

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

Thursday, February 19th, 2026

Meeting #01/2026

The 75th Annual General Meeting of the Catfish Creek Conservation Authority was held at the East Elgin Community Complex.

PRESENT:

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

STAFF:

Dusty Underhill	General Manager / Secretary-Treasurer
Gerrit Kremers	Resource Planning Coordinator
Brittany Bell	Communications/Program Support Assistant
Al Bradford	Conservation Areas Supervisor
Thom Polland	Conservation Areas Assistant

ABSENT:

Scott Lewis	Member	Township of Malahide
Susan Simmons	Financial Services Coordinator	
Peter Dragunas	Water Management Technician	
Noah Pineau	Field Technician	

GUESTS:

Jennifer Buchnan	Graham Scott Enns
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WELCOME / CALL TO ORDER:

Chairperson Griffin welcomed everyone and called the meeting to order at (2:04 p.m.).

ADOPTION OF AGENDA:

<u>Motion # 01/2026</u>	P. Buchner	G. Clarke	CARRIED
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THAT, the Agenda for the Annual General Meeting be adopted as circulated.

DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF:

No one had a pecuniary interest to disclose at this time.

DISCLOSURE OF INTENTION TO AUDIO / VIDEO RECORD MEETING:

The Chairperson asked for disclosures of intentions to audio or video record the meeting. No one indicated any such intentions at this time.

INTRODUCTIONS:

Chairperson Griffin introduced the Catfish Creek Conservation Authority Board of Directors, Staff, and Special Guests in attendance.

CHAIRPERSON'S MESSAGE:

Chairperson Griffin presented the Annual Chairperson's Message to the audience. A condensed version is included on the first page of the 2025 Annual Report.

ADOPTION OF MINUTES:

Motion # 02/2026 G. Clarke P. Buchner CARRIED

THAT, the Minutes of Full Authority Meeting #06/2026 (December 11, 2025), be accepted as circulated.

Motion # 03/2026 G. Clarke A. Oslach CARRIED

THAT, the Special Meeting Minutes of the Full Authority (February 5, 2026) be accepted as circulated.

BUSINESS ARISING FROM MINUTES:

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

ANNUAL REPORT PRESENTATION:

The General Manager / Secretary-Treasurer presented the 2025 Annual Report and provided a brief summary of each section in the report. He thanked the community for their support and involvement with the CCCA over the past year. He also thanked the staff from the CCCA and Board for their efforts in 2025.

Motion # 04/2026 P. Buchner G. Clarke CARRIED

THAT, the 2025 Annual Report be adopted as presented.

2025 AUDITED FINANCIAL STATEMENTS:

Jennifer Buchanan, Partner at Graham Scott Enns LLP Chartered Accountants presented the 2025 Financial Statements and Auditor's Report for the Catfish Creek Conservation Authority.

Ms. Buchanan stated that the Financial Statements present fairly, in all material respects, the statement of financial position of the CCCA as at December 31, 2025, and the statements of operations and accumulated surplus, changes in net assets, and cash flow for the year then ended in accordance with Canadian accounting standards for public sector entities.

The audience was advised that full copies of the Financial Statements are available at the CCCA Office and on the CCCA website upon request.

Motion # 05/2026 P. Buchner G. Clarke CARRIED

THAT, the Financial Statements of the Catfish Creek Conservation Authority and Audit Findings Letter prepared by Graham Scott Enns LLP, as of December 31, 2025, be adopted as circulated.

ELECTION OF OFFICERS:

Rick Cerna, past Chairperson of Catfish Creek Conservation Authority was asked to conduct the elections for Chairperson and Vice-Chairperson for the year 2026.

Mr. Cerna reviewed the election procedures and declared all offices vacant. He then read the names of the current members eligible to vote and asked for the appointment of two (2) scrutineers in the event of an election.

Motion # 06/2026 A. Oslach P. Buchner CARRIED

THAT, Gerrit Kremers and Brittany Bell act as scrutineers in the event of an election; and further,

THAT, the scrutineers distribute ballots to the eligible voting members, tabulate and report the results of the vote, and destroy all ballots.

Mr. Cerna assumed chair for the elections, outlined the voting procedures, and declared all offices and positions vacant.

Mr. Cerna called for nominations for the position of Chairperson of the CCCA for 2026.

Arthur Oslach nominated Morgaine Griffin.

Nominations for the position of Chairperson were called for a second and third time.

Motion # 07/2026 A. Oslach G. Clarke CARRIED

THAT, nominations for the position of Chairperson be closed.

Morgaine Griffin was acclaimed Chairperson for 2026.

Mr. Cerna called for nominations for the position of Vice-Chairperson of the CCCA for 2026.

Gary Clarke nominated Paul Buchner.

Mr. Cerna called for nominations a second and third time.

Motion # 08/2026 A. Oslach G. Clarke CARRIED

THAT, nominations for the position of Vice-Chairperson be closed.

Paul Buchner was acclaimed Vice-Chairperson for 2026.

Morgain Griffin assumed the Chair to continue the meeting.

OTHER BUSINESS:

Motion # 09/2026 A. Oslach P. Buchner CARRIED

THAT, the Full Authority appoint the firm Graham Scott Enns LLP Professional Accountants as the Authority's Auditor until the next Annual General Meeting in February 2027; and further,

THAT, the Full Authority appoint Canadian Imperial Bank of Commerce, Aylmer Branch as the Authority's financial institution until the next Annual General Meeting in February 2027; and further,

THAT, the Full Authority appoint Elgin County Legal Services as the Authority's Solicitor to deal with matters of litigation until the next Annual General Meeting in February 2027; and further,

THAT, the Full Authority appoint Mark Coombes, Bowsher + Bowsher as the Authority's Solicitor to deal with matters of real estate until the next Annual General Meeting in February 2027.

Motion # 10/2026 P. Buchner G. Clarke CARRIED

THAT, the Catfish Creek Conservation Authority be authorized to borrow, on an interim basis, a sum or sums not exceeding in the aggregate \$200,000.00 from the Authority's bank at the said bank's minimum lending rate established from time to time, until the Authority has received payment of levies from member municipalities; and further,

THAT, the Chairperson or Vice-Chairperson together with the General Manager / Secretary-Treasurer are hereby authorized to execute for and on behalf of the Authority, a promissory note or notes for the sum to be borrowed pursuant to this Resolution and to affix thereto the corporate seal of the Authority, and further,

THAT, TCOBI Management and Consulting Contracting, be assigned with signing authority for payroll items and utility accounts.

STUDENT SCHOLARSHIP AWARD:

Member Buchner presented the 24th Annual Catfish Creek Conservation Authority Scholarship Award to Liam Howes. He plans to continue his post-secondary education in the field of Environmental Technology at Canadore College in North Bay.

CONSERVATION AWARD:

Gary Clarke was called upon to present the Conservation Award to the Elgin Stewardship Council (ESC) in recognition of their contribution to the natural environment within the Catfish Creek watershed by completing on the ground stewardship activities, providing funding for stewardship actions and contributing to conservation education. The ESC has completed numerous stewardship restoration activities, not only on the properties that they co-manage with the Ministry of Natural Resources, but also private landowner properties. The ESC manages the

Aylmer Wildlife Management Area, Fingal Wildlife Management Area and Calton Swamp Wetland Complex, part of which is owned and operated by CCCA. The ESC has restored and enhanced wetland habitat on their properties, in addition to creating and maintaining native tall grass prairie habitats at AWMA and FWMA. The ESC has also worked with CCCA to complete various different tree planting projects, notably at AWMA. These projects have included the planting of numerous windbreaks. The ESC contributes to the further of environmental land stewardship knowledge through various educational events. The ESC sponsors/hosts the southwest region Envirothon competition every year at Springwater Conservation Area, with CCCA. The program challenges students to showcase their environmental knowledge for a chance advance to the provincial competition

TERMINATION:

Motion # 11/2026

A. Oslach

P. Buchner

CARRIED

THAT, the Annual General Meeting of the Catfish Creek Conservation Authority be terminated at (3:07 p.m.).



General Manager / Secretary –Treasurer



Authority Chairperson