

*For more information, please see staff report CHB 08 23 04: "Major Transit Station Area (MTSA) Phase 2 Flood Hazard Assessment, Burlington GO and Downtown – Final Mapping" ([Conservation Halton Board Meeting Agenda for October 19, 2023; Item 7.3](#)).*

**CH 08 04** Moved by: Sameera Ali  
Seconded by: Rob Burton

The Board adopted the following resolution **as amended**.

THAT the Conservation Halton Board **approves updated flood hazard mapping for the Lower Rambo Creek watershed based on the results of the "Major Transit Station Area (MTSA) Phase 2 Flood Hazard Assessment, Burlington GO and Downtown" report prepared by WSP, dated March 6, 2023, and local updates completed by Conservation Halton staff;**

And

THAT the Conservation Halton Board **directs staff to incorporate the approved mapping into Conservation Halton's Approximate Regulation Limit mapping in 30 days to allow time for Burlington City Council to discuss the initiation of a City study that assesses and evaluates potential solutions to mitigate or reduce flood hazard risks in downtown Burlington / Burlington GO MTSA and build climate change resiliency, in collaboration with Conservation Halton.**

***Carried***

7.4. East Burlington Creeks (Tuck, Shoreacres, Appleby, and Sheldon Creeks) Flood Hazard Mapping Study – Final Mapping (CHB 08 23 05)

**CH 08 05** Moved by: Sameera Ali  
Seconded by: Rob Burton

The Board adopted the following resolution **as amended**.

THAT the Conservation Halton Board **approves updated flood hazard mapping for Tuck Creek, Shoreacres Creek, Appleby Creek, and Sheldon Creek based on the results of the "Hydrology Report – East Burlington Creeks Flood Hazard Mapping Update" and "Hydraulics Report – East Burlington Creeks Flood Hazard Mapping Update" prepared by WSP E&I Canada Limited, both dated September 2023;**

And

THAT the Conservation Halton Board **directs staff to incorporate the approved mapping into Conservation Halton’s Approximate Regulation Limit mapping in 30 days to allow time for Burlington City Council to discuss the initiation of a City study that assesses and evaluates potential solutions to mitigate or reduce flood hazard risks in the East Burlington Creeks study area and Appleby GO MTSA and build climate change resiliency, in collaboration with Conservation Halton.**

*Carried*

7.5. Planning and Permit Review Fees Study (CHB 08 23 06)

**CH 08 06**

Moved by: Cathy Duddeck  
Seconded by: Chantal Garneau

THAT the Conservation Halton Board **approves updating Planning and Permits Review Fees for 2024 based on the results and recommendations outlined in the “Plan Review and Permit Fees Review” report prepared by Watson & Associates Economists Ltd. dated October 5, 2023;**

And

THAT the Conservation Halton Board **receives for information the staff report entitled “Planning and Permit Review Fees Study” dated October 19, 2023.**

*Carried*

## **8. Other Business**

Correspondence to the Board was shared.

## **9. Adjournment**

**CHB 08 07**

Moved by: Marianne Meed Ward

THAT the Conservation Halton Board meeting **be adjourned at 2:20 p.m.**

*Carried*

Signed by:

Hassaan Basit, President & CEO/Secretary-Treasurer

Date:

November 23, 2023