

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

Thursday, February 23rd, 2017

Meeting #01/2017

The 66th Annual General Meeting of the Catfish Creek Conservation Authority was held at the East Elgin Community Complex.

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
Ed Pietrzak	Conservation Areas Supervisor
Tony Difazio	Resource Planning Coordinator
Peter Dragunas	Water Management Technician
Laura Ronayne	Program Support Assistant
Dusty Underhill	Field Technician

GUESTS:

Ron Allensen	Lake Erie North Shore Landowners Association
Murray Alward	CCCA Supporter
Amanda Bartch	Recipient, Student Scholarship
Michael Bennett	Job Creation Partnership Program
Bruce Bolin	Lake Erie North Shore Landowners Association
Fred Bozso	Chairperson, Catfish Creek Irrigation Advisory Committee
Craig Bradford	Reporter, The Aylmer Express
Cathy Brooks	CCCA Volunteer
Jennifer Buchanan	Auditor, Graham Scott Enns
Ron Casier	Canadian Chestnut Council
Kevin Cerna	CCCA Supporter
Cyril Crocker	Guest Speaker
Kyle Cronk	President, Lake Erie North Shore Landowners Association
Dan Dale	CCCA Supporter
Jed DeCory	Lake Erie North Shore Landowners Association
Ron Drabick	Aylmer District Ministry of Natural Resources and Forestry
John Duffy	CCCA Volunteer
Cliff Evanitski	General Manager, Long Point Region C.A.
Megan Garrod	Job Creation Partnership Program
Jeremy Gorman	Job Creation Partnership Program
Andrew Gunn	Trustee, Estate of Dorothy Fay Palmer
David Harding	Lake Erie North Shore Landowners Association
Dick Hibma	Chairperson, Conservation Ontario
Sara Howe	Job Creation Partnership Program
Al Hurst	St. Thomas Field Naturalists
Wes Jackson	President, Friends of Springwater
Stan & Karen Jones	Lake Erie North Shore Landowners Association
Tim Kelly	London Life Insurance
Henry & Ena Kielstra	CCCA Volunteers
Bill Mackie	Board Member, Kettle Creek C.A.
Dave Marr	Mayor, Municipality of Central Elgin
John Martyn	CCCA Supporter
David Mayberry	Warden, County of Oxford
David Mennill	Mayor, Township of Malahide
Erin Mutch	Thames Valley District School Board
Johanna Proud	Seasonal Camper, Springwater C.A.
Jennifer Reynaert	C.A.O., Town of Aylmer
David Rosso	Friends of Springwater

Linda Stevenson
Steve Walsh
Jim White

Councillor, City of St. Thomas
Elgin Federation of Agriculture
Conservation Award Recipient

WELCOME / CALL TO ORDER:

Chairperson Martyn welcomed everyone to the 66th Annual General Meeting of the Catfish Creek Conservation Authority and called the proceedings to order at (2:00 p.m.).

ADOPTION OF AGENDA:

Motion # 01/2017 A. Vanhoucke M. Tinlin CARRIED

THAT, the Agenda for the Annual General Meeting be adopted as circulated.

DISCLOSURE OF PECUNIARY INTEREST:

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

INTRODUCTIONS:

Chairperson Martyn introduced the Catfish Creek Conservation Authority Board of Directors, Staff, and Special Guests in attendance.

ADOPTION OF MINUTES:

Motion # 02/2017 M. Tinlin A. Oslach CARRIED

THAT, the Minutes of Full Authority meeting # 10/2016 (December 8, 2016), be accepted as circulated.

Motion # 03/2017 M. Tinlin A. Vanhoucke CARRIED

THAT, the Minutes of Personnel / Finance Committee meeting # PF 01/2017 (January 26, 2017), be accepted as circulated.

Motion # 04/2017 A. Oslach Rick Cerna CARRIED

THAT, the Minutes of Interview Committee meeting # IC 01/2017 (February 17, 2017) be accepted as circulated.

2016 AUDITED FINANCIAL STATEMENTS:

Jennifer Buchanan of Graham Scott Enns LLP Chartered Accountants presented the 2016 Financial Statements and Auditor's Report for the Catfish Creek Conservation Authority.

She stated that the Financial Statements present fairly, in all material respects, the statement of financial position of the CCCA as at December 31, 2016, and the statements of operations and accumulated surplus, changes in net assets, and cash flow for the year then ended in accordance with Canadian accounting standards for public sector entities.

The audience was advised that full copies of the Financial Statements are available at the CCCA Office upon request.

Motion # 05/2017 R. Cerna A. Vanhoucke CARRIED

THAT, the Financial Statements of the Catfish Creek Conservation Authority prepared by Graham Scott Enns LLP, as at December 31, 2016, be adopted as circulated.

CHAIRPERSON'S MESSAGE:

Chairperson Martyn delivered her Annual Message to the audience. She stressed the importance of our municipal partners and the annual revenue generated through municipal levies to support the many environmental programs and services provided by the Conservation Authority. A condensed version of the Chairperson's Message is included on the first page of the 2016 Annual Report.

ANNUAL REPORT PRESENTATION:

The General Manager / Secretary-Treasurer presented the 2016 Annual Report. He highlighted some of the information contained within the Report and noted that the CCCA was created 67 years ago on today's date on February 23rd, 1950.

Motion # 06/2017 M. Tinlin A. Vanhoucke CARRIED

THAT, the 2016 Annual Report be adopted as presented.

ELECTION OF OFFICERS:

Susan Mann, Financial Services Coordinator of the CCCA was asked to conduct the elections for Chairperson and Vice-Chairperson for the year 2017.

Ms. Mann reviewed the election procedures and declared all offices vacant. She then read the names of the current members eligible to vote and asked for the appointment of two scrutineers in the event of an election.

Motion # 07/2017 A. Vanhoucke R. Cerna CARRIED

THAT, Cliff Evanitski and Laura Ronayne act as scrutineers in the event of an election; and further,

THAT, the scrutineers distribute ballots to the eligible voting members, tabulate and report the results of the vote, and destroy all ballots.

Ms. Mann called for nominations for the position of Chairperson of the CCCA for 2017.

Mark Tinlin nominated Rick Cerna.

Nominations for Chairperson were called for a second and third time.

Motion # 08/2017 M. Tinlin A. Vanhoucke CARRIED

THAT, nominations for the position of Chairperson be closed.

Rick Cerna was acclaimed Chairperson for 2017.

Newly acclaimed Chairperson Cerna took the opportunity to thank Mayor Mennill for appointing him to represent the Township of Malahide on the CCCA Board of Directors and to Member Martyn for her service and dedication as Chairperson for the past eight (8) years. He also thanked staff for their passion and support and looked forward to working with them in 2017.

Ms. Mann called for nominations for the position of Vice-Chairperson of the CCCA for 2017.

Arthur Oslach nominated Mark Tinlin.

Ms. Mann called for nominations a second and third time.

Motion # 09/2017 A. Oslach A. Vanhoucke CARRIED

THAT, nominations for the position of Vice-Chairperson be closed.

Mark Tinlin was acclaimed Vice-Chairperson for 2017.

Rick Cerna assumed the Chair to continue the meeting.

GUEST SPEAKER:

Chairperson Cerna introduced Cyril Crocker from the Hawk Cliff Raptor Banders as the Guest Speaker.

Mr. Crocker began his talk by thanking the CCCA for the opportunity to speak at the Annual General Meeting. He then narrated a very informative slide show presentation on Hawk Cliff and the Annual Raptor Banding Program that began in 1969. Cyril has been banding since 1976 and described the various methods used to capture the different bird species, the types of bands used and the collection and recording of data such as the weight and sex of each bird.

Chairperson Cerna thanked Cyril for his talk and presented him with a small token of appreciation on behalf of the Conservation Authority.

STUDENT SCHOLARSHIP AWARD:

Member Vanhoucke awarded the 15th Annual Catfish Creek Conservation Authority Scholarship Award to Amanda Bartch. Amanda successfully completed the Environmental Leadership Program at East Elgin Secondary School and will be continuing her post-secondary education in the field of forestry and resource management at Sault College in September, 2017.

CONSERVATION AWARD:

Member Oslach was called upon to present the Conservation Award to Jim White in recognition of his conservation efforts on his scenic 57 hectare farm located in the Municipality of Central Elgin. Jim has undertaken a number of environmental initiatives on his property including planting thousands of trees and constructing three (3) wetlands to enhance the wildlife habitat along the main branch of Catfish Creek.

Mr. White thanked the CCCA for recognizing him with such a prestigious Award.

CERTIFICATE OF RECOGNITION:

Vice-Chairperson Tinlin officially recognized the Estate of Dorothy Fay Palmer and its Trustee, Mr. Andrew Gunn, for the generous financial support (\$135,000.00) provided to the CCCA for several special projects to benefit the environmental and local community.

Andrew Gunn was in attendance to accept the Certificate of Recognition on behalf of the Estate of Dorothy Fay Palmer. Mr. Gunn noted the improvements made to the Springwater Conservation Area and the Yarmouth Natural Heritage Area would be enjoyed by the public for years to come.

OTHER BUSINESS:

Motion # 10/2017 S. Martyn M. Tinlin CARRIED

THAT, Rick Cerna, Chairperson, Mark Tinlin, Vice-Chairperson, and Kim Smale, General Manager / Secretary-Treasurer, be designated as Signing Officers for Authority business in the year 2017; and further,

THAT, Susan Mann, Financial Services Coordinator, be assigned with signing authority for payroll items and utility accounts; and further,

That, the borrowing maximum for 2017 be up to the sum of \$175,000.00.

Motion # 11/2017 S. Martyn A. Oslach CARRIED

THAT, the Canadian Imperial Bank of Commerce, Aylmer Branch, be appointed the Authority's banking institution for the year 2017.

Motion # 12/2017 M. Tinlin A. Vanhoucke CARRIED

THAT, Steve Gibson be appointed as the Authority Solicitor for the year 2017 to deal with matters of litigation; and further,

That, Kim Bowsher of Bowsher + Bowsher be appointed to deal with matters of real estate for the year 2017.

Motion # 13/2017

S. Martyn

A. Vanhoucke

CARRIED

THAT, Graham Scott Enns LLP Chartered Accountants, be appointed as the Authority's Auditor for the year 2017.

ADJOURNMENT:

Prior to adjourning the meeting, Chairperson Cerna invited everyone to stay for refreshments and networking opportunities.

Motion # 14/2017

S. Martyn

A. Oslach

CARRIED

THAT, the Annual General Meeting of the Catfish Creek Conservation Authority be adjourned at (3:25 p.m.).

General Manager / Secretary –Treasurer

Authority Chairperson