



City of Hamilton

Report for Consideration

To: Chair and Members
General Issues Committee

Date: April 15, 2026

Report No: PED26082

Subject/Title: Biodiversity Action Plan Agreement and Progress

Ward(s) Affected: City Wide

Recommendations

- a) That the General Managers of Planning and Economic Development and Public Works, or the designate of either General Manager, **BE AUTHORIZED** and directed to:
 - i. Execute, on behalf of the City of Hamilton, the Biodiversity Action Plan Implementation Agreement (the "**BAP Implementation Agreement**") in substantially the form attached as Appendix A to this Report, which includes the Terms of Reference in substantially the form attached as Schedule "A" to the BAP Implementation Agreement;
 - ii. Negotiate, enter into, and execute, on behalf of the City of Hamilton, all agreements, amendments, extensions, renewals, applications, letters, City led or Collaborating Agency led grant applications, or any other documents ancillary to or respecting the BAP Implementation Agreement, the Biodiversity Action Plan ("**BAP**"), or any BAP related actions, including

but not limited to permissions to authorize BAP related work on City owned lands, letters of support, and grant applications and agreements, provided same are on terms satisfactory to the General Managers of Planning and Economic Development and Public Works and in a form satisfactory to the City Solicitor;

- iii. Appoint and provide direction to the City of Hamilton's member for the Management Committee and the Steering Committee as required by the BAP Implementation Agreement.

Key Facts

- This report stems from staff's undertaking in PED21065(d)/PW24040 to bring the BAP Implementation Agreement forward for ratification.
- Hamilton's BAP was adopted by Council on June 26, 2024, and contains strategic actions to be undertaken by the City together with Collaborating Agencies, being Bay Area Restoration Council, Green Venture, Hamilton Conservation Authority, Hamilton Naturalists' Club and McMaster University (collectively referred to as the "**Collaborating Agencies**") over five years to protect, restore, connect, and explore biodiversity in Hamilton.
- The BAP is a multi-agency plan created in collaboration with the BAP Working Group, which includes City of Hamilton staff.
- Out of a total of 68 actions, the City of Hamilton is the lead on 32 actions and supports 24 actions. The remaining actions are led by Collaborating Agencies.
- Since June 2024, the City has been collaborating with Biodiversity Action Plan Collaborating Agencies to protect and enhance natural areas and greenspaces across the city, strengthen community awareness and engagement in biodiversity, align City-wide efforts to support biodiversity, restore biodiversity across public and private lands, and develop a transparent, inclusive, and effective governance and reporting structure. An

annual report on overall progress between July 2024 to December 2025 is being prepared for presentation to Council in the Summer 2026.

- Execution of the BAP Implementation Agreement, in substantially the form attached as Appendix A to Report PED26082, will formalize BAP governance to ensure coordinated actions and ongoing communication between the City and the Collaborating Agencies and the development of long-term funding strategies to implement the BAP for the protection and enhancement of the natural environment to improve biodiversity (Actions 1.1, 1.2, 1.3 of the BAP).

Financial Considerations

There are no financial implications associated with the execution of the BAP Implementation Agreement attached as Appendix A to this Report.

Through Report PED21065(d)/PW24040, Council approved one new FTE position in the Planning and Economic Development Department (“**PED**”) as well as FTE positions in Public Works (“**PW**”) Department through the 2025 budget process. The PED position was hired in October 2025 and is supporting the completion of Planning Division led Biodiversity Action Plan actions and, for an 18-month interim period, is leading the overall coordination of the BAP. The PW FTE positions are supporting the completion of Environmental Services and Landscape Architectural Services led Biodiversity Action Plan actions. As of October 2025, the PED position and two PW positions have been filled and are working to complete BAP actions associated with environmental stewardship, natural areas management plan development and others.

In October 2025, an FTE position in the Planning and Economic Development was filled to support completion of Planning Division led Biodiversity Action Plan actions and, for an 18-month interim period, lead the overall coordination of the BAP. Two Public Works FTE positions are supporting the completion of Environmental Services and Landscape Architectural Services led Biodiversity Action Plan actions.

Background

The BAP was adopted by Council on June 26, 2024. Developed by the City, Collaborating Agencies, supporting agencies and the community, the BAP contains strategic actions that protect, restore, connect, and explore biodiversity across the City of Hamilton. A complete chronology of significant dates associated with the Biodiversity Action Plan development was provided in Report PED21065(c) and Report PED21065(d)/PW24040. A summary of the community consultation led by the Biodiversity Action Plan Working Group during the summer and fall of 2023 is also provided in Report PED21065(d)/PW24040.

Of the 68 actions in the BAP, the City is the lead for 32 actions and supporting as a Collaborating Agency for 24 actions. Of the City actions, PED is leading 12 actions, and PW is leading 19 actions. One action is led by the Finance and Corporate Services Department. A report respecting the progress made on City of Hamilton led actions in Year One of the BAP (July 2024 to June 2025) was provided to the General Issues Committee on July 9, 2025. The remaining actions are led by Collaborating Agencies.

Annual reporting on the progress of the City of Hamilton actions, as well as any other related actions, was a recommendation of Report PED21065(d)/PW24040. In addition to the Collaborating Agency action tracking form, a community portal is being developed to capture progress led by community members and stakeholders. An annual report on Collaborating Agency and community led progress between June 2024 to December 2025 is being prepared for Summer 2026.

Analysis

Implementation Agreement and Terms of Reference

City staff worked with the Collaborating Agencies to develop the BAP Implementation Agreement and Terms of Reference attached as Appendix A to this Report, which outlines commitments to:

- 1) Delivering BAP actions
 - a. each agency signing the agreement (referred to individually a “**Party**” and collectively the “**Parties**”) is identified as a lead for one or more BAP actions. The lead Party is responsible for implementing the action, identifying opportunities for collaboration with other Parties and stakeholders, and reporting on progress to the BAP Coordinator.
- 2) A framework for joint decision-making
 - a. The framework consists of two committees:
 - i. A Management Committee made up of a management level staff person from each Party that will be responsible for the overall leadership of the BAP (including matters with legal and financial implications), and
 - ii. A Steering Committee made up of a staff level representative from each Party and additional representatives from the local community. This Committee is responsible for implementing BAP actions.
- 3) BAP related fundraising, communications, and outreach
 - a. It is the responsibility of the BAP Steering Committee, which is established through the Terms of Reference, to determine the long-term governance, financial, and administrative support to implement the BAP.

Information respecting the development of the BAP governance structure was provided in Report PED21065(c) and Report PED21065(d)/PW24040. A summary of the community consultation led by the Biodiversity Action Plan Working Group during the summer and fall of 2023 is also provided in Report PED21065(d)/PW24040. The BAP Implementation Agreement is intended to formalize a decision-making process that will enable the development of a long-term governance model, fundraising strategy, and administrative capacity for the BAP.

Alternatives

Should the General Manager, Planning and Economic Development, the General Manager, Public Works, or their designate, not be authorized delegated authority, BAP implementation and governance would become more time consuming and potentially disrupt project delivery. Staff would need to obtain Council approval for each request related to agreements, amendments, extensions, renewals, applications, letters, or grant applications with Collaborating Agencies.

Relationship to Council Strategic Priorities

1. Sustainable Economic & Ecological Development
 - 1.3 Accelerate our response to climate change
 - 1.4 Protect green spaces and waterways
3. Responsiveness & Transparency
 - 3.1 Prioritize customer service and proactive communication
 - 3.2 Get more people involved in decision making and problem solving

Previous Reports Submitted

[PED25163](#) – Hamilton's Biodiversity Action Plan 2025 Annual Update

[PED21065\(d\)/PW24040](#) – Hamilton's Biodiversity Action Plan

[PED21065](#) – Feasibility Report for a Biodiversity Action Plan

[PED21065\(a\)](#) – Biodiversity Action Plan – Execution of Agreement with the Hamilton Naturalists' Club

[PED21065\(b\)](#) – Biodiversity Action Plan – Six-Month Update

[PED21065\(c\)](#) – Draft Biodiversity Action Plan for Consultation

Consultation

Stacey Applebee, Solicitor, Legal and Risk Management Services, Finance and Corporate Services

Appendices and Schedules Attached

Appendix A: BAP Implementation Agreement and Terms of Reference

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