

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, April 13th, 2017, commencing at **10:00 a.m.**

A G E N D A

- 1) Welcome / Call to Order. Rick Cerna
- 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 #02/2017 (March 23, 2017)..... 3-6
- 6) Business Arising from Minutes
- 7) Public / Special Delegations
 - a) Judi Wright - Aylmer Area Community Foundation
- 8) Reports:
 - a) Report FA 11/2017 - Monthly Staff Reports..... 7-8
(Ed Pietrzak, Tony Difazio, Peter Dragunas)
 - b) Report FA 12/2017 - March Summary of Revenue & Expenditures..... 9-10
(Susan Mann)
 - c) Report FA 13/2017 - Accounts Payable.....
(Susan Mann) * to be distributed at the meeting
 - d) Report FA 14/2017 - Monthly Plan Review. 11-13
(Tony Difazio)
 - e) Report FA 15/2017 - Approved Section 28 Regulation Applications. 14-15
(Tony Difazio)

f) Report FA 16/2017 - Conservation Ontario Council Meeting. 16-17
(Kim Smale)

9) General Manager / Secretary-Treasurer's Report. Kim Smale

10) Unfinished Business

11) Chairperson's / Board Member's Report

12) Notice of Motions / New Business

13) Correspondence:

a) Copied:

- Ministry of Natural Resources and Forestry - a copy of the letter from the Minister of Natural Resources and Forestry in response to the concerns from the CCCA regarding the lack of adequate funding associated with the Ontario Low Water Response Program.
- Eptcon Ltd. - a copy of the letter from Peter Langenhan, President of Eptcon Ltd., donating \$5,000.00 to assist the CCCA with its work with habitat restoration initiatives.
- Ministry of Natural Resources and Forestry - a copy of the response from the Minister of Natural Resources and Forestry to the Chair of Conservation Ontario regarding the Conservation Authorities Act Review.

b) Not Copied:

- Correspondence Register for March, 2017.

14) Committee of the Whole

15) Next Meeting / Adjournment

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

Thursday, March 23rd, 2017

Meeting #02/2017

PRESENT:

Rick Cerna	Chairperson	Township of Malahide
Mark Tinlin	Vice-Chairperson	City of St. Thomas
Sally Martyn	Member	Municipality of Central Elgin
Arthur Oslach	Member	Town of Aylmer
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
Peter Dragunas	Water Management Technician

OTHERS PRESENT:

Myranda Eechaute	Hamilton Ward & Cathers Insurance Services Limited
Jessica Jaremchuk	Frank Cowan Company
Craig Bradford	Reporter, The Aylmer Express

WELCOME / CALL TO ORDER:

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

ADOPTION OF AGENDA:

Motion # 15/2017 A. Oslach A. Vanhoucke CARRIED

THAT, the Agenda for the March 23rd, 2017, Full Authority meeting be adopted as circulated.

DISCLOSURE OF PECUNIARY INTEREST:

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

DISCLOSURE OF INTENTION TO AUDIO / VIDEO RECORD MEETING:

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

ADOPTION OF MINUTES:

Member Martyn asked to have Chairperson Cerna's acceptance comments on Page 3 of the Minutes reworded for clarification.

Motion # 16/2017 A. Vanhoucke A. Oslach CARRIED

THAT, the Minutes of Full Authority meeting # 01/2017 (February 23, 2017), be accepted as amended.

BUSINESS ARISING FROM MINUTES:

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

PUBLIC / SPECIAL DELEGATIONS:

a) Jessica Jaremchuk, Myranda Eechaute- General Insurance Program:

The Authority Chairperson called upon Jessica Jaremchuk of the Frank Cowan Company to present the 2017-2018 General Insurance Program for the Catfish Creek Conservation Authority.

Ms. Jaremchuk took a few minutes to highlight and explain some of the coverages contained in the Insurance Renewal Report prepared by the Cowan Company. She noted that the level of coverages are virtually the same as in the 2016-2017 Report. She mentioned some of the specialized insurance services which the Frank Cowan Company offers to its clients at no charge such as risk management seminars and estimates of values for buildings and structures. At the conclusion of her presentation, Ms. Jaremchuk stated that she was pleased to announce that the renewal cost of the Authority's 2017-2018 insurance coverage had decreased by \$4,930.00 from the 2016-2017 premium of \$36,415.00.

Authority Chairperson Cerna thanked Jessica and Myranda for taking the time to attend the meeting and answering any questions regarding the General Insurance Program.

Ms. Jaremchuk and Ms. Eechaute left the meeting at (10:30 a.m.).

REPORTS:

Report FA 01/2017 – Monthly Staff Reports, was presented, discussed, and resolved.

<u>Motion # 17/2017</u>	A. Vanhoucke	M. Tinlin	CARRIED
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THAT, Staff Reports for the months of January and February, 2017, be noted and filed.

Report FA 02/2017 – January Summary of Revenue and Expenditures, was presented, discussed, and resolved.

<u>Motion # 18/2017</u>	M. Tinlin	A. Oslach	CARRIED
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THAT, Report FA 02/2017, be noted and filed.

Report FA 03/2017 – February Summary of Revenue and Expenditures, was presented, discussed, and resolved.

<u>Motion # 19/2017</u>	M. Tinlin	A. Vanhoucke	CARRIED
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THAT, Report FA 03/2017, be noted and filed.

Report FA 04/2017 – Accounts Paid, was presented, discussed, and resolved.

<u>Motion # 20/2017</u>	A. Vanhoucke	A. Oslach	CARRIED
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THAT, Accounts Paid totaling \$77,745.65, be approved as presented in Report FA 04/2017.

Report FA 05/2017 –Accounts Payable, was presented, discussed, and resolved.

The Financial Services Coordinator distributed copies of Report FA 05/2017 – Accounts Payable, at the meeting for payment.

<u>Motion # 21/2017</u>	S. Martyn	A. Oslach	CARRIED
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THAT, Accounts Payable totaling \$30,529.69, be approved for payment as presented in Report FA 05/2017.

Report FA 06/2017 – CCCA Committees, was presented, discussed, and resolved.

<u>Motion # 22/2017</u>	S. Martyn	A. Vanhoucke	CARRIED
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THAT, the Full Authority approve the Committee appointments for the year 2017 as outlined in Report FA 06/2017.

Report FA 07/2017 – General Insurance Program, was presented, discussed, and resolved.

Motion #23/2017 A. Oslach A. Vanhoucke CARRIED

THAT, the Catfish Creek Conservation Authority renew its 2017-2018 insurance coverage with Frank Cowan Company Limited through Hamilton Ward & Cathers Insurance Services Limited at a total cost of \$31,485.00, plus applicable taxes.

Report FA 08/2017 – Audit Findings Letter, was presented, discussed, and resolved.

Motion # 24/2017 S. Martyn A. Oslach CARRIED

THAT, the Chairperson of the Catfish Creek Conservation Authority sign the "Acknowledgement of the Board of Directors Letter" prepared by Graham Scott Enns LLP Chartered Accountants for the 2016 Financial Audit.

Report FA 09/2017- Conservation Ontario's Provincial Pre-Budget Submission, was presented, discussed, and resolved.

Motion # 25/2017 A. Vanhoucke S. Martyn CARRIED

THAT, Report FA 09/2017, be received as information at this time.

Report FA 10/2017 – 2017 Final Budget and Municipal Levy, was presented, discussed, and resolved.

The General Manager / Secretary-Treasurer informed the Board that the Final Budget information contained in Report FA 10/2017, remained the same as the Preliminary Draft Budget that was presented and approved for circulation to the member municipalities at the Personnel / Finance Committee meeting held on January 26th, 2017.

Following a brief discussion, Chairperson Cerna called for a Recorded Vote in accordance with the Municipal Levy Regulation.

Motion #26/2017 A. Oslach A. Vanhoucke CARRIED

THAT, the 2017 Catfish Creek Conservation Authority Budget totaling \$1,305,873.10, be adopted as presented; and further,

THAT, the 2017 Municipal General Levy in the amount of \$263,481.94 and the Special Plan Review Levy in the amount of \$8,250.00, be approved as presented.

Member's Name	Municipality	CVA Apportionment %	Yes	No
Rick Cerna	Township of Malahide	35.0074	✓	
Arthur Oslach	Town of Aylmer	27.8131	✓	
Sally Martyn	Municipality of Central Elgin	27.6427	✓	
Anne Vanhoucke	Township of South-West Oxford	3.3950	✓	
Mark Tinlin	City of St. Thomas	6.1419	✓	

Carried unanimously by 100% of the weighted vote in attendance.

GENERAL MANAGER / SECRETARY-TREASURER'S REPORT:

a) Annual Meetings:

The General Manager / Secretary-Treasurer attended the Kettle Creek Conservation Authority (KCCA) Annual General Meeting (AGM) on February 15th, and the Long Point Region Conservation Authority (LPRCA) on February 24th, 2017. City of St. Thomas Mayor Heather Jackson is the new KCCA Chairperson and Councillor Noel Haydt of Norfolk County is the new Chairperson of the LPRCA.

b) Queen's Park Day:

The members were informed about the Conservation Ontario Queen's Park Day being held at the Ontario Legislature on April 4th, 2017. The purpose of the event is to showcase the wide array of programs and services provided by the 36 Conservation Authorities and communicate the urgency for increased provincial funding. The reception will provide an opportunity to meet with the Members of Provincial Parliament.

UNFINISHED BUSINESS:

None

CHAIRPERSON'S / BOARD MEMBER'S REPORT:

None

NOTICE OF MOTIONS / NEW BUSINESS:

a) Seasonal Employment Interviews:

The Interview Committee decided on Thursday, April 27th, 2017, to conduct interviews for seasonal employment positions.

b) Catfish Creek Embankment Clean Up:

Member Oslach mentioned that some of the businesses located along the top of the south bank of Catfish Creek east of John Street were considering clearing the trees and underbrush from the embankment to clean up the area. He was advised that any such work would require permission from the CCCA before proceeding.

CORRESPONDENCE:

a) Copied:

- City of St. Thomas – notice that St. Thomas City Council approved our Levy in the amount of \$16,526.90 on February 6th, 2017.

b) Not Copied:

- Correspondence Registers for January and February, 2017.

<u>Motion # 27/2017</u>	S. Martyn	A. Vanhoucke	CARRIED
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THAT, the Copied Correspondence and the Correspondence Registers for January and February, 2017, be noted and filed.

COMMITTEE OF THE WHOLE:

<u>Motion # 28/2017</u>	S. Martyn	A. Oslach	CARRIED
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THAT, the Full Authority adjourn to the Committee of the Whole to discuss one (1) legal matter at (11:10 a.m.).

<u>Motion # 29/2017</u>	S. Martyn	A. Oslach	CARRIED
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THAT, the Committee of the Whole rise without report at (11:27 a.m.).

NEXT MEETING / ADJOURNMENT:

The next meeting of the Catfish Creek Conservation Authority will be held on Thursday, April 13th, 2017, commencing at (10:00 a.m.).

<u>Motion # 30/2017</u>	A. Vanhoucke	A. Oslach	CARRIED
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THAT, the Full Authority be adjourned at (11:28 a.m.).

General Manager / Secretary – Treasurer

Authority Chairperson

REPORT FA 11/ 2017: To The Full Authority

FROM: Conservation Areas Supervisor
Resource Planning Coordinator
Water Management Technician

SUBJECT: Monthly Staff Reports

DATE: April 5, 2017

Conservation Areas Supervisor, Ed Pietrzak

Current Activities:

- Completed the 2017 Springwater Maple Syrup Education and Festival Programs.
- Woodlot management activities on Authority owned lands.
- Continued with training and supervision of students from the Cooperative Education Placement Program and the participants on the Job Creation Partnerships Program.
- Construction of 40 new metal frame picnic tables for use at the Springwater Conservation Area.

Upcoming Activities:

- Envirothon Competition.
- Woodlot management.
- Hazard tree removal and clean up at the Springwater Conservation Area.
- Opening Day of Trout Fishing (April 22)
- Tim Hortons Kids Trout Derby (May 13)
- Regular duties as assigned.

Resource Planning Coordinator, Tony Difazio

Current Activities:

- Forestry data collection and preparation of four (4) Forest Management Plans under the 'Managed Forest Tax Incentive Program' (MFTIP);
- Assisted landowners with the development of wetland, tall grass prairie and erosion control restoration plans and funding assistance applications; and,
- Assisted with on-going restoration work at the Yarmouth Natural Heritage Area, including Prairie Grass and Wildflower seeding and completion of the new water control structure for the "oxbow wetland" on the east side of Catfish Creek.

Upcoming Activities:

- Completion of MFTIP Forest Management Plans;
- Assist with this year's Envirothon Field Day event on April 18, and Competition on May 2, 2017;
- Assist landowners in the watershed with stewardship / restoration projects;
- Attend a Review Committee meeting for the 'Elgin Clean Water Program' to approve / allocate funding for 2017 stewardship projects; and,
- Regular duties as assigned.

Water Management Technician, Peter Dragunas

Current Activities:

- Forests Ontario 50 Million Tree Program administration.
- Administration of the Greening Communities Program for the CCCA.
- 2017 tree planting season assessments.
- Start of the 2017 CCCA Ontario Low Water Response Program (OLWR) season.
- Provincial Groundwater Monitoring Network (PGMN) Workshop, Black Creek Pioneer Village.
- Site visits with landowners to discuss / assist with CCCA 2017 Tree Planting Program.
- 2017 Ontario Low Water Response preseason assessment, improvements to Low Water Response data analysis model.

Upcoming Activities:

- CCCA 2017 Tree Planting Program.
- 2017 OLWR analysis.
- Regular duties as assigned.

Recommendation:

That, Staff Reports for the month of March, 2017, be noted and filed.

for 
Ed Pietrzak
Conservation Areas Supervisor

for 
Tony Difazio
Resource Planning Coordinator

for 
Peter Dragunas
Water Management Technician

REPORT FA 12 / 2017 : To The Full Authority
FROM: Susan Mann, Financial Services Coordinator
SUBJECT: March Summary of Revenue & Expenditures
DATE: March 31, 2017

SUMMARY OF REVENUE
for the period ending March 31, 2017

	2017 Budget	2017 To Date	Difference	2016 To Date
MNRF Provincial Grants	\$ 79,835.00	\$ -	\$ (79,835.00)	\$ -
Other Provincial Grants	\$ 92,188.92	\$ 12,064.53	\$ (80,124.39)	\$ 20,455.47
Federal Grants	\$ 44,287.10	\$ 20,987.10	\$ (23,300.00)	\$ -
General Levy	\$ 263,481.94	\$ -	\$ (263,481.94)	\$ 99,490.40
Special Benefiting Levy	\$ 49,250.10	\$ -	\$ (49,250.10)	\$ -
Employment Program Grants	\$ 18,732.00	\$ -	\$ (18,732.00)	\$ -
Donations/Sponsorships	\$ 36,150.00	\$ 28,811.14	\$ (7,338.86)	\$ 26,349.01
Conservation Areas Revenue	\$ 473,500.00	\$ 87,918.07	\$ (385,581.93)	\$ 76,063.51
Maple Syrup Revenue	\$ 55,350.00	\$ 43,577.83	\$ (11,772.17)	\$ 53,907.78
Bank Interest Earned	\$ 5,400.00	\$ -	\$ (5,400.00)	\$ -
Information & Education	\$ 7,500.00	\$ -	\$ (7,500.00)	\$ -
Legal Inquiries/Permit Applications	\$ 4,000.00	\$ 2,207.96	\$ (1,792.04)	\$ 504.42
Trees/Planting/Spraying	\$ 3,750.00	\$ -	\$ (3,750.00)	\$ -
Woodlot Management	\$ 1,500.00	\$ 353.98	\$ (1,146.02)	\$ -
Watershed Stewardship Projects	\$ 10,000.00	\$ 8,500.00	\$ (1,500.00)	\$ -
Water Quality/Quantity Programs	\$ 500.00	\$ -	\$ (500.00)	\$ -
Revenue from Other C.A. Lands	\$ 12,350.00	\$ 11,140.00	\$ (1,210.00)	\$ 18,213.00
Other Revenue	\$ 6,723.42	\$ 5,491.53	\$ (1,231.89)	\$ 1,730.77
Contract Services	\$ 780.00	\$ -	\$ (780.00)	\$ 195.00
Vehicle & Equipment Rental Recoveries	\$ 38,175.00	\$ 3,716.55	\$ (34,458.45)	\$ 4,904.81
Previous Year Surplus (Deficit)	\$ (10,490.46)	\$ (10,490.46)	\$ -	\$ 376.83
Income Appropriation from Special Reserves	\$ 24,077.49	\$ -	\$ (24,077.49)	\$ -
Income Appropriation from General Reserves	\$ 88,832.59	\$ -	\$ (88,832.59)	\$ -
	\$ 1,305,873.10	\$ 214,278.23	\$ (1,091,594.87)	\$ 302,191.00

DONATIONS/SPONSORSHIPS	2017 Budget	Received To Date	Difference
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	\$ 4,000.00	\$ 4,000.00	\$ -
EESS ELP Sponsorships	\$ 7,500.00	\$ 7,284.80	\$ (215.20)
Community Forest	\$ 250.00	\$ -	\$ (250.00)
Forestry Projects	\$ -	\$ 5,000.00	\$ 5,000.00
Maple Syrup Program	\$ 5,500.00	\$ 7,650.00	\$ 2,150.00
Springwater Forest Trails	\$ 8,500.00	\$ 2,424.69	\$ (6,075.31)
Archie Coulter C.A. Trails	\$ 650.00	\$ 201.65	\$ (448.35)
YNHA	\$ 3,500.00	\$ -	\$ (3,500.00)
Springwater C.A. Development	\$ 1,500.00	\$ -	\$ (1,500.00)
Ontario Police College Path of Honour	\$ 1,500.00	\$ -	\$ (1,500.00)
TOTAL Donations/Sponsorships	\$ 36,150.00	\$ 28,811.14	\$ (7,338.86)

SUMMARY OF EXPENDITURES

for the period ending March 31, 2017

	2017 Budget	2017 To Date	Balance	2016 To Date
ADMINISTRATION				
A-1 Wages & Benefits	\$ 97,676.87	\$ 26,314.33	\$ 71,362.54	\$ 22,851.71
A-2 Travel Exp. & Allow.	\$ 8,301.05	\$ 197.41	\$ 8,103.64	\$ 126.87
A-3 Equip. Purchase & Rental	\$ 9,025.00	\$ 1,747.21	\$ 7,277.79	\$ 1,516.78
A-4 Materials & Supplies	\$ 4,150.00	\$ 332.54	\$ 3,817.46	\$ 921.38
A-5 Rent & Utilities	\$ 15,909.64	\$ 2,657.65	\$ 13,251.99	\$ 2,737.61
A-6 General Expenses	\$ 37,107.00	\$ 19,357.87	\$ 17,749.13	\$ 18,515.10
TOTAL	\$ 172,169.56	\$ 50,607.01	\$ 121,562.55	\$ 46,669.45
FLOOD FORECASTING & WARNING				
F4-2 Flood Control Structures	\$ 11,692.00	\$ 2,585.00	\$ 9,107.00	\$ 2,229.54
F4-4 Flood Forecasting & Warning	\$ 152,964.81	\$ 36,633.05	\$ 116,331.76	\$ 33,335.96
F4-5 Ice Management	\$ 95,600.20	\$ 60,885.08	\$ 34,715.12	\$ 8,252.67
F4-6 Plan Input	\$ 34,034.62	\$ 7,921.90	\$ 26,112.72	\$ 7,168.15
F4-71 Watershed Planning	\$ 13,302.94	\$ 3,491.47	\$ 9,811.47	\$ 3,274.56
F4-72 Technical Studies (GIS)	\$ 9,119.26	\$ 1,827.46	\$ 7,291.80	\$ 1,769.64
TOTAL	\$ 316,713.83	\$ 113,343.96	\$ 203,369.87	\$ 56,030.52
OTHER PROGRAM AREAS				
B-1 Information & Education	\$ 27,570.29	\$ 5,291.28	\$ 22,279.01	\$ 5,447.39
E-1 Extension Services - Tree Planting Community Forest	\$ 29,433.27	\$ 5,957.04	\$ 23,476.23	\$ 5,306.33
E-1 Extension Services - Woodlot Management	\$ 7,422.44	\$ 1,532.47	\$ 5,889.97	\$ 1,929.84
E-1 Extension Services - Watershed Stewardship	\$ 40,755.92	\$ 20,543.10	\$ 20,212.82	\$ 110.09
E4-1 Fish & Wildlife Habitat	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ 105,181.92	\$ 33,323.89	\$ 71,858.03	\$ 12,793.65
CAPITAL & SPECIAL PROJECTS				
Water Management Programs	\$ 32,388.92	\$ 5,970.54	\$ 26,418.38	\$ 5,997.41
Springwater C.A. Development	\$ 13,546.16	\$ -	\$ 13,546.16	\$ 35,000.00
Special Projects	\$ 3,000.00	\$ 824.04	\$ 2,175.96	\$ -
TOTAL	\$ 48,935.08	\$ 6,794.58	\$ 42,140.50	\$ 40,997.41
CONSERVATION AUTHORITY LANDS				
Springwater Operation & Maint	\$ 488,348.80	\$ 60,323.42	\$ 428,025.38	\$ 59,824.21
Vehicle & Equipment Pool Exp.	\$ 57,455.00	\$ 4,003.79	\$ 53,451.21	\$ 6,033.22
Maple Syrup	\$ 57,522.11	\$ 46,276.31	\$ 11,245.80	\$ 46,688.68
Other C.A. Lands	\$ 59,546.80	\$ 8,315.14	\$ 51,231.66	\$ 7,647.68
TOTAL	\$ 662,872.71	\$ 118,918.66	\$ 543,954.05	\$ 120,193.79
APPROPRIATION TO GENERAL RESERVES	\$ -	\$ -	\$ -	\$ -
APPROPRIATION TO SPECIAL RESERVES	\$ -	\$ -	\$ -	\$ -
GRAND TOTAL	\$ 1,305,873.10	\$ 322,988.10	\$ 982,885.00	\$ 276,684.82



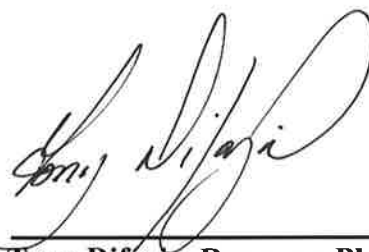
Susan Mann,
Financial Services Coordinator

REPORT FA #/2017	:	To The Full Authority
FROM	:	Tony Difazio, Resource Planning Coordinator
SUBJECT	:	MONTHLY PLAN REVIEW
DATE	:	April 7, 2017

PURPOSE: To outline the Monthly Plan Review Report as it has been implemented during January, February & March, 2017.

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 January, February and March, 2017.

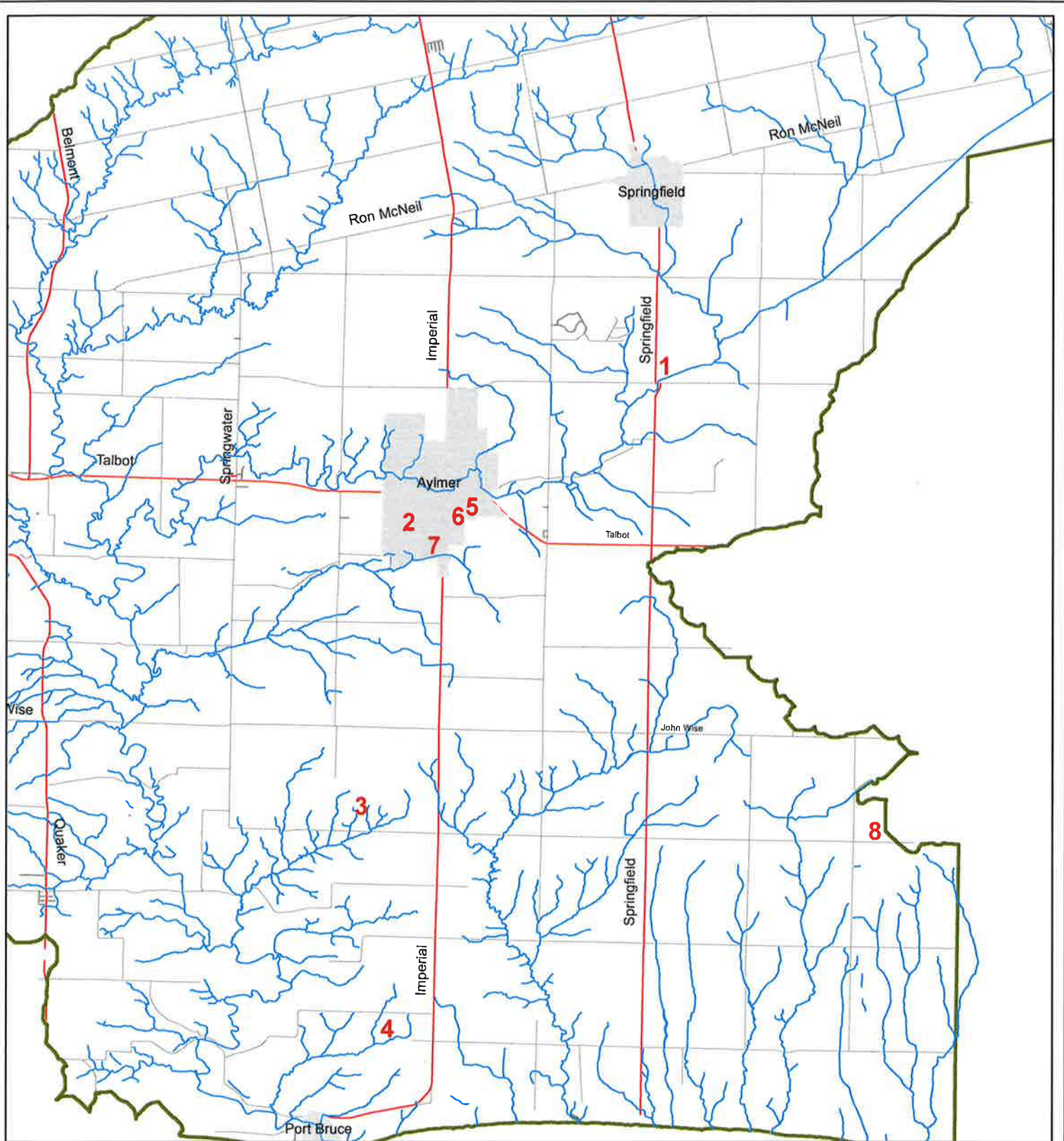


Tony Difazio, Resource Planning Coordinator

CATFISH CREEK CONSERVATION AUTHORITY
MONTHLY PLAN REVIEW REPORT
 April, 2017

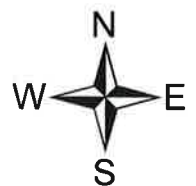
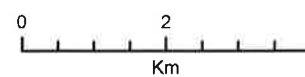
ZONING BYLAW AMENDMENTS			
SITE NO.	LOCATION	PROPOSAL	COMMENTS
1	50210 Glencolin Line; Township of Malahide	* This amendment will change the zoning on an existing lot to 'Site Specific Agricultural Residential' to permit the establishment of a second, single detached dwelling intended for the purposes of accommodating the owners parents;	* NO OBJECTIONS
2	53 Fourth Ave, Town of Aylmer	* This amendment will change the zoning on the subject property to facilitate a proposed semi-detached dwelling along with the other existing residential use(s);	* NO OBJECTIONS
3	48720 Calton Line; Township of Malahide	* This amendment, as a condition of consent E 5/17, will rezone a surplus farm dwelling to 'Agricultural Residential' and change the zoning on the remainder of the property to a 'Special Agriculture A2' Zone to prohibit future residential dwellings;	* NO OBJECTIONS
4	48995 Jamestown Line; Township of Malahide	* In anticipation of a consent approval (E16/17) this amendment will change the zoning on a lot proposed to be severed, which contains a detached dwelling , winery building and 2 storage barns; * The proposed zoning would permit the continued use for agricultural related uses and the balance of the retained farmland for agricultural purposes;	* NO OBJECTIONS

SEVERANCE APPLICATIONS			
SITE NO.	LOCATION	PROPOSAL	COMMENTS
5	Pt. Lots: 18 &19; R. Plan: 164; Town of Aylmer	* The applicants propose to remove the existing single family dwelling at 269 Sydenham Street, and create two 13.6m parcels to remain in residential use;	* NO OBJECTIONS
6	Pt. Lots: 1 & 2; R. Plan.: 164; Town of Aylmer	*The applicant proposes to sever a property at 50 South Street, and create two residential building lots in Aylmer; * The severed portion will be 14.8m X 40m and the retain will be 25m X 40m;	* NO OBJECTIONS
7	Pt. Lots: 27 &28; R. Plan.: 164; Town of Aylmer	*The applicants propose to sever a lot with a frontage of 46m at 336 John Street South for residential uses; * The owners are retaining 4045m ² containing one building (convenience store);	* NO OBJECTIONS
3	Pt. Lot:7; Conc:4; Township of Malahide	*The applicants propose to sever a lot with a frontage of 130 at 48720 Calton Line, contain one house and one shop, deemed surplus to the needs of the proposed purchaser; * The owner is retaining 18ha to remain in agricultural use;	* NO OBJECTIONS
8	Pt. Lot:34; Conc.:4; Township of Malahide	*The applicants propose to sever a lot with a frontage of 73m at 53286 Calton Line containing one house and barn, to create one new lot surplus to the needs of the applicants; *The owners are retaining 29.4 ha to remain in agricultural use;	* NO OBJECTIONS
4	Pt.: Lots: 8 & 9 Conc.:2; Township of Malahide	* The applicants propose to sever a lot with a frontage of 150m at 48995 Jamestown Line containing one house, winery and barn; * The owners are retaining 20.7 ha to remain in agricultural use;	* NO OBJECTIONS



Plan Review Map **April, 2017**

1 Plan Review Site Number



REPORT FA /5/2017 : **To The Full Authority**
FROM : Tony Difazio, Resource Planning Coordinator
SUBJECT : Approved Section 28 Regulation Applications
DATE : April 7, 2017

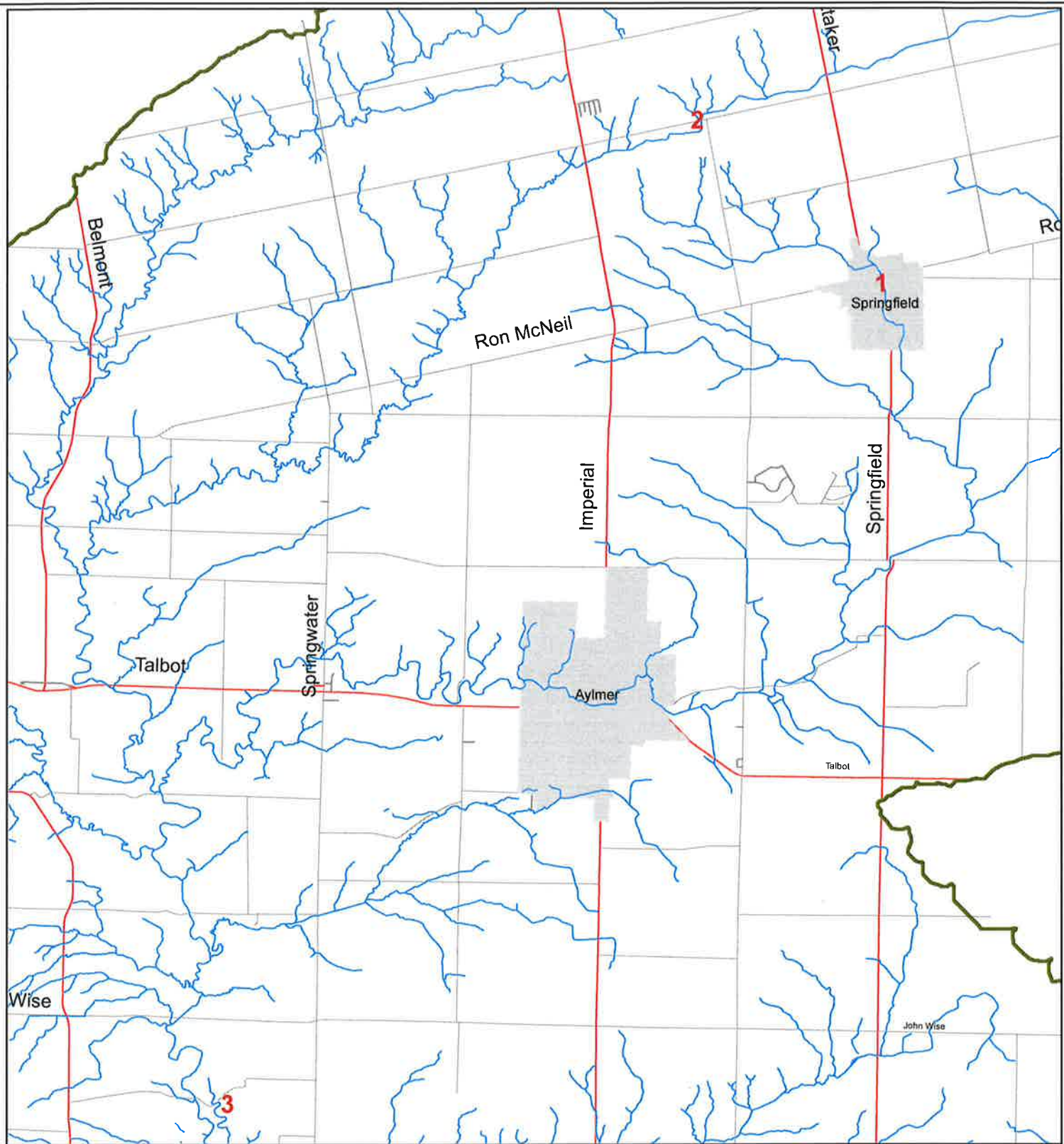
PURPOSE: To outline the ‘Development, Interference with Wetlands & Alterations to Watercourses’ applications approved by staff, January to April, 2017.

PERMIT NO.	LOCATION	PROPOSAL	DATE ISSUED
FR-01-17 (Map 1)	Broadway Street, Springfield	* The Township of Malahide is replacing the existing 7.5m long X 4.8m wide X 2.7m high, concrete culvert crossing of the Simpson Drain, with a new 15m long X 5.5m wide X 2.15m high, concrete open bottom culvert;	January 02, 2017
FR-03-17 (Map 2)	Lyons Line; Township of Malahide	*The County of Elgin is replacing the bridge crossing the Brooks Drain with a new 6.0m span X 3.5m rise rigid frame concrete culvert;	January 23, 2017
FR-04-17 (Map 3)	Pleasant Valley Line; Municipality of Central Elgin	*The owners are constructing a new 64’ X 64’ shop on the south side of Pleasant Valley Line along the main branch of Catfish Creek; * The shop, and future single family residence will be built in compliance with recommendations contained in the ‘Floodplain Assessment-Proposed Residential Property Pleasant Valley Line. Report’ prepared by Riggs Engineering, London ;	March 30, 2017

RECOMMENDATION: THAT, the Full Authority receive the staff approved Section 28 Regulation Applications **Report FA /5/2017**, as information.



Tony Difazio, Resource Planning Coordinator



REGULATIONS REPORT MAP

April, 2017

1 Work Permit Location



REPORT FA 16 / 2017 : To The Full Authority

FROM: Kim Smale, General Manager / Secretary-Treasurer

SUBJECT: Conservation Ontario Council Meeting

DATE: April 5, 2017

Purpose:

To update the members on the business items discussed at the Conservation Ontario Annual General Meeting.

Discussion:

The General Manager / Secretary-Treasurer attended the Conservation Ontario Annual General Meeting held at the Black Creek Pioneer Village on April 3rd, 2016. Highlights of the meeting include:

a) Election of Officers:

Chairperson	Dick Hibma, Grey Sauble C.A.
Vice-Chairperson	Don MacIver, Credit Valley C.A.
Vice-Chairperson	Lin Gibson, Nickel District C.A.
Staff Director	Linda Laliberte, Ganaraska C.A.
Staff Director	Cliff Evanitski, Long Point Region C.A.
Council Director	Doug Thompson, South Nation C.A.

b) Annual Report / Financial Statements:

Highlights of both documents were presented to Council for approval and are available online for reference.

c) Council Orientation:

New members were introduced at the meeting. Conservation Ontario staff provided a brief overview of the Mandate, Objectives and Strategic Direction of Conservation Ontario. A complete copy of the Member Manual is available online.

d) 2017 Special Projects:

- A.D. Latonnell Symposium
- Source Water Protection
- Provincial Groundwater Monitoring Network
- Enterprise GIS Software Maintenance Program
- 2016 – 2020 CO Strategic Plan
- Nearshore Watershed Monitoring Protocol
- Ontario Benthos Biomonitoring Network Training

e) Presentations:

- Sandra George of Environment Canada was present to talk about reducing phosphorous to minimize the algal blooms in Lake Erie. Research has shown that the Maumee River (USA) is the major contributing source of phosphorous from agricultural land practices affecting Western Lake Erie. The Thames River and Leamington tributaries are the priority watersheds identified in Canada. The Grand River watershed is one of the major contributors of phosphorous in the Eastern Lake Erie Basin. The Provincial and Federal Government recently released the Draft Lake Erie Domestic Action Plan for public consultation.
- Ministry of Environment and Climate Change spokesperson Dawn Walsh was in attendance to update Conservation Ontario Council on the Provincial Canada-Ontario Agreement / Great Lakes Strategy Work Plan. She highlighted a number of the projects completed by Conservation Authorities with funding through the Great Lakes Guardian Community Fund. This initiative supports the ongoing commitment to protect and restore the ecological health of the Great Lakes and St. Lawrence River Basin.

RECOMMENDATION:

THAT, the information outlined in Report FA 16/2017, be noted and filed.



Kim Smale
General Manager / Secretary-Treasurer

Correspondence: To The Full Authority

FROM: Kim Smale, General Manager / Secretary - Treasurer
SUBJECT: Correspondence Register, March 1 - 31, 2017
DATE: March 31, 2017

GOVERNMENT AGENCIES

Environment and Climate Change Canada, Toronto

- e-mail "Canada – Ontario Draft Action Plan for Lake Erie"

Ministry of Environment and Climate Change, London

- a copy of the Hacienda Road Mobile Home Park Well Supply Inspection Report completed on January 12, 2017.

Ministry of Environment and Climate Change, Guelph

- notice that our application to the 5th Round of the Great Lakes Guardian Community Fund was successful in the technical evaluation.

Ministry of Government and Consumer Services, Toronto

- e-mail "Vendor of Record Arrangement # 00586691-Bulk Fuels"

Ministry of Natural Resources and Forestry, Peterborough

- e-mail "Public Sector Salary Disclosure Reporting 2016"
- e-mail "2017 Summer Experience Program Transfer Payment Agreement and Hiring Package"
- e-mail "Year Start Budget Summary"
- a request for our 2017/18 Budget Summary for the eligible items under Section 39 of the Conservation Authorities Act.
- e-mail "Ontario's Green Leaf Challenge"
- e-mail "Stewardship Planning Template and Managed Forest Review Form"
- e-mail "Provincial Watershed Conditions Statement Issued in March 30th, 2017"

Ministry of Natural Resources and Forestry, Toronto

- an e-mail acknowledging receipt of our letter to the Honourable Kathryn McGarry, Minister of Natural Resources and Forestry regarding funding associated with the Ontario Low Water Response Program.
- an e-mail from the Minister of Natural Resources and Forestry in response to our inquiry about the lack of funding for the Ontario Low Water Response Program.

Ministry of Tourism, Culture and Sport, Toronto

- notice that our application to the Celebrate Ontario 2017 Program for the Springwater Maple Syrup Festival was not selected for funding"

CONSERVATION AUTHORITIES

Conservation Ontario

- e-mail "Draft Source Water Protection Communications Plan"
- e-mail "Conservation Ontario's Queen's Park Day 2017"
- e-mail "Naturally Resilient : MNRF's Natural Resource Climate Adaption Strategy 2017-2021"
- e-mail "PC MPPs and Queen's Park Day"
- e-mail "2017 CA Update for CO Council Listings"
- e-mail "Procedural Rules for the Mining and Lands Commissioner"
- e-mail "Stream of Dreams Opportunity"
- e-mail "Information Requests: Informal Trail Closures / Contest Rules / Memorial Programs / Contest Rules"
- e-mail "CO Council Agenda Posted"
- e-mail "Response Requested: Special Archives of Ontario Tour"

Kawartha C.A.

- notice that Mark Majchrowski has been named the new C.A.O. for the KRCA effective April 1, 2017.

Kettle Creek C.A.

- e-mail "KCCA Issues Watershed Conditions Report Ahead of March Break"
- a request for a Silent Auction donation for their Spellbound fundraiser.

MUNICIPALITIES

County of Elgin

- a copy of the Memorandum of Understanding for the provision of legal services for 2017.
- an invitation to attend the 9th Annual Warden's Charity Golf Tournament at the St. Thomas Golf and Country Club on June 22nd, 2017.

Township of Malahide

- a Notice of Sitting of Court of Revision for the construction of the Mount Salem Drain.

GENERAL CORRESPONDENCE

Annual Reports

- Long Point Region C.A., Mississippi Valley C.A., Ganaraska Region C.A., Lower Thames Valley C.A.

Aylmer Area Community Foundation, Aylmer

- notice that our Invasive Species Mitigation Project has been approved for a \$5,500.00 grant through the Aylmer Area Community Foundation and the Canada 150 Program.

Burnham, Mark

- notice that he will be seeking re-election for one of the Vice-Chair positions on Conservation Ontario Council at the Annual General Meeting being held on April 3rd, 2017.

Eptcon Ltd., Cambridge

- a letter and donation in the amount of \$5,000.00 to assist the CCCA with its work with habitat restoration initiatives.

Gibson, Lin

- notice that she will be seeking re-election as a Director on Conservation Ontario Council at the Annual General Meeting being held on April 3rd, 2017.

Hibma, Dick

- notice that he will be seeking re-election as Chairperson of Conservation Ontario Council at the Annual General Meeting being held on April 3rd, 2017.

Lattanzio, Frank

- an e-mail thanking the CCCA for the invitation to the Annual General Meeting.

Magazines

- Ontario Heritage Trust

Newsletters

- International Joint Commission Great Lakes, Ontario Maple Syrup Producers Association, Ontario Woodlot Owners Association, Conservation Ontario.

Thompson, Doug

- notice that he will be seeking re-election to the Board of Directors of Conservation Ontario Council at the Annual General Meeting being held on April 3rd, 2017.



Kim Smale
General Manager / Secretary - Treasurer

Susan Mann

From: MIN Feedback (MNRF) <minister.mnrf@ontario.ca>
Sent: March-24-17 4:07 PM
To: Susan Mann
Subject: Message from the Honourable Kathryn McGarry, Minister of Natural Resources and Forestry

**Ministry of Natural
Resources and Forestry**

Office of the Minister

Room 6630, Whitney Block
99 Wellesley Street West
Toronto ON M7A 1W3
Tel: 416-314-2301
Fax: 416-314-2216

**Ministère des Richesses
naturelles et des Forêts**

Bureau de la ministre

Édifice Whitney, bureau 6630
99, rue Wellesley Ouest
Toronto (Ontario) M7A 1W3
Tél.: 416-314-2301
Télé.: 416-314-2216



MNR6446MC-2017-254

March 24, 2017

Mr. Kim Smale
General Manager/ Secretary – Treasurer
Catfish Creek Conservation Authority
c/o admin@catfishcreek.ca

Dear Mr. Smale:

Thank you for your feedback regarding funding associated with the Ontario Low Water Response (OLWR) Program.

The Ministry of Natural Resources and Forestry has responsibility for drought/low water emergencies under the *Emergency Management and Civil Protection Act*. Municipalities also have a shared responsibility for drought/low water conditions as they oversee local hazard identification and emergency management.

As you know, in 2000, the province created the OLWR which outlines standardized approaches to monitoring and communicating surface water conditions as a means of early warning of a possible hazard. It was recognized that the assessment of local drought/low water conditions was best achieved through a collaborative approach. This included the creation of water response teams made up of conservation authorities, ministries, municipalities and other stakeholders.

Over the last 16 years, many conservation authorities have taken on the important role of chairing these teams and sharing their watershed knowledge and surface water monitoring information to inform low water/drought conditions, potential risks and possible mitigation measures. Conservation authorities have provided valuable information on drought/low water conditions, risks, impacts and strategies for your municipalities, stakeholders and the public.

I understand there are costs associated with the delivery of the OLWR. In a memo dated June 6, 2016, my ministry advised that funding for 2016 expenditures related to OLWR would be focused on

three categories: meetings, education and communication. We received your submission itemizing all expenses including those focus areas. Based on our evaluation of your expenditures, we funded 100 per cent of the eligible items noted in the June 2016 memo.

I acknowledge that the fiscal year of the conservation authority is different than that of the ministry and that our notification occurred after your authority had prepared its 2016 budget. Ministry staff will ensure that a memo for the 2017 expenditures will be sent in the near future. It is expected that the same three categories will be the focus of funding.

I hope that your authority and your municipal members will continue to see the value of participating in drought/low water monitoring and communications.

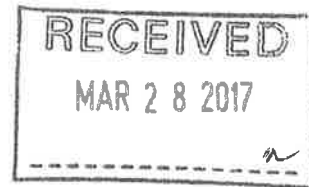
Thank you again for writing.

Best,

Kathryn McGarry
Minister of Natural Resources and Forestry

Confidentiality Notice: *This e-mail contains information intended only for the use of the individual whose e-mail address is identified above. If you have received this e-mail in error, please advise us by responding to it. Please also destroy all copies of this message. Thank you*

March 28, 2017



Mr. Kim Smale
Secretary-Treasurer & General Manager
Catfish Creek Conservation Authority
8079 Springwater Rd
Aylmer, ON N5H 2R4

Dear Mr. Smale,

EPTCON Ltd., as a leader in high voltage electrical construction, strives to leave a positive impact on the communities in which we work. We recently successfully completed a project in the community of Aylmer.

As a progressive company, we recognize the importance of sustainability and natural preservation. Part of this involves investing in the future through environmental education and conservation.

We are honoured to support the **Catfish Creek Conservation Authority** and their work with habitat restoration initiatives, such as their work at the Yarmouth Natural Heritage Area. We also feel the opportunities and experiences provided by the **Environmental Leadership Program at East Elgin Secondary School** help foster environmental and ecological accountability in our future leaders.

Our employees and their passion for community involvement and service drive this initiative. EPTCON's partner in these donations; **New Hope Commodities**, an environmentally conscious company involved in recycling, water distribution, and E-waste provided their services and expertise in recycling our scrap materials. Their efforts and shared interest in assisting us in our goal of leaving a positive impact in your communities, allowed EPTCON to allocate more money toward these contributions.

Please accept the enclosed donation as a gesture of our appreciation for the work you are doing within your community.

Yours very truly,

EPTCON Ltd.

Peter Langenhan

President

From: [MIN Feedback \(MNRF\)](#)
To: [Kim Gavine](#)
Cc: [Keyes, Jennifer \(MNRF\)](#); gibisson@ndp.on.ca; todd.smith@pc.ola.org; dianne.saxe@eco.on.ca
Subject: Message from the Ministry of Natural Resources and Forestry
Date: Tuesday, December 20, 2016 4:42:05 PM

MNR6446MC-2016-875

December 20, 2016

Mr. Dick Hibma
Chair
Conservation Ontario

Ms. Lynn Dollin
President
Association of Municipalities of Ontario

Mr. Keith Currie
President
Ontario Federation of Agriculture

Ms. Theresa McClenaghan
Executive Director
Canadian Environmental Law Association
c/o kgavine@conservationontario.ca

Dear Mr. Hibma and colleagues:

Thank you for your letter regarding the *Conservation Authorities Act* Review.

I appreciate your efforts to identify common goals and objectives for the ministry's review. Your collaborative efforts underscore your shared commitment to ensuring the act and its supporting regulatory, policy and program framework are meeting the needs of Ontarians.

Thank you for your support for our proposal to address streamlining and other service-delivery issues through the creation of a multi-stakeholder Service Delivery Review Committee. I will look to the members of this committee to take a lead role in supporting regular multi-stakeholder training on the ministry's 2010 *Policies and Procedures for Conservation Authority Plan Review and Permitting Activities*.

I understand that current fiscal realities are placing pressure on all public sector organizations to work within financial constraints, while exploring ways to deliver programs and services as efficiently and effectively as possible. Our government has made a firm commitment to holding the line on program spending so we can evaluate programs in the way it delivers its services, to review how existing funds are being used, and to ensure conservation authorities are operating in sustainable ways.

I would like to thank you all for your continued commitment to supporting the ministry in carrying out the Review. If you require additional information, please contact Jennifer Keyes, Manager, Water Resources Section, at (705) 755-5244 or

jennifer.keyes@ontario.ca.

Again, thank you for writing.

Best,

Kathryn McGarry
Minister of Natural Resources and Forestry

c: Gilles Bisson, Critic, Natural Resources and Forestry
Todd Smith, Critic, Natural Resources and Forestry
Kim Gavine, General Manager, Conservation Ontario
Dr. Dianne Saxe, Environmental Commissioner of Ontario
Jennifer Keyes, Manager, Water Resources Section

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