

Hamilton Region Conservation Authority

Minutes

Board of Directors Meeting

February 5, 2026

Minutes of the Board of Directors meeting held on Thursday, February 5, 2026 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
Elise Copps	Lisa DiCesare
Susan Fielding	Matt Francis
Wayne Terryberry	Alex Wilson
Maureen Wilson	

André Chabot – Foundation Chair

REGRETS: **Mike Spadafora**

STAFF PRESENT: **Lisa Burnside, Marlene Ferreira, Scott Fleming, Liam Fletcher, Rob Gray, Matt Hall, Stacey McConnell, Amanda Martin, Scott Peck, Mike Stone, Jaime Tellier, Thomas To, Sandra Winninger**

OTHERS: **Jo-Anne Rzadki, Tomasz Wiercioch**

1. Welcome

Lisa Burnside welcomed everyone to the meeting and read the HCA Land Acknowledgment. Jo-Anne Rzadki, Manager of Business Development & Partnerships for Conservation Ontario, was introduced and was appointed the Acting Chair for the purpose of the Election of Officers.

BD12, 3579

MOVED BY: Jeff Beattie
SECONDED BY: Matt Francis

THAT Jo-Anne Rzadki be appointed Acting Chair for the purpose of the Election of Officers.

CARRIED

2. Election of Officers

2.1 Election Procedures

Jo-Anne Rzaszki outlined the election procedures for members, indicating that nominations for each office would be called three times and should there be more than one nominee for each position, a vote by secret ballot would be held. Following this, all offices were declared vacant.

2.2 Appointment of Scrutineers

The scrutineers were appointed with the following motion:

BD12, 3580

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

THAT, if more than one person is nominated, Scott Peck and Matt Hall be appointed scrutineers; and further

THAT all voting ballots (AGM Election Procedure) be destroyed after the meeting is concluded.

CARRIED

2.3 Election of 2026 Board Chair

Jo-Anne Rzaszki called for nominations for the 2026 Chair of the Hamilton Conservation Authority.

**Nominated: Brad Clark
By – Mover: Lisa DiCesare**

Nominations were called twice more; no additional nominations were received. Brad Clark accepted the nomination and the election for the office of Chair of the HCA Board of Directors for 2026 was then closed and the position acclaimed with the following resolution:

BD12, 3581

**MOVED BY: Jeff Beattie
SECONDED BY: Matt Francis**

THAT Brad Clark be confirmed as Chair of the Hamilton Conservation Authority Board of Directors for 2026

CARRIED

2.4 Election of 2026 Board Vice Chair

Nominations were called for the 2026 Vice-Chair for the Hamilton Conservation Authority.

Nominated: Susan Fielding
By – Mover: Wayne Terryberry

Nominations were called twice more; no additional nominations were received. Susan Fielding accepted the nomination and the election for the office of Vice Chair of the HCA Board of Directors for 2026 was then closed and the position acclaimed with the following resolution:

BD12, 3582

MOVED BY: Lisa DiCesare
SECONDED BY: Jeff Beattie

THAT Susan Fielding be confirmed as Vice-Chair of the Hamilton Conservation Authority Board of Directors for 2026

CARRIED

2.5 Board Representatives to the Budget and Administration Committee

Jo-Anne Rzaszki advised that the Budget & Administration Committee requires up to three members from the Board of Directors, joining the Chair and Vice-Chair to sit on the Committee. Following the call for expressions of interest, Jo-Anne Rzaszki read the motion that declared members of 2026 Budget and Administration Committee:

BD12, 3583

MOVED BY: Brad Clark
SECONDED BY: Jeff Beattie

THAT Lisa DiCesare, Alex Wilson and Maureen Wilson be confirmed as members of the Budget & Administration Committee for 2026.

CARRIED

2.6 Board Representatives to the Conservation Advisory Board

Jo-Anne Rzaszki indicated that the Conservation Advisory Board would be appointed; up to three directors may sit as members of CAB. Interested members were asked to indicate their willingness to serve on the Board. The following resolution was read, indicating the members of the Conservation Advisory Board:

BD12, 3584

MOVED BY: Susan Fielding

SECONDED BY: Alex Wilson

THAT Elise Copps, Craig Cassar and Wayne Terryberry be confirmed as members of the Conservation Advisory Board for 2026.

CARRIED

2.7 Election of 2026 Chair to Conservation Advisory Board

Nominations for the 2026 Chair of the Conservation Advisory Board were held.

**Nominated: Wayne Terryberry
By – Mover: Brad Clark**

Nominations were called twice more. Having no further nominations, Jo-Anne Rzdaki asked Wayne Terryberry if he accept the nomination. The election for the office of Chair of the HCA Conservation Advisory Board for 2026 was then closed and the position acclaimed with the following resolution:

BD12, 3585

**MOVED BY: Susan Fielding
SECONDED BY: Elise Copps**

THAT Wayne Terryberry be confirmed as Chair of the Hamilton Conservation Authority Conservation Advisory Board for 2026

CARRIED

3. Call to Order

The Chair called the meeting to order and thanked Jo-Anne Rzdaki for assisting with the 2026 Annual General Meeting.

4. Declarations of Conflict of Interest

The Chair asked members to declare any conflicts under the Board's Governance Policy. There were none.

5. Approval of Agenda

The Chair requested any additions or deletions to the agenda. Lisa Burnside indicated that an addendum was circulated, that contained one item of correspondence received will be added to number 7, Consent Items for Applications, Minutes and Correspondence, and will appear under 7.4 on the agenda, labeled an.

BD12, 3586**MOVED BY: Elise Copps
SECONDED BY: Craig Cassar****THAT the agenda be approved, as amended.****CARRIED****6. Delegations**

There were none.

7. Consent Items for Applications, Minutes and Correspondence

The following consent items were adopted:

- 7.1. Permit Applications Summary Report
- 7.2. Approval of Board of Directors Minutes – December 4,, 2025
- 7.3. Approved – October 9, 2025 Conservation Advisory Board Minutes – for receipt only
- 7.4. Email Correspondence Regarding ERO, 025 -1257, Changes to the Conservation Authorities Act, labeled a to am.

8. Foundation Briefing

André Chabot reported that the Foundation has had a great start to the 2025/26 fiscal year with strong fundraising performance. Total donations for December 1, 2025 to January 31, 2026 is **\$243,402**, significantly higher than the **\$117,202** recorded in the same period last year. This growth is driven by the Foundation's successful fall and year end appeals, two major gifts from new donors, and expanding community partnerships. The Foundation is very pleased with this strong Q1 performance. As a reminder, Q4 and Q1 are historically the Foundation's highest-performing fundraising periods, driven by fall appeals and year-end giving. Q2 and Q3 tend to be quieter months; this early momentum is important to help carry the Foundation through the slower fundraising cycle.

Gift Highlights include:

1. **\$100,000** in support of Saltfleet from two donors:
 1. \$50,000 from Wawanesa Insurance, awarded through the Wawanesa Climate Champions: Local Grant program.

2. \$50,000 from an anonymous donor.
2. **\$40,000** from the Friends of Westfield for priority projects at Westfield.
3. **\$40,000** raised through our fall direct mail appeal, in support of outdoor education, trail development, land acquisition and greatest needs.
4. **\$20,000** gift from a former participant in HCA's landowner stewardship program.
5. **\$10,000** from the Hamilton Community Foundation in support of Transportation subsidies for the Outdoor Education Program in Dundas Valley.
6. **\$4,000** from the ScotiaMcLeod Share the Wealth Foundation, John Trim Group. John received a community builder award from Scotiabank for his volunteer work, including the Paris 2 Ancaster race. He donated his award to various charities, and we were honored to be selected as a recipient.

Looking Ahead to 2026: The fundraising priorities for the year will remain focused on:

1. Fully funding the Environmental Education Program with annual commitment up to \$125,000.
2. Securing funding for ongoing and future work done at Saltfleet Conservation Area.
3. Raising funds to support future land acquisition.
4. Continuing to support other projects outlined in the HCA master plans, in consultation with HCA staff.

The Foundation is optimistic about continuing this positive momentum and look forward to another successful year of partnership and support.

BD12, 3587

**MOVED BY: Matt Francis
SECONDED BY: Craig Cassar**

THAT the Foundation Briefing be received.

CARRIED

9. Member Briefing

There was none.

10. Business Arising from the Minutes

There was none.

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

- 11.1. Conservation Advisory Board – December 11, 2025
(Recommendations)

11.1.1 Ecological and Water Resources Monitoring Comprehensive Plan

Wayne Terryberry provided an overview of the staff report indicating the goal of the Plan is to integrate all of the current ecological monitoring programs: aquatic, terrestrial, water quality and the Natural Areas Inventory. Additionally, gaps in monitoring efforts will be addressed in order to provide a broader understanding of the health of the watershed.

BD12, 3588

**MOVED BY: Wayne Terryberry
SECONDED BY: Elise Copps**

THAT the Conservation Advisory Board recommend to the Board of Directors,

THAT the document titled “Hamilton Conservation Authority’s Ecological and Water Resource Monitoring Programs – A Comprehensive Plan for Program Development, Integration and Implementation November 2025”, be approved.

CARRIED

12. Other Staff Reports/Memoranda

Reports to be Approved

- 12.1. Hamilton Conservation Authority – Appointment of Officers under the Conservation Authorities Act

Liam Fletcher provided an overview of the report and answered members’ questions.

BD12, 3589

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

THAT the HCA Board of Directors appoint the staff identified in Attachment A as Officers under Section 30.1 of the *Conservation Authorities Act*, for the purposes of enforcing the *Conservation Authorities Act* and related

regulations, as well as the *Trespass to Property Act*, as more specifically identified in Attachment A.

CARRIED

12.2. 2026 Schedule of Meetings

Lisa Burnside provided an overview of the staff report and answered members' questions.

BD12, 3590

**MOVED BY: Alex Wilson
SECONDED BY: Elise Copps**

THAT the HCA Board of Directors' 2026 Meeting Schedule contained within this report be approved.

CARRIED

12.3. 2026 Voting Members for Conservation Ontario

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

BD12, 3591

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

THAT the following members be appointed to Conservation Ontario for 2026:

Designate: Chair

Alternate: Vice Chair

**Second Alternate: Chief Administrative Officer,
and further**

THAT Conservation Ontario be advised of these appointments.

CARRIED

12.4. Appointment of Auditors for 2026 Fiscal Year

Scott Fleming provided an overview of the staff report and answered members' questions.

BD12, 3592**MOVED BY: Susan Fielding
SECONDED BY: Wayne Terryberry****THAT the Hamilton Conservation Authority appoints
KPMG LLP as its auditors for the 2026 fiscal year.****CARRIED**Memorandums to be Received**12.5. Annual Reporting on CA Permit Review Timelines – January 1, 2025 to
December 31, 2025**

Mike Stone provided a summary of the staff report indicating that the HCA issued 92 Permits in 2025 and achieved a high level of compliance with the review timelines established under the CA Act as well as the guidelines suggested by Conservation Ontario.

BD12, 3593**MOVED BY: Ales Wilson
SECONDED BY: Elise Copps****THAT the memorandum entitled Annual Reporting on CA
Permit Review Timelines – January 1, 2025 to December
31, 2025 be received.****CARRIED****12.6. Watershed Conditions Report**

Scott Peck presented a summary of the memorandum, highlighting November 24, 2025, to January 23, 2026, there were no significant watercourse flooding events, and no Lake Ontario shoreline flooding events. However, three rain and snowmelt events warranted issuing messages and additional monitoring of watercourse conditions. As the season progresses towards spring, the water containment in the snow along with the ground conditions will be monitored for flood conditions.

BD12, 3594**MOVED BY: Craig Cassar
SECONDED BY: Matt Francis****THAT the memorandum entitled Watershed Conditions
Report be received.****CARRIED**

12.7. Conservation Areas Services Update

Liam Fletcher provided a summary of the memorandum indicating that the conservation areas will be open for winter activities during the Family Day weekend, including on-ice activities at Valens Lake Conservation Area.

BD12, 3595

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

THAT the memorandum entitled Conservation Areas Services Update be received.

CARRIED

13. New Business

There was none.

14. In-Camera Items

BD12, 3596

**MOVED BY: Wayne Terryberry
SECONDED BY: Jeff Beattie**

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

CARRIED

During the *in-camera* session, two land matters were discussed.

14.1. Confidential Report – BD/Feb 01-2026 (Land Matter)

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

BD12, 3597

**MOVED BY: Craig Cassar
SECONDED BY: Wayne Terryberry**

THAT Report BD/Feb 01-2026 be approved and remain in camera.

CARRIED

14.2 Confidential Report – BD/Feb 02-2026
(Land Matter)

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

BD12, 3598

MOVED BY: Susan Fielding
SECONDED BY: Alex Wilson

THAT Report BD/Feb 02-2026 be approved and remain in camera.

CARRIED

BD12, 3599

MOVED BY: Susan Fielding
SECONDED BY: Elise Copps

THAT the Board of Directors moves out of closed session.

15. Next Meeting

The next meeting of the Board of Directors will be held on Thursday, March 5, 2026 at 6:00 p.m. at the HCA Main Administration Office – Woodend Auditorium, 838 Mineral Springs Road, Ancaster, Ontario.

16. Adjournment

On motion, the meeting adjourned.



Scott Fleming
Secretary-Treasurer