

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 Friday, December 13th, 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 and the General Nature Thereof
- 4) Disclosure of Intention to Audio / Video Record Meeting
- 5) Adoption of Minutes of:
 - a) Full Authority Meeting #09/2019 (November 7, 2019) 4 - 8
 - b) Land Management Committee Meeting #02/2019 (November 28, 2019). 9 - 11
- 6) Business Arising from Minutes
- 7) Public / Special Delegations:
- 8) Reports:
 - a) Report FA 61/2019 - Monthly Staff Reports 12 - 15
(Tony Difazio, Peter Dragunas, Dusty Underhill, Emily Febrey)
 - b) Report FA 62/2019 - November Summary of Revenue & Expenditures. . . . 16 - 17
(Susan Simmons)
 - c) Report FA 63/2019 - Accounts Payable 18 - 19
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(Christopher Wilkinson)

- f) Report FA 67/2019 - Request from Kettle Creek Conservation Authority. . . 26 - 28
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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 November 1 - 30, 2019
 - b) Copied:
 - A letter sent from Conservation Ontario to the Ministry of Natural Resources and Forestry on November 1, 2019 regarding Conservation Ontario's comments on "Proposed amendments to the *Aggregate Resources Act*" (ERO#019-0556) and Schedule 16 of Bill 132, *Better for People, Smarter for Business Act*, 2019
 - A letter received from the Township of Ramara to Minister Yurek on November 7, 2019 regarding Conservation Authority Exit Clause
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- A letter sent from Leners LLP to CCCA Chairperson and General Manager/Secretary-Treasurer on November 29, 2019 Re. Kyle and Isabel Cronk Revetment Application

14) Closed Session:

- a) November 7, 2019 Closed Session Minutes
- b) Personnel/Finance Committee Meeting #02/2019 (November 28, 2019)
- c) A position, plan, procedure, criteria or instruction to be applied to any negotiation carried on or to be carried on by or on behalf of the Authority

15) Next Meeting / Adjournment

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

Thursday, November 7, 2019

Meeting #09/2019

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
Dusty Underhill	Conservation Areas Supervisor
Peter Dragunas	Water Management Technician
Tony Difazio	Resource Planning Coordinator
Emily Febrey	Outdoor Education Technician
Kelsey Oatman	Program Support Assistant

ABSENT:

Susan Simmons	Financial Services Coordinator
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OTHERS PRESENT:

Rob Perry	Reporter, The Aylmer Express
Mykal Donald	Co-operative Student, Fanshawe College

WELCOME / CALL TO ORDER:

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

ADOPTION OF AGENDA:

<u>Motion # 113/2019</u>	P. Buchner	A. Oslach	CARRIED
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THAT, the Agenda for the November 7, 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.

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ADOPTION OF MINUTES:

Motion # 114/2019 M. Tinlin P. Buchner CARRIED

THAT, the Minutes of Full Authority Meeting #08/2019 (October 10, 2019), be accepted as circulated.

BUSINESS ARISING FROM MINUTES:

None

PUBLIC / SPECIAL DELEGATIONS:

None

REPORTS:

Report FA 56/2019 - Monthly Staff Reports was presented, discussed, and resolved.

Motion # 115/2019 A. Oslach M. Tinlin CARRIED

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

Report FA 57/2019 – October Summary of Revenue & Expenditures was presented, discussed, and resolved

Motion # 116/2019 M. Tinlin P. Buchner CARRIED

THAT, Report FA 57/2019, be noted and filed.

Report FA 58/2019 – Accounts Payable, was presented, discussed, and resolved.

Motion # 117/2019 A. Oslach M. Tinlin CARRIED

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

Report FA 59/2019 – Approved Section 28 Regulation Applications, was presented, discussed, and resolved.

Motion # 118/2019 P. Buchner M. Tinlin CARRIED

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

Report FA 60/2019 – 94.1 myFM Spirit Awards, was presented, discussed, and resolved.

Motion # 119/2019 P. Buchner A. Oslach CARRIED

THAT, the Full Authority receive Report FA 60/2019 as information at this time.

GENERAL MANAGER / SECRETARY - TREASURER'S REPORT:

a) Provincial Special Flood Advisor Report:

The General Manager/Secretary-Treasurer advised the Members that the Provincial Flood Advisor Report had been submitted to the Ministry of Natural Resources and Forestry (MNRF). The Province had stated that they will be reviewing the report and the recommendations then they will be releasing the report in the coming weeks.

b) Provincial Fall Economic Statement:

The General Manager/Secretary-Treasurer informed the Members that the Provincial Government's Fall Economic Statement had recently been released and unlike the previous year there were no further cuts to Conservation Authorities. The Provincial Government will also be undertaking a Climate Change Impact Assessment, which may relate to the role of Conservation Authorities.

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

The General Manager/Secretary-Treasurer informed the Members about the results of the consultations with the Jeff Yurek, Minister of the Environment, Conservation and Parks regarding amendments to the *Conservation Authorities Act*. He felt the meeting was over all positive, and had reinforced the importance of the CCCA and Springwater Conservation Area to the local community. He indicated that the individual consultations would end in December, with a full consultation meeting occurring sometime in January with new legislation ready in February or March.

UNFINISHED BUSINESS:

None

CHAIRPERSON'S / BOARD MEMBER'S REPORT:

Member Martin announced that the Municipality of Central Elgin had declared a climate emergency. The Municipality had been doing all activities from an environmentally conscious focus but it makes it official.

Member Oslach informed the Members that the Town of Aylmer had joined the Blue Dot Movement, which is a campaign based on the idea that everyone in Canada deserves the right to a healthy environment, including clean air and water, and a say in decisions that affect their health and well-being.

NOTICE OF MOTIONS / NEW BUSINESS:

a) Incentive Based Recycling Pilot Project – Mykal Donald, Fanshawe College Co-op Student:

Mr. Donald gave a presentation to the Members regarding his idea of introducing an incentive based recycling pilot project. He had been awarded a \$15,000.00 grant by the Elgin – St. Thomas Community Foundation to get started on his business idea. The CCCA would be involved with a possible collection area at the Springwater Conservation Area.

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

Ms. Febrey informed the Members that she had been awarded a place on the Central Elgin Environmental Committee as a Representative of the CCCA. She is looking forward to working with the Municipality and other members to achieve the goals of the Committee.

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.

<u>Motion # 120/2019</u>	S. Martyn	A. Oslach	CARRIED
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THAT, the Correspondence Register and the Copied Correspondence for October, 2019, be noted and filed.

CLOSED SESSION:

<u>Motion # 121/2019</u>	A. Oslach	S. Martyn	CARRIED
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THAT, the Full Authority adjourn to Closed Session to discuss one (1) matter of personnel at (11:03 a.m.).

<u>Motion # 122/2019</u>	S. Martyn	A. Oslach	CARRIED
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THAT, the Full Authority rise from Closed Session with report at (11:07 a.m.).

<u>Motion # 123/2019</u>	A. Oslach	S. Martyn	CARRIED
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THAT, the Full Authority receive the confidential staff report for information.

NEXT MEETING / TERMINATION:

The next meeting of the Catfish Creek Conservation Authority will be held on Friday, December 13, 2019, commencing at (10:00 a.m.).

Motion # 124/2019

S. Martyn

P. Buchner

CARRIED

THAT, the Full Authority meeting be terminated at (11:08 a.m.).

General Manager / Secretary –Treasurer

Authority Chairperson

**MINUTES OF THE MEETING OF THE
CATFISH CREEK CONSERVATION AUTHORITY
LAND MANAGEMENT COMMITTEE**

Thursday, November 28th, 2019

Meeting #02/2019

PRESENT:

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

STAFF:

Christopher Wilkinson	General Manager / Secretary - Treasurer
Susan Simmons	Financial Services Coordinator
Dusty Underhill	Conservation Areas Supervisor
Tony Difazio	Resource Planning Coordinator

WELCOME / CALL TO ORDER:

Committee Chairperson Oslach welcomed everyone and called the meeting to order at (11:00 a.m.).

ADOPTION OF AGENDA:

The General Manager / Secretary – Treasurer asked to have Report LM 10/2019 – Springwater Forest Hazard Tree Removal Report added to the Agenda under Reports as item 6(g).

<u>Motion #LMC 06/2019</u>	P. Buchner	R. Cerna	CARRIED
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THAT, the Agenda for the November 28, 2019, Land Management Committee meeting be adopted as amended.

DISCLOSURE OF PECUNIARY INTEREST:

No one had a pecuniary interest to declare at this time.

DISCLOSURE OF INTENTION TO AUDIO / VIDEO RECORD MEETING:

The Committee Chairperson asked for disclosures of intentions to audio or video record the meeting. No one indicated any such intentions at this time.

PUBLIC / SPECIAL DELEGATIONS:

None

REPORTS:

Report LM 04/2019 – Springwater Conservation Area 2020 Fee Schedule, was presented, discussed, and resolved.

Motion #LMC 07/2019 M. Tinlin P. Buchner CARRIED

THAT, the Land Management Committee recommend to the Full Authority that the 2020 Springwater Conservation Area Fee Schedule attached to Report LM 04/2019, be adopted as presented.

Report LM 05/2019 – Elgin Ice Rink, was presented, discussed, and resolved.

Motion #LMC 08/2019 P. Buchner R. Cerna CARRIED

THAT, the Land Management Committee recommend to the Full Authority that the Catfish Creek Conservation Authority (CCCA) does not proceed with installing the ice rink for the reasons outlined in Report 05/2019, and further;

THAT, the Land Management Committee recommend to the Full Authority that CCCA Staff report at the next opportunity regarding the signage on the pond for liability purposes.

Report LM 06/2019 – Alcohol Ban, was presented, discussed, and resolved.

Motion #LMC 09/2019 M. Tinlin P. Buchner CARRIED

THAT, the Land Management Committee recommend to the Full Authority to approve the removal of the alcohol ban for 2020, and further;

THAT, Staff report back to the Full Authority at the June 2020 Full Authority meeting with the results of the pilot project.

Report LM 07/2019 – Golf Carts, was presented, discussed, and resolved.

Motion #LMC 10/2019 M. Tinlin R. Cerna CARRIED

THAT, the Land Management Committee recommend to the Full Authority to direct staff to revisit the Golf Cart Rules and Regulations at the December Full Authority meeting after some comparisons with other Conservation Authorities.

Report LM 08/2019 – Seasonal Handbook Updates, was presented, discussed, and resolved.

Motion #LMC 11/2019 S. Martyn P. Buchner CARRIED

THAT, the Land Management Committee recommend to the Full Authority that the revised Rules and Regulations for the Springwater Conservation Area be approved as amended in Report 08/2019.

Report LM 09/2019 – Seasonal Camping Agreement Updates, was presented, discussed, and resolved.

Motion #LMC 12/2019 M. Tinlin R. Cerna CARRIED

THAT, the Land Management Committee recommend to the Full Authority that an amended Seasonal Camping Agreement for the Springwater Conservation Area be provided at the December Full Authority meeting.

Report LM 10/2019 – Springwater Forest Hazard Tree Removal, was presented, discussed, and resolved.

Motion #LMC 13/2019 R. Cerna P. Buchner CARRIED

THAT, the Land Management Committee recommend to the Full Authority that CCCA Staff be directed to undertake a removal of hazard trees in the Springwater Forest during winter 2020 season, in accordance with the CCCA Hazard Tree Abatement Policy.

UNFINISHED BUSINESS:

None

COMMITTEE CHAIRPERSON'S / COMMITTEE MEMBER'S REPORT:

None

CORRESPONDENCE:

a) Copied:

- None

b) Not Copied:

- None

NOTICE OF MOTIONS / NEW BUSINESS:

None

CLOSED SESSION:

None

ADJOURNMENT:

Motion #LMC 14/2019 S. Martyn P. Buchner CARRIED

THAT, the meeting be terminated at (12:30 p.m.).



General Manager / Secretary - Treasurer

Committee Chairperson

REPORT FA 61 / 2019: To The Full Authority

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

SUBJECT: Monthly Staff Reports

DATE: December 2, 2019

Resource Planning Coordinator, Tony Difazio

Current Activities:

- Completed the final wetland restoration projects on privately owned lands in the watershed;
- Plantation management and supervision of the Environmental Leadership Program (ELP) students from East Elgin Secondary School;
- Completion of 2019 Tall Grass Prairie projects with the dispersal of forbes seed on a property fronting Lake Erie and at the Yarmouth Natural Heritage Area;
- Assisted with the development and implementation of several shoreline protection measures in Waneeta Beach (Port Bruce); and,
- Attended the November meeting of the Elgin Stewardship Council as technical advisor.

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;
- Marking of plantations for this fall's forestry thinning operations with the Environmental Leadership Students (ELP);
- Supervision of ELP students during this year's chainsaw safety training exercises; and,
- Regular duties as assigned.

Water Management Technician, Peter Dragunas

Current Activities:

- Review of the Flood Warning Plan, Flood Operations Plan and the Ice Management Plan;
- 2019 / 2020 flood criteria threshold evaluations, revisions, and retooling of the Flood Forecast Toolkit, designed to better assist in the early identification and subsequent retreat of flood threats;
- Analysis of improved ice management and flood mitigation procedures for better ice passage through the lower reaches of the Catfish Creek at Port Bruce;
- Confirmation meeting with the contractor for ice breaking at the Port Bruce.
- Meeting with Malahide staff to review CCCA and Malahide staff responsibilities at the time of flooding and ice mitigation;

- Fall water quality station maintenance;
- November 1st, 5th and 26th issued Lake Erie Shoreline, Flood Outlook Watershed Condition Statements;
- Completion of the 2019 Ontario Low Water Response monitoring and assessment;
- Upgrading of the GIS mapping and database design to better fit other CCCA organization affiliations for future CCCA GIS analysis; and,
- 2020 tree planting season field assessment and landowner meetings.

Upcoming Activities:

- Continue with CCCA 2019 / 2020 Flood Outlook, Watch and Warning watershed condition assessments;
- Continued site visits with landowners to discuss / assist with land reclamation and rehabilitation for the CCCA 2019 Tree Planting Program; and,
- Other Duties as required.

Conservation Areas Supervisor, Dusty Underhill

Current Activities:

- Provided woodlot management and proper chainsaw training to the Environmental Leadership Program students from East Elgin Secondary School;
- Enforcement of the Conservation Authorities Act on Authority-owned lands in regards to illegal foraging on the property and dogs at large. Over forty people were spoken to and no tickets were issued after education was provided;
- Processing firewood in preparation for the 2020 Maple Syrup Festival and camping seasons;
- Removed several dead Beech trees off the trails through the Springwater Forest after a storm event;
- Repair to the Springwater School House ceiling damaged during a storm event.
- Assisted with interviews for the Field Technician positions;
- Attended a meeting with Brian Wilsdon and Al Sharpe of the Elgin Hiking Trail Club to finalize details for the 2019 Spirit Walk held at Springwater Conservation Area;
- Worked on Land Management Committee presentations in preparation for the November meeting;
- Completed the annual employee performance reviews;
- Attended a meeting at the Aylmer Wildlife Management Area with Ron Casier of the Elgin Stewardship Council to discuss the possibility of a partnership to assist with invasive species removal and control;
- Assisted the Outdoor Education Technician in grant applications; and,
- Ongoing day-to-day operations and maintenance of the various Conservation Areas.

Upcoming Activities:

- Meeting with Bryan Blackall to discuss the implementation of the fence between his property and the Springwater Conservation Area Campground;
- Wrapping up woodlot management activities with the Environmental Leadership Program students;

- Hosting two (2) students from the Environmental Leadership Program for the Job Shadow week, getting them exposed to different departments and projects done within the watershed;
- General maintenance and operations at our various conservation areas;
- Hosting the Annual Spirit Walk at the Springwater Conservation Area; and,
- Regular duties as assigned.

Outdoor Education Technician, Emily Febrey

Current Activities:

- Participated in an interview for Envirothon and Forests Ontario about being a part of Envirothon both on a personal level and as a representative and employee for Catfish Creek CA. It's featured on their website and will be in their upcoming magazine issue;
- We had a successful tree planting and education day with about 50 grade 6 and 7 students from Éva Circé-Côté French Immersion Public School;
- Had a terrific Staff Day with everyone from the office;
- Put together a draft of the Springwater Pollinator Garden infographic signs;
- Went to my first Environmental Committee Meeting where we discussed the importance of creating a climate emergency action plan for Central Elgin;
- Attended Latonell from the 19th to the 21st of November, which I will present a report on later;
- Attended several education festival meetings, including the St. Thomas-Elgin Water Festival and the 2020 Envirothon competition, which CCCA will be assisting with both next year;
- Participated in a webinar for the Investing in Canada Infrastructure, Green Stream Grant
- Met with the Carolinian Forest Festival committee about the 2019 Festival. Over 2000 grade 6 and 7 students attended the festival this year (29% of those students came from Elgin county schools);
- Maintained our social media channels:
 - Advertised and collected for our first ever photo contest to find the cover of our Annual Report for 2019,
 - Created, with the help of the Program Support Assistant and the Conservation Areas Supervisor, a new educational social media campaign "Did You Know?" – That provides information for visitors who possibly are not aware of the rules and regulations when visiting a conservation area (i.e. Dogs on leash, illegal to forage, etc.).

Upcoming Activities:

- Meeting with Forests Ontario regarding a social media campaign for tree planting;
- Meeting with Lower Trent Conservation Authority staff to share resources and knowledge about fundraising and educational programs;
- Start the Maple Syrup Festival preparations with the Program Support Assistant (i.e. booking groups, advertising for the event and jobs, and creating a schedule);
- Actively looking into new grant and fundraising opportunities, especially considering we're entering our 70th year in 2020;

- Finish final copy of the Education Guide booklet;
- Complete the Active Naturally Final Report;
- Maintaining our social media channels by providing relevant news, information and entertaining content; and,
- Other duties as assigned.

Recommendation:

THAT, Staff Reports for the month of November, 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 62 / 2019 : To The Full Authority
FROM: Susan Simmons, Financial Services Coordinator
SUBJECT: November Summary of Revenue & Expenditures
DATE: November 30, 2019

SUMMARY OF REVENUE
for the period ending November 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	\$ 52,894.88	\$ (25,520.61)	\$ 132,093.48
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	\$ 45,349.26	\$ 2,828.60	\$ 36,344.94
Donations/Sponsorships	\$ 41,400.00	\$ 52,783.12	\$ 11,383.12	\$ 42,541.37
Conservation Areas Revenue	\$ 523,197.35	\$ 579,940.94	\$ 56,743.59	\$ 541,361.62
Maple Syrup Revenue	\$ 64,641.22	\$ 56,354.90	\$ (8,286.32)	\$ 65,892.77
Bank Interest Earned	\$ 6,700.00	\$ 9,328.55	\$ 2,628.55	\$ 5,709.36
Information & Education	\$ 10,270.00	\$ 5,462.62	\$ (4,807.38)	\$ 7,465.24
Legal Inquiries/Permit Applications	\$ 4,000.00	\$ 5,557.54	\$ 1,557.54	\$ 3,725.63
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	\$ 27,221.77
Water Quality/Quantity Programs	\$ -	\$ -	\$ -	\$ -
Revenue from Other C.A. Lands	\$ 12,270.00	\$ 12,041.68	\$ (228.32)	\$ 13,537.17
Other Revenue	\$ 500.00	\$ 500.06	\$ 0.06	\$ 500.00
Contract Services	\$ -	\$ -	\$ -	\$ 300.00
Vehicle & Equipment Rental Recoveries	\$ 38,705.00	\$ 41,043.01	\$ 2,338.01	\$ 36,888.02
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	\$ 1,241,289.78	\$ (54,765.87)	\$ 1,345,282.28

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	\$ 9,958.16	\$ 958.16
Archie Coulter C.A. Trails	\$ 900.00	\$ 720.70	\$ (179.30)
Springwater Pollinator Garden	\$ -	\$ 5,069.50	\$ 5,069.50
YNHA	\$ -	\$ 1,664.96	\$ 1,664.96
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)
TOTAL Donations/Sponsorships	\$ 41,400.00	\$ 52,783.12	\$ 11,383.12

SUMMARY OF EXPENDITURES

for the period ending November 30, 2019

	2019 Budget	2019 To Date	Difference	2018 To Date
ADMINISTRATION				
A-1 Wages & Benefits	\$ 101,131.54	\$ 93,429.93	\$ 7,701.61	\$ 94,006.44
A-2 Travel Exp. & Allow.	\$ 7,600.00	\$ 1,882.66	\$ 5,717.34	\$ 2,704.84
A-3 Equip. Purchase & Rental	\$ 9,225.00	\$ 7,119.93	\$ 2,105.07	\$ 8,434.23
A-4 Materials & Supplies	\$ 4,350.00	\$ 3,457.84	\$ 892.16	\$ 5,582.15
A-5 Rent & Utilities	\$ 12,274.64	\$ 8,444.88	\$ 3,829.76	\$ 8,161.41
A-6 General Expenses	\$ 41,344.00	\$ 40,045.23	\$ 1,298.77	\$ 38,938.96
TOTAL	\$ 175,925.18	\$ 154,380.47	\$ 21,544.71	\$ 157,828.03
FLOOD FORECASTING & WARNING				
F4-2 Flood Control Structures	\$ 10,887.89	\$ 9,933.00	\$ 954.89	\$ 8,866.93
F4-4 Flood Forecasting & Warning	\$ 160,229.48	\$ 146,483.22	\$ 13,746.26	\$ 144,168.40
F4-5 Ice Management	\$ 40,990.78	\$ 33,887.49	\$ 7,103.29	\$ 29,484.37
F4-6 Plan Input	\$ 39,356.31	\$ 36,568.87	\$ 2,787.44	\$ 33,151.50
F4-71 Watershed Planning	\$ 18,494.20	\$ 16,207.96	\$ 2,286.24	\$ 9,420.17
F4-72 Technical Studies (GIS)	\$ 13,300.74	\$ 14,147.78	\$ (847.04)	\$ 16,127.11
TOTAL	\$ 283,259.40	\$ 257,228.32	\$ 26,031.08	\$ 241,218.48
OTHER PROGRAM AREAS				
B-1 Information & Education	\$ 36,504.47	\$ 20,441.62	\$ 16,062.85	\$ 12,441.53
E-1 Extension Services - Tree Planting	\$ 21,394.54	\$ 17,347.74	\$ 4,046.80	\$ 30,736.38
Community Forest	\$ -	\$ -	\$ -	\$ -
E-1 Extension Services - Woodlot Management	\$ 6,652.01	\$ 6,011.72	\$ 640.29	\$ 5,582.86
E-1 Extension Services - Watershed Stewardship	\$ 3,840.00	\$ 17,431.15	\$ (13,591.15)	\$ 78,721.83
E4-1 Fish & Wildlife Habitat	\$ -	\$ -	\$ -	\$ 250.06
TOTAL	\$ 68,391.02	\$ 61,232.23	\$ 7,158.79	\$ 127,732.66
CAPITAL & SPECIAL PROJECTS				
Water Management Programs	\$ 26,762.68	\$ 15,655.61	\$ 11,107.07	\$ 19,872.63
Springwater C.A. Development	\$ 40,000.00	\$ 62,909.50	\$ (22,909.50)	\$ 55,017.35
Special Projects	\$ 34,452.05	\$ 59,914.19	\$ (25,462.14)	\$ 24,121.25
TOTAL	\$ 101,214.73	\$ 138,479.30	\$ (37,264.57)	\$ 99,011.23
CONSERVATION AUTHORITY LANDS				
Springwater Operation & Maint	\$ 505,290.73	\$ 469,668.96	\$ 35,621.77	\$ 435,747.33
Vehicle & Equipment Pool Exp.	\$ 43,110.00	\$ 32,272.44	\$ 10,837.56	\$ 38,499.06
Maple Syrup	\$ 62,641.22	\$ 47,944.08	\$ 14,697.14	\$ 61,993.71
Other C.A. Lands	\$ 56,223.37	\$ 39,209.65	\$ 17,013.72	\$ 42,062.14
TOTAL	\$ 667,265.32	\$ 589,095.13	\$ 78,170.19	\$ 578,302.24
APPROPRIATION TO GENERAL RESERVES	\$ -	\$ -	\$ -	\$ -
APPROPRIATION TO SPECIAL RESERVES	\$ -	\$ -	\$ -	\$ -
GRAND TOTAL	\$ 1,296,055.65	\$ 1,200,415.45	\$ 95,640.20	\$ 1,204,092.64

Susan Simmons,
Financial Services Coordinator

REPORT FA 63 / 2019 : TO THE FULL AUTHORITY

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

VENDOR	CHQ #	TOTAL	EXPLANATION
407 ETR	29689	\$ 34.93	toll highway fee - CO meeting
Bell Canada	29690	\$ 88.06	gauge
payroll item	29691		
Aylmer Home Hardware	29692	\$ 13.55	campground supplies
payroll Nov 9, 2019 (29693-29703)			
Hydro One	29704	\$ 47.59	gauge
Telus Mobility	Cash	\$ 272.33	mobile phones
Eastlink	29705	\$ 1,185.37	phone, fax line, internet, and gauges
payroll Nov 23, 2019 (29706-29716)			
Hydro One	29717	\$ 3,297.43	campground & day use area & gauges
Bell Canada	29718	\$ 88.06	gauge
Hydro One	29719	\$ 32.10	gauge
Hydro One	29720	\$ 40.98	gauge
payroll item	29721		
payroll item	Cash		
CIBC Visa	Cash	\$ 25.00	MOECP Meeting - Toronto Parking
CIBC Visa	Cash	\$ 43.63	MOECP Meeting - rental car gas
CIBC Visa	Cash	\$ 70.35	MOECP Meeting - lunch
CIBC Visa	Cash	\$ 107.26	MOECP Meeting - supper
CIBC Visa	Cash	\$ 85.29	MOECP Meeting - rental car
CIBC Visa	Cash	\$ 360.40	Palasad - Staff Day
CIBC Visa	Cash	\$ 150.84	Sheraton Toronto - CO meeting
CIBC Visa	Cash	\$ 150.84	Sheraton Toronto - CO meeting
CIBC Visa	Cash	\$ 27.99	Amazon - pest control device
CIBC Visa	Cash	\$ 9.03	Amazon - prime membership
CIBC Visa	Cash	\$ 101.70	Walkerton Clean Water Centre - Operation of Small Drinking Water System
Desjardins Card Services (Staples)	Cash	\$ 77.00	office supplies
payroll item	Cash		
407 ETR	29722	\$ 41.35	toll highway fee - CA Workshop
Aramark Refreshment Services	29723	\$ 290.37	coffee service
Aylmer Home Hardware	29724	\$ 785.35	supplies for ELP
Canadian Tire	29725	\$ 588.48	schoolhouse repairs, vehicle maintenance, campground & Spirit Walk supplies, admin centre supplies
Carolinian Canada Coalition	29726	\$ 295.00	early registration for Go Wild Grow Wild
Checkers Cleaning Supply	29727	\$ 473.97	administration centre supplies
County of Elgin	29728	\$ 280.00	legal services
Dale Equipment Centre	29729	\$ 641.56	equipment maintenance
Difazio, Tony	29730	\$ 74.51	uniform item
Duff's Garage	29731	\$ 1,325.97	vehicle maintenance
Eicher, Leroy & Sarah	29732	\$ 914.17	equipment maintenance
Elgin Chrysler	29733	\$ 176.90	vehicle maintenance
Glenbriar Bottled Water Co. Ltd.	29734	\$ 11.24	water cooler service
Hayhoe Farms Ltd.	29735	\$ 2,027.00	watershed stewardship project
Integrity IT Services	29736	\$ 363.86	computer network support
ISN Software Canada Ltd.	29737	\$ 1,265.60	membership for OPG grant program
K&K Locksmiths	29738	\$ 96.62	administration maintenance
Kettle Creek Conservation Authority	29739	\$ 187.90	cost sharing for London Farm Show booth
Martin, Tom	29740	\$ 8,145.66	watershed stewardship project
McBain Signs & Graphic Design	29741	\$ 237.30	trail signs
Molly Maid	29742	\$ 87.00	administration centre cleaning
Newman, John & Deborah	29743	\$ 3,737.48	watershed stewardship project
R Safety	29744	\$ 547.55	campground & ELP supplies and uniform item

REPORT FA 63 / 2019 : TO THE FULL AUTHORITY

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

VENDOR	CHQ #	TOTAL	EXPLANATION
Secord Home Building Centre	29745	\$ 276.18	schoolhouse repairs
Underhill, Dusty	29746	\$ 150.00	uniform item
Universal Field Supplies	29747	\$ 876.91	supplies for Envirothon & woodlot management
Wilkinson, Christopher	29748	\$ 206.69	mileage and toll highway fee - CO GMs meeting
		<u>\$ 30,414.35</u>	

RECOMMENDATION:

THAT, Accounts Payable totalling \$30,414.35 , be approved for payment as presented in Report FA 63 / 2019.



Susan Simmons,
Financial Services Coordinator

REPORT FA 64 / 2019	:	To The Full Authority
FROM	:	Tony Difazio, Resource Planning Coordinator
SUBJECT	:	MONTHLY PLAN REVIEW
DATE	:	December 6, 2019

PURPOSE: To outline the Monthly Plan Review Report as it has been implemented during September, October & November 2019.

BACKGROUND: Technical staff have responded to each of the applications as per their committee dates.

RECOMMENDATION: THAT, the Full Authority approve the Monthly Plan Review Report for the months of September, October & November 2019.

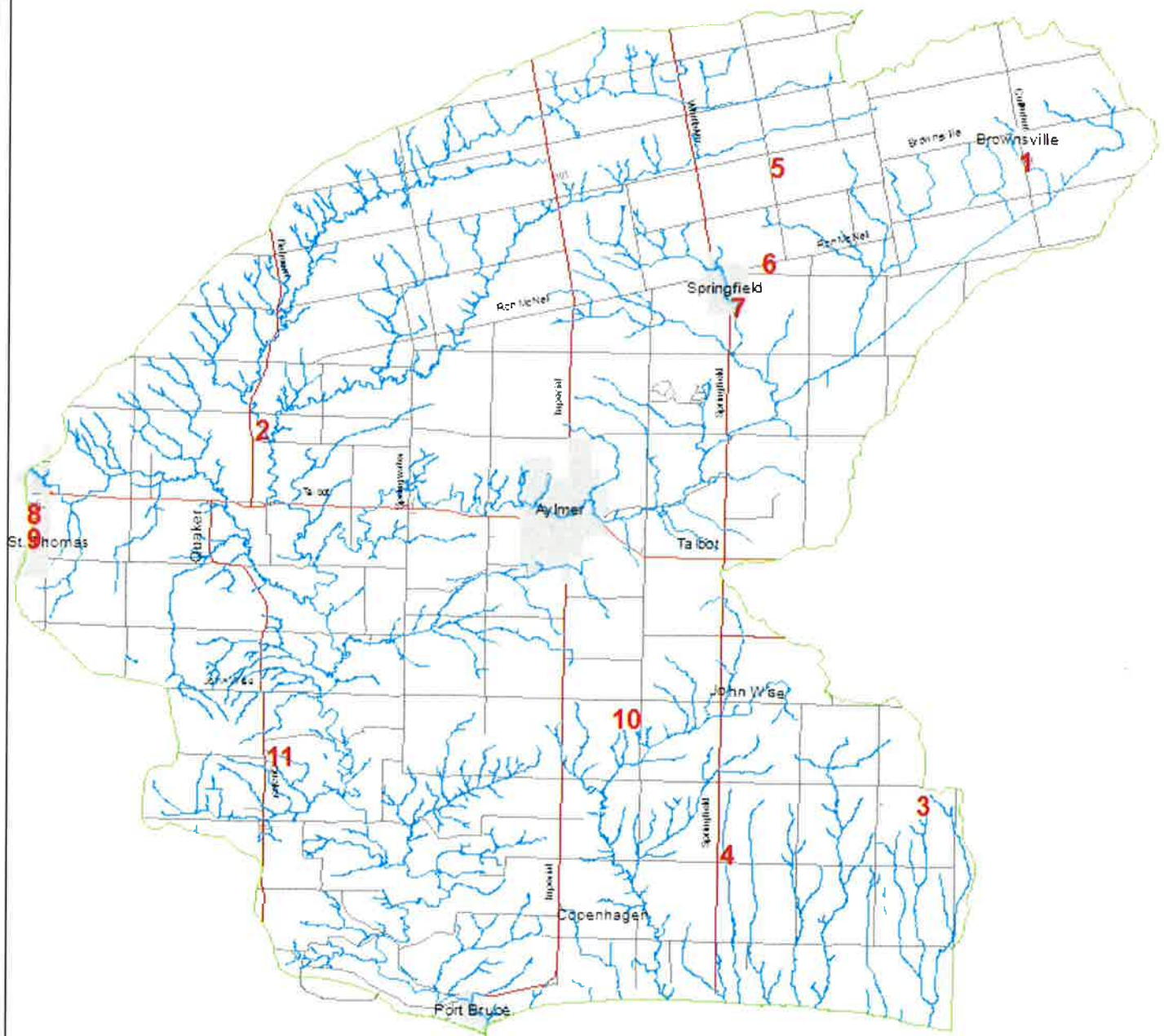


Tony Difazio, Resource Planning Coordinator

CATFISH CREEK CONSERVATION AUTHORITY
MONTHLY PLAN REVIEW REPORT
 December, 2019

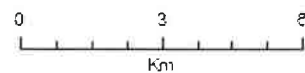
ZONING BYLAW AMENDMENTS			
SITE NO	LOCATION	PROPOSAL	COMMENTS
1	Pt.Lot:21; Conc.:11; Township of South-West Oxford	* Rezone a parcel at 292238 Culloden Line in Brownsville to <i>Residential</i> , to be consistent with the zoning of the lot to the south which the subject lands are to be added to;	* NO OBJECTIONS
2	Pt. Lot: 24; Conc.: 12; Township of Malahide	* This amendment will change the Official Plan Designation allowing a future Zoning Bylaw amendment for the purpose of disposing a surplus farm dwelling at 46634 Ron McNeil Line;	* NO OBJECTIONS
3	Pt. Lot:29; Conc.: 3; Township of Malahide	* This amendment will change the Zoning on a surplus farm dwelling for <i>Residential</i> purposes at 52397 Calton Line; * The retained farm parcel will be rezoned to prohibit the construction of any new dwellings;	* NO OBJECTIONS
4	Pt.Lot:21; Conc.: 3; Township of Malahide	* This amendment will change the zoning of a parcel located at 50896 Vienna Line from <i>Institutional</i> to <i>Rural Commercial</i> to permit the establishment of a new engineering business;	* NO OBJECTIONS

SEVERANCE APPLICATIONS			
SITE NO	LOCATION	PROPOSAL	COMMENTS
5	Pt. Lot: 3; Conc.:11; Township of Malahide	* Sever a 95m X 104m parcel at 51655 Lyons Line, containing one house, a garage and one barn to create one residential lot, surplus to the needs of the landowner; * The owners are 19.0 hectares to remain in agricultural use;	* NO OBJECTIONS
6	Lots: F,G, & H; R.Plan:18 Village of Springfield	* Sever a 30m X 37m parcel at 51402 Pressey Line, to create one new residential building lot; * The owners are retaining 1214 square metres containing one house to remain in residential use;	* NO OBJECTIONS
7	Pt. Lot: 21; Conc.: 9; Village of Springfield	* The applicants propose to sever a 24m X 67m parcel, containing one house at 11732 Springfield Road; * The owners are retaining 3.3 ha. proposed to remain in residential use;	* NO OBJECTIONS
8	Lot: 41; R. Plan: 251; Municipality of Central Elgin	* The applicants propose to sever a 19m X 37m parcel at 165 Centennial Avenue, to create one new residential building lot; * The owners are retaining 1225 square metres containing one house to remain in residential use;	* NO OBJECTIONS
9	Lot:30; R. Plan:251; Municipality of Central Elgin	* The applicants propose to sever a 15m X 92m parcel at 76 Coulter Avenue, to create one new residential building lot; * The owners are retaining 2007 square metres, containing one house to remain in residential use;	* NO OBJECTIONS
10	Pt. Lot: 15; Conc: 4; Township of Malahide	* The applicants propose to sever a 30m X 107m residential parcel containing one house; * The owners are retaining the 3246 square metre building lot, to remain in residential use;	* NO OBJECTIONS
11	Pt. Lots: 22 & 23; Conc.: 4; Municipality of Central Elgin	* Sever a 50m X 143m parcel at 6738 Quaker Road, containing one house, a shed and three barns, to create one residential lot surplus to the needs of the landowner; * The owners are 63 hectares to remain in agricultural use;	* NO OBJECTIONS



Plan Review Map **December, 2019**

1 Plan Review Site Number

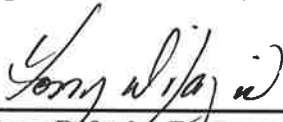


REPORT FA 65 / 2019 : **To the Full Authority**
FROM : Tony Difazio, Resource Planning Coordinator
SUBJECT : Approved Section 28 Regulation Applications
DATE : December 6, 2019
STRATEGIC ACTION : Protect life and minimize property damage from flood & erosion
FINANCIAL IMPLICATIONS : Not Applicable

PURPOSE: To outline the ‘Development, Interference with Wetlands & Alterations to Watercourses’ application approved by staff in November, 2019.

PERMIT NO.	LOCATION	PROPOSAL	DATE ISSUED
FR-14-19 (Site 1)	3508 Colin Street; Village of Port Bruce	* This proposal involves the replacement of several accessory buildings and storage trailers with one, new shop in the “flood-fringe” of Catfish Creek; * Development will conform with CCCA standards and approved plans;	November 14, 2019

RECOMMENDATION: THAT, the Full Authority receive the staff approved Section 28 Regulation Application **Report FA 65 / 2019**, as information.


 Tony Difazio, Resource Planning Coordinator



Report FA 66 / 2019 : To The Full Authority

FROM: Christopher Wilkinson, General Manager / Secretary-Treasurer
SUBJECT: Special Advisor on Flooding Report to Government
DATE: December 4, 2019
STRATEGIC ACTION: Operate a Sustainable and Adaptable Organization
FINANCIAL IMPLICATIONS: N/A

PURPOSE:

To update members on the November 28, 2019 release of Ontario's Special Advisor on Flooding Report to Government titled: An Independent Review of the 2019 Flood Events in Ontario.

DISCUSSION:

Following up from a difficult spring flood season that stretched into the summer months, the Province appointed Doug McNeil as Special Advisor on Flooding to conduct an independent review of flood management and the 2019 flood events in Ontario and provide advice to the Minister of Natural Resources and Forestry.

Mr. McNeil examined Ontario's current flood management framework, exploring the various roles of agencies, such as conservation authorities, who are involved in reducing flood risk, as well as reviewing the policies and technical guidance which makes up the policy framework for flood management in Ontario.

The report is available from the following link:

https://www.ontario.ca/page/independent-review-2019-flood-events-ontario?_ga=2.63095343.1847682858.1575470554-177607754.1543592833

Staff have reviewed the report and note the Flood Advisor recognizes that flood management in Ontario is a collaboration of agencies and more specifically, he recognizes the important role of CAs.

The report also indicates that CAs are to focus on their core mandate of protecting people and property from flooding and other natural hazards. The core mandate of conservation authorities is not just flooding, and is the 'conservation, restoration, development and management of natural resources' as defined in the Conservation Authorities Act. The Province has identified Natural Hazards as a mandatory program within their core mandate, along with others such as Source Water Protection.

CCCA relies on a wide range of watershed management programs and activities to provide a watershed-based approach to reducing the risks of flooding. These include:

- Identifying flood and erosion prone areas through watershed planning and doing floodplain mapping,
- Planting trees and shrubs along waterways, and protecting woodlands and wetlands in order to build watershed resilience and absorb flood waters,
- Preventing pollution and sediment from flood and runoff through rural water quality programs, erosion/sediment control, and stormwater management,
- Reviewing development applications to reduce risk,
- Acting as the 'frontline' partners by maintaining provincial water monitoring stations, collecting data and providing it to the Province,
- Educating people about the risks of flooding, their own responsibilities around flooding and the need to heed warnings

CCCAs provincial transfer payments for the Natural Hazards program were unexpectedly cut by 50% in early 2019. The impact of this reductions has been for CCCA to further rely on reserves, reduce non-mandatory training and travel, and to adjust the levels of programs and services to align with the Board approved 2020 workplans. In 2020, with respect to flood management, CCCA plans to:

- Monitor streamflow, rainfall and snow packs,
- Forecast flooding and issue warnings,
- Assemble existing base information to be prepared to take advantage of funding for Floodplain mapping,
- Manage and operate millions in flood infrastructure such as the Springwater Dam as required by the approved organizational workplan,
- Provide planning support and advice to the Province, municipalities and the federal government to minimize flood impacts,
- Regulate development activities in floodplains,
- Contribute to municipal emergency planning and preparedness activities
- Inform and educate the public about flooding,
- Protect, restore and rehabilitate natural cover that contributes to reducing the impacts of flooding,
- Investigate the acquisition of important floodplain lands.

RECOMMENDATION:

THAT, Report FA 66 / 2019 be received for information.



Christopher Wilkinson
General Manager / Secretary-Treasurer

Report FA 67 / 2019 : To The Full Authority

FROM: Christopher Wilkinson, General Manager / Secretary-Treasurer
SUBJECT: Request from Kettle Creek Conservation Authority
DATE: December 3, 2019
STRATEGIC ACTION: Ensure Our Conservation Lands and Protected and Enhanced

PURPOSE:

To discuss a response to the November 21, 2019 letter from Kettle Creek Conservation Authority.

DISCUSSION:

A letter from Steven Harvey, Chair, Kettle Creek Conservation Authority (KCCA) was sent to Rick Cerna, Chairperson, Catfish Creek Conservation Authority (CCCA) on November 21, 2019 and received by CCCA on November 25, 2019 (attached).


The letter discusses a number of cost avoidances that have been realized in the past between the two organizations such as:

1. GIS services
2. Bolstered stewardship funding by cooperatively working on initiatives such as COA, GLASI and the Elgin Clean Water Program.

The letter requests two board members from CCCA attend a meeting to identify programs, services or staff that could be shared for cost containment.

RECOMMENDATION:

THAT, _____ and _____ be named as the two members to meet with KCCA to identify programs, services or staff that could be shared for cost containment.



Christopher Wilkinson
General Manager / Secretary-Treasurer

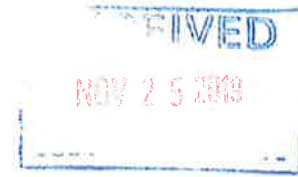


Kettle Creek Conservation Authority

44015 Ferguson Line
St. Thomas, ON N5P 3T3
P 519-631-1270 | F 519-631-5026
www.kettlecreekconservation.on.ca
Member of Conservation Ontario

November 21, 2019

Board of Directors
Catfish Creek Conservation Authority
8079 Springwater Road
Rural Route #5 Aylmer, ON
N5H 2R4



Dear Mr. Cerna:

Kettle Creek Conservation Authority has released a draft 2020-2023 budget to its member municipalities that incorporates a 3% annual increase to municipal levy.

The proposed increase does not represent any increase in services or programs. Rather, the budget protects against a reduction of services and ensures that the Authority continues to protect life and property from natural hazards through integrated watershed management.

In a recent budget discussion, Board members recognized that KCCA is not the only conservation authority struggling with these difficult budget decisions. In fact, cost avoidances have been realized in the past because of closer working relationships between our two organizations. Over the past five years, KCCA has provided GIS services, and bolstered stewardship funding by cooperatively working on initiatives such as COA, GLASI and the Elgin Clean Water Program.

As Catfish Creek Conservation Authority reviews its current programs and services, staffing levels and resources, KCCA's Board of Directors respectfully asks that the consideration of shared services between our organizations be placed in the forefront.

In 2010, KCCA undertook an efficiency study that identified programs and services that had the potential for cost savings by sharing services. This included:

- Centralized marketing and web site design and administration
- Joint purchasing and negotiating major capital expenses
- Expanding external outreach and education by sharing programs already developed
- Integration of staff
- Cross marketing of campgrounds and recreational opportunities

KCCA's Board of Directors has always maintained its wish to protect its local autonomy. It is hoped that our two organizations can find a way forward – in a period of austerity – that continues to value local autonomy without ignoring opportunities for cost containment strategies.

To this end, KCCA's Board of Directors would ask that CCCA consider naming two Board members that could meet with two Board members of KCCA, and senior management from both organizations, to begin to identify programs, services or staff that could be shared for cost containment.



Sincerely,



Stephen Harvey
Chair, Kettle Creek Conservation Authority

cc:

KCCA Member Municipalities: City of London, City of St. Thomas, Municipality of Central Elgin, Municipality of Thames Centre, Municipality of Middlesex Centre, Township of Southwold, Township of Malahide

CCCA Member Municipalities: City of St. Thomas, Town of Aylmer, Municipality of Central Elgin, Township of Malahide, Township of South-West Oxford

Hon. Jeff Yurek, MPP, Minister of the Environment, Conservation and Parks

Report FA 68 / 2019 : To The Full Authority

FROM: Susan Simmons, Financial Services Coordinator
SUBJECT: Springwater Conservation Area 2020 Fee Schedule
DATE: December 3, 2019
STRATEGIC ACTION: Ensure Our Conservation Lands and Protected and Enhanced
FINANCIAL IMPLICATIONS: N/A

PURPOSE:

To amend the 2020 Springwater Conservation Area Fee Schedule which was approved at the November, 2019 Land Management Committee meeting.

DISCUSSION:

At the November, 2019 Land Management Committee meeting, staff presented a Report requesting changing the current Golf Cart Policy for the Springwater Conservation Area to allow all seasonal campers to register a golf cart (with provisions).

The 2020 proposed Fee Schedule for the Springwater Conservation Area included a substantial increase to the golf cart registration fee to align with the proposed amendment to the CCCA's Golf Cart Policy.

With that policy change being rescinded, staff feel that it is not necessary to raise the Golf Cart fee for the 2019 camping season.

The current fee of \$50.00 was implemented for the 2018 camping season. During the 2019 camping season, 10 seasonal campers were permitted golf carts. Staff feel that it would be advisable to increase the fee during the 2021 camping season.

RECOMMENDATION:

THAT, the 2020 Springwater Conservation Area Fee Schedule attached to Report FA 68 / 2019 be adopted as presented.



Susan Simmons
Financial Services Coordinator

CAMPGROUND AND DAY USE - RATE COMPARISONS 2019-2020

TYPE OF FEE (prices include applicable taxes)	CCCA			OTHER CONSERVATION AREAS			Provincial Park		Private
	2019 Fees	2020 Proposed		KCCA 2019	UTRCA 2019	LPRCA Backus 2019	Port Burwell 2019	Red Oak 2019	
VISITOR FEES:									
TRAIL FEE (donation)	\$ 3.00	\$ 3.00		N/A	N/A	N/A	N/A	N/A	N/A
PER VEHICLE DAY PASS	\$ 10.00	\$ 10.00		\$ 10.00	\$ 14.00	\$ 14.00	12.25 - 21.00	5/person (15/family)	N/A
PER VEHICLE DAY PASS (Day Use Fee Box)	\$ 7.00	\$ 7.00		N/A	N/A	N/A	N/A	N/A	N/A
PER PERSON DAY PASS	\$ 3.00	\$ 3.00		N/A	\$8Adult/\$4Children	\$ 5.00	\$2Adult/\$1Child	N/A	N/A
CROSS-COUNTRY (rate for Schools only) per student	\$ 3.00	\$ 3.00		N/A	N/A	N/A	N/A	N/A	N/A
CHARITY EVENT (\$40.00 minimum)	\$ 3.00	\$ 3.00		N/A	50% off entry	N/A	N/A	N/A	N/A
BUS DAY PASS	\$ 80.00	\$ 80.00		\$ 90.00	\$ 120.00	\$ 112.00	62.50 - 125.00	N/A	N/A
SEASONAL VISITOR PASS	\$ 80.00	\$ 80.00		\$ 90.00	\$ 125.00	\$ 82.00	175.00	N/A	N/A
SEASONAL CAMPER PASS (up to 4 per site)	\$ 60.00	\$ 60.00		\$ 90.00	\$ 120.00	N/A	N/A	N/A	N/A
VANFEST DAY PASS (Seasonal Campers only) *paid to VanFest	\$ 10.00	\$ 10.00		N/A	N/A	N/A	N/A	N/A	N/A
EAGLESMITH DAY PASS (Seasonal Campers only) *split 50/50	\$ 20.00	\$ 20.00		N/A	N/A	N/A	N/A	N/A	N/A
PAVILIONS (per day + day pass and/or group camping)	\$ 80.00	\$ 80.00		160 (flat rate)	90.00 - 385.00	\$ 67.00	26.84 - 215.27	N/A	N/A
PORTABLE Pavilion (large)	\$ 120.00	\$ 120.00		N/A	N/A	N/A	N/A	N/A	N/A
PORTABLE Pavilion (small)	\$ 60.00	\$ 60.00		N/A	N/A	N/A	N/A	N/A	N/A
STAGE	\$ 300.00	\$ 300.00		N/A	N/A	N/A	N/A	N/A	N/A
CONCESSION BOOTH OR PANCAKE HOUSE	\$ 200.00	\$ 200.00		N/A	N/A	N/A	N/A	N/A	N/A
SCHOOLHOUSE: + Reservation Fee									
IN-SEASON (per day + day pass)	\$ 100.00	\$ 115.00		N/A	N/A	N/A	N/A	N/A	N/A
OFF-SEASON (DAY-USE) * after Thanksgiving	\$ 140.00	\$ 150.00		N/A	N/A	N/A	N/A	N/A	N/A
OFF-SEASON (OVERNIGHT) * after Thanksgiving	\$ 190.00	\$ 200.00		N/A	N/A	N/A	N/A	N/A	N/A
Lost Key Charge	N/A	\$ 25.00							
WAGON RIDES (per hour):	\$ 200.00	\$ 200.00		N/A	N/A	N/A	N/A	N/A	N/A
BOAT RENTALS:									
HOURLY	\$ 15.00	\$ 15.00		\$ 16.00	N/A	\$ 15.00	N/A	N/A	N/A
HALF DAY (up to 4 Hours)	\$ 35.00	\$ 35.00		N/A	25.00 - 35.00	\$ 50.00	N/A	N/A	N/A
FULL DAY (AFTER 4 HOURS)	\$ 65.00	\$ 65.00		N/A	35.00 - 50.00	\$ 80.00	N/A	N/A	N/A
EDUCATION PROGRAMS (min. 10 people):									
SCOUTING/GUIDING - PER PERSON (WITH CAMPING)	\$ 6.00	N/A		N/A	\$ 7.00	N/A	N/A	N/A	N/A
OTHER GROUPS - PER PERSON (1 program)	\$ 9.00	\$ 9.00		\$ 6.00	\$ 7.00	\$ 8.00	N/A	N/A	N/A
OTHER GROUPS - PER PERSON (each additional program)	\$ 13.00	+\$5.00		N/A	\$ 14.00	\$ 11.00	N/A	N/A	N/A
MOBILE EDUCATION PROGRAM (per person per program)	N/A	as above							
CANCELLATION FEE (less than 2 weeks notice)	N/A	\$ 75.00							
MAPLE SYRUP EDUCATION PROGRAM	\$ 9.00	\$ 9.00		N/A	N/A	N/A	N/A	N/A	N/A
* minimum class fee \$100.00				min of \$120	min of \$120	min 105-135			
PUBLIC EVENT ADMINISTRATION:									
under 500 attendance	N/A	N/A		negotiable	negotiate	N/A	N/A	N/A	N/A
Under 1000 attendance + entrance fee (\$2,000.00 min.)	\$ 450.00	\$ 450.00		negotiable	negotiate	N/A	N/A	N/A	N/A
Over 1000 attendance + entrance fee (\$4,000.00 min.)	\$ 550.00	\$ 550.00		negotiable	negotiate	N/A	N/A	N/A	N/A
TROUT FISHING (PER PERSON PER DAY) 14 & under free	\$ 10.00	\$ 10.00		\$ 20.00	N/A	N/A	N/A	N/A	N/A
MAPLE SYRUP FESTIVAL:									
Admission - Adults	\$ 8.00	\$ 8.00		N/A	N/A	N/A	N/A	N/A	N/A
Admission - Youth	\$ 4.00	\$ 4.00		N/A	N/A	N/A	N/A	N/A	N/A

* new fees

** increases are noted by Bold font

CAMPGROUND AND DAY USE - RATE COMPARISONS 2019-2020

TYPE OF FEE (prices include applicable taxes)	CCCA		OTHER CONSERVATION AREAS				Provincial Park	Private
	2019 Fees	2020 Proposed	KCCA 2019	UTRCA 2019	LPRCA Backus 2019	Port Burwell 2019		
RESERVATION FEE (non-refundable)	\$ 13.00	\$ 13.00	\$15.00/\$12.00 phone/online	\$ 13.00	\$13.00/\$11.00 phone/online	\$13.00/\$11.00		Red Oak 2019
EXTRA VEHICLE OVERNIGHT PASS	\$ 10.00	\$ 10.00	\$ 10.00	\$ 14.00	\$ 10.25			\$5/person (\$15/family)
NIGHTLY CAMPING								
Unserviced	\$ 41.00	\$ 43.00	\$ 42.00	\$ 39.00	\$ 38.00	46.33 - 35.60		\$ 29.00
15 amp. service	\$ 46.00	\$ 48.00	\$ 45.00	\$ 49.00	\$ 52.00	52.55 - 42.86		\$ 37.00
30 amp. service	\$ 52.00	\$ 55.00	\$ 52.00	\$ 49.00	\$ 58.00	N/A		\$ 40.00
WEEKLY CAMPING								
Unserviced	\$ 255.00	\$ 260.00	\$ 253.00	\$ 256.00	\$ 228.00	N/A		\$ 174.00
15 amp. service	\$ 280.00	\$ 290.00	\$ 275.00	\$ 322.00	\$ 315.00	N/A		\$ 222.00
30 amp. service	\$ 315.00	\$ 325.00	\$ 325.00	\$ 322.00	\$ 345.00	N/A		\$ 240.00
MONTHLY CAMPING								
Unserviced	\$ 740.00	\$ 770.00	\$ 780.00	N/A	\$ 692.00	N/A		\$ 600.00
15 amp. service	\$ 830.00	\$ 860.00	\$ 845.00	N/A	\$ 948.00	N/A		\$ 765.00
30 amp. service	\$ 965.00	\$ 1,000.00	\$ 995.00	N/A	\$ 1,035.00	N/A		\$ 827.00
GROUP CAMPING (only in Group Areas-min. 20)								
Scouting/Guiding/Church Groups (per person)	\$ 8.00	\$ 8.00	\$160 (flat)	pay per site	N/A	\$59.33 - \$23.73/night		N/A
Other Groups (per adult)	\$ 15.00	\$ 15.00	\$5-\$70	pay per site	\$5.00+\$52.00	N/A		N/A
Other Groups (per child)	\$ 8.00	\$ 8.00	N/A	pay per site	N/A	N/A		N/A
If using 15 amp. service Per Night	N/A	\$ 5.00						
Refundable Cleaning Deposit (group camping)	\$ 100.00	\$ 100.00	N/A	N/A	N/A	N/A		N/A
SEASONAL CAMPING								
15 amp. service	\$ 2,240.00	\$ 2,350.00	\$ 2,300.00	\$ 2,600.00	\$ 2,463.00	N/A		\$ 2,020.00
30 amp. service	\$ 2,450.00	\$ 2,550.00	\$ 2,500.00	\$ 2,700.00	\$ 2,693.00	N/A		\$ 2,125.00
New Seasonal at mid-season sign up	40% discount	40% discount	+ hydro over \$400 has same	100.00/Week				plus hydro
* CCCA INCENTIVE: pay current rate in full by Nov 15 & avoid increase								
Late Fee on Seasonal Camping Fees *per month	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00/Week	N/A	N/A		N/A
Grass Culting Fee * per cut	\$ 15.00	\$ 15.00	N/A	N/A	N/A	N/A		N/A
Mulch (per load)	\$ 15.00	\$ 15.00	N/A	N/A	N/A	N/A		N/A
Gravel / Top Soil (per load)	\$ 25.00	\$ 25.00	N/A	N/A	N/A	N/A		N/A
REFUNDABLE Site Cleaning Deposit (seasonal camping)	\$ 75.00	\$ 75.00	Invoices for \$30/hr	N/A	N/A	N/A		N/A
WINTER STORAGE - Trailer	\$ 200.00	\$ 225.00	N/A	\$ 285.00	\$ 205.00	N/A		N/A
WINTER STORAGE - Shed &/or Deck	\$ 50.00	\$ 50.00	N/A	\$ 150.00	N/A	N/A		N/A
Late Fee on Winter Storage Fees *per month	\$ 75.00	\$ 75.00	N/A	\$100 per week	\$10/day	N/A		N/A
LIQUID WASTE REMOVAL								
SLURRY WAGON SERVICE (PER PUMP)	\$ 50.00	\$ 50.00	\$ 40.00	\$ 50.00	N/A	N/A		N/A
SLURRY WAGON SERVICE (SEASONAL- Bi Weekly)	\$ 250.00	\$ 250.00	\$ 440.00	\$ 305.00	N/A	N/A		N/A
SLURRY WAGON SERVICE (SEASONAL- Weekly)	\$ 500.00	\$ 500.00	\$ 880.00	\$ 310.00	N/A	N/A		N/A
Mid-Season Sign Up	40% discount	40% discount						
UNSCHEDULED EMERGENCY PUMP	\$ 75.00	\$ 100.00	\$ 75.00	\$ 100.00	N/A	N/A		N/A
DUMP STATION (group, unserviced camping, & non-campers)	\$ 30.00	\$ 30.00	\$ 30.00	\$ 50.00	N/A	N/A		Free
TRAILER or DECK RELOCATION	\$ 75.00	\$ 75.00	N/A	N/A	N/A	N/A		N/A
EXTERNAL FRIDGE (Energy Star Compliant)	\$ 70.00	\$ 70.00	included		\$ 270.00	N/A		N/A
EXTERNAL FRIDGE (all other fridges)	\$ 170.00	\$ 170.00	included		\$ 270.00	N/A		N/A
HYDRO ABUSE (Unattended trailer/Outdoor lights, etc.)	N/A	\$ 50.00						
GOLF CART PERMIT	\$ 50.00	\$ 50.00	\$ 120.00 * electric (gas n/c)	N/A	N/A	N/A		N/A
FIREWOOD:								
BUNDLE (bag at other parks)	\$ 10.00	\$ 10.00	N/A	\$ 10.00	10.00	N/A		N/A
SPW 1/2 CORD	\$ 45.00	\$ 50.00	N/A	campers can bring		N/A		N/A
SPW CORD	\$ 70.00	\$ 80.00	N/A	campers can bring		N/A		N/A

* max 1 cord

* new fees

** increases are noted by Bold font

REPORT FA 69 / 2019: To The Full Authority

FROM: Christopher Wilkinson, General Manager / Secretary - Treasurer
SUBJECT: Proposed 2020 Meeting Schedule
DATE: December 7, 2019
STRATEGIC ACTION: Operate a Sustainable and Adaptable Organization
FINANCIAL IMPLICATIONS: N/A

Purpose:

To present the members with a list of the proposed CCCA 2020 meeting dates.

Discussion:

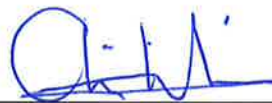
In order to provide the members with ample notice of upcoming meetings, staff have prepared the following schedule of proposed CCCA meeting dates for 2020.

Catfish Creek Conservation Authority 2020 Proposed Meeting Dates

Personnel / Finance Committee	Thursday, January 30	10:00 am
AGM	Thursday, February 20	2:00 pm
Full Authority	Thursday, March 19	10:00 am
Full Authority	Thursday, April 9	10:00 am
Land Management Committee	Thursday, May 14	10:00 am
Full Authority	Thursday, June 11	10:00 am
Full Authority	Thursday, August 13	10:00 am
Full Authority	Thursday, September 10	10:00 am
Full Authority	Thursday, October 8	10:00 am
Full Authority	Thursday, November 12	10:00 am
Land Management Committee	Thursday, November 26	10:00 am
Personnel / Finance Committee	Thursday, November 26	11:00 am
Full Authority	Friday, December 11	10:00 am

Recommendation:

THAT, the Full Authority approve the 2020 Meeting Date Schedule as outlined in Report FA 69 / 2019.



Christopher Wilkinson
General Manager / Secretary - Treasurer

REPORT FA 70 / 2019: To The Full Authority

FROM: Christopher Wilkinson, General Manager / Secretary-Treasurer
SUBJECT: Year-End Motions
DATE: December 7, 2019
STRATEGIC ACTION: Operate a Sustainable and Adaptable Organization
FINANCIAL IMPLICATIONS: N/A

PURPOSE:

To seek approval for the following list of Year-End Motions.

DISCUSSION:

The following Motions require ratification prior to the end of the year.

- 1) THAT, the Personnel / Finance Committee be given the power to deal with any matters that may arise prior to the first Full Authority meeting in the year 2020.
- 2) THAT, the Chairperson and the General Manager / Secretary-Treasurer be authorized to discharge Accounts Payable for December, 2019, and January, 2020, or until the next Full Authority meeting is held.
- 3) THAT, the CCCA office be closed to the public (except for emergency response) from 12:00 p.m. on Tuesday, December 24th, 2019, to 8:30 a.m. on Thursday, January 2, 2020.

RECOMMENDATION:

THAT, the Full Authority approve the list of Year-End Motions contained in Report FA 70 / 2019.



Christopher Wilkinson
General Manager / Secretary-Treasurer

Correspondence: To The Full Authority

FROM: Christopher Wilkinson, General Manager / Secretary - Treasurer

SUBJECT: Correspondence Register, November 1 – November 30, 2019

DATE: November 30, 2019

STRATEGIC ACTION: Operate a Sustainable and Adaptable Organization

FINANCIAL IMPLICATIONS: None

Purpose:

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

Discussion:

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

Date	Type	Agency	Topic
Nov 1	Email	Conservation Ontario	Flood Advisor Report
Nov 1	Email	Surface Water Monitoring Centre of the Ministry of Natural Resources and Forestry	Provincial Flood Watch Issued for Northwestern Ontario on November 1, 2019 at 3:30 PM
Nov 1	Email	Ministry of the Environment, Conservation and Parks	FW: PWQMN station survey - 2019
Nov 1	Email and CCCA Reply	Township of Malahide	Meeting to Discuss Flood Response
Nov 1	Email	Conservation Ontario	Conservation Ontario's Comments on the Proposed Amendments to the Aggregate Resources Act
Nov 1	Email	Conservation Ontario	MECP Launch of 2020-21 DWSP Program Funding Application
Nov 1	Email and CCCA Reply	Conservation Ontario	Permission to share geospatial data
Nov 1	Email and CCCA Reply	Conservation Ontario	MECP Inquiry re. S. 28 Regulations and Dams
Nov 1	Email and CCCA Reply	Kawartha Conservation	Board of Directors - Ex-Officio Status
Nov 2	Email	Municipality of Central Elgin	Appointment of 2 Additional Environmental Committee Members
Nov 4	Email	Conservation Ontario	Conservation Authorities Bonspiel: needs a host!
Nov 4	Email and CCCA Reply	Ministry of Natural Resources & Forestry	MNRF Section 39 Grant - In-Year Reporting

Date	Type	Agency	Topic
Nov 4	Email	Conservation Ontario	Conservation Ontario Stakeholder Strategy
Nov 5	Email	Surface Water Monitoring Centre of the Ministry of Natural Resources and Forestry	Updated Provincial Flood Watch for Lake Superior Issued November 5, 2019 at 10:00 AM
Nov 5	Email	Surface Water Monitoring Centre of the Ministry of Natural Resources and Forestry	Ontario Low Water products for the month ending October 31, 2019
Nov 6	Email	Conservation Ontario	ICIP Green Stream Guidelines
Nov 6	Email	Conservation Ontario	Status of COA
Nov 7	Email	Grand River Conservation Authority	Response Required: Recommendation for SPC Public Interest Representatives
Nov 7	Email	Niagara Peninsula Conservation Authority	2020 Biennial Tour- Niagara Peninsula Watershed- Tickets on sale NOW
Nov 8	Email	Conservation Ontario	Conservation Ontario Council Meeting September 30, 2019 Minutes
Nov 8	Email and CCCA Reply	Township of Springwater	Township of Springwater Re: Conservation Authority Levies
Nov 8	Email	Conservation Ontario	LAST CHANCE TO DONATE Latornell Dream Auction Items in support of Grant Program
Nov 8	Email	Lake Simcoe Region Conservation Authority	Letter from the Township of Ramara
Nov 11	Email	Elgin St. Thomas Community Foundation	RBC Future ...
Nov 11	Email	Surface Water Monitoring Centre of the Ministry of Natural Resources & Forestry	Provincial Watershed Conditions Statement for Northern Ontario Issued on November 11th, 2019 at 9:30 a.m.
Nov 11	Email	Alan Mayhew via. Minister Yurek's office	relocate the flood
Nov 12	Email and CCCA Reply	Ministry of Government and Consumer Services	How to Apply Webinar: Green Stream of the Investing in Canada Infrastructure Program
Nov 13	Email	Township of Malahide	Dragline - Port Bruce Ice Breaking
Nov 14	Email	Conservation Ontario	Quick Survey to collect your opinions about the future of the Latornell Conservation Symposium
Nov 14	Email and CCCA Reply	Elgin Stewardship Council	Attn Christopher Wilkinson
Nov 14	Email	Ministry of the Environment, Conservation and Parks	2019 Data

Date	Type	Agency	Topic
Nov 15	Email	Conservation Ontario	Webinar: Green Stream of the Investing in Canada Infrastructure Program - How to Apply
Nov 15	Email	Conservation Ontario	Pre-CO Council GM Meeting - December 8th, 2019
Nov 15	Email	Ministry of the Environment, Conservation and Parks	Last chance to have your say on Healthy Parks Healthy People
Nov 15	Email	Conservation Ontario	Bill 124
Nov 15	Email	Conservation Ontario	Municipal Conference Dates
Nov 15	Email	Ministry of Natural Resources and Forestry	MNRF Section 39 In-Year Reporting & Staff Transition
Nov 18	Email	Grand River Conservation Authority	RE: Please respond: SPP 2020-21 proposed staffing levels for Partner CAs
Nov 18	Email	Ministry of the Environment, Conservation and Parks	Automatic reply: relocate the flood
Nov 18	Email	Surface Water Monitoring Centre of the Ministry of Natural Resources & Forestry	Provincial Flood Watch for Northern Ontario on November 18th, 2019 at 3:30 p.m.
Nov 19	Email and CCCA Reply	Township of Malahide	Request to Appear before Budget Committee
Nov 20	Email	Ministry of the Environment, Conservation and Parks	December sample submission cut-off date for PWQMN samples
Nov 20	Email	Conservation Ontario	Bulk Purchase Information Session with CDW - Follow-up Survey
Nov 20	Email and CCCA Reply	Township of Malahide	Malahide Budget Meeting - November 28th.
Nov 21	Email	Surface Water Monitoring Centre	Wiski / Wiski Web Pro outage
Nov 22	Email	Conservation Ontario	Tree Planting Partnership - LTVCA and Chatham Kent
Nov 25	Email	Centre for Land Conservation	CLC Advisory Committee
Nov 26	Email	Kettle Creek Conservation Authority	News Release: KCCA issues a Flood Watch for shoreline areas due to wind forecast
Nov 26	Email	Surface Water Monitoring Centre of the Ministry of Natural Resources and Forestry	Provincial Flood Watch Issued for Southern and Northeastern Ontario on November 26, 2019 at 10:00 a.m.
Nov 26	Email	Catfish Creek Conservation Authority	Lake Erie Shoreline Water Safety Watershed Condition Statement
Nov 27	Email	Conservation Ontario	Flood Advisor report
Nov 28	Email	Conservation Ontario	Conservation Ontario's Comments on Proposed Amendments to the Ontario Water Resources Act and the Lakes and Rivers Improvement Act

Date	Type	Agency	Topic
Nov 28	Email	Ministry of Natural Resources and Forestry	Public Release of 'Independent Review of the 2019 Flood Events in Ontario' Report
Nov 28	Email	Conservation Ontario	Ontario Appoints Advisory Panel on Climate Change
Nov 28	Email	Township of Malahide	ccca budget questions
Nov 28	Email	Conservation Ontario	Client Service Initiative - Draft Annual Reporting on Timelines Template (for S. 28) to be considered at Council
Nov 28	Email	Conservation Ontario	Conservation Ontario Media Release: Conservation Authorities Respond to Flood Advisor Report
Nov 28	Email	Ausable Bayfield Conservation Authority	ABCA joins Conservation Ontario in support of report's recognition of the conservation authority role in flood management in Ontario
Nov 28	Email	Conservation Ontario	Conservation Ontario Council Agenda December 9, 2019
Nov 28	Email	Surface Water Monitoring Centre of the Ministry of Natural Resources and Forestry	Provincial Flood Watch Issued for Southern Ontario y on November 29, 2019 at 4:00 p.m.
Nov 29	Email	Lerners LLP	Cronk Revetment Application
Nov 29	Email and CCCA Reply	Elgin County	RE: Cronk Revetment Application
Nov 29	Email	Kettle Creek Conservation Authority	News Release: Lake Erie Shoreline Flood Outlook Update

Christopher Wilkinson
General Manager / Secretary - Treasurer