

## HAMILTON REGION CONSERVATION AUTHORITY

### MINUTES

#### Board of Directors Meeting

September 6, 2018

Minutes of the Board of Directors meeting held on Thursday, September 6, 2018 at Woodend Auditorium, 838 Mineral Springs Road, Ancaster, Ontario at 7:00 p.m.

**PRESENT:**            **Doug Conley, in the Chair**  
                         **Dan Bowman**  
                         **Lloyd Ferguson**  
                         **Brad Gautreau**  
                         **Maria Topalovic**

**Chad Collins**  
**Susan Fielding**  
**Santina Moccio**

**Ine Wauben – Foundation Chair**

**REGRETS:**            **Aidan Johnson, Robert Pasuta**

**STAFF PRESENT:** **Jonathan Bastien, Lisa Burnside, Grace Correia, Gord Costie, Bruce Harschnitz, Sara Kinnear, Judy Love, Neil McDougall, Scott Peck, Jonathan Roberts, Jaime Tellier, and Nancy Watts - HCA Staff**

**OTHERS:**            **Media – Not Present**

#### 1.    **CALL TO ORDER**

The Chair called the meeting to order and welcomed everyone present.

#### 2.    **DECLARATIONS OF CONFLICT OF INTEREST**

The Chair asked members to declare any conflicts under the Board's Governance Policy. There was none.

**3. APPROVAL OF AGENDA**

The Chair requested any additions or deletions to the agenda. The Chair indicated that there are two new agenda items under 11) New Business.

**BD12,2573                MOVED BY:                Santina Moccio**  
**SECONDED BY:          Brad Gautreau**

**THAT the agenda be approved as amended.**

**CARRIED**

**4. DELEGATIONS**

There was none.

**5. CONSENT ITEMS**

The following consent items were adopted:

5.1    Applications – Development, Interference with Wetlands, Alterations to Shorelines and Watercourses

5.2    Approval of Board of Directors Minutes from July 5, 2018

**6. MEMBER BRIEFING**

There was none.

**7. BUSINESS ARISING FROM THE MINUTES****7.1    60 Arbour Road, Part of Mt. Albion Conservation Area**

Scott Peck provided an update on 60 Arbour Road. At the April 2, 2015 Board of Directors meeting, the Board approved and directed staff to undertake a request for proposals to determine community interest in utilizing 60 Arbour Road and the results of the proposal call be returned to the Board of Directors for consideration. The Board of Directors also provided direction regarding the need to have planning approvals in place to facilitate the request for proposals.

The review of the Niagara Escarpment Plan Amendment is being processed by the Ministry of Natural Resources and Forestry (MNR). Cabinet will make the



**THAT the Board of Directors approve the following recommendations:**

**THAT the Vendor Listing report for the 2<sup>nd</sup> quarter of 2018 be approved.**

**CARRIED**

Resolution Number from Budget & Administration Committee Minutes – BA1827 – 2019 Preliminary Capital Budget

Neil McDougall provided an update and indicated the block funding of \$2 Million will once again be sought from the City of Hamilton.

Following are some of the major projects we will be working on in 2019.

- Valens Cabins Project
- Ontario Shoreline repair at Fifty Point
- floodplain mapping
- building additional pavilions
- installation of autogates

**BD12,2576**

**MOVED BY: Brad Gautreau  
SECONDED BY: Maria Topalovic**

**THAT the Board of Directors approve the following recommendations:**

**THAT the Preliminary Capital Budget for 2019 be approved.**

**CARRIED**

Resolution Number from Budget & Administration Committee Minutes – BA1829 – Governance Review

Lisa Burnside indicated that HCA was required to undertake a comprehensive review of the governance policies due to the changes to the Conservation Authorities Act.

David Outerbridge of law firm Tory's assisted us with this process.

The main changes were to clarify maximum time as Chair and Vice-Chair and also simplifying the language of the signing officers.

A Board Committee was formed to undertake a comprehensive review of the Conservation Advisory Board terms of reference. The major changes include:

- combined goal and objectives into a functions section for clarity
- downsizing number of members to maximum 11; 8 citizens and up to 3 board members which will be achieved through attrition as members rotate off next year
- addition of a section related to recruitment and selection of new citizen members to formalize process
- maximum term reduced to 8 years
- reduced number of meetings to 6 per year

The new administrative by-law document reflects both the new model Conservation Ontario recommends all Conservation Authorities adopt as well as current HCA practices and is compliant with Section 19.1 of the new Conservation Authorities Act.

**BD12,2577**                      **MOVED BY:**              **Lloyd Ferguson**  
**SECONDED BY:**        **Maria Topalovic**

**THAT the Board of Directors approve the following recommendations:**

**THAT Board Resolution BD12,1864 from July 4, 2013 approving the current HCA Administrative Regulations and Governance Policies, last amended by Board Resolution BD12,2356 is hereby repealed; and further**

**THAT the Board of Directors approve the new Administrative By-Law which shall come into force effective the day of approval, September 6, 2018.**

**CARRIED**

Motion to Receive the Minutes

**BD12,2578**                      **MOVED BY:**              **Santina Moccio**  
**SECONDED BY:**        **Dan Bowman**

**THAT the minutes of the Budget & Administration Committee meeting held on August 16, 2018 be approved.**

**CARRIED**

9.2 Conservation Advisory Board (Minutes – August 9, 2018)

Maria Topalovic presented the minutes of the Conservation Advisory Board meeting held on August 9, 2018.

Resolution Number from Conservation Advisory Board Minutes – CA1818 – Proposal for Permanent October 1 Commencement of Rothsay’s Annual Discharge Season

**BD12,2579**                      **MOVED BY:**                **Maria Topalovic**  
**SECONDED BY:**        **Santina Moccio**

**THAT the Board of Directors approve the following recommendations:**

**THAT, provided the wastewater to be discharged complies with all standards identified in Rothsay’s Environmental Compliance Approval (ECA) for wastewater works issued by the Ministry of Environment, Conservation and Parks, the Hamilton Conservation Authority approve the proposal for October 1 Commencement of Rothsay’s Annual Discharge Season on a One-Year Basis commencing October 1, 2018; and,**

**THAT upon the commencement of Rothsay’s Early Annual Discharge Season, HCA will continue to monitor water quality; and,**

**THAT all regular testing of wastewater, along with testing for additional sewage indicators, continue by Rothsay over the One-Year Early Discharge Approval Period; and,**

**THAT HCA staff continue to work with Rothsay on monitoring the parameters of the wastewater discharge as it relates to the review of water quality in Christie Lake with costs covered by Rothsay as required; and further,**

**THAT Rothsay report on the results of the early commencement of the normal fall discharge period to the HCA and MOECP staff.**

**CARRIED**

Motion to Receive the Minutes**BD12,2580****MOVED BY: Maria Topalovic  
SECONDED BY: Susan Fielding****THAT the minutes of the Conservation Advisory Board meeting held on August 9, 2018 be approved as amended.****CARRIED**9.3 Foundation Chairman's Report

Ine Wauben reported on the following:

- We received a total of \$69,024 in donations in July and August. They break down as follows:
  - \$30,000 for improvements to the Eramosa Karst Conservation Area and Feeder Lands
  - \$20,926 for Outdoor Environmental Education
  - \$12,348 for the Dundas Valley Trail Fund
  - \$2,000 for Memorial Benches
  - \$1,027 to the Area of Greatest Need Fund
  - \$1,000 for the Dundas Valley CA Fund
  - \$625 for the Cootes Drive Turtle Fencing and Habitat Improvements Project
  - The remaining \$1,098 came in donations for Land Securement, Westfield Heritage Village, and Trail Development
- Year-to-Date:
  - This brings our cumulative fiscal-year (December 1, 2017 to August 31, 2018) donations to \$250,780.
- Outdoor Environmental Education
  - The Foundation has received \$68,129 in pledges and contributions for HCA's Outdoor Environmental Education program. This is the most the Foundation has ever raised for education and represents strong progress toward our 2018 commitment of \$125,000. Additional donations are expected before our fiscal year-end.
- Events:
  - The Dundas Valley CA held their Equestrian Campout from August 10 to 12 and raised a total of \$13,453 in gross revenue. Event proceeds go to the Dundas Valley Trails Fund.

Dan Bowman was asked by a member of the public if the memorial bench program is still running. Grace Correia indicated that the memorial bench is still up and running. The memorial benches are only installed in the Spring and Fall. Grace indicated that the memorial tree program was on hold and we are in the process of launching the new program this Fall.

## 10. OTHER STAFF REPORTS/MEMORANDUMS

### 10.1 Current Watershed Conditions as of August

Jonathan Bastien provided an update on the current conditions. Based on data from HCA stream gauges, water levels and flow are currently near baseflow conditions. Lake Ontario water levels remain above normal. There is no significant watercourse flooding or drought responses required.

### 10.2 Upcoming HCA and Partner Events

Gord Costie provided an update of the upcoming events that are included in the agenda package.

## 11. NEW BUSINESS

### 11. Ministry of Municipal Affairs and Housing – National Disaster Mitigation Program Funding

Scott Peck indicated that the National Disaster Mitigation Program is a federal program that provides funding for flood mitigation projects. An organization may submit project proposals to the Ministry of Municipal Affairs and Housing.

Staff have two proposals to submit; one for the Flood Mapping for the Battlefield and Stoney Creek Subwatershed in the City of Hamilton and the second one for the Saltfleet Flood and Erosion Control Wetland Design Plan for the Community of Stoney Creek, City of Hamilton.

The Board of Directors needs to be aware of the application and staff require a board resolution to submit the application.

Scott also indicated that staff need a letter of support from the City of Hamilton which he will take care of.

### 11.1 Flood Mapping for the Battlefield and Stoney Creek Subwatershed

**BD12,2581**

**MOVED BY: Lloyd Ferguson**  
**SECONDED BY: Brad Gautreau**



**THAT the Board of Directors approve the following recommendations:**

**THAT the Hamilton Conservation Authority (HCA) will enter a proposal for funding from the National Disaster Mitigation Program, entitled Flood Mapping for the Battlefield and Stoney Creek Subwatershed in the City of Hamilton.**

**CARRIED**

11.2 Saltfleet Flood and Erosion Control Wetland Design Plan

**BD12,2582            MOVED BY:            Susan Fielding  
                              SECONDED BY:        Santina Moccio**

**THAT the Board of Directors approve the following recommendations:**

**THAT the Hamilton Conservation Authority (HCA) will enter a proposal for funding from the National Disaster Mitigation Program, entitled Saltfleet Flood and Erosion Control Wetland Design Plan for the Community of Stoney Creek, City of Hamilton.**

**CARRIED**

**12. IN-CAMERA ITEMS FOR MATTERS OF LAW, PERSONNEL AND PROPERTY**

**BD12,2583            MOVED BY:            Dan Bowman  
                              SECONDED BY:        Maria Topalovic**

**THAT the Board of Directors moves *in camera* for matters of law, personnel and property.**

**CARRIED**

**During the *in camera* session, one property/legal matter was discussed.**

12.1 Confidential Verbal Update BD/Sep 01-2018

Lisa Burnside provided a verbal update and answered member's questions.

**BD12,2584**            **MOVED BY:**        **Lloyd Ferguson**  
 **SECONDED BY:**    **Santina Moccio**

**THAT the Board of Directors approve the following recommendations:**

**THAT the verbal update BD/Sep 01-2018 be endorsed and remain in camera.**

**CARRIED**

**BD12,2585**            **MOVED BY:**        **Dan Bowman**  
 **SECONDED BY:**    **Brad Gautreau**

**THAT the Board of Directors moves out of *in camera*.**

**CARRIED**

**13.    NEXT MEETING**

The next meeting of the Board of Directors will be held on Thursday, October 4, 2018 at 7:00 p.m. at Woodend Auditorium, 838 Mineral Springs Road, Ancaster, Ontario.

**14.    ADJOURNMENT**

On motion, the meeting adjourned.



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Neil McDougall  
Secretary-Treasurer