

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, November 8th, 2018, 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 and the General Nature Thereof
- 4) Disclosure of Intention to Audio / Video Record Meeting
- 5) Adoption of Minutes of:
 - a) Full Authority Meeting #08/2018 (October 11, 2018) 3 - 5
- 6) Business Arising from Minutes
- 7) Public / Special Delegations:
 - a) Aylmer Area Community Foundation Grant Presentation
- 8) Introduction of new General Manager / Secretary - Treasurer
- 9) Reports:
 - a) Report FA 67/2018 - Monthly Staff Reports 6 - 7
(Tony Difazio, Peter Dragunas, Dusty Underhill)
 - b) Report FA 68/2018 - October Summary of Revenue & Expenditures 8 - 9
(Susan Simmons)
 - c) Report FA 69/2018 - Accounts Payable 10
(Susan Simmons)
 - d) Report FA 70/2018 - Approved Section 28 Regulation Applications. 11 - 12
(Tony Difazio)
 - e) Report FA 71/2018 - Ice Breaking Quotations 13 - 15
(Kim Smale)

- f) Report FA 72/2018 - Catfish Creek Channel Sounding 16 - 18
(Peter Dragunas)
- g) Report FA 73/2018 - Springwater Workshop Accessibility Project 19
(Kim Smale)
- 10) General Manager / Secretary-Treasurer's Report Kim Smale
- 11) Unfinished Business
- 12) Chairperson's / Board Member's Report
- 13) Notice of Motions / New Business
- 14) Correspondence:
 - a) Not Copied:
 - Correspondence Register for October 1 - 31, 2018.
 - b) Copied:
 - Conservation Ontario - copies of the letters which were sent to the Minister of Environment, Conservation and Parks and the Minister of Natural Resources and Forestry from the Chair of Conservation Ontario regarding the Transition of Responsibilities for Conservation Authorities.
- 15) Closed Session:
- 16) Next Meeting / Adjournment

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

Thursday, October 11th, 2018

Meeting #08/2018

PRESENT:

Rick Cerna	Chairperson	Township of Malahide
Mark Tinlin	Vice-Chairperson	City of St. Thomas
Sally Martyn	Member	Municipality of Central Elgin
David Mayberry	Member	Township of South-West Oxford
Arthur Oslach	Member	Town of Aylmer

STAFF:

Kim Smale	General Manager / Secretary – Treasurer
Susan Simmons	Financial Services Coordinator
Tony Difazio	Resource Planning Coordinator
Peter Dragunas	Water Management Technician

OTHERS PRESENT:

Craig Bradford	Reporter, The Aylmer Express
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WELCOME / CALL TO ORDER:

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

ADOPTION OF AGENDA:

The General Manager / Secretary – Treasurer asked to have Report FA 66/2018 – Springwater Workshop Accessibility Project added to the Agenda under Reports as item 8(i).

<u>Motion # 115/2018</u>	D. Mayberry	A. Oslach	CARRIED
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THAT, the Agenda for the October 11th, 2018, Full Authority meeting be adopted as amended.

DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF:

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 # 116/2018</u>	S. Martyn	A. Oslach	CARRIED
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THAT, the Minutes of Full Authority meeting # 07/2018 (September 13, 2018), 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 58/2018 – Monthly Staff Reports, was presented, discussed, and resolved.

<u>Motion # 117/2018</u>	M. Tinlin	D. Mayberry	CARRIED
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THAT, Staff Reports for the month of September, 2018, be noted and filed.

Report FA 59/2018 – September Summary of Revenue and Expenditures, was presented, discussed, and resolved.

Motion # 118/2018 S. Martyn A. Oslach CARRIED

THAT, Report FA 59/2018, be noted and filed.

Report FA 60/2018– Accounts Payable, was presented, discussed, and resolved.

Motion # 119/2018 D. Mayberry A. Oslach CARRIED

That, Accounts Payable totaling \$26,731.14, be approved for payment as presented in Report FA 60/2018.

Report FA 61/2018 – Monthly Plan Review, was presented, discussed, and resolved.

Motion # 120/2018 S. Martyn A. Oslach CARRIED

THAT, the Full Authority approve the Monthly Plan Review Report for the months of August and September, 2018.

Report FA 62/2018 – Conservation Ontario Council Meeting, was presented, discussed, and resolved.

Motion # 121/2018 M. Tinlin D. Mayberry CARRIED

THAT, Report FA 62/2018, be received as information at this time.

Report FA 63/2018 – C.A. Annual Statistical Survey, was presented, discussed, and resolved.

Motion # 122/2018 S. Martyn A. Oslach CARRIED

THAT, the 2017 Conservation Authority Annual Statistical Survey Summary of Results attached to Report FA 63/2018, be received as information at this time.

Report FA 64/2018 – Special Projects Funding Update, was presented, discussed, and resolved.

Motion # 123/2018 D. Mayberry A. Oslach CARRIED

THAT, the Full Authority acknowledge receipt of the additional list of 2018 Special Projects as outlined in Report FA 64/2018.

Report FA 65/2018 – Ontario Auditor General's Report, was presented, discussed, and resolved.

Motion # 124/2018 S. Martyn A. Oslach CARRIED

THAT, Report FA 65/2018, be received as information at this time.

Report FA 66/2018 – Springwater Workshop Accessibility Project, was presented, discussed, and resolved.

Motion # 125/2018 M. Tinlin A. Oslach CARRIED

THAT, the Full Authority direct staff to work with Langs Contracting of St. Thomas as the low bidder and Thomas Rylett Limited to discuss changes which could possibly reduce the price of the project to be closer to the estimated cost.

GENERAL MANAGER / SECRETARY - TREASURER'S REPORT:

a) Dowler – Karn Fueling Communities:

The members were informed that the Catfish Creek Conservation Authority (CCCA) has received a \$500.00 grant from Dowler – Karn through their Fueling Communities Program. The funding will be put toward the Active Naturally Project. There will be an Official Announcement Reception being held on October 16th, 2018.

b) Municipal Election:

The General Manager / Secretary – Treasurer took the opportunity to wish each of the members running for municipal office on October 22nd, 2018, all the best.

UNFINISHED BUSINESS:

None

CHAIRPERSON'S / BOARD MEMBER'S REPORT:

None

NOTICE OF MOTIONS / NEW BUSINESS:

None

CORRESPONDENCE:

a) Not Copied:

- Correspondence Register for September, 2018.

b) Copied:

- None

<u>Motion # 126/2018</u>	M. Tinlin	D. Mayberry	CARRIED
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THAT, the Correspondence Register for September, 2018, be noted and filed.

CLOSED SESSION:

<u>Motion # 127/2018</u>	S. Martyn	A. Oslach	CARRIED
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THAT, the Full Authority adjourn to Closed Session to discuss personnel and legal matters at (10:24 a.m.).

<u>Motion # 128/2018</u>	D. Mayberry	A. Oslach	CARRIED
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THAT, the Full Authority rise from Closed Session with report at (10:55 a.m.).

<u>Motion # 129/2018</u>	S. Martyn	A. Oslach	CARRIED
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THAT, the Minutes of Personnel / Finance Committee meeting # 02/2018 (September 26, 2018), be accepted as circulated.

<u>Motion # 130/2018</u>	D. Mayberry	A. Oslach	CARRIED
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THAT, the Chairperson be directed to send a response to the Kettle Creek Conservation Authority regarding the possible sharing of the General Manager / Secretary – Treasurer position.

NEXT MEETING / ADJOURNMENT:

The next meeting of the Catfish Creek Conservation Authority will be held on Thursday, November 8th, 2018, commencing at (10:00 a.m.).

<u>Motion # 131/2018</u>	A. Oslach	D. Mayberry	CARRIED
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THAT, the Full Authority be adjourned at (11:00 a.m.).

General Manager / Secretary –Treasurer

Authority Chairperson

REPORT FA 67/ 2018: To The Full Authority

FROM: Resource Planning Coordinator
Water Management Technician
Conservation Areas Supervisor

SUBJECT: Monthly Staff Reports

DATE: October 31, 2018

Resource Planning Coordinator, Tony Difazio

Current Activities:

- Planted approximately eight (8) acres of Tall Grass Prairie on five (5) private properties in the Watershed;
- Restoration of approximately 250m of Catfish Creek on two (2) private properties;
- Planted approximately 900 trees and shrubs on private and CA owned properties with the assistance of the Environmental Leadership Program (ELP) class from East Elgin Secondary School;
- Conducted a watershed tour with the ELP class; and,
- Assessment of a 20 acre, privately owned plantation and marking for upcoming thinning operations.

Upcoming Activities:

- Completion of various stewardship projects on private and CA owned properties;
- Preparation for upcoming chainsaw training and plantation thinning activities with the Environmental Leadership Program class from East Elgin Secondary School;
- Monitor work permit conditions pursuant to CA Regulations ; and,
- Regular duties as assigned.

Water Management Technician, Peter Dragunas

Current Activities:

- Review and updates of the 2018 Ontario Low Water Response season monitoring and evaluation parameters.
- Review the historic Catfish Creek flood seasons and update required thresholds to assist with ice jam flood mitigation for the 2019 flood season and to better understand the initial recognition of flood threats.
- Assisted landowners with initial planning and 2019 tree planting assessment.
- Completed the Provincial Groundwater Monitoring Network (PGMN) equipment service and repair schedule.
- Investigated two (2) suspicious deleterious substance spill incidents.
- Completed the fall channel sounding of the Catfish Creek within the Hamlet of Port Bruce.

Upcoming Activities:

- 2018 / 2019 flood criteria and threshold reviews.
- Continued site visits with landowners to discuss / assist with land reclamation and rehabilitation for the CCCA 2019 Tree Planting Program.

- Regular duties as assigned.

Conservation Areas Supervisor, Dusty Underhill

Current Activities:

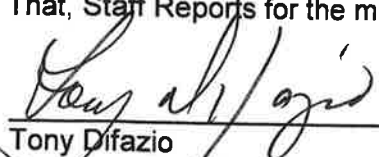
- Assisted with the delivery of the fall Environmental Education Programs at the Springwater Conservation Area.
- Hosted the Carolinian Forest Festival with over 2000 kids in attendance during the four (4) days.
- Provided ongoing training for Myles, our Cooperative Education Placement Program student from Parkside Collegiate Institute in St Thomas.
- Hosted the Thames Valley Regional Athletic Association cross-country meet at the Springwater Conservation Area on October 10th, 2018 (550 runners). The WOSSAA cross-country championships were also held at Springwater on October 25th, 2018 (650 runners).
- Woodlot management and hazard tree removal.
- Ongoing day-to-day operations, maintenance and security at the various Conservation Areas.
- Winterized all of the campgrounds and facilities.
- Built a new bridge between Bradley Creek and Lower Pine Ridge campgrounds with the help of the Environmental Leadership Program (ELP) students.
- Attended a WSIB workshop on October 19th, 2018, at the Joe Thornton Community Centre in St Thomas.
- Attended the Conservation Areas Workshop in Orillia at Geneva Park from October 25th, 2018 - October 27th, 2018. The first day consisted of an all-day Conflict Resolution Training Certificate course. Day two included seminars such as Drone Usage on CA property, Natural Spaces Reimagined and Visitor Impact Monitoring. The final day included seminars that started with On-Going Development of Tree Risk Management Programs and Pay Systems Enforcement. The workshop was very stimulating and also a great place for networking amongst different CA's.


Upcoming Activities:

- Processing firewood in preparation for the 2019 maple syrup and camping seasons.
- Working with the students from the East Elgin Secondary School Environmental Leadership Program to complete the chainsaw training course.
- Preparing for the Annual Candlelit Christmas Spirit Walk in partnership with the Elgin Hiking Trail Club. The event is being held at Springwater on December 1st, 2018.
- General maintenance and operations.
- Regular duties as assigned.

Recommendation:

That, Staff Reports for the month of October, 2018, be noted and filed.


Tony Difazio
Resource Planning Coordinator


Peter Dragunas
Water Management Technician


Dusty Underhill
Conservation Areas Supervisor

REPORT FA 68 / 2018 : To The Full Authority
 FROM: Susan Simmons, Financial Services Coordinator
 SUBJECT: October Summary of Revenue & Expenditures
 DATE: October 31, 2018

SUMMARY OF REVENUE
 for the period ending October 31, 2018


	2018 Budget	2018 To Date	Difference	Budget vs 2018 YTD %	2017 To Date
MNRF Provincial Grants	\$ 79,835.00	\$ 79,835.00	\$ -	100.00%	\$ 79,835.00
Other Provincial Grants	\$ 61,355.81	\$ 120,980.34	\$ 59,624.53	197.18%	\$ 59,199.66
Federal Grants	\$ 23,650.00	\$ 50,000.00	\$ 26,350.00	211.42%	\$ 63,703.46
General Levy	\$ 288,249.24	\$ 288,249.26	\$ 0.02	100.00%	\$ 263,481.95
Special Benefiting Levy	\$ 66,137.88	\$ 8,250.00	\$ (57,887.88)	12.47%	\$ 8,250.00
Employment Program Grants	\$ 21,000.00	\$ 23,782.00	\$ 2,782.00	113.25%	\$ 14,927.70
Donations/Sponsorships	\$ 31,200.00	\$ 35,916.37	\$ 4,716.37	115.12%	\$ 59,415.01
Conservation Areas Revenue	\$ 507,500.00	\$ 538,544.87	\$ 31,044.87	106.12%	\$ 517,589.29
Maple Syrup Revenue	\$ 54,100.00	\$ 65,763.57	\$ 11,663.57	121.56%	\$ 47,644.76
Bank Interest Earned	\$ 3,500.00	\$ 5,250.60	\$ 1,750.60	150.02%	\$ 75.68
Information & Education	\$ 6,700.00	\$ 7,465.24	\$ 765.24	111.42%	\$ 5,576.50
Legal Inquiries/Permit Applications	\$ 5,000.00	\$ 3,393.79	\$ (1,606.21)	67.88%	\$ 4,715.92
Trees/Planting/Spraying	\$ 4,250.00	\$ 3,223.49	\$ (1,026.51)	75.85%	\$ 5,330.42
Woodlot Management	\$ 1,000.00	\$ 973.46	\$ (26.54)	97.35%	\$ 1,460.17
Watershed Stewardship Projects	\$ -	\$ 17,221.77	\$ 17,221.77		\$ 18,500.00
Water Quality/Quantity Programs	\$ 500.00	\$ -	\$ (500.00)	0.00%	\$ -
Revenue from Other C.A. Lands	\$ 12,680.00	\$ 13,466.37	\$ 786.37	106.20%	\$ 19,470.59
Other Revenue	\$ 4,000.00	\$ -	\$ (4,000.00)	0.00%	\$ 5,491.53
Contract Services	\$ -	\$ 300.00	\$ 300.00		\$ -
Vehicle & Equipment Rental Recoveries	\$ 38,175.00	\$ 30,886.88	\$ (7,288.12)	80.91%	\$ 27,988.51
Previous Year Surplus (Deficit)	\$ 1,169.70	\$ 1,169.70	\$ -	100.00%	\$ (10,490.46)
Income Appropriation from Special Reserves	\$ 30,044.83	\$ -	\$ (30,044.83)	0.00%	\$ -
Income Appropriation from General Reserves	\$ 83,779.48	\$ -	\$ (83,779.48)	0.00%	\$ -
	\$ 1,323,826.94	\$ 1,294,672.71	\$ (29,154.23)	97.80%	\$ 1,192,165.69

DONATIONS/SPONSORSHIPS	2018 Budget	Received To Date	Difference
Fish Stocking	\$ 1,000.00	\$ 1,000.00	\$ -
Springwater Event Sponsorships	\$ 1,000.00	\$ 500.00	\$ (500.00)
Annual Report	\$ 1,250.00	\$ 1,250.00	\$ -
Environmental Education	\$ 1,500.00	\$ 2,345.00	\$ 845.00
EES ELP Sponsorships	\$ 7,500.00	\$ 6,384.80	\$ (1,115.20)
Community Forest	\$ 250.00	\$ -	\$ (250.00)
Maple Syrup Program	\$ 6,000.00	\$ 8,500.00	\$ 2,500.00
Springwater Forest Trails	\$ 9,000.00	\$ 8,082.24	\$ (917.76)
Archie Coulter C.A. Trails	\$ 700.00	\$ 876.33	\$ 176.33
YNHA	\$ -	\$ 60.00	\$ 60.00
Springwater C.A. Development	\$ 1,500.00	\$ 3,200.00	\$ 1,700.00
Ontario Police College Path of Honour	\$ 1,500.00	\$ 3,718.00	\$ 2,218.00
TOTAL Donations/Sponsorships	\$ 31,200.00	\$ 35,916.37	\$ 4,716.37

SUMMARY OF EXPENDITURES

for the period ending October 31, 2018

	2018 Budget	2018 To Date	Difference	Budget vs 2018 YTD %	2017 To Date
ADMINISTRATION					
A-1 Wages & Benefits	\$ 96,050.23	\$ 81,323.71	\$ 14,726.52	84.67%	\$ 82,067.81
A-2 Travel Exp. & Allow.	\$ 9,030.75	\$ 1,109.11	\$ 7,921.64	12.28%	\$ 1,068.39
A-3 Equip. Purchase & Rental	\$ 9,225.00	\$ 7,596.44	\$ 1,628.56	82.35%	\$ 6,611.70
A-4 Materials & Supplies	\$ 4,350.00	\$ 3,220.65	\$ 1,129.35	74.04%	\$ 2,645.32
A-5 Rent & Utilities	\$ 15,274.64	\$ 7,554.20	\$ 7,720.44	49.46%	\$ 9,173.57
A-6 General Expenses	\$ 40,286.00	\$ 38,667.94	\$ 1,618.06	95.98%	\$ 36,022.50
TOTAL	\$ 174,216.62	\$ 139,472.05	\$ 34,744.57	80.06%	\$ 137,589.29
FLOOD FORECASTING & WARNING					
F4-2 Flood Control Structures	\$ 11,558.29	\$ 8,035.84	\$ 3,522.45	69.52%	\$ 9,245.14
F4-4 Flood Forecasting & Warning	\$ 160,877.33	\$ 130,828.69	\$ 30,048.64	81.32%	\$ 119,845.86
F4-5 Ice Management	\$ 65,887.88	\$ 28,068.14	\$ 37,819.74	42.60%	\$ 79,397.59
F4-6 Plan Input	\$ 35,863.55	\$ 31,108.25	\$ 4,755.30	86.74%	\$ 28,086.76
F4-71 Watershed Planning	\$ 11,277.73	\$ 8,758.75	\$ 2,518.98	77.66%	\$ 11,222.28
F4-72 Technical Studies (GIS)	\$ 13,345.09	\$ 16,220.31	\$ (2,875.22)	121.55%	\$ 5,091.66
TOTAL	\$ 298,809.87	\$ 223,019.98	\$ 75,789.89	74.64%	\$ 252,889.29
OTHER PROGRAM AREAS					
B-1 Information & Education	\$ 35,639.80	\$ 9,803.58	\$ 25,836.22	27.51%	\$ 13,119.98
E-1 Extension Services - Tree Planting	\$ 34,861.84	\$ 30,178.99	\$ 4,682.85	86.57%	\$ 38,944.68
Community Forest	\$ -	\$ -	\$ -		\$ 300.00
E-1 Extension Services - Woodlot Management	\$ 6,826.99	\$ 5,135.27	\$ 1,691.72	75.22%	\$ 4,682.70
E-1 Extension Services - Watershed Stewardship	\$ 33,435.34	\$ 37,725.76	\$ (4,290.42)	112.83%	\$ 39,714.40
E4-1 Fish & Wildlife Habitat	\$ -	\$ 250.06	\$ (250.06)		\$ 6,101.72
TOTAL	\$ 110,763.97	\$ 83,093.66	\$ 27,670.31	75.02%	\$ 102,863.48
CAPITAL & SPECIAL PROJECTS					
Water Management Programs	\$ 24,855.81	\$ 9,645.38	\$ 15,210.43	38.81%	\$ 19,014.15
Springwater C.A. Development	\$ 23,546.16	\$ 5,346.16	\$ 18,200.00	22.71%	\$ 8,299.36
Special Projects & Contract Services	\$ 3,000.00	\$ 17,251.33	\$ (14,251.33)	575.04%	\$ 7,390.08
TOTAL	\$ 51,401.97	\$ 32,242.87	\$ 19,159.10	62.73%	\$ 34,703.59
CONSERVATION AUTHORITY LANDS					
Springwater Operation & Maint	\$ 519,792.63	\$ 407,783.79	\$ 112,008.84	78.45%	\$ 417,654.08
Vehicle & Equipment Pool Exp.	\$ 44,330.00	\$ 32,871.57	\$ 11,458.43	74.15%	\$ 42,448.06
Maple Syrup	\$ 60,100.00	\$ 61,993.71	\$ (1,893.71)	103.15%	\$ 48,450.75
Other C.A. Lands	\$ 64,411.88	\$ 40,145.60	\$ 24,266.28	62.33%	\$ 27,240.93
TOTAL	\$ 688,634.51	\$ 542,794.67	\$ 145,839.84	78.82%	\$ 535,793.82
APPROPRIATION TO GENERAL RESERVES	\$ -	\$ -	\$ -		\$ -
APPROPRIATION TO SPECIAL RESERVES	\$ -	\$ -	\$ -		\$ -
GRAND TOTAL	\$ 1,323,826.94	\$ 1,020,623.23	\$ 303,203.71	77.10%	\$ 1,063,839.47


Susan Simmons,
Financial Services Coordinator

REPORT FA 69 / 2018 : TO THE FULL AUTHORITY

FROM: Susan Simmons, Financial Services Coordinator
SUBJECT: Accounts Payable
DATE: October 24, 2018

VENDOR	CHQ #	TOTAL	EXPLANATION
Bell Canada	28666	88.07	gauge
Hydro One	28667	73.23	gauge
MacMillan Construction (Belmont) Ltd. Payroll October 15 (28669-28691)	28668	13,955.50	Brown Conservation Area wetland project
Frank Cowan Company Limited	28692	3,232.11	third party deductible
Waste Connections of Canada Inc.	28693	1,758.56	campground maintenance
Aylmer Tire	28694	50.83	vehicle maintenance
Elgin Feeds Ltd.	28695	54.32	watershed stewardship project
Glenbriar Bottled Water Co. Ltd.	28696	11.24	water cooler service
Form & Build Supply Inc.	28697	646.90	watershed stewardship project & Springwater Forest maintenance
Francotyp-Postalia Canada	28698	198.32	postage metre rental
V.I.P. Sportswear	28699	189.84	supplies for ELP
Eastlink	28700	1,171.98	phone, fax line, gauges, & internet
Telus Mobility	28701	239.45	mobile phones
Payroll October 27 (28702-28712)			
Hydro One	28713	3,073.77	campground and gauge
Hydro One	28714	2,424.08	day use are and gauge
Aaroc Aggregates And Recycling	28715	2,287.08	watershed stewardship project
Aylmer Home Hardware	28716	33.89	campground supplies
Canadian Tire	28717	315.49	campground supplies
Canon Canada Inc.	28718	412.28	photo copier maintenance agreement
CBSC Capital Inc.	28719	701.54	photo copier lease
Delta Power Equipment Ltd.	28720	220.45	equipment maintenance
Dowler Karn Propane Ltd.	28721	46.86	shop heat fuel
East Elgin Community Complex	28722	355.95	venue rental
Elgin Feeds Ltd.	28723	39.60	watershed stewardship project
Gniposky, Ken	28724	50.00	seasonal site cleaning deposit refund
Molly Maid	28725	158.00	administration centre cleaning service
Purolator Courier	28726	13.39	courier fees
Secord Home Building Centre	28727	1,809.02	Springwater & YNHA maintenance
St. Williams Nursery & Ecology Centre	28728	5,305.07	watershed stewardship project & YNHA
VanDenNest Nursery	28729	361.60	YNHA

\$ 39,278.42

RECOMMENDATION:

THAT, Accounts Payable totalling \$39,278.42 , be approved for payment as presented in Report FA 69 / 2018.



Susan Simmons,
Financial Services Coordinator

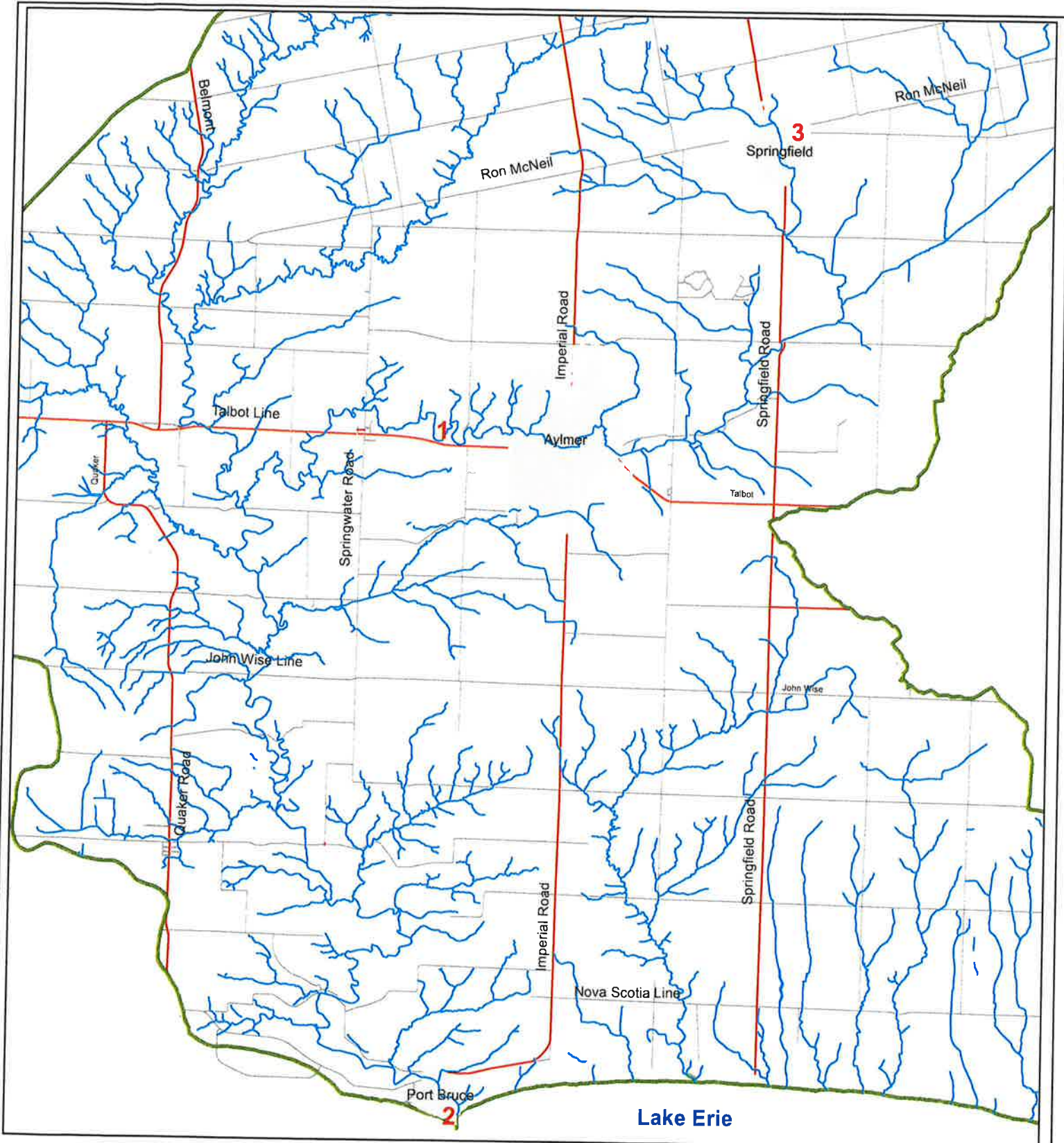
REPORT FA 70/ 2018 : **To The Full Authority**
FROM : Tony Difazio, Resource Planning Coordinator
SUBJECT : Approved Section 28 Regulation Applications
DATE : November, 2018

PURPOSE: To outline the 'Development, Interference with Wetlands & Alterations to Watercourses' applications approved by staff from August to October, 2018.

PERMIT NO.	LOCATION	PROPOSAL	DATE ISSUED
FR-06-18 (Site 1)	47890 Talbot Line; Township of Malahide	* This proposal involves the repair of the foundation of a single family dwelling adjacent to the valley/slope of Catfish Creek; * The repairs will be in compliance to a Geo-Technical Report prepared by LDS Consultants and detailed foundation plans prepared by G.K. Bell Engineering, dated October 9, 2018;	October 16, 2018
FR-07-18 (Site 2)	3258 Colin Street, Village of Port Bruce	* This proposal involves the replacement of a septic system of a single family dwelling adjacent to Catfish Creek in Port Bruce; * The work is being completed by an accredited Installer (Exact Septic Inc.);	October 02, 2018
FR-08-18 (Site 3)	51355 Pressey Line; Village of Springfield	* This proposal involves the addition to a single family residence in the flood fringe of the Simpson Drain in Springfield; * The addition will be flood proofed in accordance with CCCA requirements;	October 17, 2018

RECOMMENDATION: THAT, the Full Authority receive the staff approved Section 28 Regulation Applications **Report FA 70 / 2018**, as information.

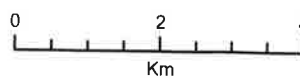

 Tony Difazio, Resource Planning Coordinator



REGULATIONS REPORT MAP

November, 2018

1 Work Permit Location



REPORT FA 71 / 2018: To The Full Authority

FROM: Kim Smale, General Manager / Secretary – Treasurer

SUBJECT: Ice Breaking Quotations

DATE: November 2, 2018

Purpose:

To review the quotations to provide Ice Breaking Services in Port Bruce for 2019.

Discussion:

The Catfish Creek Conservation Authority (CCCA) received a Resolution from the Township of Malahide to confirm in writing the availability and cost of a dragline with a minimum of 100 foot boom to break ice during the spring thaw in Port Bruce in 2019 on the same basis as 2018. The dragline must be available to remain on-site for the months of January to March, 2019.

Three (3) contractors owning this type of specialized heavy equipment were contacted to submit a quotation. One (1) bid was received prior to the November 1st deadline. The Quotation Sheet submitted by Higgs Construction Ltd. is attached for your review and information.

*Please note the attached e-mail correspondence from Higgs Construction Ltd. stating the conditions on which their quotation is based.

Recommendation:

THAT, the Catfish Creek Conservation Authority forward the Quotation and Conditions from Higgs Construction Ltd. for Ice Breaking Services to the Township of Malahide for Council's review and consideration.



Kim Smale
General Manager / Secretary – Treasurer

Susan Simmons

From: higgsconstruction@bellnet.ca
Sent: November-01-18 10:34 PM
To: Susan Simmons
Subject: Ice Breaking 2019
Attachments: Scan_20181101.pdf

Hello Kim. Attached is my quote for the 2019 Ice Breaking. As I discussed with Peter today, I am unable to commit a dragline to Port Bruce for Jan. 1/18. I have current contract obligations that will require the machine until possibly the end of January 2019. At this point I can't give a date the machine will be available. I would however be happy to assist in an emergency situation. The machine will be working in Tillsonburg. I would expect to have the machine available for early February.

Thanks for the opportunity.

Dave Higgs

QUOTATION SHEET

ICE BREAKING SERVICES

January - March, 2019

Name of Company: Higgs Construction Ltd.
Description Of Equipment To Be Used (Make, Model, Weight, Year): 1984 Linkbelt
LS1334LC crawler crane (60 ton)

Length Of Boom: 110'
Maximum Reach: 130'
Working Hourly Rate: \$195.00/hr
Standby Rate: Per Hour \$97.50 Per Day (8 hours) _____
Move In And Rigging Rate \$1500.00
Additional Cost To Leave A Job To Respond To An Emergency Call \$1500.00

Lead Time Required To Move In And Fully Rig: Min: 4.0 hr Max: 8.0 hr
Emergency Phone Number: 519-668-8058
Name Of Contact: Dave Higgs
Description Of Insurance Coverage (Minimum \$2,000,000.00): \$5,000,000.00

Would you have a machine available to remain on-site in Port Bruce for the months of January - March?

Yes _____ No X

If yes, what would be the cost? One (1) Month, Total Cost: \$4500.00
Two (2) Months, Total Cost: \$9000.00
Three (3) Months, Total Cost: \$13,500.00

Offered On Behalf Of The Contractor:

Name: Higgs Const Ltd.
Address: 2720 Wetherburne
London, Ont.
N6A 1K5

Date: Oct. 31/18
Phone No. 519-655-1900
Email Address: higgsconstruction@bellnet.ca

Signature: Dave Higgs

Lowest or any quotation not necessarily accepted.

REPORT FA 72 / 2018: To The Full Authority

FROM: Peter Dragunas, Water Management Technician

SUBJECT: Catfish Creek Channel Sounding

DATE: October 31, 2018

Purpose:

To update the Full Authority with regard to the results of the October 2018, Catfish Creek channel sounding at Port Bruce.

Discussion / Background:

Please find attached copies of the Catfish Creek Channel Sounding maps at Port Bruce for November 2017 and October 2018.

At the time of the October 2018 survey, the recorded Lake Erie water level from the Fisheries and Oceans Canada web site at the Port Stanley (#12400) station, was 1.02m above the Chart Datum (CD) of 173.5m. In contrast, the lake level at the time of the November 2017 was 0.894m. On a fall to fall seasonal comparison, the Lake Erie water level is up 0.125m (12.5 cm). Since the Catfish Creek Channel Sounding data and information is evaluated relative to CD, lake levels during survey do not affect the channel sounding bathymetric results and are included for information purposes only.

Based on the November 2017 and October 2018 sounding results, it is evident that sediment has migrated throughout the sounding reach of the Catfish Creek at Port Bruce. The sounding results indicate that a well defined thalweg exists from Levis Street to the outlet at the Port Bruce harbour. A general migration of sediment appears to have occurred, resulting in a sediment net loss within the sounding reach of the channel.

The October 2018 sounding illustrates that a well defined thalweg exists in the lower reaches of the sounding area for hydrological conveyance within the Catfish Creek.

Thalweg Rationalization

The combined spring freshet and two ice induced flood events within the Hamlet of Port Bruce provided the opportunity for the channel to transport sediment through some of the typical deposition zones and through the Flood Control Sediment Retention Structure locale. This migration of sediment may allow the channel to maintain a suitable hydrological conveyance of ice along the thalweg within the lower reaches of the sounding area of the Catfish Creek in Port Bruce.

Recommendation:

That, the channel sounding observations described in Report FA 72 / 2018, be received as information at this time.

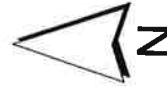
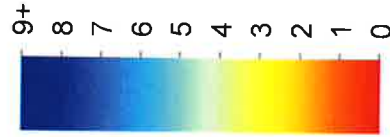

for Peter Dragunas,
Water Management Technician



Port Bruce November 2017 Sounding



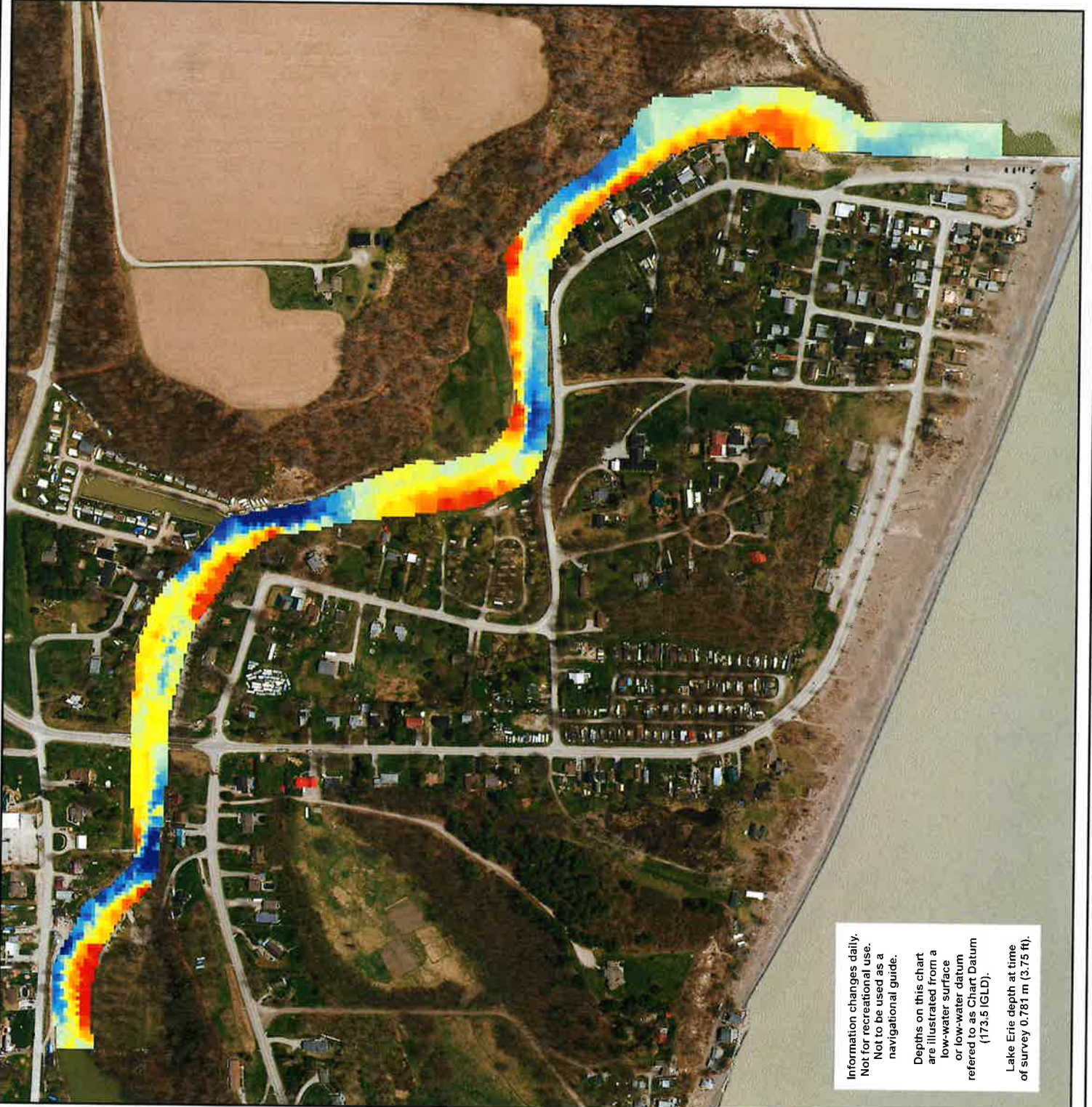
Feet



Data Sources: NRVIS, DFO, CCCA
CCCA GIS

November 2017

This map should not be relied on as a precise indicator of routes or locations, nor as a guide to navigation. Catfish Creek Conservation Authority (CCCA) shall not be liable in any way for the use of, or reliance upon, this map or any information on this map.



Information changes daily.
Not for recreational use.
Not to be used as a
navigational guide.

Depths on this chart
are illustrated from a
low-water surface
or low-water datum
referred to as Chart Datum
(173.5 IGLD).

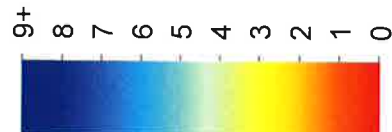
Lake Erie depth at time
of survey 0.781 m (3.75 ft).



Port Bruce October 2018 Sounding



Feet



Data Sources: NRVIS, DFO, CCCA
CCCA GIS
October 2018

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Depths on this chart
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or low-water datum
referred to as Chart Datum
(173.5 IGLD).

Lake Erie depth at time
of survey 1.02 m (3.35 ft).

REPORT FA 73 / 2018: To The Full Authority

FROM: Kim Smale, General Manager / Secretary – Treasurer

SUBJECT: Springwater Workshop Accessibility Project

DATE: November 2, 2018

Purpose:

To update the members on the final cost of construction of the accessible washrooms in the Springwater workshop facility.

Discussion:

At the October 11th Full Authority meeting, the members directed staff to work with Langs Contracting of St. Thomas as the low bidder (\$102,200.00, plus HST) and Thomas Rylett Limited to discuss changes which could possibly reduce the price of the project to the estimated cost of \$94,600.00.

Since that meeting, several changes were made to the proposed heating system and the level of in-kind assistance from the CCCA lowering the overall cost of the project by approximately \$8,000.00.

Recommendation:

THAT, the Full Authority authorize the General Manager / Secretary – Treasurer to sign the final Construction Contract with Langs Contracting and Thomas Rylett Limited for the construction of the accessible washrooms in the Springwater workshop.



Kim Smale
General Manager / Secretary – Treasurer

Correspondence: To The Full Authority

FROM: Kim Smale, General Manager / Secretary - Treasurer

SUBJECT: Correspondence Register, October 1-31, 2018

DATE: October 31st, 2018

GOVERNMENT AGENCIES

Environment and Climate Change Canada, Toronto

- notice that our Expression of Interest for the 2018 - 2019 Quick Start Component of the Spaces Stream of the Canada Nature Fund was not among those selected for funding.

Ministry of Natural Resources and Forestry, Peterborough

- e-mail "LSHRP - Project 00135 - Interim Report"
- e-mail "Section 39 Transfer Payment Grants 2018 - 2019 In-Year Reporting - October 31, 2018"
- e-mail "Spatial and Tabular Verification of CA Property Boundaries Project - GIS / Geomatics Contact With the CA"

CONSERVATION AUTHORITIES

Conservation Ontario

- e-mail "Climate Change - National Assessment CA Engagement Sessions"
- copies of the letters which were sent to the Minister of Environment, Conservation and Parks and the Minister of Natural Resources and Forestry from the Chair of CO regarding the Transition of Responsibilities for Conservation Authorities.

Grand River C.A.

- e-mail "Workplan for Comprehensive Review and Update of the Catfish Creek Source Protection Plan"

Mississippi Valley C.A.

- an announcement that Sally McIntyre has been hired as the new General Manager replacing Paul Lehman who is retiring after 35 years of service with the MVCA.

Quinte C.A.

- an invitation to a Retirement Party for Terry Murphy on October 17th, 2018, in Corbyville.

Saugeen C.A.

- e-mail "Good Examples Needed: CA Administrative By-law Model and BMPs"

MUNICIPALITIES

County of Elgin

- e-mail "2019 POA Calender"
- e-mail "2019 Elgin County Tourism Membership Package"

Township of Malahide

- a copy of the Resolution passed by Malahide Township Council requesting the CCCA to confirm, in writing, the availability and cost of a dragline with a minimum of 100 foot boom to break ice during the spring thaw in Port Bruce for a three month term commencing January 1, 2019.

GENERAL CORRESPONDENCE

Green Lane Community Trust, Fingal

- a letter indicating that the CCCA has received a grant in the amount of \$4,000.00 for the construction of two accessible points of entry to Catfish Creek at the Yarmouth Natural Heritage Area to allow people with disabilities to partake in fishing opportunities.

Magazines

- Ontario Heritage Trust, Bird Studies Canada

Minutes


- Conservation Ontario Council, Elgin Middlesex Oxford Purchasing Co-Operative

Newsletters

- Conservation Ontario

Ontario Trails Council, Toronto

- notice of their Annual General Meeting being held in Markham on September 26th, 2018.



Kim Smale,
General Manager / Secretary-Treasurer



October 11, 2018

The Honourable Rod Phillips
Minister of Environment, Conservation and Parks
11th Floor, Ferguson Block
77 Wellesley Street West
Toronto, ON, M7A 2T5

Dear Minister Phillips,

Thank you for meeting with us on September 25th to discuss the transition of Conservation Authorities to your Ministry. As discussed, below is a motion that was passed by our Members on September 24, 2018 at Conservation Ontario Council:

WHEREAS Conservation Authorities are Ontario's watershed managers committed to efficient and practical delivery of all programs and services on behalf of watershed residents and taxpayers;

AND WHEREAS Conservation Authorities have been and will continue to be a strong delivery partner for the Province and our partner municipalities where their priorities intersect in our watersheds,

AND WHEREAS Conservation Areas are the second largest land owners next to the Province and offer a wide range of education and recreation activities at more than 270 Conservation Areas to over 7 million visitors annually,

AND WHEREAS Conservation Authorities already serve the governments through long-standing programs that protect people around natural hazards and drinking water source protection,

AND WHEREAS a consolidation of the water agenda within the Ministry of Environment, Conservation and Parks would result in better efficiencies and integration for water quality and quantity management, benefiting and supporting a strong Ontario economy,

THEREFORE BE IT RESOLVED THAT for these reasons, Conservation Ontario advise the Ministers of Natural Resources and Forestry (MNRF) and Environment, Conservation and

Parks (MECP) that we support the full transition of the *Conservation Authorities Act* to the MECP,

AND THAT Conservation Ontario be engaged by the Provincial Government in on-going consultation and dialogue around the transition.

Additionally, at our meeting on September 25th we discussed the important work of the multi-stakeholder Service Delivery Review Committee which is focused on making improvements in areas of accountability, transparency, efficiency and consistency. Your support in the continuation of this work would be appreciated.

As Chair of Conservation Ontario, I look forward to working with you and should there be any questions or the need for additional information, please contact Kim Gavine at ext. 231 or kgavine@conservationontario.ca.

Sincerely,



Don McIver
Chair, Conservation Ontario

c.c. All CA General Managers/Chief Administrative Officers



October 11, 2018

The Honourable Jeff Yurek
Minister of Natural Resources and Forestry
Suite 6630, 6th Floor, Whitney Block
99 Wellesley Street West
Toronto, ON, M7A 1W3

Dear Minister Yurek,

Conservation Ontario is the network of Ontario's 36 Conservation Authorities (CAs). On September 24, 2018 Conservation Ontario Council discussed the transition of legislative responsibility for the *Conservation Authorities Act* from the Ministry of Natural Resources and Forestry (MNRF) to the Ministry of Environment, Conservation and Parks (MECP). Conservation Ontario Council passed the following resolution at their meeting:

WHEREAS Conservation Authorities are Ontario's watershed managers committed to efficient and practical delivery of all programs and services on behalf of watershed residents and taxpayers;

AND WHEREAS Conservation Authorities have been and will continue to be a strong delivery partner for the Province and our partner municipalities where their priorities intersect in our watersheds,

AND WHEREAS Conservation Areas are the second largest land owners next to the Province and offer a wide range of education and recreation activities at more than 270 Conservation Areas to over 7 million visitors annually,

AND WHEREAS Conservation Authorities already serve the governments through long-standing programs that protect people around natural hazards and drinking water source protection,

AND WHEREAS a consolidation of the water agenda within the Ministry of Environment, Conservation and Parks would result in better efficiencies and integration for water quality and quantity management, benefiting and supporting a strong Ontario economy,

THEREFORE BE IT RESOLVED THAT for these reasons, Conservation Ontario advise the Ministers of Natural Resources and Forestry (MNRF) and Environment, Conservation and Parks (MECP) that we support the full transition of the *Conservation Authorities Act* to the MECP,

AND THAT Conservation Ontario be engaged by the Provincial Government in on-going consultation and dialogue around the transition.

Additionally, Kim Gavine I met with Minister Rod Phillips on September 25th. We discussed the important work of the multi-stakeholder Service Delivery Review Committee which is focused on making improvements in areas of accountability, transparency, efficiency and consistency. Your support in the continuation of this work would be appreciated also.

Conservation authorities have had a long-standing relationship with your ministry. Notwithstanding the transition to the Ministry of Environment, Conservation and Parks, we are committed to being a key partner with your ministry. As Chair of Conservation Ontario, I look forward to working with you and should there be any questions or the need for additional information, please contact Kim Gavine at ext. 231 or kgavine@conservationontario.ca.

Sincerely,



Don McIver
Chair, Conservation Ontario

c.c. All CA General Managers/Chief Administrative Officers