

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, June 8th, 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 #FA04/2023 (May 11, 2023) 3-6
 - b) Interview Committee Meeting #IC02/2023 (April 25, 2023) 7
 - c) Interview Committee Meeting #IC03/2023 (April 25, 2023) 8
 - d) Land Management Committee LMC #01/2023 (May 11, 2023) 9-11
- 7) Business Arising from Minutes
- 8) Public / Special Delegations
- 9) Reports:
 - a) Reports FA 36-39/2023 - Monthly Staff Reports 12-16
(Peter Dragunas, Gerrit Kremers, Al Bradford, Brittany Bell)
 - b) Report FA 40/2023 - May Summary of Revenue & Expenditures 17-18
(Susan Simmons)
 - c) Report FA 41/2023 - Accounts Paid 19
(Susan Simmons)
 - d) Report FA 42/2023 - Boat Operators License Inspection 20
(Dusty Underhill)

e)	Report FA 43/2023 (Dusty Underhill)	- Latonell Conservation Symposium	21
f)	Report FA 44/2023 (Dusty Underhill)	- Provincial Offences Officer Appointment	22
g)	Report FA 45/2023 (Brittany Bell)	- Develop to Marketing Grant Program	23-25
h)	Report FA 46/2023 (Gerrit Kremers)	- Elgin Clean Water Program	26-31
i)	Report FA 47/2023 (Dusty Underhill)	- Carolinian Forest Festival	32
j)	Report FA 48/2023 (Dusty Underhill)	- July Full Authority Meeting	33
k)	Report FA 49/2023 (Peter Dragunas)	- Port Bruce Flood Attenuation Proposal	34-44
l)	Report FA 50/2023 (Gerrit Kremers)	- CCCA Section 28 Notification Form Update	45-50
m)	Report FA 51/2023 (Dusty Underhill)	- Research Permit	51-53
10)	General Manager / Secretary-Treasurer's Report		54-55
	(Dusty Underhill)		
11)	Unfinished Business		
12)	Chairperson's / Board Member's Report		
13)	Notice of Motions / New Business:		
14)	Correspondence:		
a)	Copied:		
	-	Request for authorization of a proposed change in land use and disposition of Ecological Gift ON930	56-57
b)	Not Copied:		
	-	Correspondence Register for May, 2023	58-60
15)	Closed Session		
16)	Next Meeting of the Full Authority: Thursday, August 10, 2023		
17)	Termination		

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

Thursday, May 11, 2023

Meeting #04/2023

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
Scott Lewis	Member	Township of Malahide

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
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 # 39/2023</u>	M. Halpin	A. Oslach	CARRIED
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THAT, the Agenda for the May 11th, 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:

<u>Motion # 40/2023</u>	S. Lewis	A. Oslach	CARRIED
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THAT, the Minutes of Full Authority Meeting #03/2023 (April 20, 2023), be accepted as circulated.

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BUSINESS ARISING FROM MINUTES:

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

PUBLIC / SPECIAL DELEGATIONS:

None

REPORTS:

Reports FA 27-FA 30/2023 – Monthly Staff Reports, were presented, discussed, and resolved.

<u>Motion # 41/2023</u>	G. Clarke	M. Halpin	CARRIED
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THAT, Staff Reports FA 27 to FA 30 for the month of April 2023, be noted and filed.

Report FA 31/2023 – April Summary of Revenue and Expenditures, was presented, discussed, and resolved.

<u>Motion # 42/2023</u>	G. Clarke	A. Oslach	CARRIED
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THAT, Report FA 31/2023 (April Summary of Revenue and Expenditures), be noted and filed.

Report FA 32/2023 – Accounts Paid, was presented, discussed, and resolved.

<u>Motion # 43/2023</u>	A. Oslach	M. Halpin	CARRIED
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THAT, Accounts Paid totaling \$130,307.55, be approved as presented in Report FA 32 / 2023.

Report FA 33/2023 – Special Projects Funding was presented, discussed, and resolved.

<u>Motion # 44/2023</u>	A. Oslach	S. Lewis	CARRIED
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THAT, the Full Authority acknowledge the 2023 Special Projects as outlined in Report FA 33/2023.

Report FA 34/2023 – Eco Gift – Tisdale Conservation Area, was presented, discussed, and resolved.

<u>Motion # 45/2023</u>	M. Halpin	G. Clarke	CARRIED
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THAT, Report FA 34/2023, be received as information at this time.

Report FA 35/2023 –Evans Sisters Stage Soft Opener, was presented, discussed, and resolved.

<u>Motion # 46/2023</u>	S. Lewis	A. Oslach	CARRIED
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THAT, Report FA 35/2023, be received as information at this time.

GENERAL MANAGER / SECRETARY-TREASURER'S REPORT:

- Attended Conservation Ontario's Annual General Meeting. Details were highlighted in Report FA 24/2023.
- Completed the CCCA Source Protection Authority, details were provided in Reports
- SPA 01/2023, SPA 02/2023, SPA 03/2023, SPA 04/ 2023.
- Attended a General Managers meeting to discuss Ontario's next steps to support housing supply growth. Of interest to Conservation Authorities is talk of freezing 74 different provincial fees at the 2023-2024 level which is yet to be determined. This includes fees that directly or indirectly increase the cost of housing. They also claim the approval processes will be expedited by updating the Provincial Policy Statement, 2020 and integrating it with A Place to Grow: Growth Plan for the Greater Golden Horseshoe to create a single, province wide, housing-focused land use planning policy document.
- Continual work on the Tisdale Conservation Area Eco Gift designation. The property has been deemed ecologically sensitive and we have moved forward providing letters patent from Windon Farms, maps and aerial imagery of the Tisdale CA in geographical reference to all of the other conservation areas within ten kilometers. We received the official certificate of ecological sensitivity on March 20, 2023. The CCCA has submitted a narrative appraisal report prepared by Valco Real Estate Appraisers and Consultants and staff are awaiting to hear next steps from the review committee.
- Secured 20 mature 50mm-60mm Sycamore Trees and Tulip Trees to replace dead or declining trees at the Memorial Path of Honor. The Memorial Path of Honor receives a tree every time a Police Officer falls in the line of duty. The CCCA and OPC have had an ongoing community partnership in regards to the Path of Honor for many years. A general maintenance day has been scheduled for May 24, and members are welcome to attend if they so wish.
- Met with Andrew Gunn, Donnie Ivey, and Al our Conservation Areas Supervisor to discuss the stage grand opening which is scheduled to be held on June 22, 2023.
- Prepared for and completed the Source Protection Authority and Full Authority Agenda packages
- Completed the Year End Transfer Payment Section 39 Reporting requirements.
- Attended an online General Managers Meeting to discuss approaches regulatory requirements for levy apportionment, voting methods and processes.
- Hosted a Board Orientation for new members where the Administrative By Law, expectations and duties/ roles and responsibilities were discussed.
- Review of the Indigenous and Public Consultation Toolkits made by Conservation Ontario. It is a requirement to engage indigenous groups and the watershed constituents in regards to the Conservation Areas Strategy and the Watershed Strategy.

- Assisted staff with finalizing our many ideas for the PBRA. Staff feel really strongly about HECRAS Modelling which would assist staff with modelling a storm for flood potential using predicted local weather conditions.
- Finalizing the last few things for the stage. Currently it needs a coat of paint and one drain completed and all works associate with it are complete.
- Land Management Committee Agenda preparation and Reports

Motion # 47/2023

A. Oslach

G. Clarke

CARRIED

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

NEXT MEETING / TERMINATION:

The next meeting of the Catfish Creek Conservation Authority will be held on Thursday, June 8, 2023, commencing at 10:00 a.m.

Motion # 48/2023

M. Halpin

A. Oslach

CARRIED

THAT, the Full Authority be terminated at 10:26 a.m.

General Manager / Secretary –Treasurer

Authority Chairperson

**Minutes of The Meeting Of The Catfish Creek Conservation Authority
Interview Committee**

Tuesday, April 25th, 2023

Meeting # IC 02/2023

PRESENT:

Morgaine Halpin Committee Member Municipality of Central Elgin

STAFF:

Susan Simmons Financial Services Coordinator
Brittany Bell Program Support Assistant

Disclosure Of Pecuniary Interest:

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

The purpose of the meeting was to interview applicants for the position of Gate Attendant which was advertised on the CCCA social media platform, the CCCA website and the Elgin County Job Fair that took place at the Joe Thornton Arena April 5th, 2023.

Seven (7) Gate Attendant positions are required for the 2023 camping season. Two (2) staff are returning from last season and two (2) staff from the 2023 Maple Syrup Festival are returning. A total of six (6) candidates were contacted to be interviewed for the five (5) remaining Gate Attendant positions. Four (4) of those candidates attended an interview.

At the conclusion of the interview process, the Interview Committee selected the following individuals for the Gate Attendant Team.

Returning Staff: Lucy Cowx, Oliver Glazer, Emse Trojek and Nolan Betts
New Staff: Victoria McMillan, Ella Nephin and Sydney O'Neil

The meeting was adjourned at (4:30 p.m.).

Morgaine Halpin
Committee Member

**Minutes of The Meeting Of The Catfish Creek Conservation Authority
Interview Committee**

Tuesday, April 25th, 2023

Meeting # IC 03/2023

PRESENT:

Morgaine Halpin Committee Member Municipality of Central Elgin

STAFF:

Al Bradford Conservation Areas Supervisor
Austin Verbeek Conservation Areas Assistant

Disclosure Of Pecuniary Interest:

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

The purpose of the meeting was to interview applicants for the position of Park Technician, which was advertised, on the CCCA social media platform, the CCCA website and the Elgin County Job Fair that took place at the Joe Thornton Arena April 5th, 2023.

Three (3) Park Technician positions are required for the start of the 2023 camping season. Seven (7) candidates were contacted to be interviewed for the three (3) remaining Park Technician positions.

At the conclusion of the interview process, the Interview Committee selected the following individuals for the Park Technician Team.

Returning Staff: Emma Annett, Ron Grundy, Logan Belanger
New Staff: Carter White, Dale Barrett, Jack Carlson

The meeting was adjourned at 4:30 p.m.

Morgaine Halpin
Committee Member

**MINUTES OF THE MEETING OF THE
CATFISH CREEK CONSERVATION AUTHORITY
LAND MANAGEMENT COMMITTEE**

Thursday, May 11th, 2023

Meeting #01/2023

The Land Management Committee Meeting of the Catfish Creek Conservation Authority was held at the Catfish Creek Conservation Authority Administration Building.

PRESENT:

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

STAFF:

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

WELCOME / CALL TO ORDER:

Committee Chairperson Arthur Oslach welcomed everyone and called the meeting to order at (10:32 a.m.).

LAND ACKNOWLEDGMENT:

The CCCA recognized that the land on which we gather is in the traditional territory shared between the Haudenosaunee confederacy, the Anishinabe nations, and the Attiwonderonk Neutrals.

ADOPTION OF AGENDA:

<u>Motion #LMC 01/2023</u>	S. Lewis	P. Buchner	CARRIED
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THAT, the Agenda for the May 11, 2023, Land Management Committee meeting be adopted as circulated.

DISCLOSURE OF PECUNIARY INTEREST:

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

DISCLOSURE OF INTENTION TO AUDIO / VIDEO RECORD MEETING:

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

PUBLIC / SPECIAL DELEGATIONS:

None

REPORTS:

Report LM 01/2023 –Wildlife Co-Management Program, was presented, discussed, and resolved.

Motion #LMC 02/2023 M. Halpin G. Clarke CARRIED

THAT, the members recommend to the Full Authority that the proposed Wildlife Co-Management Program for 2023-2024 be approved as presented in Report LM 01/2023.

Report LM 02/2023 –YNHA Controlled Hunt, was presented, discussed, and resolved.

Motion #LMC 03/2023 P. Buchner G. Clarke CARRIED

THAT, the Land Management Committee recommend to the Full Authority that a controlled hunt be authorized at the Yarmouth Natural Heritage Area in 2023 in accordance with the terms and conditions outlined in Report LM 02/2023.

Report LM 03/2023 –Springwater C.A. Rules and Regulations, was presented, discussed, and resolved.

Motion #LMC 04/2023 S. Lewis M. Halpin CARRIED

THAT, the Land Management Committee recommend to the Full Authority that the revised Rules and Regulations for Springwater Conservation Area be approved as presented in Report LM 03/2023, and that staff be directed to investigate if it is Authority obligation to check for boat operator's licenses.

Report LM 04/2023 –Tisdale Conservation Area Land Use, was presented, discussed, and resolved.

Motion #LMC 05/2023 M. Halpin P. Buchner CARRIED

THAT, the Land Management Committee recommend to the Full Authority that the Land Use Option proposed for the Tisdale Conservation Area in 2023 be approved.

UNFINISHED BUSINESS:

None

COMMITTEE CHAIRPERSON'S / COMMITTEE MEMBER'S REPORT:

None

CORRESPONDENCE:

- a) Copied:
 - None
- b) Not Copied:
 - None

NOTICE OF MOTIONS / NEW BUSINESS:

None

CLOSED SESSION:

None

TERMINATION:

Motion #LMC 6/2023

G. Clarke

P. Buchner

CARRIED

THAT, the meeting be terminated at (10:55 a.m.).

General Manager / Secretary - Treasurer

Committee Chairperson

REPORT FA 36/2023 To The Full Authority

FROM: Water Management Technician

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

DATE: June 1, 2023

Water Management Technician

Current Activities:


- Continued monthly response to inquiries from the Port Bruce Rate Payers Association (PBRA), Port Bruce residents and Malahide Township staff regarding the CCCA flood forecasting procedures and protocols.
- Compilation of historical precipitation, riverine stage and flow data for climate change recurrence relationships in relation to low water.
- Continued revisions, 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.
- Compilation of Port Bruce Flood Attenuation, Hale Street, Colin Street, Lindley Street and Imperial Road report for CCCA Board review.

Upcoming Activities:

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

Recommendation:

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



Peter Dragnas
Water Management Technician

REPORT FA 37/2023 : To The Full Authority

FROM: Gerrit Kremers

SUBJECT: May Monthly Staff Report

DATE: June 1, 2023

Resource Planning Coordinator

Current Activities:

- Completed 2023 reforestation tree planting for a landowner;
- Wrapped up the Fleming College COOP placement and completed final evaluations;
- Administered the Malahide Roadside Tree program pickup;
- Met with local drainage superintendent in regards to some drainage works occurring within the watershed;
- Had site meetings with landowners to discuss potential stewardship projects on their properties;
- Coordinated spring native tall grass prairie planting for Tisdale CA and private landowner stewardship projects;
- 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;
- Participated in webinar hosted by invasive Species Centre for upcoming invasive specis grant oppurtunity;
- Completed bathmetric sounding of Catfish Creek in Port Bruce with other staff;
- 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;
- Complete private landowner stewardship projects and funding applications;
- 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 May, 2023, be noted and filed.



Gerrit Kremers
Resource Planning Coordinator

REPORT FA/38, 2023: To The Full Authority

FROM: Al Bradford

SUBJECT: Monthly Staff Report

DATE: May 31, 2023

Conservation Areas Supervisor

Current Activities:

- Once again a big thanks to my staff (permanent & seasonal) for the hard work done in April and into May for the Campground to open for the 2023 season (seasonal and transient)
- Site cleanup, tree removal, water & hydro, leaves, garbage
- Successful Trout Derby this year one tagged fish caught from opening until May 19th, a big thanks to Tri-County Travelers RV Group, as well as the Friends of Springwater and once again CCCA staff for collecting day passes (adjustments can be made for next year's logistics on how some items may be ran)
- Completed Criminal & Vulnerable police check for designation for the Provincial Offences course. Able to move forward
- Pavilion lighting was repaired by Koolen Electric due to unsafe fixtures in place (was an electrical hazard and unsafe for operation of lighting)
- Received a quote for submission in a grant that the Program Support Assistant was awaiting to complete, this will give green energy at the schoolhouse with a Geo Thermal furnace
- Moved forward with Uplink Communications for the tower to be ordered and here for a June install
- Met with Southwestern Public Health to renew our Directives for Small Drinking Water Systems. The Conservation Areas Assistant & I are also signed up for getting our Small Drinking Water Systems Course this year
- Ongoing repairs and maintenance throughout our properties (picnic table repairs/water tap repairs/hazard tree removal/trail work)
- Exploring possibility of a grant for potential schoolhouse renovations
- Preparing priority lists of items to complete throughout Conservation Areas
- Working with staff on ideas to revamp our visitor signage in our parking lot for visitors, along with starting to make a list of signage that need replacing throughout the park
- Continue looking for potential funding for electrical upgrades throughout our Comfort Stations within the park
- Reached out for quotes for our Accessibility ramps at CCCA office and schoolhouse as the drawing have been approved
- Worked with the General Manager to keep Falco Construction moving on the items that need to be completed for the stage

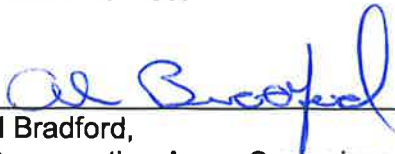
- Pavilion washrooms had 2 new sinks and counter tops installed (as were badly damaged)
- Met with EMS, Malahide/Central Fire Chiefs & OPP to go over procedures for using the key pad for our new Gate System here at Springwater CA
- The Conservation Areas Assistant completed some spraying within Aylmer (that is conducted yearly)
- OPC Work Day (CCCA staff assisted with picking up and planting trees at the OPC Path of Honor) on May 24/23
- Daily emails, phone calls, site meetings, obtaining quotes

Upcoming Activities (June):

- 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 looking for potential funding for electrical upgrades throughout our Comfort Stations within the park, as well as other potential grants or funding available
- Prep for Van fest
- Picnic table repairs throughout the park
- New gate and fence to be completed at our dump area
- Getting last items completed for Grand Opening June 24/23 at the stage
- Prep for "Kids first Day" being held June 2nd
- Bridge repair, trails at properties to be cut
- Post & signage needed at entry gates in day use
- Forest Festival pre-meeting to take place end of June 2023 in regards to planning for Fall 2023

Recommendation:

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


 Al Bradford,
 Conservation Areas Supervisor

REPORT FA 39/2023 : To The Full Authority

FROM: Brittany Bell

SUBJECT: Monthly Staff Report

DATE: June 1, 2023

Program Support Assistant

Current Activities:

- Seasonal camper administration
- Maintained social media channels and posted entertaining content
- Met with numerous groups that are planning group camping weekends
- Monitoring CCCA website inquiries
- Created social media content for Kid's First Day
- Orientation for new gate attendants
- Preparation for Kid's First Day
- Catfish Creek Conservation Authority administrative duties
- Researched grant opportunities
- Met with Pawsitively Elgin Committee
- Booked Springwater Conservation Area Facility rentals
- Salt water campaign on social media
- Press Release for the Doug Tarry Donation
- Press Release for the Tourism Grant Funding
- Advertising for reservations opening for transient camping on social media
- Applied for the FCC AgriSpirit Fund for Schoolhouse renovations
- Healthy Hikes social media campaign
- Elgin County Tourism + Southwest Tourisms E-Learning course
- Communications for the CCCA and Springwater Conservation Area

Upcoming Activities:

- Catfish Creek Conservation Authority administrative duties
- Maintain social media channels and post entertaining content
- Monitor CCCA website inquiries
- Springwater Conservation Area camping administration
- Kid's First Day organization

Recommendation:

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



Brittany Bell
Program Support Assistant

REPORT FA 40/2023 : To The Full Authority
FROM: Susan Simmons, Financial Services Coordinator
SUBJECT: Summary of Revenue & Expenditures - May
DATE: May 31, 2023

SUMMARY OF REVENUE

for the period ending May 31, 2023

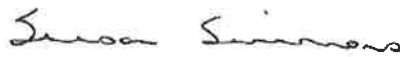
	2023 Budget	2023 To Date	Difference	2022 To Date
MNRF Provincial Grants	\$ 41,215.00	\$ -	\$ (41,215.00)	\$ -
Other Provincial Grants	\$ 47,698.74	\$ 30,132.20	\$ (17,566.54)	\$ 14,739.54
Federal Grants	\$ 131,403.00	\$ 90,766.01	\$ (40,636.99)	\$ 166,752.08
Employment Program Grants	\$ 20,000.00	\$ -	\$ (20,000.00)	\$ 7,581.20
Municipal General Levies	\$ 405,939.78	\$ 350,064.09	\$ (55,875.69)	\$ 169,552.87
Special Benefiting Levies	\$ -	\$ -	\$ -	\$ 3,350.00
Donations/Sponsorships	\$ 34,300.00	\$ 22,435.80	\$ (11,864.20)	\$ 20,335.30
Conservation Areas Revenue	\$ 709,800.00	\$ 470,536.80	\$ (239,263.20)	\$ 437,503.84
Maple Syrup Revenue	\$ 32,100.00	\$ 61,461.47	\$ 29,361.47	\$ 7,234.70
Bank Interest Earned	\$ 3,000.00	\$ 7,589.84	\$ 4,589.84	\$ -
Education Programs	\$ 1,220.00	\$ -	\$ (1,220.00)	\$ -
Legal Inquiries/Permit Applications	\$ 7,500.00	\$ 3,398.25	\$ (4,101.75)	\$ 2,893.81
Watershed Stewardship	\$ 7,750.00	\$ 10,354.80	\$ 2,604.80	\$ 20,850.48
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	\$ 569.54	\$ (45,323.46)	\$ 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	\$ -	\$ -	\$ -	\$ -
	<u>\$ 1,696,669.85</u>	<u>\$ 1,062,438.12</u>	<u>\$ (634,231.73)</u>	<u>\$ 875,600.19</u>

DONATIONS/SPONSORSHIPS	2023 Budget	Received To Date	Difference
Annual Report	\$ 1,000.00	\$ 1,000.00	\$ -
Environmental Education	\$ 500.00	\$ 160.00	\$ (340.00)
EESS ELP	\$ 6,000.00	\$ -	\$ (6,000.00)
Commemorative Forest	\$ 300.00	\$ 240.00	\$ (60.00)
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	\$ 4,962.03	\$ (15,037.97)
Archie Coulter C.A. Trails	\$ 2,000.00	\$ 1,695.56	\$ (304.44)
YNHA	\$ 2,000.00	\$ 1,278.21	\$ (721.79)
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	<u>\$ 34,300.00</u>	<u>\$ 22,435.80</u>	<u>\$ (11,864.20)</u>

REPORT FA 40/2023 : To The Full Authority
 FROM: Susan Simmons, Financial Services Coordinator
 SUBJECT: Summary of Revenue & Expenditures - May
 DATE: May 31, 2023

SUMMARY OF EXPENDITURES
 for the period ending May 31, 2023

	2023 Budget	2023 To Date	Difference	2022 To Date
MANDATORY PROGRAMS				
1 RISK OF CERTAIN NATURAL HAZARDS (Corporate Service)	\$145,739.31	\$ 67,070.27	\$ (78,669.04)	\$ 76,417.33
2 FLOOD FORECASTING & WARNING	\$298,347.99	\$ 118,292.22	\$ (180,055.77)	\$ 89,377.14
3 DROUGHT AND LOW WATER RESPONSE	\$16,989.59	\$ 6,204.90	\$ (10,784.69)	\$ 5,406.02
4 ICE MANAGEMENT	\$24,223.56	\$ 10,256.01	\$ (13,967.55)	\$ 7,573.41
5 INFRASTRUCTURE (Dam)	\$24,921.85	\$ 10,685.85	\$ (14,236.00)	\$ 7,153.97
6&7 ACT REVIEWS & PLAN REVIEW	\$4,877.68	\$ 1,789.16	\$ (3,088.52)	\$ 3,985.15
8 ADMININSTRATING & ENFORCING THE ACT (Section 28)	\$45,803.38	\$ 19,479.07	\$ (26,324.31)	\$ 21,208.06
9-11 CONSERVATION AND MANAGEMENT OF LANDS	\$83,078.73	\$ 33,565.54	\$ (49,513.19)	\$ 24,680.66
12 WATER QUALITY (PGMN & PSMP)	\$12,487.14	\$ 5,830.95	\$ (6,656.19)	\$ 5,204.74
13 SOURCE PROTECTION	\$5,947.09	\$ 2,561.44	\$ (3,385.65)	\$ 2,481.88
SUB TOTAL: MANDATED PROGRAMS Expenditures	\$662,416.32	\$275,735.41	-\$386,680.91	\$243,488.36
OTHER PROGRAMS AND SERVICES				
WATERSHED STEWARDSHIP	\$35,597.00	\$ 11,785.04	\$ (23,811.96)	\$ 106,073.01
EDUCATION PROGRAMS	\$7,720.00	\$ 223.14	\$ (7,496.86)	\$ 930.74
SPECIAL PROJECTS	\$1,500.00	\$ 5,332.98	\$ 3,832.98	\$ 1,077.54
C.A. DEVELOPMENT PROJECTS	\$99,075.00	\$ 119,055.03	\$ 19,980.03	\$ 8,849.56
MAPLE SYRUP PROGRAM	\$83,662.37	\$ 79,858.53	\$ (3,803.84)	\$ 1,997.98
SPRINGWATER CONSERVATION AREA	\$710,806.16	\$ 170,178.79	\$ (540,627.37)	\$ 131,400.33
VEHICLE & EQUIPMENT OPERATIONS	\$95,893.00	\$ 50,958.02	\$ (44,934.98)	\$ 21,920.10
SUB TOTAL: OTHER PROGRAMS Expenditures	\$1,034,253.53	\$437,391.53	-\$596,862.00	\$272,249.26
AMORTIZATION	\$ -	\$ -	\$ -	\$ -
APPROPRIATION TO SPECIAL RESERVES	\$ -	\$ -	\$ -	\$ -
APPROPRIATION TO GENERAL RESERVES	\$ -	\$ -	\$ -	\$ -
APPROPRIATION TO RESERVES ADJUSTMENT	\$ -	\$ -	\$ -	\$ -
GRAND TOTAL	\$ 1,696,669.85	\$ 713,126.94	\$ (983,542.91)	\$ 515,737.62


 Susan Simmons,
 Financial Services Coordinator

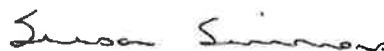
REPORT FA 41/2023 : TO THE FULL AUTHORITY

FROM: Susan Simmons, Financial Services Coordinator
SUBJECT: Accounts Paid
DATE: June 8, 2023

VENDOR	CHQ #	TOTAL	EXPLANATION
Aylmer Express Limited	31388	520.93	advertising for Maple Syrup Festival & Farm Show
Canadale Nurseries Ltd.	31389	1,016.94	Ontario Police College Path of Honour
Integrity IT Services	31390	4,813.80	computers for Springwater
Paul Fody	31391	3,786.74	campground maintenance
407 ETR	Online	60.46	corporate services - travel for meetings
De Lage Landen Financial Services Can	Online	111.87	postage meter rental
Telus Mobility	Online	397.21	mobile phones
Falco Construction	31392	9,040.00	Evans Sisters Stage
McFarlan Rowlands Insurance Brokers	31393	71,036.32	annual general insurance premiums
Uplink Communications Inc.	31394	10,226.50	purchase of internet tower
Eastlink	Online	882.84	phone, fax line, and gauges
payroll items (31398-31406)			
Hydro One	Cash	1,411.99	campground, operations centre, gauges
Antonissen Trucking Inc.	31408	372.90	campground maintenance
Aylmer Express Limited	31409	238.43	advertising for Trout Derby and Earth Day Clean-U
Aylmer Home Building Centre	31410	1,359.66	campground maintenance
Aylmer Home Hardware	31411	289.98	campground supplies
Buttonbush Farm	31412	750.00	Malahide roadside tree planting program
Canadian Tire	31413	1,514.19	campground supplies
Checkers Cleaning Supply	31414	1,913.67	campground supplies
Conservation Ontario	31415	149.87	campground supplies
Elgin Pure Water	31416	309.39	campground maintenance
Filici, Nina	31417	125.00	seasonal camping refund
Glenbriar Bottled Water Co. Ltd.	31418	62.67	water cooler service
H. Broer Equipment Sales & Service Inc.	31419	63.96	equipment maintenance
Integrity IT Services	31420	516.98	computer network support
Jakeman's Maple Products	31421	673.48	maple products for resale
K&K Locksmiths	31422	296.81	campground supplies
Koolen Electric	31423	1,636.53	campground maintenance
London Quality Dairy and Wholesale	31424	389.10	store product for resale
Passport Labs, Inc	31425	13.30	mobile parking app fees
Paul Fody	31426	1,216.13	campground maintenance
R Safety	31427	177.09	campground supplies
Silverthorn Landscape Supplies	31428	67.80	campground supplies
Springwater Mills Ltd.	31429	1,695.00	firewood for resale
Stracuzzi, John	31430	100.00	group camping deposit refund
TRUE Consulting LTD	31431	5,932.50	Floodplain Mapping Study - Port Bruce
Union Pipe & Supply	31432	24.50	campground supplies
Vant Play Equipment Inc.	31433	6,667.00	Springwater C.A. Development
Zap's Tree and Lawn Service	31434	435.05	campground maintenance
Purolator Courier	31435	5.20	courier fees
		\$ 130,301.79	

RECOMMENDATION:

THAT, Accounts Paid totalling **\$130,301.79**, be approved as presented in Report FA 41/2023



Susan Simmons,
Financial Services Coordinator

REPORT FA 42/2023 : To The Full Authority

FROM: Dusty Underhill, General Manager / Secretary-Treasurer
SUBJECT: Boat Operators License Inspection
DATE: May 25, 2023

PURPOSE:

To provide the members with an update from the May 11th, 2023 Full Authority Meeting in regards to who is responsible for enforcing Boating Safety and License/ Inspections in Ontario.

DISCUSSION:

The Royal Canadian Mounted Police, provincial and municipal police forces, Conservation Officers and other local authorities enforce the boating laws of Canada. Transport Canada's Office of Boating Safety is responsible for overseeing enforcement activities.


Officers enforcing boating safety regulations are authorized to:

- Stop, board and inspect a vessel
- Check the vessel operator's Pleasure Craft Operator Card and ID
- Verify that all required boating safety equipment is on board
- Monitor boating activities
- Etc.

Law enforcement officers have the power to hand out fines on the spot to those who disregard boating safety regulations.

RECOMMENDATION:

THAT, the information presented in report FA 42/2023 be received as information at this time.



Dusty Underhill
General Manager / Secretary-Treasurer

REPORT FA 43/2023 : To The Full Authority

FROM: Dusty Underhill, General Manager / Secretary-Treasurer
SUBJECT: A.D. Latornell Conservation Symposium
DATE: May 31, 2023

PURPOSE:

To consider sending a delegate(s) to the A.D. Latornell Conservation Symposium.

DISCUSSION:

The 2023 Annual A.D. Latornell Conservation Symposium theme is Changing Climates: Our Watershed Moment.

A watershed moment is the exact moment that changed the direction of an important historical event. There is a period before and a period after. Watershed moments are fascinating because they are often recognized in hindsight.


This year, the Latornell Conservation Symposium challenges conservation professionals to consider, "*Is this our Watershed Moment?*" We are working in ever-changing environmental, political, social, and economic climates. We are experiencing the impacts of climate change and subsequent impacts on our watersheds. Recent legislative changes have worsened the perception that development and the environment are at odds. This conflict will have tangible effects on the land and water and the consequences of those effects will be felt for decades. A global economic slowdown and political instability mean fewer funds, and the environment is often sacrificed for basic needs and economic drivers. Watershed moments are often marked by immense change and apprehension about what's next. But they are also times of great inspiration, renewal, and rebirth. People and organizations often emerge stronger and more resilient.

The A.D. Latornell Conservation Symposium return to the [Royal Botanical Gardens](#) in Burlington for our one-and-a-half-day in-person event from Monday, October 23-Tuesday, October 24, 2023. A mix of field trips and workshops will occur on the Monday afternoon, with a full day of technical sessions on Tuesday. Several webinars throughout the Fall will be conducted to connect with the broader conservation community across Ontario.

The cost of the 1.5-day registration package is only \$225. A limited number of spots will be available in September and are subject to availability.

RECOMMENDATION:

THAT, the Full Authority authorize a delegate(s) to attend the 2023 Annual A.D. Latornell Conservation Symposium.



Dusty Underhill
General Manager / Secretary-Treasurer

REPORT FA 44/2023 : To The Full Authority

FROM: Dusty Underhill, General Manager / Secretary-Treasurer

SUBJECT: Provincial Offences Officer Appointment

DATE: March 03, 2023

PURPOSE:

To appoint the Conservation Lands Supervisor as a Provincial Offences Officer with the primary purpose of regulating or prohibiting activities on CCCA property.

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. 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.

Albert Bradford is employed by the CCCA as the Conservation Areas Supervisor. In February 2023, Mr. Bradford 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. Bradford with no issues identified.

Mr. Bradford 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 Albert Bradford be appointed as a Provincial Offences Officer #104 under Sections 28 and 29 of the Conservation Authorities Act.



Dusty Underhill
General Manager / Secretary-Treasurer

REPORT FA 45/2023 : To The Full Authority

FROM: Brittany Bell, Program Support Assistant

SUBJECT: Develop to Marketing Grant Program through Ontario's Southwest

DATE: May 25, 2023

PURPOSE:

To provide board members with the Develop to Marketing Grant Program performance metrics

DISCUSSION:

In January, Ontario's Southwest offered a program called Develop to Marketing which offered a \$1000.00 credit towards photography, advertising or marketing through Ontario's Southwest. Catfish Creek Conservation Authority was able to secure a spot in the program. Staff thought it was best to utilize advertising for transient camping and day use facilities.

During the month of April, Ontario's Southwest marketing team compiled a media campaign for Springwater Conservation Area.

On Facebook and Instagram, advertisement videos for Springwater Conservation Area were posted onto Ontario's Southwest Facebook and Instagram pages. The posts generated an 11,616 reach, 317 clicks, 27,154 impressions (number of times ads were displayed) and with a click through rate of 2.54. Our click through rate was 182% above the industry average campaigns. Facebooks average click through rate (CTR) is 0.90% - Source Wordstream 2022.

Ontario's Southwest also did a newsletter spotlight on Springwater Conservation Area in the month of April. The newsletter saw 153 clicks to our website link, and had a 39.98% open rate with 27,225 people opened and viewed the email. Ontario's Southwest also noted that Springwater Conservation Areas newsletter email was one of the most clicked in the entire email blast.

Since the media campaign through the Develop to Marketing Grant Program, we have noticed an increase in new transient campers (those who have not camped with us before) and new transient campers from as far as the Greater Toronto Area.

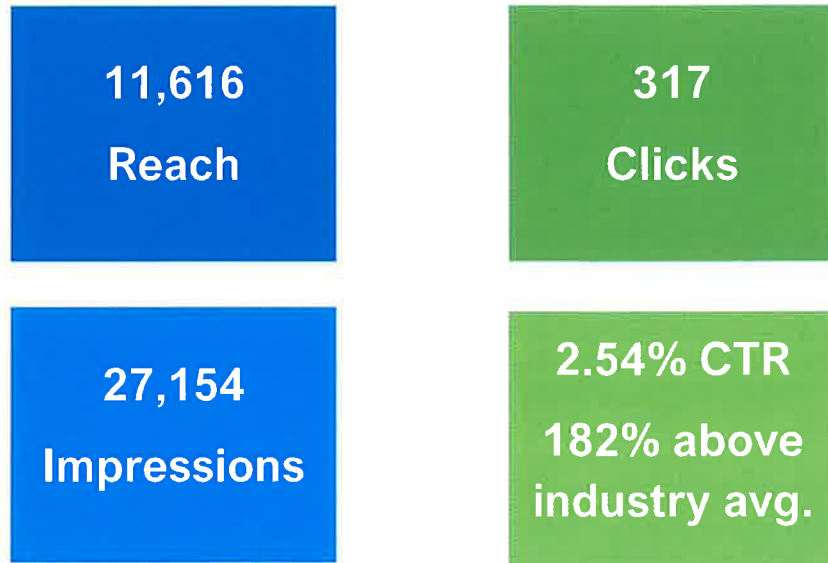
RECOMMENDATION:

THAT, Reports FA 45/2023, Develop to Marketing, be received as information at this time.



Brittany Bell
Program Support Assistant

Paid Media – Facebook & Instagram:



Reach – Number of times ad was viewed by someone.

Clicks – Clicks to your landing page.

Impressions – Number of times ad displayed.

CTR – Click through rate.

Facebook industry average Click-through-rate (CTR) 0.90% - Source Wordstream 2022

E-Mail Newsletters – to OSW Database:

27,225
Impressions

39.98%
Open Rate

153
Clicks

Impressions – Number of people who opened email.

Open Rate – Percentage of people who opened email.

Clicks – Clicks to your landing page.

Report FA 46/2023: To The Full Authority

FROM: Gerrit Kremers/ Resource Planning Coordinator
SUBJECT: Elgin Clean Water Program
DATE: April 21, 2023

PURPOSE:

To provide the members with a copy of the 2022 Year End Report for the Elgin Clean Water Program.

DISCUSSION:

The attached information provides a detailed synopsis of the many land stewardship activities and accomplishments achieved across Elgin County through the Elgin Clean Water Program in 2022.

RECOMMENDATION:

THAT, Report FA 46/2023, be received as information at this time.



Gerrit Kremers
Resource Planning Coordinator

2022



ANNUAL REPORT



PROGRAM BACKGROUND

The Elgin Clean Water Program (ECWP) was initiated in 2012 as a collaboration between the four conservation authorities (CAs) within Elgin County: Catfish Creek CA, Kettle Creek CA, Long Point Region CA and Lower Thames Valley CA. The ECWP provides the necessary technical expertise and financial incentives for landowners that are interested in implementing environmental projects.

A Review Committee oversees the program and reviews and approves projects. The Review Committee is comprised of representatives from Elgin County, the Elgin Soil and Crop Improvement Association, the Elgin Federation of Agriculture and an Elgin County landowner.

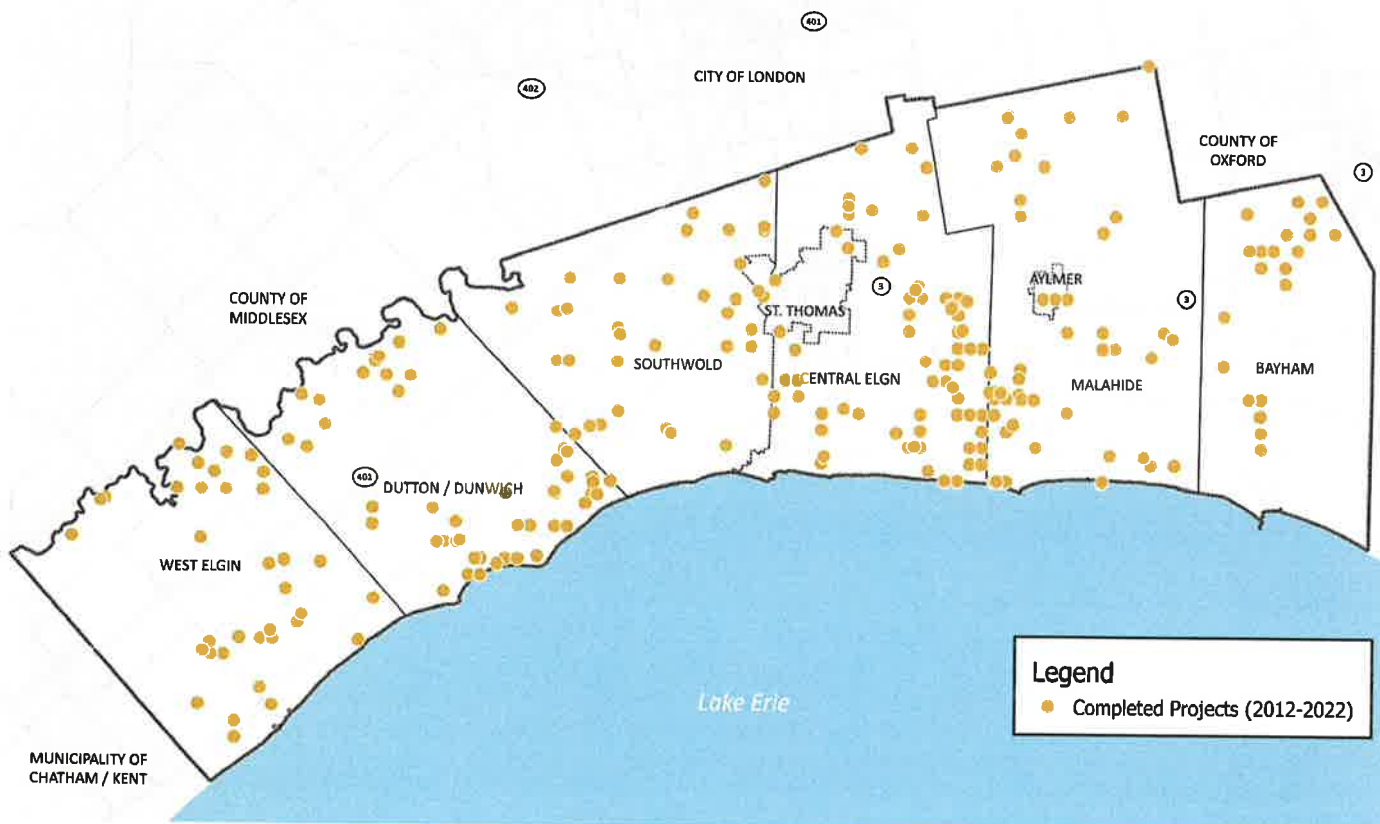
The following project categories are funded by the Elgin Clean Water Program:

- Well Management
- Erosion Control Structures
- Clean Water Diversion
- Wetland/Riparian Protection/Restoration
- Livestock Management

In addition, a Cover Crop Incentive Program was established in 2017 which provides an incentive for farmers to plant cover crops on their farm in an effort to provide erosion control on agricultural fields over the winter months.

PROGRAM SUCCESS

To date, 290 projects have been completed across Elgin County since the program began in 2012. Total project costs have exceeded \$3,370,000. The ECWP has contributed \$793,905 in grants to landowners to undertake projects. CA staff have assisted landowners in leveraging the ECWP funding to obtain \$1,533,535 in matching funds and landowners have contributed \$1,042,282 of their own funds, labour and equipment.

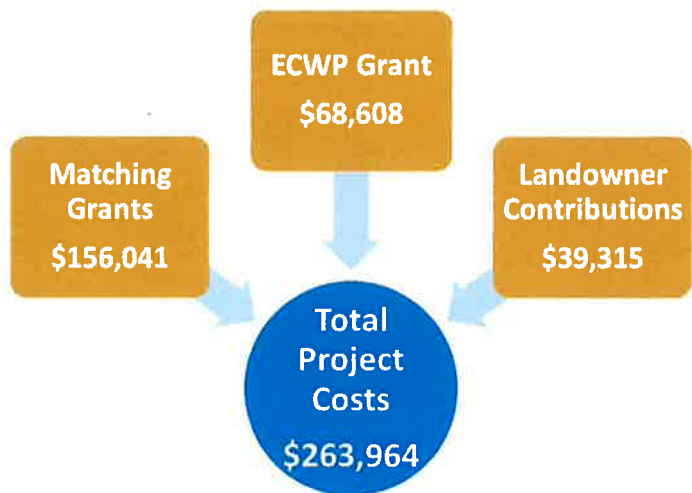


2022 PROGRAM SUMMARY

In 2022, 26 projects were completed, totalling \$68,608.19 in ECWP grants.

The breakdown of completed projects was as follows:

- 2 Erosion Control
- 1 Wellhead Protection
- 12 Wetland Creation
- 3 Tallgrass Prairie Establishment
- 8 Cover Crop



PROJECT HIGHLIGHTS

Wetland Creation

Wetland creation projects continued to be the most funded project category in 2022 with 12 projects completed. This wetland creation project saw the retirement of 2 acres of marginal farmland to create a wetland in a wet area of the field. In addition, 1,900 native tree and shrub seedlings were planted.



Erosion Control

Five Water and Sediment Control Basins (WASCoBs) were installed to slow the movement of surface water across the farm. Two of the structures built adjacent to the woodlot incorporated larger sediment control basins to allow for a larger amount of surface water to be captured, while also adding wildlife habitat.



Wellhead Protection

The existing well was located inside a pumphouse structure four feet below grade. A licensed well contractor extended the well casing above grade and installed a pitless adapter.



Tallgrass Prairie Planting

Tallgrass prairie was established at this 1.5 acre parcel of marginal farmland. The landowner was interested in diversifying habitat types on the property. A mix of wildflowers and native grasses were planted including Big bluestem, Switchgrass, Wild bergamot, Grey-headed coneflower and Sullivant's milkweed.



2022 PROGRAM SPONSORS

Thank you to Elgin County and the Green Lane Community Trust Fund for funding the Elgin Clean Water Program.



2022 LANDOWNER TESTIMONIALS

- "ECWP enables landowners to make environmental improvements to enhance water quality and improve wildlife habitat that would not always be possible within their financial capabilities."
- "The ECWP allowed us to access government funding to make improvements to our farm without too much hassle from red tape."
- "If you are considering a project to enhance wildlife habitat such as wetlands or erosion control structures, ECWP and the local conservation authorities are an excellent resource for planning and implementing projects as well as financial assistance."
- "I think these funds can go a long way to encouraging people to improve their properties and reduce erosion."
- "We could not have transformed this fallow field into a beautiful wetland to support biodiversity if not for the generosity of the ECWP."



The Elgin Clean Water Program is a partnership of:



www.elgincleanwater.ca

Report FA 47/2023: To The Full Authority

FROM: Dusty Underhill, General Manager / Secretary - Treasurer

SUBJECT: Carolinian Forest Festival

DATE: May 1, 2023

PURPOSE:

To review the current fee for service to host the Carolinian Forest Festival.

DISCUSSION:


The 2023 Carolinian Forest Festival scheduled for October , at the Springwater Conservation Area.

In order to help offset some of the operational expenses associated with hosting the event in 2022, the Catfish Creek Conservation Authority (CCCA) requested \$1,300.00 from the Carolinian Forest Festival Organizing Committee. The fee was applied against such items as staff, washroom sanitation, garbage removal and overall site logistics and facilities.

CCCA staff would like to recommend that the fee be increased to \$1,500.00 for 2023. All goods and services have driven the cost of everything up, and with the minimum wage increase taking effect fee's will have to adjust accordingly to reflect todays economical demands.

RECOMMENDATION:

THAT, the Full Authority recommend that the fee to cover the day-to-day operational expenses during the 2023 Carolinian Forest Festival be set at \$1,500.00, for goods and services, labor and facility rentals.



Dusty Underhill
General Manager / Secretary - Treasurer

REPORT FA 48/2023 : To The Full Authority

FROM: Dusty Underhill, General Manager / Secretary-Treasurer

SUBJECT: July Full Authority Meeting

DATE: May 25, 2023

PURPOSE:

To seek direction regarding the absence of a Full Authority meeting scheduled for July, 2023.

DISCUSSION:

The next Full Authority meeting is not scheduled until August 10th, 2017. In order to deal with any urgent business items and Accounts Payable for July in a timely manner, the Board needs to consider the following approvals.

RECOMMENDATION:

THAT, the Chairperson, Vice-Chairperson and General Manager / Secretary-Treasurer be authorized to discharge the Accounts Payable for July, 2023; and further,

That, the Personnel / Finance Committee be given the power to deal with any urgent business matters that may arise prior to the next Full Authority meeting.



Dusty Underhill
General Manager / Secretary-Treasurer

REPORT FA 49/2023: To The Full Authority

FROM: Peter Dragunas, Water Management Technician

SUBJECT: Port Bruce Flood Attenuation Proposal

DATE: May 30, 2023

PURPOSE:


To inform the Full Authority concerning Catfish Creek Conservation Authority staff recommendations involving flood mitigation in the Hamlet of Port Bruce, in the physical area west of the Community Pavilion bordered by Hale Street, Colin Street, Lindley Street and Imperial Road.

DISCUSSION/ BACKGROUND:

Please see attached report *Port Bruce Flood Attenuation Proposal, Bordered by Hale Street, Colin Street, Lindley Street and Imperial Road.*

RECOMMENDATION:

That the Catfish Creek Conservation Authority, Board of Directors support the Port Bruce Flood Attenuation Proposal and the non-intrusive alterations to Lindley Street south, south of Imperial Road, as described in Report FA 49/2023, and in compliance with the *Impact of Structures on Coastal Processes, Shoreline Management Plan*, Catfish Creek Conservation Authority, PhillPott Associates Coastal Engineers, April 1991.



Peter Dragunas
Water Resources Technician



**Port Bruce Flood Attenuation Proposal
Bordered by
Hale Street, Colin Street, Lindley Street and Imperial Road**

Cattfish Creek Conservation Authority
Peter Dragunas
May 24, 2023

Introduction

As a component of the Conservation Authorities Act, Ontario Regulation 686/21, Mandatory Programs and Services, the Catfish Creek Conservation Authority (CCCA) delivers its responsibilities as outlined in legislation to its member municipality's for Flood Forecasting and Warning (FFW) along with Ice Management as compiled below.

Flood forecasting and warning

2. (1) An authority shall provide programs and services to support its functions and responsibilities related to flood forecasting and warning as set out in subsection (2).

(2) The authority's functions and responsibilities with respect to flood 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 flooding events.
2. Developing operating procedures for flood forecasting and warning, including flood contingency procedures to ensure continuity of an authority's operations in respect of flood forecasting and warning.
3. 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.
4. Monitoring of weather and climate information, snow surveys and observed water levels and flows utilizing local, provincial and federal data sources.
5. Analysis of local surface water hydrologic conditions related to flood potential and risk, including flood forecasting, to understand and quantify the response and potential impacts within watersheds to specific events and conditions.
6. Communications to inform persons and bodies that the authority considers advisable of the potential or actual impact of flood 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 flood operations during a flood event, and
 - ii. documentation of flood events.

Ice management

4. (1) An authority shall provide programs and services for ice management within its area of jurisdiction, if the authority determines that ice management is necessary to reduce the risks associated with natural hazards referred to in subsection 1 (1).

(2) Programs or services provided under subsection (1) shall include the development and implementation of an ice management plan on or before December 31, 2024 that identifies,

- (a) how ice within the authority's area of jurisdiction may increase the risk of natural hazards; and
- (b) the steps that are necessary to mitigate these risks, including identifying equipment and resources needed to carry out these steps.

(3) An authority may update the ice management plan referred to in subsection (2) from time to time as the authority considers it advisable

As outlined, CCCA is responsible for natural hazard items such as FFW and Ice Management, of which the following is a component section 4. (b) the steps that are necessary to mitigate these risks, including identifying equipment and resources needed to carry out these steps, "if the authority determines that ice management is necessary to reduce the risks associated with natural hazards" (Ice Management 4.1). CCCA acknowledges that ice management is vital in Port Bruce to reduce the risks associated with flooding.

The three flood attenuation proposals outlined in this report are intended to suggest "steps that are necessary to mitigate these risks, including identifying equipment and resources needed to carry out these steps" (Conservation Authorities Act, Ontario Regulation 686/21, Mandatory Programs and Services, Section 4. (b))

Background

A Flood Warning Plan for the Catfish Creek watershed has been compiled, and is presently under annual review, to provide up to date systematic procedures for CCCA staff to consult during flood emergencies. Specific emphasis is placed on areas of the watershed, which are largely susceptible to flooding; the Hamlet of Port Bruce is one of six such identified flood prone areas within the Catfish Creek watershed.

Flooding in any area is not limited to spring freshet and ice breakup/jamming conditions. It can occur at any time when there are adverse weather conditions associated with extreme precipitation patterns. Historically, flooding within the Hamlet of Port Bruce has only been associated with spring freshet and ice breakup conditions which in turn cause ice jamming and subsequent flooding.

Ice jam mitigation is an integral component of the CCCA Flood Management Plan. "While ice jams may be relatively common at a given site, they cannot be predicted with certainty in any given year." Department of the Army, United States Army Corps of Engineers, EM 1110-2-1612 Manual.

At present, CCCA uses the following measures and methods combined with the Flood Management Plan to assist with ice jam mitigation:

- The removal of all seasonal docks, support structures and any other possible obstructions from the waters of Catfish Creek, flood plain and municipal park areas by mid November.

This request is intended to assist in reducing potential impacts of in channel ice build-up and associated flooding. Leaving obstructions in the channel may accelerate ice build-up and consequently adversely influence the movement of in channel ice through Port Bruce.

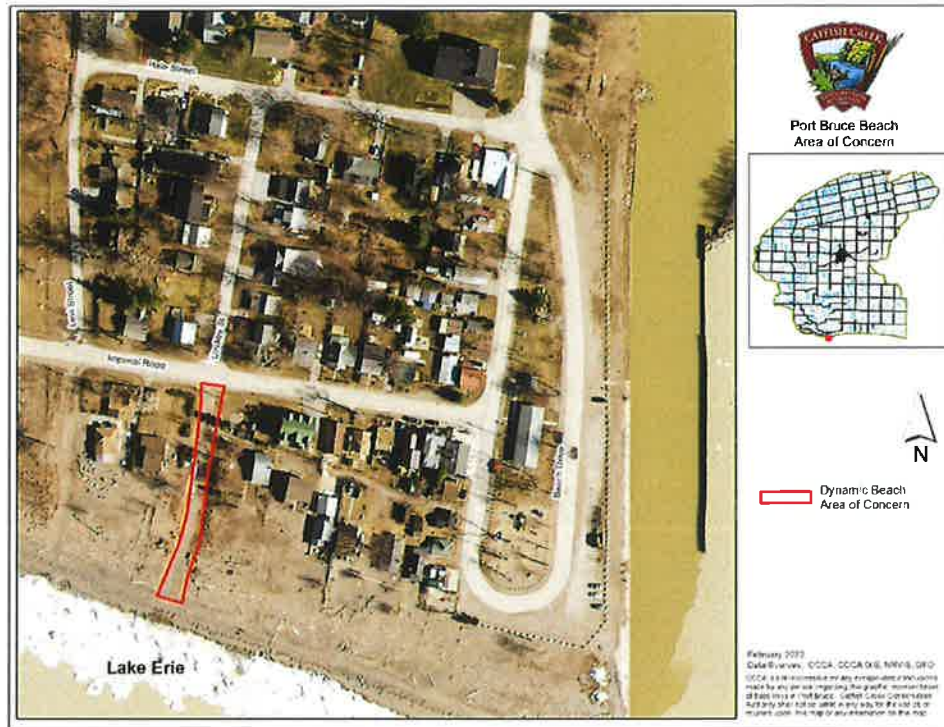
Channel flow patterns around obstructions may also accelerate creek-bank erosion during high run-off periods. Boat docks dislodged due to flooding or ice jam events can pose a serious safety threat to the public. In addition, all other floatable objects such as; picnic tables, propane tanks, barrels, etc. need to be removed from or secured within flood prone areas.

- Sounding, has been reinstated and is carried out yearly in the spring and fall. Bathymetric analysis is prepared using these sounding results and are compared to historic soundings. The sounding outcomes are presented to the CCCA Board for information purposes. When required and applicable the information is used as a channel assessment tool for ice mitigation.
- Ice Monitoring, has been reinstated when conditions permit, during ice melt and subsequent break-up. Ice is monitored at four locations along the lower Catfish Creek reach, and inspected whenever deemed safe and necessary, to ensure up to date flow and ice break-up information/conditions to assess possible ice jam circumstances. The program is designed to sample channel ice quality and quantity, which may have the potential to cause ice jams and associated flooding in Port Bruce.
- Controlled Ice Hole Drilling, reinstated conditions permitting. Holes are drilled through the ice cover in a systematic pattern to reduce ice integrity intended to limit/mitigate ice jam formations. CCCA uses an ice auger to drill holes at a time that will minimize hole freeze-back and allow channel flows to further weaken the ice cover through hydraulic vortex erosion/melting during spring freshet and ice melts.
- Ice Breaking/Ice Removal using a dragline at the Port Bruce Harbour is carried out as an advance measure to help mitigate ice jamming within the Hamlet of Port Bruce as well as a countermeasure to breakup existing jams within the harbour area. Ice breaking is carried out at a time when weather patterns are conducive to spring freshet and ice integrity degradation. The intention is that the remaining in channel ice cover will be flushed out to the lake by the spring freshet, thereby minimizing an opportunity for ice jam formations within the Hamlet of Port Bruce. In some instances, simply breaking the ice cover is not sufficient, and is often accompanied by continuous ice clearing and dispersal within the harbour area during in channel ice migration. CCCA recommendation: minimum reach of a 100-foot boom and 2-yard bucket.

CCCA's above-mentioned historic ice mitigation resources/strategies may not be sufficient to attenuate ice jams with today's extreme climate changing weather patterns, resulting in higher intensity spring breakup and possibly higher potential for ice jamming. A consideration needs to be addressed either to proactively prevent Catfish Creek floodwater from entering flood prone areas within Port Bruce or assist the floodwater to easily travel through the affected areas in an effective and efficient manner.

Proposal

A general recommendation from the residents and municipal representatives identified the possibility of a grade realignment for the south end of Lindley Street south of Imperial Road during flood emergencies. This section of road extends into an area where morphological modification would interfere with the Dynamic Beach element of the Conservation Authorities Act for alterations in the area.



Under Section 28 of the Conservation Authorities Act “development” is defined as,

- (a) the construction, reconstruction, erection or placing of a building or structure of any kind,
- (b) any change to a building or structure that would have the effect of altering the use or potential use of the building or structure, increasing the size of the building or structure or increasing the number of dwelling units in the building or structure,
- (c) site grading, or
- (d) the temporary or permanent placing, dumping or removal of any material, originating on the site or elsewhere; (“aménagement”)

Under this proposal, material would have to be temporarily removed and grading would have to occur, which is in contravention of Section 28, subsection 25.

Ontario Regulation 146/06, Catfish Creek Conservation Authority: Regulation of Development, Interference with Wetlands and Alterations to Shorelines and Watercourses, states that the Authority may grant permission for development in or on the areas described in subsection 2 (1) if, in its opinion, the control of flooding, erosion, dynamic beaches, pollution or the conservation of land will not be affected by the development.

At this information phase of the optional flood mitigation strategy for this area of Port Bruce, it is the opinion of the CCCA that the Dynamic Beach Hazard would be affected. Due to the erodibility of the local parent soils, there is a high probability for erosion of the shoreline to occur in the area of the proposed development. Consequently, with the present project suggestion and in the interests of liability and risk, the CCCA would not be able to support the construction of a relief structure through the dynamic beach area until further investigation and analysis is completed. However, under critical flood circumstances (road inundation approaching Lindley Street and Imperial Road elevation) and under the direction of the Conservation Authority, CCCA is willing to provide the municipality with temporary backing/support regrading a flood relief initiative at the south end of Lindley Street, south of the Imperial Road intersection. The altered area will require rehabilitation to its original condition, grade and morphology immediately (within 5 days) following the flood event.

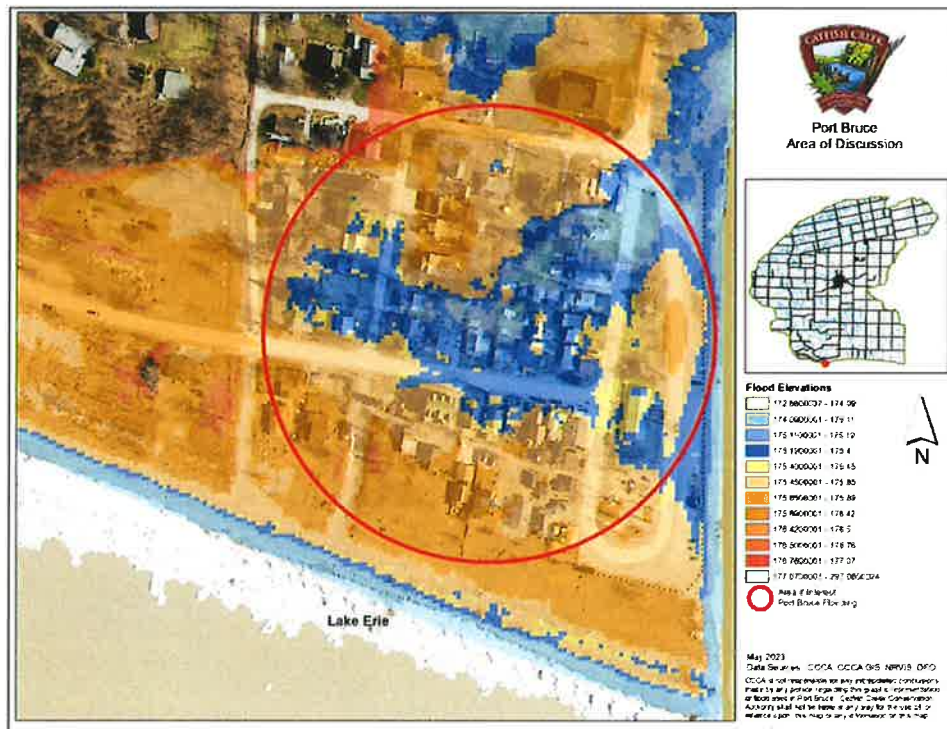
The aforementioned temporary flood relief resolution is not to be misinterpreted as a permanent solution for flood mitigation in this area; it is intended as a short-term solution to a long-term problem. CCCA understands the need for this temporary flood relief proposal while a long-term arrangement is confirmed. CCCA recommends a duration of two years (time to be jointly determined) for this planning. As per Section 28 of the Conservation Authority Act work permits are only valid for a maximum of 24 months, (4) A designate under subsection (3) shall not grant a permission for development with a maximum period of validity of more than 24 months.

As discussed during the May 8 meeting with CCCA staff, Malahide Mayor and supporting staff as well as representatives of the Port Bruce Rate Payers Association, the solicitor general may be able to provisionally supersede the idea of "development" under Section 28 of the Conservation Authorities Act in this matter under The Emergency Management and Civil Protection Act. Malahide Mayor and staff suggested that the Malahide Municipal Emergency Coordinator would explore this option.

Strategy

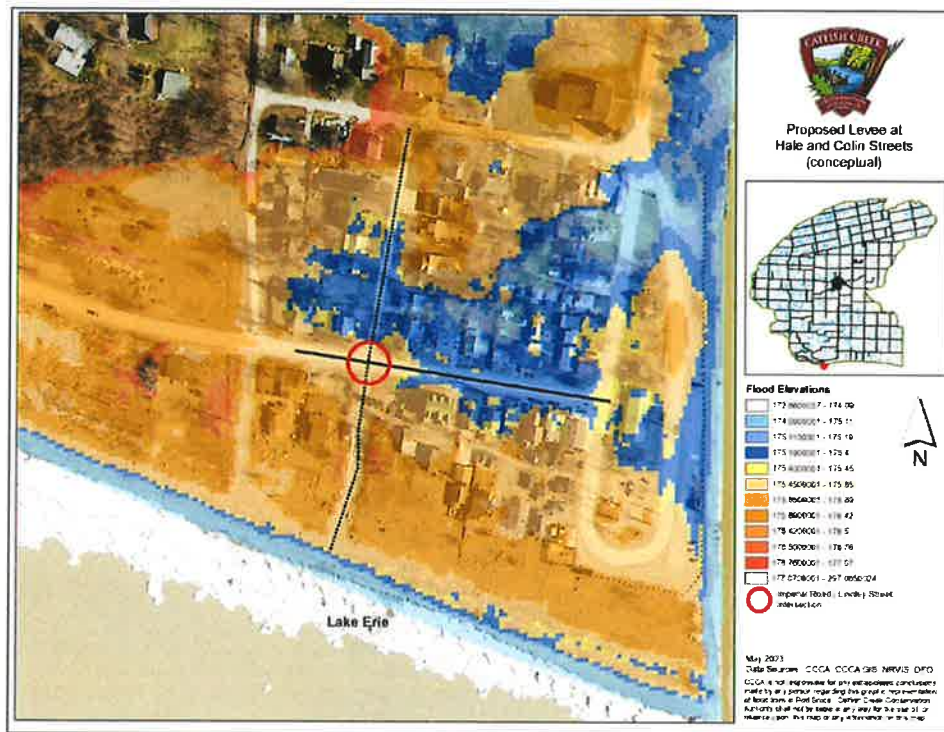
The following suggestions/recommendations regarding the travel of flood waters through Port Bruce in proximity to the community pavilion is intended as the start of discussions with applicable government agencies and relevant local interest groups to mitigate flood water elevations in the above outlined area (see map below).

The CCCA has explored several options to mitigate the flooding of Port Bruce in the area west of the community pavilion.

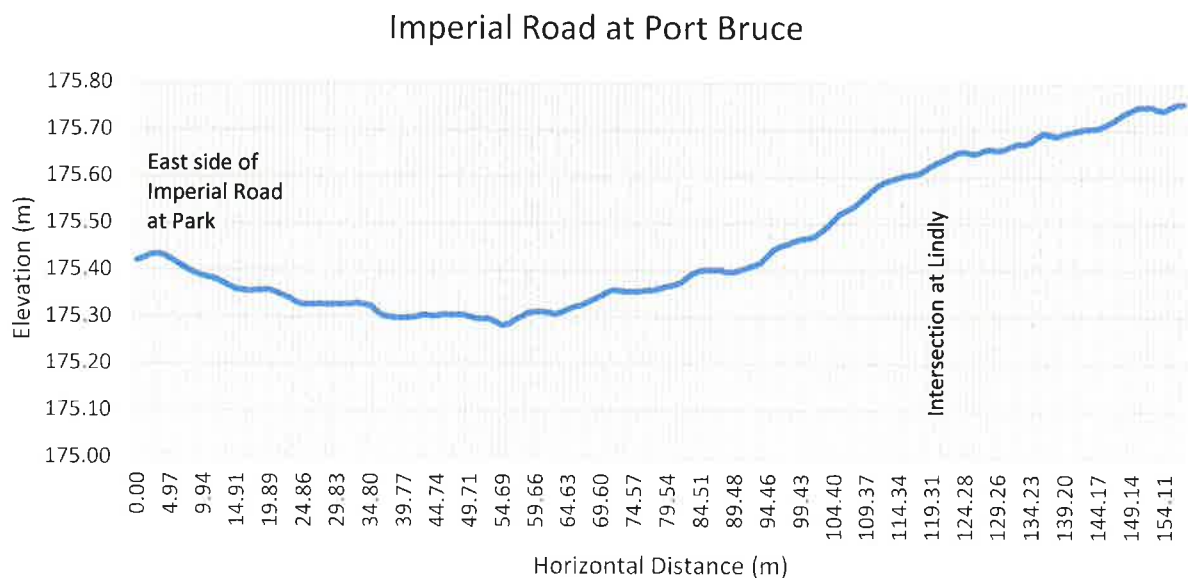


CCCA suggestions are as follow:

1. Investigate/evaluate and if required repair the catch basin at Colin and Hale Streets to prevent the backwater pressure from the Catfish Creek during flood stage. A consensus amongst the residents in the area appears to indicate that the catch basin will develop a backpressure discharging creek water through the catch basin and contributing to flooding of the immediate area during flood events.
2. Imperial Road and Lindley Street intersection: Initial investigations indicate this intersection has a higher grade than the adjacent roads and bordering properties thereby restricting floodwater flow from the area north of Imperial Road and east of Lindley Streets from dissipating. Elgin County mapping indicates Lindley Street as being Malahide owned, but does not show the south of Imperial Road portion as even being a road. The recommendation for this intersection is three fold.

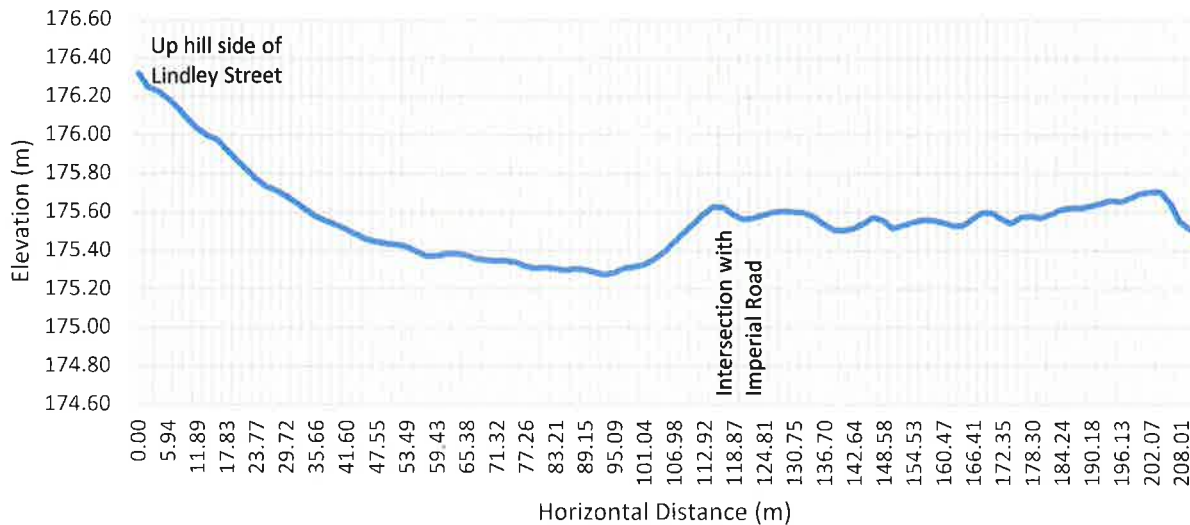


- a) Regrade Imperial Road to allow riverine floodwater flows to continue through to Lake Erie via Lindley Street south.



- b) Ditch the east side of Lindley Street, add a culvert under Imperial Road and regrade the intersection to allow floodwaters from the north side of Imperial Road to dissipate through Lindley Street south. If physically possible, ditch both sides of Imperial Road from Colin to Lindley Street to assist directing flood flows through the culvert towards suggestion b's, french drain. This option may be easier to implement as opposed to arranging Elgin County to regrade the intersection.

Lindley Street at Port Bruce



- c) The flow modifications at the intersection of Imperial Road and Lindley Street (south of Imperial Road) are required to convey the water through a conduit i.e. french drain designed by a Water Resources/Coastal Engineer who understands coastal processes, wave uprush and storm surges.

The engineers report/design would be required to address specific elements of the Board approved CCCA Shoreline management Plan, *Impact of Structures on Coastal Processes, Shoreline Management Plan*, Catfish Creek Conservation Authority, Philpott Associates Coastal Engineers, April 1991, as outlined below;

"If protection of a segment of shoreline is to be permitted, then the protection must be designed to minimize its impact on adjacent and down drift shorelines. Impacts to be considered are, local impacts associated with altered nearshore wave or current patterns.

Property owners will be required to submit an impact statement to the conservation authority. With respect to the impact of structures on coastal processes the property owner's local impact assessment should be required to demonstrate three key items:

1. That there will be no increase in the long term erosion rate on neighbouring properties caused by the proposed structure.
2. That the proposed structure will not cause damage to adjacent structures.
3. That the proposed structure will in no way have any detrimental effects on the environment.

Local impacts will generally be experienced +/- 5 times the length of the proposed structure. This report is required from a coastal engineer for the structures, conduits or modifications to the dynamic beach.

5 .Promote sediment accumulation and grass planting.

A suggestion is to petition the structure as a Municipal Drain thereby allowing the municipality jurisdiction.

Petition Drains

Petition

4 (1) A petition for the drainage by means of a drainage works of an area requiring drainage as described in the petition may be filed with the clerk of the local municipality in which the area is situate by,

(a) the majority in number of the owners, as shown by the last revised assessment roll of lands in the area, including the owners of any roads in the area;

(b) the owner or owners, as shown by the last revised assessment roll, of lands in the area representing at least 60 per cent of the hectares in the area;

(c) where a drainage works is required for a road or part thereof, the engineer, road superintendent or person having jurisdiction over such road or part, despite subsection 61 (5);

(d) where a drainage works is required for the drainage of lands used for agricultural purposes, the Director. R.S.O. 1990, c. D.17, s. 4 (1).

All of the above outlined suggestions will require field appropriate engineer approved structures, conduits or modifications.

CCCA is open to remedial proposals from Malahide Township. Such proposals are required to:

- 1) Address components of the CCCA Shoreline management Plan, *Impact of Structures on Coastal Processes, Shoreline Management Plan*, Catfish Creek Conservation Authority, Philpott Associates Coastal Engineers, April 1991.
- 2) Be designed by a Water Resources/Coastal Engineer who understands coastal processes, wave uprush and storm surges.
- 3) Reviewed by CCCA Staff for compliance.
- 4) Approval by the CCCA Board.

It is the recommendation of the Catfish Creek Conservation Authority that this information requires immediate attention as the suggested two year temporary Lindley Street South floodwater relief proposal window allowance is critical.

REPORT FA 50/2023: To The Full Authority

FROM: Gerrit Kremers, Resource Planning Coordinator

SUBJECT: CCCA Section 28 Notification Form Update

DATE: May 29, 2023

PURPOSE:

To present the members with updated Section 28 notification forms for the Catfish Creek Conservation Authority (CCCA).

BACKGROUND:

Staff recommend updating CCCAs Section 28 notification forms in accordance with the Conservation Authorities Act and to maintain the same stature as neighbouring Conservation Authorities, to provide staff with an administrative means for enforcement and compliance with Section 28 of the Conservation Authorities Act.

Updated Forms included:

1. Notice of Violation,
2. Notice of Hearing,
3. Regulation Report for Authority Board of Directors.

RECOMMENDATION:

THAT, the Catfish Creek Conservation Authority Section 28 Notification Forms be approved by the Full Authority; and further,

THAT, the updated Section 28 Notification Forms for the Catfish Creek Conservation Authority attached to Report FA 50/2023, be adopted as presented.



Gerrit Kremers
Resource Planning Coordinator



8079 Springwater Rd,
Aylmer, Ontario N5H 2R4
T: 519-773-9037 F: 519-765-1489
www.catfishcreek.ca

FORM# V1

FILE REFERENCE: R#2023-01

NOTICE OF VIOLATION

ISSUED TO: Click or tap here to enter text.

ADDRESS: Click or tap here to enter text.

WARNING!

THIS IS A FORMAL NOTIFICATION THAT A VIOLATION OF ONTARIO REGULATION 146/06 AND AMENDMENTS THERETO: DEVELOPMENT, INTERFERENCE WITH WETLANDS AND ALTERATIONS TO SHORELINES AND WATERCOURSES (REGULATIONS MADE UNDER THE CONSERVATION AUTHORITIES ACT R.S.O. 1990. CH. 27. SECT.28. AND AMENDMENTS THERETO) HAS OCCURRED ON THE PROPERTY NOTED BELOW.

CATFISH CREEK CONSERVATION AUTHORITY STAFF BECAME AWARE OF WORKS ON MAY 29, 2023 AND NOTICE IS HEREBY GIVEN THAT YOU DID AND/OR ALLOWED ANOTHER PERSON TO UNDERTAKE:

☒ Development ☒ Interference with Wetlands ☒ Alterations to Shorelines or Watercourses

In Violation of:

sec. 2 (1) (a) (iii) - Development Prohibited within the predicted long term stable slope projected from the existing stable toe of the slope or from the predicted location of the toe of the slope as that location may have shifted as a result of erosion,

sec 2 (1) (b) (i) - Development Prohibited where river/stream valley is apparent and has stable slopes within area from the stable top of bank , plus 15 metres, to a similiar point on the opposite side

of Ontario Regulation 146/06, as amended

AT: Property Address: Click or tap here to enter text.

Lot/Con: Click or tap here to enter text.

Geog Twp.: Choose a Township

Roll Number: Click or tap here to enter text.

YOU MUST INVESTIGATE AND ADVISE THE AUTHORITY IN WRITING WITHIN FIVE BUSINESS DAYS OF THE MEASURES YOU PROPOSE TO REMEDY THIS SITUATION. YOU SHOULD NOT UNDERTAKE ANY FURTHER DEVELOPMENT, INTERFERENCE WITH WETLANDS AND ALTERATIONS TO SHORELINES AND WATERCOURSES UNLESS YOU OBTAIN WRITTEN APPROVAL FROM THE AUTHORITY. THE AUTHORITY HOPES TO AVOID THE NECESSITY OF TAKING LEGAL ACTION.

Date: May 29, 2023

Enforcement Officer: Gerrit Kremers, Resource Planning Coordinator, CCCA



8079 Springwater Road,
Aylmer, Ontario N5H 2R4
T: 519-773-9037 F: 519-765-1489

FORM# NH 1

FILE REFERENCE:

NOTICE OF HEARING

IN THE MATTER OF
The Conservation Authorities Act,
R.S.O. 1990, Chapter C. 27 As Amended;

AND IN THE MATTER OF
An Application By: [Click or tap here to enter applicant name.](#)

FOR THE PERMISSION OF THE
CATFISH CREEK CONSERVATION AUTHORITY
Pursuant to Regulations made under
Section 28, Subsection 12 of said Act.

TAKE NOTICE THAT a Hearing before the Board of Directors of the Catfish Creek Conservation Authority will be held under Section 28 of the Conservation Authorities Act at the offices of said Authority at the CCCA Administration Office, 8079 Springwater Road, Aylmer, Ontario, at the hour of Enter Time of Meeting on the Day(th) day of Month, Year, with respect to the application by Applicant Name to permit development within an area regulated by the Catfish Creek Conservation Authority under Ontario Regulation 146/06 – *Development, Interference with Wetlands and Alterations to Shorelines* and made pursuant to Section 28 of the Conservation Authorities Act in order to ensure no Choose type of impact on Address, Lot Lot, Concession Con, Geographic Township of Choose Township in the Choose Municipality.

TAKE NOTICE THAT you are invited to make a delegation and submit supporting written material to the Board of Directors for the meeting of Meeting Number. If you intend to appear, please contact Staff Member Name. Written material will be required by Enter Deadline Date to enable the Board members to review the material prior to the meeting.

The recommendation for the refusal of approval is based on the reasons outlined in correspondence attached to this notice.

TAKE NOTICE THAT this hearing is governed by the provision of the Statutory Power Procedure Act. Under the Act, a witness is automatically afforded a protection that is similar to the protection of the Ontario Evidence Act. This means that the evidence that a witness gives may not be used in subsequent civil proceedings or in prosecutions against the witness under Provincial Statute. It does not relieve the witness of the obligation of oath since matters of perjury are not affected by the automatic affording of the protection. The significance is that the legislation is Provincial and cannot affect Federal matters. If a witness requires the protection of the Canada Evidence Act that protection must be obtained in the usual manner. The Ontario Statute requires the tribunal to draw this matter to the attention of the witness, as this tribunal has no acknowledgement of the affect of any evidence that a witness may give.

AND FURTHER TAKE NOTICE THAT if you do not attend at this Hearing, the Board may proceed in your absence and you will not be entitled to any further notice in proceedings.

DATED the Day(th) day of Month, Year.

The Board of Directors of the
Conservation Authority

Per:
Dusty Underhill
General Manager/Secretary-Treasurer



8079 Springwater Road,
Aylmer, Ontario N5H 2R4

T: 519-773-9037 F: 519-765-1489

FORM# V1

FILE REFERENCE:	R#
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REGULATION REPORT FOR AUTHORITY BOARD OF DIRECTORS

DATE: Click or tap to enter a date.

SUBJECT: Click or tap here to enter text.

FROM: Regulation Officer's Name

NAME: Click or tap here to applicant name.

AGENT: Click or tap here to enter agent name.

LOCATION OF PROPERTY: Address

Lot Lot, **Concession** Con

Geographic Township of Choose Township

Choose Municipality

Summary:

The Authority received an application for development requesting permission under Section 28 of the *Conservation Authorities Act* to description of proposal on the subject property. As the application does not meet CCCA Development Policy requirements, it is the recommendation of staff and the CCCA Regulations Committee that the application be referred to a hearing of the Authority Board of Directors.

Enclosed information outlines all of the documentation provided by the applicant in support of their application to develop on the subject property. If you require a hard copy of the material, do not hesitate to contact the Authority to make arrangements.

Also enclosed is the full staff report for the application, outlining and documenting reasons for the recommendation that the application for permission be refused.

Also attached to this report you will find key components of:

- 1) Staff hearing report plus exhibits;
- 2) Hearing guidelines and procedure.

Please note that the intent of the hearing is to review the technical aspects of the application and proposal at hand.

As this hearing is a formal process, please attend the meeting prepared with your questions regarding the technical aspects of the application. In order to avoid apprehension of bias staff cannot take the time to answer this type of question prior to the hearing.

Purpose of Hearing:

Location:

History:

Technical Background:

Proposal:

Legislation:

Recommendation:

REPORT FA 51/2022: To The Full Authority

FROM: Dusty Underhill, General Manager / Secretary - Treasurer

SUBJECT: Ministry of Natural Resources and Forestry (MNRF) Research Request.

DATE: May 31, 2023

PURPOSE:

To consider a request from MNRF to undertake a research project at various CCCA properties.

DISCUSSION:


On May 16, 2023 the Catfish Creek Conservation Authority (CCCA) received a request from the MNRF to conduct the 5th year assessment of the Beech Leaf Disease in Springwater Forest.

Research will be conducted August 8-13th, 2023 and October or November to see if there are any new Beech Bark Disease detections.

Research permits normally go through the Land Management Committee, but due to time pressures, staff are requesting the Full Authority consider the permit request at this time. The insurance certificate has been provided and staff have no concerns with the research request. The permit is attached for information.

RECOMMENDATION:

THAT, the Full Authority approve the Research Permit for MNRF as outlined in Report FA 51/2023.



Dusty Underhill
General Manager / Secretary-Treasurer

RESEARCH PERMIT

MEMORANDUM OF AGREEMENT

THIS AGREEMENT, made in duplicate this the 16 day of May, 2023.

BETWEEN:

Catfish Creek Conservation Authority
(hereinafter referred to as "CCCA")

- and -

Ontario Ministry of Natural Resources and Forestry
(hereinafter referred to as the "Applicant")

WHEREAS, the Applicant has requested certain use privileges with respect to carrying out research on certain lands owned by CCCA;

AND WHEREAS, CCCA has agreed to grant such use by its execution hereof, has approved of the grant of such use privileges, subject to the terms and conditions hereinafter set forth;

NOW THEREFORE WITNESSETH in consideration of the mutual covenants herein and the payment by the Applicant to CCCA of the sum of one dollar (\$1.00), the receipt of which CCCA hereby acknowledges, the parties hereto agree as follows;

- a) This Agreement shall be in effect for a period of 6 years commencing with the 16 day of May, 2023. Either party hereto reserves the right to cancel this Agreement by providing thirty (30) days written notice to the other party.
- b) All research activities will be confined to the lands known as the Archie Coulter Conservation Area, Town of Alymer Woodlot, and Springwater Forest _____
- c) The Applicant will comply with all provisions of the Conservation Authorities Act and any amendments thereto and any regulations, by-laws, and amendments in force from time to time, and all rules and regulations pertaining to the lands owned by CCCA.
- d) The Applicant will abide by all rules and regulations with respect to any provincial, municipal, or federal acts relating thereto.
- e) The Applicant will not assign or transfer this Agreement.
- f) The Applicant will not sell, offer for sale, give, dispense, remove, or dispose of anything from the lands owned by CCCA except such items as are approved by CCCA.
- g) The Applicant shall at all times during the currency hereof maintain third party general liability insurance in a form and content satisfactory to CCCA in an amount not less than two million dollars (\$2,000,000.00) per occurrence for bodily injury including personal injury and death, showing CCCA as an insured.
- h) The Applicant will, during the currency hereof, indemnify and save harmless CCCA from and against all claims, demands, losses, costs, damages, actions, suits or other proceedings by whomsoever made, sustained, brought or prosecuted in any manner based upon, occasioned by, or attributable to anything done or omitted to be done by the Applicant, its officers, employees, invitees, servants, or agents in connection with the lands owned by CCCA in fulfillment or required fulfillment of any of the provisions of the Agreement.
- i) The Applicant will provide CCCA with copies of final written papers, inventories, and / or reports resulting from the said research project.

IN WITNESS WHEREOF the parties have by the hands of their duly authorized officials, executed the written Agreement this the _____ day of _____, 20_____.

CATFISH CREEK CONSERVATION AUTHORITY
8079 Springwater Road, R.R. #5, Alymer, Ontario N5H 2R4
Tel: (519) 773-9037 Fax: (519) 765-1489 E-mail: admin@catfishcreek.ca

Per: _____
Authority Chairperson

Per: _____
General Manager / Secretary – Treasurer

APPLICANT:

Name: Sharon Reed Tel: (705)-992-4491 _____ Fax: _____

Title: Research Scientist, Forest Health _____ E-mail: Sharon.reed@ontario.ca

Mailing Address: Ontario Forest Research Institute, 1235 Queen Street, Sault Ste Marie ON P6A 2E5 Signature: _____



**Certificate of Liability Coverage**

Issued By: The Ministry of Public and
Business Service Delivery on behalf of His
Majesty the King in Right of the Province of
Ontario

Government Of Ontario General & Road Liability Protection Program

Certificate Number: 20230516150544008-000

Addressee:

Sharon Reed

1235 Queen Street East
Sault Ste Marie, Ontario P6A 2E5

This Certifies That His Majesty the King in right of the Province of Ontario as represented by the Minister of Natural Resources and Forestry is covered as a Protected Person under the Government of Ontario General and Road Liability Protection Program (the "Protection Program").

Term of Coverage: From April 1, 2023 to March 31, 2024

Limits of Liability: \$2 million (each occurrence regardless of how many Protected Persons or injured parties may be involved). Coverage includes Contractual Liability, Cross Liability & Severability of Interest, and Tenants Legal Liability.

Nature of Covered Operations

Date(s) when the activity will be performed: from Aug 1, 2023 to Aug 31, 2023, from Oct 1, 2023 to Nov 30, 2023

Name and brief description of the event: Beech leaf disease - beech bark disease survey

Location where the activity will take place: Archie Coulter Conservation Area, Springwater Forest, Town of Alymer woodlot

Additional Protected Person: Catfish Creek Conservation Authority is added to the Protection Program as an "Additional Protected Person", but only with respect to the liability arising out of the operations of the Ministry as noted in the Covered Operations above.

This certificate is issued as a matter of information only and confers no rights upon the addressee, and this certificate does not amend, extend or alter the coverage afforded by the Protection Program.

Notice: Notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate may be issued, the coverage provided by the Protection Program is subject to all of the declarations, terms, conditions, limits, exclusions and addenda of coverage of the Protection Program.

Dated at Toronto this 16th day of May, 2023.

Risk Management
and Insurance Services Branch
222 Jarvis Street, 7th Floor
Toronto ON M7A 0B6

This coverage does not extend to the following exposures: vehicles of any kind, marine vessels or aviation related exposures.

- Preparation for the May Full Authority and Land Management meetings.
- Compiled answers in conjunction with staff for a meeting with the Port Bruce rate Payers and Malahide Township in regards to flood mitigation ideas to alleviate flood waters. CCCA staff met with Malahide Township and the PBRA at the South Fire Station in regards to flood mitigation tactics. A formal document was presented in Report FA 49/2023 detailing the ideas staff have come up with in regards to alleviating flood waters on Lindley Street during a flood event.
- Conducted a stage completion inspection and identified anything outstanding that needs repairs etc., lined up the painters to complete the painting of the stage.
- Completed the Land Use Change through the Eco Gift program for the new Tisdale Conservation Area and the 17 acre Prairie was planted on May 29, 2023 thanks to the assistance of the ALUS Program. This is one of the fastest Land Use Changes approved through the program as the Prairie will only add to the other ecotones present providing excellent habitat and erosion control. Staff worked diligently and put a lot of time and care into making the applications perfect so they would be approved without question.
- Completed the S.39 Year End and Year Start Transfer Payment agreements for MNRF.
- Completed the annual Statistical Survey for Conservation Ontario and they will submit our local statistics to the government where as before we reported to Conservation Ontario and the Province so some streamlining has occurred since last year between the CO and the Province.
- Completed the preparation for the Stage Opener on June 22, 2023 from 4:30-7. AN official invite has been distributed.
- Assisted in the OPC Path of Honor workday. Staff from OPC, students and instructors in conjunction with CCCA staff planted 15 large stock Sycamore Trees and 5 Medium stock Tulip trees in Memorial of fallen officers across the Province.
- Assisted in planning and preparation for the Watershed Tour, which will take place immediately following our June Full Authority meeting.
- Attended two General Manager's meetings in the month of May. May 1 topics included Boards and Agreements, status of members, status of agreements category 2 and 3, and plan review transition. The May 29th GM Meeting entailed discussions on E-Permitting, funding opportunities, governance accountability and transparency, and a round robin open discussion.

- Met with the Lake Erie Regional Management Team where Program Updates were given, Programs Mangers Reports were provided and a few amendments were made to the Rules of Procedure
- Met with the Elgin County EMC (Emergency Management Coordinator) to discuss flooding events and to define roles amongst the different agencies involved in flood events including lower and upper tier municipalities.
- Took in a flood management in Ontario Webinar, Conservation Ontario defined the roles of Conservation Authorities around flooding. Some specific examples were presented to introduce how Conservation Authorities engage with emergency managers (Upper and Lower Tier, Emergency Services, Provincial) in flood forecast and warning to help protect people and property from flooding.
- Completed the initial agreement and sent all necessary documentation for the Community Services Recovery Grant.
- Met with Brian Duffet, Chairperson Port Bruce Rate Payers and Peter Dragunas, and Gerrit Kremers to discuss options for a donation the PBRA would like to make to the CCCA. CCCA staff feel strongly that a HEC-HMS model would be most useful to model major events and predict flows/ water levels well in advance so people have ample notice of just what could potentially happen during a flood event well in advance.



Canadian Wildlife Service – Ontario
4905 Dufferin Street
Toronto, ON M3H 5T4

May 19, 2023

Dusty Underhill
Catfish Creek Conservation Authority
8079 Springwater Road
Aylmer, ON N5H 2R4

RE: Request for authorization of a proposed change in use and disposition of Ecological Gift ON930

Dear Mr. Underhill,

I am writing in response to your May 15, 2023 request for authorization of a proposed change in use of Ecological Gift ON930, a fee simple gift donated by Windon Farms Limited in December 2022 and certified as an Ecological Gift on May 3, 2023. The proposed activities involve restoring the agricultural field on Ecological Gift ON930 to a native tall grass prairie community.

Under the Ecological Gifts Program (EGP), recipients are responsible for the long-term management and conservation of Ecological Gifts and their ecologically sensitive features. To provide a safeguard, if an unauthorized change in use or disposition occurs, recipients are subject to a federal tax under the provisions of section 207.31 of the *Income Tax Act*.

For ECCC, the primary consideration when assessing a proposed disposition and/or change in use of an Ecological Gift is whether the ecologically sensitive features for which the property was certified will receive the same or higher level of protection. Before authorizing a disposition and/or change in use of an Ecological Gift, ECCC must be satisfied that:

- *the proposed disposition or change in use will result in protection that is at least equal to or better than that provided for under the existing arrangement;*
- *the proposed disposition or change in use is beneficial to the long-term conservation and management of the ecologically sensitive features on the subject land;*
- *in the case of a proposed disposition, the intended new recipient of the ecological gift of land or eligible interest or right in land is qualified to receive an ecological gift under the criteria of the EGP and has the capacity to manage the property so as to ensure and maintain its long-term ecological integrity;*
- *in the case of an eligible interest or right in land, the new or amended conservation easement, covenant or real servitude is: a) consistent with the original purpose, and b) registered at least at the same level of priority as the original; and*
- *the disposition or change in use is within the control of the recipient of the Ecological Gift.*

ECCC has reviewed the proposed activity to restore 6.88 ha of agricultural field into a tall grass prairie community. Given that the tall grass prairie restoration would increase the overall ecological value of the property, including improving habitat for wildlife and species at risk, ECCC authorizes this change in use for Ecological Gift ON930. It is recognized that without these restoration activities, the agricultural field would be abandoned and non-native species would likely colonize the fields and reduce ecological potential of the property.

This authorization is being granted under the provisions that the activities will be undertaken as proposed in the May 15, 2023 request for the change in use. Prior to these activities taking place, all necessary permits and permissions must be in place. Should there be any changes to the implementation timing or proposed activities, please advise the Ontario Regional Ecological Gifts Coordinator.

Following the restoration activities, it is expected that CCCA will conduct site monitoring visits to ensure restoration efforts are successful and provide the EGP with updates of any concerning monitoring results.

Under section 207.31 of the *Income Tax Act*, any changes in use or dispositions of Ecological Gifts that are not authorized by the Minister of Environment and Climate Change Canada are subject to a tax. Please note that this authorization is null and void if there is a material change to the proposed activities. New change in use or disposition applications are to be requested separately.

If you have any further questions, please contact Laura Kucey (647-956-8292).

Sincerely,



Lesley Dunn
Regional Director
Canadian Wildlife Service-Ontario

cc: Scott Nurse, National Secretariat, Ecological Gifts Program

Enclosed: Disposition and Change in Use – What Recipients Need to Know fact sheet

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

Date	Type	Agency	Topic
May 1, 2023	Email/ Response	CRA	New mail from the Canada Revenue Agency
May 1, 2023	Email/ Response	ECCC	Consent
May 1, 2023	Email/ Response	Donald Begg	Eco gift Designation
May 1, 2023	Email/ Response	CO	Invitation to OAEM EM Spotlight Series - Conservation Ontario
May 1, 2023	Email/ Response	CO	Invitation to Conservation Ontario Training on Part VII Enforcement and Offences of the Conservation Authorities Act
May 1, 2023	Email/ Response	PBRA	May 8 th Agenda
May 2, 2023	Email/ Response	Elgin County	Warden request for stage opener
May 2, 2023	Email/ Response	Malahide	Mayor request for stage opener
May 2, 2023	Email/ Response	PBRA	May 8 th meeting agenda
May 2, 2023	Email/ Response	Donnie Ivey	Stage documentary
May 2, 2023	Email/ Response	Andrew Gunn	Stage opener
May 3, 2023	Email/ Response	Andrew Gunn	Stage opener
May 3, 2023	Email/ Response	Baseline Nurseries	Tree order
May 3, 2023	Email/ Response	E Post	epost Connect: ON930 EGP Documents
May 3, 2023	Email	MNRF	CLTIP land designation
May 3, 2023	Email/ Response	Donald Begg	Eco gift docs.
May 3, 2023	Email/ Response	ECCC	Eco gift
May 4, 2023	Email/ Response	CO	FUNDING Opportunity: Nature Smart Climate Solutions - Ecosystem
May 4, 2023	Email/ Response	United Way	RE: Update from the Community Services Recovery Fund – Catfish Creek Conservation Authority
May 5, 2023	Email/ Response	PBRA	Amended agenda
May 5, 2023	Email/ Response	CO	Final Conservation Ontario Standard Template for CA Land Inventory
May 5, 2023	Email/ Response	MNRF	CLTIP
May 5, 2023	Email/ Response		
May 5, 2023	Email/ Response		

May 5, 2023	Email/ Response	CO	Proposed Planning Act Changes (Bill 97) (ERO#019-6821)
May 8, 2023	Email/ Response	McFarland Rowlands	Insurance Slips
May 9, 2023	Email/ Response	CO	June Strategy Session: Training Opportunities with Redbrick Communications + Volunteers Requested
May 9, 2023	Email/ Response	SDCA	Re: June Strategy Session: Training Opportunities with Redbrick Communications + Volunteers Requested
May 9, 2023	Email/ Response	OAEM	Flood management in Ontario
May 9, 2023	Email/ Response	FDO	TRF Final Claim
May 10, 2023	Email/ Response	CO	Invitation to Conservation Ontario Training on Part VII
May 10, 2023	Email/ Response	CO	Draft Conservation Ontario Response to the Review of the PPS and Growth Plan
May 10, 2023	Email/ Response	McFarland Rowland	Insurance invoice
May 11, 2023	Email/ Response	MNRF	Year End Report
May 12, 2023	Email/ Response	ECCC	Land use change
May 12, 2023	Email/ Response	Donald Begg	Stage dedication
May 15, 2023	Email/ Response	CRA	Incoming mail to account
May 15, 2023	Email/ Response	Koolen Electric	Pavilion Lights
May 16, 2023	Email/ Response	ECCC	Prairie
May 16, 2023	Email/ Response	Vera Unich	Stage Opener Quote
May 17, 2023	Email	NPCA	RE: To GMs FW: FUNDING Opportunity: Nature Smart Climate
May 18, 2023	Email	CO	Comment's on Ontario's new Site Plan for Residents
May 18, 2023	Email	Community Services Recovery Fund	Read Receipt
May 18, 2023	Email/ Response	TRUE Consulting	LPRCA doing a HEC-HMS hydrology model
May 19, 2023	Email	CO	Funding for Invasive Species Management
May 19, 2023	Email	CO	Developing Floodplains
May 20, 2023	Email/ Response	ECCC	ON930 CIU authorization of land use change
May 20, 2023	Email/ Response	Dalm Construction	3311 Lakeview Drive
May 23, 2023	Email	CO	2 Billion Tree Promise

May 23, 2023	Email/ Response	Edible Journey	Menu for stage event
May 23, 2023	Email/ Response	Dalm Construction	3311 Lakeview Drive
May 23, 2023	Email/ Response	MNRF	RE: CCCA 2023, 2024 TPA Start
May 24, 2023	Email/ Response	Statcan	Statistics Canada Government Finance Statistics Program - CATFISH CREEK CONSERVATION AUTHORITY
May 24, 2023	Email/ Response	Integrity IT	Dusty PC
May 24, 2023	Email/ Response	GRCA	SPP Plan Submission Cover Letter
May 25, 2023	Email/ Response	TRUE Consulting	Professional Service Invoice from TRUE Consulting LTD 2882- 021-001
May 26, 2023	Email/ Response	Aylmer Express	Tisdale Prairie Site
May 26, 2023	Email/ Response	Hydro One	Annual Work plan, CCCA Watershed
May 29, 2023	Email/ Response	Aylmer Express	Time and address of Prairie Planting
May 29, 2023	Email/ Response	Donald Begg	Stage Dedication
May 29, 2023	Email/ Response	Elgin County	Emergency Response Plan Responsibilities
May 29, 2023	Email/ Response	CO	GM Response Requested: Governance Accountability and Transparency Tracking (2023)
May 30, 2023	Email/ Response	Malahide	Final Stage Inspection
May 30, 2023	Email/ Response	Heres to You	Final Estimate
May 31, 2023	Email/ Response	Elgin County	CA Roles and Responsibilities During Emergencies