

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

Thursday, November 28, 2024

Meeting #09/2024

PRESENT:

Paul Buchner	Chairperson	Township of South-West Oxford
Morgaine Griffin	Vice-Chairperson	Municipality of Central Elgin
Gary Clarke	Member	City of St. Thomas
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

OTHERS PRESENT:

Rob Perry Reporter, the Aylmer Express

WELCOME / CALL TO ORDER:

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

ADOPTION OF AGENDA:

<u>Motion # 115/2024</u>	G. Clarke	S. Lewis	CARRIED
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THAT, the Agenda for the November 28th, 2024, Full Authority meeting be adopted as circulated and amended.

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 #116/2024 M. Griffin G. Clarke CARRIED

THAT, the Minutes of Full Authority Meeting #08/2024 (October 10, 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 81 to FA 85/2024 – Monthly Staff Reports, were presented, discussed, and resolved.

Motion # 117/2024 M. Griffin G. Clarke CARRIED

THAT, Staff Reports FA 81 to FA 85 for the month of October, 2024 be noted and filed.

Report FA 86/2024 – October Summary of Revenue and Expenditures, was presented, discussed, and resolved.

Motion # 118/2024 G. Clarke S. Lewis CARRIED

THAT, Report FA 86/2024 (October Summary of Revenue & Expenditures), be noted and filed.

Report FA 87/2024 – Accounts Paid, was presented, discussed, and resolved.

Motion # 119/2024 S. Lewis M. Griffin CARRIED

THAT, Accounts Paid totaling \$36, 806.64, be approved as presented in Report FA 87/2024.

Report FA 88/2024 – East Gate Payment Terminal Revenue Analysis was presented, discussed, and resolved.

Motion # 120/2024 M. Griffin G. Clarke CARRIED

THAT, Report FA88/2024, East Gate Payment Terminal Revenue Analysis be received as information at this time.

Report FA 89/2024 – Coastal Resilience Action Plan Funded by ECCC, was presented, discussed, and resolved.

Motion # 121/2024 M. Griffin S. Lewis CARRIED

THAT, Report FA 89/2024 be received as information at this time.

Report FA 90/2024 – Conservation Authority Land Inventory, was presented, discussed, and resolved.

Motion # 122/2024 G. Clarke S. Lewis CARRIED

THAT, the General Manager / Secretary – Treasurer suggest to the Board of Directors that the Land Inventory be approved as presented in Report FA 90/2024.

Reports FA 91 – FA 93/2024 – 2024 Conservation Areas Workshop Report, was presented, discussed, and resolved.

Motion # 123/2024 S. Lewis M. Griffin CARRIED

THAT, Reports FA 91-93/2024 2024 Conservation Areas Workshop, be received as information at this time.

Report FA 94/2024 – Catfish Creek Conservation Authority Privacy Policy, was presented, discussed, and resolved.

Motion # 124/2024 M. Griffin G. Clarke CARRIED

THAT, the Catfish Creek Conservation Authority Privacy Policy be approved as presented in Report 94/2024.

Report FA 95/2024 – Christmas Office Closure, was presented, discussed, and resolved.

Motion # 125/2024 M. Griffin S. Lewis CARRIED

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

THAT, staff receive one (1) extra “floater” day off in lieu of the unused Staff Appreciation Day(s) to be used over the Christmas Office Closure.

GENERAL MANAGERS REPORT:

- Completed the preparation and remarks for the Tisdale Conservation Area soft opener. Dr Ian Begg and the Tisdale Family etc. were thrilled with how the day turned out. Mayor Sloan, Warden Ketchabaw, MP Karen Vecchio, and I provided remarks. A cairn was erected by Dr. Begg and a stone signifying the Tisdale’s relation to the lands which provides a lasting legacy for the donor and family.

- Got our new CS Clerk started and comfortable. Jennifer is rolling into the position with ease and provided Education Programs her first week on the job.
- Had a discussion with Pat Prodanovic from TRUE Engineering in regard to flood modelling. We have an idea and it will be a tiered project as it is cost prohibitive to complete at once. Mr. Dragunas, Water Resources Tech. has been assisting in the process by completing tasks that we can do in house to cut cost.
- Completed the Source Protection Authority Agenda package.
- Assisted with / completed reports for our November Land Management and the Personnel & Finance Meeting.
- Completed a bursary application for the Conservation Areas Workshop and was successful. The authority received the first annual Bruce Harschnitz Memorial Bursary. Bruce was a member of the Hamilton Region Conservation Authority (HCA). Bruce had a passion for nature and was a mentor to many at HCA.
- Met with staff to complete fee schedules. It was an excellent discussion and some great business cases were made concerning changes necessary to keep us in line with others in regard to pricing and to assist in financially offsetting our mandated programs.
- Discussed the echo sounding completed in October with Malahide Township staff, and CCCA staff.
- Attended the MyFM 94.1 Spirit Awards where I made top three coolest bosses in the St Thomas, Elgin area. Unfortunately, I did not win, but I must say it was an absolute honor to even be considered and I thank my staff for nominating me.
- Budget preparations were completed to finish the draft budget for submission and approval. It has been submitted for the 30-day review to councils
- Continual work on the Land Inventory assuring the details provided are accurate and correct especially concerning provincial funding applied to acquisitions.
- Group discussion with staff regarding fees for 2024 to assure we are reasonable in comparison to others about pricing etc. in a hope to increase revenue streams.

CORRESPONDENCE:

a) Copied:

- Correspondence Register for October, 2024.

Motion # 126/2024

G. Clarke

S. Lewis

CARRIED

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

CLOSED SESSION:

None

NEXT MEETING / TERMINATION:

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

Motion # 127/2024

M. Griffin

S. Lewis

CARRIED

THAT, the Full Authority be terminated at 9:35 a.m.



General Manager / Secretary –Treasurer



Authority Chairperson