

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
Thursday, April 20th, 2023 at 10:00 a.m.**

Meeting Location:

The meeting will be conducted in the CCCA Boardroom

A G E N D A

- 1) Welcome / Call to Order. Paul Buchner
- 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 #02/2023 (March 9, 2023). 3 - 9
- 7) Business Arising from Minutes
- 8) Public / Special Delegations
- 9) Reports:
 - a) Reports FA 16-19/2023 - Monthly Staff Reports. 10 - 13
(Peter Dragunas, Gerrit Kremers, Al Bradford, Brittany Bell)
 - b) Report FA 20/2023 - March Summary of Revenue & Expenditures. 14 - 15
(Susan Simmons)
 - d) Report FA 21/2023 - Accounts Paid 16
(Susan Simmons)
 - e) Report FA 22/2023 - Maple Syrup Summary. 17 - 21
(Susan Simmons & Al Bradford)
 - f) Report FA 23/2023 - CCCA Administrative By-Law Update. 22
(Dusty Underhill) * Admin By-Law document attached electronically

g)	Report FA 24/2023 - Conservation Ontario Council Meeting..	23 - 25
	(Dusty Underhill)	
g)	Report FA 25/2023 - Employee Group Benefits Plan.	26 - 28
	(Dusty Underhill)	
g)	Report FA 26/2023 - Watershed Tour..	29
	(Dusty Underhill)	
10)	General Manager / Secretary-Treasurer's Report.	30 - 31
	(Dusty Underhill)	
11)	Unfinished Business	
12)	Chairperson's / Board Member's Report	
13)	Notice of Motions / New Business:	
14)	Correspondence:	
a)	Copied:	
	- None	
b)	Not Copied:	
	- Correspondence Register for March, 2023.	32 - 35
15)	Closed Session	
16)	Next Meeting / Termination	

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

Thursday, March 9, 2023

Meeting #02/2023

PRESENT:

Paul Buchner	Chairperson	Township of South-West Oxford
Morgaine Halpin	Vice-Chairperson	Municipality of Central Elgin
Arthur Oslach	Member	Town of Aylmer
Scott Lewis	Member	Township of Malahide

STAFF:

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

ABSENT:

Gary Clarke	Member	City of St. Thomas
Al Bradford	Conservation Area Supervisor	
Brittany Bell	Program Support Assistant	

OTHERS PRESENT:

Rob Perry	Reporter, the Aylmer Express
April Grass	Port Bruce Rate Payers

WELCOME / CALL TO ORDER:

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

ADOPTION OF AGENDA:

<u>Motion # 11/2023</u>	M. Halpin	A. Oslach	CARRIED
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THAT, the Agenda for the March 9, 2023, Full Authority meeting be adopted as circulated.

DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF:

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

DISCLOSURE OF INTENTION TO AUDIO / VIDEO RECORD MEETING:

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

ADOPTION OF MINUTES:

Motion # 12/2023 A. Oslach M. Halpin CARRIED

THAT, the Minutes of Full Authority Meeting #01/2023 (February 27, 2023), 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:

Reports FA 01 to FA 04/2023 – Monthly Staff Reports, was presented, discussed, and resolved.

Motion # 13/2023 A. Oslach M. Halpin CARRIED

THAT, Staff Reports FA 01 to FA 04 for the months of January and February 2023, be noted and filed.

Report FA 05/2023 – January Summary of Revenue and Expenditures, was presented, discussed, and resolved.

Motion # 14/2023 A. Oslach S. Lewis CARRIED

THAT, Report FA 05/2023 (January Summary of Revenue and Expenditures), be noted and filed.

Report FA 06/2023 – February Summary of Revenue and Expenditures, was presented, discussed, and resolved.

Motion # 15/2023 A. Oslach M. Halpin CARRIED

THAT, Report FA 06 / 2023 (February Summary of Revenue & Expenditures), be noted and filed.

Report FA 07/2023 – Accounts Paid, was presented, discussed, and resolved.

Motion # 16/2023 S. Lewis A. Oslach CARRIED

THAT, Accounts Paid totaling \$120,038.12, be approved as presented in Report FA 07 / 2023.

Report FA 08/2023 –2023 Final Budget and Levy

Motion # 17/2023

S. Lewis

A. Oslach

CARRIED

THAT, the 2023 Catfish Creek Conservation Authority Budget totaling \$1,691,405.85 be adopted as presented; and further,

THAT, the 2023 Municipal General Levy in the amount of \$405,939.78 be approved as presented.

Member's Name	Municipality	CVA Apportionment %	Yes	No
Scott Lewis	Township of Malahide	36.8512%	X	
Morgaine Halpin	Municipality of Central Elgin	27.37015%	X	
Arthur Oslach	Town of Aylmer	28.8821%	X	
Gary Clarke	City of St. Thomas	6.1083%	paid	
Paul Buchner	Township of South-West Oxford	3.4569%	X	

Report FA 09/2023 – CCCA Committees, was presented, discussed, and resolved.

Motion # 18/2023

M. Halpin

A. Oslach

CARRIED

THAT, the Full Authority approve the Committee appointments for the year 2023 as presented in Report 09/2023.

Report FA 11/2023 – Board of Directors Code of Conduct, was presented, discussed, and resolved.

Motion # 19/2023

M. Halpin

A. Oslach

CARRIED

THAT, the Full Authority recommend that the Board of Directors' Code of Conduct be reviewed and signed by newly appointed members to the Catfish Creek Conservation Authority's Board of Directors.

Report FA 11/2023 –Telecommunications Tower, was presented, discussed, and resolved.

Motion # 20/2023

M. Halpin

A. Oslach

CARRIED

THAT, the Catfish Creek Conservation Authority Board of Directors direct staff to seek grant funding to cover the cost of the telecommunications tower; and further,

THAT, the installation of a telecommunications tower at the Springwater Conservation Area be approved as detailed in Report FA 11/2023; and further,

THAT, funding be allocated in the 2023 budget in the event that staff are unsuccessful in obtaining grant funding.

Report FA 12/2023 – Ontario Regulations 687/21 Progress Report, was presented, discussed, and resolved.

Motion # 21/2023 S. Lewis A. Oslach CARRIED

THAT, Report No. FA 12/2023 Conservation Authorities Act Transition Quarterly Progress Report Ontario Regulation 687/21: Transition Plan and Agreements for Programs and Services be received as information.

Report FA 13/2023 – Catfish Creek Flooding at Port Bruce, was presented, discussed, and resolved.

Motion # 22/2023 S. Lewis A. Oslach CARRIED

THAT, Report FA 13/2023 be noted and filed.

Report FA 14/2023 – Approved Section 28 Applications, was presented, discussed, and resolved.

Motion # 23/2023 A. Oslach S. Lewis CARRIED

THAT, the Full Authority receive the staff approved Section 28 Regulation Applications Report FA 14/2023, as information.

Report FA 15/2023 –2023-2024 General Insurance Program, was presented, discussed, and resolved.

Motion # 24a/2023 M. Halpin A. Oslach CARRIED

THAT, the Board of Directors approve an online forum latter in March on a day to be determined, to discuss the renewal of the 2023-2024 General Insurance Program.

Report FA 15/2023 - 2023 – 2024 General Insurance Program, presented as Amended, discussed, and resolved.

Report FA 15/2023 was presented as amended at a Zoom meeting on March 16, 2023 at 3:05pm. Charlie Roloson from McFarland Rowlands presented the renewal package. Councilor Buchner commented that increases seem to be standard. Councilor Oslach inquired about inflation in regard to the renewal package. The meeting was terminated at 3:21pm.

Motion # 24b/2023 G. Clarke A. Oslach CARRIED

THAT, the Catfish Creek Conservation Authority renew its 2023-2024 insurance coverage with Intact Public Entities through McFarland Rowlands Insurance Service at a total cost of \$63,828.00 plus applicable taxes as detailed in amended Report FA 15/ 2023.

GENERAL MANAGER / SECRETARY-TREASURER'S REPORT:

- Completed the Transfer Payment Agreement for the Flood Hazard Identification Mapping Program. The Authority in conjunction with TRUE Consulting will complete a riverine and coastal Flood proofing update for Port Bruce which will provide new flood line elevations incorporating climate change and wave uprush. This will assist the authority in guiding development etc. within the village. Our current flood lines are from 1982.
- Completed the Tourism Relief Fund Agreement. Staff were successful in obtaining \$131,000.00 Grant from the Tourism Relief Fund to assist in the expansion of services offered during Maple Syrup season. The benefits obtained from this grant will assist many functions within the Springwater CA over and above our annual Maple season.
- Held an Envirothon planning committee meeting. This will be the first in person Envirothon since the pandemic. The Ontario Envirothon provides students with hands-on experience with forests, soils, wildlife, and aquatic ecosystems, while team-based activities are designed to develop critical thinking, problem solving, and teamwork, leadership, and communication skills. The program challenges students to highlight their environmental knowledge for a chance advance to the provincial competition. The Envirothon is held in April in the Springwater Conservation Area. Members may be asked to judge team's final projects and presentations on competition day.
- Staff received word from the Port Bruce Rate Payers Association that they would like to fund a project that will assist in flood mitigation, prevention or awareness. Water Resources Technician Peter Dragunas and I are currently investigating a few different viable options.
- Started retroactively applying for the eco gift program for the authorities newly acquired 50.19 acres. All documents required for the initial submission package have been submitted and staff are awaiting to hear on next steps.
- Preparation was undertaken for the January 2023 Personnel and Finance Committee meeting.
- Attended the pre-audit meeting with staff from Graham Scott Enns and Susan Simmons Financial Services Coordinator where any questions pertaining to the audit were clarified and the draft financial statements were reviewed.
- Conducted two meetings with Pat Prodanovic from TRUE Consulting and staff to go over the flood line mapping study to be conducted in Port Bruce. Background information requirements were established and CCCA staff provided all required documents and studies. Staff also met with Environment and Climate Change Canada, and Ministry of Natural Resources and Forestry to discuss the FHIMP proposal, which concluded the initial requirement of the required Project Technical Team meeting.
- Started to compile a land inventory using the draft template from Conservation Ontario. The land inventory is a mandatory component of Regulation 687/21 Mandatory Programs and Services Regulation. It entails a
- Attended a GM meeting. Implications of Bill 23 were discussed and different approaches to transition planning in regards to Bill 23. The Authority will comment on any existing permits

or files for 6 months, in which everything will then be turned back over to the organization in which the permit was filed. There have been many discussions around Omnibus Bill 23 since the beginning of January 2023.

- Completed the interim WECl Report, currently all projects tied to the WECl grant for Springwater Dam have been wrapped up and everything for costing came in as what was estimated so the CCCA has completed the 2022 WECl submission and there are no surplus funds to return. Concrete restoration work was completed repairing a wing wall and large striation. The dam gantry and fence received paint and a new staff gauge was added to the dam to assist in low and high flow augmentation.
- Provided a reply to the Township of Malahide in regards to questions they had about the 2023 Budget, to date there have been no letters of dispute from any of our watershed members.
- Met with citizens of the Port Bruce Rate Payers Association and Malahide Township staff in Port Bruce to discuss the clearing of Lindley Street extension in times of flooding emergencies. MNR was contacted and the issue was discussed and resolved.
- Conducted interviews to fill the Customer Services Clerk position. Shelby Martin joined the CCCA team on February 27, 2023. Shelby will assist the authority with visitor services center operations, and provide environmental education and activities within the Springwater Conservation Area.
- Assisted staff in fulfilling the requirements of the Community Services Recovery Grant and submitted it on time. The CCCA is looking to update some of its technology including our dated phone system and investigating options for sustainable internet that can assist in expansion of services offered such as online bookings.
- Attended a Lake Erie Regional Managers Meeting for Source Protection and concerns were shared with the Province's choice of chair. Alan Dale has been acting chair, has provided several years of service, and has gained a lot of knowledge in his time. The Province then appointed someone with no background in Source Water Protection. The LERMC compiled their thoughts and a draft letter was sent to the Minister stating we will support whoever fulfills the role but we would prefer Alan Dale as chair for his years of service and the knowledge he has gained while serving on the committee.
- Completed and submitted all forms for the CCCA's annual Insurance Renewal.
- Started to finalize the final WECl Report, which is due March 10.
- Completed the 4th Transition Plan report as part of the reporting requirements of Ontario Regulation 687/21, Transition Plans and Agreements.
- Reserved accommodations to attend a two day in person General Managers meeting in June where the mandatory Conservation Areas Strategy and Watershed Strategy will be discussed.
- Investigated options in regards to the replacement of the repeater on the Aylmer water tower. The water tower is slated to be torn down in the next 2-3 years and the current repeater is very dated to the point we could start running into issues. The repeater provides

both the CCCA and Malahide Townships portable radio channels. Currently the CCCA is the sole owner of the repeater and Malahide Township utilizes it. Moving forward staff will be starting talks with township staff in regards to its replacement as it is a very expensive item, cost sharing for replacement would benefit both parties.

- A lot of time, preparation and coordination for the 2022 Annual General Meeting and Annual Report took place over the course of January and February. Initially cancelled on February 23, 2023 due to inclement weather, but was rescheduled for Monday the 27th of February where we completed the meeting but also ran into the same kind of weather issues. I would like to thank the board members both past and present for making the Annual General Meeting such a success.

Motion # 25/2023 A. Oslach S. Lewis CARRIED

THAT, the Correspondence Registers for January and February, 2023, be noted and filed.

NEXT MEETING / TERMINATION:

The next meeting of the Catfish Creek Conservation Authority will be held on Thursday, April 20, 2023, commencing at 10:00 a.m.

Motion # 26/2023 A. Oslach S. Lewis CARRIED

THAT, the Full Authority be terminated at 11:03 a.m.

General Manager / Secretary –Treasurer

Authority Chairperson

REPORT FA 16/2023 To The Full Authority

FROM: Water Management Technician

SUBJECT: Monthly Staff Report for the Months of January and February

DATE: April 12, 2023

Water Management Technician

Current Activities:

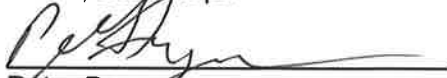
- Monitoring the Catfish Creek Conservation Authority (CCCA) administrative area for conditions associated with flood forecasting.
- March 13, CCCA Administrative Area, Water Safety, Watershed Condition Statement.
- April 1, CCCA Administrative Area, Water Safety Watershed Condition Statement.
- Compiled responses to continued inquiries from the Port Bruce Rate Payers Association (PBRA), Port Bruce residents and Malahide Township regarding the CCCA flood forecasting procedures and protocols.
- Assessed and reinstated the low water monitoring program, database for CCCA low water discharge benchmarks and threshold criteria to support low water condition rationalizations.
- Continued updates, assessments, benchmark and threshold verifications / implementations for the 2023 Ontario Low Water Response Program.
- Monitoring the Catfish Creek Conservation Authority (CCCA) administrative area for low water.
- Slope stability and flooding natural hazard mapping classifications for lands within the CCCA administrative boundary.
- Assisted with the 2023 CCCA Reforestation Program, Forests Ontario, and 50 Million Tree Program Funding Applications.
- Assist with the CCCA 2023 Tree Planting Program.

Upcoming Activities:

- Continue the monitoring for watershed seasonal high flows to verify and issue watershed condition statements.
- Continue monitoring Lake Erie shoreline storms for storm surge and wave uprush conditions.
- Continue monitoring low water flows within the Catfish Creek watershed for low water conditions.
- Continued assessment and evaluation of the Catfish Creek Conservation Authority (CCCA) historical flood criteria, thresholds and Flood Watch and Warning Guideline Check List ratings coupled with Geographic Information System (GIS) tool re-evaluations.
- Assessment of CCCA administrative areas flood planes for floodwater storage capacities.

Recommendation:

THAT, Staff Reports for the month of March 2023, be noted and filed.



Peter Dragunas
Water Management Technician

REPORT FA 17/2023 : To The Full Authority

FROM: Gerrit Kremers
SUBJECT: March Monthly Staff Report
DATE: April 12, 2023

Resource Planning Coordinator

Current Activities:

- Participated in hosting a booth at the London Farm Show with staff from southwestern CA's to engage landowners in tree planting and stewardship programs;
- Held a telephone meeting with a Fleming College urban forestry student and setup a two week coop placement for the student here at CCCA;
- Attended the Elgin Stewardship Council meeting as the CCCA representative;
- Participated in ONFARM webinar about soil and nutrient management best practices and on going research;
- Had site meetings with landowners to discuss potential tree planting and stewardship projects on their properties;
- Began to plan the 2023 Envirothon competition forestry module/testing, which is to be hosted at Springwater CA;
- Held various site meeting with landowners to discuss CA policies, S.28, in regards to future development activities on their property;
- Participated in planning pre-consultation meetings with member municipallty staff and private landowners to discuss potential development projects within or adjacent to natural hazard features;
- Completed application forms for funding from Elgin Clean Water Program for upcoming stewardship projects;

Upcoming Activities:

- Planning pre-consultation meetings with member municipalities and private landowners looking to conduct work within adjacent lands of a Natural Hazard Features;
- Work alongside and supervise COOP student from Fleming College to gather a full tree inventory for the Tisdale CA;
- Municipal drainage meeting with drainage superintendent for local municipality;
- Continue to monitor on-going s.28 work permits and associated work permit conditions;
- Process s.28 work permit applications pursuant to the Conservation Authorities Act;
- Review Planning Act applications and comment on natural hazards pursuant to the Conservation Authorities Act.

Recommendation:

That, Staff Report for the month of March, 2023, be noted and filed.


Gerrit Kremers
Resource Planning Coordinator

REPORT FA 18/2023 : To The Full Authority

FROM: Conservation Areas Supervisor

SUBJECT: Monthly Staff Report

DATE: March, 2023

Conservation Areas Supervisor

Current Activities:

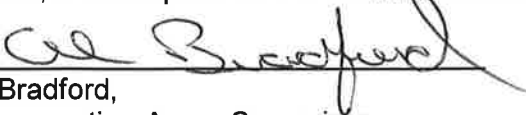
- Met with Contractors regarding installation of a new gate system at the day use entrance
- Huge thanks to all Staff that assisted with the Maple Syrup Programs and Festival for the month of March... it was huge success
- 14 days this year we hosted 57 classes (23 grade 1s, 22 grade 2s, 8 grade 3s, 4 specialty (Bridges) classes) and 1090 Students as well as hundreds of TVDSB staff and adult helpers (information provided by Dan Arppe (Environmental Educator TVDSB))
- 2 additional Maple Syrup Festival Days with London District Catholic School Board 167 students
- Hazard tree removal, general maintenance and operations continued
- Obtained drawings for the accessibility ramps at the schoolhouse and office (moving to the next stage) for stamped drawings and quotes to proceed
- Assessed the damage at Yarmouth Natural Heritage Area regarding the beavers (inquiring additional info on installing a Beaver Baffle, but also keeping in mind management practices may have to be used as well)
- Daily emails, phone calls, site meetings, obtaining quotes

Upcoming Activities:

- Prep day use for Envirothon taking place April 14 & 21st 2023
- Trout Derby prep (delivery of fish, setup for weekend work)
- Ongoing repairs and maintenance throughout our properties (picnic table repairs/water tap repairs/hazard tree removal/trail work)
- Preparing priority lists of items to complete throughout Conservation Areas
- Continue working with staff ideas to revamp our signage in parking lot for visitors, along with starting to make a list of signage that needs replacing throughout the park
- Gathering a supply list for the required beaver baffle installation at Yarmouth Natural Heritage Area
- Continue looking for potential funding for electrical upgrades throughout our Comfort Stations within the park

Recommendation:

THAT, Staff Reports for the month of March, 2023, be noted and filed.


Al Bradford,
Conservation Areas Supervisor

REPORT FA 19/2023 : To The Full Authority

FROM: Brittany Bell

SUBJECT: Monthly Staff Report

DATE: March 31, 2023

Program Support Assistant

Current Activities:

- Seasonal camper administration
- Maintained social media channels and posted entertaining content
- Met with Suzie from Doug Tarry Homes with the C.A. Supervisor to accept a donation to the Poplar Hill Playground
- Monitoring CCCA website inquiries
- Created social media content for the Maple Syrup Festival
- Planned for the Maple Syrup Festival
- Catfish Creek Conservation Authority administrative duties
- Met with community groups that are running the Pancake House during the Maple Syrup
- Worked the Maple Syrup Festival and maple education programs
- Applied for the Google Ad Grant
- Booked Springwater Conservation Area Facility rentals
- Event Planning for Springwater Conservation Area

Upcoming Activities:

- Catfish Creek Conservation Authority administrative duties
- Maintain social media channels and post entertaining content
- Monitor CCCA website inquiries
- Prepare the Springwater Conservation Area (admin) for park opening
- Applying for the FCC AgriSpirit Fund for Schoolhouse renovations
- Springwater Conservation Area camping administration
- Seasonal staff interviews
- Attend Elgin County's Job Fair to recruit for seasonal staff

Recommendation:

That, Staff Reports for the month of March, 2023, be noted and filed.



Brittany Bell
Program Support Assistant

REPORT FA 20/2023 : To The Full Authority
 FROM: Susan Simmons, Financial Services Coordinator
 SUBJECT: Summary of Revenue & Expenditures - March
 DATE: March 31, 2023

SUMMARY OF REVENUE

for the period ending March 31, 2023

	2023 Budget	2023 To Date	Difference	2022 To Date
MNRF Provincial Grants	\$ 41,215.00	\$ -	\$ (41,215.00)	\$ -
Other Provincial Grants	\$ 47,698.74	\$ 4,556.32	\$ (43,142.42)	\$ 13,404.34
Federal Grants	\$ 131,403.00	\$ 37,407.01	\$ (93,995.99)	\$ 113,558.32
Employment Program Grants	\$ 20,000.00	\$ -	\$ (20,000.00)	\$ 7,581.20
Municipal General Levies	\$ 405,939.78	\$ 25,146.02	\$ (380,793.76)	\$ 22,611.94
Special Benefiting Levies	\$ -	\$ -	\$ -	\$ 350.00
Donations/Sponsorships	\$ 34,300.00	\$ 18,694.08	\$ (15,605.92)	\$ 13,200.68
Conservation Areas Revenue	\$ 709,800.00	\$ 164,557.27	\$ (545,242.73)	\$ 113,905.53
Maple Syrup Revenue	\$ 32,100.00	\$ 60,654.20	\$ 28,554.20	\$ 7,152.20
Bank Interest Earned	\$ 3,000.00	\$ 2,069.31	\$ (930.69)	\$ -
Education Programs	\$ 1,220.00	\$ -	\$ (1,220.00)	\$ -
Legal Inquiries/Permit Applications	\$ 7,500.00	\$ 1,946.91	\$ (5,553.09)	\$ 2,407.08
Watershed Stewardship	\$ 7,750.00	\$ 7,000.00	\$ (750.00)	\$ 20,000.00
Revenue from Other C.A. Lands	\$ 13,255.00	\$ 13,412.59	\$ 157.59	\$ 12,885.59
Other Revenue	\$ 9,222.30	\$ -	\$ (9,222.30)	\$ -
Contract Services	\$ 1,331.00	\$ -	\$ (1,331.00)	\$ -
Vehicle & Equipment Rental Recoveries	\$ 45,893.00	\$ (1,573.49)	\$ (47,466.49)	\$ 3,254.05
Previous Year Surplus (Deficit)	\$ 2,914.37	\$ 1,716.73	\$ (1,197.64)	\$ 8,666.73
Income Appropriation from Special Reserves	\$ 38,323.73	\$ -	\$ (38,323.73)	\$ -
Income Appropriation from General Reserves	\$ 143,803.93	\$ -	\$ (143,803.93)	\$ -
APPROPRIATION FROM RESERVES ADJUSTMENT	\$ -	\$ -	\$ -	\$ -
	\$ 1,696,669.85	\$ 335,586.95	\$ (1,361,082.90)	\$ 338,977.66

DONATIONS/SPONSORSHIPS	2023 Budget	Received To Date	Difference
Annual Report	\$ 1,000.00	\$ 1,000.00	\$ -
Environmental Education	\$ 500.00	\$ -	\$ (500.00)
EESS ELP	\$ 6,000.00	\$ -	\$ (6,000.00)
Commemorative Forest	\$ 300.00	\$ -	\$ (300.00)
Springwater C.A. Development	\$ -	\$ 5,000.00	\$ 5,000.00
Springwater C.A. Trout Program	\$ -	\$ 2,000.00	\$ 2,000.00
Springwater Forest Trails	\$ 20,000.00	\$ 2,311.12	\$ (17,688.88)
Archie Coulter C.A. Trails	\$ 2,000.00	\$ 1,515.46	\$ (484.54)
YNHA	\$ 2,000.00	\$ 767.50	\$ (1,232.50)
Maple Syrup Festival	\$ 2,000.00	\$ 6,100.00	\$ 4,100.00
Ontario Police College Path of Honour	\$ 500.00	\$ -	\$ (500.00)
TOTAL Donations/Sponsorships	\$ 34,300.00	\$ 18,694.08	\$ (15,605.92)

REPORT FA 20/2023 : To The Full Authority
 FROM: Susan Simmons, Financial Services Coordinator
 SUBJECT: Summary of Revenue & Expenditures - March
 DATE: March 31, 2023

SUMMARY OF EXPENDITURES

for the period ending March 31, 2023

	2023 Budget	2023 To Date	Difference	2022 To Date
MANDATORY PROGRAMS				
1 RISK OF CERTAIN NATURAL HAZARDS (Corporate Service:	\$145,739.31	\$ 46,892.95	\$ (98,846.36)	\$ 51,121.10
2 FLOOD FORECASTING & WARNING	\$298,347.99	\$ 59,738.22	\$ (238,609.77)	\$ 49,415.71
3 DROUGHT AND LOW WATER RESPONSE	\$16,989.59	\$ 3,725.79	\$ (13,263.80)	\$ 3,340.01
4 ICE MANAGEMENT	\$24,223.56	\$ 6,541.10	\$ (17,682.46)	\$ 5,021.38
5 INFRASTRUCTURE (Dam)	\$24,921.85	\$ 4,941.83	\$ (19,980.02)	\$ 2,720.42
6&7 ACT REVIEWS & PLAN REVIEW	\$4,877.68	\$ 1,108.86	\$ (3,768.82)	\$ 2,630.59
8 ADMININSTRATING & ENFORCING THE ACT (Section 28)	\$45,803.38	\$ 9,976.16	\$ (35,827.22)	\$ 11,463.15
9-11 CONSERVATION AND MANAGEMENT OF LANDS	\$83,078.73	\$ 21,102.28	\$ (61,976.45)	\$ 16,063.28
12 WATER QUALITY (PGMN & PSMP)	\$12,487.14	\$ 4,053.40	\$ (8,433.74)	\$ 3,221.56
13 SOURCE PROTECTION	\$5,947.09	\$ 1,621.47	\$ (4,325.62)	\$ 1,542.07
SUB TOTAL: MANDATED PROGRAMS Expenditures	\$662,416.32	\$159,702.06	-\$502,714.26	\$146,539.27
OTHER PROGRAMS AND SERVICES				
WATERSHED STEWARDSHIP	\$35,597.00	\$ 9,425.40	\$ (26,171.60)	\$ 92,438.97
EDUCATION PROGRAMS	\$7,720.00	\$ 112.33	\$ (7,607.67)	\$ 930.74
SPECIAL PROJECTS	\$1,500.00	\$ -	\$ (1,500.00)	\$ 1,029.74
C.A. DEVELOPMENT PROJECTS	\$99,075.00	\$ 92,753.93	\$ (6,321.07)	\$ -
MAPLE SYRUP PROGRAM	\$83,662.37	\$ 78,689.59	\$ (4,972.78)	\$ 1,997.98
SPRINGWATER CONSERVATION AREA	\$710,806.16	\$ 72,760.66	\$ (638,045.50)	\$ 53,495.68
VEHICLE & EQUIPMENT OPERATIONS	\$95,893.00	\$ 36,715.68	\$ (59,177.32)	\$ 5,693.04
SUB TOTAL: OTHER PROGRAMS Expenditures	\$1,034,253.53	\$290,457.59	-\$743,795.94	\$155,586.15
AMORTIZATION	\$ -	\$ -	\$ -	\$ -
APPROPRIATION TO SPECIAL RESERVES	\$ -	\$ -	\$ -	\$ -
APPROPRIATION TO GENERAL RESERVES	\$ -	\$ -	\$ -	\$ -
APPROPRIATION TO RESERVES ADJUSTMENT	\$ -	\$ -	\$ -	\$ -
GRAND TOTAL	\$ 1,696,669.85	\$ 450,159.65	\$ (1,246,510.20)	\$ 302,125.42



Susan Simmons,
 Financial Services Coordinator

REPORT FA 21/2023 : TO THE FULL AUTHORITY

FROM: Susan Simmons, Financial Services Coordinator
SUBJECT: Accounts Paid
DATE: April 12, 2023

VENDOR	CHQ #	TOTAL	EXPLANATION
Hydro One	Cash	\$ 561.06	Schoolhouse and Day Use Area
Township of Malahide	Cash	\$ 389.00	property tax
Bell Canada	Cash	\$ 93.29	gauge
CIBC Visa	Cash	\$ 1,794.72	
Telus Mobility	Cash	\$ 397.21	mobile phones
Waste Connections of Canada Inc.	Cash	\$ 18.17	campground maintenance
Aaroc Aggregates And Recycling	31318	\$ 135.60	campground maintenance
Aylmer Express Limited	31319	\$ 3,347.06	Annual Reports and Maple Syrup Festival guides
Bowsher + Bowsher Law Firm	31320	\$ 1,200.73	land acquisition
Canadian Tire	31321	\$ 88.66	campground maintenance
Febrey, Emily	31322	\$ 500.00	Maple Syrup Festival - Special Attractions
Glenbriar Bottled Water Co. Ltd.	31323	\$ 11.24	water cooler service
Integrity IT Services	31324	\$ 181.93	computer network support
K&K Locksmiths	31325	\$ 94.36	campground maintenance
Michael Fisher	31326	\$ 678.00	Maple Syrup Festival - Special Attractions
Mobile Vintage Repairs and Engineering	31327	\$ 1,551.43	equipment maintenance
Sheppard, Velma	31328	\$ 1,130.00	Maple Syrup Festival - Special Attractions
St. Thomas Ford Lincoln Sales Ltd.	31329	\$ 138.07	vehicle maintenance
Cassidy, Randy	31330	\$ 200.00	Maple Syrup Festival - Special Attractions
Youngblut Timber Art	31331	\$ 1,356.00	Maple Syrup Festival - Special Attractions
Jakeman's Maple Products	31332	\$ 488.16	maple products for resale
Key West Gates Inc.	31342	\$ 33,827.96	Tourism Grant - East Campground entrance gates
Ontario Maple Syrup Producers Assoc	31343	\$ 915.30	Maple Syrup Festival - general expenses
Eastlink	Cash	\$ 877.70	phone, fax line, gauges
Hydro One	Cash	\$ 1,047.29	operations centre, campground, gauges
Reliance Home Comfort	Cash	\$ 53.03	water heater rental
Paul Fody	31351	\$ 10,396.00	Tourism Grant - East Campground gatehouse renovations
		\$ 61,471.97	

RECOMMENDATION:

THAT, Accounts Paid totalling \$61,471.97 , be approved as presented in Report PF 21/2023



Susan Simmons,
Financial Services Coordinator

Report FA 22 / 2023 : To The Full Authority

FROM: Susan Simmons, Financial Services Coordinator
Al Bradford, Conservation Areas Supervisor

SUBJECT: 2023 Maple Syrup Program Summary

DATE: April 12, 2023

PURPOSE:

To summarize the 2023 Springwater Conservation Area Maple Syrup Program.

DISCUSSION:

The Springwater Maple Syrup Program consists of the following components: Environmental Education, Maple Syrup Festival, and Maple Syrup Retail Sales.

Environmental Education:

The Maple Syrup Education Program was jointly delivered by staff of the Jaffa Environmental Education Centre (JEEC) who covered the sugar bush and maple tree tapping component. The CCCA covered the history of syrup production at the Sugar Shanty location.

Education Programs were provided during the months of February to April and were attended by students from the Thames Valley District School Board (TVDSB), and one (1) Catholic elementary school.

Festival:

The Catfish Creek Conservation Authority (CCCA) received a grant provided through Federal Development Canada's Tourism Relief Fund for capital development improvements (\$89,575.00) such as roof replacement on the sugar shanty, East Gatehouse Renovations, and electronic entry gates for the East Campground/Day Use Area entrance. These costs are shown in the Capital Projects category on the Income Statement. The Grant also covered operating costs for the Festival Days (\$42,828.00), such as special attractions, temporary staffing, program guides, activity books for children. These costs are included in the Revenue Summary for the Maple Syrup category. The grant enabled the CCCA to offer free rental of the Pancake House facility to the following community organizations: Port Burwell Parent Teacher Association, Canadian Mental Health Association, and the Friends of Springwater.

The Festival ran for two (2) weekends and throughout the week of March Break for a 9 Day Festival, with the assistance of many community volunteers.

Sponsorships generated \$6,100.00 in revenue for the Festival from the following list of local businesses.

A1-Unique Installations	Dr. A. Wiltsie Hoonen Veterinary	Koolen Electric
Aaroc Aggregates	Edward Jones Investments	Laemers Excavating
Ambrose Plumbing & Heating	Elgin Chrysler	Scott Lewis Auto
Aylmer Optimist Club	H.A. Kebbel Funeral Home	Steelway Building Systems
Cyril J. Demeyere Limited	John B. Wilson & Son Well Drilling	Williams Funeral Home
Dowler-Karn	K&K Locksmiths	Yarmouth Crane & Metal

The following documents are attached for your reference:

- Festival Poster
- Final attendance and revenue figures
- Total sales of maple syrup products

RECOMMENDATION:

THAT, the 2023 Maple Syrup Financial and Statistical Summaries be received as information at this time; and further,

That, staff be directed to undertake a detailed operational and financial review of the program in consultation with the Jaffa Environmental Education Centre to determine any efficiencies and improvements for 2024.



Susan Simmons
Financial Services Coordinator



Al Bradford
Conservation Areas Supervisor

**CATFISH CREEK CONSERVATION AUTHORITY
SPRINGWATER CONSERVATION AREA
MAPLE SYRUP PROGRAM
FINANCIAL ANALYSIS**

	2017	2018	2019	2020	2023
REVENUE					
School Groups	\$ 12,480.00	\$ 13,743.00	\$ 12,276.00	\$ -	\$ 9,810.00
Tours	\$ 2,291.00	\$ 1,628.00	\$ 1,997.00	\$ -	\$ 1,503.00
Admissions	\$ 8,361.46	\$ 17,779.73	\$ 15,518.58	\$ 6,901.47	\$ 21,465.48
Facility Rental	\$ 1,345.13	\$ 1,946.90	\$ 1,415.93	\$ 707.96	\$ -
Maple Syrup Products	\$ 22,633.52	\$ 29,982.19	\$ 25,147.39	\$ 11,578.90	\$ 27,875.72
Inventory					\$ 3,250.00
SubTotal (Revenue Generated)	\$ 47,111.11	\$ 65,079.82	\$ 56,354.90	\$ 19,188.33	\$ 63,904.20
Grants	N/A	N/A	N/A	N/A	\$ 41,828.00
Sponsorships	\$ 7,650.00	\$ 8,500.00	\$ 10,700.00	\$ 11,650.00	\$ 6,100.00
TOTAL REVENUE	\$ 54,761.11	\$ 73,579.82	\$ 67,054.90	\$ 30,838.33	\$ 111,832.20
EXPENSES					
Advertising	\$ 1,115.57	\$ 1,203.46	\$ 738.02	\$ 462.02	\$ 3,063.65
Building & Equipment Maintenance	\$ -	\$ 196.02	\$ 196.00	\$ 198.00	\$ 119.18
Operating Expenses	\$ 3,907.91	\$ 4,309.66	\$ 1,428.77	\$ 2,692.77	\$ 17,914.99
Resaleable Supplies	\$ 16,293.12	\$ 22,652.97	\$ 16,622.36	\$ 10,846.67	\$ 20,432.73
Special Attractions		\$ 1,800.00	\$ 1,784.96	\$ 1,242.48	\$ 3,900.00
Vehicle/Equipment Rentals	\$ 2,787.34	\$ 3,651.66	\$ 3,914.75	\$ 1,913.09	\$ 782.02
Wages & Benefits	\$ 18,351.29	\$ 28,179.94	\$ 23,409.22	\$ 19,478.78	\$ 32,477.02
TOTAL EXPENSES	\$ 42,455.23	\$ 61,993.71	\$ 48,094.08	\$ 36,833.81	\$ 78,689.59
NET INCOME	\$ 12,305.88	\$ 11,586.11	\$ 18,960.82	\$ (5,995.48)	\$ 33,142.61

**CATFISH CREEK CONSERVATION AUTHORITY
SPRINGWATER CONSERVATION AREA
MAPLE SYRUP PROGRAM
YEARLY STATISTICS**

ATTENDANCE	2017	2018	2019	2020	2023
General Admissions	876	1889	1630	663	1925
Childrens Admissions	632	1372	1136	549	1470
Total Festival Admissions	1508	3261	2766	1212	3395
Average Daily Attendance	116	251	213	303	377
School Tours	1560	1527	1364	0	1090
Cost Per Student	\$8.00	\$9.00	\$9.00	\$9.00	\$9.00
Other Tours	286	180	219	0	167

PRODUCT SALES	2017	2018	2019	2020	2023
4 Litre	92	118	94	59	75
2 Litre	118	123	101	46	75
1 litre	253	360	313	91	267
500 ml.	194	234	145	39	220
250 ml.	134	149	104	32	143
Maple Butter	160	150	168	318	176
Maple Leaves (3 pack)	1016	1258	0	318	1208
Maple Leaves (5 pack)			656	N/A	N/A
Maple Candles - 540 ml	N/A	N/A	N/A	N/A	23
Maple Candles - 110 g	N/A	N/A	N/A	N/A	38
Maple Leaf Sucker (singles)	N/A	393	261	188	1141
Maple Candy Tins	221	118	70	N/A	N/A
Maple Chocolate Truffles	N/A	1878	2090	1520	1842
Maple Caramels	N/A	1107	1259	892	2030
Maple Leaf Hard Candy	1078	1213	1585	1612	1705
Lollipops	2700	2928	2438	2700	1724
Maple Toffee	1220	N/A	N/A	N/A	N/A
Colouring/Activity Books	224	N/A	58	244	177

MAPLE SYRUP PRODUCED	2017	2018	2019	2020	2023
4 Litre	0	12	0	0	0
2 Litre	0	8	10	0	0
1 litre	0	4	4	0	0
500 ml.	0	0	3.5	0	0
250 ml.	0	0	0.5	0	0
* #s have been converted to litres	0	24	18	0	0

SPRINGWATER



MAPLE SYRUP FESTIVAL



IS BACK!

Adults \$9.00 | Children \$5.00

WHEN

MAR 11 - MAR 19, 2023 | 10 AM – 3PM

WHERE

8079 SPRINGWATER RD., AYLMER, ON

Pancake House | 10AM - 2PM | Cash ONLY

MAR 11

- Education Animal Displays
- Ranger Em
- Shaw's Ice Cream

MAR 12

- Education Animal Displays
- Amazing Corbin
- Shaw's Ice Cream

MAR 15

- Ontario Provincial Police
- Malahide Fire Dept.
- Educational Fire Truck

MAR 16

- Build bird houses with Conservation staff
- Colouring Contest

MAR 17

- Wood carver
- Colouring Contest

MAR 18

- Wood carver
- Caps Off Brewing Co.
- Baked goods by Happily Hand Made

MAR 19

- National Resource Day
- Face Painter & live music
- Baked goods by Creative Confections Bake Studio



Wagon Rides | Activity Centre | Snow Shoe Rentals

An annual tourism festival by Catfish Creek Conservation Authority

www.catfishcreek.ca | 519-773-9037 | communications@catfishcreek.ca

REPORT FA 23/2023 : To The Full Authority

FROM: Dusty Underhill, General Manager / Secretary-Treasurer

SUBJECT: CCCA Administrative By - Law Update

DATE: April 4, 2023

PURPOSE:

To present the members and seek approval for the draft updated Administrative By - Law for the Catfish Creek Conservation Authority (CCCA).

BACKGROUND:

On April 3, 2023 more legislative requirements were approved by Conservation Ontario (CO) to assist in the amendment of the CCCA's Administrative By - Laws which was last endorsed January 28, 2022, Motion #PF 12/2022.

CURRENT STATUS:

Staff recommend updating CCCAs Administrative By-Law Model to fulfill the legal and legislative requirements of the Conservation Authorities Act and to maintain the same stature as Conservation Ontario's living document, Best Management Practices and Administrative By-Law Model for Conservation Authorities.

Amendments are presented in red in the updated Administrative By Law attached to Report No. FA 23/2023 and are consistent with the changes suggested and supported by Conservation Ontario.

RECOMMENDATION:

THAT, the Catfish Creek Conservation Authority Administrative By-Law be approved by the Full Authority in Motion #PF 12/2022 is hereby revoked; and further,

THAT, the amended Administrative By - Law for the Catfish Creek Conservation Authority attached to Report FA 23/2023, be adopted as presented.



Dusty Underhill
General Manager / Secretary-Treasurer

REPORT FA 24/2023 : To The Full Authority

FROM: Dusty Underhill, General Manager / Secretary-Treasurer

SUBJECT: Conservation Ontario Council Meeting

DATE: April 4, 2023

Purpose:

To update the members on the business items discussed at the Conservation Ontario Annual General Meeting.

Discussion:

The General Manager / Secretary-Treasurer attended the Conservation Ontario Annual General Meeting held at the Sheraton Parkway North Hotel on April 3rd, 2023. Highlights of the meeting include:

a) Election of Officers:

Chairperson	Chris White	Chair GRCA
Vice-Chairperson (1)	Pierre Leroux	Chair SNCA
Vice-Chairperson (2)	Robert Rock	Chair KCA
Council Director	Rob Baldwin	CAO LSRCA
Council Director	Linda Laliberte	CAO GRCA
Council Director	Chandra Sharma	CAO NRCA

b) Annual Report / Financial Statements:

Highlights of both documents were presented to Council for approval and are available online for reference.

c) Council Orientation:

New members were introduced at the meeting. Conservation Ontario General Manager Angela Coleman provided a brief overview of the Mandate, Objectives and Strategic Direction of Conservation Ontario.

d) Reports

Request for Approval: 2023 Special Projects Budget

The Budget & Audit Committee reviewed and recommended the proposed special projects budget for Conservation Ontario. The committee met on March 20, 2023, to review the 2023 proposed Special Projects Budget.

Request for Approval: Amendments to Conservation Authority Best Management Practices (BMPs) and Administrative By-Law Model

An overview of amendments was provided/ recommended to the Conservation Authority Best Management Practices (BMPs) and Administrative By-Law Model. These amendments address: i) the Ontario Not-For-Profit Corporations Act, ii) Agricultural representatives appointed by the Minister, iii) O.R. 400/22 Information Requirements, iv) additional edits from Legal review, and v) Bill 23. Maintaining current By-Laws is a key action identified under the Conservation Ontario Governance Accountability and Transparency Initiative. All Conservation Authorities (CAs) are encouraged to update their Administrative By-laws.

Request for Approval: Conservation Ontario submissions on Bill 23: Legislative and Regulatory proposals under the Conservation Authorities Act

On October 25, 2022, the Province introduced Bill 23, the More Homes Built Faster Act, 2022, including Schedule 2 proposed amendments to the Conservation Authorities Act (CAA). The report provided an overview of Conservation Ontario's actions responding to Schedule 2 and associated legislative and regulatory proposals under the CAA.

Request for Approval: Conservation Ontario's submissions on planning consultations related to the Housing Supply Action Plan 3.0 and Bill 23: More Homes Built Faster Act

On October 25, 2022, the Province introduced Bill 23, the More Homes Built Faster Act, including Schedules 1 and 9 that proposed amendments to the Planning Act and City of Toronto Act and associated regulations. In addition, the Housing Supply Action Plan included a consultation on A Place to Grow and the Provincial Policy Statement. The report provided an overview of Conservation Ontario's response to these legislative, policy and regulatory proposals.

Request for Approval: Conservation Ontario submissions on Bill 23: Natural Heritage Offsetting and Ontario Wetland Evaluation System

To support More Homes, Built Faster: Ontario's Housing Supply Action Plan 2022- 2023 (Housing Supply Action Plan 3.0), the Province consulted on proposed changes to the Ontario Wetland Evaluation System (OWES) as well as a discussion paper entitled "Conserving Ontario's Natural Heritage". This report provided an overview of Conservation Ontario's responses to these two postings, as well as outcomes of the provincial proposals.

Request for Approval: Conservation Ontario Client Service and Streamlining Initiative (CSSI) and 2022 Annual Report on Section 28 Permit Timelines

Since 2019, Conservation Ontario (CO) CSSI has supported objectives to increase housing supply without jeopardizing public health and safety or the environment. Training for Conservation Authority (CA) staff and developing guidance documents to support CA client service and planning and regulations roles inform annual reporting on CA permit review and approval timelines. The report provided an update on actions of the CSSI since late 2022 and includes results of the 2022 Annual Report on CA Section 28 Permit Timelines from all 36 CAs.

Update: Nature Smart Climate Solutions Program

This report provided an update on the status of the Conservation Ontario Nature Smart Climate Solutions program. This program is coordinated by Conservation Ontario with \$9 Million funding, over three years, from Environment and Climate Change Canada. Under this program, 18 CAs are implementing 64 local projects that support the reduction of greenhouse gases (GHGs) through wetland, grassland and riparian protection and restoration, as well as agricultural land management permanent cover practices like cover cropping.

Update: Canada Nature Fund

Conservation Ontario administers a multi-year land acquisition match-funding program through a contract awarded by Environment and Climate Change Canada (ECCC). The program recently expanded to a three-year, \$7.2 million undertaking – now wrapping up its second year. Under this program, 10 CAs are acquiring 18 properties totaling roughly 850 hectares to be counted toward Canada's biodiversity targets.

RECOMMENDATION:

THAT, the information outlined in Report FA 24/2023, be noted and filed.



Dusty Underhill
General Manager / Secretary-Treasurer

REPORT FA 25/2023 : To The Full Authority

FROM: Dusty Underhill, General Manager / Secretary-Treasurer

SUBJECT: Employee Group Benefits Plan

DATE: March 3, 2023

PURPOSE:

To review the 2023 - 2024 Annual Renewal Report for the Employee Group Benefits Plan.

DISCUSSION:

The Catfish Creek Conservation Authority's Employee Group Benefits Plan renews with Sun Life Financial on May 1st, 2023. Dorbar Employee Benefits and Insurance Solutions have prepared the attached Renewal Report for the Board's review and consideration. Sun Life wanted a 18.7% increase, but after discussions with our Broker, agreed to a 9.9% increase, which represents \$446.45 per month.

In 2021 the CCCA had an average of seven (7) employees on the plan, however in 2022 the enrolment fell to 5 employees. The result of this is that the CCCA's overall premium decreased, however with less employees on the plan the rate per person calculated at a higher ratio than the year prior. The increased loss ratios dictate that an increase is warranted. The CCCA's pooled benefits including Life and LTD decreased as the average age of our employees has decreased. The CCCA has now increased the enrolment to seven (7) employees, so the understanding is that the loss ratio will be decreased for the 2024 renewal.

It should also be noted that for the 2022 renewal Sun Life sought a 13.3% increase, but after discussions with our Broker, agreed to no change.

Renewal Summaries for both 2022 and 2023 are attached for your reference.

RECOMMENDATION:

THAT, the Full Authority renew its 2023 - 2024 Employee Group Benefits Plan with Sun Life Financial through Dorbar Employee Benefits and Insurance Solutions effective May 1st, 2023.



Dusty Underhill
General Manager / Secretary-Treasurer

Section 1. Current and Renewal Rate Comparison 2022

			Current		Renewal		Negotiated	
Benefits	Volumes		Rate	Premium	Rate	Premium	Rate	Premium
LIFE	\$336,000		\$0.57	\$191.52	\$0.55	\$184.80	\$0.50	\$168.00
AD&D	\$336,000		\$0.04	\$13.44	\$0.04	\$13.44	\$0.04	\$13.44
DEPT. LIFE	4		\$4.81	\$19.24	\$4.67	\$18.68	\$4.67	\$18.68
Pooled Total			\$224.20		\$216.92		\$200.12	
HEALTH CARE								
	Single	1	\$245.83	\$245.83	\$288.20	\$288.20	\$250.61	\$250.61
	Family	4	\$450.56	\$1,802.24	\$528.15	\$2,112.60	\$459.26	\$1,837.04
TOTAL HEALTH CARE			\$2,048.07		\$2,400.80		\$2,087.65	
DENTAL CARE								
	Single	1	\$60.09	\$60.09	\$69.40	\$69.40	\$59.47	\$59.47
	Family	4	\$115.36	\$461.44	\$133.23	\$532.92	\$114.16	\$456.64
TOTAL DENTAL CARE			\$521.53		\$602.32		\$516.11	
Experience Rated Total			\$2,569.60		\$3,003.12		\$2,603.76	
Monthly Cost			\$2,793.80		\$3,220.04		\$2,803.88	
	PST	8%	\$223.50		\$257.60		\$224.31	
Total Employer Monthly Cost			\$3,017.30		\$3,477.64		\$3,028.19	
Percentage Change					15.3%		0.4%	
LTD	\$12,539		\$2.593	\$325.14	\$2.505	\$314.10	\$2.505	\$314.10
TOTAL MONTHLY COST			\$3,368.45		\$3,816.87		\$3,367.42	
Percentage Change					13.3%		0.0%	

Section 1. Current and Renewal Rate Comparison 2023

			Current		Renewal		Negotiated	
Benefits	Volumes		Rate	Premium	Rate	Premium	Rate	Premium
LIFE	\$432,500		\$0.50	\$216.25	\$0.44	\$190.30	\$0.44	\$190.30
AD&D	\$432,500		\$0.04	\$17.30	\$0.04	\$17.30	\$0.04	\$17.30
DEPT. LIFE	5		\$4.67	\$23.35	\$4.18	\$20.90	\$4.18	\$20.90
Pooled Total				\$256.90	\$228.50		\$228.50	
HEALTH CARE								
	Single	2	\$250.61	\$501.22	\$312.82	\$625.64	\$291.44	\$582.88
	Family	5	\$459.26	\$2,296.30	\$573.27	\$2,866.35	\$534.09	\$2,670.45
TOTAL HEALTH CARE				\$2,797.52	\$3,491.99		\$3,253.33	
DENTAL CARE								
	Single	2	\$59.47	\$118.94	\$75.32	\$150.64	\$64.07	\$128.14
	Family	5	\$114.16	\$570.80	\$144.59	\$722.95	\$123.00	\$615.00
TOTAL DENTAL CARE				\$689.74	\$873.59		\$743.14	
Experience Rated Total				\$3,487.26	\$4,365.58		\$3,996.47	
Monthly Cost				\$3,744.16	\$4,594.08		\$4,224.97	
	PST	8%	\$299.53		\$367.53		\$338.00	
Total Employer Monthly Cost				\$4,043.69	\$4,961.61		\$4,562.97	
Percentage Change						22.7%		12.8%
LTD	\$17,650		\$2.505	\$442.13	\$2.123	\$374.71	\$2.123	\$374.71
TOTAL MONTHLY COST				\$4,521.20	\$5,366.29		\$4,967.65	
Percentage Change						18.7%		9.9%

REPORT FA 26 / 2023 : To The Full Authority

FROM: Dusty Underhill, General Manager / Secretary-Treasurer

SUBJECT: Watershed Tour

DATE: March 31, 2023

PURPOSE:

To provide background information and highlight our unique Conservation Areas.

BACKGROUND:

Staff have found it beneficial to conduct a Watershed Tour with the Board of Directors to highlight some of our Conservation Areas and the work we accomplish throughout the watershed on both authority and privately owned lands.

It gives the members a chance to familiarize themselves with our geographical area while gaining a better understanding of the authorities work within the watershed.

Staff are proposing to conduct a Watershed Tour immediately following the June 8, 2023, Full Authority meeting.

RECCOMENDATIONS:

THAT, the Board of Directors support a Watershed Tour immediately commencing immediately following the June 8th, 2023, Full Authority meeting.



Dusty Underhill,
General Manager / Secretary-Treasurer

-
- Completed the Final Report for the Water Erosion Control Infrastructure Submission (WECI), which included a completed final expenditure report template with GM/CAO signature was provided, copy of final invoices for each project (e.g. materials, consultants, contractors, etc.), a general ledger of staff time used on the project (e.g. number of days and daily pay rates), technical reports and drawings related to the project, and photos of the project work before and after repairs were completed.
 - Completed research on how to register the new Tisdale CA for the Conservation Lands Tax Incentive Program. Upon completion of the Ecogift designation, staff can then apply to have it designated as CLTIP Property which alleviates taxes annually on the property.
 - As per the Mandatory programs and Services regulation under the CA Act (O. Reg. 686/21), all CAs must prepare a Land Inventory of all parcels owned and controlled by the Authority by December 31st, 2024. A template has been designed to capture all mandatory components of the land inventory, as well as optional complementary data fields for CAs to populate which represent pieces of information often collected by CO about CA lands for other activities (e.g., federal reporting). A final template will be released by Conservation Ontario for completion by all 36 CA's.
 - With the assistance of staff arranged a coop work placement for an Urban Arborist student from Sir Sandford Fleming College.
 - Catfish Creek received \$131,000.00 to modernize the Maple Syrup Festival with a new marketing campaign, new automated gates and electrical services, updated Sugar Shanty, and enhanced children's programming. All works have been completed. (On March 3, 2023 Arielle Kayabaga, Member of Parliament for London West, on behalf of the Honourable Filomena Tassi, Minister responsible for the Federal Economic Development Agency for Southern Ontario (FedDev Ontario), announced an investment of over \$4.5 million, through the Tourism Relief Fund (TRF) and the Canada Community Revitalization Fund (CCRF), for 22 projects in London, Middlesex, Elgin, Oxford, Norfolk County and surrounding areas that will support community infrastructure enhancements, tourism recovery and economic development in the region).
 - Submitted the Audited Financial Statements for 2022 to the MECP. It is a legislative requirement to submit to the province within 60 days of receiving it.
 - Submitted the April 1, 2023, Progress Report to the Province and all Municipal Members for review and comment.
 - Reviewed the final Conservation Ontario - Ontario Public and Indigenous Engagement tool kits.
 - Arranged for a tour of the Maple Syrup Program for approximately 20 MNRF Employees from the Aylmer and Guelph District MNRF offices at the request of Dave Richards, MNRF.

- Met with Tracey Lacarte, OPP Western Region Provincial Liaison Team. Tracey builds relationships within the Western Region of Ontario for OPP with organizations such as the CCCA. We keep her informed of things such as our new entry systems in the campgrounds and how OPP will gain entry so our local detachments know. A very healthy discussion was carried on about Bill 23 and its ramifications to the 36 CA's provincially.
- Arranged a meeting with staff at the Ontario Police College to address the 2023 work day. The CCCA works in conjunction with the OPC with the Memorial Path of honor. Every year a maintenance day is conducted and dead trees etc. are removed and replaced. Trees are also planted for any officer provincially who has lost their life in the line of duty.
- A GM Meeting was held on March 20th with discussions revolving around jurisdictional approaches to the new Bill 23 amendments. A refresher on relevant legislative clauses, approaches to service delivery, scoping of service provisions in regards to Bill 23 and expansion of jurisdictional boundaries were all discussed.
- Ongoing efforts in regards to the Flood Hazard Identification and Mapping Program in Port Bruce. In water works such as bathymetry analysis will take place in April or early May.
- Updated the CCCA's Corporate Registry with the Charities Directorate. A request was submitted to update all board members information and include myself as the general manager as the current registry is dated.

**Catfish Creek Conservation Authority
Correspondence Register – March 1 –31, 2023**

Date	Type	Agency	Topic
March 1, 2023	Email/ Response	Central Elgin, Morgaine	Committees report
March 1, 2023	Email/ Response	CO	Greenbelt -Soil Health Benchmarking Program -Greenbelt
March 1, 2023	Email/ Response	McFarland Rowland	RE: Renewal
March 1, 2023	Email/ Response	MNRF	CLTIP Program
March 1, 2023	Email/ Response	SWOX, Paul Buchner	Committees
March 2, 2023	Email/ Response	MNRF	CLTIP Program
March 2, 2023	Email/ Response	Ilona Feldma LERMC	April 2023 Catfish Creek Source Protection Authority meeting
March 2, 2023	Email/ Response	McFarland Rowland	Renewal
March 2, 2023	Email/ Response	CO	Proposed Standard Template for CA Land Inventory
March 2, 2023	Email/ Response	Dale Barrett, Sir Sandford Fleming	Internship
March 3, 2023	Email/ Response	Jeff Spoor, Malahide	Dragline removal
March 3, 2023	Email/ Response	FDO	News release and backgrounder - FedDev Ontario Funding Announcement
March 3, 2023	Email	MECP	Updates to the Municipal Class Environmental Assessment
March 6, 2023	Email	Oxford County	Oxford County Transportation Master Plan Update - Notice of Public Consultation Centre #2
March 6, 2023	Email	MECP	RE: Audited Financial Statement Received
March 6, 2023	Email	MNRF	Ontario Low Water products
March 6, 2023	Email/ Response	Malahide	RE: Budget Request
March 7, 2023	Email/ Response	MNRF	WECI Final Submission
March 7, 2023	Email	CO	Narwhal Article
March 7, 2023	Email/ Response	Employment and Social Development Canada	2022 Enabling Accessibility Fund (EAF) – Small Projects Component.
March 7, 2023	Email/ Response	Donnie Ivey	Stage Grand Opening
March 7, 2023	Email/ Response	Andrew Gunn	Stage Grand Opening

March 7, 2023	Email/ Response	Ecogifts	CCCA Ecogift Submission
March 8, 2023	Email/ Response	Tourism Relief Fund	Tourism Relief Fund – Important Year End Dates
March 8, 2023	Email/ Response	MNRF	Shanty Tour
March 9, 2023	Email/ Response	OPP	Bill 23 Update
March 9, 2023	Email/ Response	Malahide	Radio Repeater
March 9, 2023	Email/ Response	LERMC	Next meeting
March 10, 2023	Email/ Response	McFarland Rowland	Insurance Renewal
March 10, 2023	Email/ Response	MECP	Provide your input on the latest environmental assessment
March 11, 2023	Email/ Response	Aylmer Express	Maple questions
March 12, 2023	Email/ Response	Doug Terry Homes	Donation
March 12, 2023	Email/ Response	94.1 My Fm	Maple Festival update
March 13, 2023	Email/ Response	Ontario Poklice College	Path of Honor Annual Meeting
March 13, 2023	Email/ Response	Aylmer Express	Chestnut Tree questions
March 14, 2023	Email/ Response	Canada Life	Tax question
March 14, 2023	Email/ Response	FDO	RE: 2022-2023 Year-End Payment and Payable at Year-End Estimates
March 14, 2023	Email/ Response	CIBC	Signing Authority
March 14, 2023	Email/ Response	TRUE Consulting	Port Bruce Bridge Benchmark
March 14, 2023	Email/ Response	National Grants and Contributions Delivery Centre	Signed Agreement
March 14, 2023	Email/ Response	FDO	1004229 TRF Catfish Creek Conservation Authority - Claim 1 Sample Request
March 14, 2023	Email/ Response	TRUE Consulting	RE: Port Bruce Bridge Benchmark
March 14, 2023	Email/ Response	MNRF	Maple Tour for employees
March 14, 2023	Email/ Response	FDO	1004229 TRF Catfish Creek Conservation Authority - Claim 1 Sample Request
March 15, 2023	Email/ Response	PBRA	Re: Port Bruce Flood Line Survey
March 16, 2023	Email/ Response	Doug Terry Homes	Donation
March 16, 2023	Email/ Response	FDO	RE: 1004229 TRF Catfish Creek Conservation Authority - Claim 1 Sample Request
March 16, 2023	Email/ Response	Eco Gift	CCCA Ecogift
March 16, 2023	Email/ Response	Malahide Fire Chief	Attendee numbers
March 16, 2023	Email/ Response	Graham Scott Enns	Signing Authority

March 16, 2023	Email/ Response	ECCC	CCCA Ecogift
March 16, 2023	Email/ Response	OSTRF	Funding Amendment - Ontario's Southwest Tourism Relief Fund
March 17, 2023	Email/ Response	TRF	RE: swotc grant funding allocation
March 17, 2023	Email/ Response	LERMC	Response required today: scheduling the next LERMC meeting
March 17, 2023	Email	CO	Final Conservation Ontario Public Consultation and Indigenous
March 17, 2023	Email/ Response	FDO	FedDev Ontario Visibility Requirements - Tourism Relief Fund
March 17, 2023	Email/ Response	OSTRF	Celebration Event - Ontario's Southwest Tourism Relief Fund
March 20, 2023	Email/ Response	Federal Economic Development Agency	Thank you for attending the FedDev Ontario announcement supporting
March 20, 2023	Email/ Response	LERMC	Staff Announcement
March 20, 2023	Email/ Response	FDO	FW: 1004229 TRF Catfish Creek Conservation Authority - Claim 1 Sample
March 21, 2023	Email/ Response	Dorbar	May 1 Benefits renewal
March 21, 2023	Email/ Response	MNRF	CCCA April 1 Progress Report
March 21, 2023	Email/ Response	OSTRF	Funding Amendment
March 21, 2023	Email/ Response	KPMG	CEWS Notice of Objection
March 21, 2023	Email/ Response	Central Elgin	RE: 2023 Final Levy Notice
March 21, 2023	Email/ Response	LERMC	RE: Updated Catfish Creek Assessment Report and Amended Source Protection Plan Submission
March 21, 2023	Email/ Response	Ecogift	Connect: Sending electronic EGP documents: setting up an account
March 21, 2023	Email/ Response	Dorbar	May 1 Renewal
March 22, 2023	Email/ Response	Tim Kelly	Employee Investments
March 23, 2023	Email/ Response	ELP Teacher	Reference
March 24, 2023	Email/ Response	CO	ACTION REQUIRED: Conservation Ontario (CO) Council Annual General
March 24, 2023	Email/ Response	CO	CO Board Elections
March 24, 2023	Email/ Response	Eco Gift	Appraisal

March 24, 2023	Email/ Response	TRF	Amended Funding Agreement
March 24, 2023	Email/ Response	CO	FW: Development of the 2024-2028 Lake Erie Lakewide Action and Management
March 24, 2023	Email/ Response	Valco Appraisal	Amendments to appraisal for 8826 Tisdale Line
March 27, 2023	Email/ Response	TRF	Amended completed agreement
March 27, 2023	Email	PBRA	Re: Port Bruce Flood Line Surveys
March 27, 2023	Email/ Response	TRUE Consulting	RE: Port Bruce Bridge Benchmark
March 27, 2023	Email/ Response	OPC	Path of Honor Preparation
March 27, 2023	Email/ Response	FDO	RE: 1004229 TRF Catfish Creek Conservation Authority - Claim 1 Sample Request
March 27, 2023	Email/ Response	McFarland Rowland	Further renewal questions
March 28, 2023	Email/ Response	Valco Appraisals	Adjusted appraisal
March 28, 2023	Email/ Response	CO	ACTION REQUIRED: Conservation Ontario (CO) Council Annual General Meeting (AGM) Agenda April 3, 2023
March 29, 2023	Email/ Response	IC Direct (FDO)	Deposit information
March 29, 2023	Email/ Response	LERMC	March 30 SPC - Question
March 29, 2023	Email/ Response	Donnie Ivey	Stage dedication ceremony
March 30, 2023	Email/ Response	CO	FW: Buying out the Floodplain- Webinar & Report Launch:
March 30, 2023	Email/ Response	CO	Conservation Ontario Training on the Rules of Conduct in Conservation Areas Regulation
March 31, 2023	Email/ Response	CO	Review and Feedback Requested: Standard Operating Procedures for CA Officers (Group 2 - Section 29 Focus)
March 31, 2023	Email/ Response	FHIMP	Clarification: FHIMP Climate Change Requirements