



Conservation Halton Board Meeting Minutes AMENDED

Conservation Halton

September 21, 2023, at 1:00 PM EDT

@ 2596 Britannia Road, Burlington, ON L7P 0G3

1. Roll Call & Mileage

Members Present

Sameera Ali
Rob Burton
Cathy Duddeck (Vice Chair)
Dave Gittings
Gordon Krantz
Sue McFadden
Marianne Meed Ward
Rory Nisan
Gerry Smallegange (Chair)
Shawna Stolte
Alvin Tedjo
Kristina Tesser Derksen

Absent with Regrets

Sara Bailey
Allan Elgar
Jane Fogal
Chantal Garneau
Sammy Ijaz
Cameron Kroetsch
Alex Wilson
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
Cassandra Connolly, CLOCA Project Lead and Record Digitization
Emma DeFields, Senior Environmental Planner
Matt Howatt, Manager, Environmental Planning
Robyn Koutrouliotis, Admin. Assistant, Office of the President & CEO
Amy Mayes, Program Manager, Floodplain Mapping
Casey Melbourne, Coordinator, Risk & Enforcement
Pavan Seth, Procurement Manager
Justin Wei, Senior Manager, Finance

The Chair called the meeting to order at 1:04 p.m. and advised that the agenda would be amended to *remove the Record Digitization Project for Conservation Halton presentation – (Cassandra Connolly, CLOCA Project Lead) (Item 6.1).*

2. Disclosure of Pecuniary Interest

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

3. Delegation

3.1. Urban Milton Flood Hazard Mapping Study (Ken DePodesta, P. Eng., IRP) (Item 8.1)

The Delegate presented a summary of the submitted materials (attached as Appendix A) and provided an overview of their background and interest in CH's Urban Milton Flood Hazard Mapping (UMFHM) study and a site at Bronte Street and Steeles Avenue, Milton. As part of their request to delegate to the Conservation Halton (CH) Board, the Delegate requested the CH Board pass a resolution as part of the approval of the UMFHM to incorporate an "Advisory Regulatory Flood Level" designation into the UMFHM.

The Board thanked the Delegate for their presentation.

Staff addressed comments received from the Delegate.

Comment Received: "‘Advisory Regulatory Flood Level designation’ should be shown CH’s Regulatory mapping. ~~(i.e., show a flood elevation of 204.0m metres upstream of the CN Rail embankment in CH’s mapping)~~"

Response:

- CH’s mapping follows Provincial guidance and industry standards.
- Mapping must be based on existing topographical conditions and include obstructions (e.g., crossings, embankments); cannot map “ideal” or potential future conditions.
- Urban Milton Flood Hazard Mapping study identifies Regulatory flood elevation upstream of CN Rail embankment as 206.13 metres.
- CH’s mapping will be updated if works occur in future that refine the flood hazard.

Comment Received: "There is potential for failure of CN Rail embankment & CH should commit to reducing flooding by 2.2 metres"

Response:

- A detailed assessment is needed to confirm failure potential of infrastructure; this is not required for CH’s regulatory mapping.
- CH is not responsible for flood mitigation or infrastructure works on third party lands; CH cannot require other parties to undertake such works.
- CH will support its partners if studies are undertaken in the future and/or as part of CH’s permit process.
- CH is engaged by the Region on EA studies for infrastructure improvements and will work to define permit requirements when projects advance in late 2024.

This item will be raised at a future Halton Regional Council meeting.

4. Acceptance of the AMENDED Agenda

CH 07 01

Moved by: Kristina Tesser Derksen
Seconded by: Alvin Tedjo

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

Carried

5. CEO Verbal Update

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

Parks

From June through August, CH Parks received nearly 190,000 visitors, with Kelso Conservation Area seeing the highest visitation. Over 500 people participated in the Kelso Mountain Bike Race Series, and there were over 200 rounds played at Kelso's new Disc Golf Course since it opened at the end of August. Ways of the Woods (WOW) Camp began on July 3 and averaged a record high of approximately 420 campers per week throughout the summer.

Fall programming begins September 28 and includes chairlift rides at Kelso, Hops and Harvest at Area 8 Conservation Area, and Spooktacular Halloween at Mountsberg Conservation Area. The Halton Children's Water Festival runs from September 26 to 29 at Kelso. CH is also hosting the Milton Chamber of Commerce's Business After Hours event at Kelso on September 26.

Operational and staffing preparations are underway for the Glen Eden season, and season's pass sales revenue has exceeded 2022 by \$1 million.

Financial

2024 Budget – The 2024 draft budget now includes apportionment percentages received from the Province and debt charges from Halton Region. Budget review meetings with Regional staff will be held in the coming weeks. Thirty-day Notice of Budget Approval letters were sent to municipal funders in mid-September for consideration of CH's budget, with approval at the October 19 CH Board meeting.

Grant Update – CH received over \$2 million in 2023, with grant applications of over \$9 million pending review and approval.

Science & Partnerships/Watershed Planning and Source Protection

The Watershed Stewardship Awards and Appreciation Day was held September 10 at Mountsberg, jointly hosted with Hamilton Conservation Authority (HCA). Since 1994, CH and HCA have recognized more than 300 landowners and their families for exceptional stewardship of our wildlife, meadows, streams, woodlands, wetlands, valley lands, and escarpment. Collectively, past and present watershed stewards protect over 13,400 acres.

This year's award winners in our jurisdiction were Bill Grierson and family; Sherman Sand & Gravel; Sarah Wakefield and Colin McMullen; and Jennifer and Tim Pahapill.

CEO Office

Memorandum of Understanding (MOU) Update – There is a Provincial requirement under the *Conservation Authorities Act* for Conservation Authorities to enter into MOUs with municipalities by December 31, 2024, for Category 2 and Category 3 programs and services (i.e., “non-mandatory”) where municipal funding is used to support those programs and services. Staff have reviewed the feedback received and will meet with municipal staff this month to finalize the MOUs; the final documents will go before the Board in October. The MOUs require approval from signatories representing Halton Region, Peel Region, City of Hamilton, and Township of

Puslinch; the MOUs will be presented to municipalities as part of their October council meetings. CH will also seek endorsement from City of Burlington, Town of Milton, Town of Oakville, and Town of Halton Hills.

Fall Programming Update

Fall Into Nature – Activities include chairlift rides at Kelso to enjoy the scenic view, two new fall colours-marked hiking trails at Kelso, a nine-hole disc golf course, and a live photo feed from Kelso that captures the changing fall colours.

Mountsberg's Spooktacular Halloween – Friday and Sunday evenings from October 6 to 29; the event features a tour of the Haunted Barn, an illuminated forest Night Walk, and a Halloween scavenger hunt. Guests can meet Mountsberg's raptors and farm animals, enjoy the natural playground, and relax by the campfire. Add-ons include a spooky wagon ride, hot drinks, and s'mores.

Hops and Harvest Festival – The Annual Hops and Harvest fall festival will take place at Area 8 from October 13 to 15. The event will feature over 40 local breweries, wineries, and marketplace vendors; live music; and activities such as archery, wood branding, and hatchet throwing. New for 2023, CH is offering corporate group pricing for organizations to attend for networking and teambuilding events, including the opportunity to become a sponsor or vendor. There will be a new Kid Zone stage with child-friendly entertainment and activities.

Christmas Town – Tickets for the popular Christmas Town event will become available the last week of September, with CH passholder pre-sale starting one day before the general public. New additions for this year include Storytime with Santa and Raptor Tales.

- Storytime with Santa – a self-guided experience on November 25 and 26, which includes a group story reading with Santa, a guest appearance by Mrs. Claus, a holiday scavenger hunt, cookie decorating, hot chocolate, access to the Elf Academy play area, and opportunities to visit Mountsberg's animals.
- Raptor Tales – an add-on for both Christmas Town and Storytime with Santa, Raptor Tales includes a special storybook reading with one of Mountsberg's birds of prey.

6. Presentations

6.1. Record Digitization Project for Conservation Halton – (Cassandra Connolly, CLOCA Project Lead) (Item 8.3)

This item was removed from the agenda.

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

7.2. Approval of DRAFT July 25, 2023 Conservation Halton Board In Camera Meeting Minutes

7.3. Momentum Progress Report: Q1 & Q2 2023 (CHB 07 23 01)

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)

7.5. Conservation Halton Watershed Climate Change Vulnerability and Risk Assessment Project (CHB 07 23 03)

7.6. Conservation Halton Partnerships Using eDNA, an Innovative Monitoring Tool (CHB 07 23 04)

7.7. Purchasing Activity Memo – May 1, 2023, to July 31, 2023 (CHB 07 23 05)

8. Action Items

8.1. Urban Milton Flood Hazard Mapping Study – Final Mapping (CHB 07 23 06)

CH 07 02

Moved by: Rob Burton
Seconded by: Alvin Tedjo

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”.**

Carried

8.2. Functional Stormwater and Environmental Management Strategy, Milton Education Village, Town of Milton (CHB 07 23 07)

CHB 07 03

Moved by: Shawna Stolte
Seconded by: Cathy Duddeck

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.”**

Carried

8.3. Single Source Approval to Octacom Limited for the Conservation Halton Record Digitization Project (CHB 07 23 08)

CHB 07 04

Moved by: Gordon Krantz
Seconded by: Shawna Stolte

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.**

Carried

8.4. Effects of Climate Change on Biodiversity within Conservation Halton's Watersheds (CHB 07 23 09)

CHB 07 05

Moved by: Dave Gittings
Seconded by: Rory Nisan

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."**

Carried

8.5 Budget Variance Report for the Period Ended July 31, 2023, and 2023 Projected Year End Amounts (CHB 07 23 10)

CHB 07 06

Moved by: Rob Burton
Seconded by: Sue McFadden

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.**

Carried

The Chair called for a brief recess. The meeting resumed In Camera at 2:19 p.m.

9. In Camera

CHB 07 07

Moved by: Cathy Duddeck
Seconded by: Dave Gittings

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

Carried

9.1. Legal Matter (CHB 07 23 11)

9.2. Legal Matter (CHB 07 23 12)



9.3. Legal Matter (CHB 07 23 13)

CHB 07 08

Moved by: Cathy Duddeck
Seconded by: Dave Gittings

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

Carried

10. Other Business

There was **no other business.**

11. Adjournment

CHB 07 09

Moved by: Cathy Duddeck

THAT the Conservation Halton Board meeting **be adjourned at 2:50 p.m.**

Carried

Signed by:

A handwritten signature in cursive script, appearing to read "Hassaan Basit".

Hassaan Basit, President & CEO/Secretary-Treasurer

Date:

November 23, 2023