

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"*

**A Full Authority meeting is to be held on
Friday, August 19th, 2022 at 1:00 p.m.**

Meeting Location:

**The meeting will be conducted Via Zoom.
An invite will be e-mailed to attendees.**

A G E N D A

- 1) Welcome / Call to Order. Lori Baldwin-Sands
- 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 FA #05/2022 (June 9, 2022). 3 - 6
 - b) Interview Committee Meeting IC #05/2022 (June 2, 2022). 7
- 7) Business Arising from Minutes
- 8) Public / Special Delegations
- 9) Reports:
 - a) Report FA 27/2022 - Monthly Staff Reports. 8 - 11
(Peter Dragunas, Gerrit Kremers, Brittany Bell, Al Bradford)
 - b) Report FA 28/2022 - June Summary of Revenue & Expenditures. 12 - 13
(Susan Simmons)
 - c) Report FA 29/2022 - July Summary of Revenue & Expenditures. 14 - 15
(Susan Simmons)
 - d) Report FA 30/2022 - Accounts Paid 16 - 17
(Susan Simmons)

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

Thursday, June 9th, 2022

Meeting #05/2022

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
Gerrit Kremers	Conservation Areas Supervisor
Peter Dragunas	Water Management Technician

ABSENT:

Brittany Bell	Program Support Assistant
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WELCOME / CALL TO ORDER:

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

ADOPTION OF AGENDA:

<u>Motion # 61/2022</u>	S. Martyn	A. Oslach	CARRIED
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THAT, the Agenda for the June 9, 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:

<u>Motion # 62/2022</u>	P. Buchner	A. Oslach	CARRIED
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THAT, the Minutes of Full Authority Meeting #04/2022 (May 12, 2022), be accepted as circulated.

Motion # 63/2022 P. Buchner S. Martyn CARRIED

THAT, the Minutes of Interview Committee Meeting #04/2022 (May 2, 2022), be accepted as circulated.

Motion # 64/2022 A. Oslach R. Cerna CARRIED

THAT, the Minutes of Land Management Committee Meeting #01/2022 (May 26, 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 23/2022 – Monthly Staff Reports, was presented, discussed, and resolved.

Motion # 65/2022 R. Cerna P. Buchner CARRIED

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

Report FA 24/2022 – May Summary of Revenue and Expenditures, was presented, discussed, and resolved.

Motion # 66/2022 P. Buchner A. Oslach CARRIED

THAT, Report FA 24/2022 (May Summary of Revenue and Expenditures), be noted and filed.

Report FA 25/2022 – Accounts Paid, was presented, discussed, and resolved.

Motion # 67/2022 A. Oslach S. Martyn CARRIED

THAT, Accounts Paid totaling \$39,388.42 be approved as amended in Report FA 25/2022.

Report FA 26/2022 – Latornell Conservation Symposium, was presented, discussed, and resolved.

Motion # 68/2022 R. Cerna P. Buchner CARRIED

THAT, the Full Authority authorize one or two delegates to attend the Annual Latornell Conservation Symposium on October 17-18th, 2022 and further;

THAT if possible offer online symposiums to staff and board members as per availability.

GENERAL MANAGER / SECRETARY-TREASURER'S REPORT:

- conducted interviews for the Resource Planning Coordinator Position
- Attended a general managers meeting in regards to the Inventory of Programs and Services, still a lot of confusion surrounding this document from many CA's
- advertised the Conservation Areas Supervisor position
- preparation for the May 2022 Land Management Meeting
- hosted Alizabeth Antoine George at the legion who gave a very strong presentation on Indigenous culture, heritage and truth and reconciliation
- completed the TD Friends of the Environment final grant report for YNHA Bird habitat restoration
- investigated the ecological gifts program and what needs to be done to be the recipient of an eco gift in collaboration with a local land owner.
- worked with staff to submit an OSTRF Grant, created to support tourism businesses and organizations to adapt their operations, facilitate growth, and position Ontario's Southwest to be a destination of choice for both domestic and international visitors.
- attended in on a webinar about MOU's and quarterly reporting which is mandatory.
- attended the St Thomas Chambers All Candidate Debate; I was one of two people who was able to personally ask a question at the podium.
- started arranging work to be done on the dam in regards to the WECl grant we received
- attended a Where is the Shoreline Going Webinar hosted by the LPRCA and Environment and Climate Change Canada.
- ongoing Evans Sisters Stage Project
- attended a Flood Hazard Inventory Mapping Program webinar. The federal government was seeking expression of interests for projects that fit within their scope such as updating floodline hazard mapping, etc.
- Monthly Central Elgin environment committee meeting
- submitted the 2021 Auditors Report to the MECP as is required under the new regulations
- received and reviewed Hydro One's work plan for works in our watershed
- reviewed Hydro One and Conservation Ontario's MOU between Hydro One and all CA's
- reviewed the updated administrative protocol for Source Water Protection
- working on phase 1 and phase 2 updates in regards to amendments to the Conservation Authorities Act
- working through our historical agreements to see what is present and what needs to be created in regards to the new regulations

Motion # 69/2022 P. Buchner R. Cerna CARRIED

THAT, the Correspondence Register for May, 2022, be noted and filed.

CLOSED SESSION:

Motion # 70/2022 S. Martyn A. Oslach CARRIED

THAT, the Full Authority adjourn to Closed Session at (10:38 a.m.).

Motion # 71/2022 R. Cerna P. Buchner CARRIED

THAT, the full authority rise from closed session with report at (11:01 a.m.).

Motion # 72/2022

R. Cerna

S. Martyn

CARRIED

THAT, the Board of Directors of the Catfish Creek Conservation Authority direct staff to compensate Mr. Al Bradford \$69,853.07 to start, the middle of Level 8 on the Pay Equity Scale with comprehensive benefits package and three weeks' vacation and further;

THAT, the Board of Directors of the Catfish Creek Conservation Authority direct staff to compensate Mr. Austin Verbeek a salary of \$49,494.62, which equates to the start of Level 5 on the Pay Equity Scale with comprehensive benefits package, when his Clean Water Technician Grant expires and further;

THAT, if Mr. Bradford declines the CAS job it be offered to Mr. Verbeek in accordance to Personnel Regulations No. 24, Pay Equity Plan, Section 3, which states; The salary during probation may be set at up to 5% below base level of the grid minimum for that particular job. This percentage recognizes two facts: new staff must be trained in the policies and procedures of the CCCA and probationary staff should be paid less than non-probationary staff. After probation and a successful performance evaluation, if the Authority decides to hire the employee full-time, their salary automatically goes to the base Level 8 on the Pay Equity Scale and further;

THAT, interviews be conducted by the Interview Committee for the full-time Conservation Areas Assistant/Field Technician position; and further;

THAT the Conservation Area Assistant/Field Technician Job Description be accepted as amended.

NEXT MEETING / TERMINATION:

The next meeting of the Catfish Creek Conservation Authority will be held on Thursday, August 11, 2022, commencing at 10:00 a.m.

Motion # 73/2022

P. Buchner

A. Oslach

CARRIED

THAT, the Full Authority be terminated at (11:15 a.m.).

General Manager / Secretary –Treasurer

Authority Chairperson

Minutes of the Meeting of the Catfish Creek Conservation Authority Interview Committee

Thursday, June 2, 2022

Meeting # IC 05/2022

PRESENT:

Paul Bucher
Sally Martyn

Authority Vice-Chairperson
Committee Member

Township of South-West Oxford
Municipality of Central Elgin

STAFF:

Dusty Underhill General Manager/ Secretary-Treasurer

The meeting commenced at (9 a.m.).

The purpose of the meeting was to interview applicants for the position of Conservation Areas Supervisor, which was advertised on Indeed, the Conservation Ontario Job Bank, and posted on the CCCA Website and Social Medias.

Three (3) candidates were contacted by the General Manager to be interviewed by the Interview Committee.

At the conclusion of the interview process, the Committee selected Al Bradford for the Conservation Areas Supervisor position and Austin Verbeek to fill the Conservation Areas Assistant/ Field Technician position.

The meeting was adjourned at (12:30 p.m.)

Paul Buchner
Authority Vice-Chairperson

Sally Martyn
Committee Member

REPORT FA 27 / 2022 : To The Full Authority

FROM: Water Management Technician, Resource Planning Coordinator, Program Support Assistant, Conservation Areas Supervisor

SUBJECT: Monthly Staff Report for the Month of June and July

DATE: August 2, 2022

Water Management Technician, Peter Dragunas

Current Activities:

- Catfish Creek Conservation Authority response regarding February 2022 ice management/mitigation requests from Malahide Township.
- Update/compilation and organization of the CCCA Flood Watch and Warning Procedures document.
- Continue with seasonal Lake Erie shoreline Flood Outlook, Watch and Warning condition assessments and monitoring for wind induced storm surge and subsequent shoreline flood conditions.
- Monitor seasonal low flows within the Catfish Creek and its tributaries, and verify low water flow conditions within the watershed for CCCA low water documentation.
- In preparation of the 2024, Conservation Authority mandated programs CCCA is resuming the modifications and documentation of the CCCA Low Water Response Numeric Interpolator (LWRNI), to better identify and represent low water conditions within the Authorities administrative boundary.
- Erosion and unstable slope mapping classifications for lands within the CCCA administrative boundary.
- 2022/2023 Forests Ontario 50 Million Tree Program administration.

Upcoming Activities:

- Continue with monitoring of Lake Erie shoreline storms for storm surge and wave uprush conditions.
- CCCA 2023 Tree Planting Program.
- Continue with CCCA Low Water monitoring.
- Compilation of the CCCA water management programs/documents for the 2024 Conservation Authority mandated program target.
- Continue as requested with the Catfish Creek Conservation Authority ice/flood management analysis summaries regarding the February 2022 Port Bruce flood for Malahide Township.

Resource Planning Coordinator, Gerrit Kremers

Current Activities:

- Met with private landowners about potential stewardship projects and developed conceptual plans and for submission of applications to various funding partners;
- Attended an *Elgin County Stewardship Council* summer tour meeting;
- Completed and issued work permit applications for landowners conducting works within a regulated area;
- Monitored work permits for compliance with conditions of work permit;

- Planning application meetings with member Municipalities and private landowners looking to do work within proximity of a Natural Heritage or Natural Hazard feature;
- Attended various meetings in regards to municipal drain works that will be undertaken within the watershed; and,
- Preliminary discussions with Oxford County staff members in regards to their upcoming Official Plan update.

Upcoming Activities:

- Review of proposed Regulations pursuant to the **Conservation Authority Act**, planning and delivery of future CA Environmental Programs;
- Monitoring of work permit conditions and processing of applications pursuant to Section 28 of the **Conservation Authorities Act**; and,
- Continue to discuss stewardship projects with partner organizations for potential funding.

Program Support Assistant, Brittany Bell

Current Activities

- Interviewed two potential applicants for Gate Attendant in June and had one successful candidate
- Oversaw Visitor Centre operations
- Seasonal Camper Administration
- Met with Chris Smith from MyFM about an ad campaign that would promote Springwater Conservation Area and Pawsitively Elgin
- Researched Grants for the Poplar Hill Playground
- Maintained social media channels and posted entertaining content
- Helped the Conservation Area Supervisor in preparation to Pawsitively Elgin
- Met with the Friends of Springwater to discuss Fundraising, Horseshoe Tournaments and an addition on the Poplar Hill pavilion
- Set up our social media channels to post a Source Protection Water Campaign
- Met with Dean from Canada Mental Health Association to discuss booking an educational program and day activities
- Prepped for Pawsitively Elgin
- Hired a new Gate Attendant in July
- Mailed out donor guides for the Poplar Hill Playground to potential donors
- Inquired with the Ontario Heritage Trust about the process of having a Heritage Plaque resurrected in front of the Springwater Schoolhouse and any heritage funding opportunities
- Monitoring CCCA website inquiries

Upcoming Activities

- Oversee Visitor Centre operations
- Seasonal Camping Administration
- Maintain social media channels and post relevant and entertaining content

Conservation Areas Supervisor, Al Bradford

Current Activities: (July 5th start date until Present)

- Provided Environmental Education Programs to St. Thomas YMCA visiting the Springwater Conservation Area for a week long daycamp;
- Started to again learn current CCCA policies, Operation procedures that go along with my position
- Started looking at areas within SPW that need repairs or upgrades (setting a priority list from high to low)
- Started the application process for "Save on Energy" retrofit program, looked into "Continuous Safety Services Program" through the Electrical Safety Authority
- Sourcing out recycling & garbage options for the Springwater Campground;
- Day - to - day operations and maintenance of the various Conservation Areas;
- Seasonal Campers' administration.
- Hosted the Pawsitively Elgin event focused around the ever popular world of dogs, including an agility course and dog dock jumping trials, the event was a huge success. (but took notes to improve logistics for parking & setup areas for events for next year's event)
- SPW Hosted the Barrows Family Jamboree June 29th- July 2nd in the Springwater Campground;
- Canada Day weekend was a success with every site being rented and overflow areas utilized, no major problems to report except (one site was evicted, spoke with staff on understanding and dealing with mental health situations and I believe training would be a benefit next year)
- Sourced quotes for "two way radios" so our teams have can have a seamless safe way to communicate while working in the field
- Hosted the annual Southwestern Ontario Alcoholics Anonymous regional picnic July 13th - July 15th in the Springwater Campground;

Upcoming Activities:

- Hosting day camps for St. Thomas YMCA;
- Ongoing day-to-day operations, maintenance and security at the various Conservation Areas;
- Installing gates at upper parking lot for Archie Coulter
- Organizing a few large company events for august in Day Use
- Assisted the Visitor Services Coordinator with day camp programming activities at the Springwater Conservation Area;
- Seasonal Camper administration;
- Hazard tree removal, firewood processing and general maintenance and operations.

Recommendation:

THAT, Staff Report for the months of June and July, 2022, be noted and filed.




Peter Dragunas
Water Management Technician



Gerrit Kremers
Resource Planning Coordinator



Brittany Bell
Program Support Assistant



Al Bradford
Conservation Areas Supervisor

REPORT FA 28 / 2022 : To The Full Authority
FROM: Susan Simmons, Financial Services Coordinator
SUBJECT: Summary of Revenue & Expenditures - June
DATE: June 30, 2022

SUMMARY OF REVENUE
for the period ending June 30, 2022

	2022 Budget	2022 To Date	Difference	2021 To Date
MNRF Provincial Grants	\$ 41,215.00	\$ -	\$ (41,215.00)	\$ -
Other Provincial Grants	\$ 30,321.84	\$ 15,000.89	\$ (15,320.95)	\$ 87,931.14
Federal Grants	\$ 131,904.79	\$ 166,752.08	\$ 34,847.29	\$ -
Employment Program Grants	\$ 37,000.00	\$ 7,581.20	\$ (29,418.80)	\$ 92,176.93
General Levy	\$ 372,421.82	\$ 169,552.87	\$ (202,868.95)	\$ 215,392.63
Special Benefiting Levy	\$ 20,890.39	\$ 3,350.00	\$ (17,540.39)	\$ 5,250.00
Donations/Sponsorships	\$ 42,380.00	\$ 27,312.70	\$ (15,067.30)	\$ 78,673.90
Conservation Areas Revenue	\$ 636,589.00	\$ 500,245.94	\$ (136,343.06)	\$ 438,544.59
Maple Syrup Revenue	\$ 4,860.00	\$ 7,234.70	\$ 2,374.70	\$ 3,956.78
Bank Interest Earned	\$ 3,000.00	\$ 119.60	\$ (2,880.40)	\$ -
Education Programs	\$ 720.00	\$ 2,352.00	\$ 1,632.00	\$ 6,850.00
Legal Inquiries/Permit Applications	\$ 4,223.61	\$ 3,858.42	\$ (365.19)	\$ 3,451.35
Watershed Stewardship	\$ 21,458.00	\$ 20,850.48	\$ (607.52)	\$ 2,363.72
Revenue from Other C.A. Lands	\$ 13,067.00	\$ 12,885.59	\$ (181.41)	\$ 55,993.28
Other Revenue	\$ 500.00	\$ -	\$ (500.00)	\$ -
Contract Services	\$ 831.00	\$ -	\$ (831.00)	\$ -
Vehicle & Equipment Rental Recoveries	\$ 36,000.00	\$ 3,254.05	\$ (32,745.95)	\$ 15,952.45
Previous Year Surplus (Deficit)	\$ 8,666.73	\$ 8,666.73	\$ -	\$ 593.59
Income Appropriation from Special Reserves	\$ 23,673.94	\$ -	\$ (23,673.94)	\$ -
Income Appropriation from General Reserves	\$ 28,677.93	\$ -	\$ (28,677.93)	\$ -
	\$ 1,458,401.05	\$ 949,017.25	\$ (509,383.80)	\$ 1,007,130.36

DONATIONS/SPONSORSHIPS	2022 Budget	Received To Date	Difference
Special Projects	\$ 6,080.00	\$ 6,080.00	\$ -
Springwater CA Development	\$ -	\$ 4,099.25	\$ 4,099.25
Annual Report	\$ 1,000.00	\$ 1,000.00	\$ -
Environmental Education	\$ 500.00	\$ 2,020.00	\$ 1,520.00
EESS ELP Sponsorships	\$ 6,500.00	\$ -	\$ (6,500.00)
Community Forest	\$ 300.00	\$ -	\$ (300.00)
Maple Syrup Festival	\$ -	\$ -	\$ -
Springwater Forest Trails	\$ 23,000.00	\$ 8,530.85	\$ (14,469.15)
Archie Coulter C.A. Trails	\$ 2,500.00	\$ 594.00	\$ (1,906.00)
YNHA	\$ 2,000.00	\$ 766.90	\$ (1,233.10)
Special Conservation Projects	\$ -	\$ 4,121.70	\$ 4,121.70
Springwater Playground Fundraiser	\$ -	\$ 100.00	\$ 100.00
Ontario Police College Path of Honour	\$ 500.00	\$ -	\$ (500.00)
TOTAL Donations/Sponsorships	\$ 42,380.00	\$ 27,312.70	\$ (15,067.30)

SUMMARY OF EXPENDITURES

for the period ending June 30, 2022

	2022 Budget	2022 To Date	Difference	2021 To Date
MANDATORY PROGRAMS				
1 RISK OF CERTAIN NATURAL HAZARDS (Corporate Service)	\$162,205.25	\$ 94,690.60	\$ (67,514.65)	\$ 91,804.69
2 FLOOD FORECASTING & WARNING	\$204,457.99	\$ 101,250.89	\$ (103,207.10)	\$ 109,027.15
3 DROUGHT AND LOW WATER RESPONSE	\$14,517.11	\$ 6,459.78	\$ (8,057.33)	\$ -
4 ICE MANAGEMENT	\$12,640.39	\$ 8,878.37	\$ (3,762.02)	\$ 23,075.58
5 INFRASTRUCTURE (Dam)	\$26,133.72	\$ 8,053.27	\$ (18,080.45)	\$ 7,490.24
6&7 ACT REVIEWS & PLAN REVIEW	\$10,310.51	\$ 3,985.15	\$ (6,325.36)	\$ -
8 ADMININSTRATING & ENFORCING THE ACT (Section 28)	\$43,286.76	\$ 23,027.54	\$ (20,259.22)	\$ 24,892.08
9-11 CONSERVATION AND MANAGEMENT OF LANDS	\$76,296.51	\$ 26,662.59	\$ (49,633.92)	\$ 31,531.34
12 WATER QUALITY (PGMN & PSMP)	\$10,179.59	\$ 6,217.09	\$ (3,962.50)	\$ -
13 SOURCE PROTECTION	\$5,481.84	\$ 2,959.98	\$ (2,521.86)	\$ 3,379.04
SUB TOTAL: MANDATED PROGRAMS Expenditures	\$565,509.67	\$282,185.26	-\$283,324.41	\$291,200.12
OTHER PROGRAMS AND SERVICES				
WATERSHED STEWARDSHIP	\$180,077.22	\$ 106,727.45	\$ (73,349.77)	\$ 26,302.82
EDUCATION PROGRAMS	\$7,720.00	\$ 930.74	\$ (6,789.26)	\$ 23,457.05
SPECIAL PROJECTS	\$2,331.00	\$ 1,077.54	\$ (1,253.46)	\$ 12,235.98
C.A. DEVELOPMENT PROJECTS	\$40,182.00	\$ 19,332.56	\$ (20,849.44)	\$ 113,777.20
MAPLE SYRUP PROGRAM	\$4,860.00	\$ 1,997.98	\$ (2,862.02)	\$ 11,755.17
SPRINGWATER CONSERVATION AREA	\$566,721.16	\$ 194,742.13	\$ (371,979.03)	\$ 218,814.42
VEHICLE & EQUIPMENT OPERATIONS	\$91,000.00	\$ 22,001.07	\$ (68,998.93)	\$ 57,182.56
SUB TOTAL: OTHER PROGRAMS Expenditures	\$892,891.38	\$346,809.47	-\$546,081.91	\$463,525.20
APPROPRIATION TO GENERAL RESERVES	\$ -	\$ -	\$ -	\$ -
APPROPRIATION TO SPECIAL RESERVES	\$ -	\$ -	\$ -	\$ -
GRAND TOTAL	\$ 1,458,401.05	\$ 628,994.73	\$ (829,406.32)	\$ 754,725.32



Susan Simmons,
Financial Services Coordinator

REPORT FA 29 / 2022 : To The Full Authority
FROM: Susan Simmons, Financial Services Coordinator
SUBJECT: Summary of Revenue & Expenditures - June
DATE: July 31, 2022

SUMMARY OF REVENUE
for the period ending July 31, 2022

	2022 Budget	2022 To Date	Difference	2021 To Date
MNRF Provincial Grants	\$ 41,215.00	\$ -	\$ (41,215.00)	\$ -
Other Provincial Grants	\$ 30,321.84	\$ 15,000.89	\$ (15,320.95)	\$ 88,463.08
Federal Grants	\$ 131,904.79	\$ 166,752.08	\$ 34,847.29	\$ -
Employment Program Grants	\$ 37,000.00	\$ 7,581.20	\$ (29,418.80)	\$ 100,487.90
General Levy	\$ 372,421.82	\$ 169,552.87	\$ (202,868.95)	\$ 215,392.63
Special Benefiting Levy	\$ 20,890.39	\$ 3,350.00	\$ (17,540.39)	\$ 5,250.00
Donations/Sponsorships	\$ 42,380.00	\$ 31,500.05	\$ (10,879.95)	\$ 82,137.20
Conservation Areas Revenue	\$ 636,589.00	\$ 565,870.80	\$ (70,718.20)	\$ 492,589.06
Maple Syrup Revenue	\$ 4,860.00	\$ 7,234.70	\$ 2,374.70	\$ 4,182.28
Bank Interest Earned	\$ 3,000.00	\$ 119.60	\$ (2,880.40)	\$ -
Education Programs	\$ 720.00	\$ 2,352.00	\$ 1,632.00	\$ 9,624.00
Legal Inquiries/Permit Applications	\$ 4,223.61	\$ 5,814.17	\$ 1,590.56	\$ 4,123.92
Watershed Stewardship	\$ 21,458.00	\$ 20,850.48	\$ (607.52)	\$ 2,363.72
Revenue from Other C.A. Lands	\$ 13,067.00	\$ 12,885.59	\$ (181.41)	\$ 55,993.28
Other Revenue	\$ 500.00	\$ -	\$ (500.00)	\$ -
Contract Services	\$ 831.00	\$ -	\$ (831.00)	\$ 775.78
Vehicle & Equipment Rental Recoveries	\$ 36,000.00	\$ 15,189.44	\$ (20,810.56)	\$ 15,952.45
Previous Year Surplus (Deficit)	\$ 8,666.73	\$ 8,666.73	\$ -	\$ 593.59
Income Appropriation from Special Reserves	\$ 23,673.94	\$ -	\$ (23,673.94)	\$ -
Income Appropriation from General Reserves	\$ 28,677.93	\$ -	\$ (28,677.93)	\$ -
	\$ 1,458,401.05	\$ 1,032,720.60	\$ (425,680.45)	\$ 1,077,928.89

DONATIONS/SPONSORSHIPS	2022 Budget	Received To Date	Difference
Special Projects	\$ 6,080.00	\$ 6,080.00	\$ -
Springwater CA Development	\$ -	\$ 4,099.25	\$ 4,099.25
Annual Report	\$ 1,000.00	\$ 1,000.00	\$ -
Environmental Education	\$ 500.00	\$ 2,020.00	\$ 1,520.00
EESS ELP Sponsorships	\$ 6,500.00	\$ -	\$ (6,500.00)
Community Forest	\$ 300.00	\$ -	\$ (300.00)
Maple Syrup Festival	\$ -	\$ -	\$ -
Springwater Forest Trails	\$ 23,000.00	\$ 11,230.80	\$ (11,769.20)
Archie Coulter C.A. Trails	\$ 2,500.00	\$ 1,006.50	\$ (1,493.50)
YNHA	\$ 2,000.00	\$ 1,241.80	\$ (758.20)
Special Conservation Projects	\$ -	\$ 4,121.70	\$ 4,121.70
Springwater Playground Fundraiser	\$ -	\$ 700.00	\$ 700.00
Ontario Police College Path of Honour	\$ 500.00	\$ -	\$ (500.00)
TOTAL Donations/Sponsorships	\$ 42,380.00	\$ 31,500.05	\$ (10,879.95)

SUMMARY OF EXPENDITURES

for the period ending July 31, 2022

	2022 Budget	2022 To Date	Difference	2021 To Date
MANDATORY PROGRAMS				
1 RISK OF CERTAIN NATURAL HAZARDS (Corpo	\$162,205.25	\$ 104,056.67	\$ (58,148.58)	\$ 105,289.19
2 FLOOD FORECASTING & WARNING	\$204,457.99	\$ 116,049.73	\$ (88,408.26)	\$ 131,225.10
3 DROUGHT AND LOW WATER RESPONSE	\$14,517.11	\$ 7,487.08	\$ (7,030.03)	\$ -
4 ICE MANAGEMENT	\$12,640.39	\$ 10,148.60	\$ (2,491.79)	\$ 25,139.70
5 INFRASTRUCTURE (Dam)	\$26,133.72	\$ 8,818.72	\$ (17,315.00)	\$ 8,830.61
6&7 ACT REVIEWS & PLAN REVIEW	\$10,310.51	\$ 4,462.79	\$ (5,847.72)	\$ -
8 ADMININSTRATING & ENFORCING THE ACT (S	\$43,286.76	\$ 25,861.36	\$ (17,425.40)	\$ 29,395.34
9-11 CONSERVATION AND MANAGEMENT OF L	\$76,296.51	\$ 29,279.39	\$ (47,017.12)	\$ 34,657.46
12 WATER QUALITY (PGMN & PSMP)	\$10,179.59	\$ 7,243.55	\$ (2,936.04)	\$ -
13 SOURCE PROTECTION	\$5,481.84	\$ 3,429.81	\$ (2,052.03)	\$ 4,179.80
SUB TOTAL: MANDATED PROGRAMS Expend	\$565,509.67	\$316,837.70	-\$248,671.97	\$338,717.20
OTHER PROGRAMS AND SERVICES				
WATERSHED STEWARDSHIP	\$180,077.22	\$ 108,982.43	\$ (71,094.79)	\$ 27,525.60
EDUCATION PROGRAMS	\$7,720.00	\$ 944.20	\$ (6,775.80)	\$ 28,390.40
SPECIAL PROJECTS	\$2,331.00	\$ 2,309.29	\$ (21.71)	\$ 13,649.00
C.A. DEVELOPMENT PROJECTS	\$40,182.00	\$ 35,650.56	\$ (4,531.44)	\$ 159,192.75
MAPLE SYRUP PROGRAM	\$4,860.00	\$ 3,075.38	\$ (1,784.62)	\$ 11,755.17
SPRINGWATER CONSERVATION AREA	\$566,721.16	\$ 279,605.79	\$ (287,115.37)	\$ 303,426.55
VEHICLE & EQUIPMENT OPERATIONS	\$91,000.00	\$ 25,086.06	\$ (65,913.94)	\$ 60,029.68
SUB TOTAL: OTHER PROGRAMS Expenditu	\$892,891.38	\$455,653.71	-\$437,237.67	\$603,969.15
APPROPRIATION TO GENERAL RESERVES	\$ -	\$ -	\$ -	\$ -
APPROPRIATION TO SPECIAL RESERVES	\$ -	\$ -	\$ -	\$ -
GRAND TOTAL	\$ 1,458,401.05	\$ 772,491.41	\$ (685,909.64)	\$ 942,686.35

Susan Simmons

Susan Simmons,
Financial Services Coordinator

REPORT FA 30 / 2022 : TO THE FULL AUTHORITY

FROM: Susan Simmons, Financial Services Coordinator
SUBJECT: Accounts Paid
DATE: August 10, 2022

VENDOR	CHQ #	TOTAL	EXPLANATION
Waste Connections of Canada Inc.	Online Payment	\$ 3,656.94	campground maintenance
Eastlink	Online Payment	\$ 1,034.42	phone, fax line, internet
Reliance Home Comfort	Online Payment	\$ 50.65	office water heater rental
Telus Mobility	Online Payment	\$ 219.22	mobile phones
Hydro One	Online Payment	\$ 9,088.15	campground and operations centre
Aaroc Aggregates And Recycling	31079	\$ 505.16	campground maintenance
Aylmer Express Limited	31080	\$ 123.17	printing of forms for Springwater
Aylmer Tire	31081	\$ 64.30	equipment maintenance
payroll item	31082		
Canadian Tire	31083	\$ 180.79	campground supplies
Checkers Cleaning Supply	31084	\$ 1,215.96	campground supplies
Conservation Ontario	31085	\$ 9,506.50	annual levy installment
Elgin Pure Water	31086	\$ 131.08	campground maintenance
Erie Excavating & Liquid Waste Removal Limited	31087	\$ 508.50	campground maintenance
Integrity IT Services	31088	\$ 1,588.78	computer purchase and network support
J.J. MacKay Canada Limited	31089	\$ 7.35	mobile pay platform fees
Koolen Electric	31090	\$ 874.89	campground maintenance
Purolator Courier	31091	\$ 7.22	courier fees
R Safety	31092	\$ 101.64	campground supplies
Studer's Ice	31093	\$ 103.60	store product for resale
That Tree Guy	31094	\$ 565.00	campground maintenance
Trade Tech	31095	\$ 347.35	campground maintenance
Union Sports Sales Limited	31096	\$ 1,425.06	uniforms
William Knell & Company Limited	31097	\$ 11,845.79	SPW CA development
Zap's Tree and Lawn Service	31098	\$ 6,356.25	campground maintenance
Bell Canada	Online Payment	\$ 89.33	gauge
Hydro One	Online Payment	\$ 761.52	day use area & schoolhouse
CIBC Visa	Online Payment	\$ 1,367.86	Office Equipment
CIBC Visa	Online Payment	\$ 197.70	Office Supplies
CIBC Visa	Online Payment	\$ 19.97	General Expenses
CIBC Visa	Online Payment	\$ 22.60	Meeting Expenses
CIBC Visa	Online Payment	\$ 220.53	Starlink Deposit & computer software
CIBC Visa	Online Payment	\$ 31.63	SPW Supplies - software subsc
CIBC Visa	Online Payment	\$ 67.79	SPW Uniforms
CIBC Visa	Online Payment	\$ 196.92	SPW Supplies - misc.
CIBC Visa	Online Payment	\$ 19.20	SPW Infrastructure
CIBC Visa	Online Payment	\$ 93.11	SPW Garbage Collection
CIBC Visa	Online Payment	\$ 254.25	SPW Water System
CIBC Visa	Online Payment	\$ 266.97	SPW Store products for resale
CIBC Visa	Online Payment	\$ 26.06	Equipment Maintenance
Vant Play Equipment Inc.	31099	\$ 18,439.34	installment 1 of 2 for new playground
CBSC Capital Inc.	Online Payment	\$ 701.54	photo copier lease
Eastlink	Online Payment	\$ 1,031.32	phone, fax line, internet
Telus Mobility	Online Payment	\$ 221.03	mobile phones
Hydro One	Online Payment	\$ 12,269.91	operations centre, shop, campground, gauge
CIBC Visa	Online Payment	\$ 1,204.58	Office Equipment
CIBC Visa	Online Payment	\$ 22.60	Meeting Expenses
CIBC Visa	Online Payment	\$ 3,120.95	SPW Supplies - general
CIBC Visa	Online Payment	\$ 42.71	SPW Garbage Collection
CIBC Visa	Online Payment	\$ 285.80	SPW Advertising
CIBC Visa	Online Payment	\$ 603.90	SPW Store products for resale
CIBC Visa	Online Payment	\$ 480.03	Equipment Maintenance

REPORT FA 30 / 2022 : TO THE FULL AUTHORITY

FROM: Susan Simmons, Financial Services Coordinator
 SUBJECT: Accounts Paid
 DATE: August 10, 2022

VENDOR	CHQ #	TOTAL	EXPLANATION
Waste Connections of Canada Inc.	Online Payment	\$ 5,947.92	campground maintenance
De Lage Landen Financial Services Canada Inc.	Online Payment	\$ 111.87	postage meter rental - June to August
De Lage Landen Financial Services Canada Inc.	Online Payment	\$ 137.27	postage meter rental - September to November
Municipality of Central Elgin	Online Payment	\$ 5,604.57	installment 3&4 for property tax
A&J Baertsoen	31100	\$ 63.56	equipment maintenance
Al Jewell Perfect Signs Ltd.	31101	\$ 445.00	campground supplies
Aylmer Express Limited	31102	\$ 186.45	ad for SPW in the Summer in Elgin brochure
VOID	31103		
VOID	31104		
Aylmer Tire	31105	\$ 42.43	equipment maintenance
B. Provost Excavating Ltd.	31106	\$ 1,203.45	Ontario Policy College - potting soil & delivery
Canadian Tire	31107	\$ 1,444.52	campground supplies
Canon Canada Inc.	31108	\$ 540.37	photo copier service agreement
Checkers Cleaning Supply	31109	\$ 1,249.88	campground supplies
Delta Power Equipment Ltd.	31110	\$ 1,138.77	equipment maintenance
Dowler-Karn Limited	31111	\$ 2,041.79	vehicle fuel
Elgin Pure Water	31112	\$ 178.26	campground maintenance
Francotyp-Postalia Canada	31113	\$ 67.80	postage meter rental
Glenbriar Bottled Water Co. Ltd.	31114	\$ 180.84	water cooler service
Integrity IT Services	31115	\$ 1,523.27	computer network support
K&K Locksmiths	31116	\$ 501.16	lock and key replacement - operations centre
Koolen Electric	31117	\$ 7,272.04	campground maintenance
L.S. Putnam & Son	31118	\$ 897.68	campground maintenance
London Quality Dairy and Wholesale	31119	\$ 822.25	store product for resale
M Live Bait Wholesale	31120	\$ 244.08	store product for resale
Nuhn Industries Ltd.	31121	\$ 366.48	equipment maintenance
Printers Plus	31122	\$ 316.40	campground supplies
Purolator Courier	31123	\$ 10.18	courier fees
R Safety	31124	\$ 926.77	campground supplies
Robbins' Mobile Small Engine Service	31125	\$ 158.29	equipment maintenance
Simmons, Susan	31126	\$ 481.38	mileage January to June & Costco membership fees
Simpson's Fence (London) Ltd.	31127	\$ 452.00	subscription for Gate management software
Speedy Auto Service	31128	\$ 58.37	vehicle maintenance
Springwater Mills Ltd.	31129	\$ 7,638.80	firewood for resale
Studer's Ice	31130	\$ 1,077.44	store product for resale
Township of South-West Oxford	31131	\$ 143.44	installment 3&4 for property tax
Smale, Kim	31132	\$ 125.00	replace chq #31048 not received in mail
Aylmer Home Building Centre	31133	\$ 623.95	campground maintenance
Aylmer Home Hardware	31134	\$ 91.44	campground maintenance
		<u>\$ 135,882.09</u>	

RECOMMENDATION:

THAT, Accounts Paid totalling \$135,882.09 , be approved as presented in Report FA 30/2022

Susan Simmons,
Financial Services Coordinator

REPORT FA 31 / 2022 : **To the Full Authority**
FROM : Gerrit Kremers, Resource Planning Coordinator
SUBJECT : Approved Section 28 Regulation Applications
DATE : August 19th, 2022

PURPOSE: To outline the 'Development, Interference with Wetlands & Alterations to Watercourses' applications approved by staff from May to August, 2022.

PERMIT NO.	LOCATION	PROPOSAL	DATE ISSUED
FR-07-22 (Site 1)	50918 Dingle Line; Township of Malahide	* This proposal involves the reconstruction of a single family dwelling adjacent to the Staley Drain; * Construction and site elevations will conform to final drawings approved by the Township of Malahide;	June 21 st , 2022
FR-08-22 (Site 2)	29 Oak Street; Town of Aylmer	* This proposal involves the construction of a single family dwelling adjacent to a natural hazard; * Construction will conform to plans prepared by Wall to Wall construction and fill material will be removed to the satisfaction of the CCCA;	June 28 th , 2022
FR-09-22 (Site 3)	46992 Sparta Line; Municipality of Central Elgin	* This proposal involves the construction of a detached garage adjacent to a valley slope; * Construction will conform to plans prepared by Future Steel Builds Corp and fill material will be removed to the satisfaction of the CCCA;	June 28 th , 2022
FR-10-22 (Site 4)	49947 Dingle Street; Township of Malahide	* This proposal involves the construction of an addition to an existing single family dwelling in the flood fringe of Catfish Creek; * Construction and elevations to conform with Girard Engineering drawings dated June, 2022;	June 30 th , 2022
FR-11-22 (Site 5)	3246 Colin Street; Village of Port Bruce	* This proposal involves the construction and raising of a cottage above the Regulatory Flood Limits; * Construction and elevations to conform to Girard Engineering drawings dated March 9 th 2022 and Wave Up-Rush Forces Report dated June 28 th , 2022.	July 11 th , 2022
FR-12-22 (Site 6)	46346 North Street; Municipality of Central Elgin	* This proposal involves the stabilization of an eroding slope bank of the North Street Drain; * All work to be completed outside of the fish spawning window and banks to be stabilized immediately after construction;	July 13 th , 2022
FR-13-22 (Site 7)	292192 Culloden Line; Township of South-West Oxford	* This proposal involves the construction of an addition to an existing garage adjacent to the Vincent Drain; * Construction will be in accordance to the plans and specifications by J.A Malpass and Associates stamped June 20 th , 2022.	July 25 th , 2022

RECOMMENDATION:

THAT, the Full Authority receive the staff approved Section 28 Regulation Applications **Report FA 31/2022**, as information.

A handwritten signature in black ink, appearing to read "Gerrit Kremers", written over a horizontal line.

Gerrit Kremers, Resource Planning Coordinator

REPORT FA 32 / 2022 : To The Full Authority

FROM: Dusty Underhill, General Manager / Secretary-Treasurer
SUBJECT: Provincial Offences Officer Appointment
DATE: June 28, 2022

Purpose:

To appoint Austin Verbeek as a Provincial Offences Officer with the primary purpose of regulating or prohibiting activities on CCCA property and assisting with Section 28 compliance as required.

Discussion:

CCCA is responsible for enforcing regulations under Sections 28 and 29 of the Conservation Authorities Act. The legislation enables CCCA to appoint provincial offences officers for this purpose.

The Section 28 regulation is in place to regulate or prohibit development, interference with wetlands and alterations to shorelines and watercourses. For example, placing soil or rock fill along a shoreline or streambank is a regulated activity. Compliance and enforcement tasks for the Section 28 (development) regulation are addressed by CCCA staff, in particular the Resource Planning Coordinator who is also appointed as a Provincial Offences Officer

The Section 29 regulation is in place to regulate or prohibit activities on CCCA property. For example, starting a campfire at a conservation area is a regulated activity. The Section 29 (property) regulation is administered by CCCA staff.

CCCA maintains Provincial Offences Officers on staff to perform compliance and enforcement duties under Section 28 and 29 of the Conservation Authorities Act. There is a need to appoint an additional officer at this time.

In March 2022, Mr. Verbeek successfully completed the Conservation Authority Compliance Training Level 1 course, which is an intensive training opportunity specifically provided to Conservation Authority staff who wish to be appointed as a Provincial Offences Officer. In addition, a Canadian Police Certificate has been obtained for Mr. Verbeek with no issues identified.

Mr. Verbeek is primarily responsible for ensuring compliance and enforcing the Section 29 regulations, however he may also be called upon to assist with ensuring compliance and enforcing the Section 28 regulation (Ontario Regulation 146/06: Development, Interference with Wetlands & Alterations to Shorelines and Watercourses).

Recommendation:

THAT Austin Verbeek be appointed as a Provincial Offences Officer #104 under Sections 28(1)(d) and (e) of the Conservation Authorities Act.



Dusty Underhill
General Manager / Secretary-Treasurer

REPORT FA 33 / 2022: To The Full Authority

FROM: Peter Dragunas, Water Management Technician

SUBJECT: Ontario Low Water Response

DATE: July 26, 2022

Purpose:

To update the Board as to the state of the Catfish Creek Ontario Low Water Response program.

Discussion / Background:

The Ontario Low Water Response (OLWR) was developed to ensure provincial preparedness, to assist Government Agencies in the co-ordination and to support local response in the event of low water and drought conditions.

The Ontario Government announced that there was no provincial funding available for OLWR for 2019 or beyond, consequently the Catfish Creek Conservation Authority formally terminated the program but by default maintained the monitoring of water flows within the Catfish Creek.

Under the amended Conservation Authorities Act, Ontario Regulation 686/21, Mandatory Programs and Services the OLWR has been restored.

Drought or low water response

3. (1) An authority shall provide programs and services to support its functions and responsibilities to facilitate drought and low water forecasting and warning as set out in subsection (2).

(2) The authority's functions and responsibilities with respect to drought and low water forecasting and warning mentioned in subsection (1) are the following:

1. Maintaining information on surface water hydrology and the areas within the authority's area of jurisdiction that are vulnerable to drought or low water events.
2. Maintaining a stream flow monitoring network that, at a minimum, includes stream flow gauges available as part of the provincial-federal hydrometric network and, where the authority considers it advisable, includes additional local stream flow gauges.
3. Monitoring of weather and climate information, snow surveys and water levels and flows utilizing local, provincial and federal data sources.
4. Analysis of local surface water hydrologic conditions related to risk of drought and low water events.
5. Gathering information to determine when low water levels exist within the authority's area of jurisdiction and initiating and maintaining the appropriate response to confirmed low water levels in accordance with the document entitled Ontario Low Water Response, dated March 2010, and available on request from the Ministry of Northern Development, Mines, Natural Resources and Forestry, as amended from time to time.
6. Communications to inform persons or bodies that the authority considers advisable of the potential or actual impact of drought and low water events in a timely manner.

7. Provision of ongoing information and advice to persons and bodies mentioned in paragraph 6 to support,
 - i. emergency and drought or low water activities during a drought or low water event, and
 - ii. documentation of drought and low water events.

The CCCA historical/existing OLWR plan is and was based on current legislation and regulations. The Authority is presently reviewing/updating the Low Water Response Plan to assure it complies with the current Section 28 regulations. A preliminary review has identified that there appears to be minimal legislative changes to the present plan.

CCCA will be reinstating all applicable committees/teams relative to low water response. Historically a Provincial Low Water Level Response Task Force was formed to coordinate an inter-ministry response to low water levels and to make recommendations for sustained management of low water conditions. Through this the OLWR plan recognizes the partnership between provincial government agencies and local authorities that sustainable environmental management must be approached at all levels of government, agriculture, recreation and special interest groups to maintain beneficial access to water.

The province provides overall direction and coordinates policies, science and information systems. In extreme circumstances the province, has in the past, provided support where local declarations of an emergency have been made.

At the local level, applicable agencies are directed to collect information, interpret policy and deliver programs to minimize the effects of low water condition levels. The three condition levels are Level I (10% voluntary conservation), Level II (20% voluntary conservation) and Level III (Conservation, Restriction and Regulation).

Precipitation and streamflow indicators are used to determine the OLWR condition level for watersheds. Guidelines/thresholds for these indicators are provided in the OLWR manual along with the procedure to determine when a watershed moves from one level into another. Agency roles and responsibilities for each level are also identified within the manual. *Ontario Low Water Response*, 2010.

Present Low Water Thresholds and Recommended Threshold Adjustments:

The current thresholds have been formulated to generally reflect the provinces low water standards and does not recognize local precipitation, physiographic, geographic and stream baseflow characteristics. The thresholds are based on seven-day totals, one month, three month and eighteen month averages. At present, the proposal is to defer the precipitation thresholds to the existing parameters.

Discharge thresholds are based on a percentage of lowest summer month flow for the spring season and combined summer, fall and winter seasons. Using the current percent threshold discharge method habitually places the watershed into a category and level of drought. New discharge thresholds need to be tested and validated in order to be more rational as to the volume of low water within the Catfish Creek and its tributaries.

While the Ontario Low Water Response Manual does allow conservation authorities to create their own thresholds based on local knowledge and observations, it does not give guidelines for the basis of improved thresholds.

Current Status

For the purpose of this low water discharge threshold adjustment analysis, two of the OLWR associated Conservation Authority duties are:

- Thresholds have been set for precipitation and streamflow at chosen hydrometric stations, and indicators will be monitored and reviewed periodically to determine if the thresholds are set at the correct levels.
- Conservation Authorities are encouraged to develop local minimum in-stream flow thresholds as indicators of aquatic ecosystem health (adequate water quality, healthy fisheries and biological communities). Such a threshold could then become the Level III indicator for that watershed.

CCCA is adjusting updated discharge thresholds that will better represent low water levels within the Catfish Creek watershed and aimed at improving the classification of low water levels and threats in support of Level I, II and III low water condition reporting.

The manual outlines that the level I, II and III threshold are a percentage of a summer lowest monthly discharge value. Since the manual does not provide guidelines with regard to improving the thresholds this review will aim to follow the present reasoning and or logic to establish new thresholds. Firstly, the need to identify an acceptable monthly low water discharge value and formulate a relationship between all levels to calculate discharge level thresholds.

Recommendation:

That, Report FA 33 / 2022, be received as information at this time.



Peter Dragunas,
Water Management Technician

REPORT FA 34 / 2022: To The Full Authority

FROM: Dusty Underhill, General Manager / Secretary-Treasurer

SUBJECT: Transition Plan Progress Report

DATE: June 29, 2022

Purpose:

The purpose of this report is to update the Board of Directors on the Catfish Creek Conservation Authority's (CCCA) first quarterly progress report under Ontario Regulation 687/21 submitted to the Ministry of Environment, Conservation and Parks (MECP).

Background:

On October 7, 2021, Ontario Regulation 687/21: Transition Plans and Agreements for Programs and Services Under Section 21.1.2 of the Conservation Authorities Act was passed requiring Conservation Authorities to submit quarterly progress reports to the Ministry of Environment, Conservation and Parks. The Progress Reports will detail; any comments or other feedback submitted by a municipality referred to in clause 5 (1) (b) regarding the inventory;

- (a) a summary of any changes that the Authority has made to the inventory to address comments or other feedback referred to in clause (a), including the changed inventory and a clear description of the changes between the previous inventory and changed inventory; and
- (b) a summary of any changes that were made to your inventory;
- (c) an update on the progress of negotiations of cost apportioning agreements with the participating municipalities; and
- (d) an outline of any difficulties that the Authority is experiencing that might affect the ability of the Authority to conclude any cost apportioning agreements with one or more participating municipalities by the transition date.

The CCCA's quarter one progress report, attached as Appendix 1 has been submitted to all five participating Municipalities and to the MECP to meet the first quarterly report deadline outlining the consultation steps that have been undertaken to date with the CCCA's participating municipalities. Six quarterly reports will be required in total with the second report required October 1 this year and four in 2023. A final Conservation Authority report will be due January 31, 2024.

Recommendation:

THAT Report No. FA 34 / 2022 Conservation Authorities Act Transition Quarterly Progress Report Ontario Regulation 687/21: Transition Plan and Agreements for Programs and Services be received as information.


Dusty Underhill
General Manager Secretary Treasurer



2022

July 2022 Progress Report

CATFISH CREEK CONSERVATION AUTHORITY

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Catfish Creek Conservation Authority (CCCA) July 1, 2022 Progress Report in Accordance with Ontario Regulation 687/21. 7(1) (c) and 7(2)

Introduction:

With the passing of Ontario Regulation 687/21; "Transition Plans and Agreements for Programs and Services Under Section 21.1.2 of the Act", Conservation Authorities are required to develop and implement a Transition Plan outlining processes and timelines to ensure compliance and cost apportioning agreements (if applicable) are in place with their member municipalities as required by subsection 21.1.4 (1) of the Act.

The purpose of the transition period is to provide conservation authorities and municipalities a period to address changes to the budgeting and levy process based on the delivery of mandatory programs and services (Category 1), municipal programs and services (Category 2), and other programs and services (Category 3) and the need, in some cases, to reach agreements.

Regulation 687/21, Section 7(1)(c) states that during the second phase of the Transition Period and no later than the transition date, an Authority shall submit to the Ministry six progress reports described in clause (1)(c) of the act, and the Authority shall submit the progress reports described in clause (1)(c) to the ministry on the following dates; July 1, 2022, October 1, 2022, January 1, 2023, April 1, 2023, July 1, 2023 and October 1, 2023. The progress reports will include any comments received or changes to the inventory, an update on the progress of negotiations of cost apportioning agreements, and any difficulties that the CCCA is experiencing with concluding the requirements prior to the end of the Transition Period. A final report is to be submitted to MECP and each participating municipality by January 31, 2024 including the final version of the Inventory of Programs, Services, and confirmation that the CCCA has entered into all necessary cost apportioning agreements.

Timelines

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 (Complete)
Obtain Board approval of Transition Plan	Nov. 19, 2021	Complete
Make it Public	Dec. 31, 2021	Complete
Create Programs and Services Inventory		Feb 2022 (Complete)
Circulate to Municipalities and MECP, Post on Website	Feb. 28, 2022	Complete
Communications and Cost Apportioning Negotiations with Municipalities	January 1, 2024,	Nov. 19, 2021 to Sept. 30, 2023
Consultation with neighbouring CA's	As required	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	July 1 st , 2022 Progress Report was sent to MECP and participating Municipalities on June 29, 2022 as required by O.Reg. 687/21
	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	

**Catfish Creek Conservation Authority Conservation Authorities Act Dispersal
Record As Of: June 29, 2022**

Date	Action Item	Recipient
Nov 19, 2021	Transition Plan approved by the CCCA Board and for dispersal to public, MECP, and member municipalities	CCCA Staff & Board
Dec 9, 2021	Transition Plan mailed out to Member Municipality – Township of Malahide	Adam Betteridge, Chief Administrative Officer/Clerk
Dec 9, 2021	Transition Plan mailed out to Member Municipality – County of Oxford	Lynn Buchner, Director of Corporate Services
Dec 9, 2021	Transition Plan mailed out to Member Municipality – Township of SW Oxford	Mary Ellen Greb, Chief Administrative Officer
Dec 9, 2021	Transition Plan mailed out to Member Municipality – Municipality of Central Elgin	Paul Shipway, Chief Administrative Officer/Clerk
Dec 9, 2021	Transition Plan mailed out to Member Municipality – City of St. Thomas	Maria Konefal, City Clerk
Dec 9, 2021	Transition Plan mailed out to Member Municipality – Town of Aylmer	Andy Grozelle, Chief Administrative Officer
Dec 10, 2021	Transition Plan posted onto the CCCA Website as a news item and under the publication section	General Public
Dec 10, 2021	Transition Plan emailed to MECP	MECP (ca.office@ontario.ca)
Jan 27, 2022	Inventory of Programs and Services approved by the CCCA Board and for dispersal to public, MECP, and member municipalities	CCCA Staff & Board
Jan 31, 2022	Inventory of Programs and Services mailed out to Member Municipality – Township of Malahide	Adam Betteridge, Chief Administrative Officer/Clerk
Jan 31, 2022	Inventory of Programs and Services mailed out to Member Municipality – County of Oxford	Lynn Buchner, Director of Corporate Services
Jan 31, 2022	Inventory of Programs and Services mailed out to Member Municipality – Township of SW Oxford	Mary Ellen Greb, Chief Administrative Officer
Jan 31, 2022	Inventory of Programs and Services mailed out to Member Municipality – Municipality of Central Elgin	Paul Shipway, Chief Administrative Officer/Clerk
Jan 31, 2022	Inventory of Programs and Services mailed out to Member Municipality – City of St. Thomas	Maria Konefal, City Clerk
Jan 31, 2022	Inventory of Programs and Services mailed out to Member Municipality – Town of Aylmer	Andy Grozelle, Chief Administrative Officer
Feb 22, 2022	Inventory of Programs and Services emailed to the MECP	MECP
Feb 22, 2022	Inventory of Programs and Services posted on CCCA Website	CCCA
May 10, 2022	Sent 2021 Auditors Report to MECP, posted on website	MECP
Jun 29, 2022	Sent July 1 st Progress Report required under Ontario Regulation 687/21	MECP
Jun 29, 2022	July 1 st Progress Report Sent to participating municipalities	Senior Staff

Municipal Comments or Feedback

Municipality	Comments/ Feedback
Township of Malahide	Arranged a tentative meeting on July 14th with Adam Betteridge CAO to discuss CCCA's Inventory of Programs and Services and MOU's/ Agreements moving forward. Details to be provided in the October 1, 2022 Quarterly Report.
Municipality of Central Elgin	Arranged a meeting on July 15 th , 2022 with Paul Shipway, CAO to discuss CCCA's Inventory of Programs and Services and MOU's/ Agreements moving forward. Details will be provided in the October 1, 2022 Quarterly Report.
The Corporation of the Town of Aylmer	Met with Andy Grozelle, CAO for an informal preliminary discussion on June 28, 2022. Another meeting is tentative for mid to late July 2022. Details will be provided in the October 1, 2022 Quarterly Report.
City of St Thomas	Emailed City Manager Sandra Datars Bere, to request a consultation in late July.
Township of Southwest-Oxford	Spoke with Mary Ellen Greb, CAO on June 29, 2022. A meeting has been arranged for July 19, 2022 at the Township Office to discuss CCCA's Inventory of Programs and Services.

Summary of Changes:

A summary of changes to the CCCA's Inventory of Programs and Services will be provided in the October 1, 2022 Progress Report after consultations with senior staff amongst our participating Municipalities. The amended Inventory of Programs and Services will be brought to the CCCA Board of Directors for approval at the August 7, 2022 or September 8, 2022 Full Authority Meeting. Upon approval of the changes at Board level, the Inventory of Programs and Services will be circulated to all five (5) participating Municipalities for approval. CCCA is expecting feedback from participating municipalities on the draft inventory, which will be provided during consultation. Current changes and any other further changes made to the inventory pending further discussion with municipalities will be noted in future progress reports.

Cost Apportioning Agreements:

During the second phase of the transition period, (to be completed by January 1, 2024) the CCCA will consult with participating municipalities on their Inventory of Programs and Services. The CCCA will then take the necessary steps to enter into MOUs/ agreements with participating municipalities for category 2 and 3 programs and services where expenses and/or costs will be apportioned to a municipality. Staff are working diligently to create the required MOU's/ Agreements for Category 2 and 3 services and drafts will be brought to the Board of Directors August 7, 2022 or September 8, 2022 Full Authority Meeting for approval. After Board approval the MOU's/ Agreements and a cover letter will be created and addressed to each individual Member Municipality requesting endorsements of the MOU's/ Agreements in regards to the amended Programs and Services Inventory Category 2 and Category 3 Services.

Difficulties:

The October 2022 municipal election may have some impacts on Phase 2 implementation. The CCCA Board of Directors may have a small turnover in membership following the election. However, Conservation Authority staff are moving forward to assure we meet all the regulated deadlines.

REPORT FA 35 / 2022 : To The Full Authority

FROM: Dusty Underhill, General Manager / Secretary-Treasurer

SUBJECT: Programs and Services Inventory Update

DATE: July 11, 2022

Purpose:

To update the members on the status of Catfish Creek Conservation Authorities (CCCA) Inventory of Programs and Services and required agreements.

Discussion:

The General Manager of the CCCA met with upper management from all 5 participating municipalities to initiate discussions in regards to the CCCA's draft amended Inventory of Programs and Services and to share our draft Memorandums of Agreement for consultation and amendment by upper management as each individual municipality sees fit.

Meetings have been held with upper management on the below noted dates;

- Paul Shipway, CAO Central Elgin – July 15, 2022
- Mary Ellen Greb, CAO the Township of Southwest Oxford – July 19, 2022
- Sandra Datars Bere, City Manager St Thomas – July 20, 2022
- Adam Betteridge, CAO the Township of Malahide – July 21, 2022
- Andy Grozelle, CAO the Town of Aylmer – July 22, 2022
- Gord Hough, Director of Community Planning Oxford County- July 26, 2022

During discussions, the General Manager brought forth a draft Memorandum of Agreement to cover the benefit based apportionment levy for planning services. This has been apportioned to our 5 member municipalities since 2002, for services rendered that are not considered Category 1 such as Natural Heritage, Subdivisions, Minor Variances and Consents etc.

A blanket Memorandum of Agreement was established for our 5 participating members to support and endorse the CCCA's Inventory of Programs and Services in its entirety. This agreement covers all programs and services the CCCA offers. Upper management from all member municipalities are currently reviewing the draft benefit based apportionment levy for planning services that are not considered Category 1 and the draft blanket memorandum of agreement to add or omit to meet the needs of each individual member municipality.

Once draft agreements are finalized by upper management and fulfill/ meet the requirements/ needs of our members, agreements will be brought to the Board of Directors for approval. Agreements and a finalized Inventory of Programs and Services will be circulated and signed by our member municipalities concluding the requirements of Regulation 687/21 Section 8, Transition Plans and Agreements for Programs and Services Under Section 21.1.2 of the Conservation Authorities Act.

RECOMMENDATION:

THAT, the Full Authority receive report FA 35 / 2022 as information at this time.



Dusty Underhill
General Manager / Secretary-Treasurer

MEMORANDUM OF AGREEMENT dated__ day, __ 2022.

BETWEEN

The CORPORATION OF THE "TOWNSHIP OF MALAHIDE"

(Hereinafter referred to as the "Township")

AND

THE CATFISH CREEK CONSERVATION AUTHORITY

(Hereinafter referred to as the "CCCA")

Date:

DRAFT

- 1) The purpose of this Memorandum of Agreement (hereinafter referred to as "Agreement") is to provide a framework for effective and timely transfer of expert advice from the Conservation Authority to the Township on land use planning matters.

The goal of the Agreement is to facilitate meaningful and timely expert advice from the CCCA on Planning Act applications in the areas of environmental hazards and natural heritage as set out in locally adopted Official Plans as well as the Provincial Policy Statement (PPS). Parties will endeavor to provide open and timely sharing of information including mapping environmental hazards, natural heritage features, land-use designations and mapping of agricultural systems.

- 2) DEFINITIONS, in the context of this agreement:

The definitions below are general in nature. For the purposes of reviewing matters under this agreement, reference shall be made to the local plan(s) in effect and as defined in the Provincial Policy Statement, as amended

"Dispute Resolution" - It is expected that there will be differences of opinion, or priorities may differ between staff and others in the planning process. It is the intent of all parties that they will use their best efforts to first resolve these disputes through meetings, email, telephone discussions between individuals so that most disputes or differences can be resolved promptly by the department(s) in charge of the service. If a dispute cannot be resolved in this manner then the issue in dispute will be raised to the level of the department head in charge of the service(s), and the department heads agree to follow the dispute resolution procedures as outline in Appendix 'B'.

"Hazardous lands" are generally defined as property or lands that could be unsafe for development due to naturally occurring processes. Along the shorelines of Lake Erie, this means the land, including that covered by water, between the international boundaries, where applicable, and the furthest landward limit of the flooding hazard, erosion hazard or dynamic beach hazard limits.

Along river, stream systems, this means the land, including that covered by water, to the furthest landward limit of the flooding hazard or erosion hazard limits.

"Natural heritage features and areas" are generally defined as features and areas, including significant wetlands, significant coastal wetlands, other coastal wetlands, fish habitat, significant woodlands and significant valley-lands, habitat of endangered species and threatened species, significant wildlife habitat, and significant areas of natural and scientific interest, which are important for their environmental and social values.

3) BACKGROUND

Local Townships have been delegated the Plan Review function by the Province of Ontario. Township of Malahide Council (or its delegate) is the approval body for development applications as provided for under the Planning Act R.S.O. 1990, CHAPTER P.13. Specifically, these applications include:

- Official Plan Amendments (exempt from Ministers approval for Township amendments, delegated approval authority for local plan amendments)
- Severance applications, including easements and right of Ways
- Plan of subdivision and condominium applications
- Part Lot Control Exemption By-laws (approval body)
- Rezoning applications
- Committee of Adjustment applications (minor variance/permissions)

The CCCA has been delegated to represent the 'Provincial Interest' for natural hazard management encompassed by the Provincial Policy Statement as amended. This delegated responsibility requires the CCCA to review and provide comments on municipal policy documents (Official Plans and comprehensive Zoning By-laws) and applications submitted pursuant to the Planning Act as part of the Provincial One-Window Plan Review Service. This responsibility is outlined in the Conservation Ontario/Ministry of Natural Resources (MNR, currently Ministry of Natural Resources and Forestry (MNRFF))/ Ministry of Municipal Affairs and Housing (MMAH) Memorandum of Understanding on Conservation Authority delegated responsibilities.

4) RATIONALE FOR AGREEMENT

Township and local Councils are granted the statutory authority for land use planning. These Councils rely upon Planning and Development Department staff to receive applications, review and analyze proposals, and to ultimately make a final recommendation to the respective council on the applications. These decisions need to be based on the best information available to them at the time, within the statutory periods as set out in the Act.

The Township and CCCA direct new development to areas outside of hazardous lands that may pose a threat to life or property. Additionally, it aims to protect natural heritage features and areas. In some areas development is outright prohibited, and in other areas some level of development is permitted, provided it can show that the proposed development has no negative impact on features or functions.

The Township does not always have in-house expertise that would provide for a fulsome review of such issues. The reason then for the Agreement, is to seek out expert advice from the Conservation Authority in the area of natural heritage.

5) ROLES AND RESPONSIBILITIES

(a) The Township and the CCCA mutually agree

- i) This Memorandum of Agreement applies to the CCCA within the areas under its jurisdiction, which are in the Township. This Agreement is not intended to nullify or alter any specific agreements already in place between partner organizations;
- ii) The CCCA has agreed to review applications in the CCCA's jurisdiction within the Township, with regard to natural heritage policies,
- iii) Nothing in this Memorandum of Agreement precludes the CCCA from commenting to the Municipality from a Conservation Authority perspective, as it normally would on an application circulated by the Township under the Planning Act, including appeals to the Local Planning Appeal Tribunal (LPAT);
- iv) This Memorandum of Agreement may be amended by mutual agreement, in writing, from time to time to reflect changes in the programs of parties to this Memorandum of Agreement, or as a result of changes in provincial policies, or as a result of subsequent discussions between the parties hereto;
- v) Any party to this Memorandum of Agreement may terminate the agreement at any time, in writing to the other party(s) to the agreement, with a minimum of one- year notice;
- vi) The Dispute Resolution Procedures, as defined above shall be followed if/ when disputes arise; and,
- vii) Nothing in this Memorandum of Agreement precludes the CCCA from administering and enforcing its Regulation of Development, Interference with Wetlands and Alterations to Shorelines and Watercourses, made pursuant to the Conservation Authorities Act

(b) The Township commits to:

- i) Circulate to the CA under this Memorandum of Agreement all development and planning applications;
- ii) Transfer appropriate policy statements, guidelines, manuals, maps, information, data and criteria from the Township to the CCCA, as it is received from the Province of Ontario, or make arrangements to have said material transferred directly from the Province to the CCCA to reflect the terms of this Memorandum of Agreement;

- iii) Make other arrangements to provide the application review and/or Technical Review services, when in the opinion of the Township and/or the CCCA that the CCCA does not have the necessary resources or expertise to provide recommendations on the matter; and,
- iv) Collect and remit fees as prescribed in the Conservation Authority fee schedule or, as amended from time to time. The Township acknowledges that the CCCA may charge to the applicant directly a Pre- consultation fee and/or Technical Review fee.

(c) The Conservation Authority commits to:

- i) Provide planning support and mapping, where applicable when the Township is undertaking specific policy or study work related to hazards and natural heritage, including Official Plan and comprehensive zoning by-law updates within the CCCA service area(s) as outlined in this Agreement;
- ii) Provide its comments to the Township prior to the public hearing, or public meeting, or due date for submitting comments as indicated on the circulated application or notice, or request an extension with reasons;
- iii) Comment on whether the application or policy update complies with applicable Provincial Policies as set out Natural Hazards of the Provincial Policy Statement. Also, comment on whether the application or policy update complies with local policies;
- iv) Comment and provide an appropriate analysis of the proposed development including, whether the application complies with the Conservation Authorities Act;
- v) Comment on whether the application or policy update complies with Natural Heritage; and, Water Sections of the Provincial Policy Statement, and whether the application or policy update complies with local policies if applicable, within the CCCA service area(s) as outlined in this Agreement;
- vi) Disseminate County data, maps, information or other documents when requested, only in accordance with County policies and procedures;
- vii) Apply all relevant Provincial operational procedures and guidelines in the plan review and technical review services it provides the County; and,
- viii) Make provision for staff to attend Appeal Board Hearings, upon the request of the Township, with respect to the plan review and technical review services provided pursuant to this Memorandum of Agreement, at no extra cost to the Township.

6) TIME FRAME FOR IMPLEMENTATION

This Memorandum of Agreement will come into effect on -----.

The parties have duly executed this Memorandum of Agreement under the hands of their authorized Officers.

This Agreement will be reviewed from time to time; and, no less frequently than every 5 years after it comes into effect.

Signed, Sealed and Delivered: THE TOWNSHIP OF MALAHIDE

Adam Betteridge, CAO

Allison Adams, Clerk

THE CATFISH CREEK CONSERVATION AUTHORITY

Dusty Underhill, General Manager

Lori Baldwin Sands, Board Chair

APPENDIX A – SERVICES TO BE PROVIDED.

DESCRIPTION of SERVICES	DEVELOPMENT PLANNING APPLICATION REVIEW	TECHNICAL CLEARANCE
Identify need for and conduct technical review of reports on wetland areas impacts and mitigation measures	X	X
Review. for site specific (off site) storm water planning issues	X	X
Identify need for and review storm water management facilities and reports where outlet is to a watercourse or CCCA regulated area (river valley, wetland, shoreline)	X	X
Review for sub-watershed planning/master drainage planning	X	X
Comment on natural hazards (flooding, erosion, dynamic beaches, unstable soils and bedrock) including technical review of reports relating to hazard land limits and mitigation	X	X
Comment on development in CA- Regulated Areas	X	X
Review impact on natural heritage features (significant wildlife habitat, significant woodlands,	X	X

significant valley lands, significant areas of natural and scientific interest, significant wetlands)		
Identify fish habitat and conduct review of impacts and mitigation	X	
Identify habitat of threatened and endangered species	X	
Review impact on natural heritage systems.	X	X
Comment on shoreline processes impact	X	X
Comment on lakes and rivers impacts	X	X
Review and comment on natural resource related impacts on groundwater recharge/discharge areas where there is fisheries, wetland, or other natural heritage impact.	X	X

Notes:

- (1) Review of Fish Habitat is provided in consideration of the Provincial Policy Statement and does not provide clearance on the required statutes or legislation from either the Ministry of Natural Resources and Forestry or the Department of Fisheries and Oceans.
- (2) Identification of potential habitat for Threatened and Endangered Species is provided in consideration of the Provincial Policy Statement. The Ministry of Environment, Conservation and Parks is responsible for implementation of the Endangered Species Act.

APPENDIX B - DISPUTE RESOLUTION PROCEDURE

In the case where Planning staff and Conservation Authority staff disagree on a recommended action the first response should be that the individuals work to resolve the dispute as outlined:

Staff should first hold a meeting, email and/or connect by telephone to discuss issues in dispute, and use their best efforts to resolve the matter. Disputes shall be dealt with in a confidential manner.

1. If the dispute cannot be resolved between the individuals
 - a. The party with the concern will raise the issue to the department heads in charge of the service(s) by way of a letter or memo.
 - b. The department heads shall acknowledge receipt of the dispute within five (5) business days.
 - c. The department heads shall review the issues identified by the individual raising the issue and in so doing may:
 - Review relevant municipal and provincial legislation;
 - Review other relevant policies and procedures;
 - Review any existing file documents;
 - Request information from the Staff, the individual in dispute or others involved in the dispute;
 - Identify actions that may be taken to address the dispute and/or improve services and operations; or
 - Take other actions the department head deems necessary to resolve the matter.
2. Decision

Within ten (10) calendar days of receipt of a notice of dispute by the Department Heads, a joint discussion is encouraged, and unless the issue has been resolved, a response shall be provided in writing to the party with the concern's Department Head involved in the dispute (the "Decision"). The Decision shall include:

 - a) Whether the dispute was substantiated;
 - b) If the dispute is not substantiated, the Department Head shall provide the reason(s) for their decision; and,
 - c) Any actions the Corporation/CA has or will take because of the dispute and/or actions that should be considered by the CA.
- 4) From time to time, there may arise circumstances where the Department Head may not be in a position to guarantee response times. If the Department Head is unable to provide a Decision within ten (10) days of receipt, they shall notify the CAO/General Manager of the delay and provide an estimate of when a Decision will be provided.
- 5) Decisions made by the Department Head may be appealed, in writing, to the Chief Administrative Officer/General Manager within ten (10) days, or when mutually agreed. The

Chief Administrative Officer/General Manager shall review the appeal and may confirm, rescind or amend a Decision. In the event the Dispute cannot be resolved through this Dispute Resolution process, the Dispute may be submitted to the respective Council/Board, as the case may be.

- 6) There is no appeal process beyond what is defined in Section 5. This dispute resolution process is meant to apply to the services provided under this MOU, and does not limit the appeal or other options open to all parties under the powers granted to them in legislation and regulation, such as but not limited to asking for status at an LPAT hearing.

- 7) Responsibility

All Staff should have a clear understanding of how Disputes are handled by the Township /CA. All supervisors must comply with, explain this policy to their Staff, and conduct any necessary training.

APPENDIX C – REGULATIONS FEE SCHEDULE

REGULATIONS FEE SCHEDULE

Catfish Creek Conservation Authority Ontario
Regulation 146/90

Applications for Permits to Construct, Place Fill or Alter
Waterways, and Land Transfer Inquiry Fees.

The following fee schedule to APPLICATIONS TO CONSTRUCT, PLACE FILL OR ALTER A WATERWAY in any defined area within the Catfish Creek Watershed, pursuant to Section 28 of the Conservation Authorities Act of Ontario R.S.O. 1990, Chapter C.27.

Application Fees:

Non-refundable fees are charged to support the costs incurred through the administration of the CCCA regulations program. The fee amount is based on the value of the works being applied for and the following graduated scale will apply:

Value Range	Application to Construct, Place Fill or Alter Waterways
up to \$10,000	\$ 160.00
up to \$100,000	\$ 320.00
up to \$500,000	\$ 650.00
over \$500,000	\$ 1,200.00
renewal fee (after 1 year)	\$ 110.00
site surveying	\$ 110.00
Property/legal inquiries requiring a site visit/written response	\$ 110.00
2X fee-permit fee following issuance of a Violation Notice	

* Fees include all applicable taxes

Legal Inquiries:

Legal Inquiries are submitted by solicitors representing prospective buyers of property within the watershed. They typically request confirmation of if, and how, regulations of the Authority affect a property. A fee is charged to help offset the costs associated with administering the program. Applicants are responsible to provide the CCCA with an estimate of the value of the proposed works and may be requested to support such a value in writing.

* Per Report PF 07/2019

APPENDIX D – SPECIAL BENEFITTING LEVY

In January of 1996, Provincial Legislation was passed which amended the Conservation Authorities Act to empower Conservation Authorities to collect fees for services approved by the Minister. Given the reduction in Provincial Transfer payments, many C.A's are recovering costs from landowners, applicants, or Member Municipalities to deliver mandated services (including plan input and review under Sec. 21 (m.l) within their respective watersheds. In this case, Municipalities have the option of recovering the levy through application fees.

In 2002, a Special Benefitting Levy was created to help defray the costs of providing plan input and review services for various non-mandated Planning Act applications. This Special Benefitting Levy has not increased since 2012. Average number of permits over a 5 year average per municipality was used at seventy-five dollars \$75.00 per review.

Table1: Plan Review Fee Schedule

MUNICIPALITY	SPECIAL LEVY ANNUALLY
Town of Aylmer	\$ 850.00
Municipality of Central Elgin	\$ 2,150.00
Township of Malahide	\$ 4,550.00
Township of South-West Oxford	\$ 350.00
City of St. Thomas	\$ 350.00
TOTALS	\$ 8,250.00

*Per Report FA 72/2012

AGREEMENT FOR SERVICES

THIS AGREEMENT dated this day of, 2022.

BETWEEN:

THE CATFISH CREEK CONSERVATION AUTHORITY
(Hereinafter called "Authority")

OF THE FIRST PART

-and-

THE CORPORATION OF THE TOWN OF AYLMER, THE CORPORATION OF THE MUNICIPALITY OF CENTRAL ELGIN, THE CORPORATION OF THE TOWNSHIP OF MALAHIDE, THE CORPORATION OF THE TOWNSHIP OF SOUTH-WEST OXFORD, and THE CORPORATION OF THE CITY OF ST THOMAS
(Hereinafter called the "Members")

OF THE SECOND PART

WHEREAS, pursuant to Ontario Regulation 686/21 Conservation Authorities are authorized to charge a levy to their members for delivery of mandatory services under the Regulation;

AND WHEREAS pursuant to Ontario Regulation 687/21 Conservation Authorities are required to enter into an agreement to levy members for services provided to Members other than mandatory services;

AND WHEREAS the Conservation Authority is prepared to provide certain non mandatory services to its Members;

AND WHEREAS the Members wish to avail themselves of these services and to pay the amount levied for services;

NOW THEREFORE, in consideration of the terms of this Agreement and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

1. The Authority agrees to provide to the Members the services outlined in the Inventory of Programs and Services attached hereto as Schedule "A".
2. The Members agree to be charged a levy for such services in accordance with the levy stated in Schedule "A" to be apportioned among Members.
3. The Authority will not add to or delete from the services or programs funded through the levy without first consulting with the Members. Any such change would require an amendment to this Agreement agreed to by all parties.
4. The parties will maintain the current normal annual approval process for increasing the levy and budget (i.e. one member one vote based upon current value assessment in the watershed for approval of the levy).
5. The Members will continue to support the current Inventory of Services and programs throughout the period of this Agreement.
6. This Agreement will be for a Term of (5) years commencing on the date of the signature by the last of the parties.

**SIGNED SEALED AND DELIVERED THIS DAY OF
2022**

THE CATFISH CREEK CONSERVATAION AUTHORITY

Per: _____
Chair -

Per: _____
General Manager -

I/we have the authority to bind the Corporation

**SIGNED SEALED AND DELIVERED THIS DAY OF
2022**

THE CORPORATION OF THE TOWN OF AYLMER

Per: _____
Chief Administrative Officer -

Per: _____
Clerk -

I/we have the authority to bind the Corporation

**SIGNED SEALED AND DELIVERED THIS DAY OF
2022**

THE CORPORATION OF THE MUNICIPALITY OF CENTRAL
ELGIN

Per: _____
Chief Administrative Officer -

Per: _____
Clerk -

I/we have the authority to bind the Corporation

**SIGNED SEALED AND DELIVERED THIS DAY OF
2022**

THE CORPORATION OF THE TOWNSHIP OF MALAHIDE

Per: _____
Chief Administrative Officer -

Per: _____
Clerk -

I/we have the authority to bind the Corporation

**SIGNED SEALED AND DELIVERED THIS DAY OF
2022**

THE CORPORATION OF THE TOWNSHIP OF SOUTH-
WEST OXFORD

Per: _____
Chief Administrative Officer -

Per: _____
Clerk -

I/we have the authority to bind the Corporation

**SIGNED SEALED AND DELIVERED THIS DAY OF
2022**

THE CORPORATION OF THE CITY OF ST THOMAS

Per: _____
Chief Administrative Officer -

Per: _____
Clerk -

I/we have the authority to bind the Corporation

REPORT FA 36 / 2022: To The Full Authority

FROM: Dusty Underhill, General Manager / Secretary – Treasurer

SUBJECT: Conservation Ontario Council Meeting

DATE: June 23, 2022

Purpose:

To update the members on the business items discussed at the Conservation Ontario (CO) Council meeting.

Discussion:

The General Manager / Secretary-Treasurer attended the Conservation Ontario Council meeting held virtually on June 20, 2022. Highlights of the meeting included:

a) Conservation Ontario's Comments on the "Regulatory Proposals (Phase 1-Phase 2) under the Conservation Authorities' Act

First Phase (completed) & Second Phase of the Transition Period Further to Phase 1 Regulations released in October 2021, all 36 CAs submitted their Transition Plans to MECP by December 31, 2021, and all 36 CAs submitted their Program and Service Inventories to MECP and participating municipalities further to the February 28, 2022, deadline. This marked completion of the First Phase of the Transition Period. CO hosted five General Manager sharing sessions between November 2021 and February 2022 (i.e. First Phase of Transition Period) to support CAs in completing their Transition Plans and Program and Service Inventories. The November 29, December 13, January 17, February 7 and April 1 sessions were described in the AGM CO Council report dated March 28, 2022. The April 1 session on Asset Management Planning was attended by 63 CA staff from 29 CAs.

Conservation Ontario will continue to support conservation authorities in successful implementation of the Second Phase of the Transition Period, including future training on the Budget and Apportionment Regulation for the development of 2024 budgets. Additionally, Conservation Ontario will continue to support CAs in successful implementation of the December 31, 2024, mandatory deliverables.

b) Update on Conservation Ontario Client Service and Streamlining Initiative:

The Conservation Ontario Client Service and Streamlining Initiative has proven to be an important stakeholder engagement tool. Conservation authorities have been working diligently to improve client service and accountability; increase speed of approvals; and reduce red tape and regulatory burden while at the same time not jeopardizing public health and safety or the environment in the process. Conservation Ontario will continue work on this important Initiative and will keep Council informed of major milestones.

c) Nature Smart Climate Solutions Program Update

CO acknowledges the CA network for their ability to leverage expertise, garner local relationships, oversee robust watershed planning and management, as well as successfully coordinate funding and partnerships to implement the Nature Smart Climate Solutions Projects to date. Future updates to Council will highlight examples of the projects being implemented with this funding as well as collective progress on reduction of GHGs and the co-benefits.

d) Canada Nature Fund Program Update

Conservation Ontario has been advocating for land securement funding for CAs for years by participating in various data collection and cataloguing projects with Environment and Climate Change Canada, Ontario Parks, CAs and consultants. We're pleased to see conservation authority properties finally being recognized for the protection they provide for species at risk and their value for biodiversity conservation – particularly in Southern Ontario, where pressure from development is highest, causing fractured, disconnected habitats. We're also pleased to see new CA land acquisitions become eligible for funding at the federal level and are excited to be able to administer this funding, allowing CAs to create connections between protected areas through priority acquisitions. Conservation authorities should be commended for the important work they do to protect, observe and monitor the state of the natural environment in their watershed jurisdictions and we are certain this funding is making a difference in this regard.

e) Update on Bill 109

Bill 109 received Royal Assent on April 14th. Prior to the writ being dropped for the provincial election, the Progressive Conservative government committed to utilizing the Housing Affordability Taskforce Report as a long-term roadmap for housing in Ontario. The government has committed to implementing the Taskforce's recommendations with a housing supply action plan every year over four years, commencing in 2022-23. It is expected that this commitment will be maintained post re-election. Conservation Ontario will continue to work with the provincial government as they work to improve housing affordability in Ontario.

f) Business Development and Partnerships Update

Business Development and Partnerships activities since April 2022 have continued on a number of strategic priorities. This includes advocating for and securing investments in CA programs and services. Most of this activity is summarized in other reports with this June 2022 Agenda; engagement in the Provincial Climate Change Impact Assessment and National Adaptation Strategy; the completion and launch of an e-learning module for Ontario Insurance Brokers about Flood and Erosions Risk Management in Ontario and the role of conservation authorities which was produced in collaboration with the Insurance Brokers Association of Ontario. The first year of implementation of Conservation Ontario and Environment and Climate Change Canada \$9 Million Nature Smart Climate Solutions Initiative has completed and is summarized in a report and presentation to June Council. Ontario's Flooding Strategy, in particular, efforts to advance flood mapping commitments continued through work with the Ministry of Northern Development, Mines, Natural Resources and Forestry, Association of Municipalities of Ontario and Natural Resources Canada. This included a recent Webinar for CAs and municipalities on the Flood Hazard Identification and Mapping Program.

g) Consent Items:

The following items were approved without discussion:

- Conservation Ontario's comments on Fisheries and Oceans Canada Shoreline Stabilization- A Proposed Class in the Prescribed Works and Waters
- Conservation Ontario's comments on DFO's "Prescribed Works and Waters Regulation – Aquatic Habitat Rehabilitation Class".
- Update on Mayors Advisory Council on Coastal Resilience - Great Lakes St. Lawrence Cities Initiative
- Review of the Great Lakes-St. Lawrence River Natural Hazards Technical Guide
- Conservation Ontario's comments on "Implementation Pause of Excess Soil Requirements in Effect January 1, 2022" (ERO#019-5203).
- Conservation Ontario's Comments on the Growing the Greenbelt (ERO #019-4485); (ERO #019-4483); and (ERO #019-4803)
- Conservation Ontario's comments on "Seeking input about the use of floating accommodations on waterways over Ontario's public lands" (ERO#019-5119) Floating Accommodations on Waterways
- Ontario Hydrometric Program Coordinating Committee (OHPCC) Representative
- Update on the 2022 Latonell Conservation Symposium
- Program Updates
 - Business Development and Partnerships
 - Marketing and Communications
 - Drinking Water Source Protection4. Information Management.
 - Information management

Recommendation:

THAT, Report FA 36 /2022 be received as information.



Dusty Underhill
General Manager / Secretary – Treasurer

REPORT FA 37 /2022 : To The Full Authority

FROM: Dusty Underhill, General Manager / Secretary-Treasurer

SUBJECT: Conservation Areas Workshop Conference

DATE: July 13, 2022

Purpose:

To seek permission to send one (1) staff member to the Annual Conservation Areas Workshop Conference.

Discussion:

The Annual Conservation Areas Workshop on October 26th and 27th will be held at the Fern Resort in Orillia. The theme for 2022 is Growing Together – Conservation Lands for All. The Workshop provides a valuable opportunity for training, networking and collaboration for field staff of the 36 Conservation Authorities.


Early Bird Registration will be \$460 for a Full Single accommodation or \$410 for Full Double accommodation.

Regular Registration will be \$530.00 for a Full Single accommodation or \$480.00 for Full Double accommodations

The Workshop will include site visits to Belfountain Conservation Area and Cheltenham Badlands, dedicated training opportunities, and presentations focusing on Technology, Conservation Lands, and Community. Early Bird Registration opens August 15th, 2022.

RECOMMENDATION:

THAT, the Full Authority authorize (1) staff member to attend the Annual Conservation Areas Workshop Conference in Orillia on October 26th – 27th, 2022.



Dusty Underhill
General Manager / Secretary-Treasurer



Conservation Areas WORKSHOP

Thursday, July 14, 2022

Credit Valley Conservation
1255 Old Derry Rd.
Mississauga, ON L5N 6R4

Dear CAOs and GMs,

SAVE THE DATE: 2022 CONSERVATION AREAS WORKSHOP

Please join us at the 2022 Conservation Areas Workshop (CAW) on October 26th and 27th at the [Fern Resort](#) in Orillia.

Our 2022 theme is *Growing Together – Conservation Lands for All*.

The Workshop will include site visits to [Belfountain Conservation Area](#) and [Cheltenham Badlands](#), dedicated training opportunities, and presentations focusing on Technology, Conservation Lands, and Community.

Early bird registration will open on August 15th. Please share this important update with your teams.

Should you have any questions, or to learn more about CAW, please contact us at caworkshop@cvc.ca or visit the [website](#).

We are very hopeful for a great in-person turnout after two years of virtual offerings!

Sincerely,

Tori Fisher
Administrator, Conservation Parks
Co-chair, Conservation Areas Workshop
Credit Valley Conservation

David Orr
Senior Specialist, Enforcement
Co-chair, Conservation Areas Workshop
Credit Valley Conservation

REPORT FA 38 / 2022 : To The Full Authority

FROM: Dusty Underhill, General Manager / Secretary-Treasurer

SUBJECT: Fundraising Update

DATE: July 15, 2022

Purpose:

To update the Board on the status of the Catfish Creek Conservation Authority's (CCCA) fundraising activities for 2022.

Discussion:


The CCCA regularly applies for and has been relatively successful in generating funds to support a wide range of non-mandated environmental projects and initiatives. These additional sources of funding allow the CCCA to complete important work that would otherwise be impossible to undertake.

The following list provides a summary of the various projects and sources of funding confirmed for 2022, to date.

Name of Project	Primary Funding Source	Funds Committed
ELP Planting Day	Enbridge Gas Co.	\$2,500.00
Springwater CA Safe and Socially Distanced Experience	Ontario's Southwest Tourism Relief Fund	\$74,920.00

Recommendation:

That, the Full Authority acknowledge the 2022 fund-raising activities and projects as outlined in Report FA 38/2022.



Dusty Underhill,
General Manager / Secretary-Treasurer

**Catfish Creek Conservation Authority
Correspondence Register – June 1 – 30, 2022**

Date	Type	Agency	Topic
June 1, 2022	Email	CO	CA Indigenous Engagement Guidelines
June 1, 2022	Email/ Response	Town of Aylmer	Spraying Inquiry
June 1, 2022	Email	CO	Lands Strategy Teams Meeting
June 1, 2022	Email/ Response	CO	FHIMP Survey
June 1, 2022	Email/ Response	CO	FHIMP Survey Link
June 1, 2022	Email	CO	IBAO E-Learning
June 1, 2022	Email	GRCA	Quorum at Lake Erie Source Protection Meeting
June 2, 2022	Email/ Response	Malahide	Update on Riverine Study
June 2, 2022	Email/ Response	Malahide	Riverine/ Flood Study
June 2, 2022	Email/ Response	CO	WEBINAR - Overview of the Second Phase of the Transition Period for Conservation Authorities
June 2, 2022	Email	ECCC	Hydrometric Station Telecommunications Update (CA's)
June 2, 2022	Email	CO	Overview of the Second Phase of the Transition
June 3, 2022	Email/ Response	Career Launcher	Career Launcher Internship Extension-Austin Verbeek
June 3, 2022	Email	CO	Webinar Link RE: Flood Hazard Identification and Mapping Program
June 4, 2022	Email	NDMNRF	Provincial Flood Bulletin
June 6, 2022	Email/ Response	MVCA	SW GMs Meeting Link June 8th
June 6, 2022	Email	NDMNRF	Low Water Products
June 6, 2022	Email	CO	NEW Conservation Areas Website Launch
June 7, 2022	Email/ Response	Malahide	FHIMP Survey
June 7, 2022	Email	Enbridge Gas	Grant Opportunity
June 7, 2022	Email	CO	Survey - 'technical adequacy of the Great Lakes – St. Lawrence River System Technical Guide (MNR, 2001)'

June 7, 2022	Email	CO	Additional Funding from Environment and Climate Change Canada
June 8, 2022	Email/ Response	Malahide	Planning Inquiry
June 8, 2022	Email	CO	Reminder: REVIEW & FEEDBACK REQUESTED by June 14th
June 8, 2022	Email	CO	MECP email Agriculture reps RE: SW GMs Meeting
June 8 2022	Email/ Response	Enbridge	Grant Opportunity
June 8, 2022	Email/ Response	SISKINDS	CA Search for Property
June 8, 2022	Email	NDMNRF	Provincial Flood Watch Issued
June 9, 2022	Email/ Response	MVCA	Draft MOU
June 9, 2022	Email	CO	Celebrate Canadian Environment Week
June 9, 2022	Email/ Response	UTRCA	Fees Policy
June 9, 2022	Email	CO	Conservation Ontario (CO) Council Meeting Agenda
June 9, 2022	Email/ Response	GRCA	Lake Erie Region Source Protection Committee Meeting
June 9, 2022	Email/ Response	CO	Additional Funding from Environment and Climate Change
June 10, 2022	Email	ERCA	Fees Policy
June 10, 2022	Email/ Response	CO	Kim Gavine Retiring
June 10, 2022	Email/ Response	GRCA	Acting Chair LERMC
June 10, 2022	Email	CO	CO Weekly Updates
June 10, 2022	Email/ Response	CO	Reminder to Post Audited Financial Statements
June 10, 2022	Email/ Response	NDMNRF	S.39 Transfer Payment
June 13, 2022	Email/ Response	Town of Aylmer	Spraying
June 13, 2022	Email	Central Elgin	Enviro. Committee agenda
June 13, 2022	Email	Hendersonplay	Equipment Quote
June 14, 2022	Email	ALUS	RBC Test Transfer Update
June 14, 2022	Email	CO	Dan Marinigh Retirement Announcement
June 14, 2022	Email	NDMNRF	WECl Agreement
June 14, 2022	Email	GRCA	Source Agenda
June 14, 2022	Email	MECP	Adding Carbon Test to PWQMN
June 14, 2022	Email	CO	Webinar Reminder

June 14, 2022	Email	TRUE Consulting	Inquiry Into Updating Hazard Mapping
June 15, 2022	Email/ Response	Ian Begg	Eco Gift Program
June 15, 2022	Email/ Response	CO	CO Council Meeting
June 15, 2022	Email	CO	Reminder of Phase 2 Overview
June 15, 2022	Email	CO	Provincial Offences Officers Level 1 Training Waitlist
June 15, 2022	Email/ Response	Malahide	Shoreline Protection Inquiry
June 16, 2022	Email	LPRCA	Meeting Invitation: Long Point, Where is the Shoreline Going
June 16, 2022	Email	GRCA	Option to join the June 16 SPC meeting
June 16, 2022	Email	Ontario Society of Professionals	Engineering Conference
June 16, 2022	Email/ Response	Oxford County	Oxford County OP update - Phase 2 Environment
June 16, 2022	Email	Donnie Ivey	Stage Documentary
June 16, 2022	Email	CO	FHIMP Survey Deadline Extended
June 17, 2022	Email/ Response	SCRCA	GM Watershed Tours
June 17, 2022	Email	UTRCA	Watershed Tours
June 17, 2022	Email	NDMNRF	Provincial Flood Watch Issued
June 17, 2022	Email/ Response	CO	GM Watershed Tour
June 17, 2022	Email	CO	CAA Implementation Uploads
June 17, 2022	Email	CO	Weekly Updates
June 20, 2022	Email/ Response	MECP	CA Inventories and Quarterly Reports
June 20, 2022	Email	CO	Second Phase Overview
June 20, 2022	Email/ Response	CLTIP	CCCA Renewals
June 21, 2022	Email/ Response	ALUS	RBC Test Transfer Project
June 21, 2022	Email/ Response	Stephen Self Engineering	Stage Questions
June 22, 2022	Email	Ian Begg	Tisdale Road Survey
June 22, 2022	Email	CO	Kim Gavine Retirement
June 23, 2022	Email	CO	Bonnie Fox Interim GM
June 23, 2022	Email	NDMNRF	Updated: Provincial Flood Watch
June 23, 2022	Email/ Response	Mark Coombes	Property Acquisition Question
June 23, 2022	Email	CO	EMINDER & EXTENSION FOR SURVEY RESPONSE RE: Survey - 'technical

			adequacy of the Great Lakes – St. Lawrence River System Technical Guide (MNR, 2001)'
June 24, 2022	Email	CO	Minister Appointments
June 26, 2022	Email/ Response	Springfield Swans	Upcoming meeting
June 27, 2022	Email/ Response	Andy Grozelle	Meet and Greet
June 27, 2022	Email/ Response	Paul Shipway	Inventory of Programs and Services Consultation
June 27,, 2022	Email	CO	Final CO Guidance - Second Phase of the Transition Period
June 27, 2022	Email	Malahide	Correspondence Received
June 28, 2022	Email	CO	ONCA and Registered Charities
June 29, 2022	Email/ Response	Donald Begg	Property Survey
June 29, 2022	Email/ Response	Enbridge Gas.	Enbridge has received your Fueling Futures grant application.
June 29, 2022	Email/ Response	Sandra Datars Bere	Inventory of Programs and Services Consultation
June 29, 2022	Email	CO	Cat 2 and 3 Reply
June 30, 2022	Email	CO	SOP's Focus Group
June 30, 2022	Email/ Response	CIBC	GIC Info
June 30, 2022	Email/ Response	MECP	Confirmation of Quarterly Report Submission

**Catfish Creek Conservation Authority
Correspondence Register – July 1 – 31, 2022**

Date	Type	Agency	Topic
July 1, 2022	Email/ Response	Enbridge	Grant Approval!
July 4, 2022	Email/ Response	Oxford County	OP Update Consultation
July 4, 2022	Email/ Response	CO	Annual Statistical Survey
July 4, 2022	Email/ Response	Auditor General	Invitation to participate in a survey from the Office of the Auditor
July 5, 2022	Email/ Response	Auditor General	Auditor General of Ontario - Additional Conservation Authority
July 6, 2022	Email	Auditor General	Extension granted until July 15 to participate in a survey from the Office of the Auditor General of Ontario (OAGO)
July 6, 2022	Email	Otonabee	Dan Marinigh Is Retiring
July 7, 2022	Email	Alex Piggot	Release of summer 2022 DWSP social media campaign
July 7, 2022	Email/ Response	UTRCA	SW GMs Meeting Link September 8th at 1:30PM
July 7, 2022	Email	NDMNRF	Provincial Watershed Conditions Statement
July 12, 2022	Email/ Response	CO	CA Conservation Areas Strategy and Lands Inventory Contacts + Participants of the June 15 th CAU Conservation Areas Strategy and Lands Inventory Discussion Session
July 15, 2022	Email	CO	Conservation Ontario Council and Annual General Meeting Minutes
July 19, 2022	Email	CO	Open for applications: The Natural Infrastructure Fund
July 19, 2022	Email/ Response	CO	On-Farm Climate Action Fund (OFCAF) - Program Guide Available, Knowledge

			Sharing Events, APPLICATION INTAKE DATES ANNOUNCED
July 19, 2022	Email	CO	CAU Survey
July 20, 2022	Email	Oxford County	Agreements
July 22, 2022	Email	Passport	Passport Implementation
July 22, 2022	Email/ Response	Sandra Datar Beres	Indigenous Lead City of London
July 22, 2022	Email/ Response	Denise Love, Steam Center	Multilingual Signs
July 22, 2022	Email/ Response	Springfield Swans	Donation
July 25, 2022	Email/ Response	Gord Hough	Agreements
July 25, 2022	Email/ Response	Donnie Ivey	Stage Documentary
July 25, 2022	Email	Ilona Feldman	Sign Card for Martin Keller
July 25, 2022	Email/ Response	OSTRF	Webinar - Ontario's Southwest Tourism Relief Fund
July 26, 2022	Email/ Response	Emma Rowley	Conditional Offer OSTRF
July 26, 2022	Email/ Response	CO	Review and Feedback Requested by August 19th - DRAFT CO Guidance on CA Fee Policies and Fee Schedules
July 27, 2022	Email/ Response	KCCA	CEWS Support
July 27, 2022	Email/ Response	Lisa Burnside	CEWS Information
July 27, 2022	Email	CJDL	Replacement of the Existing Water Storage Facility, Town of Aylmer
July 28, 2022	Email/ Response	Andy Grozelle	Aylmer MOU V.2
July 28, 2022	Email/ Response	TRF	Agreement for signing
July 28, 2022	Email/ Response	Adam Betteridge	10735 Hacienda - proposed site plan application - relocation of BDR International
July 29, 2022	Email/ Response	Ian Begg	Survey
July 29, 2022	Email/ Response	Denise love	Sign Creation for SPW
July 29, 2022	Email/ Response	PBRA	Meeting Request



July 8, 2022

Dusty Underhill
General Manager/Secretary-Treasurer -Catfish Creek Conservation Authority
8079 Springwater Road
Aylmer, ON N5H 2R4
Sent via email: generalmanager@catfishcreek.ca

RE: Funding Support to Update Riverine Floodplain Mapping and Coastal Floodproofing Elevations

At its regular meeting held on July 7, 2022, the Council of the Corporation of the Township of Malahide passed the following Resolution:

No. 22-299

Moved By: Scott Lewis

Seconded By: Dominique Giguère

THAT the correspondence received from Catfish Creek Conservation Authority, dated June 22, 2022, relating to Catfish Creek Conservation Authority Port Bruce Riverine Floodplain Mapping and Coastal Floodproofing Study be received;

AND THAT the Council of the Township of Malahide fully supports the pursuance by the Catfish Creek Conservation Authority for an updated Riverine Floodplain Mapping and Coastal Floodproofing Study for the Village of Port Bruce;

AND THAT the Council of the Township of Malahide acknowledges that flood planning and regulations, as well as natural hazards technical studies, amongst other programs and services, are considered to be "Category 1" as described in Ontario Regulation 686/21, and being those mandated programs and services which all Conservation Authorities must provide in their jurisdiction, and eligible to be funded by municipal levy;

AND THAT given the Township of Malahide already contributes through the municipal levy towards such eligible services and programs, the Council of the Township of Malahide asks that Catfish Creek Conservation Authority prioritize this initiative, through an appropriate scoping and procurement process, using existing resources or through other government grants, to

ensure that Riverine Floodplain Mapping and Coastal Floodproofing Elevations for the Village of Port Bruce be updated in a timely manner.

Carried

Please do not hesitate to contact me if you require any further information.

Respectively,

A handwritten signature in black ink, appearing to read "A Adams".

Allison Adams,
Manager of Legislative Services/Clerk

cc: Adam Betteridge, CAO Township of Malahide

Port Bruce Ratepayers Association

3155 Colin Street
Port Bruce ON N5H 2R2
226.378.2750

Dusty Underhill

GM - CCCA

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

June 30, 2022

Dear Mr. Underhill

I have recently learned the Catfish Creek Conservation Authority is seeking funding to update the flood lines in Port Bruce along with exploring possible funding for rain gauges and a standard water level gauge.

The newly appointed members of the Port Bruce Ratepayers Association would like the opportunity to improve our understanding of the responsibilities and future goals of the Catfish Creek Conservation Authority relating to flood risk reduction in Port Bruce and to find out if there is anything the PBRA can do to help you achieve your goals

I and a few of our board members would greatly appreciate the opportunity to meet with you and your staff at your office for further discussion at your convenience

I look forward to hearing from you

Brian Duffett

Chair-Person - Port Bruce Ratepayers Association
portbrucerpa@gmail.com