

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

**Thursday, December 12, 2024**

**Meeting #10/2024**

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**PRESENT:**

Paul Buchner	Chairperson	Township of South-West Oxford
Morgaine Griffin	Vice-Chairperson	Municipality of Central Elgin
Arthur Oslach	Member	Town of Aylmer
Scott Lewis	Member	Township of Malahide

**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 Areas Supervisor
Thom Polland	Conservation Areas Assistant
Jennifer McDaniel	Customer Services Outreach Clerk

**ABSENT:**

Gary Clarke	Member	City of St. Thomas
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**WELCOME / CALL TO ORDER:**

Chairperson Buchner welcomed everyone and called the meeting to order at (10:01 a.m.).

**LAND ACKNOWLEDGMENT:**

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

**ADOPTION OF AGENDA:**

<u>Motion # 128/2024</u>	M. Griffin	A. Oslach	CARRIED
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THAT, the Agenda for the December 12, 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 #129/2024                      A. Oslach                      M. Griffin                      CARRIED

THAT, the Minutes of Full Authority Meeting #09/2024 (November 28, 2024), be adopted as circulated.

Motion #130/2024                      M. Griffin                      A. Oslach                      CARRIED

THAT, the Minutes of Land Management Committee Meeting #02/2024 (November 28, 2024), be adopted as amended.

## **BUSINESS ARISING FROM MINUTES:**

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

## **PUBLIC / SPECIAL DELEGATIONS:**

None

## **REPORTS:**

Reports FA 96 to FA 100/2024 – Monthly Staff Reports, were presented, discussed, and resolved.

Motion # 131/2024                      M. Griffin                      A. Oslach                      CARRIED

THAT, Staff Reports FA 96 to FA 100 for the month of November, 2024 be noted and filed.

Report FA 101/2024 – November Summary of Revenue and Expenditures, was presented, discussed, and resolved.

Motion # 132/2024                      A. Oslach                      M. Griffin                      CARRIED

THAT, Report FA 101/2024 – November Summary of Revenue & Expenditures, be noted and filed.

Report FA 102/2024 – Accounts Paid, was presented, discussed, and resolved.

Motion # 133/2024                      A. Oslach                      S. Lewis                      CARRIED

THAT, Accounts Paid totaling \$22,831.81, be approved as presented in Report FA 102/2024.

Report FA 134/2024 – Proposed 2025 Meeting Schedule was presented, discussed, and resolved.

Motion # 134/2024

M. Griffin

S. Lewis

CARRIED

THAT, the Full Authority approve the Meeting Dates Schedule as outlined and presented in Report FA 103/2024.

Report FA 104/2024 – Year-End Motions, was presented, discussed, and resolved.

Motion # 135/2024

M. Griffin

A. Oslach

CARRIED

THAT, the Full Authority approves the list of Year-End Motions contained in Report FA 104/2024.

### **GENERAL MANAGERS REPORT:**

- Completed the mandatory Land Inventory which concludes all of the mandatory deliverables associated with Ontario Regulation 686/21.
- Preparations and preliminary planning for the CCCA's 75<sup>th</sup> Anniversary in February of 2025.
- Completed my Annual General Meeting remarks for 2024.
- Attended a Battery Plant site visit on November 27, 2024.
- Hosted the Annual Malahide and Catfish Creek ice season discussion. Various things were identified amongst staff and discussed concerning entry and egress.
- Prepared the Personnel and Finance, Land Management, Source Protection and Full Authority Agendas
- CCCA staff attended the Aylmer Christmas Parade and entered a float this year with other CCCA staff members. The Aylmer Kinsmen Club put on but another amazing Christmas Parade.
- Compiling information and assisting in the creation of maps for consideration under the Community Conservation Lands Program, which would relieve us of the tax burden on the Tisdale CA.
- Assisted with some seasonal camper administration about negligent payments.
- Assisted staff with some administrative issues with the Friends of Springwater.
- Provided the draft budget to our member municipalities both through email and through mail, pre strike.
- Completed and submitted the contract for CAMIS our new reservation software program.
- Reviewed Conservation Ontario's Update Model for Hearing Guidelines, which will reflect current hearing avenues under the CA Act. This will assist staff while creating hearing procedures.
- Reviewed the Excess Soil proposal for regulatory amendments.
- Discussed potential long term funding ideas for projects under the Nature Smart Climate Solutions Fund.

## **CORRESPONDENCE:**

a) Copied:

- Correspondence Register for November, 2024.

<u>Motion # 136/2024</u>	A. Oslach	S. Lewis	CARRIED
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THAT, the Copied Correspondence and Correspondence Register for November, 2024, be noted and filed.

## **CLOSED SESSION:**

<u>Motion # 137/2024</u>	A. Oslach	M. Griffin	CARRIED
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THAT, the Full Authority adjourn to Closed Session at 10:21 a.m.

<u>Motion # 138/2024</u>	A. Oslach	M. Griffin	CARRIED
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THAT, the Full Authority rise with report at 10:32 a.m.

<u>Motion # 139/2024</u>	S. Lewis	M. Griffin	CARRIED
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THAT, the Minutes of the Personnel/Finance Committee Meeting #02/2024 (November 28, 2024), be adopted as circulated.

<u>Motion # 140/2024</u>	M. Griffin	S. Lewis	CARRIED
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THAT, the Catfish Creek Conservation Authority Notice of Violation Form be approved by the Full Authority;

AND THAT, the Notice of Violation Form for the Catfish Creek Conservation Authority, be adopted as presented.

<u>Motion # 141/2024</u>	S. Lewis	M. Griffin	CARRIED
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THAT, the 2025 Springwater Conservation Area Fee Schedule attached to Report FA 105/24, be adopted as presented.

**NEXT MEETING / TERMINATION:**

The next meeting of the Catfish Creek Conservation Authority will be the Annual General Meeting held on Thursday, February 20, 2025, commencing at 2:00 p.m.

Motion # 142/2024

M. Griffin

A. Oslach

CARRIED

THAT, the Full Authority be terminated at 10:35 a.m.



General Manager / Secretary –Treasurer



Authority Chairperson