

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, November 9, 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 #FA08/2023 (October 12, 2023). 3-6
 - b) Interview Committee Minutes #IC03/2023 (September 15, 2023). 7
- 7) Business Arising from Minutes
- 8) Public / Special Delegations
- 9) Reports:
 - a) Reports FA 83-86/2023 - Monthly Staff Reports. 8-12
(Peter Dragunas, Gerrit Kremers, Al Bradford, Brittany Bell)
 - b) Report FA 87/2023 - October Summary of Revenue & Expenditures. 13-14
(Susan Simmons)
 - d) Report FA 88/2023 - Accounts Paid 15
(Susan Simmons)
 - e) Report FA 89/2023 - Christmas Office Closure..... 16
(Dusty Underhill)

f)	Report FA 90/2023 (Peter Dragunas)	- Catfish Creek Conservation Authority Ice Management Plan...	17-50
g)	Report FA 91/2023 (Peter Dragunas)	- Catfish Creek Channel Sounding..	51-54
h)	Report FA 92/2023 (Gerrit Kremers)	- Approved Section 28 Applications.	55-57
i)	Report FA 93/2023 (Dusty Underhill)	- Springwater Pond Winter Drawdown.	58-59
10)	General Manager / Secretary-Treasurer's Report. (Dusty Underhill)		60-61
11)	Unfinished Business		
12)	Chairperson's / Board Member's Report		
13)	Notice of Motions / New Business:		
14)	Correspondence:		
	a)	Copied:	
	b)	Not Copied:	
		- Correspondence Register for October, 2023.	62-64
15)	Closed Session		
16)	Next Meeting of the Full Authority: December 14, 2023		
17)	Termination		

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

Thursday, October 12, 2023

Meeting #08/2023

PRESENT:

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

STAFF:

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

ABSENT:

Scott Lewis	Member	Township of Malahide
Brittany Bell	Program Support Assistant	

OTHERS PRESENT:

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:

<u>Motion # 88/2023</u>	M. Halpin	A. Oslach	CARRIED
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THAT, the Agenda for the October 12, 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 # 89/2023 G. Clarke A. Oslach CARRIED

THAT, the Minutes of Full Authority Meeting #07/2023 (September 14, 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 74 to FA 77/2023 – Monthly Staff Reports, were presented, discussed, and resolved.

Motion # 90/2023 A. Oslach M. Halpin CARRIED

THAT, Staff Reports FA 74 to FA 77 for the month of September, 2023, be noted and filed.

Report FA 78/2023 – September Summary of Revenue and Expenditures, was presented, discussed, and resolved.

Motion # 91/2023 G. Clarke A. Oslach CARRIED

THAT, Report FA 78/2023 (Summary of Revenue and Expenditures), be noted and filed.

Report FA 79/2023 – Accounts Paid, was presented, discussed, and resolved.

Motion # 92/2023 M. Halpin A. Oslach CARRIED

THAT, Accounts Paid totaling \$36,586.03 be approved as presented in Report FA 79/2023.

Report FA 80/2023 – Quarterly Progress Report – Ontario Regulation 687/21 was presented, discussed, and resolved.

Motion # 93/2023 A. Oslach M. Halpin CARRIED

THAT, Report FA 80/2023 Conservation Authorities Act Transition Quarterly October 1, 2023 – Progress Report Ontario Regulation 687/21: Transition Plan and Agreements for Programs and Services be noted and filed.

Report FA 81/2023 – February 17, 2022 Flood Mitigation Efforts to Date, was presented, discussed, and resolved.

Motion # 94/2023 G. Clarke A. Oslach CARRIED

THAT, Report FA 81/2023, be received as information at this time, and further;
THAT, Report FA 81/2023 be submitted to Malahide Council at information as this time.

Report FA 82/2023 – Conservation Ontario Council Meeting, was presented, discussed, and resolved.

Motion # 95/2023

G. Clarke

A. Oslach

CARRIED

THAT, the update on activities of Conservation Ontario Council outlined in Report FA 82/2023, be noted and filed.

GENERAL MANAGERS REPORT:

- Completed the S.39 Provincial Transfer Payment grant funding annual proposed budget summary request for Fiscal Year 2022-2023 in conjunction with the Financial Services Coordinator.
- Completed the final quarterly report required under Regulation 687/21.7(2) which states a Conservation Authority must provide quarterly reports to the MECP on July 1, 2022, October 1, 2022, January 1, 2023, April 1, 2023, and October 1, 2023. The October 1 Quarterly report details where we are at in regards to cost apportioning agreements, feedback received from Municipalities and difficulties the CA may be facing in regards to cost apportioning agreements. We are using a fee for service model and reserves to cover off category 3 programming alleviating financial burden on our member municipalities.
- Receiving quotes and reviewing/ preparing budget for 2024. Working with different departments to accommodate what we need vs what we want. A tour will be prepared for the members after the November Full Authority meeting to view some of the Authorities assets such as Infrastructure, Buildings and Bridges.
- Attended Conservation Ontario Council meeting in person, details were provided in report no.
- Ongoing discussion and talks with Malahide, and the Port Bruce Rate Payers Association in regard to HEC HMS modelling which would allow CCCA to forecast and provide ample warning in the event of a major climatic weather event such as a flood.
- Continual advancement on the CCCA's draft ten-year strategic plan which will provide direction to move forward and also assist in the creation of the mandatory Watershed Based Resource Management Strategy.
- Completed the hiring process for the Conservation Areas Assistant position.
- Had a meeting with Pat Prodonavic in regards to the riverine and shoreline updates in Port Bruce. Pat has almost completed a draft finished product and once done we will have a meeting in the schoolhouse open to the public as well to go over any questions or concerns.
- Assisted with the coordination and event material for a PBRA hosted flood awareness day in Port Bruce. CCCA's Water Management Technician and Resource Planning Coordinator attended the day. An information pamphlet was created and handed out to create an understanding for watershed residents of what the CCCA does. Speakers from the University of Waterloo attended exemplifying the need for lead time and preparation during a flood event.
- Had a discussion with the Water Management Technician in regard to the CCCA GIS. Staff addressed the concern of not having an updated base map of our administrative boundary that hasn't been altered by past staff. A new base map was created so there is continuity between departments etc. who utilize the software.

- Conducted a health and safety meeting and suggested changes were brought forth by staff in regards to health and safety. Reports will be addressed by the Board in an upcoming Full Authority meeting.
- Created a Budget report in conjunction with the Financial Services Coordinator which highlighted rational of the 9% increase the CCCA is seeking.
- Attended a Conservation Authority General Managers meeting on September 18th.
- Working on a plan with Malahide staff to replace the radio repeater that both parties utilize that is currently attached to the Aylmer Water Tower which is slated for decommission. Current equipment is antiquated and will need replacement upon dismantle of the tower.

Motion # 96/2023 G. Clarke A. Oslach CARRIED

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

Motion # 97/2023 A. Oslach M. Halpin CARRIED

THAT, the Full Authority adjourn to Closed Session at 10:15 a.m.

Motion # 98/2023 G. Clarke A. Oslach CARRIED

THAT, the Full Authority rise without report at 10:20 a.m.

NEXT MEETING / TERMINATION:

The next meeting of the Catfish Creek Conservation Authority will be held on Thursday, November 9, 2023, commencing at 10:00 a.m.

Motion # 99/2023 M. Halpin A. Oslach CARRIED

THAT, the Full Authority be terminated at 10:21 a.m.

General Manager / Secretary –Treasurer

Authority Chairperson

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

Friday, September 15, 2023

Meeting # IC 03/2023

PRESENT:

Scott Lewis	Committee Member	Township of Malahide
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STAFF:

Dusty Underhill	General Manager/Secretary-Treasurer
Al Bradford	Conservation Areas Supervisor

The meeting was called to order at 3:00 p.m.

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 Conservation Areas Assistant, which was advertised, on the CCCA social media platforms, the CCCA website, Indeed, Conservation Ontario's Job Bank and the Aylmer Express.

Seven (7) candidates were contacted to be interviewed for the position of Conservation Areas Assistant.

At the conclusion of the interview process, the Interview Committee selected Thom Polland to fill the position of Conservation Areas Assistant.

The meeting was adjourned at 3:30 p.m.

Scott Lewis
Committee Member

REPORT FA 83/2023 To The Full Authority

FROM: Water Management Technician
SUBJECT: October Monthly Staff Report
DATE: November 1, 2023

Water Management Technician

Current Activities:

- Continuous: Monitoring for watershed seasonal flows (low and or high) to verify and issue watershed condition statements.
- Continuous: Maintaining the Catfish Creek water quantity (flows) database and analysis for seasonal flows.
- Continuous: Monitoring seasonal Lake Erie shoreline Flood Outlook, Watch and Warning condition assessments and monitoring for wind induced storm surge and subsequent shoreline flood conditions.
- Completed a Draft copy of the *Catfish Creek Conservation Authority, Ice Management Plan 2023*.
- Completed the analysis for the Channel Sounding at Port Bruce Report.
- Continuing, updates to the CCCA Flood Forecasting and Warning Manual.
- Ongoing modifications and documentation of the CCCA mandated Water and Natural Hazard Programs, to better identify and represent conditions within the Authorities administrative boundary.
- Continuous: Primary erosion and unstable slope mapping classifications for lands within the CCCA administrative boundary.
- Addressed CCCA floodline mapping strategy.
- Addressed queries from the Port Bruce Rate Payers Association (PBRA) and Port Bruce residents regarding new flood line mapping, flood forecasting tools, procedures and protocols.
- Collection of historical precipitation, riverine stage and flow data for climate change recurrence relationships in relation to low and high water.
- Current revisions, assessments, benchmark and threshold verifications/implementations for the 2023 - 2024 Flood Forecasting and Warning Program.

Upcoming Activities:

- Continue with monitoring of Lake Erie shoreline storms for storm surge and wave uprush conditions.
- Assist with the CCCA 2024 Tree Planting Program.
- Continue with Compilation of the CCCA Water Management programs/documents for the 2024 Conservation Authority mandated program target.
- Flood Forecasting and Warning physical and numeric information compilations for CCCA flood monitoring.
- Other Duties as required

Recommendation:

THAT, Staff Report for the month of October 2023, be noted and filed.



Peter Dragunas
Water Management Technician

REPORT FA 84/2023: To The Full Authority

FROM: Gerrit Kremers

SUBJECT: October Monthly Staff Report

DATE: November 2, 2023

Resource Planning Coordinator

Current Activities:

- Met with landowner to discuss 2024 tree planting on their property;
- Attended two day Conservation Areas Workshop hosted by Conservation Ontario and Credit Valley Conservation in Orillia, Ontario;
- Conducted monthly Provincial Water Quality Monitoring Network (PWQMN) sampling;
- Had site meetings with landowners to discuss potential stewardship projects on their properties;
- Participated in natural asset management plan workshops hosted by a collaboration of conservation authorities;
- 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 municipality staff and private landowners to discuss potential development projects within or adjacent to natural hazard features;
- Along with fellow CCCA staff participated in Flood Hazard Identification Mapping Program (FHIMP) update meeting;
- Instructed and assisted EESS ELP in delivering the 2023 Carolinian Forest Festival program, which is hosted at Springwater Conservation Area;
- Planted native shrubs around a wetland cell at Yarmouth Natural Heritage Area (YNHA) with Environmental Leadership Program (ELP) courtesy of funding from Enbridge Gas;
- Planted American Chestnut seedlings at YNHA with Environmental Leadership Program (ELP);

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 October, 2023, be noted and filed.



Gerrit Kremers
Resource Planning Coordinator

REPORT FA 85/2023: To The Full Authority

FROM: Al Bradford

SUBJECT: Monthly Staff Report

DATE: October 2023

Conservation Areas Supervisor

Current Activities:

- Provided customer service to visitors, seasonal & transient campers for the last weekend of 2023 camping season
- Inventory of items & assessed the campground for maintenance items in need of repair (water taps, eave clean out, broken/missing site posts etc.)
- Started shut down of water and hydro after thanksgiving weekend at Springwater CA
- Hosted and assisted with the Carolinian Forest Festival held for 4 days here at Springwater CA, roughly 2000 students were through the gates & had roughly 36 stations they could learn at
- Installation of cameras at both gatehouses was completed (should be online in November) proper signage is being ordered as well
- Awaiting quotes for the accessibility ramps (should have by mid-November), everything else is in place with both Central/Malahide to start this project
- Current ramp at Office will be left in place for access to the building
- Tourism Grant update- Internet, cameras, gates, phone system, office signage, also additional work should be all completed by December 2023 which in the end should offer some costs reductions to the CCCA starting in the new year (phone & internet)
- The New Pay Machine that is installed at the East Campground entrance should hopefully bring in additional revenue when in use
- Worked with CCCA staff and Uplink to continue getting the projects complete for the Tourism grant
- Hosted weddings/wake & reunions throughout the month of October
- Trying to contact the Ontario Heritage Trust & Malahide Township about the designation of the Springwater Schoolhouse (from September 18th, 1986) on how to go about getting restoration work completed on the schoolhouse done (being a designated building we do have obligations on maintaining the integrity of the building)
- Spoke with Dusty on being able to speak and take our board members around to our infrastructure here at Springwater CA & Archie Coulter CA (as mentioned above the schoolhouse is in need of repairs but being a Heritage building there is protocol we have to follow)
- October 19th 2023 worked with CMHA in the memorial tree planting at Springwater Conservation Area
- Attended the Conservation Areas Workshop in Orillia with co-worker Gerit Kremers, I presented on Our Maple Syrup Program and also learned about Maple Programs from

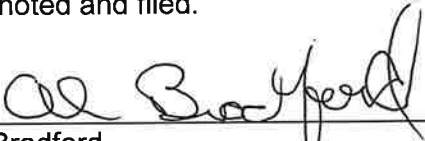
other Conservation Areas as well as additional sessions. The ability to network and learn from other CA's was very beneficial and I appreciate the opportunity to attend the workshop.

Upcoming Activities (November):

- Obtaining a quote for the Tisdale CA sign (identifying the Conservation Area for the public)
- Complete memorial benches install throughout the CA
- Still gathering examples of various signage from other parks and to help with ideas from updating our signage here at Springwater CA ongoing looking for potential funding for electrical upgrades throughout our Comfort Stations within the park
- Continuously exploring grant/funding options to assist with updates for infrastructure & general items within our Conservation Areas (our trails, bridges, signage are in need of some major repairs)
- Tour of our infrastructure within our Conservation Areas to our board members so they can see some of the items in need of repair first hand which are a hazard
- Completing campground shut down in preparation for winter
- Campground maintenance continued (tree trimming along & above our roads)
- Working with the ELP class (chainsaw course/fieldwork)
- Working with contractors on Installation of New Office signage, Key West Gates (pay station installation), Uplink for final work on internet infrastructure,
- Meet with CCCA staff and Uplink to start phase 2 planning for the infrastructure of cost/sharing of the internet for Seasonal campers for 2024 that will allow a reduction of internet cost for the CCCA
- Continue to work with the CS Clerk (Shelby) to keep working on the education programs and revamping our programs

Recommendation:

THAT, Staff Report for the month of October, 2023, be noted and filed.



Al Bradford,
Conservation Areas Supervisor

REPORT FA 86/2023 : To The Full Authority

FROM: Brittany Bell

SUBJECT: Monthly Staff Report

DATE: October 31, 2023

Program Support Assistant

Current Activities:

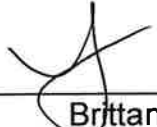
- Seasonal camper administration
- Maintained social media channels and posted entertaining content
- Met with numerous groups that are planning group camping weekends
- Monitoring CCCA website inquiries
- Catfish Creek Conservation Authority administrative duties
- Researched grant opportunities
- Booked Springwater Conservation Area facility rentals
- Elgin County Tourism + Southwest Tourism's/Marketing U-Learning course (Completed)
- Met with couples looking to book weddings at the schoolhouse for 2024
- Continued work on the IVR phone systems for the CCCA
- Overseeing Visitor Centre and Staff operations
- Secured the Develop to Market 2.0 Grant through Southwest Tourism – Banner Ad for camping at Springwater CA on the Accuweather App, which is geo-targeted
- Collaborated with staff on a Climate Change Education Grant

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
- Conservation Ontario's Communications Meeting in GTA

Recommendation:

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



Brittany Bell
Program Support Assistant

REPORT FA 87/2023 : To The Full Authority
FROM: Susan Simmons, Financial Services Coordinator
SUBJECT: Summary of Revenue & Expenditures
DATE: October 31, 2023

SUMMARY OF REVENUE

for the period ending October 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	\$ 35,257.92	\$ (12,440.82)	\$ 21,597.03
Federal Grants	\$ 131,403.00	\$ 252,185.01	\$ 120,782.01	\$ 204,212.08
Employment Program Grants	\$ 20,000.00	\$ 11,869.00	\$ (8,131.00)	\$ 36,101.20
Municipal General Levies	\$ 405,939.78	\$ 406,289.79	\$ 350.01	\$ 358,560.29
Special Benefiting Levies	\$ -	\$ -	\$ -	\$ 7,900.00
Donations/Sponsorships	\$ 34,300.00	\$ 35,636.20	\$ 1,336.20	\$ 38,515.08
Conservation Areas Revenue	\$ 709,800.00	\$ 703,124.84	\$ (6,675.16)	\$ 662,524.43
Maple Syrup Revenue	\$ 32,100.00	\$ 61,637.42	\$ 29,537.42	\$ 7,234.70
Bank Interest Earned	\$ 3,000.00	\$ 22,937.08	\$ 19,937.08	\$ 3,674.86
Education Programs	\$ 1,220.00	\$ 4,055.00	\$ 2,835.00	\$ 4,130.00
Legal Inquiries/Permit Applications	\$ 7,500.00	\$ 5,920.41	\$ (1,579.59)	\$ 6,769.92
Watershed Stewardship	\$ 7,750.00	\$ 16,905.02	\$ 9,155.02	\$ 23,100.18
Revenue from Other C.A. Lands	\$ 13,255.00	\$ 13,412.59	\$ 157.59	\$ 12,885.59
Other Revenue	\$ 9,222.30	\$ 1,503.11	\$ (7,719.19)	\$ -
Contract Services	\$ 1,331.00	\$ 214.36	\$ (1,116.64)	\$ 490.54
Vehicle & Equipment Rental Recoveries	\$ 45,893.00	\$ 17,584.23	\$ (28,308.77)	\$ 25,635.34
Previous Year Surplus (Deficit)	\$ 2,914.37	\$ 1,716.73	\$ (1,197.64)	\$ 8,666.73
Income Appropriation from Special Reserves	\$ 38,323.73	\$ -	\$ (38,323.73)	\$ -
Income Appropriation from General Reserves	\$ 143,803.93	\$ -	\$ (143,803.93)	\$ -
APPROPRIATION FROM RESERVES ADJUSTMENT	\$ -	\$ -	\$ -	\$ -
	\$ 1,696,669.85	\$ 1,631,463.71	\$ (65,206.14)	\$ 1,421,997.97

DONATIONS/SPONSORSHIPS	2023 Budget	Received To Date	Difference
Annual Report	\$ 1,000.00	\$ 1,000.00	\$ -
Environmental Education	\$ 500.00	\$ 470.00	\$ (30.00)
EESS ELP	\$ 6,000.00	\$ -	\$ (6,000.00)
Commemorative Forest	\$ 300.00	\$ 240.00	\$ (60.00)
Springwater C.A. Firewood	\$ -	\$ 2,200.00	\$ 2,200.00
Springwater C.A. Development	\$ -	\$ 2,000.00	\$ 2,000.00
Springwater C.A. Playground	\$ -	\$ 5,000.00	\$ 5,000.00
Springwater C.A. Trout Program	\$ -	\$ 2,000.00	\$ 2,000.00
Springwater Forest Trails	\$ 20,000.00	\$ 9,615.22	\$ (10,384.78)
Archie Coulter C.A. Trails	\$ 2,000.00	\$ 1,964.22	\$ (35.78)
YNHA	\$ 2,000.00	\$ 2,046.76	\$ 46.76
Maple Syrup Festival	\$ 2,000.00	\$ 6,100.00	\$ 4,100.00
Ontario Police College Path of Honour	\$ 500.00	\$ 3,000.00	\$ 2,500.00
TOTAL Donations/Sponsorships	\$ 34,300.00	\$ 35,636.20	\$ 1,336.20

REPORT FA 87/2023 : To The Full Authority
 FROM: Susan Simmons, Financial Services Coordinator
 SUBJECT: Summary of Revenue & Expenditures
 DATE: October 31, 2023

SUMMARY OF EXPENDITURES

for the period ending October 31, 2023

	2023 Budget	2023 To Date	Difference	2022 To Date
MANDATORY PROGRAMS				
1 RISK OF CERTAIN NATURAL HAZARDS (Corporate Service:	\$145,739.31	\$ 111,455.61	\$ (34,283.70)	\$ 135,889.63
2 FLOOD FORECASTING & WARNING	\$298,347.99	\$ 240,375.20	\$ (57,972.79)	\$ 161,931.98
3 DROUGHT AND LOW WATER RESPONSE	\$16,989.59	\$ 12,730.23	\$ (4,259.36)	\$ 11,364.88
4 ICE MANAGEMENT	\$24,223.56	\$ 20,380.68	\$ (3,842.88)	\$ 14,657.02
5 INFRASTRUCTURE (Dam)	\$24,921.85	\$ 20,869.16	\$ (4,052.69)	\$ 12,144.69
6&7 ACT REVIEWS & PLAN REVIEW	\$4,877.68	\$ 3,526.10	\$ (1,351.58)	\$ 6,479.27
8 ADMININSTRATING & ENFORCING THE ACT (Section 28)	\$45,803.38	\$ 36,381.08	\$ (9,422.30)	\$ 36,358.97
9-11 CONSERVATION AND MANAGEMENT OF LANDS	\$83,078.73	\$ 95,226.68	\$ 12,147.95	\$ 41,509.34
12 WATER QUALITY (PGMN & PSMP)	\$12,487.14	\$ 14,841.27	\$ 2,354.13	\$ 11,004.29
13 SOURCE PROTECTION	\$5,947.09	\$ 5,062.43	\$ (884.66)	\$ 5,044.39
SUB TOTAL: MANDATED PROGRAMS Expenditures	\$662,416.32	\$560,848.44	-\$101,567.88	\$436,384.46
OTHER PROGRAMS AND SERVICES				
WATERSHED STEWARDSHIP	\$35,597.00	\$ 24,595.10	\$ (11,001.90)	\$ 112,109.82
EDUCATION PROGRAMS	\$7,720.00	\$ 4,114.89	\$ (3,605.11)	\$ 7,441.87
SPECIAL PROJECTS	\$1,500.00	\$ 5,591.91	\$ 4,091.91	\$ 2,309.29
C.A. DEVELOPMENT PROJECTS	\$99,075.00	\$ 126,991.96	\$ 27,916.96	\$ 164,494.47
OTHER CAPITAL PROJECTS	\$0.00	\$ 8,927.33	\$ 8,927.33	\$ -
MAPLE SYRUP PROGRAM	\$83,662.37	\$ 79,858.53	\$ (3,803.84)	\$ 3,075.38
SPRINGWATER CONSERVATION AREA	\$710,806.16	\$ 632,380.26	\$ (78,425.90)	\$ 505,431.34
VEHICLE & EQUIPMENT OPERATIONS	\$95,893.00	\$ 69,314.07	\$ (26,578.93)	\$ 34,753.00
SUB TOTAL: OTHER PROGRAMS Expenditures	\$1,034,253.53	\$951,774.05	-\$82,479.48	\$829,615.17
AMORTIZATION	\$ -	\$ -	\$ -	\$ -
APPROPRIATION TO SPECIAL RESERVES	\$ -	\$ -	\$ -	\$ -
APPROPRIATION TO GENERAL RESERVES	\$ -	\$ -	\$ -	\$ -
APPROPRIATION TO RESERVES ADJUSTMENT	\$ -	\$ -	\$ -	\$ -
GRAND TOTAL	\$ 1,696,669.85	\$ 1,512,622.49	\$ (184,047.36)	\$ 1,265,999.63

Susan Simmons

Susan Simmons,
 Financial Services Coordinator

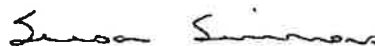
REPORT FA 88/2023 : TO THE FULL AUTHORITY

FROM: Susan Simmons, Financial Services Coordinator
 SUBJECT: Accounts Paid
 DATE: October 31, 2023

VENDOR	CHQ #	TOTAL	EXPLANATION
TRUE Consulting LTD	31587	\$ 13,017.60	Floodplain Mapping Study - Port Bruce
Canadian Tire	31588	\$ 203.17	campground maintenance
Silverthorn Landscape Supplies	31589	\$ 67.80	campground maintenance
Somerville Nurseries Inc.	31590	\$ 6,854.11	Private Landowner Reforestation Program
Bell Canada	online	\$ 102.72	gauge
Eastlink	online	\$ 905.44	phone, fax line, gauges
Telus Mobility	online	\$ 397.20	mobile phones
Receiver General HST	online	\$ 2,717.01	quarterly remittance
Hydro One	online	\$ 8,428.32	campground, operations centre, gauges
CBSC Capital Inc.	online	\$ 769.53	office equipment rental
Bell Canada	online	\$ 102.72	gauge
Hydro One	online	\$ 637.41	Day Use Area and Schoolhouse
CIBC Visa	online	\$ 700.95	office supplies
CIBC Visa	online	\$ 1,998.06	Sage Software Renewal & coffee
CIBC Visa	online	\$ 24.28	meeting platform fee
CIBC Visa	online	\$ 63.26	mapping software fee
CIBC Visa	online	\$ 24.68	Springwater advertising
CIBC Visa	online	\$ 26.49	equipment maintenance
CIBC Visa	online	\$ 265.25	2014 Dodge license plate renewal
Aylmer Home Hardware	31591	\$ 109.50	campground maintenance
Canadian Tire	31592	\$ 186.36	campground maintenance
Conservation Ontario	31593	\$ 823.75	ESRI annual fee
Csoff, Joe	31594	\$ 38,561.25	conservation areas maintenance
Dowler-Karn Limited	31595	\$ 84.75	tank rental
Environmental 360 Solutions Ltd.	31596	\$ 96.05	ELP - Marshquest
Erie Excavating & Liquid Waste Removal	31597	\$ 2,034.00	campground maintenance
Francotyp-Postalia Canada	31598	\$ 67.80	postage metre rental
Glenbriar Bottled Water Co. Ltd.	31599	\$ 62.67	water cooler service
Hyde Park Equipment Ltd.	31600	\$ 2,607.15	equipment maintenance
Integrity IT Services	31601	\$ 53.68	computer network support
Jaffa Machine Ltd.	31602	\$ 121.70	equipment maintenance
Little Otter Tree Farm	31603	\$ 276.85	commemorative forest
McIntyre, Derek	31604	\$ 200.00	entertainer for Springwater Pride concert
Medlyn Custom Services	31605	\$ 247.19	equipment maintenance
Mission Management Information System	31606	\$ 615.85	campground reservation software annual fee
Passport Labs, Inc	31607	\$ 12.25	mobile parking app fees
Paul Fody	31608	\$ 904.00	campground maintenance
Purolator Courier	31609	\$ 18.77	courier fees
Springwater Mills Ltd.	31610	\$ 3,813.75	firewood purchased for resale
St. Thomas Ford Lincoln Sales Ltd.	31611	\$ 91.41	vehicle maintenance
St. Williams Nursery & Ecology Centre	31612	\$ 2,543.19	ELP environmental education grant
TRUE Consulting LTD	31613	\$ 2,429.50	Floodplain Mapping Study - Port Bruce
		\$ 93,267.42	

RECOMMENDATION:

THAT, Accounts Paid totalling **\$93,267.42**, be approved as presented in Report FA 88/2023



Susan Simmons,
 Financial Services Coordinator

REPORT FA 89/2023: To The Full Authority

FROM: Dusty Underhill, General Manager/ Secretary - Treasurer
SUBJECT: Christmas Office Closure
DATE: October 5, 2023

Purpose:

For members to approve a Christmas Office closure.

Discussion:

Historically, the CCCA has closed the Administration Centre over the Christmas Holidays (except for emergency response). The dates this year run from Friday, December 22, 2023, at 4:30 pm, to re-open on Tuesday, January 2, 2023, at 8:30 am.

As per PR No 9 (3) and (5), staff are provided 2 paid vacation days over the Christmas Holidays. (Half Day December 24, Full Day December 30, Half Day December 31). Staff typically use vacation time and/or overtime credits to cover any days not covered in the Personnel Policy.

Each year in the month of November the CCCA is supposed to host a staff appreciation day to thank staff for their hard work throughout the year. Due to scheduling, work priorities, and an array of conflicts the CCCA will not be able to host its staff day for the second year in a row. The General Manager is suggesting to provide a "floater" day off over the Christmas Holiday in lieu of the Staff Appreciation Days.

Recommendation:

THAT, the Christmas Office closure schedule be approved as presented; and further,

THAT, staff receive a "floater" day off in lieu of the unused Staff Appreciation Days, and use vacation time and/or overtime credits to cover any other days not covered in the Personnel Policy.



Dusty Underhill
General Manager/ Secretary-Treasurer

REPORT FA 90/2023: To The Full Authority

FROM: Peter Dragunas, Water Management Technician
SUBJECT: Catfish Creek Conservation Authority Ice Management Plan
DATE: October 23, 2023

Purpose:

To present to the Full Authority the Catfish Creek Conservation Authority, Ice Management Plan, 2023 for approval.

Discussion / Background:

Please see attached report *Catfish Creek Conservation Authority, Ice Management Plan 2023*.

Recommendation:

That, the Catfish Creek Conservation Authority, Board of Directors endorse the Catfish Creek Conservation Authority, Ice Management Plan, 2023, as described in Report FA 90 / 2023, and in compliance with Conservation Authorities Act, ONTARIO REGULATION 686/21, MANDATORY PROGRAMS AND SERVICES, Consolidation Period: From January 1, 2023 to the e-Laws current date.



For Peter Dragunas,
Water Management Technician

Catfish Creek Conservation Authority Ice Management Plan

Revised October 2023



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Purpose & Distribution List

This Ice Management Plan has been prepared and distributed by the Catfish Creek Conservation Authority (CCCA) and is intended as a guide to users in the event of potential ice mitigation.

As this is a live document, the CCCA is responsible for its compilation and distribution. Users should notify the CCCA in writing of any required change in their contact information.

Ice Management Plan Distribution List January 2023

Organization	Elected Official or Department	Number of Copies
Township of Malahide	Clerk	1
Municipality of Central Elgin	Clerk	1
Township of South- West Oxford	Clerk	1
Town of Aylmer	Clerk	1
Ontario Provincial Police		1
Aylmer Police Department		1
Ministry of the Environment (London)		1
St. Thomas - Elgin Health Unit		1
County of Elgin	Emergency Management Coordinator	1
County of Elgin	Engineer	1
Ministry of Transportation & Communications		1
Catfish Creek Conservation Authority:		
Staff Members		3
Chairperson		1

20

Vice-Chairperson		1
Ministry of Natural Resources	Aylmer, District Manager	1
Streamflow Forecast Centre	MNR Peterborough	1

Introduction

Historically the Catfish Creek Conservation Authorities (CCCA) administrative area has predominantly been subject to ice jam induced flooding. Therefore, the CCCA administers the *Catfish Creek Conservation Authority Ice Management Plan*. This plan is considered a live document and is revised/updated as required; it is not a guarantee to prevent any future flooding within CCCA's administrative area.

The purpose of this document is to provide the Conservation Authority, its member municipalities Emergency Coordinators and any applicable government agencies the basic and recommended tools during flooding within the CCCA administrative area. All agencies public or private who are likely to be involved with flood emergencies must be aware of their agency responsibilities at times of emergency response due to flooding. Additionally, watershed residents who have been warned/notified of Flood Watch or Flood Warning watershed conditions must assume the responsibility to safeguard their personal safety and belongings. It is highly recommended that residents pay close attention during their fall/winter preparations that properties and belongings are flood proofed.

The Ontario Ministry of Natural Resources & Forestry is the provincial agency responsible for flood emergencies. Within the CCCA administrative boundary, this role is assigned to the CCCA, and are responsible for alerting member municipalities and applicable agencies of possible flooding within its administrative area.

An internal Flood Operations Plan has been compiled to provide a systematic procedure for the Authority Flood Co-coordinator and staff to consult during flood emergencies.

A minimum requirement of the Flood Management Program necessitates that the Flood Operation Plan be reviewed annually or additionally if required.

The Conservation Authority is not responsible for notifying individual citizens of the watershed. This responsibility lies with the applicable municipal Emergency Coordinator. It is this position who has responsibility to ensure the notification of its citizens.

Catfish Creek Conservation Authority Personnel Response List

Flood Warning Coordinator

Dusty Underhill

General Manager/Secretary-Treasurer:	Office:	519-773-9037
	Fax:	519-765-1489

The First Alternate

Peter Dragunas

Water Management Technician:	Office:	519-773-9037
	Fax:	519-765-1489
	Cell:	519-808-6370

The Second Alternate

Gerrit Kremers

Resource Planning Coordinator	Office:	519-773-9037
	Fax:	519-765-1489

Legislation

Conservation Authorities in Ontario have been assigned the responsibility of maintaining an Ice Management Plan, within their administrative watershed boundaries.

Conservation Authorities Act, ONTARIO REGULATION 686/21, MANDATORY PROGRAMS AND SERVICES, Consolidation Period: From January 1, 2023 to the e-Laws currency date.

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.

Objectives of this Ice Management Plan:

- Manage and mitigate riverine ice within the Conservation Authorities Act, Ontario Regulation 686/21, *Mandatory Programs and Services*.
- To organize a communication system, linking Catfish Creek Conservation Authority with Emergency Coordinators, municipalities and agencies,
- To assist in assisting to reduce the potential for flood associated damage.

Ministry of Natural Resources Mandate

1. The Ministry of Natural Resources and Forestry (MNRF) is the lead administrative ministry having overall government responsibility for natural hazard management policies/programs, which includes flood management.
2. To maintain a Provincial Flood Warning System and notify Conservation Authorities of flooding potential in their jurisdiction.
3. To organize the Provincial response, in support of jurisdictional municipalities having to contend with a flood emergency.
4. To respond to jurisdictional municipality requests for Provincial assistance to flood emergencies, providing:
 - a) the total resources of, and available to the municipality under its Flood Contingency Plan have been committed, or are inadequate to manage the current conditions,
 - b) the municipality has declared that an emergency exists within its jurisdiction, and the declaration has been made by the head-of-council or designated alternate in conformity with a pre-established Flood Contingency Plan,
 - c) the need for Provincial Assistance is originated by the head-of-council or designated alternate,
 - d) the MNRF puts together a declaration that a provincial emergency exists.
4. In a declared Provincial emergency by the MNRF, to employ a Provincial Flood Contingency Plan and coordinate delivery of the Provincial response.

Conservation Authority Mandate

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.

- maintain a flood forecasting and warning system to notify municipal delegates, media, local and Ontario Provincial Police, Ministry of Natural Resources and Forestry and other applicable agencies by issuing Watershed Condition Statements,
- provide technical recommendations to jurisdictional municipalities for limiting or reducing the effect of ice jamming,
- following consultation with jurisdictional municipalities, advise the local Response Coordinator when an emergency no longer exists by way of All Clear Watershed Condition Statement.

Ice Monitoring

In the fall of 1983, CCCA established an ice-monitoring program within the CCCA administrative boundary. The program is designed to sample and clarify in channel ice sources, thickness and quality, which may have the potential to cause ice jams and associated flooding in Port Bruce.

As the ice develops, the ice monitoring stations will be assessed each Monday morning beginning at 8:00 am. During ice melt and subsequent break-up, the ice monitoring stations will be inspected whenever deemed safe and necessary, to ensure a constant flow of ice break-up information and conditions to assess possible ice jamming circumstances. Ice monitoring stations are identified in Appendix 'B' map. For safety reasons, two staff members are to complete the ice monitoring circuit.

Ice monitors will record information appropriate to describing the ice conditions at the monitoring stations, such as; ice thickness, ice quality, extent of ice cover, cross section profiles, decay of ice, weather conditions, etc. The information is documented on the Ice Survey sheets (Appendix 'C'). The ice monitoring information is reviewed and included in the "Port Bruce Ice Conditions Bulletin" (Appendix 'D'), which is posted on the authority's web site and social media. A copy of the "Ice Conditions Bulletin" is also emailed to the Township of Malahide office.

Local weather forecasts for the region can be attained from the Environment Canada Weather, website https://weather.gc.ca/forecast/hourly/on-137_metric_e.html or the Weather Network web site <https://www.theweathernetwork.com/ca/weather/ontario/london>

Checklist of Deteriorating Weather Conditions Affecting Catfish Creek Stage Discharge

The Authority Flood Warning Coordinator can use the following checklists as a guide to determine when the alternate is required to assist with preliminary weather and channel flow monitoring, to determine the probability of issuing Watershed Condition Statements leading up to and including a Flood Warning Watershed Condition Statement.

Free Flow Conditions

- Rain is persisting and more is forecasted.
- Advisory issued by the Surface Water Monitoring Centre of the Ministry of Natural Resources and Forestry.
- Determine flows using the Government of Canada, Environment Canada Real-Time Hydrometric Data website for station "Catfish Creek at Sparta" gauge number 02GC018.
- Check the bridges at Dingle Street and Glencolin Bridge.
- A visual check off the Myrtle Street Bridge for water levels relative to the creek bank.

- A complete watershed tour should be completed after a Water Safety Watershed Condition Statement is issued.

Ice Conditions

- 10mm of precipitation in a 24 hours period.
- Deterioration of river ice conditions, specifically at Jamestown Line Bridge.
- When the Sparta Gauge stage registers 1.474 meters or 38.98m³/s discharge.
- If the Sparta Gauge flow rises 1.5 meters from the original level prior to the start of precipitation (rain).
- Advisory issued by the Surface Water Monitoring Centre of the Ministry of Natural Resources.
- Long-range forecast expecting warming weather and precipitation.
- Strong SW winds are recorded at Port Bruce on the Windfinder web site <https://www.windfinder.com/#8/39.5000/-98.3500> and are accompanied by rain and mild temperatures forcing ice to jam the Port Bruce harbour mouth area.

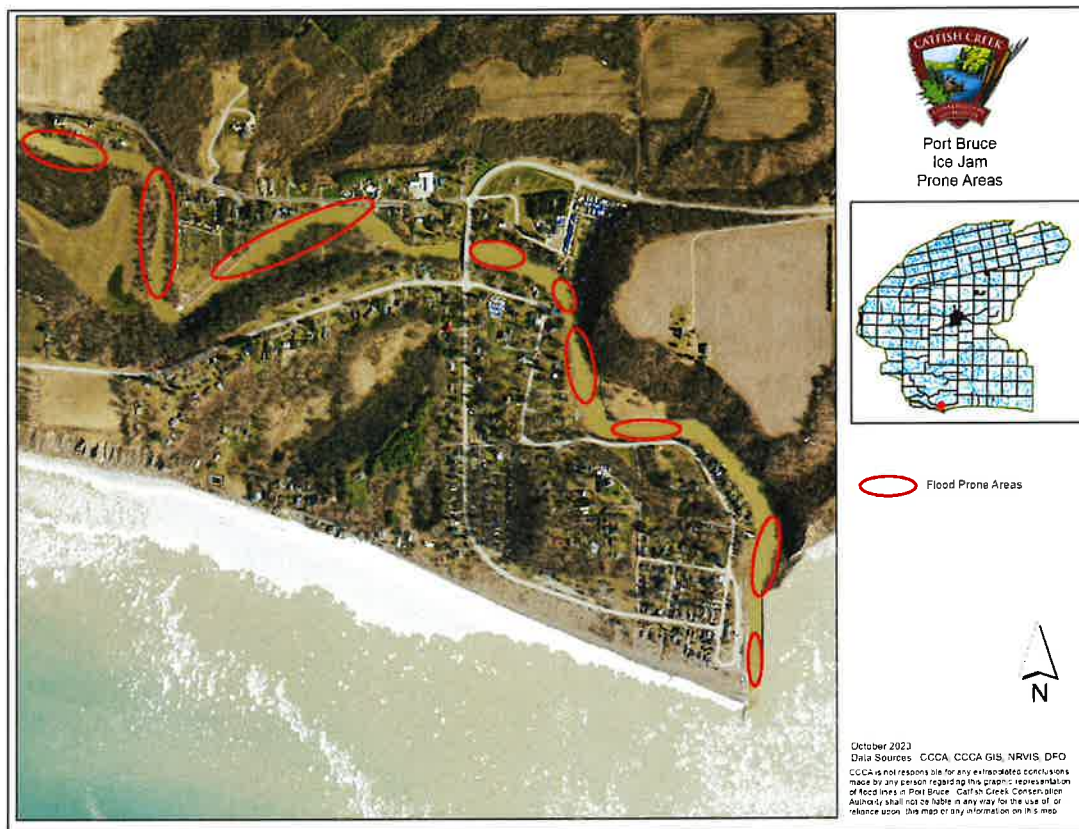
On a Test Basis

- Degree-days is the difference in the maximum temperature minus the minimum temperature (e.g. High of +6°C. and low of -1°C).
- Caution should be exercised when 10-degree days have been reached.
- Appendix B, CCCA Flood Watch and Warning Guideline Check List

Ice Jamming Extent

"Ice-related flooding tends to be local and highly site specific. While ice jams may be relatively common at a given site, they cannot be predicted with certainty in any given year." U.S Army Corps of Engineers, Engineering and Design Ice Engineering Manual.

There are multiple zones within the area of Port Bruce that are prone to ice jamming and subsequent flooding (see map below).



The zones where ice jams may occur are generally areas where channel cross-sectional morphology fluctuates; narrows, widens, bends or after breaching onto a flood plain area which allows the flow and ice to be conveyed onto the flood plain thereby lowering the hydraulic conveyance capacity.

Most breakups take place during warming periods (thermal breakup), when the ice cover strength deteriorates to some degree due to temperature increases and creek flows increase (mechanical breakup) because of snowmelt and or precipitation. Consequently, most ice breakups occur between thermal breakup and mechanical breakup.

Thermal and or mechanical breakups do not happen at all points on the creek at the same time. They occur at different places, times and intensities depending on location, topography, stream morphology and thermal exposure of the ice.

When or if the ice flows get to large for the hydraulic conveyance capacity of the creek they may stop, accumulate and jam in areas of the creek that may morphologically obstruct ice migration, until such time as the creek flows intensify, increasing the hydraulic transport capacity of the creek to move the jammed ice.

“As a rule of thumb, the stage must rise 1-1/2 to 3 times the ice thickness before the ice moves.” In conclusion, ice jams form when the accumulated mass of the moving ice exceeds the rivers hydraulic capacity to move the ice through the morphological transport limitations of a river.

As outlined above (U.S Army Corps of Engineers, *Engineering and Design Ice Engineering Manual*) the Catfish Creek Conservation Authority may be unable to project flood inducing ice jams in Port Bruce within an acceptable degree of certainty, we are able to monitor, compile and interpret data from numerous sources. Flood status notifications and Watershed Condition Statements are issued based on data regarding adverse weather conditions, precipitation intensity/duration, temperature

increase duration, physical watershed characteristics, pre-storm and duration of the storm creek water levels, seasonal watershed characteristics such as Catfish Creek and Port Bruce harbour ice thickness type and condition, snow water equivalency, lake levels and ice cover.

The Conservation Authority appeals to the watershed residents living within flood prone areas to be mindful of Watershed Conditions Statements and take appropriate action.

If you have any questions, please feel free to contact the Water Management Technician at CCCA at 519-773-9037 or by email at water@catfishcreek.ca

Jamestown

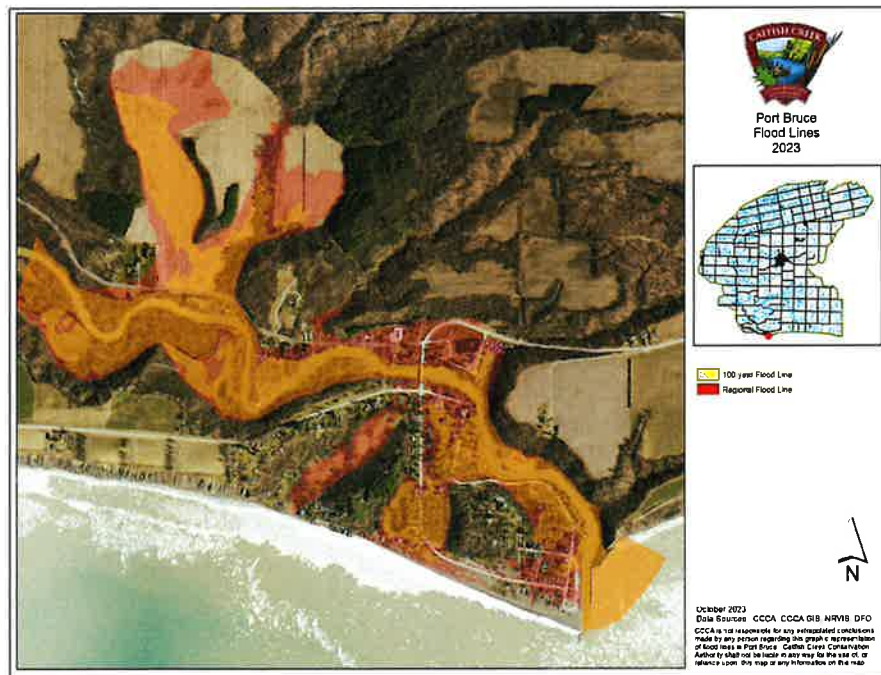


Jamestown is not located in the Hamlet of Port Bruce but the ice consistency during the spring freshet is critical to the CCCA Flood Forecasting and Warning (FFW) procedure. This area requires

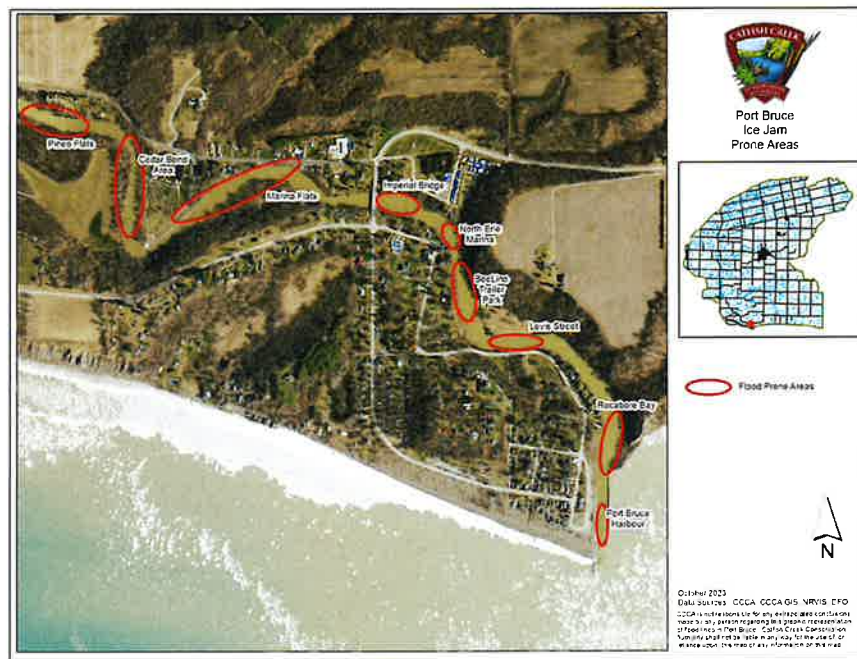
continual monitoring since a flood warning for Port Bruce will be issued when the ice in this area breaks. This reach of the Catfish Creek at Jamestown has been selected for the decisive warning deliver point due to channel uniformity and the most probable cause of ice fracture here is due to stage increase of the Catfish Creek and travel lead-time to Port Bruce.

Port Bruce

The Village of Port Bruce has residential development within the flood plain (see map below) of the Catfish Creek and ice mitigation is an essential component of spring breakup and freshet induced elevated channel flows.



Ice jams occur regularly at nine different locations within a 3.3 km reach of Catfish Creek, between Pineo Flats to the west of Port Bruce and Rocabore Bay at the harbour.



Port Bruce has been at risk to ice induced flooding from the Catfish Creek on numerous occasions.

During ice break-up, the hazard to flooding within Port Bruce can be directly attributed to considerable ice accretions (jams) along the lower reaches of Catfish Creek. This coupled with elevated seasonal snowmelt runoff and or rain on snow weather events result in intensified channel discharge. This has the capacity to produce flooding of low-lying areas along the flood plain reaches of the Catfish Creek and within the Village of Port Bruce.

Generally, ice jams within the channel confines of Catfish Creek may be attributed to channel morphology and bathymetry. "The flooding at Port Bruce is a function of an intricate relationship between sedimentation (littoral and fluvial) and ice jams." *Riggs*. Sedimentation coupled with Lake Erie ice cover extent, wind direction and possible wave action during ice break-up on Lake Erie are associated with ice jams within the Port Bruce Harbour area.

The channel width of Catfish Creek, within the Hamlet of Port Bruce fluctuates from twenty-five to sixty meters.

Ice jam contributing channel morphological complexities are as follows:

Pineo Flats



The Pineo Flats area is the second location for ice jam monitoring as elevated water conditions approach the Hamlet of Port Bruce. Morphologically this area has well defined and confined flood plain for the initial channel breach floodwater holding capacity. As the waters are elevated the channel spills over the banks and onto the confined flood plain thereby lowering the hydraulic ability to move ice along the channel and inducing an ice jam as the waters rise until the floodway is hydraulically full and is able to transport ice further down the creek to the Cedar Bend area.

Cedar Bend



As most areas in the lower reaches of the Catfish are, Cedar Bend is characteristic of the morphological structure of the creek at Port Bruce. As the flows come from Pineo Flats, the channel narrows at the bend and then immediately widens which again induces lower hydraulic energy ability and the flows slow and the ice begins to holdup until such time as the force of the water is able to force the ice move again.

Marina Flats



The ice stalling and jamming in this area is very typical of Port Bruce. The creek comes off a narrower reach to a wider one. This is combined with a flood plain area (trailer park on south bank) and a bend. Once again, the creek flows from a higher transport force area (narrower) to a diminished transport force zone (wider) with a bend at the distal end. The ice jams in this area and spills over the southern bank further diminishing the hydraulic force until the water level rises again to begin moving the ice downstream.

Imperial Bridge



The area immediately downstream of the Imperial Bridge is prone to ice jamming due to the creek coming from a marginal transport zone (narrow) immediately upstream of the Imperial Street Bridge to a wider reach with diminished transport force.

North Erie Marina



Ice jams often form along this constricted reach of the channel (46m upstream to 27m downstream) and a bend in the creek significantly reduce in channel flow capacity compared to that of both the upstream channel.

BeeLine Trailer Park



The Catfish Creek channel opens to 60 meters in width at the BeeLine Campground this initiates a decrease in the hydraulic transport capacity and ice begins to accumulate as the creek flow slows. As the ice begins to accumulate, the creek reaches bankfull and spills over into the adjacent campground, slowing the hydraulic transport capabilities even more.

Levis Street



The aforementioned upstream width (BeeLine Campground) decrease at Levis Street. The over bank flooding at BeeLine Trailer Park (3.2) reduces the hydraulic transport capacity which induces an ice jam at Levis Street where the channel narrows down to 34 meters. The BeeLine flood plain area channel spill over reduces the upstream hydraulic transport capacity and the channel does not have enough force to continue the ice migration, until the flow once again increases enough to continue pushing the ice to the harbor area.

Rocabore Bay



There is increased probability of ice jamming at this location primarily due to channel morphology (very wide reach of the Catfish Creek) and lake effect wave action. Both decrease in channel velocities, and channel discharge capacities, which may induce ice buildup and consequent jamming. CCCA recommends ice-breaking equipment (100ft. boom dragline with minimum 2yd. bucket) on standby during the winter months to break ice when required in the Bay and Harbour areas.

Port Bruce Harbour



A study completed by Cumming-Cockburn and Associates in 1984 identified that that some flood damage might be associated with open water flooding an average of about once every fifty years. To date Catfish Creek has not experienced open channel flooding at Port Bruce.

The study concluded that ice jamming in the area could raise water levels in the order of 2 meters above the comparable free flow conditions. It was determined that a 1:2-year flow with ice jams could yield a flooding condition greater than that of the 1:100-year open water flood event.

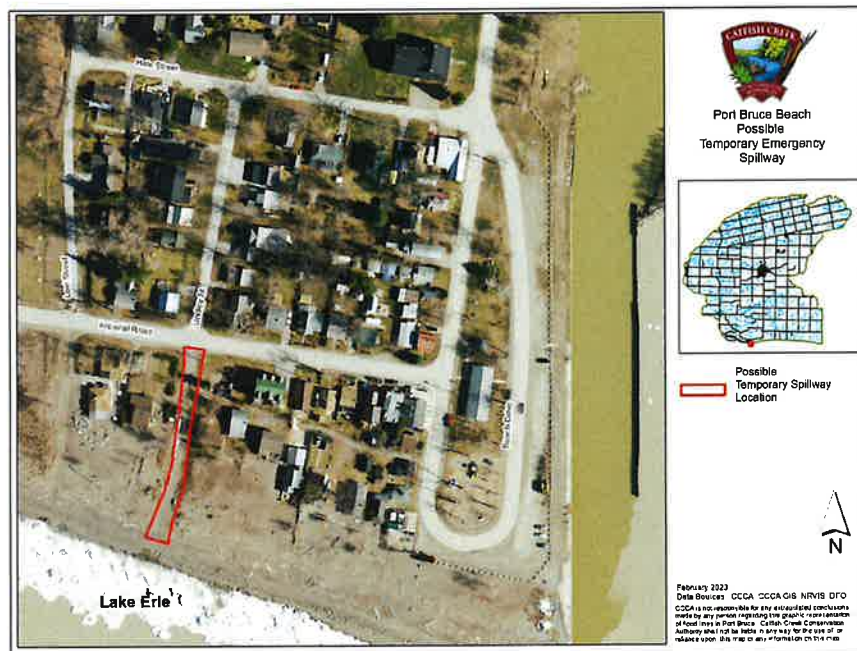
Ice Management Strategy

The understanding of the Catfish Creek channel hydraulics coupled with Port Bruce local knowledge have identified that keeping the channel flowing within Port Bruce during break-up is the current operational method of mitigating and reducing flood damage due to ice jams. A component of the Ice Management Strategy is to contract equipment (dragline) to help keep the channel clear of ice jams, in the area south of Rocabore Bay and the harbor to Lake Erie. This measure is intended to provide the in-channel ice flows unobstructed passage to Lake Erie, provided Lake Erie ice does not plug Port Bruce harbour.

When and safety permitting recommended ice management measures and tasks to compliment the ice breaking operations include:

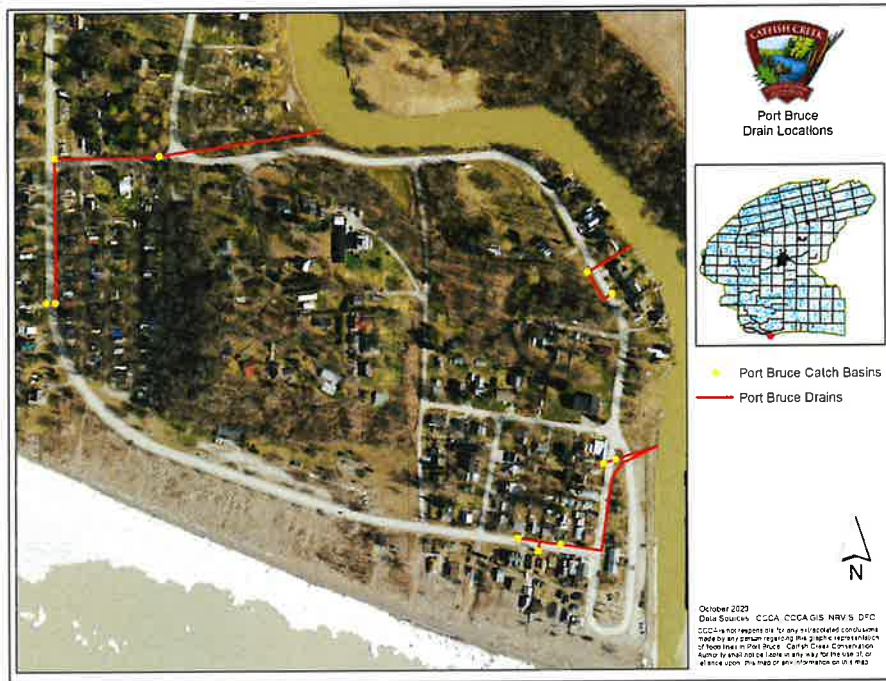
- At any time of year when passing over the Catfish Creek on a bridge, complete a windshield inventory approximately two channel widths above and below the crossing of in-channel debris (trees) at all crossings in the watershed, and notify appropriate municipality to arrange for removal if they present a future flood hazard.
- Bathymetric channel sounding in the spring and fall to ascertain channel morphology, and identify sediment deposition zones for possible ice grounding and verify water depth capacity.

- In November, post a notice in the local newspaper instructing homeowners in Port Bruce to remove all seasonal docks, support posts, sun decks and floatable objects that are not permanently attached to a residential dwelling, to reduce any potential impacts because of flooding and/or in-channel ice build-up. (Appendix 'E').
- Implementation of the Ice Monitoring Program to document information such as ice thickness, ice quality, extent of ice cover, decay of ice, weather conditions (Appendix 'C').
- Weekly Ice Condition Bulletins; will be posted on the Authorities website and social media platforms to inform property owners in Port Bruce of the ice conditions. (Appendix 'D').
- During lake ice conditions, monitoring (weekly photographs) of the ice ridge formation along the length of the shoreline in Port Bruce.
- Possibly creating a temporary emergency spillway opening at the south side of Imperial Road along the Lindley Street beach extension if warranted to provide an alternative escape route for severe floodwaters.

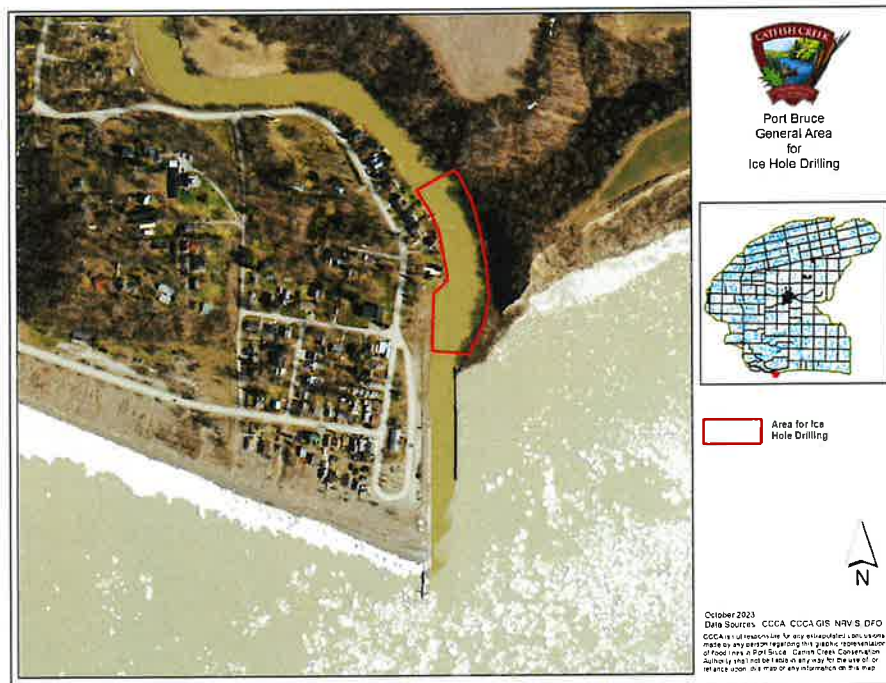


The CCCA is required to approve such spillway on as needed basis. This is only a temporary flood reduction item and needs to be addressed on a yearly basis.

- Municipal drainage in Port Bruce needs to be assessed and maintained to prevent excess water from backing up from the Catfish Creek during lake or riverine elevated flows.



- When and if safely possible systematically drill holes in the ice along the main channel of the creek for approximately 100 meters north of Rocabore Bay (see map below) to the northern extent of the break wall. This project should weaken ice at specific locations, thus aiding the ice breakup process.



- Meet with officials from the Township of Malahide on an annual basis to discuss possible improvements to the Ice Management Program.

Ice Management Procedure

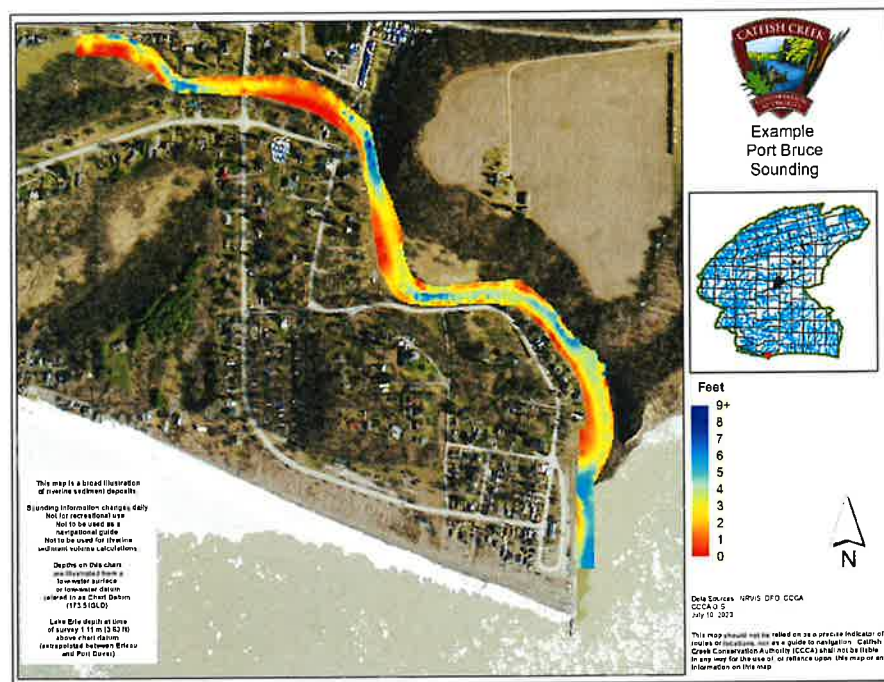
The recommendation is to stage land based ice breaking equipment at Rocabore Bay. Pre freshet and initial ice breaking must be structured in a systematic order, commencing at the harbour and working sequentially upstream, ensuring all the broken ice is removed from the harbour area prior to the freshet flows.

Authority flood staff will monitor weather and ice conditions to determine a date for ice removal from the harbour in preparation of ice breakup and freshet runoff. As required will meet with the Municipal Flood Coordinator to discuss the implementation of initial ice-breaking operations at the harbour. The Municipal Flood Coordinator is responsible for coordinating all ice-breaking operations at Port Bruce. It is the responsibility of the Municipal Flood Coordinator to notify the ice-breaking contractor to proceed with ice breaking and/or ice removal. Whenever possible, the Authority recommends that ice-breaking operations be proposed for daylight hours.

If the Catfish Creek channel and ice flows are impeded by lake ice at the harbour mouth most of the ice will naturally be forced underneath the lake ice. The recommendation is that the dragline try to assist riverine ice flows underneath the lake ice by pushing the ice down with the bucket if it appears the ice may jam. As flows slow, the dragline is required to drag along the lower depths of the Catfish to stir the ice and prevent any ice damming at the lower depths. This assists in maintaining an open channel for water to flow through. As the dragline brings ice up from the bottom, the requirement is for the operator to toss the bucket of ice onto the lake ice at the southern distal end of the breakwall thereby assisting to break the lake ice using the weight of the ice. This will allow the riverine flows to dissipate around the breakwall and out to the lake. This procedure needs to be repeated as long as the riverine ice is impeding the riverine flows.

Responsibilities of the Authority

1. Complete a windshield inventory of in channel hazards debris, trees etc. from Jamestown to Rocabore Bay at the harbour, and arrange for their removal when and if required.
2. Complete spring (May) and fall (October) channel soundings of Catfish Creek at Port Bruce to generate a bathymetric map to identify possible ice jam locations (see map below).



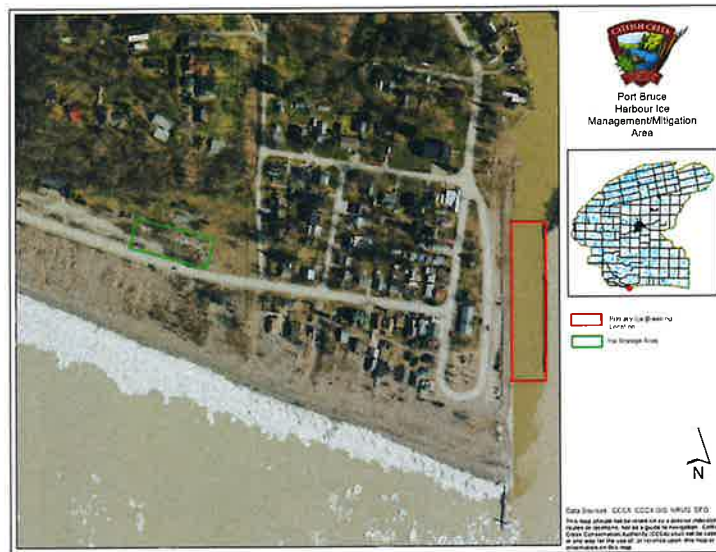
3. Convey information through the CCCA website and social media regarding public Flood Management Program notices (Dock Removal, Ice Conditions Bulletins, etc.).
4. Assess, compile, report and post the information collected from the Authority's ice monitoring course. (Appendix 'C')
5. When and if required provide weather forecast information, water level data and riverine/Lake Erie ice conditions to the Municipal Flood Coordinators within the CCCA administrative boundary.
6. Monitor the Lake Erie ice ridge formation along the Port Bruce shoreline and coordinate the construction of emergency spillways if necessary as per section 4.0 *Ice Management Strategy*.
7. Communicate with the Municipal Flood Coordinator and provide continued support during an emergency.

Responsibilities of the Township of Malahide

- a) Contracting of all equipment for ice breaking/removal purposes.
- b) Coordinate all ice breaking operations.
- c) Arrange for and maintain adequate communications with the operator of the ice breaking equipment.
- d) Ensure that all municipal-owned road allowances adjacent to the creek are accessible for ice breaking operations.

Extent of Ice Breaking and Ice Storage

The maximum extent of ice breaking and ice removal on Catfish Creek in Port Bruce is in the harbour area, north from Rocabore Bay to the southern extent of the break wall at the harbour outlet to assist with ice jam mitigation in Port Bruce. The green rectangle outlines the ice storage location. This property is administered by the Ministry of the Environment, Conservation and Parks, Port Burwell Provincial Park Cluster, 9 Wilson Lane, PO Box 9, Port Burwell ON, N0J 1T0, 519-874-4691.



Area of ice breaking and removal

Communications

The Authorities on duty Flood Warning Coordinator who will organize an emergency information control center at the Authority's administration office will administer communication between the Municipal Flood Coordinator and the Authority.

All information will be communicated through the Authority's mobile radio system to the Coordinator for further assessment. Alternative modes of communication include cellphones, landlines and or periodically returning to the office when required for debriefings.

On every occasion, staff checks an ice monitoring route location, they will:

- 1) Observe and record all applicable information in their log books (who, what, where, when, why).
- 2) Relay the data to the emergency information control center at the Authority's administration office via the truck radio,
- 3) Record in their respective logbooks and relay their departure time from that location to the emergency control center.

The ice monitoring routes are outlined on a map in Appendix 'F'. The Flood Warning Coordinator will keep in constant contact with the field staff.

This series of checks is intended to provide the Flood Warning Coordinator with a location of the observer in case of an accident. For safety reasons any deviation from the outlined route in Appendix 'F' will require notification to the emergency control centre.

Truck Mobile Radio Channels

Channel 1 = Watershed Wide Radio Transmission

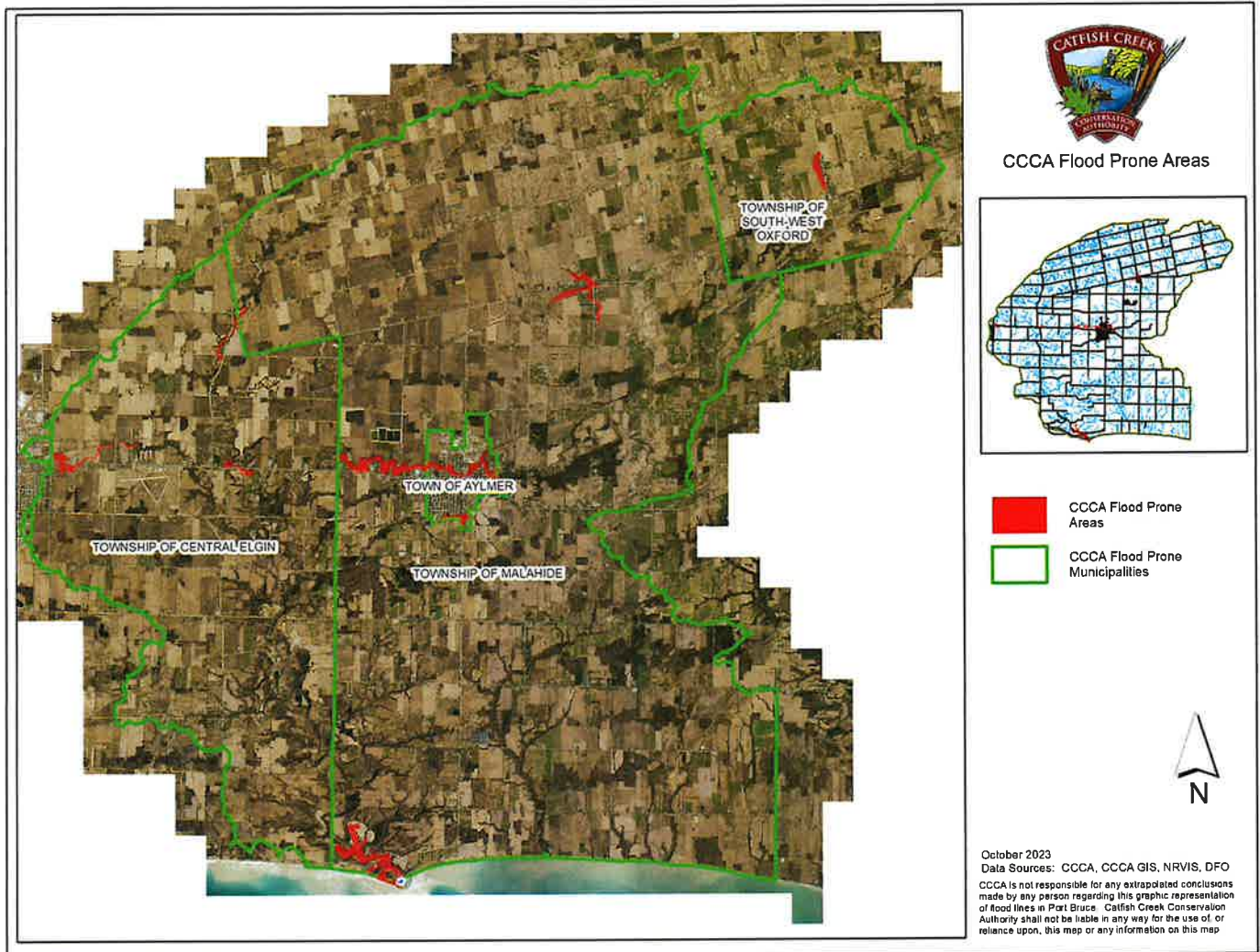
Channel 2 = Springwater park

Channel 3 = Malahide Roads Department

Truck Mobile Radio Stations

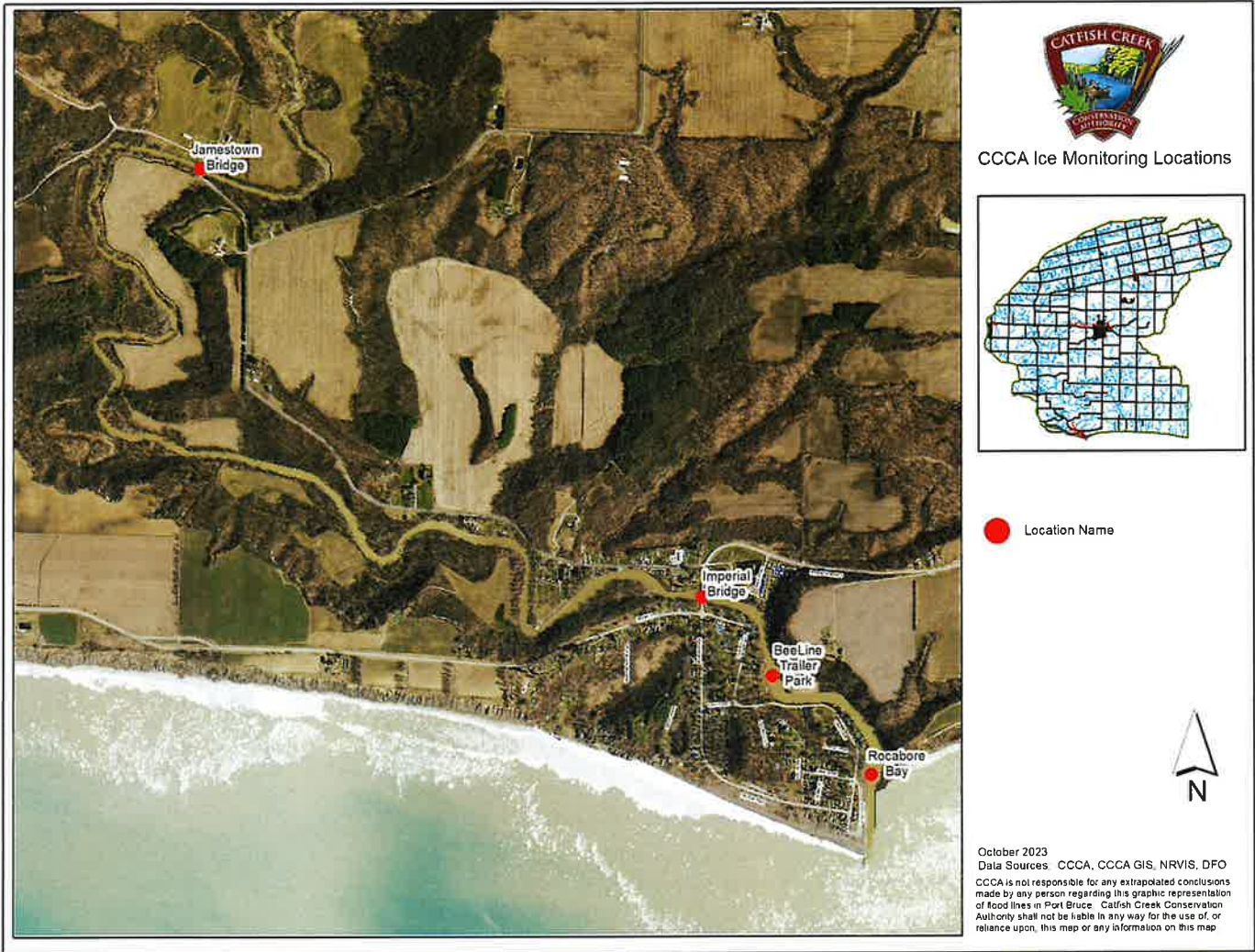
CA50 = Administration Office

Appendix A, CCCA Flood Prone Areas



43

Appendix B, CCCA Ice Monitoring Locations



Appendix C, River Ice Monitoring Form

**RIVER ICE MONITORING FORM
CATFISH CREEK CONSERVATION AUTHORITY**

Site: _____ Observer: _____ Date: _____ YY MM DD
Time: _____

Air Temperature _____ °C Water Temperature _____ °C

Open Water: Yes/No

Width open? 0, 10%, 20%, 30%, 40%, 50%, 60%, 70%, 80%, 90%, 100%

Where in cross-section? _____

Upstream _____ m Percent of width open? _____ %
Downstream _____ m Percent of width open? _____ %

Current: fast, average, slow

Moving Ice: Yes/No

Where in cross-section? _____

What kind? Slush, Pancakes, Large Sheets, Floes, Small Blocks, Other _____

Stationary Ice: Yes/No

Where in cross-section? _____

What kind? Pancake ice, Sheet ice, Blocks (jam), Other _____

Ice Thickness: White _____ cm, Black _____ cm, Frazil _____ cm

Ice Quality: competent, deteriorated, candled

Water on top of ice: Yes/No

Presence of Ice Jam: Yes/No

Location of Upstream end _____

Location of Downstream end _____

Overbank flow? Yes/No

Presence of shear walls: Yes/No Height _____ m

Snow Cover on ice: Yes/No Average Depth _____ m

Photographs: Upstream, Downstream, Left Bank, Right Bank, Other

Sketch:

Observations: ___ Frequent visits during rapid changes; Freeze up, Break-up, Ice Jams
 ___ Infrequent visits during mid winter

SITE:**Freeze Up**

Event	Time of Event									
	Observed					Estimated				Water Stage (m)
	Yr	Mo	Dy	Time		Yr	Mo	Dy	Time	
Initial Ice Formation										
Complete Freeze Over										
Peak Stage										

Break-Up

Event	Time of Event									
	Observed					Estimated				Water Stage (m)
	Yr	Mo	Dy	Time		Yr	Mo	Dy	Time	
Score Lead Formation										
Transverse Cracks or Leads										
Peak Stage										
Main Ice Cover First Moves										
Water clear of Ice										

Ice Jams

Event	Time of Event									
	Observed					Estimated				Water Stage (m)
	Yr	Mo	Dy	Time		Yr	Mo	Dy	Time	
Jam Initiated										
Jam Present										
Peak Stage										
Jam Releases										

Appendix D, Ice Condition Bulletin

For Release

Enter Date Here

Port Bruce Ice Condition Bulletin

Information Changes Daily, Not Intended For Recreational Use

The Catfish Creek Conservation Authority has visually assessed and measured the ice thickness on Catfish Creek. Ice condition, strength and thickness vary throughout the system depending on local circumstances.

General ice conditions are as follows:

Jamestown Bridge **XX.X** cm (**X.X** in)

Imperial Rd. Bridge **XX.X** cm (**X.X** in)

BeeLine Trailer Park **XX.X** cm (**X.X** in)

Rocabore Bay **XX.X** cm (**X.X** in)

The 5 day forecast Issued: **11.00 AM EST, Tuesday 20th February 2007** by Environment Canada for **London and area projects moderate daily temperatures with overnight freezing conditions.**

Catfish Creek Conservation Authority will continue to monitor ice conditions on the Lower Catfish Creek reaches through to ice break-up to better identify potential ice formation concerns.

Warming temperatures coupled with rain and rapid snowmelt may cause increased creek flows. This, in concert with the ice cover may cause flooding situations. Residents along the creek are advised to monitor their local conditions, and to stay away from the streambanks during high flows.

Contact: Peter Dragunas, Water Management Technician
Catfish Creek Conservation Authority
water@catfishcreek.ca

Review and replace items in red as necessary and delete this portion of the bulletin.

PUBLIC NOTICE

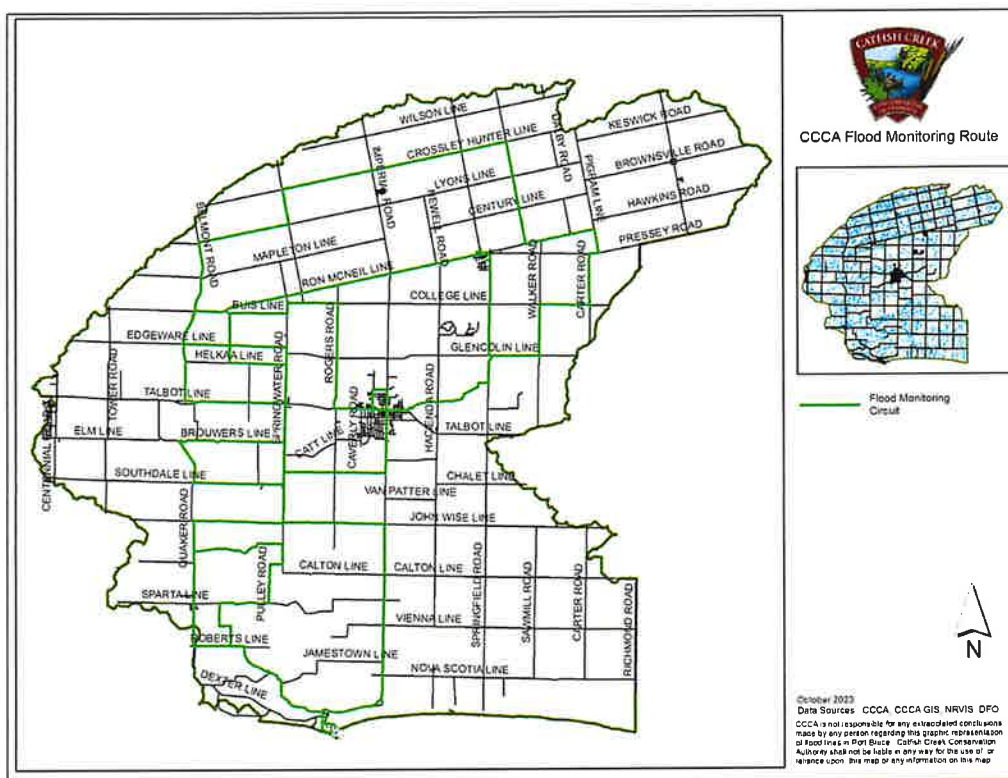
ATTENTION ALL RESIDENTS IN PORT BRUCE

Catfish Creek Conservation Authority and the Municipality of Malahide request the co-operation of Port Bruce residents to remove all seasonal docks and support structures from the waters of Catfish Creek by **November 15, 2023**. This request is to assist in reducing potential impacts because of flooding and/or in channel ice build-up.

Leaving obstructions in the channel could accelerate ice build-up and 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, we request that all other floatable objects such as; picnic tables, propane tanks, barrels, etc. are removed or secured within flood prone areas.

Further inquiries relative to this matter may be directed to the attention of Mr. Peter Dragunas, Water Management Technician, Catfish Creek Conservation Authority, (519-773-9037)
Thank you for your prompt attention to this matter.

Appendix F, Flood Monitoring Circuit



Approval

CCCA Approval

Date

CCCA General Manager

CCCA Chairperson

Township of Malahide Approval

Date

Reeve

Clerk

REPORT FA 91/2023: To The Full Authority

FROM: Peter Dragunas, Water Management Technician

SUBJECT: Catfish Creek Channel Sounding

DATE: October 24, 2023

PURPOSE:

To update the Full Authority in regard to the results of the October 24, 2023, Catfish Creek channel sounding at Port Bruce.

DISCUSSION:

Please find attached maps of the October, 2023 and July, 2023 Catfish Creek Channel Soundings at Port Bruce.

The Catfish Creek at Port Bruce is in morphological equilibrium (*Port Bruce Sedimentation Study*, Riggs Engineering Ltd., May, 2012), meaning the eroded sediment transported by the creek is ultimately removed by the creek out to Lake Erie.

At the time of the October 2023 survey, the Lake Erie water level at Port Bruce was 0.871m above IGLD extrapolated from the Environment Canada, Lake Erie water level station #12400 at Port Stanley.

The average recorded Lake Erie water level at the time of sounding was 0.871m (2.86ft) above the Chart Datum (CD) of 173.5m. The July 2023 to October 2023, Lake Erie water levels show that the lake is down 0.239 m (approximately 9.5 in). Approximate year to year (November 2022 to October 2023) lake levels are up 0.085 m (approximately 3.25 in). Since the Catfish Creek Channel Sounding data and information is evaluated relative to CD, lake levels during survey do not affect the channel sounding bathymetric results and are included for information purposes only.

The October sounding results continue to identify three persistent areas of deposition. The first one is located at the northern reach of the sounding area, the second is just south of the Imperial Street bridge and the lesser third one is at BeeLine trailer park. A fourth lesser sediment band has been identified in the Levis Street area. This band has not been seen in past soundings. The opinion on this band is that it should dissipate with the expected higher seasonal (fall) flows and not be a hindrance to freshet ice migration.

The October 2023 sounding results identify an irregular thalweg depth roughly the total sounding reach. There are some detached deeper segments which are coupled by a adequate thalweg allowing for channel flow continuity along the sounding area reach.

It is anticipated that the aforementioned depositional zone volumes may decrease as channel flows increase over the rainier fall season. The increased flows are anticipated to flush and distribute some of the grounded sediment more evenly over the study area as the sediment migrates out to the lake. This will relieve the depositional zones along with the newly established Levis Street accretion band of excess sediment and conceivably reduce the probability of ice jamming in these areas.

Thalweg Rationalization

The lower flow summer season, provided the opportunity for the channel to deposit sediment in some of the creeks persistent depositional zones (inside bends and wider channel areas) within the Hamlet of Port Bruce. The expected fall sediment migration (higher flow) and the channel morphological equilibrium may allow the creek to maintain a suitable hydrological conveyance and characterized thalweg within the lower reaches of the sounding area of the Catfish Creek within Port Bruce.

RECCOMENDATION:

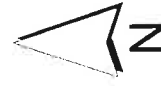
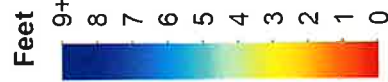
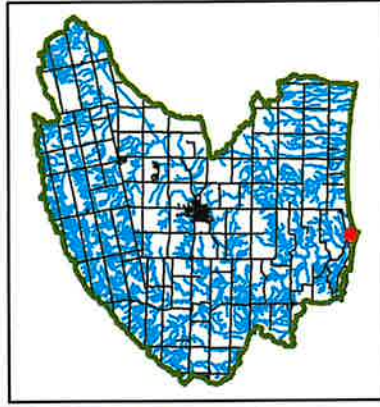
That, the channel sounding observations described in Report 91/2023, be received as information at this time.



For Peter Dragunas,
Water Management Technician



Port Bruce October 23, 2023 Sounding



Data Sources: NRVIS, DFO, CCCA
CCCA GIS
October 24, 2023

This map should not be relied on as a precise indicator of routes or locations, nor as a guide to navigation. Cateish Creek Conservation Authority (CCCA) shall not be liable in any way for the use of, or reliance upon, this map or any information on this map.



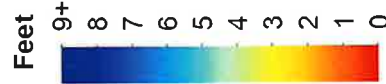
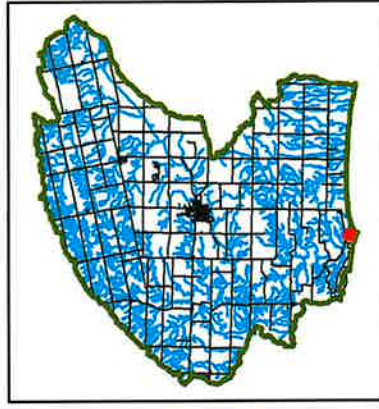
This map is a broad illustration of riverine sediment depths. Sounding information changes daily. Not for recreational use. Not to be used as a navigational guide. Not to be used for riverine sediment volume calculations.

Depths on this chart are illustrated from a low-water surface or low-water datum referred to as Chart Datum (173.5 IGLD).

Lake Erie depth at time of survey 0.871 m (2.86 ft) above chart datum. (extrapolated between Erieau and Port Dover)

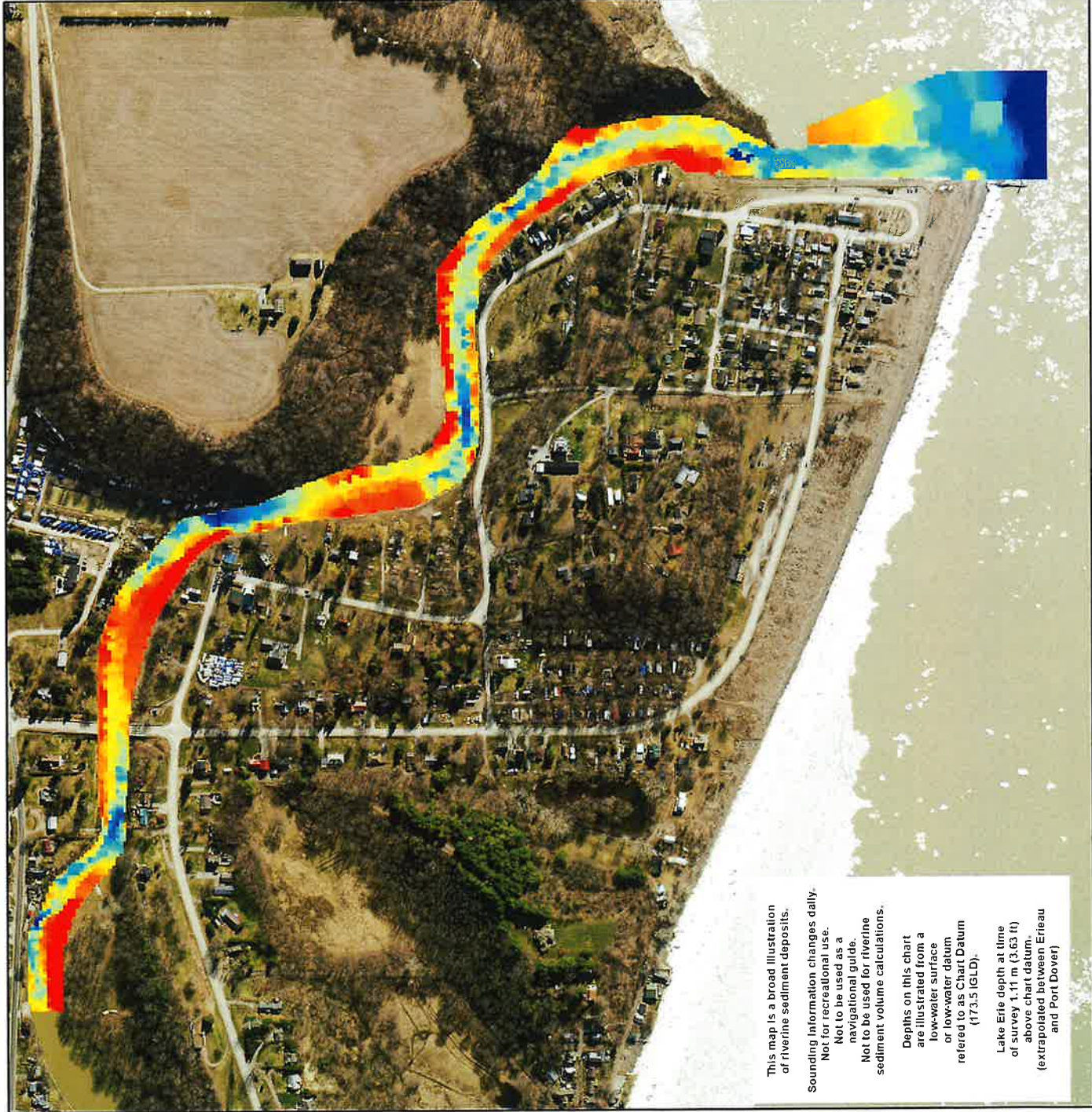


Port Bruce July 10, 2023 Sounding



Data Sources: NRVIS, DFO, CCCA
CCCA GIS
July 10, 2023

This map should not be relied on as a precise indicator of routes or locations, nor as a guide to navigation. Cattish Creek Conservation Authority (CCCA) shall not be liable in any way for the use of, or reliance upon, this map or any information on this map.



This map is a broad illustration of riverine sediment deposits.
Sounding information changes daily.
Not for recreational use.
Not to be used as a navigational guide.
Not to be used for riverine sediment volume calculations.

Depths on this chart are illustrated from a low-water surface or low-water datum referred to as Chart Datum (173.5 IGLD).

Lake Erie depth at time of survey 1.11 m (3.63 ft) above chart datum, (extrapolated between Erieau and Port Dover)

REPORT FA 92/2023	:	To the Full Authority
FROM	:	Gerrit Kremers, Resource Planning Coordinator
SUBJECT	:	Approved Section 28 Regulation Applications
DATE	:	November 2, 2023

PURPOSE: To outline the 'Development, Interference with Wetlands & Alterations to Watercourses' applications approved by staff from August - November, 2023.

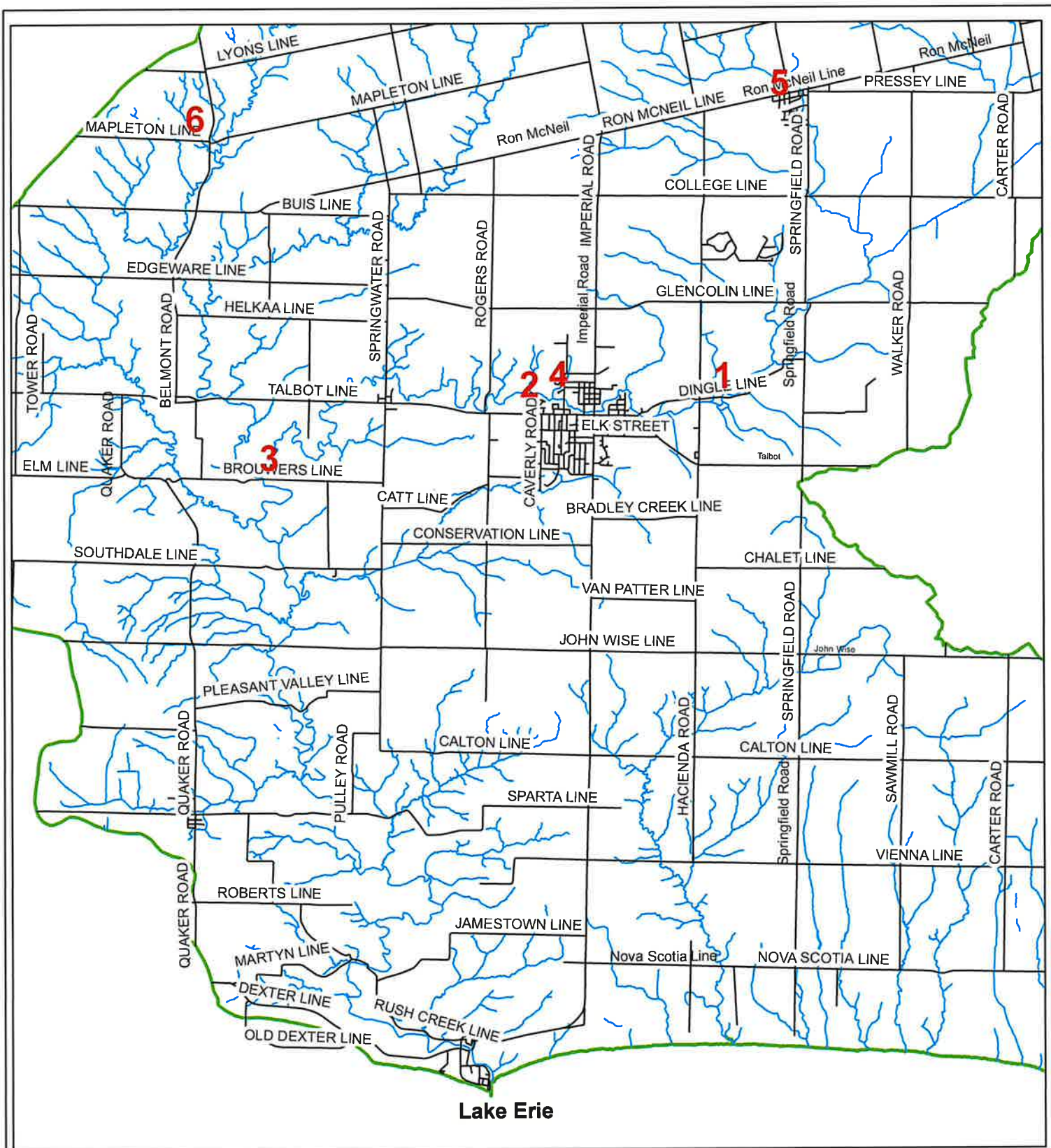
PERMIT NO.	LOCATION	PROPOSAL	DATE ISSUED
FR-13-23 (Site 1)	50350 Dingle Line; Township of Malahide	* This proposal involves the construction of a 24x20 shop/shed ; * Non-serviced shed with no lot grading occurring;	August 18 th , 2023
FR-14-23 (Site 2)	End of Willow Drive; Town of Aylmer	* This proposal involves the installation of two culvert crossings and a stormwater outlet, along with pre-grading for Plan of Subdivision. Later amended to include grading for trail network; * All engineering completed by CJD Limited;	September 15 th , 2023
FR-15-23 (Site 3)	46818 Brouwers Line; Municipality of Central Elgin	* This proposal involves construction of a low flow crossing of East Catfish Creek; * Works to be conducted and completed outside of fish spawning window;	September 15 th , 2023
FR-16-23 (Site 4)	14 Willow Drive; Town of Aylmer	* This proposal involves the construction of a 36x30 detached garage; * All construction occurring to be setback from slope of Skinner Drain;	October 17 th , 2023
FR-17-23 (Site 5)	51312 Ron McNeil Line; Township of Malahide	* This proposal involves the construction 20x17 detached garage within the regulation buffer of Simpson Drain floodplain; * Any fill from excavation for the project to be removed off of site and outside of floodplain;	October 18 th , 2023
FR-18-23 (Site 6)	46360 Mapleton Line; Municipality of Central Elgin	* This proposal involves the construction of a two storey addition to existing dwelling; * All fill to be removed from site and consistent with grading plan;	October 18 th , 2023

RECOMMENDATION:

THAT, the Full Authority receive the staff approved Section 28 Regulation Applications **Report FA 92/2023**, as information.



Gerrit Kremers, Resource Planning Coordinator



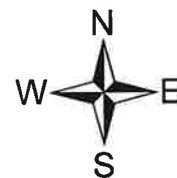
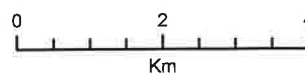
Lake Erie



REGULATIONS REPORT MAP

November 2023

1 Work Permit Location



REPORT FA 93/2023: To The Full Authority

FROM: Dusty Underhill, General Manager/ Secretary - Treasurer

SUBJECT: Winter Drawdown

DATE: October 31, 2023

PURPOSE:

To seek direction to implement winter drawdown on the Springwater Reservoir.

DISCUSSION:

The process of dewatering a reservoir to prepare it for the spring freshet holding capacity is referred to as winter drawdown. This drawdown may have several benefits, which include but not limited to augmenting a ponds holding capacity for spring freshet runoff, intended to conceivably contribute to the mitigation of downstream flood hazards. Starting in the late fall and ending post freshet, the rate of runoff from seasonal storms is significantly increased. The peak runoff in the spring from snowmelt and rain on frozen and or saturated soils generates high water conditions throughout the watershed culminating as a flooding in the lower reaches of the watershed. If Springwater Reservoir levels are lowered during this period, the reservoir may capture some of the increased spring flows and possibly reduce the effects of flooding and damage to flood prone areas in the lower reaches of the watershed.

Water drawdown is one tool that can be used to possibly manage aquatic weed issues. Reservoir level drawdowns often start in the fall and continue through the winter when most water recreation uses are at their lowest. Aquatic flora are commonly found in shallow waters near the shoreline. This vegetation can benefit the ecosystem but may also become a nuisance to summer recreators those swimming or boating near the shore area.

Drawdowns under some climate conditions cause the drying and freezing of sediments, which become exposed to the seasonal weather conditions, causing damage or death to nuisance vegetation species. Some species are unaffected by drawdowns. The vegetation die back effectiveness is dependent upon a deep frost and dewatering of the sediments. These conditions may not occur with heavy snow, which insulates or mild rainy winters.

It is essential that a slow winter-draw down start as early as possible to allow aquatic fauna to hibernate below the water levels. If the drawdown is delayed, there may be more detriment to this exercise than benefits. With flood season approaching staff need to implement a winter-drawdown notifying the public of the Authorities intentions regarding downstream water level increases during the drawdown.

RECCOMENDATION:

THAT, Report FA 93/2023 be received as information at this time.

D. Underhill

Dusty Underhill
General Manager/ Secretary-Treasurer

Continual support towards the 2024-2034 CCCA Strategic Plan. A rough draft has been created and approved by the board. A public consultation survey and consultation letter has been created to seek public, partner and municipal feedback. The survey will close November 24, 2023

Completed the flood mitigation report which highlighted efforts made by the Authority since the flood of February 17, 2022.

Ongoing budget deliberations. Seeking staff input etc. to narrow down the needs vs the wants for the 2024 Fiscal Year.

Completed a presentation on HEC-HMS and presented it at a Port Bruce Rate Payers meeting on October 25. The PBRA is interested in making a donation, the CCCA will also contribute and seek municipal support in 2024 and the idea is to leverage the money through the FHIMP program to create some HEC HMS modelling.

Assisted with the coordination and approval for a hazard tree removal in the Jaffa Outdoor Education Center outdoor classroom. Remnant Beech trees affected by the Beech Bark Disease were felled creating a safe space for the students and a space for the understory to flourish and rejuvenate.

Attended a FHIMP update meeting. Progress was discussed in regards to where we are at with the Flood Hazard Identification and Mapping Program which will provide an updated set of flood lines for the hamlet of Port Bruce.

Attended an asset management webinar. A follow up session was conducted at the TRCA Headquarters in November. This will assist staff in regards to the mandatory asset management components the CCCA is required to complete as per the Conservation Authorities Act.

Assisted in completing an expression of interest in regard to a grant from the Federal Government. The Government of Canada is investing \$12.5 million from the CAAF (climate action awareness fund) to support projects that will increase environmental literacy of young Canadians as part of the long-term solutions to tackle climate change. The submission included upgrades to our educational programming much needed improvements to transform the schoolhouse into the Springwater Education Center

Attended the October 25, 2023 Port Bruce Rate Payers Association meeting at North Shore Marina. A presentation was presented to the PBRA in regards to HEC-HMS modeling and its capabilities. Earlier in 2023 the PBRA approached the authority in regard to a donation they would like to make for something that would assist in flood mitigation/ prevention. Staff thought the HEC HMS software was most efficient tool everyone could benefit from which would provide lead time well in advance of an event.

Review of the preliminary budget with staff.

Attended a General Managers meeting. Discussion was held around mandatory deliverables such as Asset Management Plans, Land inventory, Watershed Based Resource Management

Strategy Conservation Areas Strategy and Ice Management Plans. Updates were provided by CO staff in regard to Trees Canada Agreements, Ecosystem Protection and Climate mitigation Fund, Natural Resources Canada Climate Resilient Coastal Communities Program.

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

Date	Type	Agency	Topic
October 2, 2023	Email/ Response	CO	Conservation Authority Webinar (October 18th) and Workshop (November 1st) on Natural Asset management (NAM) Planning
October 2, 2023	Email/ Response	Dave Blatz	Property Inquiry
October 3, 2023	Email/ Response	KPMG	CEWS Update
October 5, 2023	Email/ Response	CO	AMO Policy Update
October 5, 2023	Email/ Response	CO	Call for FHMP Proposals
October 5, 2023	Email	Farm Credit Canada	Agri Spirit Fund Response
October 6, 2023	Email/ Response	Malahide EMS	Ice Breaking Tender
October 6, 2023	Email/ Response	CO	Weekly Updates
October 10, 2023	Email/ Response	Malahide EMS	Ice Breaking Tender Review
October 10, 2023	Email/ Response	United Way	CSRF Meeting/ Check In
October 11, 2023	Email/ Response	Mark Coombes	Legal Inquiry/ Property
October 11, 2023	Email/ Response	Malahide EMS	Ice Breaking Tender
October 11, 2023	Email/ Response	STEAM Center	7 th Birthday Invite
October 12, 2023	Email/ Response	Malahide EMS	Flood Pamphlet
October 12, 2023	Email/ Response	CO	Streamlining Permissions
October 13, 2023	Email/ Response	Mark Coombes	Legal Inquiry/ Property
October 13, 2023	Email/ Response	CO	Consultants
October 13, 2023	Email	LERMC	Meeting Cancelled
October 14, 2023	Email/ Response	Chris Baker	Review of 8 night stay
October 16, 2023	Email/ Response	CO	GM Meeting Details
October 16, 2023	Email/ Response	CO	Regulatory Compliance Committee Post Latonnell
October 16, 2023	Email/ Response	MNRF	FHIMP Check In Meeting
October 17, 2023	Email	CRA	New Mail
October 17, 2023	Email	TRCA	Webinar Reminder, Natural Asset Management

October 17, 2023	Email	CO	Nature Smart Climate Solutions Contacts
October 17, 2023	Email/ Response	Stephen Self Engineering	Stage Clearance Letter
October 17, 2023	Email/ Response	MNRF	FHIMP Recap
October 17, 2023	Email/ Response	ECCC	FHIMP Recap
October 18, 2023	Email/ Response	CO	Coastal CA's Contacts
October 18, 2023	Email/ Response	Bowsher and Bowsher	Property Inquiry
October 18, 2023	Email/ Response	CO	Standard Operating Procedures for CA Officers
October 19, 2023	Email/ Response	Stephen Self Engineering	Stage Questions
October 19, 2023	Email/ Response	CO	General Managers Session Agenda
October 20, 2023	Email/ Response	Dorbar	New Tax Reporting Obligations
October 22, 2023	Email/ Response	CO	Ontario Continues to Support Municipalities through the Ontario Municipal Partnership Fund
October 23, 2023	Email/ Response	Malahide	Radio Repeater Quotes
October 24, 2023	Email/ Response	Malahide	Welcome to Mr Dias
October 24, 2023	Email	Malahide	CCCA Flood Flyer endorsed on Malahide Website
October 25, 2023	Email/ Response	Hydro One	Data Requests
October 26, 2023	Email/ Response	Charlie Roloson	Response to question in regard to CCCA Insurance
October 26, 2023	Email/ Response	Joe Csoff	Copy of invoice for Tisdale CA
October 26, 2023	Email	CO	Opportunity: Soil Resource Inventory Renewal and Ontario Agricultural Soil Information System (OASIS)
October 26, 2023	Email/ Response	CO	Registration Open! 2023 CO Regulatory Compliance Committee Post-Latornell Workshop
October 27, 2023	Email	CO	Review and Feedback Requested: Excess Soil Regulatory Amendments (ERO#019-7636)

October 27, 2023	Email/ Response	TRCA	CA Natural Asset Management Planning Webinar
October 30, 2023	Email/ Response	CO	Canada's Core Public Infrastructure Survey, 2022
October 30, 2023	Email	CO	Get to Know ORCCA on November 1
October 30, 2023	Email	CO	Streamlining Permissions for Water Takings and Stormwater Management
October 31, 2023	Email/ Response	McFarland Rowland	Response to questions in regards to increases