

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

Thursday, April 20, 2023

Meeting #03/2023

PRESENT:

Paul Buchner	Chairperson	Township of South-West Oxford
Morgaine Halpin	Vice-Chairperson	Municipality of Central Elgin
Arthur Oslach	Member	Town of Aylmer
Gary Clarke	Member	City of St. Thomas

STAFF:

Dusty Underhill	General Manager / Secretary-Treasurer
Susan Simmons	Financial Services Coordinator
Gerrit Kremers	Resource Planning Coordinator
Al Bradford	Conservation Area Supervisor
Brittany Bell	Program Support Assistant

ABSENT:

Scott Lewis	Member	Township of Malahide
Peter Dragunas	Water Management Technician	

OTHERS PRESENT:

Rob Perry	Reporter, the Aylmer Express
Deb 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 # 27/2023</u>	G. Clarke	A. Oslach	CARRIED
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THAT, the Agenda for the April 20, 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 # 28/2023 A. Oslach G. Clarke CARRIED

THAT, the Minutes of Full Authority Meeting #02/2023 (March 9, 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 16-FA 19/2023 – Monthly Staff Reports, were presented, discussed, and resolved.

Motion # 29/2023 G. Clarke A. Oslach CARRIED

THAT, Staff Reports FA 16 to FA 19 for the month of March 2023, be noted and filed.

Report FA 20/2023 – March Summary of Revenue and Expenditures, was presented, discussed, and resolved.

Motion # 30/2023 G. Clarke A. Oslach CARRIED

THAT, Report FA 20/2023 (March Summary of Revenue and Expenditures), be noted and filed.

Report FA 21/2023 – Accounts Paid, was presented, discussed, and resolved.

Motion # 31/2023 M. Haplin G. Clarke CARRIED

THAT, Accounts Paid totaling \$61,471.97, be approved as presented in Report FA 21 / 2023.

Report FA 22/2023 – Maple Syrup Summary was presented, discussed, and resolved.

Motion # 32/2023 A. Oslach M. Haplin CARRIED

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

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

Report FA 23/2023 –CCCA Administrative By-Law Update, was presented, discussed, and resolved.

Motion # 33/2023 M. Halpin G. Clarke CARRIED

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.

Report FA 24/2023 – Conservation Ontario Council Meeting, was presented, discussed, and resolved.

Motion # 34/2023 M. Halpin A. Oslach CARRIED

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

Report FA 25/2023 –Employee Benefits Plan, was presented, discussed, and resolved.

Motion # 35/2023 M. Halpin A. Oslach CARRIED

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

Report FA 26/2023 – Watershed Tour, was presented, discussed, and resolved.

Motion # 36/2023 G. Clarke A. Oslach CARRIED

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

GENERAL MANAGER / SECRETARY-TREASURER'S REPORT:

- 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 Enventory 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 knows. 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 there 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.

Motion # 37/2023

A. Oslach

M. Haplin

CARRIED

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

NEXT MEETING / TERMINATION:

The next meeting of the Catfish Creek Conservation Authority will be held on Thursday, May 11, 2023, commencing at 10:00 a.m.

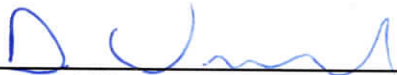
Motion # 38/2023

A. Oslach

M. Haplin

CARRIED

THAT, the Full Authority be terminated at 10:37 a.m.



General Manager / Secretary –Treasurer



Authority Chairperson