

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

**Thursday, October 8<sup>th</sup>, 2020**

**Meeting #07/2020**

The Full Authority Meeting of the Catfish Creek Conservation Authority was held at the Aylmer Legion to accommodate social distancing.

**PRESENT:**

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

**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
Emily Febrey	Community Outreach Technician

**OTHERS PRESENT:**

Veronica Reiner                      Aylmer Express

**WELCOME / CALL TO ORDER:**

Chairperson Cerna welcomed everyone and called the meeting to order at 10:00 a.m. and thanked Member Oslach for arranging the alternate venue for the meeting.

**ADOPTION OF AGENDA:**

Motion # 85/2020                      M. Tinlin                                      P. Buchner                                      CARRIED

THAT, the Agenda for the October 8<sup>th</sup>, Full Authority meeting be adopted as circulated.

**DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF:**

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 # 86/2020                      A. Oslach                                      M. Tinlin                                      CARRIED

THAT, the Minutes of Full Authority Meeting #06/2020 (September 10, 2020), be accepted as circulated.

Motion # 87/2020                      P. Buchner                                      M. Tinlin                                      CARRIED

THAT, the Minutes of Interview Committee Meeting #02/2020 (September 24, 2020), be accepted as circulated.

**BUSINESS ARISING FROM MINUTES:**

No one reported any outstanding business to discuss from the previous Minutes.

**PUBLIC / SPECIAL DELEGATIONS:**

None

**REPORTS:**

Report FA 43/2020 – Monthly Staff Reports, was presented, discussed, and resolved.

Motion # 88/2020                      A. Oslach                                      M. Tinlin                                      CARRIED

THAT, Staff Reports for the Month of September, 2020, be noted and filed.

Report FA 44/2020 – September Summary of Revenue and Expenditures, was presented, discussed, and resolved.

Motion # 89/2020                      M. Tinlin                                      P. Buchner                                      CARRIED

THAT, Report FA 44/2020, be noted and filed.

Report FA 45/2020 – Accounts Paid, was presented, discussed, and resolved.

Motion # 90/2020                      A. Oslach                                      M. Tinlin                                      CARRIED

THAT, Accounts Paid totaling \$32,798.08, be approved as amended in Report FA 45/2020.

Report FA 46/2020 – Conservation Ontario Annual General Meeting, was presented, discussed, and resolved.

Motion # 91/2020                      P. Buchner                                      A. Oslach                                      CARRIED

THAT, Report FA 46/2020, be received as information.

**Tony Difazio and Peter Dragunas left the meeting at 11:28**

Report FA 47/2020 – Peacekeeper Park, was presented, discussed, and resolved.

Motion # 92/2020                      S. Martyn                                      P. Buchner                                      CARRIED

THAT, Report FA 47/2020, be received as information.

Report FA 48/2020 – 2020-2021 Budget Process, was presented, discussed, and resolved.

Motion # 93/2020                      P. Buchner                                      S. Martyn                                      CARRIED

THAT, members direct staff to complete a 2021 Draft Budget with a 3% and 4.2% levy increase for presentation at the next Full Authority meeting.

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

a) Health and Safety during COVID

The General Manager/Secretary-Treasurer updated members that updated Health & Safety procedures now include a sign in sheet for visitors and the committee is working towards a recorded daily health screening check.

b) Aylmer Area Community Foundation

The General Manager/Secretary-Treasurer updated members that a cheque for \$1000 was presented to CCCA for supplies and props for the mobile and web based education program. He thanked AACF for the donation.

c) November and December Meetings

The General Manager/Secretary-Treasurer advised members that meeting will continue at the Legion until further notice. He also updated members that the December Full Authority meeting will move from Friday December 11<sup>th</sup> to Thursday Dec 10<sup>th</sup> and a Box Lunch will be provided.

**UNFINISHED BUSINESS:**

None

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

None

**NOTICE OF MOTIONS / NEW BUSINESS:**

None

**CORRESPONDENCE:**

a) Copied:

- a letter from the Ministry of Environment, Conservation and Parks sent to Catfish Creek Conservation Authority on September 10, 2020 re. Amendment to the Minister's Direction for Conservation Authorities during the COVID-19 Outbreak.
- an email from Southwest Ontario Tourism Corp. (SWOTC) Safe Openings program to CCCA sent on September 23<sup>rd</sup> indicating the submitted application is ineligible due to SWOTC receiving more applications than funding available.
- a letter from Conservation Ontario to the Ministers of Environment Conservation and Parks, and Natural Resources and Forestry on October 1, 2020 re. Enactment of Part VII Enforcement and Offences clauses in the Conservation Authorities Act.

b) Not Copied:

- Correspondence Registers for September, 2020.

Motion #94/2020                      S. Martyn                                      M. Tinlin                                      CARRIED

THAT, the Copied Correspondence and the Correspondence Registers for September, 2020, be noted and filed.

**CLOSED SESSION:**

Motion # 95/2020                      S. Martyn                                      P. Buchner                                      CARRIED

THAT, the Full Authority adjourn to Closed Session at (11:52 a.m.).

Motion # 96/2020                      M. Tinlin                                      S. Martyn                                      CARRIED

THAT, the Full Authority rise from Closed Session with report at (12:02 p.m.).

Motion # 97/2020                      A. Oslach                                      P. Buchner                                      CARRIED


THAT, the Closed Session receive reports for information.

**NEXT MEETING / ADJOURNMENT:**

The next meeting of the Catfish Creek Conservation Authority will be held on Thursday, November 12, 2020, commencing at (10:00 a.m.).

Motion # 98/2020                      S. Martyn                                      P. Buchner                                      CARRIED

THAT, the Full Authority be terminated at (12:15 p.m.).

  
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 General Manager / Secretary –Treasurer

  
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 Authority Chairperson