

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

Friday, December 15th, 2017

Meeting #10/2017

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
Peter Dragunas	Water Management Technician

OTHERS PRESENT:

David Harding	Lake Erie North Shore Landowners Association
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.). He thanked the members and staff for their support during his recent health issue and was glad to be back at the CCCA.

ADOPTION OF AGENDA:

<u>Motion # 136/2017</u>	S. Martyn	M. Tinlin	CARRIED
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THAT, the Agenda for the December 15th, 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:

<u>Motion # 137/2017</u>	M. Tinlin	S. Martyn	CARRIED
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THAT, the Minutes of Full Authority meeting # 09/2017 (November 9, 2017), be accepted as circulated.

<u>Motion # 138/2017</u>	A. Oslach	M. Tinlin	CARRIED
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THAT, the Minutes of Land Management Committee meeting # 01/2017 (November 16, 2017), 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 66/2017 – Monthly Staff Reports, was presented, discussed, and resolved.

Motion # 139/2017 S. Martyn M. Tinlin CARRIED

THAT, Staff Reports for the month of November, 2017, be noted and filed.

Report FA 67/2017 – November Summary of Revenue and Expenditures, was presented, discussed, and resolved.

Motion # 140/2017 M. Tinlin S. Martyn CARRIED

THAT, Report FA 67/2017, be noted and filed.

Report FA 68/2017– Accounts Payable, was presented, discussed, and resolved.

Motion # 141/2017 A. Oslach M. Tinlin CARRIED

That, Accounts Payable totaling \$55,558.12, be approved for payment as presented in Report FA 68/2017.

Report FA 69/2017 – Monthly Plan Review, was presented, discussed and resolved.

Motion # 142/2017 S. Martyn A. Vanhoucke CARRIED

THAT, the Full Authority approve the Monthly Plan Review Report for the months of September, October and November, 2017.

Report FA 70/2017 – Approved Section 28 Regulation Applications, was presented, discussed, and resolved.

Motion # 143/2017 A. Vanhoucke S. Martyn CARRIED

THAT, the Full Authority receive the staff approved Section 28 Regulation Applications Report FA 70/2017, as information.

Report FA 71/2017 – Proposed 2018 Meeting Schedule, was presented, discussed, and resolved.

Vice-Chairperson Tinlin asked to have the January 17th, Personnel / Finance Committee meeting date changed to Wednesday, January 31st, 2018, commencing at 10:00 a.m. The members were in agreement with the suggested change.

Motion # 144/2017 A. Oslach A. Vanhoucke CARRIED

THAT, the Full Authority approve the 2018 Meeting Date Schedule outlined in Report FA 71/2017, as amended.

Report FA 72/2017 – Year – End Motions, was presented, discussed, and resolved.

The members asked to have Motion (2) in Report FA 72/2017, changed to read; “That, the Chairperson and the General Manager / Secretary – Treasurer be authorized to discharge Accounts Payable for December 2017, and January, 2018, or until the next Full Authority meeting is held”.

Motion # 145/2017 S. Martyn A. Vanhoucke CARRIED

THAT, the Full Authority approve the list of Year – End Motions contained in Report FA 72/2017, as amended.

Report FA 73/2017 – Conservation Ontario Council Meeting, was presented, discussed, and resolved.

The General Manager / Secretary – Treasurer circulated a Media Release from Conservation Ontario indicating the final passage of Bill 139 which includes a new Conservation Authorities Act. The modernizing of this 1946 Legislation provides the foundation for Conservation Authorities to strengthen their watershed management role and also develop a more defined role around climate change adaptation.

Motion # 146/2017 A. Vanhoucke S. Martyn CARRIED

THAT, Report FA 73/2017, be received as information at this time.

GENERAL MANAGER / SECRETARY – TREASURER’S REPORT:

None

UNFINISHED BUSINESS:

None

CHAIRPERSON’S / BOARD MEMBER’S REPORT:

Member Oslach asked whether there had been any discussions with the Township of Malahide regarding the use of the Commissionaires to enforce the Generic Rules and Regulations on Conservation Authority owned lands. Staff will look into this matter and report back to the Board in the new year.

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 22nd, 2018.

CORRESPONDENCE:

a) Copied:

- Ministry of the Environment and Climate Change – an e-mail from Minister Chris Ballard in response to our August 15th, 2017, letter regarding Bill 141, the proposed Sewage Bypass Reporting Act.
- The Premier of Ontario – a letter from Premier Kathleen Wynne to Vice-Chairperson Mark Tinlin in response to our November 15th, 2017, letter regarding the Fair Workplaces, Better Jobs Act, 2017.

b) Not Copied:

- Correspondence Register for November 1-30, 2017

Motion # 147/2017 A. Oslach A. Vanhoucke CARRIED

THAT, the Correspondence Register and the Copied Correspondence for November, 2017, be noted and filed.

COMMITTEE OF THE WHOLE:

Motion # 148/2017 A. Vanhoucke S. Martyn CARRIED

THAT, the Full Authority adjourn to the Committee of the Whole to discuss four (4) matters of personnel at (10:33 a.m.).

The General Manager / Secretary – Treasurer and the Financial Services Coordinator were both asked to leave the room at (10:50 a.m.) to allow the Board an opportunity to consider the above noted personnel matters.

The General Manager / Secretary – Treasurer returned to the meeting at (11:10 a.m.)

Motion # 149/2017 A. Vanhoucke S. Martyn CARRIED

THAT, the Committee of the Whole rise and report at (11:20 a.m.).

Motion # 150/2017 M. Tinlin A. Oslach CARRIED

THAT, the Minutes of Personnel / Finance Committee meeting #PF 03/2017 (November 16, 2017), be accepted as circulated.

Motion # 151/2017 S. Martyn A. Oslach CARRIED

THAT, the Catfish Creek Conservation Authority provide a 16 week Cooperative Education Placement for Cassandra Young through Fanshawe College related to the field of Geographical Information Systems starting January 8, 2018.

Motion # 152/2017 S. Martyn A. Oslach CARRIED

THAT, the Minutes of Interview Committee meeting # IC05/2017 (December 12, 2017), be accepted as circulated; and further,

THAT, Tiffany Kalita – Guay be offered the position of Program Support Assistant starting at Level 2 of Grade 3 on the 2018 Salary Grid with an increase to Level 3 after the successful completion of a six (6) month probationary period.

Motion # 153/2017 A. Oslach S. Martyn CARRIED

THAT, the Employee Performance Appraisal completed for the General Manager / Secretary – Treasurer dated December 15th, 2017, be approved as discussed.

NEXT MEETING / ADJOURNMENT:

The next meeting of the Catfish Creek Conservation Authority will be held at the East Elgin Community Complex on Thursday, February 22nd, 2018, commencing at (2:00 p.m.).

Motion # 154/2017 A. Oslach A. Vanhoucke CARRIED

THAT, the Full Authority be adjourned at (11:23 a.m.).

General Manager / Secretary –Treasurer

Authority Chairperson