

# Hamilton Region Conservation Authority

## Minutes

### Board of Directors Meeting

October 7, 2021

Minutes of the Board of Directors meeting held on Thursday, October 7, 2021, at 7.p.m., by videoconference and livestreamed via YouTube.

**PRESENT:**                **Lloyd Ferguson – in the Chair**  
                                 **Brad Clark**     **Jim Cimba**  
                                 **Susan Fielding**     **Tom Jackson**  
                                 **Santina Moccio**     **Maria Topalovic**  
                                 **Esther Pauls**

**Jennifer Stebbing – Foundation Chair**

**REGRETS:**                **Dan Bowman, Cynthia Janzen**

**STAFF PRESENT:** **Jonathan Bastien, Lisa Burnside, Grace Correia, Gord Costie, Dawn Cripps, Matt Hall, Neil McDougall, Jaime Tellier, and Nancy Watts**

**OTHERS:**                **None**

#### **1. Call to Order**

The Chair called the meeting to order and welcomed everyone present. He conveyed regrets for the meeting from Dan Bowman and Cynthia Janzen. The Chair also advised of the resignation of Chad Collins from City of Hamilton Council, and therefore the HCA Board of Directors, following his recent election as a federal member of parliament.

#### **2. Declarations of Conflict of Interest**

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

### 3. Approval of Agenda

The Chair requested any additions or deletions to the agenda. Lisa Burnside advised of a report on the Saltfleet Conservation Area Wetland Restoration Project to be added at item 8.1 on the agenda.

**BD12, 2941**

**MOVED BY: Jim Cimba**

**SECONDED BY: Santina Moccio**

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

**CARRIED**

### 4. Delegations

There were none.

### 5. Consent Items for Applications, Minutes and Correspondence

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 – September 2, 2021
- 5.3. Approved June 17, 2021 Budget & Administration Committee Minutes – for receipt only

### 6. Foundation Briefing

#### ***Donations***

We received a total of **\$13,525** in new donations from Sept 1 to 30, 2021. They break down as follows:

- \$10,170 for the Step Into Nature Fund supporting Environmental Education
- \$2,000 for the Planting Fund
- \$1,235 for the Area of Greatest Need Fund
- The remaining \$120 was donated to the Land Securement Fund, Westfield Heritage Village and the Stewardship Fund.

This brings our fiscal year-to-date (Sept 2020 to Aug 2021) fundraising total to **\$203,715**.

- This number has been revised from the cumulative total reported in September. Last month we reported that we had received a donated sailboat appraised at \$50,000. Now that the boat has been sold at auction, that amount has been revised down to \$30,093 which represents the actual cash proceeds of the sale. (Thank you once again to staff at Fifty Point CA for facilitating the donation and sale!)

### ***Fall Appeal***

Our Fall Appeal will be mailed later this month. This appeal invites past donors and members of CAB as well as both the HCA and Foundation Boards to make a gift to the Foundation's Area of Greatest Need Fund. If you are not already a donor to our Foundation, I ask that you please review this appeal and give as generously as you can this Fall.

### **Legacy Giving Webinar**

The Foundation will be hosting a webinar highlighting how individuals can benefit both a charity and their families in their will. The webinar, presented by me, will take place next Tuesday, October 12. I hope that some of you will be able to attend and ask that you share the invitation you received with any of your contacts that you feel may be interested.

**BD12, 2942**

**MOVED BY: Tom Jackson  
SECONDED BY: Brad Clark**

**THAT the Foundation Briefing be received.**

**CARRIED**

## **7. Member Briefing**

### **7.1. Westfield Heritage Village Virtual Tour Experience**

Dawn Cripps presented a summary and demonstration of a new virtual tour that allows users to electronically explore the village, buildings and artifacts at Westfield. The tour also supplements information from volunteer interpreters and enhances self-guided walks on days when in-person interpretation is not offered. The initiative is an online strategy to provide a way to interpret Westfield's historical buildings beyond traditional Sundays and special events, and is at no extra cost to the visitor. The tour uses multi-media tools including text boxes, high definition 360° photos, videos and sounds bring the past to life. The tour is accessible on computers, tablets,

smartphones and virtual reality sets. The virtual tour experience is an on-going initiative that staff will continue to build and improve over time. The members thanked Dawn for the presentation and commended all staff involved on the new innovative tool.

**BD12, 2943**

**MOVED BY: Santina Moccio  
SECONDED BY: Susan Fielding**

**THAT the member briefing regarding the Westfield Heritage Village Virtual Tour Experience be received.**

**CARRIED**

Esther Pauls entered the meeting.

## **8. Business Arising from the Minutes**

### **8.1. Saltfleet Conservation Area Wetland Restoration Project**

Lisa Burnside presented a summary of the report outlining potential opportunities to fund the construction of the first wetland for the Saltfleet Conservation Area wetland restoration project, through royalties from the Terrapure landfill facility paid to the City of Hamilton, and through the Heritage Green Community Trust. HCA staff presented an overview of the project and a funding request at a recent meeting with Heritage Green Community Trust. Brad Clark explained how royalty funds from Terrapure are allocated and used by the City of Hamilton and indicated he would speak with City staff to understand if funds can be made available to the project. It was noted that the project is well suited to the requirements that the funds be allocated to a project within the local community. The legacy aspect of the project for future generations was also noted. The members were supportive of staff entering into agreements with the City of Hamilton and Heritage Green Community Trust to facilitate the funding.

**BD12, 2944**

**MOVED BY: Brad Clark  
SECONDED BY: Jim Cimba**

**THAT staff be directed to enter into Contribution Agreements and any other ancillary agreements with the City of Hamilton and the Heritage Green Community Trust, necessary to facilitate the granting and management of funds from each entity, for the purpose of funding construction of the first wetland for the Saltfleet Conservation Area Wetland Restoration Project.**

**CARRIED****9. Reports from Budget & Administration Committee and Conservation Advisory Board****9.1. Budget and Administration Committee – September 16, 2021  
(Recommendations)****9.1.1. BA 2129      Capital Budget 2022**

Santina Moccio provided a summary of the staff report, including an overview of specific projects and major maintenance in the 2022 capital budget, noting that overall, the block funding ensures necessary work can be accomplished to move forward with important safety and major maintenance projects and to assist with revenue generation.

**BD12, 2945                  MOVED BY: Santina Moccio  
   SECONDED BY: Tom Jackson**

**THAT the Budget & Administration Committee recommends to the Board of Directors:**

**THAT the 2021 Capital Budget request as presented herein be submitted to the City of Hamilton for consideration and be included in their block funding budget of 2022.**

**CARRIED****9.1.2. BA 2130      HCA 2022 Fee Review**

Santina Moccio provided an overview of the staff report, including most prices were held at 2021 levels and the few that have increased are limited to inflationary growth. This includes no increase to daily admission fees to the major Conservation Areas and the membership pass also remains unchanged for 2022. Additionally, membership pass cards will also be made available to the public at no cost by loan through area public libraries.

**BD12, 2946                  MOVED BY: Santina Moccio  
   SECONDED BY: Jim Cimba**

**THAT the Budget & Administration Committee recommends to the Board of Directors:**

**THAT the 2022 Fee Schedule as presented herein be approved.**

**CARRIED**

9.1.3. BA 2131 Governance Review – Revisions to 2020 Administrative By-law

Santina Moccio highlighted notable revisions in the administrative by-law, as outlined in the staff report including some legislative changes.

Councillor Clark commended the Committee and staff for their work to update the administrative by-law.

**BD12, 2947**                **MOVED BY: Santina Moccio**  
**SECONDED BY: Maria Topalovic**

**THAT the Budget & Administration Committee recommends to the Board of Directors:**

**THAT the Administrative By-Law be amended with the revisions noted in the attached draft, subject to and including any further revisions as noted during the September 16, 2021 meeting.**

**CARRIED**

**10. Other Staff Reports/Memoranda**

10.1. Watershed Conditions Report

Jonathan Bastien presented a summary of the memorandum, noting that with the rain in September, the low water conditions in the watershed have consistently been back within the normal range and staff will request to the Low Water Response Team that the Level 1 Low Water condition be terminated. There are no concerns with current water levels or the weather forecast, in terms of potential flooding or erosion.

**BD12, 2948**                **MOVED BY: Tom Jackson**  
**SECONDED BY: Susan Fielding**

**THAT the memorandum entitled Watershed Conditions Report be received.**

**CARRIED****10.2. Conservation Areas Experiences Update**

Gord Costie provided the members with a verbal update, highlighting that staff have been busy with a focus on core conservation activities, including, day use, camping reservations, marina operations, membership passes and pay and display parking. He noted the Spencer Gorge reservations are fully booked for Thanksgiving weekend and staff are ready for the Fall colour season at all conservation areas.

**BD12, 2949****MOVED BY: Maria Topalovic****SECONDED BY: Santina Moccio****THAT the verbal update on the Conservation Areas Experiences be received.****CARRIED****11. New Business**

There was none.

**12. In-Camera Items****BD12, 2950****MOVED BY: Jim Cimba****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, two property matters and one individual were discussed.**

**12.1. Confidential Report – BD/Oct 01-2021**

Lisa Burnside provided a summary of the report regarding a property matter and answered the members' questions.

**BD12, 2951****MOVED BY: Susan Fielding**

**SECONDED BY: Santina Moccio**

**THAT the confidential report entitled BD/Oct 01-2021 be approved and remain in camera.**

**CARRIED**

**12.2. Confidential Verbal Update – BD/Oct 02-2021**

Neil McDougall and Lisa Burnside provided a verbal update regarding a property matter and answered the members' questions.

**BD12, 2952**

**MOVED BY: Jim Cimba  
SECONDED BY: Brad Clark**

**THAT the confidential verbal update entitled BD/Oct 02-2021 be received and remain in camera.**

**CARRIED**

**BD12, 2953**

**MOVED BY: Esther Pauls  
SECONDED BY: Brad Clark**

**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, November 4, 2021 at 7:00 p.m.

**14. Adjournment**

On motion, the meeting adjourned.



---

Neil McDougall  
Secretary-Treasurer