

# CATFISH CREEK CONSERVATION AUTHORITY

## *Mission Statement*

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

Meeting of the Full Authority is to be held in the CCCA Boardroom  
on Thursday, November 7<sup>th</sup>, 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 #08/2019 (October 10, 2019) .....3 - 7
- 6) Business Arising from Minutes
- 7) Public / Special Delegations
- 8) Reports:
  - a) Report FA 56 / 2019 - Monthly Staff Reports.....8 - 10  
(Peter Dragunas, Dusty Underhill, Emily Febrey)
  - b) Report FA 57 / 2019 - October Summary of Revenue & Expenditures .....11 - 12  
(Susan Simmons)
  - c) Report FA 58 / 2019 - Accounts Payable .....13  
(Susan Simmons)
  - d) Report FA 59 / 2019 - Approved Section 28 Regulation Applications .....14 - 15  
(Tony Difazio)
  - e) Report FA 60 / 2019 – 94.1 myFM Spirit Awards.....16 - 20  
(Kelsey Oatman)
- 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
  - a) Incentive Based Recycling Pilot Project (Presentation) – Mykal Donald, CCCA  
Fanshawe College Co-Op Student

- b) Central Elgin Environmental Committee – Emily Febrey, CCCA Outdoor Education Technician

13) Correspondence:

a) Not Copied:

- Correspondence Register for October, 2019

b) Copied:

- A letter from the Association of Municipalities of Ontario (AMO) to Conservation Authority General Managers sent on October 9, 2019 regarding a number of matters raised regarding the implementation of Schedule 2, *Conservation Authorities Act*, Bill 108.
- A letter from CCCA to the Township of Malahide sent October 15, 2019 regarding the contract for Ice Breaking at Port Bruce.
- A letter from Emily Febrey, Outdoor Education Technician, to the Ministry of Environment, Conservation and Parks sent October 17, 2019, providing input into the Provincial Healthy Parks Healthy People Consultations.

14) Closed Session

15) Next Meeting / Adjournment

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

**Thursday, October 10, 2019**

**Meeting #08/2019**

**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
Dusty Underhill	Conservation Areas Supervisor
Emily Febrey	Active Naturally Program Manager

**ABSENT:**

Peter Dragunas	Water Management Technician
Tony Difazio	Resource Planning Coordinator

**OTHERS PRESENT:**

Rob Perry	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 # 101/2019</u>	P. Buchner	A. Oslach	CARRIED
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THAT, the Agenda for the October 10, 2019 Full Authority meeting be adopted as amended.

**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 # 102/2019                      A. Oslach                                      P. Buchner                                      CARRIED

THAT, the Minutes of Full Authority Meeting #07/2019 (September 12, 2019), be accepted as circulated.

**BUSINESS ARISING FROM MINUTES:**

None

**PUBLIC / SPECIAL DELEGATIONS:**

None

**REPORTS:**

Report FA 48/2019 - Monthly Staff Reports was presented, discussed, and resolved.

Motion # 103/2019                      S. Martyn                                      M. Tinlin                                      CARRIED

THAT, Staff Reports for the month of September, 2019, be noted and filed.

Report FA 49/2019 – September Summary of Revenue & Expenditures was presented, discussed, and resolved

Motion # 104/2019                      P. Buchner                                      A. Oslach                                      CARRIED

THAT, Report FA 49/2019, be noted and filed.

Report FA 50/2019 – Accounts Payable, was presented, discussed, and resolved.

Motion # 105/2019                      A. Oslach                                      M. Tinlin                                      CARRIED

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

Report FA 51/2019 – Programs & Services Guide, was presented, discussed, and resolved.

Motion # 106/2019                      M. Tinlin                                      P. Buchner                                      CARRIED

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

Report FA 52/2019 – 2020 Proposed Organizational and Staff Workplans, was presented, discussed, and resolved.

Motion # 107/2019                      M. Tinlin                                      A. Oslach                                      CARRIED

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

Report FA 53/2019 – Budget Voting Procedure, was presented, discussed, and resolved.

Motion # 108/2019

A. Oslach

P. Buchner

CARRIED

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.

Report FA 54/2019 – Conservation Ontario Meeting, was presented, discussed, and resolved.

Motion # 109/2019

P. Buchner

M. Tinlin

CARRIED

THAT, the Full Authority receive Report FA 54/2019 as information at this time.

Report FA 55/2019 – Ice Breaking Quotations, was presented, discussed, and resolved.

Motion # 110/2019

M. Tinlin

A. Oslach

CARRIED

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

#### **GENERAL MANAGER / SECRETARY - TREASURER'S REPORT:**

a) Carolinian Forest Festival:

The General Manager/Secretary-Treasurer advised the Board that the Annual Carolinian Forest Festival was ongoing from October 7 – 10<sup>th</sup> and the first couple of days had been successful. The General Manager/Secretary-Treasurer then invited the members to join him in checking out the Festival at the conclusion of the meeting.

b) Town of Aylmer Surplus Lands:

The General Manager/Secretary-Treasurer anticipates the Town of Aylmer declaring the adjoining lands to the Aylmer Tract as surplus lands and they will be moving through the public notice period. The General Manager/Secretary-Treasurer stated that should there be no other interest, this acquisition is expect to come back to Council in December.

c) Updated Fisheries Act:

The General Manager/Secretary-Treasurer announced that new provisions to the *Fisheries Act* that came into force August 28, 2019. As a result both the Ministry of Natural Resources and Forestry and the Department of Fisheries and Oceans Canada will be working to clarify questions that have arose over the coming months to ensure that the roles and responsibilities of both governments, partners, project proponents and the public are clear and implementable.

d) Provincial Consultations of *Conservation Authorities Act* Amendments:

The General Manager/Secretary-Treasurer informed the Members that the province was starting consultations with each Conservation Authority regarding amendments to the *Conservation Authorities Act*. The meeting would include members of the Minister of the Environment, Conservation and Parks Staff, the Chairperson of the CCCA, the CCCA General Manager / Secretary-Treasurer and one senior staff member. The proposed meeting date was October 16<sup>th</sup>, 2019. The General Manager/Secretary-Treasurer invited other Members to attend, and would provide them with the finalized meeting date.

**UNFINISHED BUSINESS:**

None

**CHAIRPERSON'S / BOARD MEMBER'S REPORT:**

None

**NOTICE OF MOTIONS / NEW BUSINESS:**

None

**CORRESPONDENCE:**

a) Not Copied:

- Correspondence Register for September, 2019

b) Copied:

- 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.
- 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.
- 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.
- A letter from Minister 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.

- 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*.
- 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.

Motion # 111/2019

A. Oslach

P. Buchner

CARRIED

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

**CLOSED SESSION:**

None

**NEXT MEETING / TERMINATION:**

The next meeting of the Catfish Creek Conservation Authority will be held on Thursday, November 7, 2019, commencing at (10:00 a.m.).

Motion # 112/2019

A. Oslach

S. Martyn

CARRIED

THAT, the Full Authority meeting be terminated at (11:15 a.m.).

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General Manager / Secretary –Treasurer

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Authority Chairperson

## **REPORT FA 56 / 2019: To The Full Authority**

**FROM:** Resource Planning Coordinator  
Water Management Technician  
Conservation Areas Supervisor  
Outdoor Education Technician

**SUBJECT:** Monthly Staff Reports

**DATE:** November 1, 2019

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### **Resource Planning Coordinator, Tony Difazio**

#### **Current Activities:**

- Completed the final wetland restoration project at the Yarmouth Natural Heritage Area (YNHA) and reporting to funding partners.
- Reviewed Client Services Standards and participated in a webinar with Conservation Ontario and CA planning staff.
- Completion of several stewardship projects throughout the watershed, including the construction of two new wetlands and the planting of a 4 acre tall grass prairie along the Lake Erie shoreline at the end of Springfield Road.
- Assisted with the development and implementation of several shoreline protection measures in Waneeta Beach (Port Bruce).

#### **Upcoming Activities:**

- Completion of a Managed Forest Tax Incentive Plan for a landowner in the watershed;
- Completion of several wetland cells on two private properties in the watershed.
- Attend a meeting with Ontario Provincial Minister(s), political support staff and government staff to discuss future Conservation Authority Programs and funding support for the Catfish Creek Conservation Authority.
- Marking of plantations for this falls forestry thinning operations with the Environmental Leadership Students (ELP).
- Supervision of ELP students during this year's chainsaw safety training exercises.
- Regular duties as assigned.

### **Water Management Technician, Peter Dragunas**

#### **Current Activities:**

- October 23<sup>rd</sup>, 25<sup>th</sup>, 30<sup>th</sup>, issued Lake Erie Shoreline, Flood Outlook, Watershed Condition Statement coupled with an update on the 31<sup>st</sup>.
- October 30<sup>th</sup>, issued Flood Outlook, Watershed Condition Statement.
- Review and updates of the Catfish Creek water quantity monitoring and evaluation parameters.
- Review of the historic Catfish Creek flood seasons to adjust ant required thresholds to better understand the initial recognition of flood threats.

- Completed the updating of CCCA watershed residents, property owners, and businesses located in flood prone areas within the watershed
- Completed the 2019 CCCA Ontario Benthos Biomonitoring Network data collection within the watershed.
- Prepared a Catfish Creek Conservation Authority Flood Program and Ice Management information presentation for CCCA member Municipalities and special interest groups.

#### **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.
- Regular duties as assigned.

#### **Conservation Areas Supervisor, Dusty Underhill**

#### **Current Activities:**

- Hazard tree removal and firewood processing.
- Campsite maintenance and grounds tending.
- Provided ongoing training and supervision for our Co-operative Education Placement Program students.
- Hosted the Carolinian Forest Festival held at the Springwater Conservation Area on October 4 - 10, 2019. The activities focused on Forest Ecosystems and Interactions, Biodiversity and Species at Risk, Climate Change, Forest Resources and Stewardship and Conservation.
- Met with one of the co-operative education professor from Fanshawe College to discuss Mykal's performance.
- Secured two fence quotes for adjoining fence between neighbour's house and White's Mill campground.
- Inputted the 2019 Water Taking Reporting System data.
- Repaired a dock at YNHA to prevent weather damage during the winter season.
- Winterized campground and all campground buildings.
- Finalized a work plan for 2020.
- Collecting firewood tenders for campground wood supply.

#### **Upcoming Activities:**

- Working with the students from the East Elgin Secondary School Environmental Leadership Program to undertake woodlot management activities on Authority owned lands.
- Ongoing day - to - day operations, maintenance and security at the various Conservation Areas.
- Investigating the installation of a people tracking program to see how many visitors attend the Springwater Forest and our other passive day use areas.
- Planting American Chestnuts at Ward McKenna.
- Gazebo delivery and placement on the cement pad at the Ontario Police College Path of Honor.
- Seasonal camper administration.
- Regular duties as assigned.

## Outdoor Education Technician, Emily Febrey

### Current Activities:

- Hosted and presented at the Carolinian Forest Festival about the history and current harvesting practices of the Ontario Forestry Industry with the help of our co-operative education students, community members and our GIS Co-op student.
- Hosted approximately 100 students for education programs at Springwater Conservation Area.
- Created a Watershed Education Program that focuses on Watershed health, Watershed Report Cards and the Catfish Creek Watershed.
- Completed a rough draft of the new education guidebook.
- Participated in webinars for two separate grants: Investing in Canada Infrastructure Program (MOIF) and Intact Flood Grant.
- Maintained our social media channels.

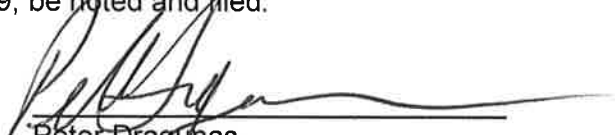
### Upcoming Activities:


- Work Plan meetings with our General Manager for the 2020 year.
- Participate in tree planting with the Éva Circé-Côté French Immersion Public School.
- Assist with the Woodlot Management activities with the East Elgin Secondary School Environmental Leadership Program.
- Attend Latonell Conservation Symposium on November 19<sup>th</sup>- 21<sup>st</sup> in Alliston, Ontario.
- Actively looking into new grant and fundraising opportunities.
- 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 October, 2019, be noted and filed.

  
Tony Difazio  
Resource Planning Coordinator

  
Peter Dragunas  
Water Management Technician

  
Dusty Underhill  
Conservation Areas Supervisor

  
Emily Febrey  
Outdoor Education Technician

**REPORT FA 57 / 2019 : To The Full Authority****FROM: Susan Simmons, Financial Services Coordinator****SUBJECT: October Summary of Revenue & Expenditures****DATE: October 31, 2019****SUMMARY OF REVENUE  
for the period ending October 31, 2019**

	<b>2019 Budget</b>	<b>2019 To Date</b>	<b>Difference</b>	<b>2018 To Date</b>
MNRF Provincial Grants	\$ 41,214.50	\$ 41,214.50	\$ -	\$ 79,835.00
Other Provincial Grants	\$ 78,415.49	\$ 52,147.83	\$ (26,267.66)	\$ 120,980.34
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	\$ 2,005.00	\$ (40,515.66)	\$ 23,782.00
Donations/Sponsorships	\$ 41,400.00	\$ 48,575.27	\$ 7,175.27	\$ 35,916.37
Conservation Areas Revenue	\$ 523,197.35	\$ 576,985.54	\$ 53,788.19	\$ 538,544.87
Maple Syrup Revenue	\$ 64,641.22	\$ 56,354.90	\$ (8,286.32)	\$ 65,763.57
Bank Interest Earned	\$ 6,700.00	\$ 8,840.85	\$ 2,140.85	\$ 5,250.60
Information & Education	\$ 10,270.00	\$ 4,262.62	\$ (6,007.38)	\$ 7,465.24
Legal Inquiries/Permit Applications	\$ 4,000.00	\$ 5,402.68	\$ 1,402.68	\$ 3,393.79
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	\$ 17,221.77
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	\$ 500.06	\$ 0.06	\$ -
Contract Services	\$ -	\$ -	\$ -	\$ 300.00
Vehicle & Equipment Rental Recoveries	\$ 38,705.00	\$ 37,279.81	\$ (1,425.19)	\$ 30,886.88
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)	\$ -
	<b>\$ 1,296,055.65</b>	<b>\$ 1,184,429.46</b>	<b>\$ (111,626.19)</b>	<b>\$ 1,294,672.71</b>

<b>DONATIONS/SPONSORSHIPS</b>	<b>2019 Budget</b>	<b>Received To Date</b>	<b>Difference</b>
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	\$ 6,454.76	\$ (2,545.24)
Archie Coulter C.A. Trails	\$ 900.00	\$ 516.25	\$ (383.75)
Springwater Pollinator Garden	\$ -	\$ 5,069.50	\$ 5,069.50
YNHA	\$ -	\$ 1,164.96	\$ 1,164.96
Wetland Restoration	\$ 8,000.00	\$ 5,900.00	\$ (2,100.00)
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)
<b>TOTAL Donations/Sponsorships</b>	<b>\$ 41,400.00</b>	<b>\$ 48,575.27</b>	<b>\$ 7,175.27</b>

# SUMMARY OF EXPENDITURES

for the period ending September 30, 2019

	2019 Budget	2019 To Date	Difference	2018 To Date
<b>ADMINISTRATION</b>				
A-1 Wages & Benefits	\$ 101,131.54	\$ 85,781.24	\$ 15,350.30	\$ 81,323.71
A-2 Travel Exp. & Allow.	\$ 7,600.00	\$ 1,036.50	\$ 6,563.50	\$ 1,109.11
A-3 Equip. Purchase & Rental	\$ 9,225.00	\$ 7,033.09	\$ 2,191.91	\$ 7,596.44
A-4 Materials & Supplies	\$ 4,350.00	\$ 3,429.58	\$ 920.42	\$ 3,220.65
A-5 Rent & Utilities	\$ 12,274.64	\$ 7,852.76	\$ 4,421.88	\$ 7,554.20
A-6 General Expenses	\$ 41,344.00	\$ 39,322.14	\$ 2,021.86	\$ 38,667.94
<b>TOTAL</b>	<b>\$ 175,925.18</b>	<b>\$ 144,455.31</b>	<b>\$ 31,469.87</b>	<b>\$ 139,472.05</b>
<b>FLOOD FORECASTING &amp; WARNING</b>				
F4-2 Flood Control Structures	\$ 10,887.89	\$ 9,275.50	\$ 1,612.39	\$ 8,035.84
F4-4 Flood Forecasting & Warning	\$ 160,229.48	\$ 134,659.40	\$ 25,570.08	\$ 130,828.69
F4-5 Ice Management	\$ 40,990.78	\$ 32,497.12	\$ 8,493.66	\$ 28,068.14
F4-6 Plan Input	\$ 39,356.31	\$ 33,467.85	\$ 5,888.46	\$ 31,108.25
F4-71 Watershed Planning	\$ 18,494.20	\$ 14,895.18	\$ 3,599.02	\$ 8,758.75
F4-72 Technical Studies (GIS)	\$ 13,300.74	\$ 13,783.80	\$ (483.06)	\$ 16,220.31
<b>TOTAL</b>	<b>\$ 283,259.40</b>	<b>\$ 238,578.85</b>	<b>\$ 44,680.55</b>	<b>\$ 223,019.98</b>
<b>OTHER PROGRAM AREAS</b>				
B-1 Information & Education	\$ 36,504.47	\$ 14,763.95	\$ 21,740.52	\$ 9,803.58
E-1 Extension Services - Tree Planting	\$ 21,394.54	\$ 16,805.15	\$ 4,589.39	\$ 30,178.99
Community Forest	\$ -	\$ -	\$ -	\$ -
E-1 Extension Services - Woodlot Management	\$ 6,652.01	\$ 5,517.74	\$ 1,134.27	\$ 5,135.27
E-1 Extension Services - Watershed Stewardship	\$ 3,840.00	\$ 3,495.45	\$ 344.55	\$ 37,725.76
E4-1 Fish & Wildlife Habitat	\$ -	\$ -	\$ -	\$ 250.06
	<b>\$ 68,391.02</b>	<b>\$ 40,582.29</b>	<b>\$ 27,808.73</b>	<b>\$ 83,093.66</b>
<b>CAPITAL &amp; SPECIAL PROJECTS</b>				
Water Management Programs	\$ 26,762.68	\$ 14,368.03	\$ 12,394.65	\$ 9,645.38
Springwater C.A. Development	\$ 40,000.00	\$ 62,909.50	\$ (22,909.50)	\$ 5,346.16
Special Projects	\$ 34,452.05	\$ 55,696.19	\$ (21,244.14)	\$ 17,251.33
<b>TOTAL</b>	<b>\$ 101,214.73</b>	<b>\$ 132,973.72</b>	<b>\$ (31,758.99)</b>	<b>\$ 32,242.87</b>
<b>CONSERVATION AUTHORITY LANDS</b>				
Springwater Operation & Maint	\$ 505,290.73	\$ 446,199.98	\$ 59,090.75	\$ 407,783.79
Vehicle & Equipment Pool Exp.	\$ 43,110.00	\$ 30,962.65	\$ 12,147.35	\$ 32,871.57
Maple Syrup	\$ 62,641.22	\$ 47,944.08	\$ 14,697.14	\$ 61,993.71
Other C.A. Lands	\$ 56,223.37	\$ 38,276.21	\$ 17,947.16	\$ 40,145.60
<b>TOTAL</b>	<b>\$ 667,265.32</b>	<b>\$ 563,382.92</b>	<b>\$ 103,882.40</b>	<b>\$ 542,794.67</b>
<b>APPROPRIATION TO GENERAL RESERVES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>APPROPRIATION TO SPECIAL RESERVES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>GRAND TOTAL</b>	<b>\$ 1,296,055.65</b>	<b>\$ 1,119,973.09</b>	<b>\$ 176,082.56</b>	<b>\$ 1,020,623.23</b>

*Susan Simmons*

Susan Simmons,  
Financial Services Coordinator

**REPORT FA 58 / 2019 : TO THE FULL AUTHORITY**

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

VENDOR	CHQ #	TOTAL	EXPLANATION
Vangorp Farm Drainage Ltd. payroll Oct 14 (29621-29639)	29620	2,825.00	Ontario Police College Path of Honour
Waste Connections of Canada Inc. O'Sullivan, Paddy	29640 29641	1,965.41 75.00	campground maintenance seasonal site cleaning deposit refund
Eastlink	29642	1,184.35	phone, fax line, internet, and gauges
Telus Mobility payroll Oct 28 (29643-29671)	Cash	193.23	mobile phones
Hydro One	29672	8,275.89	campground & day use area & gauges
Aylmer Home Hardware	29673	26.50	campground maintenance
Canadian Tire	29674	90.35	campground maintenance
Canon Canada Inc.	29675	475.18	photo copier maintenance
CBSC Capital Inc.	29676	701.54	photo copier lease
County of Elgin	29677	113.00	Tourism membership renewal
Delta Power Equipment Ltd.	29678	365.68	equipment maintenance
Dowler Karn Propane Ltd.	29679	225.97	shop heat fuel
Francotyp-Postalia Canada	29680	198.32	postage metre rental
Glenbriar Bottled Water Co. Ltd.	29681	41.53	water cooler service
Integrity IT Services	29682	107.35	computer network support
Laemers Trucking Limited	29683	228.83	campground maintenance
Molly Maid	29684	158.00	administration centre cleaning
Purolator Courier	29685	9.06	courier fees
Secord Home Building Centre	29686	28.89	supplies for YNHA project
SGS Canada Inc.	29687	220.35	campground maintenance
Sutton, Norm	29688	75.00	seasonal site cleaning deposit refund
		<u>\$ 17,584.43</u>	

**RECOMMENDATION:**

THAT, Accounts Payable totalling \$17,584.43 , be approved for payment as presented in Report FA 58 / 2019.



Susan Simmons,  
Financial Services Coordinator

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**REPORT FA 59 / 2019** : **To the Full Authority**  
**FROM** : Tony Difazio, Resource Planning Coordinator  
**SUBJECT** : Approved Section 28 Regulation Applications  
**DATE** : November 01, 2019  
**STRATEGIC ACTION** : Protect life and minimize property damage from flood & erosion  
**FINANCIAL IMPLICATIONS** : Not Applicable

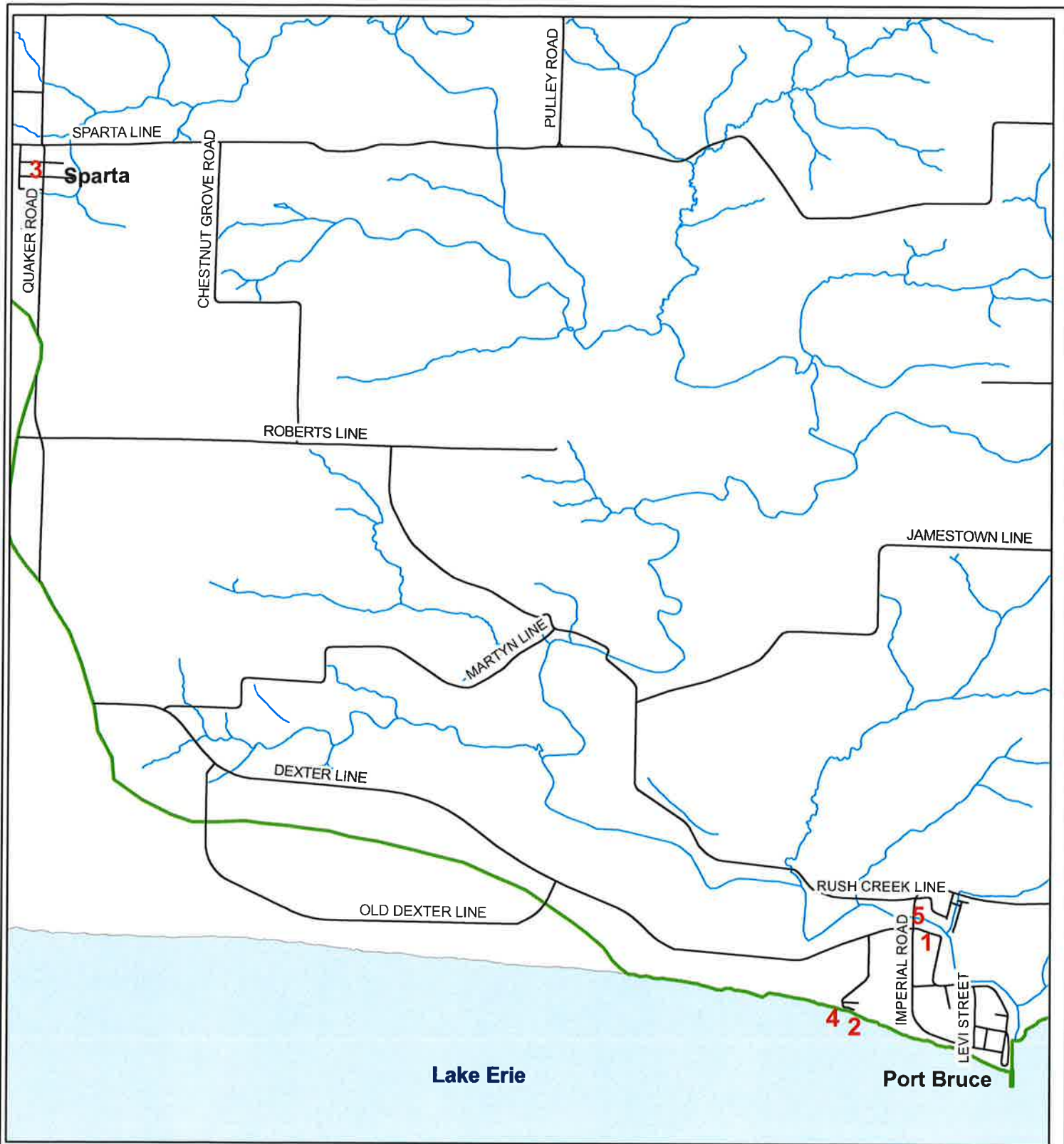
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**PURPOSE:** To outline the 'Development, Interference with Wetlands & Alterations to Watercourses' applications approved by staff in September & October, 2019.

PERMIT NO.	LOCATION	PROPOSAL	DATE ISSUED
<b>FR-09-19</b> (Site 1)	49389 Dexter Line; Village of Port Bruce	* This proposal involves the replacement of a mobile trailer with a new modular home in the "flood-fringe" of Catfish Creek; * New dwelling will be flood proofed to CCCA standards and approved site grading plan;	September 9, 2019
<b>FR-10-19</b> (Site 2)	49221 Blair Drive; Village of Port Bruce	* This proposal involves the protection of a private access road fronting Lake Erie in Waneeta Beach; * Work will be undertaken a minimum of 10m from the shoreline;	September 10, 2019
<b>FR-11-19</b> (Site 3)	Sparta Line & Quaker Roads; Village of Sparta	* This proposal involves the reconstruction of portions of two County Roads in Sparta; * Work will also include the replacement of an existing CSP culvert crossing Quaker Road with a new 900mm concrete structure;	October 21, 2019
<b>FR-12-19</b> (Site 4)	3445 Waneeta Drive; Village of Port Bruce	* This proposal involves the replacement of a 54 linear metre steel, sheet pile wall to protect a cottage fronting Lake Erie in Waneeta Beach; * Work will conform to Engineered site plans and with land/shore-based equipment;	October 22, 2019
<b>FR-13-19</b> (Site 5)	Imperial Road Bridge Crossing; Port Bruce	* This proposal involves the replacement of the former bridge crossing of Catfish Creek, with a new 3-span, steel girder bridge; * New bridge will have similar flood conveyance/ capacity as the former crossing;	October 30, 2019

**RECOMMENDATION:** THAT, the Full Authority receive the staff approved Section 28 Regulation Applications **Report FA 59 / 2019**, as information.

  
 Tony Difazio, Resource Planning Coordinator



## REGULATIONS REPORT MAP

November, 2019

**1** Work Permit Location



## REPORT FA 60 / 2019 : To The Full Authority

**FROM:** Kelsey Oatman, Program Support Assistant  
**SUBJECT:** 94.1 myFM Spirit Awards  
**DATE:** October 29, 2019  
**STRATEGIC ACTION:** Operate a sustainable and adaptable organization  
Ensure our conservation lands are protected and enhanced

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### Purpose:

To update the Full Authority on the results of the 94.1 myFM Spirit Awards.

### Discussion:

The Annual 94.1 myFM Spirit Awards was held in St. Thomas at the St Thomas Seniors' Recreation Centre on October 25, 2019.

The Springwater Conservation Area was awarded the myFM Spirit Award for **Favourite Campground / Trailer Park**. This was the inaugural year for this category. There was over 70,000 total votes recorded this year. The other nominees in this category included Duttona Trailer Park in Dutton, and Kettle Creek Conservation Authority's Lake Whitaker Conservation Area and Dalewood Conservation Area.

Attached to this report you will find a copy of the Certificate(s) of Recognition for Favourite Campground / Trailer Park presented during the ceremony:

1. The myFM Spirit Award
2. Mayor Joe Preston on behalf of the City of St. Thomas Council Members
3. Honourable Jeff Yurek on behalf of the residents of Elgin-Middlesex-London and Government of Ontario
4. Karen Vecchio, Member of Parliament for Elgin-Middlesex-London

This award shows how much the Springwater Conservation Area means to the local community as well as what an important revenue generator it is that assists with offsetting the municipal and provincial costs of delivering mandated programs.

### Recommendation:

THAT, Report FA 60 / 2019, be received as information at this time.

  
Kelsey Oatman  
Program Support Assistant



94.1 myFM

Certificate of Recognition for Favourite Campground/Trailer Park

*Springwater Conservation  
Area*

General Manager  
Samantha Wakefield

2019 myFM Spirit Awards



City of St. Thomas

*Certificate Of Recognition*

On Behalf Of The Members Of City Council,  
It Is My Pleasure To Congratulate

*Catfish Creek Conservation Authority  
(Springwater)*

Favourite Campground/Trailer Park  
2019 MyFM Spirit Awards

*Joe Preston*

Mayor Joe Preston





*Ontario*

*On behalf of  
the residents of Elgin-Middlesex-London  
and the Government of Ontario,  
it gives me great pleasure to recognize*

***2019 Spirit of St. Thomas Award Recipient***

***Springwater Conservation Area  
~ Favourite Campground/Trailer Park ~***

*Congratulations on this outstanding achievement.*



A handwritten signature in black ink, reading "Jeff Yurek".

*Hon. Jeff Yurek,  
MPP Elgin-Middlesex-London*



*As Member of Parliament for  
Elgin-Middlesex-London  
I am pleased to recognize*



# **Springwater Conservation Area**



*With your achievement of the*

## **2019 myFM Spirit Award**

### **Favourite**



## **Campground/Trailer Park**



*Congratulations on this award!*

*Wishing you the best in your future endeavours!*

**Proudly presented October 25, 2019.**

**Karen Vecchio  
Member of Parliament  
Elgin-Middlesex-London**



**Correspondence: To The Full Authority**

**FROM:** Christopher Wilkinson, General Manager / Secretary - Treasurer

**SUBJECT:** Correspondence Register, October 1 – October 31, 2019

**DATE:** October 31, 2019

**STRATEGIC ACTION:** Operate a Sustainable and Adaptable Organization

**FINANCIAL IMPLICATIONS:** None

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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
Oct 1	Email	PSD Researching Consulting Software, London, ON	Asset Management Tools for Conservation Authorities Confirmation
Oct 1	Email	Surface Water Monitoring Centre of the Ministry of Natural Resources and Forestry	Provincial Flood Watch for Southern Ontario Issued on October 1, 2019 at 11:00 AM
Oct 1	Email	Conservation Ontario	Provincial Offences Level 1 Training Wait List
Oct 1	Email	Conservation Ontario	Comments Requested - Proposed Changes to the Aggregate Resources Act
Oct 2	Email	Conservation Ontario	Minister Yurek attending Council
Oct 2	Email and CCCA Response	Quinte Conservation	Flood and Low Water Icons
Oct 2	Email	Surface Water Monitoring Centre of the Ministry of Natural Resources and Forestry	Provincial Flood Watch Issued for Southern Ontario – Lake Erie and Lake Ontario Shoreline on October 2, 2019 at 1:45 PM
Oct 3	Email	Town of Aylmer	CORP 63-19 - Declaration of Surplus Lands
Oct 3	Email	Conservation Ontario	Materials for meetings with MECP
Oct 3	Email	Conservation Ontario	CO Templates for Conservation Authority Planning Comments - CO Client Service and Streamlining Initiative
Oct 3	Email	Ministry of Environment, Conservation and Parks	2019-20 DWSP Interim Progress and Financial Reporting - Live
Oct 4	Email and CCCA Response	Rideau Valley Conservation Authority	CA Lands Workshop Bursary Letter

<b>Date</b>	<b>Type</b>	<b>Agency</b>	<b>Topic</b>
Oct 4	Email	Conservation Ontario	Health and Safety Representatives
Oct 7	Email	Surface Water Monitoring Centre of the Ministry of Natural Resources and Forestry	Low Water Response Funding - 2019
Oct 8	Email	Ministry of Environment, Conservation and Parks	Meeting schedule with Minister Yurek
Oct 8	Email	Conservation Ontario	RE: meeting invitation - Catfish Creek C.A.
Oct 8	Email	Conservation Ontario	Clarification on the Great Lakes Protection Act RE: All party support for reducing Lake Simcoe's phosphorus pollution by 50% by 2026
Oct 9	Email	Forests Ontario	Grasslands Ontario - Grasslands Stewardship Initiative Information and Call for Proposals
Oct 10	Email	Conservation Ontario	Support from AMO and Meetings with MECP
Oct 10	Email	Conservation Ontario	COA funding Update and Meetings with MECP Minister
Oct 10	Email	Ministry of Natural Resources and Forestry	MNRF Section 39 Grant - In-Year Reporting
Oct 13	Email	Surface Water Monitoring Centre of the Ministry of Natural Resources and Forestry	Provincial Flood Watch Issued for Southern Ontario – Lower Great Lakes Region issued on October 13, 2019 at 1:00 PM
Oct 15	Email	Ministry of Natural Resources and Forestry	CCCA-OIH Large Scale Proof of Concept Status - Phase 2 Continued
Oct 16	Email	Surface Water Monitoring Centre of the Ministry of Natural Resources and Forestry	Provincial Flood Watch Issued for Southern Ontario – Lake Erie Shoreline on October 16, 2019 at 10:00 AM
Oct 16	Email	Conservation Ontario	General Managers' Meeting Agenda
Oct 17	Email	Conservation Ontario	Provincial Consultation on Healthy Parks, Healthy People
Oct 17	Email and CCCA Response	Ontario Ministry of the Environment, Conservation and Parks	meeting confirmation - Catfish Creek C.A.
Oct 17	Email and CCCA Response	Grand River Conservation Authority	Lake Erie Region Management Committee Meeting Agenda Package, October 21, 2019
Oct 18	Email	Conservation Ontario	FW: Meetings with MECP
Oct 18	Email	Ministry of Labour	Joint Health and Safety Committee (JHSC) Certification Part Two Training Program

<b>Date</b>	<b>Type</b>	<b>Agency</b>	<b>Topic</b>
Oct 18	Email	Provincial Mapping Unit, Ontario Ministry of Natural Resources and Forestry	RE: watercourse & waterbody data
Oct 21	Email	Conservation Ontario	Conservation Ontario's Comments on the Provincial Policy Statement Review -Proposed Policies (ERO #019 - 0279)
Oct 22	Email and CCCA Response	myFM Spirit Awards	Springwater
Oct 22	Email	Kettle Creek C.A	Meeting with MECP
Oct 23	Email	Thomas P. Rylett Limited	Pt. Bruce flood mapping and flood level
Oct 23	Email	Conservation Ontario	TIME SENSITIVE Intace Climate Adaptation Action Grants now open
Oct 23	Email	Conservation Ontario	NDMP and DMAF: Request for CA Projects Summaries and CA comments on design, administration and delivery
Oct 24	Email and CCCA Response	Upper Thames C.A.	flood coordinators meeting (Dec 4/19) - invitation
Oct 26	Email	Surface Water Monitoring Centre of the Ministry of Natural Resources and Forestry	Provincial Flood Watch for Lake Erie and Lake Ontario - Issued by MNRF- SWMC Saturday Oct 26 at 10:00 AM
Oct 27	Email	Conservation Ontario	Metadata Application Maintenance Complete
Oct 28	Email	The Swag-Guy.com	Uniforms
Oct 28	Email and CCCA Response	Ministry of the Environment, Conservation and Parks	PWQMN - winter sampling 2019-20
Oct 29	Email	Conservation Ontario	Ontario Invests in Green Infrastructure Fund for smaller communities
Oct 29	Email and CCCA Response	Elgin-St. Thomas Community Foundation	Revisions to successful RBC Future Launch Community Challenge revised application from Mykal
Oct 29	Email	Elgin-St. Thomas Community Foundation	RBC Employee Giving Opportunity
Oct 30	Email	Surface Water Monitoring Centre of the Ministry of Natural Resources and Forestry	Provincial Flood Watch Issued for October 30, 2019 at 10:15 AM



Christopher Wilkinson  
General Manager / Secretary - Treasurer