

The Chair requested any additions or deletions to the agenda. Lisa Burnside advised of an in-camera item regarding a legal matter to be added as item 13.1.

BD12, 3141

**MOVED BY: Maria Topalovic
SECONDED BY: Jim Cimba**

THAT the agenda be approved, as amended.

CARRIED

4. Cheque Presentation

4.1. Friends of Westfield Heritage Village Cheque Presentation

Jeremy Schofield, President of the Friends of Westfield Heritage Village, shared with the members that they are a group of volunteers dedicated to the support of the Westfield Heritage Village, primarily through fundraising. Fundraising is done through proceeds generated by the gift shop, individual donations, donations to the Foundation, as well as other fundraising campaigns. He also highlighted projects the Friends have been a part of in recent years. Last year's fundraising campaign focussed on the restoration of the T&HB locomotive. Jeremy then presented HCA with a cheque for \$49,835, representing the funds raised in 2021 and 2022. The members thanked the Friends of Westfield for the efforts.

5. Delegations

There were none.

6. Consent Items for Applications, Minutes and Correspondence

The following consent items were adopted:

- 6.1. Applications – Development, Interference with Wetlands, Alterations to Shorelines and Watercourses
- 6.2. Approval of Board of Directors Minutes – January 5, 2023
- 6.3. Email from Lorraine Hannaford – January 18, 2023

Item 6.3 was brought out of the consent agenda to pose questions to staff. Staff advised they have responded to the sender of the email to discuss the winter maintenance program and options for parking. Winter maintenance focuses on providing safe access in our areas.

7. Foundation Briefing

Jennifer Stebbing advised the Foundation received a total of **\$35,640** in donations from January 1st to January 31st 2023. They break down as follows:

- \$20,000 from the Greenbelt Foundation towards the Saltfleet Wetland construction
- \$5,740 to the Dundas Valley Trails Fund, which included a \$5,000 donation from the Rotary Club of Ancaster A.M. from their Autumn Stroll event and the remainder as donations included with registrations for the upcoming Sulphur Springs Trail Race
- \$3,100 in Lottery Revenue from the Friends of Westfield Raffle
- \$3,000 to dedicate a bench at Christie Lake

The remaining \$3,800 was directed to various projects, including the General Fund, Land Securement Fund and Dundas Valley CA Fund. This brings the fiscal year-to-date fundraising total to **\$102,286**, which puts us 65% ahead of the same time last year, a trend we hope continues through the year.

Fundraising efforts for this year will again focus on fully funding the Environmental Education Program, funding future work at Saltfleet Conservation Area, as well as other projects identified through HCA master plans. The Foundation will also be putting resources toward the Education endowment and legacy giving.

BD12, 3142

**MOVED BY: Jim Cimba
SECONDED BY: Dan Bowman**

THAT the Foundation Briefing be received.

CARRIED

8. Member Briefing

There was none.

9. Business Arising from the Minutes

9.1. Follow up on Board direction/motion re: Natural Heritage Offsetting Guidelines

Scott Peck presented a summary of the report and answered the members' questions.

HCA consulted with Toronto and Region Conservation Authority and Lake Simcoe Region Conservation Authority to obtain their understanding of the process involved in resolving disputed offsetting agreements.

BD12, 3143

**MOVED BY: Jim Cimba
SECONDED BY: Cynthia Janzen**

THAT the Board of Directors approve the HCA “Natural Heritage Offsetting Guidelines” document dated February 2, 2023 that address issues associated with Ministerial Zoning Orders and other Provincially and Municipally led environmental assessment projects.

CARRIED

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

There were none.

11. Other Staff Reports/Memoranda

11.1. Records Management Reserve Fund Request for Archive Assistant

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

HCA's internal Records Management Committee has developed a Collection Policy that outlines eligibility criteria for materials to be included in the archive. The policy was sent to the McMaster Archive for input and advice. In addition, HCA's draft records retention schedule is currently undergoing legal review. When finalized and approved, it will also identify records for archival preservation. These two key documents will guide staff in our decision making.

BD12, 3144

**MOVED BY: Dan Bowman
SECONDED BY: Matt Francis**

THAT staff be permitted to withdraw funds from the records management reserve, up to a maximum of \$50,000.00, to fund a one-year internship to assist with the HCA Archive Revitalization Project.

CARRIED

11.2. Initiation of new HCA Strategic Plan

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

There was discussion regarding involvement of the Board of Directors in the development of the strategic plan. As part of the process, there will be initial engagement to gain insights on our challenges and future strategic direction and there will also be opportunities later in the process to review and provide input into the development of strategic objectives and priorities.

Clarification was sought regarding watershed stakeholders with staff direction to ensure engagement with indigenous partners.

BD12, 3145

**MOVED BY: Maria Topalovic
SECONDED BY: Craig Cassar**

WHEREAS the HCA believes that the presence of the strategic plan provides valuable direction to the organization;

WHEREAS recent provincial legislation changes stemming from Bill 229 and 23 are still in process causing uncertainty in several jurisdictional areas leading to the need for more collaborative effort with our municipalities for Category 1, Category 2 and Category 3 programs and services and require the next Strategic Plan to be built on a full understanding of the new landscape to function as a real source of valuable input to the budget process and divisional workplans;

WHEREAS the existing strategic plan has a current end date of December 31st, 2023;

THEREFORE, BE IT RESOLVED

THAT the staff be authorized to extend the use of the existing Strategic Plan for one additional year until December 31st, 2024; and further

THAT staff be authorized to initiate the new strategic planning process for the period of 2025 – 2029 beginning this Spring; and further to that end

THAT a staff steering committee be put in place, comprised of the CAO, Deputy CAO and other staff from

across the organization as determined by the CAO; and further

THAT the Committee report back to the full Board with a draft strategic plan for approval by end of June 2024 which provides sufficient time to appropriately influence the creation of the Fiscal 2025 Capital and Operating Plans.

CARRIED

11.3. HCA Corporate Climate Change Strategy

Scott Peck provided an introduction and brief history on the HCA Corporate Climate Change Strategy. Fionnula presented an overview of the strategy, noting the focus is on HCA's operations, environment and natural heritage, experience, education and awareness, and partnerships, and includes actions for mitigation and adaption proposed under each main focus area. Fionnula answered a number of questions on the strategy and its priorities. Scott Peck spoke to the community benefit of HCA's land holdings in contributing to climate change mitigation and adaptation.

BD12, 3146

**MOVED BY: Maria Topalovic
SECONDED BY: Craig Cassar**

THAT the HCA Corporate Climate Change Strategy be approved as detailed in the report titled "HCA Corporate Climate Change Strategy", dated February 2, 2023;

THAT staff be directed to report on the progress on 2023 program initiatives noted by year end; and further

THAT staff be directed to develop work priorities and identify funding streams and 2024 budget allocations for Board approval by July of 2023.

CARRIED

11.4. Watershed Conditions Report

Jonathan Bastien presented a summary of the memorandum, highlighting no significant changes to the watershed conditions as outlined in the report.

BD12, 3147

**MOVED BY: Dan Bowman
SECONDED BY: Maria Topalovic**

THAT the memorandum entitled Watershed Conditions Report be received.

CARRIED

11.5. Conservation Areas Experiences Update

Gord Costie provided a summary of the memorandum and answered the members' questions. The members congratulated staff on the opening of the Valens Lake cabins.

BD12, 3148

**MOVED BY: Jim Cimba
SECONDED BY: Alex Wilson**

THAT the memorandum entitled Conservation Areas Experiences Update be received.

CARRIED

12. New Business

There was none.

13. In-Camera Items

BD12, 3149

**MOVED BY: Cynthia Janzen
SECONDED BY: Dan Bowman**

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

CARRIED

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

13.1. Confidential Report – BD/Feb 01-2023

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

BD12, 3150

MOVED BY: Dan Bowman

SECONDED BY: Matt Francis

THAT the confidential verbal update entitled BD/Feb 01-2023 be received and remain in camera.

CARRIED

BD12, 3151

**MOVED BY: Jim Cimba
SECONDED BY: Maria Topalovic**

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

CARRIED

14. Next Meeting

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

15. Adjournment

On motion, the meeting adjourned.



Scott Fleming
Secretary-Treasurer