



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, September 11, 2025 at 10 a.m.**

Meeting Location:

The meeting will be conducted in the CCCA Boardroom

A G E N D A

- 1) Welcome / Call to Order.....Morgaine Griffin
- 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 FA 03/2025 (June 12, 2025)3-7
- 7) Business Arising from Minutes
- 8) Public / Special Delegations
- 9) Reports:
 - a) Reports FA 29-32/2025 - Monthly Staff Reports.....8-15
(Peter Dragunas, Gerrit Kremers, Al Bradford, Brittany Bell)
 - b) Report FA 33/2025 - Summary of Revenues & Expenditures.....16-17
(Susan Simmons)
 - c) Report FA 34/2025 - Accounts Paid.....18-19
(Susan Simmons)
 - d) Report FA 35/2025 - 2026 Budget Direction.....20-25
(Dusty Underhill & Susan Simmons)

e) Report FA 36/2025 - General Managers Retreat 2025 (Dusty Underhill)	26-29
f) Report FA 37/2025 - CO Council Meeting 2025 (Dusty Underhill)	30-34
g) Report FA 38/2025 - Appointment of Chief Conservation Executive (Dusty Underhill)	35-37
h) Report FA 39/2025 - Conservation Areas Workshop Conference (Dusty Underhill)	38-39
i) Report FA 40/2025 - Approved Section 28 Regulation Applications (Gerrit Kremers)	40-43
10) General Manager / Secretary-Treasurer's Report (Dusty Underhill)	44-47
11) Unfinished Business	
12) Chairperson's / Board Member's Report	
13) Notice of Motions / New Business:	
14) Correspondence:	
a) Copied:	
- RE: Conservation Ontario's comments on "Proposed Planning Act and City of Toronto Act, 2006 Changes (Schedules 3 and 7 of Bill 17 – Protect Ontario by Building Faster and Smarter Act, 2025)" (ERO#025-0461), Proposed Regulations- Complete Application" (ERO#025-0462), and the "Proposed Regulation-As-od-right Variations from Setback Requirements" (ERO#025- 0463).....	48-54
- RE: Conservation Ontario's comments on "Proposed changes to provide flexibility for water taking activities" (ERO#025-0730).....	55-56
- Transition of Conservation Authority Program from Ministry of Natural Resources to the Ministry of the Environment, Conservation and Parks.....	57
b) Not Copied:	
- Correspondence Register for June, July and August, 2025.....	58-64
15) Closed Session	
16) Next Meeting of the Full Authority: November 20, 2025 at 9 a.m.	
17) Termination	

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

Thursday, June 12, 2025

Meeting #03/2025

PRESENT:

Morgaine Griffin	Chairperson	Municipality of Central Elgin
Paul Buchner	Vice-Chairperson	Township of South West-Oxford
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

ABSENT:

Gary Clarke	Member	City of St. Thomas
-------------	--------	--------------------

OTHERS PRESENT:

Rob Perry	Aylmer Express
-----------	----------------

WELCOME / CALL TO ORDER:

Chairperson Griffin welcomed everyone and called the meeting to order at (10:04 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 # 29/2025 P. Buchner A. Oslach CARRIED

THAT, the Agenda for the June 12, 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 #30/2025 A. Oslach P. Buchner CARRIED

THAT, the Minutes of Full Authority Meeting #02/2025 (April 10, 2025), 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 18 to FA 21/2025 – Monthly Staff Reports, were presented, discussed, and resolved.

Motion # 31/2025 S. Lewis A. Oslach CARRIED

THAT, Staff Reports FA 18 to FA 21/2025 for the months April to May, 2025 be noted and filed.

Report FA 22/2025 – Summary of Revenue & Expenditures was presented, discussed, and resolved.

Motion # 32/2025 S. Lewis P. Buchner CARRIED

THAT, Report FA 22/2025 – Summary of Revenue & Expenditures, be noted and filed.

Report FA 23/2025 – Accounts Paid was presented, discussed, and resolved.

Motion # 33/2025 P. Buchner A. Oslach CARRIED

THAT, Accounts Paid totalling \$292,145.39, be approved as presented in Report FA 23/2025.

Report FA 24/2025 – Congratulatory Letter to MPP Flack, discussed, and resolved.

Motion # 34/2025 A. Oslach S. Lewis CARRIED

THAT, Report FA 24/2025 be received as information at this time.

Report FA 25/2025 – Bill 5, the Protect Ontario by Unleashing Our Economy Act. Bill 17, the Protect Ontario by Building Faster and Smarter Act, 2025, was presented, discussed, and resolved.

Motion # 35/2025 A. Oslach P. Buchner CARRIED

THAT, the Board of Directors receives Report FA 25/2025 as information.

Reports FA 26/2025 – Summer Employment Program Grants, was presented, discussed, and resolved.

Motion # 36/2025 P. Buchner A. Oslach CARRIED

THAT, the Full Authority acknowledge receipt of the information on the 2025 Summer Employment Programs as outlined in Report FA 26/2025.

Report FA 27/2025 – Southwestern Regional Envirothon Competition, was presented, discussed, and resolved.

Motion # 37/2025 P. Buchner S. Lewis CARRIED

THAT, Report FA 27/2025, be noted and filed.

Report FA 28/2025 – CO Council, was presented, discussed, and resolved.

Motion # 38/2025

S. Lewis

P. Buchner

CARRIED

THAT, the information outlined in Report FA 28/2025, be noted and filed.

GENERAL MANAGERS REPORT:

- On April 1 2025, Malahide staff attended the CCCA boardroom to discuss the 2024, 2025 flood season. Minor changes occurred this year, but weather played a huge factor, it was the perfect thaw and freeze which allowed for the runoff to happen in increments rather than all at once.
- Met with Dan Reith of Reith and Associates to go over our 2025- 2026 renewal. Dan got us an excellent rate increase of about 5.3% when we are used to being hit by a 15%-20% increase.
- Completed reports necessary to fill closed sessions and committee meetings.
- Completed the MNO agreement to secure employment funding for Logan Belanger.
- Completed the employee enrollment for the switch to Canada Life. Greg Newton also held a onboarding meeting with staff to ensure a smooth transition.
- I had a maintenance meeting at the path of honor. We do not need to purchase any trees this year as we are ten ahead and did not have any losses.
- Attended CO Council Annual General Meeting with Chair Griffin in Toronto.
- Completed the Enabling Accessibility Grant final report and submitted it before the required deadline.
- Completed the Transfer Payment Agreement to acquire CCCA's Provincial Transfer Payment.
- Attended a General Managers meeting virtually about Bill 5, Throne Speech and other amendments to acts that are posted on the ERO.
- Provided the PBRA with an update about their donation towards a flood model. Staff have applied for grants using this as a leverage but have not heard anything back from any agencies yet.
- Assisted staff with Kids First Day, a day for young people to be introduced to the environment and activities that can be associated with it.
- Assisted staff with meetings about the Friends of Springwater Campers Association.

- Staff have been preparing for the Aylmer Community Festival in conjunction with Councillor Desrosiers which we will take part in. I, and or Gerrit will be attending a booth to educate people on the CCCA and what we offer to our watershed residents.
- Assisted staff with preparation for Door Open in conjunction with Councillor Chapman from the Town of Aylmer.
- Preparations for CCCA's 75th Anniversary celebrations.

CORRESPONDENCE:

a) Copied:

- Correspondence Register for April – May 2025.

Motion # 39/2025 P. Buchner A. Oslach CARRIED

THAT, the Copied Correspondence and Correspondence Register for the months of April and May, 2025, be noted and filed.

CLOSED SESSION:

None

DRAFT

NEXT MEETING / TERMINATION:

The next meeting of the Catfish Creek Conservation Authority will be held on Thursday, September 11, 2025 at 10:00 a.m.

Motion # 40/2025 S. Lewis P. Buchner CARRIED

THAT, the Full Authority be terminated at 10:33 a.m.

General Manager / Secretary –Treasurer

Authority Chairperson

REPORT FA 29/2025: To The Full Authority

FROM: Peter Dragunas, Water Management Technician

SUBJECT: June, July, August 2025 Monthly Staff Report

DATE: August 27, 2025

Water Management Technician

Current Activities:

- Catfish Creek watershed hydrologic modeling using HEC (Hydrologic Engineering Centre) series of software designed to simulate the complete hydrologic processes of a watershed network, for use as a tool to replace existing modeling resources for Catfish Creek Conservation Authority (CCCA) flood forecasting and as a water resource planning tool.
- Monitoring of the CCCA administrative area for low water conditions as per the Ontario Government, Ontario Low Water Response criteria.
- Analysis of the CCCA low water data, relative to provincially acceptable statistical guidelines associated with present CCCA low water analytical methods. Ontario Low Water Response Total Daily Moving Calculator for present and forecast low water levels.
- Assessment of the CCCA flood forecasting Precipitation Discharge Interpolator for available cumulative runoff vs time, from CCCA Precipitation Discharge relationships to forecast low water periods.
- Continuous:
 - Catfish Creek watershed HEC series software modeling for integration into flood forecasting and water resource planning.
 - Maintaining the Catfish Creek water quantity database for seasonal flows (flood and low water).
 - Monitoring for watershed seasonal flows (low and or high) to verify and issue Watershed Condition Statements.
 - Monitoring Lake Erie weather patterns and water levels for Lake Erie Watershed Condition Statements, coupled with evaluations for wind induced storm surge and subsequent shoreline flood conditions.

Upcoming Activities:

- Catfish Creek sounding at Port Bruce
- Continue monitoring Lake Erie shoreline storms for storm surge and wave uprush conditions.
- Assessment of CCCA administrative areas flood plains for storage capacities.

Recommendation:

THAT, Staff Reports for the month of June, July and August 2025, be noted and filed.

Submitted by:

Peter Dragunas
Water Management Technician

REPORT FA 30/2025: To The Full Authority

FROM: Gerrit Kremers, Resource Planning Coordinator

SUBJECT: June, July and August Monthly Staff Report

DATE: **September 2, 2025**

Resource Planning Coordinator

Current Activities:

- Participated in planning pre-consultation meetings with member municipalities and private landowners looking to conduct work within adjacent lands of a natural hazard feature;
- Responded to inquiries about potential natural hazards on properties of interest to buyers;
- Participated in a working group as part of the North Shore Resilience Plan Working Group with staff from neighbouring Conservation Authorities and other agencies;
- Held various site meetings with landowners to discuss CA policies, S.28, regarding future development activities on their property;
- Met with local Drainage Superintendents regarding planned drainage works within the watershed;
- Multiple meetings with staff from Conservation Ontario, Kettle Creek and Long Point Region CA`s about hosting a CA costal working group coastal bus tour;
- Presented private land stewardship projects to Elgin and Oxford Clean Water Programs, to secure funding for upcoming stewardship projects;
- Assisted in completing Managed Forest Tax Incentive Program applications for landowners;
- Various meetings with private landowners and stewardship associations to plan for 2025 stewardship projects;
- Assisted Water Resource Department with PWQMN sampling on a monthly basis;
- Participated in Elgin Stewardship Council summer tour, with one of the stops being Calton Swamp, and spoke to the CCCA lands which are part of the complex;
- Participated in Planning Ecology working group meeting with planning/biology staff from other Conservation Authorities;
- Participated in Lake Erie Action Plan Implementation Team online with staff from other Lake Erie CA`s and government agencies;

Upcoming Activities:

- Joint Health and Safety Committee Meeting;
- Hosting Coastal Tour for CA Coastal Working Group
- Continuation of updating the CCCA Planning and Regulations Policy and Procedure Manual;

- Planning pre-consultation meetings with member municipalities and private landowners looking to conduct work within adjacent lands of a Natural Hazard Features;
- Continue to monitor on-going s.28 work permits and associated work permit conditions;
- Provincial Water Quality Monitoring Network water sampling

Recommendation:

THAT, Staff Reports for the months of June, July and August, 2025, be noted and filed.

Submitted by:

**Gerrit Kremers
Resource Planning Coordinator**

REPORT FA 31/2025: To The Full Authority

FROM: Al Bradford, Conservation Areas Supervisor

SUBJECT: June, July and August Monthly Staff Report

DATE: **September 3, 2025**

Conservation Areas Supervisor

Current Activities: June

- Final preparation for Vanfest (arrivals started early in the week and some were camping until the following week). Vanfest broke a record this year for attendance
- Full swing preparing for the 75th Anniversary coming up on June 14th, 2025
- 75th Anniversary consisted of the CCCA display showing what we do as a Conservation Authority as well as what our Conservation Areas have to offer, local petting zoo, Malahide Fire Department (setup sprinkler for the kids to enjoy and cool off), Shaw's Ice cream, Bouncy Castle for a fun zone, lawn games, interpretive wagon rides through Springwater Forest, Live music started just after 1600hrs and went until midnight, Food Trucks). Also had our board member Arthur Oslach out for Star Gazing here at the grounds with the public.
- Had hydro disconnect for line clearing in Poplar hill with Zaps Tree Service
- Quite a few education programs are booked for end of school year trips to Springwater CA
- PC party held a picnic for its members here at the SPW Conservation Area
- Also prepping logistics with staff for the Springwater Summer Camps that will be taking place in July and August
- Wi-Fi final stages on the East Campground for events and campers to utilize
- Preparation with grounds for weddings taking place along with numerous events
- Assisted with Envirothon that was held here at Springwater CA
- Hydro was finished up in the lower arb
- Office Parking lot was prepped for paving and completed

July

- Started the July Long weekend off with a good capacity in Springwater campground, along with a group that has been group camping here for over 25yrs, they topped off the weekend with filling up quite a few group camping areas
- YMCA continued with their day camp from July 7th – 11th, we provided education programming and a interpretive wagon ride through the old growth Carolinian Forest
- London Canine Dog Show came back to Springwater CA for the second year
- Met with a few potential candidates that were interested the schoolhouse or our facilities for weddings, events, and company picnics
- Provided education programming for a Milestone Children's Day camp that came out to Springwater CA throughout July & Aug

- Staff hosted our Children's Day camp from July 28th -Aug 1st
- Preparation for Civic holiday weekend, grounds, and sites were maintained by the operations team
- Staff visited our other CAs for regular grounds maintenance (tree removal, mowing trails)
- Hazardous tree removal has kept Zaps Tree Service busy here in Springwater CA (these unfortunately were trees that were out of the scope for staff to handle)

August

- Met over the month with potential customers again looking at rentals of schoolhouse, pavilions, group camping areas
- YMCA day camp was back for another week of camp here Springwater again we had programming for the camp throughout the week
- Milestone day camp was back again through August for some outdoor education programs
- Springwater day camp ran from Aug 25th -29th 2025, (both July and Aug camps were full)
- Met with Jenelle the Environmental Consultation Coordinator with Oneida Nation of the Thames as they came out to look at our venue to host a youth fishing derby for their members for the middle of September 2025 (I have assisted with organizing, the derby, also Nathan MacIntyre that runs water safety courses, and potential basic canoe guidance) here at Springwater CA
- Regular grounds maintenance at SPW, Yarmouth & Archie Coulter CAs
- With the fire ban in place across Elgin County we were able to catch up on firewood into our wood cribs
- Worked on loss of water pressure in the campground (trouble shoot and try to pinpoint the cause of the issue).
- Monthly Conservation Area Workshop meeting preparing for the workshop at the Fern Resort at the end of October
- Interviewed candidates to replace staff that were leaving for college/university

Upcoming Activities:

- Obtaining quotes for projects to hopefully get completed for the 2026 season
- Assist with advertising for our shoulder season camping throughout September to help promote fall & winter camping
- Continuing our maintenance of the grounds within the campground, and conservation areas
- Busy month for prepping multiple weddings and Steelway company picnic in September
- Assist with preparing for Marsh Quest and Carolinian Forest Festival taking place here at Yarmouth Natural Heritage Area & Springwater CA
- I am working with East Elgin Secondary School to hopefully work with the trades class to help build and install new bridges here in Springwater Forest repairs
- Working with Doors Open Heritage Festival (community festival), Organizing to run wagon rides and free canoe and kayaking use here at Springwater CA
- Preparing for the unveiling of a project that will be released the day of the board

- meeting with board and staff present
- Operations team preparing for the official public opening of Tisdale Conservation Area (Trail opening) for the end of September 2025 (this will consist of some trail maintenance and mowing the perimeter of the prairie so the public will be able to enjoy another walking trail that will join up with the upper loop at Archie Coulter CA
 - WLESS (Western Lake Erie Student Summit & Stewardship Program) Project Fall Meeting in preparation for the fall/winter implementation of this education program

Recommendation:

THAT, Staff Reports for the months of June, July & August 2025, be noted and filed.

Submitted by:

**Al Bradford
Conservation Areas Supervisor**

REPORT FA /2025: To The Full Authority

FROM: Brittany Bell, Communications/Program Support Assistant

SUBJECT: June, July and August Monthly Staff Report

DATE: **September 1, 2025**

Communications/Program Support Assistant

Current Activities:

- Seasonal camper administration
- Maintained social media channels and posted entertaining content
- Monitoring CCCA website inquiries
- Catfish Creek Conservation Authority administrative and Communication duties
- Booked Springwater Conservation Area facility rentals
- Met with couples looking to book weddings at the schoolhouse, pavilions and Audreys Place Pavilion for 2025 and 2026
- Springwater Conservation Area Campground Administrative duties
- Marketing for upcoming events at Springwater Conservation Area
- Updates to the CCCA website
- CAMIS Meetings
- Working with the Conservation Areas Supervisor to design new signs
- Ongoing Training for seasonal staff
- Working on revamping on onboarding materials for seasonal staff
- Administration preparation for Springwater Conservation Area camping
- 75th Anniversary Celebration
- Updating administration documents for the CCCA and Springwater Conservation Area
- Ongoing CAMIS configuration
- Met with event organizers for events at Springwater Conservation Area
- Continued work on implementing CAMIS
- Seasonal staff interviews to bridge the gap for the end of the season
- Working on new advertisement material for fall and winter camping
- Health and Safety Training
- Grant Application for Central Elgin Community Fund
- Working with groups to facilitate events held at Springwater Conservation Area

Upcoming Activities:

- Joint Health and Safety Committee
- Work on Springwater Conservation Areas Administration Documents
- Continued administration for Springwater Conservation Area
- Preparation for end of seasonal camping
- CAMIS Implementation (continued)
- Work on advertisements on social media channels
- Seasonal Campers administration
- Catfish Creek Conservation Authority administrative and Communications duties

- End of the season events
- Facility Bookings
- Staff training
- Doors Open Heritage Festival

Recommendation:

THAT, Staff Reports for the months of June, July and August 2025, be noted and filed.

Submitted by:

**Brittany Bell
Communications/Program Support Assistant**

REPORT FA 33/2025 : To The Full Authority
 FROM: Susan Simmons, Financial Services Coordinator
 SUBJECT: Summary of Revenue & Expenditures
 DATE: August 31, 2025

SUMMARY OF REVENUE

for the period ending August 31, 2025

	2025 Budget	2025 To Date	Difference	2024 To Date
MNRF Provincial Grants	\$ 41,215.00	\$ -	\$ (41,215.00)	\$ 41,215.00
Other Provincial Grants	\$ 2,878.86	\$ 786.54	\$ (2,092.32)	\$ 33,267.60
Other Grants - N/E	\$ 790.00	\$ -	\$ (790.00)	\$ 790.40
Federal Grants	\$ -	\$ -	\$ -	\$ -
Employment Program Grants	\$ 15,000.00	\$ 25,000.00	\$ 10,000.00	\$ 13,386.37
Municipal General Levies	\$ 486,721.80	\$ 486,721.79	\$ (0.01)	\$ 442,474.36
Donations/Sponsorships	\$ 35,300.00	\$ 26,130.98	\$ (9,169.02)	\$ 22,752.55
Conservation Areas Revenue	\$ 742,000.00	\$ 667,732.35	\$ (74,267.65)	\$ 677,537.49
Maple Syrup Revenue	\$ 43,900.00	\$ 68,373.77	\$ 24,473.77	\$ 46,187.52
Bank Interest	\$ 15,000.00	\$ 6,936.85	\$ (8,063.15)	\$ 16,462.63
Environmental Education	\$ 8,000.00	\$ 28,204.01	\$ 20,204.01	\$ 9,615.27
Legal Inquiries/Permit Applications	\$ 5,000.00	\$ 8,867.43	\$ 3,867.43	\$ 5,061.98
Watershed Stewardship	\$ 5,750.00	\$ 2,858.50	\$ (2,891.50)	\$ 42,194.15
Revenue from Other C.A. Lands	\$ 13,341.00	\$ 93,754.92	\$ 80,413.92	\$ 13,105.28
Other Revenue	\$ 1,700.00	\$ 1,221.15	\$ (478.85)	\$ -
Contract Services	\$ -	\$ 249.52	\$ 249.52	\$ 383.28
Vehicle & Equipment Rental Recoveries	\$ 55,000.00	\$ 13,888.69	\$ (41,111.31)	\$ 30,031.23
Previous Year Surplus (Deficit)	\$ 955.54	\$ 955.54	\$ -	\$ 9,204.92
Income Appropriation from Special Reserves	\$ 7,000.00	\$ -	\$ (7,000.00)	\$ -
Income Appropriation from General Reserves	\$ 314,610.30	\$ -	\$ (314,610.30)	\$ -
	\$ 1,794,162.50	\$ 1,431,682.04	\$ (362,480.46)	\$ 1,403,670.03

DONATIONS/SPONSORSHIPS	2024 Budget	Received To Date	Difference
Annual Report	\$ 1,000.00	\$ 500.00	\$ (500.00)
Environmental Education	\$ 500.00	\$ 1,005.00	\$ 505.00
EESS ELP	\$ 8,000.00	\$ -	\$ (8,000.00)
Commemorative Forest	\$ 200.00	\$ -	\$ (200.00)
Springwater Forest Trails	\$ 12,000.00	\$ 8,010.88	\$ (3,989.12)
Archie Coulter C.A. Trails	\$ 1,000.00	\$ 378.85	\$ (621.15)
YNHA	\$ 1,600.00	\$ 541.25	\$ (1,058.75)
Trout Program	\$ 2,000.00	\$ -	\$ (2,000.00)
Maple Syrup Festival	\$ 5,000.00	\$ 7,100.00	\$ 2,100.00
SPW Capital Development	\$ 1,000.00	\$ 1,000.00	\$ -
SPW CA Playground	\$ -	\$ 1,000.00	\$ 1,000.00
Special Conservation Projects	\$ -	\$ 1,595.00	\$ 1,595.00
75th Anniversary Celebration	\$ -	\$ 5,000.00	\$ 5,000.00
Ontario Police College Path of Honour	\$ 3,000.00	\$ -	\$ (3,000.00)
TOTAL Donations/Sponsorships	\$ 35,300.00	\$ 26,130.98	\$ (9,169.02)

REPORT FA 33/2025 : To The Full Authority
 FROM: Susan Simmons, Financial Services Coordinator
 SUBJECT: Summary of Revenue & Expenditures
 DATE: August 31, 2025

SUMMARY OF EXPENDITURES
 for the period ending August 31, 2025

	2025 Budget		2025 To Date		Difference		2024 To Date
MANDATORY PROGRAMS							
1 RISK OF CERTAIN NATURAL HAZARDS (Corporate Services)	\$171,437.42	\$	114,932.81	\$	(56,504.61)	\$	100,800.39
2 FLOOD FORECASTING & WARNING	\$280,358.97	\$	197,944.65	\$	(82,414.32)	\$	219,956.19
3 DROUGHT AND LOW WATER RESPONSE	\$18,908.02	\$	12,368.92	\$	(6,539.10)	\$	11,649.34
4 ICE MANAGEMENT	\$27,807.35	\$	21,568.37	\$	(6,238.98)	\$	17,860.42
5 INFRASTRUCTURE (Dam)	\$27,347.89	\$	19,091.47	\$	(8,256.42)	\$	18,078.76
6&7 ACT REVIEWS & PLAN REVIEW	\$3,494.72	\$	2,073.89	\$	(1,420.83)	\$	1,939.86
8 ADMINISTRATING & ENFORCING THE ACT (Section 28)	\$56,408.83	\$	37,496.37	\$	(18,912.46)	\$	32,905.88
9-11 CONSERVATION AND MANAGEMENT OF LANDS	\$97,097.29	\$	52,785.90	\$	(44,311.39)	\$	56,782.72
12 WATER QUALITY (PGMN & PSMP)	\$10,203.08	\$	6,173.22	\$	(4,029.86)	\$	5,824.67
13 SOURCE PROTECTION	\$2,878.86	\$	1,211.76	\$	(1,667.10)	\$	2,212.38
SUB TOTAL: MANDATED PROGRAMS Expenditures	\$695,942.43		\$465,647.36		-\$230,295.07		\$468,010.61
OTHER PROGRAMS AND SERVICES							
WATERSHED STEWARDSHIP	\$15,741.21	\$	12,669.03	\$	(3,072.18)	\$	33,086.26
ENVIRONMENTAL EDUCATION	\$16,500.00	\$	5,349.58	\$	(11,150.42)	\$	3,297.46
SPECIAL & CAPITAL PROJECTS	\$121,142.19	\$	66,683.68	\$	(54,458.51)	\$	64,005.23
MAPLE SYRUP PROGRAM	\$48,900.00	\$	45,258.11	\$	(3,641.89)	\$	38,056.35
SPRINGWATER CONSERVATION AREA	\$812,984.62	\$	536,758.26	\$	(276,226.36)	\$	512,529.52
VEHICLE & EQUIPMENT OPERATIONS	\$82,952.05	\$	69,564.65	\$	(13,387.40)	\$	72,205.91
SUB TOTAL: OTHER PROGRAMS Expenditures	\$1,098,220.07		\$736,283.31		-\$361,936.76		\$723,180.73
AMORTIZATION	\$ -	\$	-	\$	-	\$	-
APPROPRIATION TO SPECIAL RESERVES	\$ -	\$	-	\$	-	\$	-
APPROPRIATION TO GENERAL RESERVES	\$ -	\$	-	\$	-	\$	-
APPROPRIATION TO RESERVES ADJUSTMENT	\$ -	\$	-	\$	-	\$	-
GRAND TOTAL	\$ 1,794,162.50		\$ 1,201,930.67		\$ (592,231.83)		\$ 1,191,191.34

Susan Simmons

Susan Simmons,
 Financial Services Coordinator

REPORT FA 34/2025 : TO THE FULL AUTHORITY

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

VENDOR	CHQ #	TOTAL	EXPLANATION
Aylmer Express Limited	32190	\$ 137.86	advertising
Aylmer Home Hardware Building Centre	32191	\$ 73.63	campground supplies
Aylmer Tire	32192	\$ 32.34	equipment maintenance
Bob Reid (Bobnoxious)	32193	\$ 1,000.00	75th anniversary celebration
Canon Canada Inc.	32194	\$ 774.13	photo copier maintenance
Glenbriar Bottled Water Co. Ltd.	32195	\$ 62.17	water cooler service
Integrity IT Services	32196	\$ 363.86	computer network support
K&K Locksmiths	32197	\$ 167.18	campground supplies
Key West Gates Inc.	32198	\$ 2,452.10	campground maintenance
Koolen Electric	32199	\$ 4,457.95	campground maintenance
London Quality Dairy and Wholesale	32200	\$ 136.08	store product for resale
M Live Bait Wholesale	32201	\$ 113.00	store product for resale
M.R.C. Systems Inc.	32202	\$ 692.13	equipment maintenance
McDougall Energy Inc.	32203	\$ 918.25	shop heat fuel
PA Shop	32204	\$ 1,214.19	75th anniversary celebration
Passport Labs, Inc	32205	\$ 15.40	mobile parking app fees
Pineau, Noah	32206	\$ 500.00	75th anniversary celebration
R Safety	32207	\$ 420.12	campground supplies
Cassidy, Randy	32208	\$ 500.00	75th anniversary celebration
Somerville Nurseries Inc.	32209	\$ 7,614.92	tree planting program
Springwater Mills Ltd.	32210	\$ 4,339.20	firewood for resale
Stracuzza, John	32211	\$ 100.00	group camping deposit refund
Sunrise Small Engine & Rental	32212	\$ 114.99	equipment maintenance
Uplink Communications Inc.	32213	\$ 220.07	internet service provider
Union Sports Sales Limited	32214	\$ 2,072.99	uniforms
Eastlink	online	\$ 243.65	gauges
Hydro One	online	\$ 2,732.14	Day Use area
Hydro One	online	\$ 7,369.80	campground, admin centre, gauges
Hydro One	online	\$ 715.49	campground
Reliance Home Comfort	online	\$ 58.36	water heater rental - quarterly
Advanced Stainless	32215	\$ 1,356.00	campground maintenance
Armorex	32216	\$ 3,482.09	campground supplies
Aylmer Country Mills	32217	\$ 207.85	campground supplies
Aylmer Home Hardware Building Centre	32218	\$ 2,033.15	campground supplies
Canadian Tire	32219	\$ 353.58	campground supplies
Commissionaires Great Lakes	32220	\$ 1,230.57	75th anniversary celebration
Driedger, Rhonda	32221	\$ 75.00	seasonal site cleaning deposit refund
Educational Animal Display	32222	\$ 875.75	75th anniversary celebration
Elgin Pure Water	32223	\$ 401.83	campground maintenance
Glenbriar Bottled Water Co. Ltd.	32224	\$ 23.61	water cooler service
Graham, Sherry	32225	\$ 100.00	group camping deposit refund
Helmer, Pam	32226	\$ 100.00	group camping deposit refund
Hyde Park Equipment Ltd.	32227	\$ 341.35	equipment maintenance
Integrity IT Services	32228	\$ 766.43	computer network support
Kipling, Orla	32229	\$ 100.00	group camping deposit refund
Koolen Electric	32230	\$ 1,011.51	campground maintenance
London Quality Dairy and Wholesale	32231	\$ 665.68	store product for resale
M Live Bait Wholesale	32232	\$ 90.60	store product for resale
Mitchell, Linda	32233	\$ 1,290.00	seasonal site fee refund
Proud, Chris	32234	\$ 1,195.00	seasonal site fee refund
Scott Lewis Auto	32235	\$ 1,444.33	vehicle maintenance
Springwater Mills Ltd.	32236	\$ 5,966.40	firewood for resale
Thomson, Ganice	32237	\$ 100.00	group camping deposit refund
Underhill, Dusty	32238	\$ 222.48	expense reimbursement
Uplink Communications Inc.	32239	\$ 220.07	internet service provider
Bell Canada	online	\$ 104.43	gauges
CIBC Visa	online	\$ 343.73	Real VNC connect softwate
CIBC Visa	online	\$ 72.31	75th anniversary celebration
CIBC Visa	online	\$ 48.57	meeting platform fees
CIBC Visa	online	\$ 433.62	plan input
CIBC Visa	online	\$ 33.90	monitoring software for CA property
CIBC Visa	online	\$ 367.50	SPW supplies - software
CIBC Visa	online	\$ 194.85	SPW supplies - sanitary
CIBC Visa	online	\$ 170.20	SPW supplies - general
CIBC Visa	online	\$ 62.60	SPW Maintenance - offsite garbage disposal
CIBC Visa	online	\$ 72.01	SPW advertising
CIBC Visa	online	\$ 1,537.40	SPW Store product for resale
CIBC Visa	online	\$ 211.03	SPW Special Event - Kids First Day
Eastlink	online	\$ 243.65	gauges
Telus Mobility	online	\$ 317.70	mobile phones

REPORT FA 34/2025 : TO THE FULL AUTHORITY

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

VENDOR	CHQ #	TOTAL	EXPLANATION
Aylmer Express Limited	32190	\$ 137.86	advertising
Long Dog Design and Apparel	online	\$ 603.42	uniforms
Receiver General HST	online	\$ 26,532.26	quarterly remittance
CBSC Capital Inc.	online	\$ 859.30	photo copier lease
Hydro One	online	\$ 14,339.06	campground, admin centre, gauges
Township of South-West Oxford	online	\$ 537.79	property tax final (3&4 of 4)
Municipality of Central Elgin	online	\$ 6,284.51	property tax final (3&4 of 4)
Waste Connections of Canada Inc.	online	\$ 2,389.67	campground maintenance
De Lage Landen Financial Services Canada Inc.	online	\$ 111.87	postage metre rental
Telus Mobility	online	\$ 317.70	mobile phones
Bell Canada	online	\$ 104.43	gauge
Eastlink	online	\$ 243.65	gauges
Airwise Heating and Cooling	32240	\$ 960.50	campground maintenance
Armorex	32241	\$ 210.98	campground supplies
Aylmer Express Limited	32242	\$ 1,391.03	advertising & SPW flyer printing
Aylmer Home Hardware Building Centre	32243	\$ 347.62	campground supplies
Aylmer Tire	32244	\$ 162.12	equipment maintenance
Camis Inc.	32245	\$ 5,141.50	2nd installment of 4
Canadian Tire	32246	\$ 418.56	campground supplies
Coin Wash & Dry Ltd.	32247	\$ 734.50	campground supplies
Conservation Ontario	32248	\$ 815.68	ESRI license renewal
Cook, Laurie	32249	\$ 50.00	seasonal site cleaning deposit refund
Dallaire, Diane	32250	\$ 34.00	refund of overpayment of trail fees
Elgin Pure Water	32251	\$ 244.99	campground maintenance
Erie Excavating & Liquid Waste Removal Limited	32252	\$ 2,542.50	campground maintenance
Ferguson, Beverley	32253	\$ 100.00	group camping deposit refund
Glenbriar Bottled Water Co. Ltd.	32254	\$ 156.58	water cooler service
H. Broer Equipment Sales & Service Inc.	32255	\$ 39.33	equipment maintenance
Hyde Park Equipment Ltd.	32256	\$ 322.94	equipment maintenance
Integrity IT Services	32257	\$ 417.54	computer network support
Johnny Wilson	32258	\$ 375.00	75th anniversary celebration
K&K Locksmiths	32259	\$ 99.30	campground supplies
Ken Jones Signs	32260	\$ 79.10	campground supplies
Key West Gates Inc.	32261	\$ 1,440.75	campground maintenance
Koolen Electric	32262	\$ 1,953.98	campground maintenance
Kremers, Gerrit	32263	\$ 80.00	expense reimbursement
L.S. Putnam & Son	32264	\$ 1,001.04	campground maintenance
Langohr, Olivia	32265	\$ 460.00	day camp fee refund
London Quality Dairy and Wholesale	32266	\$ 1,490.93	store product for resale
M Live Bait Wholesale	32267	\$ 262.16	store product for resale
McDaniel, Jennifer	32268	\$ 72.32	expense reimbursement
McDougall Energy Inc.	32269	\$ 3,647.63	equipment and vehicle fuel
Narcotics Anonymous Greater London Area	32270	\$ 351.00	group camping deposit & overpayment refund
Nute, John	32271	\$ 315.84	seasonal camping refund
Otto, Joe	32272	\$ 100.00	group camping deposit refund
Passport Labs, Inc	32273	\$ 23.10	mobile parking app fees
Peters, Marie	32274	\$ 100.00	group camping deposit refund
Purolator Courier	32275	\$ 16.86	courier fees
R Safety	32276	\$ 211.36	campground supplies
Scott Lewis Auto	32277	\$ 186.42	vehicle maintenance
Simmons, Susan	32278	\$ 398.18	expense reimbursement
Springwater Mills Ltd.	32279	\$ 8,136.00	firewood for resale
Tebay, Mike	32280	\$ 200.00	group camping deposit refund
Uplink Communications Inc.	32281	\$ 220.07	internet service provider
Vandenbroek, Melissa	32282	\$ 920.00	day camp fee refund
CIBC Visa	online	\$ 88.06	407 Toll Highway Fee
CIBC Visa	online	\$ 186.44	stationery & office supplies
CIBC Visa	online	\$ 124.30	general expenses - memorial planter
CIBC Visa	online	\$ 811.73	meeting expenses
CIBC Visa	online	\$ 33.90	monitoring software for CA property
CIBC Visa	online	\$ 303.80	contract services - chemicals
CIBC Visa	online	\$ 33.89	mapping software monthly fee
CIBC Visa	online	\$ 1,115.72	SPW supplies - general
CIBC Visa	online	\$ 85.94	SPW advertising
CIBC Visa	online	\$ 1,774.28	store product for resale
CIBC Visa	online	\$ 100.00	SPW miscellaneous - volunteer recognition
CIBC Visa	online	\$ 336.47	equipment maintenance
		\$ 161,028.38	

RECOMMENDATION:

THAT, Accounts Paid totalling **\$161,028.38** , be approved as presented in Report FA 34/2025

REPORT FA 35/2025: To The Full Authority

FROM: Dusty Underhill, General Manager/Secretary-Treasurer
Susan Simmons, Financial Services Coordinator

SUBJECT: 2026 Budget Direction

DATE: September 3, 2025

PURPOSE:

To seek input from the CCCA Board of Directors regarding the CCCA 2026 Draft Budget.

DISCUSSION:

In preparation for CCCA's 2026 Budget, staff are seeking direction from the Board of Directors.

The 2026 Budget will be affected by several factors including Cost of Living (CPI) increase and Salary Increases (increment adjustments), as well as the Municipal Levy Rate.

Analysis of the factors included in the 2026 Budget is as follows:

Cost of Living (CPI):

Staff have prepared the attached spreadsheet showing the Consumer Price Index (CPI) from January 2024 to July 2025, as well as a chart listing several options for a CPI increase based for the Board's review. For 2025, staff received a 4% CPI increase.

Salary Increases:

Salary Grid increment adjustments for eligible staff who are not yet at the top of the Grid for their Job Classification.

Levy Rate:

Staff have prepared the attached spreadsheets showing options for the levy increase from (9%, 10%, 11%, 12% and 20%).

General Insurance Policy:

Staff are anticipating an increase in general insurance premiums of up to 15% which amounts to an increase of approximately \$_____.

Program Expenses:

With an increase in scope to mandatory programs, a significant shortfall is being realized, as the CCCA is required to deliver new mandatory programs and program elements (Resource Management Strategy, Low Water Response, Water Quality Monitoring, Administration of CCCA properties for non-recreational purposes).

In the 2024 Budget, there was an approximate shortfall of \$168,006.00 in funding necessary to deliver the mandatory programs and services. In the 2024 Final Report, there was an approximate shortfall of \$199,625.69.

The CCCA makes up the shortfall in municipal and provincial funding using self-generated revenue and reserves to the expense of the maintenance of the Conservation Areas and properties, which is an unsustainable business model.

RECOMMENDATION:

THAT the Full Authority approve the preparation of a 2026 Draft Budget that includes A levy increase of ___% and Consumer Price Index increase to the 2026 Salary Grid at ___%.

Submitted by:

**Dusty Underhill
General Manager / Secretary – Treasurer**

**Susan Simmons
Financial Services Coordinator**

**CATFISH CREEK CONSERVATION AUTHORITY
2026 MUNICIPAL GENERAL LEVY
SUMMARY OF INCREASE OPTIONS**

Municipality	Revised 2025 General Levy	9%		10%		11%		12%		20%	
		General Levy increase @ 9%	2026 General Levy at 9%	General Levy increase @ 10%	2026 General Levy @ 10%	General Levy increase @ 11%	2026 General Levy @ 11%	General Levy increase @ 12%	2026 General Levy @ 12%	General Levy increase @ 20%	2026 General Levy @ 20%
Aylmer, Town of	\$ 126,636.25	\$ 11,397.26	\$ 138,033.51	\$ 12,663.63	\$ 139,299.88	\$ 13,929.99	\$ 140,566.24	\$ 15,196.35	\$ 141,832.60	\$ 25,327.25	\$ 151,963.50
Central Elgin, Municipality of	\$ 136,714.31	\$ 12,304.29	\$ 149,018.60	\$ 13,671.43	\$ 150,385.74	\$ 15,038.57	\$ 151,752.89	\$ 16,405.72	\$ 153,120.03	\$ 27,342.86	\$ 164,057.17
Malahide, Township of	\$ 176,463.91	\$ 15,881.75	\$ 192,345.66	\$ 17,646.39	\$ 194,110.30	\$ 19,411.03	\$ 195,874.94	\$ 21,175.67	\$ 197,639.58	\$ 35,292.78	\$ 211,756.69
South-West Oxford, Township of	\$ 16,595.75	\$ 1,493.62	\$ 18,089.37	\$ 1,659.58	\$ 18,255.33	\$ 1,825.53	\$ 18,421.29	\$ 1,991.49	\$ 18,587.24	\$ 3,319.15	\$ 19,914.90
St. Thomas, City of	\$ 30,311.57	\$ 2,728.04	\$ 33,039.61	\$ 3,031.16	\$ 33,342.73	\$ 3,334.27	\$ 33,645.85	\$ 3,637.39	\$ 33,948.96	\$ 6,062.31	\$ 36,373.89
	\$ 486,721.80	\$ 43,804.96	\$ 530,526.76	\$ 48,672.18	\$ 535,393.98	\$ 53,539.40	\$ 540,261.19	\$ 58,406.62	\$ 545,128.41	\$ 97,344.36	\$ 584,066.16

**CATFISH CREEK CONSERVATION AUTHORITY
STATISTICS CANADA REVIEW OF CPI**

C.P.I. - 2025

			Release Date
January	2024	2.90%	
February	2024	2.80%	
March	2024	2.90%	
April	2024	2.70%	
May	2024	2.90%	
June	2024	2.70%	
July	2024	2.50%	
August	2024	2.00%	
September	2024	1.60%	
October	2024	2.00%	
November	2024	1.90%	
December	2024	1.80%	2.39% January 2024 - December, 2024
January	2025	1.90%	
February	2025	2.60%	
March	2025	2.30%	
April	2025	1.70%	
May	2025	1.70%	
June	2025	1.90%	
July	2025	1.70%	1.93% August 2024 - July, 2025
August	2025		
September	2025		
October	2025		
November	2025		
December	2025		12 Months January 2025 - December, 2025

* as indicated on the Statistics Canada website:

www.statcan.gc.ca

CATFISH CREEK CONSERVATION AUTHORITY
PROPOSED SALARY GRID ADJUSTMENT REPORT FOR 2025 SALARIES

POSITION	Level	OPTION A			OPTION B			OPTION C		
		Actual 2025 (3% intervals)	Proposed CPI Increase	Proposed 2026 Salaries	Proposed CPI Increase	Proposed 2026 Salaries	Proposed CPI Increase	Proposed 2026 Salaries		
			2.00%		3.00%		4.00%			
General Manager/Secretary-Treasurer Grade 12 Job Classification	6	\$ 118,618.36	\$ 2,372.37	\$ 120,990.73	\$ 3,558.55	\$ 122,176.92	\$ 4,744.73	\$ 123,363.10		
	5	\$ 115,163.46	\$ 2,303.27	\$ 117,466.73	\$ 3,454.90	\$ 118,618.36	\$ 4,606.54	\$ 119,770.00		
	4	\$ 111,809.19	\$ 2,236.18	\$ 114,045.37	\$ 3,354.28	\$ 115,163.46	\$ 4,472.37	\$ 116,281.55		
	3	\$ 108,552.61	\$ 2,171.05	\$ 110,723.66	\$ 3,256.58	\$ 111,809.19	\$ 4,342.10	\$ 112,894.71		
	2	\$ 105,390.88	\$ 2,107.82	\$ 107,498.70	\$ 3,161.73	\$ 108,552.61	\$ 4,215.64	\$ 109,606.52		
	1	\$ 102,321.24	\$ 2,046.42	\$ 104,367.67	\$ 3,069.64	\$ 105,390.88	\$ 4,092.85	\$ 106,414.09		
	0	\$ 99,341.01	\$ 1,986.82	\$ 101,327.83	\$ 2,980.23	\$ 102,321.24	\$ 3,973.64	\$ 103,314.65		
Conservation Areas Supervisor Grade 8 Job Classification	6	\$ 87,079.78	\$ 1,741.60	\$ 88,821.38	\$ 2,612.39	\$ 89,692.17	\$ 3,483.19	\$ 90,562.97		
	5	\$ 84,543.48	\$ 1,690.87	\$ 86,234.35	\$ 2,536.30	\$ 87,079.78	\$ 3,381.74	\$ 87,925.22		
	4	\$ 82,081.05	\$ 1,641.62	\$ 83,722.67	\$ 2,462.43	\$ 84,543.48	\$ 3,283.24	\$ 85,364.29		
	3	\$ 79,690.34	\$ 1,593.81	\$ 81,284.14	\$ 2,390.71	\$ 82,081.05	\$ 3,187.61	\$ 82,877.95		
	2	\$ 77,369.26	\$ 1,547.39	\$ 78,916.64	\$ 2,321.08	\$ 79,690.34	\$ 3,094.77	\$ 80,464.03		
	1	\$ 75,115.78	\$ 1,502.32	\$ 76,618.10	\$ 2,253.47	\$ 77,369.26	\$ 3,004.63	\$ 78,120.42		
	0	\$ 72,927.95	\$ 1,458.56	\$ 74,386.50	\$ 2,187.84	\$ 75,115.78	\$ 2,917.12	\$ 75,845.06		
Financial Services Coordinator Grade 8 Job Classification	6	\$ 87,079.78	\$ 1,741.60	\$ 88,821.38	\$ 2,612.39	\$ 89,692.17	\$ 3,483.19	\$ 90,562.97		
	5	\$ 84,543.48	\$ 1,690.87	\$ 86,234.35	\$ 2,536.30	\$ 87,079.78	\$ 3,381.74	\$ 87,925.22		
	4	\$ 82,081.05	\$ 1,641.62	\$ 83,722.67	\$ 2,462.43	\$ 84,543.48	\$ 3,283.24	\$ 85,364.29		
	3	\$ 79,690.34	\$ 1,593.81	\$ 81,284.14	\$ 2,390.71	\$ 82,081.05	\$ 3,187.61	\$ 82,877.95		
	2	\$ 77,369.26	\$ 1,547.39	\$ 78,916.64	\$ 2,321.08	\$ 79,690.34	\$ 3,094.77	\$ 80,464.03		
	1	\$ 75,115.78	\$ 1,502.32	\$ 76,618.10	\$ 2,253.47	\$ 77,369.26	\$ 3,004.63	\$ 78,120.42		
	0	\$ 72,927.95	\$ 1,458.56	\$ 74,386.50	\$ 2,187.84	\$ 75,115.78	\$ 2,917.12	\$ 75,845.06		
Resource Planning Coordinator Grade 8 Job Classification	6	\$ 87,079.78	\$ 1,741.60	\$ 88,821.38	\$ 2,612.39	\$ 89,692.17	\$ 3,483.19	\$ 90,562.97		
	5	\$ 84,543.48	\$ 1,690.87	\$ 86,234.35	\$ 2,536.30	\$ 87,079.78	\$ 3,381.74	\$ 87,925.22		
	4	\$ 82,081.05	\$ 1,641.62	\$ 83,722.67	\$ 2,462.43	\$ 84,543.48	\$ 3,283.24	\$ 85,364.29		
	3	\$ 79,690.34	\$ 1,593.81	\$ 81,284.14	\$ 2,390.71	\$ 82,081.05	\$ 3,187.61	\$ 82,877.95		
	2	\$ 77,369.26	\$ 1,547.39	\$ 78,916.64	\$ 2,321.08	\$ 79,690.34	\$ 3,094.77	\$ 80,464.03		
	1	\$ 75,115.78	\$ 1,502.32	\$ 76,618.10	\$ 2,253.47	\$ 77,369.26	\$ 3,004.63	\$ 78,120.42		
	0	\$ 72,927.95	\$ 1,458.56	\$ 74,386.50	\$ 2,187.84	\$ 75,115.78	\$ 2,917.12	\$ 75,845.06		
Water Management Technician Grade 7 Job Classification	6	\$ 75,438.22	\$ 1,508.76	\$ 76,946.99	\$ 2,263.15	\$ 77,701.37	\$ 3,017.53	\$ 78,455.75		
	5	\$ 73,240.99	\$ 1,464.82	\$ 74,705.81	\$ 2,197.23	\$ 75,438.22	\$ 2,929.64	\$ 76,170.63		
	4	\$ 71,107.76	\$ 1,422.16	\$ 72,529.91	\$ 2,133.23	\$ 73,240.99	\$ 2,844.31	\$ 73,952.07		
	3	\$ 69,036.66	\$ 1,380.73	\$ 70,417.39	\$ 2,071.10	\$ 71,107.76	\$ 2,761.47	\$ 71,798.13		
	2	\$ 67,025.88	\$ 1,340.52	\$ 68,366.40	\$ 2,010.78	\$ 69,036.66	\$ 2,681.04	\$ 69,706.92		
	1	\$ 65,073.67	\$ 1,301.47	\$ 66,375.15	\$ 1,952.21	\$ 67,025.88	\$ 2,602.95	\$ 67,676.62		
	0	\$ 63,178.32	\$ 1,263.57	\$ 64,441.89	\$ 1,895.35	\$ 65,073.67	\$ 2,527.13	\$ 65,705.46		

CATFISH CREEK CONSERVATION AUTHORITY
PROPOSED SALARY GRID ADJUSTMENT REPORT FOR 2025 SALARIES

POSITION	Level	OPTION A			OPTION B			OPTION C		
		Actual 2025 (3% intervals)	Proposed CPI Increase	Proposed 2026 Salaries	Proposed CPI Increase	Proposed 2026 Salaries	Proposed CPI Increase	Proposed 2026 Salaries		
			2.00%		3.00%		4.00%			
Program Support Assistant Grade 5 Job Classification	6	\$ 68,082.99	\$ 1,361.66	\$ 69,444.65	\$ 2,042.49	\$ 70,125.48	\$ 2,723.32	\$ 70,806.31		
	5	\$ 66,099.99	\$ 1,322.00	\$ 67,421.99	\$ 1,983.00	\$ 68,082.99	\$ 2,644.00	\$ 68,743.99		
	4	\$ 64,174.74	\$ 1,283.49	\$ 65,458.24	\$ 1,925.24	\$ 66,099.99	\$ 2,566.99	\$ 66,741.73		
	3	\$ 62,305.58	\$ 1,246.11	\$ 63,551.69	\$ 1,869.17	\$ 64,174.74	\$ 2,492.22	\$ 64,797.80		
	2	\$ 60,490.85	\$ 1,209.82	\$ 61,700.67	\$ 1,814.73	\$ 62,305.58	\$ 2,419.63	\$ 62,910.49		
	1	\$ 58,728.98	\$ 1,174.58	\$ 59,903.56	\$ 1,761.87	\$ 60,490.85	\$ 2,349.16	\$ 61,078.14		
	0	\$ 57,018.43	\$ 1,140.37	\$ 58,158.80	\$ 1,710.55	\$ 58,728.98	\$ 2,280.74	\$ 59,299.17		
Conservation Areas Assistant Grade 5 Job Classification	6	\$ 68,082.99	\$ 1,361.66	\$ 69,444.65	\$ 2,042.49	\$ 70,125.48	\$ 2,723.32	\$ 70,806.31		
	5	\$ 66,099.99	\$ 1,322.00	\$ 67,421.99	\$ 1,983.00	\$ 68,082.99	\$ 2,644.00	\$ 68,743.99		
	4	\$ 64,174.74	\$ 1,283.49	\$ 65,458.24	\$ 1,925.24	\$ 66,099.99	\$ 2,566.99	\$ 66,741.73		
	3	\$ 62,305.58	\$ 1,246.11	\$ 63,551.69	\$ 1,869.17	\$ 64,174.74	\$ 2,492.22	\$ 64,797.80		
	2	\$ 60,490.85	\$ 1,209.82	\$ 61,700.67	\$ 1,814.73	\$ 62,305.58	\$ 2,419.63	\$ 62,910.49		
	1	\$ 58,728.98	\$ 1,174.58	\$ 59,903.56	\$ 1,761.87	\$ 60,490.85	\$ 2,349.16	\$ 61,078.14		
	0	\$ 57,018.43	\$ 1,140.37	\$ 58,158.80	\$ 1,710.55	\$ 58,728.98	\$ 2,280.74	\$ 59,299.17		
Field Technician Assistant Grade 3 Job Classification	6	\$ 55,004.64	\$ 1,100.09	\$ 56,104.74	\$ 1,650.14	\$ 56,654.78	\$ 2,200.19	\$ 57,204.83		
	5	\$ 53,402.57	\$ 1,068.05	\$ 54,470.62	\$ 1,602.08	\$ 55,004.64	\$ 2,136.10	\$ 55,538.67		
	4	\$ 51,847.15	\$ 1,036.94	\$ 52,884.10	\$ 1,555.41	\$ 53,402.57	\$ 2,073.89	\$ 53,921.04		
	3	\$ 50,337.04	\$ 1,006.74	\$ 51,343.78	\$ 1,510.11	\$ 51,847.15	\$ 2,013.48	\$ 52,350.52		
	2	\$ 48,870.91	\$ 977.42	\$ 49,848.33	\$ 1,466.13	\$ 50,337.04	\$ 1,954.84	\$ 50,825.75		
	1	\$ 47,447.49	\$ 948.95	\$ 48,396.44	\$ 1,423.42	\$ 48,870.91	\$ 1,897.90	\$ 49,345.39		
	0	\$ 46,065.52	\$ 921.31	\$ 46,986.83	\$ 1,381.97	\$ 47,447.49	\$ 1,842.62	\$ 47,908.14		
Customer Services Clerk Grade 3 Job Classification	6	\$ 55,004.64	\$ 1,100.09	\$ 56,104.74	\$ 1,650.14	\$ 56,654.78	\$ 2,200.19	\$ 57,204.83		
	5	\$ 53,402.57	\$ 1,068.05	\$ 54,470.62	\$ 1,602.08	\$ 55,004.64	\$ 2,136.10	\$ 55,538.67		
	4	\$ 51,847.15	\$ 1,036.94	\$ 52,884.10	\$ 1,555.41	\$ 53,402.57	\$ 2,073.89	\$ 53,921.04		
	3	\$ 50,337.04	\$ 1,006.74	\$ 51,343.78	\$ 1,510.11	\$ 51,847.15	\$ 2,013.48	\$ 52,350.52		
	2	\$ 48,870.91	\$ 977.42	\$ 49,848.33	\$ 1,466.13	\$ 50,337.04	\$ 1,954.84	\$ 50,825.75		
	1	\$ 47,447.49	\$ 948.95	\$ 48,396.44	\$ 1,423.42	\$ 48,870.91	\$ 1,897.90	\$ 49,345.39		
	0	\$ 46,065.52	\$ 921.31	\$ 46,986.83	\$ 1,381.97	\$ 47,447.49	\$ 1,842.62	\$ 47,908.14		
TOTALS		\$ 657,039.72	\$ 13,140.79	\$ 682,648.24	\$ 19,711.19	\$ 689,340.87	\$ 26,281.59	\$ 696,033.50		
OVERALL ANNUAL INCREASE				\$ 25,608.52		\$ 32,301.15		\$ 38,993.78		

REPORT FA 36/2025: To The Full Authority

FROM: Dusty Underhill, General Manager / Secretary - Treasurer

SUBJECT: General Managers Retreat 2025

DATE: June 20, 2025

PURPOSE:

To update the members on the business items discussed at the Conservation Ontario Annual General Managers Retreat.

DISCUSSION:

1) Strategy Corp specialises in providing strategic advisory services – government relations, strategic communications, and management consulting – to organisations operating in complex, highly regulated, and scrutinised environments.

Given her long history engaging with intergovernmental affairs, StrategyCorp's Municipal Affairs Practice Group, and her strategic advising to Ontario's Large Urban Mayors Caucus, Sabine is deeply familiar with the complex political and policy landscapes that shape municipal service delivery.

Described that understanding the political environment—whether funding constraints, stakeholder interests, or intergovernmental relationships—is vital to crafting services that are both sustainable and responsive.

A discussion also took place in regard to service excellence and embedding service quality and innovation into the core of strategic planning while aligning organizational structures and governance models to deliver effective services. Emphasizing values such as responsiveness, transparency, and strategic clarity are key ingredients for service excellence.

2) Review of April Discussion and Governance Matters Alive and Well Speaker: Nigel Bellchamber;

Emphasis was stressed that municipal administration culture is shaped by multiple variables: community values, the municipality's history, media influences, leadership styles, and council behaviors.

The culture within a municipal organization will be dependent on community values ... perceptions of opinion leaders the behaviour of current members of Council and the role of local media.

This insight underscores how civic leaders are often on the front lines of accountability, regardless of whether they're the root cause of issues.

He notes the difference in how political and bureaucratic perspectives respond when tensions arise—politicians often “live out the experience much more frequently” of being at edges of accountability, while senior public servants may feel it less directly.

In his legislative appearance representing Amberley Gavel Ltd., Bellchamber raised concerns about changes proposed in Ontario's Bill 68—specifically around expanded reasons for closing public meetings and the expenses tied to integrity investigations. He warned that widening closed-session exceptions might lead to:

- a) Increased private sector influence under reduced public scrutiny
- b) More complaints directed to integrity commissioners and courts
- c) Financial burdens falling on taxpayers
- d) Legal strategy and expense considerations around conflict-of-interest investigation
- e) Legislative Assembly of Ontario

Other topics included,

- a) The Importance of Open Discourse: Encouraging inclusive, transparent discussion as a foundation of healthy governance.
- b) Culture's Role in Governance: How community values, leadership behavior, media, and institutional history shape governance practices and outcomes.
- c) Governance and Accountability Realities: The pressures administrators face—how political and bureaucratic responsibilities intersect and sometimes conflict.
- d) Rules, Transparency, and Integrity: Navigating closed meetings, integrity commissioner mechanisms, and ensuring procedural fairness without eroding public trust.

3) Effectively Telling Our Stories: Follow-up Tours: Innovative Drainage Speakers: Davin Heinbuck (ABCA) and Phil Beard (MVCA);

Davin General Mnager of Ausable Bayfield Conservation Authority and Phil Beard General Manager led a discussion on the importance of innovative drainage.

Innovative drainage is critically important for Conservation Authorities (CAs) as it supports our core mandate of protecting watershed health while balancing human and environmental needs. With increasing pressures from climate change, land development, and agricultural intensification, traditional drainage systems often fall short in managing runoff, preventing erosion, and safeguarding water quality. Modern, science-based drainage innovations—such as controlled tile drainage, contoured systems, and naturalized channels—help slow down and treat runoff, reduce nutrient loss, and recharge groundwater. These systems allow CAs to demonstrate how water can be managed sustainably across diverse landscapes, offering practical solutions that benefit both the environment and local economies. By leading or supporting innovative

drainage projects, CAs play a pivotal role in fostering climate resilience, promoting soil health, and ensuring long-term watershed sustainability.

4) Permitting and Approvals Modernization in Ontario Speakers: Nicholas Fischer (CO) and Angela Coleman (CO)

Ontario has recently overhauled its conservation authority permitting system to streamline development approvals, primarily through Bill 23 and the introduction of Ontario Regulation 41/24. These changes reduced the role of Conservation Authorities (CAs) to focus mainly on natural hazard management—such as flooding and erosion—while removing their ability to regulate broader environmental concerns. The reforms also centralized authority with the provincial Minister, enabled faster appeals through the Ontario Land Tribunal, froze some permit fees, and simplified the sale of CA-owned lands. While Conservation Ontario expressed cautious support for faster approvals, many individual CAs warned that these changes weaken science-based watershed planning and could lead to long-term environmental and development challenges.

5) Drainage Act and Regulations Team (DART) Update Speaker: Davin Heinbuck

Davin Heinbuck explained that the DART initiative was established to resolve jurisdictional stalemates involving drain maintenance, where neither the Drainage Act nor the Conservation Authorities Act held supremacy. To address this, the team, including representatives from OMAFRA, MNRF, OFA, municipalities, drainage engineers, Conservation Ontario, and CA staff developed a Standard Compliance Requirements (SCR) process to streamline approvals for drain maintenance and repairs while ensuring oversight by both Municipal Drainage Superintendents and Conservation Authorities.

He underscored that while the SCR has been largely adopted by most Conservation Authorities since April 2019, any shift toward "exemptions" or self-assessment threatens the integrity of the system. Bypassing agreed protocols could lead to shortcuts that undermine flood and erosion control and escalate future maintenance costs.

The DART team's scope focuses on:

- a) Section 74 Drainage Act: Maintenance and Repair,
- b) Section 77 Drainage Act: Additional maintenance tasks,
- c) Section 78 Drainage Act: Drainage Reports and improvements, with intentions to streamline processes associated with Section 4 (Petition Drains) and Section 78 Improvements.

Davin Heinbuck reports that DART has made meaningful progress by implementing a standardized approach (via SCR) to streamline drainage maintenance approvals across Ontario. However, he cautions that moving toward self-assessment or exemptions could compromise both oversight and the long-term effectiveness of drainage infrastructure.

6) Collective Updates, Networking and Success Stories from Conservation Authorities

During the retreat, a range of topics were discussed in open forum, including the various challenges currently being faced by Conservation Authorities (CAs) across the province. These included issues related to policy implementation, staffing pressures, inter-agency coordination, and the ongoing evolution of roles following recent legislative changes. The forum provided a valuable opportunity for CAs to exchange insights, identify common pain points, and explore collaborative approaches to overcoming shared barriers.

In addition to discussing challenges, participants also shared recent success stories that demonstrated innovation, resilience, and strong community engagement at the local level. These highlights underscored the important work being done by individual CAs, despite a shifting regulatory and funding landscape.

As part of this exchange, I was pleased to present the 75th Anniversary celebration hosted by the Catfish Creek Conservation Authority (CCCA) at Springwater Conservation Area. This milestone event served as a powerful example of community partnership and public support, showcasing the deep connection our local residents maintain with the conservation lands and programs we steward. The level of engagement we received—from volunteers, local organizations, and members of the public—was both inspiring and affirming, and I was proud to share this achievement with my colleagues.

RECOMMENDATION:

THAT, the Board of Directors receives Report FA 36/2025 as information.

Submitted by:

Dusty Underhill
General Manager / Secretary - Treasurer

REPORT FA 37/2025: To The Full Authority

FROM: Dusty Underhill, General Manager / Secretary - Treasurer

SUBJECT: CO Council June 2025

DATE: June 25, 2025

PURPOSE:

To update the members on the business items discussed at the Conservation Ontario June Council Meeting.

DISCUSSION:

The General Manager / Secretary-Treasurer attended the Conservation Ontario Council Meeting held at the Sheraton Parkway North Hotel on June 23, 2025. Highlights of the meeting included:

a) Request for Approval: Budget Status Report for the Period ending May 31, 2025:

The Operations and Special Project Budget Status Updates for the period ending May 31, 2025, provide a financial snapshot of Conservation Ontario's current expenditures and revenues, using the same format as the approved budgets. The operations budget outlines ongoing, day-to-day costs necessary for maintaining core programs and services, while the special projects budget tracks time-limited initiatives with defined funding. As of this reporting period, Conservation Ontario is forecasting a balanced overall budget for 2025. While some operational line items may be over budget, these are offset by savings in other areas—such as salaries and benefits—as well as additional revenues, including interest income. A full review of both revenues and expenditures will continue through the remainder of the year to ensure continued financial stability.

b) Request for Approval: Progress on Conservation Ontario's 2025 Workplan:

Conservation Ontario has made significant strides in advancing the priorities outlined in its 2025 Workplan, approved by Council in September 2024. Guided by the four strategic goals of the 2021–2025 Strategic Plan—Science and Policy, Public Affairs and Advocacy, Governance, and Member Services—the organization has achieved measurable outcomes across multiple areas. Key achievements include the broad promotion of Conservation Authorities through an extensive presence at provincial and national conferences, public awareness campaigns like the Step Into Nature initiative, and partnerships with organizations such as Ontario Parks and the Canada Water Agency. Conservation Ontario also played a lead role in supporting the implementation

of amendments to the Conservation Authorities Act and Ontario Regulation 41/24 by delivering guidance webinars, coordinating policy reviews, and providing capacity-building support. Financially, the organization continued to manage and administer a variety of provincial and federal funding programs—such as the Nature Smart Climate Solutions and Resilient Agricultural Landscape initiatives—while securing additional funding commitments for future years. Conservation Ontario has also been instrumental in supporting the Drinking Water Source Protection (DWSP) program through strategic engagement, training seminars, and ongoing collaboration with Source Protection Authorities. Internally, strong emphasis has been placed on staff development, sector collaboration, and leadership through initiatives such as the Latornell Symposium, collaborative training sessions, and monthly communication forums. Governance was further strengthened through an effective AGM process, regular General Manager meetings, and capacity-building sessions focused on government relations. Overall, the first half of 2025 has demonstrated Conservation Ontario’s continued leadership, adaptability, and commitment to supporting Conservation Authorities across Ontario through service excellence, advocacy, and knowledge sharing.

c) Request for Approval: Conservation Ontario Governance Accountability and Transparency Initiative:

In April 2021, Conservation Ontario Council approved the Governance Accountability and Transparency Initiative (GATI) to demonstrate the collective commitment of Conservation Authorities (CAs) to accountability and transparency under the Conservation Authorities Act. This annual report provides an update on two key areas of the initiative: Proactive Reporting on Priorities and Promotion/Demonstration of Results. As of June 11, 2024, all 36 CAs have reported compliance with key legislative requirements, including Section 14 (municipal board appointments), Section 17 (term limits for Chairs and Vice Chairs), and member status declarations based on population, municipal agreements, or Orders in Council. Additionally, 21 CAs have submitted their 2024 audited financial statements to the province, while the remainder are pending board approval or audit completion. A June 2025 review of CA governance webpages confirmed full compliance in posting member details, meeting schedules, agendas, and by-laws. However, seven CAs had not posted meeting minutes within 30 days, and only 18 had posted their 2024 audited financials, with the remainder still displaying 2023 reports. The majority of CAs have posted their agreements, with clear identification of Category 2 and 3 agreements, where applicable. This ongoing tracking and transparency effort continues to reinforce the credibility of Conservation Authorities and supports strong relationships with both municipal partners and the Province.

d) Update: Adapting to Coastal Hazards Across the Great Lakes Project

Conservation Ontario, in partnership with three Conservation Authorities—Lakehead Region, Maitland Valley, and Niagara Peninsula—continues to advance the Adapting to Coastal Hazards Across the Great Lakes project, funded through Natural Resources Canada’s Climate-Resilient Coastal Communities (CRCC) Program. The four-year project (2024–2027) aims to develop three regional coastal resilience plans for

communities along Northern Lake Superior, Southern Lake Huron, and Western Lake Ontario. To date, significant progress has been made in project coordination, communications, and stakeholder engagement. Project communication tools—including banners, StoryMaps, and a dedicated website—were developed using drone footage captured in Fall 2024. Conservation Ontario has facilitated multiple coordination meetings, including those with GLSLCI and the Toronto Metropolitan University research team, to align workplans and contribute to the development of a Coastal Resilience Indicator Framework. Staff also participated in key partner events, such as the GLSLCI Conference, CRCC Workshop, and the Coastal Zone Canada Conference, to share lessons learned and promote the project on national and international platforms. Provincial support continues through Ontario’s Ministry of Natural Resources, which confirmed \$40,000 in funding for 2025–2026 to build CA Coastal Network capacity, while discussions with the Canadian Urban Institute are exploring additional partnership opportunities. Pilot project regional meetings are scheduled for July 2025, with planning underway for the next CA Coastal Network workshop in November. Conservation Ontario will continue to support implementation through bi-monthly meetings with pilot project leads and ongoing engagement with national, provincial, and academic partners, ensuring the project stays aligned with its adaptation objectives and delivers long-term value to vulnerable Great Lakes communities.

e) Update: Conservation Ontario’s comments on Bill 5, Protect Ontario by Unleashing our Economy Act, 2025

On April 17, 2025, the Province introduced Bill 5, Protect Ontario by Unleashing our Economy Act, which proposed significant legislative changes across multiple statutes, including the Endangered Species Act, 2007, and introduced two new acts: the Species Conservation Act, 2025 and the Special Economic Zones Act, 2025. Conservation Ontario submitted formal comments to two associated Environmental Registry consultations and provided verbal remarks to the Standing Committee on the Interior. Regarding Schedules 2 and 10, Conservation Ontario emphasized the importance of maintaining robust species at risk (SAR) protection, linking biodiversity and ecosystem resilience to broader social and economic well-being. While welcoming the increased funding associated with the new Species Conservation Program, Conservation Ontario advocated for the eligibility of Conservation Authorities (CAs) to apply for project support, recognizing their proven capacity to deliver effective SAR initiatives. In response to Schedule 9, Conservation Ontario raised concerns around the Special Economic Zones Act, 2025, which allows for exemptions or modifications to regulatory requirements for designated projects. Conservation Ontario strongly recommended that natural hazard permitting under the Conservation Authorities Act and source protection requirements under the Clean Water Act continue to apply within these zones to protect public safety and drinking water sources. These positions were supported by feedback from several CAs and were formally submitted through the Environmental Registry. Bill 5 received Royal Assent on June 5, 2025, and both the Special Economic Zones Act and the new Species Conservation Act are now in effect. Conservation Ontario will continue to monitor the implementation of these legislative changes and advocate for

the essential role of CAs in supporting environmental protection alongside responsible economic development.

f) Update: Conservation Ontario's comments on amendments to the Planning Act and associated regulatory proposals (Bill 17, Protect Ontario by Building Faster and Smarter Act, 2025, Schedule 7)

On May 12, 2025, the Province introduced Bill 17, Protect Ontario by Building Faster and Smarter Act, proposing amendments to eight pieces of legislation, including key changes to the Planning Act. Conservation Ontario submitted detailed comments to three related provincial consultations, focusing on the implications for land use planning and natural hazard management. The amendments include streamlined processes for minor variances and school development, enhanced oversight of Minister's Zoning Orders (MZOs), and new provisions deeming studies from "prescribed professionals" as sufficient for complete applications. Conservation Ontario emphasized the need to uphold strong planning frameworks that protect people, property, and drinking water sources. The submission advocated for continued municipal authority to request additional technical information where necessary and highlighted the importance of collaboration between municipalities and Conservation Authorities to avoid inappropriate development in hazard-prone areas. Conservation Ontario also expressed support for provisions allowing the Minister to attach enforceable conditions to MZOs, improving accountability and ensuring essential studies are completed. These comments were informed by input from twelve Conservation Authorities across the province. Bill 17 received Royal Assent on June 5, 2025, with most Planning Act amendments taking immediate effect. Conservation Ontario will continue to work with partners to ensure safe, sustainable development through integrated watershed-based planning.

g) Update: Provincial and Federal Ministers

To promote continued awareness and support for Conservation Authority programs, Conservation Ontario developed and circulated congratulatory letter templates to all members. These letters were sent to newly elected and re-elected Members of Provincial Parliament (MPPs) and Members of Parliament (MPs), as well as newly appointed and re-appointed Cabinet Ministers at both the provincial and federal levels. Members are encouraged to follow up by meeting with local, provincial, and federal officials to highlight the essential services delivered by Conservation Authorities (CAs).

Following the March 19th, 2025, Ontario Cabinet shuffle, eight letters were sent to provincial ministers, including:

Hon. Todd McCarthy (Environment, Conservation and Parks),
Hon. Mike Harris (Natural Resources)
Hon. Kevin Holland (Associate Minister of Natural Resources and Forestry Products)
Hon. Rob Flack (Municipal Affairs and Housing)
Hon. Graydon Smith (Associate Minister of Municipal Affairs and Housing)
Hon. Trevor Jones (Agriculture, Food and Agribusiness)

Hon. Lisa Thompson (Rural Affairs)
Hon. Andrea Khanjin (Red Tape Reduction)

Following the May 13th, 2025 federal Cabinet appointments by Prime Minister Mark Carney, Conservation Ontario issued letters to five key ministers:

Hon. Julie Dabrusin (Environment and Climate Change Canada)
Hon. Tim Hodgson (Energy and Natural Resources)
Hon. Heath MacDonald (Agriculture and Agri-Food)
Hon. Gregor Robertson (Housing and Infrastructure)
Hon. Nathalie Provost (Secretary of State for Nature)

Recent advocacy efforts included an April 25th meeting with MPP Paul Vickers, Parliamentary Assistant to the Minister of Agriculture, Food and Agribusiness, where staff discussed the Resilient Agricultural Landscape Program (RALP) and its Marginal Lands Initiative. Additionally, during the May 6th Insurance Bureau of Canada (IBC) Luncheon, staff met with Hon. Kinga Surma, Ontario's Minister of Infrastructure, to promote CAs' leadership in natural hazard management and its role in mitigating physical and financial risk.

Conservation Ontario will continue to coordinate advocacy and outreach with elected officials and provide updates to the Council as these efforts progress.

RECOMMENDATION:

THAT, the Board of Directors receives Report FA 37/2025 as information.

Submitted by:

**Dusty Underhill
General Manager / Secretary - Treasurer**

REPORT FA 38/2025: To The Full Authority

FROM: Dusty Underhill, General Manager / Secretary - Treasurer

SUBJECT: Appointment of Chief Conservation Executive

DATE: July 02, 2025

PURPOSE:

The purpose of this report is to inform the Board of Ontario's recent announcement to modernize the province's conservation authorities through the establishment of a new leadership role — the Chief Conservation Executive.

DISCUSSION:

The newly appointed executive, Hassaan Basit, will lead province-wide efforts to enhance operational consistency, streamline processes, and strengthen the effectiveness of conservation authorities. This initiative aligns with the province's broader strategy to support housing and infrastructure development while continuing to safeguard the environment and public safety.

Ontario's 36 Conservation Authorities (CAs) have been foundational in the stewardship and management of the province's natural resources since their establishment under the Conservation Authorities Act in 1946. These authorities were originally created to address the growing need for coordinated watershed management, flood control, soil conservation, and the preservation of natural habitats. Over the past seven decades, Conservation Authorities have evolved into vital organizations that balance environmental protection with community development, providing critical services such as flood risk mitigation, watershed planning, habitat restoration, and public education.

In recent years, the provincial government has recognized the need to modernize the governance framework of Conservation Authorities to better align with contemporary challenges and priorities. As part of this effort, a series of legislative and regulatory reforms have been introduced since 2019. These reforms aim to enhance the efficiency, transparency, and accountability of Conservation Authorities, ensuring that they remain effective partners in both environmental stewardship and sustainable development.

The key objectives of these reforms include:

- a) **Enhancing Decision-Making Efficiency:** Streamlining processes to facilitate timely, clear, and effective decisions that support both environmental protection and community growth. This includes refining approval procedures and reducing unnecessary delays in project reviews and permit applications.

- b) **Clarifying Roles and Responsibilities:** Defining the specific mandates of Conservation Authorities, municipalities, and the provincial government to avoid duplication of efforts and foster better coordination among all stakeholders involved in watershed management and land-use planning.
- c) **Reducing Administrative Burden:** Simplifying reporting requirements, standardizing policies, and introducing modern governance practices to minimize bureaucracy, enabling Conservation Authorities to focus more resources on frontline conservation activities and program delivery.
- d) **Aligning Conservation Activities with Provincial Development Priorities:** Ensuring that the work of Conservation Authorities supports the province's broader goals, such as accelerating housing supply, economic growth, and climate change adaptation, while maintaining environmental resilience and public safety.

To advance these objectives and provide unified strategic leadership across the network of Conservation Authorities, the provincial government has established a new executive position: the Chief Conservation Executive. This role, effective August 4, 2025, is designed to serve as the central point of coordination and oversight, fostering collaboration among Conservation Authorities, government ministries, municipalities, Indigenous communities, and other stakeholders.

Appointed to this critical role is Hassaan Basit, a highly experienced and respected leader with a strong background in conservation, municipal governance, and public administration. Mr. Basit is known for his non-partisan approach and his ability to build bridges between diverse interests to achieve shared environmental and community objectives.

His mandate is comprehensive and forward-looking, focusing on several key priorities:

- a) **Supporting Flood Risk Management:** Leading efforts to enhance flood preparedness, improve hazard mapping, and develop innovative infrastructure solutions that protect communities from increasing flood risks due to climate change.
- b) **Accelerating Housing Supply:** Working closely with municipalities and the development sector to streamline conservation authority input in land-use planning processes, thereby facilitating responsible and timely housing development that respects environmental constraints.
- c) **Ensuring Long-Term Environmental Resilience:** Promoting watershed health and ecosystem restoration initiatives that safeguard biodiversity, improve water quality, and help communities adapt to the impacts of a changing climate.

Under Mr. Basit's leadership, Ontario's Conservation Authorities are expected to continue evolving as dynamic, accountable, and effective organizations that balance economic growth with environmental protection. His appointment marks a significant milestone in the province's commitment to sustainable development and the stewardship of its invaluable natural resources

RECOMMENDATION:

THAT, the Board of Directors receives Report FA 38/2025 as information.

Submitted by:

Dusty Underhill

General Manager / Secretary - Treasurer

REPORT FA 39/2025 : To The Full Authority

FROM: Dusty Underhill, General Manager / Secretary-Treasurer

SUBJECT: Conservation Areas Workshop Conference

DATE: September 3, 2025

PURPOSE:

To approve (3) staff to attend the annual Conservation Areas Workshop.

DISCUSSION:

The Conservation Areas Workshop (CAW) is a well-established training and development conference that brings together over 100 leaders in Conservation Land Management and Park Operations. Supported by Conservation Ontario, this annual event provides an invaluable opportunity for staff to engage in networking, share best practices, and participate in capacity-building activities focused on people, planning, and places—the three foundational pillars of effective conservation area management.

This year's workshop will be held at the Fern Resort in Orillia, under the theme of Conservation and Community in the Here and Now. Our Conservation Areas Supervisor, Al Bradford, is actively involved on the organizing committee and is eligible for a reduced registration fee, underscoring our direct connection to the event.

To maximize the benefits for our team, the General Manager proposes sending two to three staff members to attend. Specifically, it is suggested that Al Bradford, Noah Pineau and Brittany Bell attend the full workshop, including the two field trips. This approach ensures both leadership participation and broader staff exposure to the learning opportunities offered.

The estimated total cost for sending three staff, including registration, 2 site visits and accommodation for two nights is \$2,420.00. Al's registration fee is discounted as he is on the CAW Committee and staff have applied for two grants to offset the cost of the workshop. Given the professional development value and networking opportunities this conference offers a worthwhile investment in building staff capacity and supporting the ongoing success of our conservation initiatives.

Approval is requested to proceed with registration, with flexibility, to adjust the number of attendees based on final costs.

RECOMMENDATION:

THAT, the Full Authority authorize the Conservation Areas Supervisor, the Field Technician, and the Communications/Program Support Assistant to attend the Conservation Areas Workshop and field trip days in its entirety.

Submitted by:

Dusty Underhill

General Manager / Secretary – Treasurer

REPORT FA 40/2025: To The Full Authority

FROM: Gerrit Kremers, Resource Planning Coordinator

SUBJECT: Approved Section 28 Regulation Applications

DATE: September 3, 2025

PURPOSE:

To outline the 'Ontario Regulation 41/24: Prohibited Activities, Exemptions, Permits' applications approved by staff from April, May, June, July and August, 2025.

DISCUSSION:

PERMIT NO.	LOCATION	PROPOSAL	DATE ISSUED
FR-03-25 (Site 1)	52948 Calton Line Township of Malahide	* This proposal involves the placement of fill to construct an earth berm; * Earth berm to contain water overflow from Calton Swamp into neighbouring agricultural field;	April 8 th , 2025
FR-04-25 (Site 2)	Town of Aylmer	* This proposal involves the construction of baseball dugouts at two Aylmer baseball diamonds; * Structures located within floodplain of Catfish Creek;	April 25 th , 2025
FR-05-25 (Site 3)	Municipality of Central Elgin	* This proposal involves the installation of concrete lining to an existing culvert; *Work to be completed outside of fish timing window;	May 20 th , 2025
FR-06-25 (Site 4)	Hawkins Road; Township of South-West Oxford	* This proposal involves the installation of fibre optic cable conduit below a watercourse; * Directional drilling to be 1.7 metres below watercourse;	May 20 th , 2025

FR-07-25 (Site 5)	Hawkins Road; Township of South-West Oxford	* This proposal involves the installation of fibre optic cable conduit below a watercourse; * Directional drilling to be 1.7 metres below watercourse;	May 20 th , 2025
FR-08-25 (Site 6)	51403 Ron McNeil Line; Township of Malahide	* This proposal involves the construction of a 3 storey, 8 unit apartment building, adjacent to Simpson Drain floodplain; *All excess fill to be removed from site and placed outside of floodplain;	May 22 nd , 2025
FR-09-25 (Site 7)	47848 Talbot Street; Township of Malahide	* This proposal involves the construction of a detached garage adjacent to the slope of Catfish Creek; *All construction and site grading to maintain setback from top of slope;	May 29 th , 2025
FR-10/11/12/13/14-25 (Site 8-12)	Municipality of Central Elgin Township of Malahide	* This proposal involves the installation of fibre optic cable conduit and communication poles adjacent to valleyland slopes and watercourses; * Directional drilling to be 1.7 metres below watercourse;	May 30 th , 2025
FR-15-25 (Site 13)	City of St. Thomas	* This proposal involves the installation of Storm Water Management Facility and outlet for Yarmouth Yards; * Site to maintain watershed boundary between Catfish and Kettle Creek;	May 30 th , 2025
FR-16-25 (Site 14)	3243 Colin Street; Township of Malahide	* This proposal involves the installation of a new septic system and field bed within the floodplain of Port Bruce; *Ground elevation to be the same as existing conditions;	June 9 th , 2025

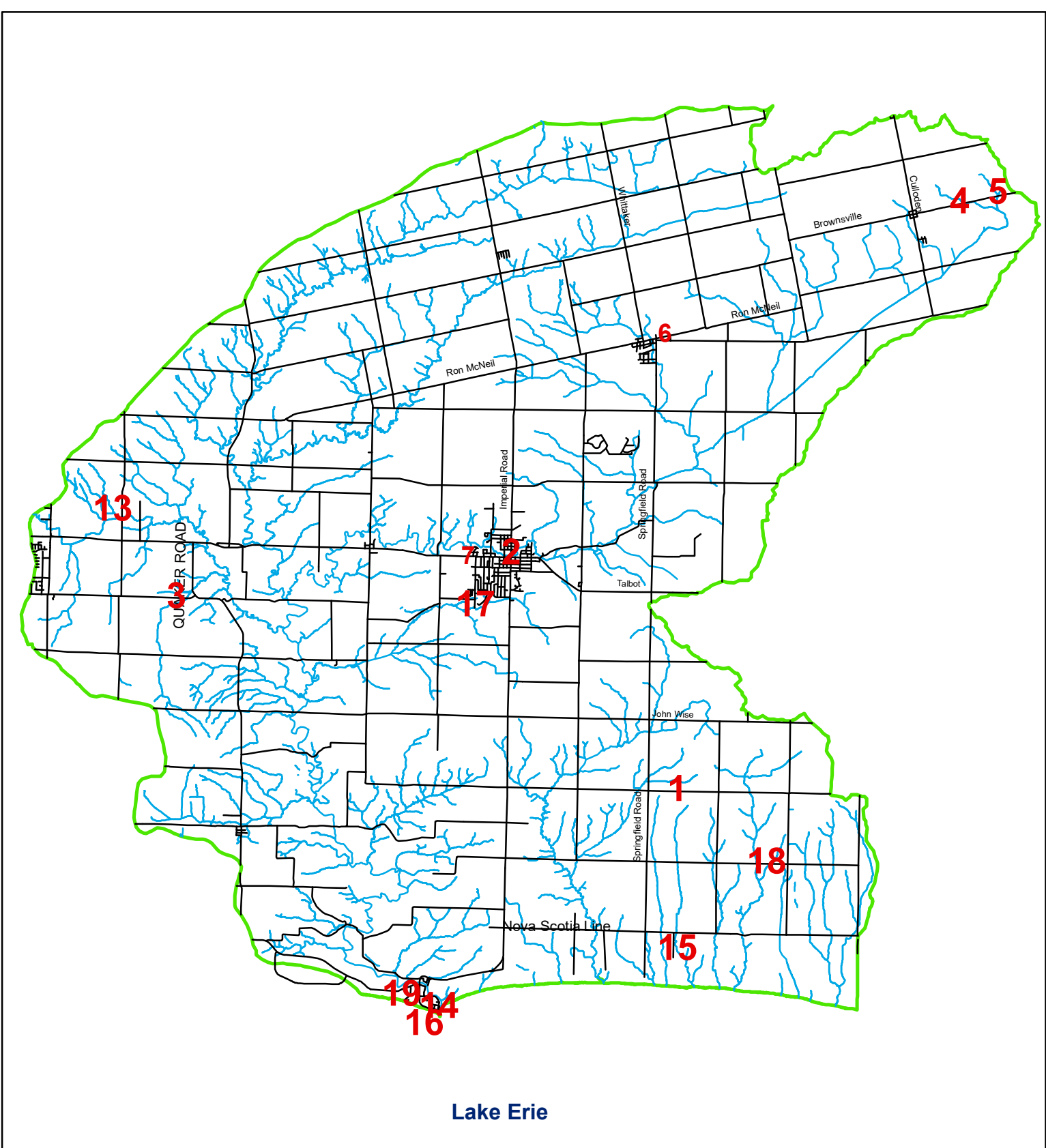
FR-17-25 (Site 15)	4962 Granger Road; Township of Malahide	* This proposal involves the construction of a detached garage and the installation of a new septic system; *Work adjacent to the slope of a Lake Erie Tributary;	August 18 th , 2025
FR-19-25 (Site 16)	3408 Lakeview Drive; Township of Malahide	* This proposal involves the construction of a detached garage within Port Bruce; *Site to be re-vegetated after construction to prevent erosion;	June 3 rd , 2025
FR-20-25 (Site 17)	48879 Brook Line; Township of Malahide	* This proposal involves the installation of a new septic system and field bed, adjacent to Bradley Creek; *Ground elevation to be the same as existing conditions;	July 3 rd , 2025
FR-20-25 (Site 17)	52114 Vienna Line; Township of Malahide	* This proposal involves the construction of an addition to an existing dwelling, located on the furthest extent from watercourse; *Work adjacent to a Lake Erie tributary;	July 3 rd , 2025
FR-22-25 (Site 19)	49276 Shalom Drive; Township of Malahide	* This proposal involves the installation of a new septic system and field bed, adjacent to Lake Erie; *Site to be re-vegetated after construction to prevent erosion;	August 15 th , 2025

RECOMMENDATION:

THAT, the Full Authority receive the staff approved Section 28 Regulation Applications Report FA 40/2025, as information.

Submitted by:

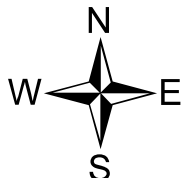
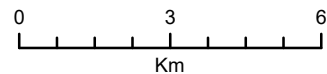
Gerrit Kremers, Resource Planning Coordinator



REGULATIONS REPORT MAP

September 2025

1 Work Permit Location



Over the past months, a number of key activities and initiatives have taken place that support our strategic objectives, strengthen partnerships, and enhance the visibility and effectiveness of the Catfish Creek Conservation Authority (CCCA):

Annual Statistical Survey Submission – Conservation Ontario

We successfully completed and submitted the Conservation Ontario CA Statistical Survey. This annual online survey is a critical initiative that gathers comprehensive data from all 36 Conservation Authorities in Ontario across five key areas: General Information (e.g., watershed size, board members, and staffing levels); Landholdings; CA Foundations; Programs, Services, and Activities; and Financial Operations. The information collected helps Conservation Ontario advocate for the sector, conduct strategic planning, and support province-wide marketing and communication efforts. Our timely and accurate submission ensures that the CCCA is well represented in these collective efforts and contributes to a broader understanding of the role and value of Conservation Authorities in Ontario.

General Managers Retreat – Kingbridge Centre

I attended the annual General Managers retreat hosted at the Kingbridge Centre. This retreat provides an invaluable opportunity for peer engagement and strategic discussions among senior leaders from across the province. Topics covered included current and emerging challenges facing the sector, updates on regulatory frameworks, inter-agency collaboration, and best practices in watershed management. The retreat also fostered informal networking and peer support, which are essential for maintaining a strong and resilient network of Conservation Authorities.

Lake Erie Action Plan (LEAP) Meeting

The LEAP meeting featured a technical and informative presentation by Environment and Climate Change Canada focused on phosphorus loadings to Lake Erie. The session provided the most recent data and trends concerning nutrient contributions from key Canadian tributaries, with a specific focus on agricultural and urban runoff. As phosphorus loading continues to be a major environmental concern contributing to algal blooms and overall water quality degradation, the insights shared were crucial for informing our ongoing efforts in the Catfish Creek watershed. The meeting also reinforced the importance of coordinated watershed-based actions and cross-jurisdictional cooperation.

Conservation Ontario Council Meeting

I participated in the quarterly Conservation Ontario Council Meeting. As outlined in the report provided in the meeting agenda package, this session focused on several timely issues, including provincial policy changes, funding opportunities, and updates from Conservation Ontario's strategic initiatives. Participation in these meetings ensures that the CCCA remains aligned with provincial priorities and maintains a voice in key decision-making processes affecting our sector.

75th Anniversary Celebration – CCCA

The CCCA proudly hosted its 75th Anniversary Celebration, marking a significant milestone in our history of watershed stewardship. The event was a resounding success, drawing strong community participation. Families enjoyed a variety of daytime activities including nature walks, educational booths, and children’s programming. In the evening, we hosted a concert that attracted approximately 300 attendees who enjoyed live music in a festive and welcoming atmosphere. Sunday featured an open mic session from 12:00 PM to 5:00 PM with around 40 participants and audience members taking part in the community-driven entertainment. Later that night, Arthur provided clear skies for stargazing, offering a memorable experience for those who stayed to enjoy the natural beauty of the area. The entire weekend underscored the enduring connection between the community and the conservation area, and staff are to be commended for their efforts in making the event such a success.

Spraying Services – Town of Aylmer

This month, the CCCA provided spraying services to the Town of Aylmer. These services support the management of invasive plant species and promote healthier natural ecosystems within urban green spaces. Gerrit Kremers provided valuable assistance in completing this work efficiently and in accordance with provincial regulations.

Elgin County Economic Development and Tourism Strategy

Elgin County is currently undertaking a review and re-alignment of its economic development and tourism strategy to better address evolving market conditions, regional challenges, and new opportunities over the next five years. As one of the key stakeholders in the tourism and agriculture sectors, the CCCA was invited to participate in the consultation process. In response, our staff compiled and submitted a list of recommendations reflecting our priorities and perspectives. These recommendations emphasized the importance of nature-based tourism, sustainable land use practices, and the role of conservation areas as economic and recreational assets. We look forward to seeing how our input will help shape the County’s long-term strategy.

CLTIP Review – CA-Owned Lands

We completed the annual review of properties enrolled under the Conservation Land Tax Incentive Program (CLTIP). This process involved a detailed assessment of all CCCA-owned lands to ensure continued compliance with provincial requirements. Our submission to the Province was completed and submitted on schedule, which will support continued eligibility for property tax exemptions on designated conservation lands.

EASE Program Webinar and Grant Application Preparation

Staff attended a webinar on the Enabling Accessibility and Supportive Environments (EASE) Program, which provides funding of up to \$60,000 for small capital projects that enhance accessibility and promote active living for individuals with disabilities and older adults. The program supports initiatives aimed at creating more inclusive, accessible outdoor spaces, buildings, and housing infrastructure. Following the webinar, our staff began developing a grant proposal with the goal of enhancing accessibility features within our conservation areas. The team is working diligently to finalize and submit a strong application within the required timeframe.

FHIMP Watershed Modelling Grant Application

In collaboration with staff, we submitted an application through the Flood Hazard Identification and Mapping Program (FHIMP). The funding would support enhanced watershed modelling to better identify and manage flood risks in the CCCA jurisdiction. Improved modelling will enable us to make more informed decisions related to land use planning, floodplain management, and emergency response. This work is essential in light of increasing climate variability and the need for proactive adaptation measures.

Metis Nation of Ontario Grant

This month, staff successfully completed and submitted the final reports required under the funding agreement with the Métis Nation of Ontario (MNO). These reports mark the culmination of a significant partnership project that focused on environmental stewardship, cultural knowledge-sharing, and community engagement within the Catfish Creek watershed.

The final reporting process included detailed documentation of all project activities, outcomes, financial expenditures, and community impacts. These deliverables not only demonstrate our accountability and transparency in the use of grant funds but also highlight the meaningful progress made through collaborative efforts between the CCCA and the MNO. Our reporting reflected a strong alignment with the grant's objectives, including enhanced environmental awareness, the integration of traditional ecological knowledge, and the protection of culturally significant natural resources.

The success of this initiative further underscores the value of forging strong and respectful relationships with Indigenous partners.

The partnership between Conservation Authorities and the Métis Nation of Ontario represents a powerful model of cooperative stewardship rooted in mutual respect, shared values, and a commitment to reconciliation.

Bluegill Stocking, MNR/ CCCA Initiative

A collaborative effort to build a working relationship between the Catfish Creek Conservation Authority (CCCA) and the Ministry of Natural Resources has been created to explore the feasibility of stocking bluegill in Springwater Pond. This partnership marks an important step toward enhancing the ecological and recreational value of the pond while aligning with broader conservation goals. Through open dialogue and shared expertise, both organizations are working together to assess habitat suitability, ensure ecological balance, and follow regulatory guidelines for fish stocking. The goal is to create a healthy and sustainable fishery that supports biodiversity, provides educational opportunities, and enhances the visitor experience at Springwater Conservation Area. The CCCA is excited about the potential of this initiative and views it as a valuable demonstration of how collaborative stewardship can lead to meaningful, community-focused outcomes.

New Director of Conservation Authorities Position

The announcement of the appointment of Hassan Bassit as the new Director of Conservation Authorities was declared in early July. With extensive experience in environmental management and a strong commitment to watershed stewardship, Hassan brings valuable leadership and strategic vision to the role. His proven ability to foster collaboration among diverse stakeholders, combined with a deep understanding of conservation policies and programs, positions him well

to advance the goals of Conservation Authorities across the region. We look forward to Hassan's contributions as he works to strengthen partnerships, promote sustainable resource management, and support community-based conservation initiatives.

Windphone Construction

The windphone is a deeply meaningful and symbolic structure that provides a unique space for reflection, healing, and connection with lost loved ones. Originating in Japan, the windphone serves as a quiet, contemplative place where visitors can speak freely into the phone, expressing emotions, memories, or farewells to those who are no longer with them. Recognizing the profound impact such a space can have on mental wellness and community healing, the Catfish Creek Conservation Authority is proud to announce plans to erect a windphone at Springwater Conservation Area. This installation will offer visitors a serene and private setting within the natural landscape to find solace and peace. By integrating this meaningful structure into the conservation area, we aim to enhance the emotional and spiritual value of the space, fostering a deeper connection between people, nature, and the cycles of life. The windphone will serve as a testament to the importance of providing diverse ways for individuals to engage with their grief and healing processes in a supportive environment.

Powerco Relationships

The potential partnership with PowerCo in utilizing conservation areas for work-related events represents a valuable opportunity to strengthen community ties and promote environmental awareness among corporate teams. Hosting events within these natural settings allows PowerCo employees to engage directly with the environment, fostering a deeper appreciation for local ecosystems and conservation efforts. These gatherings also provide a unique venue that encourages teamwork, creativity, and wellness through outdoor activities and learning experiences. By choosing conservation areas for their events, PowerCo not only supports the preservation of green spaces but also demonstrates corporate social responsibility and a commitment to sustainability. This collaboration ultimately would benefit both the organization and the conservation authority by building stronger partnerships and inspiring ongoing stewardship of natural resources.

Submitted by:

Dusty Underhill

General Manager / Secretary – Treasurer



June 11, 2025

Ministry of Municipal Affairs and Housing Provincial Planning Branch
777 Bay Street, 13th Floor
Toronto, ON
M7A 2J3

Re: Conservation Ontario's comments on "Proposed Planning Act and City of Toronto Act, 2006 Changes (Schedules 3 and 7 of Bill 17 - Protect Ontario by Building Faster and Smarter Act, 2025)" (ERO#025-0461), "Proposed Regulations- Complete Application" (ERO#025-0462), and the "Proposed Regulation- As-of-right Variations from Setback Requirements" (ERO#025-0463).

Bill 17, *Protect Ontario by Building Faster and Smarter Act, 2025*, received Royal Assent on June 5, 2025, amending eight pieces of legislation, including the *Planning Act* and *City of Toronto Act, 2006*. The amendments alter or exempt certain planning requirements and approval processes related to minor variances and elementary schools, enable enhanced oversight for projects proceeding through a Minister's Zoning Order (MZO), and provide regulation-making authority to create rules regarding study requirements for complete applications.

Conservation Ontario is the voice of Ontario's 36 Conservation Authorities.

Conservation Ontario supports the government's commitment to timely and transparent planning and development approvals.

- We appreciate the provincial government's continued commitment to ensuring development does not occur on hazardous lands, as noted in ERO#025-0461.
- Strong natural hazard planning and regulatory frameworks are essential to protect housing, sensitive institutional uses such as schools, hospitals and care facilities, critical infrastructure, and the public from natural hazard impacts, including flooding and erosion.

Conservation Ontario is committed to the goals of:

- **Protecting people, property, and infrastructure from the impacts of natural hazards; and,**
- **Protecting sources of municipal drinking water.**

Conservation Ontario believes that achieving these goals requires informed planning supported by a comprehensive understanding of hazard areas and significant (drinking water) threat policies within municipal jurisdictions.

- Municipalities rely on Conservation Authorities¹ for mapping for hazardous lands and sites in municipal planning documents, including Official Plans and Zoning By-Laws.
- Working with Source Protection Authorities, municipal planning documents further incorporate significant drinking water threat policies that must be ‘conformed with’ and other policies that they ‘have regard to’ arising from their local Source Protection Plan.

Conservation Ontario provides the following comments on select aspects of these proposals. A summary is provided in Attachment 1. These comments are limited to changes implemented through Bill 17 and are not reflective of the full suite of proposed changes as outlined in the Province’s Bill 17 Technical Briefing Deck.

1. Minor Variances (As-of-Right Variations from Setback Requirements)

- Bill 17 enables new regulation-making authority to allow variations to a municipal zoning by-law to be permitted “as of right” if a proposal is within a percentage of the required setback on specified lands (currently proposed to be 10%).
- These provisions would only apply to buildings or structures on urban residential lands outside of the Greenbelt Area and would further exclude any area that is within 120 m of certain hazardous lands (including shorelines) and lands within 300 m of most railways.

Conservation Ontario supports process improvements to facilitate safe housing and infrastructure development, while ensuring that development occurs outside of hazardous lands.

- Recent publications^{2,3,4} highlight limited municipal capacity to map and effectively manage flooding and other natural hazards, emphasizing the need for collaborative partnerships with Conservation Authorities to ensure hazardous areas are accurately reflected in municipal planning documents.

¹ Ontario Ministry of Municipal Affairs and Housing. (2024). *Provincial Planning Statement, 2024*. Policy 5.2. Government of Ontario.

² Office of the Auditor General of Ontario. (2022). *Value-for-Money Audit: Climate Change Adaptation: Reducing Urban Flood Risk*.

³ Office of the Auditor General of Ontario. (2024). *Follow-up on the 2022 Performance Audit: Climate Change Adaptation: Reducing Urban Flood Risk*.

⁴ McNeil, D. (2019). *Ontario’s Special Advisor on Flooding Report to Government: An Independent Review of the 2019 Flood Events in Ontario*.

- To ensure “as-of-right” setback reductions do not have the effect of siting development in areas impacted by natural hazards, Conservation Authorities will continue to collaborate with municipal partners to ensure current hazard mapping is incorporated into municipal Official Plans and Zoning By-Laws.

2. Study Requirements and Certified Professionals

- Bill 17 enables new regulation-making authority to specify the type and topics of studies/reports that may be requested as part of a complete application under the *Planning Act* and limit complete application study/report requirements to what is currently outlined in Official Plans, unless otherwise approved by the Minister.
- Applications made under the *Planning Act* are often accompanied by municipally requested technical studies or reports to confirm site constraints, policy compliance, and assess impacts on infrastructure, municipal drinking water sources, and public health and safety.

Conservation Ontario recommends future regulations enable municipalities to require studies/reports used to confirm consistency with provincial policies related to natural hazards and applicable drinking water source protection policies as part of a complete application.

- Supporting studies and reports provide approval authorities with technical information to make informed decisions on development proposals.
- These studies ensure the proposed development does not negatively impact natural hazards, safeguard sources of municipal drinking water, and maintain a high standard of public safety.
- A list of potential study/report topics and types is provided in Attachment 2.

- Amendments further require municipalities to accept studies/reports prepared by “prescribed professionals” as “final” for the purpose of determining a complete application.
- It is anticipated that a range of professions / professional designations may be included in a future regulation, each with varying technical expertise to support the development of municipally-requested studies/reports.

Conservation Ontario recommends the regulation clarify the specific designations and expertise for “prescribed professionals”, specific to each report type, to ensure studies/reports are prepared by appropriate professionals.

3. Streamlined Planning Approval for Schools

- Bill 17 provides “as-of-right” permission to locate public elementary and high schools on urban lands zoned for residential uses. The Bill further exempts the placement of all portable classrooms at public schools from site plan control.

Conservation Ontario supports efforts to facilitate timely and safe development of institutional uses, such as schools and day-care facilities.

- As previously noted, we recommend municipal zoning resources be updated to ensure development is not situated in hazardous lands or sites, further to prohibitions in policy 5.2.6 (a) of the Provincial Planning Statement, 2024.
- Consideration should also be given to scoping “as-of-right” provisions to exclude areas subject to natural hazards and/or areas where safe access cannot be achieved.

Conservation Ontario recommends in lieu of the requirement for a Zoning By-Law Amendment, a streamlined review process to confirm that natural hazards do not pose a safety threat for the siting of schools and day-care facilities.

- Conservation Authorities are prepared to assist municipal partners with an expedited review to help facilitate timely and safe development.

4. Minister’s Zoning Orders

- Bill 17 provides the Minister with the ability to impose enforceable conditions on municipalities or proponents that must be met before a use permitted by a Minister’s Zoning Order comes into effect.

Conservation Ontario supports using this new authority to improve transparency and effective implementation of MZOs.

For example, conditions could be applied to request completion of satisfactory studies/reports, or inclusion of appropriate safeguards for drinking water sources or against the impacts of natural hazards (e.g., flooding and erosion).

Conservation Ontario requests that the Province, when considering a request for a Minister’s Zoning Order, consult with affected municipalities and Conservation Authorities on potential conditions.

Thank you for the opportunity to review and provide comments on “Proposed Planning Act and City of Toronto Act, 2006 Changes (Schedules 3 and 7 of Bill 17 - Protect Ontario by Building Faster and Smarter Act, 2025)” (ERO#025-0461), “Proposed Regulations– Complete

Application" (ERO#025-0462), and the "Proposed Regulation- As-of-right Variations from Setback Requirements" (ERO#025-0463). We would be pleased to further discuss these comments at your convenience.

Sincerely,

A handwritten signature in black ink that reads "Bonnie Fox". The signature is written in a cursive, flowing style.

Bonnie Fox
Policy and Planning Director

c.c. Conservation Authority CAOs/GMs

Attachment 1: Summary

1. Conservation Ontario supports the government's commitment to timely and transparent planning and development approvals.
2. Conservation Ontario is committed to the goals of:
 - a. Protecting people, property, and infrastructure from the impacts of natural hazards and
 - b. Protecting sources of municipal drinking water
3. Conservation Ontario believes that achieving these goals requires informed planning supported by a comprehensive understanding of hazard areas and significant (drinking water) threat policies within municipal jurisdictions.
4. Conservation Ontario supports process improvements to facilitate safe housing and infrastructure development, while ensuring that development occurs outside of hazardous lands.
5. Conservation Ontario recommends future regulations enable municipalities to require studies/reports used to confirm consistency with provincial policies related to natural hazards and applicable drinking water source protection policies as part of a complete application.
6. Conservation Ontario recommends future regulations clarify the specific designations and expertise for "prescribed professionals", specific to each report type, to ensure studies/reports are prepared by appropriate professionals.
7. Conservation Ontario supports efforts to facilitate timely and safe development of institutional uses, such as schools and day-care facilities.
 - a. Conservation Ontario recommends in lieu of the requirement for a Zoning By-Law Amendment, a streamlined review process to confirm that natural hazards do not pose a safety threat for the siting of schools and day-care facilities.
8. Conservation Ontario supports the use of new MZO authority to improve transparency and effective implementation of MZOs.
 - a. Conservation Ontario requests that the Province, when considering a request for a Minister's Zoning Order, consult with affected municipalities and Conservation Authorities on potential conditions.

Attachment 2: Potential Studies/Reports that Municipalities may request to support complete applications under the *Planning Act*

The following studies are examples of what may be required to support informed decisions on applications submitted under the *Planning Act*. These lists are not exhaustive. The specific proposal, geographic context, and applicable local policies will further scope necessary studies. Where study/report recommendations are put forward by Conservation Authorities through their mandatory plan review and input roles, CAs will work with municipal partners to scope study requirements to capture necessary details to support municipal decision-making.

1. Studies required by Source Protection Plan policies. Examples include, but are not limited to:

- a. Groundwater Impact Studies (in areas identified as significant Groundwater Recharge Areas).
- b. Hydrogeological analysis / risk assessment (where proposed development may pose risk to vulnerable aquifers).
- c. Water balance assessment.
- d. Intake / wellhead vulnerability mapping.
- e. Transport Pathway Vulnerability Assessment.

2. Studies required to assess consistency with provincial natural hazard policies (e.g., PPS, 2024) and conformity with natural hazard policies in provincial plans. Examples include, but are not limited to:

- a. Detailed site plan / site screening report.
- b. Studies/ reports to assess potential flooding hazards (*e.g., flood plain study reports, flood hazard assessments, hydraulic modelling, topographic report, grading plan, drainage catchment assessments, post-development drainage plans, etc.*)
- c. Studies / reports to assess potential erosion hazards (*e.g., geotechnical investigations / assessments, erosion hazards assessments [meander belts, slope stability, etc.], sediment and erosion control plans, etc.*)
- d. Studies / reports to assess potential shoreline/coastal hazards (*e.g., coastal hazard / engineering assessment, shoreline stability report, etc.*)
- e. Studies / reports to assess potential wetland hazards/impacts (*e.g., hydrological evaluations / water balance, wetland delineation study, scoped Environmental Impact Study, etc.*)
- f. Studies / reports to assess potential stormwater management needs (*e.g., stormwater management report, functional servicing report, etc.*)



July 31, 2025

Permissions Modernization Team
Client Services and Permissions Branch
Ministry of the Environment, Conservation and Parks
135 St. Clair Avenue West
Toronto, ON
M4V 1P5

Re: Conservation Ontario's comments on "Proposed changes to provide flexibility for water taking activities" (ERO#025-0730).

Water taking activities in Ontario are governed by the *Ontario Water Resources Act* and associated regulations. Proponents seeking to take over 50,000 litres of water per day from the environment are required to obtain a permit to take water (with limited exceptions). The Ministry of the Environment, Conservation and Parks is proposing regulatory amendments to Ontario Regulation 387/04 (Water Taking and Transfer) to introduce flexibility through a new, streamlined permit to take water (PTTW) application process to apply where a permit was in place that was cancelled, expired, or revoked.

Conservation Ontario is the voice of Ontario's 36 Conservation Authorities (CAs). We offer the following comments further to CA mandatory programs and services, including natural hazard management (e.g., drought and low water response) and drinking water source protection.

Conservation Ontario supports the government's commitment to protect and responsibly manage water resources, while exploring opportunities to provide flexibility while maintaining oversight.

- We support the proposal to apply appropriate conditions to the new, streamlined process, including that the proposed water taking is from the same location, source, for the same amount or less, and same purpose as the previously issued PTTW.
- We support the proposal to ensure applications submitted through the streamlined process are reviewed by Ministry staff to ensure compliance with applicable requirements.

Section 7 of Ontario Regulation 387/04 requires a Director who is considering an application for a PTTW to give notice to “any conservation authority within whose area of jurisdiction the proposed water taking is located”.

Conservation Ontario recommends that the process of notifying all affected municipalities and Conservation Authorities be retained in the proposed streamlined application process.

- To access the streamlined process, proponents may apply within one year of the cancellation, expiry or revocation of the original PTTW. Notification would provide clarity to impacted municipalities and CAs that the water taking activity is resuming in accordance with the original PTTW.
- Providing notice to local Conservation Authorities supports the delivery of CA mandatory programs and services as enumerated in O. Reg. 686/21, including natural hazard protection, drought and low water response, and drinking water source protection.
- Timely and consistent notification supports effective CA management of potential impacts associated with the water taking and a fulsome understanding of current water quantity stressors within their watershed jurisdiction. For example, CAs may use this information to inform modelling (hydrological, flood, drought) to support the delivery of mandatory programs and services.

Thank you for the opportunity to review and provide comments on “Proposed changes to provide flexibility for water taking activities” (ERO#025-0730). We would be pleased to further discuss these comments at your convenience.

Sincerely,

Nicholas Fischer

Nicholas Fischer

Policy and Planning Specialist

c.c. Conservation Authority CAOs/GMs

**Ministry of the Environment,
Conservation and Parks**

Conservation and Source
Protection Branch

3rd Floor
40 St. Clair Ave. West
Toronto ON M4V 1M2

**Ministère de l'Environnement, de la
Protection de la nature et des Parcs**

Direction de la protection de la nature et
des sources

3^e étage
40, avenue St. Clair Ouest
Toronto (Ontario) M4V 1M2



June 27, 2025

**MEMORANDUM TO: Conservation Authority General Managers or Chief
Administrative Officers, Conservation Authority Partners
and Interested Parties**

**FROM: Kirsten Service, Director Conservation & Source
Protection Branch, MECP**

**RE: Transition of Conservation Authority Program from the
Ministry of Natural Resources to the Ministry of the
Environment, Conservation and Parks**

Good morning,

I am writing to advise you that the responsibility for the province's conservation authority program has now transitioned from the Minister of Natural Resources to the Minister of the Environment, Conservation and Parks (MECP) through Orders in Council. Moving forward, the Minister of Natural Resources no longer has legislative duties or functions under the *Conservation Authorities Act* but retains leadership for natural hazard management policy and operations.

Staff supporting the important work of administering this portfolio and delivering on the government's priorities for conservation authorities will be moving to a newly created section named the Conservation Authorities Section within the Conservation and Source Protection Branch in MECP's Land and Water Division.

Stakeholders can continue to reach out to ministry staff as they have done in the past on conservation authority matters via ca.office@ontario.ca.

We thank you for your ongoing support during this time of transition. Please do not hesitate to reach out to me if you have any questions.

Sincerely,

A handwritten signature in black ink that reads "K Service".

Kirsten Service, Director
Conservation and Source Protection Branch
Ministry of Environment, Conservation and Parks

**Catfish Creek Conservation Authority
Correspondence Register – June 1 – August 31, 2024**

Date	Type	Agency	Topic
June 2, 2025	Email/ Reply	CO	CA Annual Survey Contacts
June 3, 2025	Email	MNR	Surface Water Announcement
June 3, 2025	Email/ Reply	City of St Thomas	Norman Drain Branch A - Public meeting last night
June 3, 2025	Email	Lake Huron & Elgin Area Primary Water Supply Systems	Notice of Public Information Centre - Elgin Area Primary Water Supply System Master Plan
June 3, 2025	Email	CO	GM Retreat
June 4, 2025	Email/ Reply	CO	Registration Open (June 17 and 18): Upcoming Service Excellence Sessions: StrategyCorp
June 4, 2025	Email/ Reply	GRCA	Availability for June LERMC meeting
June 5, 2025	Email/ Reply	CO	Protect Ontario by Cutting Red Tape Act, 2025
June 5, 2025	Email/ Reply	Malahide	Catfish Creek watermain crossing
June 5, 2025	Email	Nancy Moore	Bandshell/ Stage Questions
June 6, 2025	Email/ Reply	GRCA	For information: LERSPC Agenda Package - June 12 (GRCA is SPA Liaison)
June 6, 2025	Email	NPCA	Protect Ontario by Cutting Red Tape Act, 2025
June 9, 2025	Email	LERMC	July LERMC meeting
June 9, 2025	Email	OLTA	Celebrating The Greenland's Conservation Partnership
June 10, 2025	Email	Bouchelev Solicitor	Proposed Official Plan Amendment
June 10, 2025	Email/ Reply	Hybrid Utilities	Planting Agency Landowner Assignment

June 11, 2025	Email/ Reply	CO	Upcoming Service Excellence Sessions: StrategyCorp
June 11, 2025	Email	CO	CA Act Offences and Sentencing (Post-April 1, 2024)
June 11, 2025	Email/ Reply	OSCA	RALP cost-share funding is available: help us spread the news!
June 12, 2025	Email/ Reply	CO	Conservation Ontario Submission: Bill 17, Protect Ontario by Building Faster and Smarter Act, 2025
June 12, 2025	Email	Malahide	Catfish Creek watermain crossing
June 12, 2025	Email/ Reply	MNR	Catfish Creek CA Levy Apportionment 2025
June 12, 2025	Email/ Reply	IPC	The IPC's 2024 Annual Report released
June 12, 2025	Email	CO	Conservation Ontario Council Meeting Agenda - June 23, 2025
June 12, 2025	Email/ Reply	City of St Thomas	Norman Drain Branch A (Meeting July 7)
June 13, 2025	Email	MNR	FHIMP Extra Funding and Call for Proposals
June 13, 2025	Email/ Reply	CO	Healthy Hikes June 2025 🌲
June 14, 2025	Email	CRA	New mail from the Canada Revenue Agency
June 16, 2025	Email	CO	GM Meeting Details
June 16, 2025	Email/ Reply	CO	Rescheduling of Regional Service Excellence Sessions (June 17 and 18, 2025)
June 16, 2025	Email/ Reply	Nancy Moore	Bandshell Questions
June 16, 2025	Email/ Reply	Morgaine Griffin	seeking information
June 16, 2025	Email/ Reply	LEAP	LEAP IT Agenda (Dec 5/24) & Documents
June 17, 2025	Email/ Reply	CO	CO Council Registration
June 17, 2025	Email/ Reply	Powerco	Inquiry

June 19, 2025	Email/ Reply	CO	Next week, June 24th and 25th we're live at Kingbridge
June 20, 2025	Email/ Reply	Donald Begg	Regrets for 75th
June 24, 2025	Email/ Reply	UTRCA	Requesting Confirmation of Receipt of UTRCA Flood Contingency Plan
June 25, 2025	Email/ Reply	GRCA	AI Policy
June 26, 2025	Email/ Reply	HRCA	AI Safe Usage Policy
June 26, 2025	Email/ Reply	CO	Natural Asset Management Webinars for municipalities through MFOA
June 27, 2025	Email/ Reply	CO	Potential Municipal Partnerships to Access Provincial Funding programs
June 27, 2025	Email/ Reply	CLTIP	Catfish Creek 2026 CLTIP Application
June 27, 2025	Email/ Reply	MECP	Transfer of Conservation Authorities from MNR to MECP
June 27, 2025	Email/ Reply	CO	MECP Correspondence
July 2, 2025	Email/ Reply	Elgin County	National Drowning Prevention Week: Invitation to Attend Events
July 2, 2025	Email/ Reply	CO	Ducks Unlimited Canada's Conservation PRO Team update
July 2, 2025	Email/ Reply	Bowsher and Bowsher	CCCA sale to Blatz - Hacienda Road
July 2, 2025	Email/ Reply	OFCAF	NEW cost-share intake for Nitrogen Management Opens July 24, 2025
July 2, 2025	Email/ Reply	CLTIP	Roll Numbers CCCA
July 4, 2025	Email/ Reply	Bowsher and Bowsher	CCCA and Blatz
July 7, 2025	Email/ Reply	Elgin County	Request for Your Participation: Elgin County Economic Development and

			Tourism Strategy Action Plan
July 8, 2025	Email/ Reply	MNO	Advance Payment Claim
July 9, 2025	Email/ Reply	CO	Invitation to Participate: CA Corporate Services Survey & Data Collection
July 9, 2025	Email/ Reply	CO	New funding opportunity: 2025 Wetlands Conservation Partner Program
July 11, 2025	Email/ Reply	CO	June 2025 General Managers' Meeting: Slide Decks
July 12, 2025	Email/ Reply	Elgin County	Invitation to National Drowning Prevention Week Events
July 14, 2025	Email	CO	Orders in Council: 863/2025: MECP Presiding over Conservation Authorities and 862/2025: Appointment of Hassaaan Basit as Deputy Minister and Chief Conservation Executive (Cabinet Office) effective August 4, 2025
July 14, 2025	Email/ Reply	NRPCA	From the Honourable Trevor Jones, Minister of Agriculture, Food and Agribusiness
July 15, 2025	Email/ Reply	OSC	NEW Agricultural Stewardship Initiative, Cost-share Funding for Ontario Farmers
July 15, 2025	Email/ Reply	CO	Technical Working Group for flood mapping Newsletter
July 15, 2025	Email	OSC	NEW Agricultural Stewardship Initiative, Cost-share Funding for Ontario Farmers
July 15, 2025	Email/ Reply	CO	Technical Working Group for flood mapping Newsletter
July 15, 2025	Email/ Reply	CO	Draft Comments on Water Taking Proposal
July 17, 2025	Email/ Reply	SWOX	Notice of Public Meeting

July 21, 2025	Email/ Reply	LERMC	Lake Erie Region Management Committee
July 21, 2025	Email/ Reply	CO	BC Flood Strategy
July 23, 2025	Email/ Reply	MECP	Streamlining environmental permissions for storm water management works
July 23, 2025	Email/ Reply	CO	Canadian Association of Municipal Administrators - Stand Strong Toolkit
July 24, 2025	Email	Ivan Manuel	Waneeta Beach Works
July 24, 2025	Email/ Reply	Bowsher and Bowsher	CCCA sale to Blatz - Hacienda Road
July 28, 2025	Email/ Reply	Bowsher and Bowsher	CCCA sale to Blatz - Hacienda Road
July 29, 2025	Email/ Reply	CO	For review and comment DRAFT message to CA CAOs/GMs
July 29, 2025	Email/ Reply	MNR	Section 39 Year Start Budget Summary Requests for 2025-26 - DUE July 11, 2025
July 29, 2025	Email/ Reply	Elgin County	RE: Port Bruce
July 31, 2025	Email/ Reply	CO	Conservation Ontario's Comments on "Proposed changes to provide flexibility for water taking activities" (ERO#025-0730)
July 31, 2025	Email/ Reply	MECP	Information Sessions RE: Streamlining environmental permissions for storm water management works
Aug 05, 2025	Email/ Reply	OPC	Path of Honor Spraying
Aug 05, 2025	Email/ Reply	CO	Call for Expressions of Interest – Special Session on Conservation Authorities at the International Conference on Flood Management – Deadline September 5th, 2025

Aug 05, 2025	Email/ Reply	LTC	Disposition of lands questions
Aug 06, 2025	Email/ Reply	CO	AMO Navigating Economic Headwinds Webinar: Presentation Materials & Resource Page
Aug 08, 2025	Email	DFO	Publication of FINAL Recovery Strategy and Action Plan for Silver Chub on the Species at Risk Public Registry
Aug 08, 2025	Email/ Reply	MNR	Ontario Low Water Response Program - Updated July Flow Report
Aug 08, 2025	Email/ Reply	MNO	Final Report
Aug 08, 2025	Email	MECP	Update on Upcoming Information Sessions (**August 13th session cancelled**)
Aug 12, 2025	Email/ Reply	Ivan Manuel	Re: Waneeta Beach Works
Aug 12, 2025	Email/ Reply	CO	Webinar Thurs Aug 14 12 pm FW: draft 2025 IJC Report on the Protection of the Waters of the Great Lakes
Aug 13, 2025	Email/ Reply	Elgin County Fire Services	Water Rescue Course
Aug 13, 2025	Email/ Reply	CO	Natural Asset Management Training - Survey
Aug 13, 2025	Email/ Reply	MNR	Collaboration on Brook Trout Focused Fisheries Monitoring
Aug 14, 2025	Email/ Reply	CO	National Greening Program - Call for Proposals
Aug 14, 2025	Email/ Reply	MNR	Electrofishing Results from Yarmouth CA Property.
Aug 14, 2025	Email/ Reply	Township of Malahide	Live: ICEYE SAR + WebEOC Nexus for faster flood response
Aug 21, 2025	Email/ Reply	MNO	Final Payment Requests
Aug 22, 2025	Email/ Reply	CO	August 2025 General Managers' Meeting Confirmation
Aug 22, 2025	Email/ Reply	CO	Conservation Ontario Council Meeting

Aug 22, 2025	Email	MNR	Transfer Payment Invoice
Aug 25, 2025	Email/ Reply	CO	August 2025 General Managers' Meeting Confirmation
Aug 28, 2025	Email/ Reply	CWA	LEAP Implementation Team in-person workshop
Aug 28, 2025	Email	CO	Conservation Ontario's Federal Pre-Budget Submission 2025-2026
Aug 28, 2025	Email/ Reply	CO	You're Invited to the 2025 CA Coastal Network: Central Lake Erie Coastal Technical Tour