

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

Thursday, June 9th, 2022

Meeting #05/2022

PRESENT:

| | | |
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| 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:

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| 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:

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| <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:

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| <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 WECI 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