

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

Thursday, March 10th, 2022

Meeting #02/2022

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

PRESENT:

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

STAFF:

Dusty Underhill	General Manager / Secretary-Treasurer
Susan Simmons	Financial Services Coordinator
Tony Difazio	Resource Planning Coordinator
Peter Dragunas	Water Management Technician

ABSENT:

Gerrit Kremers	Conservation Areas Supervisor
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OTHERS PRESENT:

Rob Perry	Aylmer Express, Reporter
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WELCOME / CALL TO ORDER:

Chairperson Baldwin-Sands welcomed everyone and called the meeting to order at (10:00 a.m.). Member Oslach provided an update on the lifting of provincial restrictions surrounding COVID-19.

ADOPTION OF AGENDA:

<u>Motion # 12/2022</u>	P. Buchner	A. Oslach	CARRIED
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THAT, the Agenda for the March 10th, 2022, Full Authority meeting be adopted as circulated.

DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF:

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

DISCLOSURE OF INTENTION TO AUDIO / VIDEO RECORD MEETING:

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

ADOPTION OF MINUTES:

Motion # 13/2022 R. Cerna P. Buchner CARRIED

THAT, the Minutes of Full Authority Meeting # 01/2022 (February 17, 2022), be accepted as circulated.

Motion # 14/2022 A. Oslach P. Buchner CARRIED

THAT, the Minutes of Health and Safety Committee Meeting #02/2022 (February 11, 2022), 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 01/2022 – Monthly Staff Reports, was presented, discussed, and resolved.

A lengthy discussion took place surrounding the flood incident in Port Bruce in February.

Motion # 15/2022 S. Martyn A. Oslach CARRIED

THAT, Staff Reports for the months of January and February, 2022, be noted and filed.

Report FA 02/2022 – January Summary of Revenue and Expenditures, was presented, discussed, and resolved.

Motion # 16/2022 P. Buchner R. Cerna CARRIED

THAT, Report FA 02/2022, be noted and filed.

Report FA 03/2022 – February Summary of Revenue and Expenditures, was presented, discussed, and resolved.

Motion # 17/2022 A. Oslach P. Buchner CARRIED

THAT, Report FA 03/2022, be noted and filed.

Report FA 04/2022 – Accounts Paid, was presented, discussed, and resolved.

Motion # 18/2022 R. Cerna A. Oslach CARRIED

THAT, Accounts Paid totaling \$177,596.94, be approved as presented in Report FA 04/2022.

Report FA 05/2022 - 2022 Final Budget and Levy, was presented, discussed, and resolved.

Motion # 19/2022 P. Buchner A. Oslach CARRIED

THAT, the 2022 Catfish Creek Conservation Authority budget document totaling \$1,458,401.05, be adopted as presented; and further,

THAT, the 2022 Municipal General Levy in the amount of \$372,421.82, and the Special Plan Review Levy in the amount of \$8,250.00, be approved as presented.

Member's Name	Municipality	CVA Apportionment %	Yes or No
Rick Cerna	Township of Malahide	36.8570	Yes
Sally Martyn	Municipality of Central Elgin	27.2106	Yes
Arthur Oslach	Town of Aylmer	26.1389	Yes
Lori Baldwin-Sands	City of St. Thomas	6.0716	Yes
Paul Buchner	Township of South-West Oxford	3.7220	Yes

Report FA 06/2022 - CCCA Committees, was presented, discussed, and resolved.

Motion # 20/2022 S. Martyn A. Oslach CARRIED

THAT, the Full Authority approve the Committee appointments for the year 2022, as amended in Report FA 06/2022.

Personnel / Finance Committee (5) Paul Buchner, Chairperson Full Membership	Land Management Committee (5) Arthur Oslach, Chairperson Full Membership
Health and Safety Committee (3) Dusty Underhill, Management Representative Gerrit Kremers, Employee Representative (Chair) Austin Verbeek, Employee Representative	Conservation Ontario Council Lori Baldwin-Sands, Voting Delegate (Chairperson) Paul Buchner, 1st Alternate (Vice Chairperson) Dusty Underhill, 2nd Alternate (General Manager)
Interview Committee Paul Buchner, Committee Member Sally Martyn, Committee Member Rick Cerna, Committee Member	Lake Erie Source Protection Region Lori Baldwin-Sands, Committee Member Dusty Underhill, Committee Member

Report FA 07/2022 – Health and Safety Policy Amendment, was presented, discussed, and resolved.

Motion # 21/2022 P. Buchner A. Oslach CARRIED

THAT the Full Authority approve the amendment to the Health and Safety Policy changing “the Health and Safety Coordinator” to “the General Manager”

GENERAL MANAGER / SECRETARY-TREASURER'S REPORT:

In support of the Call for Applications the WECA Committee and NDMNRF hosted an online information session on Microsoft Teams on February 2nd to explain the 2022-2023 application process. Submission from the CCCA included requests to replace the Staff Gauge on the dam, Gantry and Fence Repair, and to repair a wide crack on the South upstream wing-wall.

On February 4th, the MECP held a webinar in regards to the Phase 2 Regulation which included:

- 1) MECP is proposing Municipal Levies Regulation. There are 3 basic components being addressed in the proposed regulation: 1) in regards to levy: incorporation of the two current levy regulations and updated as appropriate; 2) inclusion of standards and policy for the authority budget process; and 3) apportionment methods for the 3 categories of programs and services that CAs deliver.
- 2) MECP is proposing a Minister's regulation for determining amounts owed by specified municipalities designated under the Clean Water Act and the Lake Simcoe Protection Act. These are municipalities that are not a 'participating municipality' of a CA under the Conservation Authorities Act. So this will not apply to the CCCA
- 3) MECP is proposing to proclaim subsection 21.2 of the Conservation Authorities Act which will enable the Minister to determine a list of classes of programs and services for which a CA may charge a fee. The Minister is proposing to enable all classes of programs and services (category 1: mandatory; category 2: municipal; and category 3: other) to charge a fee where the user fee principle is appropriate and subject to other conditions.
- 4) MECP is proposing a complementary amendment to the Transition Plans and Agreements Regulation to enable fees for category 3 (other) programs and services. Should this amendment be enacted, conservation authorities and participating municipalities would be required to include provisions in their cost apportioning agreements if user fees would be established for those programs and services.

On February 17th, attended a Central Elgin Environmental Committee meeting. Many topics were discussed including a tall grass prairie initiative, an update on a tree cutting education program, ideas for earth day as it's the 20th anniversary this year. It was also discussed about potential youth involvement on the committee.

On February 17th, after the AGM, attended Port Bruce to assess the flooding situation with Rick Cerna, Malahide Councillor. Returned to work in Port Bruce to assist in monitoring local watershed conditions working in conjunction with Peter, Austin and Tony until 10:30 p.m. that night. Tony worked diligently throughout the days and Austin worked well into the wee hours of the morning with Peter assuring adequate coverage and updates. On Saturday the 19th, provided flood patrol in the morning and afternoon. On Sunday the 20th, Tony provided monitoring until watershed conditions eased off and roads etc. were passable in the village. Attended the Malahide fire hall at 10:30 pm on the 17th and spoke with emergency coordinator Jeff Vanryenbroeck and offered up any help the CCCA could provide. On Saturday the 19th, attended the fire hall again for a debrief with Adam Betteridge Malahide CAO. On the 24th Malahide and CCCA staff got together together via Zoom for a flood debrief. Much of the week following the weekend was spent on flood debriefing and diffusion. A date is being set to meet with the citizens, staff of malahide and the CCCA to discuss the flood.

UNFINISHED BUSINESS:

None

CHAIRPERSON'S / BOARD MEMBER'S REPORT:

None

NOTICE OF MOTIONS / NEW BUSINESS:

None

CORRESPONDENCE:

- a) Copied:
 - none
- b) Not Copied:
 - Correspondence Register for February, 2022.

<u>Motion # 22/2022</u>	R. Cerna	A. Oslach	CARRIED
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THAT, the Copied Correspondence and the Correspondence Registers for February, 2022, be noted and filed.

CLOSED SESSION:

<u>Motion # 23/2022</u>	S. Martyn	A. Oslach	CARRIED
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THAT, the Full Authority adjourn to Closed Session at (11:15 a.m.).

<u>Motion # 24/2022</u>	R. Cerna	A. Oslach	CARRIED
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THAT, the Full Authority rise from Closed Session with report at (12:46 p.m.).

<u>Motion # 25/2022</u>	P. Buchner	A. Oslach	CARRIED
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THAT, when an employee takes time off, it be drawn from the overtime bank first. If no overtime bank is there, then the time off shall be drawn from vacation bank.

<u>Motion # 26/2022</u>	R. Cerna	A. Oslach	CARRIED
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THAT, the CCA Vacation period carry over be extended to 10 days, and that the March 31st deadline stay intact.

NEXT MEETING / TERMINATION:


The next meeting of the Catfish Creek Conservation Authority will be held on Thursday, April 14, 2022, commencing at 10:00 a.m.

<u>Motion # 27/2022</u>	A. Oslach	R. Cerna	CARRIED
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THAT, the Full Authority be terminated at (11:49 p.m.).



 General Manager / Secretary –Treasurer



 Authority Chairperson