

Hamilton Region Conservation Authority

Minutes

Board of Directors Meeting

Date October 3, 2024

Minutes of the Board of Directors meeting held on Thursday, Date, 2024 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	Susan Fielding
Craig Cassar	Brian McHattie (virtual)
Lisa DiCesare	Alex Wilson (virtual)
Wayne Terryberry (virtual)	
Maureen Wilson (virtual)	

Graham Reid – Foundation Chair (virtual)

REGRETS: Jeff Beattie, Matt Francis, Mike Spadafora

STAFF PRESENT: Lisa Burnside, Gord Costie, Marlene Ferreira, Scott Fleming, Liam Fletcher, Brandon Good, Matt Hall, Amanda Martin, Scott Peck, Jaime Tellier, and Sandra Winninger

OTHERS: Richard Leitner

1. Call to Order

The Chair called the meeting to order and welcomed everyone present. HCA’s Indigenous 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 one addendum to the agenda, an email correspondence regarding the

minutes of the September 5, 2024 Board of Director's meeting. It was added as a consent item, added as number 5.6 on the agenda.

BD12, 3396

**MOVED BY: Lisa DiCesare
SECONDED BY: Craig Cassar**

THAT the agenda be approved, as amended.

CARRIED

4. Delegations

There were none.

Wayne Terryberry joined the meeting.

5. Consent Items for Applications, Minutes and Correspondence

The following consent items were adopted:

- 5.1. Permit Applications Summary Report
- 5.2. Approval of Board of Directors Minutes – September 5, 2024
- 5.3. Approved August 15, 2024 Budget and Administration Committee Minutes – for receipt only
- 5.4 Two Email Correspondence with respect to the Ancaster Well, Labeled a and b
- 5.5 Correspondence shared at the September 5, 2024 Board of Directors Meeting – Presentation handouts, labeled a to d
- 5.6 One Email Correspondence with respect to the minutes of September 5, 2024 Board of Director's Meeting

6. Foundation Briefing

Graham Reid, Vice Chair of the Foundation, reported The Foundation received a total of **\$22,945** in new donations from September 1st to September 30th 2024. This includes:

- **\$5,025** to the Dundas Valley Conservation Area Fund
- **\$4,547** to the Trail Development Fund
- **\$4,222** to the Area of Greatest Need Fund
- **\$3,070** to the Environmental Education Fund

- And **\$6,081** that was directed to various projects including the Stewardship Fund, Dundas Valley Trails and Tribute Trees.

This brings the Foundation's fiscal year-to-date fundraising total to **\$793,511** which is 98% of the annual goal. The Foundation has embarked on new strategic planning process with the board recently participating in a kick off workshop. The plan should be finalized by the end of the year; highlights will be shared with the HCA board.

BD12, 3397

MOVED BY: Lisa DiCesare
SECONDED BY: Brian McHattie

THAT the Foundation Briefing be received.

CARRIED

7. Member Briefing

7.1. New Saltfleet Conservation Area Video

Scott Peck presented the video, indicating that it, along with a fact sheet and background sheet on the project, is available on the HCA website. It was noted that area politicians, including the Mayor of Hamilton, City Manager of Hamilton and MPP Sandy Shaw have been given tours of the wetland and additional tours are being scheduled. Member's questions were answered.

BD12, 3398

MOVED BY: Susan Fielding
SECONDED BY: Lisa DiCesare

THAT the Member Briefing regarding the Saltfleet Conservation Area Video be received.

CARRIED

7.2. 2025- 2029 Strategic Plan

Lisa Burnside provided an overview of the public version of the HCA's 2025 – 2029 Strategic Plan. She noted that marketing has prepared a social media campaign to share the new plan on the HCA website and social media platforms, and that the plan will also be sent out via our newsletter to our membership pass holders and foundation donors. Additionally, it will be distributed to key stakeholders such as our participating municipalities and local MPPs and other conservation authorities. Staff will continue to prepare annual reports to document our success and progress.

In response to a question raised by Councillor Alex Wilson, Lisa indicated Board members will continue to be engaged with the goals and objectives of the Strategic Plan through their input of yearly initiatives. She noted that for 2025, the year-one priorities were approved at the June Board meeting.

BD12, 3399

**MOVED BY: Lisa DiCesare
SECONDED BY: Wayne Terryberry**

**THAT the Member Briefing regarding the 2025 – 2029
Strategic Plan be received.**

CARRIED

8. Business Arising from the Minutes

There was none.

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

9.1. Budget & Administration Committee – September 26, 2024
(Recommendations)

9.1.1 BA 2427 Draft 2025 Operating and Capital Budgets

Susan Fielding brought forward the staff report. She provided a summary noting the following:

- a balanced budget that reflects a continuation of all programs and services and also addresses capacity building and investing in staff in order to achieve priorities of HCA's new Strategic Plan
- forecasting total spending of \$21.8 million. This includes \$17.7 million for operations and \$4.1 million for capital projects
- operating budget contains a 3% increase to municipal levy, modest use of reserves, some contributions from the Province and is balanced through use of \$1.56M in self-generated revenues from our conservation areas
- capital budget, which includes major maintenance to HCA's infrastructure and new projects, will be achieved through the \$2 million block funding from the City of Hamilton and \$2.1M use of reserves for the creation of the second wetland at Saltfleet, and renovations to the main office to accommodate additional staff

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

Councillor Alex Wilson requested clarification on securing additional land and how funds could be set aside in the budget. Lisa Burnside indicated that staff will be reviewing the Land Securement Strategy and priority lands along with funding strategies as part of the Year 1 initiatives in the new strategic plan. She indicated any potential acquisitions would be brought to the Board for their approval.

The question regarding funding for land acquisition was further discussed. Lisa Burnside reviewed the Program and Services' categories, indicating that buying land is not a mandatory program and service as defined by the province. Land acquisition falls under Category 3, programs/services that the Board deems desirable; funding for this category is noted as being self generated. It would require consultation and agreement with the City for any special levy request to use municipal funding. She indicated there are other potential funding sources such as HCA Foundation, grants and use of self generated revenue, that HCA has successfully utilized in the last number of years to acquire land.

BD12 3400 **MOVED BY: Susan Fielding**
SECONDED BY: Craig Cassar

THAT the Budget & Administration Committee recommend to the Board of Directors:

THAT the 2025 Draft Operating Budget, as presented, be endorsed for approval and;

THAT the 2025 Draft Capital Budget, as presented, be endorsed for approval

CARRIED

9.1.2 BA2428 Multi-year Budgeting Approach for 2026

As part of discussion on the 2025 Budget, the Budget and Administration Committee passed a motion to discuss multi-year budgeting as part of the 2026 budget process which aligns to the new Strategic Plan Priorities; these will be raised at an upcoming Budget and Administration Committee Meeting.

BD12 3401 **MOVED BY: Susan Fielding**
SECONDED BY: Wayne Terryberry

THAT HCA staff develop an approach for multi-year budgeting as part of the 2026 budget process, which aligns to the new Strategic Plan Priorities; and further

THAT this return to an upcoming B&A meeting for review as an agenda item.

CARRIED

There weren't any reports from the Conservation Advisory Board.

10. Other Staff Reports/Memoranda

10.1. Valens Lookout Tower Tender Results

Matt Hall brought forward the staff report and answered members' questions.

BD12 3402

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

THAT the construction tender for the Valens Lake C.A. Lookout Platform Replacement Project, be awarded to Three Seasons Landscape Group Inc. for a total cost of \$203,343.50 which includes a contingency sum and HST.

CARRIED

10.2. Watershed Conditions Report

Scott Peck presented a summary of the memorandum, highlighting that both Christie and Valens' reservoirs are below summer levels.

BD12, 3403

**MOVED BY: Lisa DiCesare
SECONDED BY: Maureen Wilson
THAT the memorandum entitled Watershed Conditions Report be received.**

CARRIED

10.3. Conservation Areas Experiences Update

Liam Fletcher provided a summary of the memorandum and answered the members' questions. He indicated that Fifty Point, after undergoing the CleanMarine Audit, has been awarded Diamond Elite rating, which is the highest level of achievement. The program sets out best practices to reduce and prevent water, air and land pollution from recreational boating activities in Ontario.

BD12, 3404

**MOVED BY: Susan Fielding
SECONDED BY: Craig Cassar**

THAT the memorandum entitled Conservation Areas Experiences Update be received.

CARRIED

11. New Business

There was none.

12. In-Camera Items


There was none.

13. Next Meeting

The next meeting of the Board of Directors will be held on Thursday, November 7, 2024 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