

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

Thursday, August 15, 2024

Meeting #6/2024

PRESENT:

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

STAFF:

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

ABSENT:

Scott Lewis	Member	Township of Malahide
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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 # 73/2024</u>	G. Clarke	A. Oslach	CARRIED
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THAT, the Agenda for the August 15th, 2024, 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 #74/2024 A. Oslach G. Clarke CARRIED

THAT, the Minutes of Full Authority Meeting #05/2024 (June 13, 2024), be adopted as circulated.

Motion # 75/2024 G. Clarke A. Oslach CARRIED

THAT, the Minutes of Health and Safety Meeting #02/2024 (July 24, 2024), be adopted 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 46 to FA 49/2024 – Monthly Staff Reports, were presented, discussed, and resolved.

Motion # 76/2024 A. Oslach G. Clarke CARRIED

THAT, Staff Reports FA 46 to FA 49 for the month of June and July, 2024 be noted and filed.

Report FA 50/2024 – June Summary of Revenue and Expenditures, was presented, discussed, and resolved.

Motion # 77/2024 G. Clarke A. Oslach CARRIED

THAT, Report FA 50/2024 (June Summary of Revenue & Expenditures), be noted and filed.

Report FA 51/2024 – July Summary of Revenue and Expenditures, was presented, discussed, and resolved.

Motion # 78/2024 G. Clarke M. Halpin CARRIED

THAT, Report FA 51/2024 (July Summary of Revenue & Expenditures), be noted and filed.

Report FA 52/2024 – Accounts Paid, was presented, discussed, and resolved.

Motion # 79/2024 M. Halpin A. Oslach CARRIED

THAT, Accounts Paid totaling \$161,622.70, be approved as presented in Report FA 52/2024.

Report FA 53/2024 – Campground Registration Software was presented, discussed, and resolved.

Motion # 80/2024 M. Halpin A. Oslach CARRIED

THAT, the Cattfish Creek Conservation Authority choose CAMIS Registration Software as the replacement for Astra Campground Software at the Springwater Conservation Authority; and further,

THAT staff be directed to investigate the possibility of recouping Merchant Services fees for the 2025 season.

Report FA 54/2024 – Draft Conservation Areas Strategy, was presented, discussed, and resolved.

Motion # 81/2024 A. Oslach M. Halpin CARRIED

THAT, the General Manager/Secretary-Treasurer of the Cattfish Creek Conservation Authority recommend to the Board of Directors that staff be directed to undertake public and stakeholder consultation regarding the draft CCCA Conservation Area Strategy.

Report FA 55/2024 –Natural Hazard Infrastructure Asset Management Plan – Springwater Dam Operation, Maintenance, and Inspection Manual was presented, discussed, and resolved.

Motion # 82/2024 M. Halpin G. Clarke CARRIED

THAT, the Full Authority approve the Springwater Dam Natural Hazard Infrastructure Report and Asset Management Plan and the Springwater Dam Operation, Maintenance, and Inspection Manual which meet all the conditions and criteria described in Ontario Regulation 686/21.

Report FA 56/2024 –Conservation Ontario Council Meeting was presented, discussed, and resolved.

Motion # 83/2024 G. Clarke M. Halpin CARRIED

THAT, the information outlined in Report 56/2024, be noted and filed.

Report FA 57/2024 –June 25-27 General Managers Meeting was presented, discussed, and resolved.

Motion # 84/2024 M. Halpin G. Clarke CARRIED

THAT, the Full Authority receive Report FA 57/2024 as information.

Report FA 58/2024 –Lake Erie Action Plan (LEAP) Update was presented, discussed, and resolved.

Motion # 85/2024

G. Clarke

M. Halpin

CARRIED

THAT, the Full Authority receive Report 58/2024 as information at this time.

Report FA 59/2024 –Health and Safety Policy Addition was presented, discussed, and resolved.

Motion # 86/2024

A. Oslach

G. Clarke

CARRIED

THAT, the Board of Directors approve the updated Health & Safety Policies and Procedures addition outlined in Report FA 59/2024; and further;

THAT, the General Manager / Secretary advise staff of the addition to section 11.2 of the Health & Safety Policies and Procedures manual which becomes effective immediately.

Report FA 60/2024 –75th Anniversary Committee was presented, discussed, and resolved.

Motion # 87/2024

G. Clarke

A. Oslach

CARRIED

THAT, the Full Authority appoint a 75th Anniversary ad hoc committee consisting of Morgaine Halpin, Gary Clarke, Arthur Oslach, Scott Lewis, the General Manager/Secretary-Treasurer, and the Communications/Program Support Assistant.

Report FA 61/2024 – Watershed-based Resource Management Strategy was presented, discussed, and resolved.

Motion # 88/2024

A. Oslach

G. Clarke

CARRIED

THAT, the Full Authority approve the draft Watershed-based Resource Management Strategy for publication on the Catfish Creek Conservation Authority's website and by any other means the Authority deems adequate.

GENERAL MANAGERS REPORT:

- Completed draft Watershed Strategy, sought approval and held public consultation until July 26, 2024.
- Attended an online meeting with the City of St Thomas and the Ministry of Economic Development, Job Creation and Trade in regard to environmental retribution and how we may able to assist in the process. Conservation Authorities are excellent partners to assist in fulfilling D-permit - habitat creation and enhancement.
- Continual work on the draft Conservation Areas Strategy to seek approval for September Full Authority Meeting to release to public for consultation and comment.
- Attended Conservation Ontario Council meeting with Chairperson Buchner virtually, details were provided in Report FA/ 2024.
- Attended a two-day General Managers meeting at the Kingbridge Conference Center.

- Prepared and hosted a Flood Mapping workshop to explain why we updated the Flood Mapping for the Village of Port Bruce our most prone area. Dr. Pat Prodanovic gave an excellent presentation on the processes taken and why we create flood mapping.
- Met with Mr. Ian Begg, donor of the Tisdale Conservation Area. A small ceremony will be planned for September to highlight the donation etc., more details will follow but it is tentatively planned for October 1, 2024 at the Cairn on Tisdale Line.
- Completed the required paperwork to receive our Section 39 Transfer Payment with MNR.
- Registered Gerrit Kremers to obtain his Train the Trainor Certificate through Workplace Safety North so we can take the lead on the chainsaw portion of ELP. Mr Kremers will also be certified to assist in municipal training for park, public works and roads departments, and any other interested candidates.
- Attended a CA Briefing on Recent Changes to the Class Environmental Assessment for Remedial Flood and Erosion Control Projects. On February 16, 2024, the Ministry of the Environment, Conservation and Parks amended the Class Environmental Assessment for Remedial Flood and Erosion Control Projects (commonly referred to as the "CO Class EA"). These amendments were made to facilitate the transition to a "project list approach" for comprehensive ("individual") EAs in Ontario, as well as to increase consistency with other Class EA processes.
- Attended a LEAP (Lake Erie Action Plan) meeting. The meeting featured three LEAP IT partner presentations on watershed management plans (Conservation Ontario and Grand River CA) and the Greenhouse Vegetable Agriculture's Leadership in Environmental and Economic Sustainability (OGVG). It was an opportunity for the team to hear more about how partners are supporting the LEAP.
- Completed the final reporting package for the Community Services Recovery Fund grant.
- Provided staff support where required.

CORRESPONDENCE:

a) Copied:

- Correspondence Registers June and July, 2024.

Motion # 89/2024

G. Clarke

A. Oslach

CARRIED

THAT, the Copied Correspondence and Correspondence Register for June and July, 2024, be noted and filed.

CLOSED SESSION:

Motion # 90/2024

G. Clarke

A. Oslach

CARRIED

THAT, the Full Authority adjourn to Closed Session at 10:45 a.m.

Motion # 91/2024

G. Clarke

A. Oslach

CARRIED

THAT, the Full Authority rise with report at 10:54 a.m.

NEXT MEETING / TERMINATION:

The next meeting of the Catfish Creek Conservation Authority will be held on Thursday, September 12, 2024, commencing at 10:00 a.m.

Motion # 92/2024

G. Clarke

A. Oslach

CARRIED

THAT, the Full Authority be terminated at 10:55a.m.



General Manager / Secretary –Treasurer



Authority Chairperson