



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, July 16, 2026 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 02/2026 (April 9, 2026).....3-11
 - b) Special Meeting of the Full Authority SM 03/2026 (May 28, 2026)..... 12-14
 - c) Land Management Committee LM 01/2026 (May 28, 2026) 15-17
- 7) Business Arising from Minutes
- 8) Public / Special Delegations
- 9) Reports:
 - a) Reports FA 18-21/2026 - Monthly Staff Reports.....18-26
(Peter Dragunas, Gerrit Kremers, Al Bradford, Brittany Bell)
 - b) Report FA 22/2026 - Accounts Paid..... 27-34
(Dusty Underhill)
 - c) Report FA 23/2026 - Southwestern Regional Envirothon Competition.....35-36
(Dusty Underhill)
 - d) Report FA 24/2026 - Summer Employment Grants.....37
(Dusty Underhill)

e) Report FA 25/2026 - TVDSB Contract Renewal Oversight38-39 (Dusty Underhill)	38-39
f) Report FA 26/2026 - Source Protection Changes in Oversight.....40 (Dusty Underhill)	40
g) Report FA 27/2026 - Ministers Budget Direction41-42 (Dusty Underhill)	41-42
h) Report FA 28/2026 - Budget Direction 202743-44 (Dusty Underhill)	43-44
i) Report FA 29/2026 - 2027 Draft Budget.....45-51 (Dusty Underhill)	45-51
j) Report FA 30/2026 - Conservation Ontario Council Meeting52-56 (Dusty Underhill)	52-56
k) Report FA 31/2026 - Conservation Ontario Council Meeting57-61 (Dusty Underhill)	57-61
10) General Manager / Secretary-Treasurer's Report.....62-65 (Dusty Underhill)	62-65
11) Unfinished Business	
12) Chairperson's / Board Member's Report	
13) Notice of Motions / New Business:	
14) Correspondence:	
a) Copied:	
- None	
b) Not Copied:	
- Correspondence Register for April 1 – May 31, 202666-72	66-72
15) Closed Session:	
a) Adoption of Minutes of the Special Meeting of the Personal/Finance Committee (May 4, 2026)74-75	74-75
b) Property Acquisition.....76-78	76-78
16) Next Meeting of the Full Authority: September 10, 2026 at 10 a.m.	
17) Termination	

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

Thursday, April 9, 2026

Meeting #02/2026

PRESENT:

Paul Buchner	Vice-Chairperson	Township of South West-Oxford
Gary Clarke	Member	City of St. Thomas (via phone)
Morgaine Griffin	Chairperson	Municipality of Central Elgin
Scott Lewis	Member	Township of Malahide
Arthur Oslach	Member	Town of Aylmer

STAFF:

Dusty Underhill	General Manager / Secretary-Treasurer
Peter Dragunas	Water Management Technician
Brittany Bell	Communications/Program Support Assistant
Gerrit Kremers	Resource Planning Coordinator
Al Bradford	Conservation Areas Supervisor

OTHERS PRESENT:

Rob Perry Aylmer Express

WELCOME / CALL TO ORDER:

Chairperson Griffin welcomed everyone and called the meeting to order at (10:00 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 Attiwasandak Neutrals.

ADOPTION OF AGENDA:

<u>Motion # 12/2026</u>	P. Buchner	A. Oslach	CARRIED
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THAT, the Agenda for the April 9, 2026, 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 #13/2026 G. Clarke P. Buchner CARRIED

THAT, the Minutes of the Annual General Meeting #01/2026 (February 19, 2026) be accepted 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 01 to FA 04/2026 – Monthly Staff Reports, were presented, discussed, and resolved.

Motion # 14/2026 S. Lewis A. Oslach CARRIED

THAT, Staff Reports FA 01 to FA 04/2026 for the months of January, February and March, 2026 be noted and filed.

Report FA 05/2026 – 2026-2027 General Insurance Program was presented, discussed, and resolved.

Motion # 15/2026 A. Oslach G. Clarke CARRIED

THAT, Report FA05/2026 be received as information at this time.

Report FA 06/2026 – 2026 Budget Levy, discussed, and resolved.

Motion # 16/2026 P. Buchner S. Lewis CARRIED

THAT, the 2026 Catfish Creek Conservation Authority Budget totalling \$1,763,734.36 be adopted as presented;

AND THAT, the 2026 Municipal General Levy in the amount of \$585,066.16 be approved as presented.

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

Report FA 07/2026 – Budget Measures Act was presented, discussed, and resolved.

Motion # 17/2026 A. Oslach P. Buchner CARRIED

THAT, the Board of Directors of the Catfish Creek Conservation Authority receive this report for information;

AND THAT, staff be directed to monitor the progression of Schedule 3 of the Plan to Protect Ontario Act (Budget Measures), 2026, and to participate in all required transition planning activities;

AND THAT, staff report back to the Board with updates, implications, and any required decisions as additional information and direction from the Province becomes available.

Reports FA 08/2026 – Conservation Ontario Overview Schedule 3, Bill 97 (Plan to Protect Ontario Act) (Budget Measures), 2026, was presented, discussed, and resolved.

Motion # 18/2026 S. Lewis A. Oslach CARRIED

THAT, Report FA 08/2026 be received as information at this time.

Report FA 09/2026 – Transition Plan and Committee for the Amalgamation of Eastern Lake Erie and Grand River Conservation Authorities, with Focus on Catfish Creek, was presented, discussed, and resolved.

Motion # 19/2026 A. Oslach S. Lewis CARRIED

THAT, Report FA 09/2026 be received as information at this time.

Report FA 10/2026 – 2027 Budget Timeline, was presented, discussed, and resolved.

Motion # 20/2026 P. Buchner A. Oslach CARRIED

THAT, the Board of the Catfish Creek Conservation Authority direct staff to proceed with the development and approval of the 2027 budget in advance of the 2026 municipal elections to provide financial stability, support continuity in staffing and program delivery, and ensure clarity for municipal partners during a period of uncertainty associated with Bill 97 (Plan to Protect Ontario Act, 2026).

Report FA 11/2026 – CCCA Committees, was presented, discussed, and resolved.

Motion # 21/2026 S. Lewis P. Buchner CARRIED

THAT, the Full Authority approve the Committee appointments for the year 2026 as amended and presented in Report FA 11/2026.

Report FA 12/2026 – Approval of Standard Data License Agreements, was presented, discussed, and resolved.

Motion # 22/2026 A. Oslach S. Lewis CARRIED

THAT, the Board of Directors of the Catfish Creek Conservation Authority approve the Standard Data License Agreement for use in the distribution of GIS data;

AND THAT, staff be authorized to implement and administer the agreement for all applicable data requests.

Report FA 13/2026 – Watershed Tour, was presented, discussed, and resolved.

Motion # 23/2026 S. Lewis A. Oslach CARRIED

THAT, the Board of Directors support a Watershed Tour immediately following the June 18, 2026 Full Authority meeting.

Report FA 14/2026 – Approved Section 28 Regulation Applications, was presented, discussed, and resolved.

Motion # 24/2026

P. Buchner

A. Oslach

CARRIED

THAT, the Full Authority receive the staff approved Section 28 Regulation Applications Report FA 2026, as information.

Report FA 15/2026 – Summary of Revenue & Expenditures, was presented, discussed, and resolved.

Motion # 25/2026

P. Buchner

A. Oslach

CARRIED

THAT, the Full Authority receive the staff approved Section 28 Regulation Applications Report FA 2026, as information.

GENERAL MANAGERS REPORT:

I delivered a comprehensive budget presentation for Malahide regarding the proposed 2026 levy. The presentation outlined projected revenue requirements, anticipated expenditures, and the overall financial strategy for the upcoming year. It included a detailed breakdown of cost drivers, funding allocations, and the rationale behind the levy adjustment. I also addressed the potential impact on residents and local stakeholders, explained how the funds would be invested to support community services and infrastructure, and provided comparative data from previous years to give context to the proposal. The session concluded with an open discussion, allowing attendees to ask questions and provide feedback on the 2026 levy plan.

Prepared extensively for the 75th Annual General Meeting (AGM), ensuring that all reports, financial statements, and supporting documentation were accurate, up to date, and clearly presented. This involved coordinating with key stakeholders, reviewing agenda items, and compiling comprehensive briefing materials for attendees. I also assisted in drafting presentations, preparing speaking notes, and organizing relevant data to facilitate informed discussions and decision-making. In addition, I ensured that all logistical arrangements were in place, including scheduling, communication with members, and compliance with governance requirements. The preparation process focused on maintaining transparency, promoting engagement, and supporting a productive and well-structured 75th AGM.

Prepared thoroughly for the 2026 Personnel and Finance Committee meeting by reviewing all relevant financial reports, staffing updates, and budget forecasts in advance. This included analyzing expenditure trends, evaluating personnel costs, and ensuring that all supporting documentation was accurate and complete. I worked closely with key team members to gather updated data, clarify agenda items, and identify any areas requiring discussion or decision. In addition, I assisted in drafting briefing notes,

preparing financial summaries, and organizing presentation materials to ensure the meeting ran efficiently and effectively.

Chaired the Lake Erie Region Management Committee meeting, providing leadership and structure to ensure a focused and productive session. I facilitated discussions across key agenda items, encouraged open dialogue among committee members, and ensured that all perspectives were considered before decisions were made.

Led the negotiation process for the CCCA insurance renewal, working closely with brokers and insurance providers to secure comprehensive coverage at competitive rates. This involved reviewing the existing policy terms, assessing current risk exposures, and identifying areas where coverage could be enhanced or streamlined. Throughout the process, I advocated for favorable terms and conditions, negotiated pricing adjustments where possible, and sought clarity on coverage limits, exclusions, and deductibles. In addition, I ensured that the renewed policy aligned with the organization's operational needs and risk management strategy. The outcome was a well-structured insurance renewal that balanced cost efficiency with appropriate protection for the organization's assets, members, and activities.

I participated in and facilitated multiple meetings both locally and with the Lake Erie Region Management Unit regarding the proposed CA amalgamation. These meetings focused on evaluating the strategic, operational, and financial implications of the amalgamation, as well as identifying opportunities to strengthen regional collaboration and service delivery. At the local level we are addressing concerns, and ensuring transparency throughout the process. With the Lake Erie Region Management Unit, discussions centered on governance structures, resource allocation, staffing considerations, and long-term sustainability. My involvement ensured clear communication between all parties, alignment on objectives, and a structured approach to decision-making throughout the CA amalgamation process.

I attended the SCRCA, and KCCA Annual General Meetings to strengthen regional collaboration, maintain active engagement with partner Conservation Authorities, and stay informed on shared priorities and emerging issues. My participation provided an opportunity to observe governance practices, review financial and operational updates, and better understand how each organization is addressing common challenges such as funding pressures, regulatory changes, and watershed management initiatives. Attending these AGMs also allowed me to build and maintain professional relationships with board members, senior staff, and regional stakeholders. These connections are valuable in supporting knowledge sharing, identifying best practices, and fostering coordinated approaches across jurisdictions. In addition, my presence demonstrated our organization's commitment to regional cooperation and transparency, particularly in the context of ongoing discussions and strategic initiatives that impact multiple Conservation Authorities.

Attended multiple Conservation Authority (CA) General Manager meetings to ensure our organization remains informed, aligned, and responsive in an increasingly complex and evolving operating environment. In today's climate, marked by regulatory changes, funding constraints, climate variability, and heightened public scrutiny, regular engagement at the GM level is essential. These meetings provide a forum to discuss legislative updates, provincial policy direction, watershed management priorities, and emerging risks. Staying actively involved ensures we can anticipate changes rather than react to them, allowing for proactive planning and sound decision-making. Participation also supports regional consistency and collaboration. Many of the challenges facing Conservation Authorities, such as flood risk management, infrastructure pressures, development impacts, and environmental protection, cross municipal boundaries. GM meetings create opportunities to share best practices, coordinate responses, and advocate collectively on sector-wide issues. In addition, these sessions strengthen professional networks, foster transparency, and promote unified messaging across the CA sector. Attending multiple GM meetings demonstrates a commitment to strong governance, informed leadership, and strategic collaboration, particularly important in today's rapidly changing regulatory and financial landscape.

I assisted as a mentor for the Youth Conservation Program, providing guidance, support, and practical insight to participants throughout the program. My role involved sharing knowledge about environmental stewardship, watershed management, and conservation practices, while helping participants connect their learning to real-world applications. Serving as a mentor was particularly important in fostering the next generation of environmental leaders. By offering encouragement, sharing professional experiences, and modeling strong work ethics and community engagement, I contributed to creating a positive and impactful learning experience for the youth involved in the program.

I attended the Path of Honour meeting at the Ontario Police College to coordinate and schedule the upcoming work day, ensuring that timelines, responsibilities, and site logistics were clearly defined. The discussion focused on aligning expectations, confirming scope of work, reviewing maintenance requirements, and ensuring that all activities would be completed safely and efficiently. In addition to scheduling, I engaged in discussions regarding the renewal of the service contract. This involved reviewing the current agreement, evaluating performance outcomes, and clarifying deliverables for the upcoming term. I negotiated key terms including pricing, scope adjustments, timelines, and service standards to ensure the renewed contract reflected both operational needs and value for money.

I worked closely with Dorbar to review and renew my employee health benefits plan, ensuring that coverage continued to meet both personal needs and cost-effectiveness objectives. This process involved assessing the existing plan, analyzing available options, and comparing alternative providers and coverage levels. I evaluated factors such as premiums, deductibles, prescription coverage, and additional wellness benefits to determine the best fit. Throughout the process, I engaged in detailed discussions with

Dorbar to clarify terms, address potential gaps in coverage, and negotiate adjustments that optimized both protection and affordability.

I successfully renegotiated the cell phone bills for the CCCA, achieving significant cost savings while maintaining essential service levels. I engaged directly with service providers to explore alternative plans, clarify billing discrepancies, and negotiate more favorable terms, including lower rates, optimized data packages, and additional features where beneficial. By carefully analyzing the organization’s communication needs and advocating for cost-effective solutions, I was able to secure a reduction in recurring expenses without compromising service quality.

I have been actively keeping up with the developments surrounding Bill 97 and the proposed amalgamation of conservation authorities by regularly reviewing government updates, attending local meetings where possible, and following coverage from reputable news sources. I’ve taken the time to understand how these changes could impact environmental oversight, watershed management, and local decision-making processes. In addition, I’ve engaged in discussions with community members and stakeholders to hear a range of perspectives, which has helped me form a more balanced and informed view on the implications of the legislation and the restructuring of conservation authorities.

NEW BUSINESS:

Motion # 26/2026 P. Buchner A. Oslach CARRIED

THAT, the Summary of Revenue & Expenditures, be noted and filed.

Motion # 27/2026 S. Lewis P. Buchner CARRIED

THAT, Accounts Paid (total withdrawals/payments) totalling \$237,708.50, be approved as presented.

CORRESPONDENCE:

a) Copied:

- Correspondence Register for January and February 2026.

Motion # 28/2026 S. Lewis P. Buchner CARRIED

THAT, the Copied Correspondence and Correspondence Register for the months of January and February, be noted and filed.

CLOSED SESSION:

Motion # 29/2026 S. Lewis A. Oslach CARRIED

THAT, the Full Authority adjourn to Closed Session at 10:45 a.m.

Motion # 30/2026 A. Oslach S. Lewis CARRIED

THAT, the Full Authority rise with report at 11:06 a.m.

Motion # 31/2026 P. Buchner A. Oslach CARRIED

The Board approved an amendment to a policy.

Motion # 32/2026 S. Lewis P. Buchner CARRIED

The Board approved a confidential recommendation as presented in closed session.

Motion # 33/2026 S. Lewis G. Clarke CARRIED

THAT, the Minutes of the Special Meeting of the Full Authority #02/2026 (February 19, 2026), be adopted as circulated.

NEXT MEETING / TERMINATION:

The next meeting of the Catfish Creek Conservation Authority will be the Annual General Meeting held on Thursday, June 18, 2026, commencing at 10:00 a.m.

Motion # 34/2026 G. Clarke S. Lewis CARRIED

THAT, the Full Authority be terminated at 11:06 a.m.

General Manager / Secretary –Treasurer

Authority Chairperson

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

Thursday, May 28, 2026

Meeting #03/2026

PRESENT:

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

STAFF:

Dusty Underhill	General Manager / Secretary-Treasurer
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WELCOME / CALL TO ORDER:

Chairperson Griffin welcomed everyone and called the meeting to order at (10:03 a.m.).

LAND ACKNOWLEDGMENT:

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

ADOPTION OF AGENDA:

<u>Motion # 35/2026</u>	P. Buchner	A. Oslach	CARRIED
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THAT, the Agenda for the May 28, 2026, Full Authority meeting be adopted as circulated and 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.

BUSINESS ARISING FROM MINUTES:

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

PUBLIC / SPECIAL DELEGATIONS:

None

REPORTS:

Reports FA 14/2026 – CA Transition Committee Appointments, were presented, discussed, and resolved.

<u>Motion # 36/2026</u>	A. Oslach	S. Lewis	CARRIED
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THAT, the Board formally appoint the General Manager/Secretary Treasurer and the Chair to the Conservation Authority Transition Committee, and that their roles be defined to include active participation in the development, review, and implementation of the transition plan, and ongoing liaison with the Ontario Provincial Conservation Authority to ensure compliance with provincial requirements and successful execution of the transition process.

Report FA 15/2026 – Guiding Principles was presented, discussed, and resolved.

<u>Motion # 37/2026</u>	P. Buchner	A. Oslach	CARRIED
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THAT, the Board of Directors receive and endorse the Eastern Lake Erie Regional Conservation Authority Guiding Principles for Transition, as presented.

Report FA 16/2026 – Ministers Directive, discussed, and resolved.

<u>Motion # 38/2026</u>	S. Lewis	A. Oslach	CARRIED
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THAT, the Board of Directors receives Report FA 16/2026 as information.

Report FA 17/2026 – Next Steps, Interviews and Data Collection was presented, discussed, and resolved.

<u>Motion # 39/2026</u>	S. Lewis	P. Buchner	CARRIED
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THAT, the Board of Directors of receives the report regarding Ernst & Young LLP engagement and regional conservation authority transition planning information;

AND THAT, staff be authorized to participate in interviews, provide requested

organizational information, and complete the required data collection submissions to support the provincial transition planning process.

CORRESPONDENCE:

a) Copied:

- Port Bruce Rate Payers Association – RE: Withdrawal of Financial Pledge

<u>Motion # 40/2026</u>	P. Buchner	A. Oslach	CARRIED
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THAT, the Copied Correspondence be noted and filed.

CLOSED SESSION:

<u>Motion # 41/2026</u>	P. Buchner	S. Lewis	CARRIED
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THAT, the Full Authority adjourn to Closed Session at 10: 10 a.m.

<u>Motion # 42/2026</u>	S. Lewis	A. Oslach	CARRIED
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THAT, the Full Authority rise with report at 10:21 a.m.

<u>Motion # 43/2026</u>	A. Oslach	P. Buchner	CARRIED
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The board resolved a personnel matter

NEXT MEETING / TERMINATION:

The next meeting of the Catfish Creek Conservation Authority will be the Annual General Meeting held on Thursday, May 28, 2026, commencing at 10:00 a.m.

<u>Motion # 44/2026</u>	P. Buchner	S. Lewis	CARRIED
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THAT, the Full Authority be terminated at 10:22 a.m.

General Manager / Secretary –Treasurer

Authority Chairperson

**MINUTES OF THE MEETING OF THE
CATFISH CREEK CONSERVATION AUTHORITY
LAND MANAGEMENT COMMITTEE**

Thursday, May 28, 2026

Meeting #01/2026

The Land Management Committee Meeting of the Catfish Creek Conservation Authority was held at the Catfish Creek Conservation Authority Administration Building.

PRESENT:

Gary Clarke	Committee Chairperson	City of St. Thomas (via phone)
Scott Lewis	Committee Member	Township of Malahide
Arthur Oslach	Committee Member	Town of Aylmer
Paul Buchner	Authority Vice-Chairperson	Township of South - West Oxford
Morgaine Griffin	Authority Chairperson	Municipality of Central Elgin

STAFF:

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

WELCOME / CALL TO ORDER:

Committee Chairperson Clarke welcomed everyone and called the meeting to order at (10:23 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:

<u>Motion #LMC 01/2026</u>	P. Buchner	A. Oslach	CARRIED
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THAT, the Agenda for the May 28, 2026, Land Management Committee meeting be adopted as amended.

DISCLOSURE OF PECUNIARY INTEREST:

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

DISCLOSURE OF INTENTION TO AUDIO / VIDEO RECORD MEETING:

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

PUBLIC / SPECIAL DELEGATIONS:

None

REPORTS:

Report LM 01/2026 –Wildlife Co-Management Program, was presented, discussed, and resolved.

<u>Motion #LMC 02/2026</u>	S. Lewis	P. Buchner	CARRIED
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THAT, the members recommend to the Full Authority that the proposed Wildlife Co-Management Program for 2026-2027 be approved as presented in Report LM 01/2026.

Report LM 02/2026 –YNHA Controlled Hunt, was presented, discussed, and resolved.

<u>Motion #LMC 03/2026</u>	S. Lewis	A. Oslach	CARRIED
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THAT, the Land Management Committee recommend to the Full Authority that a controlled hunt be authorized at the Yarmouth Natural Heritage Area in 2026 in accordance with the terms and conditions outlined in LM 02/2026.

Report LM 03/2026 – Elgin Clean Water Program, was presented, discussed, and resolved.

<u>Motion #LMC 04/2026</u>	P. Buchner	A. Oslach	CARRIED
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THAT, Report LM 03/2026, be received as information at this time.

Report LM 04/2026 – Winter Camping Update, was presented, discussed, and resolved.

<u>Motion #LMC 05/2026</u>	M. Griffin	P. Buchner	CARRIED
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THAT, the members receive Report LM 04/2026 as information.

Report LM 05/2026 – Expanded Golf Cart Permits was presented, discussed, and resolved.

<u>Motion #LMC 05/2026</u>	S. Lewis	A. Oslach	CARRIED
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THAT, the members receive Report LM 05/2026 as information.

Report LM 06/2026 – Revised Rules and Regulations for Springwater Conservation Area was presented, discussed, and resolved.

<u>Motion #LMC 06/2026</u>	M. Griffin	P. Buchner	CARRIED
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THAT, the Land Management Committee recommend to the Full Authority that the revised Rules and Regulations for the Springwater Conservation Area be approved as presented in Report LM 07/2026.

UNFINISHED BUSINESS:

None

COMMITTEE CHAIRPERSON'S / COMMITTEE MEMBER'S REPORT:

None

CORRESPONDENCE:

None

NOTICE OF MOTIONS / NEW BUSINESS:

None

CLOSED SESSION:

None

TERMINATION:

Motion #LMC 08/2026

P. Buchner

S. Lewis

CARRIED

THAT, the meeting be terminated at (10:33 a.m.).

General Manager / Secretary - Treasurer

Committee Chairperson

DRAFT

REPORT FA 18/2026: To The Full Authority**FROM:** Peter Dragunas, Water Management Technician**SUBJECT:** April, May, June 2026 Staff Report**DATE:** July 6, 2026

Water Management Technician**Current Activities:**

- Low Water Monitoring of the Catfish Creek watershed.
- Modifications and required updates of the Ontario Low Water Sparta Numeric Data Interpolator for the Catfish Creek watershed.
- Lake Erie water levels as of June 2026:
 - Average for May 2026, 174.41m IGLD.
 - Average for May 2025, 174.46m IGLD.
 - Year to year variance -0.05cm.
- Catfish Creek watershed, Ontario Low Water Response indicator July 6 status:
Precipitation Indicators:
 - 3-month total 115% of average
 - 18-month total 86% of averageLevel I threshold
 - 3 or 18-month average precipitation <80%
Discharge (flow) Indicators:
 - 1-month 267% of averageLevel I threshold
 - spring <100% summer/winter/fall <70%
- Seasonally Recurring:
 - Yearly Catfish Creek watershed software modeling revisions for improved integration for low water response.
 - Monitoring and maintaining the Catfish Creek water quality/quantity database for watershed seasonal flows (low and or high) to verify and issue Watershed Condition Statements.
 - Monitoring Lake Erie weather patterns and water levels for wind induced storm surge and subsequent shoreline flood conditions resulting in hazardous Lake Erie Shoreline Condition Statements.
- Catfish Creek watershed software revisions for improved integration into flood forecasting, low water response, and watershed planning.

Upcoming Activities:

- Continue monitoring and maintaining the Catfish Creek water quality/quantity database.
- Continue monitoring Lake Erie shoreline storms for storm surge and wave uprush conditions.

- Resume seasonal appropriate (flood season) 3D-GIS evaluation of the Catfish Creek watershed.

Recommendation:

THAT Staff Report for the months of April, May, June 2026, be noted and filed.

Submitted by:

Peter Dragunas

Water Management Technician

REPORT FA 19/2026: To The Full Authority

FROM: Gerrit Kremers, Resource Planning Coordinator

SUBJECT: April, May and June Monthly Staff Report

DATE: July 8, 2026

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 CA Coastal Working Group meeting with colleagues from other Conservation Authorities;
- Held various site meetings with landowners to discuss CA policies, S.28, regarding future development activities on their property;
- Participated in Coastal Working Group meeting with colleagues from other Conservation Authorities;
- Participated in One-Window Land Use Planning workshop with planning staff from various CA's and Provincial Ministries;
- Participated in PWQMN spring meeting with Various other CA staff from neighboring CA's;
- Assisted in PWQMN sampling of surface water in Catfish Creek and tributaries;
- Assisted in 2026 Envirothon Competition as Forestry station lead for both field and testing days;
- Participated LEAP Implementation Team meeting;
- Participated in Planning Ecology Working Group meeting with planning staff from other CA's in the province;
- Completed 2026 reforestation projects, utilizing CCCA's new tree planter;

Upcoming Activities:

- 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;
- Continuing monthly PWQMN Sampling;

Recommendation:

THAT, Staff Reports for the months of April, May and June, 2026, be noted and filed.

Submitted by:

**Gerrit Kremers
Resource Planning Coordinator**

REPORT FA 20/2026 : To the Full Authority

FROM: Al Bradford, Conservation Areas Supervisor

SUBJECT: April, May and July, Monthly Staff Report

DATE: July 3, 2026

Conservation Areas Supervisor

Current Activities:

April

- Both Bunkies arrived on April 16/26 and Bunkies were up and running for June 2/26
- Construction started right away, (wood treatment, electrical, built furniture, insulation for floor and roof, install steel roof)
- Finished our Maple Syrup Programing and staff got everything taken down and stored by next season
- Due to weather the prescribed burns with the Elgin Stewardship were called off
- Found a new hatchery in Thamesford that pricing was reasonable and distance was perfect for stocking Springwater CA for our annual Trout Derby that ZAPs Tree Service sponsored once again (only 1 tagged trout was caught this year out of the three)
- Springwater CA was again home for Envirothon from schools across Elgin County
- Operations team continued bucking and splitting firwood that ELP class that was gathered from the chainsaw course
- Fiber internet was hooked up at our administration office through Uplink Communication, and we continued to make upgrades
- Retaining wall was moved out on the right lane to make wider (this lane was really narrow for vehicles entering the west park)
- Prep work for May 1st opening for both seasonal and transient camping
- Conservation Area Workshop planning has continued with monthly meetings for the fall workshop

May

- Koolen Electric trenched and prepared area for new pay station that will be installed across from the Admin office
- Staff trenched for electrical to both bunkies from the pavilion washroom
- Prep work was completed for May 1st opening (both transient and seasonal campers)
- Key West came and we assisted installing the loops for the gate in the Maple Parking lot
- Met with Vanfest organizer
- Meeting with someone regarding Jaffa Boardwalks
- Met upcoming wedding rental about options we have available
- Work at other Conservation Areas was completed on mowing trails and trimming of

branches and trees as required

- Victoria Day weekend went off with no issues here in Springwater CA
- Prep work for Vanfest started
- Finishing off the final items on the Bunkies so they can be rented in the first week of June 2026

June

- Prep work completed and we are ready for Vanfest
- Bunkie final touches are completed and open for rentals for the first week of June
- Some school programs are booked for end of year school trips (Aquatics, Forest Hike, Wagon Ride)
- Brittany and I met with Camis on a few options Camis has available (we got the ball rolling on some gate integration, self-check in and Camis Pay are just a few items we looked at) this will help streamline things in our campground
- Wedding meeting so operations can plan and assist with sorting out what accommodations are needed
- Had a controlled burn in our dump area to clean up so we can organize the area
- Planning and prep work for the Canada Day weekend (we had a lot of groups come in for this time) staff did an excellent job despite the amount of people that attended Springwater CA
- Trail work was continued at our Conservation Areas (mowing, garbage, tree trimming, sign replacement and a bench was installed)
- Obtained quotes for replacing tiles in showers and also our water treatment system at Poplar Hill
- Conservation Area workshop monthly meeting
- Gerrit and I sat in on a meeting to learn about GIS, GPS and Survey 123 so we can order and replace our unit that does not work
- Schoolhouse, work has been completed (gas line installed, furnace installed and electrical work)
- Signage ordered for Maple Parking lot across from office

Upcoming Activities July:

- Signs to be installed and social media post will go out to promote this new pay station and parking lot being reopened
- Dog show taking place 2nd week of July
- Regular duties with campgrounds and the Conservation Areas throughout the month
- Group camping through the month

Recommendation:

THAT, Staff Reports for the months of April, May and June 2026, be noted and filed.

Submitted by:

**Al Bradford
Conservation Areas Supervisor**

REPORT FA 21/2026: To The Full Authority

FROM: Brittany Bell, Corporate Services Coordinator

SUBJECT: April, May, June Monthly Staff Report

DATE: July 6, 2026

Corporate Services Coordinator

Current Activities:

Event Highlights & Community Engagement

- Successfully hosted **Kids First Day**, welcoming **over 250 attendees**.
- Generated strong concession sales throughout the event.
- Collaborated with staff and volunteers to provide a memorable experience for underprivileged children, creating a positive impact within the community.
- Met with **Vanfest** staff to discuss the upcoming event, which is expected to attract strong attendance and further enhance community engagement.
- Met with the London Canine Dog Show for event planning and preparation.

Campground & Visitor Services

- Managed seasonal camper registrations, inquiries, and general campground administration.
- Booked facility rentals for **Springwater Conservation Area**, including:
 - Schoolhouse
 - Pavilions
 - Evan's Sister Stage
 - Audrey's Place Pavilion
 - 2026 and 2027 bookings
- Prepared administrative documentation related to camping operations and other recreational activities.
- Seasonal staff interviews were held for the 2026 season.
- Seasonal staff orientations took place.

Marketing, Communications & Promotions

- Developed and implemented advertising campaigns to increase cabin rentals.
- Created promotional videos showcasing cabin accommodations.
- Produced marketing content for upcoming events at Springwater Conservation Area.
- Maintained and updated the Catfish Creek Conservation Authority website.
- Managed social media platforms with engaging and informative content.
- Monitored and responded to inquiries received through the Catfish Creek Conservation Authority website.
- Contributed an article for InElgin showcasing the cabins.

Planning & Project Development

- Planned and coordinated upcoming events at Springwater Conservation Area.
- Managed advertising and promotional initiatives for upcoming programs and

- events.
- Continued work on revamping seasonal staff onboarding materials.
- Met with **CAMIS** to discuss additional program features to enhance seasonal campground operations and improve customer service.

Health & Safety

- Conducted ongoing reviews of Health and Safety policies.
- Prepared materials and documentation for the Joint Health and Safety Committee meeting.
- Developed and delivered Seasonal Staff Health and Safety Orientation.
- Staff health and safety training with seasonal staff.

Administrative & Partnership Responsibilities

- Managed administrative and communication responsibilities for the Catfish Creek Conservation Authority.
- Continued supporting organizational operations through day-to-day administrative duties and communications.

Upcoming Activities:

- Ongoing administration for Springwater Conservation Area and CCCA
- Meeting with CAMIS to continue implementation of new features
- Upcoming facility rental coordination
- Continuing work on marketing and advertising for SPW CA and the CCCA
- Continued grant research opportunities
- Continued staff training

Recommendation:

THAT, Staff Reports for the months of April, May, June 2026, be noted and filed.

Submitted by:

Brittany Bell
Corporate Services Coordinator

**Catfish Creek Conservation
Summary of Revenue and Expenses
Actual versus Budget
For the 4-month period ending
April 30, 2026**

1 OF 2

	Actual Mnthly	Actual Mnthly	Actual Mnthly	Actual Mnthly	Budget Mnthly	Budget Mnthly	Budget Mnthly	Budget Mnthly	YTD Actual	YTD Budget		
	Jan-26	Feb-26	Mar-26	Apr-26	Jan-26	Feb-26	Mar-26	Apr-26	4 mths ended Apr-26	4 mths ended Apr-26	Favourable / Unfavourable Variance	April 26 Comments
REVENUE												
MNRF Provincial Grants	0	0	0	0	3,435	3,435	3,435	3,435	0	13,738	-13,738	
Other Provincial Grants	0	0	0	0	304	304	304	304	0	1,217	-1,217	
Federal Grants	0	0	0	0	0	0	0	0	0	0	0	
Employment Programs Grants	0	0	0	0	833	833	833	833	0	3,333	-3,333	
Municipal general levies	0	29,294	160,161	0	48,672	48,672	48,672	48,672	189,455	194,689	-5,233	Budget spread over 12 months, actual is when amounts are paid
Donations/Sponsorships	3,886	2,184	3,380	5,121	2,808	2,808	2,808	2,808	14,571	11,233	3,338	
Conservation areas revenue	177,509	23,258	48,434	191,633	63,808	63,808	63,808	63,808	440,834	255,233	185,601	Budget is spread evenly over 12 months. High actual seasonal camping revenue in Jan and Apr.
Maple Syrup revenue	48	8,429	8,327	12,217	3,522	3,522	3,522	3,522	29,020	14,086	14,934	
Bank interest	964	860	665	800	333	333	333	333	3,289	1,333	1,956	
Environmental Education	0	0	0	0	558	558	558	558	0	2,233	-2,233	
Legal inquiries/permit applications	13,338	0	1,212	2,916	2,578	2,578	2,578	2,578	17,466	10,313	7,153	
Watershed Stewardship	575	0	1,200	760	417	417	417	417	2,535	1,667	869	
Revenue from other C.A. lands	0	202	200	270	0	0	0	0	672	0	672	
Other Revenue	0	0	0	0	0	0	0	0	0	0	0	
Previous Year Surplus (Deficit)	15,090	0	0	0	1,258	1,258	1,258	1,258	15,090	5,030	10,060	
Vehicle & equipment operations	0	0	0	0	2,917	2,917	2,917	2,917	0	11,667	-11,667	
Income Appropriation from General Reserves	0	0	0	0	15,535	15,535	15,535	15,535	0	62,138	-62,138	No reserves used in 2026 to Feb.
Total Revenue	211,411	64,227	223,579	213,717	146,978	146,978	146,978	146,978	712,934	587,911	125,022	Revenue higher than budget
EXPENSES												
MANDATORY PROGRAMS												
Risk of certain natural hazards	19,397	30,819	10,531	15,444	14,529	14,529	14,529	14,529	76,192	58,117	-18,074	Actual includes audit fee of \$12,250
Flood forecasting & warning	35,454	22,110	21,127	43,767	24,297	24,297	24,297	24,297	122,457	97,188	-25,269	\$24,308 annual insurance in Apr
Drought and low water response	2,082	1,464	1,518	1,432	1,619	1,619	1,619	1,619	6,496	6,474	-22	
Ice management	3,188	3,691	2,314	2,192	2,407	2,407	2,407	2,407	11,385	9,629	-1,756	
Infrastructure - Damn	3,500	638	1,898	4,831	2,340	2,340	2,340	2,340	10,866	9,358	-1,508	
Act reviews & plan review	361	254	262	249	304	304	304	304	1,126	1,217	91	
Administrating and enforcing the act	6,129	3,921	3,724	6,238	5,000	5,000	5,000	5,000	20,012	19,999	-13	
Conservation and management of lands	9,447	7,055	6,358	8,772	9,385	9,385	9,385	9,385	31,632	37,541	5,909	
Water quality	1,041	731	758	715	861	861	861	861	3,246	3,445	200	
Source protection	266	189	187	185	238	238	238	238	826	954	127	
SUB TOTAL: MANDATED PROGRAMS Expenditures	80,865	70,872	48,676	83,825	60,981	60,981	60,981	60,981	284,238	243,922	-40,316	Expenses over budget
OTHER PROGRAMS AND SERVICES												
Watershed Stewardship	601	20,889	439	447	2,252	2,252	2,252	2,252	22,376	9,010	-13,366	
Environmental Education	1,625	1,015	1,046	993	2,219	2,219	2,219	2,219	4,679	8,876	4,198	
Special & capital projects	15,550	18,244	3,000	13,381	7,896	7,896	7,896	7,896	50,174	31,585	-18,589	Key West Gates \$15,550, Bunkie Life \$16,243 in actual
Maple Syrup program	3,745	13,854	12,364	2,518	2,542	2,542	2,542	2,542	32,481	10,168	-22,313	Budget spread over 12 mths, actual occurs in spring

Catfish Creek Conservation
Summary of Revenue and Expenses
Actual versus Budget
For the 4-month period ending
April 30, 2026

Springwater conservation area	49,975	22,204	39,003	64,650	66,467	66,467	66,467	66,467	YTD Actual	YTD Budget	90,034	Expenses under budget
Vehicle & equipment operations	7,311	2,462	537	9,095	4,621	4,621	4,621	4,621	175,832	265,866	-920	
									19,404	18,484		
SUB TOTAL: OTHER PROGRAMS Expenditures	78,807	78,667	56,389	91,083	85,997	85,997	85,997	85,997	304,946	343,989	39,043	Expenses under budget
AMORTIZATION	5,100	-5,100	0	0	0	0	0	0	0	0	0	
AMORTIZATION TO SPECIAL RESERVES												
AMORTIZATION TO GENERAL RESERVES	0	0	0	0	0	0	0	0	0	0	0	
AMORTIZATION TO RESERVES ADJUSTMENT												
Total Expenses	164,771	144,440	105,064	174,908	146,978	146,978	146,978	146,978	589,184	587,911	-1,272	Total spending on budget
Surplus/ (Deficit)	46,640	-80,213	118,514	38,809	0	0	0	0	123,750	0	123,750	Surplus caused by higher actual revenues vs evenly spread revenues

Catfish Creek Conservation
Summary of Revenue and Expenses
Actual versus Budget
For the 4-month period ending
April 30, 2026

1 OF 2

	YTD Actual	YTD Budget		
	4 mths ended Apr-26	4 mths ended Apr-26	Favourable / Unfavourable Variance	April 26 Comments
REVENUE				
MNRF Provincial Grants	0	13,738	-13,738	
Other Provincial Grants	0	1,217	-1,217	
Federal Grants	0	0	0	
Employment Programs Grants	0	3,333	-3,333	
Municipal general levies	189,455	194,689	-5,233	Budget spread over 12 months, actual is when amounts are paid
Donations/Sponsorships	14,571	11,233	3,338	
Conservation areas revenue	440,834	255,233	185,601	Budget is spread evenly over 12 months. High actual seasonal camping revenue in Jan and Apr.
Maple Syrup revenue	29,020	14,086	14,934	
Bank interest	3,289	1,333	1,956	
Environmental Education	0	2,233	-2,233	
Legal inquiries/permit applications	17,466	10,313	7,153	
Watershed Stewardship	2,535	1,667	869	
Revenue from other C.A. lands	672	0	672	
Other Revenue	0	0	0	
Previous Year Surplus (Deficit)	15,090	5,030	10,060	
Vehicle & equipment operations	0	11,667	-11,667	
Income Appropriation from General Reserves	0	62,138	-62,138	No reserves used in 2026 to Feb.
Total Revenue	712,934	587,911	125,022	Revenue higher than budget
EXPENSES				
MANDATORY PROGRAMS				
Risk of certain natural hazards	76,192	58,117	-18,074	Actual includes audit fee of \$12,250
Flood forecasting & warning	122,457	97,188	-25,269	\$24,308 annual insurance in Apr
Drought and low water response	6,496	6,474	-22	
Ice management	11,385	9,629	-1,756	
Infrastructure - Damn	10,866	9,358	-1,508	
Act reviews & plan review	1,126	1,217	91	
Administrating and enforcing the act	20,012	19,999	-13	
Conservation and management of lands	31,632	37,541	5,909	
Water quality	3,246	3,445	200	
Source protection	826	954	127	
SUB TOTAL: MANDATED PROGRAMS Expenditures	284,238	243,922	-40,316	Expenses over budget
OTHER PROGRAMS AND SERVICES				
Watershed Stewardship	22,376	9,010	-13,366	
Environmental Education	4,679	8,876	4,198	
Special & capital projects	50,174	31,585	-18,589	Key West Gates \$15,550, Bunklie Life \$16,243 in actual
Maple Syrup program	32,481	10,168	-22,313	Budget spread over 12 mths, actual occurs in spring
Springwater conservation area	175,832	265,866	90,034	Expenses under budget
Vehicle & equipment operations	19,404	18,484	-920	
SUB TOTAL: OTHER PROGRAMS Expenditures	304,946	343,989	39,043	Expenses under budget
AMORTIZATION	0	0	0	
AMORTIZATION TO SPECIAL RESERVES				
AMORTIZATION TO GENERAL RESERVES	0	0	0	
AMORTIZATION TO RESERVES ADJUSTMENT				
Total Expenses	589,184	587,911	-1,272	Total spending on budget

Surplus/ (Deficit)

YTD Actual	YTD Budget		
123,750	0	123,750	Surplus caused by higher actual revenues vs evenly spread revenues

**Catfish Creek Conservation
Summary of Vendor Payments
For the 4-month period ending
April 30, 2026**

1 of 2

On payment Transactions	Yes
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Sum of Amount	Jan-26	Feb-26	Mar-26	Apr-26	Grand Total
Ahria Consulting Inc		13,606.61	2,699.29		16,305.90
Ansell's Awards & Specialties		86.90			86.90
Aylmer Community Festival			10.00		10.00
Aylmer Country Mills		288.14			288.14
Aylmer Express Limited		2,802.40	782.38	519.80	4,104.58
Aylmer Home Hardware Building Centre	16.62	81.00	578.53	5,119.69	5,795.84
Aylmer Tire	343.01	29.96	573.06		946.03
Behind the Bit Equestrian		300.00	300.00		600.00
Bell Canada	104.43	104.43	211.90		420.76
Bunklie Life Inc		16,243.50		13,113.89	29,357.39
Camis Inc.	5,141.50				5,141.50
Canada Life	6,773.82		11,289.70	4,515.88	22,579.40
Canada Life - Group Benefits	5,721.62	5,721.62	5,721.62	5,721.62	22,886.48
Canadian IPG Corporation			50.31		50.31
Canadian Raptors Conservancy		1,808.00			1,808.00
Canadian Tire	471.88	203.26	561.04	96.04	1,332.22
Canon Canada Inc.				262.67	262.67
CBSC Capital Inc.	920.84				920.84
CIBC April 2026 bank statement items				1,590.61	1,590.61
CIBC February 2026 bank items		1,174.46			1,174.46
CIBC January 1 - 31 2026 entries	653.20				653.20
CIBC March 2026 bank statement items			1,000.93		1,000.93
CIBC Visa	2,522.25	4,758.92		1,499.80	8,780.97
CIBC Visa statement April 24, 2026				2,674.69	2,674.69
Coffee News		350.30			350.30
Conservation Ontario	10,298.00				10,298.00
County of Elgin		1,096.50			1,096.50
Dale Equipment Centre	877.41		127.62		1,005.03
Dance Sewer Cleaning Incorporated	632.80				632.80
Eastlink	243.65	243.65	243.65	243.65	974.60
EHT Payment				1,113.80	1,113.80
Elgin Fire Extinguishers	732.53				732.53
Elgin Pure Water	53.00		108.48		161.48
Erie Excavating & Liquid Waste Removal Limited				700.00	700.00
Esta Chocolates Inc.			546.92		546.92
Francotyp-Postalia Canada			316.40	274.59	590.99
Glenbriar Bottled Water Co. Ltd.	78.20		45.86	22.49	146.55
Graham Scott Enns LLP		13,842.50			13,842.50
Great Lakes Sugarbush		7,492.40	4,882.24	3,031.52	15,406.16
Hyde Park Equipment Ltd.	880.08	983.99		441.11	2,305.18
Hydro One	7,369.97	5,013.57	2,423.28	1,685.46	16,492.28
Integrity IT Services	548.34		997.55		1,545.89
Jaffa Machine Ltd.		352.39		97.89	450.28
K&K Locksmiths		1,059.94		135.04	1,194.98
Kerr's Candy		542.29			542.29
Key West Gates Inc.	17,571.50				17,571.50
Koolen Electric	2,929.15				2,929.15
L.S. Putnam & Son	537.64				537.64
Laemers Excavating	3,036.88		2,445.08		5,481.96
London Quality Dairy and Wholesale				362.05	362.05
McDougall Energy Inc.	4,669.86	589.89	1,252.20	1,107.57	7,619.52

**Catfish Creek Conservation
Summary of Vendor Payments
For the 4-month period ending
April 30, 2026**

2 of 2

On payment Transactions	Yes
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Sum of Amount	Jan-26	Feb-26	Mar-26	Apr-26	Grand Total
McFarlan Rowlands Insurance Brokers				88,948.52	88,948.52
Minister of Finance (EHT)	1,164.42	1,616.61			2,781.03
Mobile Vintage Repairs and Engineering			605.68		605.68
Municipality of Central Elgin	6,246.39				6,246.39
My Broadcasting Corp			791.00		791.00
North End Auto	2,282.03				2,282.03
Passport Labs, Inc	12.60	2.10	4.90	6.30	25.90
Receiver General for Canada		239.28			239.28
Receiver General HST	5,764.78				5,764.78
Receiver General S/D	12,534.25	25,993.35			38,527.60
Receiver General source deductions				17,288.26	17,288.26
Record Ministry of Finance EHT			1,127.57		1,127.57
Record Receiver General for February 2026 Source Deductions			27,895.14		27,895.14
Reliance Home Comfort	58.36		60.08		118.44
Scott Lewis Auto	1,980.82				1,980.82
Siskinds LLP				3,183.78	3,183.78
Sunrise Small Engine & Rental		79.65			79.65
TCOBI Management Consulting and Contracting			10,509.00	2,599.00	13,108.00
Telus Mobility	450.04	450.04		393.38	1,293.46
Township of Malahide		2,000.00	1,181.00		3,181.00
Township of South-West Oxford			85.17		85.17
Trojek, Esme				856.77	856.77
Union Supply Corp.	157.00				157.00
Uplink Communications Inc.	1,039.04	220.07	452.00		1,711.11
Villager Publications			579.13		579.13
Waste Connections of Canada Inc.	448.97				448.97
Waste Connections of Canada Inc.: Paid online through their website			495.82		495.82
Workplace Safety & Insurance Board	5,565.87				5,565.87
Zap's Tree and Lawn Service	9,938.35				9,938.35
Grand Total	120,771.10	109,377.72	80,954.53	157,605.87	468,709.22

Catfish Creek Conservation Authority
Statement Date: 24th of each month
CIBC VISA STATEMENT - April 24, 2026

VENDOR	INVOICE AMOUNT	SAGE CODE	ACCOUNT NAME	COST	HST 2300	HST 2350	HST 2360	TOTAL AMOUNT
Metro	\$ 85.95	50152	Meeting Expenses	\$ 76.46			\$ 9.49	\$ 85.95
Metro	\$ 56.48	50152	Meeting Expenses	\$ 49.98			\$ 6.50	\$ 56.48
Facebook	\$ 134.19	51160	SPW Special Events Expenses	\$ 118.75			\$ 15.44	\$ 134.19
Facebook	\$ 178.54	51160	SPW Special Events Expenses	\$ 158.00			\$ 20.54	\$ 178.54
Real Canadian	\$ 83.87	50152	Meeting Expenses	\$ 81.40			\$ 2.47	\$ 83.87
Rona	\$ 20.55	51079	SPW Supplies - General	\$ 18.19			\$ 2.36	\$ 20.55
Dollarama	\$ 382.74	51079	SPW Supplies - General	\$ 347.02			\$ 35.72	\$ 382.74
Zoom	\$ 48.57	50152	Meeting Expenses	\$ 42.98			\$ 5.59	\$ 48.57
Amazon	\$ 40.61	51079	SPW Supplies - General	\$ 35.94			\$ 4.67	\$ 40.61
Amazon	\$ 18.97	51079	SPW Supplies - General	\$ 16.79			\$ 2.18	\$ 18.97
Amazon	\$ 94.51	51079	SPW Supplies - General	\$ 83.64			\$ 10.87	\$ 94.51
Amazon	\$ 110.81	51079	SPW Supplies - General	\$ 98.06			\$ 12.75	\$ 110.81
Amazon	\$ 18.07	51079	SPW Supplies - General	\$ 15.99			\$ 2.08	\$ 18.07
Amazon	\$ 25.96	51079	SPW Supplies - General	\$ 22.97			\$ 2.99	\$ 25.96
Purolator	\$ 8.67	51079	SPW General	\$ 7.67			\$ 1.00	\$ 8.67
Frito-Lay	\$ 145.72	51079	SPW Supplies - General	\$ 128.96			\$ 16.76	\$ 145.72
Business Prime	\$ 89.27	50130	Telephone	\$ 79.00			\$ 10.27	\$ 89.27
Adobe	\$ 33.89	51074	SPW Supplies - software	\$ 29.99			\$ 3.90	\$ 33.89
Staples	\$ 191.17	50910	Springwater Forest Trails Expenses	\$ 169.18			\$ 21.99	\$ 191.17
interest	\$ 16.27	50144	purchase interest	\$ 16.27				\$ 16.27
Uplink	\$ 452.00	50210		\$ 162.06				
Uplink		50130		\$ 101.37				
Uplink		51171		\$ 80.00	\$ 13.00	\$ 16.22	\$ 18.20	\$ 452.00
Uplink		50803		\$ 40.69				
Uplink		50997		\$ 20.46				
Uplink	\$ 18.08	50144	Late fee	\$ 18.08				\$ 18.08
Uplink	\$ 220.07	50210		\$ 78.90				
Uplink		50130		\$ 49.36				
Uplink		51171		\$ 38.95	\$ 6.33	\$ 7.90	\$ 8.86	\$ 220.07
Uplink		50803		\$ 19.81				
Uplink		50997		\$ 9.96				
Canadian IPG	\$ 51.70	50142		\$ 45.75			\$ 5.95	\$ 51.70
SGS Lakefield	\$ 101.70	51079	SPW Supplies - General	\$ 90.00			\$ 11.70	\$ 101.70
Microsoft	\$ 46.33	51074	SPW Supplies - software	\$ 41.00			\$ 5.33	\$ 46.33
								\$ -
								\$ -
								\$ -
								\$ -
TOTAL BILL	\$2,674.69			\$2,393.63	\$19.33	\$24.12	\$237.61	\$2,674.69
Balance per VISA Statement								\$2,674.69
								\$0.00

Difference **\$2,674.69**

REPORT FA 23/2026: To The Full Authority

FROM: Dusty Underhill, General Manager / Secretary – Treasurer

SUBJECT: **Southwestern Regional Envirothon Competition**

DATE: June 8, 2026

PURPOSE:

To provide the members with a synopsis of the Southwestern Regional Envirothon Competition held at the Springwater Conservation Area on April 28, 2026.

DISCUSSION:

The 2026 Southwest Envirothon was a one-day academic and experiential competition designed to engage high school students in environmental education through hands-on learning. The event provides a platform for students to expand their environmental knowledge while developing critical thinking, problem-solving, and teamwork skills in an interactive, real-world context.

Each Envirothon team is composed of five high school students who work collaboratively to tackle a series of challenges focused on environmental science topics. The top-performing team from the regional event advances to the Ontario Provincial Envirothon Competition.

This year's event saw strong participation, with 18 teams representing 10 different secondary schools from across the region. The Southwest region was the best attended region out of the 13 active regions in the province. Participating schools included:

Thames Valley District School Board's Environmental HELP Program registered (5 teams) – a semester-long environmental leadership program open to Grade 10 and 11 students,

Strathroy District Collegiate Institute
East Elgin Secondary School
West Elgin Secondary School
Sir Wilfrid Laurier Secondary School
Huron Park Secondary School
St. Thomas Aquinas Catholic Secondary School
London Central Secondary School
AB Lucas Secondary School
Regina Mundi CC
Saunders Secondary School

The theme for the 2026 competition was “Non-Point Source Pollution,” which challenged students to explore the ecological, social, and economic roles of forests and the importance of long-term sustainable management.

Congratulations to West Elgin Secondary School, whose team emerged as the winning team of this year’s regional competition. They will proudly represent the Southwest Region at the upcoming Ontario Provincial Envirothon Competition.

Special thanks to the Elgin Stewardship Council for their generous sponsorship and continued support of youth environmental education. We are also grateful to our knowledgeable panel of judges—Kim Smale, Morgaine Griffin, and Sall Martyn—as well as the many dedicated volunteers who made the day a success.

RECOMMENDATION:

THAT, Report FA 23/2026, be noted and filed.

Submitted by:

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

REPORT FA 24/2026: To The Full Authority**FROM:** Dusty Underhill, General Manager/Secretary - Treasurer**SUBJECT:** Summer Employment Program Grants**DATE:** May 06, 2026

PURPOSE:

To provide the Board with an update on the Summer Employment Program grants approved thus far in 2026.

DISCUSSION:

The following table outlines the various Summer Employment Programs approved for the Catfish Creek Conservation Authority for 2026.

Sponsoring Agency	Name of Program	# of Participant	2026 Total Funding
Nature Canada	Nature Canada's Work to Grow Program	Park Technician/Education Assistant	\$10, 416.00
Employment and Social Development Canada	Canada Summer Jobs	2 Campground Maintenance Workers 1 Education Outreach Program Coordinator	\$14, 634.00
TOTAL GRANT FUNDING APPROVED			\$25, 050.00

RECOMMENDATION:

THAT, the Full Authority acknowledge receipt of the information on the 2026 Summer Employment Programs as outlined in Report FA 24/2026.

Submitted by:

Dusty Underhill
General Manager / Secretary - Treasurer

REPORT FA 25/2026: To The Full Authority

FROM: Dusty Underhill, General Manager/ Secretary Treasurer

SUBJECT: TVDSB and CCCA Agreement Renewal

DATE: July 3, 2026

PURPOSE:

The purpose of this report is to inform the Board that the agreement between the Catfish Creek Conservation Authority (CCCA) and the Thames Valley District School Board (TVDSB) for the continued use of designated Conservation Authority lands for outdoor education and related programming has been renewed and executed.

DISCUSSION:

The renewed agreement between CCCA and TVDSB continues to provide the framework under which the Board is granted permission to utilize specified Conservation Authority lands, including Springwater Forest, the Jaffa Tract, Archie Coulter Conservation Area, and the Yarmouth Natural Heritage Area, for the delivery of curriculum-based outdoor education programs, field studies, and environmental learning activities.

The renewed agreement maintains the established terms and conditions that have governed this long-standing partnership, including requirements related to insurance, indemnification, compliance with applicable legislation and Authority policies, land use approvals, and standards for site care and conduct.

The agreement establishes a five-year term and includes an updated fee schedule with modest annual increases of approximately 1.5% to reflect inflationary pressures. It also outlines ongoing responsibilities related to program planning, operational coordination, and the protection of Conservation Authority lands.

This continued partnership supports safe, structured, and meaningful outdoor learning opportunities for students while ensuring that the ecological integrity and intended use of the lands are maintained. The renewal reflects both organizations' continued commitment to environmental education and community engagement.

RECOMMENDATION:

THAT, Report FA 25/2026 be received as information.

Submitted by:

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

REPORT FA 26/2026: To The Full Authority

FROM: Dusty Underhill, General Manager/ Secretary Treasurer

SUBJECT: Source Protection Changes in Oversight

DATE: June 25, 2026

PURPOSE:

The purpose of this report is to inform the Board of a recent ministry-wide organizational restructuring affecting the Source Protection Program.

DISCUSSION:

The ministry-wide reorganization has resulted in the creation of the Program Delivery Division, which will now house the Source Protection Program. As part of this change, both the Source Protection Section and the Technical Program Delivery Section have transitioned into the new division. Leadership responsibility for these sections has been assigned to Leo Leong, who has recently assumed the role of Director of the Branch within which the source protection teams will reside.

Mr. Leong has expressed his commitment to working collaboratively with staff and stakeholders to continue advancing Ontario's source water protection objectives. He has acknowledged the critical role that source protection practitioners and technical staff play in safeguarding Ontario's drinking water resources and has emphasized the importance of maintaining strong relationships, knowledge sharing, and ongoing collaboration during this transition. The reorganization is intended to strengthen program delivery and support continued excellence in the implementation of source protection policies and initiatives across the province.

At this time, the organizational change is administrative in nature and there are no anticipated impacts to existing source protection program responsibilities, priorities, or service delivery. Staff will continue their work under the new divisional structure.

RECOMMENDATION:

THAT, the Board of Directors receive Report FA 26/2026 as information.

Submitted by:

Dusty Underhill
General Manager/ Secretary Treasurer

REPORT FA 27/2026: To The Full Authority

FROM: Dusty Underhill General Manager Secretary/ Treasurer

SUBJECT: Ministers Budget Direction

DATE: June 29, 2026

PURPOSE:

The purpose of this report is to inform the Board of Directors of a recent Minister's Direction issued by the Minister of the Environment, Conservation and Parks under Section 1.14 of the *Conservation Authorities Act* (CAA). This legislative direction mandates specific timelines, approval milestones, and reporting requirements for the authority's 2027 calendar year budget to facilitate a seamless transition into the new regional watershed-based framework.

DISCUSSION:

To comply with the directive, the authority must take all necessary steps to develop, consult on, and finalize its 2027 calendar year budget well ahead of the transition deadline. Specifically, the board is required to hold official meetings to approve both the municipal apportionment amounts and the final 2027 budget no later than thirty (30) calendar days prior to the transition date. Once approved, and before the transition date arrives, copies of the final budget must be circulated to the Minister, all participating and specified municipalities, and critically, the newly established Ontario Provincial Conservation Agency (OPCA). Concurrently, formal legislative notices regarding capital and operating cost allocations must be dispatched to our municipal partners.

Furthermore, the directive introduces a strict, multi-stage progress-tracking mechanism to ensure provincial oversight. The authority is legally required to provide immediate written notice to both the Ministry of the Environment, Conservation and Parks (MECP) the OPCA and its member municipalities upon the completion of four distinct milestones: the approval of the draft budget for public consultation, the approval of municipal apportionment values, the final budget approval, and the subsequent mailing of municipal invoices.

RECOMMENDATION:

THAT, the Board of Directors receive the report regarding the Ministerial Direction issued under Section 1.14 of the *Conservation Authorities Act* as information.

Submitted by:

**Dusty Underhill
General Manager/ Secretary Treasurer**

REPORT FA 28/2026: To The Full Authority

FROM: Dusty Underhill, General Manager/Secretary-Treasurer

SUBJECT: 2027 Budget Direction

DATE: July 6, 2026

PURPOSE:

To seek input from the CCCA Board of Directors regarding the CCCA 2027 Draft Budget.

DISCUSSION:

In preparation for CCCA's 2027 Budget, staff are seeking direction from the Board of Directors.

The 2027 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 2027 Budget is as follows:

Cost of Living (CPI):

Staff have prepared the attached spreadsheet showing the Consumer Price Index (CPI) increase of 1.93% from June 2025 to May 2026 for Ontario as reported by Statistics Canada for the Board's review.

Salary Increases:

Salary Grid increment adjustments for eligible staff who are not yet at the top of the Grid for their Job Classification plus a CPI increase of 1.93% result in an average wage increase of 4.2% in 2027 as compared to 2026.

Levy Rate:

Staff have prepared the attached spreadsheet showing a 3% overall levy increase totalling \$17,522. Because of a change in 2027 apportionment % between municipalities, individual municipal levies will increase between 4.41% and 2.60 %.

General Insurance Policy:

Staff are anticipating an increase in general insurance premiums of up to 15% which amounts to an increase of approximately \$5,506.

Program Expenses and Use of Reserves:

Total 2025 expenses were \$1,636,266 and only \$5,456 in reserves were needed as compared to a budgeted use of reserves \$321,610.

Total 2026 expenses are budgeted at \$1,763,734 and \$186,415 in reserves are budgeted to be used.

Total 2027 expenses are budgeted at \$1,816,344 and \$195,439 in reserves are budgeted to be used. If 100% of budgeted reserves are used in 2026 and 2027, total reserves will be \$439,838 at December 31, 2027.

RECOMMENDATION:

THAT, the Full Authority approve a levy increase of 3% and Consumer Price Index increase to the 2026 Salary Grid at 1.93%.

Submitted by:

Dusty Underhill
General Manager / Secretary – Treasurer

REPORT FA 29/2026: To The Full Authority

FROM: Dusty Underhill, General Manager / Secretary - Treasurer

SUBJECT: 2027 Draft Budget

DATE: July 09, 2026

PURPOSE:

To approve the Catfish Creek Conservation Authority (CCCA) 2027 Draft Budget for circulation.

DISCUSSION:

Management has prepared the draft 2027 Operating and Capital Budget in accordance with the strategic priorities of the Catfish Creek Conservation Authority, legislative requirements under the *Conservation Authorities Act*, and the Authority's responsibility to deliver mandatory watershed management programs and services in a fiscally responsible manner.

The proposed budget includes a **3.0% increase to the municipal levy**. While this exceeds the current Ontario Consumer Price Index (CPI) of **1.93%**, the proposed increase reflects the continued escalation in operating costs that are not fully captured by CPI, including contracted services, insurance, equipment maintenance and replacement, regulatory compliance, information technology, and staffing costs necessary to maintain existing service levels.

Every effort has been made to minimize the impact on participating municipalities by reviewing expenditures, identifying operational efficiencies, and utilizing available grant funding and other revenue sources where possible. The proposed levy increase is intended to maintain current service levels, preserve the Authority's core watershed management programs, and address ongoing asset management and infrastructure needs without compromising service delivery.

The draft budget supports the Authority's legislated responsibilities related to flood forecasting and warning, natural hazard management, drinking water source protection, environmental monitoring, stewardship, conservation lands, and corporate governance. It also provides for continued investment in the maintenance of Authority-owned assets and equipment to reduce long-term financial risk.

The proposed budget does not include any operational costs that may be incurred through the proposed amalgamation facilitated by the Ontario Association of Conservation Authorities (OPCA). Should the amalgamation proceed, any associated operational or transition costs will be evaluated and brought forward to the Board for

consideration through a future budget amendment or separate report. As such, any financial implications related to the amalgamation are contingent upon the amalgamation proceeding.

RECOMMENDATION:

Option 1:

THAT, the Full Authority approve the Draft Budget presented in report FA 29/2026;

AND THAT, the Draft Budget and General Levies be circulated to the member municipalities for the 30-day notice period in accordance with the Budget and Apportionment Regulation made under the Conservation Authorities Act.

Option 2:

THAT, the Full Authority approve the Draft Budget presented in report FA 29/2026 as Amended;

AND THAT, the Draft Budget and General Levies be circulated to the member municipalities for the 30-day notice period in accordance with the Budget and Apportionment Regulation made under the Conservation Authorities Act.

Submitted by:

Dusty Underhill
General Manager/ Secretary Treasurer



Catfish Creek
Conservation Authority

2027 DRAFT BUDGET

July 6, 2026

CATFISH CREEK CONSERVATION AUTHORITY
DRAFT BUDGET 2027
SUMMARY OF REVENUE AND EXPENDITURES
last modified June 6, 2026

	2027 Budget	2026 Budget	2025 Actual
REVENUE			
Provincial Grants (Transfer Payments)	\$41,215	\$41,215	\$41,215
Other Provincial Grants	\$2,916	\$2,861	\$4,299
Other Grants - N/E	\$790	\$790	\$808
Federal Grants	\$0	\$0	\$1,018
Employment Program Grants	\$10,193	\$10,000	\$63,799
Municipal General Levies	\$601,588	\$584,066	\$486,722
Donations/Sponsorships	\$33,841	\$33,200	\$45,606
Camp User Fees & Sales	\$780,784	\$766,000	\$766,869
Maple Syrup	\$58,934	\$42,259	\$67,960
Other Revenue	\$75,263	\$81,838	\$166,649
Previous Year's Surplus (Deficit)	\$15,381	\$15,090	\$956
TOTAL To/From Reserves	\$195,439	\$186,415	\$5,456
TOTAL REVENUE	\$1,816,344	\$1,763,734	\$1,651,356

MANDATORY PROGRAMS			
1 RISK OF CERTAIN NATURAL HAZARDS (Corporate Services)	\$165,797	\$188,852	\$150,229
2 FLOOD FORECASTING & WARNING	\$299,074	\$291,563	\$270,614
3 DROUGHT AND LOW WATER RESPONSE	\$20,005	\$19,422	\$17,181
4 ICE MANAGEMENT	\$29,752	\$28,886	\$30,422
5 INFRASTRUCTURE (Dam)	\$39,128	\$28,075	\$25,612
6&7 ACT REVIEWS & PLAN REVIEW	\$3,759	\$3,650	\$3,002
8 ADMININSTRATING & ENFORCING THE ACT (Section 28)	\$61,744	\$59,998	\$52,254
9-11 CONSERVATION AND MANAGEMENT OF LANDS	\$155,708	\$112,624	\$78,804
12 WATER QUALITY (PGMN & PSMP)	\$10,646	\$10,336	\$8,615
13 SOURCE PROTECTION	\$2,916	\$2,861	\$1,372
SUB TOTAL: MANDATORY PROGRAMS Expenditures	\$788,528	\$746,266	\$638,103
OTHER PROGRAMS AND SERVICES			
WATERSHED STEWARDSHIP	\$27,592	\$27,029	\$14,731
ENVIRONMENTAL EDUCATION	\$27,200	\$26,629	\$12,511
SPECIAL & CAPITAL PROJECTS	\$63,761	\$78,000	\$1,200
VEHICLE & EQUIPMENT OPERATIONS	\$41,743	\$40,952	\$46,161
MAPLE SYRUP PROGRAM	\$52,909	\$47,259	\$45,258
SPRINGWATER CONSERVATION AREA	\$814,611	\$797,598	\$822,768
AMORTIZATION EXPENSE			\$55,534
SUB TOTAL: OTHER PROGRAMS Expenditures	\$1,027,816	\$1,017,468	\$998,163
TOTAL EXPENSES	\$1,816,344	\$1,763,734	\$1,636,266

NET Profit (Loss)	\$0	\$0	\$15,090
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CATFISH CREEK CONSERVATION AUTHORITY
 2027 MUNICIPAL GENERAL LEVY COMPARISON

Municipality	2026 Total Levy	2026 Apportionment %	3 % Increase in Total	2027 Apportionment %	2027 Total Levy	2027 Levy Increase	2027 Levy % Increase
Aylmer, Town of	153,081	26.21%		26.46%	159,178	6,096	3.98%
Central Elgin, Municipality of	164,745	28.21%		28.10%	169,031	4,285	2.60%
Malahide, Township of	210,131	35.98%		35.76%	215,114	4,983	2.37%
South-West Oxford, Township of	19,689	3.37%		3.36%	20,241	552	2.80%
St. Thomas, City of	36,419	6.24%		6.32%	38,025	1,605	4.41%
Total	584,066	100.00%	17,522	100.00%	601,588	17,522	3.00%

CATFISH CREEK CONSERVATION AUTHORITY
DRAFT BUDGET 2027
TRANSFERS TO/FROM RESERVES
last modified June 6, 2026

RESERVE NAME	BALANCE Start of 2026	2026 Transfers To (From) Reserves	Proposed BALANCE End Of 2026	Budgeted 2027 Transfers To (From) Reserves	Proposed BALANCE End Of 2027	Category
SPECIAL PROJECTS RESERVES:						
Bradley Creek	\$ 5,786		\$ 5,786		\$ 5,786	n/a
Commemorative Forest	\$ 3,451		\$ 3,451		\$ 3,451	n/a
ACCA	\$ 17,335	-2,500	\$ 14,835	-2,500	\$ 12,335	C.A. Lands
Johnson Tract	\$ 3,089		\$ 3,089		\$ 3,089	n/a
Environmental Education (General)	\$ 34,942	-529	\$ 34,413	-8,750	\$ 25,663	n/a
Environmental Education (ELP)	\$ 4,073	0	\$ 4,073		\$ 4,073	n/a
Special Projects Support	\$ 11,913		\$ 11,913		\$ 11,913	n/a
Art Trail	\$ 8,310		\$ 8,310		\$ 8,310	n/a
Path of Honour	\$ 20,786	0	\$ 20,786		\$ 20,786	Special Projects
YNHA	\$ 15,780	-2,500	\$ 13,280	-2,500	\$ 10,780	C.A. Lands
Springwater Forest	\$ 91,749	-20,000	\$ 71,749	-20,000	\$ 51,749	C.A. Lands
SUB-TOTAL SPECIAL PROJECTS RESERVES	\$ 217,214	-25,529	\$ 191,685	-\$ 33,750	\$ 157,935	
GENERAL RESERVES:						
		-4,910		\$23,443		Corporate Services
		-35,596		-\$77,423		C.A. Lands
		0		-\$8,775		SPW C.A. Operations
				-\$10,211		Infrastructure Dam
		-22,029		-\$22,496		Watershed Stewardship
Working Capital	\$ 309,415	-62,535	\$ 246,880	-\$95,461	\$ 151,419	
		-3,000		-\$3,000		Vehicle/Equip Operations
		0				SPW C.A. Operations
Capital Acquisition	\$ 61,220	-3,000	\$ 58,220	-\$3,000	\$ 55,220	
Land Acquisition	\$ 85,757		\$ 85,757		\$ 85,757	
		-72,800		-\$58,460		SPW CA Dev. Projects
		-2,952		-\$3,068		Equipment Acquisition
				\$11,122		Maple Syrup Program
		-19,598		-\$12,821		SPW C.A. Operations
SPW C.A. Development	\$ 198,084	-95,350	\$ 102,734	-\$63,228	\$ 39,506	
SUB-TOTAL GENERAL RESERVES	\$ 654,477	-160,885	\$ 493,592	-\$161,689	\$ 331,903	
TOTALS	\$ 871,691	-186,415	\$ 685,277	-\$195,439	\$ 489,838	

CATFISH CREEK CONSERVATION AUTHORITY

2027 SALARY GRID

POSITION	Level	Actual 2026	Proposed CPI Increase	2027 Salaries
			1.93%	
General Manager/Secretary-Treasurer Grade 12 Job Classification	6	\$ 122,176.92	\$ 2,358.01	\$ 124,534.93
	5	\$ 118,618.36	\$ 2,289.33	\$ 120,907.70
	4	\$ 115,163.46	\$ 2,222.65	\$ 117,386.12
	3	\$ 111,809.19	\$ 3,354.28	\$ 115,163.46
	2	\$ 108,552.61	\$ 3,256.58	\$ 111,809.19
	1	\$ 105,390.88	\$ 3,161.73	\$ 108,552.61
	0	\$ 102,321.24	\$ 3,069.64	\$ 105,390.88
Conservation Areas Supervisor Grade 8 Job Classification	6	\$ 89,692.17	\$ 1,731.06	\$ 91,423.23
	5	\$ 87,079.78	\$ 2,612.39	\$ 89,692.17
	4	\$ 84,543.48	\$ 2,536.30	\$ 87,079.78
	3	\$ 82,081.05	\$ 2,462.43	\$ 84,543.48
	2	\$ 79,690.34	\$ 2,390.71	\$ 82,081.05
	1	\$ 77,369.26	\$ 2,321.08	\$ 79,690.34
	0	\$ 75,115.78	\$ 2,253.47	\$ 77,369.26
Corporate Services Coordinator Grade 8 Job Classification	6	\$ 89,692.17	\$ 1,731.06	\$ 91,423.23
	5	\$ 87,079.78	\$ 1,680.64	\$ 88,760.42
	4	\$ 84,543.48	\$ 1,631.69	\$ 86,175.17
	3	\$ 82,081.05	\$ 1,584.16	\$ 83,665.21
	2	\$ 79,690.34	\$ 1,538.02	\$ 81,228.36
	1	\$ 77,369.26	\$ 2,321.08	\$ 79,690.34
	0	\$ 75,115.78	\$ 2,253.47	\$ 77,369.26
Resource Planning Coordinator Grade 8 Job Classification	6	\$ 89,692.17	\$ 1,731.06	\$ 91,423.23
	5	\$ 87,079.78	\$ 1,680.64	\$ 88,760.42
	4	\$ 84,543.48	\$ 1,631.69	\$ 86,175.17
	3	\$ 82,081.05	\$ 2,462.43	\$ 84,543.48
	2	\$ 79,690.34	\$ 2,390.71	\$ 82,081.05
	1	\$ 77,369.26	\$ 2,321.08	\$ 79,690.34
	0	\$ 75,115.78	\$ 2,253.47	\$ 77,369.26
Water Management Technician Grade 7 Job Classification	6	\$ 77,701.37	\$ 1,499.64	\$ 79,201.00
	5	\$ 75,438.22	\$ 2,263.15	\$ 77,701.37
	4	\$ 73,240.99	\$ 2,197.23	\$ 75,438.22
	3	\$ 71,107.76	\$ 2,133.23	\$ 73,240.99
	2	\$ 69,036.66	\$ 2,071.10	\$ 71,107.76
	1	\$ 67,025.88	\$ 2,010.78	\$ 69,036.66
	0	\$ 65,073.67	\$ 1,952.21	\$ 67,025.88
Conservation Areas Assistant Grade 5 Job Classification	6	\$ 70,125.48	\$ 1,353.42	\$ 71,478.90
	5	\$ 68,082.99	\$ 1,314.00	\$ 69,396.99
	4	\$ 66,099.99	\$ 1,275.73	\$ 67,375.72
	3	\$ 64,174.74	\$ 1,925.24	\$ 66,099.99
	2	\$ 62,305.58	\$ 1,869.17	\$ 64,174.74
	1	\$ 60,490.85	\$ 1,814.73	\$ 62,305.58
	0	\$ 58,728.98	\$ 1,761.87	\$ 60,490.85
Field Technician Assistant Grade 5 Job Classification	6	\$ 70,125.48	\$ 1,353.42	\$ 71,478.90
	5	\$ 68,082.99	\$ 1,314.00	\$ 69,396.99
	4	\$ 66,099.99	\$ 1,275.73	\$ 67,375.72
	3	\$ 64,174.74	\$ 1,238.57	\$ 65,413.32
	2	\$ 62,305.58	\$ 1,202.50	\$ 63,508.07
	1	\$ 60,490.85	\$ 1,167.47	\$ 61,658.32
	0	\$ 58,728.98	\$ 1,761.87	\$ 60,490.85
TOTAL		\$ 689,340.87	\$ 97,985.93	\$ 4,007,375.91

REPORT FA 30/2026 : To The Full Authority

FROM: Dusty Underhill, General Manager / Secretary-Treasurer

SUBJECT: Conservation Ontario Council Meeting

DATE: April 30, 2026

PURPOSE:

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

DISCUSSION:

The General Manager / Secretary-Treasurer attended the Conservation Ontario Annual General Meeting held at the Sheraton Parkway North Hotel on April 14th, 2025.

Highlights of the meeting included:

a) Election of Officers:

Chairperson

Vice-Chairperson (1)

Vice-Chairperson (2)

Council Director

Council Director

Council Director

b) Request for Approval: Conservation Ontario Representatives and;
Annual Update: Committees and Conservation Authority Discussion
Groups

Conservation Ontario (CO) provides an annual list of CO Representatives and Conservation Authority (CA) Discussion Groups to recognize the significant volunteer contributions provided through CA staff to collective strategic priorities.

Conservation Ontario Annual General Meeting - April 27, 2026, Page 28

The Annual General Meeting Report, including the appended tables, provided Committees that were active, and committee members present during April 2025-March 2026. The report summarized the tables and endorsed representatives to Committees annually.

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c) Request for Approval: Conservation Ontario Representatives and; Annual Update:
Committees and Conservation Authority Discussion Groups

d) Request for Approval: 2025 Audited Financial Statements and Audit Letters

The Budget & Audit Committee's role includes oversight of the audit process, review of the results of the external audit, recommendation of any action required in response to the Auditor's recommendation and recommendation of the appointment of the Auditors and the audit fee for the upcoming year.

e) Benefits & Insurance Renewals, Committee Update

The Group Insurance and Benefits Committee met (virtually) with Mosey & Mosey, its broker for health, life and disability insurance benefits on July 30, 2025, to receive their renewal report. Following the review, the Committee directed Mosey and Mosey to proceed with the renewal that took effect September 1, 2025.

The Committee met with its insurance broker, Marsh Canada Limited, on October 21, 2025, to conduct a mid-year claims review and to provide direction related the marketing plan for the 2026 renewal. The meeting was hosted by the TRCA.

The Committee met (virtually) with Marsh on March 13, 2026 to review the renewal terms negotiated with the insurers. Direction to bind the coverages for the year starting April 1, 2026, was provided to Marsh.

f) 2025 Conservation Ontario Annual Report

The 2025 Conservation Ontario Annual Report highlights the efforts of Conservation Ontario (CO) and Conservation Authorities (CAs) in managing Ontario's watersheds, mitigating natural hazards, and promoting sustainable environmental practices. Throughout the year, CO worked closely with provincial and federal partners to enhance policy development, and focus on programs and services.

g) 2026 Special Projects Budget

The Budget & Audit Committee reviews and recommends the proposed special projects budget to Conservation Ontario Council. The committee met on March 16, 2026, to review the proposed 2026 Special Projects Budget. The 2026 Special Projects Budget is presented at the Annual General Meeting in April, rather than with the 2026 Operating Budget in September. The rationale is that special projects typically depend on provincial and federal funding and Governments [with fiscal years having a March 31st year end]. Special projects with signed funding Agreements at the time of preparing this report are included as part of the 2026 special projects budget.

h) Amended By-Laws of the Association of Conservation Authorities of Ontario (Conservation Ontario) April 27, 2026

The report outlined the amendments made to the November 2018 By-Laws of the Association of Conservation Authorities of Ontario (Conservation Ontario). The amendments bring the by-law into compliance with the Not-for-Profit Corporations Act.

i) Esri Canada Enterprise Agreement

With input and feedback from conservation authority GIS staff, Conservation Ontario has successfully secured an amendment to the Esri Canada Enterprise Agreement. This amendment provides deeply discounted access to industry-leading GIS software and professional services for a 12-month period from April 1, 2026 to March 31, 2027.

j) 2025 Conservation Authority Permit Timelines and Regulatory Compliance Report (Client Service and Streamlining Initiative)

Since 2019, Conservation Ontario's Client Service and Streamlining Initiative (CSSI) supported objectives to increase housing supply without jeopardizing public health and safety, or the environment. The Initiative is guided by the Client Service and Streamlining Steering Committee (GMs/CAOs) and the Timely Review and Approvals Task Force (Senior CA Staff).

Annual reporting on CA section 28.1 permit timelines is a core component of the CO CSSI. As outlined in Ontario Regulation 686/21 under the Conservation Authorities Act, all CAs are required to prepare annual reporting on CA permit statistics, timelines, and other matters of regulatory compliance. This report presents the 2025 results from all 36 CAs.

k) Pilot Conservation Authority Lean Reviews of CA Planning and Permitting Processes

In June, 2025, Conservation Ontario hired StrategyCorp Inc. for public policy services. This service agreement implemented three pilot reviews of Conservation Authority (CAs) permitting and municipal plan review processes, using the Lean Six Sigma methodology. This report provides an update to Council on the work completed since the September 2025 update report, next steps and outcomes of the pilot reviews.

l) Summary of 2025-2026 Conservation Ontario Policy Consultation Submissions

Conservation Ontario's (CO) core business functions include policy and program development to support member Conservation Authorities (CAs). The report provided an overview of Conservation Ontario's 2025/2026 policy consultation activities to support these goals and advocate for positive policy and program outcomes for Conservation Authorities.

m) Resilient Agricultural Landscape Program (RALP) – Marginal Lands Initiative

Conservation Ontario is administering the RALP Marginal Lands Initiative, funded through a four-year \$21.6 million Sustainable CAP investment, to support farmers

in adopting practices that reduce GHG emissions and enhance ecosystem services. Key accomplishments in 2026 include a January Steering Committee meeting to review the second request for proposals, the negotiation of sixteen Recipient agreements for the 2026–2028 funding period, and a February workshop where Recipients discussed lessons learned to date and explored future collaboration opportunities.

n) Provincial implementation of decision on “Proposed boundaries for the regional consolidation of Ontario’s conservation authorities” (ERO#025-1257) and Conservation Ontario’s submissions

This report provides an overview of the province’s implementation of their “Proposed boundaries for the regional consolidation of Ontario’s conservation authorities” (ERO#025-1257) from proposal to submissions to decision and including proposed amendments to the Conservation Authorities Act in Bill 97, Plan to Protect Ontario Act (Budget Measures), 2026. It provides a summary of the additions made to Conservation Ontario’s final submission on “Proposed boundaries for the regional consolidation of Ontario’s conservation authorities” (ERO#025-1257) and the Association of Municipalities of Ontario (AMO) /Conservation Ontario Joint Letter to the Minister. The report also provides an update on the status of Bill 97.

o) Summary of four Conservation Ontario submissions (ERO#025-1146, ERO#025-1361, ERO#019-7891, ERO#025-1334) between January 1, 2026, and March 31, 2026

This report summarizes Conservation Ontario’s policy submissions made between January 1 and March 31, 2026. It addresses submissions related to the “Natural Resources Regulatory and Permit Reform Initiative: Updates to natural heritage technical guidance for renewable energy projects” (ERO#025-1146), “Exempting low-risk activities from environmental permissions” (ERO#025-1361), a “New regulation to focus municipal environmental assessment requirements” (ERO#019-7891), and “A renewed Ontario invasive species strategic plan” (ERO#025-1334).

p) Municipal Resolutions Received by Conservation Ontario on Matters of Interest (Municipal Resolutions received, December 2025-April 2026)

Conservation Ontario would like to make Council aware of correspondence received from Municipalities with respect to various resolutions passed. This correspondence includes resolutions related to the opposition to the proposed consolidation of Conservation Authorities, Road Salt pollution and management, and concerns with the Conservation Authority Fee Freeze.

q) Policy and Planning

This report provides updates on Member Services provided by Policy and Planning staff since the December 8, 2025, Council Meeting. Services focus on supporting Conservation Authorities Act (CAA) implementation and Coastal Resilience: Adapting

to Coastal Hazards Across the Great Lakes Project.

r) Business Development and Partnerships Program

Conservation Ontario Business Development and Partnership activities support several Conservation Authority business areas and initiatives, including advocating for and securing investments and partnerships, policy input, and project management.

s) Drinking Water Source Protection Program

This report provides an update on the current status of activities delivered under the Drinking Water Source Protection (DWSP) program.

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RECOMMENDATION:

THAT, the information outlined in Report FA 30/2026, be noted and filed.

Submitted by:

Dusty Underhill
General Manager / Secretary-Treasurer

REPORT FA 31/2026: To The Full Authority

FROM: Dusty Underhill, General Manager / Secretary-Treasurer

SUBJECT: Conservation Ontario Council Meeting

DATE: June 24, 2026

PURPOSE:

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

DISCUSSION:

The General Manager / Secretary-Treasurer attended the Conservation Ontario Council Meeting held virtually and in person on June 22, 2026. Highlights of the meeting included:

- a) Request for Approval: Budget Status Report as of April 30, 2026

The operations budget represents the day-to-day expenses required for general operating activities. Expenses for special projects are for a fixed term period. A review of revenues and expenditures will continue through to the end of 2026. Conservation Ontario is forecasting a balanced budget overall. Any operating allocations over budget are balanced with under allocations for other line items (i.e. salaries and benefits and additional special project revenues.)

- b) Request for Approval: Progress on Conservation Ontario's 2026 Workplan Update and 2027 Budget Direction

Conservation Ontario's 2026 workplan was approved by Council on September 22, 2025. At the June Council meeting, staff will present a slideshow of work underway on behalf of members. In our view, it is important to see and understand this work.

2026 and 2027 have the potential for complex challenges and the potential for opportunities as well. Communication with and between members, our broader communities, organizations, and networks of partners is essential for productive outcomes.

Conservation Ontario is committed to bringing value by connecting members, scaling and aggregating projects, and advancing practical approaches that strengthen outcomes across the network. We remain adaptable and flexible to ensure the changing needs of Conservation Authorities are met. Conservation Ontario delivers high impact results and returns on your investment.

For example, over the past 4 years, for every member dollar you paid CO, weConservation Ontario Council Meeting Agenda June 22, 20026Page 20 brought an additional \$5 dollars to the table for important conservation projects and priorities. CO staff represent and/or work with your staff on over 80 initiatives, including 32 Standing Committees/Councils/Boards (e.g., International Joint Commission), 6 Interagency Working Groups, 20 internal CO Working Groups, and 20 CA Program Discussion groups.

c) Update: Conservation Ontario's 2026 Federal Pre-Budget Submission

On March 2, 2026, the House of Commons Standing Committee on Finance launched the 2026 Pre-Budget Consultations, with submissions accepted until May 22, 2026. Conservation Ontario submitted the appended brief on behalf of its membership (with a French translation – linked under Additional Resources below) advocating for continued federal investment in:

- Risk mapping and community resilience
- Nature protection and species recovery
- Agricultural resilience and food sovereignty
- Water security and Great Lakes, and
- Valuing nature and mobilizing capital

Conservation Ontario will continue to update Council on the progress of local advocacy efforts.

d) Update: Provincial Implementation of Regional Consolidation of Conservation Authorities

This report provided an overview of the province's implementation of regional consolidation of Conservation Authorities including passage of Bill 97, the establishment of the Ontario Provincial Conservation Agency board and CEO, the development of a Transition Playbook, and the upcoming appointment of Project Executives and Transition Committees, and potential Fall legislative and regulatory amendments to the Clean Water Act.

e) Update: Conservation Ontario Governance Accountability and Transparency Initiative

In April 2021, Conservation Ontario Council endorsed the Governance Accountability and Transparency Initiative to demonstrate accountability and transparency to the Province and municipal partners through compliance with governance-related requirements under the Conservation Authorities Act. Recent and future anticipated amendments to the Act modify or remove some of these requirements. This report provides an annual update on materials posted to CA "Governance" webpages.

f) Conservation Ontario's submission on "Getting Major Projects Built in Canada – Discussion Paper on Proposed Legislative, Regulatory, and Policy Reforms"

The Government of Canada is considering changes to laws, regulations, and policies to accelerate planning and decision-making processes for major projects. Conservation Ontario submitted comments to the Federal Government on this discussion paper, highlighting the benefits of early engagement and coordination with Conservation Authorities to protect public investments and deliver resilient infrastructure projects. This report provided an overview of Conservation Ontario's response.

g) Conservation Ontario Responses to Bill 98 (Building Homes and Improving Transportation Infrastructure Act, 2026) Legislative and Regulatory Proposals

Bill 98, Building Homes and Improving Transportation Infrastructure Act, 2026, amends the Planning Act, City of Toronto Act, Municipal Act, Water and Wastewater Public Corporations Act, and other legislation to "support housing, economic, and infrastructure development, and advance key transportation and transit priorities".

Complementary regulatory and policy proposals accompanied the legislative amendments for public and agency review. This report provided an overview of Conservation Ontario's submissions on these proposals, focused on those related to land use planning and drinking water resources and systems.

h) Summary of Minister's Direction on Temporary Restrictions

From May 1, 2026, until the Transition Date (February 1, 2027, or later), the Minister has applied temporary restrictions on Conservation Authorities' decisions related to:

- Governance
- Organizational or staff changes
- Acquisition and disposition of lands
- Provision or acquisition of goods and services
- Significant capital transactions

As paragraph 11 of the Direction provides, if any decisions covered by the Direction are made by employees of the authority, the authority has the obligation to ensure that their employees are aware of this Direction and that the authority seeks prior authorization in accordance with the Direction before the decision is made.

If a CA makes a decision that is not permitted under the temporary restrictions, the decision has no effect, and any agreement the CA enters is void.

These restrictions do not apply to a decision that is made for the purpose of alleviating an immediate danger to human life, the health of any person, or to property. These restrictions do not apply to a decision of an authority to execute an

agreement that has the effect of implementing a decision made by the authority before May 1, 2026.

i) Update: 4R Nutrient Stewardship Memorandum of Cooperation

On January 22, 2026, the 4R Nutrient Stewardship Program Memorandum of Cooperation (MOC) was renewed. Chris Van Esbroeck (UTRCA), Conservation Ontario Representative on the Steering Committee, presented on conservation authorities' efforts to support nutrient management and phosphorous reduction in the Lake Erie Basin through the Great Lakes Freshwater Ecosystem Initiative.

j) Summary of Conservation Ontario policy submissions (April 27 – June 5, 2026)

This report summarized Conservation Ontario's policy submissions made between April 27 and June 5, 2026. For this summary, the only submission not addressed in a detailed report as part of this agenda was:

- "Proposed Regulation to streamline planning approvals for Kindergarten to Grade 12 (K-12) publicly funded schools under the Planning Act" (ERO#026-0426).

k) Municipal Resolutions Received by Conservation Ontario on Matters of Interest

Conservation Ontario would like to make Council aware of correspondence received from Municipalities with respect to various resolutions passed. This correspondence includes resolutions related to Regional Consolidation of Conservation Authorities (1), road salt management (1), ALTO Rail Proposal (2), and Ontario Community Infrastructure Fund (1).

l) Policy and Planning Program

This report provided updates on Member Services provided by Policy and Planning staff since the April 27, 2026, Council Meeting. Services focus on supporting Conservation Authorities Act (CAA) implementation, Training and Professional Development, Coastal Resilience, and Engagement and Events.

m) Business Development and Partnerships Program

Conservation Ontario Business Development and Partnership activities support several Conservation Authority business areas and initiatives, including advocating for and securing investments and partnerships, policy input, and project management.

n) Drinking Water Source Protection Program

This report provided an update on the current status of activities delivered under the Drinking Water Source Protection (DWSP) program.

o) Marketing and Communications Program

This report highlighted member services delivered through Marketing and Communications. Key activities have included support for professional development events such as the Latornell Conservation Symposium, Rekindle the Sparks Conference, and Conservation Areas Workshop, as well as member visibility and public engagement initiatives including the Step Into Nature app.

p) Information Management Program

This report provides updates on member services provided by Information Management Staff. The report highlighted activities to improve access to shared tools, training, data standards, and technical support services provided across the sector.

RECOMMENDATION:

THAT, the information outlined in Report FA 31/2026, be noted and filed.

Submitted by:

Dusty Underhill
General Manager / Secretary-Treasurer

All year-end source protection requirements for the Grand River Conservation Authority (GRCA) were completed by the CCCA meeting all program expectations. Completion of these requirements ensures continued compliance with provincial regulations, reinforces the integrity of source water protection planning, and contributes to the long-term sustainability of safe and reliable drinking water supplies.

CCCA General Manager participated in a joint strategic planning session with the Grand River Conservation Authority (GRCA), Long Point Region Conservation Authority (LPRCA), and Kettle Creek Conservation Authority (KCCA) to collaboratively establish guiding principles for future program and organizational direction. This session provided an opportunity to strengthen inter-agency alignment, share perspectives, and support a coordinated approach to addressing common priorities and challenges across jurisdictions. This was followed by a subsequent meeting with the respective Chairs and Vice-Chairs to further review and refine these principles. The discussion helped strengthen governance alignment, incorporate leadership perspectives, and support a coordinated, strategic approach to shared priorities and emerging challenges across the participating conservation authorities.

Completed the Ministry of Natural Resources (MNR) Section 39 year-end reporting requirements in accordance with provincial standards and timelines. This work involved compiling and reviewing program data, and timely submission to the Province. Completion of this reporting supports transparency, accountability, and the continued effective delivery of mandated conservation authority programs.

Attended three General Manager drop-in meetings hosted by Conservation Ontario (CO) to discuss matters related to conservation authority amalgamation. These sessions provided an opportunity to receive updates on provincial direction, share perspectives and experiences, and engage in collaborative dialogue with peer organizations. Participation supported ongoing awareness of potential structural changes, informed local planning and decision-making, and helped ensure the Authority remains prepared to respond to evolving governance and operational considerations.

Staff have commenced preparations for the 2027 budget, with preliminary planning confirming that lower-tier municipalities will continue to be levied in a manner consistent with previous years. This approach provides stability and predictability for municipal partners while the Authority undertakes its budget development process. Work to date includes early forecasting, review of program requirements, and identification of cost pressures to ensure a balanced and sustainable budget that supports core services and strategic priorities.

Met with Forest Talk Radio to discuss their program and fees etc.

Staff continue to work collaboratively with General Managers (GMs) and Chief Administrative Officers (CAOs) to further prepare for the Transition Committee related to potential amalgamation. This work includes ongoing coordination, information sharing, and the review of governance, financial, and operational considerations to support a smooth and informed transition process. These efforts aim to ensure alignment across participating authorities, identify opportunities for efficiencies, and position the organization to effectively respond to potential structural changes while maintaining continuity of service delivery.

Attended the Conservation Ontario (CO) Annual General Meeting and Council meeting held on April 27, 2026. The meeting provided an opportunity to engage with representatives from conservation authorities across the province, receive updates on key policy and program directions, and participate in discussions on sector-wide priorities. Attendance supported ongoing collaboration, strengthened relationships with partner organizations, and ensured awareness of emerging issues and strategic initiatives impacting the conservation authority system.

Staff successfully completed and submitted the annual statistical survey for Conservation Ontario. This survey is an important annual reporting requirement that collects information on a wide range of conservation authority programs, services, and operational activities. The process involved gathering and reviewing data from multiple program areas to ensure that all information was accurate, complete, and reflective of the organization's activities over the reporting period. Completing the survey helps support provincial reporting and benchmarking efforts, while also providing valuable insights into program delivery, resource allocation, and organizational performance. Submission of the survey ensures compliance with reporting requirements and contributes to the broader understanding of conservation authority accomplishments and priorities across Ontario.

Attended the 75th anniversary tour hosted by Maitland Valley Conservation Authority, which celebrated the organization's long-standing commitment to watershed management, conservation, and environmental stewardship. The event provided an opportunity to learn about the history and evolution of conservation efforts within the watershed, as well as the significant achievements and milestones reached over the past 75 years. Participants toured key sites and projects, gaining valuable insight into innovative conservation initiatives, habitat restoration efforts, flood management programs, and community engagement activities. The tour also offered a valuable networking opportunity to connect with conservation professionals, municipal partners, and stakeholders from across the region, fostering the exchange of ideas and best practices that can support future conservation and outdoor education initiatives. The experience highlighted the important role conservation authorities play in protecting natural resources while enhancing environmental awareness and community resilience.

Delivered a presentation to the Port Bruce Ratepayers Association regarding the proposed amalgamation of conservation authorities and its potential implications for local communities, environmental programs, and watershed management. The

presentation provided an overview of the rationale behind the amalgamation discussions, the potential benefits and challenges associated with consolidating conservation authority services, and the possible impacts on governance, program delivery, and stakeholder engagement. Attendees were given an opportunity to ask questions and discuss concerns related to maintaining local representation, protecting natural resources, and ensuring continued support for conservation and outdoor education initiatives. The session fostered constructive dialogue and helped increase public understanding of the ongoing discussions, while reinforcing the importance of collaboration and community involvement in decisions affecting the future of conservation authority operations.

Staff initiated the planning process for the 2027 budget, beginning with a review of current financial performance, operational requirements, and anticipated program needs. This early planning effort includes assessing ongoing projects, identifying future capital and operating expenditures, and evaluating potential funding sources to ensure the organization remains financially sustainable while continuing to meet its strategic objectives. Staff are also considering inflationary pressures, regulatory requirements, asset management needs, and opportunities for program enhancements. Beginning the budget development process well in advance allows for thoughtful analysis, informed decision-making, and meaningful discussions with stakeholders, helping to ensure that the 2027 budget aligns with organizational priorities and supports the effective delivery of conservation, recreation, and educational programs.

Staff participated in several meetings with representatives from Eastern Lake Erie Region Conservation Authority to discuss the ongoing conservation authority amalgamation initiative. These meetings focused on exploring potential opportunities for collaboration and integration, while examining the operational, financial, governance, and service delivery implications of a merged organization. Discussions included the sharing of information on organizational structures, watershed management responsibilities, regulatory programs, conservation services, staffing considerations, and long-term strategic planning. Staff also considered how an amalgamated authority could maintain effective local representation, continue delivering high-quality services to member municipalities, and preserve strong relationships with stakeholders and community partners. The meetings provided valuable insight into the complexities of the amalgamation process and helped establish a foundation for continued dialogue, cooperation, and informed decision-making as discussions progress.

I attended another webinar where the Ministry of the Environment, Conservation and Parks (MECP) highlighted the next steps for the transition period. During the session, they outlined key timelines, compliance expectations, and upcoming regulatory changes that organizations should prepare for. The presenters also clarified roles and responsibilities, provided guidance on required documentation, and emphasized the importance of proactive planning to ensure a smooth transition. Overall, the webinar offered valuable insights into how stakeholders can effectively align their processes with the new requirements during this transitional phase.

I had the opportunity to attend the annual General Managers' Retreat at the Kingbridge Centre, where this year's program focused on mental health awareness, understanding mental illness, and supporting individuals through periods of transition and change. The retreat emphasized the importance of recognizing the signs and symptoms of mental health challenges, reducing stigma through open and honest conversations, and fostering a workplace culture where employees feel supported and valued. Through engaging presentations, group discussions, and practical exercises, we explored the impact that change, uncertainty, and workplace stress can have on an individual's overall well-being. A key takeaway was that effective leadership extends beyond operational excellence, it also requires empathy, active listening, and a commitment to supporting the mental and emotional well-being of our teams. We discussed practical strategies for managing stress, building resilience, and navigating organizational and personal transitions while maintaining a healthy work-life balance. The retreat also reinforced the importance of creating psychologically safe workplaces where employees feel comfortable seeking help, sharing concerns, and accessing available resources without fear of judgment. As leaders, we have a responsibility to recognize when team members may be struggling, initiate supportive conversations, and connect them with appropriate assistance when needed.

Participated in an interview with EY as part of the due diligence process for the CA amalgamation. The discussion focused on operational practices, organizational structure, governance, financial processes, and opportunities for integration. I provided insights into current operations, shared perspectives on key challenges and strengths, and answered questions to support EY's assessment. The interview was a valuable opportunity to contribute to the amalgamation process, ensure an accurate understanding of our organization, and help identify considerations that will support a smooth and successful transition.

Prepared the 2027 operating and capital budget in accordance with the Minister's Directive, ensuring full alignment with provincial priorities, legislative requirements, and organizational strategic objectives. The budget development process involved a comprehensive review of departmental expenditures, revenue projections, staffing requirements, and capital project needs while identifying opportunities for cost efficiencies and responsible resource allocation. Worked collaboratively with senior leadership and TCOBI to evaluate budget submissions, prioritize initiatives, and ensure that proposed expenditures supported service delivery expectations and long-term organizational sustainability. The final budget reflected prudent financial stewardship, incorporated the Minister's prescribed funding parameters and reporting requirements, and positioned the organization to effectively meet its operational and strategic commitments for 2027.

Served as the Source Water Protection liaison at the most recent meeting, representing the organization and providing updates on current initiatives, and regulatory developments.

**Catfish Creek Conservation Authority
Correspondence Register – April 1 – May 31, 2026**

Date	Type	Agency	Topic
April 1, 2026	Email/ Response	CO	Bill 98 ERO Summary from Osler
April 1, 2026	Email/ Response	EWMA	Draft County of Middlesex forest management plan
April 1, 2026	Email/ Response	GRCA	FW: Submission of 2025 Annual Progress Report to CCSPA
April 1, 2026	Email/ Response	LPRCA	April Meeting of existing CAs within Eastern Lake Erie Regional CA
April 1, 2026	Email/ Response	KCCA	Guiding Principles
April 1, 2026	Email	GLSLS	Annual Conference 2026: Spotlight on the Seaway and the Fresh Coast Marine Industry
April 7, 2026	Email/ Response	CO	Website for OPCA
April 7, 2026	Email	Canada Life	Policy number 428767 Catfish Creek Conservation Authority
April 8, 2026	Email	MNR	2025-26 CA S.39 Transfer Payment Agreement - Year End Reporting - DUE: April 30, 2026
April 9, 2026	Email/ Response	GRCA	CCCA Resolution Letter
April 9, 2026	Email	MNR	CAs Info Session April 9 2026 – Presentation
April 13, 2026	Email	CWA	2026 LEAP Implementation Tracker - CCCA
April 14, 2026	Email	Town of Aylmer	Catfish Creek Inquiry

April 15, 2026	Email	Oxford	Elgin-Middlesex-Oxford Purchasing Cooperative Meeting
April 15, 2026	Email/ Response	Deep Leaf Forestry	In-Line Pond Dredging Project Pinecroft Ceramic Art Studio
April 16, 2026	Email	CO	CAs Eligible: for Available funding for municipal resilience projects
April 16, 2026	Email/ Response	Elgin County	Inquiry - Lake Erie Shoreline Erosion Mapping, Policy, and Planning Considerations
April 16, 2026	Email	MNR	2025-26 CA S.39 Transfer Payment Agreement - Year End Reporting - DUE: April 30, 2026 - template update
April 16, 2026	Email	CO	ACTION REQUIRED: Conservation Ontario (CO) Council Annual General Meeting (AGM) Agenda April 27, 2026
April 17, 2026	Email	Town of Aylmer	Catfish Creek Inquiry
April 17, 2026	Email	CO	Expression of Interest: Conservation Ontario Board of Directors
April 18, 2026	Email/ Response	GRCA	RE: Material for Monday
April 20, 2026	Email/ Response	OPC	Staff association accountant
April 20, 2026	Email	MECP	Proposed Environmental Assessment Act amendments - Comprehensive Environmental Assessments

April 23, 2026	Email/ Response	MVCA	75 Anniversary Invite
April 29, 2026	Email/ Response	CO	Federal Announcement on Flood Risk Finder
April 30, 2026	Email	MECP	Regional Consolidation: Upcoming Info Session - Save the Date
April 30, 2026	Email	CO	CA Watershed Stewardship, Restoration and Forestry - Post - Meeting Information and Feedback Requested
May 1, 2026	Email/ Response	MECP	Minister's Direction Under S. 1.14 of the Conservation Authorities Act (re: temporary restrictions)
May 6, 2026	Email/ Response	ALUS	Wetland Projects in Regulated Area
May 7, 2026	Email/ Response	STATCAN	RE: Report for Catfish Creek Conservation Authority
May 7, 2026	Email	CCEO MECP	Update - Regional Consolidation - Info Session Invite
May 8, 2026	Email	CO	Final CO ERO Submissions: Proposed Amendments to Drinking Water, Wastewater, and Communal System Requirements
May 8, 2026	Email/ Response	MECP	LEAP Implementation Team Meeting
May 11, 2026	Email	CCEO MECP	Transition Committees - Appointed Members

May 12, 2026	Email	SJS	Clarification required: Canada Summer Jobs 2026 Project #:020981437
May 15, 2026	Email	CCEO	Project Executive Job Posting
May 20, 2026	Email/ Reply	PBRA	Re: PBRA Presentation
May 25, 2026	Email/ Reply	Nature Canada	Congratulations! Your Application to Nature Canada's Work to Grow Program Has Been Appr
May 25, 2026	Email/ Reply	CO	May General Managers' Meeting: Follow Up
May 26, 2026	Email/ Reply	CO	CA Annual Survey (2025 Data Collection)
May 26, 2026	Email/ Reply	MVCA	MVCA Watershed Tour
May 28, 2026	Email/ Reply	MNR	Sampling wildlife for SARS-CoV-2 in Catfish Creek CA - new paper released
June 1, 2026	Email/ Reply	Stats Can	Job Vacancy and Wage Survey
June 1, 2026	Email	CO	Water Wednesdays - DWSP Spring/ Summer Social Media Campaign
June 3, 2026	Email/ Reply	CO	CO Teams Site: CA Transition Resources
June 4, 2026	Email/ Reply	TVDSB	RE: Renewal of Agreement Between CCCA and TVDSB
June 5, 2026	Email	CO	Aquanty - streamflow forecasting bulk purchase
June 6, 2026	Email	CO	FINAL CO ERO Submission: Planning Approval for K-12 Public Schools under the Planning Act

June 8, 2026	Email/ Reply	MNR	RE: 2027 CLTIP Application
June 8, 2026	Email	Elgin Drowning Coalition	Re: Lifejacket Program Introduction
June 8, 2026	Email	OPCA	CA Update Session presentation
June 9, 2026	Email/ Reply	CIBC	RE: CCCA Banking
June 10, 2026	Email/ Reply	Malahide	Re: Port Bruce Dredging Permit
June 10, 2026	Email	Central Elgin	Levy Payment
June 11, 2026	Email	Ernst and Young	Reminder: Submission of Data Collection Template and Supplementary Materials by Friday June 10
June 12, 2026	Email	CO	FW: Cities Initiative Launches New Local Blue Economy Growth Fund
June 12, 2026	Email	MECP	2026 Municipal Levy Apportionment Data - Catfish Creek Conservation Authority
June 15, 2026	Email/ Reply	GRCA	RE: June LER SPC Meeting - SPA Liaison
June 15, 2026	Email/ Reply	LPRCA	Chainsaw trainer
June 15, 2026	Email/ Reply	CO	FW: RESPONSE REQUESTED: Consultation on Updates to Provincial Technical Guidance (Riverine Flooding Hazard) + Meeting Scheduling Request
June 16, 2026	Email/ Reply	KCCA	Joint Statement Final Version
June 17, 2026	Email	CO	RE: Conservation Ontario Council Meeting Agenda - June 22, 2026

June 17, 2026	Email/ Reply	Malahide	Re: CCCA 2026 Draft Budget Levy
June 18, 2026	Email/ Reply	GRCA	For information: LERSPC Agenda Package - June 25 (CCCA is SPA Liaison)
June 18, 2026	Email/ Reply	CWA	Webinar Invitation to a Listening Session – Towards a New Canada–Ontario Agreement on Great Lakes Water Quality and Ecosystem Health
June 19, 2026	Email/ Reply	Malahide	Re: Correspondence
June 19, 2026	Email	CO	June GM Meeting
June 23, 2026	Email/ Reply	Kingbridge Center	Invoice
June 24, 2026	Email/ Reply	GRCA	For Information: Financial & Progress Report (#6), 2024-2027 DWSP Transfer Payment Agreement
June 25, 2026	Email/ Reply	CO	FW: MECP Reorganization
June 25, 2026	Email/ Reply	Grand Rover 101 Radio	Re: CCCA Amalgamation
June 26, 2026	Email/ Reply	MNR	Conservation Authorities Section 39 TPA Year Start Budget Summary Requests for 2026-27 - DUE July 17, 2026
June 26, 2026	Email	CO	Thank you! CA Watershed Stewardship, Restoration, Forestry and Natural Asset Management staff
June 26, 2026	Email	MECP	Minister's Budget Direction Under the Conservation Authorities Act

June 26, 2026	Email	CWA	Thank You for Participating in the "Towards a New Canada–Ontario Agreement on Great Lakes Water Quality and Ecosystem Health" Webinar
June 26, 2026	Email	MNR	Plan submission reminders