

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

Thursday, February 20th, 2020

Meeting #01/2020

The 69th Annual General Meeting of the Catfish Creek Conservation Authority was held at the East Elgin Community Complex.

PRESENT:

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

STAFF:

Christopher Wilkinson	General Manager / Secretary-Treasurer
Susan Simmons	Financial Services Coordinator
Tony Difazio	Resource Planning Coordinator
Peter Dragunas	Water Management Technician
Dusty Underhill	Conservation Areas Supervisor
Kelsey Oatman	Program Support Assistant
Emily Febrey	Community Outreach Technician
Gerrit Kremers	Field Technician
Austin Verbeek	Field Technician

GUESTS:

Murray Alward	CCCA Supporter
Dan Arppe	Jaffa Environmental Education Centre
Pete Barbour	Councillor, Town of Aylmer
Bruce Bolin	Lake Erie North Shore Landowners Association
Fred Bozso	Chairperson, Catfish Creek Irrigation Advisory Committee
Cathy Brooks	CCCA Volunteer
Jennifer Buchanan	Auditor, Graham Scott Enns
Kyle Cameron	Guest Speaker
Ron Casier	Canadian Chestnut Council
Terry Carrol	Elgin - St. Thomas Community Foundation
Kevin Cerna	CCCA Supporter
Dan Dale	CCCA Supporter
Chris Durand	GIS Technician, St. Clair Region Conservation Authority
George Fairservice	CCCA Volunteer
Jill Ferguson	Representative for the MP Elgin-Middlesex-London
Scott Hayhoe	Conservation Award Recipient
Henry Hiemstra	Ontario Beekeepers
Al Hurst	St. Thomas Field Naturalists
Stan & Karen Jones	Lake Erie North Shore Landowners Association

Vaclav Kampos	CCCA Supporter
Henry & Ena Kielstra	CCCA Supporter
Matt Marchioni	Jaffa Environmental Education Centre
John Martyn	CCCA Supporter
Jonathon Martyn, Jr.	CCCA Supporter
Judy Maxwell	General Manager, Long Point Region Conservation Authority
Tom McKinney	Community Member, Township of Malahide
David Mennill	Mayor, Township of Malahide
Shaun Meehan	President, Aylmer District Trapping Council
Abigail Reid	Family Member, Conservation Scholarship Winner
Ethan Reid	Conservation Scholarship Winner
Laurie Reid	Family Member, Conservation Award Winner
Veronica Reiner	Aylmer Express
Colleen Row	Councillor, Municipality of Central Elgin
Thomas Rylett	Thomas P. Rylett Limited
Sherry Rylett	Thomas P. Rylett Limited
Al Sharpe	Director, Elgin Hiking Trail Club
Dr. Duncan Sinclair	Ducks Unlimited Canada
Kim Smale	Retired General Manager/Secretary-Treasurer, Catfish Creek C.A.
Todd Sprague	Hamilton Ward & Cathers Insurance
Alison Varga	Hamilton Ward & Cathers Insurance
Fons Vandenbroek	Member Services Representative, Elgin Federation of Agriculture
Geoff Verkade	Manager of IWM, Niagara Peninsula Conservation Authority

WELCOME / CALL TO ORDER:

Chairperson Cerna welcomed everyone to the 69th Annual General Meeting of the Catfish Creek Conservation Authority and called the proceedings to order at (2:10 p.m.).

ADOPTION OF AGENDA:

<u>Motion # 01/2020</u>	M. Tinlin	A. Oslach	CARRIED
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THAT, the Agenda for the Annual General Meeting be adopted as circulated.

DISCLOSURE OF PECUNIARY INTEREST:

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

INTRODUCTIONS:

Chairperson Cerna introduced the Catfish Creek Conservation Authority Board of Directors and Special Guests in attendance.

ADOPTION OF MINUTES:

<u>Motion # 02/2020</u>	M. Tinlin	P. Buchner	CARRIED
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THAT, the Minutes of Full Authority Meeting #10/2019 (December 13, 2019), be accepted as circulated.

Motion # 03/2020

M. Tinlin

A. Oslach

CARRIED

THAT, the Minutes of Personnel / Finance Committee Meeting #PF 01/2020 (January 30, 2020), be accepted as circulated.

ANNUAL REPORT PRESENTATION:

The General Manager / Secretary-Treasurer presented the 2019 Annual Report and provided a brief summary of each section of the Report. He thanked the community for their support and involvement with the CCCA over the past year. He also thanked the staff from the CCCA and Board for their efforts in 2019.

Motion # 04/2020

M. Tinlin

A. Oslach

CARRIED

THAT, the 2019 Annual Report be adopted as presented.

2019 AUDITED FINANCIAL STATEMENTS:

Jennifer Buchanan of Graham Scott Enns LLP Chartered Accountants presented the 2019 Financial Statements and Auditor's Report for the Catfish Creek Conservation Authority.

She stated that the Financial Statements present fairly, in all material respects, the statement of financial position of the CCCA as at December 31, 2019, and the statements of operations and accumulated surplus, changes in net assets, and cash flow for the year then ended in accordance with Canadian accounting standards for public sector entities.

The audience was advised that full copies of the Financial Statements are available at the CCCA Office upon request.

Motion # 05/2020

P. Buchner

S. Martyn

CARRIED

THAT, the Financial Statements of the Catfish Creek Conservation Authority and Audit Findings Letter prepared by Graham Scott Enns LLP, as at December 31, 2019, be adopted as circulated.

CHAIRPERSON'S MESSAGE:

Chairperson Cerna presented the Annual Chairperson's Message to the audience. A condensed version is included on the first page of the 2019 Annual Report.

ELECTION OF OFFICERS:

Christopher Wilkinson, General Manager/Secretary-Treasurer of the CCCA announced that he would be conducting the elections for Chairperson and Vice-Chairperson for the year 2020.

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

Motion # 06/2020 A. Oslach S. Martyn CARRIED

THAT, Susan Simmons and Kelsey Oatman act as scrutineers in the event of an election; and further,

THAT, the scrutineers distribute ballots to the eligible voting members, tabulate and report the results of the vote, and destroy all ballots.

Mr. Wilkinson called for nominations for the position of Chairperson of the CCCA for 2020.

Arthur Oslach nominated Rick Cerna.

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

Motion # 07/2020 A. Oslach M. Tinlin CARRIED

THAT, nominations for the position of Chairperson be closed.

Rick Cerna was acclaimed Chairperson for 2020.

Mr. Wilkinson called for nominations for the position of Vice-Chairperson of the CCCA for 2020.

Sally Martyn nominated Mark Tinlin.

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

Motion # 08/2020 P. Buchner R. Cerna CARRIED

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

Mark Tinlin was acclaimed Vice-Chairperson for 2020.

Rick Cerna assumed the Chair to continue the meeting.

OTHER BUSINESS:

Motion # 09/2020 S. Martyn P. Buchner CARRIED

THAT, the Full Authority appoint the firm Graham Scott Enns LLP Professional Accountants as the Authority's Auditor until the next Annual General Meeting in February 2021; and further

THAT, the Full Authority appoint Canadian Imperial Bank of Commerce, Aylmer Branch as the Authority's financial institution until the next Annual General Meeting in February 2021; and further,

THAT, the Full Authority appoint Steve Gibson, Elgin County Solicitor as the Authority's Solicitor to deal with matters of litigation until the next Annual General Meeting in February 2021; and further,

THAT, the Full Authority appoint Kim Bowsher of Bowsher + Bowsher as the Authority's Solicitor to deal with matters of real estate until the next Annual General Meeting in February 2021.

THAT, the Catfish Creek Conservation Authority be authorized to borrow, on an interim basis, a sum or sums not exceeding in the aggregate \$200,000.00 from the Authority's bank at the said bank's minimum lending rate established from time to time, until the Authority has received payment of levies from member municipalities; and further,

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

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

GUEST SPEAKER:

Member Martyn introduced Kyle Cameron from Bird Studies Canada as the Guest Speaker.

Mr. Cameron began his presentation by providing the audience with some background information about himself and Bird Studies Canada Southern Ontario's Forest Bird Species at Risk Monitoring Program. The program began in 2011 focusing on two (2) species of birds unique to the Carolinian Forest ecosystem. Since then it has grown and began to focus on four (4) species of birds and their unique habitats such as Acadian Flycatchers, Louisiana Waterthrush, Cerulean Warblers.

Mr. Cameron then discussed the results of counts of the Species at Risk (SAR) bird counts on Authority-owned property stating that Springwater Conservation Area was a significant and important habitat for these species with over 80 SAR counted making it one of the most species-rich area. He noted the habitat restoration, research activities, and education are important goals of this program.

Member Martyn thanked Kyle for his talk and presented him with a small token of appreciation on behalf of the Conservation Authority

STUDENT SCHOLARSHIP AWARD:

Member Oslach presented the 18th Annual Catfish Creek Conservation Authority Scholarship Award to Ethan Reid. Ethan plans on continuing his post-secondary education in the field of environmental engineering at the University of Western Ontario in September, 2020.

CONSERVATION AWARD:

Vice-Chairperson Tinlin was called upon to present the Conservation Award to the Hayhoe Family in recognition of their conservation efforts on their 1,500 acre farm located in the Township of Malahide. The Hayhoes have undertaken several environmental projects on their property including the creation of a pollinator habitat and planting acres of tallgrass prairie. Living near the Lake Erie Shoreline has helped the family understand the importance of soil conservation and ensuring that their stewardship of the land leaves room for nature.

CERTIFICATES OF RECOGNITION:

Member Buchner presented Certificates of Recognition to the following Board Member and Staff for their important contributions to the CCCA.

- 5 Years - Arthur Oslach, Board Member
- 15 Years - Peter Dragunas, Water Management Technician
- 5 Years - Dusty Underhill, Conservation Areas Supervisor

ADJOURNMENT:

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

Motion # 11/2020 P. Buchner M. Tinlin CARRIED

That, the Annual General Meeting of the Catfish Creek Conservation Authority be adjourned at (3:27 p.m.).

General Manager / Secretary –Treasurer

Authority Chairperson