

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

Thursday, February 21st, 2019

Meeting #01/2019

The 68th Annual General Meeting of the Catfish Creek Conservation Authority was held at the East Elgin Community Complex.

PRESENT:

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

ABSENT:

Paul Buchner	Member	Township of South-West Oxford
Mark Tinlin	Vice-Chairperson	City of St. Thomas
Tony Difazio	Resource Planning Coordinator	
Emily Febrey	Active Naturally Program Manager	

STAFF:

Christopher Wilkinson	General Manager / Secretary-Treasurer
Susan Simmons	Financial Services Coordinator
Peter Dragunas	Water Management Technician
Dusty Underhill	Conservation Areas Supervisor
Kelsey Oatman	Program Support Assistant
Austin Verbeek	Field Technician

GUESTS:

Murray Alward	CCCA Supporter
Pete Barbour	Councillor, Town of Aylmer
Josh Brick	Director of Legislative Services / Clerk, Town of Aylmer
Bruce Bolin	Lake Erie North Shore Landowners Association
Fred Bozso	Chairperson, Catfish Creek Irrigation Advisory Committee
Cathy Brooks	CCCA Volunteer
Jennifer Buchanan	Auditor, Graham Scott Enns
Ron Casier	Canadian Chestnut Council
Jamie Chapman	Councilor, Town of Aylmer
Karen Cook	Councilor, Municipality of Central Elgin
Alyssa Cousineau	Guest Speaker
Kyle Cronk	President, Lake Erie North Shore Landowners Association
Dan Dale	CCCA Supporter
Alex Friesen	Recipient, Student Scholarship Award
Allie Friesen	Student Scholarship Award Family
Dominique Giguere	Deputy Mayor, Township of Malahide
Mary Hamm	Elgin County Library

Richard Hollum	Interested Citizen
Al Hurst	St. Thomas Field Naturalists
Tim Kelly	London Life Insurance
Henry Kielstra	CCCA Supporter
John Martyn	CCCA Supporter
Duncan McPhail	Warden, County of Elgin
Mrs. McPhail	Family Member, County of Elgin
Betsy McClure	Stewardship Program Coordinator, Kettle Creek C. A.
David Mennill	Mayor, Township of Malahide
Kevin Morland	Conservation Award Winner
Erin Mutch	Learning Coordinator, Jaffa Environmental Education Centre
Rob Perry	Reporter, The Aylmer Express
Shannon Queen	Teacher, Jaffa Environmental Education Centre
Colleen Row	Councilor, Municipality of Central Elgin
Al Sharpe	Director, Elgin Hiking Trail Club
Kim Smale	Former General Manager / Secretary – Treasurer, Catfish Creek C. A.
Todd Sprague	Hamilton Ward & Cathers Insurance
Elizabeth VanHooren	General Manager / Secretary – Treasurer, Kettle Creek C. A.
Makayla Wall	Recipient, Student Scholarship Award
Mrs. Wall	Student Scholarship Award Family

WELCOME / CALL TO ORDER:

Chairperson Cerna welcomed everyone to the 68th Annual General Meeting of the Catfish Creek Conservation Authority and called the proceedings to order at (2:00 p.m.).

ADOPTION OF AGENDA:

<u>Motion # 01/2019</u>	S. Martyn	A. Oslach	CARRIED
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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 Cerna introduced the Catfish Creek Conservation Authority Board of Directors and Special Guests in attendance.

Chairperson Cerna introduced special guests Pete Barbour, Councilor from the Town of Aylmer, David Mennill, Mayor from the Township of Malahide, Dominique Giguere, Deputy Mayor from the Township of Malahide, Elizabeth VanHooren, General Manager / Secretary-Treasurer of Kettle Creek Conservation Authority.

Member Martyn then introduced Karen Cook and Colleen Roe, Councilors from the Municipality of Central Elgin.

Christopher Wilkinson, General Manager/Secretary-Treasurer introduced the Conservation Authority staff members present at the meeting.

CHAIRPERSON'S MESSGAE:

Chairperson Cerna provided his remarks, highlighting the success of our outdoor education programs, successful management of ice in Port Bruce, and how municipalities continue to leverage the environmental expertise of CCCA. A condensed version is included on the first page of the 2018 Annual Report.

ADOPTION OF MINUTES:

Motion # 02/2019 A. Oslach S. Martyn CARRIED

THAT, the Minutes of Full Authority meeting #10/2018 (December 14, 2018), be accepted as circulated.

Motion # 03/2019 S. Martyn A. Oslach CARRIED

THAT, the Minutes of Personnel / Finance Committee meeting #PF 01/2019 (January 23, 2019), be accepted as amended.

Motion # 04/2019 A. Oslach S. Martyn CARRIED

THAT, the Minutes of Interview Committee meeting # 01/2019 (February 08, 2019), be accepted as amended.

BUSINESS ARISING FROM THE MINUTES:

None

ANNUAL REPORT PRESENTATION:

The General Manager / Secretary-Treasurer presented the 2018 Annual Report. He mentioned the importance of community support through donations and volunteers the CCCA received over the past year. He also thanked the staff from the CCCA and the Township of Malahide for their efforts during the recent flood event in Port Bruce.

Motion # 05/2019 S. Martyn A. Oslach CARRIED

THAT, the 2018 Annual Report be adopted as presented.

2018 AUDITED FINANCIAL STATEMENTS:

Jennifer Buchanan of Graham Scott Enns LLP Chartered Accountants presented the 2018 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, 2018, 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 # 06/2019

A. Oslach

S. Martyn

CARRIED

THAT, the Financial Statements of the Catfish Creek Conservation Authority and Audit Findings Letter prepared by Graham Scott Enns LLP, as at December 31, 2018, be adopted as circulated.

ELECTION OF OFFICERS:

Christopher Wilkinson, General Manager / Secretary-Treasurer of the CCCA was asked to conduct the elections for Chairperson and Vice-Chairperson for the year 2019.

Mr. Wilkinson reviewed the election procedures and declared all offices vacant. He then read the names of the current members eligible to vote and asked for the appointment of two (2) scrutineers in the event of an election.

Motion # 07/2019

S. Martyn

A. Oslach

CARRIED

THAT, Susan Simmons and Kelsey Oatman 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.

Mr. Wilkinson assumed the chair for the elections, outlined the voting procedures, and declared all offices and positions vacant.

Mr. Wilkinson called for nominations for the position of Chairperson of the CCCA for 2019.

Arthur Oslach nominated Rick Cerna.

Nominations for the position of Chairperson were called for a second and third time.

Motion # 08/2019

A. Oslach

S. Martyn

CARRIED

THAT, nominations for the position of Chairperson be closed.

Rick Cerna was acclaimed Chairperson for 2019.

Mr. Wilkinson called for nominations for the position of Vice-Chairperson of the CCCA for 2019.

Sally Martyn nominated Arthur Oslach.

Mr. Wilkinson called for nominations a second and third time.

Motion # 09/2019

S. Martyn

R. Cerna

CARRIED

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

Arthur Oslach was acclaimed Vice-Chairperson for 2019.

Rick Cerna assumed the Chair to continue the meeting.

OTHER BUSINESS:

Motion # 10/2019 A. Oslach S. Martyn CARRIED

THAT, the Full Authority appoint the firm Graham Scott Enns LLP Chartered Professional Accountants as the Authority's auditor until the next Annual General Meeting in February 2020; and further,

THAT, the Full Authority appoint Canadian Imperial Bank of Commerce, Aylmer Brach as the Authority's financial institution until the next Annual General Meeting in February 2020.

Motion # 11/2019 S. Martyn A. Oslach CARRIED

THAT, the Full Authority appoint Steve Gibson, Elgin County Solicitor as the Authority's solicitor to deal with matters of litigation until the next Annual General Meeting in February 2020; and further,

THAT, the Full Authority appoint Kim Bowsher of Bowsher + Bowsher as the authority's solicitor to deal with matters of real estate until the next Annual General Meeting in February 2020.

Motion # 12/2019 A. Oslach S. Martyn CARRIED

THAT, the Catfish Creek Conservation Authority be authorized to borrow, on an interim basis, a sum or sums not exceeding in the aggregate \$200,000 from the Authority's bank at the said bank's minimum lending rate established from time to time, until the Authority has received payment of levies from member municipalities; and further,

THAT, the Chair or Vice-Chair together with the General Manager / Secretary-Treasurer of the Authority are hereby authorized to execute for and on behalf of the Authority, a promissory note or notes for the sum to be borrowed pursuant to this Resolution and to affix thereto the corporate seal of the Authority.

Motion # 13/2019 S. Martyn A. Oslach CARRIED

THAT, Susan Simmons, Financial Services Coordinator, be assigned with signing authority for payroll items and utility accounts.

GUEST SPEAKER

Chairperson Cerna introduced guest speaker Alyssa Cousineau from ALUS Canada as the Guest Speaker.

Ms. Cousineau began her presentation by providing the audience with some background information about herself and ALUS Canada. She described how ALUS was formed in Bayham Township in 2006, and has since spread all the way to the Municipality of West Elgin. She spoke about stewardship projects and initiatives which improve the water quality in our lakes and rivers by providing resources and yearly financial support to participants. This includes repairing marginalized farmland, and converting it back into natural state that include wetlands or tall grass prairies including alternative farming methods. She noted three (3) projects that were completed in the Catfish Creek Watershed.

Chairperson Cerna thanked Ms. Courineau for her talk and presented her with a small token of appreciation on behalf of the Conservation Authority.

STUDENT SCHOLARSHIP AWARD:

Member Oslach presented the 17th Annual Catfish Creek Conservation Authority Scholarship Awards to Makayla Ward and Alex Friesen. Makayla plans on continuing her post-secondary education in Animal Biology at the University of Guelph in September, 2019. Alex wishes to pursue a career in Ariculture and Urban Forestry at Sir Sandford Fleming College of Applied Arts & Technology in September, 2019.

CONSERVATION AWARD:

Member Martyn was called upon to present the Conservation Award to Kevin Morland. Kevin has volunteered for over 15 years with CCCA mainly with the environmental education programs. Through his involvement with Scouts Canada, he has planted thousands of trees within the Catfish Creek Watershed and beyond.

CERTIFICATES OF RECOGNITION:

Member Martyn presented Certificates of Recognition to the following Volunteers for their outstanding and important contributions to the CCCA.

- Outstanding Volunteer Contributions – Victor Herrington
- Outstanding Volunteer Contributions – Cathy Brooks

ADJOURNMENT:

Chairperson Cerna invited everyone to stay for refreshments and networking opportunities following the meeting.

<u>Motion # 14/2019</u>	A. Oslach	S. Martyn	CARRIED
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THAT, the Annual General Meeting of the Catfish Creek Conservation Authority be adjourned at (3:23 p.m.).

General Manager / Secretary –Treasurer

Authority Chairperson