

# 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, June 9<sup>th</sup>, 2016, commencing at **10:00 a.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 #04/2016 (May 12, 2016) ..... 3 - 6
- 6) Business Arising from Minutes:
  - a) Report FA 25/2016 - Video and Audio Recording Policy Statement ..... 7  
(Kim Smale)
- 7) Public / Special Delegations:
  - a) Kyle Cronk - Lake Erie North Shore Landowners Association
  - b) Ron Allenson - Lake Erie North Shore Landowners Association
- 8) Reports:
  - a) Report FA 26/2016 - Monthly Staff Reports ..... 8 - 9  
(Ed Pietrzak, Tony Difazio, Peter Dragunas)
  - b) Report FA 27/2016 - May Summary of Revenue & Expenditures ..... 10 - 11  
(Susan Mann)
  - c) Report FA 28/2016 - Accounts Payable ..... 12  
(Susan Mann)
  - d) Report FA 29/2016 - Monthly Plan Review ..... 13 - 15  
(Tony Difazio)
  - e) Report FA 30/2016 - Approved Section 28 Regulation Applications ..... 16 - 18  
(Tony Difazio)

f) Report FA 31/2016 - Summer Employment Programs (Kim Smale)	19
g) Report FA 32/2016 - Special Projects Funding (Kim Smale)	20
h) Report FA 33/2016 - Conservation Authorities Act Review (Kim Smale)	21 - 40
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) Report FA 34/2016 - Notice of Motion (Kim Smale)	41 - 62
13) Correspondence:	
a) Not Copied:	
- Correspondence Register for May, 2016	63 - 65
b) Copied:	
- Karen Vecchio, MP Elgin-Middlesex-London - a letter notifying the CCCA that it will be receiving funding through the Canada Summer Jobs Program to hire four (4) students for a total of 1,590 hours this summer.	
- Ministry of Tourism, Culture and Sport - a copy of a letter from the Manager of the Community Programs Unit indicating that the CCCA was not successful in receiving financial assistance for the Active Naturally initiative submitted.	
14) Committee of the Whole	
15) Next Meeting / Adjournment	

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

**Thursday, May 12<sup>th</sup>, 2016**

**Meeting #04/2016**

**PRESENT:**

Sally Martyn	Chairperson	Municipality of Central Elgin
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

**STAFF:**

Kim Smale	General Manager / Secretary – Treasurer
Susan Mann	Financial Services Coordinator
Tony Difazio	Resource Planning Coordinator

**OTHERS PRESENT:**

Alyssa Cousineau	Program Coordinator, ALUS Elgin
Kyle & Isabelle Cronk	Lake Erie North Shore Landowners Association
Dominique Giguère	Lake Erie North Shore Landowners Association
Ron Allensen	Lake Erie North Shore Landowners Association
Craig Bradford	Reporter, The Aylmer Express
Melissa Schneider	Reporter, St. Thomas / Elgin Weekly News

**WELCOME / CALL TO ORDER:**

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

**ADOPTION OF AGENDA:**

<u>Motion # 47/2016</u>	A. Vanhoucke	M. Tinlin	CARRIED
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THAT, the Agenda for the May 12<sup>th</sup>, 2016, Full Authority meeting be adopted as circulated.

**DISCLOSURE OF PECUNIARY INTEREST:**

Chairperson Martyn declared a pecuniary interest regarding Report FA 23/2016 – Accounts Payable Cheque # 26350.

**DISCLOSURE OF INTENTION TO AUDIO / VIDEO RECORD MEETING:**

The Chairperson asked for disclosures of intentions to audio or video record the meeting. Kyle Cronk and Melissa Schneider indicated their intentions to do so.

**ADOPTION OF MINUTES:**

<u>Motion # 48/2016</u>	A. Oslach	A. Vanhoucke	CARRIED
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THAT, the Minutes of Full Authority meeting # 03/2016 (April 14, 2016), be accepted as circulated.

<u>Motion # 49/2016</u>	A. Oslach	M. Tinlin	CARRIED
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THAT, the Minutes of Interview Committee meeting # IC 03/2016 (April 22, 2016), be accepted as circulated.

<u>Motion # 50/2016</u>	A. Oslach	M. Tinlin	CARRIED
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THAT, the Minutes of Interview Committee meeting # IC 04/2016 (April 26, 2016), be accepted as circulated.

<u>Motion # 51/2016</u>	A. Oslach	M. Tinlin	CARRIED
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THAT, the Minutes of Land Management Committee meeting # 01/2016 (May 5, 2016), be accepted as circulated.

## **BUSINESS ARISING FROM MINUTES:**

No one reported any outstanding business to discuss from the previous Minutes.

## **PUBLIC / SPECIAL DELEGATIONS:**

### **a) Alyssa Cousineau – Alternative Land Use Services (ALUS) Program:**

Chairperson Martyn introduced Alyssa Cousineau to give a presentation on the Alternative Land Use Services (ALUS) Program.

Alyssa began her talk by saying that she was hired in January as the new ALUS Elgin Program Coordinator. She provided the Board with some background information on her post-secondary education and related work experience. Alyssa noted that the ALUS Program is governed by a local committee made up of farmers, ranchers and other local stakeholder groups. She described the goal, the eight (8) founding principles, the overall benefits, the types of agricultural lands eligible for annual payments, how to apply and the main funding partners of the ALUS Program. To date, the ALUS Elgin Program has involved 26 participants and 64 projects totaling 110 acres of marginal, inefficient, and fragile farmland being converted into natural areas.

The Chairperson thanked Alyssa for the informative PowerPoint presentation and the brochures describing the ALUS Program. Additional information is available by contacting Alyssa at 519-842-4242, ext. 263, or [aluselgin@lprca.on.ca](mailto:aluselgin@lprca.on.ca).

## **REPORTS:**

Report FA 21/2016 – Monthly Staff Reports, was presented, discussed, and resolved.

<u>Motion # 52/2016</u>	A. Vanhoucke	A. Oslach	CARRIED
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THAT, Staff Reports for the month of April, 2016, be noted and filed.

Report FA 22/2016 – April Summary of Revenue and Expenditures, was presented, discussed, and resolved.

<u>Motion # 53/2016</u>	A. Vanhoucke	R. Cerna	CARRIED
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THAT, Report FA 22/2016, be noted and filed.

Report FA 23/2016 - Accounts Payable, was presented, discussed, and resolved.

**Chairperson Martyn abstained from discussing and voting on Report FA 23/2016, due to a pecuniary interest.**

**Vice-Chairperson Cerna called the vote on the Motion.**

<u>Motion # 54/2016</u>	A. Vanhoucke	A. Oslach	CARRIED
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THAT, Accounts Payable totaling \$65,246.95, be approved for payment as presented in Report FA 23/2016.

Report FA 24/2016 – Southwestern Ontario Regional Envirothon Competition, was presented, discussed, and resolved.

<u>Motion # 55/2016</u>	A. Vanhoucke	A. Oslach	CARRIED
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THAT, Report FA 24/2016, be noted and filed.

## GENERAL MANAGER / SECRETARY-TREASURER'S REPORT:

### a) Land Management Committee Meeting:

The General Manager / Secretary-Treasurer provided the members with an update on two of the items discussed at the recent Land Management Committee meeting. The revised Maintenance Agreement with the Ontario Police College Path of Honour Committee has been signed. A start up meeting with the Committee was held on May 11<sup>th</sup>, 2016. Rylett Limited completed the final inspection of the Poplar Hill Washroom Accessibility Renovations Project on May 9<sup>th</sup>, 2016.

### b) Section 39 Funding Agreements:

The 2016-2017 Section 39 Funding Transfer Payment Agreements have been received from the Ministry of Natural Resources and Forestry. The 2016-2017 funding allocations remain the same as in 2015-2016.

## UNFINISHED BUSINESS:

None

## CHAIRPERSON'S / BOARD MEMBER'S REPORT:

None

## NOTICE OF MOTIONS / NEW BUSINESS:

Member Oslach asked for a Motion to reconsider a previous decision regarding Report FA 63/2015 - Elgin County Shoreline Management Plan.

Chairperson Martyn responded by saying that a written Notice of Motion is required for any items that are not shown on the Approved Agenda for the meeting. Member Oslach was asked to prepare a written Motion that could be included on the Agenda of the next meeting.

## CORRESPONDENCE:

### a) Not Copied:

- Correspondence Register for April, 2016.

### b) Copied:

- Ministry of Natural Resources and Forestry – a copy of a letter from Eleanor McMahon, Parliamentary Assistant to the Minister of Natural Resources and Forestry regarding the next steps in the Conservation Authorities Act Review.
- Ministry of Natural Resources and Forestry- a copy of a letter from the Acting Coordinator of the Surface Water Monitoring Centre informing the Conservation Authorities that due to internal financial pressures, funding for the 2016 Ontario Low Water Response activities will be reduced in comparison to past allocations.

<u>Motion # 56/2016</u>	A. Oslach	A. Vanhoucke	CARRIED
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THAT, the Copied Correspondence and the Correspondence Register for April, 2016, be noted and filed.

## COMMITTEE OF THE WHOLE:

<u>Motion #57/2016</u>	A. Vanhoucke	R. Cerna	CARRIED
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That, the Full Authority adjourn to the Committee of the Whole at (11:09 a.m.).

<u>Motion #58/2016</u>	A. Vanhoucke	A. Oslach	CARRIED
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That, the Committee of the Whole rise and report at (11:23 a.m.).

<u>Motion #59/2016</u>	M. Tinlin	A. Vanhoucke	CARRIED
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That, the Full Authority draft an amendment to the Regulations, Procedures, and Rules of Order to include a Policy Statement on video and audio recording of meetings.

**NEXT MEETING / ADJOURNMENT:**

The next meeting of the Catfish Creek Conservation Authority will be held on Thursday, June 9<sup>th</sup>, 2016, commencing at (10:00 a.m.).

Motion # 60/2016

A. Oslach

A. Vanhoucke

CARRIED

THAT, the Full Authority be adjourned at (11:26 a.m.).

\_\_\_\_\_  
General Manager / Secretary –Treasurer

\_\_\_\_\_  
Authority Chairperson

**REPORT FA 25 / 2016: To The Full Authority**

**FROM:** Kim Smale, General Manager / Secretary-Treasurer

**SUBJECT:** Video and Audio Recording Policy Statement

**DATE:** May 31, 2016

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Purpose:

To consider adopting a Policy Statement regarding the video and audio recording of meetings.

Discussion:

At the May Full Authority meeting, the Board passed Motion #59/2016, to draft an amendment to the CCCA's Regulations, Procedures and Rules of Order to include a statement on the video and audio recording of meetings.

The intent of the Policy Statement is to provide clarification with regards to the potential liability and responsibilities associated with this matter. The following Policy Statement has been drafted for consideration by the Board:

"Catfish Creek Conservation Authority's permission for taping in no way releases any member(s) of the public or company who tapes meetings from liability and / or complying with all applicable legislation or standards. Neither does such permission indicate any acceptance of liability for any reason on cause by the Catfish Creek Conservation Authority. The approved Minutes will be the legal record of the meeting."

The Authority Chairperson will read this Policy Statement at each meeting under the Disclosure of Intention to Audio / Video Record Meeting heading. It will be recorded in the Minutes of the meeting.

RECOMMENDATION:

That, the Catfish Creek Conservation Authority Regulations, Procedures and Rules of Order be amended to include the Policy Statement regarding the video and audio recording of meetings as outlined in Report FA 25/2016.



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Kim Smale  
General Manager / Secretary-Treasurer

## **REPORT FA 26 / 2016: To The Full Authority**

**FROM:** Conservation Areas Supervisor  
Resource Planning Coordinator  
Water Management Technician

**SUBJECT:** Monthly Staff Reports

**DATE:** May 4, 2016

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### **Conservation Areas Supervisor, Ed Pietrzak**

#### **Current Activities:**

- Victoria Day Weekend Alcohol Restriction May 20 - 23, 2016. No evictions were recorded over the long weekend.
- Hosted the Tim Hortons Kid's Trout Derby on May 7<sup>th</sup>, 2016. Fifty (50) youth participated in the event.
- Seasonal Campers' meeting (May 22, 2016) was very well attended with positive feedback.
- Provided Environmental Education Programs to 180+ students in May. Several field trips have already been scheduled for June.
- Tree planting and mulching at the OPC Path of Honour Project.
- Final grading and landscaping around the Poplar Hill Campground washroom building.
- Day- to - day operations and maintenance of the various Conservation Areas.

#### **Upcoming Activities:**

- Preparation for Extreme Elgin (June 11) and Van Fest (June 17-19).
- Hazard tree removal, firewood processing and general maintenance and operations.
- Providing support for the delivery of the Environmental Education Programs
- Attending a Trails Master Plan meeting at the Municipality of Central Elgin on June 9<sup>th</sup>, 2016.
- Ongoing training and supervision of new summer staff.
- Regular duties as assigned.

### **Resource Planning Coordinator, Tony Difazio**

#### **Current Activities:**

- Assisted two private landowners in the watershed with wetland and tall grass prairie restoration projects;
- Presented stewardship applications on behalf of five (5) landowners in the watershed for funding assistance under the *Elgin Clean Water Program*;
- Assisted with a .8 hectare restoration at the *Yarmouth Natural Heritage Area* with tall grass prairie , wildflowers and milkweed seeding; and,
- Attended a meeting of the *Elgin County Stewardship Council*, held in Talbotville on May 30, 2016.



**Upcoming Activities:**

- Complete two Forest Management Plans for a local landowners enrolled under the *Managed Forest Tax Incentive Program*;
- Assist with the planning and delivery of upcoming stewardship restoration projects throughout the watershed; and,
- Regular duties as assigned.

**Water Management Technician, Peter Dragunas**

**Current Activities:**

- Promotion of the Catfish Creek Conservation Authority (CCCA) Private Landowner Reforestation Assistance Program at the London Farm Show.
- Permit To Take Water (PTTW) application renewal assistance.
- 2016 tree planting season assessments.
- Administration of the Greening Communities Program for the CCCA.
- Start of the 2016 CCCA Ontario Low Water Response Program season.
- Completed the spring 2016 Catfish Creek channel sounding at Port Bruce.

**Upcoming Activities:**

- Provincial Groundwater Monitoring Network data acquisition.
- Low water monitoring throughout the watershed.
- Assess the need to call a meeting of the Catfish Creek Low Water Response Team to declare a Level 1, 2 or 3 Low Water Condition.
- Attending the Southwestern Ontario regional multi-stakeholder engagement session being held in London on June 9<sup>th</sup> regarding the review of the Conservation Authorities Act.
- Regular duties as assigned.

**Recommendation:**

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

for   
Ed Pietrzak  
Conservation Areas Supervisor

  
Tony Difazio  
Resource Planning Coordinator

for   
Peter Dragunas  
Water Management Technician

**REPORT FA 27 / 2016 : To The Full Authority**  
**FROM: Susan Mann, Financial Services Coordinator**  
**SUBJECT: May Summary of Revenue & Expenditures**  
**DATE: May 31, 2016**

**SUMMARY OF REVENUE**  
**for the period ending May 31, 2016**


	<b>2016 Budget</b>	<b>2016 To Date</b>	<b>Difference</b>	<b>2015 To Date</b>
MNRF Provincial Grants	\$ 79,835.00	\$ -	\$ (79,835.00)	\$ -
Other Provincial Grants	\$ 82,348.11	\$ 22,690.98	\$ (59,657.13)	\$ 44,710.73
Federal Grants	\$ 23,300.00	\$ -	\$ (23,300.00)	\$ 50,000.00
General Levy	\$ 244,124.45	\$ 176,763.10	\$ (67,361.35)	\$ 222,992.99
Special Benefiting Levy	\$ 43,877.34	\$ 6,100.00	\$ (37,777.34)	\$ 8,250.00
Employment Program Grants	\$ 15,000.00	\$ -	\$ (15,000.00)	\$ -
Donations/Sponsorships	\$ 38,367.00	\$ 33,929.46	\$ (4,437.54)	\$ 60,890.21
Conservation Areas Revenue	\$ 458,860.00	\$ 297,691.37	\$ (161,168.63)	\$ 269,937.12
Maple Syrup Revenue	\$ 55,850.00	\$ 54,539.36	\$ (1,310.64)	\$ 57,304.80
Bank Interest Earned	\$ 6,000.00	\$ -	\$ (6,000.00)	\$ 125.19
Information & Education	\$ 8,500.00	\$ 1,659.50	\$ (6,840.50)	\$ 3,727.41
Legal Inquiries/Permit Applications	\$ 5,000.00	\$ 960.17	\$ (4,039.83)	\$ 1,964.59
Trees/Planting/Spraying	\$ 3,750.00	\$ 750.40	\$ (2,999.60)	\$ 3,923.32
Woodlot Management	\$ 1,500.00	\$ -	\$ (1,500.00)	\$ -
Watershed Stewardship Projects	\$ 20,000.00	\$ -	\$ (20,000.00)	\$ 13,012.10
Water Quality/Quantity Programs	\$ 5,212.10	\$ -	\$ (5,212.10)	\$ -
Revenue from Other C.A. Lands	\$ 13,294.63	\$ 18,345.74	\$ 5,051.11	\$ 9,707.48
Other Revenue	\$ 500.00	\$ 1,730.77	\$ 1,230.77	\$ -
Contract Services	\$ -	\$ 325.00	\$ 325.00	\$ 325.00
Vehicle & Equipment Rental Recoveries	\$ 40,200.00	\$ 12,320.30	\$ (27,879.70)	\$ 6,074.41
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)	\$ -
	<b>\$ 1,392,281.89</b>	<b>\$ 628,182.98</b>	<b>\$ (764,098.91)</b>	<b>\$ 753,345.15</b>

<b>DONATIONS/SPONSORSHIPS</b>	<b>2016 Budget</b>	<b>Received To Date</b>	<b>Difference</b>
Fish Stocking	\$ 1,000.00	\$ 1,000.00	\$ -
Springwater Event Sponsorships	\$ 1,000.00	\$ -	\$ (1,000.00)
Annual Report	\$ 1,250.00	\$ 1,250.00	\$ -
Environmental Education	\$ 9,120.00	\$ 1,600.00	\$ (7,520.00)
EESS ELP Sponsorships	\$ -	\$ 7,500.00	\$ 7,500.00
Community Forest	\$ 250.00	\$ -	\$ (250.00)
Maple Syrup Program	\$ 5,000.00	\$ 6,925.00	\$ 1,925.00
Springwater Forest Trails	\$ 7,500.00	\$ 4,081.91	\$ (3,418.09)
Archie Coulter C.A. Trails	\$ 850.00	\$ 72.55	\$ (777.45)
YNHA	\$ -	\$ 7,000.00	\$ 7,000.00
Springwater C.A. Development	\$ 1,000.00	\$ -	\$ (1,000.00)
Catfish Creek Trail Rehabilitation	\$ -	\$ -	\$ -
Ontario Police College Path of Honour	\$ -	\$ 4,500.00	\$ 4,500.00
<b>TOTAL Donations/Sponsorships</b>	<b>\$ 26,970.00</b>	<b>\$ 33,929.46</b>	<b>\$ 6,959.46</b>

# SUMMARY OF EXPENDITURES

for the period ending May 31, 2016

	2016 Budget	2016 To Date	Balance	2015 To Date
<b>ADMINISTRATION</b>				
A-1 Wages & Benefits	\$ 96,412.37	\$ 41,538.00	\$ 54,874.37	\$ 35,808.89
A-2 Travel Exp. & Allow.	\$ 8,633.84	\$ 427.52	\$ 8,206.32	\$ 69.35
A-3 Equip. Purchase & Rental	\$ 9,850.00	\$ 2,814.21	\$ 7,035.79	\$ 3,720.03
A-4 Materials & Supplies	\$ 3,650.00	\$ 1,122.56	\$ 2,527.44	\$ 897.57
A-5 Rent & Utilities	\$ 23,000.00	\$ 4,443.26	\$ 18,556.74	\$ 4,096.63
A-6 General Expenses	\$ 37,547.00	\$ 23,090.16	\$ 14,456.84	\$ 22,995.22
<b>TOTAL</b>	<b>\$ 179,093.21</b>	<b>\$ 73,435.71</b>	<b>\$ 105,657.50</b>	<b>\$ 67,587.69</b>
<b>FLOOD FORECASTING &amp; WARNING</b>				
F4-2 Flood Control Structures	\$ 13,317.37	\$ 5,278.44	\$ 8,038.93	\$ 5,160.74
F4-4 Flood Forecasting & Warning	\$ 155,639.90	\$ 68,554.60	\$ 87,085.30	\$ 65,449.14
F4-5 Ice Management	\$ 93,727.34	\$ 14,219.45	\$ 79,507.89	\$ 24,626.79
F4-6 Plan Input	\$ 33,796.11	\$ 15,168.30	\$ 18,627.81	\$ 14,570.48
F4-71 Watershed Planning	\$ 14,927.62	\$ 5,981.50	\$ 8,946.12	\$ 5,902.78
F4-72 Technical Studies (GIS)	\$ 9,743.16	\$ 3,224.52	\$ 6,518.64	\$ 2,608.10
<b>TOTAL</b>	<b>\$ 321,151.50</b>	<b>\$ 112,426.81</b>	<b>\$ 208,724.69</b>	<b>\$ 118,318.03</b>
<b>OTHER PROGRAM AREAS</b>				
B-1 Information & Education	\$ 28,967.11	\$ 8,632.83	\$ 20,334.28	\$ 7,122.14
E-1 Extension Services - Tree Planting Community Forest	\$ 31,343.54	\$ 13,711.90	\$ 17,631.64	\$ 16,516.10
E-1 Extension Services - Woodlot Management	\$ 250.00	\$ -	\$ 250.00	\$ -
E-1 Extension Services - Watershed Stewardship	\$ 9,895.80	\$ 3,529.19	\$ 6,366.61	\$ 3,525.24
E4-1 Fish & Wildlife Habitat	\$ 20,750.00	\$ 118.18	\$ 20,631.82	\$ 53.54
	\$ -	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>\$ 91,206.45</b>	<b>\$ 25,992.10</b>	<b>\$ 65,214.35</b>	<b>\$ 27,217.02</b>
<b>CAPITAL &amp; SPECIAL PROJECTS</b>				
Water Management Programs	\$ 36,260.21	\$ 10,829.96	\$ 25,430.25	\$ 22,789.61
Springwater C.A. Development	\$ 78,000.00	\$ 35,000.00	\$ 43,000.00	\$ -
Special Projects	\$ 3,000.00	\$ 101.74	\$ 2,898.26	\$ -
<b>TOTAL</b>	<b>\$ 117,260.21</b>	<b>\$ 45,931.70</b>	<b>\$ 71,328.51</b>	<b>\$ 22,789.61</b>
<b>CONSERVATION AUTHORITY LANDS</b>				
Springwater Operation & Maint	\$ 468,231.84	\$ 134,273.39	\$ 333,958.45	\$ 114,584.68
Vehicle & Equipment Pool Exp.	\$ 91,565.00	\$ 40,703.60	\$ 50,861.40	\$ 16,765.79
Maple Syrup	\$ 58,421.44	\$ 49,316.68	\$ 9,104.76	\$ 51,408.31
Other C.A. Lands	\$ 65,352.24	\$ 21,256.70	\$ 44,095.54	\$ 16,016.35
<b>TOTAL</b>	<b>\$ 683,570.52</b>	<b>\$ 245,550.37</b>	<b>\$ 438,020.15</b>	<b>\$ 198,775.13</b>
<b>APPROPRIATION TO GENERAL RESERVES</b>	\$ -	\$ -	\$ -	\$ -
<b>APPROPRIATION TO SPECIAL RESERVES</b>	\$ -	\$ -	\$ -	\$ -
<b>GRAND TOTAL</b>	<b>\$ 1,392,281.89</b>	<b>\$ 503,336.69</b>	<b>\$ 888,945.20</b>	<b>\$ 434,687.48</b>

  
 Susan Mann,  
 Financial Services Coordinator

REPORT FA 28 / 2016 : TO THE FULL AUTHORITY

FROM: Susan Mann, Financial Services Coordinator  
 SUBJECT: Accounts Payable  
 DATE: June 3, 2016

VENDOR	CHQ #	TOTAL	EXPLANATION
Vandenbrink Farm Equipment Inc.	26359	23,217.93	lawn tractor purchase & extended maintenance warranty
Buttonbush Farm	26360	750.00	trees for Malahide Roadside Program
Guthrie, Scott	26361	865.13	supplies for YNHA FEF project
Ontario Land Trust Alliance	26362	585.00	annual membership
VOID	26363		
Payroll Items (May 14) 26364-26380			
Hydro One	26381	1,955.28	campground, office, & gauge
Telus Mobility	26382	83.06	mobile phones
Higgs Construction Ltd.	26383	4,859.00	replaces cheque 26302
Payroll Items (May 30) 26384-26403			
Kerr Bros. Limited	26404	474.60	Maple Products for resale
CIBC Visa	26405	24.20	interest
Eastlink	26406	1,331.88	phone, fax line, gauges, & internet
Hydro One	26407	433.35	schoolhouse, dayuse area & gauge
Bell Canada	26408	90.50	gauge
Hydro One	26409	51.11	gauge
ALS Canada Ltd.	26410	136.50	campground maintenance
APC Auto Parts Centres	26411	261.45	maintenance of Channel Sounding equipment
Aylmer Express Limited	26412	50.62	advertising for Trout Derby
Aylmer Home Hardware	26413	93.70	campground maintenance
Aylmer Tire	26414	124.91	equipment maintenance
Bear Adventures	26415	100.00	assistance for Education Program
Canadian Tire	26416	869.91	campground maintenance & supplies
Clean Solutions & Supplies Ltd.	26417	716.27	campground supplies
Commissionaires	26418	88.05	enforcement contractor
Desjardins Card Services (Staples)	26419	461.34	campground supplies
Dowler Karn Propane Ltd.	26420	2,139.02	shop heat fuel
Elgin Feeds Ltd.	26421	442.03	campground supplies
Exact Septic Installations	26422	3,298.76	campground maintenance
Fraser, Jennifer	26423	100.00	seasonal camping refund
Fulops Bait & Tackle	26424	174.01	store product for resale
Hamilton, Ward, & Cathers Insurance	26425	12,887.70	installment 2 of 3 : insurance premiums
Jury, David	26426	158.20	campground maintenance
Koolen Electric	26427	217.56	campground maintenance
London Quality Dairy and Wholesale	26428	1,190.88	store product for resale
McBain Signs & Graphic Design	26429	255.38	campground supplies
Molly Maid	26430	158.00	administration centre cleaning service
N. Carsons	26431	100.00	assistance for Education Program
Progressive Waste Solutions	26432	240.10	campground maintenance
Purolator Courier	26433	32.32	courier fees
Sargent, Mary	26434	50.00	seasonal camping refund
Secord Home Building Centre	26435	118.45	campground maintenance
Smale, Kim	26436	281.84	mileage reimbursement
Sun Media Corporation	26437	148.79	advertising for Trout Derby
TSC Stores L.P.	26438	242.94	campground maintenance & supplies
Vandenbrink Farm Equipment Inc.	26439	1,388.43	equipment maintenance
YWCA St. Thomas Elgin	26440	25.80	WSIB expense for program participant

\$ 61,274.00

RECOMMENDATION:

THAT, Accounts Payable totalling \$61,274.00 , be approved for payment as presented in Report FA 28 / 2016.



Susan Mann,  
 Financial Services Coordinator

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<b>REPORT FA29/2016</b>	:	<b>To The Full Authority</b>
<b>FROM</b>	:	Tony Difazio, Resource Planning Coordinator
<b>SUBJECT</b>	:	<b>MONTHLY PLAN REVIEW</b>
<b>DATE</b>	:	June 3, 2016

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**PURPOSE:** To outline the Monthly Plan Review Report as it has been implemented during April & May, 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 April and May, 2016.



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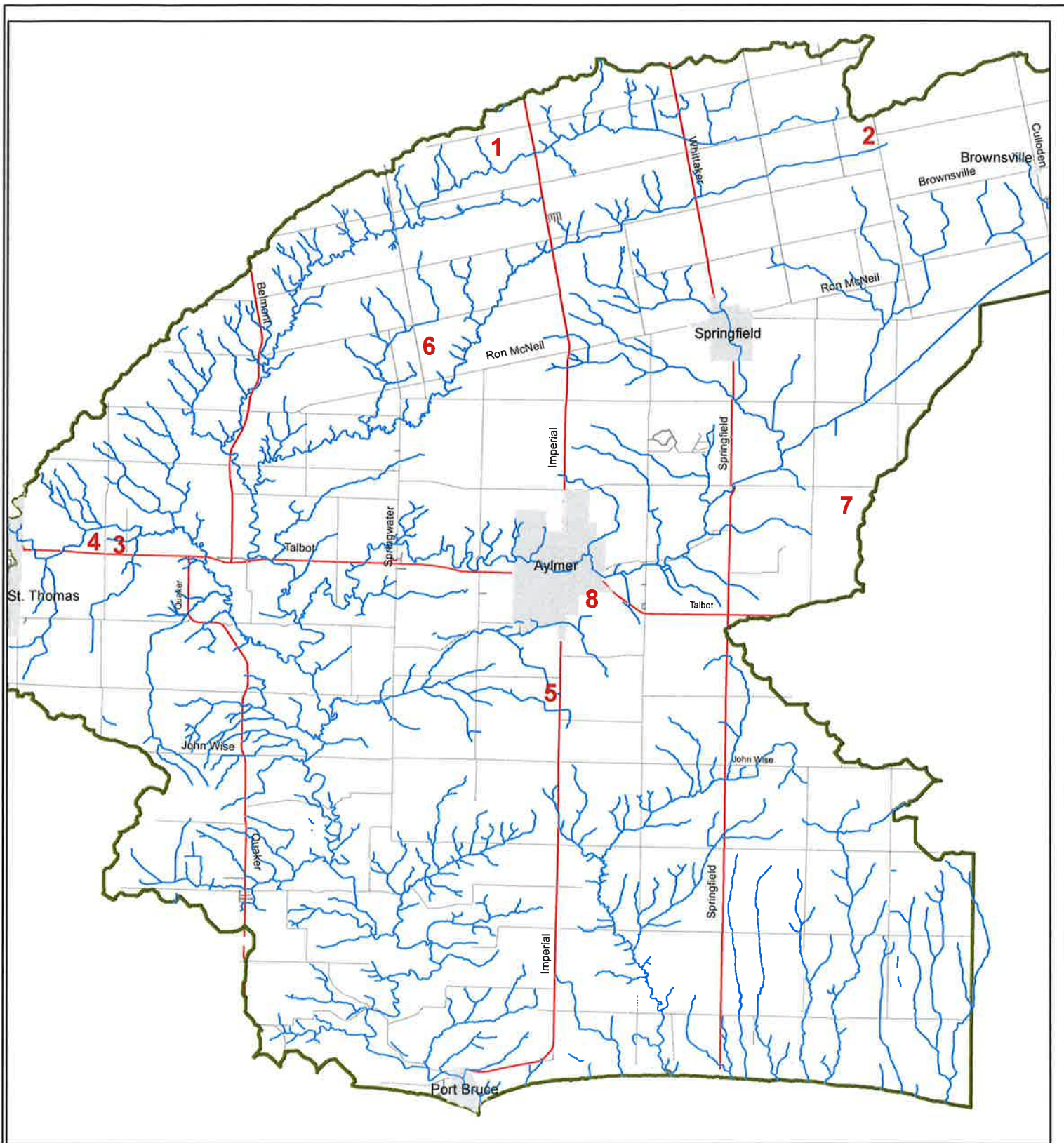
Tony Difazio, Resource Planning Coordinator

**CATFISH CREEK CONSERVATION AUTHORITY**  
**MONTHLY PLAN REVIEW REPORT**  
June, 2016

ZONING BYLAW AMENDMENTS			
SITE NO.	LOCATION	PROPOSAL	COMMENTS
1	Pt. Lot: 15; Conc.: 9; Township of Malahide	* The applicants propose to change the zoning to a "site specific" <i>Agricultural Residential</i> to permit a 300 m <sup>2</sup> accessory building in the front yard of a recently severed single family residence at 48643 Wilson Line;	* NO OBJECTIONS
2	Pt. Lot: 35; Conc.: 9; Township of Malahide	* This amendment, as a condition of consent (E62/15) is to change the zoning of the severed agricultural parcel consistent with the abutting farmland and to permit the single detached dwelling on the retained parcel for continued residential purposes at 11851 Springer Hill Road;	* NO OBJECTIONS
3	Pt. Lot: 15; Conc.: 9; Municipality of Central Elgin	* The applicant would like to bring the towing business operating at the corner of Talbot Line and Yarmouth Centre Road into compliance with Municipal Zoning Bylaw;	* NO OBJECTIONS
4	Pt. Lot: 14; Conc.: 9 Municipality of Central Elgin	* The applicants propose to change the zoning at 44270 Talbot Line to prohibit a new building from being built, in accordance with the Municipalities policies for surplus farm dwelling severances;	* NO OBJECTIONS
5	Pt. Lot: 10; Conc.: 5; Township of Malahide	* The applicants seek to remove the Holding designation on the subject property to permit the creation of three residential lots at 8231 Imperial Road in the Hamlet of South Gore;	* NO OBJECTIONS

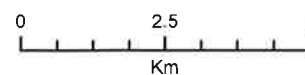
SEVERANCE APPLICATIONS			
SITE NO.	LOCATION	PROPOSAL	COMMENTS
6	Pt. Lot: 18; Conc.: 12; Township of Malahide	* The applicants propose to sever a 115m X 155m parcel at 12532 Dorchester Road containing one house, to create one new lot surplus to the needs of the applicants; * The owners are retaining 62 ha. to remain in agricultural use;	* NO OBJECTIONS
7	Pt. Lots: 28/101; Conc.: N.Gore/NTR; Township of Malahide	* The applicants propose to sever a 19ha. parcel of land with a frontage of 175m at 52209 Glencolin Line containing one house, barn and shop to create one new lot for agricultural use; * The owners are retaining 15 ha. containing one house, trailer and three barns to remain in agricultural use;	* NO OBJECTIONS
8	Pt. Lots: 2 & 3 R. Plan: 164; Town of Aylmer	* The applicants propose to create a right of way having a frontage of 3m along 62 Elk Street for a driveway access for the adjoining residential lot to the south; * The applicants are retaining 9697m <sup>2</sup> containing one four-plex and one garage to remain in residential use;	* NO OBJECTIONS





# **Plan Review Map** June, 2016

**1** Plan Review Site Number



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<b>REPORT FA 30 /2016</b>	:	<b>To The Full Authority</b>
<b>FROM</b>	:	Tony Difazio, Resource Planning Coordinator
<b>SUBJECT</b>	:	Approved Section 28 Regulation Applications
<b>DATE</b>	:	June 3, 2016

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**PURPOSE:** To outline the 'Development, Interference with Wetlands & Alterations to Watercourses' applications approved by staff in May, 2016.

PERMIT NO.	LOCATION	PROPOSAL	DATE ISSUED
<b>FR-02-16</b> (Map 1)	47951 Crossley-Hunter Line; Geo. Township of South Dorchester	* This proposal involves the placement of fill on the west side of Dorchester Road to construct a grass waterway (350m in total); * The owner is also repairing a tile outlet and stabilizing a valley slope on the Southside of the west branch of Catfish Creek;	May 02, 2016
<b>FR-03-16</b> (Map 2)	49075 Dexter Line; Port Bruce	*The owners propose to stabilize a 75m portion of eroded shoreline adjacent to the pool at Wingate Lodge fronting Lake Erie; * The project has been designed by Riggs Engineering, London , dated February 9, 2016	May 31, 2016

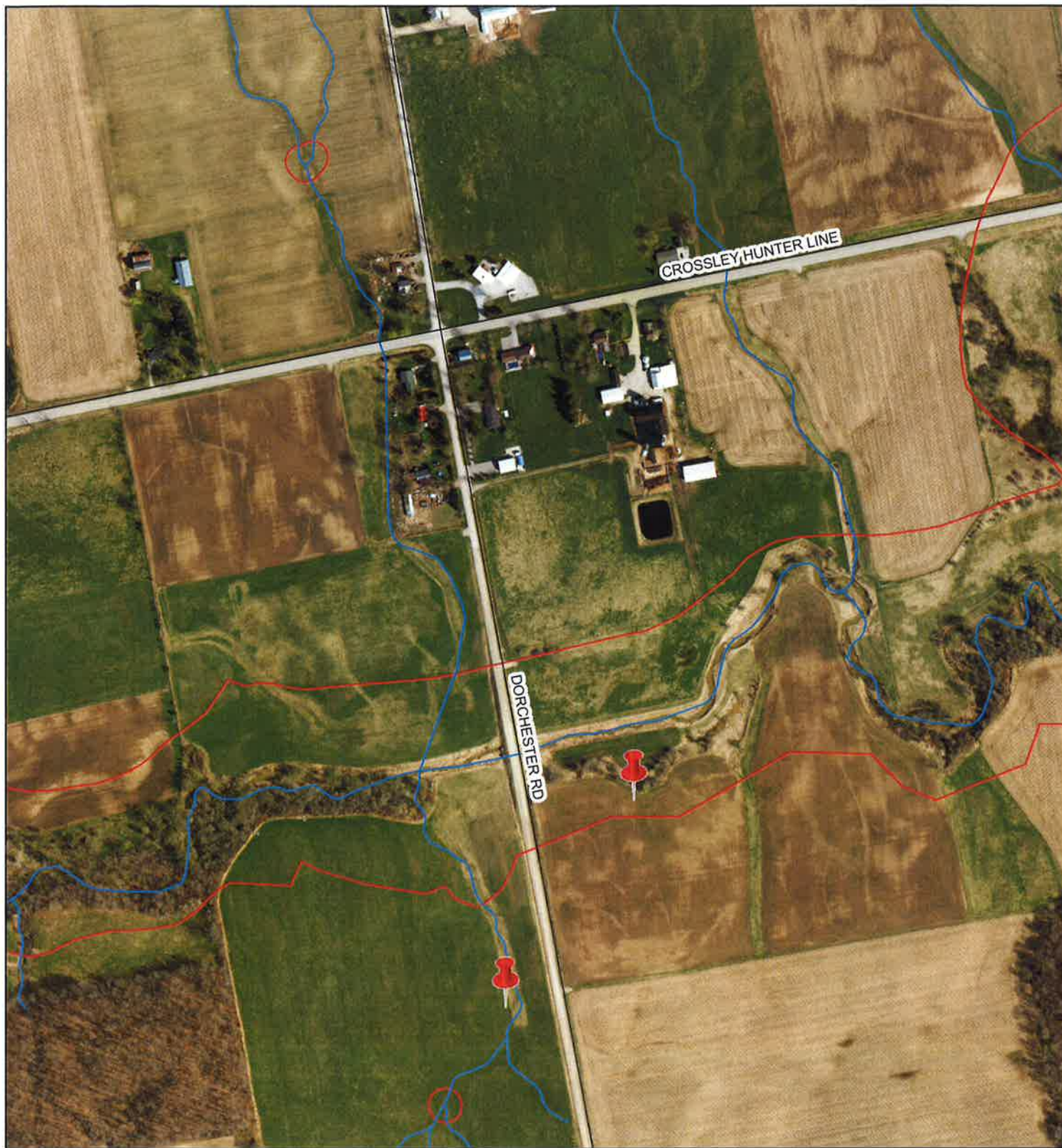
**RECOMMENDATION:** THAT, the Full Authority receive the staff approved Section 28 Regulation Applications **Report FA 30 /2016**, as information.



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**Tony Difazio, Resource Planning Coordinator**



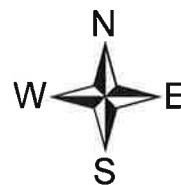
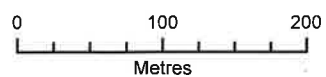


## Regulations Report Map 1

June, 2016



Work Permit FR-02-16 Location



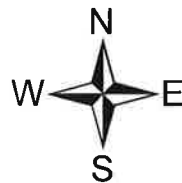
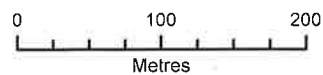




Work Permit FR-03-16 Location

## Regulations Report Map 2

June, 2016



**REPORT FA 31 / 2016 : To The Full Authority**

**FROM:** Kim Smale, General Manager / Secretary-Treasurer

**SUBJECT:** Summer Employment Programs

**DATE:** May 25, 2016

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Purpose:

To provide the Board with an update on the Summer Employment Programs approved for 2016.

Discussion:

The following tables outline the various Summer Employment Programs approved for the Catfish Creek Conservation Authority for 2016 in comparison to 2015.

Please note that the Summer Jobs Service Program administered through Employment Services Elgin is no longer available to employers.

Sponsoring Agency	Name of Program	# of Participants	Total Hours	2016 Total Funding
Ministry of Natural Resources and Forestry	Summer Experience Opportunities	2	493	\$6,114.18
Service Canada	Canada Summer Jobs	4	1,590	\$20,213.00

Sponsoring Agency	Name of Program	# of Participant	Total Hours	2015 Total Funding
Ministry of Natural Resources and Forestry	Summer Experience Opportunities	2	496	\$5,978.32
Employment Services Elgin	Summer Jobs Service	10	3,029	\$6,058.50
Service Canada	Canada Summer Jobs	3	1,097	\$13,632.00

RECOMMENDATION:

THAT, the Full Authority acknowledge receipt of the information on the 2016 Summer Employment Programs as outlined in Report FA 31/ 2016.



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Kim Smale  
General Manager / Secretary-Treasurer

**REPORT FA 32 / 2016 : To The Full Authority**

**FROM:** Kim Smale, General Manager / Secretary-Treasurer

**SUBJECT:** Special Projects Funding

**DATE:** May 25, 2016

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Purpose:

To update the Board on the status of the Special Projects receiving funding in 2016.

Discussion:

The Catfish Creek Conservation Authority (CCCA) regularly applies for funding to support a wide range of non-mandated environmental projects and initiatives. These additional sources of revenue allow the CCCA to complete important work that would otherwise be impossible to undertake.

The following table provides a summary of the various projects and sources of funding confirmed for 2016, to date.

Name of Project	Primary Funding Source	Funds Committed
Catfish Creek Wetland Restoration / Habitat Protection	Great Lakes Guardian Community Fund, Ministry of the Environment and Climate Change	\$24,435.00
Environmental Education Support Materials	Oxford Mutual Community i-Fund	\$2,500.00
Catfish Creek Valley Restoration	TD Friends of the Environment Foundation	\$7,000.00
YNHA Habitat Restoration	Ministry of Natural Resources and Forestry	\$20,000.00
Wetland Biodiversity Services	Ontario Power Generation	\$28,000.00

RECOMMENDATION:

THAT, the Full Authority acknowledge the 2016 Special Projects as outlined in Report FA 32/2016.

  
\_\_\_\_\_  
Kim Smale  
General Manager / Secretary-Treasurer



**REPORT FA 33 / 2016 : To The Full Authority**

**FROM:** Kim Smale, General Manager / Secretary-Treasurer

**SUBJECT:** Conservation Authorities Act Review

**DATE:** June 1, 2016

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Purpose:

To inform the members about the next stage of the Conservation Authorities Act Review.

Discussion:

Last year, the Ministry of Natural Resources and Forestry (MNRF) initiated a review of the Conservation Authorities Act (CAA) by posting a Discussion Paper to the Environmental Bill of Rights Registry (EBR).

In response to the comments received, the Province has identified its top five (5) priorities for change to the CAA. A multi-stakeholder advisory group has been established to collect feedback on the report. Conservation Authorities are represented on the stakeholder advisory group by:

- Kim Gavine, General Manager, Conservation Ontario
- Gayle Wood, Nottawasaga Valley C.A.
- Brian Denny, Toronto and Region C.A.
- Cliff Evanitski, Long Point Region C.A.
- Mervi Henttonen, Lakehead Region C.A.
- Hassaan Basil, Halton Region C.A.

A copy of the new consultation document that has been posted to the EBR is attached for your review and information. The document represents the next stage of the review and was created to help generate additional discussion related to the priorities. The new document can be accessed at [www.ebr.gov.on.ca](http://www.ebr.gov.on.ca) by searching for posting number 012-7583. The posting will be open for comment for 120 days until September 9<sup>th</sup>, 2016.

In addition to the posting, the MNRF will be hosting five (5) facilitated regional multi-stakeholder engagement sessions on this document. The tentative date and location for the Southwestern Ontario session is June 9<sup>th</sup> in London. If anyone is interested in attending, please send an RSVP to [mnrwaterpolicy@ontario.ca](mailto:mnrwaterpolicy@ontario.ca) to register for the session. The exact location and time will be confirmed for those that RSVP.

RECOMMENDATION:

That, Report FA 33/2016, be received as information at this time.

  
\_\_\_\_\_  
Kim Smale  
General Manager / Secretary-Treasurer



# CONSERVING OUR FUTURE

## Proposed Priorities for Renewal

May 2016

# MINISTER'S MESSAGE

**Last summer, my Parliamentary Assistant, MPP Eleanor McMahon, initiated a review of the *Conservation Authorities Act* seeking to identify opportunities to improve the legislative, regulatory and policy framework that currently governs the creation, operation and activities of conservation authorities. I am pleased to share with you the government's priorities for moving forward with the next phase of this review.**

I would like to thank indigenous communities, municipalities, stakeholders, members of the public and conservation authorities themselves for taking the time to participate in the review and for providing us with their ideas. Feedback received represents an important contribution to the Ministry's review, and to the overall objective of ensuring the act meets the needs of Ontarians in a modern context.

This feedback confirmed the continued relevance of the *Conservation Authorities Act* model including the importance of managing natural resources at the watershed scale. In response to the feedback provided, the province has identified five priorities for updating the *Conservation Authorities Act's* legislative, regulatory and policy framework:

- 1 Strengthening oversight and accountability in decision-making.
- 2 Increasing clarity and consistency in roles and responsibilities, processes and requirements.
- 3 Improving collaboration and engagement among all parties involved in resource management.

- 4 Modernizing funding mechanisms to support conservation authority operations.
- 5 Enhancing flexibility for the province to update the *Conservation Authorities Act* framework in the future.


The province recognizes and values the achievements of conservation authorities in delivering programs and services that protect and manage water and other natural resources in the province. Our government is committed to continuing to work with Ontarians to build upon the feedback they provided to develop specific actions in support of achieving these priorities.

Your opinions and insights are important to us. I look forward to building on the relationships we've created and moving forward with the development of legislative, regulatory and policy changes designed to address the feedback you have already provided.

Sincerely,

**Bill Mauro**  
**Minister of Natural Resources and Forestry**

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# 1

# INTRODUCTION

**The Parliamentary Assistant to the Minister of Natural Resources and Forestry was given a mandate in November of 2014 to engage with ministries, municipalities, Indigenous Peoples and stakeholders to initiate a review of the *Conservation Authorities Act*.**

The objective of the *Conservation Authorities Act* review is to identify opportunities to improve the legislative, regulatory and policy framework that currently governs the creation, operation and activities of conservation authorities, including addressing roles, responsibilities and governance of conservation authorities in resource management and environmental protection.

In July 2015, as a first step in support in the review, the Ministry of Natural Resources and Forestry (MNRF) posted a discussion paper to the [Environmental Registry](#) (EBR Registry Number 012-4509) for public consultation and held over twenty stakeholder and indigenous engagement sessions along with targeted meetings across the province to gain feedback on the following three areas:

1. **Governance:** The processes, structures, and accountability frameworks within the act which direct conservation authority decision-making and operations;
2. **Funding Mechanisms:** The mechanisms put in place by the act to fund conservation authorities; and
3. **Roles and Responsibilities:** The roles and associated responsibilities that the act enables conservation authorities to undertake.

The response to the Ministry's discussion paper was substantial. The Ministry received over 270 individual submissions identifying perspectives from ten different sectors, and more than 2,700 individual or distinct comments related to the review. Although comments were provided by a wide range of individuals and groups representing a wide range of perspectives, a number of common areas of agreement were identified.

Comments received in response to the Ministry's discussion paper and during engagement sessions expressed general agreement that the overall conservation authority model and principles upon which it is based remain as relevant today as they were when the act was first established. In addition, most respondents agreed that the watershed continues to serve as an ecologically appropriate scale for many resource management activities, particularly water management, and allows for a balance in developing and implementing locally appropriate solutions and working across larger scales and political boundaries.

All sectors providing input into the review recognized the value and public benefit of conservation authority roles in providing environmental education, landowner and broader stewardship programs, and the provision of access to natural areas and recreational opportunities provided through conservation areas – in addition to the critical role conservation authorities play in protecting people and property from water-related natural hazards.

While the value of conservation authority roles and responsibilities in the conservation, restoration, development and management of natural resources were clearly acknowledged, all sectors – including conservation authorities themselves – identified a number of opportunities for improvement.

Responses to questions concerning the governance of conservation authorities identified a need to update or enhance existing oversight and accountability mechanisms including formalizing the role of other ministries in providing provincial direction and oversight to conservation authorities. In addition, many sectors identified a need to increase coordination in the collection and sharing of information among the province, municipalities and conservation authorities and to provide indigenous communities, stakeholders and other interested parties with greater opportunities to participate in conservation authority decision-making.

Comments regarding the funding mechanisms contained within the act indicated multi-stakeholder support for addressing disparities in conservation authority resources and capabilities. They also highlighted the need for providing additional clarity, consistency and transparency in the development and use of municipal levies and fees.

Discussions concerning the roles and responsibilities of conservation authorities in Ontario identified a need to clarify and confirm conservation authorities' mandate. There is also the desire to see greater consistency in the programs and services offered by conservation authorities, and some degree of standardization in program and policy design and implementation – particularly among neighboring authorities.

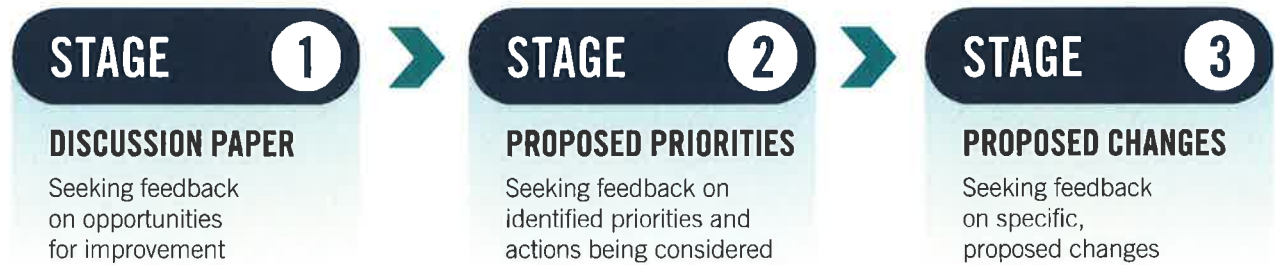
**In response to feedback obtained through the initial phase of the Ministry's review, the government has established five priorities for updating the *Conservation Authorities Act* legislative, regulatory and policy framework:**

- 1** Strengthening oversight and accountability in decision-making.
- 2** Increasing clarity and consistency in roles and responsibilities, processes and requirements.
- 3** Improving collaboration and engagement among all parties involved in resource management.
- 4** Modernizing funding mechanisms to support conservation authority operations.
- 5** Enhancing flexibility for the province to update the *Conservation Authorities Act* framework in the future.

While support for taking action in these areas was strong, feedback provided in response to the Ministry's discussion paper did not indicate a need for drastic, wholesale changes. Feedback did however indicate a strong desire from all sectors, including from conservation authorities themselves, to update the existing legislative, regulatory and policy framework to match modern expectations for clarity, transparency and accountability in the operation of public sector organizations. In many instances conservation authorities have already taken steps to help meet these expectations by voluntarily incorporating best management practices into their operations and working together to share and coordinate resources and expertise. In fact several of the proposed actions contained within this consultation document are explicitly intended to formally integrate and build upon these best management practices.

This consultation document represents the next stage of the Ministry's review. It provides an overview of the Ministry's priorities for updating the legislative, regulatory and policy framework that currently governs the creation, operation and activities of conservation authorities, and introduces actions currently being considered by the Ministry in support of achieving these priorities.

## THE CONSERVATION AUTHORITIES ACT REVIEW PROCESS



The objective of this consultation document is to obtain feedback on the Ministry's priorities for updating the *Conservation Authorities Act* legislative, regulatory and policy framework and the actions being considered by the Ministry in support of these priorities. The feedback received in response to this document will be used to inform the development of proposed legislative, regulatory and policy changes. Any changes to the existing legislative, regulatory or policy framework proposed in the future will be subject to further consultation as appropriate, for example through subsequent Environmental Registry postings.

Your opinions and insights are important to us. This consultation document outlines a number of ways people can engage in the review, and we encourage all to participate.

Additional background on conservation authority roles, responsibilities, governance and funding can be found within the Ministry's [discussion paper](#).



# 2

## PRIORITIES FOR UPDATING THE *CONSERVATION AUTHORITIES ACT*

The subsections below provide an overview of the Ministry's priorities for updating the *Conservation Authorities Act* legislative, regulatory and policy framework and actions currently being considered by the Ministry in support of achieving these priorities.

**PRIORITY #1:**

Strengthening Oversight and Accountability

**PRIORITY #2:**

Increasing Clarity and Consistency

**PRIORITY #3:**

Improving Collaboration and Engagement

**PRIORITY #4:**

Modernizing Funding Mechanisms

**PRIORITY #5:**

Enhancing Flexibility for the Province



## PRIORITY #1: Strengthening Oversight and Accountability



Conservation authorities are governed by the *Conservation Authorities Act* and by a board of directors appointed by the municipalities that form the local authority. The province, through the act, defines the objectives to be pursued by the authority and the powers granted to the authority to achieve these objectives. The activities undertaken by conservation authorities in the pursuit of these objectives are directed by a municipally appointed board of directors. Municipal representatives to conservation authority boards are directly accountable to the municipalities that appoint them and conservation authorities must abide by provincial legislative, regulatory and policy requirements.

Feedback provided in response to the Ministry's discussion paper indicated strong support for updating or enhancing accountability mechanisms in the act, including

support for increasing the transparency and oversight of conservation authority decision-making, and updating the act to reflect modern best management practices for board operations.

In many cases, conservation authorities themselves have voluntarily taken steps to align their operations with recognized best management practices for board operations including the development of strategic plans, and aligning conflict of interest provisions and meeting procedures with requirements set for municipalities. Strengthening oversight and accountability provisions within the *Conservation Authorities Act* is intended to formalize these practices across all conservation authorities and ensure that conservation authority programs and services are governed in a fair and transparent manner.

### **Actions taken by the Ministry to strengthen oversight and accountability, could include, but are not limited to:**

- Updating the act to reflect modern legislative structures and accountabilities including, adding a purpose statement to the act and regulations and defining the roles and responsibilities of all parties involved in overseeing and ensuring the accountability of conservation authority operations, programs and services.
- Ensuring governance and accountability mechanisms contained within the act align with recognized governance best practices and requirements for public sector organizations including, expectations for establishing and complying with codes of conduct, addressing potential conflicts of interests, ensuring meetings are open to the public, and the proactive disclosure of information.
- Enhancing the authority of the Minister to ensure conservation authority operations, programs and services are consistent with provincial policy direction and legislative requirements, including new powers to require conservation authorities to collect and disclose information related to the efficiency and effectiveness of conservation authorities' operations, programs and services.
- Clarifying the role of municipalities and the conservation authority board in determining, funding, directing, and overseeing programs and services undertaken by conservation authorities to address local concerns and priorities.
- Developing or updating processes and requirements for the establishment, amalgamation, enlargement and dissolution of a conservation authority, including ensuring that decisions to amalgamate or dissolve a conservation authority are based on sound social, economic and environmental considerations, are informed by public consultation, and are consistent with legislative requirements.





## PRIORITY #2: Increasing Clarity and Consistency



The *Conservation Authorities Act* provides conservation authorities with the power to develop their own suite of programs and services tailored to the interests, capacity and expertise of each individual authority and the local needs they serve. This flexibility allows conservation authorities, and the municipalities that direct them, to focus their efforts on areas of greatest need to the local population. It also results in considerable variability in the scale and range of programs and services delivered by any individual conservation authority.

Some conservation authorities offer a basic program primarily focused on natural hazards management, stewardship, and conservation land acquisition and management. Other conservation authorities may offer a wider range of programs and services that can include, for example: recreation, education, monitoring, science and research, drinking water source protection planning under the *Clean Water Act*, the development of Remedial Action Plans in Great Lakes Areas of Concern, the conservation of cultural heritage resources, the development of natural heritage strategies, and extensive watershed and water management planning initiatives. Some conservation authorities also invest in resource development initiatives such as hydroelectric power generation, the operation of historical and cultural heritage sites, and income generating projects such as marina operations, facility rentals and product sales.

Feedback provided in response to the Ministry's discussion paper indicated a high-degree of multi-sector support for clarifying and confirming conservation authorities' mandate, and a desire to see greater consistency in programs and services offered by conservation authorities including some degree of standardization in program and policy design and implementation – particularly among neighboring authorities.

While responses to the Ministry's discussion paper indicated a high-degree of support for increasing clarity and consistency, they also acknowledged the importance of maintaining the flexibility given to conservation authorities to tailor programs and services to reflect local needs and priorities.

Increasing clarity and consistency in roles and responsibilities is not intended to remove the flexibility given to conservation authorities to develop local, or regional-scale, programs and services designed to further the conservation, restoration, development and management of natural resources. Increasing clarity and consistency in roles and responsibilities is intended to provide all parties with greater certainty in the roles and responsibilities conservation authorities are expected to carry out on behalf of the province and partner municipalities and, where appropriate, promote greater consistency in the delivery of these programs and services.

**Actions taken by the Ministry to increase clarity and consistency in roles and responsibilities and associated processes and requirements could include, but are not limited to:**

- Clearly delineating between the provincially mandatory programs and services that all conservation authorities are expected to deliver on behalf of the province and local communities and any optional programs and services which may be carried out by conservation authorities on behalf of the board in consultation with and under the approval of their participating municipalities.
- Establishing a Provincial Policy Directive that provides clear policy direction on the roles and responsibilities conservation authorities are expected to carry out on behalf of the province, defines the roles and responsibilities of provincial ministries in the development, delivery and oversight of these roles and responsibilities, and provides the basis for developing an integrated policy framework across the province.
- Providing clarity and consistency in the application of the *Development, Interference with Wetlands and Alterations to Shorelines and Watercourses* regulations for all parties, by consolidating and codifying regulatory requirements, defining undefined terms, and enhancing the authority of the Minister to establish, monitor and ensure compliance with provincial policy direction and legislative requirements.
- Ensuring sufficient tools are in place to ensure compliance with the *Development, Interference with Wetlands and Alterations to Shorelines and Watercourses* regulations by providing conservation authorities with modern compliance tools and mechanisms and by ensuring penalties for contravention of the act provide sufficient deterrents against contravention and are aligned with penalties in place under similar pieces of legislation.
- Streamlining planning and permitting requirements and associated processes by exploring opportunities to improve application, review and approval processes through the reduction of burdens, improved service standards, enhanced flexibility in approval requirements and the adoption of a risk-based approach to the issuance of approvals.



## PRIORITY #3:

## Improving Collaboration and Engagement

Each conservation authority is an individual local public sector organization that operates under a common provincial legislative, regulatory and policy framework and is governed by a municipally-appointed board of directors. Conservation authority operations also involve a broader set of relationships and interactions with stakeholders and clients, interest groups and members of the public.

Feedback provided in response to the Ministry's discussion paper indicated a high degree of support for improving coordination among all parties involved in establishing, directing and overseeing conservation authority programs and services and strengthening relationships between conservation authorities and local residents and stakeholder groups through increased engagement around conservation authority operations, programs and services.

Greater collaboration and sharing of expertise among conservation authorities was also identified by several sectors as being critical to improving the consistency,

efficiency and effectiveness of conservation authority programs and services, reducing the potential for conflict between conservation authorities and local stakeholder groups, and reducing the perceived duplication of effort between conservation authorities and other agencies.

As the complexity of resource conservation and management decisions increases so does the need to bring a wide range of perspectives and expertise to the table to help inform and implement decisions. In addition, there are many situations where the natural resource management issues being addressed by conservation authorities cross watershed and political boundaries.

By improving collaboration and engagement, the province aims to support conservation authorities in their efforts to coordinate programs and services among themselves and with the province and to, where appropriate, formalize best management practices for engaging with Indigenous Peoples, stakeholders and members of the public.



**Actions taken by the Ministry to improve collaboration and engagement could include, but are not limited to:**

- Establishing a provincial one-window, led by MNRF, for establishing, coordinating and reviewing programs and services undertaken at the watershed planning scale by conservation authorities and promoting multi-ministry coordination of provincially delegated programs and services and the collection and sharing of science and information among ministries, municipalities, conservation authorities and others.
- Developing an enhanced business relationship with Conservation Ontario and individual conservation authorities to promote greater communication and coordination in the development and implementation of policies, programs and services, the collection and sharing of science and information and the joint development of capacity-building projects and initiatives.
- Enhancing Indigenous Peoples' participation in the development and delivery of stewardship, science and knowledge, and educational initiatives, and by clarifying the process for Indigenous Peoples to join or establish a conservation authority.
- Ensuring board decisions are informed by an appropriate diversity of views and perspectives reflective of local interests, including providing Indigenous Peoples, local residents and stakeholder groups opportunities to participate in the identification of local needs and priorities and conservation authority decision-making processes.
- Supporting efforts currently being made by conservation authorities to promote efficiency and effectiveness in the delivery of programs and services through the development of common policies and procedures, service specializations, and sharing of operational, administrative and technical resources on a regional or landscape basis.



## PRIORITY #4: Modernizing Funding Mechanisms



The *Conservation Authorities Act* establishes a number of mechanisms which conservation authorities can use to fund their operations, programs and services. The act enables the Ministry to provide conservation authorities with funding to support Ministry-approved programs such as public safety and natural hazard management programs.

As a corporate body, conservation authorities may also receive or apply for funding from the province to deliver programs on the province's behalf. Local resource management programs and services can be funded through municipal levies or contracts and conservation authorities can self-generate revenue through service and user fees, resource development and fundraising.

Feedback provided in response to the Ministry's discussion paper indicated that some conservation authorities, particularly in rural areas with low population and fewer revenue generating opportunities may not have sufficient revenue to adequately support the programs and services that larger authorities are able to offer.

Respondents generally agreed that mechanisms should be in place to help address disparities in resources and capabilities among conservation authorities with large

and small population bases. In addition, several sectors requested that the province provide clarity on the use of municipal levies including the types of costs that can and cannot be included within the levy in addition to introducing new measures to improve transparency, consistency and accountability around fees.

While several sectors requested increased provincial funding for conservation authority operations, programs and services, others acknowledged that current fiscal realities make this a challenge. This government has made a firm commitment to holding the line on program spending, and is evaluating every program and service it delivers to ensure its sustainability.

Prior to considering any changes to current funding levels the province needs to ensure that existing funding mechanisms are as effective and efficient as possible and that conservation authorities are operating at appropriate economies of scale. As a result, the province is proposing to update funding mechanisms contained within the act with a view to enhancing their efficiency and effectiveness and ensuring that appropriate measures are in place to ensure fiscal accountability.

**Actions to be taken by the Ministry to update funding mechanisms contained within the act could include, but are not limited to:**

- Enhancing clarity, consistency and accountability in the development and use of municipal levies by defining eligibility criteria, reviewing apportionment, and defining the process by which conservation authorities are to work with participating municipalities to monitor and report on the use of public funds.
- Promoting clarity, consistency and accountability in the development and use of fees and generated revenue with the aim of ensuring fees are established in an open and transparent manner, are consistent with provincial direction on the use of fees, and adequately support the effective delivery of conservation authority operations, programs and services.
- Improving fiscal oversight and transparency by clarifying the role of municipalities in overseeing conservation authority budget development and spending, and where appropriate, standardizing budget development, tracking and reporting processes, and ensuring information on revenue sources and expenditures is made publicly available.
- Improving clarity in the use of provincial funding processes by providing conservation authorities with greater clarity in eligibility criteria, reviewing the efficiency and effectiveness of provincial funding processes, and updating requirements for reporting back on the use of provincial funds.



## PRIORITY #5: Enhancing Flexibility for the Province



The framework and conditions for resource conservation and management in Ontario have changed significantly since the establishment of the *Conservation Authorities Act*, and the way conservation authorities operate within that framework has changed along with it. Resource conservation and management has become increasingly complex due to increases in Ontario's population numbers and density. There are also new challenges such as climate change, which further complicate resource management decisions. In addition, conservation authorities have been evolving as organizations. They are growing their funding sources, and accepting and being assigned additional roles that extend their responsibilities into additional areas.

Feedback provided in response to the Ministry's discussion paper recognized the changing nature of resource conservation and management in Ontario and the need for the Ministry to be responsive to both current and future pressures. Several sectors acknowledged that the role of conservation authorities in the delivery of provincial priorities could, and should, change over time in response to emerging issues and changing priorities, and that greater flexibility should be built into the act to periodically update the regulatory and policy framework to enable such changes. Others recognized there are gaps in the delivery of provincial programs in areas

outside of a conservation authority's jurisdiction and that other public sector bodies (including other provincial ministries and municipalities) may be best positioned to help fill these gaps.

The role of conservation authorities in resource conservation and management in Ontario will undoubtedly continue to change over time. Conservation authorities will continue to evolve as organizations, growing their expertise and networks and positioning themselves to take on additional roles in additional areas. At the same time, other public sector bodies, including provincial ministries, municipalities and other groups, will similarly grow in their own expertise and become increasingly attractive partners for the development and delivery of programs and services – particularly in areas outside of the jurisdiction of a conservation authority.

In order to better prepare for these changes in the future, the Ministry is proposing to build greater flexibility within the act to formally delegate the delivery of programs and services to conservation authorities, or other groups, in the future. By enabling greater flexibility for the future, the province will be in a better position to periodically provide additional clarity, consistency and accountability in the delivery of programs and services in the future.

**Actions taken by the Ministry to enable flexibility for the future could include, but are not limited to:**

- Giving the Minister the authority to use the act to develop additional natural resource conservation and management programs and services in the future, throughout the province.
- Giving the Minister the authority to formally delegate the delivery of current and additional natural resource conservation and management programs and services to conservation authorities in the future.
- Giving the Minister the authority to formally delegate the delivery of current and additional natural resource conservation and management programs and services to other public bodies, not-for-profit organizations, municipalities and other Ministries.
- Giving the Minister the authority to deliver additional natural resource conservation and management programs and services throughout the province.



# 3

## OTHER ACTIONS BEING CONSIDERED

Feedback provided in response to the Ministry's discussion paper also identified a number of areas where general 'housekeeping' amendments could be made, or supporting actions that could be taken, to help improve the efficiency and effectiveness of conservation authority operations, programs and services.

In response to the feedback provided, the province is considering:

- **Reducing administrative burdens** associated with appointing and replacing board members and obtaining approval of board per diems.
- **Aligning board terms** with the municipal elections cycle.
- **Developing an orientation and training program** for board members.
- **Developing a coordinated communications plan** outlining any changes to conservation authority operations, programs and services resulting from the review in partnership with municipalities and conservation authorities.

# 4

## FEEDBACK REQUESTED

The Ministry has established five priorities for updating the *Conservation Authorities Act* and the supporting regulatory and policy framework:

- 1 Strengthening oversight and accountability in decision-making.
- 2 Increasing clarity and consistency in roles and responsibilities, processes and requirements.
- 3 Improving collaboration and engagement among all parties involved in resource management.
- 4 Modernizing funding mechanisms to support conservation authority operations.
- 5 Enhancing flexibility for the province to update the *Conservation Authorities Act* framework in the future.

The following questions are intended to help the Ministry obtain feedback on these five priorities and actions currently being considered by the Ministry in support of achieving these priorities. The questions below are general in nature and are not intended to discourage readers from raising their own questions or providing comments in other areas. Where possible, please provide specific examples and/or links to supporting information:

- What do you think of these priorities? Which are the most important and/or least important to you?  
Are there other priorities that should be considered?
- What actions would you recommend the province take to help achieve these priorities?
- What do you see as some of the key challenges in achieving improvements under any or all of these priority areas?





# 5

## HOW TO PROVIDE FEEDBACK

**We want to hear from you. If you have comments or suggestions that should be considered in updating the *Conservation Authorities Act* to achieve the priorities outlined within this consultation document please take advantage of this opportunity to provide them to us. All comments received in response to this consultation document will be read and considered in moving forward.**

Written comments can be provided by:

Responding to the Environmental Registry posting by searching the EBR Registry number 012-7583 on the following website: [www.ontario.ca/EBR](http://www.ontario.ca/EBR)

Or

Emailing us at:

[mnrwaterpolicy@ontario.ca](mailto:mnrwaterpolicy@ontario.ca)

**The deadline for providing comments is September 9, 2016.**

Comments collected in response to this consultation document will be used by the Ministry to inform the development of specific changes to the existing legislative, regulatory and policy framework. Any specific changes to the existing legislative, regulatory or policy framework proposed as a result of the review will be subject to further public consultation as appropriate, for example, through subsequent Environmental Registry postings.

The review of individual conservation authorities, the specific programs and services they deliver, and site-specific permit applications and permitting decisions are not within scope of the Ministry's review.



**REPORT FA 34 / 2016 : To The Full Authority**

**FROM:** Kim Smale, General Manager / Secretary-Treasurer

**SUBJECT:** Notice of Motion

**DATE:** June 2, 2016

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Purpose:

To consider a written Notice of Motion submitted by Member Oslach regarding the Elgin County Shoreline Management Plan.

Discussion:

Member Oslach e-mailed the attached Motion to the General Manager / Secretary-Treasurer on May 31<sup>st</sup>, 2016, to be placed on the Agenda for the June 9<sup>th</sup> Full Authority meeting.

A copy of Report FA 63/2015 – Elgin County Shoreline Management Plan and Motion #124/2015, are also attached for your reference.

  
\_\_\_\_\_  
Kim Smale  
General Manager / Secretary-Treasurer

## Susan Mann

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**From:** arthur <oslach@amtelecom.net>  
**Sent:** May-31-16 5:35 PM  
**To:** Susan Mann  
**Subject:** Motion Elgin County Shoreline Managment Plan  
**Attachments:** The Elgin County Shoreline Management Plan.docx

Kim attached is my Motion for the Agenda of June 9th Full Authority Meeting. Thanks Arthur



Virus-free, [www.avast.com](http://www.avast.com)

**The Elgin County Shoreline Management Plan:**

**Whereas the report has predetermined outcomes.**

**Whereas the report contains old data.**

**Whereas the report has restrictive conclusions.**

**Whereas the report contains the lack of balance between conservation and landowners.**

**Whereas the report is ambiguous as to shoreline management.**

**Therefore I move a motion to reconsider the previous decision of the Board of Directors of the CCCA to approve the Elgin County Shoreline Management Plan of November 12<sup>th</sup> 2015, Motion #124/015.**

## CATFISH CREEK CONSERVATION AUTHORITY

November 12th , Session, 2015; No. 09/2015

MOTION # 124/2015

Moved By:

Mark Tindler

Seconded By:

[Signature]

THAT, the Elgin County Shoreline Management Final Report be approved and incorporated as the Elgin County Shoreline Management Plan and sent to the County of Elgin for adoption; and further;

That, the Elgin County Shoreline Management Plan be adopted as the Catfish Creek Conservation Authority's jurisdiction within Elgin County for the purposes of enacting Ontario Regulation 146/06; and finally,

That, the Technical Advisory Committee established for the purposes of the development of the Elgin County Shoreline Management Plan remain in place to collaboratively consider how the Plan's recommendations may be carried out.

[Signature]

## **REPORT FA 63 / 2015: To The Full Authority**

**FROM:** Tony Difazio, Resources Planning Coordinator

**SUBJECT:** Elgin County Shoreline Management Plan

**DATE:** November 6, 2015

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### **Purpose:**

To consider approving the Elgin County Shoreline Management Plan (SMP) Final Report for presentation to Elgin County Council.

### **Discussion:**

The attached information will be presented to each of the four (4) Conservation Authorities that participated in the development of the Elgin County Shoreline Management Plan. Once approved by the respective Boards, it will be presented to Elgin County Council for adoption. A copy of the SMP that pertains to the CCCA watershed has been included for your information. A link to the entire report can be found at:

<http://www.kettlecreekconservation.on.ca/wp-content/uploads/2015/10/ElginCoSMP-2015.10.13.pdf>

Elizabeth VanHooren, General Manager / Secretary-Treasurer of the Kettle Creek Conservation Authority will be in attendance at the Full Authority meeting to provide a PowerPoint presentation on the Final Report.

### **Recommendation:**

THAT, the Elgin County Shoreline Management Final Report be approved and incorporated as the Elgin County Shoreline Management Plan and sent to the County of Elgin for adoption; and further;

That, the Elgin County Shoreline Management Plan be adopted as the Catfish Creek Conservation Authority's jurisdiction within Elgin County for the purposes of enacting Ontario Regulation 146/06; and finally,

That, the Technical Advisory Committee established for the purposes of the development of the Elgin County Shoreline Management Plan remain in place to collaboratively consider how the Plan's recommendations may be carried out.

  
\_\_\_\_\_  
Tony Difazio  
Resource Planning Coordinator

**DATE:**           **October 14, 2015**

**FROM:**           **Elizabeth VanHooren General Manager Kettle Creek Conservation Authority on behalf of Lower Thames Valley Conservation Authority (LTVCA), Catfish Creek Conservation Authority (CCCA) and Long Point Region Conservation Authority**

**RE:**               **Elgin County Shoreline Management Plan**

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**FOR CONSIDERATION:**

On September 29, 2015 the Elgin County Shoreline Management Plan Steering Committee accepted the Elgin County Shoreline Management Report as final and recommended it to the conservation authority Board of Directors for approval. After approval by the individual conservation authority boards the plan will be presented to County Council.

**Presentations for Plan Approval**

LTVCA:	October 22, 2015
KCCA:	November 18, 2015
LPRCA:	November 4, 2015
CCCA:	November 12, 2015
County of Elgin:	November 24, 2015

On behalf of the Steering Committee Ms. VanHooren will present the report to council. The full report may be viewed at the following link: <http://www.kettlecreekconservation.on.ca/wp-content/uploads/2015/10/ElginCoSMP-2015.10.13.pdf>

Maps can be viewed by contacting your local conservation authority.

**BACKGROUND:**

In 2014 the Catfish Creek Conservation Authority (CCCA), Kettle Creek Conservation Authority (KCCA), Long Point Region Conservation Authority (LPRCA) and Lower Thames Valley Conservation Authority (LTVCA) and the County of Elgin and its shoreline municipalities collaborated on an Elgin County Shoreline Management Plan (SMP).

Prior to 2014, CCCA, KCCA, LPRCA and LTVCA had separate Shoreline Management Plans covering the coastal zone of the Lake Erie shoreline in their respective watersheds. These reports were prepared independently by the same consultant in the late 1980s or in the case of LTVCA were a compilation of different reports pertaining to shoreline erosion and management. The existing plans were out-of-date

and needed to take into consideration current mapping and technical standards pertaining to shoreline hazards.

A collaborative approach to shoreline management for the entire north shore of Lake Erie within Elgin County provided a more consistent technical study area and guide for municipal land-use planning along the shoreline and a more accurate investigation into the dynamics of the entire extent of the shoreline rather than a sectional or watershed view. In addition, a joint plan eliminated the retention of multiple consultants and streamlined meeting and administrative costs.

Elgin County Council agreed to cover fifty per cent of the project costs with lower tier shoreline municipalities being asked to fund the other half based on the amount of shoreline within their jurisdiction. The project was tendered in 2014 and the winning bid was submitted by W.F. Baird & Associates for \$186,000. While the price of the project was over the projected budget of \$144,000 the conservation authorities felt strongly about the quality of product offered by Baird and agreed to cover the shortfall. In addition, because of the collaborative nature of the project Environment Canada came to the table with \$40,000.

Three Open Houses were held in August 2014, one in West Elgin, one in Central Elgin and one in Port Burwell. At each Open House an afternoon and evening session was held. A formal presentation was provided on the development of the SMP and the consultant presented the preliminary findings and management approaches. In addition, a select number of the draft hazard maps were on display for the attendees to view. Each session also included a question and answer sections. A synopsis of these sessions is included in Appendix C of the SMP.

Drafts of the report including its recommendations were vetted through the Technical Advisory Committee, which included representatives of each Conservation Authority, the County of Elgin, the shoreline municipalities and MNRF.

Once approved by each individual CA board the SMP will be presented to Elgin County Council for adoption and incorporation in the County's Official Plan.

## **SUMMARY**

The Elgin County SMP contains eight main chapters. Chapters One to Four outline the background and purpose of the study, detail the technical analysis, and describe the region's shoreline hazards and the overall coastal management approach. Chapters 5 – 8 each pertain to an individual CA. While the report needs to be read in its entirety, the individual chapter pertaining to a CA is in essence an executive summary for each CA and clearly outlines management approaches unique to its jurisdiction.

The consultant traversed the Elgin County shoreline from the west to the east boundary in July 2014 visiting a total of 51 sites and was struck by the severity of the erosion.

The plan itself was shaped from the following objectives:

- Maintain natural physical processes along the coast
- Protect and restore coastal habitat
- Focus new development in the port communities



- No negative impact for new development
- Standardize interpretation of the SMP
- Regular communication of coastal hazards
- Maintain public access to the coastline in port communities

Shoreline erosion is a natural process along the north shore of Lake Erie and is an important source of new sand and gravel for these littoral systems. Sediment eroded from the bluffs is transported along the shore and ultimately accumulates in large depositional features along the coast, such as the Long Point and Rondeau sand spits. To maintain natural coastal processes along the north shore of Lake Erie and protect these significant natural heritage features requires a holistic regional scale approach to coastal management.

The Elgin County SMP recognizes the inter-connected nature of the coastline and the need to manage the coast at large spatial scales. This approach is similar to the principals of Section D2 in the Elgin County Official Plan (2012) for protecting and restoring water resources, which recognizes that watersheds are the appropriate scale for effective planning and management of issues related to water.

The study area, as defined by the spatial extent of the Elgin County shoreline, represents approximately 90 km of Lake Erie coastline. In order to quantify coastal hazards and establish suitable management objectives, the shoreline was sub-divided into a series of reaches that featured similar geologic and geomorphic conditions, land use patterns, and exposure to coastal hazards. The primary shoreline reach types are summarized as High Bluff, Large Beaches, Port Lands and Navigation Channel and Residential Development in Port Communities. Each reach and its overarching management recommendation is described below.

#### **High Bluffs: Managed Retreat**

Baird & Associates confirmed that erosion rates in the study area are some of the highest in the Great Lakes Region, ranging from a low of 0.6 m/yr to a high of 4.5 m/yr. To put these rates in context the average annual recession rate on Lake Ontario is 0.26 m/yr and Lake Michigan is 0.3 m/yr.

The previous shoreline management plans used an average annual recession rate to generate the hazard mapping. However, to generate the mapping for the Elgin County Shoreline Management Plan the annual average rate of recession was used plus one standard deviation. If the annual average rate of erosion is used, the erosion hazard setback would only be 50% successful at mitigating future erosion over the 100 year planning horizon in Elgin County. The annual average rate of erosion plus one standard deviation is 86% successful at locating future development landward of the eroding bluff over the 100 year planning horizon. The new mapping was shown during the public consultation.

Losses due to erosion in the high bluff areas are not limited to agricultural land but affect road networks, building and utility lines. Therefore, the SMP recommends that no additional shoreline protection structures be permitted along the High Bluff coastline in Elgin County. The recommended approach is “managed retreat” which includes relocating structures and critical infrastructure, such as roads, when the erosion hazard reaches a critical threshold, (e.g. within the 3:1 stable slope setback.)

### **Large Beaches: Protect Dune Habitat and Promote Public Access**

Each of the four Port Communities feature jettied navigation structures which protrude into the lake at varying distances, trapping sediment in fillet beaches. Over time, both Port Bruce and Port Burwell Provincial Parks were established because of this process. These areas should be protected with ongoing investments in associated facilities including parking and multi-use trails.

### **Navigation Channels: Maintain Flood Conveyance and Sediment Bypassing**

The jettied navigational structures in the four port communities were initially constructed to improve navigation into the river mouths and marina basins for commercial vessels and local fishing fleets. Maintaining the hydraulic conveyance in these navigation channels is required to mitigate flooding risks and ice jamming upstream. Before extending the harbour jetties in the future it is recommended that technical investigations be undertaken to capture key physical processes such as littoral cell. Recommendations include quantifying rates of sediment accumulation in the fillet beaches using historical and modern bathymetry and aerial photography.

### **Port Community Development: Hold the Line**

Elgin County features four prominent port communities, including Port Glasgow, Port Stanley, Port Bruce, and Port Burwell and are all important economic components of the local economies. Given the high long-term erosion rate in Elgin County, some of the waterfront development in these communities is protected with engineering structures, such as rock revetments, steel sheet pile walls, and ad hoc structures (e.g. dumped concrete rubble). The shoreline protection is typically located on the downdrift (east side) of the port communities since the western beaches feature a long-term accretion trend. The SMP recommends that this existing shoreline protection should be maintained to "Hold the Line" and stop any further erosion in these areas of high settlement density. Further, shore parallel or linear development along the eroding bluff crest should be discouraged. Where possible, community planning should focus on maintaining public open spaces along the lakeshore and connecting the existing and new residential areas to the lake with a multi-use trail system.

Based on the severity of the erosion hazards in Elgin County and the results of the geo-technical engineering review, two additional hazard mapping lines were developed during the study: Zone of Pending Failure and Zone of Higher Risk.

Based on site observations and the geotechnical review completed for the SMP, the tablelands located in a 10 m buffer from the existing top of bank have been identified as a "Zone of Pending Failure". Within this narrow strip of land along the top of bank, it is not a question of "will" the land be lost due to erosion, it is just a question of "when". While this is a non-regulatory line the SMP recommends that landowners be educated on the hazards associated with any activity in close proximity to the eroding bluff.

A 3:1 stable slope setback is included on all the hazard maps generated for the SMP, with all the tablelands within this zone forming the Zone of Higher Risk. The 3:1 stable slope setback is also presently a non-regulatory line with respect to the existing development. However, for proposals

dealing with new development the SMP uses the 3:1 setback line as part of the formula to define the locations of regulated lands.

Finally, the SMP identified a policy gap that conservation authorities and municipalities will have to consider in the future. In most cases, buildings constructed decades ago, long before present regulatory guidelines, when the top of bank was much further lakeward are now within the Zone of Higher Risk. Ongoing erosion processes will bring the top of bank within close proximity to the existing development. The regulatory authority of the CA pertains to new development on hazard lands not existing development that becomes threatened due to erosion and bluff recession over time. Currently, there is no regulatory or policy regime to address this development risk.

The SMP recommends that landowners within both the Zone of Pending Failure and Zone of Pending Risk be educated on the hazards associated with any activity in close proximity to the eroding bluff, and further that conservation authorities and municipalities advocate with the province to provide for solutions to the policy gap noted above.

Shoreline management plans were first developed twenty-five years ago when shoreline erosion first became a concern along the Great Lakes, jeopardizing development and municipal infrastructure. In the past, the province acquired hazard lands, but this became too expensive. Instead, regulating agencies turned to development policies that would direct development away from hazards. The problem is that erosion is catching up to the planning horizon. The never-ending lake erosion is now reaching structures that were developed within a safe zone twenty-five years ago or more.

The goal of shoreline management plans is not to stop shoreline erosion. Shoreline erosion is unstoppable. SMPs are designed to help regulators evaluate future development permits and assess infrastructure at risk along the Lake Erie shoreline.

The Elgin County Shoreline Management report provides landowners with best management practices to help slow shoreline erosion and to avoid exacerbating coastal hazards. Some of the best management practices include:

- Maintaining tile drain outlets so they don't drain down the bluff face
- Avoiding dumping debris on the bluff crest
- Utilizing vegetated buffer strips along the bluff crest. The lost revenue from cropping the land might be small versus the savings in avoided erosion
- Locate lightweight moveable structures, such as gazebos landward of the Zone of Higher Risk

## **NEXT STEPS**

The Elgin County Shoreline Management Plan and its associated recommendations have been vetted through the Steering Committee and Technical Advisory Committees. It is currently being presented to the four conservation authority board of directors for approval. Once approved by the CA Boards it will be presented to Elgin County Council for adoption.

At a meeting on September 29, 2015 the SMP Steering Committee passed the following motion:

**Moved by:** Sally Martyn  
**Seconded:** Cliff Evanitski

That the Technical Advisory Committee established for the purposes of the development of the Elgin County Shoreline Management Plan remain in place to collaboratively consider how the plan's recommendations may be carried out.

**Carried**

There is merit in continuing the Technical Advisory Committee to collaboratively address some of the recommendations included in the plan and to continue to work cooperatively on shoreline erosion issues. CA Boards, the County of Elgin and the shoreline municipalities will be encouraged to continue to name a representative to this body so that discussion on how to enact many of the recommendations in the report can be achieved.

## 7.0 CATFISH CREEK CONSERVATION AUTHORITY SHORELINE MANAGEMENT PLAN

The previous SMP for the CCCA (Philpott, 1991) provided management direction for new development along the coast of the CA for more than 20 years. This updated SMP builds on the historical information in the old plan and the new technical analysis completed for this investigation. Figure 7.1 maps the limits of the CCCA watershed and coastline within Elgin County.

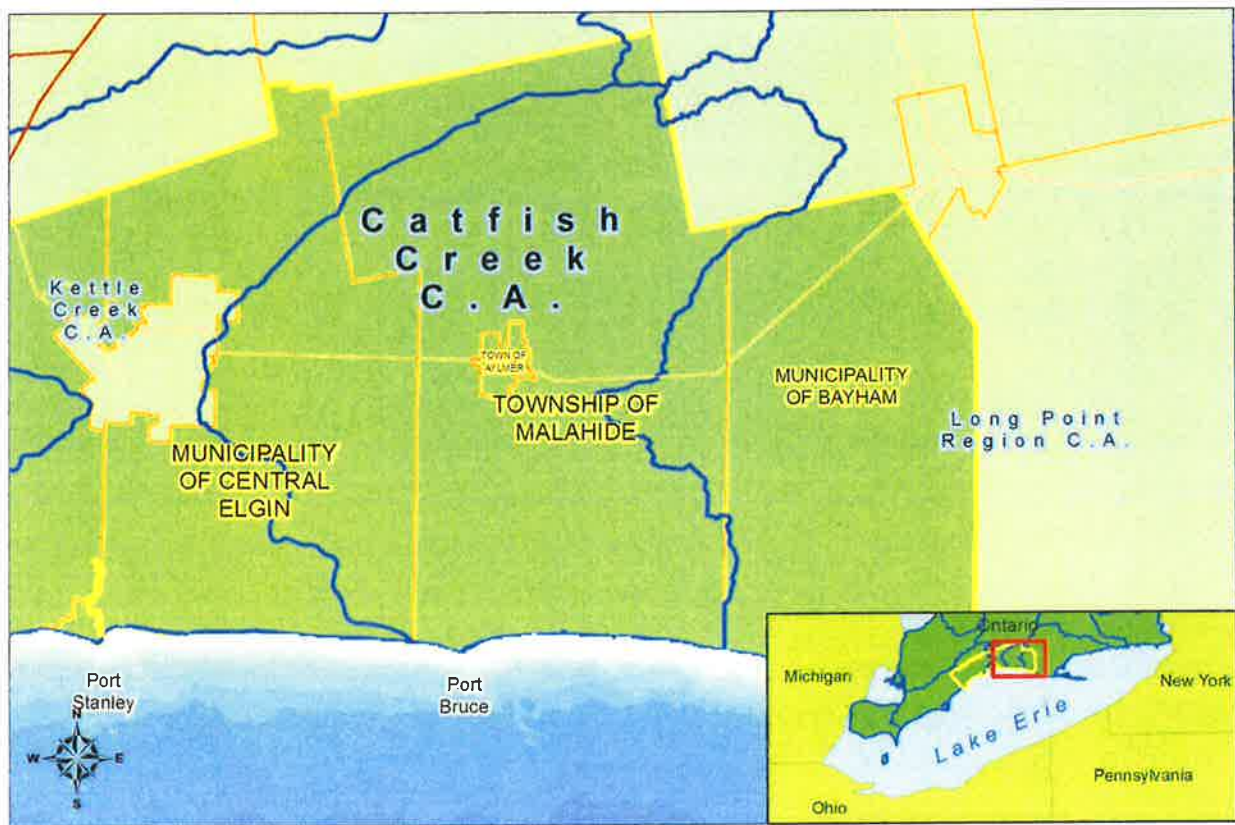


Figure 7.1 Limit of CCCA Watershed and Shoreline within Elgin County

### 7.1 Introduction

As noted in Section 1.4, the CCCA along with the other three CAs with jurisdiction in Elgin County have jointly developed a consistent shoreline management approach for the north shore of Lake Erie with officials from the County and Municipalities. Several important principles guided the development of this SMP, including integrated coastal zone management, ecosystem based planning and management, along with protection of natural heritage and the conservation of land.

Refer to Section 1.5 for a full description of the principles and objectives used to guide the development of this SMP

Based on these guiding principles and the technical studies completed for this SMP update, a series of objectives were developed to support decision making on the management approach for the coastline. The key objectives include:

- Maintaining physical processes along the coast.
- Protection and restoration of coastal habitat.
- Focusing future development in the Port Communities.
- New development must not create negative impacts of any kind.
- A standardized interpretation of the SMP across Elgin County (to the degree local conditions permit).
- Regular communication on coastal hazards and associated risks to riparian land owners and stakeholders at large.
- Maintain public access to the coastline in perpetuity in the Port Communities.

The majority of the CCCA coastline in Elgin County has been classified as High Bluff, as noted in Figure 7.2. In Port Bruce two additional shoreline reaches were identified to characterize the condition of the west fillet beach, navigation channel, and existing shoreline development. The management approach for these shoreline reaches is described in the following sections of this SMP.

The shoreline management approach for the three reaches that characterize the CCCA coastline is described in the following sections of the SMP.

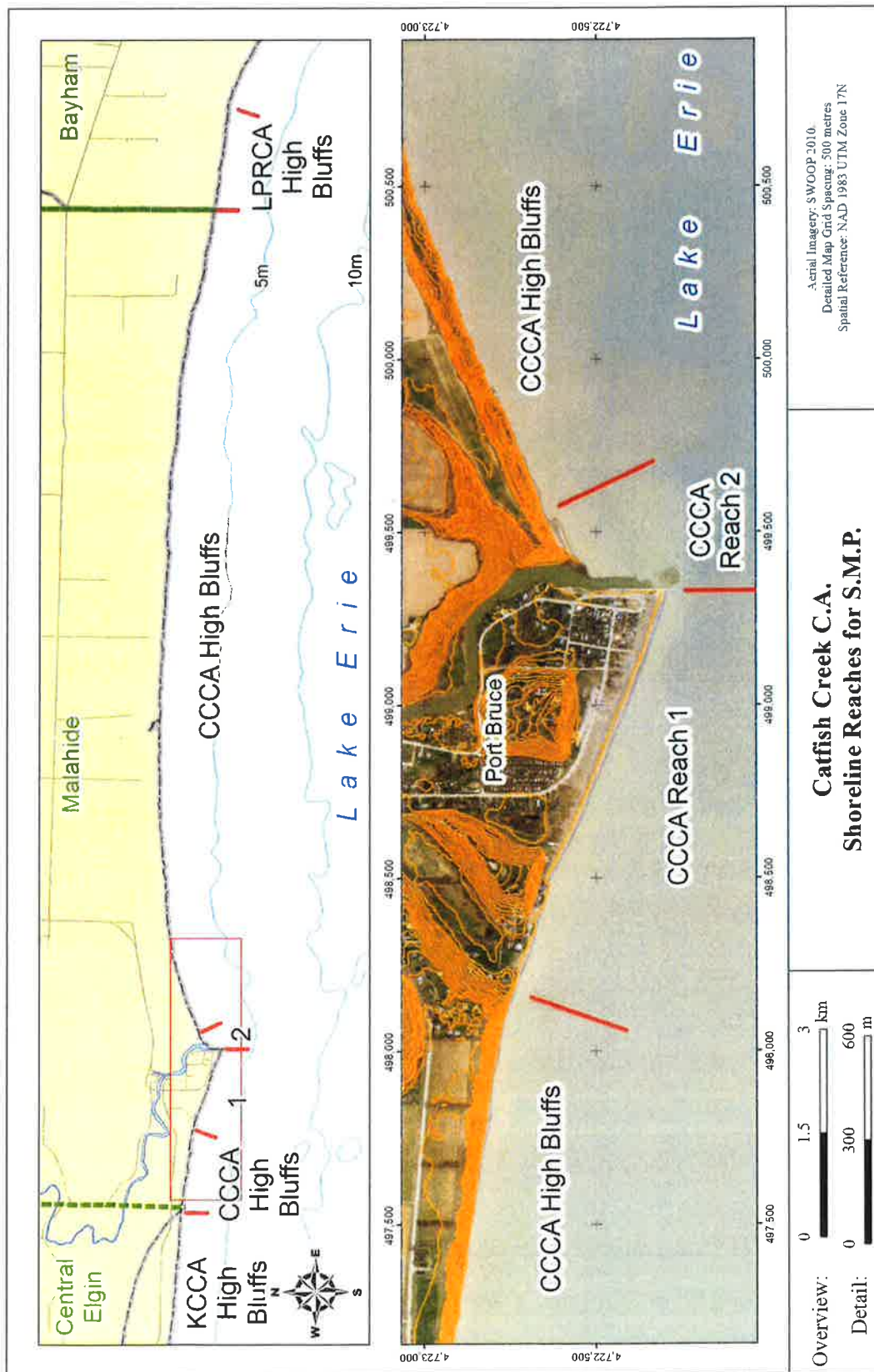


Figure 7.2 CCCA Shoreline Reaches



## 7.2 CCCA High Bluffs – Managed Retreat

The approach to calculate historical recession rates for the CCCA high bluff shoreline was described in Section 2.4. The erosion rate for the high bluffs west of Port Bruce is 2.2 m/yr, which translates into a horizontal setback of 220 m, measured landward from the stable slope allowance. The stable slope allowance is a horizontal setback equivalent to three times the bluff height and thus varies based on the height of the bluff along the coast. From Port Bruce to the eastern limit of the CA, the erosion rate is 2.3 m/yr. This represents a horizontal erosion setback of 230 m.

Future development should be directed to areas outside of the shoreline hazard, as defined by the erosion hazard limit. Guidance for limited development activities in the regulated area is provided in Table 4.1 of Section 4.1.1.1. Existing buildings that are threatened by slope instability or erosion should be relocated away from these natural hazards. As noted in Figure 7.3, a total of eight primary buildings were identified within the 3:1 stable slope setback, based on the 2010 orthophotographs. These structures are located south of Dexter Line and west of Waneeta Beach Drive.

No development is safe within the 3:1 stable slope setback and as such, owners of such assets (e.g. buildings) should be notified. A new policy could be developed in keeping with the Elgin County Emergency Response Plan and local zoning bylaws that prohibit occupation of such dwellings, particularly those within 10 m of the bluff crest (the Zone of Pending Failure). At any time in the future, the land within this zone and any assets could be completely lost in the next bluff failure. Due to the severity of these hazards, it is advised that all activities be directed to a location further inland, including recreational pursuits, trails, temporary parking, sitting of mobile recreational vehicles, etc. Refer to Figure 7.4 for an example of a residence in close proximity to the eroding bluff crest.

In addition, road infrastructure that exists within the 3:1 stable slope setback is not safe and the County and Municipalities are encouraged to continue their review the transportation network along the coast to ensure safe access to dwellings for residents and emergency response personnel. The mapping from this SMP could be used to assist with long-term planning for the transportation network along the coast and emergency response.

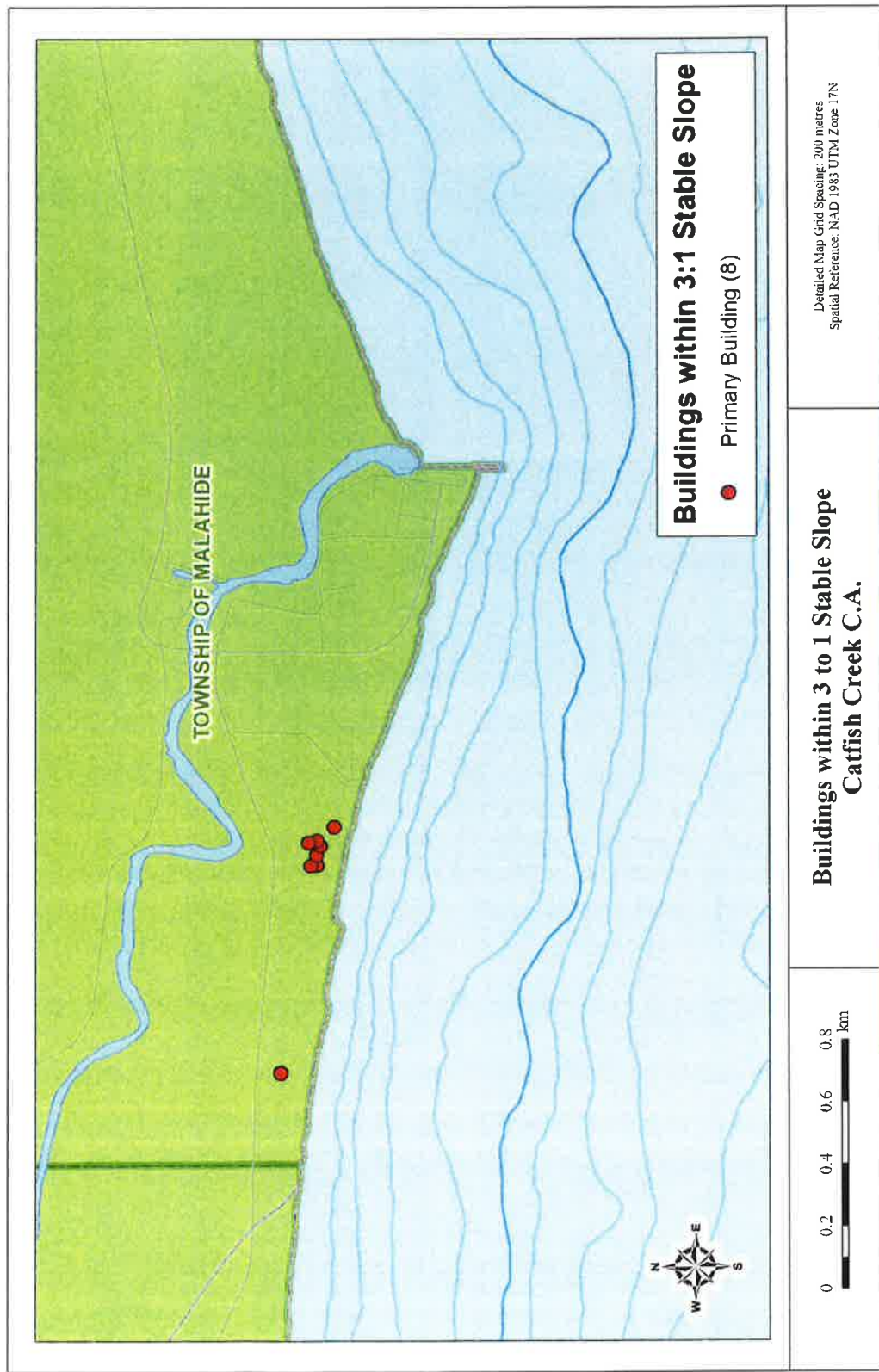


Figure 7.3 Buildings within the 3:1 Stable Slope Setback in CCCA



Figure 7.4 Building with 3:1 Stable Slope Setback

### 7.3 CCCA Reach 1 – Protect Beach and Promote Public Access

The western fillet beach at Port Bruce has been classified as CCCA Reach 1, as noted in Figure 7.2. This portion of the CCCA Lake Erie cost is approximately 1.2 km in length and includes the sand beach adjacent to the navigation channel, the sandy beach and dunes of Port Bruce Provincial Park, and a small area of residential development with shoreline protection at the western end of the reach.

The shoreline position in the western 200 m of CCCA Reach 1 has been artificially stabilized with a series of private steel sheet pile walls protecting the residential development. Refer to Figure 7.5 for a picture of a typical structure. The eroding bluffs west of Waneeta Beach Road are visible in the background of the photograph. As the shoreline continues to migrate further inland towards Dexter Line, these vertical steel sheet pile walls will be susceptible to flanking erosion and lakebed downcutting, and thus should be monitored on an annual basis.



Figure 7.5 Steel Sheet Pile Wall Protecting Residential Development in CCCA Reach 1



The beaches and dunes in the Provincial Park are protected from development and provide a natural barrier to Imperial Road. Beach goers should be encouraged to access the lake from a series of existing trails to avoid damage to the fragile dune vegetation.



**Figure 7.6 Beach and Dunes at Port Bruce Provincial Park**

The eastern limit of CCCA Reach 1 features a public beach and access to the western jetty at the rivermouth. The development at the back of the beach is separated with a narrow strip of dune vegetation. Foot traffic should be directed away from this vegetated area, as it provides important flood protection during Lake Erie storms and if the dune was permitted to grow in elevation, it would provide more effective flood protection.



**Figure 7.7 Fillet Beach in Port Bruce Adjacent to the Western Jetty**

#### 7.4 CCCA Reach 2 – Maintain Flood Conveyance and Sediment Bypassing

The jetties and navigation channel are the predominate feature in CCCA Reach 2. The jetties are a popular fishing destination and represent an important access point to the Lake Erie shoreline. Refer to Figure 7.8. The eastern jetty consists of a single steel sheet pile wall and terminates into the eroding bluff. The position of the bluff toe and riverbank are protected with rip rap. This protection should be inspected at least annually, as its continued existence is critical to maintaining a protected and stable navigation channel. If the protection fails and bluff erosion commences, then the existing steel sheet pile wall will be separated from the shore and the river will have two outflow channels.



Figure 7.8 Western Jetty in Port Bruce



Figure 7.9 Eastern Jetty at Port Bruce and Protection at the Toe of Bluff

A sedimentation study (Riggs, 2012) was recently completed to evaluate historical changes in the river depths and flood conveyance. The study concluded the majority of sediment that accumulates on the river bed is from upstream fluvial sources. Therefore, remedial options focused on solutions that would increase the flood conveyance, minimize sedimentation and not negatively impact ice jamming. The recommended solution was continuation of river dredging and monitoring of future sedimentation patterns.

As noted in the Riggs (2012) sedimentation study, the majority of the littoral sediment is estimated to bypass Port Bruce and continue along the coast to Port Burwell. Maintaining high rates of sediment bypassing of the jettied navigation channel is an important objective of the SMP, as sand and gravel deposits are important for beach building, maintaining lake bottom habitat, and reducing long-term erosion rates at the bluff toe. Any sand and gravel dredged from the navigation channel should be re-deposited in the littoral system, such as nearshore zone east of Port Bruce. In addition, any future modifications to the jettied navigation channel should be carefully evaluated to ensure there are no negative impacts on sediment bypassing.

## **7.5 Hazard Mapping for Regulated Lands**

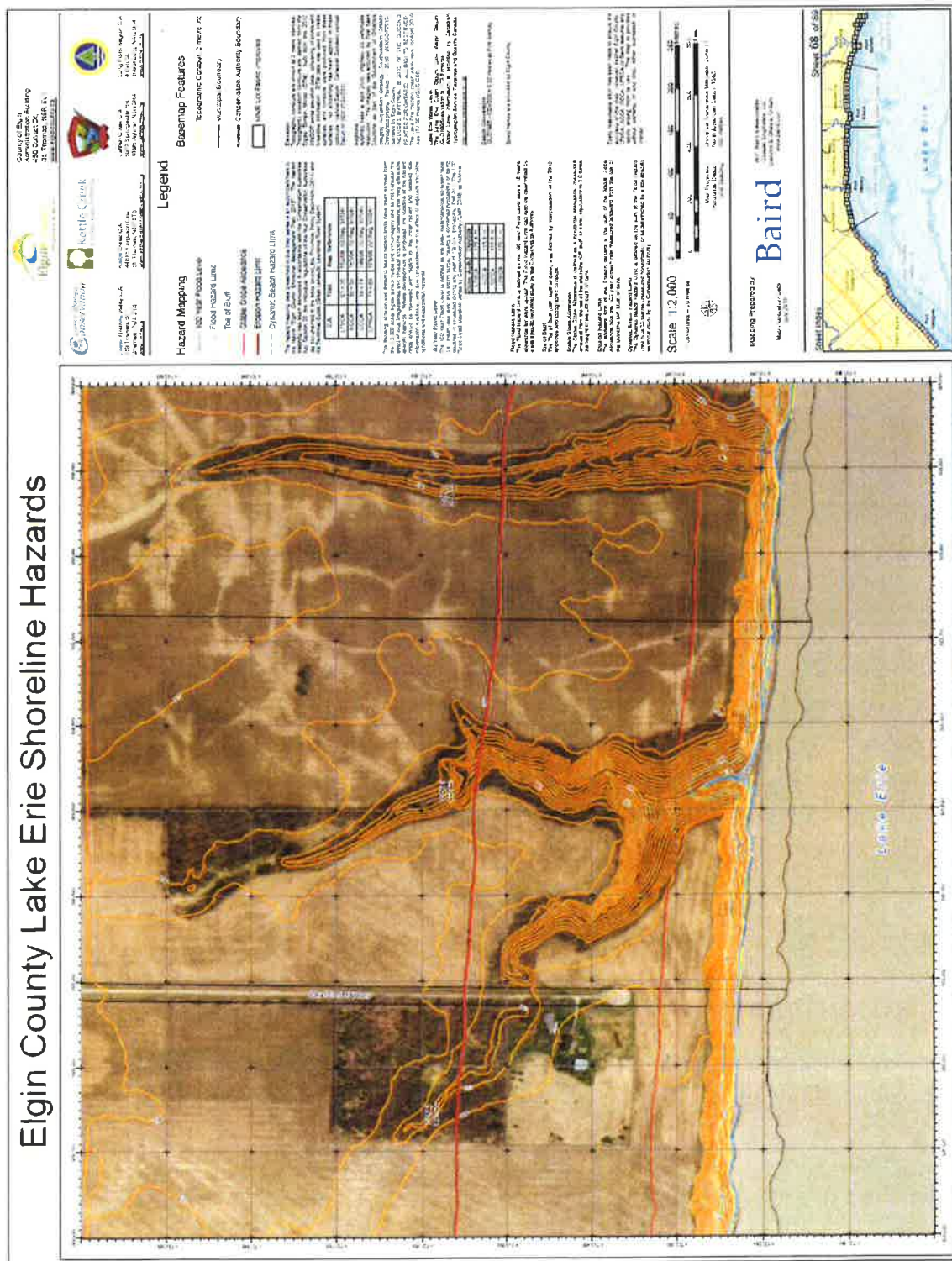
The regulated lands for the CCCA Lake Erie shoreline are mapped on Sheets 60 to 74, and are provided in Appendix F. The erosion, flooding, and dynamic beach setbacks are depicted on the maps, collectively defining the regulated lands along the Lake Erie shoreline for the CCCA. The flooding hazard is defined by the 100 year instantaneous lake level (175.6 m, CGVD'28) plus a 15 m horizontal setback. The dynamic beach setback includes an additional 30 m, measured landward, from the flood hazard limit. Sheet 61 marks the transition from the High Bluffs to CCCA Reach 1 and is provided in Figure 7.10. There are a number of buildings within the Stable Slope Allowance on Sheet 61 as the high bluff transitions to the fillet beach. For the eastern half of Sheet 61, the regulated lands are defined the dynamic beach standard.

The majority of the lands east of Port Bruce are rural and used predominantly for agriculture. Refer to Figure 7.11 for a typical rural Sheet in the CCCA watershed. The road network is also predominantly oriented in a north-south direction, making the managed retreat approach easier to implement than other CA watersheds in Elgin County.





Figure 7.10 Sheet 61 at Port Bruce



**Figure 7.11 Sheet 68 East of Port Bruce**



**Correspondence: To The Full Authority**

**FROM:** Kim Smale, General Manager / Secretary - Treasurer

**SUBJECT:** Correspondence Register, May 1-31, 2016

**DATE:** May 31, 2016

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**GOVERNMENT AGENCIES**Canada Revenue Agency, Oshawa

- a notice for the examination of the Goods and Services Tax / Harmonized Sales Tax for the return period from 2016-01-01 to 2016-03-31.
- notice that the GST / HST Return for the period from 2016-01-01 to 2016-03-31 is being accepted as filed based on the information the CCCA provided.

Environment and Climate Change Canada, Gatineau

- a notice that the Government of Canada is switching from cheques to direct deposit.

Ministry of Agriculture, Food and Rural Affairs, Guelph

- e-mail "Small Communities Fund Progress Reports"

Ministry of Natural Resources and Forestry, Aylmer

- email "Meeting Notes and Action Items from the CA / MNRF Managers' Meeting"

Ministry of Natural Resources and Forestry, Peterborough

- e-mail "Revised User ID for Stewardship Portal"
- e-mail "Electronic Funds Transfer (EFT) Payment Method".
- e-mail "2016-2017 Section 39 Operating Transfer Payment Agreement".
- e-mail "Notification of the Environmental Registry Posting of the Conservation Authorities Act Review Consultation Document".
- e-mail "2016 / 17 Transfer Payment Agreement for the Land Stewardship and Habitat Restoration Program Funding Allocation".

Ministry of Tourism, Culture and Sport, Toronto

- notice that the CCCA was not successful in receiving financial assistance for the Active Naturally initiative submitted.

**MUNICIPALITIES**City of St. Thomas

- a copy of an application for a proposed Draft Plan of Subdivision for Orchard Park South Phase 4.

## CONSERVATION AUTHORITIES

### Conservation Ontario

- e-mail "Updated Agenda for General Manager's Meeting"
- e-mail "Ontario Passes Landmark Climate Change Legislation"
- e-mail "Conservation Ontario's Watershed Views"
- e-mail "Request for Short-form Wording for Section 28 Offences of the Conservation Authorities Act"
- e-mail "Gilmor Fact Sheet"
- e-mail "Approaches to Managing Regulatory Event Flow Increases Resulting From Urban Development"
- e-mail "Source Water Protection Communications Strategy"
- e-mail "National Disaster Mitigation Program – 2<sup>nd</sup> Intake Announced"
- e-mail "CAA Review – Preliminary CO Response in Support of Multi-stakeholder Meetings"

### Grand River C.A.

- e-mail "Catfish Creek Source Protection Invoice for April 2016"
- e-mail "SPA – SPC Roles and Responsibilities"

## GENERAL CORRESPONDENCE

### Allenson, Ron

- a request to be added as a delegation at the June Full Authority meeting.

### Annual Reports

- Rideau Valley C.A.

### Cronk, Kyle

- a request to be added as a delegation at the June Full Authority meeting.

### Giguère, Dominique

- a request for an electronic copy of the CCCA Regulations, Procedures and Rules of Order.

### Magazines

- Parks & Rec Business, Bird Studies Canada

### Minutes

- Conservation Ontario Council, Maitland Valley C.A.

### Mission Management Information Systems Inc., Niagara Falls

- a thank you card for selecting their company as the provider of the new Reservation System at the Springwater Conservation Area.

### National Peace Officers' Memorial Run Committee, Brampton

- a letter and cheque in the amount of \$2,500.00 for the OPC Path of Honour Project.

Newsletters

- Conservation Ontario, Ontario Woodlot Association, Healthy Hikers

Ontario Land Trust Alliance, Toronto

- a preliminary list of grants available to environmental organizations in Ontario.

Thomas P. Rylett Limited, St. Thomas

- notice of the final inspection of the Poplar Hill Washroom Renovations.
- a copy of the Site Report and Deficiency List for the Poplar Hill Washroom Project.

Vandenbrink Farm Equipment Inc., Sparta

- a thank you card for purchasing a Kubota F 2690 Front Mount Mower from their dealership.



Kim Smale

General Manager / Secretary - Treasurer



HOUSE OF COMMONS  
CHAMBRE DES COMMUNES  
CANADA

**Karen Vecchio**  
Member of Parliament  
Elgin—Middlesex—London

May 5, 2016

Mr. Kim Smale  
Catfish Creek conservation Authority  
8079 Springwater Rd. RR #5  
Aylmer ON N5H 3S5

Dear Mr. ~~Smale~~, *Kim*

Congratulations on your successful application for funding through the Canada Summer Jobs program. I sincerely hope that this funding enables you to provide young Canadians with the tools and skills they need to succeed within the Canadian workplace. I am pleased to inform you that your particular organization will be receiving 4 student(s) for a total of 1590 hours this summer.

Please see the attached questionnaire to be completed at the end of the summer program. This questionnaire will allow me to competently engage with organizations such as yours, and adequately understand how the young people of our great riding are learning practical, transferrable skills that will carry long-term benefits for them, and for Canadian society as a whole.

I look forward to hearing from you and possibly visiting your organization at some point this summer. Thank you very much for your contribution to the Canadian workforce, and the opportunities you will provide to our youth.

Sincerely,

Karen Vecchio, MP  
Elgin-Middlesex-London

Attachment

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Culture and Sport

Sport, Recreation and  
Community Programs Branch

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May 20, 2016

Mr. Kim Smale  
General Manager / Secretary  
Catfish Creek Conservation Authority  
8079 Springwater Road  
RR#5  
Aylmer, ON N5H 2R4

Dear Mr. Smale:

Re: **2016-2017 Ontario Sport and Recreation Communities Fund**  
**Grants Ontario Case # 2016-01-1-362076242**

Thank you for submitting your grant application to the Ontario Sport and Recreation Communities Fund (OSRCF). We recognize the effort and commitment made in developing your application and promoting community sport, recreation and physical activity in our province. An assessment was conducted of the eligible applications based on the criteria of the program and unfortunately your organization was not successful in receiving financial assistance for the Active Naturally initiative submitted.

This decision does not prevent your organization from applying to the OSRCF grant program in future; our regional advisors are committed to working with organizations to provide guidance in the development of successful applications. We encourage you to contact Jo-Ann Hutchison, Regional Advisor, at 519-873-4519 or [jo-ann.hutchison@ontario.ca](mailto:jo-ann.hutchison@ontario.ca) for feedback on this application and to discuss potential projects for the next intake of the program.

The government values the services provided by organizations such as yours to the people of Ontario. Thank you again for your interest and efforts to help Ontarians strengthen their communities and improve their quality of life.

Sincerely,

Karen Drake  
Manager, Community Programs Unit

c: Jo-Ann Hutchison