

Hamilton Region Conservation Authority

Minutes

Board of Directors Meeting

October 5, 2023

Minutes of the Board of Directors meeting held on Thursday, October 5, 2023 at 6:00 p.m., at the HCA main office, 838 Mineral Springs Road, in Ancaster, and livestreamed on YouTube.

PRESENT:

Brad Clark – in the Chair	
Jeff Beattie	Craig Cassar
Lisa DiCesare	Susan Fielding (Webex)
Matt Francis (Webex)	Brian McHattie (Webex)
Mike Spadafora (Webex)	Wayne Terryberry (Webex)
Alex Wilson	Maureen Wilson

Graham Reid – Foundation Vice-Chair

REGRETS: None

STAFF PRESENT: Jonathan Bastien, Lisa Burnside, Grace Correia, Scott Fleming, Matt Hall, Bruce Harschnitz, Scott Peck, Mike Stone, Jaime Tellier, and Nancy Watts

OTHERS: None

1. Call to Order

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

The Chair spoke about a recent training opportunity made available to all staff and the Board of Directors in support of the National Day of Truth and Reconciliation. He thanked Darin Wybenga, the Traditional Knowledge and Land Use Coordinator with the Mississaugas of the Credit First Nation for joining us at Westfield Heritage Village over the three days and sharing his knowledge and experiences with Hamilton Conservation Authority so we may continue to learn as we work to build relationships with our Indigenous communities.

HCA's Land Acknowledgement was read.

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 confidential verbal report regarding a property matter, to be added as item 12.2 in-camera.

BD12, 3250

MOVED BY: Alex Wilson

SECONDED BY: Craig Cassar

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 7, 2023
- 5.3. Approved August 17, 2023 Budget & Administration Committee Minutes – for receipt only

6. Foundation Briefing

Graham Reid reported on the following:

The Foundation received a total of **\$17,166** in new donations from September 1st to September 30th 2023. They break down as follows:

- **\$4,497** to the Trail Development Fund

- **\$3,794** to our Area of Greatest Need Fund
- **\$3,500** to the Memorial Bench program
- **\$2,020** to our “Step into Nature” Environmental Education Fund

The remaining **\$3,355** was directed to various projects, including Tribute Trees, Fifty Point and Saltfleet Conservation Areas.

This brings the fiscal year-to-date fundraising total to **\$773,439**, which is 93% of their goal.

7. Member Briefing

There was none.

8. Business Arising from the Minutes

8.1. HCA Quarterly Report #6 to MNRF – Ontario Regulation 687/21

Lisa Burnside presented a summary of the memorandum and answered the members' questions.

It was noted that based on discussions at Conservation Ontario, it is understood that most Conservation Authorities will be submitting extension requests.

BD12, 3251

MOVED BY: Matt Francis
SECONDED BY: Mike Spadafora

THAT the memorandum entitled HCA Quarterly Report #6 to MNRF – Ontario Regulation 687/21 be received.

CARRIED

Lisa DiCesare entered the meeting.

9. Reports from Budget & Administration Committee and Conservation Advisory Board

9.1. Budget & Administration Committee – September 23, 2023

9.1.1. BA 2321 Draft 2024 Operating & Capital Budgets

Scott Fleming presented a detailed overview of the budgets and answered the members' questions.

There was discussion regarding detailed budget items for water quality monitoring, stewardship and land securement. Lisa Burnside noted that land securement is category 3 activity and must be self funded or HCA would need to secure an agreement with the City of Hamilton to fund this activity using municipal monies. In the past, HCA has allocated surplus funds and sought grants for land acquisitions. Staff were directed to bring forward a breakdown of the budget items for water quality monitoring and stewardship to the next Board meeting.

There was discussion regarding the potential for program level budgets to be brought forward to the Board. It was noted that the proposed budget is primarily a maintenance budget, but that future funding will need to be allocated for new initiatives identified through the new strategic plan and a program budget level will be considered for 2025.

Historical and current provincial funding to HCA was discussed. Historically, the province contributed 50% funding to Conservation Authorities. A decrease in funding has occurred since that time. Currently, the province contributes less than 2% of HCA's total budget. Provincial section 39 funds are limited to flood forecasting and warning, dam operations and regulations and planning program related to natural hazards. It was noted that in some years, the funding provided constitutes 50% of costs, however at other times, HCA's contribution is significantly higher, depending on projects and initiatives undertaken. HCA has received other funds from the province in recent years, such as through the Water and Erosion Control Infrastructure (WECI) program.

In accordance with O. Reg. 402/22, s. 17, under Conservation Authorities Act, the draft budgets will be circulated to HCA's participating municipalities, the City of Hamilton and Township of Puslinch for their review and will be returned as a formality to the December board meeting for final approval.

BD12, 3252

**MOVED BY: Wayne Terryberry
SECONDED BY: Alex Wilson**

THAT the 2024 Draft Operating Budget, as presented, be approved by the Board of Directors; and

THAT the 2024 Draft Capital Budget, as presented, be approved by the Board of Directors.

CARRIED

9.1.2. BA 2322

Updates to HCA Administrative By-law

Jaime Tellier presented a summary of the staff report and answered the members questions.

BD12, 3253**MOVED BY: Lisa DiCesare
SECONDED BY: Jeff Beattie****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 21, 2023 meeting.****CARRIED****10. Other Staff Reports/Memoranda**10.1. Watershed Conditions Report

Jonathan Bastien presented a summary of the memorandum and answered the members' questions.

Additional reporting on water quality and stewardship activities were requested. Staff will consider the request and report back to the Board at a future meeting to determine parameters and a schedule for such reporting to be effective.

BD12, 3254**MOVED BY: Maureen Wilson
SECONDED BY: Lisa DiCesare****THAT the memorandum entitled Watershed Conditions
Report be received.****CARRIED**10.2. Conservation Areas Experiences Update

Bruce Harschnitz provided a summary of the memorandum and answered the members' questions.

There was discussion regarding the potential to work with the reservation system software developer to allow for booking both the Tew Falls and Webster Falls sites for the same day, with one parking and reservation fee, and to address reservations for visitors using alternate modes of transportation that do not require parking. It was confirmed that the reservation service for 2024 will be reviewed with the Conservation Advisory Board as staff continue to evolve the time periods where reservations are

required and development changes that can be made in the reservation service with CAMIS.

BD12, 3255

**MOVED BY: Lisa DiCesare
SECONDED BY: Jeff Beattie**

THAT the memorandum entitled Conservation Areas Experiences Update be received.

CARRIED

Mike Spadafora left the meeting due to another engagement.

11. New Business

There was none.

12. In-Camera Items

BD12, 3256

**MOVED BY: Craig Cassar
SECONDED BY: Maureen Wilson**

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

CARRIED

During the *in camera* session, one legal matter and one property matter were discussed.

Susan Fielding entered the meeting.

**12.1. Confidential Report - BD/Oct 01-2023
Agreement for Services with City of Hamilton
(Legal Matter)**

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

BD12, 3257

**MOVED BY: Alex Wilson
SECONDED BY: Craig Cassar**

THAT Confidential Report BD/Oct 01-2023 be received and remain in camera, and further

THAT the Agreement for Services with the City of Hamilton be approved for execution.

CARRIED

12.2. Confidential Verbal Report – BD/Oct 02-2023
Paletta Land Acquisition Update
(Property Matter)

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

BD12, 3258

**MOVED BY: Lisa DiCesare
SECONDED BY: Alex Wilson**

THAT the confidential verbal report entitled BD/Oct 02-2023 be received and remain in camera;

CARRIED

BD12, 3259

**MOVED BY: Jeff Beattie
SECONDED BY: Maureen Wilson**

THAT the Board of Directors moves out of closed session.

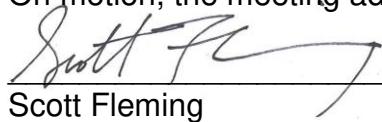
CARRIED

13. Next Meeting

The next meeting of the Board of Directors will be held on Thursday, November 2, 2023 at 6:00 p.m. at the HCA Main Administration Office – Woodend Auditorium, 838 Mineral Springs Road, Ancaster, Ontario.

14. Adjournment

On motion, the meeting adjourned.



Scott Fleming
Secretary-Treasurer