

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

**Thursday, April 8, 2021**

**Meeting #03/2021**

The Full Authority Meeting #03/2021 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
Kelsey Oatman	Program Support Assistant
Emily Febrey	Community Outreach Technician
Tony Difazio	Resource Planning Coordinator
Peter Dragunas	Water Management Technician

**OTHER:**

Alison Varga	Hamilton Ward & Cathers Insurance Service
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**WELCOME / CALL TO ORDER:**

Chairperson Cerna welcomed everyone and called the meeting to order at (10:06 a.m.).

**ADOPTION OF AGENDA:**

Vice-Chairperson Baldwin-Sands requested the addition of a personnel matter to be added to Closed Session.

<u>Motion # 29/2021</u>	A. Oslach	S. Martyn	CARRIED
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THAT, the Agenda for the April 8<sup>th</sup>, 2021, Full Authority meeting be adopted as amended.

**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 posted to the Authority's YouTube.

**ADOPTION OF MINUTES:**

Motion # 30/2021                      P. Buchner                                      A. Oslach                                      CARRIED

THAT, the Minutes of Special Meeting SM# 01/2021 (February 23, 2021), be accepted as circulated.

Motion # 31/2021                      L. Baldwin-Sands                                      S. Martyn                                      CARRIED

THAT, the Minutes of Annual General Meeting (March 11, 2021), be accepted as circulated.

Motion # 32/2021                      A. Oslach    P. Buchner                                      CARRIED

THAT, the Minutes of Full Authority Meeting #02/2021 (March 11, 2021), be accepted as circulated.

**BUSINESS ARISING FROM MINUTES:**

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

**PUBLIC / SPECIAL DELEGATIONS:**

a) Alison Varga – Hamilton Ward & Cathers Insurance Service:

Alison Varga from Hamilton Ward, and Cathers Insurance attended the meeting to answer any questions the Board of Directors had regarding the CCCA insurance renewal. Ms. Varga went over the changes to the Authority policy by discussing that the COVID-19 pandemic was the reason for the majority of the increases. She concluded by thanking the Board for having her. Chairperson Cerna thanked her for attending.

**REPORTS:**

Report FA 08/2021 – Monthly Staff Reports, was presented, discussed, and resolved.

Motion # 33/2021                      S. Martyn    P. Buchner                                      CARRIED

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

Report FA 09/2021 – March Summary of Revenue and Expenditures, was presented, discussed, and resolved.

Motion # 34/2021                      P. Buchner    A. Oslach                                      CARRIED

THAT, Report FA 09/2021, be noted and filed.

Report FA 10/2021 – Accounts Paid, was presented, discussed, and resolved.

Motion # 35/2021                      A. Oslach                                      P. Buchner                                      CARRIED

THAT, Accounts Paid totaling \$36,331.03, be approved as presented in Report FA 10/2021.

Report FA 11/2021 – June Callwood Award, was presented, discussed, and resolved.

Motion # 36/2021                      L. Baldwin-Sands                              S. Martyn                                      CARRIED

THAT, the Full Authority receive Report FA 11/2021 for information.

Report FA 12/2021 – 2020–2021 Flood Season, was presented, discussed, and resolved.

Motion # 37/2021                      P. Buchner                                      A. Oslach                                      CARRIED

THAT, the Full Authority receive Report FA 12/2021 for information.

**Ms. Varga joined the meeting at (10:30 a.m.).**

Report FA 13/2021 – 2021–2022 General Insurance Program Renewal, was presented, discussed, and resolved.

Motion # 38/2021                      P. Buchner                                      A. Oslach                                      CARRIED

THAT, the Full Authority approve the Catfish Creek Conservation Authority renewal of its 2021 – 2022 insurance coverage with the Frank Cowan Company Limited through Hamilton Ward & Cathers Insurance Service Limited at a total cost of \$50,014.00, plus applicable taxes.

**Ms. Varga left the meeting at (10:50 a.m.).**

Report FA 14/2021 – Updates to the Conservation Authorities Act, was presented, discussed, and resolved.

Motion # 39/2021                      L. Baldwin-Sands                              P. Buchner                                      CARRIED

THAT, the Full Authority receive Report FA 14/2021 for information.

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

a) Lake Erie Source Protection Region Management Committee

The General Manager/Secretary-Treasurer provided members with an update regarding the Lake Erie Source Protection Region Management Committee meeting held on February 22, 2021. The Project Manager presented a financial update which retains the .025 FTE for the General Manager. The Project Manager also presented a summary report which indicated the CCCA source protection plan is expected to undergo s.36 updates within the year.

b) Conservation Ontario Initiatives

The General Manager/Secretary-Treasurer provided members with an update regarding several Conservation Ontario initiatives such as:

- Streamlining Initiative - CO requested the non high growth CAs now participate voluntarily. CCCA has been participating voluntarily to ensure permits and inquiries are dealt with under the recommended timelines.
- Land Owner Complaints - Conservation Ontario noted that several landowners have gone directly to the Minister for permits. If this happens in CCCA, staff will be proactive and let MECP and MMAH know our side of the story through a formal briefing note.
- Frontline Workers and Vaccines - Conservation Ontario noted that dam operators are eligible as part of Phase 2 of the vaccine roll out plan
- Level 1 Provincial Offences Officer Training - Conservation Ontario organized Level 1 Provincial Offences Officer Training. The General Manager/Secretary-Treasurer advised members that one CCCA staff attended the training and will brought forward for certification by the Board at a later date.
- CO Annual General Meeting - Conservation Ontario advised the AGM will be held virtually on April 12th. The meeting will see the Election of CO Board and provide further updates on changes to the Conservation Authorities Act.

c) New Meeting Date for Land Management Committee Meeting

The General Manager/Secretary-Treasurer advised members that a poll will be sent out for a new date for the Land Management Committee meeting.

**UNFINISHED BUSINESS:**

None

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

None

**NOTICE OF MOTIONS / NEW BUSINESS:**

Vice-Chairperson Baldwin-Sands let staff and members know that the City of St. Thomas Library was offering a free unconscious bias training seminar on June 14, 2021. She stated she had previously taken it and found it very insightful and encouraged everyone to attend.

Vice-Chairperson Baldwin-Sands also informed staff and members that the City of St. Thomas was going to start each meeting with a Land Declaration and enquired if the CCCA should do the same. The General Manager / Secretary-Treasurer stated he would present a report on the matter at the next Full Authority Meeting.

**CORRESPONDENCE:**

a) Copied:

- A letter from Minister Yurek to CCCA received March 8, 2021 re. Exception from Section 17 of the Conservation Authorities Act
- A letter from CCCA Chairperson to Minister Yurek sent March 12, 2021 re. Exception from Section 17 of the Conservation Authorities Act
- A letter from Central Elgin to CCCA received March 22, 2021 re. Support for Canadian Parks and Recreation Youth Experience Program

- A letter from CCCA to Minister Yurek sent March 24, 2021 re. Compliance with Section 14(2.2) and 14(2.3) of the Conservation Authorities Act
- An email received from MNRF on May 25, 2021 re. No funding for the optional 2021 Low Water Response Program

b) Not Copied:

- Correspondence Registers for March, 2021.

Motion # 40/2021                      A. Oslach                                      L. Baldwin-Sands                      CARRIED

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

**Member Martyn left the meeting at (11:00 a.m.).**

**CLOSED SESSION:**

Motion # 41/2021                      L. Baldwin-Sands                              P. Buchner                                      CARRIED

THAT, the Full Authority adjourn to Closed Session at (11:04 a.m.).

Motion # 42/2021                      L. Baldwin-Sands                              P. Buchner                                      CARRIED

THAT, the Full Authority rise from Closed Session with report at (11:37 a.m.).

Motion # 43/2021                      P. Buchner                                      A. Oslach                                      CARRIED

THAT, the Minutes from the Closed Session (December 10, 2020), be accepted as circulated.

Motion # 44/2021                      P. Buchner                                      A. Oslach                                      CARRIED

THAT, the Full Authority approve the Benefits program through Sun Life for 2021.

Motion # 45/2021                      L. Baldwin-Sands                              P. Buchner                                      CARRIED

THAT, the Full Authority receive the verbal report from Member Baldwin-Sands for information.

**NEXT MEETING / TERMINATION:**

The next meeting of the Catfish Creek Conservation Authority will be held on Thursday, May 13, 2021, commencing at 10:00 a.m.

Motion # 46/2021                      P. Buchner                                      A. Oslach                                      CARRIED

THAT, the Full Authority be terminated at (11:45 a.m.).

  
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 General Manager / Secretary –Treasurer

  
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 Authority Chairperson