



Conservation Advisory Board Meeting Agenda

Thursday February 27, 2025

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Notice of Meeting
Conservation Advisory Board
Thursday, February 27, 2025
4:00 p.m.

This will be a fully virtual meeting using the WebEx platform.

All hybrid meetings can be viewed live on HCA's You Tube Channel:
<https://www.youtube.com/user/HamiltonConservation>

1. **Welcome** – Wayne Terryberry
2. **Declaration of Conflict of Interest** – Wayne Terryberry
3. **Approval of Agenda** – Wayne Terryberry
4. **Delegations**
5. **Election of Vice-Chair** – Wayne Terryberry
6. **Member Briefing**
7. **Chair's Report on Board of Directors Actions** – Wayne Terryberry
 - 7.1. CA2431 Hamilton Conservation Authority Shoreline Management Plan
 - 7.2. CA2432 Hamilton Conservation Authority Floodplain Mapping Projects
8. **Approval of Minutes of Previous Meeting**
 - 8.1. Minutes – Conservation Advisory Board (December 12, 2024) – Wayne Terryberry

9. Business Arising from the Minutes

10. Staff Reports/Memorandums

Reports for Recommendation

- | | | |
|--|--------------------|---------|
| 10.1. Westfield Artifact Accessions for 2024 | – Peter Lloyd | Page 7 |
| 10.2. HCA Open Data Portal | – Jaime Tellier | Page 9 |
| 10.3. Expansion of Check out the Great Outdoors Library Program to First Nations | – Lindsay Davidson | Page 17 |

Memorandums to be Received

- | | | |
|--|-----------------|---------|
| 10.4 Accessibility Initiative Re: Easter Seals Canada – Access 2 Program | – Liam Fletcher | Page 21 |
| 10.5 Verbal Update – HCA Visitor Attendance | – Brandon Good | |

11. New Business

12. Next Meeting – Thursday, April 10, 2025 at 4:00 p.m.

13. Adjournment

HAMILTON CONSERVATION AUTHORITY

Conservation Advisory Board

MINUTES

December 12, 2024

Minutes of the Conservation Advisory Board meeting held on Thursday, December 12, 2024 at 4:00 p.m., held by video conference and livestreamed on YouTube.

PRESENT:

Wayne Terryberry – in the Chair	
Elise Copps	Tyler Cunningham
Natalie Faught	Jamie Freeman
Haley McRae	Sherry O'Connor
Cortney Oliver	Noah Stegman

Brad Clark – Ex-Officio
Susan Fielding – Ex-Officio

REGRETS: **Brian McHattie**

STAFF PRESENT: **Jonathan Bastien, Lisa Burnside, Gord Costie, Marlene Ferreira, Cherish Gamble, Brandon Good, Matt Hall, Amanda Martin, Jeff Stock, Mike Stone, Jaime Tellier, and Sandra Winninger**

OTHERS: **None**

1. Welcome

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

2. Declaration of Conflict of Interest

The Chair asked members to declare any conflicts under the HCA Administrative By-law. There were none.

3. Approval of Agenda

The Chair requested any additions or deletions to the agenda.

**CA2427 MOVED BY: Natalie Faught
 SECONDED BY: Jamie Freeman**

THAT the agenda be approved.

CARRIED

4. Delegations

There were none.

5. Member Briefing

5.1. Watershed Stewardship Awards and 30th Anniversary Presentation

Mike Stone, Jeff Stock and Cherish Gamble shared a slide show with the members highlighting the 30-year history of the program. Additionally, two videos were shared of work completed by Stewardship staff in conjunction with private landowners to restore natural features and watershed function on their lands. It was noted that this was produced and shown as part of the Watershed Steward Appreciation Day Awards, held on October 5th at Fifty Point Conservation Area.

**CA2428 MOVED BY: Cortney Oliver
 SECONDED BY: Jamie Freeman**

THAT the Member Briefing be received.

CARRIED

5.2 2024 CaPSS Project Highlights

Matthew Hall provided an overview of the capital projects completed in 2024. The projects included partial replacement of the boardwalk along the Lafarge Trail, corrosion abatement of the East slide tower at Wild Waterworks, new wayfinding signs at the Eramosa Karst and improving an existing accessible pathway to the beach at Christie Lake. Also discussed was the master and management plans in progress as well as the Asset Management Plan.

**CA2429 MOVED BY: Noah Stegman
 SECONDED BY: Elise Copps**

THAT the Member Briefing be received.

CARRIED

6. Chairman's Report on Board of Directors Actions

The Chair noted the following items were approved by the Board of Directors at the meeting held on December 5, 2024.

- | | |
|---------|--|
| CA 2422 | HCA Conservation Areas Strategy pursuant to Ontario Regulation 686/21 |
| CA 2423 | HCA Watershed-based Resource Management Strategy pursuant to Ontario Regulation 686/21 |
| CA 2424 | HCA Land Inventory Strategy pursuant to Ontario Regulation 686/21 |

7. Approval of Minutes of Previous Meeting

7.1. Minutes – Conservation Advisory Board (October 10, 2024)

CA 2430 **MOVED BY: Noah Stegman**
 SECONDED BY: Jamie Freeman

THAT the minutes of the October 10, 2024 Conservation Advisory Board meeting be approved.

CARRIED

8. Business Arising from the Minutes

There was none.

9. Staff Reports/Memorandums

9.1. Hamilton Conservation Authority Shoreline Management Plan

Mike Stone brought forward the staff report, indicating that the Hamilton Conservation Authority regulates approximately 42 km of Lake Ontario shoreline. The key findings and recommendations of the plan were reviewed and it was noted that the draft plan has been out for public and stakeholder consultation since the Conservation Advisory Board approved the draft plan.

The finalization of the plan will allow hazard mapping to be updated as well as assist the HCA in administering its regulation of development on the shoreline.

**CA 2431 MOVED BY: Tyler Cunningham
 SECONDED BY: Elise Copps**

THAT the Conservation Advisory Board recommends to the Board of Directors:

THAT the Board of Directors adopt the Hamilton Conservation Authority Shoreline Management Plan.

CARRIED

9.2. Hamilton Conservation Authority Floodplain Mapping Projects

Jonathan Bastien brought forward the staff report, highlighting the three study areas: Stoney and Battlefield Creek; Stoney Creek and Numbered Watercourses and Redhill Creek. The mapping provides the HCA with updated flood hazard mapping based on the latest technical information and data to inform planning and permitting decision making.

**CA 2432 MOVED BY: Natalie Faught
 SECONDED BY: Noah Stegman**

THAT the Conservation Advisory Board recommends to the Board of Directors:

THAT the Board of Directors adopt the final versions of the flood plain mapping for the following watercourses:

- **Stoney Creek & Battlefield Creek**
- **Stoney Creek Numbered Watercourses**
- **Redhill Creek**

CARRIED

10. New Business

There was none.

11. Next Meeting

The next meeting of the CAB is scheduled for Thursday, February 13, 2025 at 4:00 p.m., at the HCA Main Administration Office – Woodend Auditorium.

12. Adjournment

On motion, the meeting was adjourned.

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Report

TO: Conservation Advisory Board

FROM: Lisa Burnside, Chief Administrative Officer (CAO)

RECOMMENDED BY: Gord Costie, Director Conservation Area Services

PREPARED BY: Rondalyn Brown, Manager, Westfield Heritage Village
Peter Lloyd, Collections Officer, Westfield Heritage Village

MEETING DATE: February 27, 2025

RE: Westfield Artifact Accessions for 2024

STAFF RECOMMENDATION

THAT the Conservation Advisory Board recommends to the Board of Directors:

THAT the Westfield 2024 Artifact Accessions List be accepted as the artifacts to be added to the Westfield Heritage Village Conservation Area and the Hamilton Conservation Authority collection.

BACKGROUND & PURPOSE

Westfield is a living history museum dedicated to the collection, preservation and presentation of objects associated with the cultural and natural history of this area. Westfield maintains an artifact and archival collection consisting of more than 25,000 objects reflecting the social, cultural and material history of the area. The museum is committed to managing this collection according to current professional standards for acquisition, preservation, documentation, research, deaccession and use of the artifact collection.

Objects acquired for the collection will be consistent with the mandate, goals and priorities of the site. Objects collected will normally represent the types of material goods that would have been locally manufactured, routinely available or the product of local activity in Southern Ontario from the period 1790-1925. They must be in a condition suitable for display or research.

The purpose of this report is to bring forward items to add to the artifact collection as detailed by staff below.

STAFF COMMENT

Westfield staff is diligent about adhering to the very important collections management and provincial museum standards to ensure the HCA is managing the artifact collection in a professional manner.

Westfield 2024 Artifact Accessions List

The following items are recommended to be accepted into the Westfield Heritage Village Conservation Area permanent artifact collection in 2024.

- Wooden cradle, (1796)
- Canopy Bed, early 1800's
- Stanley 55 wood plane kit
- Medicine spoon, silver
- Group of 2 portable chalk board easels
- Group of 4 Rockton World's Fair guides, 1902-1920

STRATEGIC PLAN LINKAGE

The initiative refers directly to the HCA Strategic Plan 2025 - 2029:

- **Strategic Priority Area – Connecting People to Nature**
 - Initiatives – Strengthen and continue to deliver environmental and cultural heritage education and outreach programs that connect people to nature and foster conservation

AGENCY COMMENTS

Not applicable.

LEGAL/FINANCIAL IMPLICATIONS

HCA assumes liability and responsibility for the appropriate and professional management of the Westfield Heritage Village artifact collection.

CONCLUSIONS

These measures will help manage the Westfield Heritage Village Conservation Area artifact collection and will preserve important pieces of local history for the community.

Report

TO: Conservation Advisory Board

FROM: Lisa Burnside, Chief Administrative Officer (CAO)

RECOMMENDED BY: Scott Peck, Deputy CAO / Director, Watershed Management Services

PREPARED BY: Jaime Tellier, Senior Manager, Central Support Services

MEETING DATE: February 27, 2025

RE: HCA Open Data Portal

STAFF RECOMMENDATION

THAT the Conservation Advisory Board recommends to the Board of Directors:

THAT the platform for HCA's Open Data Portal and initial datasets for publication, as outlined in this report dated February 27, 2025, be approved.

BACKGROUND & PURPOSE

As part of HCA's commitment to stay at the forefront of technological innovation and ensure that our data and documentation are accessible and efficiently managed, HCA committed to investigating the technical requirements for implementing an open data program.

'Open Data' is data and information that is free to access, use and share, generally through an open licence and with limited restrictions. It is an increasingly common practice among Conservation Authorities, and across the public sector more generally, to provide free public access to the data and information we produce, store, manage and/or maintain.

Moving toward an Open Data program modernizes HCA's approach to how data is managed and provided to the public and aligns HCA with other Conservation Authority and public agency data and information management practices. Some of the benefits that have been identified as being associated with an open data policy include increased transparency and accountability, promoting equality, engaging the public, and

supporting research and innovation. An Open Data program also results in time savings and efficiencies for staff who are responsible for responding to data requests.

The purpose of this report is to provide an overview of HCA's proposed open data platform and recommend initial datasets for publication on the portal.

STAFF COMMENT

Open Data Portal

Conservation Ontario created an Open Data Working Group (ODWG), consisting of representatives from Conservation Authorities with well established open data programs, to generate resources for and support other Conservation Authorities looking to launch open data portals.

Through the ODWG it was found that most Conservation Authorities employ ArcGIS Online (AGOL) to host their open data portals. This is particularly efficient as 35 of 36 Conservation Authorities, including HCA, are part of an enterprise agreement with ESRI ArcGIS and as such are already well-positioned to utilize their online platform. Based on these findings, HCA is also proposing to use the AGOL platform for our open data portal.

The portal will have a direct URL address accessible from HCA's website and will also be cross promoted from Conservation Ontario's Open Data Hub. The Hub is a centralized website providing links to all current Conservation Authority open data portals. To date, there are 11 other Conservation Authorities with open data portals connected to the Hub.

HCA's datasets will be keyword searchable and listed under the following categories to be consistent with Conservation Ontario and other participating Conservation Authorities:

- Aquatics
- Basemaps & Imagery
- Boundaries
- Conservation Lands
- Elevations
- Flood Forecasting and Warning
- Groundwater
- Hydrology
- Infrastructure
- Monitoring and Reporting
- Natural Hazards
- Natural Heritage
- Planning and Regulations
- Source Water Protection

Initial Datasets for Publication

An internal working group, consisting of Ecology, Engineering, Planning and Regulations, GIS, and Records Management staff, completed a review of all HCA datasets and have selected twenty-three datasets for initial publication to the HCA portal. **See Appendix A.** The datasets were evaluated based on:

- availability on other open data platforms,
- sensitivity/complexity of the data,
- frequency with which the data are requested, and
- ease of independent use.

Additional datasets will be considered for the portal in the future, however, these will undergo detailed assessments of the suitability of the data prior to publication. The internal working group will be responsible for determining the suitability of any future datasets for publication.

The Open Data Portal is proposed to launch on May 1st. The initial publication will be promoted on HCA's website and social media channels to share the availability of this new service to the public and partner agencies.

It is important to note that HCA's existing regulated area online mapping tool will remain as a separate webpage and online screening tool and will continue to be supported by HCA. This tool allows the public to view an approximation of the extent of HCA's regulated area under Ontario Regulation 41/24, as it relates to individual properties and key natural features, such as watercourses, wetlands, and the Lake Ontario shoreline.

Metadata Portal

In addition to the proposed Open Data Portal, HCA has also begun using an online Metadata Portal, created and maintained by Central Lake Ontario Conservation Authority. This portal allows for straightforward publication of standardized metadata for each HCA dataset published to our portal, providing critical information to data users. Metadata is information about a given dataset. It typically includes information about the data source, quality, content and other characteristics.

The portal also allows for unpublished datasets to be listed on the metadata portal, where the public can search/find information about other datasets HCA maintains and can then contact HCA to request the data. This method can be used for complex datasets that require an opportunity for staff to engage with the requestor to provide guidance with regard to the complexity of the data and discuss intended uses.

STRATEGIC PLAN LINKAGE

The initiative refers directly to the HCA Strategic Plan 2025 - 2029:

- **Strategic Priority Area – Organizational Excellence**
 - Initiative – Identify and further invest in technology that improves security measures, business processes, optimises workflows, and facilitates broader access to open data resources.

AGENCY COMMENTS

HCA's open data portal has been developed with assistance from Conservation Ontario as part of its efforts to support Conservation Authorities as they engage in providing open data services. HCA's portal is designed to be consistent with and seamlessly integrate with Conservation Ontario's Open Data Hub.

LEGAL/FINANCIAL IMPLICATIONS

Conservation Ontario's Open Data Working Group adapted a data licence agreement for use by any Conservation Authority hosting an open data portal. **See Appendix B.** Conservation Ontario and other Conservation Authorities currently employ this agreement. HCA intends to adopt this data licence agreement for our open data portal.

ArcGIS Online utilizes a credits system of payment for publishing that is based on the size of datasets being shared. Based on the initial datasets intended to be published when HCA's open data portal is first launched, the cost of ArcGIS credits will be approximately \$500.00 per year. However, Conservation Ontario often has surplus credits resulting from bulk licencing of ArcGIS for various Conservation Authorities, including HCA, and has offered that HCA can make use of the surplus credits for publishing and would only need to purchase credits should the surplus of credits ever significantly diminish.

CONCLUSIONS

HCA is poised to launch an open data portal that will modernize how our data is managed and shared with the public. The selected platform aligns with open data initiatives of Conservation Ontario and other Conservation Authorities. The portal will make key datasets readily available to the public with greater ease of access and terms of use. It will also result in efficiencies and time savings for staff. Completion of this task and its operationalization is a year-one initiative in HCA's new Strategic Plan.

Appendix A: Datasets for Publication to HCA Open Data Portal

Dataset	Hub Category
Bathymetry_Christie Lake	Elevation
Contours	Elevation
Contours 0.5m	Elevation
Contours 2007_Stoney Battlefield EA	Elevation
Dams	Flood Forecasting and Warning
Ecological Land Classification (Community Level)	Natural Heritage
Escarpment	Natural Heritage
Forest Cover	Natural Heritage
Managed Forest 2017	Natural Heritage
Monitoring Station_Engineering	Flood Forecasting and Warning
Monitoring Station_Groundwater	Groundwater
Monitoring Station_Historical (Hydrometeorological)	Flood Forecasting and Warning
Monitoring Station_Snow Course	Flood Forecasting and Warning
Monitoring Station_Water Quality (Hamilton Harbour Watershed)	Monitoring and Reporting
Subwatersheds_Main	Boundaries
Subwatersheds_Regulation	Boundaries
Subwatersheds_Source Water Protection	Source Water Protection
Trail Parking	Infrastructure
Trails_HCA	Infrastructure
Waterbody	Hydrology
Watercourse	Hydrology
Watersheds_Regulation	Boundaries
Watersheds_Source Water Protection	Source Water Protection

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Appendix B

Hamilton Conservation Authority (HCA) HCA Open Data Licence v1.0 ("Licence")



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Report

TO: Conservation Advisory Board

FROM: Lisa Burnside, Chief Administrative Officer (CAO)

RECOMMENDED BY: Scott Fleming, Director of Finance and Central Support Services

PREPARED BY: Lindsay Davidson, Assistant Manager, Marketing and Communications

MEETING DATE: February 27, 2025

RE: Expansion of the Check out the Great Outdoors Library program: First Nations

STAFF RECOMMENDATION:

THAT the Conservation Advisory Board recommends to the Board of Directors:

THAT HCA partner with First Nations libraries and community centres to deliver the *Check Out the Great Outdoors Library Program*.

BACKGROUND & PURPOSE

In 2022, with the approval of the Board of Directors, HCA introduced the *Check Out the Great Outdoors Library Program*. This initiative collaborates with local library systems to provide patrons with free access to HCA Conservation Areas through the Membership Pass.

The program began with the Hamilton Public Library and has since grown to include additional libraries serving the HCA watershed. Participating libraries now include:

- Hamilton Public Library,
- Grimsby Public Library,
- Wellington County Library,
- McMaster University Library,

- Redeemer University Library, and
- Mohawk College Library.

Members from these institutions can borrow HCA membership passes, granting them day-use entry through the gate system to HCA Conservation Areas, including Christie Lake, Valens Lake, Westfield Heritage Village, Dundas Valley, and Fifty Point.

The Program has been very well received by the participating institutions and their patrons. Demand for use of HCA passes at the Hamilton Public Library necessitated adjustments to the program to increase the number of passes provided and ensure that a percentage of passes were assigned to the express check out system.

The purpose of this report is to obtain approval from the Board of Directors to partner with local First Nations and Indigenous community centres to deliver the *Check Out the Great Outdoors* Library Program in these communities.

STAFF COMMENTS

Building on the success of the program, HCA is proposing to expand the library pass program to First Nations libraries and community centres. This expansion aims to strengthen relationships with First Nations communities while enhancing access to conservation areas in a meaningful and inclusive way.

Extending the program to First Nations Library Systems, including the Mississaugas of the Credit First Nation, Six Nations of the Grand River First Nation, and Hamilton Regional Indian Centre (HRIC), will help ensure broader community access to nature.

The Mississaugas of the Credit First Nation and Six Nations of the Grand River First Nation are key communities in this initiative. By providing passes, the program will offer individuals increased opportunities to connect with nature, which is culturally very significant to their community.

Additionally, the Hamilton Regional Indian Centre (HRIC), located downtown Hamilton, serves as an important resource hub for Indigenous individuals living in urban settings. Extending passes to HRIC will help bridge the gap between rural and urban Indigenous communities for equitable access to natural spaces to connect with nature.

By fostering inclusivity and accessibility, this expanded library program initiative supports individual health and well-being while strengthening connections between First Nations communities and the natural environment.

STRATEGIC PLAN LINKAGE

The initiative refers directly to the HCA Strategic Plan 2024 - 2029:

- **Strategic Priority Area – Connecting People to Nature**
 - Identify and support an inclusive and accessible range of programs and amenities in our conservation areas and managed lands to welcome visitors and enhance inclusivity
- **Strategic Priority Area – Organizational Excellence**
 - Increase our engagement with First Nations Peoples to learn about and incorporate traditional knowledge in stewardship and teachings on the Treaty and traditional lands within the HCA watershed

AGENCY COMMENTS

Staff have been in contact with the three library systems and all have confirmed their interest and support for this initiative.

LEGAL/FINANCIAL IMPLICATIONS

The Check Out the Great Outdoors Program is administered through Memorandums of Agreement between HCA and each lending institution that outline the terms of the initiative and establishing a three-year renewal cycle.

There are no financial implications for this initiative as any costs are accounted for in standard operating costs.

CONCLUSIONS

Expanding the *Check out the Great Outdoors Program* to First Nations Library and community centres is an important step in advancing HCA's commitments to increasing our engagement with First Nations Peoples and connecting people to nature.

By continuing to adapt and grow this initiative, HCA is fostering greater inclusivity, providing opportunities for engagement with nature, and supporting First Nations communities.

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Memorandum

TO: Conservation Advisory Board

FROM: Lisa Burnside, Chief Administrative Officer (CAO)

RECOMMENDED BY: Gord Costie, Director of Conservation Area Services

PREPARED BY: Liam Fletcher, Senior Manager, Conservation Area Services – East

MEETING DATE: February 27, 2025

RE: Accessibility Initiative re: Easter Seals Canada – Access 2 Program

BACKGROUND & PURPOSE

In 2024, an internal staff review was conducted to clarify and streamline access protocols for support persons for persons with disabilities attending Wild Waterworks. Our findings led staff to explore new opportunities with existing groups that focus on removing barriers and improving access for persons with disabilities who require support persons to be present with them on-site. The purpose of this memorandum is to inform CAB and the Board of Directors regarding the Easter Seals Canada - Access 2 program and the pilot project be undertaken at Wild Waterworks.

STAFF COMMENTS

To foster new partnerships and enhance our level of service for those with disabilities, HCA opted to join the Easter Seals Canada - Access 2 program. This program helps to ensure that entertainment, cultural and recreational opportunities are more available and accessible to all. The Access 2 program has over 500 participating partners and venues and is a program that has grown to reach over 100,000 Canadians living with disabilities.

It was determined that Wild Waterworks will join the Access 2 Program for a period of one year as a pilot project. The aim is to improve access to persons with disabilities and enhance HCA initiatives relating to diversity, equity and inclusion.

This partnership provides a cost-effective solution for persons with permanent disability and their support persons to access Wild Waterworks. Persons with disabilities will be

charged the correct fee as stated in HCA's approved fee schedule, however, all support persons who are present with a member of the Access 2 program will enter free of charge.

Following the first year of participation, staff will conduct a comprehensive review to evaluate the success of the program and partnership and consider expanding participation in Access 2 to include all other HCA conservation areas in 2026.

Support persons are currently granted free access to all HCA Conservation Areas and Wild Waterworks as a standard practice. However, this has not been formally promoted through participation in the Access 2 Program.

Many local attractions such as Royal Botanical Gardens, Hamilton Waterfront Trust, and Battlefield House Museum & Park are partners. Neighbouring waterparks such as Bingemans and Great Wolf Lodge as well as other Conservation Authorities such as Toronto Region Conservation Authority and Credit Valley Conservation are also partners in the program.

STRATEGIC PLAN LINKAGE

The initiative refers directly to the HCA Strategic Plan 2025 - 2029:

- **Strategic Priority Area – Connecting people to nature**
 - Initiatives – Review access to welcome visitors and enhance inclusivity
- **Strategic Priority Area – Organizational excellence**
 - Initiatives – Program initiatives to enhance diversity, equity and inclusion

AGENCY COMMENTS – N/A

LEGAL/FINANCIAL IMPLICATIONS

This initiative aligns with and supports the Accessibility for Ontarians with Disabilities Act (AODA). There is no cost to HCA to partner with Easter Seals Canada. Admission fees for support persons are absorbed in standard operating costs.

CONCLUSIONS

This new partnership between the Easter Seals of Canada – Access 2 program and Wild Waterworks, will provide clarity for staff and streamline access for the involvement of support individuals for persons with disabilities while attending Wild Waterworks. It will serve as the pilot for expansion consideration to HCA conservation areas going forward.