



# **BOARD OF DIRECTORS**

May 7, 2026



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# Board of Directors Meeting

Thursday, May 7, 2026 at 6:00 p.m.

Hamilton Conservation Authority conducts meetings in a hybrid format: in-person and via WebEx platform.

All meetings can be viewed live on HCA's You Tube Channel:

<https://www.youtube.com/user/HamiltonConservation>

**1. Call to Order**

– Brad Clark

1.1. Land Acknowledgment

**2. Declarations of Conflict of Interest**

**3. Approval of Agenda**

**4. Delegations**

4.1. Warren Waxman, regarding opposition of parking lot on Lower Lion's Club Road

4.2. Tourism Hamilton, regarding drafted recommendations from the Waterfall Destinations Master Plan

**5. Consent Items for Applications, Minutes and Correspondence**

5.1. Permit Applications Summary Report Page 1

5.2. Approval of Board of Directors Minutes – April 2, 2026 Page 5

5.3. Approved – February 12, 2026 Conservation Advisory Board Minutes – for receipt only Page 13

5.4. Item of Correspondence with respect to support of Visitor Use Management Plan for Tiffany Falls Conservation Area Page 19

**6. Foundation Briefing**

Foundation Vice Chair – Graham Reid

**7. Member Briefing**

## **8. Business Arising from the Minutes**

8.1. Appointment of Transitional Committee Members – Lisa Burnside Page 21

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

Conservation Advisory Board – April 9, 2026 – Wayne Terryberry  
(Recommendations)

9.1.1. CA 2611 2026 Westfield Artifact Special Accession Page 23

## **10. Other Staff Reports/Memorandums**

### Reports to be approved

10.1. Fifty Point Marina Channel Dredging – Matt Hall Page 27

### Memorandums to be received

10.2. Watershed Conditions Report – Jonathan Bastien Page 31

10.3. Conservation Areas Services Update – Brandon Good Page 35

## **11. New Business**

## **12. In-Camera Items**

12.1. Confidential Land Acquisition Update – BD/May 01-2026  
(Property Matter)

12.2 Confidential Verbal Update – BD/May 02-2026  
(Property Matter)

12.3 Confidential Report – BD/May 03-2026  
(Property Matter)

## **13. Next Meeting – Thursday, June 4, 2026 at 6:00 p.m.**

## **14. Adjournment**



**Report to:** Board of Directors

**Approved for Circulation By:** Lisa Burnside, CAO

**Reviewed By:** T. Scott Peck, MCIP, RPP, Deputy Chief Administrative Officer/Director, Watershed Management Services

**Prepared By:** Mike Stone, MCIP, RPP, Senior Manager, Watershed Planning, Stewardship & Ecological Services

**Meeting Date:** May 7, 2026

**Subject:** Permit Applications Summary Report

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HCA permit applications approved by staff under the *Conservation Authorities Act* and *Ontario Regulation 41/24* between the dates of March 20, 2026 to April 24, 2026 are summarized in the following Permit Applications Summary Report (PASR-4/26).

**Recommendation:**

**THAT the Board of Directors receive this Permit Application Summary Report PASR-4/26 as information.**

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**HAMILTON REGION CONSERVATION AUTHORITY**

**PERMIT APPLICATION SUMMARY REPORT (PASR 4/26)**

**HCA permit applications approved under the Conservation Authorities Act and Ontario Regulation 41/24 between the dates of March 20, 2026 - April 24, 2024**

File Number	Date Received	Date Permit Issued	Review Days	Applicant Name	Location	Application Description	Recommendation / Conditions
SC/F,C/26/15	09-Mar-26	23-Mar-26	16		1865 Rymal Rd E Lot 32, Concession 8 Stoney Creek	For the construction of an 8-storey mixed-use building with 195 residential units and 3 commercial units	Approved subject to standard conditions.
A/A/26/16	13-Mar-26	30-Mar-26	19		Hydro Corridor between Fiddler's Green Rd and Southcote Rd Lot 44-47, Concession 4 Ancaster	For the maintenance of an existing corridor or access route	Approved subject to standard conditions using Hyrdo One SCR.
SC/F,C/26/14	05-Mar-26	30-Mar-26	27		94 Seabreeze Cres Lot 10, Concession BF Stoney Creek	For the construction of a buried conduit	Approved subject to standard conditions.
SC/F,C,A/26/04	15-Dec-25	08-Apr-26	38		11, 15, and 19 Church St Lot 21, Concession BF Stoney Creek	For the rehabilitation of an existing storm sewer outfall, shoreline alteration, and the construction of shore protection works	Approved subject to standard conditions.
A/F,C/26/22	07-Apr-26	10-Apr-26	6		1024 Mineral Springs Rd Lot 38, Concession 1 Ancaster	For the alteration and renovation of an existing dwelling	Approved subject to standard conditions.
A/C/26/18	02-Apr-26	13-Apr-26	13		36 Shrewsbury St Lot 51, Concession 3 Ancaster	For the construction of a pool	Approved subject to standard conditions.
				3			

**HAMILTON REGION CONSERVATION AUTHORITY**

**PERMIT APPLICATION SUMMARY REPORT (PASR 4/26)**

**HCA permit applications approved under the Conservation Authorities Act and Ontario Regulation 41/24 between the dates of March 20, 2026 - April 24, 2024**

G/A/26/21	30-Mar-26	13-Apr-26	16		Hydro one corridor between Glover Rd and Fletcher Rd Lot 5-7, 16, Concession 1 Glanbrook	Hydro One 2026 Insulator Replacement Program - Notification Q24HM & Q23BM-BIAGARA WEST JCT- HANNON JCT	Approved subject to standard conditions using Hyrdo One SCR.
H/F,C/26/19	06-Apr-26	17-Apr-26	13		156 Country Club Dr Lot 31, Concession 5 Hamilton	For the construction of a new dwelling	Approved subject to standard conditions.
F/F,C,A/26/17	27-Mar-26	22-Apr-26	28		379 Concession 4 W Lot 18, Concession 4 Flamborough	For the replacement of an existing greenhouse	Approved subject to standard conditions.
H/F,C/26/26	14-Apr-26	23-Apr-26	18		284 Charlotte St Lot 34, Concession 4 Hamilton	For the construction of an addition to an existing dwelling	Approved subject to standard conditions.



Policy. There were none.

### **3. Approval of Agenda**

The Chair requested any additions or deletions to the agenda. Lisa Burnside advised that there were two addendums that were circulated to members: One item of correspondence from Niagara Peninsula Conservation Authority to the Ministry of Environment, Conservation and Parks, which will be addressed as item 5.7 and the results of the disposal of solid waste tender, which will be addressed following 10.2 on the agenda.

Additionally, an in-camera item regarding confidential information related to a funding agreement currently underway will be added as Item 12.2. Lisa Burnside also recommended that the Board move in camera immediately following approval of the agenda to address all in-camera items.

**BD12, 3613**

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

**THAT the agenda be approved, as amended.**

**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 – March 5, 2026
- 5.3. Approved – November 20, 2025 Budget & Administration Committee Minutes – for receipt only
- 5.4. Email correspondence with respect to City of Hamilton Climate Change Funding
- 5.5. Email correspondence from the Ministry Environment, Conservation and Parks to Board Chairs regarding legislative amendments to the Conservation Authorities Act

- 5.6. Email correspondence from Ministry Environment, Conservation and Parks with respect to the Minister's direction for conservation authorities regarding fee changes associated with planning, development and permitting fees
- 5.7. Email Correspondence from Niagara Peninsula Conservation Authority with respect to Provincial Announcement – Next Steps to Improve Ontario's Conservation Authority System

In response to a question from Councillor Cassar regarding the Minister's direction to freeze permit fees, Lisa Burnside advised that the HCA's 2026 planning and permitting fees had already been approved prior to the directive and came into effect on January 1, 2026. As the Minister's fee freeze took effect on March 10, 2026, the Authority was able to implement the approved fee adjustments prior to that date.

## 6. Foundation Briefing

Graham Reid, Vice Chair of the Foundation reported that a total of \$36,000 in donations from March 1<sup>st</sup> to March 31<sup>st</sup>, 2026 were received. This brings the fiscal year-to-date fundraising total to \$335,905 which is 67% of the 2025 goal.

Gift Highlights include:

- A renewed gift of \$20,000 from Darling Ingredients in support of Outdoor Environmental Education
- \$2,010 from the McMaster Asian Focus student group. Over the past year, this group was heavily engaged in volunteering and participated in 3 trail clean ups and 1 tree planting event.

The Foundation has brought back the spring 50/50 draw. Increased marketing and promotion will roll out over the month. Draw will take place in June. Plans are also underway for the Foundation's Annual General Meeting which will take place May 11, 2026.

**BD12, 3618**

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

**THAT the Foundation Briefing be received.**

**CARRIED**

## 7. Member Briefing

### 7.1. 2025 HCA Annual Report

Lisa Burnside provided an overview of the Annual Report, highlighting the

achievements made towards accomplishing the initiatives within the four priority areas as outlined in the Strategic Plan. The document will be shared with local Members of Parliament and Members of Provincial Parliament, in addition to being posted on HCA's website and social media platforms.

Brad Clark thanked HCA staff for their effort during the year as well as for amazing production of the document.

**BD,12 3619**

**MOVED BY: Craig Cassar  
SECONDED BY: Elise Copps**

**THAT the Member Briefing entitled 2025 HCA Annual Report be received.**

**CARRIED**

7.2 Verbal Update – Provincial Announcement – Conservation Authorities Act/Amalgamation

Lisa Burnside provided a presentation to update the Board on the Provincial Conservation Authority consolidation, highlighting key points from the Province's March 10 announcement and the March 26 budget bill, including:

- Legislation has been introduced to consolidate Ontario's 36 conservation authorities into nine regional authorities and has passed Second Reading
- The Hamilton Conservation Authority would become part of the Western Lake Ontario Regional Conservation Authority, along with the Niagara, Halton, and Credit Valley Conservation Authorities
- The Province has indicated there will be no staffing reductions and that existing programs, services, and projects will continue; transitional funding will support implementation
- Following Royal Assent of the Bill, Transition Committees will be established comprising the CAOs of affected conservation authorities and a municipally appointed Board member; a Project Executive will chair the committee and oversee the transition process; the proposed effective transition date is February 1, 2027
- Core operations will continue, including natural hazard protection, natural area conservation, and public access to nature

**BD,12 3620**

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

**THAT the Member Briefing entitled Provincial Announcement – Conservation Authorities be received.**

**CARRIED**

**8. Business Arising from the Minutes**

There was none.

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

There were none.

**10. Other Staff Reports/Memoranda****10.1. Request for Proposal – Bidder Results – Dundas Valley Creeks Floodplain Mapping Study**

Jonathan Bastien brought forward the staff report and answered members' questions. Staff recommended that the proposal for the Dundas Valley Creeks Floodplain Mapping Study to D.M. Wills Associated Ltd, for an adjusted cost not to exceed \$137,050. The study will provide an up-to-date flood plain mapping, to better understand flood risks and direct development away from natural hazards for watercourses in the Dundas Valley which include Ancaster, Sulphur, Tiffany, Spring and Ann Street Creeks.

**BD12, 3621****MOVED BY: Craig Cassar  
SECONDED BY: Lisa DiCesare**

**THAT the Board of Directors approve the proposal for the Dundas Valley Creeks Floodplain Mapping Study submitted by D.M. Wills Associates Limited, at an adjusted cost not to exceed \$137,050 (not including HST); and further**

**THAT the Board approve the use of Watershed Management Services reserve funds and, if required, HCA General Stabilization reserves to fund project costs exceeding the approved \$50,000 capital budget allocation, with any funding secured through the Flood Hazard Identification and Mapping Program anticipated to reduce the amount drawn from reserves.**

**CARRIED****10.2. Saltfleet Conservation Area Wetland Restoration Project – SC-5, Stage 4 Archaeological Assessment Request for Proposal**

Scott Peck provided an overview of the staff report that requested that the quote

received by Archaeological Research Associates for the required Stage 4 Archaeological Assessment for the SC-5 Wetland be approved. The company's quote was not the lowest quote but a review of all four quotes indicated that the selected company provided the most cost-efficient approach to the project in addition to providing confidence that the work will be completed within the anticipated schedule.

**BD12, 3622**

**MOVED BY: Craig Cassar  
SECONDED BY: Jeff Beattie**

**THAT the Board of Directors approve the quote submitted by Archaeological Research Associates to complete the required Stage 4 Archaeological Assessment for the SC-5 Wetland for an upset limit of \$1,930,475.00 excluding HST**

**CARRIED**

#### 10.3. Watershed Conditions Report

Jonathan Bastien presented a summary of the memorandum, highlighting that during the period of February 23 to March 23, 2026, there were no significant watercourse flooding events, and no Lake Ontario shoreline flooding events. However, one longer period of rain and snowmelt (March 4 to 18, 2026) warranted issuing messages and additional monitoring of watercourse conditions.

There is a potential for rain on April 4, 2026; conditions will be monitored and a flood watch will be issued if necessary.

**BD12, 3624**

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

**CARRIED**

#### 10.4. Conservation Areas Services Update

Liam Fletcher provided a summary of the memorandum noting that conservation areas are preparing for the upcoming season and will be open for the Easter weekend. Specific areas of the Dundas Valley are temporarily closed to allow for the migration of the Jefferson salamanders.

**BD12, 3625**

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

**THAT the memorandum entitled Conservation Areas Services Update be received.**

**CARRIED**

10.5 Request for Tender – Bidder Results for 2026 to 2029 Solid Waste Disposal

Liam Fletcher brought forward the staff report regarding tender results for solid waste disposal. Staff recommended Emterra Environmental to be awarded the contract despite not being the lowest bidder in accordance with the HCA's Purchasing Policy, which states preference should be given to Canadian companies.

**BD12, 3623**

**MOVED BY: Lisa DiCesare  
SECONDED BY: Elise Copps**

**THAT the Board of Directors award the 2026-2029 Solid Waste Disposal contract to Emterra Environmental at an estimated total cost of \$162,672.43 plus HST.**

**CARRIED**

**11. New Business**

There was none.

**12. In-Camera Items**

**BD12, 3614**

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

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

**CARRIED**

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

12.1. Confidential Correspondence – BD/April 01-2026  
(Legal Matter)

Brad Clark provided a summary of the correspondence regarding a legal matter and answered members' questions.

**BD12, 3616****MOVED BY: Jeff Beattie  
SECONDED BY: Wayne Terryberry****THAT the confidential correspondence entitled BD/April 01-2026 be approved/received and remain in camera.****CARRIED****12.2 Confidential Verbal Update – BD/Apr 02-2026  
(Legal Matter)**

Lisa Burnside provided a verbal update on a legal matter and answered members' questions.

**BD12, 3615****MOVED BY: Jeff Beattie  
SECONDED BY: Wayne Terryberry****THAT the Confidential Verbal Update be received and remain in camera****CARRIED****BD12, 3617****MOVED BY: Craig Cassar  
SECONDED BY: Jeff Beattie****THAT the Board of Directors moves out of closed session.****CARRIED****13. Next Meeting**

The next meeting of the Board of Directors will be held on Thursday, May 7, 2026 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 was adjourned.

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Scott Fleming  
Secretary-Treasurer

# HAMILTON CONSERVATION AUTHORITY

## Conservation Advisory Board

### MINUTES

**February 12, 2026**

Minutes of the Conservation Advisory Board meeting held on Thursday, February 12, 2026 at 4:00 p.m., at the Westfield Heritage Village Conservation Area, 1049 Kirkwall Road, Rockton.

**PRESENT:**

<b>Wayne Terryberry – in the Chair</b>	
<b>Craig Cassar</b>	<b>Tyler Cunningham</b>
<b>Haley McRae</b>	<b>Sherry O’Connor</b>
<b>Cortney Oliver</b>	<b>Noah Stegman</b>

**REGRETS:** **Natalie Faught, Jamie Freeman, Elise Copps, Brad Clark – Ex-Officio, Susan Fielding – Ex-Officio**

**STAFF PRESENT:** **Madolyn Armstrong, Rondalyn Brown, Lisa Burnside, Liam Fletcher, Christina Jager, Ben Laing, Peter Lloyd, Lesley McDonell, Bryson McEwen, Scott Peck, Jaime Tellier, Claire Webber 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.

**CA2601** **MOVED BY: Noah Stegman**

**SECONDED BY: Craig Cassar**

**THAT the agenda be approved.**

**CARRIED**

#### **4. Delegations**

There were none.

#### **5. Election of the Vice Chair**

Wayne Terryberry called for nominations for the 2026 Vice-Chair for the Conservation Advisory Board.

**Nominated: Sherry O'Connor**  
**By – Mover: Noah Stegman**

The Chair called for nominations twice more. Having no further nominations, Sherry O'Connor was asked if she accept the nomination. The election for the office of Vice Chair of the Conservation Advisory Board for 2026 was then closed and the position acclaimed with the following resolution.

**CA 2502**                    **MOVED BY: Tyler Cunningham**  
**SECONDED BY: Noah Stegman**

**THAT nominations for the 2026 Vice-Chair be closed and Sherry O'Connor be confirmed as Vice-Chair for Conservation Advisory Board for 2026.**

**CARRIED**

#### **6. Member Briefing**

There was none.

#### **7. Chairman's Report on Board of Directors Actions**

Wayne Terryberry reported that the following item was approved at the Board of Directors' Meeting held on February 5, 2026

CA 2531 Ecological and Water Resources monitoring Comprehensive

## 8. Approval of Minutes of Previous Meeting

### 8.1. Minutes – Conservation Advisory Board (December 11, 2025)

CA 2603

**MOVED BY: Tyler Cunningham  
SECONDED BY: Sherry O'Connor**

**THAT the minutes of the December 11, 2025, Conservation Advisory Board meeting be approved.**

**CARRIED**

## 9. Business Arising from the Minutes

There was none.

## 10. Staff Reports/Memorandums

### Reports to be Approved

#### 10.1. Volunteer Program Business Plan

Claire Webber provided an overview of the staff report, indicating the goal of the plan is to connect people to nature through volunteering at the Hamilton Conservation Authority. The business plan of the program was reviewed. Members provided additional insights/suggestions that could assist with the specifics of the program.

CA 2604

**MOVED BY: Tyler Cunningham  
SECONDED BY: Haley McRae**

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

**THAT the HCA Volunteer Business Plan be approved as presented**

**CARRIED**

#### 10.2. 2025 Westfield Artifact Accessions and Deaccessions

Peter Lloyd provided an overview of the staff report highlighting that there were items to be added to the artifact collection as well as those that were slated for removal. The

criteria for both accessioning and deaccessioning was reviewed; an object from each category was shown to members.

**CA 2605**                    **MOVED BY: Cortney Oliver**  
 **SECONDED BY: Haley McRae**

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

**THAT the Westfield 2025 Artifact Accessions and Deaccessions List be accepted as the artifacts to be added to the Westfield Heritage Village Conservation Area and the Hamilton Conservation Authority collection of artifacts to be removed from the WHVCA and HCA collection.**

**CARRIED**

10.3 Hemlock Woolly Adelgid Management Plan

Ben Laing and Bryson McEwen provided an overview of the staff report highlighting the impact that the Hemlock Woolly Adelgid on the Hemlock trees would have within the watershed and in particular, the Dundas Valley, where there are an estimated 20,000 Hemlock trees. The plan proposes a strategy to help manage the invasive species in riparian areas which will not only help to protect the trees but the ecosystems in which the trees help support.

Following discussion, the original staff recommendation was revised through a friendly amendment.

**CA 2606**                    **MOVED BY: Craig Cassar**  
 **SECONDED BY: Cortney Oliver**

**THAT the Conservation Advisory Board recommends to the Board of Directors;**

**THAT the *Hemlock Woolly Adelgid Management Plan (January 2026)* be adopted; and further**

**THAT the management plan's recommended strategy, Strategy 5 – Protect Trees in Riparian Areas, be implemented;**

**THAT staff undertake further review on other HCA lands;**

**THAT staff undertake outreach to Biodiversity Action Plan partners for possible collaborative approaches to support regional management and funding;**

**THAT staff undertake further review on the scale of management approaches if additional funds were available;**

**THAT staff report back to Conservation Advisory Board on these items at a future meeting.**

**CARRIED**

Reports to be Received

10.4 Dundas Valley Study Area Master and Management Plans – Project Overview

Madolyn Armstrong provided a summary of the staff report, highlighting the conservation areas that will encompass the Master and Management Plans and the timing of the process. In response to a question by Noah Stegman, staff will review the Shaver Falls property with respect to which management/master plan the property would be best associated.

**CA 2607**

**MOVED BY: Haley McRae  
SECONDED BY: Noah Stegman**

**THAT the Memorandum entitled Dundas Valley Study Area Master and Management Plans – Project Overview be received.**

**CARRIED**

**11. New Business**

There was none.

**12. Next Meeting**

The next meeting of the Conservation Advisory Board is scheduled for Thursday, April 9, 2026 at 4:00 p.m., at the HCA Main Administration Office – Woodend Auditorium.

**13. Adjournment**

On motion, the meeting was adjourned.

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April 27, 2026

Lisa Burnside, Chief Administrative Officer  
Hamilton Conservation Authority

The Hamilton Conservation Authority Board

Dear Ms. Burnside and Members of the Board:

As long-time homeowners on Old Dundas Road, we are writing in support of the plan approved by the HCA to address the access and safety issues at Tiffany Falls.

It gives us great joy to look out our back window and see more and more people enjoying the Bruce Trail—walking from one waterfall to another. Few places on Earth bring together escarpment terrain and endless trails so close to a large population area. Many have newly discovered the great benefit of the comfort, healing and solace that comes from a walk in these woods. We welcome them.

We are really pleased to see the Hamilton Conservation Authority being proactive in managing the increased visitor traffic that puts pressure on local infrastructure — particularly around unique features like the waterfalls in the Valley. The HCA has already taken calibrated and sensible steps at Spencer Gorge and Sherman Falls by monitoring parking appropriately and designating parking capacity. These steps have kept these sensitive areas maintained, safe and free of garbage. The Artaban parking lot is an excellent example of responsible and responsive management by the HCA. It is now fitting that the HCA apply the same care to the very real traffic and safety problems at Tiffany Falls.

The current parking lot on Wilson is simply inadequate and, on peak weekends, genuinely dangerous. We have frequently witnessed the circling, shoulder-parking, and pedestrians stepping into busy, high-speed traffic ourselves. The Visitor Use Management Plan (VUMP) sets out a reasonable and fair strategy for managing access.

Many of our neighbours on Lower Lion's Club worry that the new lot will alter their enjoyment of the area and bring unwelcome car traffic onto their road. We understand the concern, but our experience with the HCA and how it has turned the chaotic circumstances at Sherman Falls around, has given us confidence that they will act reasonably. We think the VUMP finds the balance needed to address capacity issues at Tiffany Falls, allowing visitors to enjoy the falls as we do. The VUMP will bring change, but we think it will be for the greater good. As a community, in time, we feel that we will all be proud that we supported this.

We share this Valley with neighbours who love it as we do, and with visitors who deserve safe access to it. The VUMP is a measured response to a real problem. We urge the Board to proceed.

Sincerely,

Mark Tamminga and Joany Verschuuren  
674 Old Dundas Road, Dundas, Ontario

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**Report to:** Board of Directors

**Prepared By:** Lisa Burnside, CAO

**Meeting Date:** May 7, 2026

**Subject:** Appointment of Transition Committee Members

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**Recommendation:**

**THAT the Board of Directors appoint Chief Administrative Officer, Lisa Burnside, and Board Chair, Councillor Brad Clark, to the Transition Committee for the Western Lake Ontario Regional Conservation Authority.**

**Executive Summary:**

At its April 2, 2026, meeting, the Board received an update on the Province's March 10, 2026, announcement regarding the consolidation of conservation authorities, as well as proposed legislative amendments to the *Conservation Authorities Act* included in the Budget Bill released on March 26, 2026. The Bill passed April 23, 2026.

As part of this transition process, each existing conservation authority is required to appoint its Chief Administrative Officer and one municipally elected Board member to the Transition Committee for the new Western Lake Ontario Regional Conservation Authority. This report seeks approval to appoint Lisa Burnside, CAO, and Councillor Brad Clark, Chair, to fulfill this requirement.

**Staff Comment / Discussion:**

The Province's Budget Bill, released March 26, 2026, confirms the proposed legislative changes outlined in the March 10 announcement. The Bill has completed all readings and was passed on April 23, 2026.

The legislation outlines a structured transition process, including the establishment of Transition Committees for each new regional conservation authority. These committees are expected to be underway in early summer and will be responsible for developing a transition plan to support the integration of predecessor authorities.

Each Transition Committee will include the Chief Administrative Officer and one municipally elected Board member from each participating conservation authority. The Ontario Provincial Conservation Agency (OPCA) will appoint Project Executives to serve as Committee Chairs. These individuals are also expected to serve as the inaugural CAO of the new regional authority for a period of up to 24 months following consolidation.

Predecessor authorities are required to make their appointments within 90 days of Royal Assent of the Budget Bill. Should appointments not be made within this timeframe, the OPCA will appoint representatives on behalf of the authority.

The Province has also indicated that additional guidance will be provided by the OPCA, including a transition playbook with templates and best practices to support an orderly and consistent integration process across all authorities.

### **Strategic Plan Linkage:**

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

- Organizational Excellence

### **Agency Comments:**

The Ontario Provincial Conservation Agency has advised that, where appointments are not made within the prescribed timeline, it will appoint representatives to the Transition Committee.

### **Legal / Financial Implications:**

Appointments to the Transition Committee are a legislative requirement. There are no direct financial implications associated with these appointments.

**Report to:** Conservation Advisory Board

**Approved for Circulation By:** Lisa Burnside, CAO

**Reviewed By:** Gord Costie, Director, Conservation Area Services (CAS)  
Brandon Good, Senior Manager, CAS

**Prepared By:** Rondalyn Brown, Manager, Westfield Heritage Village  
Conservation Area (WHVCA)  
Peter Lloyd, Collections Officer, WHVCA

**Meeting Date:** April 9, 2026

**Subject:** 2026 Westfield Artifact Special Accession

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**Recommendation:**

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

**THAT the 1929 Model A Ford be accepted as an artifact into the Westfield Heritage Village Conservation Area and the Hamilton Conservation Authority artifact collection.**

**Executive Summary:**

Westfield Heritage Village (WHV) is a living history museum dedicated to the collection and presentation of artifacts representing Southern Ontario from 1790–1925. WHV maintains a collection of more than 25,000 artifacts and adheres to current professional museum standards in the acquisition, preservation, documentation, and use of its collection.

This report seeks approval to accept the donation of a 1929 Model A Ford into the WHV artifact collection. The vehicle aligns with the site's interpretive period and has been assessed by HCA's Fleet Coordinator/Lead Mechanic, who has determined it to be in very good condition.

The proposed acquisition presents no purchase cost, with the donation requiring issuance of a tax receipt. Initial maintenance, safety certification, licensing, and administrative requirements, are estimated at approximately \$1,100. Ongoing annual costs are approximately \$100 for general maintenance and \$300 for insurance.

### **Staff Comment / Discussion:**

Westfield Heritage Village (WHV) has been offered a 1929 Model A sedan as a donation, with the donor requesting a tax receipt in exchange for transfer of ownership. The vehicle aligns with the site's interpretive period and was restored to running condition, having been operated within the past several years prior to being stored in a heated workshop. Based on its condition and relevance, WHV staff recommend its acquisition into the collection.

The addition of this vehicle represents a low-cost opportunity to enhance visitor experience, expand outreach, and support revenue generation. It will contribute to the authenticity of on-site programming and can be integrated into regular Sunday operations and special events. The vehicle supports revenue opportunities through weddings, photography, and film rentals, which align with existing site revenue strategies.

The vehicle has been assessed by HCA's Fleet Coordinator and Lead Mechanic, Jim Reeve, and has been determined to be in very good condition, requiring minimal effort to return it to roadworthy condition. Mechanical certification can be completed internally, and insurance can be secured through HCA's existing framework or through a specialty vintage vehicle provider at a modest annual cost.

The proposed acquisition is consistent with WHV's adherence to established collections management practices and provincial museum standards, ensuring that artifacts are acquired, maintained, and utilized in a professional and responsible manner.

Overall, the operational requirements to restore the vehicle are straightforward and manageable within existing resources. The acquisition of the vehicle supports program and interpretive initiatives as well as financial benefit.

### **Strategic Plan Linkage:**

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

**Agency Comments:**

N/A

**Legal / Financial Implications:**

HCA would assume liability and responsibility for the appropriate and professional management of the artifact as part of the Westfield Heritage Village collection.

Acquisition Costs	None, donation requiring tax-receipt
Restoration Costs	Initial costs for maintenance and safety certification are estimated at \$1000.00.
Initial Costs	One time license plate costs and administrative costs are estimated at \$100.00
Recurring Costs	Annual costs include general maintenance estimated at \$100.00 per year and vehicle insurance estimated at \$300.00 per year.

All costs will be allocated to the Westfield Heritage Village Conservation Area operating budget and through support from The Friends of Westfield.

**Related Reports and Appendices:**

- Photo of the 1929 Model A Ford

# 1929 Model A Ford

Model A



MODEL A

**Report to:** Board of Directors

**Approved for Circulation By:** Lisa Burnside, CAO

**Reviewed By:** Matthew Hall, C.E.T., Director; Capital Projects & Strategic Services

**Prepared By:** Kyle Kuhn, Projects Designer; Capital Projects & Strategic Services

**Meeting Date:** May 7<sup>th</sup>, 2026

**Subject:** Fifty Point Marina Channel Dredging

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**Recommendation:**

**THAT the Board of Directors award the construction tender for the Fifty Point Marina Channel Dredging project to Kehoe Marine Construction for a total cost of \$204,100.00 (before taxes) which includes a contingency sum; and further**

**THAT the Board approves the allocation of \$50,000 from the Unscheduled Capital reserve to fully fund the project.**

**Executive Summary:**

The purpose of this work is to restore the Fifty Point marina channel to an appropriate operational depth and ensure safe and reliable access entering and exiting the marina. This type of dredging is routine maintenance, typically undertaken at intervals of no more than five years.

**Staff Comment / Discussion:**

The last maintenance dredging for the Fifty Point Conservation Area marina channel was completed in 2022. Since that time, sediment has continued to accumulate within the channel, as is typical in Lake Ontario shoreline environments. HCA monitors the channel annually using underwater surveying techniques and recent surveys over the past 12 months have confirmed that sediment levels have increased to the point where dredging should take place to ensure safe and reliable boating access. This need has been evidenced by

navigation challenges experienced by some vessels in late 2025.

In response to this, project documents and specifications were drawn up to dredge approximately 2000 cubic metres of sediment and deposit it to a pre-determined, low-lying area, within Lake Ontario. Work is anticipated to take approximately 1-2 weeks to complete. All necessary regulatory approvals through the Ministry of natural Resources and Department of Fisheries and Oceans Canada have been secured, and the work will be undertaken in accordance with applicable environmental requirements to mitigate impacts to aquatic habitat. This maintenance activity is necessary to restore the marina channel to its intended operating condition and ensure continued safe access for users.

This Public Tender was issued on March 25<sup>th</sup>, 2026 through the HCA’s Bidding Tender website. A recommended bidder’s meeting was held on April 7<sup>th</sup>, 2026. Tenders Closed on April 21<sup>st</sup>, 2026 at 11:00 a.m. A summary of bid results received is as follows:

Company Name	Necessary Bonding	Total Tender Amount including Contingency Sum (before tax)	Notes
Kehoe Marine Construction Ltd.	Yes	204,100	Low Bid
Shoreline Restoration Ltd.	Yes	273,600	
Strong Bros. General Contracting Ltd.	Yes	355,000	

Kehoe Marine Construction Ltd. submitted a list of previously completed dredging projects, including work for the Hamilton-Oshawa Port Authority, the City of Barrie, the Ministry of Transportation, and the Town of Oakville. References have highlighted the company’s strong ability to anticipate and manage challenges, minimize delays, and comply with all applicable project regulations. Kehoe Marine Construction Ltd. also attended the optional bidders’ meeting held on April 7, 2026.

The anticipated schedule for this project is as follows:

Date	Notes
May 7 <sup>th</sup> , 2026	Recommendation Report to HRCA Board of Directors
May 8 <sup>th</sup> , 2026	Anticipated Contract Award Date
July 13 <sup>th</sup> , 2026	Official Contract Commencement

It is anticipated that the scope of work will be substantially completed on or before August 14<sup>th</sup>, 2026. Third party surveyors will be retained to collect data in order to determine that necessary amounts of sediment have been removed, and that the dredging has been substantially completed as per its contract details.

### **Strategic Plan Linkage:**

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

- **Strategic Priority Area – Connecting People to Nature**
  - Manage and enhance conservation lands utilising best management practices to support nature appreciation and recreation activities, as communities continue to grow and look to HCA’s conservation areas to spend time in nature.

### **Agency Comments:**

A work permit was obtained from the Ministry of Natural resources in February of 2026 permitting this work. The Department of Fisheries and Oceans Canada was also contacted for comments, and their response was submitted to the Ministry of Natural Resources to assist in advising their outlined mitigation measures contained in the issued work permit.

### **Legal / Financial Implications:**

A contingency sum of \$15,000 for unforeseen issues during construction works has been allocated for this project. This has been included in the prices listed above. Overall, \$150,000 for this work has been allocated within the HCA Capital and Major Maintenance Budget for 2026. In order to fund the entirety of the scope of proposed work, HCA staff request an additional \$50,000 be reallocated from the Unscheduled Capital reserve fund to supplement the project’s original budget.

### **Related Reports and Appendices:**

N/A

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**Memorandum to:** Board of Directors

**Approved for Circulation By:** Lisa Burnside, CAO

**Reviewed By:** T. Scott Peck, MCIP, RPP, Deputy Chief Administrative Officer / Director, Watershed Management Services

**Prepared By:** Jonathan Bastien, P. Eng., Manager, Water Resources Engineering

**Meeting Date:** May 7<sup>th</sup>, 2026

**Subject:** Watershed Conditions Memorandum

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### **Executive Summary:**

During the period of March 23<sup>rd</sup> to April 27<sup>th</sup> 2026, there were no significant watercourse flooding events, and no significant Lake Ontario shoreline flooding events. However, there were several rain events that warranted issuing messages and additional monitoring of watercourse conditions. There were no received observations, reports, or expectations of significant watercourse flooding. However, although no reports were received, it is expected that localized watercourse flooding of low-lying areas that typically flood during higher water levels and significant water safety concerns occurred during some of these rain events.

There was also one potential high waves event that warranted issuing messages and additional monitoring of shoreline flooding conditions. There were no received observations, reports, or expectations of significant shoreline flooding.

There are no observations, reports, or expectations that significant watercourse flooding, localized watercourse flooding of low-lying areas that typically flood during higher water levels, or significant water safety concerns are occurring currently. Current flows are estimated to range from slightly elevated above baseflow conditions in some watercourses to just below thresholds for significant water safety concerns (in Lower Spencer Creek).

The average monthly flows for April so far have ranged between slightly below long-term averages to near long-term averages. In December, January, February, and March, ice conditions artificially affected readings at the streamflow gauges, thus average monthly flows are not considered accurate.

There are no observations, reports, or expectations that significant Lake Ontario shoreline flooding is occurring currently. The Lake Ontario mean daily water level averaged across the entire lake is 31 cm above average for this time of year, as of yesterday.

Christie Lake levels are currently above preferred winter operating levels but well below preferred summer operating levels. The planned rise in Christie Lake reservoir levels towards preferred summer operating levels will start this week. Valens Lake levels are currently within preferred summer operating levels. The planned rise in Valens Lake reservoir levels to preferred summer operating levels was recently completed.

The most recent drought assessment indicated that normal conditions are an appropriate overall characterization of the watershed at this time.

There are currently no significant rainfall events (+20 mm in a day) forecasted for the watershed over the next 2 weeks.

There are currently no significant Lake Ontario shoreline flooding events forecasted over the next 2 weeks.

HCA staff will continue to undertake monthly drought assessments, and coordinate with the Hamilton Low Water Response Team if drought conditions warrant actions.

### **Staff Comment / Discussion:**

CURRENT WATERSHED CONDITIONS – April 27<sup>th</sup>, 2026

#### Current Flows in Major Area Watercourses

There are no observations, reports, or expectations that significant watercourse flooding, localized watercourse flooding of low-lying areas that typically flood during higher water levels, or significant water safety concerns are occurring currently.

Current flows are estimated to range from slightly elevated above baseflow conditions in some watercourses to just below thresholds for significant water safety concerns (in Lower Spencer Creek). The five available streamflow gauges are Upper Spencer Creek at Safari Road, Middle Spencer Creek at Highway 5, Lower Spencer Creek at Market Street, Ancaster Creek at Wilson Street and Red Hill Creek at Barton Street.

The average monthly flows for April so far have ranged between slightly below long-term averages to near long-term averages. Monthly flow in Upper Spencer Creek at Safari Road has been 106% of long-term averages (considered near average). Monthly flow in Middle Spencer Creek at Highway 5 has been 76% (considered slightly below average). Monthly flow in Lower Spencer Creek at Market Street has been 105% (considered near average). Monthly flow in Ancaster Creek at Wilson Street has been 84% (considered slightly below average). Monthly flow in Red Hill Creek at Barton Street has been 88% (considered slightly below average).

In December, January, February, and March, ice conditions artificially affected readings at the streamflow gauges, thus average monthly flows are not considered accurate.

### Current Lake Ontario Water Levels

There are no observations, reports, or expectations that significant Lake Ontario shoreline flooding is occurring currently. The Lake Ontario mean daily water level in the Hamilton area ranged between 75.29 and 75.30 m IGLD85 as of yesterday. The Lake Ontario mean daily water level averaged across the entire lake (75.26 m IGLD85 as of yesterday) is 31 cm above average for this time of year.

### Current Storages in HCA Reservoirs

Christie Lake levels (766.13 ft) are currently above preferred winter operating levels (765.30 to 765.80 ft) but well below preferred summer operating levels (771.00 to 771.50 ft). The planned rise in Christie Lake reservoir levels towards preferred summer operating levels will start this week.

Valens Lake levels (275.42 m) are currently within preferred summer operating levels (275.25 to 275.45 m). The planned rise in Valens Lake reservoir levels to preferred summer operating levels was recently completed.

### Current Soil Conditions

Surface and root-zone soils are expected to be wet to saturated, and fully thawed, across the watershed.

## RECENT STORM EVENTS

During the period of March 23<sup>rd</sup> to April 27<sup>th</sup> 2026, there were no significant watercourse flooding events, and no significant Lake Ontario shoreline flooding events.

However, there were several rain events that warranted issuing messages and additional monitoring of watercourse conditions. There was considerable uncertainty as to the amount of runoff that would occur during these events. As a result, HCA staff continued to monitor watercourse and weather conditions closely and reassessed the potential for flooding. There were no received observations, reports, or expectations of significant watercourse flooding. However, although no reports were received, it is expected that localized watercourse flooding of low-lying areas that typically flood during higher water levels and significant water safety concerns occurred during some of these rain events. HCA engineering staff issued appropriate flood messages related to these events, to communicate the potential watercourse flooding and water safety concerns to the community.

There was also one potential high waves event that warranted issuing messages and additional monitoring of shoreline flooding conditions. There was considerable uncertainty as to wave conditions that would occur during this event. As a result, HCA staff continued to monitor conditions closely and reassessed the potential for flooding. There were no received observations, reports, or expectations of significant shoreline flooding. HCA engineering staff issued appropriate flood messages related to this event, to communicate the potential shoreline flooding and water safety concerns to the community.

## RECENT WATERSHED LOW WATER CONDITIONS

The most recent drought assessment (including data up to March 31) indicated that normal conditions are an appropriate overall characterization of the watershed at this time.

## FORECASTED WATERSHED CONDITIONS

### Watercourse Flooding

There are currently no significant rainfall events (+20 mm in a day) forecasted for the watershed over the next 2 weeks. HCA staff continue to monitor conditions and forecasts routinely. Resultant water levels and flows from currently anticipated rain are not expected to result in significant watercourse flooding.

### Lake Ontario Shoreline Flooding

There are currently no significant Lake Ontario shoreline flooding events forecasted over the next 2 weeks. HCA staff continue to monitor conditions and forecasts routinely.

### Watershed Low Water Conditions

HCA staff will continue to undertake monthly drought assessments, and coordinate with the Hamilton Low Water Response Team if drought conditions warrant actions.

**Memorandum to:** Board of Directors

**Approved for Circulation By:** Lisa Burnside, CAO

**Reviewed By:** Gord Costie, Director, Conservation Area Services

**Prepared By:** Brandon Good, Senior Manager, Conservation Area Services

**Meeting Date:** Thursday May 7, 2026

**Subject:** Conservation Area Services Update

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**Staff Comment / Discussion:**

Hamilton Conservation Authority Conservation Areas have transitioned into the spring operating season with increasing visitation across the watershed. Campgrounds at Valens Lake Conservation Area and Fifty Point Conservation Area are being prepared for the season and are nearing capacity for the coming Victoria Day Long Weekend.

Dundas Valley Conservation Area will host the annual Sulphur Springs Trail Race on May 23–24, offering distances from 10 kilometres to 100 miles. At Christie Lake Conservation Area, the Spring Fling Disc Golf At Christie Lake, the Spring Fling Disc Golf Tournament welcomed over 100 players, reinforcing the course's strong reputation. Recent enhancements include the launch of a conservation series disc in support of the Hamilton Conservation Foundation, with proceeds directed to HCF initiatives, and the installation of new course signage. This work has been supported by twelve local business partners to date. Preparations are also underway at Confederation Beach Park, with Wild Waterworks and Lakeland Pool on track to open in late June.

**Conservation Area Operations, Valens Lake and Fifty Point Campgrounds**

With May upon us, HCA Conservation Areas are now moving into the spring operating season with visitation levels beginning to increase across all areas. All Conservation Areas will be open and should weather conditions be favourable, staff will anticipate strong visitation levels this month. Victoria Day Long weekend is fast approaching and campers for both Valens Lake and Fifty Point campgrounds are reaching capacity with reservations. Water systems have been turned on and the opening of seasonal

washrooms are underway. The CAS team is hard at work and looking forward to welcome back visitors to their favorite Conservation Area.

### **Dundas Valley Conservation Area, Sulphur Springs Trail Race**

The Sulphur Springs Trail Race, organized by the Burlington Runners Club, is Canada's oldest ultramarathon and is held annually in Dundas Valley Conservation Area. Celebrating over 30 years, the 2026 event will take place on May 23 to 24 and will feature a variety of race distances from 10 - 100 kilometers and even a 100-mile race.

### **Christie Lake Conservation Area, Disc Golf Course Improvements, Christie Lake Spring Fling**

The disc golf course at Christie Lake Conservation Area hosted the annual Christie Lake Spring Fling Disc Golf Tournament on Saturday, May 2, 2026. Organized by the Christie Lake Disc Golf Club, the event welcomed more than 100 participants and continues to be a highlight on the local disc golf calendar.

The Christie Lake course remains highly regarded by players for its quality and setting, reflecting the ongoing efforts to maintain and enhance the course.

In partnership with ChainLink Disc Golf and with the support of the Christie Lake team, two new initiatives have been introduced to further elevate the course and visitor experience. A new conservation series of disc golf discs has been launched as a fundraising project for the Hamilton Conservation Foundation, with all proceeds directed to support HCF initiatives. These discs will be available for purchase at the Christie Lake store and select local sporting goods retailers. In addition, new signage is installed throughout the course, including updated tee signs at each hole, to improve navigation and overall course presentation. Through the efforts of the Christie Lake team, twelve local companies have come onboard to date as financial date to support this project.

### **Wild Waterworks and Lakeland Pools**

The two pools at Confederation Beach Park are busy preparing for another successful operating season. Staff are immersed in training, power washing, preparing the pools in time to open the facilities in late June for the true kick off to summer.