

CATFISH CREEK CONSERVATION AUTHORITY

Mission Statement

*"To communicate and deliver resource management services and programs
in order to achieve social and ecological harmony for the watershed"*

Meeting of the Full Authority is to be held in the CCCA Boardroom
on Thursday, December 8th, 2016, commencing at **1:30 p.m.**

A G E N D A

- 1) Welcome / Call to Order. Sally Martyn
- 2) Adoption of Agenda
- 3) Disclosure of Pecuniary Interest
- 4) Disclosure of Intention to Audio / Video Record Meeting
- 5) Adoption of Minutes of:
 - a) Full Authority Meeting #09/2016 (November 10, 2016).....
 - b) Land Management Committee Meeting # 02/2016 (November 23, 2016).....
- 6) Business Arising from Minutes
- 7) Public / Special Delegations
- 8) Reports:
 - a) Report FA 68/2016 - Monthly Staff Reports.....
(Ed Pietrzak, Tony Difazio, Peter Dragunas)
 - b) Report FA 69/2016 - November Summary of Revenue & Expenditures.....
(Susan Mann)
 - c) Report FA 70/2016 - Accounts Payable.....
(Susan Mann) To be distributed
 - d) Report FA 71/2016 - Monthly Plan Review.....
(Tony Difazio)
 - e) Report FA 72/2016 - Proposed 2017 Meeting Schedule.
(Kim Smale)
 - f) Report FA 73/2016 - Ice Breaking Quotations.....
(Kim Smale)
 - g) Report FA 74/2016 - Year-End Motions.....
(Kim Smale)

- 9) General Manager / Secretary-Treasurer's Report. Kim Smale
- 10) Unfinished Business
- 11) Chairperson's / Board Member's Report
- 12) Notice of Motions / New Business:
 - a) Annual General Meeting Venue
- 13) Correspondence:
 - a) Copied:
 - None
 - b) Not Copied:
 - Correspondence Register for November 1-30, 2016
- 14) Committee of the Whole
- 15) Next Meeting / Adjournment

**MINUTES OF THE MEETING OF THE
CATFISH CREEK CONSERVATION AUTHORITY**

Thursday, November 10th, 2016

Meeting #09/2016

PRESENT:

Rick Cerna	Vice-Chairperson	Township of Malahide
Arthur Oslach	Member	Town of Aylmer
Mark Tinlin	Member	City of St. Thomas
Anne Vanhoucke	Member	Township of South-West Oxford

ABSENT:

Sally Martyn	Chairperson	Municipality of Central Elgin
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STAFF:

Kim Smale	General Manager / Secretary – Treasurer
Susan Mann	Financial Services Coordinator
Tony Difazio	Resource Planning Coordinator
Peter Dragunas	Water Management Technician

OTHERS PRESENT:

Craig Bradford	Reporter, The Aylmer Express
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WELCOME / CALL TO ORDER:

Authority Vice-Chairperson Cerna assumed the role as Chairperson for the meeting in the absence of Chairperson Martyn. The meeting was called to order at (10:00 a.m.).

ADOPTION OF AGENDA:

<u>Motion # 114/2016</u>	A. Vanhoucke	M. Tinlin	CARRIED
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THAT, the Agenda for the November 10th, 2016, Full Authority meeting be adopted as circulated.

DISCLOSURE OF PECUNIARY INTEREST:

No one had a pecuniary interest to disclose at this time.

DISCLOSURE OF INTENTION TO AUDIO / VIDEO RECORD MEETING:

The Vice-Chairperson asked for disclosures of intentions to audio or video record the meeting. No one indicated any such intentions at this time.

ADOPTION OF MINUTES:

<u>Motion # 115/2016</u>	A. Vanhoucke	M. Tinlin	CARRIED
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THAT, the Minutes of Full Authority meeting # 08/2016 (October 13, 2016), be accepted as circulated.

BUSINESS ARISING FROM MINUTES:

Vice-Chairperson Cerna mentioned the article in The Aylmer Express newspaper that reported the CCCA having the lowest Municipal General Levy of all the 36 Conservation Authorities in the province. He complimented the members and staff for all the hard work and dedication needed to achieve such an accomplishment.

PUBLIC / SPECIAL DELEGATIONS:

None.

REPORTS:

Report FA 59/2016 – Monthly Staff Reports, was presented, discussed, and resolved.

<u>Motion # 116/2016</u>	A. Vanhoucke	M. Tinlin	CARRIED
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THAT, Staff Reports for the month of October, 2016, be noted and filed.

Report FA 60/2016 – October Summary of Revenue and Expenditures, was presented, discussed, and resolved.

<u>Motion # 117/2016</u>	A. Vanhoucke	M. Tinlin	CARRIED
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THAT, Report FA 60/2016, be noted and filed.

Report FA 61/2016 – Accounts Payable, was presented, discussed, and resolved.

The Financial Services Coordinator noted that Cheque Numbers 26930 - 26933 had been added to the bottom of Report FA 61/2016, for payment.

<u>Motion # 118/2016</u>	M. Tinlin	A. Vanhoucke	CARRIED
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THAT, Accounts Payable totaling \$58,786.77, be approved for payment as amended in Report FA 61/2016.

Report FA 62/2016 – Elgin County Shoreline Management Plan, was presented, discussed, and resolved.

<u>Motion # 119/2016</u>	M. Tinlin	A. Oslach	CARRIED
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THAT, Report FA 62/2016, be received as information at this time.

Report FA 63/2016 – Special Projects Funding, was presented, discussed, and resolved.

<u>Motion # 120/2016</u>	M. Tinlin	A. Oslach	CARRIED
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THAT, the Full Authority acknowledge receipt of the additional list of 2016 Special Projects as outlined in Report FA 63/2016.

Report FA 64/2016 – Conservation Authorities Act Review, was presented, discussed, and resolved.

<u>Motion #121/2016</u>	A. Oslach	M. Tinlin	CARRIED
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THAT, the information attached to Report FA 64/2016, be noted and filed.

Report FA 65/2016 – Environmental Protection Report, was presented, discussed, and resolved.

<u>Motion # 122/2016</u>	M. Tinlin	A. Oslach	CARRIED
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THAT, Report FA 65/2016, be received as information at this time.

Report FA 66/2016 – Catfish Creek Sounding, was presented, discussed, and resolved.

<u>Motion # 123/2016</u>	A. Oslach	M. Tinlin	CARRIED
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THAT, the channel sounding observations described in Report FA 66/2016, be received as information at this time.

Report FA 67/2016 – Flood Control Dredging, was presented, discussed, and resolved.

Motion # 124/2016

M. Tinlin

A. Oslach

CARRIED

THAT, staff be directed to contract the enlargement of the Catfish Creek Sediment Retention Structure by removing approximately 4,500 yds³ of material from the Catfish Creek channel at Port Bruce in 2016; and further,

That, the contract for the project be awarded to the lowest bidder.

GENERAL MANAGER / SECRETARY-TREASURER'S REPORT:

a) Recognition Awards:

The General Manager / Secretary-Treasurer attended the 2016 Citizen Achievement and Central Elgin Growing Together Awards at the Plains Baptist Church on October 26th, 2016. The CCCA nominated Jim White in the Environmental Awareness category for his efforts in creating and restoring several wetlands on his property located in the Municipality of Central Elgin.

UNFINISHED BUSINESS:

None.

CHAIRPERSON'S / BOARD MEMBER'S REPORT:

None.

NOTICE OF MOTIONS / NEW BUSINESS:

None.

CORRESPONDENCE:

a) Not Copied:

- Correspondence Register for October 1 - 31, 2016.

b) Copied:

- Conservation Ontario – a copy of the Multi-Stakeholder Letter submitted to the various Provincial Ministers regarding the Conservation Authorities Act Review.

- Ministry of Natural Resources and Forestry – a copy of a letter to the General Manager of Conservation Ontario from the Minister of Natural Resources and Forestry regarding the Invasive Species Act.

Motion # 125/2016

A. Vanhoucke

A. Oslach

CARRIED

THAT, the Copied Correspondence and the Correspondence Register for October, 2016, be noted and filed.

COMMITTEE OF THE WHOLE:

Motion # 126/2016

A. Oslach

A. Vanhoucke

CARRIED

THAT, the Full Authority adjourn to the Committee of the Whole to discuss two (2) matters of personnel and one (1) matter of property at (10:40 a.m.).

Motion # 127/2016

A. Oslach

A. Vanhoucke

CARRIED

THAT, the Committee of the Whole rise and report at (11:15 a.m.).

Motion # 128/2016

A. Vanhoucke

A. Oslach

CARRIED

THAT, the Board of Directors authorize the General Manager / Secretary-Treasurer to change the Catfish Creek Conservation Authority's 2017 Group Benefits Plan to either Sun Life Financial or Manulife Financial based on a further comparison of the coverages by staff and Dorbar Group Benefit Consultants.

Motion # 129/2016

A. Oslach

A. Vanhoucke

CARRIED

THAT, the Board of Directors approve the Resolution from Desjardins Business for the Catfish Creek Conservation Authority to enter into and agreement in order to request the issuance of a Visa Desjardins card with a credit limit of \$3,000.00; and further,

That, Mr. Kim Smale, General Manager / Secretary-Treasurer is authorized to make any changes on the account.

NEXT MEETING / ADJOURNMENT:

The next meeting of the Catfish Creek Conservation Authority will be held on Thursday, December 8th, 2016, commencing at (1:30 p.m.).

Motion # 130/2016

A. Vanhoucke

A. Oslach

CARRIED

THAT, the Full Authority be adjourned at (11:16 a.m.).

General Manager / Secretary –Treasurer

Authority Vice-Chairperson

**MINUTES OF THE MEETING OF THE
CATFISH CREEK CONSERVATION AUTHORITY
LAND MANAGEMENT COMMITTEE**

Wednesday, November 23rd, 2016

Meeting #02 /2016

PRESENT:

Mark Tinlin	Committee Chairperson	City of St. Thomas
Rick Cerna	Committee Member	Township of Malahide
Anne Vanhoucke	Committee Member	Township of South-West Oxford
Arthur Oslach	Committee Member	Town of Aylmer
Sally Martyn	Authority Chairperson	Municipality of Central Elgin

STAFF:

Kim Smale	General Manager / Secretary-Treasurer
Susan Mann	Financial Services Coordinator

OTHERS PRESENT:

Ben and Melissa Lockington Watershed Residents

WELCOME / CALL TO ORDER:

Committee Chairperson Tinlin welcomed everyone and called the meeting to order at (10:00 a.m.).

ADOPTION OF AGENDA:

Motion #LMC 13/ 2016 A. Vanhoucke S. Martyn CARRIED

THAT, the Agenda for the November 23rd, 2016, Land Management Committee meeting be adopted as circulated.

DISCLOSURE OF PECUNIARY INTEREST:

No one had a pecuniary interest to declare at this time.

DISCLOSURE OF INTENTION TO AUDIO / VIDEO RECORD MEETING:

The Committee Chairperson asked for disclosures of intentions to audio or video record the meeting. No one indicated any such intentions at this time.

PUBLIC / SPECIAL DELEGATIONS:

a) Ben and Melissa Lockington:

The Committee Chairperson called upon Ben and Melissa Lockington to address the Committee about a matter relating to the use of the land owned by the CCCA located to the south of their property at 48887 Brook Line in the Township of Malahide.

The Lockingtons spoke about their four (4) children wanting to play and explore around the pond and the surrounding area on the property owned by the CCCA. They mentioned that they had recently constructed a wooden structure along the north edge of the pond to allow their children easier access for fishing and nature appreciation. In order for their family to have full unabated access and use of the pond without creating additional liability concerns, the Lockingtons offered to either purchase the pond and the surrounding area or sign a waiver absolving the CCCA from any liability due to injury on the property.

Committee Chairperson Tinlin informed Ben and Melissa that their request would be considered by the Committee with a copy of their decision sent to them in the next few weeks. The Committee Chairperson thanked the Lockingtons for attending the meeting and answering any questions regarding their presentation.

The Lockingtons left the meeting at (10:15 a.m.).

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REPORTS:

Report LM 10/2016 – Environmental Education Land Use Agreement, was presented, discussed, and resolved.

Motion #LMC 14/2016 S. Martyn A. Vanhoucke CARRIED

THAT, Report LM 10/2016, be noted and filed.

Report LM 11/2016 – Endangered American Chestnut, was presented, discussed, and resolved.

Motion #LMC 15/2016 A. Oslach R. Cerna CARRIED

THAT, Report LM 11/2016, be received as information at this time.

Report LM 12/2016 – Springwater Conservation Area 2017 Fee Schedule, was presented, discussed, and resolved.

Motion #LMC 16/2016 S. Martyn A. Vanhoucke CARRIED

THAT, the Land Management Committee recommend to the Full Authority that the 2017 Springwater Conservation Area Fee Schedule attached to Report LM 12/2016, be adopted as presented.

Report LM 13/2016 – Seasonal Camper Complaint, was presented, discussed, and resolved.

Motion #LMC 17/2016 R. Cerna A. Vanhoucke CARRIED

THAT, the Land Management Committee acknowledge receipt of the correspondence from the seasonal camper on Site 130; and further,

That, staff be directed to send a response to the complainant explaining our findings.

Report LM 14/2016 – Enforcement Agreement, was presented, discussed, and resolved.

Motion #LMC 18/2016 S. Martyn A. Oslach CARRIED

THAT, Report LM 14/2016, be received as information at this time.

Report LM 15/2016 – Hydro One Cost Analysis, was presented, discussed, and resolved.

Motion #LMC 19/2016 A. Oslach S. Martyn CARRIED

THAT, Report LM 15/2016, be received as information at this time.

Report LM 16/2016 – Golf Cart Registration Policy, was presented, discussed, and resolved.

Motion #LMC 20/2016 R. Cerna A. Oslach CARRIED

THAT, the Land Management Committee recommend to the Full Authority that the Golf Cart Registration Policy attached to Report LM 16/2016, be adopted as presented.

UNFINISHED BUSINESS:

None

COMMITTEE CHAIRPERSON'S / COMMITTEE MEMBER'S REPORT:

Committee Chairperson Tinlin provided the members with a brief verbal synopsis of the 23rd Annual A.D. Latornell Conservation Symposium he attended on November 15-17, 2016. He thanked the Board for the opportunity to attend and represent the CCCA at such an informative event.

CORRESPONDENCE:

a) Copied:

- None

b) Not Copied:

- None

NOTICE OF MOTIONS / NEW BUSINESS:

None

COMMITTEE OF THE WHOLE:

Motion #LMC 21/ 2016 R. Cerna A. Oslach CARRIED

THAT, the Land Management Committee adjourn to the Committee of the Whole to discuss one (1) matter of property at (10:45 a.m.).

Motion #LMC 22/ 2016 A. Oslach S. Martyn CARRIED

THAT, the Committee of the Whole rise and report at (10:55 a.m.)

Motion #LMC 23/ 2016 A. Oslach A. Vanhoucke CARRIED

THAT, the Land Management Committee acknowledge receipt of the e-mail correspondence from Ben and Melissa Lockington dated October 26, 2016; and further,

That, staff be directed to implement the proposed list of action items as discussed.

ADJOURNMENT:

Motion #LMC 24/ 2016 A. Vanhoucke A. Oslach CARRIED

THAT, the meeting be adjourned at (10:56 a.m.).

General Manager / Secretary-Treasurer

Committee Chairperson

REPORT FA 68/ 2016: To The Full Authority

FROM: Conservation Areas Supervisor
Resource Planning Coordinator
Water Management Technician

SUBJECT: Monthly Staff Reports

DATE: December 2, 2016

Conservation Areas Supervisor, Ed Pietrzak

Current Activities:

- Provided woodlot management hands-on training to the Environmental Leadership Program students from East Elgin Secondary School
- Hosted the Annual Candlelit Christmas Spirit Walk at the Springwater Conservation Area on December 3rd, in partnership with the Elgin Hiking Trail Club.
- Processing firewood in preparation for the 2017 maple syrup and camping seasons.
- Removed several dead or declining Ash trees throughout the Springwater Conservation Area.
- Ongoing day-to-day operations and maintenance of the various Conservation Areas.

Upcoming Activities:

- Woodlot management activities with the Environmental Leadership Program students.
- General maintenance and operations.
- Regular duties as assigned.

Resource Planning Coordinator, Tony Difazio

Current Activities:

- Completed several stream and wetland restoration projects at the Yarmouth Natural Heritage Area;
- Assisted with the training of Environmental Leadership Program (ELP) students with chainsaw safety;
- Attended a meeting of the Elgin County Stewardship Council;
- Attended a meeting with the Alternative Land Use Services (ALUS) 'Partnership Advisory Committee;
- Planning for the removal of dead Ash trees in the Ward McKenna Conservation Area in the Town of Aylmer; and,
- Supervision and monitoring of stewardship projects throughout the watershed.

Upcoming Activities:

- Undertake forestry data collection and preparation of Forest Management Plans on CCCA and private lands throughout the watershed;
- Assist landowners in the watershed with wetland restoration projects;
- Assist with the training of the ELP students with chainsaw safety; and,
- Regular duties as assigned.

Water Management Technician, Peter Dragnas

Current Activities:

- Completed two Ontario Power Generation Regional Biodiversity Project, Scope of Work for the Wetland category and Lakes and Rivers category.
- Continued 2016 / 2017 flood criteria and threshold review to better assist in the early identification of flood threats.
- 2017 tree planting season field assessment and landowner meetings.
- Analysis of improved ice management and flood mitigation procedures for better ice passage through the lower reaches of the Catfish Creek at Port Bruce.
- Prepared / sent the tender documents for dredging of the Sediment Retention Structure immediately downstream of the Imperial Road bridge in Port Bruce.
- Fall Hydrometric Station maintenance.
- Continued 2016 Ontario Low Water Response monitoring.

Upcoming Activities:

- 2016 / 2017 flood criteria and threshold reviews.
- Continued site visits with landowners to discuss / assist with land reclamation and rehabilitation for the CCCA 2017 Tree Planting Program.
- Duties as required.

Recommendation:

That, Staff Reports for the month of November, 2016, be noted and filed.

for 
Ed Pietrzak
Conservation Areas Supervisor


Tony Difazio
Resource Planning Coordinator

for 
Peter Dragnas
Water Management Technician

REPORT FA 67/ 2016 : To The Full Authority
FROM: Susan Mann, Financial Services Coordinator
SUBJECT: November Summary of Revenue & Expenditures
DATE: November 30, 2016

SUMMARY OF REVENUE
for the period ending November 30, 2016

	2016 Budget	2016 To Date	Difference	2015 To Date
MNRF Provincial Grants	\$ 79,835.00	\$ 79,835.00	\$ -	\$ 79,835.00
Other Provincial Grants	\$ 82,348.11	\$ 41,828.91	\$ (40,519.20)	\$ 57,598.27
Federal Grants	\$ 23,300.00	\$ 39,200.00	\$ 15,900.00	\$ 93,398.00
General Levy	\$ 244,124.45	\$ 244,124.45	\$ -	\$ 230,270.11
Special Benefiting Levy	\$ 43,877.34	\$ 8,250.00	\$ (35,627.34)	\$ 8,250.00
Employment Program Grants	\$ 15,000.00	\$ 32,441.36	\$ 17,441.36	\$ 25,668.82
Donations/Sponsorships	\$ 38,367.00	\$ 41,264.32	\$ 2,897.32	\$ 76,942.72
Conservation Areas Revenue	\$ 458,860.00	\$ 486,185.23	\$ 27,325.23	\$ 460,634.42
Maple Syrup Revenue	\$ 55,850.00	\$ 54,539.36	\$ (1,310.64)	\$ 57,429.47
Bank Interest Earned	\$ 6,000.00	\$ -	\$ (6,000.00)	\$ 244.75
Information & Education	\$ 8,500.00	\$ 6,995.50	\$ (1,504.50)	\$ 8,552.41
Legal Inquiries/Permit Applications	\$ 5,000.00	\$ 3,137.15	\$ (1,862.85)	\$ 3,800.86
Trees/Planting/Spraying	\$ 3,750.00	\$ 2,790.40	\$ (959.60)	\$ 3,984.82
Woodlot Management	\$ 1,500.00	\$ 840.71	\$ (659.29)	\$ 486.73
Watershed Stewardship Projects	\$ 20,000.00	\$ -	\$ (20,000.00)	\$ 38,266.52
Water Quality/Quantity Programs	\$ 5,212.10	\$ -	\$ (5,212.10)	\$ 4,712.10
Revenue from Other C.A. Lands	\$ 13,294.63	\$ 18,703.48	\$ 5,408.85	\$ 11,457.48
Other Revenue	\$ 500.00	\$ 1,748.62	\$ 1,248.62	\$ -
Contract Services	\$ -	\$ 715.00	\$ 715.00	\$ 650.00
Vehicle & Equipment Rental Recoveries	\$ 40,200.00	\$ 35,539.31	\$ (4,660.69)	\$ 31,687.00
Previous Year Surplus	\$ 376.83	\$ 376.83	\$ -	\$ 399.80
Income Appropriation from Special Reserves	\$ 51,836.52	\$ -	\$ (51,836.52)	\$ -
Income Appropriation from General Reserves	\$ 194,549.91	\$ -	\$ (194,549.91)	\$ -
	\$ 1,392,281.89	\$ 1,098,515.63	\$ (293,766.26)	\$ 1,194,269.28

DONATIONS/SPONSORSHIPS	2016 Budget	Received To Date	Difference
Fish Stocking	\$ 1,000.00	\$ 1,000.00	\$ -
Springwater Event Sponsorships	\$ 1,000.00	\$ 800.00	\$ (200.00)
Annual Report	\$ 1,250.00	\$ 1,250.00	\$ -
Environmental Education	\$ 9,000.00	\$ 1,650.00	\$ (7,350.00)
EESS ELP Sponsorships	\$ -	\$ 7,500.00	\$ 7,500.00
Community Forest	\$ 250.00	\$ 80.00	\$ (170.00)
Maple Syrup Program	\$ 5,000.00	\$ 6,925.00	\$ 1,925.00
Springwater Forest Trails	\$ 10,017.00	\$ 8,469.57	\$ (1,547.43)
Archie Coulter C.A. Trails	\$ 850.00	\$ 589.75	\$ (260.25)
YNHA	\$ 7,000.00	\$ 7,000.00	\$ -
Springwater C.A. Development	\$ 1,500.00	\$ 1,500.00	\$ -
Catfish Creek Trail Rehabilitation	\$ -	\$ -	\$ -
Ontario Police College Path of Honour	\$ 1,500.00	\$ 4,500.00	\$ 3,000.00
TOTAL Donations/Sponsorships	\$ 38,367.00	\$ 41,264.32	\$ 2,897.32

SUMMARY OF EXPENDITURES

for the period ending November 30, 2016

	2016 Budget	2016 To Date	Balance	2015 To Date
ADMINISTRATION				
A-1 Wages & Benefits	\$ 96,412.37	\$ 89,516.25	\$ 6,896.12	\$ 76,743.00
A-2 Travel Exp. & Allow.	\$ 8,633.84	\$ 1,366.59	\$ 7,267.25	\$ 675.77
A-3 Equip. Purchase & Rental	\$ 9,850.00	\$ 6,770.36	\$ 3,079.64	\$ 7,762.50
A-4 Materials & Supplies	\$ 3,650.00	\$ 3,247.91	\$ 402.09	\$ 2,544.92
A-5 Rent & Utilities	\$ 23,000.00	\$ 10,403.38	\$ 12,596.62	\$ 9,308.88
A-6 General Expenses	\$ 37,547.00	\$ 34,891.55	\$ 2,655.45	\$ 34,374.35
TOTAL	\$ 179,093.21	\$ 146,196.04	\$ 32,897.17	\$ 131,409.42
FLOOD FORECASTING & WARNING				
F4-2 Flood Control Structures	\$ 13,317.37	\$ 10,284.03	\$ 3,033.34	\$ 10,200.23
F4-4 Flood Forecasting & Warning	\$ 155,639.90	\$ 133,690.24	\$ 21,949.66	\$ 129,809.14
F4-5 Ice Management	\$ 93,727.34	\$ 21,864.86	\$ 71,862.48	\$ 31,976.70
F4-6 Plan Input	\$ 33,796.11	\$ 30,056.71	\$ 3,739.40	\$ 27,438.49
F4-71 Watershed Planning	\$ 14,927.62	\$ 17,127.67	\$ (2,200.05)	\$ 15,598.13
F4-72 Technical Studies (GIS)	\$ 9,743.16	\$ 5,524.05	\$ 4,219.11	\$ 5,432.46
TOTAL	\$ 321,151.50	\$ 218,547.56	\$ 102,603.94	\$ 220,455.15
OTHER PROGRAM AREAS				
B-1 Information & Education	\$ 28,967.11	\$ 19,701.98	\$ 9,265.13	\$ 18,641.14
E-1 Extension Services - Tree Planting Community Forest	\$ 31,343.54	\$ 27,852.79	\$ 3,490.75	\$ 26,423.90
E-1 Extension Services - Woodlot Management	\$ 250.00	\$ -	\$ 250.00	\$ -
E-1 Extension Services - Watershed Stewardship	\$ 9,895.80	\$ 7,383.90	\$ 2,511.90	\$ 7,047.28
E4-1 Fish & Wildlife Habitat	\$ 20,750.00	\$ 834.44	\$ 19,915.56	\$ 29,159.65
	\$ -	\$ -	\$ -	\$ 171.41
TOTAL	\$ 91,206.45	\$ 55,773.11	\$ 35,433.34	\$ 81,443.38
CAPITAL & SPECIAL PROJECTS				
Water Management Programs	\$ 36,260.21	\$ 23,911.94	\$ 12,348.27	\$ 49,256.64
Springwater C.A. Development	\$ 78,000.00	\$ 75,293.30	\$ 2,706.70	\$ 10,286.05
Special Projects	\$ 3,000.00	\$ 2,180.68	\$ 819.32	\$ 20,138.73
TOTAL	\$ 117,260.21	\$ 101,385.92	\$ 15,874.29	\$ 79,681.42
CONSERVATION AUTHORITY LANDS				
Springwater Operation & Maint	\$ 468,231.84	\$ 464,490.55	\$ 3,741.29	\$ 408,128.53
Vehicle & Equipment Pool Exp.	\$ 91,565.00	\$ 88,743.33	\$ 2,821.67	\$ 37,597.66
Maple Syrup	\$ 58,421.44	\$ 49,316.68	\$ 9,104.76	\$ 51,912.93
Other C.A. Lands	\$ 65,352.24	\$ 82,240.01	\$ (16,887.77)	\$ 197,304.75
TOTAL	\$ 683,570.52	\$ 684,790.57	\$ (1,220.05)	\$ 694,943.87
APPROPRIATION TO GENERAL RESERVES	\$ -	\$ -	\$ -	\$ -
APPROPRIATION TO SPECIAL RESERVES	\$ -	\$ -	\$ -	\$ -
GRAND TOTAL	\$ 1,392,281.89	\$ 1,206,693.20	\$ 185,588.69	\$ 1,207,933.24

Susan Mann,
Financial Services Coordinator

REPORT FA 7//2016	:	To The Full Authority
FROM	:	Tony Difazio, Resource Planning Coordinator
SUBJECT	:	MONTHLY PLAN REVIEW
DATE	:	December 2, 2016

PURPOSE: To outline the Monthly Plan Review Report as it has been implemented during September, October & November, 2016.

BACKGROUND: Technical staff have responded to each of the applications as per their committee dates.

RECOMMENDATION: THAT, the Full Authority approve the Monthly Plan Review Report for the months of September, October and November, 2016.

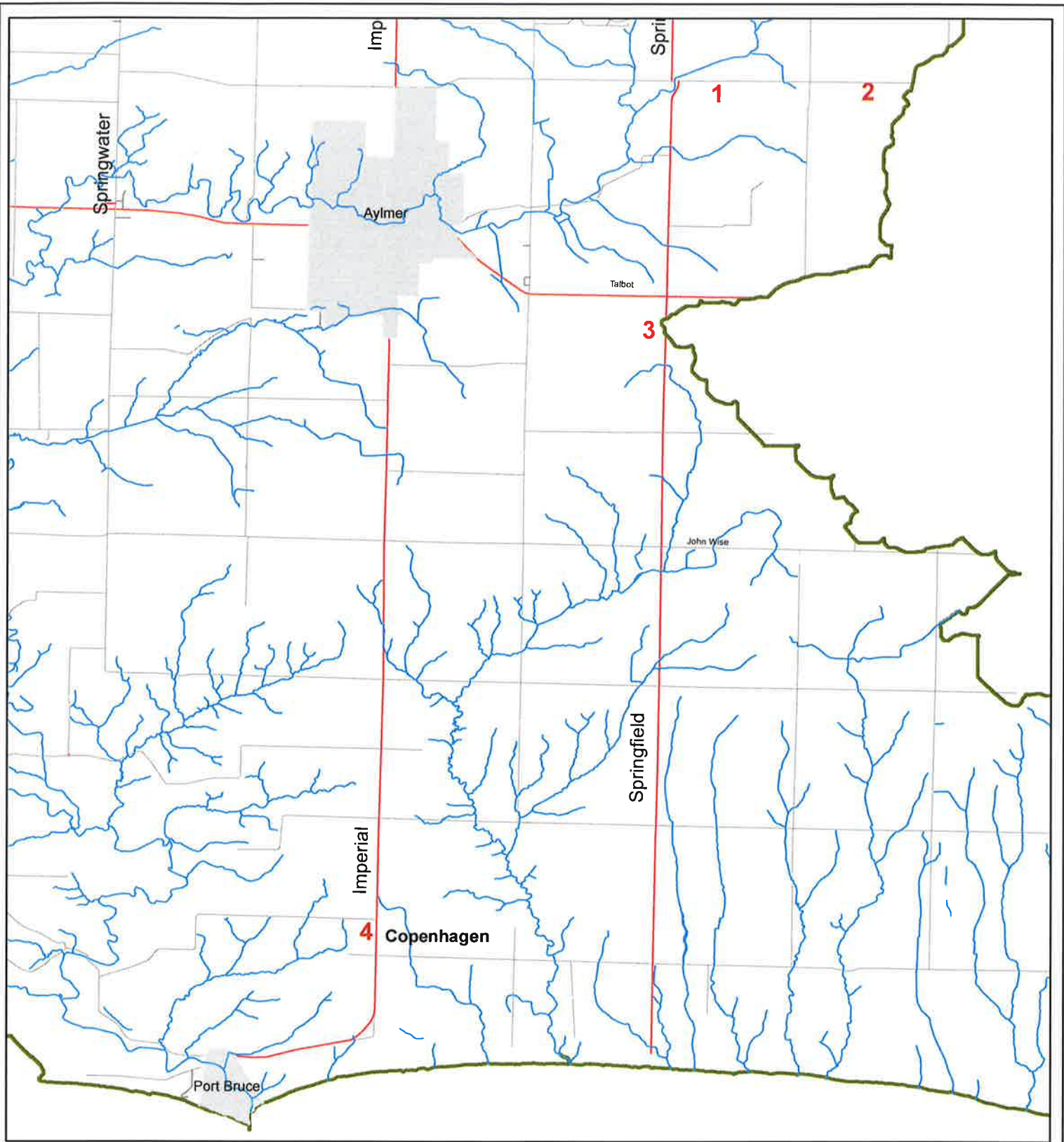


Tony Difazio, Resource Planning Coordinator

CATFISH CREEK CONSERVATION AUTHORITY
MONTHLY PLAN REVIEW REPORT
 December, 2016

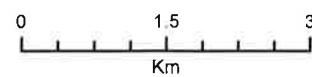
ZONING BYLAW AMENDMENTS			
SITE NO.	LOCATION	PROPOSAL	COMMENTS
1	51499 Glencolin Line; Township of Malahide	* This amendment, as a condition of consent E119/15, will rezone a surplus farm dwelling to ' <i>Agricultural Residential</i> ' and change the zoning on the remainder of the property to a ' <i>Special Agriculture A2</i> ' Zone to prohibit future residential dwellings;	* NO OBJECTIONS
2	52231 Glencolin Line; Township of Malahide	* This amendment will facilitate the creation of two smaller farm parcels, as a condition of consent E19/16, and will rezone the parcels to ' <i>Agriculture</i> ' and site specific ' <i>Farm Industrial</i> ';	* NO OBJECTIONS

SEVERANCE APPLICATIONS			
SITE NO.	LOCATION	PROPOSAL	COMMENTS
3	Pt. Lot: 93; Conc.: STR; Township of Malahide	* The applicants propose to sever a 61m X 87m parcel containing one house and garage to create one new residential lot at 8685 Springfield Road; * The owners are retaining 2.9ha containing one workshop to remain in <i>Hamlet Residential</i> (Summers Corners);	* NO OBJECTIONS
4	Pt. Lot: 10; Conc.: 2; Township of Malahide	*The applicant proposes to sever a 44m X 76m parcel along Jamestown Line to create one new residential building lot; *The owner is retaining 3350 m ² to remain in residential use in the Hamlet of Copenhagen;	* NO OBJECTIONS
4	Pt. Lot: 10; Conc.: 2; Township of Malahide	*The applicants propose to create sever a 50m X 64m parcel at 5195 Imperial Road to create one new residential building lot in the Hamlet of Copenhagen; *The owners are retaining 6.5 ha, to remain in residential use (Dixie Estates Subdivision);	* NO OBJECTIONS



Plan Review Map December, 2016

1 Plan Review Site Number



REPORT FA 72 / 2016 : To The Full Authority

FROM: Kim Smale, General Manager / Secretary - Treasurer

SUBJECT: Proposed 2017 Meeting Schedule

DATE: December 1, 2016

Purpose:

To present the members with a list of the proposed CCCA 2017 meeting dates.

Discussion:

In order to provide the members with ample notice of upcoming meetings, staff have prepared the following schedule of proposed CCCA meeting dates for 2017.

Catfish Creek Conservation Authority
2017 Proposed Meeting Dates

Personnel / Finance Committee	Wednesday, January 18	10:00 a.m.
Annual General Meeting	Thursday, February 23	2:00 p.m.
Full Authority	Thursday, March 23	10:00 a.m.
Full Authority	Thursday, April 13	10:00 a.m.
Land Management Committee	Thursday, May 4	10:00 a.m.
Full Authority	Thursday, May 11	10:00 a.m.
Full Authority	Thursday, June 8	10:00 a.m.
Full Authority	Thursday, August 10	10:00 a.m.
Full Authority	Thursday, September 14	10:00 a.m.
Full Authority	Thursday, October 12	10:00 a.m.
Full Authority	Thursday, November 9	10:00 a.m.
Land Management Committee	Wednesday, November 22	10:00 a.m.
Personnel / Finance Committee	Wednesday, November 22	11:00 a.m.
Full Authority	Friday, December 15	10:00 a.m.

Recommendation:

THAT, the Full Authority approve the 2017 Meeting Date Schedule as outlined in Report FA 72/ 2016.



Kim Smale
General Manager / Secretary - Treasurer

REPORT FA 73 / 2016: To The Full Authority

FROM: Kim Smale, General Manager / Secretary – Treasurer

SUBJECT: Ice Breaking Quotations

DATE: December 2, 2016

Purpose:

To review the quotations to provide Ice Breaking Services in Port Bruce for 2017.

Discussion:

The Catfish Creek Conservation Authority (CCCA) received a Resolution from the Township of Malahide to confirm in writing the availability and cost of a dragline with a minimum of 100 foot boom to break ice during the spring thaw in Port Bruce in 2017 on the same basis as 2016. The dragline must be available to remain on-site for the months of January to March, 2017.

Four (4) contractors owning this type of specialized heavy equipment were contacted to submit a quotation. Two (2) bids were received prior to the November 30th deadline. The Quotation Sheets submitted by Erie Draglines and Higgs Construction Ltd. are attached for your review and information

Recommendation:

THAT, the Catfish Creek Conservation Authority forward the Quotations for Ice Breaking Services to the Township of Malahide for Council's review and consideration.



Kim Smale
General Manager / Secretary – Treasurer

QUOTATION SHEET

ICE BREAKING SERVICES

January – March, 2017

Name of Company ERIE DRAGLINES

Description Of Equipment To Be Used (Make, Model, Weight, Year):

KOEHLING 1065 ~ 75 TONNE ~ 1989

Length Of Boom: 100'

Maximum Reach: 120'

Working Hourly Rate: \$152.00

Standby Rate: Per Hour: \$75.00 Per Day (8 hours): \$500.00

Move In And Rigging Rate: \$2,100.00

Additional Cost To Leave A Job To Respond To An Emergency Call: 0

Lead Time Required To Move In And Fully Rig: Min: 5 Hrs Max: 7 Hrs

Emergency Phone Number: 519 280 1017 or 519 866 5296

Name Of Contact: TEERIE COX

Description Of Insurance Coverage (Minimum \$2,000,000.00): INTACT INSURANCE

\$5,000,000.00

Would you have a machine available to remain on-site in Port Bruce for the months of January – March? Yes ☒ No ☐

If yes, what would be the cost? One (1) Month, Total Cost 2,500.00

Two (2) Months, Total Cost 5,000.00

Three (3) Months, Total Cost 7,500.00

Offered On Behalf Of The Contractor:

Name: TEERIE COX - ERIE DRAGLINES Date: Nov 28 2016

Address: 54745 OTTERGATE LANE Phone No.: 519 280 1017

EDEN, ON

NOV 11th Email Address: eriedraglines@gmail.com

Signature: 

Lowest or any quotation not necessarily accepted.

QUOTATION SHEET

ICE BREAKING SERVICES

January – March, 2016

Name of Company Higgs Construction Ltd.

Description Of Equipment To Be Used (Make, Model, Weight, Year): 1980

Linkbelt 108C Dragline /Crawler Crane.

Length Of Boom: 100'

Maximum Reach: 120'

Working Hourly Rate: \$160.00/hr.

Standby Rate: Per Hour: \$90.00/hr. Per Day (8 hours): \$720.00

Move In And Rigging Rate: \$1500.00

Additional Cost To Leave A Job To Respond To An Emergency Call: \$1500.00

Lead Time Required To Move In And Fully Rig: Min: 4.0 hours Max: 8.0 hr.

Emergency Phone Number: 519-668-8658

Name Of Contact: Dave Higgs

Description Of Insurance Coverage (Minimum \$2,000,000.00): \$5,000,000.00

Would you have a machine available to remain on-site in Port Bruce for the months of January – March? Yes ☒ No ☐

If yes, what would be the cost? One (1) Month, Total Cost \$2800.00

Two (2) Months, Total Cost \$5600.00

Three (3) Months, Total Cost \$8400.00

Offered On Behalf Of The Contractor:

Name: Higgs Construction Ltd.

Date: Nov. 30/2016

Address: 1230 Webber Bourne

Phone No.: 519-633-1900

London, Ont.

Email Address: higgsconstruction@bellnet.ca

N6N-1L5

Signature: Dave Higgs

REPORT FA 74 / 2016 : To The Full Authority

FROM: Kim Smale, General Manager / Secretary-Treasurer

SUBJECT: Year-End Motions

DATE: December 2, 2016

Purpose:

To seek approval for the following list of Year-End Motions.

Discussion:

The following Motions require ratification prior to the end of the year.

- 1) THAT, the Personnel / Finance Committee be given the power to deal with any matters that may arise prior to the first Full Authority meeting in the year 2017.
- 2) THAT, the Chairperson and the General Manager / Secretary-Treasurer be authorized to discharge Accounts Payable for December, 2016, and January, 2017, or until the next Full Authority meeting is held.
- 3) THAT, the CCCA office be closed to the public (except for emergency response) from 4:30 p.m. on Friday December 23rd, 2016, to 8:30 a.m. on Tuesday January 3rd, 2017.

Recommendation:

THAT, the Full Authority approve the list of Year-End Motions contained in Report FA 74/ 2016.



Kim Smale
General Manager / Secretary-Treasurer

Correspondence: To The Full Authority

FROM: Kim Smale, General Manager / Secretary - Treasurer
SUBJECT: Correspondence Register, November 1 - 30, 2016
DATE: November 30, 2016

GOVERNMENT AGENCIESEnvironment and Climate Change Canada, Toronto

- e-mail "EcoAction Community Funding Program Call for Proposals"
- e-mail "2017-18 National Wetland Conservation Fund Expression of Interest from CCCA Accepted"
- e-mail "Recovery Planning Documents On The Species At Risk Public Registry"

Ministry of Natural Resources and Forestry, Peterborough

- e-mail "Requests for 2017 Summer Employment Opportunity Positions"
- e-mail "Call for Proposals: 2017-18 Species at Risk Research Fund for Ontario"
- e-mail "2017/18 Land Stewardship & Habitat Restoration Program"

Ministry of Tourism, Culture and Sport, London

- e-mail "Seniors' Community Grants Program Announcement"

Ministry of Tourism, Culture and Sport, Toronto

- e-mail "Ontario Tourism Current Performance Indicators September 2016"

CONSERVATION AUTHORITIESAusable Bayfield C.A.

- e-mail "Representative For South Western Ontario Flood Forecasting and Warning Committee"

Conservation Ontario

- notice that Kawartha Region C.A. CAO Rob Messervey has announced his decision to step down from his position effective December 31, 2016.
- notice that Carmen D'Angelo has resigned from his position as CAO of the Niagara Peninsula C.A. effective November 13th, 2016.
- e-mail "CO Draft Letter ON Proposed Permits To Take Water Moratorium"
- e-mail "CO Letter To MNRF Regarding Urbanization And Regulatory Flood Hazards"
- e-mail "CO Letter To MNRF Regarding The CA Act Review"
- e-mail "Comments On Proposed Moratorium On The Issuance Of Permits TO Take Water Moratorium For Water Bottling"
- e-mail "Sunday Dinner Before December 5th, Council Meeting"
- e-mail "Conservation Ontario Council December 5, 2016, Meeting Agenda"
- e-mail "Joint Advisory Committee Meeting With MOECC Assistant Deputy Minister"
- e-mail "Comments Requested: Ontario Cap and Trade Program; Offset Credits Regulatory Proposal"
- e-mail "2016 Annual Report For CO Class EA"
- e-mail "Legal Opinion: Municipal Authority To Protect Natural Heritage Features"
- e-mail "Reducing Phosphorous To Minimize Algal Blooms In Lake Erie"
- e-mail "Auditor General Report – Climate Change Section"

Kettle Creek C.A.

- notice that a preliminary Organizing Committee meeting for the St. Thomas-Elgin Children's Water Festival is being held on November 23rd, 2016.

MUNICIPALITIES

Oxford County

- notice that Oxford County has initiated a study to update their 2009 Transportation Master Plan.

GENERAL CORRESPONDENCE

Aylmer Express, Aylmer

- e-mail "2017 County of Elgin County Visitors Guide - Rate Sheet"

Conestoga College, Kitchener

- information about their new Bachelor of Environment Public Health Co-op Program.

Elgin St. Thomas Public Health, St. Thomas

- e-mail "Get Active Elgin-Community Engagement Survey"

Hydro One, Toronto

- a copy of a notification letter regarding a Class EA subject to a Screen-Out that Hydro One is initiating for a routine maintenance project under the Wood Pole Replacement Program in our area for 2017.

Lawson Samantha

- e-mail "Master's Research Project"

Magazines

- Parks and Rec Business

Minutes

- Conservation Ontario Council, Maitland Valley C.A.

Newsletters

- Conservation Ontario

Ontario Land Trust Alliance Inc., Toronto

- e-mail "Ecological Gifts Program – Regional Workshop"

Ontario Power Generation, Toronto

- e-mail "OPG Regional Biodiversity Funding Program Scope of Work"

Pleasant Valley Golf & Country Club, St. Thomas

- notice of a Public Meeting on November 30th, 2016, to present the types and amounts of Class 9 pesticides being used on the Golf Course and why they are necessary.

Thomson Reuters Canada Limited, Toronto

- e-mail "Ontario Municipal Service Directory 2017 Update"



Kim Smale
General Manager / Secretary - Treasurer