



BOARD OF DIRECTORS

July 2, 2026



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Board of Directors Meeting

Thursday, Date, July 2, 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**
5. **Consent Items for Applications, Minutes and Correspondence**
 - 5.1. Permit Applications Summary Report Page 1
 - 5.2. Approval of Board of Directors Minutes – June 4, 2026 Page 5
 - 5.3. Approved – May 29, 2026 Budget & Administration Committee Minutes – for receipt only Page 13
6. **Foundation Briefing** Foundation Chair – Graham Reid
7. **Member Briefing**
8. **Business Arising from the Minutes**

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

9.1. Budget & Administration Committee – June 25, 2026 – Susan Fielding
(Recommendations)

- | | | |
|----------------|-------------------------------------------------------------|---------|
| 9.1.1. BA 2616 | 2025 Reserve Balances & 2025 Accumulated Surplus Allocation | Page 19 |
| 9.1.2. BA 2617 | 2027 Budget Processes Year 3 & Strategic Plan Initiatives | Page 23 |
| 9.1.3. BA 2618 | Legislative Minimum Wage Increase to HCA Casual Wage Rates | Page 29 |

10. Other Staff Reports/Memorandums

Reports to be approved

- | | | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|---------|
| 10.1. Wild Waterworks Administration Building Roof Replacement – Tender Results | | |
| | – Rob Gray | Page 33 |
| 10.2 Proposed Pool Accessory to a new dwelling in a regulated area of Lake Ontario at 24 Copes Lane, City of Hamilton (Stoney Creek) – Permit Application SC/F,C,A/26/43 | | |
| | – Elizabeth Reimer & Mike Stone | Page 37 |

Memorandums to be received

- | | | |
|------------------------------------------|--------------------|---------|
| 10.3. Watershed Conditions Memorandum | – Jonathan Bastien | Page 51 |
| 10.4. Conservation Areas Services Update | – Brandon Good | Page 55 |

11. New Business

12. In-Camera Items

- 12.1. Confidential Report – BA/June 01-2026
(Security/Legal Matter)
- 12.2 Confidential Report – BD/July 01-2026
(Legal Matter)
- 12.3. Confidential Update – BD/July 02-2026
(Property Matter)

13. Next Meeting – Thursday, September 3, 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: July 2, 2026

Subject: Permit Applications Summary Report

HCA permit applications approved by staff under the *Conservation Authorities Act* and *Ontario Regulation 41/24* between the dates of May 20, 2026 to June 19, 2026 are summarized in the following Permit Applications Summary Report (PASR-6/26).

Recommendation:

THAT the Board of Directors receive this Permit Application Summary Report PASR-6/26 as information.

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HAMILTON REGION CONSERVATION AUTHORITY**PERMIT APPLICATION SUMMARY REPORT (PASR 6/26)**

HCA permit applications approved under the Conservation Authorities Act and Ontario Regulation 41/24 between the dates of May 20, 2026 - June 19, 2026

Permit Number	Date Received	Date Permit Issued	Review Days	Applicant Name	Location	Application Description	Recommendation / Conditions
2026-32	04-May-2026	20-May-2026	17		1131 Wilson St E / LOT 51 / CON 2	For the construction of a septic system	Approved subject to standard conditions.
2026-33	30-Apr-2026	20-May-2026	21		20 Faircourt Dr / LOT 26 / CON 3	For the construction of an addition	Approved subject to standard conditions.
2026-34	11-May-2026	22-May-2026	12		24 Copes Ln / LOT 12 / CON BF	For the construction of a cabana	Approved subject to standard conditions.
2026-35	19-May-2026	27-May-2026	9		5 Daleview Crt / LOT 57 / CON 1	For the construction of a gray water treatment system	Approved subject to standard conditions.
2026-36	27-May-2026	28-May-2026	1		631 Highway 8 / LOT 24 / CON 3	For the construction of a detached garage and carport	Approved subject to standard conditions.
2026-37	14-May-2026	28-May-2026	15		20 Queen Mary Blvd / LOT 28 / CON 5	For the construction of a secondary dwelling unit with below grade entrance and rear yard deck	Approved subject to standard conditions.
2026-38	15-May-2026	28-May-2026	14		85 Edgewater Dr, Unit 7 / LOT 14 / CON BF	For the expansion of an existing attached deck	Approved subject to standard conditions.
2026-39	07-Mar-2025	03-Jun-2026	35		64 Hatt St / LOT 15 / CON 1	For the installation of floodproofing measures for the existing building	Approved subject to standard conditions.
2026-40	29-May-2026	01-Jun-2026	4		57 Cootes Dr / LOT 17 / CON 1 3	For the construction of a pitched roof	Approved subject to standard conditions.

2026-41	29-May-2026	08-Jun-2026	11		Bond St S ROW / LOT 12 / CON 1	For the installation of an anode on the existing gas main	Approved subject to standard conditions.
2026-42	29-May-2026	15-Jun-2026	14		ROW's of Jones Rd, Highland Rd E, and South Service Rd / LOT / CON	For the maintenance of existing roadside ditches located within the municipal road right-of-way	Approved subject to standard conditions.
2026-43	20-May-2026	17-Jun-2026	29		60 Dundas St / LOT 53 / CON 1	For the replacement of existing decks	Approved subject to standard conditions.
2026-44	08-Jun-2026	19-Jun-2026	12		78 Assisi St / LOT 11 / CON 1	For the basement renovations	Approved subject to standard conditions.
2026-45	16-Jun-2026	19-Jun-2026	4		1177 Concession 6 W / LOT 34, 35 / CON 6	For the addition to the house, uncovered deck/porch along the west and north sides of the house, attached breezeway on the east side of the house, and attached garage	Approved subject to standard conditions.

Hamilton Region Conservation Authority

Confidential Minutes

Board of Directors Meeting

June 4, 2026

Minutes of the Board of Directors meeting held on Thursday, June 4, 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	Craig Cassar
Jeff Beattie	Lisa DiCesare
Elise Copps - virtual	Matt Francis - virtual
Susan Fielding	Alex Wilson - virtual
Wayne Terryberry - virtual	
Maureen Wilson - virtual	

Graham Reid – Foundation Vice Chair

REGRETS: **Mike Spadafora**

STAFF PRESENT: **Jonathan Bastien, Lisa Burnside, Nauman Chaudhry, Marlene Ferreira, Scott Fleming, Liam Fletcher, Brandon Good, Rob Gray, Amanda Martin, Scott Peck, Jaime Tellier, Sandra Winninger**

OTHERS: **None**

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. Lisa Burnside advised that an addendum was circulated containing the following items:

- Under item Number 5, Consent Items for Applications, Minutes and Correspondence, approved minutes from the Budget & Administration Committee meeting, March 19, 2026;
- Under item Number 9, Reports from Budget & Administration Committee and Conservation Advisory Board, two items for recommendation:
 - 2025 Report by the Auditors, which will appear on the agenda as item 9.1.1,
 - 2025, 12-month Financial Results – Audited Financial Statements, which will appear at 9.1.2 on the agenda
- Additionally, there are two Confidential Verbal Updates to be added to the agenda as items 12.1 and 12.2.

BD12, 3640

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

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 – May 7, 2026
- 5.3. Approved – March 19, 2026 Budget & Administration Committee Meeting Minutes – for receipt only

6. Foundation Briefing

Graham Reid, Vice Chair of the Foundation reported that the Foundation received \$1,906,265 in donations from May 1 to May 31, 2026. The most significant gift to highlight is the first installment of \$1,875,000 from the Heritage Green Community Trust in support of Saltfleet. This gift was announced at the Foundation's Annual General Meeting on May 11, 2026 as well as the Heritage Green AGM on May 26th, and a press release on May 27th.

Graham Reid expressed a sincere thank-you to HCA staff for their work in facilitating the gift announcement and helping to secure and steward this important gift.

Other gift highlights include:

- \$6,000 from the Ancaster Rotary in support of Dundas Valley Trails.
- \$5,000 from the Hamilton Industrial Environmental Association for Outdoor Education.
- \$2,500 from RBC for the Corporate Volunteer program
- \$4,200 in sponsorships for the Christie Lake Disc Golf Course

This brings the fiscal year-to-date fundraising total to \$2,321,000.

At the Foundation's AGM, three new Directors were officially elected for four-year terms. The election of officers will take place June 8th, at the June Board Meeting

Graham Reid introduced a video that was produced by HCA's Marketing and Communication's group for the Foundation to acknowledge the transformation gift from the Heritage Green Community Trust.

BD12, 3641

**MOVED BY: Matt Francis
SECONDED BY: Elise Copps**

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 – May 29, 2026
(Recommendations)

9.1.1 BA 2608 2025 Report by the Auditors

Susan Fielding provided an overview of the Report by the Auditors, KPMG, who

presented the report at to the May B&A Committee meeting. KPMG noted that there weren't any irregularities found during the audit process and the Audit Report indicated a clean audit.

BD12, 3642

**MOVED BY: Susan Fielding
SECONDED BY: Craig Cassar**

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

THAT the 2025 Report by the Auditors be approved

CARRIED

9.1.2 BA 2609 2025 12-month Financial Results – Audited Financial Statements

Susan Fielding provided a summary of the results of the 2025 Audited Financial Statements that were provided by KPMG, who indicated that the HCA is in sound financial position having generated a \$1.6M surplus on the year, with an unallocated accumulated surplus of \$913,803. It was noted that a report will come to the June B&A meeting recommending reserve allocation for this accumulated surplus.

Additionally, the Financial Statements from Confederation Beach Park were reviewed, which indicated an annual deficit of \$25,893 for 2025. These financial statements will be provided to the City of Hamilton and Park management review team.

BD12, 3643

**MOVED BY: Susan Fielding
SECONDED BY: Maureen Wilson**

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

THAT the 2025 Twelve-Month Audited Financial Statements for Hamilton Conservation Authority and Confederation Beach Park be approved

CARRIED

10. Other Staff Reports/Memoranda

10.1. Watershed Conditions Memorandum

Jonathan Bastien presented a summary of the memorandum, highlighting noting that

during the period of April 27th to May 25th 2026, there were no significant flooding or water safety concerns, related to area watercourses or the Lake Ontario shoreline. Currently, there are no observations, reports, or expectations of significant watercourse flooding, localized watercourse flooding of low-lying areas that typically flood during higher water levels, or significant water safety concerns. 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 Upper and Lower Spencer Creek).

The water level of Lake Ontario has dropped 3 cm due to drier conditions but is still approximately 30 centimeters above the average. Christie Lake is also lower than average due to the drier conditions.

In response to a question posed by Matt Francis, Jonathan indicated that the Lake Ontario water level should be declining steadily during the summer months.

BD12, 3644

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

THAT the memorandum entitled Watershed Conditions Report be received.

CARRIED

10.2. Conservation Areas Services Update

Liam Fletcher provided a summary of the memorandum indicating that:

- Hamilton and Niagara Public beach monitoring programs are underway with weekly water quality testing at Valens Lake, Christie Lake, Fifty Point and Confederation Beach Park waterfronts;
- Boat rentals are open for the season at Valens Lake and Christie Lake conservation areas and fishing officially opens in the reservoirs as of June 27, 2026 for the season.
- The spring boat launch at Fifty Point Marina has successfully been completed; 260 boats were launched and, a total of 230 bags of shrink wrap were recycled.

BD12, 3645

**MOVED BY: Jeff Beattie
SECONDED BY: Lisa DiCesare**

THAT the memorandum entitled Conservation Areas Services Update be received.

CARRIED

11. New Business

There was none.

12. In-Camera Items**BD12, 3646****MOVED BY: Jeff Beattie
SECONDED BY: Susan Fielding****THAT the Board of Directors moves *in camera* for matters of law, personnel and property.****CARRIED**

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

**12.1. Confidential Verbal Update – BD/June 01-2026
(Property Matter)**

Scott Peck provided a verbal update regarding a property matter and answered the members' questions.

BD12, 3647**MOVED BY: Maureen Wilson
SECONDED BY: Alex Wilson****THAT the confidential verbal update entitled BD/June 01-2026 be received and remain in camera.****CARRIED****12.2. Confidential Verbal Update – BD/June 02-2026
(Property Matter)**

Scott Peck provided an update on a property matter and answered members' questions.

BD12, 3648**MOVED BY: Jeff Beattie
SECONDED BY: Elise Copps****That the Confidential Verbal Update, BD/June 02-2026 be received and remain in camera**

BD12, 3649

**MOVED BY: Susan Fielding
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, July 2, 2026, 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.

Scott Fleming
Secretary-Treasurer

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Hamilton Conservation Authority

Minutes

Budget & Administration Committee

May 29, 2026

Minutes of the Budget & Administration Committee meeting held on Friday, May 29, 2026 at 2:00 p.m., via Webex platform and live-streamed on HCA's YouTube channel

Present: Susan Fielding, in the Chair
Brad Clark
Alex Wilson

Regrets: Lisa DiCesare, Maureen Wilson

Staff Present: Nauman Chaundhry, Gord Costie, Scott Fleming, Rob Gray, Matt Hall, Amanda Martin, Scott Peck, Mike Stone, and Sandra Winner

Others Present: David Marks, KPMG

1. Welcome

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

2. Declarations 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.

Acting CAO Scott Peck advised that that an addendum was circulated, 2025 12-month Financial Results – Audited Financial Statements and was addressed under item number 8, Staff Reports/Memorandums, as item 8.2. Additionally, the 2025 Report by the Auditors was presented under item 8.1.

BA 2606

MOVED BY: Brad Clark

SECONDED BY: Alex Wilson

THAT the agenda be approved as amended.

CARRIED

4. Delegations

There were none.

5. Election of Vice Chair

Susan Fielding opened the call for nominations for the position of Vice-Chair of the Budget & Administration Committee for 2026. Alex Wilson expressed interest in the position.

Nominated: Alex Wilson

By-Mover: Brad Clark

Having no further nominations, the election for the office of Vice-Chair of the Budget & Administration Committee for 2026 was then closed and the position acclaimed with the following resolution:

BA 2607

MOVED BY: Brad Clark

SECONDED BY: Susan Fielding

THAT nominations for the 2026 Vice-Chair of HCA Budget and Administration Committee be closed and Alex Wilson be confirmed as Vice-Chair of the Hamilton Conservation Authority Budget & Administration Committee for 2026.

CARRIED

6. Consent Items

The following consent items were adopted:

6.1. Approval of Budget & Administration Committee Minutes – March 19, 2026

6.2. 2026 Annual Statistical Reporting for Freedom of Information Requests

7. Business Arising from the Minutes

There was none.

8. Staff Reports/Memoranda

Reports for Recommendation

8.1. 2025 Report by the Auditors

David Marks, Lead Audit Engagement Partner at KPMG, provided an overview of the document, highlighting the process taken by KPMG to complete the audit for the 2025 fiscal year and noting that there weren't any irregularities found during the audit process, and that the Audit Report indicated a clean audit.

**BA 2608 MOVED BY: Alex Wilson
 SECONDED BY: Brad Clark**

**THAT the Budget & Administration Committee recommends to
the Board of Directors:**

THAT the 2025 Report by the Auditors be approved

CARRIED

8.2. 2025 12-month Financial Results – Audited Financial Statements

David Marks provided a summary of the 2025 Audited Financial Statements, indicating that based on the findings, the HCA is in a sound financial position, having generated a \$1.6M surplus on the year, with an unallocated accumulated surplus of \$913,803. Additionally, the Financial Statements from Confederation Beach Park were reviewed, noting an annual deficit of \$25,893 for 2025.

**BA 2609 MOVED BY: Brad Clark
 SECONDED BY: Alex Wilson**

**THAT the Budget & Administration
Committee recommends to the Board of Directors:**

**THAT the 2025 Twelve-Month Audited Financial
Statements for Hamilton Conservation Authority and
Confederation Beach Park be approved**

CARRIED**Memorandums to be Received**8.3. **HCA General Insurance Renewal – 2026**

Scott Fleming provided an overview of the memorandum indicating that 2026 insurance premiums will increase as a result of an increase cost for property insurance; costs will rise by 24%.

BA 2610**MOVED BY: Brad Clark
SECONDED BY: Alex Wilson****THAT the Memorandum entitled HCA General Insurance
Renewal – 2026 be received.****CARRIED**8.4. **HCA 2026 1st Quarter Financial Results – Operating**

Scott Fleming provided an overview of the memorandum indicating that HCA sits at a surplus position for the first quarter of 2026, putting the HCA in a favourable position to begin the busy summer months.

BA 2611**MOVED BY: Alex Wilson
SECONDED BY: Brad Clark****THAT the Memorandum entitled HCA 2026 1st Quarter
Financial Results – Operating be received.****CARRIED**8.5. **HCA 1st Quarter Cumulated Financial Results – Capital and Major Maintenance**

Matt Hall provided an overview of the memorandum, highlighting the projects that occurred during the winter months, rebuilding the boardwalk at Valens, as well as planned projects for the spring.

In response to a question posed by Brad Clark, staff will provide a report to the Budget & Administration Committee at a future meeting regarding the impact of rising costs of diesel has on planned capital projects as well as any contingency plans to help mitigate this.

BA 2612**MOVED BY: Brad Clark
SECONDED BY: Alex Wilson****THAT the Memorandum entitled HCA 2026 1st Quarter**

Cumulated Financial Results – Capital & Major Maintenance be received.

CARRIED

8.6. HCA 1st Quarter Vendor Report

Scott Fleming provided an overview of the memorandum, which contained a summary of vendors and the amount paid to them during the first quarter of 2026.

BA 2613

**MOVED BY: Alex Wilson
SECONDED BY: Brad Clark**

THAT the Memorandum entitled HCA 1st Quarter Vendor Report be received.

CARRIED

8.7. 2025 Asset Disposition

Scott Fleming provided a summary of the memorandum which provides a summary of the assets that were disposed during the 2025 calendar year, noting that the disposal process complied with the HCA Purchasing Policy.

BA 2614

**MOVED BY: Brad Clark
SECONDED BY: Alex Wilson**

THAT the Memorandum 2025 Asset Disposition be received.

CARRIED

9. New Business

There was none.

10. In-Camera Items for Matters of Law, Personnel and Property

There weren't any in-camera items.

11. Next Meeting

The next meeting of the Budget and Administration Committee will be held on

Thursday, June 25, 2026, at 2:00 p.m. at the HCA Main Administration Office – Woodend Auditorium, 838 Mineral Springs Road, Ancaster, Ontario.

12. Adjournment

On motion, the meeting adjourned.



Report

Report To: Budget & Administration Committee

Approved for Circulation By: Lisa Burnside, CAO

Reviewed & Prepared By: Scott Fleming, Director of Finance & Central Support Services

Meeting Date: June 25, 2026

Subject: 2025 Reserve Balances & 2025 Accumulated Surplus Allocation

STAFF RECOMMENDATION

THAT the Budget & Administration Committee recommend approval by the Board of Directors the allocation of the accumulated surplus balance at December 31, 2025 of \$913,803 as follows:

- **\$800,000 to the General Land Acquisition reserve,**
- **and \$113,803 to the Watershed Management Services reserve.**

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HCA Reserve Balances (in thousands)

For the Year-Ending December 31, 2025

Reserve	2025 Opening Balance	-	2025 Net Transactions	+	2025 Reallocations + During Year	+	2025 Surplus to be Allocated	=	2025 Closing Balance	=	2026 Opening Balance
a. Construction Capital and Major Maintenance	\$ 2,267		\$ (368)		\$ -		\$ -		\$ 1,899		\$ 1,899
b. Watershed Management Services	\$ 451		(109)		-		114		456		\$ 456
c. Fifty Point Wetland	\$ 119		(33)		(86)		-		-		\$ -
d. Saltfleet CA Wetland Restoration Project	\$ 1,729		(458)		86		-		1,357		\$ 1,357
e. General Land Acquisition	\$ 1,218		(461)		-		800		1,557		\$ 1,557
f. Vehicle and Equipment Reserve	\$ 405		-		-		-		405		\$ 405
g. Westfield: Friend of Westfield & Endowment Fund	\$ 268		7		-		-		275		\$ 275
h. General Stabilization Reserve	\$ 3,000		-		-		-		3,000		\$ 3,000
i. Human Resources	\$ 463		(221)		-		-		242		\$ 242
j. Legal Issues	\$ 300		-		-		-		300		\$ 300
k. Unscheduled Capital	\$ 700		(100)		-		-		600		\$ 600
l. Climate Change Initiatives	\$ 180		77		-		-		257		\$ 257
m. Records Management & Information Technology (IT)	\$ 417		(157)		-		-		260		\$ 260
n. Bench Maintenance	\$ 4		-		-		-		4		\$ 4
	\$ 11,521		\$ (1,823)		\$ -		\$ 914		\$ 10,612		\$ 10,612

- a. Worked on various projects on carryforward list, down 16%
- b. Worked on various projects throughout 2025
- c. Reserve account closed and reallocated in 2025 as project complete
- d. Construction of the second wetland and design and archaeological work on the third wetland
- e. Payment processed for the purchase of land in 2025
- f. No change during year
- g. Accrued endowment interest
- h. No change during year
- i. Dealt with some HR issues
- j. Maintain for unexpected legal challenges
- k. Completed budgeted renovations to Woodend Office
- l. Various initiatives throughout 2025 completed, revenue for 10% of membership pass sales
- m. Used reserve for digitization initiatives, software and hardware expenditures for IT Modernization initiatives
- n. Maintain memorial benches

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Report to: Budget & Administration Committee

Approved for Circulation By: Lisa Burnside, CAO

Reviewed By: T. Scott Peck, MCIP/RPP, Deputy CAO/Director, Watershed Management Services
Scott Fleming, Director, Finance and Central Support Services
Matt Hall, Director of Capital Projects & Strategic Services
Gord Costie, Director of Conservation Area Services
Marlene Ferreira, Director of Human Resources & Wellness

Prepared By: Lisa Burnside, CAO

Meeting Date: June 25, 2026

Subject: 2027 Budget Process and Year 3 Strategic Plan Initiatives

Recommendation:

THAT the Budget & Administration Committee recommends to the Board of Directors;

THAT this report be received for information; and further,

THAT the Year 3 initiatives identified in the report that support all four priority areas in the 2025–2029 Strategic Plan be approved and incorporated into 2027 year budgeting.

Executive Summary:

The development of the 2027 budget will occur on an accelerated timeline due to the October 2026 municipal election and the anticipated conservation authority amalgamation in early 2027. To ensure municipal review requirements can be met and budgets approved before year-end, staff are proposing an adjusted budget schedule that advances Board consideration and approval timelines.

This report presents the proposed budget development framework and identifies the Year 3 initiatives under the 2025–2029 Strategic Plan for Board approval and integration into the 2027 budget process. A total of nine initiatives have been identified across the Strategic

Plan’s four priority areas: Water Resources Management, Organizational Excellence, Natural Heritage, and Connecting People to Nature. These initiatives reflect a combination of ongoing program delivery, strategic advancements, and foundational organizational work. Approval of the Year 3 initiatives at this time will allow departments to incorporate them into 2027 work plans and budget development. It will also provide strategic direction for what is expected to be the final budget developed under the current Hamilton Conservation Authority structure prior to the transition to the Western Lake Ontario Regional Conservation Authority in 2027.

Staff Comment / Discussion:

Budget Timeframe

Historically, the budget process has followed a phased approach, with strategic priorities identified in June, key revenue and expenditure assumptions confirmed in August, and a draft budget presented to the Budget & Administration Committee and Board in October. Following Board endorsement, participating municipalities were provided 30 days to review and comment before final budget approval in December.

Given the October 2026 municipal election, staff are proposing to advance the process and obtain final Board approval in October. This will require approval of the draft budget at the September Board meeting to allow circulation to participating municipalities and consideration of any feedback prior to final approval the following month.

Budget Assumptions

Given the pending regional amalgamation and municipal election, staff are recommending a maintenance budget approach that continues all existing programs and services.

Budget Component	2027 Planning Assumption
Service Levels	Maintain all current programs and services.
Municipal Operating Levy	Proposed operating levy increase of 3.7%, consistent with the 2026 approved budget.
Capital Funding	Continued annual capital block funding of \$2.0 million from the City of Hamilton.
Planning and Permitting Fees	No increase, consistent with provincial direction to freeze planning and permitting fees.
Conservation Area Fees	Review fee schedule and bring forward recommendations to support revenue generation where appropriate.
Budget Approach	Maintenance budget reflecting organizational transition and pending regional amalgamation.

Year 3 Strategic Plan Priorities

The 2025–2029 Strategic Plan identifies four key priority areas that guide organizational

direction. The Year 3 initiatives continue building momentum toward achieving the Strategic Plan outcomes, with targeted actions that reflect each area's focus. Several continue the work of Year 1 and 2 initiatives where program, service and system reviews were undertaken with resulting priority recommendations brought through the Budget & Administration Committee and Conservation Advisory Board noting multi-year implementation.

Water Resources Management



Focused on safeguarding the health of the watershed and protecting people and property from natural hazards.

1. **Implement priority system enhancements** to improve connectivity and reliability of streamflow, precipitation, and snowpack monitoring network, based on the recommendations from the 2025 system review and work completed in 2026.

2027 Budget Key Initiatives include:

- *Proposed 10 New Tipping Buckets, 3 New Rain Gauges and 1 additional snow survey –funded through operational/capital budgets or reserves and funding may also be required in subsequent years.*

Organizational Excellence



Focused on our organizational resources to ensure efficient and responsive operations are available to meet the needs of the future.

2. **Undertake transition activities and work stemming from the transition plan**

2027 Budget: staff time to be built into workplans; any other costs are yet to be determined including funding.

3. **Implement key initiatives from the Digital Transformation Plan** to provide operational efficiencies and advance information management practices.

2027 Budget: Key initiatives include:

- a) *Digitization of hard copy Planning & Regulator permit files, completing the migration of all related records into the CA Content Management System and optimizing use of this tool for efficient workflows and automated records management*
- b) *Undertaking a needs assessment centred on finance and HR business processes to inform planned evaluation of an ERP system*

- c) *Continuing development of Microsoft 365 sharepoint environment to modernize digital information management, collaboration and internal communications along with the development of a related training plan*

IT/Records reserve funds will be required to support continuation of contract staffing for records management initiatives. Software and training related initiatives will be undertaken with existing resources. Allocations for additional funding from a variety of sources will also be required in subsequent years.

Natural Heritage



Focused on the management and conservation of natural areas, which include the forests, wetlands, meadows, and watercourses within the watershed.

4. **Construction of the third wetland at Devil’s Punchbowl for the Saltfleet Wetland Restoration Program** and advancing design for the fourth and final wetland.

2027 Budget: Built into staff workplans; Heritage Green Community Trust grant support for the third wetland construction through the HCF. Reserve funding of \$250,000 to initiate the design of the fourth and final wetland.

5. **Continue priority monitoring and restoration actions** based on the 2025 comprehensive monitoring and restoration plan and work completed in 2026 to guide enhancements of natural areas.

2027 Budget Key Initiatives include restoration works, invasive species and removal/contracts as well as HWA treatments

6. **Continue to develop a framework to integrate existing data sets for monitoring, invasive species, and stewardship data systems** to support identification and visualization of priority restoration areas.

2027 Budget: Staff time built into workplans; grant and funding opportunities will be sought where appropriate;

Connecting People to Nature



Focused on the conservation of HCA lands and connecting communities to natural areas.

7. **Implement Access and Amenities Review recommendations for the 2025 review and work completed in 2026** to improve visitor accessibility and inclusivity across conservation areas continuing new accessible pathways with picnic table pads.

Built into workplans; Foundation support

8. **Implement visitor engagement recommendations from the 2025 Conservation Areas Program Review and building on work from 2026 to enrich visitor experiences.**

2027 Budget Key Initiatives:

- a) Expansion of the learn to series to include paint in the park
- b) Partner organization interpretive hikes
- c) Providing tackle share/loaner programs
- d) Disc golf tournament promotion

Built into workplans; Foundation support and summer student funding to be pursued.

9. **Support advancement of master/management planning work** for the Dundas Valley Study Area into Phase 2 under the current contract with Thinc Design Inc.

2027 Budget: Estimated \$150,000 from capital budget

Strategic Plan Linkage:

The initiative supports all aspects of the HCA Strategic Plan 2025 – 2029.

Agency Comments:

MECP has advised that it would issue direction to manage the 2027 budget process for the 36 predecessor CAs to provide clarity around process and timelines. It was noted that direction will require CAs complete budget by year end or earlier and levies be issued to the current participating municipalities. Additionally, MECP has provided municipal levy apportionment percentages which remain unchanged for HCA's two participating municipalities with City of Hamilton providing 99.24% and Township of Puslinch providing 0.76%.

Legal / Financial Implications:

The Year 3 initiatives include a mix of operational and capital requirements. In most cases, staff time will be incorporated into departmental workplans, and external funding from grants and the Hamilton Conservation Foundation will be pursued where appropriate, along with use of reserves where required.

Related Reports and Appendices:

Final HCA Strategic Plan Report approval June 2024

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Report to: Budget & Administration Committee

Approved for Circulation By: Lisa Burnside, CAO

Reviewed By and Prepared By: Marlene Ferreira, Director, Human Resources and Wellness Services

Meeting Date: June 25, 2026

Subject: Legislative Minimum Wage Increase to HCA Casual Wage Rates

Recommendation:

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

THAT the revised Casual/Seasonal wage grids for Hamilton Conservation Authority and Confederation Beach Park, Lakeland Pool and Wild Waterworks be approved, which provides for the following:

- a) **The provincially mandated minimum wage rate of \$17.95, effective October 1, 2026, be applied to Level 1, Step 1 positions; and**
- b) **An additional increase of seventeen cents to be applied to Level 1, Step 2 positions for the 2027 hiring year.**

Executive Summary:

The Ontario government has announced that minimum wage rates will increase on October 1, 2026, based on the Ontario Consumer Price Index. The general minimum wage will rise by \$0.35 to \$17.95 per hour. In accordance with provincial legislation, HCA must update the affected wage category accordingly.

To ensure compliance, staff recommend increasing Level 1, Step 1 of the Casual/Seasonal Wage Grids to align with the new minimum wage of \$17.95 per hour. In addition, it is recommended that Level 1, Step 2 be increased by seventeen cents, resulting in an hourly wage of \$18.22 per hour.

The adjustment to Step 2 is intended to maintain appropriate differentiation between entry-level and returning employees, support internal pay equity, and recognize the experience and operational value that returning seasonal staff bring to HCA. These employees often require less onboarding and training, allowing them to contribute more quickly and effectively.

Staff Comment / Discussion:

Casual and seasonal employees are important to HCA’s workforce. They provide operational support across parks, pools, and field operations during peak seasonal periods. The majority of these positions are active from May through September, and some continue into October depending on operational requirements.

HCA has a casual/seasonal wage grid for seasonal staff hired to assist our owned and managed operations. Annually, approximately 300 casual and seasonal staff are employed across the HCA as outlined below:

Area	Number of casual staff
HCA conservation areas	121
Confederation Beach Park non wave pool	21
Confederation Beach Park Wild Waterworks	153
Office / Field Operations	6

For casual staff hired in 2026, approximately 21% (64 positions) of these roles are compensated at Level 1, Step 1 of the Casual/Seasonal wage grids. With the incoming increase in the provincial minimum wage of \$17.95, the current Level 1, Step 1 rate of \$17.60 per hour will no longer meet legislative requirements.

To maintain the integrity of the wage structure and support ongoing recruitment and retention efforts, staff recommend the following adjustments:

- Level 1, Step 1: Increase to \$17.95/hour to meet provincial minimum wage requirements
- Level 1, Step 2: Increase from \$18.05/hour to \$18.22/hour to preserve progression within the wage grid.

These changes will:

- Ensure compliance with provincial wage legislation
- Preserve our competitiveness relative to other local employers
- Support recruitment and retention efforts for essential seasonal positions
- Promote internal equity between new and returning staff
- Recognize the operational benefits and experience of returning employees
- Reduce onboarding and training pressures by encouraging employee return rates from season to season

Strategic Plan Linkage:

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

- **Strategic Priority Area** – Promote employee training, engagement, well-being, diversity, and inclusivity to strengthen our organizational resilience and ensure employees are equipped with the necessary skills to address emerging needs.

Agency Comments:

None

Legal / Financial Implications:

The estimated financial impact of the proposed wage grid changes, including the 35 cents differential increase to comply with minimum wage for Level 1, Step 1 and the seventeen cents increase for Level 1, Step 2, is projected to increase casual staffing expenses by approximately \$22,350 in 2027.

As Confederation Beach Park and Wild Waterworks is owned by the City of Hamilton, staffing costs for are budgeted separately by the City and are not included in HCA's budget.

Staff will advise of the 2027 impact at its next City of Hamilton PMRT meeting.

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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: July 2nd, 2026

Subject: Wild Waterworks Administration Building Roof Replacement – Tender Results

Recommendation:

THAT the Board of Directors award the construction tender for the Wild Waterworks Administration Roof Replacement project to GRRC Roofing for a total cost of \$112,000.00 (before taxes) which includes a contingency sum.

Executive Summary:

The roof of the Main Administration Building at Wild Waterworks has been designated for replacement following condition evaluations by HCA staff as well as a third-party engineering consultant. The scope of this project is to replace the entire roof structure with a new modernized roofing system.

Following completion of a public tender process, GRRC Roofing submitted the lowest compliant bid and staff are recommending award of the construction tender in the amount of \$112,000.00 (before taxes), inclusive of contingency.

Staff Comment / Discussion:

During the 2025 operating season, water infiltration was identified within the Wild Waterworks Main Administration Building. Interim repairs were undertaken to mitigate impacts; however, further investigation determined that the roof had reached the end of its service life and that more comprehensive work would be

required to fully address the underlying condition and prevent ongoing leaks. The building was originally constructed in the 1980's and has not had the roof replaced during this time.

To support next steps, HCA staff retained a building envelope engineer to inspect the roof and provide recommendations for solutions. After reviewing the existing condition of the Administration Building's roof, the engineering consultant recommended a full replacement and provided HCA staff with specifications and details required for construction purposes. These specifications were included in a tender package for roofing contractors to bid on.

This Public Tender was issued on May 19th, 2026 through the HCA's Bidding Tender website. Tenders Closed on June 16th, 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
GRRC Roofing	Yes	\$112,000.00	Low Bid
Goodmen Corporation	Yes	\$115,345.00	
Tectra Group Inc.	Yes	\$164,880.00	
Provincial Industrial Roofing & Sheet Metal Co. Ltd.	Yes	\$182,000.00	
Atlas-Apex Roofing Inc.	Yes	\$184,944.00	

GRRC Roofing submitted reference letters with their tender package from organizations such as Halton District School Board, Niagara Regional Housing, and Snyder Architects. Each of these reference letters describe GRRC Roofing as being reliable, professional and dedicated to the work they do. Halton District School Board notes in their letter that GRRC Roofing maintains an exemplary status on their list of prequalified bidders. GRRC Roofing also included a list of previous completed projects for organizations such as Hamilton Wentworth Catholic District School Board and the District School Board of Niagara. Each reference that the HCA contacted expressed a positive endorsement and willingness to work with GRRC Roofing in the future.

The anticipated schedule for this project is as follows:

Date	Notes
July 2 nd , 2026	Recommendation Report to HRCA Board of Directors
July 3 rd , 2026	Anticipated Contract Award Date
September 14 th , 2026	Official Contract Commencement

It is anticipated that the scope of work will be substantially completed on or before October 16th, 2026.

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.
 - Continue development of master and management plans and implementation of priority capital reinvestments.

Agency Comments:

N/A

Legal / Financial Implications:

Appropriate funding for this work has been allocated within the HCA Capital and Major Maintenance Budget for Confederation Beach Park for 2026 and the City/HCA Park Management Review Team has discussed and reviewed this project. A contingency sum of \$15,000 for unforeseen issues during construction works has been allocated for this project.

Related Reports and Appendices:

N/A

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Report to: Board of Directors

Approved for Circulation By: Lisa Burnside, CAO

Reviewed By: T. Scott Peck, MCIP, RPP, Deputy CAO/Director, Watershed Management Services

Prepared By: Elizabeth Reimer, Conservation Planner
Mike Stone, MCIP, RPP, Senior Manager, Watershed Planning, Stewardship and Ecological Services

Meeting Date: July 2, 2026

Subject: Proposed pool accessory to a new dwelling in a regulated area of Lake Ontario at 24 Copes Lane, City of Hamilton (Stoney Creek) – Permit application SC/F,C,A/26/43.

STAFF RECOMMENDATION

THAT the HCA Board of Directors approve the issuance of a permit under Section 28.1 of the Conservation Authorities Act, subject to submission of final drawings and subject to standard conditions, for construction of a pool within the regulated area associated with Lake Ontario at 24 Copes Lane, Stoney Creek, City of Hamilton.

Executive Summary:

In 2025 HCA issued a permit to construct a new house at 24 Copes Lane. The house was permitted under HCA's 2011 Planning & Regulation Policies and Guidelines. In January 2026, the property owners inquired about the construction of a pool and cabana, while construction of the house is still on-going. Since the issuance of a permit for the house, HCA has adopted a new Shoreline Management Plan and new Policies for Land Use Planning and Development Regulation in the Watersheds of the HCA. Notwithstanding that the proposed location of the pool does not fully comply with HCA's new policies, staff are of the opinion that a permit for the pool and cabana should be supported. Staff's recommendation recognizes that the dwelling was approved and substantially commenced under the previous policy framework, that alternatives to locate the pool outside of the shoreline hazard area were investigated and determined not to be feasible, and that supporting the proposal provides continuity and recognizes the advanced stage of an already approved residential development while maintaining shoreline protection measures.

Staff Comment / Discussion:

File Review History

In 2024, the owners of 24 Copes Lane (see property location in Appendix A) approached the HCA for information regarding the regulatory requirements for constructing a new dwelling on the property. Staff worked with the owners and their agent to ensure the proposed house complied with the HCA policies in effect at that time, namely the 2011 HCA Planning & Regulation Policies and Guidelines. Staff issued the permit (2025-03) on January 15, 2025. The house construction associated with the valid permit is currently well underway.

In January 2026, the agent sent an inquiry to HCA regarding constructing a pool and cabana on the property. HCA staff reviewed the plans and advised that new policies had come into effect, and the proposal could not be supported under the 2025 Policies for Land Use Planning and Development Regulation in the Watersheds of the Hamilton Conservation Authority (September 2025). In response to the comments from HCA staff, the applicant moved the proposed cabana so that it is located landward from the hazard limits identified by Shoreplan Engineering (Appendix B) in relation to the new house. At the request of the applicant, HCA staff issued a permit for the cabana (without the pool) on May 22, 2026.

HCA staff continued to explore opportunities to approve the pool under current policies. Staff advised that to be compliant, the pool would need to meet the conditions of Section 5.3.3.3 of the policies, which address new development within shoreline hazard limits. In particular, 5.3.3.3 (d), subsections (i) and (ii) state:

Development activity within the shoreline flooding hazard or erosion hazard may be permitted where it has been demonstrated:

- i. the feasibility of locating the development outside the shoreline hazards has been examined and no alternative exists;
- ii. the development is setback from the shoreline hazards to the greatest extent possible, and otherwise located in the area of least hazard susceptibility and risk;
- iii. the hazards can be addressed in accordance with the shoreline protection work standards policies of Section 5.3.3.2;
- iv. the development is located beyond the mitigated erosion hazard;
- v. the development is floodproofed in accordance with the floodproofing standards of Section 5.8;
- vi. safe access and a maintenance access allowance are provided in accordance with the requirements of Section 5.9; and
- vii. the general policies of Section 5.2 are met.

Staff assessed the proposed pool (see Appendix C) based on the criteria above. Due to the size of the lot, the property can accommodate development towards the road. However, staff acknowledge that swimming pools are more typically located

in rear yards. The applicant reviewed the possibility of locating the pool partially within the side yard, between the house that is under construction, and the approved cabana. After further investigation, the applicant determined that the pool could not be located in the side yard, due to issues with excavating close to the new house foundation and issues with drainage. The applicant provided a letter from a qualified structural engineer to confirm the concerns with placing the pool in the side yard (see Appendix D).

In recognition of the concerns with placing the pool in the side yard staff are satisfied that Section 5.3.3.3 (d) (i), has been met, namely that the feasibility of locating the development outside the shoreline hazards has been examined and no alternative exists.

Regarding Section 5.3.3.3 d (ii), the applicant has provided a letter of support from ShorePlan Engineering. It is the opinion of ShorePlan Engineering, as it relates to the shoreline hazard, that the structure is adequately set back from the hazards if the 2011 policies are applied. HCA staff note that the 2025 policies are intended to implement the recommendations in the Shoreline Management Plan, which provides direction for management decisions along the coast, planning for new development, and reducing exposure to natural hazards. As such, the new policies for new development are more conservative in this case than the previous policies. To provide continuity for the applicant, in recognition of how recently the new house was approved, staff can accept ShorePlan Engineering's recommendation.

The letter from ShorePlan Engineering supports subsection (iii) that shoreline protection is in place, and subsection (v), that the pool is beyond the wave uprush hazard. In addition, safe access and maintenance access are maintained, as access is provided on the west side of the house currently under construction. However, subsection (iv) is not met, as the pool is located closer to Lake Ontario than the mitigated hazard (red line indicated in Appendix B). This is a more conservative approach than was previously implemented for pools on the Lake Ontario shoreline.

Staff can not issue a permit which does not comply with Board-approved policy. Proposals that do not meet policy may be considered for approval by the Board of Directors, typically through a formal hearing process where staff are not supportive of the application. Given staff's support for the proposal, it is being recommended the Board direct staff to issue the permit without a formal hearing.

Agency Comments:

Not Applicable

Legal / Financial Implications:

Not Applicable

Appendix A: Property Location



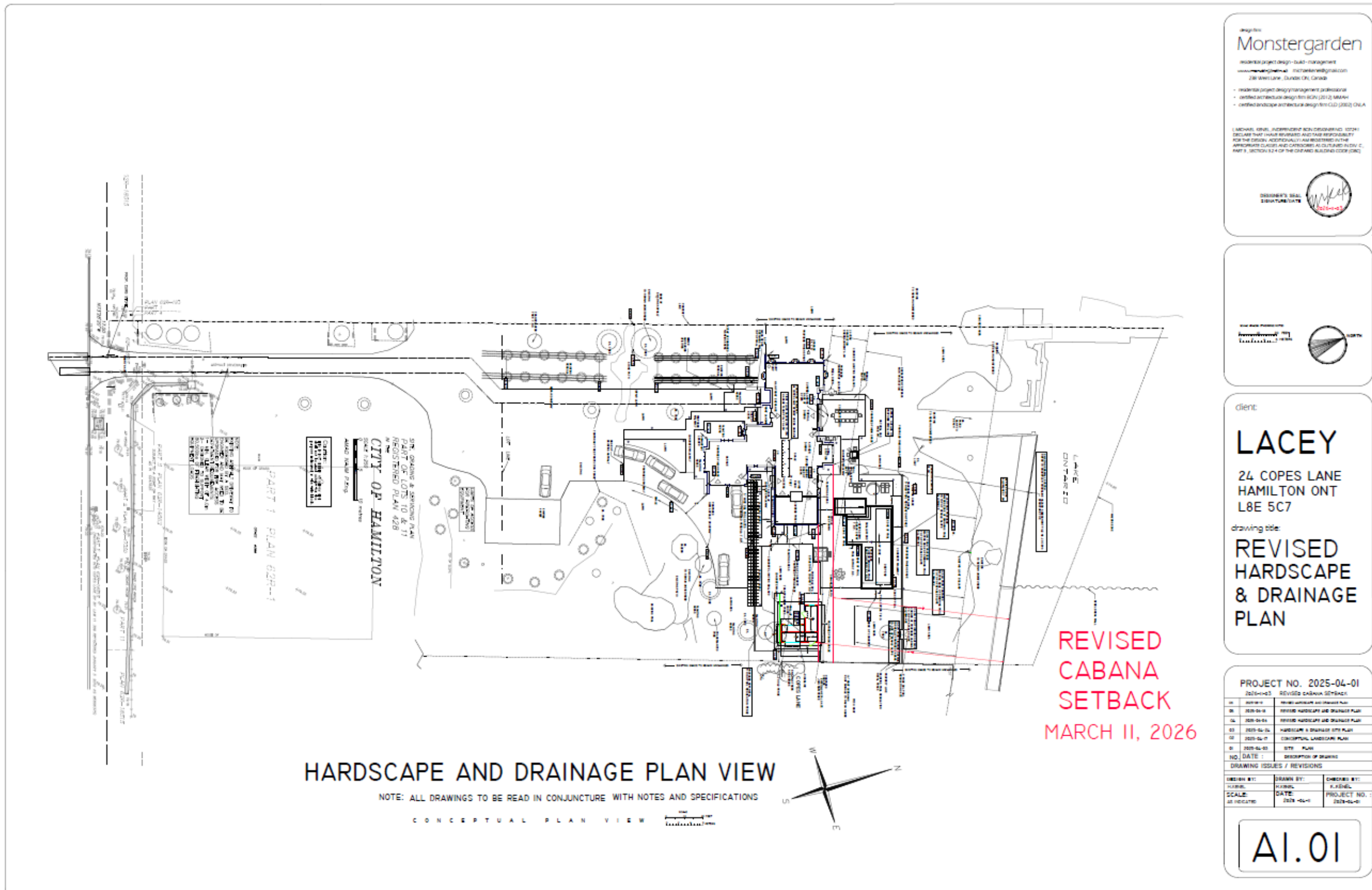
Location of property (shown in red outline), including the erosion hazard based on a recession rate of 0.5 m/yr (dashed orange line), and flood hazard (solid teal line) as identified in the Shoreline Management Plan.

Appendix B: ShorePlan Hazard Delimitation



Flood (blue line) and mitigated erosion (red line) hazards identified by ShorePlan Engineering for 24 Copes Lane.

Appendix C: Pool plan



Site plan showing orientation of house, cabana and pool.

design firm
Monstergarden
 residential project design - build - management
 www.monstergarden.ca | info@monstergarden.com
 238 West Lane, Dundas ON, Canada

- residential project design/management professional
- certified architect/landscape architect (2012) MAAH
- certified landscape architectural design firm (2012) OALA

I, MICHAEL CRUICK, INCORPORATING ARCHITECTURE INC. (2024) DECLARE THAT I HAVE REVIEWED AND TAKE RESPONSIBILITY FOR THE DESIGN ACCURACY AND AM REGISTERED IN THE APPROPRIATE CLASS AND CATEGORY AS OUTLINED IN DIV. 2, PART 9, SECTION 9.2.4 OF THE ONTARIO BUILDING CODE (OBC)

DESIGNER'S SEAL
 SIGNATURE DATE

LOCAL AUTHORITY PROFESSIONAL
 REGISTERED PROFESSIONAL ENGINEER
 CIVIL ENGINEERING

client
LACEY
 24 COPES LANE
 HAMILTON ONT
 L8E 5C7

drawing title:
**REVISED
 HARDSCAPE
 & DRAINAGE
 PLAN**

PROJECT NO. 2025-04-01

NO.	DATE	DESCRIPTION OF DRAWING
01	2025-04-01	REVISED CABANA SETBACK
02	2025-04-01	REVISED HARDSCAPE AND DRAINAGE PLAN
03	2025-04-01	REVISED HARDSCAPE AND DRAINAGE PLAN
04	2025-04-01	REVISED HARDSCAPE AND DRAINAGE PLAN
05	2025-04-01	HARDSCAPE & DRAINAGE CITY PLAN
06	2025-04-01	CONCEPTUAL LANDSCAPE PLAN
07	2025-04-01	STY PLAN
NO.	DATE	DESCRIPTION OF DRAWING
DRAWING ISSUES / REVISIONS		
DESIGN BY:	DRAWN BY:	CHECKED BY:
MONS	MONS	M. CRUICK
SCALE:	DATE:	PROJECT NO.:
AS INDICATED	2025-04-01	2025-04-01

A1.01

Appendix D: Letter of support from structural engineer.

Seymour
Home
Consulting Inc.
HOME & BUILDING INSPECTIONS

4380 HARVESTER ROAD, UNIT 3
BURLINGTON, ONTARIO
L7L 4X4

TEL. 905-634-1414
SEYMOURHOMECONSULTING.CA

June 18, 2026

Jason Kenel
Kennedy + Kenel Ltd.
449 Barton St. E.
Hamilton, Ontario

Re: Pool Installation at 24 Copes Lane, Stoney Creek, Ontario

Jason,

I have reviewed the structural design of the existing home for the purposes of determining the required offset clearance of a pool excavation to the existing footings.

Based on the minimum required footing depth of 48" (1.2m) for the porches, and an angle of repose of 66 degrees, the minimum offset distance from the house structure for an excavation of 8' (2.44m) depth (plus 7" (.178m) minimum for pool structure and drainage) would be 125.5" (3.188m).

Any increase in depth of the pool beyond 8' (2.44m) will require a larger offset distance from the structure. This is calculated at 2.25" (.057m) per 1" (.025m) increase in depth.

If you have any questions, please do not hesitate to call me at 905-638-4715, or email at joeseymour1990@gmail.com.

Regards,



Joe Seymour, P. Eng.

Appendix E: Letter of support from ShorePlan Engineering

June 2, 2026

SHOREPLAN

Patrick Lacey
Mammoety Canada Eastern Ltd.
333 Humberline Drive
Etobicoke, Ontario
M9W 5X3

Email: pat.lacey@mammoet.com

Dear Mr. Lacey,

RE: 24 Copes Lane, Stoney Creek, Ontario
Hamilton Conservation Authority Response
Our File: 23-3896

We understand you are developing the property and wish to construct an in-ground pool (approx. 80 m²) between the lakeward side of the proposed home and existing shore protection at 24 Copes Lane in Stoney Creek, on the southern shore of Lake Ontario. Shoreplan Engineering Limited (Shoreplan) prepared a Shoreline Hazard Assessment Report dated November 14, 2024 for your property. We have reviewed the location of the proposed pool which is located lakeward of both the *Development Setback with Protection* (erosion hazard) and *Flood Hazard Limit* that were established in the Report.

We understand you have discussed your project with Hamilton Conservation Authority (HCA) and they have provided comments in an email dated April 17, 2026 which you provided us. Below are HCA's comments (italicized) with our response following.

"...provide written rationale to fulfil the criterion that states, "The feasibility of locating the development outside the shoreline hazard has been examined and no alternative exists." This property is somewhat unusual for a lake front property in Stoney Creek, in that there is a portion of the property that is away from the hazards, and therefore, we are looking for a strong rationale for why the pool and cabana cannot be located in the area of least hazard susceptibility and risk."

In 2025 HCA adopted a new policy (Policies for Land Use Planning and Development Regulation in the Watersheds of the Hamilton Conservation Authority) for development along the Lake Ontario shorelines. However, the proposed development was originally approved under HCA's 2011 policies and guidelines in 2024. Given the pool is part of the same development works as the construction of the house, it is our opinion that the pool should be reviewed under the same 2011 policy. Under HCA's 2011 policies, swimming pools are permitted within the shoreline hazards if adequate shore protection works are installed (policy 2.2.2.4). In 2024, Shoreplan reviewed the existing shore protection and found that it mitigates the shoreline hazards and a development setback with protection (now referred to as mitigated erosion hazard) was established for the property.

Under the 2011 policy we have previously applied the guidance in *MNR Technical Guide for Great Lakes – St. Lawrence River Shorelines* for development to occur within the hazards. Table A.7.2.1 provides that guidance and is appended to this letter for reference. Swimming pools are allowed within the flood hazard if it meets all the requirements within the Floodproofing Standard (FPS). In the 2024 report the flood hazard limit at the site was determined to be the limit of wave uprush at elevation 78.75 m with the existing protection. The proposed site grading with concrete walkway and patio area surrounding the pool will be at elevation 79.0 m or above. This grading puts the land around the pool above limit of wave uprush and thus outside the flood hazard.

Table A.7.2.1 allows for the construction of pools within the erosion hazard provided it meets the following criteria:

- 1) Not at risk of erosion for 20 years for inground pools.
- 2) Drainage is addressed.
- 3) Maintenance access to existing protection works is not decreased.
- 4) Existing ingress/egress is not reduced.

The proposed swimming pool is setback over 15 m from the front face of the existing concrete wall. The pool will not be at risk to erosion for over 44 years ($(20 \text{ years remaining life of wall}) + (15 \text{ m} - 7.8 \text{ m Stable Slope Allowance}) / (0.3 \text{ m/yr}) = 44 \text{ years}$). The site plan indicates that the proposed grading around the pool maintains positive drainage toward the lake, as currently exists at the property, and so will not negatively effect drainage at the site. The pool will not reduce the proposed 5 m wide access route along the western side of the dwelling so maintenance access as well as ingress/egress will not be affected. We are of the opinion that the hazards are sufficiently addressed to meet the requirements of Table A.7.2.1.

This is a unique Lake Ontario shoreline property in Stoney Creek because it is a long or deep property extending over 150 m from the road to the shoreline. The two (2) adjacent properties are the same length, and both have pools on the lakeside of their house. We believe that it would not be in keeping with the character of the neighbourhood to have the pool located elsewhere. It is our opinion that the proposed pool location meets the requirements of the MNR Technical Guide and HCA's 2011 policy.

Closing Remarks

We understand that HCA adopted a new planning policy in 2025. However, the new development was recently reviewed under the 2011 policy. Since the pool is part of the same development as the house, our opinion is that the pool should be reviewed under the same policy and guidelines. Under the 2011 policy we apply the guidance in *MNR Technical Guide for Great Lakes – St. Lawrence River Shorelines* for development to occur within the hazards. The proposed pool location will be outside of the flood hazard and will not be at risk to erosion for 44 years with the existing shoreline protection. It is our opinion that its position is also in keeping with the character of the neighbourhood.

SHOREPLAN

Yours truly,

Shoreplan Engineering Limited



G. Riehm, P. Eng.

Cc: Patrick Lacey

Encl.

Site Plan

Table A.7.2.1



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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: July 2nd, 2026

Subject: Watershed Conditions Memorandum

Executive Summary:

During the period of May 25th to June 22nd 2026, there were no significant flooding or water safety concerns, related to area watercourses or the Lake Ontario shoreline.

Currently, there are no observations, reports, or expectations of significant watercourse flooding, localized watercourse flooding of low-lying areas that typically flood during higher water levels, or significant water safety concerns. Current flows are estimated to range from slightly elevated above baseflow conditions in some watercourses (Ancaster Creek and Redhill Creek) to elevated but slightly below thresholds for significant water safety concerns in other watercourses (Spencer Creek).

The average monthly flows for June so far have ranged between slightly below long-term averages to significantly above long-term averages. The average monthly flows for May ranged between slightly below long-term averages to slightly above long-term averages. The average monthly flows for April 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.

Currently, there are no observations, reports, or expectations of significant Lake Ontario shoreline flooding. The Lake Ontario mean daily water level averaged across the entire lake is 34 cm above average for this time of year, as of yesterday.

Christie Lake levels are currently slightly above preferred summer operating levels. Valens Lake levels are currently within preferred summer operating levels.

The most recent drought assessment indicated that normal conditions are an appropriate overall characterization of the watershed at that 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 – June 22nd, 2026

Current Flows in Major Area Watercourses

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

Current flows are estimated to range from slightly elevated above baseflow conditions in some watercourses (Ancaster Creek and Redhill Creek) to elevated but slightly below thresholds for significant water safety concerns in other watercourses (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 June so far have ranged between slightly below long-term averages to significantly above long-term averages. Monthly flow in Upper Spencer Creek at Safari Road has been 224% of long-term averages (considered significantly above average). Monthly flow in Middle Spencer Creek at Highway 5 has been 125% (considered above average). Monthly flow in Lower Spencer Creek at Market Street has been 128% (considered above average). Monthly flow in Ancaster Creek at Wilson Street has been 72% (considered slightly below average). Monthly flow in Red Hill Creek at Barton Street has been 172% (considered well above average).

The average monthly flows for May ranged between slightly below long-term averages to slightly above long-term averages. Monthly flow in Upper Spencer Creek at Safari Road was 97% of long-term averages (considered near average). Monthly flow in Middle Spencer Creek at Highway 5 was 88% (considered slightly below average). Monthly flow in Lower Spencer Creek at Market Street was 95% (considered near average). Monthly flow in Ancaster Creek at Wilson Street was 90% (considered near average). Monthly flow in Red Hill Creek at Barton Street was 119% (considered slightly above average).

The average monthly flows for April ranged between slightly below long-term averages to near long-term averages. Monthly flow in Upper Spencer Creek at Safari Road was 100% of long-term averages (considered near average). Monthly flow in Middle Spencer Creek at Highway 5 was 100% (considered near average). Monthly flow in Lower Spencer Creek at Market Street was 101% (considered near average). Monthly flow in Ancaster Creek at Wilson Street was 82% (considered slightly below average). Monthly flow in Red Hill Creek at Barton Street was 86% (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

Currently, there are no observations, reports, or expectations of significant Lake Ontario shoreline flooding. The Lake Ontario mean daily water level in the Hamilton area ranged between 75.42 and 75.43 m IGLD85 as of yesterday. The Lake Ontario mean daily water level averaged across the entire lake (75.41 m IGLD85 as of yesterday) is 34 cm above average for this time of year.

Current Storages in HCA Reservoirs

Christie Lake levels (771.99 ft) are currently slightly above preferred summer operating levels (771.00 to 771.50 ft), as a result of recent rain.

Valens Lake levels (275.35 m) are currently within preferred summer operating levels (275.25 to 275.45 m).

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 May 25th to June 22nd 2026, there were no significant flooding or water safety concerns, related to area watercourses or the Lake Ontario shoreline.

RECENT WATERSHED LOW WATER CONDITIONS

The most recent drought assessment (including data up to May 31) indicated that normal conditions are an appropriate overall characterization of the watershed at that 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: July 2, 2026

Subject: Conservation Area Services Update

Executive Summary:

Conservation Area operations are at full summer season levels. A new Wind Phone at Dundas Valley Conservation Area has been installed and well received, providing visitors with a reflective space for grief, remembrance, and healing while supporting HCA's commitment to mental wellness and meaningful connections to nature. Wild Waterworks and Lakeland Pool are now open, with Wild Waterworks celebrating its 40th operating season. HCA is also partnering with the Province of Ontario to deliver the Learn to Fish program at Christie Lake, Valens Lake, and Fifty Point Conservation Areas. Strong registration levels demonstrate continued community interest in accessible outdoor recreation and nature-based learning opportunities.

Staff Comment / Discussion:

- **Dundas Valley Conservation Area – Wind Phone**

A Wind Phone has been installed at Dundas Valley Conservation Area that provides a quiet, reflective space for individuals coping with grief, loss, or separation. Located in a peaceful natural setting, the Wind Phone offers visitors an opportunity to speak openly to loved ones who have passed away or are otherwise absent. The project has been well received by the community and aligns with HCA's commitment to supporting mental wellness and meaningful connections to nature through accessible and inclusive visitor experiences.

- **Wild Waterworks, Lakeland Pool – Now Open**

Both Wild Waterworks and Lakeland Pool are now open for the season. This

year marks Wild Waterworks' 40th operating season. Wild Waterworks is operating six days per week, including all summer holiday Mondays, while Lakeland Pool is open daily. Staff have done an excellent job preparing both facilities for a successful season and welcoming visitors back.

- **Christie Lake Conservation Area – Learn to Fish Program**

Hamilton Conservation Authority is partnering with the Province of Ontario to offer the Learn to Fish program at Christie Lake, Valens Lake, and Fifty Point Conservation Areas throughout the summer. This introductory program, facilitated by HCA's Program Ambassadors provides participants aged six and older with hands-on instruction in fishing techniques, fish identification, safety, and Ontario fishing regulations. All equipment, bait, and required licensing are provided, making the program an accessible opportunity for individuals and families to connect with nature, develop outdoor skills, and experience recreational fishing in a safe and supportive environment. Spots have been filling quickly, reflecting strong community interest in outdoor recreation programming.