

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

**Thursday, December 10<sup>th</sup>, 2015**

**Meeting #10/2015**

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**PRESENT:**

Sally Martyn	Chairperson	Municipality of Central Elgin
Arthur Oslach	Vice-Chairperson	Town of Aylmer
Rick Cerna	Member	Township of Malahide
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

**OTHERS PRESENT:**

Rick Pineo	Shoreline Resident
Craig Bradford	Reporter, The Aylmer Express

**WELCOME / CALL TO ORDER:**

Chairperson Martyn welcomed everyone and called the meeting to order at (1:30 p.m.).

**ADOPTION OF AGENDA:**

<u>Motion # 130/2015</u>	A. Vanhoucke	A. Oslach	CARRIED
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THAT, the Agenda for the December 10<sup>th</sup>, 2015, Full Authority meeting be adopted as circulated.

**DISCLOSURE OF PECUNIARY INTEREST:**

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

**ADOPTION OF MINUTES:**

<u>Motion # 131/2015</u>	A. Oslach	A. Vanhoucke	CARRIED
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THAT, the Minutes of Full Authority meeting # 09/2015 (November 12, 2015), be accepted as circulated.

<u>Motion # 132/2015</u>	M. Tinlin	A. Oslach	CARRIED
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THAT, the Minutes of Land Management Committee meeting # 02/2015 (November 25, 2015), be accepted as circulated.

**BUSINESS ARISING FROM MINUTES:**

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

**PUBLIC / SPECIAL DELEGATIONS:**

None.

**REPORTS:**

Report FA 67/2015 – Monthly Staff Reports, was presented, discussed, and resolved.

<u>Motion # 133/2015</u>	A. Vanhoucke	A. Oslach	CARRIED
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THAT, Staff Reports for the month of November, 2015, be noted and filed.

Report FA 68/2015 – November Summary of Revenue and Expenditures, was presented, discussed, and resolved.

Motion # 134/2015                      M. Tinlin                                      A. Vanhoucke                                      CARRIED

THAT, Report FA 68/2015, be noted and filed.

Report FA 69/2015 – Accounts Payable, was presented, discussed, and resolved.

The Financial Services Coordinator circulated a revised Accounts Payable Report which included an additional list of Cheques # 26005-26017.

Motion # 135/2015                      A. Oslach                                      M. Tinlin                                      CARRIED

THAT, Accounts Payable totaling \$153,097.27, be approved for payment as amended in Report FA 69/2015.

Report FA 70/2015 –Proposed 2016 Meeting Schedule, was presented, discussed, and resolved.

Motion # 136/2015                      A. Vanhoucke                                      A. Oslach                                      CARRIED

THAT, the Full Authority approve the 2016 Meeting Date Schedule as outlined in Report FA 70/2015.

Report FA 71/2015 – Ice Breaking Quotations, was presented, discussed, and resolved.

Motion # 137/2015                      A. Oslach                                      A. Vanhoucke                                      CARRIED

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

Report FA 72/2015 – Conservation Ontario Council Meeting, was presented, discussed, and resolved.

Motion # 138/2015                      R. Cerna                                      A. Vanhoucke                                      CARRIED

THAT, Report FA 72/2015, be received as information at this time.

Report FA 73/2015 – Year End Motions, was presented, discussed, and resolved.

Motion # 139/2015                      R. Cerna                                      A. Oslach                                      CARRIED

THAT, the Full Authority approve the list of Year-End Motions contained in Report FA 73/2015.

Report FA 74/2015 – Carolinian Forest Festival, was presented, discussed, and resolved.

Motion # 140/2015                      A. Oslach                                      A. Vanhoucke                                      CARRIED

THAT, Report FA 74/2015, be received as information at this time.

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

a) Ducks Unlimited Media Day:

On November 24<sup>th</sup>, 2015, Ducks Unlimited Canada hosted a Media Day to recognize local volunteers and organizations like the CCCA for their contributions to the \$60,000.00 rebuild of the wetland infrastructure at the Calton Swamp Wildlife Management Area. The General Manager / Secretary-Treasurer circulated some background information about the site along with a map showing the locations of other Ducks Unlimited projects in the Aylmer vicinity.

b) Christmas Spirit Walk:

The Annual Christmas Spirit Walk was held at the Springwater Conservation Area on December 5<sup>th</sup>, 2015. Over 1,000 people attended the event from as far away as Burlington. Volunteers and staff indicated that this was by far the largest turnout since the event began some 29 years ago in 1986.

**UNFINISHED BUSINESS:**

None

**CHAIRPERSON’S / BOARD MEMBER’S REPORT:**

None.

**NOTICE OF MOTIONS / NEW BUSINESS:**

a) Annual Meeting Venue:

The Board directed the General Manager / Secretary-Treasurer to book the East Elgin Community Complex for the CCCA Annual General Meeting scheduled for Thursday, February 18<sup>th</sup>, 2016.

**CORRESPONDENCE:**

a) Copied:

- None.

b) Not Copied:

- Correspondence Register for November 1-30, 2015.

Motion # 141/2015                      R. Cerna                                      A. Oslach                                      CARRIED

THAT, the Correspondence Register for November, 2015, be noted and filed.

**COMMITTEE OF THE WHOLE:**

Motion # 142/2015                      A. Oslach                                      R. Cerna                                      CARRIED

THAT, the Full Authority be adjourned to the Committee of the Whole to discuss two (2) matters of personnel at (2:18 p.m.).

**The General Manager / Secretary – Treasurer and the Financial Services Coordinator were both asked to leave the meeting while the Full Authority considered the two (2) matters of personnel.**

**The General Manager / Secretary-Treasurer returned to the meeting at (2:30 p.m.).**

Motion # 143/2015                      A. Vanhoucke                                      R. Cerna                                      CARRIED

THAT, the Committee of the Whole rise with report at (2:47 p.m.).

Motion # 144/2015                      A. Oslach                                      R. Cerna                                      CARRIED

THAT, the Minutes of Personnel / Finance Committee meeting # PF 05/2015 (November 25<sup>th</sup>, 2015), be accepted as circulated.

Motion # 145/2015                      A. Oslach                                      R. Cerna                                      CARRIED

THAT, the Employee Performance Appraisal for the General Manager / Secretary-Treasurer be deferred to the January 20<sup>th</sup>, 2016, Personnel / Finance Committee meeting for further discussion and consideration.

**NEXT MEETING / ADJOURNMENT:**

The next meeting of the Catfish Creek Conservation Authority will be held at the East Elgin Community Complex on Thursday, February 18<sup>th</sup>, 2016, commencing at (2:00 p.m.).

Motion # 146/2015                      R. Cerna                                      M. Tinlin                                      CARRIED

THAT, the Full Authority be adjourned at (2:50 p.m.).

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General Manager / Secretary –Treasurer

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Authority Chairperson