



Conservation Halton Board Inaugural Meeting

Conservation Halton

2596 Britannia Road West, Burlington, ON

February 20, 2025, 1:00 PM - 4:00 PM EST

Agenda

- 1. Roll Call**
- 2. Land Acknowledgement**
- 3. Disclosure of Pecuniary Interest**
- 4. Acceptance of Agenda**
- 5. Consent Items**
 - 5.1. Induction of Members for 2025.....2**
 - 5.2. Conservation Halton Board Advisory Committee Membership 2025 (CHB 01 25 01).....3**
- 6. Election of Officers.....5**
 - 6.1. Appointment of Chair and Vice-Chair for 2025 (CHB 01 25 02).....6**
 - 6.2. Appointment of Scrutineers 2025**
 - 6.3. Election of Chair 2025**
 - 6.4. Election of Vice-Chair 2025**
- 7. Other Business**
- 8. Adjournment**

Conservation Halton Board Inductees for 2025

Term to expire December 31, 2026, or until a successor is appointed.

Halton Region

Councillor Sameera Ali – *Town of Milton*
Mayor Rob Burton – *Town of Oakville*
Councillor Cathy Duddeck – *Town of Oakville*
Councillor Allan Elgar – *Town of Oakville*
Councillor Jane Fogal – *Town of Halton Hills*
Councillor Chantal Garneau – *Town of Halton Hills*
Councillor Dave Gittings – *Town of Oakville*
Councillor Sammy Ijaz – *Town of Milton*
Mayor Gordon Krantz – *Town of Milton*
Mayor Marianne Meed Ward – *City of Burlington*
Councillor Rory Nisan – *City of Burlington*
Gerry Smallegange – *City of Burlington (Citizen Appointee)*
Councillor Shawna Stolte – *City of Burlington*
Councillor Kristina Tesser Derksen – *Town of Milton (temporary leave of absence)*

City of Hamilton

Councillor John-Paul Danko
Councillor Cameron Kroetsch
Councillor Alex Wilson

Peel Region

Councillor Sue McFadden – *City of Mississauga*
Councillor Alvin Tedjo – *City of Mississauga*

Township of Puslinch

Councillor Sara Bailey

TO: Conservation Halton Board

MEMO NO: # CHB 01 25 01

FROM: Adriana Birza, Senior Advisor, Office of the President & CEO

DATE: February 20, 2025

SUBJECT: Conservation Halton Board Advisory Committee Membership 2025

MEMO

The Conservation Halton (CH) Board Advisory Committee membership was approved at the Inaugural Board meeting on February 16, 2023.

Election of Officers to CH Committees takes place every four (4) years to align with the Municipal Election and Appointment of Membership to the CH Board as-per The Halton Region Conservation Authority General Membership By-law, No. 2018-01 (revised October 31, 2024). The end of the 2023-2026 Committee term will be December 31, 2026.

There are three (3) Advisory Committees:

Conservation Halton Governance & Risk Committee

The purpose of the Governance & Risk Committee is to advise the Board on the appropriate policies and by-laws in the areas of Board governance. The Committee ensures management has in place policies, procedures, and processes to manage risk to which CH is exposed, including compliance with applicable laws and regulations.

Committee Members

Councillor Rory Nisan (Chair)
Councillor Kristina Tesser Derksen (Vice-Chair)
Councillor Cathy Duddeck
Councillor Jane Fogal
Mayor Gordon Krantz
Councillor Shawna Stolte

Conservation Halton Compensation Committee

The purpose of the Compensation Committee is to advise the Board on recommendations on the compensation for the President & CEO on an annual basis following a successful performance appraisal by the Board Chair.

Committee Members

Gerry Smallegange (Chair)
Councillor Cathy Duddeck (Vice-Chair)
Councillor Allan Elgar
Mayor Marianne Meed Ward

Conservation Halton Finance & Audit Committee

The purpose of the Finance & Audit Committee is to advise the Board on appropriate policies in the areas of finance and financial management.

Committee Members

Mayor Rob Burton (Chair)
Councillor Sameera Ali (Vice-Chair)
Councillor Cathy Duddeck
Councillor Alvin Tedjo
Councillor Chantal Garneau

CONSERVATION HALTON PROCEDURE FOR ELECTION OF OFFICERS

Conservation Halton Board Halton Region Source Protection Authority

The Chair and Vice-Chair of the Conservation Halton Board will also be the Chair and Vice-Chair of the Halton Region Source Protection Authority.

Chairperson for Election of Officers

An individual (President & CEO, Chandra Sharma) other than a Member of Conservation Halton will assume the position of Chair for the purpose of Election of Officers. A staff member may hold this position.

Appointment of Scrutineers

The appointment of scrutineers is required for the purpose of counting ballots, should an election be required. All ballots will be destroyed by the scrutineers after the election. The appointment of scrutineers requires a mover and seconder by Members of the Authority.

Election of Officers

Only current Members of the Authority may vote.

Nominations will be called three (3) times and will only require a mover. The closing of nominations will require both a mover and seconder.

In the event of an election, each nominee will be permitted not more than five (5) minutes to speak for the office, in the order of alphabetical listing by their surname.

Upon acceptance by all nominees for the position of office, ballots will be distributed to the Members for the purpose of election. A Member's choice for a nominee will be written on the ballot and the appointed scrutineers will collect the ballots.

A majority vote will be required for election. If there are more than two (2) nominees, and upon the first vote no nominee receives the majority required for election, the name of the person with the least number of votes will be removed from further consideration for the office and new ballots will be distributed. In the case of a vote where no nominee receives the majority required for election and where two (2) or more nominees are tied with the least number of votes, a special vote shall be taken to decide which one (1) of such tied nominees' names shall be dropped from the list of names to be voted on in the next vote.

Should there be a tie vote between two (2) remaining candidates, new ballots will be distributed and a second vote held. Should there still be a tie after the second ballot, a third vote shall be held. Should there be a tie after the third vote, the election of the office shall be decided by lot drawn by the President & CEO.

TO: Conservation Halton Board

MEMO NO: # CHB 01 25 02

FROM: Chandra Sharma, President & CEO/Secretary-Treasurer

DATE: February 20, 2025

SUBJECT: Appointment of Chair and Vice-Chair for 2025

MEMO

The Governance Provisions in the *Conservation Authorities Act* (CA Act) were amended by legislative changes under Bill 23 requiring term limits and rotation of the Conservation Authorities Board Chair and Vice-Chair positions among participating municipalities. In December 2023, Conservation Halton (CH) requested an exception to the term limit for the Chair and Vice-Chair of the CH Board as prescribed in Section 17 of the CA Act.

On February 14, 2024, the Minister of Natural Resources Forestry (MNRF), Graydon Smith, granted the exception under subsection 17(1.3) of the CA Act relating to the Chair and Vice-Chair appointments in 2024 and 2025, conditional upon a satisfactory resolution of the Board.

On February 15, 2024, the CH Board approved Resolution CH 01 07 supporting the exception. A copy of the Resolution was provided to the MNRF on February 27, 2024.

This exception allows the current Chair and Vice-Chair to serve in the 2025 term, if elected by the Board members, and to hold office for more than two (2) consecutive one (1)-year terms. This exception allows CH to avoid rotational requirements for the Chair and Vice-Chair positions amongst participating municipalities for the 2024 and 2025 terms if the current Chair and Vice-Chair are re-elected.

The Board is meeting on February 20, 2025, for its first meeting of the year/Inaugural and the exception will inform the appointment of the 2025 Board's leadership.