



Conservation Halton Board Meeting Minutes

Conservation Halton

June 21, 2024, at 10:00 AM EDT

@ 2596 Britannia Road, Burlington, ON L7P 0G3

1. Roll Call

Members Present	Sameera Ali Sara Bailey Rob Burton John-Paul Danko Cathy Duddeck (Vice Chair) Dave Gittings Sammy Ijaz Gordon Krantz Sue McFadden Rory Nisan Gerry Smallegange (Chair) Shawna Stolte Alvin Tedjo Kristina Tesser Derksen
Absent with Regrets	Allan Elgar Jane Fogal Chantal Garneau Marianne Meed Ward
Absent	Cameron Kroetsch Alex Wilson
Staff Present	Barbara J. Veale, Acting Chief Administrative Officer/Secretary-Treasurer 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/Strategic Initiatives & Partnerships Marnie Piggot, Director, Finance Plezzie Ramirez, Director, Human Resources Mark Vytvytskyy, Chief Operating Officer Shelly Datseris, Manager, Communications & Marketing Matt Howatt, Manager, Environmental Planning Justin Wei, Senior Manager, Finance Trina Seguin, Lands Manager Leah Smith, Policy & Special Initiatives Lead Robyn Koutrouliotis, Administrative Assistant, Office of the President & CEO

The Chair called the meeting to order at 10:06 a.m.

2. Disclosure of Pecuniary Interest

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

3. Acceptance of Amended Agenda

CH 04 01 Moved by: Rob Burton
Seconded by: Cathy Duddeck

THAT the Conservation Halton Board meeting agenda **be approved as amended.**

Carried

4. Acting CAO Verbal Update

The Acting Chief Administrative Officer provided an update.

CEO Office

Best Environmental Initiative Award

Conservation Halton (CH) was awarded Best Environmental Initiative at the 12th Annual Sustainability Leadership Awards on June 6, 2024, for the Low Impact Development (LID) project undertaken at the Administration Office. CH partnered with the Government of Canada, Unilock, and Jenkins Soil Mixtures for the project.

Parks

Kelso Cove Waterpark

The new Kelso Cove waterpark will open to the public on June 29, 2024. Based on market review, Kelso Cove is the largest waterpark of its kind in Halton Region.

Ways of the Woods (WOW) Camps

The 2024 Ways of the Woods (WOW) camps are sold out; four thousand (4,000) campers have registered.

Glen Eden

Glen Eden sales will be launched by late July.

Crawford Lake Boardwalk

Archeological review for the Crawford Lake Boardwalk is underway. Vendor selection will begin later this month. Staff anticipates construction to begin in July, with planned completion in September.

Parks Emergency Response Plan

A draft Parks Emergency Response Plan is under review, with final approval by late August.

Project Management Office

Grants Update

CH received \$1,012,471 in grant funding, including \$60,000 for Canada Summer Jobs, 83% of the funding will go to environmental initiatives.

Staff is awaiting decisions regarding a grant application for \$1,723,119, 32% would be allocated to capital assets and infrastructure (e.g., the Crawford Lake Visitor Centre expansion and holographic parks attraction).

CH submitted the 2024-2025 Water and Erosion Control Infrastructure (WECI) application on June 3, 2024, and is comprised of three (3) engineering design projects associated with flood conveyance channels and three (3) rehabilitation/construction projects related to Scotch Block, Hilton Falls, and Kelso dams. The total cost is \$846,000.

5. Conservation Halton Foundation Verbal Update

The Executive Director, Foundation, provided an update on the BLUE Gala held at Kelso Conservation Area on June 13, 2024. The gala raised \$280,000 for Blue Space Restoration projects. The event hosted 344 guests and thirty-two (32) sponsors. Presentations

- 5.1 2025 Preliminary Budget (Barbara Veale, Acting CAO/Secretary-Treasurer)

6. Consent Items

- 6.1 Approval of DRAFT April 18, 2024, Conservation Halton Board Meeting Minutes
- 6.2 Approval of DRAFT June 7, 2024, Conservation Halton Finance & Audit Committee Meeting Minutes
- 6.3 Purchasing Activity – January 1, 2024, to April 30, 2024 (CHB 04 24 01)
- 6.4 Habitat Connectivity Modelling and Mapping Tool (CHB 04 24 02)
- 6.5 University of Waterloo Research Project (CHB 04 24 03)
- 6.6 Conservation Authorities Act Deliverables: Conservation Area Strategy and Land Inventory Status Update (CHB 04 24 04)
- 6.7 Crawford Lake Boardwalk Request for Proposal Award (CHB 04 24 05)
- 6.8 Permits & Letters of Permission issued under *Ontario Regulation 162/06* from January 1 to March 31, 2024 (Q1 2024) (CHB 04 24 06)
- 6.9 Review of Proposed Policies for a New Provincial Planning Policy Instrument Environmental Registry of Ontario (No. 019-8462) (CHB 04 24 07)
- 6.10 Notice of Study Commencement: Midtown Oakville Flood Hazard Mapping Study (CHB 04 24 08)

The consent items **were adopted**.

7. Action Items

7.1 2025 Preliminary Budget and Forecasts (CHB 04 24 09)

CH 04 02 Moved by: Kristina Tesser Derksen
Seconded by: Alvin Tedjo

THAT the Conservation Halton Board **approves the preliminary 2025 budget, as recommended by the Conservation Halton Finance & Audit Committee, for budget discussion purposes with funding participating watershed municipalities.**

Carried

7.2 Budget Variance Report for the Period Ended April 30, 2024, and 2024 Projected Year End Amounts (CHB 04 24 10)

CH 04 03 Moved by: Sammy Ijaz
Seconded by: Shawna Stolte

THAT the Conservation Halton Board **approves a transfer of \$183,887 to the Land Securement Reserve for a donation received from an estate settlement that named Conservation Halton as a beneficiary;**

And

THAT the Conservation Halton Board **approves a reserve transfer of up to \$310,500 from the Watershed Management Capital – Municipal Funds reserve, representing up to 50% of the Provincial Water and Erosion Control Infrastructure project costs submitted, in order to commence capital work in advance of Water and Erosion Control Infrastructure funding approval;**

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.**

Carried

7.3 Draft Conservation Halton Watershed Climate Resiliency Plan (CHB 04 24 11)

CH 04 04 Moved by: Sameera Ali
Seconded by: Sara Bailey

THAT the Conservation Halton Board **approves the draft Conservation Halton Watershed Climate Resiliency Plan as attached to this report;**

And

THAT the Conservation Halton Board **directs staff to post the approved Watershed Climate Resiliency Plan on Conservation Halton's website.**

Carried

7.4 Watershed Strategy Proposed Actions (CHB 04 24 12)

CH 04 05 Moved by: Sue McFadden
Seconded by: Rory Nisan

THAT the Conservation Halton Board **approves the proposed actions contained in this staff report for incorporation into the draft Watershed-based Resource Management Strategy to be released for public consultation in July 2024;**

And

THAT the Conservation Halton Board **approves minor revisions to the goal and guiding principles and objectives statements that will underpin the draft Watershed-Based Resource Management Strategy.**

Carried

7.5 Conservation Halton Guidelines for Wetland Water Balance Assessments, 2024 (CHB 04 24 13)

CH 04 06 Moved by: Dave Gittings
Seconded by: John-Paul Danko

THAT the Conservation Halton Board **approves the Conservation Halton Guidelines for Wetland Water Balance Assessments, 2024.**

Carried

7.6 Memorandum of Understanding for an Integrated Halton Area Planning System (May 2024) (CHB 04 24 14)

CH 04 07 Moved by: Rory Nisan
Seconded by: Shawna Stolte

That the Conservation Halton Board **endorses the new Memorandum of Understanding for an Integrated Halton Area Planning System (May 2024);**

And

That the Conservation Halton Board **authorizes the President and Chief Executive Officer (or designate) to sign the new Memorandum of Understanding for an Integrated Halton Area Planning System (May 2024) on behalf of Conservation Halton;**

And

That the Conservation Halton Board **terminates the existing 2018 Memorandum of Understanding for an Integrated Halton Area Planning System upon execution of the new Memorandum of Understanding;**

And

THAT the Conservation Halton Board **directs staff to forward a copy of this report to Halton Region, City of Burlington, the Town of Halton Hills, the Town of Milton, the Town of**



Oakville, Credit Valley Conservation Authority, and Grand River Conservation Authority for information.

Carried

7.7 Policy and Procedures Updates to Conform to the *Conservation Authorities Act* and *Ontario Regulation 41/24* (CHB 04 24 15)

CH 04 08 Moved by: Dave Gittings
Seconded by: Sameera Ali

THAT the Conservation Halton Board **approves the “Policies and Guidelines for the Administration of Part VI of the *Conservation Authorities Act* and *Ontario Regulation 41/24* and Land Use Planning Policy Document”;**

And

THAT the Conservation Halton Board **approves the “Procedures Document for Permit Applications and Reviews Pursuant to the Requirements of Section 12 of *Ontario Regulation 41/24*”;**

And

THAT the Conservation Halton Board **approves the updated “Conservation Halton Client Service Standards Commitment Policy”.**

Carried

7.8 Proposed Regulatory Allowance Policies (CHB 04 24 16)

CH 04 09 Moved by: Gordon Krantz
Seconded by: Cathy Duddeck

THAT the Conservation Halton Board **approves the regulatory allowance policies, as presented in the staff report entitled “Proposed Regulatory Allowance Policies”.**

Carried

8. Other Business

8.1 Correspondence to Board

8.1.1 *Correspondence Regarding Item 8.7. (CHB 04 24 15) and Item 8.8. (CHB 04 24 16) (Received June 20, 2024)*

9. In Camera

CH 04 10 Moved by: Sammy Ijaz
Seconded by: Rory Nisan

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

Carried



- 9.1 Legal Matter (CHB 04 24 17)
- 9.2 Legal Matter (CHB 04 24 18)
- 9.3 Legal Matter (CHB 04 24 19)
- 9.4 Verbal Update

CH 04 11 Moved by: Rory Nisan
Seconded by: Rob Burton

THAT the Conservation Halton Board **reconvenes in public forum and that staff proceeds as directed In Camera.**

Carried

10. Adjournment

CH 04 12 Moved by: Sameera Ali

THAT the Conservation Halton Board meeting **be adjourned at 11:10 a.m.**

Carried

Signed by:

A handwritten signature in cursive script that reads "Chandra Sharma".

Chandra Sharma, President & CEO/Secretary-Treasurer

Date:

September 19, 2024