

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

Thursday, June 8, 2023

Meeting #05/2023

PRESENT:

| | | |
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| 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:

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| Dusty Underhill | General Manager / Secretary-Treasurer |
| Susan Simmons | Financial Services Coordinator |
| Gerrit Kremers | Resource Planning Coordinator |
| Al Bradford | Conservation Area Supervisor |
| Peter Dragunas | Water Management Technician |

ABSENT:

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| Brittany Bell | Program Support Assistant |
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OTHERS PRESENT:

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| Rob Perry | Reporter, the Aylmer Express |
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WELCOME / CALL TO ORDER:

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

ADOPTION OF AGENDA:

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| <u>Motion # 49/2023</u> | M. Halpin | A. Oslach | CARRIED |
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THAT, the Agenda for the June 8th, 2023, Full Authority meeting be adopted as circulated.

DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF:

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

DISCLOSURE OF INTENTION TO AUDIO / VIDEO RECORD MEETING:

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

ADOPTION OF MINUTES:

Motion # 50/2023 G. Clarke A. Oslach CARRIED

THAT, the Minutes of Full Authority Meeting #04/2023 (May 11, 2023), be accepted as circulated.

Motion # 51/2023 A. Oslach G. Clarke CARRIED

THAT, the Minutes of Interview Committee Meetings #IC02 and #IC03/2023 (April 25, 2023), be accepted as circulated.

Motion # 52/2023 S. Lewis M. Halpin CARRIED

THAT, the Minutes of Land Management Committee Meeting #01/2023 (May 11, 2023), be accepted as circulated

BUSINESS ARISING FROM MINUTES:

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

PUBLIC / SPECIAL DELEGATIONS:

None

REPORTS:

Reports FA 36 to FA 39/2023 – Monthly Staff Reports, were presented, discussed, and resolved.

Motion # 53/2023 M. Halpin G. Clarke CARRIED

THAT, Staff Reports FA36 to FA39 for the month of May, 2023, be noted and filed.

Report FA 40/2023 – May Summary of Revenue and Expenditures, was presented, discussed, and resolved.

Motion # 54/2023 A. Oslach G. Clarke CARRIED

THAT, Report FA 41/2023 (May Summary of Revenue and Expenditures), be noted and filed.

Report FA 41/2023 – Accounts Paid, was presented, discussed, and resolved.

Motion # 55/2023 G. Clarke M. Halpin CARRIED

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

Report FA 42/2023 – Boat Operators License Inspection was presented, discussed, and resolved.

Motion # 56/2023 A. Oslach M. Halpin CARRIED

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

Report FA 43/2023 – Latornell Conservation Symposium, was presented, discussed, and resolved.

Motion # 57/2023 G. Clarke A. Oslach CARRIED

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

Report FA 44/2023 – Provincial Offences Officer Appointment, was presented, discussed, and resolved.

Motion # 58/2023 M. Halpin A. Oslach CARRIED

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

Report FA 45/2023 –Develop to Marketing Grant Program, was presented, discussed, and resolved.

Motion # 59/2023 A. Oslach G. Clarke CARRIED

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

Report FA 46/2023 – Elgin Clean Water Program, was presented, discussed, and resolved.

Motion # 60/2023 A. Oslach S. Lewis CARRIED

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

Report FA 47/2023 – Carolinian Forest Festival, was presented, discussed, and resolved.

Motion # 61/2023 M. Halpin A. Oslach CARRIED

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

Report FA 48/2023 – July Full Authority Meeting, was presented, discussed, and resolved.

Motion # 62/2023 G. Clarke A. Oslach CARRIED

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.

Report FA 49/2023 – Port Bruce Flood Attenuation Proposal was presented, discussed, and resolved.

Motion # 63/2023 A. Oslach G. Clarke CARRIED

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.

Report FA 50/2023 – CCCA Section 28 Notification Form Update, was presented, discussed, and resolved.

Motion # 64/2023 S. Lewis A. Oslach CARRIED

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

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

Report FA 41/2023 – Research Permit was presented, discussed, and resolved.

Motion # 65/2023 M. Halpin A. Oslach CARRIED

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

GENERAL MANAGER / SECRETARY-TREASURER’S REPORT:

- 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.

Motion # 66/2023

G. Clarke

A. Oslach

CARRIED

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

NEXT MEETING / TERMINATION:

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

Motion # 67/2023

G. Clarke

M. Halpin

CARRIED

THAT, the Full Authority be terminated at 10:54 a.m.

General Manager / Secretary –Treasurer



Authority Chairperson