

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, September 12th, 2019, 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 #06/2019 (August 8, 2019)..... 3 - 9
- 6) Business Arising from Minutes
- 7) Public / Special Delegations
 - a) Friends of Springwater (Sue Seuss, Treasurer, Duane Corner, President)
- 8) Reports:
 - a) Report FA 41/ 2019 - Monthly Staff Reports..... 10 - 12
(Tony Difazio, Peter Dragunas, Dusty Underhill, Emily Febrey)
 - b) Report FA 42 / 2019 - August Summary of Revenue & Expenditures..... 13 - 14
(Susan Simmons)
 - c) Report FA 43 / 2019 - Accounts Payable 15 - 16
(Susan Simmons)
 - d) Report FA 44 / 2019 - Monthly Plan Review 17 - 19
(Tony Difazio)
 - e) Report FA 45 / 2019 - Property Tax Comparison 20 - 27
(Susan Simmons)
 - f) Report FA 46 / 2019 - Section 36 Order, Clean Water Act 2006, 28 - 32
(Christopher Wilkinson)
 - g) Report FA 47 / 2019 - Revised Draft 2020 Budget 33 - 59
(Christopher Wilkinson and Susan Simmons)
- 9) General Manager / Secretary-Treasurer's Report..... Christopher Wilkinson

10) Unfinished Business

11) Chairperson's / Board Member's Report

12) Notice of Motions / New Business

13) Correspondence:

a) Not Copied:

- Correspondence Register for August, 2019

b) Copied:

- A letter from Conservation Ontario to Mr. Doug McNeil, Special Advisor on Flooding, Ministry of Natural Resources and Forestry (MNRF) August 9th, 2019 providing additional information resulting from an August 1st, 2019 meeting between CO and MNRF regarding flooding.
- A letter from the Ministry of Environment, Conservation and Parks (MECP) to Catfish Creek Conservation Authority (CCCA) on August 19th, 2019 indicating CAs should "wind down" non-mandatory programs.
- A letter from the Catfish Creek Conservation Authority to the Minister of the Environment, Conservation and Parks on August 21, 2019 indicating the Letter from the minister was premature, and committing CCCA to full participation in the upcoming regulatory consultations related to the changes to the Conservation Authorities Act via Bill 108.
- A letter from the Catfish Creek Conservation Authority to member municipality mayors and CAOs sent on August 21, 2019 requesting member municipalities support the CCCA as they work through the Changes to the CA Act and enforcing the idea that Municipalities should have the flexibility to determine whether or not to support non-mandated programs.
- A letter from the Minister of the Environment, Conservation and Parks to Conservation Ontario (CO) on August 23 providing additional context, and clarifying several statements made in August 16, 2019 letter .
- A letter from Conservation Ontario to the Ministry of the Environment, Conservation & Parks regarding Conservation Ontario's Comments on the Proposed new Canada-Ontario Agreement on Great Lakes Water Quality and Ecosystem Health (ERO# 019-0198)
- A letter from the Municipality of Central Elgin to Chairperson Cerna regarding "wind down" of Non-Mandatory Program, stating that they have directed staff to send correspondence to Minister Yurek expressing the concerns of Central Elgin Council

14) In-Camera Meeting

15) Next Meeting / Adjournment

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

Thursday, August 8, 2019

Meeting #06/2019

PRESENT:

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

STAFF:

Christopher Wilkinson	General Manager / Secretary – Treasurer
Susan Simmons	Financial Services Coordinator
Peter Dragunas	Water Management Technician
Tony Difazio	Resource Planning Coordinator
Emilly Febrey	Active Naturally Program Manager

ABSENT:

Dusty Underhill	Conservation Areas Supervisor
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OTHERS PRESENT:

Robert Pearson	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:

<u>Motion # 71/2019</u>	A. Oslach	S. Martyn	CARRIED
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THAT, the Agenda for the August 8th, 2019 Full Authority meeting be adopted as circulated.

DISCLOSURE OF CONFLICT OF 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:

Motion # 72/2019

P. Buchner

A. Oslach

CARRIED

THAT, the Minutes of Full Authority Meeting #05/2019 (June 13, 2019); and further

THAT the Minutes of the Interview Committee Meetings #IC04/2019 (July 8, 2019), and #IC05/2019 (July 12, 2019) be accepted as circulated.

BUSINESS ARISING FROM MINUTES:

None

PUBLIC / SPECIAL DELEGATIONS:

None

REPORTS:

Report FA 28/2019 - Monthly Staff Reports was presented, discussed, and resolved.

Motion # 73/2019

S. Martyn

P. Buchner

CARRIED

THAT, Staff Reports for the months of June and July, 2019, be noted and filed as amended.

Mr. Difazio arrived at the meeting at (10:10 a.m.).

Report FA 29/2019 – June and July Summary of Revenue & Expenditures was presented, discussed, and resolved

Motion # 74/2019

P. Buchner

A. Oslach

CARRIED

THAT, Report FA 29/2019, be noted and filed.

Report FA 30/2019 – Accounts Paid and Payable, was presented, discussed, and resolved.

Motion # 75/2019

A. Oslach

S. Martyn

CARRIED

THAT, Accounts Paid totaling \$91,440.31 be approved as presented in Report FA 30/2019; and further,

THAT, Accounts Payable totaling \$34,037.92 be approved for payment as presented in Report FA 30/2019.

Report FA 31/2019 – Approved Section 28 Regulation Applications, was presented, discussed, and resolved.

Motion # 76/2019 S. Martyn P. Buchner CARRIED

THAT, the Full Authority receive the staff approved Section 28, Regulation Applications Report FA 31/2019, as information.

Report FA 32/2019 – Research Permit Request, was presented, discussed, and resolved.

Motion # 77/2019 P. Buchner A. Oslach CARRIED

THAT, a Research Permit Memorandum Of Agreement be issued to the Ontario Ministry of Natural Resources and Forestry.

Report FA 33/2019 – Conservation Ontario Council Meeting, was presented, discussed, and resolved.

Motion # 78/2019 A. Oslach P. Buchner CARRIED

THAT, Report FA 33/2019, be received as information at this time.

Report FA 34/2019 – Health & Safety Policy, was presented, discussed, and resolved.

Motion # 79/2019 S. Martyn P. Buchner CARRIED

THAT, the Board of Directors approve the updated Health & Safety Policies and Procedures Manual 2019 outlined in Report FA 34/2019; and further,

THAT, that the General Manager / Secretary-Treasurer advise staff that the manual becomes effective September 8, 2019.

Report FA 35/2019 – Updated Purchasing Policy, was presented, discussed, and resolved.

Motion # 80/2019 P. Buchner A. Oslach CARRIED

THAT, the Full Authority approve the updated Purchasing Policy outlined in Report FA 35/2019 as amended; and further,

THAT, staff provide a report in six (6) months as to the policy effectiveness.

Report FA 36/2019 – Plastics, was presented, discussed, and resolved.

Motion # 81/2019 A. Oslach S. Martyn CARRIED

THAT, the Full Authority receive report FA 36/2019 for information at this time.

Report FA 37/2019 – Staff Day, was presented, discussed, and resolved.

Motion # 82/2019

S. Martyn

M. Tinlin

CARRIED

THAT, the Full Authority approve staff appreciation day 2019 as proposed in Report FA 37/2019; and further,

THAT, the Personnel Policy be updated to include an annual staff appreciation day.

Report FA 38/2019 – Low Water Threshold Analysis Project, was presented, discussed, and resolved.

Motion # 83/2019

M. Tinlin

A. Oslach

CARRIED

THAT, Report FA 38/2019, be received as information at this time.

Report FA 39/2019 – Ice Management Request For Proposals, was presented, discussed, and resolved.

Motion # 84/2019

A. Oslach

M. Tinlin

CARRIED

THAT, the Full Authority receive report FA 39/2019 for information at this time.

GENERAL MANAGER / SECRETARY - TREASURER'S REPORT:

a) Presentation to Central Elgin Council:

The General Manager / Secretary - Treasurer presented CCCA's 2019 - 2023 Strategic Plan to Central Elgin Council on July 22, 2019.

b) Meeting with MPP Yurek:

The Chairperson and the General Manager / Secretary - Treasurer met with MPP Yurek on July 18, 2019. CCCA stressed the importance of watershed management to be considered as part of the drafting of the revised Conservation Authorities Act Regulations.

c) Springwater Conservation Area:

The General Manager / Secretary - Treasurer advised the Board about the positive feedback received from the public (both seasonal and transient campers) and Board Members about the quality of customer service received by Authority staff throughout the first half of the camping season.

d) Grant Applications:

The General Manager / Secretary - Treasurer advised the Board that the CCCA applied to the Disaster Mitigation and Adaptation Fund in order to assist the Township of Malahide in their work related to the Port Bruce pier reconstruction. Staff will also be applying to Trillium for new playground equipment.

e) Town of Aylmer Woodlot Management Agreement:

Staff have worked with Town of Aylmer staff to extend the Woodlot Management Agreement for the Aylmer Woodlot for another 10 years. Staff will be making bi-annual inspections of the property, administering research permits (such as the one with MNRF above) and creation of a forest management plan. The By-Law for this agreement extension should be approved by the Town of Aylmer at the August 12th, 2019 council meeting.

f) Elgin Stewardship Council Tour:

The General Manager / Secretary - Treasurer attended a tour in July 2019 and viewed several projects that they had completed.

g) Water Quality Monitoring:

To improve the health of the CCCA watershed, CCCA is re-establishing its surface water monitoring programs. The program will help the Authority establish a baseline on which to measure future water quality improvements and assist in supporting Grant applications.

UNFINISHED BUSINESS:

None

CHAIRPERSON'S / BOARD MEMBER'S REPORT:

None

NOTICE OF MOTIONS / NEW BUSINESS:

None

CORRESPONDENCE:

a) Not Copied:

- Correspondence Registers for June and July, 2019

b) Copied:

- Conservation Ontario to the Ministry of Environment, Conservation and Parks - a letter sent June 3, 2019 regarding comments regarding the "Excess soil regulatory proposal and amendments to Record of Site Condition (Brownfields) Regulation" (ERO #013-5000) and "Holding polluters accountable by enhancing Ministry of the Environment, Conservation and Parks' enforcement tools" (ERO #019-0023).
- City of St Thomas to Kettle Creek Conservation Authority - Elgin County - a letter received June 7, 2019 indicating the City of St. Thomas supports additional

consultation time for the Kettle Creek Conservation Authority and Catfish Creek Conservation Authority relating to changes to the Conservation Authorities Act and Regulations.

- Ministry of Natural Resources and Forestry to Catfish Creek Conservation Authority - a letter sent June 10th indicating CCCA was unsuccessful in the 2020 WECl grant for the safety equipment and emergency spillway repair.
- Catfish Creek Conservation Authority to MPP Yurek - a letter sent June 17, 2019 congratulating MPP Yurek on his new position as Minister of Environment, Conservation and Parks.
- CPRA to Catfish Creek Conservation Authority - a letter sent June 27, 2019 regarding a notice of decision regarding the Green Jobs initiative.
- Ministry of Infrastructure to Catfish Creek Conservation Authority - a letter sent July 5, 2019 regarding a new funding under the Disaster Mitigation and Adaptation Fund (DMAF).
- Catfish Creek Conservation Authority to Aylmer and Malahide Museum and Archives - a letter sent July 19, 2019 thanking to museum for their help identifying CCCA's collection of Indigenous artifacts.
- Conservation Ontario to AMO - a letter sent July 19, 2019 advising of the recent endorsement of Client Service Standards, Fee Policy and a timing guideline. The letter was also sent to the Ontario Home Builders Association (OHBA), the Building Industry and Land Development Association (BILD) and the Residential Construction Council of Ontario (RESCON).
- Ministry of Natural Resources and Forestry (MNRF) to Catfish Creek Conservation Authority - an email sent on July 22, 2019 indicating that no provincial funding for Ontario Low Water Response (OLWR) is available for 2019.
- Catfish Creek Conservation Authority to Ministry of Natural Resources and Forestry (MNRF) - a letter sent on July 24, 2019 expressing intent to participate in the SWOOP 2020 imagery project.

Motion # 85/2019

M. Tinlin

A. Oslach

CARRIED

THAT, the Correspondence Registers and the Copied Correspondence for June and July, 2019, be noted and filed.

CLOSED SESSION:

Motion # 86/2019

A. Oslach

S. Martyn

CARRIED

THAT, the Full Authority adjourn to a Closed Session at (11:40 a.m.) to discuss a matter of personnel.

Motion # 87/2019

S. Martyn

P. Buchner

CARRIED

THAT, the Closed Session rise and report at (12:15 p.m.); and further;

THAT, the verbal report be received for information.

Report FA 40/2019 – 2020 Budget Considerations, was presented, discussed, and resolved.

Motion # 88/2019

M. Tinlin

S. Martyn

CARRIED

THAT, the Full Authority approve the preparation of a 2020 CCCA Budget with a draft proposed levy increase of 9.2%; and further,

THAT, the Full Authority receive the 2020 - 2023 Project Annual New Levy Investment outlined in Report FA 40/2019, as amended for information at this time.

NEXT MEETING / TERMINATION:

The next meeting of the Catfish Creek Conservation Authority will be held on Thursday, September 12, 2019, commencing at 10:00 a.m. due to a scheduling conflict, the Land Management Committee and Personnel / Finance Committee meeting scheduled on Thursday November 28, 2019 be scheduled to start at 11:00 a.m. rather than 10:00 as previously scheduled.

Motion # 89/2019

A .Oslach

S. Martyn

CARRIED

THAT, the Full Authority meeting be terminated at (12:16 p.m.).

General Manager / Secretary –Treasurer

Authority Chairperson

REPORT FA 41 / 2019: To The Full Authority

FROM: Resource Planning Coordinator
Water Management Technician
Conservation Areas Supervisor
Program Manager Active Naturally Initiative

SUBJECT: Monthly Staff Reports

DATE: September 4, 2019

Resource Planning Coordinator, Tony Difazio

Current Activities:

- Reviewed several Province of Ontario draft Policy Documents;
- Reviewed and provided comments to Conservation Ontario regarding Flood Management initiatives, Policy Direction and comments to the Provincial government;
- Completion of several stewardship projects throughout the watershed, including the construction of two new wetlands and an erosion control project;
- Participated in a conference call organized by Conservation Ontario to review the new (draft) Ontario Policy Statement.

Upcoming Activities:

- Review and provide comments to Conservation Ontario on new/updated Provincial Initiatives and Policy Documents;
- Completion of the final wetland restoration project at the Yarmouth Natural Heritage Area;
- Completion of two new wetlands in the watershed; and,
- Regular duties as assigned.

Water Management Technician, Peter Dragunas

Current Activities:

- 2019 Ontario Low Water Response monitoring, evaluation and data analysis for low water compilations, projections and essential changes of the low water discharge benchmarks and threshold criteria to support Level I, II and III low water condition reporting.
- August 26th, Lake Erie Shoreline, Flood Outlook, Watershed Condition Statement issued.
- Courtesy site visits with landowners throughout the Catfish Creek watershed concerning water quantity, Irrigation Management and Best Management Practices.
- Started the 2019 / 2020 flood criteria and threshold review. Fall reviews and updates of the previous flood season are required to assist in threshold development for upcoming years to better understand the initial recognition of flood threats.
- Forests Ontario spring 2019 planting audit.
- Landowner inquiries regarding the 2020 tree planting season.

- At present the Catfish Creek is maintaining acceptable water levels and does not signal any low water level adjustments at this time.
- An assessment and evaluation of the Catfish Creek Conservation Authority (CCCA) flood criteria, thresholds and Flood Watch and Warning Guideline Check List ratings.
- Forests Ontario 50 Million Tree Program administration.
- Permit To Take Water (PTTW) inquiries.
- Testing LIDAR data acquisition for DTM compilations (hardware limitations).

Upcoming Activities:

- 2019 OLWR low water season monitoring, assessments, and updates.
- Hydrometric station maintenance.
- Site visits with landowners to discuss / assist with CCCA 2019 Tree Planting Program.
- Flood forecasting baseline and threshold analysis.
- Regular duties as assigned.

Conservation Areas Supervisor, Dusty Underhill

Current Activities:

- Attended a grant writing workshop at the CASO Station on August 13th,
- Hosted the 25th Annual Fred Eaglesmith Charity Picnic, with the highest numbers since 2012 for attendance. Feedback from attendees and the organizers was very positive and the Picnic will again be taking place August 14 – 16th, 2020.
- Attended a site meeting with staff from the Town of Aylmer over concerns a resident had about a tree in Rotary Park,
- Ongoing day-to-day operations, maintenance and security at the various Conservation Areas.
- Hosted the Annual Survivor Camp with the YMCA at the Springwater Conservation Area.
- Ongoing planning and preparation to mitigate the dead hazard beech along our trail networks.
- Seasonal Campers' administration and enforcement, all fees associated with seasonal camping have for the majority been collected in a collaborative effort between Financial Services Coordinator and Conservation Areas Supervisor.
- Continued support and monitoring of our volunteers Joseph from Leads Employment Services and Aliyah from Children's Aid Society. Both volunteers have been instrumental to the CCCA.

Upcoming Activities:

- Hazard tree removal, firewood processing, and general maintenance and operations.
- Preparing for Marsh Quest and the Carolinian Forest Festival.
- ELP Student health and safety training to prepare them so they know what our expectations are of them and what our policies and procedures are when working together
- Regular duties as assigned.

Program Manager Active Naturally Initiative, Emily Febrey

Current Activities:

- Visitor Services responsibilities: provided craft and activities for campers visiting the Campground (i.e. a tie-dyeing day!).
- Hosted the MNRF Youth Rangers that helped with maintenance of the Park.
- Met with Jessica Lang from the Southwest Public Health Unit to discuss possible future collaborations and a partnership.
- Hosted and Supervised an individual from Children's Aid Youth Summer Experience who helped with Visitor Services activities.
- Hosted a YMCA Day Camp, with the help of other CCCA staff where we completed the Springwater Survival Camp with the children – they had a great time.
- Attended a Grant Writing Workshop with Conservation Areas Supervisor in St. Thomas
- Provided activities for the 25th Annual Fred Eaglesmith Charity Picnic, to great success, with the help of Kelsey.
- Attended the ALUS Elgin Watershed Tour.
- Released 56 turtles back into the ecosystem with the help of UTRCA.
- Maintained our social media channels in conjunction with the Program Assistant.

Upcoming Activities:

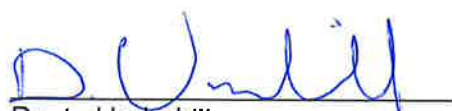
- Help Friends of Springwater with their Annual Fireworks, that helps raise money for a new playground in the West Campground.
- Contacting local schools about our education programming and co-operative education opportunities.
- Help run and host Marsh Quest at Yarmouth Natural Heritage Area with JAFFA and the ELP Class.
- Host a CCCA Watershed Bus Tour for the ELP Class.
- Maintaining our social media channels by providing relevant news, information and entertaining content.
- Other duties as assigned.

Recommendation:

That, Staff Reports for the month of August, 2019, be noted and filed.


Tony Difazio
Resource Planning Coordinator


Peter Dragunas
Water Management Technician


Dusty Underhill
Conservation Areas Supervisor


Emily Febrey
Program Manager Active Naturally Initiative

REPORT FA 42 / 2019 : To The Full Authority
FROM: Susan Simmons, Financial Services Coordinator
SUBJECT: August Summary of Revenue & Expenditures
DATE: August 31, 2019

SUMMARY OF REVENUE
for the period ending August 31, 2019

	2019 Budget	2019 To Date	Difference	2018 To Date
MNRF Provincial Grants	\$ 41,214.50	\$ 41,214.50	\$ -	\$ -
Other Provincial Grants	\$ 78,415.49	\$ 48,714.79	\$ (29,700.70)	\$ 71,739.24
Federal Grants	\$ 3,840.00	\$ 3,840.00	\$ -	\$ 50,000.00
General Levy	\$ 315,344.69	\$ 305,596.92	\$ (9,747.77)	\$ 288,249.26
Special Benefiting Levy	\$ 44,240.78	\$ 8,250.00	\$ (35,990.78)	\$ 8,250.00
Employment Program Grants	\$ 42,520.66	\$ 1,005.00	\$ (41,515.66)	\$ -
Donations/Sponsorships	\$ 41,400.00	\$ 41,556.31	\$ 156.31	\$ 29,276.10
Conservation Areas Revenue	\$ 523,197.35	\$ 537,398.83	\$ 14,201.48	\$ 505,046.54
Maple Syrup Revenue	\$ 64,641.22	\$ 56,334.76	\$ (8,306.46)	\$ 65,509.17
Bank Interest Earned	\$ 6,700.00	\$ 8,231.77	\$ 1,531.77	\$ 1,421.23
Information & Education	\$ 10,270.00	\$ 1,825.62	\$ (8,444.38)	\$ 3,626.24
Legal Inquiries/Permit Applications	\$ 4,000.00	\$ 2,973.47	\$ (1,026.53)	\$ 2,269.90
Trees/Planting/Spraying	\$ 4,250.00	\$ 5,810.30	\$ 1,560.30	\$ 3,223.49
Woodlot Management	\$ 1,000.00	\$ 1,194.69	\$ 194.69	\$ 973.46
Watershed Stewardship Projects	\$ -	\$ -	\$ -	\$ 10,938.09
Water Quality/Quantity Programs	\$ -	\$ -	\$ -	\$ -
Revenue from Other C.A. Lands	\$ 12,270.00	\$ 12,023.98	\$ (246.02)	\$ 13,466.37
Other Revenue	\$ 500.00	\$ 0.06	\$ (499.94)	\$ -
Contract Services	\$ -	\$ -	\$ -	\$ 300.00
Vehicle & Equipment Rental Recoveries	\$ 38,705.00	\$ 27,705.32	\$ (10,999.68)	\$ 27,408.14
Previous Year Surplus (Deficit)	\$ 1,387.50	\$ 1,879.04	\$ 491.54	\$ 1,169.70
Income Appropriation from Special Reserves	\$ 20,890.72	\$ -	\$ (20,890.72)	\$ -
Income Appropriation from General Reserves	\$ 41,267.74	\$ -	\$ (41,267.74)	\$ -
	\$ 1,296,055.65	\$ 1,105,555.36	\$ (190,500.29)	\$ 1,082,866.93

DONATIONS/SPONSORSHIPS	2019 Budget	Received To Date	Difference
Fish Stocking	\$ 1,000.00	\$ 1,000.00	\$ -
Springwater Event Sponsorships	\$ 1,000.00	\$ 250.00	\$ (750.00)
Annual Report	\$ 1,250.00	\$ 1,250.00	\$ -
Environmental Education	\$ 1,500.00	\$ 2,357.50	\$ 857.50
EESS ELP Sponsorships	\$ 7,500.00	\$ 11,484.80	\$ 3,984.80
Community Forest	\$ 250.00	\$ 400.00	\$ 150.00
Maple Syrup Program	\$ 8,000.00	\$ 10,700.00	\$ 2,700.00
Springwater Forest Trails	\$ 9,000.00	\$ 6,200.76	\$ (2,799.24)
Archie Coulter C.A. Trails	\$ 900.00	\$ 516.25	\$ (383.75)
Springwater Pollinator Garden	\$ -	\$ 5,069.50	\$ 5,069.50
YNHA	\$ -	\$ 300.00	\$ 300.00
Wetland Restoration	\$ 8,000.00	\$ -	\$ (8,000.00)
Firewood Donation	\$ -	\$ 1,017.50	\$ 1,017.50
Springwater C.A. Development	\$ 1,500.00	\$ 200.00	\$ (1,300.00)
Ontario Police College Path of Honour	\$ 1,500.00	\$ 810.00	\$ (690.00)
TOTAL Donations/Sponsorships	\$ 41,400.00	\$ 41,556.31	\$ 156.31

SUMMARY OF EXPENDITURES

for the period ending August 31, 2019

	2019 Budget	2019 To Date	Difference	2018 To Date
ADMINISTRATION				
A-1 Wages & Benefits	\$ 101,131.54	\$ 66,767.69	\$ 34,363.85	\$ 68,018.72
A-2 Travel Exp. & Allow.	\$ 7,600.00	\$ 1,004.90	\$ 6,595.10	\$ 542.18
A-3 Equip. Purchase & Rental	\$ 9,225.00	\$ 5,607.05	\$ 3,617.95	\$ 6,272.13
A-4 Materials & Supplies	\$ 4,350.00	\$ 2,389.44	\$ 1,960.56	\$ 2,924.37
A-5 Rent & Utilities	\$ 12,274.64	\$ 6,285.16	\$ 5,989.48	\$ 5,970.65
A-6 General Expenses	\$ 41,344.00	\$ 37,831.33	\$ 3,512.67	\$ 37,640.19
TOTAL	\$ 175,925.18	\$ 119,885.57	\$ 56,039.61	\$ 121,368.24
FLOOD FORECASTING & WARNING				
F4-2 Flood Control Structures	\$ 10,887.89	\$ 7,586.36	\$ 3,301.53	\$ 6,757.65
F4-4 Flood Forecasting & Warning	\$ 160,229.48	\$ 106,394.05	\$ 53,835.43	\$ 110,672.54
F4-5 Ice Management	\$ 40,990.78	\$ 28,925.55	\$ 12,065.23	\$ 25,807.59
F4-6 Plan Input	\$ 39,356.31	\$ 26,590.51	\$ 12,765.80	\$ 26,246.35
F4-71 Watershed Planning	\$ 18,494.20	\$ 12,369.38	\$ 6,124.82	\$ 7,421.99
F4-72 Technical Studies (GIS)	\$ 13,300.74	\$ 10,553.73	\$ 2,747.01	\$ 15,513.01
TOTAL	\$ 283,259.40	\$ 192,419.58	\$ 90,839.82	\$ 192,419.13
OTHER PROGRAM AREAS				
B-1 Information & Education	\$ 36,504.47	\$ 10,006.43	\$ 26,498.04	\$ 6,602.19
E-1 Extension Services - Tree Planting	\$ 21,394.54	\$ 15,950.68	\$ 5,443.86	\$ 27,476.33
Community Forest	\$ -	\$ -	\$ -	\$ -
E-1 Extension Services - Woodlot Management	\$ 6,652.01	\$ 4,460.05	\$ 2,191.96	\$ 4,306.48
E-1 Extension Services - Watershed Stewardship	\$ 3,840.00	\$ 1,242.90	\$ 2,597.10	\$ 29,609.94
E4-1 Fish & Wildlife Habitat	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ 68,391.02	\$ 31,660.06	\$ 36,730.96	\$ 67,994.94
CAPITAL & SPECIAL PROJECTS				
Water Management Programs	\$ 26,762.68	\$ 10,941.80	\$ 15,820.88	\$ 8,467.51
Springwater C.A. Development	\$ 40,000.00	\$ 62,909.50	\$ (22,909.50)	\$ -
Special Projects	\$ 34,452.05	\$ 39,029.96	\$ (4,577.91)	\$ 9,183.26
TOTAL	\$ 101,214.73	\$ 112,881.26	\$ (11,666.53)	\$ 17,650.77
CONSERVATION AUTHORITY LANDS				
Springwater Operation & Maint	\$ 505,290.73	\$ 327,677.45	\$ 177,613.28	\$ 331,355.89
Vehicle & Equipment Pool Exp.	\$ 43,110.00	\$ 27,097.37	\$ 16,012.63	\$ 31,787.00
Maple Syrup	\$ 62,641.22	\$ 47,944.08	\$ 14,697.14	\$ 61,993.71
Other C.A. Lands	\$ 56,223.37	\$ 13,685.21	\$ 42,538.16	\$ 17,791.27
TOTAL	\$ 667,265.32	\$ 416,404.11	\$ 250,861.21	\$ 442,927.87
APPROPRIATION TO GENERAL RESERVES	\$ -	\$ -	\$ -	\$ -
APPROPRIATION TO SPECIAL RESERVES	\$ -	\$ -	\$ -	\$ -
GRAND TOTAL	\$ 1,296,055.65	\$ 873,250.58	\$ 422,805.07	\$ 842,360.95



Susan Simmons,
Financial Services Coordinator

REPORT FA 43 / 2019 : TO THE FULL AUTHORITY

FROM: Susan Simmons, Financial Services Coordinator
SUBJECT: Accounts Payable
DATE: August 31, 2019

VENDOR	CHQ #	TOTAL	EXPLANATION
payroll items Aug 5 (29421-29441)			
Gibbs, Justin	29442	\$ 100.00	Group Camping Deposit Refund
Hydro One	29443	\$ 46.31	gauge
Dodge, Chantelle	29444	\$ 100.00	Group Camping Deposit Refund
Aylmer Home Hardware	29445	\$ 81.27	campground supplies
Municipality of Central Elgin	29446	\$ 5,428.10	property tax (final installment)
Eastlink	29447	\$ 1,175.60	phone, fax line, gauges, & internet
payroll items Aug 19 (29448-29474)			
payroll items Sep 2 (29475-29502)			
Township of Malahide	29503	\$ 389.69	property tax (final installment)
Hydro One	29504	\$ 11,994.95	campground, day use and gauges
Hydro One	29505	\$ 36.04	gauge
Bell Canada	29506	\$ 88.06	gauge
Hydro One	29507	\$ 47.58	gauge
CIBC Visa	OnLine	\$ 73.45	SGS Canada - water analysis
CIBC Visa	OnLine	\$ 73.45	SGS Canada - water analysis
CIBC Visa	OnLine	\$ 87.01	TechSoup (Adobe Acrobat Pro 2017)
CIBC Visa	OnLine	\$ 69.78	Amazon (Motorola portable radios)
CIBC Visa	OnLine	\$ 73.09	Amazon (health & safety equipment - staff)
CIBC Visa	OnLine	\$ 279.10	Amazon (portable battery back pack sprayer)
CIBC Visa	OnLine	\$ 110.09	Amazon (portable battery back pack sprayer battery)
CIBC Visa	OnLine	\$ 9.03	Amazon Prime monthly fee
Desjardins Card Services (Staples)	OnLine	\$ 536.22	office and campground supplies
Payroll Item	29508		
Aaroc Aggregates And Recycling	29509	\$ 468.69	campground maintenance
Affordable Portables	29510	\$ 565.00	portable toilets for Eaglesmith Charity Music Festival
Aylmer Home Hardware	29511	\$ 16.89	campground supplies
Aylmer Tire	29512	\$ 274.44	equipment maintenance
Canadian Tire	29513	\$ 304.16	campground supplies
Checkers Cleaning Supply	29514	\$ 1,078.93	campground supplies
Coin Wash & Dry Ltd.	29515	\$ 452.00	campground supplies
Delta Power Equipment Ltd.	29516	\$ 1,122.56	equipment maintenance
Elgin Feeds Ltd.	29517	\$ 67.75	supplies for YNHA wetland project
Erie Excavating & Liquid Waste Removal Li	29518	\$ 508.50	campground maintenance
Glenbriar Bottled Water Co. Ltd.	29519	\$ 71.82	water cooler service
Integrity IT Services	29520	\$ 363.86	computer network support
Koolen Electric	29521	\$ 902.00	campground maintenance
Laemers Excavating	29522	\$ 440.70	campground maintenance
Laemers Trucking Limited	29523	\$ 1,257.01	supplies for Pollinator Garden
London Quality Dairy and Wholesale	29524	\$ 449.73	store product for resale
M Live Bait Wholesale	29525	\$ 73.45	store product for resale
McBain Signs & Graphic Design	29526	\$ 186.45	supplies for Eaglesmith Charity Music Festival
Minister of Finance (MTO)	29527	\$ 505.25	vehicle license plate renewals
Molly Maid	29528	\$ 158.00	administration centre cleaning service
Ontario Woodlot Association	29529	\$ 50.00	annual membership fee
PepsiCo Foods Canada	29530	\$ 263.95	store product for resale
Purolator Courier	29531	\$ 13.59	courier fees
Secord Home Building Centre	29532	\$ 255.66	campground maintenance
Simmons, Susan	29533	\$ 193.32	mileage reimbursement for July & August
Springwater Mills Ltd.	29534	\$ 3,418.25	firewood purchased for resale
Studer's Ice	29535	\$ 636.90	store product for resale

REPORT FA 43 / 2019 : TO THE FULL AUTHORITY

FROM: Susan Simmons, Financial Services Coordinator
SUBJECT: Accounts Payable
DATE: August 31,,2019

VENDOR	CHQ #	TOTAL	EXPLANATION
That Tree Guy	29536	\$ 169.50	campground maintenance
Union Pipe & Supply	29537	\$ 300.07	supplies for Pollinator Garden
Waste Connections of Canada Inc.	29538	\$ 3,894.70	campground maintenance
Telus Mobility	Cash	\$ 193.23	mobile phones
		<u>\$ 39,455.18</u>	

RECOMMENDATION:

THAT, Accounts Payable totalling \$39,455.18 , be approved for payment as presented in Report FA 43 / 2019.



Susan Simmons,
Financial Services Coordinator

REPORT FA 44 / 2019	:	To The Full Authority
FROM	:	Tony Difazio, Resource Planning Coordinator
SUBJECT	:	MONTHLY PLAN REVIEW
DATE	:	September 6, 2019

PURPOSE: To outline the Monthly Plan Review Report as it has been implemented during June, July & August, 2019.

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 June, July & August, 2019.

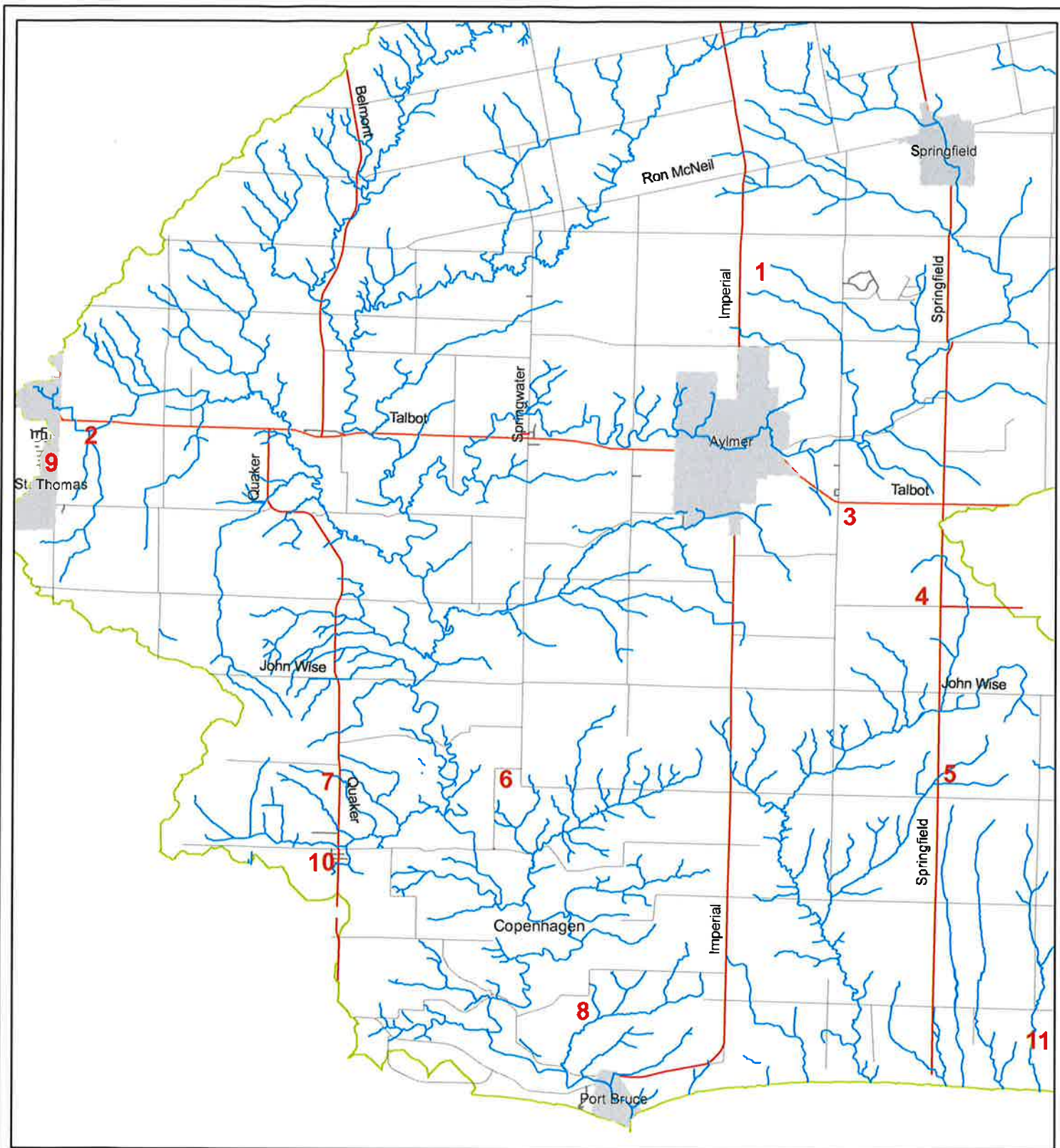


Tony Difazio, Resource Planning Coordinator

CATFISH CREEK CONSERVATION AUTHORITY
MONTHLY PLAN REVIEW REPORT
September, 2019

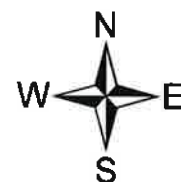
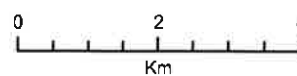
ZONING BYLAW AMENDMENTS			
SITE NO	LOCATION	PROPOSAL	COMMENTS
1	Pt.Lot:11; Conc.:8; Malahide Township	* Rezone a 19 acre parcel recently severed from the subject property at 49569 College Line, to General Agricultural to allow the enlargement of Clovermead Apiaries Ltd;	* NO OBJECTIONS
2	Pt. Lot:12; Conc.: SSTR; Municipality of Central Elgin	* This amendment will change the zoning to Commercial-Industrial at 43841 Talbot Line to facilitate the expansion of the existing Dowler-Karn Operation; * The property is bisected by the Norman Drain on the southside of Talbot Line, east of St. Thomas:	* Permit issued for the Drain relocation and updated Flood-Plain Mapping;
3	Pt. Lot:89; Conc.: SSTR; Township of Malahide	* This amendment will change the zoning on a surplus farm dwelling for residential purposes at 50017 Talbot Line; * The retained farm parcel will be rezoned to prohibit the construction of any new dwellings.	* NO OBJECTIONS
4	Pt.Lot:92; Conc.: STR; Township of Malahide	* This amendment will change the zoning on a surplus farm dwelling for residential purposes at 50816 Chalet Line: * The retained farm parcel will be rezoned to prohibit the construction of any new dwellings.	* NO OBJECTIONS
5	Pt. Lot: 2; Conc.: 4 Township of Malahide	* This amendment will remove the Holding symbol and permit the construction of a single-family dwelling, fronting Calton Line in the Hamlet of Mount Salem.	* NO OBJECTIONS
6	Pt. Lot:28; Conc.: 4; Municipality of Central Elgin	* This amendment will rezone a 1-acre parcel at 47685 Forsyth Line, to permit the establishment of a kennel along with the existing single-family residence.	* NO OBJECTIONS
7	Pt.Lot:21; Conc.: 4; Municipality of Central Elgin	* This amendment will change the zoning the existing 51-acre parcel at 6681 Quaker Road, to permit the establishment of a garden suite adjacent to the existing single-family residence.	* NO OBJECTIONS
8	Pt.Lot:4; Conc.:2; Malahide Township	* Rezone a 98-acre parcel at 48075 Jamestown Line to permit the use of the land, in part, for educational and recreational purposes/ facilities in addition to the existing museum (Gay Lea Dairy Museum).	* NO OBJECTIONS

Continued . . .



Plan Review Map **September, 2019**

1 Plan Review Site Number



REPORT FA 45 / 2019 : To The Full Authority

FROM: Susan Simmons, Financial Services Coordinator
SUBJECT: Property Tax Comparison
DATE: August 27, 2019

Purpose:

To provide the Board with a comparison between the 2018 and 2019 property taxes.

Discussion:

A Property Tax Comparison Sheet for land owned by the Catfish Creek Conservation Authority (CCCA) has been attached for your review and information.

According to the attached data, the CCCA experienced an overall increase in its 2019 property taxes of \$341.44 compared to an overall decrease in its 2018 property taxes of \$801.43. The majority of the decrease for 2018 was attributed to the reclassification of the Yarmouth Natural Heritage Area as Community Conservation Lands (CCL) under the Conservation Land Tax Incentive Program (CLTIP).

RECOMMENDATION:

That, Report FA / 2019, be received as information at this time.



Susan Simmons,
Financial Services Coordinator



**CATFISH CREEK
CONSERVATION AUTHORITY**

PROPERTY TAX REGISTER

2019

**CATFISH CREEK CONSERVATION AUTHORITY
PROPERTY TAX REGISTER
2019**

	Total Acres	2019	2018	Difference
<u>TOTAL TAX PER TOWNSHIP:</u>				
Township of Malahide	802.76	\$736.69	\$534.60	\$202.09
Municipality of Central Elgin	389.21	\$10,750.44	\$10,644.64	\$105.80
Township of South-West Oxford	97.58	\$270.34	\$267.66	\$2.68
Town of Aylmer	34.91	\$685.37	\$654.50	\$30.87
TOTAL	1,324.46	\$12,442.84	\$12,101.40	\$341.44

	CODE	2019	2018	Difference
<u>TOTAL TAX PER ACCOUNTING CODE:</u>				
F4-21 Operation of Flood Control Structures	5096	\$51.71	\$1.90	\$49.81
CA-2 Taxes on Local Areas [Regionally Significant]	5155	\$138.53	\$129.04	\$9.49
CA-2 (a) Taxes on CAs [Provincially Significant]	5156	\$50.97	\$46.51	\$4.46
CA-2 (b) Taxes on Agreement Forests	5157	\$901.01	\$867.96	\$33.05
CAMP TAXES	5685	\$7,386.33	\$7,315.95	\$70.38
Day-Use TAXES	5720	\$120.66	\$4.44	\$116.22
A6-51	5270	\$3,108.26	\$3,081.10	\$27.16
SUB-TOTAL		\$11,757.47	\$11,446.90	\$310.57
OTHER N-E FOR GRANT (Pd. by Aylmer)		\$685.37	\$654.50	\$30.87
TOTAL		\$12,442.84	\$12,101.40	\$341.44

CATFISH CREEK CONSERVATION AUTHORITY
PROPERTY TAX ANALYSIS - 2019

NAME OF PROPERTY	Location	Municipal Address	ROLL NUMBER	Classification	Total Acres	Year Purchased	2019 Market Value Assessment	2019 Taxable Assessment	2019 Municipal Tax Rate	Tax at 2019 Municipal Rate	2019 Taxes Per Bills	2018 Taxes Per Bills	Increase (Decrease) over 2018
TOWNSHIP OF MALAHIDE													
Calton Swamp (Keszler & VanHooydonk)	Conc. 4, Pt. Lot 30	52591 John Wise Line	3408-000-020-207-01-000	Conservation Lands	72.22	1982, 1983	49,250.00	0.00		\$0.00	\$0.00	\$0.00	\$0.00
Calton Swamp (Matthys)	Conc. 4, Pt. Lot 31	7698 Carter Road (PrkngLot)	3408-000-020-209-05-000	Conservation Lands	25.00	2005	50,750.00	0.00		\$0.00	\$0.00	\$0.00	\$0.00
Calton Swamp (Walcarius & Reynaert & Csaki)	Conc. 4, Pt. Lots 32 & 33	52841 John Wise Line	3408-000-020-212-00-000	Conservation Lands	82.13	1993, 1984, 1985	48,125.00	0.00		\$0.00	\$0.00	\$0.00	\$0.00
Calton Swamp (Phillips)	Conc. 4, N. Pt. Lots 28 & 29	N/A (land lot - No #)	3408-000-020-198-20-000	Conservation Lands	22.46	1990	19,925.00	3,000.00	1.460808%	\$43.82	\$43.82	\$39.72	\$4.10
Springwater Forest	Conc. 5, N. Pt. Lots 1 to 4	47719 Conservation Line	3408-000-030-059-00-000	Conservation Lands	0.91		178,925.00	0.00		\$0.00			
Day-Use Area, Beach & Schoolhouse				Other Lands	343.97	1954		11,800.00	1.460808%	\$172.38	\$172.37	\$6.34	\$168.03
Jaffa Tract	Conc. 5, S. Pt. Lot 4	48278 John Wise Line	3408-000-030-062-00-000	Conservation Lands	93.00	1984	64,625.00	275.00	1.460808%	\$4.02	\$4.02	\$3.67	\$0.35
Aylmer Tract	Conc. N. Gore, W. Pt. Lots 16 & 1	9982 Hacienda Road	3408-000-040-031-00-000	Managed Forest	36.00	1954	53,250.00	53,250.00	0.365202%	\$194.47	\$194.47	\$178.36	\$16.11
Johnson Tract	Conc. 7, N. Pt. Lot 22	51352 Woolleyville Line	3408-000-050-064-00-000	Conservation Lands	0.00	1961	92,000.00	0.00					
				Managed Forest	100.00			58,725.00	0.365202%	\$214.46	\$214.45	\$204.66	\$9.79
Brown Conservation Area	Conc. 7, Pt. Lots 13 & 14	49685 Dingle Street	3408-000-060-282-00-000	Managed Forest	20.45	1976	28,250.00	28,250.00	0.365202%	\$103.17	\$103.19	\$97.45	\$5.74
East Bluff (Bossuyt Property)	Conc. 1, S. Part Lot 6	N/A (vacant land - No #)	3408-000-001-068-02-000	Conservation Lands	3.56	1988	3,700.00	0.00	1.460808%	\$0.00	\$0.00	\$0.00	\$0.00
Cedar Bend	Conc. 1, Pt. Lot 3	N/A (vacant land - No #)	3408-000-001-010-00-000	Conservation Lands	0.85	1991	1,925.00	1,850.00	0.000000%	\$0.00	\$0.00	\$0.00	\$0.00
Bradley Creek	Conc. 6, STR. Pt. Lot 8	N/A (vacant land - No #)	3408-000-060-140-15-000	Conservation Lands	3.12	1993	2,350.00	300.00	1.460808%	\$4.38	\$4.37	\$4.40	-\$0.03
MUNICIPALITY OF CENTRAL ELGIN													
<i>*includes non-taxable assessment, per bills (only Malahide shows this)</i>													
Administration Building	Conc. 6, N. Pt. Lot 28	6079 Springwater Road	3418-000-005-092-00-000	Conservation Lands		1964	689,000.00	0.00	0.000000%	\$0.00			
Campground	Conc. 6, N. Pt. Lot 28	8059 Springwater Road		Other Lands	23.50			660,600.00	1.568408%	\$10,360.90	\$10,360.88	\$10,270.34	\$90.54
Nineteen Creek Property	Conc. 8, N. Pt. Lot 19	N/A (vacant land - No #)	3418-000-007-016-00-000	Other Lands	1.14	1980	1,975.00	1,975.00	1.568408%	\$30.98	\$30.97	\$27.19	\$3.78
Archie Coulter Conservation Area	Conc. 8, S. Pt. Lots 24 & 25	46900 Brouwers Line	3418-000-007-062-00-000	Conservation Lands	131.80	1977	121,000.00	200.00	1.568408%	\$3.14	\$3.13	\$3.12	\$0.01
Yarmouth Tract	Conc. 4, N.E. 1/4 Lot 26	N/A (vacant land - No #)	3418-000-003-127-00-000	Other Lands(204a) sbCL	254.48	1964, 2014	213,938.00			\$0.00			
Yarmouth Natural Heritage Area	Conc. 4, Pt. Lot 27	47502 Sparta Line		Managed Forest (50a)				42,075.00	0.392102%	\$164.98	\$164.98	\$161.87	\$3.11
Bromley Tract	Hwy. 74 E/S Conc. 9, Pt. Lot 21	N/A (vacant land - No #)	3418-000-007-132-50-000	Managed Forest	13.71	1991	14,475.00	14,475.00	0.392102%	\$56.76	\$56.77	\$55.41	\$1.36
Stamas Property	Conc. 6, N. Pt. Lot 27	N/A (vacant land - No #)	3418-000-005-082-00-000	Conservation Lands		1993	12,100.00	0.00		\$0.00			
				Other Lands	10.13			8,525.00	1.568408%	\$133.71	\$133.71	\$126.71	\$7.00
TOWN OF AYLMER													
Ivan Steen Conservation Area	00000 Murray E/S	Spruce Street	3411-030-000-065-00-000	Other Lands	19.20	1975	30,625.00	30,625.00	1.607884%	\$492.41	\$492.42	\$475.49	\$16.93
Ward McKenna Conservation Area	Conc. STRE. Pt. Lot 82	Fourth Avenue	3411-020-000-499-00-000	Other Lands	12.43	1973	11,625.00	11,625.00	1.607884%	\$186.92	\$186.93	\$173.42	\$13.51
Tarry Parkway	Tarry Parkway		3411-020-000-500-73-000	Other Lands	3.28	1988	375.00	375.00	1.607884%	\$6.03	\$6.02	\$5.59	\$0.43
<i>* paid by the Town of Aylmer, actual figures will be added each year (no projection calculated as with other 3 municipalities)</i>													
TOWNSHIP OF SOUTH-WEST OXFORD													
Hawkins Tract	Conc. 11, S. Pt. Lot 19	N/A (vacant land - No #)	3211-010-060-196-00-000	Managed Forest	97.58	1962	103,000.00	103,000.00	0.262459%	\$270.33	\$270.34	\$267.66	\$2.68
					1,370.92		\$1,772,168.00	\$1,030,925.00		\$12,442.85	\$12,442.84	\$12,101.40	\$341.44

**CATFISH CREEK CONSERVATION AUTHORITY
PROPERTY TAX REGISTER
2019**

Property Description	Total Acres	2019 Taxes	2018 Taxes	Difference	Code To
TOWNSHIP OF MALAHIDE:					
1) Conc. 4, Pt Lot 30 000-020-207-01-000 R.P. 11R-2473, Part 1, R.P. 11R-2566, Part 1, s/s Conc. 4 Rd 72.22 acres Calton Swamp (Keszler & VanHooydonk property)	72.22	\$0.00	\$0.00	\$0.00	CA-2(a) Taxes on CAs 5156
2) Conc. 4, Pt Lots 32, 33 000-020-212-00-000 RP 11R-2555 - Parts 1 & 2 RP 11R-2647 - Part 1 RP 11R-2684 - Part 1 82.13 acres Calton Swamp (Walcarius, Reynaert & Csakli Property)	82.13	\$0.00	\$0.00	\$0.00	CA-2(a) Taxes on CAs 5156
3) Conc. 5, N Pt Lot 1 to 4 000-030-059-00-000 Conc. 5, Gore S. Pt Lot 1 ES West Townline 181.00 FR 2209 D 0.91 acres 343.97 acres (Springwater Forest, Day-Use, Schoolhouse)	343.97	\$172.37	\$6.34	\$166.03	Day-Use Taxes (5720) - 70% Op FC Struc F4-21 (5094) - 30%
4) Conc. 5, S Pt Lot 4 000-030-062-00-000 N/S Cty Rd 45 Wooded Parkland 93 acres (Jaffa Tract)	93	\$4.02	\$3.67	\$0.35	CA-2(a) Taxes on CAs 5156
5) Conc N Gore, W Pt Lots 16, 17 000-040-031-00-000 E/S Hacienda Rd, RP 11R-3643, Part 1 33.69 acres (Aylmer Tract)	36	\$194.47	\$178.36	\$16.11	CA-2(b) Taxes on Agr. Forests 5157
6) Conc. 7, N Pt Lot 22 000-050-064-00-000 Conc. NTR, N Pt Lot 95 36.37 ACRES + 63.63 acres (Johnson Tract)	100	\$214.45	\$204.66	\$9.79	CA-2(b) Taxes on Agr. Forests 5157
7) Conc. 7, Pt Lots 13 & 14 000-060-282-00-000 Conc. NTR, Pt Lots 86,87 RP 11R-891, Parts 2-6 20.45 acres (Brown C.A.)	20.45	\$103.19	\$97.45	\$5.74	CA-2 Taxes on Local Areas 5155

**CATFISH CREEK CONSERVATION AUTHORITY
PROPERTY TAX REGISTER
2019**

Property Description	Total Acres	2019 Taxes	2018 Taxes	Difference	Code To
8) Conc. 1, S. Part Lot 6 000-001-068-02-000 RP 11-R - 3253, Part 1 3.56 acres (East Bluff - Bossuyt Property))	3.56	\$0.00	\$0.00	\$0.00	CA-2 Taxes on Local Areas 5155
9) Conc. 4, N. Pt. Lots 28, 29 000-020-198-20-000 RP11R4168 Part 1 22.46 acres Calton Swamp (Phillips)	22.46	\$43.82	\$39.72	\$4.10	CA-2(a) Taxes on CAs 5156
10) Conc. 1, Pt. Lot 3 000-001-010-00-000 RP 11R-4834, Part 1 .85 acres (Cedar Bend)	0.85	\$0.00	\$0.00	\$0.00	CA-2 Taxes on Local Areas 5155
11) Conc. 6, STR. Pt. Lot 8 000-060-140-15-000 Conc. STR, Pt. Lot 81 RP 11R-5165, Parts 1,2 3.12 acres (Bradley Creek)	3.12	\$4.37	\$4.40	-\$0.03	CA-2 Taxes on Local Areas 5155
12) Conc. 4, Pt Lot 31 000-020-209-05-00-000 RP 11R-8328 - Parts1 25 acres Calton Swamp (Matthys)	25	\$0.00	\$0.00	\$0.00	CA-2(a) Taxes on CAs 5156
TOTAL Township of Malahide	802.76	\$736.69	\$534.60	\$202.09	
MUNICIPALITY OF CENTRAL ELGIN:					
1) Conc. 8, N. Pt. Lot 19 000-007-016-00-000 RP 11R-1870, Part 1 & 2 s/s Hwy. # 3 1.14 acres 204.07 FR. (Nineteen Creek Property) (former airport septic system)	1.14	\$30.97	\$27.19	\$3.78	CA-2 Taxes on Local Areas 5155
2) Conc. 4 - Lot 26 & 27 000-003-127-00-000 RP11R-6841 50 acres (Managed Forest); 158.93 acres Conservation Lands (Yarmouth Natural Heritage Area)	208.93	\$164.98	\$161.87	\$3.11	CA-2(b) Taxes on Agr. Forests 5157
3) Conc. 8, S Pt. Lots 24 & 25 000-007-062-00-000 RP 11R-1754 Part 1, 5 & 7 131.80 acres (Archie Coulter C.A.)	131.8	\$3.13	\$3.12	\$0.01	CA-2(a) Taxes on CAs 5156

**CATFISH CREEK CONSERVATION AUTHORITY
PROPERTY TAX REGISTER
2019**

Property Description	Total Acres	2019 Taxes	2018 Taxes	Difference	Code To
4) Conc. 6, N. Pt Lot 28 000-005-092-00-000 23.50 acres WS Cty. Rd. 35 5 acres Conservation Lands; 18.5 acres Other Lands (CCCA Adm. Building & Campground)	23.5	\$10,360.88	\$10,270.34	\$90.54	CAMP TAXES (5685) - 70% Trailer Taxes (5685) - 100% A6-51 (5270) - 30%
5) Hwy. 74 E/S Conc. 9, Pt. Lot 21 000-007-132-50-000 RP 11R-4528, Part 5 to 15 13.71 acres (Bromley)	13.71	\$56.77	\$55.41	\$1.36	CA-2(b) Taxes on Agr. Forests 5157
6) Conc. 6, N. Pt. Lot 27 000-005-082-00-000 10.13 acres (Stamas)	10.13	\$133.71	\$126.71	\$7.00	CAMP TAXES - 100% 5685
TOTAL Central Elgin	389.21	\$10,750.44	\$10,644.64	\$105.80	
TOWN OF AYLMER					
1) Conc. STRE, Pt Lot 82 020-000-499-00-000 RP 11R-163, Pt 2, Pt. Part 1 RP 11R-2080, Parts 1, 2 & 3 RP 11R 2646 Pt 1 12.43 acres (Ward McKenna C.A.)	12.43	\$186.93	\$173.42	\$13.51	Other N-E GRANT
2) OOOOO Murray E/S 030-000-065-00-000 Plan 164, Pt Lots 10, 11, 12 Plan 164, Pt Lots R, S, U RP 11R 788, Pts 1 to 4 RP 11R 2726 Pt 2 19.2 acres (Ivan Steen C.A. & Canadian Tire property)	19.2	\$492.42	\$475.49	\$16.93	Other N-E GRANT
3) Tarry Parkway 020-000-500-73-000 Plan M-91 Block 42 No Frontage Parcel #020-000-49900 3.28 acres	3.28	\$6.02	\$5.59	\$0.43	Other N-E GRANT
TOTAL Town of Aylmer	34.91	\$685.37	\$654.50	\$30.87	

**CATFISH CREEK CONSERVATION AUTHORITY
PROPERTY TAX REGISTER
2019**

Property Description	Total Acres	2019 Taxes	2018 Taxes	Difference	Code To
TOWNSHIP OF SOUTH-WEST OXFORD:					
1) Conc. 11, S Pt Lot 19 010-060-196-00-000 RP 41R-1478, Part 1, Part 2 Woodlot & Swamp 97.58 acres (Hawkins Tract)	97.58	\$270.34	\$267.66	\$2.68	CA-2(b) Taxes on Agr. Forests 5157
Catfish Creek Drain				\$0.00	CA-2(a) Taxes on CAs 5156
TOTAL South-West Oxford	97.58	\$270.34	\$267.66	\$2.68	
TOTAL TAXES ALL MUNICIPALITIES	1324.46	\$12,442.84	\$12,101.40	\$341.44	

REPORT FA 46 / 2019 : To The Full Authority

FROM: Christopher Wilkinson, General Manager / Secretary – Treasurer
SUBJECT: Section 36 Order
DATE: July 26, 2019
STRATEGIC ACTION: Operate a sustainable and adaptable organization
FINANCIAL IMPLICATIONS: Approximately \$2,000 / year

Purpose:

To update the Full Authority on the upcoming responsibilities under the Clean Water Act, 2006.

Discussion:

On July 29, 2019, CCCA received a letter from the Minister of Environment, Conservation and Parks following up on the Source Protection Regions recommendations regarding the review and update of the Catfish Creek assessment report and source protection plan. The amended Minister's order outlining details about the updates and consultation requirements is attached and follows this report.

Current Status:

The Source Protection Region will complete all updates to the Catfish Creek explanatory document, assessment report and source protection plan.

There will be a continued governance role for the Catfish Creek Source Protection Authority governance, as well as a continuing role for the Chair and General Manager / Secretary-Treasurer to participate in the management committee.

As no per diems, travel, IT, IM or staffing costs beyond the management representative are eligible, approximately \$2,000 of self-generated revenue is required annually to offset the shortfall in provincial and regional source protection funding.

Recommendation:

THAT, the Full Authority receive report FA 46 / 2019 for information.



Christopher Wilkinson
General Manager / Secretary-Treasurer

Ministry of the Environment,
Conservation and Parks

Ministère de l'Environnement,
de la Protection de la nature et
des Parcs

Office of the Minister

Bureau du ministre

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JUL 22 2019

357-2019-984
CR: ENV1283MC-2013-14

Helen Jowett, Chair
Grand River Conservation Authority
400 Clyde Road, P.O. Box 729
Cambridge, ON N1R 5W6

Rick Cerna, Chair
Catfish Creek Source Protection Authority
8079 Springwater Road, RR5
Alymer, ON N5H 2R4

Wendy Wright Cascaden, Chair
Lake Erie Region Source Protection Committee
400 Clyde Road, P.O. Box 729
Cambridge, ON N1R 5W6

Dear Ms. Jowett, Mr. Cerna and Ms. Cascaden,

I am following up on your proposed workplan for the review and update of the Catfish Creek assessment report and source protection plan. The workplan, dated October 4, 2018, was submitted in compliance with the order dated September 19, 2014 issued under section 36 of the *Clean Water Act*.

I am pleased to note that your workplan confirms that implementation of the source protection plan is going well, and I appreciate the level of effort you put into your analysis of your assessment report and plan.

Pursuant to subsection 36 (1) of the *Clean Water Act*, I am amending the order dated September 19, 2014, to establish requirements governing the content and timeframes of the review and the process to be followed for any updates to your assessment report and plan. The source protection committee and the lead source protection authority for the region (Grand River Conservation Authority) shall update the assessment report and source protection plan to address the workplan items identified in the attachment to this order and ensure those changes comply with the recent amendments to the General Regulation and Director's Technical Rules.

I would also like to thank you for your proposed local interest updates which I noticed through my review. While not specifically required, I would encourage you to work with both your community and your municipalities to find cooperative ways to move forward with items that are consistent with the Act, its regulations and Technical Rules that are in effect at the time of the updates. Staff in the Ministry's drinking water source protection program are also available to provide you advice on this. You may contact Debbie Scanlon, Manager Approvals Section (416-212-8839) if you have any questions.

When undertaking any updates, the source protection committee and the lead source protection authority must follow the amendment process and consultation requirements set out in the attachment to this letter. All updates carried out under section 36 of the *Clean Water Act* are to be submitted to the Ministry within six (6) months after the completion of the required updates and consultation.

Thank you for the continued efforts of the source protection authorities, committee and local communities to ensure sources of drinking water are protected. Significant progress has been made in source protection and the province looks forward to continuing to work with you and all stakeholders to protect sources of drinking water.

Sincerely,



Jeff Yurek
Minister

Enclosure

C: Martin Keller, Project Manager, Lake Erie Region Source Protection
Chris Wilkinson, General Manager/Secretary Treasurer, Catfish Creek Conservation
Susan Ecclestone, Director, Source Protection Programs Branch, MECP
Debbie Scanlon, Manager, Source Protection Programs Branch, MECP
Stacey Baker, Program Analyst, MECP
Olga Yudina, Liaison Officer, MECP

Attachment: Catfish Creek Updates under Section 36 of the *Clean Water Act*

Mandatory Updates to the Assessment Report and Source Protection Plan

The Lake Erie Region Source Protection Committee and Grand River Conservation Authority, as the lead authority for the region, shall ensure that the review includes updates to the assessment report and source protection plan to:

- Comply with the amendments made to the Director's Technical Rules, published on the Environmental Registry in March 2017 under posting number 012-8507 and the 2018 amendments to the Rules and General Regulation (O. Reg. 287/07). For your source protection area this includes:
 - assessing locations where liquid hydrocarbon pipelines pose a significant, moderate and low risk, and ensuring policies apply to all relevant protection zones; and
 - updating the significant groundwater recharge areas and any associated maps or policies in the plan to align with the amended Technical Rules.

Amendment Process for Updates including Consultation:

The rules that source protection committees and source protection authorities were required to follow under the *Clean Water Act* in preparing, consulting on and submitting assessment reports and source protection plans to the Ministry will generally apply when making updates as part of the review. However, as with locally initiated amendments, any proposed updates to an assessment report and plan are to be consulted on concurrently and submitted together as one package to the Ministry by the source protection authority.

Only those provisions of the *Clean Water Act* and General Regulation referred to below apply to the update of your assessment report and source protection plan. For example, as no terms of reference is being required for the review and update of the assessment report and plan, subsection 36 (3) of the *Clean Water Act* does not apply.

Accordingly, for the updates to the assessment report and source protection plan, the following provisions apply:

- Assessment report content outlined in section 15 of the *Clean Water Act* and sections 11 to 14 of the General Regulation.
- Source protection plan content outlined in subsections 22 (2) to (15) of the *Clean Water Act* and sections 20 to 34 of the General Regulation.

Updates to the assessment report and source protection plan shall be made in consultation with affected municipalities, the Ministry, and any other bodies responsible for implementing a policy that may be revised as part of the updates. Consultation shall include the following minimum requirements:

- Early consultation on any draft updates to the assessment report and plan with the Source Protection Programs Branch prior to carrying out pre-consultation with other bodies.
- Pre-consultation with all implementing bodies as well as persons and businesses engaged in significant drinking water threats in the geographic areas affected by the updates in accordance with sections 35 to 39 of the General Regulation.
- Consultation for a minimum of 35 days, as outlined below.

The Explanatory Document that accompanies the plan (section 40, General Regulation) shall also be updated to reflect the proposed changes to the plan and made available for consultation.

While consulting on the proposed updates to the assessment report and source protection plan in accordance with the requirements set out above, comments received shall be documented, considered and addressed prior to advancing to the next consultation stage or finalizing the proposed updates to the assessment report and plan.

Notification and publication of the proposed updates shall follow the provisions included in the General Regulation for assessment reports and plans as described below. This includes making the proposed updates available on the Internet and in locations that are accessible to give the public and other interested parties an opportunity to inspect and comment on the updates. Specifically, consultation on the proposed updates to the assessment report and plan shall occur concurrently and sections 23 to 25 of the *Clean Water Act* and section 41 of the General Regulation apply with modifications noted below:

- References to a draft or proposed source protection plan shall be read as references to the proposed updates to the assessment report and source protection plan that result from the review carried out under section 36 of the *Clean Water Act*.
- Notices shall be provided to the clerk of each municipality and all other persons and bodies listed in section 41 that are affected by the proposed updates.
- A public meeting referred to in clause (c) of subsection 41 (3) and in subsection 41 (7) is optional as determined by the source protection committee in consideration of the nature and scope of the proposed updates.

REPORT FA 47 / 2019 : To The Full Authority

FROM: Christopher Wilkinson, General Manager / Secretary – Treasurer
Susan Simmons, Financial Services Coordinator
SUBJECT: Draft Budget 2020
DATE: September 4, 2019
STRATEGIC ACTION: Operate a sustainable and adaptable organization
FINANCIAL IMPLICATIONS: Balancing the budget

Purpose:

To review the Catfish Creek Conservation Authority (CCCA) 2020 Draft Budget and General Levy apportionments.

Discussion:

Following the August 8, 2019 board meeting, staff were directed to prepare a draft budget for 2020 incorporating:

1. A 2.2% cost of living increase
2. A 9.2% increase to general Levies

Current Status:

The CCCA 2020 Draft Budget has been prepared based on the following items:

- General Levy has been increased by \$29,011.71 (9.2%)
- A \$10,646.40 (2.2%) Cost of Living Increase
- Filling the previously vacant staff position for Fundraising and Environmental Education (Community Outreach Technician) utilizing funding previously allocated to seasonal staff positions in Visitor Services, Maple Syrup Program Coordinator, and Tree Planting staff
- Confirmation of Provincial Grants (e.g. Stewardship Projects, Summer Employment Grants) has not yet been received, so the budget includes just half the funding received in 2019
- Removal of the Low Water Response Program which is no longer funded by the provincial government
- \$47,282.81 will be transferred from the various Reserve Accounts to balance the Budget (a decrease of approximately \$15,000 compared to the 2019 Budget). The Authority Reserve Accounts continue to decline at a rate that is unsustainable
- Excess revenues of \$25,913.03 from revenue produced by the Springwater Conservation Area, and \$3,402.48 from the Maple Syrup Festival have been reallocated into Administration to offset shortfalls in grant funding

- Excess revenues of \$20,000.00 from revenue produced by the Springwater Conservation Area, and \$5,870.12 from the Maple Syrup Festival have been reallocated to Conservation Areas Development
- The Authority's 2010 Ford F-150 and 55hp diesel tractor are in need of replacement, however there is not enough in the Capital Acquisition Reserve to support both purchases

Recommendation:

THAT, the Full Authority approve the 2020 Draft Budget (as approved) or (as amended) in report FA 47 / 2019; and further,

THAT the Draft Budget and General Levies be circulated to the member municipalities for the 30 day notice period in accordance with the Municipal Levy Regulation made under the Conservation Authorities Act, after the 2020 assessment data has been provided by the Municipal Property Assessment Corporation (MPAC) so that apportionment figures can be calculated.



Christopher Wilkinson,
General Manager / Secretary-Treasurer



Susan Simmons,
Financial Services Coordinator



**CATFISH CREEK
CONSERVATION AUTHORITY**

**2020
DRAFT BUDGET**

September 5, 2019

CATFISH CREEK CONSERVATION AUTHORITY

DRAFT BUDGET 2020 (September 5, 2019)

SUMMARY OF REVENUE AND EXPENDITURES

	2020 Budget	2019 Approved Budget	2018 Actual
SUMMARY - REVENUE			
Provincial Grants (Transfer Payments)	\$41,214.50	\$41,214.50	\$79,835.00
Other Provincial Grants	\$11,674.14	\$78,415.49	\$124,317.48
Federal Grants	\$10,400.00	\$3,840.00	\$69,809.91
Employment Program Grants	\$14,500.00	\$42,520.66	\$37,344.94
Municipal General Levies	\$344,356.40	\$315,344.69	\$288,249.24
Special Benefiting Levies	\$44,240.78	\$44,240.78	\$30,833.59
Donations/Sponsorships	\$33,500.00	\$41,400.00	\$59,212.19
Camp User Fees & Sales	\$550,807.09	\$523,197.35	\$541,993.62
Maple Syrup	\$58,260.30	\$64,641.22	\$65,970.27
Other Revenue	\$79,745.00	\$77,695.01	\$98,016.01
Previous Year's Surplus (Deficit)	\$0.00	\$1,387.50	\$1,169.70
From Reserves-Special Projects	\$10,356.81	\$20,890.72	\$20,233.96
From Reserves	\$36,926.00	\$41,267.74	\$65,210.35
TOTAL REVENUE	\$1,235,981.02	\$1,296,055.65	\$1,482,196.27

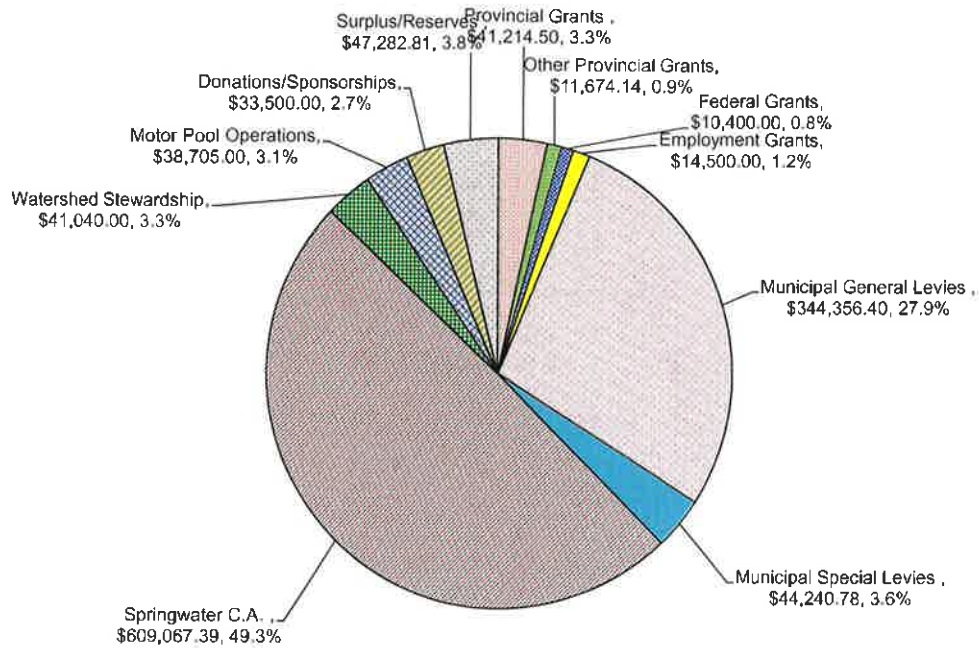
	2020 Budget	2019 Approved Budget	2018 Actual
SUMMARY - EXPENDITURES			
Administration	\$177,404.89	\$175,925.18	\$175,922.85
Flood Control Structures	\$16,169.58	\$10,887.89	\$9,492.71
Flood Forecasting & Warning	\$168,646.15	\$160,229.48	\$155,583.65
Ice Management	\$40,990.78	\$40,990.78	\$30,583.59
Plan Input & Review	\$39,956.31	\$39,356.31	\$36,158.53
Watershed Planning	\$6,517.24	\$18,494.20	\$10,081.59
Technical Studies	\$22,235.31	\$13,300.74	\$16,565.20
Information & Education	\$36,319.34	\$36,504.47	\$15,162.28
Other Conservation Lands	\$29,168.62	\$56,223.37	\$55,617.54
Tree Planting	\$27,028.16	\$21,394.54	\$26,050.58
Woodlot Management	\$3,108.62	\$6,652.01	\$5,992.94
Watershed Stewardship	\$10,400.00	\$3,840.00	\$94,748.69
Fish & Wildlife Habitat	\$0.00	\$0.00	\$250.06
Water Management Programs	\$7,174.14	\$26,762.68	\$26,673.59
Special Projects	\$3,000.00	\$34,452.05	\$29,642.38
Capital Projects	\$27,370.12	\$40,000.00	\$86,534.51
Vehicle & Equipment Op's	\$43,110.00	\$43,110.00	\$38,715.58
Maple Syrup	\$55,987.70	\$62,641.22	\$61,993.71
Springwater CA Operations	\$521,394.06	\$505,290.73	\$464,078.21
To Reserves-Special Projects	\$0.00	\$0.00	\$11,269.00
To Reserves	\$0.00	\$0.00	\$129,691.56
TOTAL EXPENSES	\$1,235,981.02	\$1,296,055.65	\$1,480,808.77

NET Profit (Loss)	\$0.00	\$0.00	\$1,387.50
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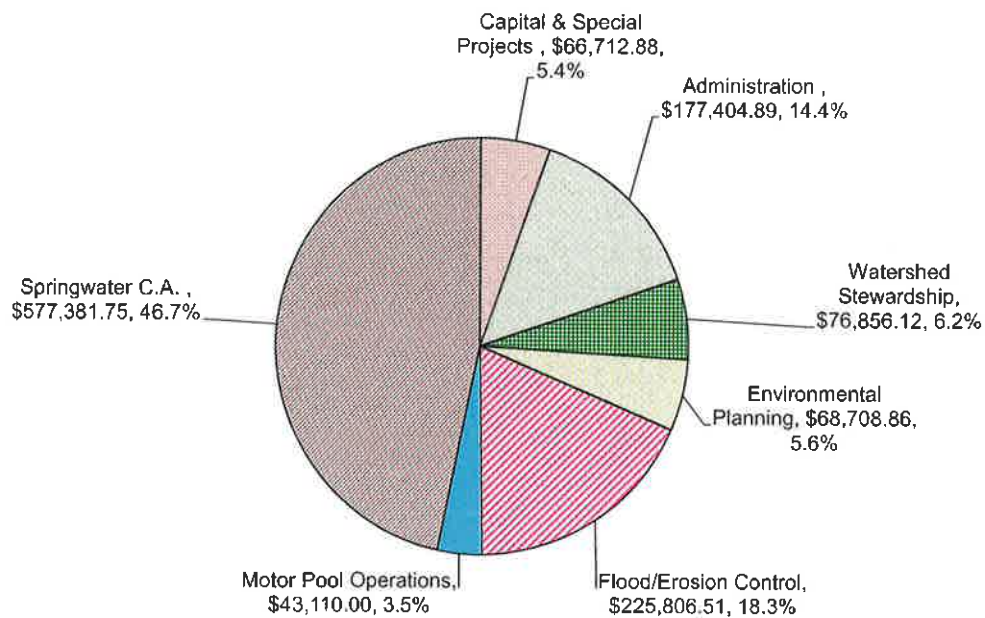
REVENUE APPORTIONMENT SUMMARY For Levy/Grant/Surplus
DRAFT BUDGET 2020 (September 5, 2019)

PROGRAM	Budgeted 2019 LEVY	Actual 2018 LEVY	Budgeted 2020 LEVY	2020 Special LEVY	Budgeted 2019 MNR GRANT	Actual 2018 MNR Grant	Budgeted 2020 MNR GRANT	TOTAL 2020 PROGRAM EXPENSES
Administration	118,119.73	121,974.65	129,891.31		0.00	15,758.75	0.00	\$177,404.89
Flood Control Structures	8,270.89	5,653.35	13,552.58		2,617.00	3,839.36	2,617.00	\$16,169.58
Flood Forecasting & Warning	128,223.03	111,909.68	136,639.70		32,006.45	43,673.97	32,006.45	\$168,646.15
Ice Management				35,990.78	5,000.00	8,000.00	5,000.00	\$40,990.78
Plan Input & Review	25,515.26	19,556.40	26,115.26	8,250.00	1,591.05	4,458.36	1,591.05	\$39,956.31
Watershed Planning	18,494.20	8,477.03	6,517.24		0.00	1,604.56	0.00	\$6,517.24
Technical Studies (GIS)	7,316.58	10,268.20	22,235.31		0.00	2,500.00	0.00	\$22,235.31
MANDATED PROGRAMS:	305,939.69	277,839.31	334,951.40	44,240.78	41,214.50	79,835.00	41,214.50	\$471,920.26
Information & Education	5,000.00		5,000.00					\$36,319.34
Other CA Lands								\$29,168.62
Tree Planting		10,409.93						\$27,028.16
Woodlot Management								\$3,108.62
Erosion Control								\$10,400.00
Fish & Wildlife								\$0.00
Water Management Programs								\$7,174.14
Special Projects								\$3,000.00
Capital Projects								\$27,370.12
Vehicle & Equipment	4,405.00		4,405.00					\$43,110.00
Maple Syrup								\$55,987.70
Springwater C.A. Operations								\$521,394.06
NON-MANDATED PROGRAMS	9,405.00	10,409.93	9,405.00	0.00	0.00	0.00	0.00	\$764,060.76
	315,344.69	288,249.24	344,356.40	44,240.78	41,214.50	79,835.00	41,214.50	\$1,235,981.02

Revenue Sources - 2020



Expenditures - 2020



CATFISH CREEK CONSERVATION AUTHORITY

2020 MUNICIPAL GENERAL LEVY COMPARISON

Municipality	2019 CVA Apport. %	2019 General Levy	2019 With New CVA	Change Due to New CVA	Proposed Increase (9.2%)	2020 General Levy	* 2020 Planning Levy	2020 Total Levy
Aylmer, Town of	26.6666%	84,091.75	84,091.75	0.00	7,736.44	91,828.19	850.00	92,678.19
Central Elgin, Municipality of	27.1101%	85,490.25	85,490.25	0.00	7,865.10	93,355.35	2,150.00	95,505.35
Malahide, Township of	36.6079%	115,440.93	115,440.93	0.00	10,620.57	126,061.50	4,550.00	130,611.50
South-West Oxford, Township of	3.5441%	11,176.23	11,176.23	0.00	1,028.21	12,204.44	350.00	12,554.44
St. Thomas, City of	6.0713%	19,145.53	19,145.53	0.00	1,761.39	20,906.92	350.00	21,256.92
	100%	315,344.69	315,344.69	0.00	29,011.71	344,356.40	8,250.00	352,606.40

Footnotes:

* Levies partially support the costs of operating the provincially mandated responsibilities of municipal plan input and review. Operating grants for provincially mandated responsibilities have been flatlined since 2000. The Special Planning Levy is calculated based on past, existing, and anticipated program activity. The municipality has the option of recovering this Special Planning Levy through application fees.

Data for Calculation of Sliding Scale of Grants and Levy for 2019

Municipality	% of Municipality in Watershed	Current Value Assessment (CVA) for Municipality	Current Value Assessment (CVA) in Watershed	CVA Based Apportionment Percentage
Aylmer, Town of	100%	674,016,403	674,016,403	26.6666%
Central Elgin, Municipality of	40%	1,713,064,208	685,225,683	27.1101%
Malahide, Township of	82%	1,128,399,907	925,287,924	36.6079%
South-West Oxford, Township of	8%	1,119,753,199	89,580,256	3.5441%
St. Thomas, City of	4%	3,836,406,190	153,456,248	6.0713%

8,471,639,907

2,527,566,514

100%

The apportionment figures are calculated from assessment data provided by the Municipal Property Assessment Corporation (MPAC), and further revised based on the Conservation Authority Levies Regulation (Ontario Regulation 670/00 under the Conservation Authorities Act).

**CATFISH CREEK CONSERVATION
2020 REVENUE SOURCES**

PROGRAM	2019 Proposed	PROV. GRANT	GENERAL LEVY	SPECIAL LEVY	Oth. Prv. GRANTS	Employment GRANTS	Federal GRANTS	RESERVES	SURPLUS (DEFICIT)	RE- ALLOCATED	DONATIONS	INCOME	TOTAL	BALANCE
Administration	177,404.89	0.00	129,891.31					9,698.07	0.00	29,315.51		8,500.00	177,404.89	0.00
Flood Control Structures	16,169.58	2,617.00	13,552.58										16,169.58	0.00
Flood Forecasting & Warning	168,646.15	32,006.45	136,639.70										168,646.15	0.00
Ice Management	40,990.78	5,000.00		35,990.78									40,990.78	0.00
Plan Input	39,956.31	1,591.05	26,115.26	8,250.00								4,000.00	39,956.31	0.00
Watershed Planning	6,517.24	0.00	6,517.24										6,517.24	0.00
Technical Studies	22,235.31	0.00	22,235.31		0.00								22,235.31	0.00
Information & Education	36,319.34		5,000.00		0.00			9,999.34			10,250.00	11,070.00	36,319.34	0.00
Other Conservation Lands	29,168.62				0.00			5,948.62			11,000.00	12,220.00	29,168.62	0.00
Tree Planting	27,028.16		0.00		4,500.00			18,028.16			250.00	4,250.00	27,028.16	0.00
Woodlot Management	3,108.62							2,108.62				1,000.00	3,108.62	0.00
Watershed Stewardship	10,400.00				0.00		10,400.00	0.00					10,400.00	0.00
Fish & Wildlife Habitat	0.00				0.00			0.00					0.00	0.00
Water Management Programs	7,174.14				7,174.14			0.00					7,174.14	0.00
Special Projects	3,000.00				0.00	0.00		1,500.00			1,500.00		3,000.00	0.00
Capital Projects	27,370.12							0.00		25,870.12	1,500.00		27,370.12	0.00
Vehicle & Equipment Operations	43,110.00		4,405.00					0.00				38,705.00	43,110.00	0.00
Maple Syrup	55,987.70									-9,272.60	7,000.00	58,260.30	55,987.70	0.00
Springwater CA Operations	521,394.06					14,500.00		0.00		-45,913.03	2,000.00	550,807.09	521,394.06	0.00
TOTALS	1,235,981.02	41,214.50	344,356.40	44,240.78	11,674.14	14,500.00	10,400.00	47,282.81	0.00	0.00	33,500.00	688,812.39	1,235,981.02	0.00

CATFISH CREEK CONSERVATION AUTHORITY

DRAFT BUDGET 2020 (September 5, 2019)

INCOME APPROPRIATION FROM RESERVES

RESERVE NAME	Amount per 2020 Budget	BALANCE Per G/L	BALANCE 2020 Year End	Sub-Totals	Category
SPECIAL PROJECTS RESERVES:					
YNHA	\$ 2,500.00	\$ 7,058.14	\$ 4,558.14	\$ 2,500.00	YNHA
				\$ -	Tree Planting
Bradley Creek	\$ -	\$ 5,785.53	\$ 5,785.53	\$ -	
Community Forest	\$ -	\$ 2,154.49	\$ 2,154.49	\$ -	Community Forest
Springwater Forest	\$ 2,108.62	\$ 77,959.87	\$ 75,851.25	\$ -	Springwater Forest
				\$ 2,108.62	Woodlot Management
ACCA	\$ 250.00	\$ 2,985.89	\$ 2,735.89	\$ 250.00	Other CA's (ACCA)
Environmental Education (General)	\$ 3,036.19	\$ 1,748.00	\$ 1,288.19	\$ 3,036.19	Information & Education
Environmental Education (ELP)	\$ 962.00	\$ 0.23	\$ 961.77	\$ 962.00	ELP
Special Projects Support	\$ -	\$ 7,858.29	\$ 7,858.29	\$ -	
Palmer Estate	\$ -	\$ -	\$ -	\$ -	
				\$ -	
Path of Honour	\$ 1,500.00	\$ 31,257.67	\$ 29,757.67	\$ 1,500.00	Path of Honour
SUB-TOTAL SPECIAL PROJECTS RESERVES	\$ 10,356.81	\$ 136,808.11	\$ 126,451.30	\$ 10,356.81	
GENERAL RESERVES:					
Working Capital:	\$ 36,926.00	\$ 165,915.26	\$ 128,989.26	\$ 9,698.07	Administration
				\$ 6,001.15	Information & Education
				\$ 3,198.62	Other CA's
				\$ 18,028.16	Tree Planting
				\$ -	Watershed Stewardship
				\$ -	Water Management
				\$ -	Vehicle & Equipment
Capital Acquisition	\$ -	\$ 60,128.17	\$ 60,128.17	\$ -	Tools
Land Acquisition	\$ -	\$ 75,757.35	\$ 75,757.35		
C.A. Development	\$ -	\$ 59,663.97	\$ 59,663.97	\$ -	Schoolhouse renovations
					Washroom renovations
					Stage renovations
SUB-TOTAL GENERAL RESERVES	\$ 36,926.00	\$ 361,464.75	\$ 324,538.75	\$ 36,926.00	
TOTALS	\$ 47,282.81	\$ 498,272.86	\$ 450,990.05	\$ 47,282.81	

CATFISH CREEK CONSERVATION AUTHORITY
DRAFT BUDGET 2020 (September 5, 2019)

	Code	Subtotals	Budget 2020	Subtotals	Budget 2019	Subtotals	Actual 2018	2020 Budget Difference
ADMINISTRATION								
WAGES & BENEFITS								
Wages - General Manager/Secretary-Treasurer	5170	\$ 33,303.37	\$ 84,130.97	\$ 32,586.46	\$ 82,138.57	\$ 31,842.17	\$ 82,724.87	
Financial Services Coordinator		\$ 44,464.27		\$ 43,507.11		\$ 42,570.56		
Program Support Assistant		\$ 6,363.33		\$ 6,045.00		\$ 8,312.14		
Benefits - General Manager/Secretary-Treasurer	5171	\$ 7,437.46	\$ 20,629.92	\$ 7,067.17	\$ 18,992.97	\$ 7,041.63	\$ 19,041.05	
Financial Services Coordinator		\$ 11,728.53		\$ 11,198.59		\$ 10,977.57		
Program Support Assistant		\$ 1,463.93		\$ 727.21		\$ 1,021.85		
A1		<u>\$ 104,760.89</u>		<u>\$ 101,131.54</u>		<u>\$ 101,765.92</u>		
TRAVEL EXPENSES & ALLOWANCES								
5180		<u>\$ 7,050.00</u>		<u>\$ 7,000.00</u>		<u>\$ 9,060.22</u>		
- FA Mtgs 9x5x\$50.00		\$ 2,250.00		\$ 2,250.00		\$ 2,215.20		
- P/F Mtgs 2x5x\$20.00		\$ 350.00		\$ 350.00		\$ 686.10		
- LMC Mtgs 2x5x\$50.00		\$ 500.00		\$ 500.00		\$ 415.35		
- Interview Committee 2x2x\$50.00		\$ 200.00		\$ 200.00		\$ 461.50		
- Special Meetings 2x5x\$50.00		\$ 500.00		\$ 500.00		\$ 230.75		
- Members Mileage		\$ 1,750.00		\$ 1,700.00		\$ 1,669.68		
- Chair's Honorarium		\$ 1,000.00		\$ 1,000.00		\$ 692.65		
- Meeting Expenses		\$ 500.00		\$ 500.00		\$ 2,688.99		
Staff Mileage & Expenses	5183	<u>\$ 600.00</u>		<u>\$ 600.00</u>		<u>\$ 592.30</u>		
A2		<u>\$ 7,650.00</u>		<u>\$ 7,600.00</u>		<u>\$ 9,652.52</u>		
EQUIPMENT PURCHASE & RENTAL								
Office Equipment Purchase	5200	\$ 1,000.00		\$ 1,000.00		\$ 1,123.39		
Office Equipment Rental:	5205	\$ 3,725.00		\$ 4,325.00		\$ 3,497.49		
- postage meter		\$ 725.00		\$ 725.00		\$ 714.36		
- photocopier		\$ 3,000.00		\$ 3,600.00		\$ 2,783.13		
Maintenance of Office Equip.:	5210	\$ 2,700.00		\$ 2,700.00		\$ 2,443.28		
- photocopier		\$ 1,700.00		\$ 1,700.00		\$ 1,503.29		
- computer & network support		\$ 1,000.00		\$ 1,000.00		\$ 939.99		
Vehicle/Equipment Rental	5215	<u>\$ 1,500.00</u>		<u>\$ 1,200.00</u>		<u>\$ 1,476.11</u>		
A3		<u>\$ 8,925.00</u>		<u>\$ 9,225.00</u>		<u>\$ 8,540.27</u>		
MATERIALS & SUPPLIES								
Uniforms	5225	\$ 150.00		\$ 150.00		\$ 278.32		
Postage	5230	\$ 1,100.00		\$ 1,100.00		\$ 932.54		
Stationery & Office Supp.	5235	\$ 2,600.00		\$ 2,600.00		\$ 5,385.88		
General Printing (letterhead, envelopes, business cards, etc.)	5240	\$ 200.00		\$ 500.00		\$ 67.16		
A4		<u>\$ 4,050.00</u>		<u>\$ 4,350.00</u>		<u>\$ 6,663.90</u>		

CATFISH CREEK CONSERVATION AUTHORITY
DRAFT BUDGET 2020 (September 5, 2019)

	Code	Subtotals	Budget 2020	Subtotals	Budget 2019	Subtotals	Actual 2018	2020 Budget Difference
RENT & UTILITY SERVICES								
Telephone	5245		\$ 2,500.00		\$ 2,800.00		\$ 2,258.59	
Heat & Hydro:	5250		\$ 5,175.00		\$ 6,125.00		\$ 4,784.29	
- Hydro		\$ 5,000.00		\$ 6,000.00		\$ 4,627.39		
- Hot Water Heater Rental		\$ 175.00		\$ 125.00		\$ 156.90		
Office Cleaning & Maintenance:	5255		\$ 3,000.00		\$ 3,349.64		\$ 1,882.10	
- office cleaning (bi-weekly)		\$ 2,000.00		\$ 1,849.64		\$ 1,636.22		
- general maint		\$ 1,000.00		\$ 1,500.00		\$ 245.88		
	A5		<u>\$ 10,675.00</u>		<u>\$ 12,274.64</u>		<u>\$ 8,924.98</u>	
GENERAL EXPENSES								
Taxes on Admin. Office	5270		\$ 3,200.00		\$ 3,200.00		\$ 3,081.10	
Legal Fees	5275		\$ 750.00		\$ 750.00		\$ -	
General Expenses	5285		\$ 2,600.00		\$ 2,600.00		\$ 4,136.27	
Insurance, Adm.	5290		\$ 4,400.00		\$ 4,400.00		\$ 3,956.50	
Bank Charges	5295		\$ 500.00		\$ 500.00		\$ 452.50	
Audit Fees	5300		\$ 8,750.00		\$ 8,750.00		\$ 8,395.20	
Conservation Ontario Levy	5305		\$ 19,644.00		\$ 19,644.00		\$ 18,836.00	
Advertising for office equip, staff	5310		\$ 1,500.00		\$ 1,500.00		\$ 1,517.69	
	A6		<u>\$ 41,344.00</u>		<u>\$ 41,344.00</u>		<u>\$ 40,375.26</u>	
			<u>\$ 177,404.89</u>		<u>\$ 175,925.18</u>		<u>\$ 175,922.85</u>	
ADMINISTRATION - REVENUE								
Grants: Provincial	4010		\$ -		\$ -		\$ 15,758.75	
Municipal General Levy	4100		\$ 129,891.31		\$ 118,119.73		\$ 121,974.65	
Revenue: Interest Income	4675		\$ 8,000.00		\$ 6,700.00		\$ 6,695.12	
Revenue: Sundry Income	4850		\$ 500.00		\$ 500.00		\$ 1.79	
Reserve - Working Capital	3150		\$ 9,698.07		\$ 10,899.70		\$ 30,322.00	
Previous Year Surplus (Deficit)	4955		\$ -		\$ 1,387.50		\$ 1,169.70	
			<u>\$ 148,089.38</u>		<u>\$ 137,606.93</u>		<u>\$ 175,922.01</u>	
Revenue Appropriated from SPW Operations			\$ 25,913.03		\$ 28,318.25			
Revenue Appropriated from Maple Syrup Program			\$ 3,402.48		\$ 10,000.00			
			<u>\$ 177,404.89</u>		<u>\$ 175,925.18</u>		<u>\$ 175,922.01</u>	\$ -

CATFISH CREEK CONSERVATION AUTHORITY
DRAFT BUDGET 2020 (September 5, 2019)

	Code	Subtotals	Budget 2020	Subtotals	Budget 2019	Subtotals	Actual 2018	2020 Budget Difference
FLOOD CONTROL STRUCTURES								
Springwater Dam:								
Wages	Conservation Areas Supervisor	5090	\$ 7,242.75	\$ 11,554.64	\$ 6,880.43	\$ 6,566.49		
	Field Technician		\$ 4,311.89					
Benefits	Conservation Areas Supervisor	5091	\$ 2,013.97	\$ 2,564.94	\$ 1,957.46	\$ 1,076.62		
	Field Technician		\$ 550.97					
Vehicle & Equipment Rentals		5092	\$ 250.00	\$ 250.00	\$ 250.00	\$ 548.78		
Routine/Minor Maintenance		5092	\$ 550.00	\$ 550.00	\$ 550.00	\$ 157.63		
Preventative Maintenance		5094	\$ 150.00	\$ 150.00	\$ 150.00	\$ 114.38		
Operation of Flood Control Structures (insurance&taxes)		5096	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00	\$ 1,028.81		
			<u>\$ 16,169.58</u>		<u>\$ 10,887.89</u>	<u>\$ 9,492.71</u>		
FLOOD CONTROL STRUCTURES - REVENUE								
Grants: Provincial		4010	\$ 2,617.00	\$ 2,617.00	\$ 2,617.00	\$ 3,839.36		
Municipal General Levy		4100	\$ 13,552.58	\$ 8,270.89	\$ 8,270.89	\$ 5,653.35		
			<u>\$ 16,169.58</u>		<u>\$ 10,887.89</u>	<u>\$ 9,492.71</u>	\$	

CATFISH CREEK CONSERVATION AUTHORITY
DRAFT BUDGET 2020 (September 5, 2019)

	Code	Subtotals	Budget 2020	Subtotals	Budget 2019	Subtotals	Actual 2018	2020 Budget Difference
FLOOD FORECASTING & WARNING								
Wages - General Manager/Secretary-Treasurer	5100	\$ 41,867.09	\$ 114,803.47	\$ 39,103.76	\$ 108,455.74	\$ 45,813.00	\$ 106,830.96	
Resource Planning Coordinator		\$ 28,605.35		\$ 26,104.27		\$ 25,542.28		
Water Management Technician		\$ 39,803.91		\$ 38,947.07		\$ 33,333.35		
Program Support Assistant		\$ 3,743.14		\$ 3,555.88		\$ 2,142.33		
Field Technician		\$ 783.98		\$ 744.76				
Benefits - Payroll:	5101							
General Manager/Secretary-Treasurer		\$ 9,349.95	\$ 29,217.68	\$ 8,480.61	\$ 26,548.74	\$ 8,558.14	\$ 24,815.30	
Resource Planning Coordinator		\$ 7,532.23		\$ 6,713.91		\$ 6,576.05		
Water Management Technician		\$ 11,374.18		\$ 10,836.86		\$ 9,407.83		
Program Support Assistant		\$ 861.14		\$ 427.77		\$ 273.28		
Field Technician		\$ 100.18		\$ 89.59				
			<u>\$ 144,021.15</u>		<u>\$ 135,004.48</u>		<u>\$ 131,646.26</u>	
Data Collection (Operation/Maintenance of Gauges)	5112		\$ 6,600.00		\$ 6,600.00		\$ 6,502.93	
Flood Forecasting	5113		\$ 500.00		\$ 500.00		\$ 590.17	
COMMUNICATIONS:	5114		\$ 2,700.00		\$ 2,700.00		\$ 3,327.79	
- Equipment Purchase		\$ 500.00		\$ 200.00		\$ 608.02		
- Industry Canada (mobile radio license)		\$ 200.00		\$ 200.00		\$ 191.00		
- Maintenance of radio equip		\$ -		\$ 500.00		\$ -		
- computer & network support		\$ 1,000.00		\$ 1,000.00		\$ 1,598.87		
- Cell Phone		\$ 1,000.00		\$ 800.00		\$ 929.90		
OPERATIONS CENTRE:	5115		\$ 2,825.00		\$ 3,225.00		\$ 2,383.23	
- Heat & Hydro		\$ 1,500.00		\$ 1,500.00		\$ 1,401.18		
- Insurance		\$ 525.00		\$ 525.00		\$ 514.40		
- Maintenance		\$ 800.00		\$ 1,200.00		\$ 467.65		
Response To Flood	5117		\$ 500.00		\$ 500.00			
FLOOD CONTROL SYSTEMS	5118						\$ 10,166.40	
- Insurance		\$ 7,000.00		\$ 7,000.00		\$ 6,845.13		
- Telephone/Fax/Internet		\$ 3,500.00		\$ 4,200.00		\$ 3,321.27		
Vehicle & Equipment Rental	5119		\$ 1,000.00		\$ 500.00		\$ 966.87	
			<u>\$ 24,625.00</u>		<u>\$ 25,225.00</u>		<u>\$ 23,937.39</u>	
			<u>\$ 168,646.15</u>		<u>\$ 160,229.48</u>		<u>\$ 155,583.65</u>	
SYSTEMS OPERATION - REVENUE								
Grants: Provincial	4010		\$ 32,006.45		\$ 32,006.45		\$ 43,673.97	
Municipal General Levy	4100		\$ 136,639.70		\$ 128,223.03		\$ 111,909.68	
			<u>\$ 168,646.15</u>		<u>\$ 160,229.48</u>		<u>\$ 155,583.65</u>	\$ -

CATFISH CREEK CONSERVATION AUTHORITY
DRAFT BUDGET 2020 (September 5, 2019)

	Code	Subtotals	Budget 2020	Subtotals	Budget 2019	Subtotals	Actual 2018	2020 Budget Difference
ICE MANAGEMENT								
Wages - Water Management Technician	5125	\$ 12,197.97	\$ 16,228.51	\$ 11,935.39	\$ 15,845.66	\$ 9,219.86	\$ 12,404.06	
General Manager/Secretary-Treasurer		\$ 2,854.57		\$ 2,793.13		\$ 3,184.20		
Field Technician		\$ 1,175.97		\$ 1,117.14				
Benefits - Water Management Technician	5125	\$ 3,485.64	\$ 4,273.41	\$ 3,320.97	\$ 4,061.12	\$ 2,413.97	\$ 3,018.13	
General Manager/Secretary-Treasurer		\$ 637.50		\$ 605.76		\$ 604.16		
Field Technician		\$ 150.27		\$ 134.39				
EXPENSES:	5125		\$ 20,468.86		\$ 21,084.00		\$ 15,161.40	
- Ice Breaking		\$ 20,138.86		\$ 20,484.00		\$ 14,920.56		
- Dredging		\$ -		\$ -		\$ -		
- Miscellaneous & Supplies		\$ 100.00		\$ 100.00		\$ -		
- Vehicle/Equipment Rental		\$ 250.00		\$ 500.00		\$ 240.84		
			<u>\$ 40,990.78</u>		<u>\$ 40,990.78</u>		<u>\$ 30,583.59</u>	
ICE MANAGEMENT - REVENUE								
Grants: Provincial	4010		\$ 5,000.00		\$ 5,000.00		\$ 8,000.00	
Special Benefiting Levy	4120		\$ 35,990.78		\$ 35,990.78		\$ 22,583.59	
			<u>\$ 40,990.78</u>		<u>\$ 40,990.78</u>		<u>\$ 30,583.59</u>	\$ -
PLAN INPUT & REVIEW								
Wages - Resource Planning Coordinator	5130		\$ 27,197.31		\$ 26,611.85		\$ 23,768.54	
Benefits - Payroll	5131		\$ 7,161.47		\$ 6,844.46		\$ 6,119.38	
EXPENSES:	5132		\$ 5,597.53		\$ 5,900.00		\$ 6,270.61	
- Miscellaneous & Supplies		\$ 500.00		\$ 500.00		\$ 645.75		
- Uniforms		\$ 100.00		\$ 500.00		\$ 81.66		
- Vehicle & Equipment Rental		\$ 1,500.00		\$ 900.00		\$ 1,525.32		
- Telephone/Fax/Internet		\$ 900.00		\$ 1,200.00		\$ 834.62		
- computer & network support		\$ 497.53		\$ 600.00		\$ 1,084.77		
- Insurance		\$ 2,100.00		\$ 2,200.00		\$ 2,098.49		
			<u>\$ 39,956.31</u>		<u>\$ 39,356.31</u>		<u>\$ 36,158.53</u>	
PLAN INPUT - REVENUE								
Grants: Provincial	4010		\$ 1,591.05		\$ 1,591.05		\$ 4,458.36	
Municipal General Levy	4100		\$ 26,115.26		\$ 25,515.26		\$ 19,556.40	
Special Benefiting Levy (Plan Review)	4120		\$ 8,250.00		\$ 8,250.00		\$ 8,250.00	
Revenue: Legal Inquiries/Permit Applications	4700		\$ 4,000.00		\$ 4,000.00		\$ 3,893.77	
			<u>\$ 39,956.31</u>		<u>\$ 39,356.31</u>		<u>\$ 36,158.53</u>	\$ -

CATFISH CREEK CONSERVATION AUTHORITY
DRAFT BUDGET 2020 (September 5, 2019)

	Code	Subtotals	Budget 2020	Subtotals	Budget 2019	Subtotals	Actual 2018	2020 Budget Difference
WATERSHED PLANNING								
Wages - Resource Planning Coordinator	5137	\$ 4,446.43	\$ 4,446.43	\$ 13,994.79	\$ 13,994.79	\$ 7,095.08	\$ 7,809.20	
Program Support Assistant		\$ -	\$ -	\$ -	\$ -	\$ 714.12		
Benefits - Resource Planning Coordinator	5137	\$ 1,170.81	\$ 1,170.81	\$ 3,599.40	\$ 3,599.41	\$ 1,826.70	\$ 1,917.79	
Program Support Assistant		\$ -	\$ -	\$ -	\$ -	\$ 91.09		
EXPENSES:								
- Implementation (expenses)	5137	\$ 500.00	\$ 500.00	\$ 500.00		\$ 354.60		
- Monitoring (vehicle/equipment rentals)	5137	\$ 400.00	\$ 400.00	\$ 400.00				
		<u>\$ 6,517.24</u>		<u>\$ 18,494.20</u>		<u>\$ 10,081.59</u>		
WATERSHED PLANNING - REVENUE								
Grants: Provincial	4010	\$ -	\$ -	\$ -		\$ 1,604.56		
Municipal General Levy	4100	\$ 6,517.24	\$ 6,517.24	\$ 18,494.20		\$ 8,477.03		
		<u>\$ 6,517.24</u>		<u>\$ 18,494.20</u>		<u>\$ 10,081.59</u>	\$ -	
TECHNICAL STUDIES (GIS)								
Wages - Water Management Technician	5140	\$ 8,987.98	\$ 14,916.55	\$ 3,140.89		\$ 2,836.91		
Resource Planning Coordinator		\$ 5,928.57						
Temporary Staff (Co-Op)						\$ 5,605.60		
Summer Staff (12 weeks)		\$ -		\$ 5,241.60		\$ 3,515.71		
Benefits - Water Management Technician	5140	\$ 2,568.36	\$ 4,129.44	\$ 873.94		\$ 804.64		
Resource Planning Coordinator		\$ 1,561.08						
Temporary Staff (Co-Op)		\$ -		\$ -		\$ 654.76		
Summer Staff		\$ -		\$ 744.31		\$ 281.29		
EXPENSES:	5140	\$ 3,189.32	\$ 3,189.32	\$ 3,300.00		\$ 2,866.29		
- ESRI Annual Enterprise License Agreement		\$ 1,000.00	\$ 1,000.00	\$ 594.76				
- computer & network support		\$ 1,450.00	\$ 1,500.00	\$ 1,423.06				
- Vehicle & Equipment Rental		\$ 239.32	\$ 100.00	\$ 141.69				
- Miscellaneous & Supplies		\$ 500.00	\$ 700.00	\$ 706.78				
		<u>\$ 22,235.31</u>		<u>\$ 13,300.74</u>		<u>\$ 16,565.20</u>		
TECHNICAL STUDIES (GIS) - REVENUE								
Grants: Provincial	4010	\$ -	\$ -	\$ -		\$ 2,500.00		
Municipal General Levy	4100	\$ 22,235.31	\$ 22,235.31	\$ 7,316.58		\$ 10,268.20		
Grants - GreenJobs (PLT)	4275	\$ -	\$ -	\$ 2,489.76				
Grants: Employment (CSJ)	4225	\$ -	\$ -	\$ 3,494.40		\$ 3,797.00		
		<u>\$ 22,235.31</u>		<u>\$ 13,300.74</u>		<u>\$ 16,565.20</u>	\$ -	

CATFISH CREEK CONSERVATION AUTHORITY
DRAFT BUDGET 2020 (September 5, 2019)

	Code	Subtotals	Budget 2020	Subtotals	Budget 2019	Subtotals	Actual 2018	2020 Budget Difference
INFORMATION & EDUCATION								
Wages	Community Outreach Technician		\$ 20,189.52		\$ 15,120.00		\$ -	
	Summer Day Camp Assistant (2 weeks)		\$ -		\$ 1,164.80			
Benefits	Community Outreach Technician		\$ 2,579.82		\$ 2,116.80		\$ -	
	Summer Day Camp Assistant		\$ -		\$ 163.07			
Travel & Expenses			\$ 250.00		\$ 500.00		\$ 210.76	
Annual Meeting			\$ 1,000.00		\$ 1,200.00		\$ 734.38	
Annual Report			\$ 1,000.00		\$ 3,000.00		\$ 2,233.63	
Education Programs			\$ 500.00		\$ 1,500.00		\$ 474.42	
Environmental Leadership Program - Palmer Donation			\$ -		\$ 939.80			
Environmental Leadership Program			\$ 10,000.00		\$ 7,500.00		\$ 10,762.62	
Printing & Publications			\$ -		\$ 500.00		\$ -	
Conservation Scholarship			\$ 500.00		\$ 500.00		\$ 500.00	
Miscellaneous Materials & Supplies			\$ -		\$ 500.00		\$ 17.05	
Advertising & Promotion			\$ 300.00		\$ 300.00		\$ 229.42	
Watershed Report Card			\$ -		\$ 1,500.00		\$ -	
	5330		<u>\$ 36,319.34</u>		<u>\$ 36,504.47</u>		<u>\$ 15,162.28</u>	
INFORMATION & EDUCATION - REVENUE								
Revenue: Programs	4900		\$ 7,000.00		\$ 6,200.00		\$ 6,265.24	
Revenue: ELP	4840		\$ 500.00		\$ 500.00		\$ 2,000.00	
Revenue: Carolinian Forest Festival	4900		\$ 1,200.00		\$ 1,200.00		\$ 1,200.00	
Revenue: Summer Day Camps	4900		\$ 2,370.00		\$ 2,370.00			
Municipal General Levy	4100		\$ 5,000.00		\$ 5,000.00		\$ -	
Reserve - Working Capital	3150		\$ 6,001.15		\$ 6,694.60		\$ -4,800.00	
Reserve - Environmental Education (General)	3407		\$ 3,036.19		\$ 2,000.00		\$ -2,045.00	
Reserve - Environmental Education (ELP Program)	3415		\$ 962.00		\$ 962.00		\$ 1,938.00	
Reserve - Palmer Estate	3427		\$ -		\$ -		\$ 939.80	
Grants - GreenJobs (PLT)	4275		\$ -		\$ 1,327.87			
Donations (Environmental Education)	4325		\$ 1,500.00		\$ 1,500.00		\$ 2,045.00	
Donations (ELP Program)	4325		\$ 7,500.00		\$ 7,500.00		\$ 6,384.80	
Donations (Annual Report)	4325		\$ 1,250.00		\$ 1,250.00		\$ 1,250.00	
			<u>\$ 36,319.34</u>		<u>\$ 36,504.47</u>		<u>\$ 15,177.84</u>	\$ -

CATFISH CREEK CONSERVATION AUTHORITY
DRAFT BUDGET 2020 (September 5, 2019)

	Code	Subtotals	Budget 2020	Subtotals	Budget 2019	Subtotals	Actual 2018	2020 Budget Difference
OTHER CONSERVATION LANDS								
Wages - Field Technician		\$ 3,919.90	\$ 16,210.47	\$ 3,723.81	\$ 12,534.94	\$ 938.81	\$ 9,379.39	
Conservation Areas Supervisor		\$ 6,584.32		\$ 7,505.92		\$ 7,163.46		
Resource Planning Coordinator		\$ 5,706.25		\$ 1,305.21		\$ 1,277.12		
Benefits - Field Technician		\$ 500.89	\$ 3,834.31	\$ 447.97	\$ 2,919.08	\$ 107.92	\$ 1,611.25	
Conservation Areas Supervisor		\$ 1,830.88		\$ 2,135.41		\$ 1,174.52		
Resource Planning Coordinator		\$ 1,502.54		\$ 335.70		\$ 328.81		
General Maintenance			\$ 3,750.00		\$ 2,750.00		\$ 2,928.39	
- Archie Coulter		\$ 250.00		\$ 250.00		\$ 72.20		
- Signage (Ward McKenna)		\$ 1,000.00		\$ -		\$ 426.30		
- Brown C.A.		\$ -		\$ -		\$ 103.14		
- YNHA - expenses		\$ 2,500.00		\$ 2,500.00		\$ 2,326.75		
C.A. Lands Projects:								
- YNHA (Carolinian Trails Restoration/TDFEF)			\$ -		\$ -		\$ 3,848.83	
- YNHA (Wetland Restoration/OPG)			\$ -		\$ 20,344.35		\$ 3,969.87	
- Wetland Restoration/Ducks Unlimited			\$ -		\$ 10,000.00		\$ -	
- YNHA (Accessibility Platform)			\$ -		\$ -		\$ 7,563.47	
- Brown C.A. (Wetland Restoration/Ducks Unlimited)			\$ -		\$ -		\$ 13,544.57	
- C.A. Lands Enforcement			\$ -		\$ 1,500.00		\$ -	
	5145		\$ 23,794.78		\$ 50,048.37		\$ 42,845.77	
Springwater Forest General Maintenance	5146		\$ 2,923.84		\$ 1,500.00		\$ 10,635.68	
Woodlot Management	5147		\$ -		\$ 1,000.00		\$ -	
Taxes - Local Areas	5155		\$ 150.00		\$ 175.00		\$ 129.04	
Taxes - on CAs	5156		\$ 50.00		\$ 1,000.00		\$ 46.51	
Taxes - Agreement Forests	5157		\$ 1,000.00		\$ 1,250.00		\$ 867.96	
Insurance	5165		\$ 1,250.00		\$ 1,250.00		\$ 1,092.58	
TOTAL Other Conservation Lands			\$ 29,168.62		\$ 56,223.37		\$ 55,617.54	

CATFISH CREEK CONSERVATION AUTHORITY
DRAFT BUDGET 2020 (September 5, 2019)

	Code	Subtotals	Budget 2020	Subtotals	Budget 2019	Subtotals	Actual 2018	2020 Budget Difference
OTHER CONSERVATION LANDS - REVENUE								
Reserve (Spw Forest)	3225		\$ -		\$ 3,744.91		\$ 5,660.00	
Reserve (Working Capital)	3150		\$ 3,198.62		\$ -			
Reserve (ACCA)	3230		\$ 250.00		\$ 914.11		\$ 600.00	
Reserve (YNHA)	3425		\$ 2,500.00		\$ 3,617.69		\$ 2,300.00	
Grants - Other Provincial (OPG)	4050		\$ -		\$ 17,776.66		\$ 10,223.34	
Donations (Spw Forest)	4325		\$ 10,000.00		\$ 9,000.00		\$ 9,879.78	
Donations (Archie Coulter) Trail Boxes	4325		\$ 1,000.00		\$ 900.00		\$ 973.53	
Donations (Greenlane Environmental - YNHA Accessibility Platform)	4325		\$ -		\$ -		\$ 4,000.00	
Donations (AACF) - YNHA Accessibility Platform)	4325		\$ -		\$ -		\$ 2,100.00	
Donations (Ducks Unlimited)	4325		\$ -		\$ 8,000.00		\$ 6,283.68	
Donations (YNHA General)	4325		\$ -		\$ -		\$ 60.00	
Revenue: Christmas Spirit Walk	4780		\$ -		\$ -		\$ 775.00	
Revenue: Sale of Logs From SPW Forest	4780		\$ -		\$ -		\$ 1,361.37	
Revenue: Other CA's (Land Use Agreement - TVDSB)	4860		\$ 12,020.00		\$ 11,670.00		\$ 11,330.00	
Revenue: Equestrian Permits	4870		\$ 200.00		\$ 600.00		\$ 70.80	
			<u>\$ 29,168.62</u>		<u>\$ 56,223.37</u>		<u>\$ 55,617.50</u>	\$ -

CATFISH CREEK CONSERVATION AUTHORITY
DRAFT BUDGET 2020 (September 5, 2019)

	Code	Subtotals	Budget 2020	Subtotals	Budget 2019	Subtotals	Actual 2018	2020 Budget Difference
TREE PLANTING								
Wages - Water Management Technician	5380	\$ 3,209.99	\$ 13,802.53	\$ 3,140.89	\$ 4,630.41	\$ 1,943.28	\$ 6,735.39	
Conservation Areas Supervisor		\$ -		\$ -		\$ 2,521.67		
Resource Planning Coordinator		\$ -		\$ -		\$ 2,270.44		
Community Outreach Technician		\$ 4,037.90						
Field Technician		\$ 3,919.90		\$ 1,489.52				
Senior Park Technician		\$ 2,634.74	\$ -	\$ 3,000.00			\$ 4,239.46	
Benefits - Water Management Technician	5381	\$ 917.27	\$ 2,270.79	\$ 873.94	\$ 1,053.13	\$ 2,253.04	\$ 3,245.18	
Conservation Areas Supervisor		\$ -		\$ -		\$ 407.58		
Resource Planning Coordinator		\$ -		\$ -		\$ 584.56		
Community Outreach Technician		\$ 515.96						
Field Technician		\$ 500.89		\$ 179.19				
Senior Park Technician		\$ 336.67	\$ -	\$ 426.00			\$ 491.36	
Operating Expenses & Uniforms	5385		\$ 200.00		\$ 200.00		\$ 658.44	
Telephone/Fax/Internet	5390		\$ 600.00		\$ 600.00		\$ 420.21	
Insurance	5390		\$ 1,285.00		\$ 1,285.00		\$ 1,223.75	
Shop Utilities	5395		\$ 200.00		\$ 200.00		\$ 179.81	
Vehicle & Equipment Charges	5397		\$ 1,800.00		\$ 3,000.00		\$ 1,768.26	
Nursery Stock (private landowners)	5400		\$ 5,919.84		\$ 6,000.00		\$ 6,425.00	
CCCA Lands	5405		\$ -		\$ -		\$ -	
Municipal Lands	5410		\$ 700.00		\$ 750.00		\$ 663.72	
Community Forest	5082		\$ 250.00		\$ 250.00		\$ -	
			<u>\$ 27,028.16</u>		<u>\$ 21,394.54</u>		<u>\$ 26,050.58</u>	
TREE PLANTING - REVENUE								
Municipal General Levy	4100		\$ -		\$ -		\$ 10,409.93	
Grants - Other Provincial (Trees Ontario)	4050		\$ 4,500.00		\$ 7,000.00		\$ 7,257.60	
Donations (Community Forest)	4325		\$ 250.00		\$ 250.00		\$ -	
Reserve (Community Forest)	3165		\$ -		\$ 500.00		\$ -	
Reserve (Working Capital)	3150		\$ 18,028.16		\$ 7,394.54		\$ 5,100.00	
Reserve (YNHA)	3425		\$ -		\$ 2,000.00			
Revenue: Landowners	4750		\$ 3,500.00		\$ 3,500.00		\$ 2,484.77	
Revenue: Municipalities	4750		\$ 750.00		\$ 750.00		\$ 738.72	
			<u>\$ 27,028.16</u>		<u>\$ 21,394.54</u>		<u>\$ 25,991.02</u>	\$ -
WOODLOT MANAGEMENT								
Wages - Resource Planning Coordinator	5420		\$ 2,223.21		\$ 4,495.73		\$ 4,398.94	
Benefits - Payroll	5421		\$ 585.41		\$ 1,156.28		\$ 1,132.55	
EXPENSES:	5430		\$ 300.00		\$ 1,000.00		\$ 461.45	
- Miscellaneous		\$ -		\$ 500.00		\$ 127.75		
- Municipal Woodlots (Aylmer)		\$ -		\$ -		\$ -		
- Vehicle & Equipment Charges		\$ 300.00		\$ 500.00		\$ 333.70		
			<u>\$ 3,108.62</u>		<u>\$ 6,652.01</u>		<u>\$ 5,992.94</u>	
WOODLOT MANAGEMENT - REVENUE								
Revenue: Forest Management Plan Approval Fees	4775		\$ 1,000.00		\$ 1,000.00		\$ 973.46	
Revenue: Municipal Woodlots (Aylmer)	4775		\$ -		\$ -		\$ -	
Reserve (SPW Forest)	3225		\$ 2,108.62		\$ 5,652.01		\$ 5,000.00	
			<u>\$ 3,108.62</u>		<u>\$ 6,652.01</u>		<u>\$ 5,973.46</u>	\$ -

CATFISH CREEK CONSERVATION AUTHORITY
DRAFT BUDGET 2020 (September 5, 2019)

	Code	Subtotals	Budget 2020	Subtotals	Budget 2019	Subtotals	Actual 2018	2020 Budget Difference
WATERSHED STEWARDSHIP								
Private Landowner Grants	5440		\$ 10,400.00		\$ 3,840.00		\$ 37,545.85	
Private Landowner Projects:								
Cole, Geoffrey							\$ 1,052.59	
Sullivan (GLGCF)							\$ 25,000.43	
Temple							\$ 444.08	
White Stream Project (LSHRP)							\$ 20,001.38	
Wages - Resource Planning Coordinator	5440	\$ -	\$ -	\$ -	\$ -	\$ 1,986.63	\$ 1,986.63	
Benefits - Resource Planning Coordinator	5440	\$ -	\$ -	\$ -	\$ -	\$ 509.43	\$ 509.43	
Vehicle & Equipment Charges	5440		\$ -		\$ -		\$ 689.87	
Miscellaneous	5440		\$ -		\$ -		\$ 3.99	
GLASI								
Wages - Water Management Technician	5435		\$ -		\$ -	\$ 2,269.46	\$ 5,681.32	
Resource Planning Coordinator		\$ -	\$ -	\$ -		\$ 3,411.86		
Benefits - Water Management Technician	5436		\$ -		\$ -	\$ 643.69	\$ 1,833.12	
Resource Planning Coordinator		\$ -	\$ -	\$ -		\$ 1,189.43		
			<u>\$ 10,400.00</u>		<u>\$ 3,840.00</u>		<u>\$ 94,748.69</u>	
WATERSHED STEWARDSHIP - REVENUE								
Revenue: Ducks Unlimited Canada	4830		\$ -		\$ -		\$ 20,000.00	
Revenue: Landowner Projects	4830						\$ 938.09	
Prepaid Revenue Long-Term Projects: ERCA (HSP)	4060		\$ -		\$ 3,840.00		\$ 3,840.00	
Grants: Federal (ERCA)	4060		\$ 10,400.00		\$ -		\$ 23,649.91	
Grants: Other Provincial (GLASI)	4050		\$ -		\$ -		\$ 9,000.00	
Grants: Other Provincial (GLGCF)	4050		\$ -		\$ -		\$ 25,000.00	
Grants: Other Provincial (LSHRP)	4050						\$ 20,000.00	
Reserve (Working Capital)	3150		\$ -		\$ -		\$ -	
			<u>\$ 10,400.00</u>		<u>\$ 3,840.00</u>		<u>\$ 94,748.00</u>	\$ -
FISH & WILDLIFE HABITAT								
Vehicle & Equipment Charges			\$ -		\$ -		\$ 250.06	
Miscellaneous			\$ -		\$ -			
	5480		<u>\$ -</u>		<u>\$ -</u>		<u>\$ 250.06</u>	
FISH & WILDLIFE HABITAT - REVENUE								
Grants: Federal (DFO)	4060		\$ -		\$ -			
Reserve (Bradley Ck Rehab)	3175		\$ -		\$ -		\$ 250.00	
			<u>\$ -</u>		<u>\$ -</u>		<u>\$ 250.00</u>	\$ -

CATFISH CREEK CONSERVATION AUTHORITY
DRAFT BUDGET 2020 (September 5, 2019)

	Code	Subtotals	Budget 2020	Subtotals	Budget 2019	Subtotals	Actual 2018	2020 Budget Difference
WATER MANAGEMENT PROGRAMS								
Water Quality Monitoring (PWQMN):	5455		\$ -		\$ -			
SPP Wages:			\$ 5,709.15		\$ 7,448.33		\$ 7,257.60	
- General Manager/Secretary-Treasurer		\$ 5,709.15		\$ 7,448.33		\$ 7,257.60		
SPP Benefits :			\$ 1,274.99		\$ 1,615.35		\$ 1,511.51	
- General Manager/Secretary-Treasurer		\$ 1,274.99		\$ 1,615.35		\$ 1,511.51		
SPA Mtgs			\$ 190.00		\$ 300.00		\$ 190.00	
Computer (Server replacement)			\$ -		\$ -		\$ 3,500.00	
SPP Support Costs			\$ -		\$ 350.00		\$ 180.08	
	5456		\$ 7,174.14		\$ 9,713.68		\$ 12,639.19	
Low Water Response Program:								
- Wages: Water Management Technician			\$ -	\$ 5,653.61	\$ 5,653.61		\$ 11,862.72	
- Benefits: Water Management Technician			\$ -	\$ 1,573.09	\$ 1,573.09		\$ 1,642.41	
Low Water Response Program - Expenses			\$ -		\$ 600.00		\$ 529.27	
Catfish Creek Irrigation Advisory Committee			\$ -		\$ 500.00		\$ -	
Precipitation Gauge			\$ -		\$ 8,722.30		\$ -	
	5457		\$ -		\$ 17,049.00		\$ 14,034.40	
			\$ 7,174.14		\$ 26,762.68		\$ 26,673.59	
WATER MANAGEMENT PROGRAMS - REVENUE								
Reserve (Working Capital)	3150				\$ 326.70		\$ -415.00	
Grants: Other Provincial (Low Water Response) (2017)	4050		\$ -				\$ 7,343.00	
Grants: Other Provincial (Low Water Response) (current year)	4050		\$ -		\$ 8,000.00		\$ 8,000.00	
Grants: Other Provincial (COA)	4050		\$ -		\$ -		\$ 3,000.00	
Grants: Other Provincial (Source Protection Planning)	4050		\$ 7,174.14		\$ 9,713.68		\$ 8,746.39	
Grants: Other Provincial (gauges) (PPR)	2540		\$ -		\$ 8,722.30		\$ -	
			\$ 7,174.14		\$ 26,762.68		\$ 26,674.39	\$ -

CATFISH CREEK CONSERVATION AUTHORITY
DRAFT BUDGET 2020 (September 5, 2019)

	Code	Subtotals	Budget 2020	Subtotals	Budget 2019	Subtotals	Actual 2018	2020 Budget Difference
SPECIAL PROJECTS								
Special Projects	5080		\$ -		\$ -		\$ 26,247.15	
Active Naturally Initiative: wages (34) weeks)	5080		\$ -		\$ 26,775.00	\$ 19,896.79		
Active Naturally Initiative: benefits	5080		\$ -		\$ 3,802.05	\$ 2,348.56		
Active Naturally Supplies	5080		\$ -		\$ 875.00	\$ 4,001.80		
OPC Path of Honour	5080		\$ 3,000.00		\$ 3,000.00		\$ 3,311.23	
Contract Services	5470		\$ -		\$ -		\$ 84.00	
			<u>\$ 3,000.00</u>		<u>\$ 34,452.05</u>		<u>\$ 29,642.38</u>	
SPECIAL PROJECTS - REVENUE								
Reserve - Working Capital	3150		\$ -		\$ 452.20		\$ -	
Reserve - OPC Path of Honour	3430		\$ 1,500.00		\$ 1,500.00		\$ 9,224.00	
Reserve - Springwater Forest	3225		\$ -		\$ -			
Reserve - Special Projects Support	3455		\$ -		\$ -			
Prepaid Revenue Long-Term Projects: Active Naturally Initiative	4050		\$ -		\$ 21,907.85		\$ 21,907.85	
Revenue: Contract Services	4880						\$ 300.00	
Grants: Active Naturally Initiative	4050		\$ -		\$ 5,295.00		\$ 47,655.00	
Grants: Canada Summer Jobs	4225		\$ -		\$ 3,797.00			
Donations - Dowler Kam (Active Naturally Initiative)	4325		\$ -		\$ -		\$ 500.00	
Donations - OPC Path of Honour	4325		\$ 1,500.00		\$ 1,500.00		\$ 12,535.40	
			<u>\$ 3,000.00</u>		<u>\$ 34,452.05</u>		<u>\$ 29,858.55</u>	\$ -
CAPITAL DEVELOPMENT PROJECTS								
Springwater CA Observation Platform/Boardwalk	5085		\$ -		\$ -		\$ 3,696.51	
Springwater CA Infrastructure Repairs (SH floo	5085		\$ 27,370.12					
Springwater CA Shop Renovations	5085		\$ -		\$ 20,000.00		\$ 82,838.00	
Springwater CA Electrical Panel Upgrades	5085		\$ -		\$ 10,000.00		\$ -	
Springwater CA Development (40 Picnic Tables)	5085		\$ -		\$ 10,000.00		\$ -	
			<u>\$ 27,370.12</u>		<u>\$ 40,000.00</u>		<u>\$ 86,534.51</u>	
CAPITAL DEVELOPMENT PROJECTS - REVENUE								
Reserve - CA Dev	3250		\$ -		\$ 15,500.00		\$ 29,788.35	
Reserve - Palmer Estate	3427		\$ -		\$ -		\$ 3,546.16	
Other Grants: Federal	4060		\$ -		\$ -		\$ 50,000.00	
Donations - Capital Development (Misc.)	4325		\$ 1,500.00		\$ 1,500.00		\$ 3,200.00	
			<u>\$ 1,500.00</u>		<u>\$ 17,000.00</u>		<u>\$ 86,534.51</u>	
Revenue Appropriated from SPW Operations			\$ 20,000.00		\$ 23,000.00		\$ -	
Revenue Appropriated from Maple Syrup Program			\$ 5,870.12		\$ -		\$ -	
			<u>\$ 27,370.12</u>		<u>\$ 40,000.00</u>		<u>\$ 86,534.51</u>	\$ -

CATFISH CREEK CONSERVATION AUTHORITY
DRAFT BUDGET 2020 (September 5, 2019)

	Code	Subtotals	Budget 2020	Subtotals	Budget 2019	Subtotals	Actual 2018	2020 Budget Difference
VEHICLE & EQUIPMENT OPERATIONS								
Vehicle Acquisition	5500		\$ -		\$ -			
Equipment Acquisition	5505		\$ -		\$ -			
Miscellaneous Small Tools	5510		\$ 1,000.00		\$ 1,000.00		\$ 249.25	
Small Equipment Acquisition	5510		\$ 1,000.00		\$ 1,000.00		\$ 726.31	
Vehicle Fuel	5515		\$ 11,500.00		\$ 11,500.00		\$ 11,055.28	
Vehicle Maintenance & Repairs	5520		\$ 5,200.00		\$ 5,200.00		\$ 5,102.22	
Vehicle Licenses	5525		\$ 510.00		\$ 510.00		\$ 505.25	
Insurance	5530		\$ 5,200.00		\$ 5,200.00		\$ 5,153.00	
Equipment Fuel	5535		\$ 4,000.00		\$ 4,000.00		\$ 3,985.80	
Equipment Maintenance & Repairs	5540		\$ 14,000.00		\$ 14,000.00		\$ 11,321.19	
Equipment Insurance	5545		\$ 700.00		\$ 700.00		\$ 617.28	
			<u>\$ 43,110.00</u>		<u>\$ 43,110.00</u>		<u>\$ 38,715.58</u>	
VEHICLE & EQUIPMENT OPERATIONS - REVENUE								
Reserve (Capital Acquisition)	3450		\$ -		\$ -			
Reserve (Working Capital)	3150		\$ -		\$ -			
Municipal General Levy	4100		\$ 4,405.00		\$ 4,405.00			
Revenue: Vehicle & Equip Rental Charges	4980		<u>\$ 38,705.00</u>		<u>\$ 38,705.00</u>		<u>\$ 38,987.87</u>	
			<u>\$ 43,110.00</u>		<u>\$ 43,110.00</u>		<u>\$ 38,987.87</u>	\$ -

CATFISH CREEK CONSERVATION AUTHORITY
DRAFT BUDGET 2020 (September 5, 2019)

	Code	Subtotals	Budget 2020	Subtotals	Budget 2019	Subtotals	Actual 2018	2020 Budget Difference
MAPLE SYRUP PROGRAM								
Wages - Pancake House Coordinator - Education Programs			\$ -		\$ 3,000.00		\$ 3,000.00	
Program Support Assistant		\$ 1,663.62	\$ 13,299.33	\$ 1,580.39	\$ 4,559.43	\$ 694.08	\$ 1,854.27	
Community Outreach Technician		\$ 3,230.32						
Field Technician		\$ 3,135.92		\$ 2,979.04		\$ 1,160.19		
Senior Park Technician		\$ 5,269.47	\$ -		\$ -		\$ 728.00	
Program Assistant (8 weeks)			\$ -		\$ 4,368.00		\$ 3,141.86	
Administrative Assistant (8 weeks)			\$ 4,524.00		\$ 4,524.00		\$ 5,579.60	
Festival Administrative Staff (2)			\$ 2,649.92		\$ 3,974.88		\$ 3,680.04	
Festival Operations Staff (2)			\$ 2,649.92		\$ 3,974.88		\$ 7,654.16	
Benefits - Program Support Assistant		\$ 382.73	\$ 1,869.54	\$ 190.12	\$ 548.50	\$ 83.29	\$ 227.44	
Community Outreach Technician		\$ 412.77						
Field Technician		\$ 400.71		\$ 358.38		\$ 144.15		
Senior Park Technician		\$ 673.33	\$ -		\$ -		\$ 85.50	
Program Assistant			\$ -		\$ 620.26		\$ 365.22	
Administrative Assistant			\$ 642.41		\$ 642.41		\$ 663.17	
Festival Administrative Staff			\$ 376.29		\$ 564.43		\$ 328.40	
Festival Operations Staff			\$ 376.29		\$ 564.43		\$ 872.28	
Building Repairs & Renovations			\$ 500.00		\$ 500.00		\$ -	
Vehicle & Equipment Rental			\$ 3,000.00		\$ 3,000.00		\$ 3,651.66	
Purchase of Resaleable Supplies			\$ 17,000.00		\$ 22,700.00		\$ 22,652.97	
Advertising			\$ 600.00		\$ 600.00		\$ 499.46	
Equipment Maintenance & Repair			\$ 500.00		\$ 500.00		\$ 141.70	
Operating Expenses - General			\$ 5,500.00		\$ 5,500.00		\$ 5,067.98	
Special Attractions			\$ 2,500.00		\$ 2,500.00		\$ 1,800.00	
5600			<u>\$ 55,987.70</u>		<u>\$ 62,641.22</u>		<u>\$ 61,993.71</u>	
MAPLE SYRUP PROGRAM - REVENUE								
Reserve - CA Dev	3250		\$ -		\$ -		\$ -	\$ 12,476.56
Revenue: Sales	4650		\$ 25,660.30		\$ 30,041.22		\$ 30,872.64	
Revenue: School Groups	4650		\$ 13,000.00		\$ 13,000.00		\$ 13,743.00	
Revenue: Tours (non-TVDSB)	4650		\$ 1,600.00		\$ 1,600.00		\$ 1,628.00	
Revenue: Admissions	4650		\$ 16,000.00		\$ 18,000.00		\$ 17,779.73	
Revenue: Facility Rental	4650		\$ 2,000.00		\$ 2,000.00		\$ 1,946.90	
Donations/Sponsorships	4325		\$ 7,000.00		\$ 8,000.00		\$ 8,500.00	
			<u>\$ 65,260.30</u>		<u>\$ 72,641.22</u>		<u>\$ 61,993.71</u>	
Revenue Appropriated to Administration			-\$ 3,402.48		-\$ 10,000.00			
Revenue Appropriated to C.A. Development			-\$ 5,870.12		\$ -		\$ -	
			<u>\$ 55,987.70</u>		<u>\$ 62,641.22</u>		<u>\$ 61,993.71</u>	\$ 0.00

CATFISH CREEK CONSERVATION AUTHORITY
DRAFT BUDGET 2020 (September 5, 2019)

	Code	Subtotals	Budget 2020	Subtotals	Budget 2019	Subtotals	Actual 2018	2020 Budget Difference
SPRINGWATER CONSERVATION AREA								
Campground Expenditures								
Wages - General Manager/Secretary-Treasurer	5650	\$ 11,418.30	\$ 176,213.50	\$ 15,827.71	\$ 148,507.77	\$ 18,043.99	\$ 105,424.31	
Conservation Areas Supervisor		\$ 52,016.14		\$ 48,163.01		\$ 40,020.86		
Financial Services Coordinator		\$ 29,642.85		\$ 29,004.74		\$ 28,205.32		
Community Outreach Technician		\$ 12,921.29						
Field Technician		\$ 21,951.45		\$ 27,183.78		\$ 1,550.64		
Senior Park Technician		\$ 18,443.15						
Program Support Assistant		\$ 29,820.32		\$ 28,328.53		\$ 17,603.50		
Seasonal Senior Park Technician (1)		\$ -	\$ 95,017.05	\$ 15,008.50	\$ 110,121.94	\$ 15,128.43	\$ 135,348.12	
Park Tech (2 staff)		\$ 20,451.60		\$ 20,810.40		\$ 22,403.54		
Park Tech Ass't (3 staff)		\$ 31,153.50		\$ 30,139.20		\$ 31,651.45		
Gate Staff (7 staff: 2968 total hours)		\$ 43,411.95		\$ 44,163.84		\$ 58,196.74		
Visitor Services Coordinator (1 staff)		\$ -		\$ -		\$ 7,967.96		
Benefits - General Manager/Secretary-Treasurer	5651	\$ 2,549.99	\$ 38,506.09	\$ 3,432.63	\$ 31,278.70	\$ 3,423.76	\$ 20,305.03	
Conservation Areas Supervisor		\$ 14,463.98		\$ 13,702.21		\$ 7,144.74		
Financial Services Coordinator		\$ 7,819.02		\$ 7,465.73		\$ 7,318.36		
Community Outreach Technician		\$ 1,651.08						
Field Technician		\$ 2,804.96		\$ 3,270.21		\$ 181.86		
Senior Park Technician		\$ 2,356.67						
Program Support Assistant		\$ 6,860.39		\$ 3,407.92		\$ 2,236.31		
Seasonal Senior Park Technician		\$ -	\$ 13,492.42	\$ 2,131.21	\$ 15,637.32	\$ 1,415.14	\$ 15,039.93	
Park Technicians (14.2%)		\$ 2,904.13		\$ 2,955.08		\$ 2,636.85		
Park Tech Assistants (14.2%)		\$ 4,423.80		\$ 4,279.77		\$ 3,992.66		
Gate Staff (14.2%)		\$ 6,164.50		\$ 6,271.27		\$ 6,065.29		
Visitor Services (14.2%)		\$ -		\$ -		\$ 929.99		
Vehicle & Equipment Rental	5675		\$ 21,000.00		\$ 21,000.00		\$ 20,671.14	
Advertising	5680		\$ 1,000.00		\$ 4,500.00		\$ 5,994.22	
Camp Taxes	5685		\$ 7,500.00		\$ 8,000.00		\$ 7,315.95	
Camp Insurance	5690		\$ 8,500.00		\$ 9,000.00		\$ 7,835.65	
Telephone Expenses	5695		\$ 1,600.00		\$ 2,300.00		\$ 1,825.63	
Camp Hydro	5700		\$ 41,000.00		\$ 41,000.00		\$ 40,560.61	
Camp Heat	5702		\$ 800.00		\$ 800.00		\$ 739.48	
SUPPLIES:	5670		\$ 21,300.00		\$ 21,300.00		\$ 19,306.39	
- General Printing		\$ 1,000.00		\$ 1,000.00		\$ 699.00		
- Sanitary Supplies		\$ 6,000.00		\$ 6,000.00		\$ 5,912.86		
- General Materials & Supplies		\$ 12,000.00		\$ 12,000.00		\$ 10,409.28		
- Uniforms		\$ 2,300.00		\$ 2,300.00		\$ 2,285.25		
MAINTENANCE:	5672		\$ 37,550.00		\$ 42,550.00		\$ 31,172.17	
- computers & network support		\$ 3,000.00		\$ 3,000.00		\$ 1,026.60		
- Garbage Collection		\$ 13,000.00		\$ 13,000.00		\$ 12,423.83		
- General Infrastructure		\$ 10,000.00		\$ 15,000.00		\$ 8,620.52		
- Hazard Tree Removal		\$ 5,000.00		\$ 5,000.00		\$ 4,685.00		
- Liquid Waste Removal		\$ 3,000.00		\$ 3,000.00		\$ 2,210.00		
- Picnic Table Maintenance		\$ 750.00		\$ 750.00		\$ -		
- Water System Maintenance & Testing		\$ 2,800.00		\$ 2,800.00		\$ 2,206.22		

CATFISH CREEK CONSERVATION AUTHORITY
DRAFT BUDGET 2020 (September 5, 2019)

	Code	Subtotals	Budget 2020	Subtotals	Budget 2019	Subtotals	Actual 2018	2020 Budget Difference
Store Product (for resale)	5760		\$ 11,000.00		\$ 11,000.00		\$ 11,117.57	
Firewood Purchased (for resale)			\$ 13,000.00		\$ -		\$ -	
MISCELLANEOUS:	5705		\$ 13,295.00		\$ 13,295.00		\$ 13,258.51	
- Staff Training		\$ 750.00		\$ 750.00		\$ 707.12		
- Reservation System		\$ 545.00		\$ 545.00		\$ 545.00		
- Bank Charges (POS Terminal)		\$ 12,000.00		\$ 12,000.00		\$ 11,917.79		
- Misc. Expenses		\$ -		\$ -		\$ 188.60		
			<u>\$ 500,774.06</u>		<u>\$ 480,290.73</u>		<u>\$ 435,914.71</u>	
Day-Use Expenditures								
Day-Use Hydro	5710		\$ 2,200.00		\$ 2,750.00		\$ 2,154.41	
Day-Use Taxes	5720		\$ 120.00		\$ 500.00		\$ 108.04	
Day-Use Insurance	5730		\$ 3,500.00		\$ 3,500.00		\$ 3,312.57	
Schoolhouse Heat & Hydro	5740		\$ 3,600.00		\$ 3,600.00		\$ 3,200.99	
Schoolhouse Maint/Furnishings	5750		\$ 1,000.00		\$ 1,000.00		\$ 897.33	
			<u>\$ 10,420.00</u>		<u>\$ 11,350.00</u>		<u>\$ 9,457.26</u>	

CATFISH CREEK CONSERVATION AUTHORITY
DRAFT BUDGET 2020 (September 5, 2019)

	Code	Subtotals	Budget 2020	Subtotals	Budget 2019	Subtotals	Actual 2018	2020 Budget Difference
Special Events Expenditures								
Trout Program	5640		\$ 1,200.00		\$ 1,200.00		\$ 1,016.67	
Special Events Expenses	5775		\$ 7,000.00		\$ 8,000.00		\$ 5,533.73	
			<u>\$ 8,200.00</u>		<u>\$ 9,200.00</u>		<u>\$ 6,550.40</u>	
Woodlot Management - Springwater								
			<u>\$ 2,000.00</u>		<u>\$ 4,450.00</u>		<u>\$ 12,155.84</u>	
TOTAL EXPENSES - SPRINGWATER			<u>\$ 521,394.06</u>		<u>\$ 505,290.73</u>		<u>\$ 464,078.21</u>	
SPRINGWATER CA - REVENUE								
Sponsorships	4326		\$ 1,000.00		\$ 1,000.00		\$ 500.00	
Donations (Trout Program)	4325		\$ 1,000.00		\$ 1,000.00		\$ 1,000.00	
Revenue: Camp/Day Use User Fees			\$ 114,411.09		\$ 112,201.35		\$ 110,675.09	
Revenue: Seasonal Camper Property Tax Fees			\$ 600.00		\$ 600.00		\$ 603.56	
Revenue: Store Sales			\$ 17,500.00		\$ 17,500.00		\$ 17,531.43	
Revenue: Firewood Sales			\$ 18,000.00		\$ 3,600.00		\$ 17,112.44	
Revenue: Facility Rentals			\$ 9,000.00		\$ 9,000.00		\$ 8,581.55	
Revenue: Seasonal Fees & Winter Storage			\$ 367,396.00		\$ 357,396.00		\$ 363,952.39	
Revenue: Trout Program			\$ 900.00		\$ 900.00		\$ 856.62	
Revenue: Special Events			\$ 23,000.00		\$ 22,000.00		\$ 22,680.54	
Grants: Employment (Youth Employment)	4255		\$ -		\$ 2,000.00		\$ 2,000.00	
Grants: Employment (CSJ)	4225		\$ 9,500.00		\$ 19,286.60		\$ 18,985.00	
Grants: Employment (SEP)	4250		\$ -		\$ -		\$ 7,608.76	
Grants: Employment (Green Jobs) CPRA	4275		\$ 2,500.00		\$ 4,979.52		\$ 4,954.18	
Grants: Employment (Green Jobs) PLT	4275		\$ 2,500.00		\$ 5,145.51			
Reserve: Capital Acquisition	3450		\$ -		\$ -		-\$ 23,000.00	
Reserve: Working Capital	3150		\$ -		\$ -		-\$ 54,000.00	
Reserve: C.A. Development	3250		\$ -		\$ -		-\$ 35,000.00	
			<u>\$ 567,307.09</u>		<u>\$ 556,608.98</u>		<u>\$ 465,041.56</u>	
Revenue Appropriated to Administration			-\$ 25,913.03		-\$ 28,318.25			
Revenue Appropriated to C.A. Development			-\$ 20,000.00		-\$ 23,000.00			
			<u>\$ 521,394.06</u>		<u>\$ 505,290.73</u>		<u>\$ 465,041.56</u>	-\$ 0.00
TOTAL EXPENDITURES			<u>\$ 1,235,981.02</u>		<u>\$ 1,296,055.65</u>		<u>\$ 1,339,848.19</u>	
TOTAL REVENUE			<u>\$ 1,235,981.02</u>		<u>\$ 1,296,055.65</u>		<u>\$ 1,341,235.69</u>	
			<u>\$ 0.00</u>		<u>-\$ 0.00</u>		<u>\$ 1,387.50</u>	SURPLUS

Correspondence: To The Full Authority

FROM: Christopher Wilkinson, General Manager / Secretary - Treasurer
SUBJECT: Correspondence Register, August 1 – August 31, 2019

DATE: August 31, 2019

STRATEGIC ACTION: Operate a Sustainable and Adaptable Organization

FINANCIAL IMPLICATIONS: None

Purpose:

To update members on correspondence received by the General Manager / Secretary-Treasurer.

Discussion:

The following is a list of correspondence received by the General Manager / Secretary-Treasurer:

Date	Type	Agency	Topic
Aug 1	Email and CCCA Response	Conservation Ontario	SURVEY - 2020 Conservation Ontario Council Meeting Dates
Aug 2	Email	Ministry of Environment, Conservation and Parks	PWQMN communication regarding change in TN method
Aug 2	Email	Conservation Ontario	Great Lakes IJC Public Meetings in Ontario Aug 6 & 7
Aug 2	Email	Conservation Ontario	CO Training Needs Assessment Survey - Update
Aug 6	Email	Grand River Source Protection Region	Clean Water Act s.36 order – Catfish Creek
Aug 6	Email	Ministry of Natural Resources	Catfish Creek Hydrology Pilot - Phase 1 Complete
Aug 7	Email	Ministry of Natural Resources	Provincial Flood Watch for Lake Ontario, Erie and Superior
Aug 7	Email	Ministry of Environment, Conservation and Parks	PGMN Data
Aug 7	Email	Ministry of Natural Resources & Forestry	Ontario Low Water products for the Month Ending July 31 2019, (continued) and updated Confirmed Low water Conditions Map for Southern Ontario
Aug 8	Email	Kettle Creek Conservation Authority	News Release: KCCA downgrades to a Water Conditions Statement—Flood Outlook for the Lake Erie Shoreline
Aug 9	Email	Ministry of Environment, Conservation and Parks	PWQMN Partner Program
Aug 9	Email	Ministry of Natural Resources	MNRF Section 39 Funding Agreement - 2019-2020 - CCCA
Aug 12	Email	Conservation Ontario	REVIEW REQUESTED: Proposed Amendments to the Class EA for Remedial Flood and Erosion Control Projects

Aug 13	Email and CCCA Response	Long Point Region Conservation Authority	You're invited to Fourth Annual ALUS Elgin Environmental Stewardship Tour (22 Aug 2019)
Aug 13	Email	Town of Aylmer	Report CAO 50-19 - Municipal Woodlot Management Agreement - Catfish Creek Conservation Authority
Aug 13	Email	Ministry of Environment, Conservation and Parks	PWQMN photos needed for World Water Monitoring Day
Aug 14	Email	Conservation Ontario	Last Call - CO Training Needs Assessment Survey
Aug 15	Email	Ministry of Natural Resources & Forestry	Updated Confirmed Low Water Conditions for Southern Ontario - Rideau Valley Declares Level 1 Conditions
Aug 15	Email	Ministry of Natural Resources & Forestry	MNR Watercourse Update Project - Proposal to expand to KC and LP
Aug 16	Email and CCCA Response	Long Point Region Conservation Authority	Tables for ALUS
Aug 16	Email	Conservation Ontario	Annual Statistical Survey
Aug 16	Email	Ministry of Natural Resources & Forestry	MNRF - Section 39 Signed Agreement - CCCA
Aug 16	Email	Grand River Source Protection Region	Approval of Grand River plan and assessment report amendments for Grey/Hamilton/Brant
Aug 16	Email	Ministry of Environment, Conservation and Parks	Letter from Minister Yurek
Aug 16	Email	Conservation Ontario	MECP letter from Minister Yurek
Aug 18	Email	Conservation Ontario	Response to recent Provincial Letter to CAs and Municipalities - media release and Background Info for CAs
Aug 19	Email	Nottawasaga Conservation Authority	RE: Minister Yurek's letter
Aug 19	Email	Conservation Ontario	Response to recent Provincial Letter to CAs and Municipalities - heads up on media release
Aug 20	Email	Conservation Ontario	Conservation Ontario Media Release: Province Moves to Constrain Conservation Authority Programs and Services
Aug 20	Email	Conservation Ontario	Response to recent Provincial Letter to CAs and Municipalities - media release and Background Info for CAs
Aug 20	Email	Conservation Ontario	Review Requested: Conservation Ontario Client Service and Streamlining Initiative - Draft CA Planning Comments Templates
Aug 20	Email	Conservation Ontario	REVIEW REQUESTED: Proposed Amendments to the Class EA for

			Remedial Flood and Erosion Control Projects
Aug 20	Email	Conservation Ontario	Imagery and the Esri Community Maps Program
Aug 20	Email	Toronto and Region Conservation Authority	Fee for service
Aug 20	Email	South Nation Conservation Authority	Conservation Areas Workshop: Early Bird Pricing
Aug 21	Email	Ministry of Natural Resources & Forestry	Ontario Low Water - Update to Southern Ontario Confirmed Conditions - Quinte Conservation Declares Level 1
Aug 22	Email	Ontario Headwaters Institute	Note to CAs: Survey on Sustainable Planning
Aug 22	Email	Conservation Ontario	Update on CO Activities re: Flood Advisor Doug McNeil - Information shared
Aug 23	Email	Conservation Ontario	Update and Next Steps RE: Minister's Aug 16 letter
Aug 26	Email	Conservation Ontario	Improving transparency and accountability (Response from Minister of MECP)
Aug 26	Email	Catfish Creek Conservation Authority	Lake Erie Shoreline Condition Statement
Aug 27	Email	Conservation Ontario	Re: Review Requested: Conservation Ontario Client Service and Streamlining Initiative - Draft CA Planning Comments Templates
Aug 28	Email	St. Clair Region Conservation Authority	WOCA Meeting
Aug 28	Email	Municipality of Central Elgin	Draft Press Release - Premature Letter from MPP Yurek
Aug 28	Email and CCCA Response	Conservation Ontario	INFORMATION REQUEST for September 4th FW: Update and Next Steps RE: Minister's Aug 16 letter
Aug 29	Email	Ministry of Natural Resources & Forestry	Updated Confirmed Low Water Conditions for Southern Ontario
Aug 30	Email	Conservation Ontario	Conservation Ontario's Comments on the Proposed new Canada-Ontario Agreement on Great Lakes Water Quality and Ecosystem Health (ERO# 019-0198)

Christopher Wilkinson
General Manager / Secretary - Treasurer