Hamilton Region Conservation Authority

Minutes

Board of Directors Meeting

October 2, 2025

Minutes of the Board of Directors meeting held on Thursday, October 2, 2025 at 6:00 p.m., at the HCA main office, 838 Mineral Springs Road, in Ancaster, and livestreamed on YouTube.

PRESENT: **Susan Fielding – in the Chair**
Jeff Beattie **Craig Cassar**
Lisa DiCesare **Matt Francis**
Wayne Terryberry **Alex Wilson**
Maureen Wilson

Graham Reid – Foundation Vice Chair

REGRETS: **Brad Clark, Mike Spadafora**

STAFF PRESENT: **Nancy Arnold, Jonathan Bastien, Lisa Burnside, Gord Costie, Marlene Ferreira, Scott Fleming, Liam Fletcher, Ben Garvie, Brandon Good, Rob Gray, Matt Hall, Amanda Martin, Stacey McConnell, Scott Peck, Carissa Smith, Mike Stone, Jaime Tellier, Sandra Winninger**

OTHERS: **Paul Williams (Haudenosaunee Wildlife and Habitat Committee)**

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; there were none.

BD12, 3538 **MOVED BY: Craig Cassar**
SECONDED BY: Jeff Beattie

THAT the agenda be approved.

CARRIED

4. Delegations

There were none.

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 4, 2025

5.3. Approved – August 21, 2025 Budget & Administration Committee Minutes – for receipt only

6. Foundation Briefing

Graham Reid, Vice Chair of the Conservation Foundation, reported that between September 1st and 30th, the Foundation received $145,843 in donations. This brings the fiscal year-to-date fundraising total to $989,805, and that the Foundation has officially surpassed the original fundraising goal of $847,300. This is in large part due the securement of a new major gift commitment of $200,000 from the RBC Foundation in support of the Saltfleet Wetland Restoration Project. The first installment of $100,000 was received in September, and a formal gift announcement will be shared publicly soon.

BD12, 3539 **MOVED BY: Wayne Terryberry**
SECONDED BY: Matt Francis

THAT the Foundation Briefing be received.

CARRIED

7. Member Briefing

There was none.

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 18, 2025 (Recommendations)

9.1.1. BA 2535 Draft 2026 Operating and Capital Budgets

Susan Fielding brought forward an overview of the staff report, followed by a presentation by Scott Fleming with key highlights as follows:

- The 2026 budget for HCA invests $20.7 million to protect natural spaces, enhance public accessibility and engagement opportunities and supporting environmental initiatives across the watershed.
- The operating budget contains a 3.3% increase to municipal levy, and is balanced in part by self-generated revenue, with $1.8 million coming from the conservation areas.
- The Capital budget, using the $2M block funding from the City of Hamilton, supports both major maintenance as well as special projects within the HCA. Additionally, $500k from HCA reserves will be used toward finalizing the design of the third wetland at Saltfleet.
- A key initiative in the HCA's Strategic Plan is land acquisition. This long-term project seeks to protect and expand natural areas, strengthen climate resilience and enhance green space across the watershed. To help reach this objective, a special funding request to the City of Hamilton for $500,000/year over a ten-year period is included in the 2026 budget. This money along with 10% of revenues from HCA's Annual Membership Pass sales, and support from our Foundation will be put towards the initiative.
- The draft budget once approved will be circulated to our two participating municipalities for any comments and returned to the HCA Board in December for final approval.

Councillor Beattie requested additional information on a planned project for Fifty Point Conservation Area, Phase 3 of the road construction. This item will be raised under New Business.

BD12, 3540 **MOVED BY: Susan Fielding**
SECONDED BY: Jeff Beattie

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

- **THAT the 2026 Draft Operating Budget, as presented, be endorsed for approval and;**

- **THAT the 2026 Draft Capital Budget, as presented, be endorsed for Approval**

CARRIED

9.1.2 BA 2536 External Audit Services – Request for Proposal Results

Susan Fielding brought forward the staff report indicating a Request For Proposal was circulated to secure external audit services for the next five-year term. KMPG LLP was recommended for appointment; as the lowest bid, and they demonstrated strong qualifications, extensive experience with conservation authorities and a comprehensive understanding of Public Sector Accounting Standards.
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BD12, 3541 **MOVED BY: Susan Fielding**
SECONDED BY: Alex Wilson

HCA the Budget & Administration Committee recommends to the Board of Directors:

THAT the contract for external audit services for the Hamilton Conservation Authority, Confederation Beach Park, and the Hamilton Conservation Foundation for the five-year period beginning with the year ending December 31, 2025, be awarded to KPMG LLP for a total cost of $341,330.00, exclusive of HST and further;

THAT the Hamilton Conservation Authority appoints KPMG as its auditors for the 2025 fiscal year.

CARRIED

10. Other Staff Reports/Memoranda

Reports to be Approved

10.1. Dundas Valley Study Area Master and Management Plans – Results of Request for Proposals for Consultant Services.

Madolyn Armstrong brought forward the staff report indicating that Request for Proposal was sent out to assist with staff with developing the Master and Management Plans for the conservation areas within the Dundas Valley study area. Staff are recommending that "thinc design" be awarded the contract based on their low bid in addition to their experience in developing master plans for natural areas similar to the Dundas Valley.

BD12, 3542 **MOVED BY: Craig Cassar**
SECONDED BY: Wayne Terryberry

THAT the consulting services for the development of new Master & Management Plans for the Dundas Valley Study Areas, be awarded to "thinc design" for a total cost of $164,510 (excluding HST, including $15,000 contingency).

CARRIED

10.2. Specific Agreement with the Haudenosaunee Wildlife and Habitat Committee

Gord Costie brought forward the staff report seeking approval for a three-year agreement between the Haudenosaunee Wildlife and Habitat Committee (HWHC) and the HCA, to continue to allow deer harvesting withing specific areas of the Dundas Valley. Paul Williams, a member of the HWHC, provided background information to Board Members on the agreement between the two groups as well as the importance of the deer harvest to the Haudenosaunee community.

BD12, 3543 **MOVED BY: Craig Cassar**
SECONDED BY: Wayne Terryberry

THAT the Board of Directors approve the attached agreement allowing for a deer harvest in an area of Dundas Valley Conservation Area identified as Schedule 'A', and generally bounded by Martin Road to the east, Jerseyville Road to the south, Paddy Green Road to the west, and Powerline Road to the north and; identified as Schedule 'B' and generally bounded by 50 metres into HCA lands between Weir's Lane to the east, the CN rail line to the

north, the lot line of private properties along the south and west only on weekdays excluding Fridays between November 3 and December 4, 2025, inclusive for 2025 and further,

THAT the agreement extends to 2026 and 2027 for the same locations only on weekdays excluding Fridays between November 2 to December 3, 2026 and November 1 to December 2, 2027 inclusive

CARRIED

10.3. Watershed Conditions Report

Jonathan Bastien presented a summary of the memorandum, noting that during the period of August 20th to September 23rd 2025, there weren't any significant watercourse flooding events, or significant watercourse water safety concerns, and, there wasn't any Lake Ontario shoreline flooding events.

BD12, 3544 **MOVED BY: Lisa DiCesare**
SECONDED BY: Alex Wilson

THAT the memorandum entitled Watershed Conditions Report be received.

CARRIED

10.4. Conservation Areas Experiences Update

Liam Fletcher provided a summary of the memorandum on various activities in our conservation areas this month.

BD12, 3545 **MOVED BY: Maureen Wilson**
SECONDED BY: Craig Cassar

THAT the memorandum entitled Conservation Areas Experiences Update be received.

CARRIED

11. New Business

Fifty Point Road Reconstruction

Jeff Beattie brought forward a resident issue at Fifty Point Conservation Area as a result of road reconstruction within the conservation area. Lisa Burnside indicated that the road reconstruction underway involves an internal roadway within Fifty Point adjacent to a residential area. Major capital projects are communicated through website alerts, with on-site signage added where appropriate. In this case, once a few resident inquiries were received, a full project information page was shared online. Staff are following up directly with residents that have contacted HCA and are also working collaboratively with the ward councillor's office to address any concerns. Preparation work is nearly complete, with paving anticipated near the end of October which will be much quieter. Recognizing the proximity of nearby residential development, staff will look for ways to further enhance communication for future projects and will coordinate with the councillor's office on next year's planned final phase of road work in the 2026 capital budget.

12. In-Camera Items

There was none.

13. Next Meeting

The next meeting of the Board of Directors will be held on Thursday, November 6, 2025 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