

**JOINT STEWARDSHIP BOARD**  
**Minutes, Friday November 28, 2014**  
 GREAT Boardroom, Ohsweken, ON

**City of Hamilton Members:**  
 Councillor Chad Collins

**Haudenosaunee Members:**  
 Brian Doolittle

**Board Resources:**  
 Andrew Grice, City of Hamilton  
 Guy Paparella, City of Hamilton  
 Rob Norman City of Hamilton

**Coordinator:** Sheri Longboat  
**Note Taker:** Sheri Longboat

**Minute Writer:** Sheri Longboat

**Also Present:**

Marilynn Wright, Hamilton, Community Member; Cayuga Chief Blake Bomberry; Mohawk Chief Joe Skye, Adrienne Kupchanko, City of Hamilton

**Board Member Regrets:**

Aaron Detlor, Haudenosaunee  
 Councillor Terry Whitehead, City of Hamilton  
 Councilor Russ Powers (retired)  
 Hazel Hill, Haudenosaunee

Item	Topic	
1	<p><b>Opening</b></p> <ul style="list-style-type: none"> <li>Meeting opened by Chief Blake Bomberry</li> </ul> <p><b>Announcement</b></p> <ul style="list-style-type: none"> <li>Andrew announced he has accepted a position with the Hamilton Water department starting December 8, 2014</li> <li>Adrienne Kupchanko has worked with the board coordinator on the Turtle contract will act as the city contact until Andrew's position is filled</li> </ul>	<p>Andrew announced departure</p> <p>Adrienne Kupchanko interim designated city contact</p>
2	<p><b>Review and Approval of Agenda</b></p> <ul style="list-style-type: none"> <li>Brian requested an update on Kayanase Tree Planting be added within the coordinator's report</li> </ul>	Accepted with addition
3	<p><b>Approval of Minutes from July 28, 2014</b></p> <ul style="list-style-type: none"> <li>Minutes were accepted with one addition - action arising from in-Camera: coordinator contract extended</li> </ul>	Accepted with addition
4	<p><b>Outstanding Business</b></p> <p><b>4.1 Bear Meeting Place</b></p> <ul style="list-style-type: none"> <li>Sheri provided an update on activities associated with the Bear Meeting Place and planning for the opening event</li> <li>Aerial images captured in the valley in late October were shown to highlight the Bear feature from the sky and in relation to other sites (e.g., parkway and proposed EIC site)</li> <li>The September 13<sup>th</sup> Official Opening had to be cancelled due to safety issues associated with rain and pool trail conditions</li> <li>A brochure for the Bear Meeting Place was provided to the</li> </ul>	<p>Update on activities</p> <p>Aerial images shown</p> <p>Brochure distributed</p>

	<p>board, and is available on the updated website along with other information about the Bear such as media advisory</p> <ul style="list-style-type: none"> <li>• A price quote was obtained from Fontasy sign for \$2,549 to design, construct and install a sign on the currently empty trailhead frame adjacent to the Bear Meeting Place</li> <li>• The sign would encourage and direct trail users to the Bear, and hold the Red Hill Valley Trail map</li> <li>• Board input on the draft design shall be done by email to members and resources with clearly identified timeline for response</li> </ul> <p><b>4.2 Turtle Design</b></p> <ul style="list-style-type: none"> <li>• Sheri provided an update on past Turtle Meeting Place activities, timelines and decision-making</li> <li>• Andrew provide an update on the process and steps taken to engage a consultant from the approved city roster, and the rational to have completed a shovel ready project</li> <li>• MMM Group identified for their experience in landfill projects</li> <li>• Sheri shared details about the MMM Group proposal and agreement for \$22,200 signed in November 2014</li> <li>• \$22,200 that includes three parts, and two approval meetings with the board during Part A and Part B <ul style="list-style-type: none"> <li>• Part A - Conceptual Design - March 2015 completion</li> <li>• Part B - Detailed Design Services - June 2015 completion</li> <li>• Part C – Tender Stage – September 2015 completion</li> </ul> </li> <li>• Discussion on other considerations related to the Turtle included notifying Hamilton Conservation Authority, and checking with the Ministry of Transportation regarding features and distance from highway</li> <li>• The detailed design should be finalized by June 2015 in time for 2016 capital budget planning</li> <li>• The board was shown aerial images of the landfill – as the location for the landfill - and suggested that the turtle be layered on to the image</li> </ul>	<p>Price quote for trailhead sign obtained</p> <p>Input into sign design to be done by email</p> <p>Update on Turtle Place</p> <p>MMM Group contacted for concept, detailed design, and tender package</p> <p>City to notify conservation authority and check with Province</p> <p>Plan for 2016 capital budgeting</p> <p>Layer turtle on aerial site photo</p>
	<p><b>4.3 Environmental Interpretive Centre</b></p> <ul style="list-style-type: none"> <li>• The board was provided an update on activities including the proposal by architects ATRR to complete further designs including a 3D walk through which his scheduled for completion in early 2015</li> <li>• There was discussion on the constraints with the site selected by ATRR and how it differed from the site originally proposed (open space adjacent to the parking lot)</li> <li>• This included cost considerations for servicing, regulatory approval and safety issues from proximity to the steep escarpment face</li> <li>• Andrew announced the site survey was completed and the same concerns were noted</li> <li>• The board agreed that further designs continue including the 3D walk which can be later tweaked for relocation to the original site if needed</li> <li>• Brian noted if the building is relocated, the original site could</li> </ul>	<p>Update on EIC activities</p> <p>Discussion on challenges</p> <p>Continue with designs at existing site</p>

	<p>still be used for teaching at the edge of the woods with a building that did not require infrastructure</p> <ul style="list-style-type: none"> <li>• <i>Action – Look at alternative locations and have Landscape and Architecture Services do an internal site plan</i></li> </ul>	<p>Look at alternative locations</p>
	<p><b>4.4 Environmental Monitoring</b></p> <ul style="list-style-type: none"> <li>• The 5 year integrated environmental monitoring summary report by AMEC is now complete</li> <li>• The report is under review by city staff following which it will be provided to the Joint Stewardship Board</li> <li>• A presentation of results by AMEC staff will be arranged for a future board meeting, as discussed by the board in February 2014</li> <li>• There was general board discussion on the importance of ensuring the results receive high profile and are broadly communicated (e.g. press release and other avenues)</li> <li>• A table format showing parameters and results over time would provide a summary snapshot and could be included in the annual report</li> <li>• It is important that more attention be given to the success of the Red Hill Valley project</li> </ul>	<p>Arrange results presentation by consultants</p> <p>Ensure monitoring results receive high profile and are broadly communicated</p>
	<p><b>4.5 Archaeological Discussion</b></p> <ul style="list-style-type: none"> <li>• Sheri provided an update on an invitation received from Dr. Aubrey Cannon and Dr. Catherine Paterson from Sustainable Archaeology, McMaster Innovation Park</li> <li>• The September 26<sup>th</sup> tour included an overview of the facility including inventory, catalog, and storages services, and sample archaeology research underway</li> <li>• Sustainable Archaeology is one option that could be considered if and when the board further discusses obtaining and storing valley artifacts</li> <li>• There were no other updates on this topic</li> </ul>	<p>Update</p>
5	<p><b>Coordinator Report</b></p> <ul style="list-style-type: none"> <li>• Sheri provided an update on additional community activities that were initiated or in-progress since the last board meeting including specifically: <ul style="list-style-type: none"> <li>• Tour Sustainable Archaeology, September 2014</li> <li>• Presentation to Hamilton Conservation Authority Board – November 6, 2014 and communications with Co-Chair Jim Howlett, and Chris Firth-Eagland, CAO</li> <li>• Attended Cootes to Escarpment Open House – November 17, 2016</li> <li>• Mohawk College, Board of Governors nomination</li> <li>• Guest Lecture, McMaster University – January 2014</li> <li>• Guest Lecture, Wilfrid Laurier University – February 2015</li> </ul> </li> <li>• Update on Kayanase Tree Planting - Supported by Counsellor Collin's budget, in the fall 2014 Kayanase completed planting roughly 1,000 trees in three areas that were previously assessed as sites that would best benefit from additional planting</li> </ul>	<p>Update</p> <p>Hamilton Conservation Authority be added to mailing list for communications</p> <p>Kayanase Tree Planting</p>

	<ul style="list-style-type: none"> <li>Invasive species management and removal was also completed</li> </ul>	
<b>6</b>	<p><b>2014 Annual Report (DRAFT)</b></p> <ul style="list-style-type: none"> <li>The board was provided a copy of the draft annual report previously circulated by email for further review and discussion</li> <li>A few comments were provided regarding content and overall design, including the addition of a list of Future Plans</li> <li>It was decided that board members be given time to review and comment, which could be completed by email</li> <li>A final version will compile edits and comments and be sent to print by year-end</li> </ul>	<p>Adrienne to gather comments from city reps and Sheri from Haudenosaunee</p> <p>Sheri to compile final version and send for printing</p>
<b>7</b>	<p><b>Finance and Budget Priorities</b></p> <ul style="list-style-type: none"> <li>Sheri provided the board a financial statement for 2014 and showed the board would be approximately \$5,000 under-budget at year-end with all 2014 budget priorities completed</li> <li>A list of potential priority areas for 2015 were also provided with limited discussion</li> <li>It was suggested that the coordinator add some costs to the list and circulate to the board</li> </ul>	<p>Sheri to add costs to suggested activities for 2015 budget and circulate to the board</p>
<b>8</b>	<p><b>Next Meeting</b></p> <ul style="list-style-type: none"> <li>Next meeting to be scheduled in March 2015 unless otherwise required</li> <li>Meetings will be scheduled as needed for decision-making</li> </ul>	<p>Next meeting March 2015</p>
<b>9</b>	<p><b>Roundtable Comments and Closing</b></p> <ul style="list-style-type: none"> <li>Counsellor Collins shared that Councillor Doug Conley has been appointed as one of the new board members following the municipal election, and will be available for contact after December 3, 2014</li> <li>The second member still to be determined through city process</li> <li>Marilyn Wright, Hamilton Aboriginal Health Centre shared that a weekly drum group who visit the Bear and take care of it, would be a good avenue for communications</li> <li>The group is planning a ceremony at the Bear for the Pan-Am games that may be of interest to the Joint Stewardship Board</li> <li>Chief Blake Bomberly closed the meeting</li> </ul>	<p>New city member Cllr Doug Conley</p> <p>Explore activities at the Bear with the Aboriginal Health Centre drum group</p> <p>Meeting closed</p>