

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

Thursday, April 10, 2025

Meeting #02/2025

PRESENT:

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

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

ABSENT:

Gary Clarke	Member	City of St. Thomas
Scott Lewis	Member	Township of Malahide

OTHERS PRESENT:

Tom Slade	Friends of Springwater
David Birch	Friends of Springwater
Alex Lecuyer	Friends of Springwater
Victoria Adams	Representing the Friends of Springwater

WELCOME / CALL TO ORDER:

Chairperson Griffin 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 Attiwonderonk Neutrals.

ADOPTION OF AGENDA:

Motion # 10/2025

A. Oslach

P. Buchner

CARRIED

THAT, the Agenda for the April 10, 2025, 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 #11/2025

P. Buchner

A. Oslach

CARRIED

THAT, the Minutes of Full Authority Meeting #01/2025 (February 20, 2025), be adopted as circulated.

Motion #12/2025

A. Oslach

P. Buchner

CARRIED

THAT, the Minutes of the Interview Committee Meeting #02/2025, be adopted as presented.

BUSINESS ARISING FROM MINUTES:

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

PUBLIC / SPECIAL DELEGATIONS:

Victoria Adams, Representing the Friends of Springwater

Ms. Adams provided a presentation which included their objectives, events and overall operation of the Friends of Springwater. The Friends of Springwater requested a meeting to discuss items presented in the presentation. The meeting will be scheduled at a later time.

REPORTS:

Reports FA 01 to FA 05/2025 – Monthly Staff Reports, were presented, discussed, and resolved.

Motion # 13/2025 A. Oslach P. Buchner CARRIED

THAT, Staff Reports FA 01 to FA 05/2025 for the months January – March, 2025 be noted and filed.

Report FA 06/2025 – 2025-2026 General Insurance Program was presented, discussed, and resolved.

Motion # 14/2025 P. Buchner A. Oslach CARRIED

THAT, the Catfish Creek Conservation Authority renew its 2025-2026 insurance coverage with Reith and Associates at a total cost of \$75,524.00 plus applicable taxes as detailed in Report FA 06/2025 .

Report FA 07/2025 – Quarterly Summary of Revenues & Expenditures, was presented, discussed, and resolved.

Motion # 15/2025 A. Oslach P. Buchner CARRIED

THAT, Report FA 07/2025 – Quarterly Summary of Revenue & Expenditures, be noted and filed.

Report FA 08/2025 – Accounts Paid was presented, discussed, and resolved.

Motion # 16/2025 A. Oslach P. Buchner CARRIED

THAT, Accounts Paid totalling \$72, 962.73, be approved as presented in Report Fa 08/2025.

Report FA 09/2025 – 2025 Budget and Levy, was presented, discussed, and resolved.

Motion # 17/2025 A. Oslach P. Buchner CARRIED

THAT, the 2025 Catfish Creek Conservation Authority Budget totalling \$1,794,162.50, be adopted as presented; and further,

THAT, the 2025 Municipal General Levy in the amount of \$486,721.80, be approved as presented.

Member's Name	Municipality	CVA Apportionment %	Yes	No	Absent
Morgaine Griffin	Municipality of Central Elgin	28.0888%		X	
Arthur Oslach	Town of Aylmer	26.0182%	X		
Paul Buchner	Township of South-West Oxford	3.4096%	X		
Gary Clarke	City of St. Thomas	6.2277%			X
Scott Lewis	Township of Malahide	36.2556%			X

Report FA 18/2025 – Tarriff Free Canada, was presented, discussed, and resolved.

Motion # 18/2025 P. Buchner A. Oslach CARRIED

THAT, the Catfish Creek Conservation Authority stand with Team Canada to persuade decision-makers that tariffs are not in the best interests of Canadian or American consumers and businesses;

AND THAT, the Catfish Creek Conservation Authority endorse the federal and provincial call for Buy Canadian.

Reports FA 11/2025 – Cabinet Shuffle, was presented, discussed, and resolved.

Motion # 19/2025 A. Oslach P. Buchner CARRIED

THAT, the Board of Directors receives Report FA 11/2025 as information.

Report FA 12/2025 – CCCA Committees, was presented, discussed, and resolved.

Motion # 20/2025 A. Oslach P. Buchner CARRIED

THAT, the Full Authority approve the Committee appointments for the year 2025 as amended and presented in Report FA 12/2025.

Report FA 13/2025 – Media Report, was presented, discussed, and resolved.

Motion # 21/2025 P. Buchner A. Oslach CARRIED

THAT, Catfish Creek Conservation Authority Media Report be received as information at this time.

Report FA 14/2025 – Updated Special Events Agreement, was presented, discussed, and resolved.

Motion # 22/2025 P. Buchner A. Oslach CARRIED

THAT, the Springwater Conservation Area Event/Facility Rental Application Form be approved as presented.

Report FA 15/2025 – Approved section 28 Regulation Applications, was presented, discussed, and resolved.

Motion # 23/2025 A. Oslach P. Buchner CARRIED

THAT, the Full Authority receive the staff approved Section 28 Regulation Applications Report FA 15/2025, as information.

GENERAL MANAGERS REPORT:

- Prepared for and hosted the 75th Annual General Meeting for the authority. Numbers were excellent in regard to attendees and Adam Shoalts as the guest speaker really helped attain a crowd. The AGM was a huge success, and I received a lot of positive feedback for the following few days after the meeting.
- Held a preliminary discussion with Malahide Township staff to assure during the flood season we are all on the same page etc. when it comes to messaging, duties/ roles and responsibilities.
- Booked my stay for the General Managers meeting that happens at the Kingsbridge Conference Center at the end of June Annually.
- Took in a webinar hosted by the DFO on February 6, 2025, in regard to the review of Lake Erie fish habitat restoration and action goals.
- Took in some training provided by Conservation Ontario regarding training on government relations and election messaging.
- Attended an online forum hosted by CO in regard to the updates to the CA Act Model Hearing Guidelines.
- Attended the end of the year Audit online meeting to discuss the 2024 Fiscal Year before it was presented by Graham Scott Enns at the AGM.
- Assisted with the coordination and delivery of information to fulfill the annual 2024 permit timeline and compliance reporting for Conservation Ontario.

- Completed the necessary documentation for Reith and Associates to complete their annual renewal of the CCCA's insurance program.
- Assisted with the renewal of our benefits plan, switching providers to provide more coverage and better rates.
- Assisted with onboarding of coop students.
- Reviewed all the final updates to the ca act model hearing guidelines.
- Reviewed DFO's Lake Erie restoration goals and actions.
- Worked with staff fulfilling the 12hr 8-8-night shift duties for flood season. This year the flood season was a bit later than normal which caused staff conflict with the Maple Program. Gerrit and Noah would take the day shift, and I came in and covered off the night shifts. The citizens of Port Bruce noticed our efforts immensely and gave great thanks to all parties working together to mitigate said risks the best we can. This year's flood season went extremely well. All organizations worked very n-sync with each other and mother nature played a crucial role providing necessary cooling and warming trends to make it a perfect break up.
- Re-negotiated with the Metis Nation of Ontario for funding for Logan Belanger's summer position and was successful in obtaining it. Details will be worked out closer to May.
- Working with the City of St Thomas ongoing to find suitable tree planting sites to cover off their environmental retribution that is necessary for the offsets for the battery plant site.
- All necessary items and reports were completed for the April 2025 Full Authority Meeting.
- Reviewed the agenda and attended the March 17th LERMC meeting held virtually.
- Reviewed AMOs plan communities embrace for tariffs impact. AMOP has launched a new website to provide all the latest news on tariffs, trades and actions.
- Completed a draft of MPP congratulatory letter regarding the recent election.
- Reviewed the DWSP Progress Report #2 covering the period from September 1 to December 31, 2025.

CORRESPONDENCE:

a) Copied:

- Correspondence Register for January – March 2025.

Motion # 24/2025

P. Buchner

A. Oslach

CARRIED

THAT, the Copied Correspondence and Correspondence Register for the months of January – March, 2025, be noted and filed.

CLOSED SESSION:

Motion # 25/2025 P. Buchner A. Oslach CARRIED

THAT, the Full Authority adjourn to Closed Session at 10:48 a.m.

Motion # 26/2025 A. Oslach P. Buchner CARRIED

THAT, the Full Authority rise with report at 11:45 a.m.

Motion # 27/2025 P. Buchner A. Oslach CARRIED

THAT, the Full Authority renew its 2025-2026 Employee Group Benefits Plan with Canada Life Financial through Dorbar Employee Benefits and Insurance Solutions effective May 1st, 2025.

NEXT MEETING / TERMINATION:

The next meeting of the Catfish Creek Conservation Authority will be held on Thursday, June 12, 2025 at 10:00 a.m.

Motion # 28/2025 A. Oslach P. Buchner CARRIED

THAT, the Full Authority be terminated at 11:45 a.m.



General Manager / Secretary –Treasurer



Authority Chairperson