

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, October 10th, 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:
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- 6) Business Arising from Minutes
- 7) Public / Special Delegations
- 8) Reports:
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(Christopher Wilkinson)

- 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 September, 2019
 - b) Copied:
 1. A letter from the Catfish Creek Conservation Authority to the Bursary Selection Committee on September 3, 2019, for a bursary to facilitate the attendance of Mr. Gerrit Kremers at the 2019 Conservation Areas Workshop.
 2. A letter from the Town of Aylmer to Minister Yurek (MECP) on September 10, 2019, indicating support for the Catfish Creek Conservation Authority and the programs that generate revenue to offset the costs to deliver the provincially mandated programs.
 3. A letter from the Township of Malahide to Minister Yurek (MECP) on September 23, 2019, indicating support for the Catfish Creek Conservation Authority and the programs that generate revenue to offset the costs to deliver the provincially mandated programs not be "wound down" at this time.
 4. A letter from Ministry Yurek (MECP) to Catfish Creek Conservation Authority received on September 23, 2019, thanking the Authority for reaching out and indicating that a meeting will be scheduled in the near future. A staff contact was also provided.
 5. An email received from Ministry Yurek (MECP) to Catfish Creek Conservation Authority received on September 25, 2019, proposing dates for consultations regarding the changes proposed to the *Conservation Authorities Act, 2006* via the *More Homes, More Choice Act*.
 6. A letter from the Township of South-West Oxford to Minister Yurek (MECP) on September 23, 2019, indicating support for the Catfish Creek Conservation Authority and the programs that generate revenue to offset the costs to deliver the provincially mandated programs not be "wound down" at this time.
- 14) Closed Session
- 15) Next Meeting / Adjournment

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

Thursday, September 12, 2019

Meeting #07/2019

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
Dusty Underhill	Conservation Areas Supervisor

ABSENT:

Emily Febrey	Active Naturally Program Manager
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OTHERS PRESENT:

Robert Pearson	Reporter, The Aylmer Express
Mykal Donald	Fanshawe College Co-Op Student
Sue Suess	Treasurer, Friends of Springwater
Duane Corner	President, Friends of Springwater

WELCOME / CALL TO ORDER:

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

ADOPTION OF AGENDA:

<u>Motion # 90/2019</u>	S. Martyn	P. Buchner	CARRIED
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THAT, the Agenda for the September 12, 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 # 91/2019 P. Buchner S. Martyn CARRIED

THAT, the Minutes of Full Authority Meeting #06/2019 (August 8, 2019), be accepted as circulated.

BUSINESS ARISING FROM MINUTES:

None

PUBLIC / SPECIAL DELEGATIONS:

a) Sue Suess, Treasurer for the Friends of Springwater:

Mrs. Suess provided a presentation which included their objectives, fundraising efforts, improvements observed over the summer, and previous projects. The Friends of Springwater requested a meeting to discuss a list of observations and park improvements, which has been scheduled for Thursday September 19, 2019.

Chairperson Cerna indicated he would like to also attend the meeting, and thanked the representatives for their presentation.

REPORTS:

Report FA 41/2019 - Monthly Staff Reports was presented, discussed, and resolved.

Motion # 92/2019 P. Buchner A. Oslach CARRIED

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

Report FA 42/2019 – August Summary of Revenue & Expenditures was presented, discussed, and resolved

Motion # 93/2019 S. Martyn P. Buchner CARRIED

THAT, Report FA 42/2019, be noted and filed.

Report FA 43/2019 – Accounts Payable, was presented, discussed, and resolved.

Motion # 94/2019 P. Buchner S. Martyn CARRIED

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

Report FA 44/2019 – Monthly Plan Review, was presented, discussed, and resolved.

Motion # 95/2019 A. Oslach S. Martyn CARRIED

THAT, the Full Authority approve the Monthly Plan Review Report for the months of June, July, and August, 2019.

Report FA 45/2019 – Property Tax Comparison, was presented, discussed, and resolved.

Motion # 96/2019 M. Tinlin P. Buchner CARRIED

THAT, Report FA 45/2019, be received as information at this time.

Report FA 46/2019 – Section 36 Order, Clean Water Act 2006, was presented, discussed, and resolved.

Motion # 97/2019 S. Martyn A. Oslach CARRIED

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

Report FA 47/2019 – Draft 2020 Budget, was presented, discussed, and resolved.

Various aspects of the Draft 2020 Budget were highlighted for the members. Member Tinlin indicated the use of reserves is not sustainable.

Motion # 98/2019 P. Buchner M. Tinlin CARRIED

THAT, the Full Authority approve the 2020 Draft Budget as approved 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.

GENERAL MANAGER / SECRETARY - TREASURER'S REPORT:

a) Aylmer Woodlot Agreement:

The General Manager/Secretary-Treasurer advised the agreement was now in force. The CCCA will be visiting the woodlot, developing a management plan, and hiring third parties to a limit of \$2,500.00 to handle matters for which staff are not qualified such as hazard tree removal.

b) Meeting with Flood Advisor:

The General Manager/Secretary-Treasurer referred to a piece of correspondence indicating Conservation Ontario and a few Conservation Authorities have met with the Flood Advisor hired by the Province. Results of that meeting will be communicated once available.

c) Letter from the Province:

The General Manager/Secretary-Treasurer thanked municipal members who sent letters to the Minister of Environment, Conservation and Parks supporting the non-mandated role of the Conservation Authorities such as the Maple Syrup Festival. The members noted the Festival and campground are important revenue generators which offset costs associated with mandated programs.

UNFINISHED BUSINESS:

None

CHAIRPERSON'S / BOARD MEMBER'S REPORT:

None

NOTICE OF MOTIONS / NEW BUSINESS:

None

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.

Motion # 99/2019

P. Buchner

S. Martyn

CARRIED

THAT, the Correspondence Register and the Copied Correspondence for August, 2019, be noted and filed.

CLOSED SESSION:

None

NEXT MEETING / TERMINATION:

The next meeting of the Catfish Creek Conservation Authority will be held on Thursday, October 10, 2019, commencing at (10:00 a.m.).

Motion # 100/2019

A .Oslach

M. Tinlin

CARRIED

THAT, the Full Authority meeting be terminated at (11:12 a.m.).

General Manager / Secretary –Treasurer

Authority Chairperson

REPORT FA 48 / 2019: To The Full Authority

FROM: Water Management Technician
Conservation Areas Supervisor
Outdoor Education Technician

SUBJECT: Monthly Staff Reports

DATE: October 1, 2019

Water Management Technician, Peter Dragunas

Current Activities:

- September 3rd, Lake Erie Shoreline, Flood Outlook, Watershed Condition Statement issued.
- Ontario Low Water Response monitoring.
- Assessing the 2019 flood criteria threshold revisions as a result of yearly review and updates, to better assist in the early identification of flood threats and flood forecasting.
- South Western Ontario Orthophotography (SWOOP 2020) project airphoto acquisition meeting, Upper Thames Conservation Authority.
- Managed the updating of CCCA watershed residents, property owners, and businesses located in flood susceptible areas within the watershed.
- Webinar meeting to update the water level and flow flood thresholds for Conservation Authority stream gauges.
- Managed the CCCA Ontario Benthos Biomonitoring Network data collection within the watershed.
- Landowner tree planting site meetings.

Upcoming Activities:

- 2019 / 2020 flood criteria and threshold reviews.
- Continued site visits with landowners to discuss / assist with land reclamation and rehabilitation for the CCCA 2020 Tree Planting Program.
- Prepare the 2020 Flood Forecasting and Warning Program Presentation and related meetings with municipal partners
- Regular duties as assigned.

Conservation Areas Supervisor, Dusty Underhill

Current Activities:

- Assisted with the setup of Marsh Quest held at the Yarmouth Natural Heritage Area on September 18-25, 2019. Over 500 Grade 4 students from 12 schools participated in the program.
- Completed tree tending and maintenance activities at the OPC Path of Honor site for the 2019 season, drainage has been complete and cement pad for gazebo will be done soon allowing enough time to get the gazebo in place in the 2019 calendar year.
- Met with Friends of Springwater.

- Hosting the Carolinian Forest Festival at the Springwater Conservation Area on October 7 - 10, 2019. Activities will focus on Forest Ecosystems and Interactions, Biodiversity and Species at Risk, Climate Change, Forest Resources and Stewardship and Conservation.
- Invasive Species control of Phragmites at the YNHA.
- Provided ongoing training for Gina and Rhys, our Cooperative Education Placement Program student from Central and Parkside Collegiate in St Thomas.
- Hosted the Thames Valley Regional Athletic Association cross-country meet at the Springwater Conservation Area on October 3, 2019 (over 500 runners).
- ELP watershed tour, highlighted some of the major projects CCCA an ELP have done including, grass water ways, tree planting sites, managed forests, wetlands and prairies.
- Obtaining quotes for a fence between adjoining neighbors and Whites Mill campground.
- Woodlot management and hazard tree removal.
- Ongoing day-to-day operations, maintenance and security at the various Conservation Areas.
- Preparation to close Springwater Campground.
- Seasonal Camper administration.

Upcoming Activities:

- Working with the students from the East Elgin Secondary School Environmental Leadership Program to complete their chainsaw training.
- Work plan meetings for 2020 season.
- Staff administration.
- Ongoing day - to - day operations, maintenance and security at the various Conservation Areas.
- Regular duties as assigned.

Outdoor Education Technician, Emily Febrey

Current Activities:

- Created a new Education Program Advertisement.
- Contacted local high schools about co-op opportunities and we have two co-ops, one definitely stemming from the advert.
- Trained ELP students about Marsh Quest Activities.
- Set up and participated in Marsh Quest.
- Ran an event where we took community members on a wagon ride through Springwater Forest and then continuing onto Howe Family Farms and then back to the Springwater parking lot
 - This was a great success and something we could look into doing more frequently next fall – great partnership and could make a small revenue off of
- Conservation Authority Communications Teleconference surrounding social media response to MPP Jeff Yurek's letter.
- Attended an Ontario Trillium Foundation Workshop on their different grant opportunities.
- Watershed Tour with ELP Students.
- Maintained our social media channels.

Upcoming Activities:


- Planting 1000 American Chestnut trees, some with ELP and some with other school groups.
- Host and educate at the Carolinian Forest Festival.
- Complete several different education programs throughout the month.
- Actively looking into new grant and fundraising opportunities.
- Complete upgrading the education guidebook.
- 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 September, 2019, be noted and filed.


Peter Dragunas
Water Management Technician


Dusty Underhill
Conservation Areas Supervisor


Emily Febrey
Outdoor Education Technician

REPORT FA 49 / 2019 : To The Full Authority
FROM: Susan Simmons, Financial Services Coordinator
SUBJECT: September Summary of Revenue & Expenditures
DATE: September 30, 2019

SUMMARY OF REVENUE
for the period ending September 30, 2019


	2019 Budget	2019 To Date	Difference	2018 To Date
MNRF Provincial Grants	\$ 41,214.50	\$ 41,214.50	\$ -	\$ 79,835.00
Other Provincial Grants	\$ 78,415.49	\$ 51,774.30	\$ (26,641.19)	\$ 119,394.24
Federal Grants	\$ 3,840.00	\$ 3,840.00	\$ -	\$ 50,000.00
General Levy	\$ 315,344.69	\$ 315,344.69	\$ -	\$ 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	\$ 41,735.31	\$ 335.31	\$ 31,241.10
Conservation Areas Revenue	\$ 523,197.35	\$ 559,663.37	\$ 36,466.02	\$ 519,993.46
Maple Syrup Revenue	\$ 64,641.22	\$ 56,354.90	\$ (8,286.32)	\$ 65,525.67
Bank Interest Earned	\$ 6,700.00	\$ 8,495.38	\$ 1,795.38	\$ 4,816.86
Information & Education	\$ 10,270.00	\$ 3,073.62	\$ (7,196.38)	\$ 3,626.24
Legal Inquiries/Permit Applications	\$ 4,000.00	\$ 3,398.25	\$ (601.75)	\$ 2,769.90
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	\$ -	\$ 2,500.00	\$ 2,500.00	\$ 10,938.09
Water Quality/Quantity Programs	\$ -	\$ -	\$ -	\$ -
Revenue from Other C.A. Lands	\$ 12,270.00	\$ 12,041.68	\$ (228.32)	\$ 13,466.37
Other Revenue	\$ 500.00	\$ 0.06	\$ (499.94)	\$ -
Contract Services	\$ -	\$ -	\$ -	\$ 300.00
Vehicle & Equipment Rental Recoveries	\$ 38,705.00	\$ 37,279.81	\$ (1,425.19)	\$ 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	\$ 1,154,854.90	\$ (141,200.75)	\$ 1,231,180.98

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	\$ 6,379.76	\$ (2,620.24)
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	\$ 41,735.31	\$ 335.31

SUMMARY OF EXPENDITURES

for the period ending September 30, 2019

	2019 Budget	2019 To Date	Difference	2018 To Date
ADMINISTRATION				
A-1 Wages & Benefits	\$ 101,131.54	\$ 78,132.55	\$ 22,998.99	\$ 74,680.58
A-2 Travel Exp. & Allow.	\$ 7,600.00	\$ 1,025.90	\$ 6,574.10	\$ 580.00
A-3 Equip. Purchase & Rental	\$ 9,225.00	\$ 5,665.37	\$ 3,559.63	\$ 6,319.61
A-4 Materials & Supplies	\$ 4,350.00	\$ 3,373.12	\$ 976.88	\$ 3,220.65
A-5 Rent & Utilities	\$ 12,274.64	\$ 7,166.51	\$ 5,108.13	\$ 6,858.68
A-6 General Expenses	\$ 41,344.00	\$ 37,978.77	\$ 3,365.23	\$ 38,587.87
TOTAL	\$ 175,925.18	\$ 133,342.22	\$ 42,582.96	\$ 130,247.39
FLOOD FORECASTING & WARNING				
F4-2 Flood Control Structures	\$ 10,887.89	\$ 9,454.89	\$ 1,433.00	\$ 7,349.02
F4-4 Flood Forecasting & Warning	\$ 160,229.48	\$ 123,182.43	\$ 37,047.05	\$ 121,541.43
F4-5 Ice Management	\$ 40,990.78	\$ 31,044.36	\$ 9,946.42	\$ 26,990.72
F4-6 Plan Input	\$ 39,356.31	\$ 30,868.51	\$ 8,487.80	\$ 28,625.66
F4-71 Watershed Planning	\$ 18,494.20	\$ 13,582.40	\$ 4,911.80	\$ 8,097.33
F4-72 Technical Studies (GIS)	\$ 13,300.74	\$ 13,395.50	\$ (94.76)	\$ 15,867.90
TOTAL	\$ 283,259.40	\$ 221,528.09	\$ 61,731.31	\$ 208,472.06
OTHER PROGRAM AREAS				
B-1 Information & Education	\$ 36,504.47	\$ 13,525.28	\$ 22,979.19	\$ 9,194.36
E-1 Extension Services - Tree Planting Community Forest	\$ 21,394.54	\$ 16,450.74	\$ 4,943.80	\$ 28,807.28
E-1 Extension Services - Woodlot Management	\$ 6,652.01	\$ 5,096.01	\$ 1,556.00	\$ 4,725.19
E-1 Extension Services - Watershed Stewardship	\$ 3,840.00	\$ 3,495.45	\$ 344.55	\$ 31,157.78
E4-1 Fish & Wildlife Habitat	\$ -	\$ -	\$ -	\$ 250.06
TOTAL	\$ 68,391.02	\$ 38,567.48	\$ 29,823.54	\$ 74,134.67
CAPITAL & SPECIAL PROJECTS				
Water Management Programs	\$ 26,762.68	\$ 13,117.76	\$ 13,644.92	\$ 9,036.11
Springwater C.A. Development	\$ 40,000.00	\$ 62,909.50	\$ (22,909.50)	\$ -
Special Projects	\$ 34,452.05	\$ 48,281.46	\$ (13,829.41)	\$ 13,394.52
TOTAL	\$ 101,214.73	\$ 124,308.72	\$ (23,093.99)	\$ 22,430.63
CONSERVATION AUTHORITY LANDS				
Springwater Operation & Maint	\$ 505,290.73	\$ 409,072.77	\$ 96,217.96	\$ 377,609.69
Vehicle & Equipment Pool Exp.	\$ 43,110.00	\$ 30,628.77	\$ 12,481.23	\$ 32,571.36
Maple Syrup	\$ 62,641.22	\$ 47,944.08	\$ 14,697.14	\$ 61,993.71
Other C.A. Lands	\$ 56,223.37	\$ 36,508.54	\$ 19,714.83	\$ 21,540.10
TOTAL	\$ 667,265.32	\$ 524,154.16	\$ 143,111.16	\$ 493,714.86
APPROPRIATION TO GENERAL RESERVES	\$ -	\$ -	\$ -	\$ -
APPROPRIATION TO SPECIAL RESERVES	\$ -	\$ -	\$ -	\$ -
GRAND TOTAL	\$ 1,296,055.65	\$ 1,041,900.67	\$ 254,154.98	\$ 928,999.61


 Susan Simmons,
 Financial Services Coordinator

REPORT FA 50 / 2019 : TO THE FULL AUTHORITY

FROM: Susan Simmons, Financial Services Coordinator
 SUBJECT: Accounts Payable
 DATE: September 30, 2019

VENDOR	CHQ #	TOTAL	EXPLANATION
payroll items Sep 16 (29539-29564)			
Telus Mobility	OnLine	\$ 193.23	mobile phones
Hydro One	29565	\$ 10,159.57	campground & gauge
Reliance Home Comfort	29566	\$ 45.29	water heater rental
Eastlink	29567	\$ 1,196.77	phone, fax line, gauges, & internet
payroll items Sep 23 (29568-29585)			
payroll item	29586		
Hydro One	29587	\$ 674.19	day use area & schoolhouse & gauge
Hydro One	29588	\$ 36.04	gauge
Bell Canada	29589	\$ 88.06	gauge
CIBC Visa	OnLine	\$ 113.00	Toronto & Region Conservation Authority
CIBC Visa	OnLine	\$ 5.00	Mountain Equipment Co-Op (MEC) membership fee
CIBC Visa	OnLine	\$ 63.79	MEC - supplies for education programs
CIBC Visa	OnLine	\$ 100.00	Pallasad - downpayment for staff day outing
CIBC Visa	OnLine	\$ 1,256.56	Sage Software - annual support fees
CIBC Visa	OnLine	\$ 9.03	Amazon Prime monthly fee
CIBC Visa	OnLine	\$ 76.20	Amazon - shower slide bar
CIBC Visa	OnLine	\$ 25.80	Amazon - bait aerators
Desjardins Card Services (Staples)	OnLine	\$ 709.03	office and campground supplies
Receiver General HST	OnLine	\$ 4,261.44	quarterly remittance
payroll item	29590		
Hydro One	29591	\$ 47.58	guage
A&J Baertsoen	29592	\$ 960.50	Springwater Dam maintenance
Affordable Portables	29593	\$ 508.50	ELP MarshQuest
Aylmer Home Hardware	29594	\$ 31.58	Ontario Police College Path of Honour
Aylmer Tire	29595	\$ 129.44	equipment maintenance
Canadian Tire	29596	\$ 469.72	campground & benthics project supplies
Checkers Cleaning Supply	29597	\$ 192.34	campground supplies
Delta Power Equipment Ltd.	29598	\$ 398.11	campground supplies
Dowler Karn Propane Ltd.	29599	\$ 3,567.65	equipment and vehicle fuel
Elgin Feeds Ltd.	29600	\$ 26.50	YNHA wetland
Elgin Fire Extinguishers	29601	\$ 369.18	administration centre & campground supplies
Elgin Pure Water	29602	\$ 57.99	campground maintenance
Glenbriar Bottled Water Co. Ltd.	29603	\$ 12.28	water cooler service
Gotzmeister Farms	29604	\$ 2,069.37	watershed stewardship project
HR Downloads	29605	\$ 1,124.35	on-line training service annual fee
Integrity IT Services	29606	\$ 181.93	computer network support
Kim Husted Surveying Ltd.	29607	\$ 1,122.16	Springwater C.A. property boundary search
Koolen Electric	29608	\$ 593.92	campground maintenance
Laemers Excavating	29609	\$ 23,183.13	ACCA & YNHA maintenance & YNHA wetland
Molly Maid	29610	\$ 158.00	administration centre cleaning service
Moore's Flower & Garden	29611	\$ 59.33	Ontario Police College Path of Honour
Sciensational Sssnakes!!	29612	\$ 2,260.00	ELP MarshQuest
Secord Home Building Centre	29613	\$ 273.34	campground supplies & YNHA maintenance
Skrill, Karen	29614	\$ 50.00	seasonal site cleaning deposit refund
St. Thomas Times Journal	29615	\$ 109.20	annual subscription fee
Union Sports Sales Limited	29616	\$ 1,125.48	uniform items
Vector Electric	29617	\$ 96.05	campground maintenance
Waste Connections of Canada Inc.	29618	\$ 3,018.14	campground maintenance
Zomer, Brian	29619	\$ 92.00	camping refund
		<u>\$ 61,300.77</u>	

RECOMMENDATION:

THAT, Accounts Payable totalling \$61,300.77 , be approved for payment as presented in Report FA 50 / 2019.


 Susan Simmons,
 Financial Services Coordinator

REPORT FA 51 / 2019 : To The Full Authority

FROM: Christopher Wilkinson, General Manager / Secretary – Treasurer
SUBJECT: Programs & Services Guide
DATE: September 20, 2019
STRATEGIC ACTION: Operate a sustainable and adaptable organization

Purpose:

To update the Full Authority on the recent updates to the Programs and Services Guide.

Discussion:

The Authority has a programs and services guide that lists all of the programs and services offered, why they provided, and whom they benefit.

The guide is important to document the programs and services, and the justification for their existence. The guide also acts as:

1. An important communication tool to our member municipalities, partners and the public about what the Authority does and why;
2. An inventory for use in organizational and staff workplans;
3. An inventory of programs and services that will assist with the mandatory and non-mandatory services agreements proposed in the draft legislation and regulations associated with proposed updates to the *Conservation Authorities Act, 2006*; and,
4. Additional information to support the budget categories outlined in the 2020 Draft budget.

As it has been a few years since the guide was updated, staff worked throughout August to update their relevant sections.

The updated guide is attached for your information.

Recommendation:

THAT, the Full Authority receive the updated Programs and Services Guide as per Report FA 51/2019



Christopher Wilkinson
General Manager / Secretary-Treasurer



Programs & Services

October 2019

*To communicate and deliver resource management services and programs in order to achieve
social and ecological harmony for the watershed*

ADMINISTRATION

What does the Authority do?

Supports mandatory and non-mandatory programs and services.

Examples

- Responsible for the annual budget and levy process
- Responsible for annual business plan and associated staff work plans
- Responsible for ensuring annual internal and external audits are completed, support auditors
- Support creation of the Annual Report
- Supports the governance of the CCCA Board of Directors via agenda, minutes, monthly summaries of revenue & expenditures
- Provides liaison with member municipalities (e.g. presentations to council)
- Liaise with Conservation Ontario, other Conservation Authorities, and the broader network
- Administrative, clerical, and Information Technology & Information Management support for the entire organization
- Strategic planning, policy development and implementation, and supporting program guidance (e.g. Purchasing Policy guidance)
- Supports grant submissions through financial and strategic support, applies for human resources grants, and assesses proposals that result in a further diversified business model
- Commenting on proposed provincial (legislation, regulation) and local (by-laws) changes
- Assessment of community needs
- Service of accounts with suppliers, contractors, and businesses
- Provide Human Resources Function and compliance with related employment legislation
- Administration of Group RRSP and Benefits program
- Management of Fleet and Vehicles (e.g. Tracking Use, expenditures for maintenance)
- Provide governance (Joint Health & Safety Committee) and training to ensure compliance with Health & Safety Legislation and Regulations
- Negotiates agreements for non-mandatory services with Municipal Partners
- Fundraising to support a wide range of mandated and non-mandated programs and services

Why?

- Ensure cost effective and efficiently run programs and services
- Ensure programs and services are delivered in a streamlined, time limited, and cost-effective manner
- Ensures programs are consistent with watershed resources, community values, political and financial realities, and approve policies
- Ensures accountability to member municipalities, taxpayers, partners, and senior governments
- Ensures conformity with provincial policies and procedures
- Ensures that goods and services are purchased locally whenever possible
- Maintains competent, highly trained, and motivated staff to implement the Authority's programs
- Ensure staff perform duties and conduct themselves in accordance with the Personnel Policy
- To ensure the Authority's interests and uniqueness are represented and accounted for in current and proposed CA related legislation and regulations

Who benefits/participates?

- Municipalities benefit from programs tailored to their specific environmental needs and economic realities
- Municipalities benefit from cost-effective shared environmental expertise across municipal boundaries on an ecological basis (watershed)
- Watershed residents (taxpayers) receive the most value for their tax dollars through cost-effective shared environmental expertise and capacity
- Staff and members of the Conservation Authority
- Watershed businesses and suppliers (over \$500,000 spent locally on an annual basis)

HAZARD MANAGEMENT (FLOOD FORECASTING, WARNING, AND OPERATIONS, FLOOD CONTROL STRUCTURES, ICE MANAGEMENT, EROSION CONTROL, & PLAN INPUT & REVIEW)

What does the Authority do?

Protect life and minimize property damage from flooding and erosion by providing a flood control monitoring and warning program. CCCA alerts the public through flood messages, provides municipal staff with data and information to enable sufficient lead time to enable emergency flood mitigation procedures to promote resident's safety, safeguard flood prone areas and as a result minimize flood related damage and loss of life.

CCCA also provides a related Plan Input & Review Service to ensure future development stays out of the flood prone areas.

Examples

Data Collection:

To assist with determining the appropriate watershed statement, staff will collect data and evaluate information based on the following flood forecasting data and extrapolated GIS information. The CCCA is obligated to issue an appropriate watershed statement (e.g. Flood Warning) for the CCCA Low Lying Flood Prone Areas around waterways within the Authorities administrative boundary. Staff will collect data and evaluate the following information:

- Port Bruce channel soundings, data interpretation, and mapping for presentation and implementation of flood operational activities
- Provincial Flood Watches or Warnings issued by the Ministry of Natural Resources and Forestry (MNRF), Surface Water Monitoring Centre
- Government of Canada Weather Alerts
- Precipitation exceedance rates, Hurricane Hazel Precipitation Rates, Conservation Authorities Act Flood Event Standards, and Flood Forecast Precipitation Rates
- Potential of combined forecast precipitation and snow water equivalency surface runoff to exceed the aforementioned precipitation rates
- The combined present stage, rainfall, and snow water equivalency potential to exceed a discharge rate at the Catfish Creek Sparta (02GC018) gauge of 39.2 m³/sec (1.47m stage)
- Estimate ice thickness on Catfish Creek at Port Bruce greater than 15.25cm (6.0 in), Catfish Creek discharge below average, may indicate that ice transported downstream has the possibility of jamming
- GIS modelling, the distance inland (elevation) that Lake Erie water levels have the risk to impede channel flows
- Present Lake Erie ice thickness and concentration in the area off shore of Port Bruce
- Government of Canada, Marine Weather forecast for Lake Erie, sustained wind speed and direction (potential to push outlying lake ice into the harbour)
- London Airport Daily Weather Data, precipitation

Communications:

CCCA flood interrelated manuals are considered live documents and are meant to be reviewed annually to assess the viability and to evaluate any recommendations stemming from the previous year's high water events. In general, the objective of these manuals and plans is to link flood emergency personnel of the Catfish Creek Conservation Authority, its member municipalities, government emergency organizations, applicable provincial government agencies, and police to assist in reducing the potential for flood associated damage. They have been compiled to provide a systematic procedure for the Catfish Creek Conservation Authority staff to consult during flood emergencies.

- Flood Watch and Warning Procedures Manual

- Ice Management Plan and dredging manual
- Flood Warning and Operations Plan
- Flood bulletins, media releases
- Liaison with municipalities, local residents, and contractors
- Assistance with municipal emergency response plans

Response:

The CCCA fundamental response to flood forecasting, warning, and operations is to communicate watershed statements to the residents of the watershed. These statements include, but are not limited to Watershed Outlooks, Watches, and Warnings through the conveyance of these statements to provide our partner municipalities with sufficient flood notification lead time to act according to the notifications.

During high water events the CCCA implements The Flood Watch and Warning Procedures to maintain the following:

- Ongoing technical advice to Municipal Flood Coordinators during flood events
- Continuous watershed monitoring of precipitation and stream flows during storm events and spring thaw/runoff season
- Flood damage assessment reporting to the province and local municipalities (e.g. Flood Damage/Cost Reports, Flood Status Reports)
- Flood event termination and follow-up

The CCCA issues communication statements based on flood monitoring and forecasting of provincial and federal weather forecasts and advisories for application at the local level for storm intensity and duration, precipitation intensity and duration, temperature increase duration, pre-storm stream water level, storm duration rate of water level increases, seasonal watershed characteristics (such as frozen soils, riverine and Port Bruce harbour ice thickness and type, snow depth, and water equivalency), Lake Erie water levels, and ice cover.

To be consistent with the wording used by weather agency communications, the Ministry of Natural Resources and Forestry in partnership with Conservation Ontario, Environment Canada, and other applicable agencies updated and changed the flood messaging terminology in February of 2012.

The CCCA uses the aforementioned data and information to maintain and calibrate a Hydrometric Numeric Interpolator (forecasting model) to interpolate numeric inputs and output a graphical interpretation.

Flood Forecasting:

- Interpretation of provincial weather forecasts and advisories for application at local level
- Development of flood forecasting model

**Flood Damage Reduction / Ice Management Program
(Hamlet of Port Bruce):**

- Coordinate ice breaking operations in consultation with the Municipal Flood Coordinator
- Coordinate dredging activities for removal and disposal of sediments
- On-site supervision, tender contracts, soil testing, associated clean-up, access agreements, tree removal

Operation of Flood Control Structures (Springwater Dam):

Annual inspections

- Annual inspections
- Replacement and maintenance of stop logs and lifting mechanisms
- Painting, parging, repairs to concrete, fencing, and signage
- Review and updates to operation and maintenance manuals, policies, and procedures
- Debris removal and control of inflow debris

- Ongoing maintenance and operation to control water levels
- Provide protection of loss of life, environmental damage, economic loss, and property destruction.

Flood & Erosion Control Capital Repairs:

- Develop Terms of Reference for preliminary engineering studies to determine the feasibility and benefits of capital protective works and repairs
- Coordinate the Environmental Assessment Process
- Solicit funding for repairs through the provincial Water and Erosion Control Infrastructure (WECI) Program

Why?

- Reduce injury and loss of life
- Reduce property damages
- Maintain a \$2 million infrastructure
- Mandated program of the province (e.g. municipalities must ensure that provincially satisfactory flood warning and operations programs are implemented)
- Provide local coordinated operation of flood warning system and Springwater Dam
- Provide park land and recreational opportunities
- Improve water quality and mitigate stream flow for flooding
- Public safety program that is tied to the flood plain component of the Plan Input and Review Program

Who benefits / participates?

- 28 residential and non-residential structures located along Catfish Creek and Bradley Creek
- 57 residential and non-residential structures on the Simpson Drain in the Village of Springfield
- 250+ residential and non-residential structures on Catfish Creek and along the Lake Erie shoreline in the Village of Port Bruce
- Approximately 30 residential and non-residential structures on various watercourses throughout the watershed in rural areas
- Member Municipalities
- Upper Tier Municipalities
- Province (through reduced flood damages)
- Conservation Area users
- Watershed residents, property owners, and businesses located in flood susceptible areas within the watershed
- Town of Aylmer

PLAN INPUT & REVIEW

What does the Authority do?

Provide Information and policy support to municipalities on matters relating to Natural Hazards Policies (Section 3.1 under the PPS) with a focus on Official Plan and Official Plan Amendments. This includes: broad policy interpretation, transfer of data, information and science to municipalities, and provision of advice on matters relating to natural hazards policy to MMAH.

Examples

- Provides land use planning input and review advice to watershed municipalities
- Provides technical advice and information to landowners, developers, and the public regarding flood and erosion hazards and environmental concerns
- Regulation of development, interference with wetlands, and alterations to shorelines and watercourses
- Develops new natural hazard information to support the delegated commenting role inputting into municipal planning to ensure consistency with the Provincial Policy Statement (PPS) s.3.1 (natural hazards) policies
- Support the delegated commenting role inputting into municipal planning to ensure consistency with the PPS s.2.3 (natural heritage) policies
- Provide proponents with waterproofing standards and related advice that facilitates development in the flood fringe

Examples

- Official plan policies and schedules, comprehensive zoning by-laws, plans of subdivisions
- Property inquiries (legal, real estate, and general information)
- Provide comments on municipal planning / development documents or applications annually
- Process permit applications under the Section 28 regulations of the Conservation Authorities Act
- Resource mapping and flood elevations
- Liaison between municipalities and other government agencies
- Coordination and implementation of the CCCA Shoreline Management Plan
- Cooperation with neighbouring Conservation Authorities to ensure 'seamless planning service' for municipalities and counties with more than one CA within their boundaries
- Provide advice and assistance to watershed municipalities with regard to environmentally related responsibilities under the Planning Act
- Natural heritage protection
- Identification and protection of watershed wetlands and environmentally significant areas
- Municipal drain review (e.g. erosion control and location)
- Screening applications under the Federal Fisheries Act

Why?

- Reduce risk to life and property from natural hazards such as flooding and unstable slopes
- Compliment flood control operations
- Promote wise use of land and water resources for future generations
- Interpret and implement provincial policies at the local level
- Key component of a comprehensive flood plain management program

Who benefits/participates?

- The general public, landowners, developers, and watershed municipalities
- Municipal planners and building officials
- Lawyers and real estate agents, students, and academic institutions
- Provincial and federal ministries, Local Planning and Appeal Tribunal (formerly OMB), Mining and Lands Commissioner

CONSERVATION LANDS

What does the Authority do?

CCCA works in partnership with the local community, special interest groups, private landowners, and the provincial government to ensure the long-term protection of Environmentally Significant Conservation Lands the Catfish Creek watershed

Examples

- Protection and management of over 553 hectares (1368 acres) of Authority-owned lands
- Mapping and inventories of the Environmentally Significant Areas including the associated flora and fauna within the watershed
- Provides the land for outdoor education activities at the Jaffa Environmental Education Centre and Catfish Creek Conservation Authorities Environmental based curriculum
- Acquisition of and stewardship of/on provincially significant wetlands (i.e. Calton Swamp)
- Protection of headwater source areas (Hawkins Tract)
- Active co-management partners with our member municipalities, towns, cities, and with other agencies and individual landowners in the Carolinian Canada Life Zone Stewardship Program (i.e. Catfish Creek Slope and Flood Plain Forest Site)
- Support towards natural heritage studies (i.e. Oxford County and Elgin County Studies)
- Protection of Areas of Natural and Scientific Interest (ANSI) (i.e. Springwater Forest)
- Development and implementation of land-use strategies to protect endangered flora and fauna (i.e. Small Whorled Pogonia, Acadian Flycatcher)
- Interpretive and recreational opportunities (i.e. guided hikes, eco-tourism)
- Partnerships with other conservation organizations (i.e. Ducks Unlimited, Bird Studies Canada, University of Guelph, Nature Conservancy Canada, St. Thomas Field Naturalists, Carolinian Canada Coalition, ALUS, Canadian Chestnut Council)
- Partnerships and work agreements with LEEDS employment and The Children's Aid Society
- Restoration activities and projects for Aquatic and Terrestrial Species at Risk
- Development of Forest Management Plans
- Development of Management Plans
- Administer research permits for organizations such as MNRF to perform tree disease research
- Promote stronger local communities by giving citizens the knowledge and support they need to reach out and work with their neighbors to protect the local places they need and love

Why?

- Conserving land increases property values near greenbelts, saves tax dollars by encouraging more efficient development, and reduces the need for expensive water filtration facilities
- Provides storage for flood waters
- Improves water quality
- Provides research opportunities
- Protects and provides habitats for a variety of flora and fauna
- Provides recreational and eco-tourism opportunities throughout the watershed
- Provincially mandated program
- Reducing air and water pollution
- Preserving open and green spaces
- Preserving fish and wildlife habitats, endangered species, and biodiversity
- Managing and protecting watersheds and wetlands
- Maintains scenic landscapes and recreational amenities
- Prevents soil erosion and improves soil quality
- Reduces the negative impacts of flooding
- Improves resilience to drought and invasive species
- Helps to sequester greenhouse gases

Who benefits / participates?

- Watershed residents
- Youth who gain valuable life skills through our community outreach programs through LEEDS, Children's Aid Society
- Recreationalists such as Field Naturalists, Hiking Groups, Eco Tourists, and campers from all over North America
- Thousands of Students, instructors from Thames Valley School Board, other Conservation Authorities through programs such as the Carolinian Forest Festival and researchers within different educational and environmental institutions
- Provincial government and ministries of all sorts from OMAFRA, OFIA, MPAC all the way to MNRF, and the Ministry of the Environment, Conservation and Parks
- ALUS Program, Ducks Unlimited, Stewardship Council, Chestnut Council, Bird Studies Canada, University of Guelph, Department of Fisheries and Oceans, Elgin County Trappers Association, Local member municipalities, towns and cities, and most of all the residents of our watershed

CONSERVATION AREAS

What does the Authority do?

CCCA provides a wide variety of recreational opportunities on 120 hectares (300 acres) of Authority owned/managed lands using sound business and environmental principles

Examples

- Springwater Conservation Area offers camping (265 campsites), group camping, swimming, boating, fishing, picnicking, hiking, and special event facilities
- Rural based Conservation Areas like the Archie Coulter C.A. provide passive recreational opportunities such as hiking, bird watching, and research
- Conservation Areas located in an urban setting provide municipalities with valuable green space for active recreation (e.g. Ward McKenna and Ivan Steen properties)
- Maintain and operate the Springwater Dam for flow augmentation and recreation purposes
- Volunteer opportunities (e.g. scouting groups, cooperative education students)
- Capital improvement projects (e.g. roads, campsite development, trails)
- Agreement with TVDSB to allow environmental education opportunities for approximately 8000 students per year

Why?

- Provides a high quality recreational experience in a natural setting
- Generates excess revenues to offset other mandated program expenses
- Allows safe access to Authority owned/managed lands for permitted activities
- Creates necessary fish and wildlife habitat
- Protects the integrity of environmentally significant lands
- Permits land susceptible to hazards (e.g. flood) to be utilized for recreational purposes
- Provides valuable green space in urban settings
- Creates seasonal employment opportunities for local youth and students
- Provides annually over 1000 hours of volunteer opportunities for high school co-op students, those seeking rehabilitation, or clients of LEEDS employment opportunities for those seeking work experience opportunities
- Maintains \$2 million infrastructure
- Provides land for the housing of municipal services (e.g. hydro and sewer easements, stormwater management facilities)

Who benefits / participates?

- Over 100,000 people who visit and use the facilities at the Conservation Areas on an annual basis, mostly from local communities

- Over 1500 new visitors to Springwater Forest through the Active Naturally initiative
- Local economies (tourism spinoffs and purchase of goods and services)
- Sponsors of special events
- Volunteer supporters and donors
- Students
- The people of Ontario

INFORMATION & EDUCATION

What does the Authority do?

CCCA provides information and education in a cost effective manner to the community about conservation, the environment, and the programs and services of the CCCA

Examples

- Educational and recreational opportunities
- Provides a mobile, hands on, and interactive education program
- Assist with environmental education programs in partnership with various community organizations (e.g. Environmental Leadership Program, Marsh Quest, Carolinian Forest Festival, Regional Envirothon)
- Printed and digital material for public distribution and consumption (e.g. brochures, newsletters, trail guides, Annual Report)
- Recognition of deserving conservationists within the watershed (e.g. CCCA Conservation Award)
- Joint working relationship with the Jaffa Environmental Education Centre (e.g. Maple Syrup Program)
- Hands-on resource management opportunities with local schools (e.g. erosion control, tree planting)
- Cooperative education (e.g. student placement from local secondary & post-secondary schools)
- Displays and presentations (e.g. Trade Shows, Go Wild Grow Wild, AGM, school events)
- Joint marketing and advertising initiatives with neighbouring Conservation Authorities (e.g. tree planting, workshops)
- Involvement of local business in sponsoring environmental programs
- Media relations & Social Media
- Demonstration sites for public viewing and education
- Special programming (e.g. Active Naturally)
- Coordinate the Annual Student Scholarship Award
- Fundraising to support a wide range of mandated and non-mandated environmental projects and initiatives
- Develop and cultivate strong partnerships with other government agencies, foundations, businesses, environmental groups, and individuals

Why?

- Generate public support and awareness for Authority programs and services
- Help watershed residents make informed environmental decisions
- Promote and encourage use of Authority owned / managed lands
- Create value for a healthy environment by providing opportunities for people to experience and learn about conservation programs
- Provide hands-on & experimental learning opportunities
- Create an environmental/stewardship ethic within the local community especially with our youth
- Generate additional sources of revenue to support non-mandated environmental projects
- Recognition of partners, donors, and volunteers
- Promote our local heritage (e.g. Maple Syrup Festival)

Who benefits/participates?

- Watershed residents/general public
- Students (approximately 5000 participants annually)
- Municipalities, by having an involved and informed constituency
- Conservation Area users
- Local businesses

WATERSHED PLANNING & WATER MANAGEMENT PROGRAMS

CCCA develops a watershed plan for the CCCA Watershed, implements the plan, monitors progress, and provides a periodic review of plans.

Examples

- Coordination of watershed studies
- Integration and Analysis of water quality and water quantity data
- Acquisition and analysis of spatial data (e.g. Elevation model, stream locations and flow direction)
- Acquisition and data management of water quality information (PWQMN, PGMN, OBBN)
- Produce watershed report cards using spatial and water quality data
- Support planning department with updated base data and regulatory information
- Develop Source Water Protection Plans to protect water quality and quantity for municipal drinking water systems
- Administer the provincial Low Water Response Program locally

Why?

- The health of rivers and streams is both influenced by and illustrative of the health of the lands through which they flow
- Water systems demonstrate the cumulative effects of environmental stresses
- Quality of life is directly linked to water quality in watersheds
- There is strong and growing public support for implementation of locally based solutions at the local watershed level
- Informs decision making in all other mandatory and non-mandatory programs and services such as watershed function during floods, targeting sources of pollution, and identifying locations to focus acquisition of new or disposal of CA Lands
- Provide clean water for recreational opportunities
- Safeguard human health
- Ensure enough safe, clean water is available
- Protect current and future sources of groundwater and surface water supplies

Who benefits / participates?

- Watershed residents
- Provincial government
- Municipalities
- Local environment

WATERSHED STEWARDSHIP

What does the Authority do?

- Provides municipalities and landowners with a local source of technical expertise and services to address erosion control, forest management, and water quality issues

Examples

- Technical and financial assistance available to landowners experiencing erosion problems on their land holdings
- Woodlot management on municipal lands
- Local delivery agency for provincial and federal environmental initiatives (e.g. Managed Forest Tax Incentive Program)
- Local contact for environmental issues
- Researching, designing, and implementing streambank erosion control using non-traditional methods (e.g. bioengineering)
- Hands-on resource management opportunities (e.g. stream rehabilitation)
- Staff expertise easily accessible to watershed residents
- Easy access to the most up-to-date resource materials
- Certified Approvers on staff to prepare, approve, and audit Managed Forest Plans for private landowners
- Solicit funding from other environmental partners
- Tree marking services for municipalities and private landowners

Why?

- Improve water quality and habitat for fish and wildlife
- Preserve soil resources and reduce sedimentation
- Demonstrate sound forestry management practices on municipal lands
- Ensure technical expertise and resource materials are available locally for the residents in the community

Who benefits/participates?

- Private landowners
- Local community
- Downstream users
- Local environment
- Contractors
- Municipalities
- Other levels of government

REFORESTATION

What does the Authority do?

CCCA implements watershed management and conservation strategies to enhance air and water quality, protect areas within the watershed susceptible to erosion, and mitigate the impact of flooding.

Examples

- Implementation of an improved and focused Carolinian species planting strategy to increase partner planting opportunities through watershed forest cover enhancement project to support the establishment of new Carolinian mixed species plantations
- Partnered with Ontario Power Generation (OPG), Forests Ontario/Forest Recovery Canada, and local interest groups to plant thousands of trees
- Provide technical assistance and some financial incentives to landowners to establish a variety of Carolinian hardwoods, wildlife shrubs, and conifer tree species
- Reforestation annually on approximately ten hectares of private and publically owned lands throughout the watershed
- Provide technical expertise for species selection, site preparation, planting plans, and maintenance
- Maintain the Community Forest for watershed residents and visitors to enjoy with the lasting reminder of special occasions such as birthdays, anniversaries, or weddings, as well as living memorials to family and friends of the deceased.
- Planting Community Forests improves the local environment while commemorating people or events
- Established long-term partnerships with local schools, community groups, individuals, and businesses resulting in thousands of trees planted annually.

Suggested reforestation activities include:

- Planting a protective buffer strip along waterways and creeks to protect the watercourses and allow enhancement of aquatic habitat
- Windbreaks to minimize soil erosion and improve the heat units available to crops
- Provide a treed corridor to link established woodlots, helping to improve genetic diversity among wildlife
- Retire old unused pasture lands and scrub land to forest stands and consequent woodlots

We consider our continued partnerships a vital component in assisting the Catfish Creek Conservation Authority with reforestation, increasing wildlife habitat, and prevalent bio-diversity within the Catfish Creek watershed. Landowners are able to participate in helping us reach our environmental goals and milestones.

Why?

- Reduce soil erosion and nutrient loss
- Provides habitat for wildlife
- Improves crop productivity
- Enhances air and water quality
- Removes marginal land from production
- Provides hands-on learning opportunities through participation
- Assists with groundwater recharge
- Reduces household energy costs
- Enhances interior forest habitat and extends natural heritage corridors

Who benefits/participates?

- General public
- Municipalities
- Non-profit groups, service clubs, and community associations
- Farmers and rural landowners
- Students
- Private tree nurseries

REPORT FA 52 / 2019 : To The Full Authority

FROM: Christopher Wilkinson, General Manager / Secretary – Treasurer
SUBJECT: 2020 Proposed Organizational and Staff Workplans
DATE: September 20, 2019
STRATEGIC ACTION: Operate a sustainable and adaptable organization

Purpose:

To update the Full Authority on the benefits of workplans, and the activities proposed in the 2020 workplan.

Discussion:

CCCA's work over the next year will be challenged like never before. Working hand in hand with our municipal partners will be paramount to achieving our corporate and ecological goals. Activities include Bill 108, its anticipated regulations and how they will be implemented, continued relationship-building with the province and municipal governments, concerns about further funding cuts and the impact on our work, and the second year of implementation of our Strategic Plan 2019-2023.

Value for Municipal Members

CCCA support our municipal members and residents by:

- improving the health and function of the Catfish Creek watershed and providing outdoor recreation opportunities that improve people's lives
- Increasing the natural spaces, natural cover and reducing soil erosion so that future generations can also be proud of the watershed.
- Continue our great history of working with landowners to find solutions that work for all parties.
- Ensuring CCCA is creative and adaptive in its business solutions to ensure a sustainable organization that is capable of supporting the evolving needs of our member municipalities

Some of our Key Accomplishments in 2019

Over the past year, CCCA has achieved a number of accomplishments that advance the Strategic Plan objectives:

- Advocated key messages and positioning during the transition to the new Provincial government
- Continued implementation of new Administrative By-Laws and related policies
- Pursued funding opportunities for CCCA such as Employment Grants and TD Friends of the Environment
- Published a 2019 watershed report card
- Delivery of the Flood Forecasting and Warning Program (water quantity) and water quality monitoring program for all member municipalities, and ice related activities with Malahide Township to successfully work through another season of ice management

- Provided a number of special events that benefit the local economy and human health such as the Maple Syrup festival and outdoor activities such as snow shoeing and canoeing with a variety of user groups
- Successful camping season with a slight increase in revenue that assists to offsets the use of reserves to deliver mandated programs.
- Continued management of Springwater Dam for flood and low flow augmentation
- Construction of 5 acres of wetlands, 5 acres of riparian habitat (e.g. tall grass prairie) and two erosion control projects
- Facilitated the planting of over 10,000 trees (10 acres of tree planting)
- Built support for CCCA and profiled the value of the CCCA watershed-based programs through expanded social media coverage (twitter, facebook, Instagram) and media releases

2019-2023 Strategic Plan and its Direction for the 2020 workplans

CCCA's 2020 Proposed Workplan aligns with the broader vision, values, priorities as they relate to the strategic actions of the 2019-2023 Strategic Plan which include:

1. Protect life and minimize property damage from flooding and erosion
2. Improve the ecological health of the Catfish Creek watershed
3. Curate an appreciation for nature
4. Ensure our conservation lands are protected and enhanced
5. Operate a sustainable and adaptable organization

Current Status:

Summary of CCCA Organizational Workplan Activities for 2020

The changes that will result from the implementation of Vill 108 and its associated regulations will impact the work of the CCCA in 2020. Much of our effort will be to support the municipal members and the CCCA through the transition. Currently, throughout 2020, CCCA proposes to:

- Implement Bill 108 and its associated regulations, including implementation of the streamlining initiative aimed at improving customer services and turnaround times for building applications/permits.
- Expansion of our Outdoor Education program through a Community Outreach Technician and development of a new youth based educational module
- Enhance fundraising activities and capabilities, broaden our community partnerships, and continue to apply for grants
- Deliver Administrative support such as Board of Directors governance, Source Protection Authority governance, an Annual Report, Audited Financial Records, Proposal and implementation of corporate policies
- Develop Management Plans for two Properties
- Update Regulation 146/06 Mapping and related Policies
- Highlight the critical role of CCCA in the area of watershed health through implementation of stewardship projects and other enhancements that improve the health of the Catfish Creek watershed
- Continue monitoring the health of the watershed throughout surface and groundwater monitoring programs

- Continued operation of Springwater Campground, Conservation Areas and Special Events
- Build support for the CCCA and help connect watershed residents and visitors with nature using social media and other communication approaches
- Capital improvements at the Conservation Areas including a washroom renovation, fencing and light timers.

A more detailed 2020 proposed organizational workplan is attached to this report (Attachment 1) for the benefit of our Members. Detailed staff workplans are not attached to this report, but available upon request.

Recommendation:

THAT, the Full Authority adopt the 2020 proposed workplan as presented in Report FA 52/2019.

Christopher Wilkinson
General Manager / Secretary-Treasurer

Attachment 1

Catfish Creek Conservation Authority Proposed 2020 Organizational Workplan:

Activity	Strategic Plan Objective 1-5 *
Administration	
Implement Amendments to the Conservation Authorities Act (Bill 108)	5
Negotiate Agreements for Non Mandatory Services (Bill 108)	5
Manage the Board of Directors and Committees Governance	5
Create an Annual Report	5
Create an Annual Business Plan	5
Support the Audit and Annual Financial Statements	
Generate and Approval of Annual Budget and Levy	5
Apply For and Support Grants	5
Health & Safety (Joint Health & Safety Committee, Inspections)	5
Human Resources including Hiring and Staff Workplans	5
Communications (e.g. Council Presentations, Social Media)	5
Policy Implementation (e.g. Land Securement and Disposal, Records Retention)	5
Management of Fleet and Vehicles (e.g. Tracking Use, expenditures for maintenance)	5
Attend Conservation Ontario Council and other meetings as required	5
Conservation Lands	

Day to Day Operations at Owned or Managed Lands	4
Assistance with Partnerships (e.g. OPP Path of Honour, Municipal, Private, Schools)	3,5
Special Events (e.g. Maple Syrup, Festivals, Fishing Derby)	4,5
Develop Two CA Lands Management Plans	4
Complete a Draft Infrastructure Deficit Report	4,5
Springwater Dam Operations	4
Wildlife Management	2,4,5
Complete Drinking Water Quality Samples	4
Hazard Tree Abatement	4,5
Technical and Stewardship Services	
Flood Forecasting and Warning (Watershed wide)	1
Ice Management (Port Bruce)	1
Water Quality and Quantity Watershed Monitoring (PGMN, PWQMN, OBBN)	1,2,3,4,5
Produce a draft updated CCCA Watershed Management Plan	1,2,4,5
Coordinate Tree Planting (Malahide Road Site, Forests Ontario, Elgin)	2, 5
Data Management and GIS (Open Data / Citizen Science, Elevation Model etc)	1-5
Support Managed Forest Tax Incentive Program Applications	2,4,5
Woodlot Management (e.g. Tree Marking)	2,4,5
Implementation and Maintenance of Stewardship Projects (Elgin Clean Water, Greening Communities etc.)	2,5
Planning Services	
Plan Input and Review, Section 28 Permits and associated Site Inspections	1
Update Regulation Mapping and Schedules (Post CA Regulations)	1
Implement Streamlining Initiative (Bill 108)	1,5
Community Outreach	
Education and Outreach (Envirothon, Marsh Quest, Carolinian Forest Festival, Watershed Tour)	3
Support the East Elgin Secondary School Environmental Leadership Program	3
Coordinate Fundraising Activities (Website Refresh, Policies, Bequests)	3,5
Summer Camp	3,5
Coordinate and Deliver CCCAs enhanced Outdoor Education program	3,5
Develop and Implement a Social Media Strategy	1,3,4,5

*** CCCA' Strategic Priorities**

1. *Protect life and minimize property damage from flooding and erosion*
2. *Improve the ecological health of the Catfish Creek watershed*
3. *Curate an appreciation for nature*
4. *Ensure our conservation lands are protected and enhanced*
5. *Operate a sustainable and adaptable organization*

REPORT FA 53 / 2019 : To The Full Authority

FROM: Christopher Wilkinson, General Manager / Secretary – Treasurer
SUBJECT: Budget Voting – Municipal Levy
DATE: September 26, 2019
STRATEGIC ACTION: Operate a sustainable and adaptable organization
FINANCIAL IMPLICATIONS: Annual budget subject to the Board approval as per legislated approval process

Purpose:

To update the budget voting procedure to ensure compliance with O.Reg 139/06 and O.Reg 600/00.

Discussion:

The *Conservation Authorities Act*, O.Reg 139/96 and O.Reg 670/00 outline the process of approving Conservation Authority budgets, in particular the process of approving the Municipal levies. Historically the CCCA has conducted budget approval by a weighted vote. Starting for the 2020 budget, approval will be conducted per the legislated method and will include passing three separate resolutions covering: matched levy; non-matched levy; and the overall budget document.

Budget approval was based on receiving a weighted majority of 51% of those present. One resolution was considered for the total dollar value of the budget and the associated general and special levy.

Weighted Vote

As outlined in the *Conservation Authorities Act*, O.Reg 139/96 and O.Reg 670/00 a weighted vote is to be conducted for the portion of the levy where there are no matching funds, with the following conditions:

- Quorum is required (e.g. 3 of the 5 CCCA Board Members must be present);
- Vote is carried by a weighted majority of 51% of those present;
- Voting by proxy is not permitted;
- Absent members percentage does not carry to the members present from their Municipality (not applicable since CCCA has one member for each municipality);
- No single Member Municipality can carry more than 50% of the vote;
- Must be a recorded vote.

For weighted voting, the vote is based on the modified Current Value Assessment values provided annually by the Ministry of Natural Resources and Forestry (MNRF).

Weighted Vote Allocations:

Municipality	2020 CVA Based Apportionment Percentage	Vote %
Aylmer, Town of	26.67%	26.67%
Central Elgin, Municipality of	27.11%	27.11%
Malahide, Township of	36.61%	36.61%

South-West Oxford, Township of	3.54%	3.54%
St. Thomas, City of	6.07%	6.07%

Majority Vote:

A majority vote is to be conducted for the portion of the budget where matching Provincial funds are provided. This is the portion of the total levy where municipal levy is matched by the Section 39 MNRF transfer payment and associated operational and maintenance costs.

Majority Vote Allocations:

Municipality	# of Members	Vote %
Aylmer, Town of	1	20.00%
Central Elgin, Municipality of	1	20.00%
Malahide, Township of	1	20.00%
South-West Oxford, Township of	1	20.00%
St. Thomas, City of	1	20.00%

Future budget approval will require three separate resolutions to be passed:

1. Matching Levy – Majority Vote

Assuming MNRF provides the same amount as in 2019 and as presented in the 2020 Budget, this will be the Section 39 transfer payment plus operational and maintenance costs. This is to be matched by Municipal Levy.

2. Non-Matching Levy – Recorded Weighted Vote

This is the portion of the municipal levy that is not matched by Provincial funds. Based on the Draft 2020 budget, this will be the remaining General Levy, the Planning Levy and the Special Benefiting Levy for Malahide Ice Management.

3. Overall Budget – Majority Vote

This will be the approval of the overall budget document which summarizes the overall direction of programs, services, maintenance and purchases etc. for the year.

After the vote (at the March 2020 CCCA Board Meeting), the Member Municipalities will be provided with a registered letter outlining the Board approved levy.

Staff recommend that future approval of the annual budget be completed as outlined in the *Conservation Authorities Act*, O.Reg 139/96 and O.Reg 670/00.

Recommendation:

THAT, the Full Authority receive Report FA 53/2019; AND FURTHER,

THAT future approval of the annual budget be completed as outlined in the *Conservation Authorities Act*, O.Reg 139/96 and O.Reg 670/00.



Christopher Wilkinson
General Manager / Secretary-Treasurer

REPORT FA 54 / 2019 : To The Full Authority

FROM: Christopher Wilkinson, General Manager / Secretary – Treasurer
SUBJECT: Conservation Ontario Meeting – September 30, 2019
DATE: October 1, 2019
STRATEGIC ACTION: Operate a sustainable and adaptable organization

Purpose:

To update the Full Authority on the Conservation Ontario Meeting on September 30, 2019

Discussion:

The Conservation Ontario Council meeting was held in North York on September 30, 2019.

Agenda items for discussion included:

a) Special Meeting with the Flood Advisor

Presentations were given from Authorities who participated in recent meetings with the Special Flood Advisor. CAs met with the Advisor, partners and politicians in 5 meetings throughout the province. CAs typically had a 45 minutes ahead of the public meeting for one on one discussions. RVCA discussions focused on the dam management and water level coordination. NBMCA spoke about the backup in floodwaters on the Mattawa river as a result of the Ottawa flooding. TRCA focused on urban flooding and the various financial tools that could be implemented to support the programs. GRCA focused on ageing infrastructure around dams and dykes which are critical, ice jam flooding, and what can be done to reduce flooding as a result of ice and the high Great Lake water levels. GRCA took the Flood Advisor on a tour of dykes and dams in the watershed. UTRCA focused on how complacency might have set in thanks to CAs doing such a good job in the past, as well as discussed the importance of the watershed management model. All groups discussed how essential communication is during a flood event, and how we can always do more in this area.

b) Conservation Ontario General Manager's Update

CO GM update the group on a number of items including:

1. The initial letter from Minister Yurek's office received prior to the AMO conference asking Authorities to "wind down" non mandatory programs when consultations were not yet organized.
2. The second letter which clarified the initial letter. CO reported the follow up discussion resulted in an offer to pre-consult with all 36 CAs.
3. Communication efforts including ensuring municipal support which CCCA garnered through the five recent council resolutions supporting the CCCA. CO also suggested staff determine local influencers who can also speak and tailor

messaging about CCCA with their network about the value of CAs and CCCA. A municipal workplan as per SNC is a good approach

<https://www.nation.on.ca/resources/publications/municipal-workplans>. A google document page for communication staff has been set up for staff to share resources. CO requested municipal councillors need to be kept in the loop at a high.

4. CO discussed the framework for the Pre Consultation meetings. Authorities must be consistent when discussing the core mandate and the required supporting programs. CO requests CAs reiterate how they are transparent and accountable. CO has prepared speaking points which CCCA will use, in particular around the question about what core programs and services are to be, as well as how CAs leverage their dollars.

c) Pre-Consultation Discussions

CO provided an overview and handout regarding the proposed CA Act legislation. The group discussed the potential questions and answers to ensure consistency in the pre-consultation.

d) Conservation Ontario Budget and Levy

The council approved CO's 2020 budget of \$1,348,000, a levy increase of 2%. It was noted the Minister requested that levy increases be limited to 0% unless supported by municipalities.

e) Presentation

A presentation called the Great South WET was provided by Essex Region and Lower Thames Region Conservation Authorities.

Recommendation:

THAT, Report FA 54 / 2019, be received as information at this time.



Christopher Wilkinson
General Manager / Secretary - Treasurer

REPORT FA 55 / 2019: To The Full Authority

FROM: Christopher Wilkinson, General Manager / Secretary – Treasurer

SUBJECT: Ice Breaking Quotations

DATE: October 1, 2019

Purpose:

To review the quotations to provide Ice Breaking Services in Port Bruce for 2020.

Discussion:

Annually the Catfish Creek Conservation Authority (CCCA) receives quotes for the availability and cost of a dragline with a minimum of 100-foot boom to break ice during the spring thaw in Port Bruce. The dragline must be available to remain on-site for the months of January to March, 2020.

Three (3) contractors owning this type of specialized heavy equipment were contacted to submit a direct quotation. In addition, the RFP was posted on Biddingo.com, a public procurement website used by many Ontario Municipalities. As per Report 30/2019, the RFP closed July 19, 2019 with no proposals received. Staff re-release the RFP with the option to bid on any one or all of the three requirements by October 30, 2019.


An additional two (2) contractors were approached with one (1) bid for the drag line was received prior to the revised deadline.

As a result, the Quotation submitted for the dragline by Higgs and Higgs Inc. is presented for your review and information. The contractor has indicated that the dragline is a newer 2010 model and includes sufficient safety lighting.

Please note that a long reach excavator has not been procured as a result of this process.

Recommendation:

THAT, the Catfish Creek Conservation Authority forward the Quotation for the dragline to the Township of Malahide for Council's review and consideration.



Christopher Wilkinson
General Manager / Secretary – Treasurer

HIGGS & HIGGS INC

6179 Centennial Rd., St. Thomas, Ontario N5P 3S8, phone 519-775-0101

September 3, 2019

Quote for Catfish Creek Conservation Authority

RE: Ice Breaking Services - Port Bruce

January 1 – March 31, 2020

2010 835 Liebherr Dragline w/110ft of boom

\$4,400.00 + HST per month

\$1,500.00 + HST move in and rigging costs

\$190.00 + HST hourly rate

\$95.00 +HST standby rate per hour

Higgs & Higgs Inc.

Verne Higgs

Cell - 519-872-6763

Email – vhiggs@rogers.com



CATFISH CREEK CONSERVATION AUTHORITY

8079 Springwater Road, RR# 5, Aylmer, Ontario N5H 2R4

PHONE: (519) 773-9037 • FAX: 519-765-1489

e-mail: admin@catfishcreek.ca • www.catfishcreek.ca

September 3, 2019

To Whom It May Concern:

Re: Conservation Areas Workshop Bursary

This letter is a statement of support for the attendance of Gerrit Kremers at the 2019 Conservation Areas Workshop.

Gerrit is currently a Park Technician and has been with Catfish CA for 4 years.

Gerrit has worked for Catfish CA starting as an assistant park technician between 2016 and 2018, and moved up to Park Technician this year (2019).

Previous to CCCA, Gerrit was employed as a Farm Labourer and Lawn Maintenance Technician.

As the general manager of the CCCA, I have witnessed Gerrit's dedication to his position as Park Technician and admire the eagerness and initiative with which he approaches the job. Gerrit has one of the more difficult positions as he is responsible for among other tasks management and maintenance of the trailer park septic. Connecting with staff members from other CAs who perform similar job duties, as well as additional job duties related to working at a Conservation Area is important for his career development from both a technical and a motivational perspective.

I also think it is important to engage upcoming and young conservation professionals in these professional development opportunities. Such exposure may spark their interest in a different area of Conservation Areas such as management or Provincial Offences, something that has been very difficult for our small Authority to offer staff, in particular since the Provincial cuts in the Spring.

In terms of the criteria for Innovation Award, CCCA is not able to submit this year, however, we are budgeting some staff hours in 2020 budget to make a submission next year.

I am happy to discuss my support as it relates Gerrit's application anytime.

Sincerely,

Christopher Wilkinson

General Manager / Secretary-Treasurer

*Mission Statement: "To communicate and deliver resource management services and programs
In order to achieve social and ecological harmony for the watershed"*



September 10, 2019

Minister Jeff Yurek
Ministry of the Environment, Conservation and Parks
777 Bay Street, 5th Floor
Toronto, ON M7A 2J3

Dear Minister Yurek:

This letter is in response to your correspondence dated August 16, 2019, which included a "request" to Conservation Authorities to "...begin preparations and planning to wind down those activities that fall outside the scope of your core mandate."

For the past decade, the Catfish Creek Conservation Authority (CCCA) received 18% of the required funding to administer mandated Flood Programs from the Provincial Ministry of Natural Resources and Forestry (s. 39) transfer payment. The balance of the funding required to run the mandated Flood Programs is then drawn from Municipal levies and self-generated revenue. Currently, Municipal levies make up 66% of the funding required to run mandated programs, with CCCA self-generated revenue making up the remaining 25%.

This vital self-generated revenue is enabled by programming such as the annual Springwater Maple Syrup Festival. It is important to note that winding down activities such as Maple Syrup Festivals will not result in a savings for taxpayers, as neither the Province nor Municipalities provide any funding for these programs. In the case of the Springwater Maple Syrup Festival, the CCCA collects a fee to attend and any revenue raised goes towards minimizing municipal levy increases to address mandatory programming. As a result, municipalities should be able to decide on whether to fund local non-mandatory programs.

The CCCA does not use Municipal levy or Provincial transfer payment funding for anything other than the management of natural hazards. This has always been made clear to municipalities within the CCCA watershed through the annual budget process, annual report and audited financial statements. The budget has always been represented in a way that indexes "Mandated" and Non-Mandated" programs, with a clear representation being provided of how Municipal levy funds have been spent.

The Town of Aylmer supports CCCA's participation in the development of the Conservation Authorities Act Regulations in the fall and their discussion of ways that Municipalities, Conservation Authorities and the Province can work together to balance the environment and the economy in a cost effective and transparent manner. It is the Town's hope that the outcome of this process will enable the preservation of critical public safety (e.g. watershed knowledge for flood warning) and public services (e.g. Conservation Areas and special events such as the Maple Syrup Festival) that are provided by the CCCA.

The Town of Aylmer looks forward to closely following the upcoming consultation period and will continue to support the CCCA throughout this process.

Sincerely,



Mary French
Mayor, Town of Aylmer

Cc: Minister of Natural Resources and Forestry, John Yakabuski
CCCA Chairperson, Rick Cerna



September 23, 2019

Hon. Jeff Yurek
Ministry of Environment, Conservation and Parks
jeff.yurekco@pc.ola.org

Dear Sir:

RE: Resolution – Non-Mandatory Conservation Programs

At its regular meeting held on September 19, 2019, the Malahide Township Council passed the following Resolution:

WHEREAS the Township of Malahide is an environmentally conscious community;

AND WHEREAS the Township of Malahide is a member of the Catfish Creek Conservation Authority (CCCA), Kettle Creek Conservation (KCCA), and Long Point Region Conservation Authority (LPRCA), and has representation on each of these Boards of Directors;

AND WHEREAS the respective Board of Directors determines the policies, priorities, and budget of each of these Conservation Authorities;

AND WHEREAS the CCCA, KCCA, and LPRCA provides the Township of Malahide with expert advice on flood mitigation and the environmental impact of land use planning proposals and that the Township of Malahide does not have staff with comparable expertise or experience;

AND WHEREAS the CCCA, KCCA, and LPRCA provide programs to the residents of Malahide and other member municipalities that include recreation, education, water quality monitoring, reduction of vegetation loss and soil erosion, preservation of species at risk, as well as protecting life and property through a variety of measures;

THEREFORE, BE IT HEREBY RESOLVED THAT the Township of Malahide supports the continuation of the programs of the CCCA, KCCA, and LPRCA, both mandatory and non-mandatory, and that no programs of the CCCA,

KCCA, or LPRCA, or any other Conservation Authorities in Ontario be “wound down” at this time;

AND THAT the Ministry of the Environment, Conservation and Parks give clear direction as to what programs are considered mandatory and non-mandatory and how those programs will be funded in the future;

AND THAT this Resolution be forwarded to the Minister of the Environment, Conservation and Parks Jeff Yurek, Premier Doug Ford, the CCCA, LPRCA, and KCCA.

Please do not hesitate to contact this office if you require any further information or documentation with respect to any of the above. We look forward to hearing from you regarding this matter.

Yours very truly,
TOWNSHIP OF MALAHIDE



M. CASAVECCHIA-SOMERS, D.P.A., C.M.O., CMM III
Chief Administrative Officer/Clerk

- Copy - Premier Doug Ford
- Catfish Creek Conservation Authority
 - Kettle Creek Conservation Authority
 - Long Point Region Conservation Authority

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

777 Bay Street, 5th Floor
Toronto ON M7A 2J3
Tel.: 416-314-6790

777, rue Bay, 5^e étage
Toronto (Ontario) M7A 2J3
Tél. : 416.314.6790



SEP 23 2019

357-2019-2392

Mr. Christopher Wilkinson
General Manager/Secretary-Treasurer
Catfish Creek Conservation Authority
Email: generalmanager@catfishcreek.ca

Dear Mr. Wilkinson:

Thank you for your letter. I appreciate you taking the time to write me.

We will connect with you in the near future about upcoming consultations with conservation authorities, municipalities and stakeholders. However, in the meantime please feel free to contact my staff, Holly Fullager, at holly.fullager@ontario.ca or 437-224-6690 at any time to discuss any questions you may have.

I look forward to continuing to work with you.

Thank you again for taking the time to write me.

Sincerely,

A handwritten signature in black ink, appearing to read "Jeff Yurek".

Jeff Yurek
Minister of the Environment, Conservation and Parks

From: [Minister, MECP \(MECP\)](#)
To: [Chris Wilkinson](#)
Cc: kgavine@conservationontario.ca
Subject: meeting invitation
Date: September 25, 2019 4:48:33 PM

Chris Wilkinson
General Manager/Secretary Treasurer
Catfish Creek Conservation Authority

Dear Chris Wilkinson,

Through the changes in the *More Homes, More Choice Act*, we are working to focus conservation authorities on their core mandate and to help them to function in a more transparent and open way with municipalities.

Please accept this invitation to meet with staff in my office and ministry officials to have a discussion about the programs and services provided by your conservation authority.

Meetings will be held from September 30, 2019 to October 25, 2019, for 90-minute durations. Please contact Kathleen Camacho, Project Assistant, at (416) 314-3880 or glo@ontario.ca to make arrangements. If you cannot attend a meeting in person at my office, please let us know so that we can make arrangements for either a video-conference or tele-conference.

I look forward to productive discussions.

Jeff Yurek
Minister of the Environment, Conservation and Parks.

September 23rd, 2019

The Honourable Doug Ford
Premier of Ontario
Legislative Building
Queen's Park
Toronto, ON M7A 1A1

Dear The Honourable Doug Ford:

Conservation Authority Funding

Please be advised that the Township of South-West Oxford supported the following resolution at their meeting on September 17th, 2019:

WHEREAS the Township of South-West Oxford is an environmentally conscious community;

AND WHEREAS the Township of South-West Oxford is a member of the Upper Thames River Conservation Authority, Long Point Region Conservation Authority and the Catfish Creek Conservation Authority (herein collectively referred to as the Conservation Authorities) and has a representative on the board of directors of the Conservation Authorities;

AND WHEREAS the board of directors determines the policies, priorities and budget of the Conservation Authorities;

AND WHEREAS the Conservation Authorities provides the Township of South-West Oxford with expert advice on the environmental impact of land use planning proposals and that the Township of South-West Oxford does not have staff with comparable expertise or experience;

AND WHEREAS the Conservation Authorities provides programs to the residents of South-West Oxford and other member municipalities that include recreation, education, water quality monitoring, reduction of vegetation loss and soil erosion, preservation of species at risk as well as protecting life and property through a variety of measures;

BE IT RESOLVED THAT that the Township of South-West Oxford supports continuation of the programs of the Conservation Authorities, both mandatory and non-mandatory, and that no programs of the



R. R. # 1, Mount Elgin, ON N0J 1N0
312915 Dereham Line
Phone: (519) 877-2702; (519) 485-0477;
Fax: (519) 485-2932

Conservation Authorities or of the other Conservation Authorities in Ontario be "wound down" at this time;

AND FURTHER THAT the Ministry of Environment, Conservation and Parks give clear direction as to what programs are considered mandatory and non-mandatory and how those programs will be funded in the future;

AND FURTHER THAT this resolution be forwarded to the Minister of the Environment, Conservation and Parks, Premier Doug Ford, MPP Ernie Hardeman, the Association of Municipalities of Ontario, the Upper Thames River Conservation Authority, Long Point Region Conservation Authorities and Catfish Creek Conservation Authority, Conservation Ontario and all Ontario municipalities.

Yours truly,

A blue ink signature of Julie Forth, Clerk.

Julie Forth, Clerk
Township of South-West Oxford

cc.

Minister of the Environment, Conservation and Parks,
MPP Ernie Hardeman
The Association of Municipalities of Ontario
Upper Thames River Conservation Authority
Long Point Region Conservation Authorities
Catfish Creek Conservation Authority
Conservation Ontario