

Conservation Halton Board of Directors Meeting Agenda - AMENDED - February 18

Zoom Webinar:





<https://us02web.zoom.us/j/89641744738?pwd=UWozZ2FEVE43TWRIbm1iSU82YnpEdz09> Passcode:  
676425



Start: Thursday, February 18, 2021 - 3:00pm

End: Thursday, February 18, 2021 - 6:00pm

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1. Roll Call
2. Disclosure of Pecuniary Interest for Conservation Halton Board of Directors
3. Acceptance of AMENDED Agenda
4. Presentations
  - 4.1. Conservation Halton Planning and Watershed Year End Presentation (Barb Veale, Director, Planning & Watershed Management)
  - 4.2. 2021 Parks Fees and Cost Recovery Presentation (Mark Vytvytskyy, Director, Parks & Operations/Executive Lead, Digital Transformation)
5. Consent Items
  - 5.1. Approval of Conservation Halton Board of Directors Meeting Minutes dated November 26  
 Conservation Halton Board of Directors Meeting Minutes - November 26
  - 5.2. Purchasing Memo - November 1, 2020 - January 31, 2021 (CHBD 01 21 01)  
 Purchasing Memo - November 1, 2020 - January 31, 2021 (CHBD 01 21 01)
  - 5.3. Emergency Purchase - Memo - February 18 (CHBD 01 21 02)  
 Emergency Purchase - Memo - February 18 2021 (CHBD 01 21 02)
  - 5.4. Conservation Halton Planning and Watershed Management Year End Report (CHBD 01 21 03)  
 Conservation Halton Planning and Watershed Management Year End Report (CHBD 01 21 03)

5.5. Cootes to Escarpment EcoPark System Wildlife Corridors Mapping Project CH File No.: 353  
(CHBD 01 21 04)



Cootes to Escarpment EcoPark System Wildlife Corridors Mapping Project CH File No.: 353  
(CHBD 01 21 04)

5.6. A Proposal under the Endangered Species Act to enable the use of the Species at Risk  
Conservation Fund and to streamline authorizations for certain activities that impact species at  
risk, while maintaining protections for species at risk (CHBD 01 21 05)



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risk, while maintaining protections for species at risk (CHBD 01 21 05)



Memo\_ESA\_Attach.pdf

5.7. Proposed implementation of provisions in the Planning Act that provide the Minister enhanced  
authority to address certain matters as part of a zoning order ERO No. 019-2811 CH File No.: PPO  
062 (CHBD 01 21 06)



Proposed implementation of provisions in the Planning Act that provide the Minister  
enhanced authority to address certain matters as part of a zoning order ERO No. 019-2811 CH  
File No.: PPO 062 (CHBD 01 21 06)



Memo\_MZO\_Attach.pdf

5.8. Proposed Implementation of Updates to Ontario's Water Quantity Management Framework  
ERO No.: 019-2017 CH File No.: PPO 059 (CHBD 01 21 07)



Proposed Implementation of Updates to Ontario's Water Quantity Management Framework  
ERO No.: 019-2017 CH File No.: PPO 059 (CHBD 01 21 07)



Memo \_ OntarioWQMFramework\_Attach.pdf

5.9. Permits & Letters of Permission issued under Ontario Regulation 162/06 from September 1 to  
December 31, 2020 (CHBD 01 21 08)



Permits & Letters of Permission issued under Ontario Regulation 162/06 from September 1  
to December 31, 2020 (CHBD 01 21 08)



Report - Permits&LoPTable Attach.pdf

#### 5.10. Glen Eden Closure and 2021 Parks Financial Projection (CHBD 01 21 09)



Glen Eden Closure and 2021 Parks Financial Projection Board Package - Memo - February 18 (CHBD 01 21 09)

#### 5.11. Update on Proclamation of Various Provisions of Conservation Authorities Act (CHBD 01 21 10)



CA Act Provisions Proclamation Board Package - Memo - February 18 (CHBD 01 21 10)



FAQ Conservation Authorities Act Updated.pdf



Board representation 2018\_june\_26\_governance\_committee.pdf

#### 5.12. Morrison Wedgewood Floodplain - MEMO (CHBD 01 21 15)



Morrison Wedgewood Floodplain - Memo (CHBD 01 21 15).pdf

### 6. Action Items

#### 6.1. 2021 Parks Fees and Cost Recovery (CHBD 01 21 11)



2021 Parks Fees and Cost Recovery Board Report - February 18 (CHBD 01 21 11)

### 7. CEO Verbal Update

### 8. CHF Update - Jim Sweetlove

### 9. Other Business

### 10. IN CAMERA

#### 10.1. Legal Matter (CHBD 01 21 12)

#### 10.2. Legal Matter (CHBD 01 21 13)

#### 10.3. Legal Matter (CHBD 01 21 14)

#### 10.4. Personnel Matter

#### 10.5. Legal Matter (CHBD 01 21 16)

## 11. Adjournment

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**MEETING NO: # 09 20 Conservation Halton Board of Directors**

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## MINUTES

A meeting of the Conservation Halton Board of Directors was held on Thursday, November 26 at 3:00 p.m. via Zoom Webinar.

**Members Present:**

Hamza Ansari  
Rob Burton  
Mike Cluett  
Rick Di Lorenzo  
Joanne Di Maio  
Cathy Duddeck  
Allan Elgar  
Steve Gilmour  
Dave Gittings  
Moya Johnson  
Gordon Krantz  
Bryan Lewis  
Marianne Meed Ward  
Gerry Smallegange  
Jim Sweetlove  
Jean Williams

**Absent with regrets:**

Rory Nisan

**Absent:**

Zobia Jawed  
Zeeshan Hamid

**Guests:**

Craig Brown, Partner, Fasken Martineau DuMoulin LLP  
Pat Moyle, Patrick Moyle and Associates Inc.

**Staff present**

Kim Barrett, Associate Director, Science & Partnerships  
Hassaan Basit, President & CEO/Secretary-Treasurer  
Adriana Birza, Manager, Office of the President & CEO  
Garner Beckett, Director, Conservation Halton Foundation  
Niamh Buckley, Administrative Assistant, Office of the President & CEO  
Nikki Garstang, Health & Safety Specialist  
Chitra Gowda, Senior Manager, Watershed Planning & Source Protection  
Craig Machan, Associate Director, Park Operations  
Kellie McCormack, Associate Director, Planning & Regulations  
Marnie Piggot, Director, Finance  
Plezzie Ramirez, Senior Manager, Human Resources  
Jill Ramseyer, Director, Corporate Compliance  
Pavan Seth, Procurement Specialist

Katie Skillen, Associate Director, Marketing and Communications  
Barb Veale, Director, Planning & Watershed Management  
Mark Vytvytskyy, Director, Parks and Operations, Executive Lead Digital Transformation  
Lawrence Wagner, Senior Director, Corporate Services

Chair Gerry Smallegange called the meeting to order at 3:04 p.m.

**1. Roll Call**

**2. Disclosure of Pecuniary Interest for Conservation Halton Board of Directors**

There were **none**

**3. Approval of AMENDED Agenda**

**CHBD 09 01** Moved by: Jim Sweetlove  
Seconded by Dave Gittings

THAT the AMENDED agenda **be approved.**

**Carried**

**4. Presentation**

Innovation Hub – Hassaan Basit, President & CEO, Craig Brown, Fasken Martineau DuMoulin LLP (Item no. 5.4 – Virtual Innovation Hub Pilot)

The CEO introduced Craig Brown to the Board noting that Fasken is a leading consulting firm in the tech space. Craig will speak to the information provided in memo *5.4 Virtual Innovation Hub Pilot*.

**5. Consent Items**

- 5.1. Approval of Conservation Halton Board of Directors Meeting Minutes dated October 22
- 5.2. Approval of Governance & Risk Committee Meeting Minutes dated November 12 (AMENDED CH Board of Directors 2021 Meeting Schedule and Work Plan)
- 5.3. Approval of Conservation Halton Board of Directors Meeting dated November 16
- 5.4. Virtual Innovation Hub Pilot (Memo #: CHBD 09 20 01)
- 5.5. Purchasing – Memo - August 1, 2020 to October 31, 2020 (Memo #: CHBD 09 20 02)
- 5.6. Health & Safety Update (Q1 - Q3 2020)

(Memo #: CHBD 09 20 03)

5.7 Proposed Project List for Comprehensive Environmental Assessments under the Environmental Assessment Act (EAA) ERO No. 019-2377 CH File No. PPO 042  
(Memo #: CHBD 09 20 04)

5.8. Brighton Beach Bioswale Project  
(Memo #: CHBD 09 20 05)

5.9. Low Risk Water Takings  
(Memo #: CHBD 09 20 06)

The Consent Items **were adopted.**

## 6.0 Action Items

6.1. Proposed 2021 Plan Review and Permit Application Fees  
CH File Number: ADM 049  
(Report #: CHBD 09 20 07)

**CHBD 09 02** Moved by: Rob Burton  
Seconded by: Moya Johnson

THAT the Conservation Halton Board of Directors **approves the proposed 2021 fees as outlined in the staff report entitled “Proposed 2021 Plan Review and Permit Application Fees,” dated November 26, 2020, with an effective date of January 1, 2021;**

And

THAT the Conservation Halton Board of Directors **directs staff to provide appropriate notice to municipalities and neighbouring conservation authorities and post the revised fee schedules to CH’s website.**

***Carried***

6.2 Consolidation and Update – CH Policies and Guidelines for the Administration of Ontario Regulation 162/06 and Land Use Planning Policy Document  
(Report #: CHBD 09 20 08)

**CHBD 09 03** Moved by: Mike Cluett  
Seconded by: Jean Williams

THAT the Conservation Halton Board of Directors **receives for information the staff report entitled “Consolidation and Housekeeping Update – CH Policies and Guidelines for the Administration of Ontario Regulation 162/06 and Land Use Planning Policy Document”;**

And

THAT the Conservation Halton Board of Directors **approves the CH Policies and Guidelines for the Administration of Ontario Regulation 162/06 and Land Use Planning Policy Document dated November 26, 2020;**

And

THAT the Conservation Halton Board of Directors **directs staff to post the updated and approved version to the CH website and notify member municipalities and neighbouring conservation authorities of such.**

*Carried*

6.3 Budget Variance Report for the period ended September 30, 2020 and Projected 2020 Year End amounts  
(Report #: CHBD 09 20 09)

**CHBD 09 04** Moved by: Rick Di Lorenzo  
Seconded by: Bryan Lewis

THAT the Conservation Halton Board of Directors **approves funding from the Watershed Management Capital Reserve for 50% of Milton Channel Repairs capital project costs in the event provincial capital funding is not approved.**

And

THAT the Conservation Halton Board of Directors **approves the President & CEO be authorized to complete the renewal or repayment of the loan with the Hamilton Community Foundation with potential repayment funded by a transfer from the Debt Financing Charges Reserve of up to \$325,000;**

And

THAT the Conservation Halton Board of Directors **receives for information the Staff report dated November 26, 2020 on the Budget Variance Report for the Period Ended September 30, 2020 and 2020 Projected Year End Amounts.**

*Carried*

6.4 National Disaster Mitigation Program Application for Flood Hazard Mapping - Tuck, Shoreacres, Appleby and Sheldon Creeks  
(Report #: CHBD 09 20 10)

**CHBD 09 05** Moved by: Marianne Meed Ward  
Seconded by: Jim Sweetlove



THAT the Conservation H Board of Directors **supports an application for federal funding under the National Disaster Mitigation Program to develop flood hazard mapping for Tuck, Shoreacres, Appleby and Sheldon Creeks.**

*Carried*

## **7. CEO Verbal Update**

The CEO shared that CH held a federal grant funding announcement this morning. MP Adam van Koeverden announced that CH has received a grant of \$275,000 from the Ministry of Ocean, Fisheries, and the Canadian Coast Guard as part of the Canada Nature Fund for Aquatic species at Risk Ontario Project. The funding is supporting a number of projects on properties across the watershed that will have positive impacts for Redside Dace, American Eel and Silver Shiner. Project types include riparian habitat improvements, instream improvements and mitigating the impacts of physiological barriers to fish. The funding is also supporting some aquatic monitoring efforts and Northern Pike management discussions for Mountsberg and Upper Main Bronte Creek. There will be direct impact in Milton, Wellington-Halton Hills, Flamborough, Glanbrook and Oakville – North Burlington. The project contributes to Federal species at risk objectives, but also aligns with the Provincial recovery strategies – contributing towards provincial mandate. The CEO thanked Board Members Mike Cluett and Rick Di Lorenzo for attending the event.

CH held its first full Strategic Task Force Meeting to review and provide input to the 2021-2024 Strategic Plan. The meeting included the volunteers from the CH Board. The Board Members provided feedback and expressed their support in the direction of the new strategic plan.

CH is optimistic of opening Glen Eden Ski hill in the next few weeks. Staff have been working with Halton and Hamilton Public Health to ensure necessary steps are in place to open the ski hill while respecting all public health guidelines and providing a safe environment for all users.

Hassaan Basit advised the CH Board that staff had to adjust the Christmas Town set-up and offering to align with the new restrictions since Halton Region moved to the Red Zone level of COVID-19 public health measures.

## **8. Other Business**

The CEO provided an update on Schedule 6 of Bill 229 and the proposed changes to the CA Act. The CEO will provide updates to the Board as and when they become available.

The CEO congratulated Allan Elgar, recipient of “Friend of the Greenbelt” award for Municipal Leadership.

The CEO expressed his gratitude to Mayor Gordon Krantz for his support at the NEC for Kelso Master Plan which received an unprecedented exemption for the Business Centre. Mayor Krantz gave a shout out to Meghan Hunter, CH Manager, Risk and Lands who has done an exceptional job on this project.

## **9. CHF Update (Jim Sweetlove)**

Jim Sweetlove advised that the CHF were able to allocate \$85,000 towards outdoor education and virtual learning experiences as a result of the Mountsberg Sugarbush Experience.

CHF are planning to host another Gala in 2021. CHF has approved the workplan for 2021 with a strong focus on board engagement.

## 10. IN CAMERA

**CHBD 09 06:** Moved by: Gordon Krantz  
Seconded by: Jean Williams

THAT The Conservation Halton Board of Directors **convene IN CAMERA.**

10.1 Personnel Matter  
(CHBD 09 20 11)

**CHBD 09 07** Moved by: Jean Williams  
Seconded by: Marianne Meed Ward

***Carried***

THAT the Conservation Halton Board of Directors **reconvene in public forum**

***Carried***

THAT Conservation Halton Staff **proceed as recommended by the Conservation Halton Board of Directors.**

## 11. Adjournment

**CHBD 09 08** Moved by Rob Burton

THAT the Conservation Halton Board of Directors meeting **be adjourned at 5.28 pm**

***Carried***

**Signed: Hassaan Basit, President & CEO**

**Date: February 18, 2021**

**REPORT TO:** Conservation Halton Board of Directors

**MEMO NO: #** CHBD 01 21 01

**FROM:** Jill Ramseyer, Director, Corporate Compliance

**DATE:** February 18, 2021

**SUBJECT:** Purchasing Memo - November 1, 2020 to January 31, 2021

### Recommendation

THAT the Conservation Halton Board of Directors **receives for information the Purchasing Memo for the period November 1, 2020 to January 31, 2021 in accordance with the Purchasing Policy.**

### Report

The following report summarizes purchases to be reported during the period November 1, 2020 to January 31, 2021. The Conservation Halton Purchasing Policy requires single or sole source purchases greater than \$25,000 (not including taxes) and Tenders awarded from a value of \$100,000.00 up to a value of \$350,000 (not including taxes) to be reported to the Board of Directors for information. Request for Proposal award recommendations that exceed \$100,000.00 (not included taxes) and Tenders that exceed \$350,000.00 (not including taxes) will be subject to Board approval prior to award.

### Tenders from \$100,000.00 up to \$350,000.00 and contract increases:

Vendor	Amount (excluding HST)	Details
Edgar Howden and Sons Ltd. – <b>Contract Increase</b>	\$94,142.45  *Historical spend: \$971,893.81 plus this change order (CO) \$94,142.45; Cumulative Total: \$1,066,036.26	An increase to the existing contract was executed as Change Order # 6 in the amount of \$94,142.45 to accommodate emergency repairs required due to structural defects to the foundation of the East Lodge that occurred during the Spill Remediation project.  CH received \$1,000,000 in 2020 from our insurers which has helped to cover associated costs.
Stantec Consulting - <b>Contract Increase</b>	\$23,600.00  *Historical spend: \$422,150 plus	An increase to the existing contract was executed as Change Order # 5 in the amount of \$23,600.00 to accommodate investigative works to determine extent of damage and design of repair works due to structural defects





















































































































































