

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

Monday, February 27th, 2023

Meeting #01/2023

The 72nd Annual General Meeting of the Catfish Creek Conservation Authority was held at the East Elgin Community Complex.

PRESENT:

Paul Buchner	Chairperson	Township of South-West Oxford
Morgaine Halpin	Vice-Chairperson, 2023	Municipality of Central Elgin
Sally Martyn	Out-going Member	Municipality of Central Elgin
Arthur Oslach	Member	Town of Aylmer
Gary Clarke	Member	City of St. Thomas
Scott Lewis	Member	Township of Malahide

STAFF:

Dusty Underhill	General Manager / Secretary-Treasurer
Susan Simmons	Financial Services Coordinator
Gerrit Kremers	Resource Planning Coordinator
Brittany Bell	Program Support Assistant
Peter Dragunas	Water Management Technician
Al Bradford	Conservation Areas Supervisor
Shelby Martin	Customer Services Clerk
Cathy Brooks	Field Technician

Guests

Murray	Alward	CCCA Supporter
April	Anderson	Port Bruce Rater Payers
Dan	Arppe	Thames Valley District School Board
Lindsey	Arppe	Thames Valley District School Board
Pete	Barbour	Town of Aylmer
Adam	Bengen	Environmental Leadership Program – EESS
Adam	Betteridge	Township of Malahide
Al	Bradford Sr.	CCCA Supporter
Richard	Brown	Township of Malahide
Jennifer	Buchanan	Graham Scott and Enns
Ron	Casier	Guest Speaker
Rick	Cerna	Township of Malahide
Dan	Dale	CCCA Supporter
Dominique	Giguere	Township of Malahide
Al	Hurst	Elgin Hiking Trail Club
Herb	Kebbel	CCCA Supporter
Jeanette	Kebbel	CCCA Supporter
David	Mayberry	Township of South-West Oxford
Margo	McDougall	Winner of the CCCA Student Scholarship
Duff	McDougall	Parent of Student Scholarship Winner
Mary	McDougall	Parent of Student Scholarship Winner

Ken	McEwen	CCCA Supporter
Rob	Perry	Aylmer Express
Al	Sharpe	Elgin Hiking Trail Club
Paul	Shipway	Municipality of Central Elgin
Dana	Sinclair	CCCA Supporter
Dr. Duncan	Sinclair	CCCA Supporter
Duncan	Sinclair	Conservation Award Winner
Kim	Smale	Former General Manager of CCCA
Henry	Tenhoor	CCCA Volunteer
Elizabeth	VanHooen	Kettle Creek Conservation Authority
Judi	Wright	CCCA Supporter

WELCOME / CALL TO ORDER:

Chairperson Buchner welcomed everyone and called the meeting to order at (2:00 p.m.).

ADOPTION OF AGENDA:

<u>Motion # 1/2023</u>	S. Martyn	A. Oslach	CARRIED
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THAT, the Agenda for the Annual General 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.

INTRODUCTIONS:

Chairperson Buchner introduced the Catfish Creek Conservation Authority Board of Directors, Staff, and Special Guests in attendance.

SERVICE AWARDS:

Chairperson Buchner presented Years of Service Awards to Susan Simmons, Financial Services Coordinator (25), Dusty Underhill, General Manager/Secretary - Treasurer (10), and to Member Martyn (16).

CHAIRPERSON'S MESSAGE:

Chairperson Buchner presented the Annual Chairperson's Message to the audience. A condensed version is included on the first page of the 2022 Annual Report.

ADOPTION OF MINUTES:

Motion # 2/2023 A. Oslach S. Lewis CARRIED

THAT, the Minutes of Full Authority Meeting #10/2022 (December 15, 2022), be accepted as circulated.

Motion # 3/2023 S. Martyn A. Oslach CARRIED

THAT, the Minutes of Personnel / Finance Committee Meeting PF#01/2023 (January 26, 2023), be adopted and circulated.

BUSINESS ARISING FROM MINUTES:

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

PUBLIC / SPECIAL DELEGATIONS:

None

ANNUAL REPORT PRESENTATION:

The General Manager / Secretary-Treasurer presented the 2022 Annual Report and provided a brief summary of each section in the report. He thanked the community for their support and involvement with the CCCA over the past year. He also thanked the staff from the CCCA and Board for their efforts in 2022.

Motion # 4/2023 A. Oslach S. Lewis CARRIED

THAT, the 2022 Annual Report be adopted as presented.

2022 AUDITED FINANCIAL STATEMENTS:

Jennifer Buchanan, Partner at Graham Scott Enns LLP Chartered Accountants presented the 2022 Financial Statements and Auditor's Report for the Catfish Creek Conservation Authority.

Ms. Buchanan stated that the Financial Statements present fairly, in all material respects, the statement of financial position of the CCCA as at December 31, 2022, and the statements of operations and accumulated surplus, changes in net assets, and cash flow for the year then ended in accordance with Canadian accounting standards for public sector entities.

The audience was advised that full copies of the Financial Statements are available at the CCCA Office and website upon request.

Motion # 05/2023 S. Martyn G. Clarke CARRIED

THAT, the Financial Statements of the Catfish Creek Conservation Authority and Audit Findings Letter prepared by Graham Scott Enns LLP, as at December 31, 2022, be adopted as circulated.

ELECTION OF OFFICERS:

Paul Shipway, announced that he would be conducting the elections for Chairperson and Vice-Chairperson for the year 2023.

Mr. Shipway, C.A.O. of the Municipality of Central Elgin reviewed the election procedures and declared all offices vacant. He then read the names of the current members eligible to vote and asked for the appointment of two (2) scrutineers in the event of an election.

Motion # 06/2023 G. Clarke A. Oslach CARRIED

THAT, Susan Simmons and Dusty Underhill act as scrutineers in the event of an election; and further,

THAT, the scrutineers distribute ballots to the eligible voting members, tabulate and report the results of the vote, and destroy all ballots.

Mr. Shipway called for nominations for the position of Chairperson of the CCCA for 2023.

Arthur Oslach nominated Paul Buchner.

Nominations for the position of Chairperson were called for a second and third time.

Motion # 07/2023 G. Clarke A. Oslach CARRIED

THAT, nominations for the position of Chairperson be closed.

Paul Buchner was named Chairperson for 2023.

Mr. Shipway called for nominations for the position of Vice-Chairperson of the CCCA for 2023.

Scott Lewis nominated Morgan Halpin.

Mr. Shipway called for nominations a second and third time.

Motion # 08/2023 G. Clarke S. Lewis CARRIED

THAT, nominations for the position of Vice-Chairperson be closed.

Morgan Halpin was named Vice-Chairperson for 2023.

Paul Buchner assumed the Chair to continue the meeting.

OTHER BUSINESS:

Motion # 09/2023

A. Oslach

S. Lewis

CARRIED

THAT, the Full Authority appoint the firm Graham Scott Enns LLP Professional Accountants as the Authority's Auditor until the next Annual General Meeting in February 2024; and further,

THAT, the Full Authority appoint Canadian Imperial Bank of Commerce, Aylmer Branch as the Authority's financial institution until the next Annual General Meeting in February 2024; and further,

THAT, the Full Authority appoint Nicholas Loeb, Elgin County Solicitor as the Authority's Solicitor to deal with matters of litigation until the next Annual General Meeting in February 2024; and further,

THAT, the Full Authority appoint Mark Coombes, Bowsher + Bowsher as the Authority's Solicitor to deal with matters of real estate until the next Annual General Meeting in February 2024.

Motion # 10/2023

M. Halpin

A. Oslach

CARRIED

THAT, the Catfish Creek Conservation Authority be authorized to borrow, on an interim basis, a sum or sums not exceeding in the aggregate \$200,000.00 from the Authority's bank at the said bank's minimum lending rate established from time to time, until the Authority has received payment of levies from member municipalities; and further,

THAT, the Chairperson or Vice-Chairperson together with the General Manager / Secretary-Treasurer are hereby authorized to execute for and on behalf of the Authority, a promissory note or notes for the sum to be borrowed pursuant to this Resolution and to affix thereto the corporate seal of the Authority, and further,

THAT, Susan Simmons, Financial Services Coordinator, be assigned with signing authority for payroll items and utility accounts.

GUEST SPEAKER:

Member Martyn introduced guest speaker Ron Casier, with the Canadian Chestnut Council.

Mr, Casier began his presentation with the history of the American Chestnut tree. He provided an overview of how American Chestnut trees used to be the most prominent species in the Carolinian Life Zone, every 1 in 4 trees was an American Chestnut. Mr. Casier explained the value of these tree species for timber production and how farmers would utilize the nuts as a food source for pigs. He then reiterated the science behind what the organization is doing, and how they are trying to introduce a blight resistant species. Trees in plantations are injected with Blight to see if they have been breeding and are in fact resilient. Mr. Casier then proceeded to explain how landowners and partners like the CCCA are imperative to the success of restoration projects such as this. The CCCA has some of the largest American Chestnut plantings around, including a substantial site at the Yarmouth Natural Heritage Area.

Paul Buchner, Chairperson of the Board of Directors thanked Mr. Casier for his excellent presentation.

STUDENT SCHOLARSHIP AWARD:

Member Oslach presented the 21st Annual Catfish Creek Conservation Authority Scholarship Award to Margo McDougall. Margo plans to continue her post-secondary education in the field of Natural Environment Technician Conservation and Management at Sault St. Marie College

CONSERVATION AWARD:

Member Lewis was called upon to present the Conservation Award Duncan Sinclair in recognition of his continued environmental educational partnership with the CCCA. Since year one Mr. Sinclair built an excellent working relationship with the CCCA in regards to learning and work experiences the students could gain from being involved and exposed to the world of conservation.

TERMINATION:

Motion # 11/2023

A. Oslach

M. Halpin

CARRIED

That, the Annual General Meeting of the Catfish Creek Conservation Authority be terminated at (4:00 p.m.).



General Manager / Secretary –Treasurer



Authority Chairperson