

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 on **Thursday, June 10th, 2021 at 10 a.m.**

The meeting will be conducted Via Zoom. An invite will be e-mailed to attendees. Public will have access to view on YouTube

A G E N D A

- 1) Welcome / Call to Order Rick Cerna
- 2) Land Acknowledgement
- 3) Adoption of Agenda
- 4) Disclosure of Pecuniary Interest
- 5) Disclosure of Intention to Audio / Video Record Meeting
- 6) Adoption of Minutes of:
 - a) Full Authority Meeting #05/2021 (May 13, 2021) 3 - 7
 - b) Land Management Committee #01/2021 (May 28, 2021) 8 - 10
- 7) Business Arising from Minutes
- 8) Public / Special Delegations:
- 9) Reports
 - a) Report FA 25/2021 - Monthly Staff Reports 11 - 13
(Tony Difazio, Peter Dragunas, Dusty Underhill, Emily Febrey)
 - b) Report FA 26/2021 - May Summary of Revenue & Expenditures 14 - 15
(Susan Simmons)
 - c) Report FA 27/2021 - Accounts Paid 16
(Susan Simmons)
 - d) Report FA 28/2021 - Grants Report 17 - 18
(Emily Febrey and Susan Simmons)
 - e) Report FA 29/2021 - Conservation Authorities Act - Phase 1 Amendments. 19 - 38

(Christopher Wilkinson)

10) General Manager / Secretary-Treasurer's Report. Christopher Wilkinson

11) Unfinished Business

12) Chairperson's / Board Member's Report

13) Notice of Motions / New Business:

14) Correspondence:

a) Copied:

- A letter from Intact Insurance sent May 3, 2021 to Catfish Creek Conservation Authority re. Change of name from Frank Cowan to Intact Public Entities Inc.
- A letter from Conservation Ontario to Trees Ontario sent May 25, 2021 re. Growing Canada's Forests Request for Information
- A letter from Conservation Ontario to the Ministry of Municipal Affairs and Housing sent May 25, 2021 re. Conservation Ontario's Comments on the "Proposed changes to certain land division provisions in the Planning Act" (ERO #019-3495)
- A letter from Catfish Creek Conservation Authority to Conservation Ontario sent May 26, 2021 re. CCCA Board Resolution
- An email from the Ministry of Environment, Conservation and Parks to Catfish Creek Conservation Authority sent May 28, 2021 re. Extension of Canada Ontario Agreement
- A staff biography for the Catfish Creek Conservation Authority Intern supporting the Community Outreach Technician's Education and Outreach Programs & Services

b) Not Copied:

- Correspondence Register for May, 2021.

15) Closed Session

- a) Approve Minutes from March 10, 2021 In Camera Meeting
- b) Litigation or potential litigation (13 e)

16) Next Meeting / Termination

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

Thursday, May 13, 2021

Meeting #04/2021

The Full Authority Meeting #04/2021 of the Catfish Creek Conservation Authority was conducted virtually and streamed live to YouTube.

PRESENT:

Rick Cerna	Chairperson	Township of Malahide
Lori Baldwin-Sands	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

The following staff members were also present on the call electronically:

STAFF:

Christopher Wilkinson	General Manager / Secretary-Treasurer
Susan Simmons	Financial Services Coordinator
Emily Febrey	Community Outreach Technician
Tony Difazio	Resource Planning Coordinator
Dusty Underhill	Conservation Areas Supervisor
Peter Dragunas	Water Management Technician

WELCOME / CALL TO ORDER:

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

ADOPTION OF AGENDA:

<u>Motion # 47/2021</u>	P. Buchner	A. Oslach	CARRIED
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THAT, the Agenda for the May 13th, 2021, 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:

Board members, staff, guests and members of the public are advised that the Full Authority Board/Committee meeting is being video/audio recorded, and will be streamed live to the Authority's YouTube channel. The minutes will be made available on the CCCA webpage within 30 days of the meeting.

ADOPTION OF MINUTES:

Motion # 48/2021 A. Oslach P. Buchner CARRIED

THAT, the Minutes of Full Authority Meeting #03/2021 (April 8, 2021), be accepted as circulated.

Motion # 49/2021 A. Oslach P. Buchner CARRIED

THAT, the Minutes of Health and Safety Committee Meetings #03/2021 to #05/2021, be accepted as circulated.

Motion # 50/2021 P. Buchner A. Oslach CARRIED

THAT, the Minutes of Interview Committee #01/2021 and #02/2021, 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 15/2021 – Monthly Staff Reports, was presented, discussed, and resolved.

Motion # 51/2021 L. Baldwin-Sands S. Martyn CARRIED

THAT, Staff Reports for the month of April, 2021, be noted and filed.

Report FA 16/2021 – April Summary of Revenue and Expenditures, was presented, discussed, and resolved.

Motion # 52/2021 A. Oslach P. Buchner CARRIED

THAT, Report FA 16/2021, be noted and filed.

Report FA 17/2021 – Accounts Paid, was presented, discussed, and resolved.

Motion # 53/2021 S. Martyn L. Baldwin-Sands CARRIED

THAT, Accounts Paid totaling \$83,576.40, be approved as presented in Report FA 17/2021.

Report FA 18/2021 – Section 28 Permits was presented, discussed, and resolved.

Motion # 54/2021 P. Buchner A. Oslach CARRIED

THAT, the Full Authority receive the staff approved Section 28 Regulation Applications Report FA 18/2021, as information.

Report FA 19/2021 – Plan Review Report, was presented, discussed, and resolved.

Motion # 55/2021 L. Baldwin-Sands P. Buchner CARRIED

THAT, the Full Authority approve the Municipal Plan Review Report for the months of January to May, 2021.

Report FA 20/2021 – Governance Accountability and Transparency Initiative, was presented, discussed, and resolved.

Motion # 38/2021 L. Baldwin-Sands A. Oslach CARRIED

THAT, the Catfish Creek Conservation Authority endorse a commitment to pursue governance accountability and transparency measures; and further,

THAT, the Catfish Creek Conservation Authority continue to voluntarily participate as a non-high-growth Conservation Authority in the Conservation Ontario Client Service and Streamlining Initiative.

Report FA 21/2021 – Land Acknowledgement, was presented, discussed, and resolved.

Motion # 57/2021 L. Baldwin-Sands A. Oslach CARRIED

THAT, the Catfish Creek Conservation Authority endorse the proposed land acknowledgement to be read at the start of a meeting or event.

Report FA 22/2021 – Federal Budget 2021, was presented, discussed, and resolved.

Motion # 58/2021 S. Martyn P. Buchner CARRIED

THAT, the members receive Report FA 22/2021 for information.

Report FA 23/2021 – Provincial Offences Officer Appointment, was presented, discussed, and resolved.

Motion # 58/2021 A. Oslach P. Buchner CARRIED

THAT, Gerrit Kremers be appointed as a Provincial Offences Officer #103 under Sections 28(1)(d) and (e) of the Conservation Authorities Act.

Report FA 24/2021 – Seasonal Hiring, was presented, discussed, and resolved.

Motion # 60/2021 P. Buchner S. Martyn CARRIED

THAT, seasonal staff outlined in Report 24/2021 be hired for the 2021 season.

GENERAL MANAGER / SECRETARY-TREASURER'S REPORT:

The General Manager/Secretary-Treasurer provided members with the following updates:

a) Lake Erie Source Protection Region Management Committee:

The CCCA attended a Virtual Lake Erie Source Protection Region Management Committee meeting on April 23, 2021 to review the Annual Reporting and discuss the local process for approval and submission to the Ministry of Environment, Conservation and Parks (MECP).

b) Land Management Committee Meeting Date Change

The new date for the May 27, 2021 Land Management Committee has been moved to Friday May 28 2021. The meeting will start at 10 A.M. and be conducted virtually on Zoom.

c) Updates to the *Conservation Authorities Act* Phase 1

The proposed regulations regarding mandatory and non mandatory programs and services is expected to be posted on the Environmental Registry of Ontario shortly. Staff are meeting internally, with Conservation Ontario, and with other CAs over the coming weeks to discuss the proposal. CCCA staff will prepare a formal response to be shared with Conservation Ontario, MECP and upper and lower tier municipalities that fall within the jurisdiction of the CCCA.

UNFINISHED BUSINESS:

None

CHAIRPERSON'S / BOARD MEMBER'S REPORT:

None

NOTICE OF MOTIONS / NEW BUSINESS:

None

CORRESPONDENCE:

a) Copied:

- A letter from Conservation Ontario to the Minister of Environment, Conservation and Parks sent April 22, 2021 re. Conservation Ontario's Governance and Accountability Transparency Initiative.
- A letter from CCCA to ALUS Elgin sent April 23, 2021 re. Letter of Support - Dave Reid Award.
- A letter from the Ministry of Environment, Conservation and Parks sent April 23, 2021 re. Board members appointments by the participating municipalities.

b) Not Copied:

- Correspondence Registers for April, 2021.

Motion # 61/2021

S. Martyn

A. Oslach

CARRIED

THAT, the Copied Correspondence and the Correspondence Registers for April, 2021, be noted and filed.

CLOSED SESSION:

None

NEXT MEETING / TERMINATION:

The next meeting of the Catfish Creek Conservation Authority will be held on Thursday, June 10, 2021, commencing at 10:00 a.m.

Motion # 61/2021

S. Martyn

A. Oslach

CARRIED

THAT, the Full Authority be terminated at (10:30 a.m.).

General Manager / Secretary –Treasurer

Authority Chairperson

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

Friday, May 28, 2021

Meeting #01/2021

The Land Management Committee Meeting of the Catfish Creek Conservation Authority was conducted virtually and streamed live to YouTube.

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
Lori Baldwin-Sands	Committee Member	City of St. Thomas
Rick Cerna	Authority Chairperson	Township of Malahide

STAFF:

Christopher Wilkinson	General Manager / Secretary - Treasurer
Dusty Underhill	Conservation Areas Supervisor

WELCOME / CALL TO ORDER:

Committee Chairperson Oslach welcomed everyone and called the meeting to order at (10:01 a.m.).

ADOPTION OF AGENDA:

<u>Motion #LMC 01/2021</u>	P. Buchner	R. Cerna	CARRIED
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THAT, the Agenda for the May 28, 2021, Land Management Committee meeting be adopted as circulated.

DISCLOSURE OF PECUNIARY INTEREST:

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

DISCLOSURE OF INTENTION TO AUDIO / VIDEO RECORD MEETING:

Board members, staff, and members of the public are advised that the Land Management Committee meeting is being video/audio recorded, and will be streamed live to the Authority's YouTube channel. The minutes will be made available on the CCA webpage within 30 days of the meeting.

PUBLIC / SPECIAL DELEGATIONS:

None

REPORTS:

Report LM 01/2021 – Springwater Master Plan 2020-2040, was presented, discussed, and resolved.

Motion #LMC 02/2021 L. Baldwin-Sands R. Cerna CARRIED

THAT, the Land Management Committee recommend to the Full Authority to adopt the Springwater Master Plan 2020-2040 as amended.

Report LM 02/2021 – Wildlife Co-Management Program, was presented, discussed, and resolved.

Motion #LMC 03/2021 P. Buchner R. Cerna CARRIED

THAT, the members recommend to the Full Authority that the proposed Wildlife Co-Management Program for 2021-2022 be approved as presented

Report LM 03/2021 – Bird Studies Canada Research Permit, was presented, discussed, and resolved.

Motion #LMC 04/2021 S. Martyn P. Buchner CARRIED

THAT, the Land Management Committee recommend to the Full Authority that a Research Permit be issued to Ontario Birds at Risk to undertake a research project at various CCCA owned properties.

Report LM 04/2021 – Springwater Draft Master Plan 2020-2040, was presented, discussed, and resolved.

Motion #LMC 05/2021 L. Baldwin-Sands P. Buchner CARRIED

THAT the Land Management Committee recommend to the Full Authority to adopt the Springwater Master Plan 2020-2040 as amended.

Report LM 05/2021 – Yarmouth Natural Heritage Area Controlled Hunt, was presented, discussed, and resolved.

Motion #LMC 06/2021 R. Cerna S. Martyn CARRIED

THAT, the Land Management Committee recommend to the Full Authority that a controlled hunt be authorized at the Yarmouth Natural Heritage Area in 2021 in accordance with the terms and conditions outlined in Report LM 05 / 2021.

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:

<u>Motion #LMC 07/2021</u>	L. Baldwin-Sands	P. Buchner	CARRIED
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THAT, the Land Management Committee adjourn to Closed Session at (10:32 a.m.).

<u>Motion #LMC 08/2021</u>	R. Cerna	S. Martyn	CARRIED
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THAT, the Land Management Committee rise at (10:49 a.m.).

<u>Motion #LMC 09/2021</u>	P. Buchner	R. Cerna	CARRIED
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THAT, the minutes from the Land Management Committee Closed Session November 26, 2020 be approved as presented.

<u>Motion #LMC 10/2021</u>	S. Martyn	L. Baldwin-Sands	CARRIED
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THAT, the Land Management Committee authorize staff to proceed as directed.

TERMINIATION:

<u>Motion #LMC 11/2021</u>	R. Cerna	P. Buchner	CARRIED
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THAT, the meeting be terminated at (10:50 a.m.).

General Manager / Secretary - Treasurer

Committee Chairperson

REPORT FA 25 / 2021: To The Full Authority

FROM: Resource Planning Coordinator Water Management Technician
Conservation Areas Supervisor Community Outreach Technician

SUBJECT: Monthly Staff Reports

DATE: May 31, 2021

Resource Planning Coordinator, Tony Difazio

Current Activities:

- Conducted site inspections of the commercial logging operation at the Johnson Tract, which has now been completed;
- Review of the Township of Malahide and County of Elgin, comprehensive, five-year Official Plan updates;
- Update and revisions to the Environmental Planning Data Base;
- Initiated the 2021 stream restoration project at Archie Coulter Conservation Area; and,
- Review of the Ministry of the Environment, Conservation and Parks ("the Ministry") 'Regulatory Proposal Consultation Guide' made under the *Conservation Authority Act*. The guide provides a description of the proposed Regulations in order to obtain feedback on the Ministry's postings on the Environmental Registry of Ontario and Ontario's Regulatory Registry.

Upcoming Activities:

- Coordinate the construction of this year's private land stewardship projects;
- Annual review of site specific Natural Hazard Assessments and potential adjustment(s) of Regulation Limits;
- Participate in a CCCA Committee to review and update the Archie Coulter Conservation Area Management Plan;
- Review of proposed Regulations pursuant to the *Conservation Authority Act*, planning and delivery of future CA Environmental Programs; and,
- Monitoring of work permit conditions and processing of applications pursuant to Section 28 of the *Conservation Authorities Act*.

Water Management Technician, Peter Dragunas

Current Activities:

- 2022 Forests Ontario 50 Million Tree Program administration;
- Lake Erie at Port Bruce shoreline storm surge and wave uprush numeric interpretation compilation validation;
- Continued with exploration of Lake Erie shoreline storm surge and wave uprush literature for the aforementioned wave uprush worksheet;
- Continue with Lake Erie shoreline Flood Outlook, Watch and Warning watershed condition assessments and monitoring for wind induced storm surge and subsequent shoreline flood conditions;
- Numerically monitoring flows within the Catfish Creek and its tributaries, and verifying low water flows within the watershed;

- Continue with the overhaul of the CCCA Low Water Response Numeric Interpolator (LWRNI), and Implement improvements to LWRNI data analysis model;
- Review of the Ministry of the Environment, Conservation and Parks, Regulatory Proposal Consultation Guide;
- Review of South Nation Conservation (SNC) State of the Nation Report;
- Review of National Disaster Mitigation Program (NDMP) requirements; and,
- Review and compilation of current CCCA reports for the Watershed Management Plan.

Upcoming Activities:

- Continue coordinating the Erosion and unstable slope mapping for the watershed;
- Continue monitoring Lake Erie shoreline storm surge and wave uprush;
- CCCA 2022 Tree Planting Program;
- Continue with CCCA Low Water and Lake Erie shoreline storm surge and wave uprush monitoring; and,
- Compilation of the CCCA Watershed Management Plan.

Conservation Areas Supervisor, Dusty Underhill

Current Activities:

- Attended a site visit with the adjacent land owners at the Hawkins tract most northerly boundary to discuss the rail bed which is being liquidated to adjoining land owners by the Municipality of South-West Oxford;
- Springwater Campground opened successfully on May 7th for seasonal camping implementing all necessary precautions to open due to COVID-19;
- Ongoing training for the Ontario Job Creation Program Participants;
- Attended the May 28th Land Management Committee meeting;
- Completed the spraying program for the Town of Aylmer and the Ontario Police College;
- Sourced 18 Carolinian memorial trees for the Springwater Campground which will be planted in the fall of 2021 or spring 2022;
- Coordinated the installation new bollards and the gates at the Visitor Centre;
- Landscaping has been completed at the Visitor Centre along with the addition of a new woodshed, eight (8) large stock Balsam Fir trees were spaded in and Ron Casier donated Carolinian species to fill in between the firs;
- Met with Thom Polland from the Town of Aylmer Parks Department to discuss a joint adventure to create a bio-swale in Optimist Park;
- Continual work on CA University Module 2;
- Seasonal camper Administration/ Enforcement;
- Woodlot management and hazard tree removal on Authority owned lands; and,
- Day-to-day operations and maintenance of the various Conservation Areas.

Upcoming Activities:

- On-going Preparation for transient camping and the day-use area opener;
- Attend the Conservation Area Workshop webinar series on homeless encampments on CA-owned lands;
- Meeting with a Fanshawe College class to create a realistic design for our day-use area that aligns with the Springwater Master Plan;
- Breaking ground for the new Maple Pavilion; and,
- Ongoing training and supervision of staff.

Community Outreach Technician, Emily Febrey

Current Activities (April & May):

- Worked with Authority staff, Ron Caizer of the Elgin Stewardship Council and Pud Hunter of the Ministry of Natural Resource & Forestry for filming educational videos for Envirothon;
- Continue to work with the Western Lake Erie Conservation Authorities to partner on a Student Summit that will focus on issues and the health of Lake Erie as a special guest;
- Attended committee meetings for the following: Central Elgin Environmental Committee, Crops and Conservation Committee, Watershed Interpreters' Network, and a working group for Communicating with Farmers;
- Rescheduled the Un-Smoke Clean-Up in Springwater Conservation Area to June 12th;
- Submitted the Reconnect Festival and Event Program on April 22nd;
- Begin supervising the education intern, Beth Gould from Fanshawe College's Early Childhood Leadership Program;
- Met with CCCA Staff and Town of Aylmer Staff about possible collaboration project for the Ontario Community Environment Fund;
- Participated in Provincial Envirothon Judging on May 19th;
- Attended committee meetings for the following: Watershed Interpreters' Network, Western Lake Erie Student Summit Committee, and Central Elgin Environmental Committee;
- Continue to implement the W.I.L.D. Rangers educational grant;
- Continue working on course work for the Conservation Authority's University; and,
- Maintained our social media channels.


Upcoming Activities:

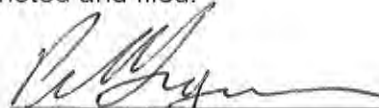
- Present at the Western Lake Erie Student Summit on June 2nd and June 9th;
- Continue working with the Education Intern on upgrading and creating new educational programs for "Learn with Catfish";
- Working with the Town of Aylmer on the Ontario Community Environment Fund;
- Continue working with Authority staff to film educational material for Envirothon;
- Host the Un-Smoke Springwater Clean Up on June 12th;
- Continue to assist and collaborate on the committees: Watershed Interpreters' Network and Central Elgin Environmental Committee;
- Continue working towards work for the Conservation Authority's University; and,
- Continue to maintain our social media channels by providing relevant news, information and entertaining content.


Recommendation:

That, Staff Reports for the month of May, 2021, be noted and filed.


Tony Difazio
Resource Planning Coordinator


Dusty Underhill
Conservation Areas Supervisor


Peter Dragunas
Water Management Technician


Emily Febrey
Community Outreach Technician

REPORT FA 26 / 2021 : To The Full Authority
 FROM: Susan Simmons, Financial Services Coordinator
 SUBJECT: May Summary of Revenue & Expenditures
 DATE: May 31, 2021

SUMMARY OF REVENUE
 for the period ending May 31, 2021

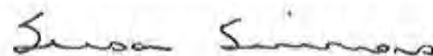
	2021 Budget	2021 To Date	Difference	2020 To Date
MNRF Provincial Grants	\$ 41,215.00	\$ -	\$ (41,215.00)	\$ -
Other Provincial Grants	\$ 16,684.87	\$ 87,146.72	\$ 70,461.85	\$ 4,973.71
Federal Grants	\$ 14,107.30	\$ -	\$ (14,107.30)	\$ 6,860.23
International Grants	\$ 3,928.23	\$ -	\$ (3,928.23)	
General Levy	\$ 354,687.09	\$ 215,392.63	\$ (139,294.46)	\$ 95,381.82
Special Benefiting Levy	\$ 36,218.65	\$ 5,250.00	\$ (30,968.65)	\$ -
Employment Program Grants	\$ 50,377.80	\$ 63,156.05	\$ 12,778.25	\$ 15,572.85
Donations/Sponsorships	\$ 28,775.00	\$ 72,367.90	\$ 43,592.90	\$ 366,219.61
Conservation Areas Revenue	\$ 583,276.89	\$ 362,531.19	\$ (220,745.70)	\$ 207,188.70
Maple Syrup Revenue	\$ 8,637.50	\$ 3,871.88	\$ (4,765.62)	\$ 16,720.73
Bank Interest Earned	\$ 3,000.00	\$ -	\$ (3,000.00)	\$ 1,148.79
Information & Education	\$ 4,580.00	\$ -	\$ (4,580.00)	\$ 846.00
Legal Inquiries/Permit Applications	\$ 3,000.00	\$ 3,309.76	\$ 309.76	\$ 292.05
Trees/Planting/Spraying	\$ 2,750.00	\$ -	\$ (2,750.00)	\$ 1,781.00
Woodlot Management	\$ 700.00	\$ -	\$ (700.00)	\$ -
Watershed Stewardship	\$ -	\$ 1,625.00	\$ 1,625.00	
Revenue from Other C.A. Lands	\$ 41,567.50	\$ 55,993.28	\$ 14,425.78	\$ 16,873.99
Other Revenue	\$ 500.00	\$ -	\$ (500.00)	\$ -
Contract Services	\$ 1,500.00	\$ -	\$ (1,500.00)	
Vehicle & Equipment Rental Recoveries	\$ 39,988.89	\$ 8,108.16	\$ (31,880.73)	\$ 7,943.12
Previous Year Surplus (Deficit)	\$ 593.59	\$ 593.59	\$ -	\$ 1,028.80
Deferred Revenue	\$ 349,253.00	\$ -	\$ (349,253.00)	
Income Appropriation from Special Reserves	\$ 31,579.17	\$ -	\$ (31,579.17)	\$ -
Income Appropriation from General Reserves	\$ 96,543.35	\$ -	\$ (96,543.35)	\$ -
	\$ 1,713,463.83	\$ 879,346.16	\$ (834,117.67)	\$ 742,831.40

DONATIONS/SPONSORSHIPS	2020 Budget	Received To Date	Difference
Fish Stocking	\$ 1,000.00	\$ -	\$ (1,000.00)
Annual Report	\$ 875.00	\$ 450.00	\$ (425.00)
Environmental Education	\$ 4,000.00	\$ 160.00	\$ (3,840.00)
EESS ELP Sponsorships	\$ 4,600.00	\$ -	\$ (4,600.00)
Community Forest	\$ 300.00	\$ 840.00	\$ 540.00
Maple Syrup Program	\$ 3,500.00	\$ 800.00	\$ (2,700.00)
Springwater Forest Trails	\$ 10,000.00	\$ 11,162.00	\$ 1,162.00
Archie Coulter C.A. Trails	\$ 1,000.00	\$ 1,745.05	\$ 745.05
YNHA	\$ 1,000.00	\$ 1,560.85	\$ 560.85
Springwater C.A. Visitor Centre	\$ -	\$ 1,150.00	\$ 1,150.00
Springwater C.A. Development	\$ 1,000.00	\$ 50,000.00	\$ 49,000.00
Ontario Police College Path of Honour	\$ 1,500.00	\$ 4,500.00	\$ 3,000.00
TOTAL Donations/Sponsorships	\$ 28,775.00	\$ 72,367.90	\$ 43,592.90

SUMMARY OF EXPENDITURES

for the period ending May 31, 2021

	2021 Budget	2021 To Date	Difference	2020 To Date
ADMINISTRATION				
A-1 Wages & Benefits	\$ 84,571.91	\$ 35,936.32	\$ 48,635.59	\$ 45,184.81
A-2 Travel Exp. & Allow.	\$ 7,400.00	\$ 339.69	\$ 7,060.31	\$ 498.75
A-3 Equip. Purchase & Rental	\$ 3,151.40	\$ 939.95	\$ 2,211.45	\$ 3,060.33
A-4 Materials & Supplies	\$ 4,250.00	\$ 400.72	\$ 3,849.28	\$ 1,374.88
A-5 Rent & Utilities	\$ 3,330.00	\$ 954.90	\$ 2,375.10	\$ 1,207.72
A-6 General Expenses	\$ 38,492.11	\$ 25,660.25	\$ 12,831.86	\$ 25,042.28
TOTAL	\$ 141,195.42	\$ 64,231.83	\$ 76,963.59	\$ 76,368.77
FLOOD FORECASTING & WARNING				
F4-2 Flood Control Structures	\$ 14,136.13	\$ 6,536.96	\$ 7,599.17	\$ 7,443.53
F4-4 Flood Forecasting & Warning	\$ 206,711.66	\$ 93,901.41	\$ 112,810.25	\$ 83,585.91
F4-5 Ice Management	\$ 30,468.65	\$ 21,605.09	\$ 8,863.56	\$ 22,793.49
F4-6 Plan Input	\$ 46,769.00	\$ 21,305.75	\$ 25,463.25	\$ 18,189.30
F4-71 Watershed Planning	\$ 5,904.03	\$ 2,424.01	\$ 3,480.02	\$ 2,433.39
F4-72 Technical Studies (GIS)	\$ 15,042.70	\$ 6,434.92	\$ 8,607.78	\$ 6,235.26
F4-8 Legal Costs	\$ -	\$ 175.50	\$ (175.50)	\$ 351.07
TOTAL	\$ 319,032.17	\$ 152,383.64	\$ 166,648.53	\$ 141,031.95
OTHER PROGRAM AREAS				
B-1 Information & Education	\$ 44,914.85	\$ 18,159.65	\$ 26,755.20	\$ 9,084.33
E-1 Extension Services - Tree Planting	\$ 17,276.71	\$ 7,391.28	\$ 9,885.43	\$ 10,139.47
E-1 Extension Services - Woodlot Management	\$ 2,852.01	\$ 1,236.21	\$ 1,615.80	\$ 1,206.70
E-1 Extension Services - Watershed Stewardship	\$ 14,507.30	\$ 8,508.16	\$ 5,999.14	\$ -
E4-1 Fish & Wildlife Habitat	\$ -	\$ -	\$ -	\$ -
Water Management Programs	\$ 15,660.32	\$ 2,800.38	\$ 12,859.94	\$ 4,077.54
Community Forest	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ 95,211.19	\$ 38,095.68	\$ 57,115.51	\$ 24,508.04
CAPITAL & SPECIAL PROJECTS				
Springwater C.A. Development	\$ 381,000.00	\$ 84,642.10	\$ 296,357.90	\$ 25,825.63
Special Projects	\$ 25,744.83	\$ 11,929.99	\$ 13,814.84	\$ 214.14
Contract Services	\$ -	\$ -	\$ -	\$ 1,190.31
TOTAL	\$ 406,744.83	\$ 96,572.09	\$ 310,172.74	\$ 27,230.08
CONSERVATION AUTHORITY LANDS				
Springwater Operation & Maint	\$ 605,181.33	\$ 156,113.57	\$ 449,067.76	\$ 127,169.82
Vehicle & Equipment Pool Exp.	\$ 78,393.89	\$ 56,882.45	\$ 21,511.44	\$ 12,428.66
Maple Syrup	\$ 12,137.50	\$ 11,755.17	\$ 382.33	\$ 36,391.33
Other C.A. Lands	\$ 55,567.50	\$ 14,716.65	\$ 40,850.85	\$ 24,503.86
TOTAL	\$ 751,280.22	\$ 239,467.84	\$ 511,812.38	\$ 200,493.67
APPROPRIATION TO GENERAL RESERVES	\$ -	\$ -	\$ -	\$ -
APPROPRIATION TO SPECIAL RESERVES	\$ -	\$ -	\$ -	\$ -
GRAND TOTAL	\$ 1,713,463.83	\$ 590,751.08	\$ 1,122,712.75	\$ 469,632.51



Susan Simmons,
Financial Services Coordinator

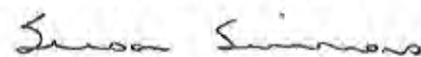
REPORT FA 27 / 2021 : TO THE FULL AUTHORITY

FROM: Susan Simmons, Financial Services Coordinator
SUBJECT: Accounts Paid
DATE: May 31, 2021

VENDOR	CHQ #	TOTAL	EXPLANATION
Aylmer Home Hardware	30743	\$ 47.59	campground supplies
De Lage Landen Financial Services Canada Inc.	online	\$ 111.87	quarterly postage metre rental
Waste Connections of Canada Inc.	online	\$ 615.60	campground maintenance
Chute, Diane	30744	\$ 50.00	seasonal camper refund
DiBicarri, Theresa	30745	\$ 100.00	seasonal camper refund
Elgin Feeds Ltd.	30746	\$ 163.85	campground supplies
Integrity IT Services	30747	\$ 181.93	computer network support
Koolen Electric	30748	\$ 544.20	campground maintenance
Moss, George	30749	\$ 100.00	seasonal camper refund
Printers Plus	30750	\$ 329.89	campground supplies
Secord Home Building Centre	30751	\$ 447.31	campground supplies
Studer's Ice	30752	\$ 305.10	store product for resale
Williams, Victoria	30753	\$ 125.00	seasonal camper refund
Telus Mobility	online	\$ 413.93	mobile phones
Eastlink	online	\$ 1,035.04	phone, fax line, internet, gauges
payroll item	30754		
Hydro One	online	\$ 1,029.70	campground, schoolhouse, operations centre, gauge
payroll item	30755		
CIBC Visa	online	\$ 3,333.49	Springwater C.A. Development - Maple Pavilion
CIBC Visa	online	\$ 286.60	office maintenance
CIBC Visa	online	\$ 99.51	office supplies
CIBC Visa	online	\$ 804.87	campground supplies
CIBC Visa	online	\$ 285.88	campground maintenance
Hydro One	online	\$ 94.27	day use area
Desjardins Card Services (Staples)	online	\$ 452.70	campground supplies
Al Jewell Perfect Signs Ltd.	30756	\$ 4,181.00	Springwater C.A. Development - Maple Pavilion
Aylmer Express Limited	30757	\$ 108.48	advertising
Aylmer Home Hardware	30758	\$ 167.39	campground supplies
Butters Farms	30759	\$ 632.80	campground maintenance
Dowler Karn Propane Ltd.	30760	\$ 3,018.96	equipment and vehicle fuel
Duff's Garage	30761	\$ 158.40	vehicle maintenance
Elgin Pure Water	30762	\$ 209.75	campground maintenance
Glenbriar Bottled Water Co. Ltd.	30763	\$ 89.78	water cooler service
Hamilton, Ward, & Cathers Insurance	30764	\$ 53,256.96	general insurance premiums
Integrity IT Services	30765	\$ 53.68	computer network support
K&K Locksmiths	30766	\$ 368.21	campground supplies
Koolen Electric	30767	\$ 640.92	campground maintenance
McBain Signs & Graphic Design	30768	\$ 899.48	campground supplies
R Safety	30769	\$ 97.57	campground supplies
Speedy Auto Service	30770	\$ 49.46	vehicle maintenance
		<u>\$ 74,891.17</u>	

RECOMMENDATION:

THAT, Accounts Paid totalling \$74,891.17 , be approved as presented in Report FA 27 / 2021.



Susan Simmons,
Financial Services Coordinator

REPORT FA 28 / 2021 : To The Full Authority

FROM: Susan Simmons, Financial Services Coordinator
Emily Febrey, Community Outreach Technician
SUBJECT: Grant & Special Projects Funding Update
DATE: May 31, 2021
STRATEGIC ACTION: Operate a Sustainable and Adaptable Organization
FINANCIAL IMPLICATIONS: \$349,467.45

Purpose:

To update the Board on the status of the grant applications for employment and Special Projects applied for to-date in 2021.

Discussion:

The Catfish Creek Conservation Authority (CCCA) regularly applies for funding to support a wide range of mandated and non-mandated environmental projects and initiatives. These additional sources of revenue allow the CCCA to complete important work that would otherwise be impossible to undertake.

The following table provides a summary of the various projects applied for in 2021.


Name of Program / Funder	Description	Funds Requested	Status
TD Friends of the Environment Foundation	Bird Rehabilitation and Education in Yarmouth Natural Heritage Area	\$6,080.00	Submitted: January 15, 2021 Approved: April 29, 2021
Species At Risk Stewardship (Ministry of Environment, Conservation and Parks)	Prothonotary Warbler Establishment and Monitoring in Yarmouth Natural Heritage Area	\$97,696.72	Submitted: February 9, 2021 Pending Approval
Healthy Communities Initiative (Community Foundations of Canada)	Replacing and upgrading play equipment at Springwater Conservation Area	\$75,000.00	Submitted: March 9, 2021 Declined: May 12, 2021 Second Round Due: June 25, 2021
Reconnect Festival and Event Program (previously Celebrate Ontario) (Ministry of Heritage, Sport, Tourism and Culture Industries)	Advertising, wages and some upgrades to the Springwater Maple Syrup Festival	\$31,350.00	Submitted: April 22, 2021 Pending Approval
Community Environment Fund (Ministry of Environment, Conservation & Parks)	Partnership with the Town of Aylmer. Creating a bioswale in Optimist Park to better control the seasonal flooding.	\$10,000	In progress Due: June 23, 2021
Job Creation Partnership Program	Providing work experience to eligible unemployed job seekers. Requesting 4 Conservation Lands Technicians for 42 weeks	\$15,472.00	Active: End date of program: August 7, 2021
CPRA Youth Employment Experience <i>* with support from the Municipality of Central Elgin</i>	Application submitted for 2 Conservation Lands Technicians	\$19,528.00	Pending Approval Submitted: March 24, 2021 Announcement: June 2, 2021

Canada Summer Jobs	Employment Funding for 3 Campground Maintenance Workers for 8 weeks each and 3 Visitor Information Counsellors for 9 weeks each	\$26,570.00	Active Accepted April 16, 2021
GreenJobs Funding - Project Learning Tree	2 Conservation Lands Technicians and 2 Visitor Information Attendants	\$22,848.00	Pending Approval Submitted: April 1, 2021
Career Launcher	2 applications submitted for Resource Management Technician Internships (25 weeks and 32 weeks)	\$44,922.73	Pending Approval Submitted: May 21, 2021 Announcement: June 3, 2021
Total Grant Funding Requested: \$349,467.45			

Recommendation:

THAT, Report FA 28 / 2021, be received as information.

Susan Simmons
Financial Services Coordinator



Emily Febrey
Community Outreach Technician

REPORT FA 29 / 2021 : To The Full Authority

FROM: Christopher Wilkinson, General Manager / Secretary-Treasurer
SUBJECT: Comments on the Regulatory proposals (Phase 1) under the Conservation Authorities Act. ERO number: 019-2986
DATE: June 3, 2021
STRATEGIC ACTION: Operate a Sustainable and Adaptable Organization
FINANCIAL IMPLICATIONS: To be determined – Potential for Levy Increase

Purpose:

To seek Board approval for submission of comments to the Regulatory proposals (Phase 1) under the Conservation Authorities Act. ERO number: 019-2986.

Background:

In November 2018, the government released the Made-in-Ontario Environmental Plan to ensure CAs focus and deliver on their core mandate of protecting people and property from flooding and other natural hazards and conserving natural resources.

In June 2019, the *More Homes, More Choice Act, 2019* (Bill 108) amended the *Conservation Authorities Act* to allow the Province to further define the core mandate of CAs.

In late 2019, the Province conducted consultation with stakeholders with an aim to focus CAs on their core mandate and improve overall governance, accountability and oversight. On December 8, 2020, the Legislature passed Bill 229, the *Protect, Support and Recover from COVID-19 Act (Budget Measures), 2020*, including Schedule 6, which contained further changes to the *Conservation Authorities Act* such as Ministerial Zoning Orders.

There are un-proclaimed provisions stemming from amendments made in 2017 (Bill 139), 2019 (Bill 108) and in 2020 (Bill 229). The Province is seeking to proclaim un-proclaimed provisions in the Conservation Authorities Act in stages aligned with the phased regulatory and policy rollout to be consulted on.

The first phase of the Ministry of the Environment, Conservation and Parks (MECP) regulatory proposals under the *Conservation Authorities Act* was posted on the Environmental Registry of Ontario (ERO# 019-2986) for a 45-day consultation and closes on June 27, 2021. The posting includes a 30 page consultation guide available here: <https://ero.ontario.ca/notice/019-2986>.

A summary of the proposed Regulations is as follows:

Mandatory Programs and Services

MECP is proposing that conservation authorities would be required to provide the following programs and services and that they can levy municipalities to do so.

- Natural Hazards
 - Administration of permits issued under section 28 of the *Conservation Authorities Act*, including associated enforcement activities
 - Land-use planning input on behalf of MNRF related to natural hazards

- Flood forecasting and warning
 - Operation and maintenance of water control infrastructure that mitigates risk to life and property from flooding or supports low flow augmentation
 - Operation and maintenance of erosion control infrastructure
 - Ice management services
 - Low water monitoring and communications
 - Collection, provision, and management of information as needed to:
 - delineate and map hazard areas;
 - develop plans and policies to guide appropriate management and use of hazard lands, including shorelines and rivers;
 - study surface water flows and levels (e.g. low/peak flow, water budget, surface/groundwater interactions, flood hazard);
 - study stream morphology;
 - study the potential impact of changing climatic conditions on natural hazards; and
 - study design to mitigate natural hazards.
 - Communications, public awareness and education regarding the risk of natural hazards.
- Conservation Lands
 - Administration of Section 29 regulation, including the setting of fees, permits and enforcement activities.
 - Develop a strategy for all conservation authority owned or controlled lands which could include:
 - Guiding principles, objectives, including for an authority's land acquisition and disposition strategy, land use categories on conservation authority owned land, recommended management principles for different land categories, etc.
 - A broader jurisdictional assessment using existing information (for example natural hazard information from an existing watershed plan or study, or other existing sources for natural heritage systems, wildlife corridors, connecting conservation land through trails, linking with others' land and trails, etc.)
 - Public participation in the planning process when developing or updating the 'overarching' conservation authority land strategy.
 - Develop a policy regarding the securement / acquisition and disposition of land owned or controlled by the authority.
 - Develop a management plan for each property owned or controlled by the authority (smaller properties similar in nature can be covered by one plan).
 - Management plans may consider specific objectives, including the purpose for the original acquisition, function, features, special features/sensitive areas for protection, use, infrastructure, public input or other considerations the authority feels are applicable.
 - Management plans may involve a resource inventory.
 - Management and maintenance of conservation authority owned or controlled lands (based in the management plans) related to:

- Land management and stewardship activities related to protecting natural heritage systems/features/values to ensure the property is maintained in accordance with the authority approved management plan for natural heritage management.
- Employing best management practices to protect and conserve provincially significant conservation lands and natural heritage features as appropriate including environmentally or ecologically sensitive lands (for habitat restoration/rehabilitation, invasive species control, fish and wildlife monitoring).
- Monitoring and enforcement actions to ensure the maintenance of the property boundaries and also the land title from encroachments as well as to ensure the ecological integrity of conservation authority owned properties, to address illegal activity, with a goal also of reduction of liability and risk associated with the use of the properties.
- Identification, mapping and assessments as appropriate to determine maintenance and repair needs as well as whether changes are required to any management plan,

Note: Management and maintenance of lands for the purposes of providing recreational opportunities or environmental education, are not mandatory programs.

- Drinking Water Source Protection
 - Maintain and provide scientific, technical and administrative support to the source protection committee
 - Prepare amendments to assessment reports and source protection plans
 - Implement source protection plan policies
 - Track and report on the progress of source protection plan implementation
 - Maintain and provide access to source protection data and information
- Core Watershed-based Resource Management Strategy
 - Develop a core watershed-based resource management strategy that documents the current state of the relevant resources (principally water resources) within the conservation authority's jurisdiction in the context of the mandatory programs and services. The strategy could include the following components:
 - guiding principles and objectives
 - characterization of the current state and management of the natural resources related to the mandatory programs and services, in specific watersheds or at the authority's jurisdictional scale
 - scope of the strategy
 - details of existing technical studies, monitoring frameworks, relevant provincial policy and direction
 - analysis and plan of potential actions for more effectively implementing the mandatory programs and services on an integrated basis
 - annual reporting on the accomplishments, outcomes, impacts of the strategy

- Non-mandatory resource management components could also be included in the strategy and follow a similar process of resource assessment, technical studies and/or monitoring.
- Provincial Water Quality and Quantity Monitoring
 - Continue to support the provincial stream monitoring program
 - Continue to support the provincial groundwater monitoring program
- Organizational Costs
 - Conservation authorities would be able to levy municipalities for on-going organizational costs (e.g. administrative, operating and capital costs) which are not directly related to the delivery of any specific program or service, but are the overhead and support costs of a conservation authority

Non-Mandatory Programs and Services

MECP is proposing that conservation authorities will be required to have agreements with municipalities to fund non-mandatory programs and services with municipal levy.

- Municipal Agreements
 - Require conservation authorities to have agreements with participating municipalities:
 - To deliver non-mandatory programs and services on behalf of a municipality if supported by municipal levy.
 - To deliver non-mandatory programs and services that the conservation authority determines is advisable if supported by municipal levy
 - Allow flexible agreement arrangements (e.g. agreement with multiple municipalities or an agreement covering multiple programs and services).
 - Require all agreements to be in place by January 1, 2023
 - May specify a timeframe for the review and renewal of agreements (e.g. align with municipal elections).
- Transition Period
 - Require conservation authorities to prepare a transition plan to support the preparation of municipal agreements. The plan would include:
 - A workplan and timeline outlining steps to be taken to develop and enter into agreements with municipalities.
 - An inventory of all programs and services, the agreement category they fall into and how each is funded.
 - Consultation with municipalities on the inventory to ensure they agree with the classification of each program and service.
 - A list of any new mandatory programs and services the authority is required to provide.
 - A list of non-mandatory programs and services that require agreements, including estimated levy amounts.
 - A list of non-mandatory programs and services that do not require agreements.

- Steps taken or to be taken to enter into these agreements.
- Require transition plans to be completed by December 31, 2021.
- Require transition plans to be submitted to the MECP for information
- Require transition plans to be shared with municipalities and posted on conservation authority websites
- Require conservation authorities to report quarterly to the government in 2022 on their progress of obtaining municipal agreements.
- Enable the Minister to grant an extension for completing municipal agreements where an authority, with the support of one or more municipalities, submits a written request at least 90 days in advance describing:
 - The length of extension requested.
 - The steps the conservation authority has taken to implement its transition plan and enter into agreements with municipalities.
 - Rationale for providing an extension.
- The regulation would set out broad circumstances when the Minister would be authorized to grant an extension in order to provide flexibility

Community Advisory Boards

MECP is proposing that each conservation authority be required to establish a community advisory board to provide advice to the conservation authority.

- Terms of Reference
 - Require conservation authorities to form a community advisory board
 - Require that each Board of Directors develop and approve a terms of reference that outlines the composition, activities, functions, duties, and procedures of the community advisory board for their authority
 - Require that the Terms of Reference enable community advisory board members to:
 - Provide advice and recommendations to the authority on the authority's strategic priorities and associated policies, programs and services
 - Discuss opportunities to co-ordinate with other environmental initiatives in the authority's jurisdiction (e.g. municipal)
 - Identify opportunities for community engagement
 - Suggest potential community outreach opportunities
- Composition
 - Members must reside in the authority's jurisdiction
 - Minimum number of 5 members
 - Ensure, where possible, members represent the geographic range of the authority's jurisdiction
 - Ensure that a variety of members are sought, including youth and indigenous representatives
 - Enable the appointment process of members by public notification and application
 - Require a minimum of one authority member (and an alternate) to be appointed, up to a maximum authority representation of 15%

- Operation
 - Require conservation authorities to provide administrative support
 - Ensure conservation authority Administrative By-laws apply to the community advisory board
 - Require that meeting procedures and relevant policies regarding community advisory board operation are outlined in the Terms of Reference, including quorum, chair, vice-chair and secretary and aligned with conservation authority procedures
 - Require that meetings be open to the public, with limited exceptions
- Accountability
 - Stipulate reporting mechanisms and accountability of the community advisory board to the authority
 - Require meeting minutes and the Terms of Reference be posted on the internet
 - Ensure consistent attendance, codes of conduct, etc.
 - Establish processes for member removal

Section 29 Regulation

MECP is proposing to create one consolidated Minister's regulation for Section 29 to pertain to the operation and management of lands owned by conservation authorities

- Conservation Lands
 - The Province intends for the Minister's regulation to be broadly consistent with the current Section 29 regulations which:
 - Manage activities on all authority owned land including the prohibition of certain activities, setting fees for access and use of lands including recreational facilities, administering permits for certain land uses, and protecting against property damage and for public safety.
 - They set out prohibited activities (damaging property or vegetation, excessive noise), activities requiring permits (hunting, fundraising, public performance, public meetings, camping, day use, all-terrain vehicles, off-road vehicles, snowmobiles), locations for public access and use (swimming, boating, fires), time periods for public access, management of animals brought by the public, and motor vehicle use on conservation authority owned land.

In the coming months, MECP will consult on the second phase of the regulatory proposals related to municipal levies and standards and requirements for non-mandatory programs and services. MECP will also consult on policy and guidance to implement the legislative regulatory framework.

MECP also formed the Conservation Authorities Working Group to give CAs and other stakeholders a voice to advise the Province on implementing changes to the *Conservation Authorities Act*.

The General Manager / Secretary-Treasurer attended a Conservation Authority specific webinar on May 26, 2021 hosted by MECP regarding first phase of the MECP regulatory proposal.

Current Status:

The detailed response is attached as a letter to the province.

The four main issues that Catfish Creek Conservation Authority (CCCA) staff concerns are related to are as follows:

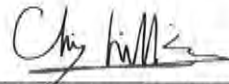
1. **Limited capacity** of the Catfish Creek Conservation Authority to complete all the requirements outlined in the guide by the specified transition period with the current 7 full time staff compliment. New requirements include: a strategy for CCCA's Lands including a Land Management Plan for each property, a Land Acquisition and Disposal strategy, an inventory of programs and services, the development of the transition plan, the development of a Core Watershed-Based Resource Management Strategy, Agreements with Municipalities and the formation of the Community Advisory Board. The transition period is identified as ending January 1, 2023 with some tasks due sooner (prior to the end of the end of the transition period).
2. **Costs** related to completing the requirements (i.e. strategies, plans, agreements etc.) and on-going costs related to the administration of the Community Advisory Board. The Catfish Creek Conservation Authority currently receives \$41,215 per year from the Province to administer all delegate (in the future to be called "mandatory") natural hazard programs and the remainder of the required funding to undertake provincial programs is funded by self-generated revenue, and other funding sources, with the majority included in municipal levies. In 2021, levy paid by all member municipalities for shared programming is budgeted at \$354,687 of a total budget of \$1,713,463.83. The Township of Malahide is budgeted to pay another \$36,218.65 for sole-benefitting programming related to Ice Management. Additional costs for the completion and maintenance of the strategies, plans and Community Advisory Board will be required to complete the work.
3. **Community Advisory Boards** will be required to be formed by the CCCA whether needed or desired in the watershed. The current Board of Directors is considered to provide adequate oversight and direction to the CCCA. An additional "Board" to advise the current Board is redundant, duplicate activities, and has the potential to create conflict and undue expense for member municipalities.
4. **Recreation categorized as a non-mandatory program** will require an agreement or Memorandum of Understanding (MOU) with Member Municipalities if levy funds are required to operate, maintain or carry out any capital works within any property deemed for recreational purposes. If recreation remains non-mandatory and self-generated revenue or other funding sources are not available in the future (due to the requirement to use these funds on the new requirements outlined above, or for capital and maintenance costs for assets), then future councils could decide not to fund recreation through an MOU potentially leading to the closure of these spaces to the public. The Province should consider a distinction between Conservation Lands used for active as opposed to passive use and consider the eligibility for Municipal funding of Conservation Lands used for "passive use" as flexible.

Some suggestions that may be incorporated into council resolutions and/or comments submitted to the Environmental Registry of Ontario (ERO) include:

1. The Province provide on-going adequate funding to the Catfish Creek Conservation Authority to:
 - a. Continue to administer provincially mandated natural hazard programs and services;
 - b. Complete provincially mandated strategies and plans that will be required;
 - c. Administer the mandatory Community Advisory Board.
2. That the Catfish Creek Conservation Authority be allowed to request an exemption from the Minister allowing authority not to have the required Community Advisory Board should the required Provincial funding not be provided.
3. Request that Passive Recreation be considered as a mandatory program.

Recommendation:

THAT the Full Authority endorse the Catfish Creek Conservation Authority's comments to the Ministry of Environment, Conservation and Parks regarding Phase 1 Regulatory updates to the *Conservation Authority Act*.



Christopher Wilkinson
General Manager / Secretary-Treasurer



CATFISH CREEK CONSERVATION AUTHORITY

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

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June 3, 2021

Liz Mikel

Conservation and Source Protection Branch

40 St Clair Ave W, 14th Flr

Toronto, ON, M4V 1M2

ca.office@ontario.ca

Re: Catfish Creek Conservation Authority Comments on the Regulatory proposals (Phase 1) under the Conservation Authorities Act. ERO number: 019-2986

Dear Liz,

Thank you for the opportunity to provide comments on the "Regulatory proposals (Phase 1) under the Conservation Authorities Act. ERO number: 019-2986". Catfish Creek Conservation Authority (CCCA) is a small rural Conservation Authority located in South West Ontario with a jurisdiction size of 490 Square Kilometers and 5 Member Municipalities. Comments submitted by Catfish Creek Conservation Authority should not be construed as limiting any comments submitted by Member municipalities, Conservation Ontario or other Conservation Authorities.

The Catfish Creek Conservation Authority comments regarding the regulations proposed as part of the are organized into four sections as follows:

1. **Mandatory programs** and services that conservation authorities would be required to provide, including core watershed-based resource management strategies.
2. **Non-Mandatory Programs and Services** that conservation authorities will be required to have agreements with municipalities to fund non-mandatory programs and services with Municipal Levy including a transition plan to support the preparation of municipal agreement
3. The consolidation of each of the current individual conservation authority 'Conservation Areas' regulations made under **Section 29** of the Conservation Authorities Act into one Minister's regulation.
4. Requirements for each conservation authority to establish a **Community Advisory Board** to provide advice to the conservation authority.

1. Mandatory programs and services that conservation authorities would be required to provide, including core watershed-based resource management strategies.

CCCA reviewed its 2021 budget and supporting 2021 programs and services guide to determine the financial impact of the proposed changes. In 2021, there was over \$200,000 shortfall to deliver the mandatory programs and services as defined in 2021. The amount is determined based on the intent of the *Conservation Authorities Act* to be a 50/50 cost share between the Province and participating municipalities. This works out to a mandatory program cost of $\$483,405.29 / 2$ (50/50 cost share between Province and Municipalities) = $\$241,702.65$ minus the MNRF transfer payment of $\$41,214.50$ which equals a $\$200,500$ funding shortfall. CCCA makes up the shortfall in municipal and provincial funding using self-generated revenue to the expense of the maintenance of the campgrounds and properties which is an unsustainable business model.

With the proposed changes, CCCA's shortfall will increase to over \$236,000 due to several programs and services currently deemed non-mandatory by CCCA being considered mandatory (Resource Management Strategy, Water Quality Monitoring, Administration of CCCA properties for non-recreational purposes). The updated mandatory program cost includes programs previously funded through self-generated CA Lands revenue including:

1. Water Management Programs = $\$15,660.32$
2. Other CA Lands (natural heritage, ecology, passive recreation) = $\$55,567.50$
3. Information & Education (mandatory components estimated at $\$20,000$)

Total Mandatory Program Cost of $\$554,633.11 / 2$ (50/50 cost share between Province and Municipalities) = $\$277,316.55$ minus the MNRF transfer payment of $\$41,214.50$ which will result in a $\$236,000$ funding shortfall.

With the original Provincial funding formula of 85% provincial funding to 15% Municipal funding mechanism for small Conservation Authorities, the calculation works out to a Provincial funding shortfall of $\$400,223.64$. This is calculated from a Total Mandatory Program Cost of $\$554,633.11 / 85\%$ cost shared by Province and 15% by Municipalities) = $\$471,438.14$ minus the MNRF transfer payment of $\$41,214.50$ which results in over $\$430,223.64$ funding shortfall.

The long-standing funding partnership (under Section 39 of the *Conservation Authorities Act*) between CCCA and the Province saw a funding cut of about 50% in 2019 further decreasing the amount of surplus self-generated revenue available to support the shortfall in Provincial funding to deliver mandatory programs, and further decreasing the amount of surplus revenue to go back into the business area that generated the revenue. It is important to keep the revenue generating side of the business functioning well by ensuring asset maintenance and capital expansion costs for Conservation Lands are funded from the largest portion possible from the surplus revenue.

CCCA is concerned about the negative feedback and loss of municipal support that will be received by Member Municipalities when an increase in levy is implemented to support the array of newly eligible mandatory programs and services. It is the hope of CCCA the Province will financially support the CCCA in their efforts to focus on the Core Mandate, as well as communicate the new requirements to the Municipalities. It is also the hope of CCCA that the list of mandatory programs and services does not need to be provided wholly depending on local issues and more importantly local capacity, however in the case of shared Conservation Authority jurisdictions, needs to be balanced with the need to provide all services (consistent) to a particular shared municipality.

Details of a minimum levy need to be communicated as soon as possible to Municipalities in order to assist with the 2022 budget process which is currently under development.

Mandatory Program #1 of 6: Natural Hazards

The definition of natural hazard should be expanded to include wetlands and other programs such as tree planting that support flood mitigation since CCCA anticipates more intense storm events in the future.

Existing funding programs such as the Water Erosion Control Infrastructure (WECI) are not adequately funded, nor proportionate for smaller Conservation Authorities like Catfish Creek. A minimum set amount annually such as \$10,000 would ensure maintenance of the Catfish Creek Conservation Authority's water control and erosion structures.

Catfish Creek Conservation Authority supports the inclusion of Ice Management and needs to be flexible for municipality and Catfish Creek Conservation Authority to share costs such as ice specific forecasting, request for proposal for equipment rental, administration of the request for proposal process, and subsequent contract management for seasonal ice management operations.

Catfish Creek Conservation Authority supports the inclusion of Low Water Response contingent on provincial funding. Catfish Creek Conservation Authority were advised by the Province (MNRF) on March 25, 2021 that they monitor conditions "provincially also, and confirmed that MNRF has not allocated any funding for the Ontario Low Water Response program in fiscal 2021/22. The email concluded by indicating "We appreciate the value CAs add to the implementation of this voluntary program and understand if Catfish Creek Conservation Authority chooses not to participate". The Catfish Creek Conservation Authority OLWR program costs a minimum of \$8,000 per year to fund. Should Provincial Funding not be provided for the OLWR Program, it should be optional (not required) to fund via Municipal levy.

Catfish Creek Conservation Authority supports the delineation and mapping of hazard areas. However, a timeline should not be associated with this requirement unless Provincial funding is provided to support watershed wide updated mapping of Natural Hazards.

Catfish Creek Conservation Authority supports inclusion of Communications related to Natural Hazards as mandatory. Communications has never been included in the funding formula for

Flood Forecasting and Warning and was funded from self-generated revenue in the past. It is estimated that the natural hazards communications work from 2020 at the Catfish Creek Conservation Authority totaled \$20,000 and was funded through self-generated revenue. Examples of the work include a video explaining the program and role of CCCA. The communications focus on natural risks as that is the current role of the Catfish Creek Conservation Authority. Social media channels are used to provide educational/safety related posts for the community, in particular around riverine flood and ice jam seasons. In the future, expansion of automated notifications should be considered as part of the mandatory communications as this relates to the core mandate of protecting people from flood and erosion. Catfish Creek Conservation Authority also provides flooding and water monitoring information in the Watershed Programs for students and clarity should be provided whether this type of communication is mandatory or not.

Mandatory Program #2 of 6: CA Lands

Catfish Creek Conservation Authority supports the consolidation of each of the current individual conservation authority 'Conservation Areas' regulations made under Section 29 of the Conservation Authorities Act into one Minister's regulation. Specific comments on the Mandatory programs related to Conservation Lands are as follows:

Administration of the Section 29 Regulation

The Conservation Lands Supervisor (Dusty Underhill, CCCA Provincial Offences Officer #102) at the Catfish Creek Conservation Authority would be best positioned to work with the Province on a review and update of the Management of Conservation Authority Land. The Conservation Lands Supervisor would provide valuable input to ensure the Regulations and associated fines are modernized to support the updated setting of fees, permits requirements and enforcement activities not covered in the current Regulation.

Strategy Related to CCCA Lands

Catfish Creek Conservation Authority generally supports the creation of a strategy related to its Conservation Lands. One management plan for multiple like properties is important for efficiently yet will retain flexibility for CCCA who has limited capacity to produce one plan per property. This requirement generates work and new deliverables and therefore has the potential to increase Municipal Levy should the Province not support the strategy development through additional funding. The Province or Conservation Ontario could provide value and efficiently in developing a base template for Lands management plan.

Public participation in the development of the strategy could be problematic due to competing interests with the Municipal Members. The strategy could be created through a CCCA-Municipal working group specific to the task.

CCCA properties are generally managed based on the revenue received for each property. Active properties like Springwater generate significant revenue that goes back to support Mandatory programs however this is an unsustainable approach due to asset management.

Currently zero (\$0.00) Municipal Levy dollars support any Conservation Lands for ecological conservation, passive recreation and active recreation. This proposal sets up potentially more costs for the Province or Member Municipalities for items in the budget that have been managed by revenue other than Provincial funds or Municipal levy.

Catfish Creek Conservation Authority recommends that “Passive recreation” be included in mandatory, especially with the huge increase in users as a result of the Pandemic. Catfish Creek Conservation Authority members advised staff of the importance of passive recreation for mental and physical health as a result of the Pandemic. Catfish Creek Conservation Authority makes all properties available to users as strategy to mitigate security issues. Catfish Creek Conservation Authority proposes that eligibility related to managing properties including a low level of passive recreation (e.g. a walking trail) be included in mandatory. Excluding these costs could see the Catfish Creek Conservation Authority pull out the recreation so the property falls under mandatory. Sealing off a property costs more money for fence construction/maintenance and staff to enforce the Section 29 Regulations.

Building infrastructure such as boardwalks and visitor centers should be considered non-mandatory. Asset maintenance or Capital costs should be considered under Municipal Levy in order to preserve and maintain the assets.

Acquisition and Disposal of Lands Policy

Catfish Creek Conservation Authority supports the creation of an acquisition and disposal of lands strategy. Catfish Creek Conservation Authority has a policy available for viewing by the Province on our website: <https://www.catfishcreek.ca/about-us/publications/>. Disposition of lands needs to be flexible.

Management Plans

The new mandatory requirements to create management plans is currently not included in Municipal Levy and will come at additional cost to the Province or Municipalities. The Plans should be flexible to allow for regional variations. For example, some properties are managed forests and not marketed to the public for recreation, although used for recreation free of charge to mitigate risk as described above. As a result, management of properties that offer free passive recreation should be included in the Mandatory programs and services.

Should the funding not be secured to maintain the properties, the Province and Municipalities should be prepared for their closure to the public. Enforcement costs would significantly increase with closures as observed during the pandemic. Another option is for the Municipalities or Province to purchase and manage these lands.

Mandatory Activities

Maintenance of property, boundaries, access and use must be considered a Core Mandatory program. Specific maintenance activities not related to recreation include: property inspections, perimeter marking, hazard tree maintenance, and violations/enforcement such as removal of tree stands, monitoring illegal ATV use and monitoring illegal hunting/poaching.

The designation of recreational and educational services on Conservation Lands as non-mandatory vs. those considered natural areas will be challenging for the Catfish Creek Conservation Authority to administer.

Mandatory Program #3 of 6: Clean Water Act

Catfish Creek Conservation Authority plays almost no role in implementation of the Source Protection Plan and policies, yet is required to play a legislated and binding role through the Source Protection Authority.

There is no funding currently for the SPA Board Meetings (per diems etc.) and this should be allowed. All the DWSP money goes to the Region, with not nearly enough to cover local responsibilities. There is a shortfall of over \$1,000 annually for administrative duties of Members not covered in the Provincial Grant Program. As the program is proposed to be mandatory, Catfish Creek Conservation Authority would have no other choice than to use Municipal Levy in the future for these administrative costs moving forward thus increasing the Municipal Levy.

The Province will need to ensure provincial funding continues or else municipalities will need to fully support the Source Protection Region costs leading to competing pressures for municipalities in funding Catfish Creek Conservation Authority's core mandate activities.

Mandatory Program #4 of 6: Lake Simcoe

Not applicable to Catfish Creek Conservation Authority.

Mandatory Program #5 of 6: Responsibilities under another Act

Not applicable to Catfish Creek Conservation Authority.

Mandatory Program #6 of 6: Watershed Resource Strategy

The Catfish Creek Conservation Authority strongly supports the inclusion of mandatory Core Watershed Resource Strategy as it will justify to our Members the integration of all other mandatory programs and identify other non-mandatory programs that support the Watershed Resource Strategy.

The strategy needs to be scalable where the Catfish Creek Conservation Authority could start with a basic or existing out of date strategy and scale up based on capacity. There should be no timeline and/or a clause added to facilitate an extension with the permission of the Minister. The Catfish Creek Conservation Authority does not have the capacity or resources to prepare this work as all 7 Full Time staff workloads are full. A Conservation Ontario or MECP template to complete this requirement may only add to the list of requirements to complete by December 31, 2022.

Due to varied capacity amongst Conservation Authorities, the Catfish Creek Conservation Authority predicts a problem with consistency amongst its neighbours when completing the

Watershed Resource Strategy. Should the Province want consistency in this requirement, Catfish Creek Conservation Authority proposes to use Provincial Dollars to support the development of the Plans. Similar to municipalities providing difference services based on their municipal tax base, the same holds true for the Catfish Creek Conservation Authority where the Authority can only deliver programs & services that our Members can afford based on the tax base. Catfish Creek Conservation Authority cannot provide a strategy up to the level of larger Conservation Authorities unless the province provides more funding since the municipal tax base is not present to support this additional requirement.

Catfish Creek Conservation Authority proposes a funding program similar to the Source Protection Municipal Implementation Fund (SPMIF) and proposed to be called the Conservation Authority Municipal Implementation Fund (CAMIF) where there is a top up or a re-allocation of funds for some of the smaller CAs.

The Provincial Water Quality Monitoring Network (PWQMN) and Provincial Groundwater Monitoring Network (PGMN) are examples of successful cost sharing programs between MECP and Catfish Creek Conservation Authority. The programs provide important information to inform the Watershed Resources Strategy. Additional weather data is collected, managed and reviewed for a total 2021 budget cost of \$15,660.32. This expense is offset by self-generated revenue to the detriment of property and asset maintenance further exacerbating our funding pressures year over year. Moving forward the Catfish Creek Conservation Authority would suggest the funding come from either the Province or Municipal Levy.

2. Non-Mandatory Programs and Services that conservation authorities will be required to have agreements with municipalities to fund non-mandatory programs and services with Municipal Levy including a transition plan to support the preparation of municipal agreement

Agreement

The Catfish Creek Conservation Authority is supportive of the flexibility afforded by the agreements. It is preferred that one agreement listing the non-mandatory programs be provided to each Municipality sharing the Catfish Creek Conservation Authority jurisdictions to gain consistency. This would discourage the opt in / opt out of certain programs and services. This is important as if too many Members drop out of a particular non-mandatory program for economic, social or political reasons, it may need to be cancelled as the Catfish Creek Conservation Authority could not deliver a partial program due to staffing and other minimum program requirements.

A standardized template from Conservation Ontario or MECP may not be entirely useful since there already templates existing for MOUs with municipalities regarding plan review functions. The Catfish Creek Conservation Authority prefers starting from existing agreements Member Municipalities may already have in place for neighbouring Conservation Authorities, and expand them to cover all the other matters.

The Catfish Creek Conservation Authority is not supportive of alignment of the timeframe for the review and renewal of agreements with Municipal Elections. Agreements/MOUs should be attached to the budget year(s) in which they are approved. Electors making decisions about the agreement around election time may be administratively unworkable due to the reduction in municipal council process and decision making around election time. Expiry or renewal should be between the 1-3 year (midterm) point of a council term.

Transition Plans and Period

The Catfish Creek Conservation Authority supports the extensions to the Transition Period as this will enable flexibility to implement the new requirements with the limited capacity at the Catfish Creek Conservation Authority.

The Catfish Creek Conservation Authority has less than one year to implement all these requirements prior to October 2022 (Nomination day) for the 2022 election when the Municipal Councils will go Lamé Duck as per Section 275(2) of the *Municipal Act*. As there is significant information and assumptions to work out through prior to Nomination Day, an extension option via the Minister is important to facilitate flexibility.

3. The consolidation of each of the current individual conservation authority 'Conservation Areas' regulations made under Section 29 of the Conservation Authorities Act into one Minister's regulation.

Introduction

Catfish Creek Conservation Authority is supportive of the proposed amendment to consolidate the S.29 regulations into one Regulation.

As the public often visit Conservation Areas and Lands in multiple jurisdictions, the consolidation of the individual Conservation Areas regulations into one Minister's regulation will ensure consistency with public understanding of the Rules and Regulations within Conservation Lands.

Clarity will need to be provided whether or not the Catfish Creek Conservation Authority must or may exercise these new powers.

Regulatory Updates to modernize compliance tools

As a result of the significant increase in visitors and associated issues that have built up over the pandemic period, Catfish Creek Conservation Authority staff identified a set of minimum regulatory updates. These minimum updates include the additional of compliance tools for staff to ensure compliance with the Rules and Regulations within Conservation Lands.

Member municipalities who make up the Catfish Creek Conservation Authority have minimal by-law enforcement. For example, the Town of Aylmer shares a by-law officer with other

municipalities and has by-law enforcement only on Wednesdays and focused on parking enforcement. Additional local capacity, training and tools are required for effective enforcement on Catfish Creek Conservation Authority lands.

Compliance Tools or Amendments that would be beneficial to the Catfish Creek Conservation Authority include:

- a) Include “Peace Officer” in the definition of Conservation Authority Officer. This will provide the applicable staff with the protection afforded to similar officers under the Criminal Code of Canada and will give the Catfish Creek Conservation Authority staff the appropriate standing should they need to testify in court.
- b) Expand the Class Designation for the Catfish Creek Conservation Authority officers. Catfish Creek Conservation Authority would greatly benefit from an expansion in the Class Designation process to include: *Highway Traffic Act*, *Liquor License Act*, *Motorized Snow Vehicles Act*, and the *Off-Road Vehicles Act*. This would be consistent with the provincial park warden (superintendent/assistant superintendent) Class Designation.
- c) Update Set Fines. Although the Catfish Creek Conservation Authority officers generally do not issue tickets for infractions on their properties and prefer an Education & Outreach approach. However, as it is one of the few compliance tools that CAs have available to them, a review and update of the fines should be undertaken to ensure consistency with comparable pieces of legislation (e.g. municipal by-laws). The Catfish Creek Conservation Authority’s set fines for conservation areas were last updated in 2012. Revenue from Fines should come back to the Catfish Creek Conservation Authority rather than to the applicable Municipality as these fines will likely associated with Non-Mandatory programs & services.
- d) Require the Public to identify themselves to a Provincial Offences Officer. While Catfish Creek Conservation Authority staff have the ability to issue tickets, there is no requirement for the Public to identify themselves to the Provincial Offences Officer. This significantly limits the Catfish Creek Conservation Authority’s ability to enforce the S. 29 regulation when necessary and/or unnecessarily complicates the process.
- e) Seizure of an Object. Under the current S. 29 regulation there are a number of offences which are subject to Part I (tickets). For example, it is unlawful to ignite fireworks. A S. 29 officer may choose to issue a ticket to a person of legal age who is discharging the fireworks, but they have no ability to seize any remaining fireworks on site. This has led to additional problems in the Springwater Conservation Area in the past.

4. Requirements for each conservation authority to establish a Community Advisory Board to provide advice to the conservation authority.

Introduction

Catfish Creek Conservation Authority is supportive of the proposed amendment to proclaim an un-proclaimed provision of the *Conservation Authorities Act* to enable the creation of an LGIC regulation to require conservation authorities to establish community advisory boards that can include members of the public, to provide advice to the authority, contingent on Provincial funding. However, the Board would be more useful for larger Conservation Authorities as opposed to small ones like the Catfish Creek Conservation Authority. The public are able to call Board Members anytime to hear concerns. Public may also attend as a delegation to Board meetings.

Scope of Committee Work limited to expertise on the Committee

Catfish Creek Conservation Authority is supportive of the proposed “minimum” scope of work to: provide advice and recommendations to the authority on the authority’s strategic priorities and associated policies, programs and services, to discuss opportunities to co-ordinate with other environmental initiatives in the authority’s jurisdiction (e.g. municipal), and finally to identify opportunities for community engagement and suggest potential community outreach opportunities.

It is important to limit the work on policy to those matters the proposed Community Advisory Board has the expertise to hear. Some matters such as financial policies, human resources policies, and health and safety policies, among other policies, should be out of scope for the Community Advisory Board.

Increase in Public Participation

As a small board of 5 Members, public representation on the Catfish Creek Conservation Authority Board of Directors is prohibitive as municipalities have always preferred to have a municipal Councillor fill the seat for the applicable municipality. The establishment of a Community Advisory Board may facilitate important input to the development of policies and plans beyond the current Best Management Practices through additional public consultation and public participation at Board and Committee meetings.

Potential for Duplication mitigated by Community Advisory Board Composition

The Community Advisory Board should not be used to duplicate activities of the Full Authority, however used to augment and advise Members and staff regarding certain matters. For CCCA, it is recommended the advisory committee be composed of 5 Members. The General Manager, one support staff, and perhaps the Authority Chairperson as ex-officio since the Community Advisory Board is advisory in nature, rather than binding in nature.

The minimum number of Members should be 7, not 5, should the province’s proposal of a minimum of one Authority Member (15%) be maintained. Catfish Creek Conservation Authority

prefers the Province to change the 15% to 20% and then the committee can be at 5 as the Catfish Creek Conservation Authority prefers the smallest Community Advisory Board size as possible.

The authority Member on the committee should be in addition to the 5 public seats for a total of 6 Members on the committee. This Member position should be ex-officio since the Community Advisory Board is advisory in nature, rather than binding in nature.

Recognizing the term “Community Advisory Board” is enshrined in legislation, Catfish Creek Conservation Authority prefers flexibility to name the Board as a “committee” and reference the Legislative requirement through the Catfish Creek Conservation Authority Administrative By-Laws.

The Community Advisory Board should be discretionary and the Catfish Creek Conservation Authority should be able to opt out with Ministers permission this additional layer of governance to advise the Board.

Community Advisory Board Composition and Committee Member Residing in CA Jurisdiction

Composition of the Community Advisory Board must be diverse and from a range of stakeholders and expertise. The composition should be designed similar to source protection committees (Industry, Tourism, First Nations, Other).

In terms of Member jurisdiction, Catfish Creek Conservation Authority suggests the composition of the Community Advisory Board mirror the geography of the Board composition. Members should not be selected from the Authorities jurisdiction as a whole, but rather based on municipality in which they reside. In CCCA's case, this means 5 public Members, one from each Member lower-tier municipality plus 2 ex-officio staff and an ex-officio Board Member.

In terms of First Nation membership, based on the lessons from Source Water Protection, it is likely that representation from a First Nation community would be difficult to establish due to capacity at First Nations. In addition, Catfish Creek Conservation Authority does not have any First Nations Reserves, however is subject to treaty lands. First Nation representation should be considered in light of the above issues.

Additional Cost to establishing a Community Advisory Board

The Community Advisory Board will change the organizational structure and require an additional level of coordination and communication within the organizational structure which will require Administrative support (e.g. governance, administration, finance, establish and maintain committee etc.). from Member municipalities.

Catfish Creek Conservation Authority has received significant pushback from Municipal Councilors regarding any increase in Municipal Levy. As the Catfish Creek Conservation Authority receives the smallest amount of Municipal Levy in the Province of Ontario by almost 50%, the Member Municipalities must be willing to accept the additional cost to deliver the additional layer of governance. Any additional funds from the Province to implement will be

welcome. A lengthening of the transition period to implement the Community Advisory Board could mitigate the financial impact of establishing new requirements such as the Community Advisory Board.

Fixed costs to provide Administrative support to the Community Advisory Board should be expressly included in the Administration costs for Mandatory programs and services.

Terms of Reference vs. Administrative By-Laws

Catfish Creek Conservation Authority supports the proposal to defer other specific details related to the composition, activities, functions, duties, and procedures of the community advisory board to a Terms of Reference document. This will ensure the Catfish Creek Conservation Authority can develop a Terms of Reference that is suitable for its unique needs.

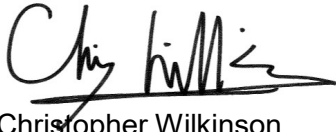
For the purposes of consistency across the Province and to mitigate the differences in the Catfish Creek Conservation Authority Administrative By-Laws as compared to other Conservation Authorities, the Catfish Creek Conservation Authority supports the proposal to expressly prescribe the matters related to accountabilities of the Community Advisory Board such as reporting and accountability of the Community Advisory Board to the Catfish Creek Conservation Authority Board of Directors. Catfish Creek Conservation Authority prefers the requirement that meeting procedures and relevant policies regarding Community Advisory Board operation (including quorum, chair, vice-chair and secretary) be amended to Section B.15 of the Catfish Creek Conservation Authority Administrative By-Laws to ensure consistency with other Boards and Committees.

Catfish Creek Conservation Authority fully supports the proposal that meetings of the community advisory board be open to the public, with limited exceptions as outlined for in-camera meetings in the Catfish Creek Conservation Authority Administrative By-Laws. Catfish Creek Conservation Authority also fully supports the requirement that all meeting minutes, and the current Terms of Reference, be posted on the internet. The proposal will require updating if the Regulation requires the inclusion of the Best Management Practices of the Community Advisory Board to be included in the Catfish Creek Conservation Authority Administrative By-Laws as opposed to the proposed Terms of Reference.

Catfish Creek Conservation Authority fully supports the proposal to align certain meeting procedures and protocols such as attendance and codes of conduct, however the alignment is preferred to be via the Catfish Creek Conservation Authority Administrative By-Laws rather than the proposed Terms of Reference document. This will require a By-Law update, including updating the code of conduct in Appendix 1 of the Catfish Creek Conservation Authority Administrative By-Laws to include the additional criteria. The process to establish Member removal is preferred to be included in the Regulation rather than the Terms of Reference or the Catfish Creek Conservation Authority Administrative By-Laws.

Funding for the Community Advisory Board should be considered under the Administrative costs for mandatory program. Mileage should be provided to the individual or the organization to which they work, however Board positions should be volunteer with no per-diem provided.

Sincerely,



Christopher Wilkinson
General Manager / Secretary-Treasurer
Catfish Creek Conservation Authority

Cc:

Rick Cerna, Councillor, Township of Malahide
Sally Martyn, Mayor, Municipality of Central Elgin
Lori Baldwin-Sands, Councillor, City of St. Thomas
Arthur Oslach, Councillor, Town of Aylmer
Paul Buchner, Councillor, Municipality of South-West Oxford

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



Correspondence: To The Full Authority

FROM: Christopher Wilkinson, General Manager / Secretary - Treasurer
SUBJECT: Correspondence Register, May 1 – May 31, 2021
DATE: May 31 2021
STRATEGIC ACTION: Operate a Sustainable and Adaptable Organization
FINANCIAL IMPLICATIONS: None

Purpose:

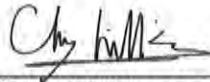
To update members on correspondence received by the General Manager / Secretary-Treasurer.

Discussion:

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

Date	Type	Agency	Topic
May 3	Email	Ministry of Environment, Conservation and Parks	PWQMN LabOnline - Adding Recurring Work Order
May 4	Email	Conservation Ontario	OSCIA's Accelerate Your Soil Health Game project
May 5	Email	Conservation Ontario	Join us in Making Nature Investable
May 5	Email	Ministry of Natural Resources and Forestry	Updated Provincial Flood Watch for Lake Erie, and Shoreline Conditions Statement for Lake Huron and Georgian Bay Issued on May 5th, 2021 at 12:00 p.m.
May 6	Email	Ministry of Natural Resources and Forestry	Ontario Low Water products for the month of April
May 6	Email and Response	Great Lakes and St. Lawrence Cities Initiative	DUE MAY 14: Survey of Coastal Management Needs for Local Governments on the Great Lakes and St. Lawrence River
May 6	Email	Conservation Ontario	Funding opportunity Update Canada Healthy Communities Initiative
May 6	Email	Ministry of Environment, Conservation and Parks	Information sessions Ontario Investing in Healthy Communities
May 7	Email	Conservation Ontario	REQUEST FOR Lake Erie CAO EXPRESSIONS OF INTEREST - Lake Erie Partnership Management Committee
May 10	Email	Forests Ontario	2 Billion Tree Program Ontario Collaborative Submission
May 12	Email	Conservation Ontario	Comments Requested - MECP Environmental Compliance Practices
May 12	Email	Healthy Communities Initiative	Update from the Healthy Communities Initiative
May 14	Email	Conservation Ontario	Regulatory Proposals under the Conservation Authorities Act
May 14	Email	Ministry of Environment, Conservation and Parks	Chair's Information Session - Conservation Authorities Act Phase 1 Consultation Guide

Date	Type	Agency	Topic
May 17	Email	County of Elgin	May 18, 2021 Elgin Mapping GIS TAC Agenda
May 17	Email	Conservation Ontario	Province Releases Regulatory Proposals Impacting Conservation Authorities
May 18	Email	Ministry of Environment, Conservation and Parks	Updated PWQMN LabOnline supplemental guide
May 19	Email	Ministry of Environment, Conservation and Parks	IMPORTANT UPDATE: Updated PWQMN LabOnline supplemental guide
May 20	Email	Oxford County	Conservation Authority Act Regs ERO posting
May 26	Email	Conservation Ontario	REMINDER: FOR YOUR ACTION: CA Resolutions of Support for Governance Accountability and Transparency Initiative
May 27	Email	University of Guelph	ALUS IMWEBS DEMO
May 28	Email	Ministry of Environment, Conservation and Parks	Important update re: sending digital CoC - PWQMN LabOnline
May 28	Email	Avenza Systems Inc.	Avenza Maps Proposal
May 31	Email	Peasi.com	Alertable



Christopher Wilkinson
General Manager / Secretary - Treasurer



May 3, 2021

Catfish Creek Conservation Authority
RR 5 LCD Main
Aylmer ON N5H 2R4

We shared some exciting news back in 2019 when it was announced that Frank Cowan Company was acquired by Intact Financial Corporation. Fast forward a year and a half later and we have more news to share – we have a new name and a new head office location.

Frank Cowan Company Limited has changed its name to Intact Public Entities Inc. We ask that you update your records effective May 17, 2021, to reflect our new head office details:

Intact Public Entities Inc.
278 Pinebush Road, Suite 200
Cambridge, Ontario N1T 1Z6
1-800-265-4000
www.intactpublicentities.ca

In addition, effective April 1, 2021, The Guarantee Company of North America has amalgamated with Intact Insurance Company. This means that Intact has replaced The Guarantee as an insurer on your policy. You do not need to do anything; your existing policy term will remain in force, any endorsement changes or renewal documents will be updated to Intact Public Entities.

What About Claims?

Please visit our website or work directly with your insurance broker to report a claim.

Rest assured you will continue to receive the same dedicated expertise and service from the same team, as delivered through your local insurance broker, in providing your organization with a specialized insurance program complete with leading value added services.

Regards,

A handwritten signature in black ink that reads "Larry Ryan".

Larry Ryan
President



May 25, 2021

Rob Keen, CEO
Forests Ontario
144 Front St. West, Suite 700
Toronto, ON
M5J 2L7

Re: Growing Canada's Forests Request for Information

Dear Mr. Keen:

On behalf of Conservation Ontario I am pleased to provide our support for the Growing Canada's Forests Request for Information (RFI) submission from the Ontario Collaborative led by Forests Ontario. The submission provides an indication of the infrastructure and coordination required to support the Growing Canada's Forests Initiative in Ontario.

Conservation Ontario represents the 36 member conservation authorities which are local watershed management agencies mandated to ensure the conservation, restoration and responsible management of Ontario's water, land and natural habitats through services and programs that balance human, environmental and economic needs. Approximately 40 percent of Canada's population lives in watersheds managed by conservation authorities.

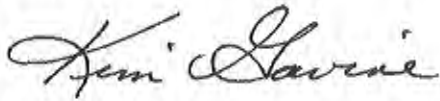
The strength of the Ontario Collaboration is the many partners that have come together with Forests Ontario to deliver a model that has grown throughout Ontario over the past 18 years and proven to be a highly effective method of delivering a successful afforestation program. This includes the renowned 50 Million Tree Program. Conservation authorities bring over 75 years of experience working with and leveraging support of local municipalities, nurseries, community groups, private sector partners, urban, rural and agricultural landowners, in their watersheds to plant trees, provide technical advice, monitor and manage the health of woodlands for watershed resilience. The local watershed strategies developed and implemented by conservation authorities through long standing relationships with their partners is a critical piece to on-the-ground delivery. In this regard, some individual conservation authorities have submitted RFIs to highlight required investments specific to their watersheds.

From 2010 through 2019, conservation authorities planted over 23 million trees through their various restoration initiatives. Notwithstanding this significant number, conservation

authorities have identified a number of elements that would improve tree planting in their watersheds. These include increased capacity and infrastructure for outreach and delivery; education and training for seed/nut collection, site suitability, stock forecasting, survival assessment and monitoring of climate change; and long term management of planting sites.

Conservation Ontario looks forward to seeing many components of this Collaborative RFI submission successfully informing the design of the Growing Canada's Forests Initiative as part of the Federal Government's investments in a range of nature based climate solutions.

Yours truly,



Kim Gavine
General Manager

Cc: Conservation Ontario Council

Conservation Ontario
120 Bayview Parkway, Newmarket ON L3Y 3W3
Tel: 905.895.0716 Email: info@conservationontario.ca
www.conservationontario.ca



May 25, 2021

Submitted via email: PlanningConsultation@ontario.ca

Re: Conservation Ontario's Comments on the "Proposed changes to certain land division provisions in the Planning Act" (ERO #019-3495)

MMAH Staff:

Thank you for the opportunity to provide comment on the "Proposed changes to certain land division provisions in the Planning Act". Conservation Ontario is the network for Ontario's 36 conservation authorities (CAs). These comments are not intended to limit the comments submitted by individual conservation authorities as a result of this consultation.

It is understood that the province is consulting on proposed changes to the *Planning Act* that relate to the division of land. These proposed changes include, Subdivision Control (Section 50), Plans of Subdivision (Section 51), Consents (Section 53), and Validations (Section 57). These changes could be enabled through the passage of Bill 276, Supporting Recovery and Competitiveness Act, 2021. Schedule 24 addresses proposed changes to the *Planning Act* and the Bill is currently being considered by the Standing Committee on General Government.

Conservation Ontario has had an opportunity to review the proposal and in general find these proposed amendments to be practical and helpful in expediting approvals. These proposed amendments will assist the planning approval authority by addressing problematic areas in specific sections in the *Planning Act* related to the division of land. Conservation Ontario is also highly supportive of the proposal to align the requirements for public notice, information and public meetings for plans of subdivision with other instruments under the Act as this will assist the public in better participating in the commenting process.

Many conservation authorities through their provincially delegated commenting role related to natural hazards or through agreements with their municipal partners related to natural heritage recommend that these systems be maintained on the retained parcel to avoid fragmenting the system and complicating future planning approvals. It is therefore recommended that should the municipality/planning approval authority receive an amended consent application, that the commenting agencies should have an opportunity to review the amended application prior to its approval by the consent-granting authority. This circulation will avoid conflict and delay in the review and approval process.

It is further recommended that permission from the owner of a parcel should be required prior to allowing a purchaser to apply for a consent. Having permission from the landowner will help to prevent

issues in the future. Confirmation of ownership should be a condition of final approval of the consent. Conservation Ontario is supportive of the amendment which would provide a municipality or the Minister with the authority to extend the one-year period during which the conditions of a consent must be satisfied by up to one year.

Once again, thank you for the opportunity to provide comments on the "Proposed changes to certain land division provisions in the Planning Act". Should you have any questions about this letter, please contact me at extension 226.

Sincerely,

A handwritten signature in black ink, appearing to read "Leslie Rich", written in a cursive style.

Leslie Rich, RPP
Policy and planning Liaison

c.c. CA CAOs/GMs

Conservation Ontario
120 Bayview Parkway, Newmarket ON L3Y 3W3
Tel: 905.895.0716 Email: info@conservationontario.ca
www.conservationontario.ca



CATFISH CREEK CONSERVATION AUTHORITY

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

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

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

May 26, 2021

Nicholas Fischer, MS
Policy and Planning Officer
Conservation Ontario
120 Bayview Parkway
Newmarket, Ontario
905-895-0716 Ext. 229

Re: CCCA Board Resolution

Dear Nicholas,

Please be advised that at the May 13th, 2021 Catfish Creek Full Authority Meeting, the following resolution (Motion #38/2021) was passed:

THAT the Catfish Creek Conservation Authority endorse a commitment to pursue governance accountability and transparency measures; AND FURTHER,

THAT the Catfish Creek Conservation Authority continue to voluntarily participate as a non-high-growth Conservation Authority in the Conservation Ontario Client Service and Streamlining Initiative.

A copy of the staff report is also attached for your reference.

Sincerely,

Christopher Wilkinson
General Manager / Secretary-Treasurer
Catfish Creek Conservation Authority

Cc:
Rick Cerna, CCCA Chairperson

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

From: [Dong, Joyce \(MECP\)](#) on behalf of [Stuart, Chloe \(MECP\)](#)
Cc: [Stuart, Chloe \(MECP\)](#)
Subject: Ontario and Canada sign the ninth agreement to protect the Great Lakes
Date: May 28, 2021 9:56:53 AM

Dear Great Lakes partner,

Ontario is pleased to let you know that the new Canada-Ontario Agreement on Great Lakes Water Quality and Ecosystem Health has been signed. This is the ninth agreement between the two governments and marks the 50th anniversary of the signing of the first Canada-Ontario Agreement in 1971.

The ninth agreement comes into effect on June 1, 2021, and sets out specific actions that each government will take as they work together to protect and restore the Great Lakes, such as improving wastewater and stormwater management, managing nutrients, reducing plastic pollution and excess road salt, restoring native species and habitats, and increasing resilience to climate change.

The ninth agreement includes a renewed commitment to finishing environmental clean-up actions with an emphasis on six historically-degraded areas, conserving key habitats around the Great Lakes and continuing to restore Lake Erie. It also includes a new focus on protecting Lake Ontario, supporting nature-based recreation opportunities and strengthening commitments to First Nations and Métis engagement in the implementation of the agreement.

The ninth Canada-Ontario Agreement and a summary of the agreement can be read at: <https://www.ontario.ca/page/canada-ontario-great-lakes-agreement>
<https://www.ontario.ca/page/summary-canada-ontario-great-lakes-agreement>

Ontario looks forward to collaborating with the Great Lakes community on the implementation of this agreement and to ensuring the ongoing protection of Great Lakes as part of our Made-in-Ontario Environment Plan to help keep these vital waterways safeguarded for future generations.

Sincerely,

Chloe Stuart
Assistant Deputy Minister
Ontario Ministry of the Environment, Conservation and Parks



Honours Bachelor of Early Childhood Leadership Degree Program: Internship

Student: Beth Gould

Dates of Internship: Monday-Friday May 3rd – August 13th



My name is Beth Gould and I am in between my third and fourth year at Fanshawe College in the Early Childhood Leadership Program. I enjoy working and interacting with children of all ages in a variety of contexts. I have a variety of experiences working with children such as being a camp counselor, volunteering at a local church's children's programs, babysitting, past placement opportunities, and being an ECE at local Childcare. I have always loved the outdoors and spent most of my time as a child running around and climbing trees. I am very excited for the opportunity to intern at Catfish Creek Conservation Authority during the summer. I am looking forward to gaining more experiences and growing my knowledge during my time with staff and community partners.