

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
Friday, November 19, 2021 at 10:00 a.m.

Meeting Location: Aylmer Legion (211 John Street North, Aylmer, ON N5H 2B2)

* Proof of double Vaccination and I.D. is required. Masks must be worn when entering the building. The multi purpose room where the meeting will be held. Once you sit down masks can be removed. Any time you leave your seat, the mask has to be put back on.

AGENDA

- 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 #06/2021 (October 7, 2021). 3 - 8
 - b) Interview Committee Meeting #IC04/2021 (August 17, 2021)..... 9
- 7) Business Arising from Minutes
- 8) Public / Special Delegations:
- 9) Reports
 - a) Report FA 41/2021 - Monthly Staff Reports (October). 10 - 11
(Tony Difazio, Peter Dragunas, Dusty Underhill)
 - b) Report FA 42/2021 - October Summary of Revenue & Expenditures. 12 - 13
(Susan Simmons)
 - c) Report FA 43/2021 - Accounts Paid 14 - 15
(Susan Simmons)
 - d) Report FA 44/2021 - Conservation Authorities Act Transition Work Plan. 16 - 18
(Dusty Underhill)
 - e) Report FA 45/2021 - Christmas Office Closure..... 19
(Dusty Underhill)

- 10) Acting General Manager / Secretary-Treasurer's Report. Dusty Underhill
- 11) Unfinished Business
- 12) Chairperson's / Board Member's Report
- 13) Notice of Motions / New Business:
- 14) Correspondence:
 - a) Copied:
 - Ministry of the Environment, Conservation and Parks "Per Diems for Members of Conservation Authorities"
 - Copies of Conservation Ontario letters "Update on Conservation Ontario's Client Service and Streamlining Initiative"
 - b) Not Copied:
 - Correspondence Register for October, 2021.
- 15) Closed Session
 - a) A delegation from the Kettle Creek Conservation Authority
 - b) Personnel Matter
 - c) Adoption of minutes from Special Meetings
- 16) Next Meeting / Termination

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

Thursday, October 7, 2021

Meeting #06/2021

The Full Authority Meeting #06/2021 of the Catfish Creek Conservation Authority was conducted at the Aylmer Legion to accommodate social distancing.

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

STAFF:

Dusty Underhill	Acting General Manager / Secretary-Treasurer
Susan Simmons	Financial Services Coordinator
Tony Difazio	Resource Planning Coordinator
Peter Dragunas	Water Management Technician
Kelsey Oatman	Program Support Assistant

WELCOME / CALL TO ORDER:

Chairperson Cerna welcomed everyone and called the meeting to order at (1:05 p.m.).

LAND ACKNOWLEDGMENT:

The CCCA recognized that the land on which we gather is in the traditional territory shared between the Haudenosaunee confederacy, the Anishinabe nations, and the Attiwoonderonk Neutrals.

ADOPTION OF AGENDA:

Vice Chairperson Baldwin-Sands asked to add two (2) items to the Agenda – one (1) for closed session and one (1) as a public delegation.

<u>Motion # 77/2021</u>	P. Buchner	A. Oslach	CARRIED
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THAT, the Agenda for the October 7th, 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:

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

ADOPTION OF MINUTES:

Motion # 78/2021 A. Oslach P. Buchner CARRIED

THAT, the Minutes of Full Authority Meeting #05/2021 (June 10, 2021), be accepted as circulated.

Motion # 79/2021 L. Baldwin-Sands A. Oslach CARRIED

THAT, the Minutes of Health & Safety Committee Meeting #06/2021 (June 10, 2021) and #07/2021 (July 12, 2021), be adopted as circulated.

Motion # 80/2021 L. Baldwin-Sands P. Buchner CARRIED

THAT, the Minutes of the Interview Committee #IC 03/2021 (June 24, 2021), be adopted as circulated.

BUSINESS ARISING FROM MINUTES:

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

PUBLIC / SPECIAL DELEGATIONS:

a) Lori Baldwin-Sands, Vice Chairperson of the Catfish Creek Conservation Authority

Vice Chairperson Baldwin-Sands enquired about the possibility of mapping the traditional indigenous hunting grounds contained within the Springwater Forest. She indicated she had previously heard stories that Member Oslach had shared during their first tenure on the Board of the CCCA. She requested that it be looked into and possibly published in honour of the first national Truth and Reconciliation Day.

Members and staff discussed the potential benefits and consequences to mapping and publishing this information. Member Martyn indicated that this should be further researched. Acting General Manager / Secretary – Treasurer Underhill stated he believed this information was already compiled back in the 1970's by the University of Western Ontario, and that he would prepare a Report for the Land Management Committee meeting.

As a result of the discussions the following motion was proposed:

Motion # 81/2021 P. Buchner L. Baldwin-Sands CARRIED

The staff of the CCCA investigate the possibility of investigating traditional hunting grounds and consequences at Springwater.

REPORTS:

Report FA 30/2021 – Monthly Staff Reports, was presented, discussed, and resolved.

<u>Motion # 82/2021</u>	L. Baldwin-Sands	A. Oslach	CARRIED
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THAT, Staff Reports for the month of June, July, August, and September 2021, be noted and filed.

Report FA 31/2021 – June & July Summary of Revenue and Expenditures, was presented, discussed, and resolved.

<u>Motion # 83/2021</u>	P. Buchner	A. Oslach	CARRIED
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THAT, Report FA 31/2021, be noted and filed.

Report FA 32/2021 – June & July Accounts Paid, was presented, discussed, and resolved.

<u>Motion # 84/2021</u>	P. Buchner	L. Baldwin-Sands	CARRIED
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THAT, Accounts Paid totaling \$179,907.52, be approved as presented in Report FA 32/2021.

Report FA 33/2021 – Section 28 Permits, was presented, discussed, and resolved.

<u>Motion # 85/2021</u>	L. Baldwin-Sands	A. Oslach	CARRIED
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THAT, the Full Authority receive the staff approved Section 28 Regulations Applications Report FA 33/2021, as information.

Report FA 34/2021 – Plan Review Report, was presented, discussed, and resolved.

<u>Motion # 86/2021</u>	P. Buchner	L. Baldwin-Sands	CARRIED
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THAT, the Full Authority approve the Municipal Plan Review Reports for the months of May, June, and July 2021.

Report FA 35/2021 – Research Permit, was presented, discussed, and resolved.

<u>Motion # 87/2021</u>	A. Oslach	L. Baldwin-Sands	CARRIED
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THAT, the Full Authority approve the Research Permit for the University of Guelph as outlined in Report FA 35/2021.

Report FA 36/2021 – Conservation Ontario Council Meeting, was presented, discussed, and resolved.

<u>Motion # 88/2021</u>	P. Buchner	A. Oslach	CARRIED
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THAT, Report FA 36/2021, be received for information.

Report FA 37/2021 – COVID-19 Response – Return to Work Plan and Policy, was presented, discussed, and resolved.

Motion # 89/2021 L. Baldwin-Sands P. Buchner CARRIED

WHEREAS the State of Emergency has been lifted; Therefore, be it resolved...

THAT, the Catfish Creek Conservation Authority rescind the Long Term Work from Home policy permissions.

Report FA 38/2021 – August & September Summary of Revenue and Expenditures, was presented, discussed, and resolved.

Motion # 90/2021 L. Baldwin-Sands A. Oslach CARRIED

THAT, Report FA 38/2021, be noted and filed.

Report FA 39/2021 – August & September Accounts Paid, was presented, discussed, and resolved.

Motion # 91/2021 P. Buchner A. Oslach CARRIED

THAT, Accounts Paid totaling \$136,053.07, be approved as presented in Report FA 39/2021.

Report FA 40/2021 – Budget Direction – 2022, was presented, discussed, and resolved.

Motion # 92/2021 A. Oslach L. Baldwin-Sands CARRIED

THAT, the Full Authority approve the preparation of the 2022 Draft Budget that includes a levy increase of 5% and Consumer Price Index increase to the 2022 Salary Grid at 3%.

ACTING GENERAL MANAGER / SECRETARY-TREASURER'S REPORT:

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

a) *Conservation Authorities Act Amendments:*

The Acting General Manager / Secretary – Treasurer informed the Board of Directors that the first phase of the new regulations regarding the *Conservation Authorities Act* had been released at the beginning of October. He indicated that there would be quite a bit of work ahead to meet the Province of Ontario's deadlines. He also indicated that more information would be coming soon regarding the changes to the Mandatory versus Non-Mandatory programs.

b) *Alternative Land Use Services (ALUS) – Memorandum of Understanding:*

The Acting General Manager / Secretary – Treasurer updated the Board of Directors that the CCCA had signed a memorandum of understanding with ALUS Canada to share

data regarding certain projects with them. He indicated that there would be some revenue generated with little staff time input.

UNFINISHED BUSINESS:

None

CHAIRPERSON'S / BOARD MEMBER'S REPORT:

Member Oslach indicated that he thought it would be beneficial to send the CCCA's most recent Press Release regarding the General Manager / Secretary – Treasurer position to the member municipalities. Staff and other members agreed, and staff indicated that they would send it out the following week.

NOTICE OF MOTIONS / NEW BUSINESS:

None

CORRESPONDENCE:

a) Copied:

- A letter received June 3, 2021 from the Ministry of Natural Resources and Forestry re: Transfer Payment
- A letter received June 14, 2021 from The Municipality of Central Elgin re: Conservation Authorities Regulatory Consultation
- A letter received on June 22, 2021 from Conservation Ontario re: A review of the regulatory proposals for the *Conservation Authorities Act*
- A letter received July 2, 2021 from Letter from the Honourable Lisa Thompson re: Updates to the Drainage Act

b) Not Copied:

- Correspondence Registers for June & July, 2021.

<u>Motion # 93/2021</u>	L. Baldwin-Sands	P. Buchner	CARRIED
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THAT, the Copied Correspondence and the Correspondence Registers for June and July, 2021, be noted and filed.

CLOSED SESSION:

<u>Motion # 94/2021</u>	P. Buchner	A. Oslach	CARRIED
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THAT, the Full Authority adjourn to Closed Session at (2:12 p.m.).

<u>Motion # 95/2021</u>	P. Buchner	L. Baldwin-Sands	CARRIED
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THAT, the Full Authority rise with report at (2:45 p.m.).

Motion # 96/2021 L. Baldwin-Sands A. Oslach CARRIED

THAT, the Full Authority authorize the General Manager / Secretary – Treasurer to execute a Memorandum of Understanding for legal services with the County of Elgin effective August 1, 2021.

Motion # 97/2021 P. Buchner S. Martyn CARRIED

THAT, the Chairperson, Vice-Chairperson, Member Martyn, and the Acting General Manager / Secretary – Treasurer to review the files of the two complainants off site and make recommendations to the lawyer and report back as amended.

Motion # 98/2021 S. Martyn A. Oslach CARRIED

THAT, the Full Authority authorize the General Manager / Secretary – Treasurer to execute a Memorandum of Understanding with ALUS as presented.

NEXT MEETING / TERMINATION:

The next meeting of the Catfish Creek Conservation Authority will be held on Friday, November 12, 2021, commencing at 10:00 a.m.

Motion # 99/2021 L. Baldwin-Sands A. Oslach CARRIED

THAT, the Full Authority be terminated at (2:47 p.m.).

General Manager / Secretary –Treasurer

Authority Chairperson

**Minutes of The Meeting Of The Catfish Creek Conservation Authority
Interview Committee**

Tuesday, August 17th, 2021

Meeting # IC 04/2021

PRESENT:

Paul Buchner	Committee Member	Township of South-West Oxford
Arthur Oslach	Committee Member	Town of Aylmer

STAFF:

Susan Simmons	Financial Services Coordinator
Kelsey Oatman	Program Support Assistant

The meeting was called to order at (9:30 a.m.).

Disclosure Of Pecuniary Interest:

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

The purpose of the meeting was to interview applicants for the position of Gate Attendant which was advertised around the Springwater Forest entrances as well as on Indeed and the CCCA social media platforms.

Seven (7) Gate Attendant positions are required for the 2021 camping season. A total of seven (7) candidates were contacted to be interviewed for the three (3) remaining Gate Attendant positions.

At the conclusion of the interview process, the Interview Committee selected the following individuals for the Gate Attendant Team.

- Autumn White
- Margo McDougall
- Brianna Syrnyk

The meeting was adjourned at (1:30 p.m.).

Paul Buchner
Committee Member

Arthur Oslach
Committee Member

REPORT FA 41 / 2021: To The Full Authority

FROM: Resource Planning Coordinator Conservation Areas Supervisor
Water Management Technician

SUBJECT: Monthly Staff Reports

DATE: November 1, 2021

Resource Planning Coordinator, Tony Difazio

Current Activities:

- Supervision of the Environmental Leadership Program (ELP) students from East Elgin Secondary School during Cooperative Education Work Week. The students assisted with the planting of trees and shrubs at Archie Coulter Conservation Area and an erosion control project on private property;
- Woodlot Management, marking of trees to be thinned in private plantations by the ELP students during this year's chainsaw training activity; and,
- Finalize the Environment and Climate Change Canada's Contribution Agreement for future projects to help mitigate the effects of Climate Change under the 'Nature Smart Climate Solutions Fund'.

Upcoming Activities:

- Complete this year's private land stewardship projects in watershed;
- Assist with the supervision of the ELP students during Plantation Management exercises;
- Supervision of the retained contractor with the removal of invasive trees and shrubs around the Brook Line Storm Water Management Pond, in the south-east corner of Aylmer, in preparation for the removal of accumulated sediment;
- Review of proposed Regulations pursuant to the *Conservation Authorities 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:

- Continue monitoring for wind induced storm surge and subsequent seasonal Lake Erie shoreline flood conditions;
- Monitor flows within the Catfish Creek and its tributaries to verify and issue watershed condition statements when required;
- Issued a Water Safety, Watershed Condition Statement on October 15th and October 24th;
- Continue with real time data analysis for unseasonal elevated riverine flows and localized flooding. Flood Outlook, Watch and Warning condition assessments and monitoring for precipitation induced elevated channel flows;
- 2022 Forests Ontario 50 Million Tree Program administration;
- Continue with the review, collation and compilation of existing CCCA reports for the Watershed Strategy Document; and,
- Compilation of CCCA Mandatory Programs and Services GIS data and Water Management required modules.

Upcoming Activities:

- Continue with calibration for the Lake Erie shoreline storm surge and wave uprush numeric interpretations;
- CCCA 2022 Tree Planting Program;
- Continue with CCCA riverine and Lake Erie shoreline storm surge and wave uprush monitoring; and,
- Compilation of the CCCA Watershed Strategy Document.

Conservation Areas Supervisor, Dusty Underhill**Current Activities:**

- Closed down and winterized the Springwater Conservation Area for the 2021 season;
- Hosted the virtual Carolinian Forest Festival in collaboration with Kettle Creek Conservation Authority and the East Elgin Secondary School Environmental Leadership Program (ELP);
- Continual support to the Evans Sisters' Green Roof Stage;
- Added a secondary parking lot at Archie Coulter Conservation Area (ACCA) to accommodate the volume of users;
- Completed the installation of the five (5) "Art Trees and Trails" signs, thanks to the Estate of Donna Vera Bushell;
- Preparation for the TD Friends of the Environment Bird Habitat Restoration Grant for Yarmouth Natural Heritage Area;
- Hosted a Thames Valley Regional Cross Country meet with 350 runners participating;
- Attended E.M. Warwick Conservation Area, a property owned and managed by LTVCA, for an in-person CA University class;
- Tendered out quotes for washroom petitions in the Pine Ridge and East Campground Pavilion washrooms; and,
- Ongoing day-to-day operations and maintenance of the various Conservation Areas.

Upcoming Activities:

- Assist with supervision of woodlot management activities with the ELP students;
- Host a couple ELP Students during their job shadow week;
- Continual support for the Evans Sisters' Green Roof Stage and the Maple Pavilion; and,
- General maintenance and operations at our various areas.

Recommendation:

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



Tony Difazio
Resource Planning Coordinator



Peter Dragunas
Water Management Technician



Dusty Underhill
Conservation Areas Supervisor

REPORT FA 42 / 2021 : To The Full Authority
FROM: Susan Simmons, Financial Services Coordinator
SUBJECT: October Summary of Revenue & Expenditures
DATE: October 31, 2021

SUMMARY OF REVENUE
for the period ending October 31, 2021

	2021 Budget	2021 To Date	Difference	2020 To Date
MNRF Provincial Grants	\$ 41,215.00	\$ 41,215.00	\$ -	\$ 41,215.00
Other Provincial Grants	\$ 16,684.87	\$ 102,436.58	\$ 85,751.71	\$ 9,581.64
Federal Grants	\$ 14,107.30	\$ -	\$ (14,107.30)	\$ 17,300.23
International Grants	\$ 3,928.23	\$ -	\$ (3,928.23)	\$ 4,297.36
General Levy	\$ 354,687.09	\$ 354,687.09	\$ -	\$ 323,179.66
Special Benefiting Levy	\$ 36,218.65	\$ 8,250.00	\$ (27,968.65)	\$ 8,250.00
Employment Program Grants	\$ 50,377.80	\$ 142,236.53	\$ 91,858.73	\$ 108,083.92
Donations/Sponsorships	\$ 28,775.00	\$ 88,852.88	\$ 60,077.88	\$ 398,084.23
Conservation Areas Revenue	\$ 583,276.89	\$ 573,499.32	\$ (9,777.57)	\$ 565,275.15
Maple Syrup Revenue	\$ 8,637.50	\$ 4,800.93	\$ (3,836.57)	\$ 18,968.83
Bank Interest Earned	\$ 3,000.00	\$ 1,085.66	\$ (1,914.34)	\$ 1,148.79
Information & Education	\$ 4,580.00	\$ 10,004.00	\$ 5,424.00	\$ 2,860.00
Legal Inquiries/Permit Applications	\$ 3,000.00	\$ 4,787.65	\$ 1,787.65	\$ 1,539.85
Trees/Planting/Spraying	\$ 2,750.00	\$ 738.72	\$ (2,011.28)	\$ 1,925.15
Woodlot Management	\$ 700.00	\$ -	\$ (700.00)	\$ 707.96
Watershed Stewardship	\$ -	\$ 6,411.00	\$ 6,411.00	\$ 6,780.00
Revenue from Other C.A. Lands	\$ 41,567.50	\$ 56,134.87	\$ 14,567.37	\$ 22,148.88
Other Revenue	\$ 500.00	\$ 500.00	\$ -	\$ 500.00
Contract Services	\$ 1,500.00	\$ 775.78	\$ (724.22)	\$ 1,769.29
Vehicle & Equipment Rental Recoveries	\$ 39,988.89	\$ 26,177.34	\$ (13,811.55)	\$ 30,158.05
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	\$ 1,423,186.94	\$ (290,276.89)	\$ 1,564,802.79

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	\$ 1,820.00	\$ (2,180.00)
EESS ELP Sponsorships	\$ 4,600.00	\$ -	\$ (4,600.00)
Commemorative Forest	\$ 300.00	\$ 1,080.00	\$ 780.00
Maple Syrup Program	\$ 3,500.00	\$ 800.00	\$ (2,700.00)
Springwater Forest Trails	\$ 10,000.00	\$ 17,685.08	\$ 7,685.08
Archie Coulter C.A. Trails	\$ 1,000.00	\$ 2,517.00	\$ 1,517.00
YNHA	\$ 1,000.00	\$ 2,450.80	\$ 1,450.80
Special Projects	\$ -	\$ 6,080.00	\$ 6,080.00
Springwater C.A. Visitor Centre	\$ -	\$ 1,470.00	\$ 1,470.00
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	\$ 88,852.88	\$ 60,077.88

SUMMARY OF EXPENDITURES

for the period ending October 31, 2021

	2021 Budget	2021 To Date	Difference	2020 To Date
ADMINISTRATION				
A-1 Wages & Benefits	\$ 84,571.91	\$ 68,991.88	\$ 15,580.03	\$ 91,015.27
A-2 Travel Exp. & Allow.	\$ 7,400.00	\$ 598.72	\$ 6,801.28	\$ 670.99
A-3 Equip. Purchase & Rental	\$ 3,151.40	\$ 4,434.61	\$ (1,283.21)	\$ 6,737.28
A-4 Materials & Supplies	\$ 4,250.00	\$ 823.64	\$ 3,426.36	\$ 2,688.09
A-5 Rent & Utilities	\$ 3,330.00	\$ 1,930.24	\$ 1,399.76	\$ 2,185.36
A-6 General Expenses	\$ 38,492.11	\$ 47,274.99	\$ (8,782.88)	\$ 36,720.24
TOTAL	\$ 141,195.42	\$ 124,054.08	\$ 17,141.34	\$ 140,017.23
FLOOD FORECASTING & WARNING				
F4-2 Flood Control Structures	\$ 14,136.13	\$ 11,598.67	\$ 2,537.46	\$ 14,636.55
F4-4 Flood Forecasting & Warning	\$ 206,711.66	\$ 171,174.57	\$ 35,537.09	\$ 155,095.55
F4-5 Ice Management	\$ 30,468.65	\$ 28,876.36	\$ 1,592.29	\$ 31,860.36
F4-6 Plan Input	\$ 46,769.00	\$ 38,764.21	\$ 8,004.79	\$ 34,251.99
F4-71 Watershed Planning	\$ 5,904.03	\$ 4,822.01	\$ 1,082.02	\$ 4,799.90
F4-72 Technical Studies (GIS)	\$ 15,042.70	\$ 13,426.65	\$ 1,616.05	\$ 13,312.89
F4-8 Legal Costs	\$ -	\$ 175.50	\$ (175.50)	\$ 351.07
TOTAL	\$ 319,032.17	\$ 268,837.97	\$ 50,194.20	\$ 254,308.31
OTHER PROGRAM AREAS				
B-1 Information & Education	\$ 44,914.85	\$ 33,701.76	\$ 11,213.09	\$ 22,707.95
E-1 Extension Services - Tree Planting	\$ 17,276.71	\$ 18,625.12	\$ (1,348.41)	\$ 15,098.00
E-1 Extension Services - Woodlot Management	\$ 2,852.01	\$ 2,486.11	\$ 365.90	\$ 2,744.42
E-1 Extension Services - Watershed Stewardship	\$ 14,507.30	\$ 14,694.64	\$ (187.34)	\$ 19,713.76
E4-1 Fish & Wildlife Habitat	\$ -	\$ -	\$ -	\$ -
Water Management Programs	\$ 15,660.32	\$ 5,308.75	\$ 10,351.57	\$ 8,638.75
Community Forest	\$ -	\$ -	\$ -	\$ 162.82
	\$ 95,211.19	\$ 74,816.38	\$ 20,394.81	\$ 69,065.70
CAPITAL & SPECIAL PROJECTS				
Springwater C.A. Development	\$ 381,000.00	\$ 196,282.25	\$ 184,717.75	\$ 58,517.79
Special Projects	\$ 25,744.83	\$ 13,649.00	\$ 12,095.83	\$ 2,086.19
Contract Services	\$ -	\$ 320.04	\$ (320.04)	\$ 1,159.91
TOTAL	\$ 406,744.83	\$ 210,251.29	\$ 196,493.54	\$ 61,763.89
CONSERVATION AUTHORITY LANDS				
Springwater Operation & Maint	\$ 605,181.33	\$ 508,311.98	\$ 96,869.35	\$ 461,403.29
Vehicle & Equipment Pool Exp.	\$ 78,393.89	\$ 66,023.10	\$ 12,370.79	\$ 20,344.98
Maple Syrup	\$ 12,137.50	\$ 11,755.17	\$ 382.33	\$ 36,833.81
Other C.A. Lands	\$ 55,567.50	\$ 63,310.49	\$ (7,742.99)	\$ 36,075.43
TOTAL	\$ 751,280.22	\$ 649,400.74	\$ 101,879.48	\$ 554,657.51
APPROPRIATION TO GENERAL RESERVES	\$ -	\$ -	\$ -	\$ -
APPROPRIATION TO SPECIAL RESERVES	\$ -	\$ -	\$ -	\$ -
GRAND TOTAL	\$ 1,713,463.83	\$ 1,327,360.46	\$ 386,103.37	\$ 1,079,812.64

Susan Simmons

Susan Simmons,
Financial Services Coordinator

REPORT FA 43 / 2021 : TO THE FULL AUTHORITY

FROM: Susan Simmons, Financial Services Coordinator
SUBJECT: Accounts Paid
DATE: October 27, 2021

VENDOR	CHQ #	TOTAL	EXPLANATION
payroll items (30872-30874)			
Bell Canada	Cash	88.04	gauge
CIBC Visa	Cash	1,781.36	meeting expenses, office supplies, POO badge
Waste Connections of Canada Inc.	Cash	2,216.80	campground maintenance
Al Jewell Perfect Signs Ltd.	30875	4,339.20	Springwater C.A. Development - Maple Pavilion
Aylmer Tire	30876	55.68	equipment maintenance
Checkers Cleaning Supply	30877	217.86	campground supplies
Dowler Karn Propane Ltd.	30878	3,094.25	vehicle fuel
Glenbriar Bottled Water Co. Ltd.	30879	22.49	water cooler service
Integrity IT Services	30880	181.93	computer network support
Ministry of Finance	30881	1,589.67	SWOOP Orthophotography
Sciensational Sssnakes!!	30882	678.00	ELP - MarshQuest
VIP Sportswear	30883	108.48	ELP - MarshQuest
Eastlink	Cash	1,036.57	phone, fax line, internet, gauges
Telus Mobility	Cash	203.07	mobile phones
Langs Contracting	30884	15,000.00	Springwater C.A. Development - Maple Pavilion
payroll item	30885		
Hydro One	Cash	7,234.21	campground and gauge
Hydro One	Cash	397.97	day use area and schoolhouse
Al Jewell Perfect Signs Ltd.	30886	1,062.20	Springwater C.A. Development - Art Trail
Baseline Nurseries & Garden Centre	30887	6,675.48	GLLAF at ACCA
Canon Canada Inc.	30888	582.57	photocopier maintenance
County of Elgin	30889	113.00	advertising (membership) for Springwater C.A.
VOID	30890		
Daves Auto Glass & Accessories	30891	352.56	vehicle maintenance
Delta Power Equipment Ltd.	30892	1,690.98	equipment maintenance
Erie Excavating & Liquid Waste Removal Limited	30893	1,525.50	campground maintenance
Form & Build Supply Inc.	30894	885.02	watershed stewardship - NSCSI
Francotyp-Postalia Canada	30895	67.80	postage metre rental
Glenbriar Bottled Water Co. Ltd.	30896	39.54	water cooler service
H. Broer Equipment Sales & Service Inc.	30897	68.18	equipment maintenance
Integrity IT Services	30898	161.03	computer network support
J.J. MacKay Canada Limited	30899	7.91	mobile pay system service charges
Kelley, Charles	30900	50.00	seasonal refundable site cleaning deposit
L.S. Putnam & Son	30901	169.50	campground maintenance
MaCaulay, Richard	30902	75.00	seasonal refundable site cleaning deposit
Mission Management Information Systems Inc.	30903	615.85	Astra reservation software annual support plan
VOID	30904		
R Safety	30905	85.38	campground supplies
RMB Communication Systems	30906	351.88	security system - annual support plan
Secord Home Building Centre	30907	128.82	watershed stewardship - NSCSI
St. Thomas-Elgin Public Art Centre	30908	12,500.00	Springwater C.A. Development - Art Trail
Crossett, Shaun	30909	75.00	seasonal refundable site cleaning deposit
Duff's Garage	30910	33.90	vehicle maintenance
CBSC Capital Inc.	Cash	701.54	photocopier rental
Bell Canada	Cash	88.04	gauge
Waste Connections of Canada Inc.	Cash	2,047.57	campground maintenance
payroll item	30911		
De Lage Landen Financial Services Canada Inc.	Cash	111.87	postage metre rental

REPORT FA 43 / 2021 : TO THE FULL AUTHORITY

FROM: Susan Simmons, Financial Services Coordinator
SUBJECT: Accounts Paid
DATE: October 27, 2021

VENDOR	CHQ #	TOTAL	EXPLANATION
Kettle Creek Conservation Authority	30912	3,150.58	consulting fees
Arnold, Heather	30913	465.00	GLLAF at ACCA
Belmont Farm Supply	30914	246.75	watershed stewardship - NSCSI
Checkers Cleaning Supply	30915	46.27	campground supplies
County of Elgin	30916	5,508.75	legal fees
Glenbriar Bottled Water Co. Ltd.	30917	22.49	water cooler service
Hoskin Scientific Limited	30918	149.16	water quality monitoring (PGMN)
Howey Line Forestry Inc.	30919	7,390.20	firewood for resale
Integrity IT Services	30920	1,430.58	computer network support & pc purchase
J.J. MacKay Canada Limited	30921	12.26	mobile pay system service charges
Universal Field Supplies	30922	411.09	GLLAF at ACCA
Yarmouth Group Inc. (The)	30923	1,708.51	ELP - equipment maintenance
Elgin Feeds Ltd.	30924	123.94	GLLAF at ACCA
Telus Mobility	Cash	239.57	mobile phones
		<u>\$ 89,416.85</u>	

RECOMMENDATION:

THAT, Accounts Paid totalling \$89,416.85 , be approved as presented in Report FA 43 / 2021.



Susan Simmons,
Financial Services Coordinator

REPORT FA 44 / 2021 : To The Full Authority

FROM: Dusty Underhill, Acting General Manager/Secretary-Treasurer
SUBJECT: Conservation Authorities Act Transition Work Plan
DATE: November 10, 2020

Purpose:

To approve the mandatory Transition Plan in accordance with Regulation 687/21 (3) of the Conservation Authorities Act.

Discussion:

Through the recently proclaimed subsection of the Conservation Authorities Act, many changes have been enacted which will affect the provision of conservation authority programs and services.

Regulation 687/ 21 (3) states that every authority shall, on or before December 31, 2021:

- (a) develop a Transition Plan that includes a timeline for the authority to meet the requirements for the first and second phases of the transition period, as set out in this Regulation;
- (b) send a copy of the Transition Plan to each participating municipality in the Authority's area of jurisdiction and to the Ministry; and
- (c) publish a copy of the Transition Plan on the Authority's website or make the Transition Plan available to the public by such other means as the Authority considers advisable.

The Catfish Creek Conservation Authority (CCCA) has created a Transition Plan to circulate to participating municipalities to meet the mandatory requirements of Regulation 687/ 21(3). The plan includes timelines for developing and delivering required inventories and agreements. The plan, after being adopted by the Board, will be sent to participating municipalities, the Ministry of the Environment, Conservation and Parks (MECP) and posted on the CA website or made public knowledge by other means by December 31st, 2021.

Recommendation:

THAT the Catfish Creek Conservation Authority Transition Plan be approved as presented; and further,

THAT the Transition Plan be circulated to Member Municipalities, the Ministry of the Environment, Conservation and Parks (MECP), and posted on the CCCA website or made public knowledge by other means by December 31, 2021.



Dusty Underhill
Acting General Manager/ Secretary-Treasurer



Catfish Creek Conservation Authority Transition Plan

Regulation 687/21

The negotiations (if applicable) will be undertaken upon the circulation of the inventory in February of 2022. Cost apportioning and MOU's regulation

CCCA will also be working with neighbouring Conservation Authorities where applicable, to assure the needs of our mutual municipal partners are met.

Quarterly progress reports will also be submitted to the MECP from the CCCA and are as outlined below:

Timeline Summary Chart

Deliverable	Due Date	Timeline
Outgoing letter to municipalities		Week of Nov. 22, 2021, following board approval
Create Transition Plan	Dec. 31, 2021	Oct. 25, 2021 to Nov. 10, 2021
Obtain Board approval of Transition Plan	Nov. 19, 2021	
Make it Public	Dec. 31, 2021	
Create Programs and Services Inventory		Feb 2022
Circulate to Municipalities and MECP	Feb. 28, 2022	
Communications and Cost Apportioning Negotiations with Municipalities		Nov. 19, 2021 to Sept. 30, 2023
Consultation with neighbouring CA's		Nov. 19, 2021 to Nov. 1 2023
Execute Municipal Agreements	January 1, 2024	Sept./ Oct. 2023
Quarterly Reports to MECP as required by Regulation 687/21	July 1, 2022	
	Oct 1, 2022	
	Jan 1, 2023	
	April 1, 2023	
	July 1, 2023	
	Oct. 1, 2023	
Request for Extension of Transition Date	Oct. 1, 2023 (if required)	
Final Report	Jan. 30, 2024	

Notes: Dates are based on current regulation. Timeline may be influenced by the issuance of new related regulations.

REPORT FA 45 / 2021: To The Full Authority

FROM: Dusty Underhill, Acting General Manager/ Secretary - Treasurer
SUBJECT: Christmas Office Closure
DATE: November 10, 2021

Purpose:

For members to approve a Christmas Office closure.

Discussion:

Historically, the CCCA has closed the Administration Centre over the Christmas Holidays (except for emergency response). The dates this year run from Thursday, December 23, 2021, at 4:30 pm, to re-open on Tuesday, January 4th, 2021, at 8:30 am.

As per PR No 9 (3) and (5), staff are provided 2 paid vacation days over the Christmas Holidays. (Half Day December 24, Full Day December 30, Half Day December 31). Staff typically use vacation time and/or overtime credits to cover any days not covered in the Personnel Policy.

Recommendation:

THAT, the Christmas Office closure schedule be approved as presented; AND
FURTHER,

THAT, staff use vacation time and/or overtime credits to cover any days not covered in the Personnel Policy.



Dusty Underhill
Acting General Manager/ Secretary-Treasurer

**Catfish Creek Conservation Authority
Correspondence Register – October 1 – 31, 2021**

Date	Type	Agency	Topic
October 1	Email	Ministry of Environment, Conservation and Parks	Dates for PWQMN regional meetings
October 1	Email	Ministry of Environment, Conservation and Parks	PGMN Fall Sampling and Training Date for CCCA
October 1	Email/ Respond	Lake Erie Regional Management Committee	Regional Meetings
October	Email/ Respond	Ontario Ministry of Northern Development, Mines, Natural Resources and Forestry	S.39 TP Grants 2021-2022 In-Year Reporting
October 4	Email	Conservation Ontario	Update on Implementation of Client-Centric Checklist (CCCA)
October 4	Email/ Respond	Maitland Valley CA	Next Meeting Southwestern ON GM Meeting
October 4	Email	Conservation Ontario	Updates to the Section 28 CA Act Hearing Guidelines
October 5	Email/ Respond	Alternative Land Use Strategy	Integrated Modelling MOU
October 5	Email	Conservation Ontario	Update on Conservation Ontario's Client Service and Streamlining Initiative
October 5	Email/ Respond	Lake Erie Regional Management Committee	Lake Erie Region Source Protection Committee Meeting
October 5	Email	Central Elgin	Stakeholder Workshop Invitation
October 6	Email	Long Point Region Conservation Authority	Application of Two-Zone Flood Plains
October 6	Email	Conservation Ontario	Conservation Authorities Act Regulations
October 7	Email	Ministry of Environment, Conservation and Parks	Regulations under the Conservation Authorities Act
October 8	Email	Conservation Ontario	UPDATE and ACTION Requested: \$9 Million Nature Smart Climate Solutions Funding - Your work plans and CO_ECCC Contribution Agreement

October 8	Email	Conservation Ontario	Phase 1 Regulations for the Conservation Authorities Act Are Finalized by the Province
October 8	Email	Kettle Creek CA	Watershed Conditions Statement
October 12	Email/ Respond	Conservation Ontario	Chair's Listening Session - Phase 1 Conservation Authorities Act Regulations
October 12	Email	Conservation Ontario	Slides from Oct 12th GM meeting re: CAA Phase 1 Regulations
October 13	Email	Conservation Ontario	Final CO Guidance - Implementation of Transition Plans and Agreements Regulation
October 13	Email	Ontario Ministry of Northern Development, Mines, Natural Resources and Forestry	Provincial Watershed Conditions Statement for Southern Ontario - Issued Oct 13, 2021 3:30 PM

October 14	Email/ Respond	Township of Malahide	Draft PRMP for public input
October 14	Email	Upper Thames River Conservation Authority	UTRCA Watershed Conditions Statement - Flood Outlook (Oct 14, 2021) - to CA and MNDNRF contacts
October 15	Email	Conservation Ontario	Comments Requested: Proposed Additional Delegation of Planning Decisions (ERO#019-4419)
October 15	Email	Conservation Ontario	St. Clair Region Conservation Authority Announces New General Manager
October 19	Email and CCCA Reply	Ontario Ministry of Northern Development, Mines, Natural Resources and Forestry	Ontario Low Water Response - October 2021 Mid-Month Product
October 19	Email	Ontario Ministry of Northern Development, Mines, Natural Resources and Forestry	Flood Forecasting and Warning Tools - Partner Engagement
October 19	Email	Township of Malahide	RE: Draft PRMP for public input
October 19	Email	Upper Thames River CA	UTRCA Unofficial Watershed Boundary
October 19	Email/ Respond	Grey Sauble CA	Damn Dams
October 20	Email	Susan Simmons	RE: Invoice 21635 from R.M.B. Communication Systems
October 20	Email	Susan Simmons	FW: Your Career Launcher budget has been approved
October 21	Email	Royal Bank of Canada	Replay: Investment Management & Due Diligence for Non-Profits and Foundations
October 21	Email	Grand River CA	Lake Erie Region Management Committee Meeting Agenda Package, October 25, 2021
October 22	Email	Watson & Associates	Ontario Regulations 686/21 and 687/21 - Insights from Watson & Associates Economists Ltd.
October 25	Email/ Respond	Long Point Region CA	Per-diems and Mileage
October 25	Email		Provincial Flood Watch issued for Southern Ontario by the Surface Water Monitoring Centre Forestry on October 24th, 2021 at 10:00 a.m.
October 24	Email	Upper Thames River CA	Watershed Conditions Statement - Flood Outlook
October 24	Email	Kettle Creek CA	News Release: Lake Erie Shoreline Flood Outlook Extended
October 25	Email/ Respond	Grand River CA	Dam Owner Survey
October 25	Email/ Respond	Ontario Ministry of Northern Development, Mines, Natural Resources and Forestry	FW: Shoreline Tiles
October 25	Email	Grand River CA	Input to SPC Chair/CSPB Director 1 on 1 discussion
October 26	Email	Grand River CA	Final LERMC Terms of Reference
October 27	Email	Susan Simmons	FW: Your candidate for the Career Launcher program has been approved

October 27	Email	Ontario Ministry of Northern Development, Mines, Natural Resources and Forestry	RE: CA S.39 TP 2021-22 In-Year Progress Report - DUE November 1, 2021
October 27	Email	Steelway Building Systems	Steelway Building Systems - 75765 - Catfish Creek - Stage Project - Low & High Eave Trim Detail
October 28	Email/ Respond	Ontario Financial Services	Separate Remittance Advice: paper document number - 35398
October 29	Email	Valard	RE: Bat Habitat Restoration Project
October 29	Email	Kettle Creek CA	RE: Transition Plan,

Ministry of the Environment,
Conservation and Parks

Conservation and Source
Protection Branch

14th Floor
40 St. Clair Ave. West
Toronto ON M4V 1M2

Ministère de l'Environnement, de la
Protection de la nature et des Parcs

Direction de la protection de la nature et
des sources

14^e étage
40, avenue St. Clair Ouest
Toronto (Ontario) M4V 1M2



November 4, 2021

Dear Conservation Authority General Managers and Chief Administrative Officers,

Re: Per Diems for Members of Conservation Authorities

As you know, changes made to the *Conservation Authorities Act* in 2020 (subsection 14(4)) enable the Minister to appoint a member from the agricultural sector to each conservation authority. We recognize the importance of enabling the perspectives of the agricultural sector to be included in conservation authority governance and decision making.

The Ministry is taking steps to consider the best way to move forward with these appointments. This includes undertaking analysis to help inform the ministry in making decisions around potential per diems for any agricultural sector representatives that may be appointed.

To support gathering the necessary information for this analysis, the ministry is requesting you provide information related to the following:

1. Does your conservation authority currently pay a per diem rate to members?
2. If the answer to question 1 is yes, what is the per diem rate paid to members and how was it determined? Please differentiate between any rates paid to the chair vs the vice-chair vs other members.
3. If the answer to question 1 is yes, do you pay a partial per diem rate if the member is working on a project outside of meetings? Please describe.
4. If the answer to question 3 is yes, are there any cases where members are compensated differently (not including chair/vice-chair)? If yes, please explain.
5. Does your conservation authority currently provide reimbursement for work related expenses for members? Please define what the eligible expenses are.
6. Does your conservation authority currently provide indemnity coverage for members?
7. What is the approximate number of days your conservation authority members submit expenses for per year, including number of meetings per year and any preparation time they are compensated for?

We have provided an xls sheet for you to input this information into. Please provide your feedback by responding to this letter by **November 18, 2021**.

Thank you in advance for your assistance in this matter. I look forward to continuing to work with you to ensure conservation authorities are in the best position to deliver on their core mandate.

If you have any questions please reach out to the ministry at ca.office@ontario.ca.

Sincerely,

A handwritten signature in dark ink, appearing to read 'KAC', is positioned above the printed name.

Kirsten Corrigan
Director, Conservation and Source Protection Branch



October 5th, 2021

The Honourable Greg Rickford
Minister of Northern Development, Mines, Natural Resources and Forestry
Whitney Block
99 Wellesley Street West
Toronto, ON M7A 1W3

Re: Update on Conservation Ontario's Client Service and Streamlining Initiative

Dear Minister Rickford:

I am writing today to provide information regarding the Conservation Ontario Client Service and Streamlining Initiative. The Initiative received endorsement in April 2019 from Conservation Ontario Council, along with individual resolutions of support from all 36 of Ontario's conservation authorities. The Initiative was created to support actions outlined in the provincial *Housing Supply Action Plan*, and identifies a number of actions to improve CA client service and accountability, increase speed of approvals and reduce red tape and regulatory burden. The Initiative is intended to help the Province address the lack of housing supply, while at the same time not jeopardizing public health and safety or the environment in the process. To date, Conservation Ontario has developed a range of guidance documents and tools for CA planning and regulations programs to ensure a consistent level of service and accountability. Additional details on actions completed to date are in the attached bulletin.

To maximize the impact of the Initiative, Conservation Ontario prioritized working with 14 CAs in high-growth areas of the Province to provide publicly accessible client-centric CA review and approval process checklists and to track and report on permit timeliness. These checklists, designed to increase transparency of process and client accountability were available on the high-growth CAs' websites by November 2020. At the same time, these CAs tracked S. 28 permit timeliness in 2020 issuing a total of 6652 permits, representing over 62% of the total CA permits issued across the Province. Per the attached bulletin, the high-growth CAs were highly successful in issuing permits within both the provincial and more challenging CO best practice timelines. When these timelines were not met, variances were often minor in nature (i.e. less than five days).

I understand that one of the Government's concerns relates to the need for applications for S. 28 permits to be addressed in a timely manner. Although the last 18 months have presented challenges as a result of the COVID-19 pandemic, we are proud of the track record of our high-growth CAs with regard to permit review and approval processes. As Ontario continues work to emerge from the COVID-19 pandemic and continues on the Roadmap to Reopen, we understand that this is an opportune time to heighten our commitment to positive client service practices.

In summary, conservation authorities are collectively committed to working in collaboration with our member municipalities and the building and development industry to support the Province's objective to

increase housing supply, while protecting public health and safety, and, the environment. I would request a meeting with you to further discuss this positive ongoing work and how Conservation Ontario can be of further assistance.

Should there be any questions or the need for additional information, please contact Kim Gavine, General Manager of Conservation Ontario, at 905-251-3268 or kgavine@conservationontario.ca.

Sincerely,

A handwritten signature in dark ink, appearing to read 'Andy Mitchell', with a stylized, cursive script.

Andy Mitchell
Chair, Conservation Ontario

c.c. Kim Gavine, General Manager, Conservation Ontario
All Conservation Authority GMs/CAOs



October 5th, 2021

The Honourable Doug Ford
Premier of Ontario
Room 281, Legislative Building
Queen's Park
Toronto, ON M7A 1A1

Re: Update on Conservation Ontario's Client Service and Streamlining Initiative

Dear Premier Ford:

I am writing today to provide information regarding the Conservation Ontario Client Service and Streamlining Initiative. The Initiative received endorsement in April 2019 from Conservation Ontario Council, along with individual resolutions of support from all 36 of Ontario's conservation authorities. The Initiative was created to support actions outlined in the provincial *Housing Supply Action Plan*, and identifies a number of actions to improve CA client service and accountability, increase speed of approvals and reduce red tape and regulatory burden. The Initiative is intended to help the Province address the lack of housing supply, while at the same time not jeopardizing public health and safety or the environment in the process. To date, Conservation Ontario has developed a range of guidance documents and tools for CA planning and regulations programs to ensure a consistent level of service and accountability. Additional details on actions completed to date are in the attached bulletin.

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Sincerely,

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Andy Mitchell
Chair, Conservation Ontario

c.c. Kim Gavine, General Manager, Conservation Ontario
All Conservation Authority GMs/CAOs



October 5th, 2021

The Honourable Steve Clark
Minister of Municipal Affairs and Housing
College Park
777 Bay St., 17th Floor
Toronto, ON M7A 2J3

Re: Update on Conservation Ontario's Client Service and Streamlining Initiative

Dear Minister Clark:

I am writing today to provide information regarding the Conservation Ontario Client Service and Streamlining Initiative. The Initiative received endorsement in April 2019 from Conservation Ontario Council, along with individual resolutions of support from all 36 of Ontario's conservation authorities. The Initiative was created to support actions outlined in the provincial *Housing Supply Action Plan*, and identifies a number of actions to improve CA client service and accountability, increase speed of approvals and reduce red tape and regulatory burden. The Initiative is intended to help the Province address the lack of housing supply, while at the same time not jeopardizing public health and safety or the environment in the process. To date, Conservation Ontario has developed a range of guidance documents and tools for CA planning and regulations programs to ensure a consistent level of service and accountability. Additional details on actions completed to date are in the attached bulletin.

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In summary, conservation authorities are collectively committed to working in collaboration with our member municipalities and the building and development industry to support the Province's objective to

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Sincerely,

A handwritten signature in dark ink, appearing to read 'Andy Mitchell', with a stylized, cursive script.

Andy Mitchell
Chair, Conservation Ontario

c.c. Kim Gavine, General Manager, Conservation Ontario
All Conservation Authority GMs/CAOs



November 5th, 2021

Public Input Coordinator
Ministry of Environment, Conservation and Parks
Species at Risk Branch
300 Water Street
5th Floor, North Tower
Peterborough ON
K9J 8M5

Re: Conservation Ontario's comments on "Minister's Order for temporary suspension of protection upon the listing of Black Ash under the Endangered Species Act" (ERO#019-4278) and "Amendments to Ontario Regulation 242/08 (General Regulation – Endangered Species Act, 2007) relating to upcoming changes to the Species at Risk in Ontario List" (ERO#019-4280)

Dear Public Input Coordinator:

Thank you for the opportunity to provide comments on the two above referenced proposals. Conservation Ontario is the network of Ontario's 36 conservation authorities (CAs). These comments are not intended to limit consideration of comments shared individually by CAs through this review and consultation process.

Conservation authorities are local watershed management agencies that deliver programs and services that protect and manage water and other natural resources in partnership with government, landowners and other organizations. Through these partnerships, CAs deliver a number of programs and services that help protect species at risk (SAR) and their habitats within CA watershed jurisdictions. Programs and services offered through agreement with municipalities include natural heritage system planning (e.g., restoration, enhancement and protection), climate change mitigation and adaptation, and, stewardship and outreach programs. As the Province's second-largest landowners, CAs protect and manage a considerable amount of habitat that supports SAR. In addition to these owned and managed lands, CAs' watershed science and monitoring programs collect up-to-date information which supports the integrity of these landholdings which also benefit SAR protection and recovery.

Within the context referenced above, Conservation Ontario offers the following general comments on the proposal to temporarily suspend protection of the Black Ash as well as proposed amendments made to the general regulation under the *Endangered Species Act*.

Minister's Order for temporary suspension of protection upon the listing of Black Ash under the Endangered Species Act

It is understood that a Minister's regulation is proposed which would temporarily pause the protections for Black Ash under the *Endangered Species Act* for two years from the time it is added to the Species at

Risk in Ontario List. This temporary pause would allow the Ministry time to gather relevant information to better understand the threats to Black Ash trees and the best way to recover the species.

Conservation Ontario has no objections to the proposed temporary suspension for Black Ash, however, additional clarity is requested as to why this suspension is required, given that the Ministry will be completing the recovery strategy for this species by January 27, 2023. Under the *Endangered Species Act*, recovery strategies are prepared for each species that is listed to the Species at Risk in Ontario List as an endangered or threatened species. Recovery strategies must include: an identification of the habitat needs of the species, **a description of the threats to the survival and recovery of the species, and advice and recommendations to the Minister with respect to the protection and recovery of the species.** As such, the analysis of threats and recommendations for recovery would be completed through the recovery planning process by January 27, 2023, so it is unclear at this time why the suspension period would need to extend to January 27, 2024.

While it is acknowledged that the Ministry is proposing that “proponents will not need to seek authorizations for activities that impact Black Ash and its habitat” it should be acknowledged that other authorizations may still apply. Black Ash is predominantly a wetland species, found in swamps, floodplains and fens. Activities in these areas may be regulated under Section 28 of the *Conservation Authorities Act*, and as such, proponents should contact the local Conservation Authority (if applicable) to inquire about any permissions which may be required prior to undertaking works.

Lastly, Conservation Ontario notes that a potentially helpful outcome of the temporary suspension period would be the development of supplemental guidance and/or protocols for assessing the health of Black Ash, similar to that which exists for Butternut in Ontario. This supplemental guidance could include protocols for assessing the health of Black Ash, particularly with regard to the severe threat posed by the Emerald Ash Borer.

Amendments to Ontario Regulation 242/08 (General Regulation – Endangered Species Act, 2007)
relating to upcoming changes to the Species at Risk in Ontario List

It is understood that, under the current framework, the Committee on the Status of Species at Risk in Ontario (COSSARO) provides an annual report to the Minister, which includes the assessment and, if necessary, reclassification of species at risk in Ontario (e.g., classified as extirpated, endangered, threatened or special concern). With the receipt of this report, the Species at Risk in Ontario (SARO) List must be updated within one year’s time to reflect any new classifications. Once a species is listed to the SARO List, the *Endangered Species Act*, including prohibitions against harming species and their habitats, come into effect. The Ministry is proposing to amend section 0.1 of O. Reg. 242/08 (General) under the *Endangered Species Act*, so that the regulation would apply to all species listed to the SARO List as of January 2022. As a result, all conditional exemptions under the General Regulation would be available to proponents, with select exclusions as noted in the Environmental Registry proposal. It is understood that conditional exemptions are used to streamline approvals for routine activities that have common mitigation actions which protect the species.

Conservation Ontario has no objections to the Ministry’s proposed amendments to the general regulation, including the proposed exclusions from select conditional exemptions for some newly-listed species. It is understood that despite the conditional exemptions, activities undertaken through sections 23.4 – 23.20 of O. Reg. 242/08 (General) would require a person or entity to register the activity with the Ministry by submitting a notice of activity form through the online registry, and that all activities will

be planned to minimize the adverse effects of the activity on the species and its habitat.

Thank you for the opportunity to review and provide comments on the "Minister's Order for temporary suspension of protection upon the listing of Black Ash under the Endangered Species Act" (ERO#019-4278) and "Amendments to Ontario Regulation 242/08 (General Regulation – Endangered Species Act, 2007) relating to upcoming changes to the Species at Risk in Ontario List" (ERO#019-4280). Should you have any questions about this letter please feel free to contact myself at extension 229.

Sincerely,

A handwritten signature in black ink that reads "Nicholas Fischer". The signature is written in a cursive, flowing style.

Nicholas Fischer
Policy and Planning Officer

c.c. All CA CAOs/GMs



October 5th, 2021

The Honourable David Piccini
Minister of Environment, Conservation and Parks
College Park
777 Bay St., 5th Floor
Toronto, ON M7A 2J3

Re: Update on Conservation Ontario's Client Service and Streamlining Initiative

Dear Minister Piccini:

Thank you for the opportunity to meet with you on August 24th to discuss the Phase 1 regulations under the *Conservation Authorities Act* and other items of interest. Conservation Ontario is highly appreciative of your ongoing support of the Minister's Conservation Authorities' Working Group.

I am writing today to provide information regarding the Conservation Ontario Client Service and Streamlining Initiative. The Initiative received endorsement in April 2019 from Conservation Ontario Council, along with individual resolutions of support from all 36 of Ontario's conservation authorities. The Initiative was created to support actions outlined in the provincial *Housing Supply Action Plan*, and identifies a number of actions to improve CA client service and accountability, increase speed of approvals and reduce red tape and regulatory burden. The Initiative is intended to help the Province address the lack of housing supply, while at the same time not jeopardizing public health and safety or the environment in the process. To date, Conservation Ontario has developed a range of guidance documents and tools for CA planning and regulations programs to ensure a consistent level of service and accountability. Additional details on actions completed to date are in the attached bulletin.

To maximize the impact of the Initiative, Conservation Ontario prioritized working with 14 CAs in high-growth areas of the Province to provide publicly accessible client-centric CA review and approval process checklists and to track and report on permit timeliness. These checklists, designed to increase transparency of process and client accountability were available on the high-growth CAs' websites by November 2020. At the same time, these CAs tracked S. 28 permit timeliness in 2020 issuing a total of 6652 permits, representing over 62% of the total CA permits issued across the Province. Per the attached bulletin, the high-growth CAs were highly successful in issuing permits within both the provincial and more challenging CO best practice timelines. When these timelines were not met, variances were often minor in nature (i.e., less than five days).

I understand that one of the Government's concerns relates to the need for applications for S. 28 permits to be addressed in a timely manner. Although the last 18 months have presented challenges as a result of the COVID-19 pandemic, we are proud of the track record of our high-growth CAs with regard to permit review and approval processes. As Ontario continues work to emerge from the COVID-19

pandemic and continues on the Roadmap to Reopen, we understand that this is an opportune time to heighten our commitment to positive client service practices.

In summary, conservation authorities are collectively committed to working in collaboration with our member municipalities and the building and development industry to support the Province's objective to increase housing supply, while protecting public health and safety, and, the environment.

Should there be any questions or the need for additional information, please contact Kim Gavine, General Manager of Conservation Ontario, at 905-251-3268 or kgavine@conservationontario.ca.

Sincerely,

A handwritten signature in dark ink, appearing to read 'Andy Mitchell', with a stylized, cursive script.

Andy Mitchell
Chair, Conservation Ontario

c.c. Kim Gavine, General Manager, Conservation Ontario
All Conservation Authority GMs/CAOs