



CATFISH CREEK CONSERVATION AUTHORITY

Mission Statement

*"To communicate and deliver resource management services and programs
in order to achieve social and ecological harmony for the watershed"*

**A Full Authority meeting is to be held on
Thursday, September 10, 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 03/2026 (July 16, 2026)3-8
- 7) Business Arising from Minutes
- 8) Public / Special Delegations
- 9) Reports:
 - a) Reports FA 32-35/2026 — Monthly Staff Reports 9-16
(Peter Dragunas, Gerrit Kremers, Al Bradford, Brittany Bell)
 - b) Report FA 36/2026 – Revenue and Expenses 17
(Dusty Underhill)
 - c) Report FA 37/2026 – Accounts Paid 18-22
(Dusty Underhill)
 - d) Report FA 38/2026 – 2027 Final Budget.....23-31
(Dusty Underhill)
 - e) Report FA 39/2026 — Employee Group Benefits Plan32-45
(Dusty Underhill)

f) Report FA 40/2026 — Transition Committee Announcement	46-50
(Dusty Underhill)	
g) Report FA 41/2026 – ERO #026—0740 Proposed conservation Authorities Act Regulations	51-80
(Dusty Underhill)	
h) Report FA 42/2026 – Approved Section 28 Regulations Applications.....	81-84
(Gerrit Kremers)	
i) Report FA 43/2026 – 2026 Maple Syrup Program Summary	85-89
(Brittany Bell & Al Bradford)	
j) Report FA 44/2026 – Transient and Group Camping Revenue Analysis	90-91
(Brittany Bell & Al Bradford)	
k) Report FA 45/2026 – Pay Station Revenue Analysis	92-93
(Brittany Bell & Al Bradford)	
l) Report FA 46/2026 – Conservation Areas Workshop Conference	94-95
(Dusty Underhill)	
10) General Manager / Secretary—Treasurer’s Report	96-98
(Dusty Underhill)	
11) Unfinished Business	
12) Chairperson’s / Board Member’s Report	
13) Notice of Motions / New Business:	
14) Correspondence:	
a) Copied:	
- RE: Eastern Lake Erie Regional Conservation Authority CAO Introduction From Samantha Lawson	99
b) Not Copied:	
- Correspondence Register for June 1-August 31, 2026	100-104
15) Closed Session:	
None	
16) Next Meeting of the Full Authority: November 19, 2026 at 9 a.m.	
17) Termination	

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

Thursday, July 16, 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
Peter Dragunas	Water Management Technician
Brittany Bell	Corporate Services Coordinator
Gerrit Kremers	Resource Planning Coordinator
Al Bradford	Conservation Areas Supervisor

OTHERS PRESENT:

Rob Perry	Aylmer Express
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WELCOME / CALL TO ORDER:

Chairperson Griffin welcomed everyone and called the meeting to order at (9:56 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 Attiawonderonk Neutrals.

ADOPTION OF AGENDA:

<u>Motion # 35/2026</u>	P. Buchner	A. Oslach	CARRIED
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THAT, the Agenda for the July 16, 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 #36/2026 S. Lewis P. Buchner CARRIED

THAT, the Minutes of the Full Authority Meeting #02/2026 (April 9, 2026), be adopted as circulated.

Motion #37/2026 A. Oslach G. Clarke CARRIED

THAT, the Minutes of the Special Meeting of the Full Authority #03/2026 (May 28, 2026), be adopted as circulated.

Motion #38/2026 S. Lewis A. Oslach CARRIED

THAT, the Minutes of the Land Management Committee #01/2026 (May 28, 2026), be adopted as circulated.

BUSINESS ARISING FROM MINUTES:

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

PUBLIC / SPECIAL DELEGATIONS:

None

REPORTS:

Reports FA 18 to FA 21/2026 – Monthly Staff Reports, were presented, discussed, and resolved.

Motion # 39/2026 S. Lewis P. Buchner CARRIED

THAT, Staff Reports FA 18 to FA 21/2026 for the months of April, May and June, 2026 be noted and filed.

Report FA 22/2026 – Accounts Paid was presented, discussed, and resolved.

Motion # 40/2026 P. Buchner A. Oslach CARRIED

THAT, Report FA 22/2026 be noted and filed.

Report FA 23/2026 – Southwestern Regional Envirothon Competition was presented, discussed, and resolved.

Motion # 41/2026 G. Clarke A. Oslach CARRIED

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

Report FA 24/2026 –Summer Employment Grants was presented, discussed, and resolved.

Motion # 42/2026 A. Oslach P. Buchner CARRIED

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

Reports FA 25/2026 – TVDSB Contract Renewal Oversight, was presented, discussed, and resolved.

Motion # 43/2026 P. Buchner S. Lewis CARRIED

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

Report FA 26/2026 – Source Protection Changes in Oversight, was presented, discussed, and resolved.

Motion # 44/2026 G. Clarke P. Buchner CARRIED

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

Report FA 27/2026 – Ministers Budget Direction was presented, discussed, and resolved.

Motion # 45/2026 G. Clarke A. Oslach CARRIED

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

Report FA 28/2026 – Budget Direction 2027, was presented, discussed, and resolved.

Motion # 46/2026 A. Oslach S. Lewis CARRIED

THAT, the Full Authority approve a levy increase of #5 and Consumer Price index increase to the 2026 salary grid at 1.93%.

Report FA 29/2026 – 2027 Draft Budget, was presented, discussed, and resolved.

Motion # 47/2026 S. Lewis P. Buchner CARRIED

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 Budget and Apportionment Regulation made under the Conservation Authorities Act.

Report FA 30/2026 – Conservation Ontario Council Meeting, was presented, discussed, and resolved.

Motion # 48/2026 P. Buchner A. Oslach CARRIED

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

Report FA 31/2026 – Conservation Ontario Meeting, was presented, discussed, and resolved.

Motion # 49/2026 S. Lewis G. Clarke CARRIED

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

GENERAL MANAGERS REPORT:

NEW BUSINESS:

None

CORRESPONDENCE:

a) Copied:

- Correspondence Register for April, May and June 2026.

<u>Motion # 50/2026</u>	G. Clarke	A. Oslach	CARRIED
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THAT, the Copied Correspondence and Correspondence Register for the months of April, May and June 2026, be noted and filed.

CLOSED SESSION:

<u>Motion # 51/2026</u>	A. Oslach	P. Buchner	CARRIED
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THAT, the Full Authority adjourn to Closed Session at 10:28 a.m.

<u>Motion # 52/2026</u>	P. Buchner	A. Oslach	CARRIED
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THAT, the Full Authority rise with report at 11:04 a.m.

<u>Motion # 53/2026</u>	A. Oslach	P. Buchner	CARRIED
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THAT, the Minutes of the Special Meeting of the Personnel and Finance Committee #03/2026 (May 4, 2026), be adopted as circulated.

<u>Motion # 54/2026</u>	A. Oslach	G. Clarke	CARRIED
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The Board of Directors discussed and resolved a property acquisition matter.

<u>Motion # 55/2026</u>	S. Lewis	P. Buchner	CARRIED
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The Board of Directors discussed and resolved a personnel matter.

NEXT MEETING / TERMINATION:

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

<u>Motion # 56/2026</u>	S. Lewis	P. Buchner	CARRIED
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THAT, the Full Authority be terminated at 11:04 a.m.

General Manager / Secretary –Treasurer

Authority Chairperson

DRAFT

REPORT FA 32/2026: To The Full Authority

FROM: Peter Dragnuas, Water Management Technician

SUBJECT: July and August Staff Report

DATE: August 31, 2026

Water Management Technician

Current Activities:

- July 27 issued a Water Safety Watershed Condition Statement.
- Low Water Monitoring of the Catfish Creek watershed.
- Continued 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 August 2026, 174.36m IGLD.
 - Average for August 2025, 174.44m IGLD.
 - Year to year variance -0.08cm.
- Catfish Creek watershed, Ontario Low Water Response indicator August 31 status:
Precipitation Indicators:
 - 3-month total 117% of average
 - 18-month total 103% of averageLevel I threshold.
 - 3 or 18-month average precipitation <80%
Discharge (flow) Indicators:
 - 1-month 116% of averageLevel I threshold.
 - spring <100% summer/winter/fall <70%
- Seasonally Recurring:
 - Continued updates of the Catfish Creek watershed software modeling 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.

Upcoming Activities:

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

- Catfish Creek watershed spreadsheet revisions for improved integration into flood forecasting.

Recommendation:

THAT, Staff Reports for the month of July and August, 2026, be noted and filed.

Submitted by:

**Peter Dragunas
Water Management Technician**

REPORT FA 33/2026: To The Full Authority

FROM: Gerrit Kremers, Resource Planning Coordinator

SUBJECT: July and August Monthly Staff Report

DATE: September 1, 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 Conservation Ontario Technical Guide Working Session;
- Held various site meetings with landowners to discuss CA policies, S.28, regarding future development activities on their property;
- Participated in Highway 3 corridor Municipal meeting with staff from member municipalities and neighbouring CA's;
- Assisted in PWQMN sampling of surface water in Catfish Creek and tributaries;
- 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 July and August, 2026, be noted and filed.

Submitted by:

**Gerrit Kremers
Resource Planning Coordinator**

REPORT FA 34/2026: To the Full Authority

FROM: Al Bradford, Conservation Areas Supervisor

SUBJECT: July and August Monthly Staff Report

DATE: September 2, 2026

Conservation Areas Supervisor

Current Activities:

July

- Busy July long weekend (multiple group camping taking place), Bunkie and regular campsites rentals
- Worked on getting quotes for bridges to be replaced
- Staff worked on getting signage, concrete, gate loops installed for our new pay station parking lot (across from the office) to go live in July 2026. Once the gate went live we started generating revenue without any issues
- London Canine Dog Show was back this year with a decent turn out for the show itself
- Debrief meeting with Barrow Jamboree
- Regular duties on maintaining trails at all of our Conservation Areas (regular mowing, trimming around gates and signs & benches, trail grading as necessary)
- Allowed Sunday to Thursday single night camping in the Bunkies but still maintaining Friday & Saturday as minimum 2-night stay (we have seen through July and August people utilizing the single nights)
- Prep for Civic August long weekend
- Monthly general Conservation Areas Workshop Committee meeting

August

- Continued with cleanup from August long weekend, ensuring that all sites and Bunkies were ready for new campers arriving
- Staff started doing some general building/ground maintenance (painting gates & doors within the campground), trimming of roadways to allow larger trailers visiting and entering the park
- Ordered new site post numbers for all seasonal sites these are larger and also reflective which will allow emergency services, staff, and visitors that visit Springwater CA to easily identify the sites, part of this will be replacing old and rotted posts along the way (this work will commence in September)

- Worked on bucking up and splitting the rest of the firewood that the ELP class assisted with
- Worked with our contractor to start the building of the two main bridges along the north shore of Springwater Forest trail (our design was the same as the old except these were built in 2ft sections in case boards were broken or rot) this is just the start of bridge replacements throughout Springwater Forest
- Continued with painting throughout the Conservation Areas & trail maintenance
- Meeting with the Conservation area workshop committee to finalize a few items for release of registration and the program details for attendees to attend

Upcoming Activities September:

- Finish up the 2nd bridge on the north shore trail, purchasing material and starting the build of the 6 bridges throughout Jaffa Track (these bridges will receive a major overall with making the width wider with all the bridges, this will allow easier ability and allow more visitors to venture through this area)
- Starting the renumbering of seasonal sites
- Preparing for marsh quest that will be taking place at Yarmouth Natural Heritage Area later this month (Sept 2026)
- Waiting on arrival of the Red Headed woodpecker & Bat boxes for installs at each of our Conservation Areas provided by the City of St. Thomas Yarmouth Yards
- Hoping to purchase the new GPS unit for CCCA staff to utilize for field work from all departments (with a trial unit being made available for staff to test)
- CCCA staff to take care of some hazard tree removal on the Jaffa Track so the Jaffa Outdoor Ed Centre can utilize the forest with students in a safe manner
- Bench repairs throughout the trails as well will take place this month (September)

Recommendation:

THAT, Staff Reports for the months of July and August 2026, be noted and filed.

Submitted by:

**Al Bradford
Conservation Areas Supervisor**

REPORT FA 35/2026: To The Full Authority

FROM: Brittany Bell, Corporate Services Coordinator

SUBJECT: July and August Monthly Staff Report

DATE: September 1, 2026

Corporate Services Coordinator

Current Activities:

Campground & Visitor Services

- Managed seasonal camper registrations, inquiries, and general campground administration.
- Continued coordination of facility rentals for Springwater Conservation Area, including the Schoolhouse, Pavilions, Evan's Sister Stage, and Audrey's Place Pavilion, including bookings for 2026 and 2027.
- Prepared administrative documentation related to camping operations and other recreational activities.
- Continued planning and preparation for the upcoming camping season, including reviewing operational procedures and visitor services.
- Worked with the Conservation Areas Supervisor and CAMIS to explore and implement additional system features to improve campground operations and customer service.
- Continued work on implementing self-check-in capabilities through CAMIS, which will help streamline the arrival process for campers and improve operational efficiency, particularly during the winter camping months when staffing levels are reduced.

Staff Training & Operations

- Continued developing and updating Gatehouse Standard Operating Procedure (SOP) manuals to provide seasonal staff with clear procedures and training resources for the upcoming year.
- Continued staff training and preparation for the upcoming season.

Education Programming

- Began booking and coordinating education programming for the new school year, including scheduling programs and working with schools to support upcoming educational visits to the conservation areas.
- Continued preparation and administrative coordination for education programming and recreational activities.

Marketing, Communications & Promotions

- Developed and implemented advertising initiatives to increase cabin rentals at Springwater Conservation Area.
- Continued advertising and promotional efforts for the cabins, with a focus on increasing awareness and bookings.

- Developed advertising and promotional materials for fall and winter camping at Springwater Conservation Area.
- Maintained and updated the Catfish Creek Conservation Authority website.
- Managed social media platforms by creating engaging and informative content.
- Monitored and responded to inquiries received through the Catfish Creek Conservation Authority website.

Revenue Analysis & Business Planning

- Continued work on revenue analysis for camping operations, reviewing revenue trends and camper activity to assist with future planning and decision-making.
- Conducted analysis of day-use pass revenue and transactions to better understand visitor use and revenue trends.
- Continued reviewing revenue information to identify opportunities to improve campground and day-use revenues and support future operational planning.

Environmental Stewardship & Community Engagement

- Worked with the Conservation Areas Supervisor and a representative from Upper Thames River Conservation Authority to release 61 snapping turtle hatchlings into the Springwater pond.
- Developed and shared a social media post highlighting the snapping turtle release and conservation efforts.
- The social media post generated significant engagement, receiving approximately 14.6K views, helping raise public awareness of local conservation initiatives and environmental stewardship.

Administrative & Organizational Responsibilities

- Managed ongoing administrative and communication responsibilities for the Catfish Creek Conservation Authority.
- Continued supporting day-to-day organizational operations and campground administration.
- Coordinated with internal staff and external partners on campground operations, technology improvements, education programming, and visitor services.
- Continued research into grant opportunities that may support future programs, projects, and conservation initiatives.

Upcoming Activities

- Continue administration and operations for Springwater Conservation Area and CCCA.
- Continue working with CAMIS and the Conservation Areas Supervisor on the implementation of new campground features, including self-check-in.
- Continue development and refinement of Gatehouse SOP manuals for the upcoming season.
- Continue booking and coordinating education programming for the new school year.
- Continue advertising and promotional initiatives for cabins, fall camping, and winter camping.
- Continue revenue analysis for camping and day-use operations.
- Continue staff training and onboarding preparation.
- Continue grant research and identification of potential funding opportunities.
- Continue website, social media, and communications activities.

Recommendation:

THAT, Staff Reports for the months of July and August 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 7-month period ending
July 31, 2026

1 OF 1

	YTD Actual	YTD Budget		
	7 mths ended Jul-26	7 mths ended Jul-26	Favourable / Unfavourable Variance	July 26 Comments
REVENUE				
MNRF Provincial Grants	0	24,042	-24,042	MNR \$41,215 not received yet
Other Provincial Grants	15	2,130	-2,115	
Federal Grants	0	0	0	
Employment Programs Grants	0	5,833	-5,833	
Municipal general levies	340,679	340,705	-27	Budget and Actual spread evenly over 12 months
Donations/Sponsorships	58,036	19,658	38,377	
Conservation areas revenue	744,745	446,658	298,087	Budget is spread evenly over 12 months. High actual seasonal camping revenue in Jan and Apr.
Maple Syrup revenue	29,950	24,651	5,298	
Bank interest	11,154	2,333	8,821	
Environmental Education	330	3,908	-3,579	
Legal inquiries/permit applications	18,868	18,047	821	
Watershed Stewardship	4,255	2,917	1,339	
Revenue from other C.A. lands	1,362	0	1,362	
Other Revenue	0	0	0	
Previous Year Surplus (Deficit)	15,090	8,803	6,288	
Vehicle & equipment operations	0	20,417	-20,417	
Income Appropriation from General Reserves	0	108,742	-108,742	No reserves used in 2026 to July
Total Revenue	1,224,483	1,028,845	195,638	Revenue higher than budget
EXPENSES				
MANDATORY PROGRAMS				
Risk of certain natural hazards	132,463	101,705	-30,757	Actual includes audit fee of \$12,250, Ontario Levy of \$10,298, Legal \$11,343, budget spread evenly
Flood forecasting & warning	223,612	170,078	-53,533	\$24,308 annual insurance in Apr, higher June and July actual wages, budget spread evenly
Drought and low water response	13,621	11,330	-2,292	
Ice management	22,369	16,850	-5,520	
Infrastructure - Damn	19,827	16,377	-3,450	
Act reviews & plan review	2,378	2,129	-249	
Administrating and enforcing the act	39,277	34,999	-4,278	
Conservation and management of lands	61,712	65,697	3,985	
Water quality	6,806	6,029	-777	
Source protection	1,835	1,669	-166	
SUB TOTAL: MANDATED PROGRAMS Expenditures	523,900	426,864	-97,037	Expenses over budget
OTHER PROGRAMS AND SERVICES				
Watershed Stewardship	24,794	15,767	-9,027	
Environmental Education	13,658	15,534	1,876	
Special & capital projects	91,721	55,274	-36,447	Key West Gates \$36,329, Bunklie Life \$29,357 in actual, budget spread evenly
Maple Syrup program	42,853	17,794	-25,059	Budget spread over 12 mths, actual occurs in spring
Springwater conservation area	389,301	465,266	75,964	Expenses under budget
Vehicle & equipment operations	25,477	32,347	6,870	
SUB TOTAL: OTHER PROGRAMS Expenditures	587,804	601,982	14,177	Expenses under budget
Total Expenses	1,111,705	1,028,845	-82,860	Total spending over budget by 8% - timing of actual vs. budget
Surplus/ (Deficit)	112,778	0	112,778	Surplus caused by higher actual revenues vs evenly spread budget revenues

Catfish Creek Conservation Authority
Board Review of Supplier Payments - Jan - Jul 2026

Sum of Amount	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Total
Ahria Consulting Inc		13,607	2,699					16,306
Al Jewell Perfect Signs Ltd.						429		429
Ansell's Awards & Specialties		87						87
Armorex div. of Checkers Marketing Inc.,					176	2,126	2,156	4,457
Armorex div. of Checkers Marketing Inc.,: Armorex					940			940
Aylmer Community Festival			10					10
Aylmer Country Mills		288						288
Aylmer Express Limited		2,802	782	520	362	16	294	4,776
Aylmer Home Hardware Building Centre	17	81	579	5,120	742	3,438	196	10,172
Aylmer Small Engine Service							300	300
Aylmer Tire	343	30	573		219	236	53	1,454
Behind the Bit Equestrian		300	300					600
Bell Canada	104	104	212		104	104		630
Bunklie Life Inc		16,244		13,114				29,357
Camis Inc.	5,142				5,347		5,347	15,836
Cam's Heating and Air						9,549		9,549
Canada Life	6,774		11,290	4,516	2,258	4,516	5,739	35,092
Canada Life - Group Benefits	5,722	5,722	5,722	5,722	5,730	5,730	5,730	40,078
Canadian IPG Corporation			50					50
Canadian Raptors Conservancy		1,808						1,808
Canadian Tire	472	203	561	96	313	814		2,459
Canon Canada Inc.				263		997		1,260
CBSC Capital Inc.	921				859		859	2,639
CIBC April 2026 bank statement items				1,591				1,591
CIBC Bank statement items May 2026					3,700			3,700
CIBC February 2026 bank items		1,174						1,174
CIBC January 1 - 31 2026 entries	653							653
CIBC July 2026 bank statement							1,914	1,914
CIBC June 2026 statement						345		345
CIBC March 2026 bank statement items			1,001					1,001
CIBC May 2026 Visa statement					8,624			8,624
CIBC Visa	2,522	4,759		1,500				8,781
CIBC Visa payment June 11 2026						3,194		3,194
CIBC Visa payment June 24 2026						8,833		8,833
CIBC Visa statement April 24, 2026				2,675				2,675
Coffee News		350						350
Coin Wash & Dry Ltd.					735			735
Conservation Ontario	10,298				10,298	211		20,807
Country Mills Ltd.					220	220		439
County of Elgin		1,097			2,322			3,419
Dale Equipment Centre	877		128					1,005
Dance Sewer Cleaning Incorporated	633							633
DePadua Enterprises Ltd: Canadian Tire							458	458
East Elgin Alumni Foundation						3,361		3,361
Eastlink	244	244	244	244	244	244	244	1,706
Elgin Fire Extinguishers	733							733
Elgin Pure Water	53		108		175		423	759
Envirohaul Ltd					280			280
Erie Excavating & Liquid Waste Removal Limited				700			2,170	2,870
Esta Chocolates Inc.			547					547
Francotyp-Postalia Canada			316	275	68	226	68	953
Glenbriar Bottled Water Co. Ltd.	78		46	22	56	75	85	363
Graham Scott Enns LLP		13,843						13,843
Great Lakes Sugarbush		7,492	4,882	3,032				15,406
Greater London Area of Narcotics Anonymous							100	100
G-Tel Engineering							170	170
H. Broer Equipment Sales & Service Inc.					3			3
Hyde Park Equipment Ltd.	880	984		441			734	3,039
Hydro One	7,370	5,014	2,423	1,685	3,395	4,157	13,304	37,349
Integrity IT Services	548		998		855	1,097	468	3,966
Jaffa Machine Ltd.		352		98			162	612
K&K Locksmiths		1,060		135		548	137	1,880

	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Total
Kerr's Candy		542						542
Key West Gates Inc.	17,572					565	18,193	36,330
Khawaja, Masooma						100		100
Koolen Electric	2,929				706	1,505	15,676	20,816
L.S. Putnam & Son	538				87			625
Laemers Excavating	3,037		2,445		1,223	5,509	791	13,004
Loblaws Inc					2,137		855	2,992
London Quality Dairy and Wholesale				362	59	468	1,717	2,606
Long Dog Design and Apparel						1,005		1,005
M Live Bait Wholesale					153	153	305	610
McDougall Energy Inc.	4,670	590	1,252	1,108	433	4,959	2,528	15,540
McFarlan Rowlands Insurance Brokers				88,949				88,949
Minister of Finance (EHT)	1,164	1,617	1,128	1,114	1,061	1,475	1,744	9,302
Mobile Vintage Repairs and Engineering			606					606
Municipality of Central Elgin	6,246							6,246
My Broadcasting Corp			791					791
North End Auto	2,282				22			2,304
Passport Labs, Inc	13	2	5	6		16	13	54
Premium submission for PPE June 13/26						1,913		1,913
Professional Signs & Graphics Inc.							362	362
R Safety					214	91		304
Receiver General for Canada		239						239
Receiver General HST	5,765							5,765
Receiver General source deductions	12,534	25,993	27,895	17,288	17,094	21,175	23,382	145,361
Reliance Home Comfort	58		60			61		179
Ritchie Insulation & General Cocontracting					3,390			3,390
Sandra L. DiMeo Professional Corporation						10,000		10,000
Scott Lewis Auto	1,981						610	2,591
Silverthorn Landscape Supplies					331	381	111	823
Siskinds LLP				3,184	2,469			5,653
Siskinds LLP:						2,818		2,818
Springwater Mills Ltd.						7,051	1,085	8,136
Sunrise Small Engine & Rental		80						80
TCOBI Management Consulting and Contracting			10,509	2,599	6,893	6,102	4,068	30,171
Telus Mobility	450	450		393	421	421	421	2,555
Township of Malahide		2,000	1,181					3,181
Township of South-West Oxford			85			84		169
Union Supply Corp.	157							157
Uplink Communications Inc.	1,039	220	452					1,711
Villager Publications			579					579
VIP Sportswear					712			712
Waste Connections of Canada Inc.	449				687	1,680	2,815	5,630
Waste Connections of Canada Inc.: Paid online through their website			496					496
Workplace Safety & Insurance Board	5,566							5,566
Zap's Tree and Lawn Service	9,938					2,514		12,453
Grand Total	120,771	109,378	80,955	156,749	86,112	120,509	115,783	790,256

VENDOR	INVOICE AMOUNT	SAGE CODE	ACCOUNT NAME	COST	HST 2300	HST 2350	HST 2360	TOTAL AMOUNT	ORDER DETAILS
RealVNC	\$ 2,565.31	50129	Corporate Services	\$ 872.21			\$ -	\$ 872.21	RealVNC
		51074	SPW Supplies Software	\$ 846.55			\$ -	\$ 846.55	RealVNC
	\$ 5,345.88	50803	Flood Forecasting	\$ 846.55			\$ -	\$ 846.55	RealVNC
		32250	Reserve - SPW Forest	\$ 1,576.95				\$ 1,576.95	
		32300	Reserve - ACCA	\$ 1,576.96				\$ 1,576.96	
		34250	Reserve - YNHA	\$ 1,576.96			\$ 615.01	\$ 2,191.97	
Frito Lay snackstore	\$ 168.14	51079	SPW Supplies - General	\$ 148.80			\$ 19.34	\$ 168.14	
PC Express	\$ 832.78	51079	SPW Supplies - General	\$ 736.97			\$ 95.81	\$ 832.78	meeting platform
WF Vancouver	-\$ 79.09	51079	SPW Supplies - General	-\$ 69.99			-\$ 9.10	-\$ 79.09	
								\$ -	
TOTAL BILL				\$8,111.96	\$0.00	\$0.00	\$721.06	\$8,833.02	
								\$8,833.02	< Check
Balance per VISA \$								\$8,833.02	\$0.00
Difference								\$0.00	

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

VENDOR	INVOICE AMOUNT	SAGE CODE	ACCOUNT NAME	COST	HST 23000	HST 23500	HST 23600	TOTAL AMOUNT
Frito Lay	\$ 201.77	51110	supplies for store	\$ 178.56			\$ 23.21	\$ 201.77
Dollarama	\$ 290.14	51110	supplies for store	\$ 256.76			\$ 33.38	\$ 290.14
Facebook	\$ 181.09	51160	SPW Special Events Expenses	\$ 160.26			\$ 20.83	\$ 181.09
Amazon	\$ 53.10	51079	SPW Supplies - General	\$ 46.99			\$ 6.11	\$ 53.10
Amazon	\$ 59.94	51079	SPW Supplies - General	\$ 53.04			\$ 6.90	\$ 59.94
CPC / SCP Aylmer	\$ 89.05	50121	Postage & Courier	\$ 78.81			\$ 10.24	\$ 89.05
Amazon	\$ 21.46	51079	SPW Supplies - General	\$ 18.99			\$ 2.47	\$ 21.46
Amazon	\$ 28.24	51079	SPW Supplies - General	\$ 24.99			\$ 3.25	\$ 28.24
Amazon	\$ 50.84	51079	SPW Supplies - General	\$ 44.99			\$ 5.85	\$ 50.84
Staples	\$ 42.93	51079	SPW Supplies - General	\$ 37.99			\$ 4.94	\$ 42.93
Amazon	-96.60	51079	SPW Supplies - General	-\$ 85.49			-\$ 11.11	-\$ 96.60
Amazon	-135.58	51079	SPW Supplies - General	-\$ 119.98			-\$ 15.60	-\$ 135.58
WF Vancouver	-316.39	51079	SPW Supplies - General	-\$ 279.99			-\$ 36.40	-\$ 316.39
Amazon	-33.89	51079	SPW Supplies - General	-\$ 29.99			-\$ 3.90	-\$ 33.89
Amazon	-33.89	51079	SPW Supplies - General	-\$ 29.99			-\$ 3.90	-\$ 33.89
Amazon	\$ 46.74	51079	SPW Supplies - General	\$ 41.36			\$ 5.38	\$ 46.74
Amazon	\$ 25.92	51079	SPW Supplies - General	\$ 22.94			\$ 2.98	\$ 25.92
Amazon	\$ 87.85	51079	SPW Supplies - General	\$ 77.74			\$ 10.11	\$ 87.85
Amazon	\$ 60.22	51079	SPW Supplies - General	\$ 53.29			\$ 6.93	\$ 60.22
Staples	\$ 10.94	51079	SPW Supplies - General	\$ 9.68			\$ 1.26	\$ 10.94
Purolator	\$ 18.56	50121	Postage & Courier	\$ 16.42			\$ 2.14	\$ 18.56
Sling	\$ 110.54	51079	SPW Supplies - General	\$ 110.54			\$ -	\$ 110.54
Adobe	\$ 33.89	51074	SPW Supplies - software	\$ 29.99			\$ 3.90	\$ 33.89
Kingbridge Centre	\$ 416.97	50152	Meeting Expenses	\$ 369.00			\$ 47.97	\$ 416.97
Adobe		51074	SPW Supplies - software	\$ -			\$ -	\$ -
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				
Zoom	\$ 48.57	50152	Meeting Expenses	\$ 42.98			\$ 5.59	\$ 48.57
Bell Canada	\$ 105.75	50205	Telephone	\$ 95.22	\$ 4.69	\$ 5.84	\$ -	\$ 105.75
Microsoft	\$ 46.33	51074	SPW Supplies - software	\$ 41.00			\$ 5.33	\$ 46.33
								\$ -
TOTAL BILL	\$1,634.56			\$1,463.09	\$11.02	\$13.74	\$146.71	\$1,634.56
Balance per VISA	\$1,634.56							\$1,634.56
Difference	\$0.00							\$0.00

Catfish Creek Conservation Authority

Statement Date: 24th of each month

CIBC VISA STATEMENT

VENDOR	INVOICE AMOUNT	SAGE CODE	ACCOUNT NAME	COST	HST 23000	HST 23500	HST 23600	TOTAL AMOUNT
			51110 supplies for store	\$ -			\$ -	\$ -
			51110 supplies for store	\$ -			\$ -	\$ -
Facebook	\$ 179.99		51160 SPW Special Events Expenses	\$ 159.28			\$ 20.71	\$ 179.99
Amazon	\$ 85.16		51079 SPW Supplies - General	\$ 75.36			\$ 9.80	\$ 85.16
Amazon	\$ 22.86		51079 SPW Supplies - General	\$ 20.23			\$ 2.63	\$ 22.86
Cellular Magician	\$ 45.20		51171 SPW Utilities - Telephone	\$ 40.00			\$ 5.20	\$ 45.20
Amazon	\$ 59.11		51079 SPW Supplies - General	\$ 52.31			\$ 6.80	\$ 59.11
Amazon	\$ 154.73		51079 SPW Supplies - General	\$ 136.93			\$ 17.80	\$ 154.73
Amazon	\$ 54.66		51079 SPW Supplies - General	\$ 48.37			\$ 6.29	\$ 54.66
Amazon	\$ 350.30		51079 SPW Supplies - General	\$ 310.00			\$ 40.30	\$ 350.30
Amazon	\$ 67.32		51079 SPW Supplies - General	\$ 59.58			\$ 7.74	\$ 67.32
Amazon	\$ 40.22		51079 SPW Supplies - General	\$ 35.59			\$ 4.63	\$ 40.22
Amazon	\$ 91.80		51079 SPW Supplies - General	\$ 81.24			\$ 10.56	\$ 91.80
Amazon	\$ 58.53		51079 SPW Supplies - General	\$ 51.80			\$ 6.73	\$ 58.53
Amazon	\$ 53.04		51079 SPW Supplies - General	\$ 46.94			\$ 6.10	\$ 53.04
Amazon	\$ 561.24		51079 SPW Supplies - General	\$ 496.67			\$ 64.57	\$ 561.24
Amazon	\$ 186.34		51079 SPW Supplies - General	\$ 164.90			\$ 21.44	\$ 186.34
Amazon	\$ 44.07		51079 SPW Supplies - General	\$ 39.00			\$ 5.07	\$ 44.07
Amazon	\$ 31.08		51079 SPW Supplies - General	\$ 27.50			\$ 3.58	\$ 31.08
Staples	\$ 698.98		51079 SPW Supplies - General	\$ 618.57			\$ 80.41	\$ 698.98
Purolator	\$ 18.56		50121 Postage & Courier	\$ 16.42			\$ 2.14	\$ 18.56
Sling	\$ 126.50		51079 SPW Supplies - General	\$ 126.50			\$ -	\$ 126.50
Adobe	\$ 33.89		51074 SPW Supplies - software	\$ 29.99			\$ 3.90	\$ 33.89
UltraMar	\$ 138.97		51079 SPW Supplies - General	\$ 122.98			\$ 15.99	\$ 138.97
Amazon	\$ 67.77		51079 SPW Supplies - General	\$ 59.97			\$ 7.80	\$ 67.77
Amazon	\$ 67.77		51079 SPW Supplies - General	\$ 59.97			\$ 7.80	\$ 67.77
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				
Zoom	\$ 48.57		50152 Meeting Expenses	\$ 42.98			\$ 5.59	\$ 48.57
No Frills	\$ 29.67		51079 SPW Supplies - General	\$ 29.25			\$ 0.42	\$ 29.67
Microsoft	\$ 46.33		51074 SPW Supplies - software	\$ 41.00			\$ 5.33	\$ 46.33
								\$ -
TOTAL BILL	\$3,582.73			\$3,190.33	\$6.33	\$7.90	\$378.17	\$3,582.73
Balance per VISA Statement	\$3,582.73							\$0.00
Difference	\$0.00							

REPORT FA 38/2026: To The Full Authority

FROM: Dusty Underhill, General Manager / Secretary - Treasurer

SUBJECT: 2027 Final Budget

DATE: September 2, 2026

PURPOSE:

To approve the Catfish Creek Conservation Authority (CCCA) Budget and Municipal Levy apportionments for the 2027 fiscal year.

BACKGROUND:

A Staff Report requesting the Board to advise staff on the proposed Levy increase and CPI was presented at the July 16, 2026 meeting of the Full Authority, with members directing staff to prepare a budget with a 3% Levy increase.

The Draft Budget and Levy amounts using Current Value Assessment (CVA), were presented to the Board of Directors, and circulated to the five member municipalities for their consideration, in accordance with the 30-day review period as set out in the Municipal Levy Regulation. There were no appeals of the levy apportionment.

The Final Budget will be considered on September 10, 2026 and is subject to a “weighted vote”. A table has been included summarizing relative weightings for each municipality. A vote with greater than 50% weighted support of those members in attendance will pass the Budget. Votes are considered “lost” for absent members. No proxy voting is permitted.

A recorded vote will be called at the meeting in accordance with the O. Reg. 139/96: Municipal Levies.

RECOMMENDATIONS:

THAT, the 2027 Catfish Creek Conservation Authority Budget totalling \$1,849,344.00, be adopted as presented;

THAT, the 2027 Municipal General Levy in the amount of \$601,588.00, be approved as presented.

Member's Name	Municipality	CVA Apportionment %	Yes	No
Scott Lewis	Township of Malahide	35.76%		
Morgaine Griffin	Municipality of Central Elgin	28.10%		
Arthur Oslach	Town of Aylmer	26.46%		
Gary Clarke	City of St. Thomas	6.32%		
Paul Buchner	Township of South-West Oxford	3.36%		

Submitted By:

Dusty Underhill
General Manager / Secretary - Treasurer



CATFISH CREEK CONSERVATION AUTHORITY

2027 FINAL BUDGET

CATFISH CREEK CONSERVATION AUTHORITY
FINAL BUDGET 2027
last modified September 2, 2026

Final Budget 2027

1 RISK OF CERTAIN NATURAL HAZARDS (Corporate Services)

Administration

Wages & Benefits	\$ 74,617.04
TRAVEL EXPENSES & ALLOWANCES	\$ 5,911.94
Staff Mileage & Expenses	\$ 900.00
Equipment Purchase	\$ 5,096.50
Equipment Rental	\$ 4,586.85
Equipment Maintenance	\$ 5,100.00
Vehicle/Equipment Rental	\$ 1,019.30
Uniforms	\$ 203.86
Postage	\$ 1,528.95
Stationery & Office Supplies	\$ 3,057.90
General Printing	\$ 1,019.30
Internet & Website & Software	\$ 3,057.90
Telephone	\$ 662.55
Heat (Hot Water Heater Rental)	\$ 305.79
Administration Centre Maintenance	\$ -
Audit Appeal Fees	\$ -
Legal Fees	\$ 509.65
General Expenses	\$ 3,057.90
Insurance	\$ 3,162.50
Bank Charges	\$ 1,019.30
Audit Fees	\$ 12,231.60
Conservation Ontario Levy	\$ 20,386.00
	\$ 147,434.82

Communications:

Mobile Phone	\$ 1,528.95
Meeting Expenses	\$ 9,173.70
Student Scholarship	\$ 509.65
75th Anniversary Event	\$ -
Annual Report	\$ 3,057.90
Materials & Supplies	\$ 1,266.62
Advertising & Promotion	\$ 1,500.00
	\$ 17,036.82

GIS:

- ESRI Annual Enterprise License Agreement	\$ 815.44
- General Supplies	\$ 509.65
	\$ 1,325.09

TOTAL EXPENSES \$ 165,796.73

REVENUE

Grants: Provincial	\$ -
Municipal General Levy	\$ 168,252.64
Grants: Other Provincial	\$ -
Revenue: Sundry Income	\$ 509.65
Revenue: Interest Income	\$ 4,077.20
Revenue: 75th Anniversary Concert Ticket Sales	\$ -
Donations (Annual Report)	\$ 1,019.30
Donations (75th Anniversary Event)	
Reserve - Working Capital	-23,443.41
Previous Year Surplus (Deficit)	\$ 15,381.35

TOTAL REVENUE \$ 165,796.73

2 FLOOD FORECASTING & WARNING

Wages & Benefits	\$ 232,463.74
Data Collection (Operation/Maintenance of Gauges)	\$ 8,664.05
Flood Forecasting: Supplies	
Flood Forecasting: Special Projects (Floodplain Mapping - F	\$ -
Flood Forecasting: Mobile Phone	\$ 1,528.95
Operations Centre	\$ 29,990.32
Insurance	\$ 24,897.50
Telephone/Fax/Internet	\$ 1,019.30
Vehicle & Equipment Rental	\$ 509.65

CATFISH CREEK CONSERVATION AUTHORITY
FINAL BUDGET 2027
last modified September 2, 2026

	Final Budget 2027
TOTAL EXPENSES	\$ 299,073.51

REVENUE

Grants: Provincial	\$ 41,215.00
Municipal General Levy	\$ 257,858.51
Grants: Other Provincial (Floodplain Mapping)	\$ -
TOTAL REVENUE	\$ 299,073.51

3 DROUGHT AND LOW WATER RESPONSE

Wages & Benefits	\$ 19,240.40
- General Supplies	\$ 509.65
- Vehicle/Equipment Rental	\$ 254.83
TOTAL EXPENSES	\$ 20,004.88

REVENUE

Municipal General Levy	\$ 20,004.88
TOTAL REVENUE	\$ 20,004.88

4 ICE MANAGEMENT

Wages & Benefits	\$ 28,732.81
EXPENSES:	
- General Supplies	\$ 509.65
- Vehicle/Equipment Rental	\$ 509.65
TOTAL EXPENSES	\$ 29,752.11

REVENUE

Grants: Provincial	\$ -
Municipal General Levy	\$ 29,752.12
TOTAL REVENUE	\$ 29,752.12

5 INFRASTRUCTURE (Dam)

Wages & Benefits	\$ 23,903.33
Vehicle & Equipment Rentals	\$ 254.83
Routine/Minor Maintenance	\$ 10,000.00
Routine/Minor Maintenance : Insurance	\$ 4,398.75
Preventative Maintenance	\$ 509.65
Operation of Flood Control Structures : Taxes	\$ 61.16
TOTAL EXPENSES	\$ 39,127.72

REVENUE

Grants: Provincial	\$ -
Reserve - Working Capital	\$ 10,210.61
Grants: Other Provincial WECI	\$ -
Municipal General Levy	\$ 28,917.11
TOTAL REVENUE	\$ 39,127.72

6&7 ACT REVIEWS (Aggregate/Draining/Environmental Assessment) & I

Wages & Benefits	\$ 3,249.46
- General Supplies	\$ 509.65
TOTAL EXPENSES	\$ 3,759.11

REVENUE

Grants: Provincial	\$ -
Municipal General Levy	\$ 3,759.12
TOTAL REVENUE	\$ 3,759.12

8 ADMININSTRATING & ENFORCING THE ACT (Section 28)

Wages & Benefits	\$ 45,763.10
EXPENSES:	\$ -
- General Supplies	\$ 611.58
- Equipment Purchase	\$ 1,732.81

CATFISH CREEK CONSERVATION AUTHORITY
FINAL BUDGET 2027
last modified September 2, 2026

	Final Budget 2027
- Uniforms	\$ 152.90
- Telephone/Fax/Internet	\$ 305.79
- computer & network support	\$ 1,936.67
- Insurance	\$ 5,635.00
Legal Fees	\$ 5,096.50
Vehicle & Equipment Rental	\$ 509.65
TOTAL EXPENSES	\$ 61,743.99

REVENUE

Grants: Provincial	\$ -
Municipal General Levy	\$ 56,647.50
Revenue: Legal Inquiries/Permit Applications	\$ 5,096.50
TOTAL REVENUE	\$ 61,744.00

9-11 CONSERVATION AND MANAGEMENT OF LANDS

Wages & Benefits	\$ 78,841.93
Other CA Lands: General Expenses	\$ 1,528.95
Springwater Forest Trails Expenses	\$ 2,038.60
Springwater Forest Hazard Tree Removal	\$ 2,038.60
Springwater Forest Gate	\$ -
Taxes - Local Areas	\$ 178.38
Taxes - on CAs	\$ 5,402.29
Taxes - Agreement Forests	\$ 2,446.32
Insurance	\$ 4,122.75
Municipal Drain Construction - Johnson Tract	\$ 24,110.00
Calton Property: Pritchard Drain Clean-Out	\$ 35,000.00
TOTAL EXPENSES	\$ 155,707.82

REVENUE

Municipal General Levy	\$ 25,750.00
Grants: Other N/E	\$ 790.00
Reserve - Spw Forest	\$ 20,000.00
Reserve - ACCA	\$ 2,500.00
Reserve - YNHA	\$ 2,500.00
Reserve - Working Capital	\$ 77,423.42
Donations ACCA	\$ 611.58
Donations SPW Forest	\$ 9,683.35
Donations YNHA	\$ 1,019.30
Donations Special Conservation Projects	\$ 1,630.88
Revenue: Other CA's (Land Use Agreement - TVDSB)	\$ 13,595.42
Revenue: Equestrian Permits	\$ 203.86
TOTAL REVENUE	\$ 155,707.81

12 WATER QUALITY (PGMN & PSMP)

Wages & Benefits	\$ 9,626.98
- General Supplies	\$ 509.65
- Vehicle/Equipment Rental	\$ 509.65
TOTAL EXPENSES	\$ 10,646.28

REVENUE

Municipal General Levy	\$ 10,646.28
Grants: Other Provincial	\$ -
TOTAL REVENUE	\$ 10,646.28

13 SOURCE PROTECTION

Wages & Benefits	\$ 2,916.03
SPA Meetings	\$ -
TOTAL EXPENSES	\$ 2,916.03

REVENUE

Grants: Other Provincial (Source Protection Planning)	\$ 2,916.03
Municipal General Levy	\$ -

CATFISH CREEK CONSERVATION AUTHORITY
FINAL BUDGET 2027
last modified September 2, 2026

Final Budget 2027

TOTAL REVENUE	\$ 2,916.03
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SUB TOTAL: MANDATED PROGRAMS Expenditures - C.	\$ 788,528.19
SUB TOTAL: MANDATED PROGRAMS Revenue	\$ 788,528.19

OTHER PROGRAMS AND SERVICES

WATERSHED STEWARDSHIP

Wages & Benefits	\$ 5,392.36
Watershed Technician - Seasonal	\$ 6,146.13
Operating Expenses - Tree Planting	\$ 713.51
Telephone/Fax/Internet	\$ 152.90
Vehicle & Equipment Charges	\$ 509.65
Nursery Stock (private landowners)	\$ 8,154.40
Nursery Stock (Malahide Roadside Trees Program)	\$ 713.51
Woodlot Management	\$ 509.65
Watershed Stewardship Projects\Private Landowner Grants	\$ -
Watershed Stewardship - General Expenses	\$ 5,096.50
Contract Services	\$ -
Commemorative Forest	\$ 203.86
TOTAL EXPENSES	\$ 27,592.47

REVENUE

Revenue: Tree Planting Program: Landowners	\$ 5,096.50
Reserve - Commemorative Forest	
Reserve - Working Capital	\$ 22,495.97
TOTAL REVENUE	\$ 27,592.47

ENVIRONMENTAL EDUCATION

Wages & Benefits	\$ 10,298.57
Environmental Education Assistant	\$ 3,140.47
General Supplies	\$ 5,096.50
Conservation Scholarship	\$ 509.65
Environmental Leadership Program	\$ 8,154.40
TOTAL EXPENSES	\$ 27,199.60

REVENUE

Revenue: Programs	\$ 7,746.68
Revenue: Day Camps	\$ -
Revenue: Carolinian Forest Festival	\$ 1,528.95
Revenue: Administration Fees - ELP	\$ 509.65
Reserve - Environmental Education (General)	\$ 8,750.27
Donations (ELP Program)	\$ 8,154.40
Donations (Environmental Education)	\$ 509.65
TOTAL REVENUE	\$ 27,199.60

SPECIAL PROJECTS

OPC Path of Honour	\$ 3,057.90
- General Supplies	\$ 509.65
TOTAL EXPENSES	

CAPITAL DEVELOPMENT PROJECTS

Springwater CA - West Campground Retaining Wall	
Springwater CA - Schoolhouse Maintenance	
Springwater CA - White's Mill Swings	
Springwater CA - picnic tables	\$ 10,193.00
Springwater CA - fence repair	\$ 9,000.00
Springwater CA - Whites Mill bathroom	\$ 18,000.00
Springwater CA - Whites Mill roof	\$ 7,000.00
Springwater CA - North pavilion roof	\$ 7,000.00
Springwater CA - Ventillation beach house washroom	\$ 3,000.00
Springwater CA - Showers	\$ 6,000.00

CATFISH CREEK CONSERVATION AUTHORITY
FINAL BUDGET 2027
last modified September 2, 2026

	Final Budget 2027
Springwater CA - Infrastructure Projects	\$ -
TOTAL EXPENSES	\$ 63,760.55

REVENUE

Reserve - CA Development (general)	\$ 58,460.19
Donations - Capital Development (General)	\$ 1,019.30
Donations - OPC Path of Honour	\$ 3,057.90
Revenue: OPC Administration	\$ 1,223.16
TOTAL REVENUE	\$ 63,760.55

VEHICLE & EQUIPMENT OPERATIONS

Vehicle recorded as a Capital Asset - Kubota RTV	\$ 33,000.00
Equipment Acquisition	\$ 2,038.60
Small Tools	\$ 2,038.60
Vehicle Fuel	\$ 8,664.05
Equipment Fuel	\$ 4,077.20
Vehicle Maintenance & Repairs	\$ 5,096.50
Equipment Maintenance & Repairs	\$ 6,115.80
Vehicle Licenses	\$ 509.65
Vehicle Insurance	\$ 10,862.73
Equipment Insurance	\$ 2,339.89
TOTAL EXPENSES	\$ 74,743.02

REVENUE

Revenue: Vehicle & Equipment Rental Charges	\$ 35,675.50
Reserve - C.A. Development	\$ 3,067.52
Reserve - Capital Acquisition - increased by \$33,000	\$ 36,000.00
TOTAL REVENUE	\$ 74,743.02

MAPLE SYRUP PROGRAM

Wages & Benefits - Permanent Staff	\$ 7,268.35
Wages & Benefits - Seasonal Staff	\$ 9,895.74
Building Repairs & Renovations	\$ 2,548.25
Vehicle & Equipment Rental	\$ 2,548.25
Advertising	\$ 2,038.60
Equipment Maintenance & Repair\Replacement	\$ 2,038.60
Operating Expenses - General	\$ 3,571.34
Purchase of Resaleable Supplies	\$ 20,000.00
Special Attractions	\$ 3,000.00
TOTAL EXPENSES	\$ 52,909.13

REVENUE

Reserve - CA Development	-\$11,121.62
Revenue: Product Sales	\$ 36,000.00
Revenue: School Groups (TVDSB)	\$ 4,586.85
Revenue: Tours (other groups)	\$ 2,038.60
Revenue: Admissions	\$ 15,289.50
Revenue: Facility Rental	\$ 1,019.30
Donations/Sponsorships	\$ 5,096.50
TOTAL REVENUE	\$ 52,909.13

SPRINGWATER CONSERVATION AREA

Campground Expenditures

Wages & Benefits - Permanent Staff	\$ 295,540.13
Wages & Benefits - Seasonal Staff	\$ 220,289.78
Supplies - Software	\$ 4,600.00
Supplies - Sanitary Supplies	\$ 5,096.50
Supplies - Computer\Radio Equipment	\$ 1,019.30
Supplies - General Printing	\$ 509.65
Supplies - Uniforms	\$ 3,567.55
Supplies - General Supplies	\$ 20,386.00
Maintenance - General Infrastructure	\$ 20,386.00

CATFISH CREEK CONSERVATION AUTHORITY
FINAL BUDGET 2027
last modified September 2, 2026

	Final Budget 2027
Maintenance - computers & network support	\$ 3,567.55
Maintenance - equipment	
Maintenance - Garbage Collection	\$ 11,212.30
Maintenance - Hazard Tree Removal	\$ 5,096.50
Maintenance - Liquid Waste Removal	\$ 6,115.80
Maintenance - Water System Maintenance & Testing	\$ 1,019.30
Vehicle & Equipment Rental	\$ 21,405.30
Firewood Processing	\$ 3,057.90
Advertising	\$ 3,000.00
Store Product For Resale	\$ 11,721.95
Firewood Purchased For Resale	\$ 21,405.30
Staff Training	\$ 3,057.90
Reservation System	\$ 19,700.00
Bank Charges (Card Processing Fees)	\$ 16,308.80
Mobile Pay App Fees	\$ 101.93
General Expenses	\$ 509.65
Concession Booth Maintenance/Furnishings	\$ 1,019.30
Schoolhouse Maintenance/Furnishings	\$ 1,000.00
Trout Program	\$ 2,038.60
Special Events Expenses	\$ 1,019.30
Camp Taxes	\$ 7,950.54
Camp Insurance	\$ 22,934.25
Telephone Expenses	\$ 1,528.95
Camp Hydro	\$ 54,022.90
Camp Heat	\$ 1,528.95
Day-Use Hydro	\$ 3,975.27
Day-Use Taxes	\$ 3,057.90
Day-Use Insurance	\$ 10,763.81
Schoolhouse Heat & Hydro	\$ 5,096.50
TOTAL EXPENSES	\$ 814,611.36

REVENUE

Donations (Trout Program)	\$ 2,038.60
Sponsorships	\$ 509.65
Revenue: Camp/Day Use User Fees	\$ 203,860.00
Revenue: Store Sales	\$ 15,289.50
Revenue: Firewood Sales	\$ 31,598.30
Revenue: Facility Rentals	\$ 14,270.20
Revenue: Seasonal Fees & Winter Storage	\$ 513,727.20
Revenue: Trout Program	\$ 1,528.95
Grants: Employment (CSJ)	\$ 10,193.00
Reserve - Working Capital	\$ 8,774.50
Reserve - C.A. Development	\$ 12,821.46
TOTAL REVENUE	\$ 814,611.36

SUB TOTAL: OTHER PROGRAMS Expenditures- CATEG	\$ 1,060,816.13
SUB TOTAL: OTHER PROGRAMS Revenue	\$ 1,060,816.13

TOTAL EXPENDITURES	\$ 1,849,344.32
TOTAL REVENUE	\$ 1,849,344.32

REPORT FA 39/2026: To The Committee of the Whole

FROM: Dusty Underhill, General Manager / Secretary-Treasurer

SUBJECT: Employee Group Benefits Plan

DATE: August 25, 2026

PURPOSE:

To review the 2026-2027 Annual Renewal Report for the Employee Group Benefits Plan.

DISCUSSION:

The Catfish Creek Conservation Authority's Employee Group Benefits Plan is set to renew with Canada Life Financial on October 1st, 2026. Dorbar Employee Benefits and Insurance Solutions have prepared the attached Renewal Report for the Board's review and consideration.

Marketing was conducted last year and we switched our employee plan from Sun Life to Canada Life. Canada Life offered savings of 7% along with a guarantee on the pooled benefits for 28 months. Canada Life further guaranteed that the overall renewal for 2026 and 2027 would not exceed a 10% increase each year.

Canada Life has proposed a overall premium increase of 10% in accordance with their rate cap guarantee. If the rate cap was not set the CCCA would have received roughly a 34% increase.

RECOMMENDATION:

THAT, the Full Authority renew its 2026- 2027 Employee Group Benefits Plan with Canada Life Financial through Dorbar Employee Benefits and Insurance Solutions effective October 1st, 2026.

Submitted By:

Dusty Underhill
General Manager / Secretary - Treasurer



ANNUAL RENEWAL REPORT

CATFISH CREEK CONSERVATION AUTHORITY

Renewal Date: October 1, 2026
Canada Life # 428767

July 29, 2026

Catfish Creek Conservation Authority

8079 Springwater Rd.

R.R. #5

Alymer, ON

N5H 2R4

Executive Summary

Effective October 1, 2026, your Employee Benefits Plan renews with Canada Life. This is the first renewal with Canada Life since moving from Sun Life.

The average number of employees on the plan remained unchanged from last year at 7.

A marketing was conducted last year, and the decision was made to move your coverage from Sun Life. Canada Life offered savings of 7% along with rate guarantees on the pooled benefits for 28-months. Canada Life further guaranteed, regardless of the claims experience, the overall adjustment to the October 2026 and October 2027 renewal would not exceed 10% each year.

Canada has proposed an overall premium increase of 10% in accordance with their rate-cap guarantee. We should point out that although this is a modest adjustment, Canada Life has calculated that had the renewal guarantees not been in place, the overall premium increases would have been closer to 34%.

We look forward to reviewing this report with you.

Yours truly,



Greg Newton

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Section 4. Issues & Considerations	Error! Bookmark not defined.

Section 1. Current and Renewal Rate Comparison

				Current		Renewal	
Benefits		Volumes		Rate	Premium	Rate	Premium
LIFE		\$535,000		\$0.44	\$235.40	\$0.44	\$235.40
AD&D		\$535,000		\$0.04	\$21.40	\$0.04	\$21.40
DEPT. LIFE		6		\$3.97	\$23.82	\$3.97	\$23.82
Pooled Total				\$280.62		\$280.62	
HEALTH CARE							
Single		1	\$287.09	\$287.09	\$331.37	\$331.37	
Family		6	\$523.72	\$3,142.32	\$604.89	\$3,629.34	
TOTAL HEALTH CARE				\$3,429.41		\$3,960.71	
DENTAL CARE							
Single		1	\$95.34	\$95.34	\$95.34	\$95.34	
Family		6	\$183.04	\$1,098.24	\$183.04	\$1,098.24	
TOTAL DENTAL CARE				\$1,193.58		\$1,193.58	
Experience Rated Total				\$4,622.99		\$5,154.29	
Monthly Cost				\$4,903.61		\$5,434.91	
PST		8%	\$392.29		\$434.79		
Total Employer Monthly Cost				\$5,295.90		\$5,869.70	
Percentage Change				10.8%			
LTD		\$17,698		\$2.270	\$401.74	\$2.270	\$401.74
TOTAL MONTHLY COST				\$5,729.78		\$6,303.59	
Percentage Change				10.0%			

Section 2. Detailed Benefit Analysis

Extended Health Coverage

For experience rated benefits premium rates are established by adjusting current rates to reflect the emerging experience of your plan, including the impact of inflation and utilization, and Canada Life’s administration expense.

Each of these factors is discussed regarding the renewal rating for the Health and Dental benefits.

1. *Inflation /Utilization* - This reflects the inflationary impact and increase in utilization of Health benefits.

The inflation and increased utilization of Extended Health Care is due to several causes:

- as employees age, health care expenses and frequency increase;
- trend toward outpatient care;
- increase in the cost of drugs and services;
- new drugs and services available;
- the substitution of existing drugs with new and more expensive drugs;
- cost shifting – the withdrawal by the government of insured benefits;
- new medical techniques;
- research and development

The above changes translate into drug costs increasing at a faster rate than typical economic inflation.

2. *Administration Expenses* – This is necessary to cover costs such as paying claims, and general outlays associated with running a business.
3. *Claims experience* - Your claims experience is determined by comparing the premium you have paid to the claims you have incurred.

Plan Highlights:

	Jun '25 – May '26 Canada Life	Jan'24 – Dec '24 Sun Life
Experience Rated Premiums	\$31,973	\$36,331
Incurred Claims	\$38,244	\$29,174
Incurred Loss Ratio	120%	80%

Experience Rated Premiums & Claims

- Your plan includes a stop loss pooling provision to limit exposure to large health claims and out-of-country claims. A portion of paid premiums are allocated to pay for pooling protection. Pooled claims are fully insured and not included in this pricing-setting analysis.

Pricing Factors:

- Canada Life used an 11.5% inflation factor to set premiums, which is competitive with other insurers.
- Your administration charge is 26%, which represents a 74% breakeven point for Canada Life.

Recommended Changes:

- Based on the last 12 months of experience, an increase in the range of 80% is warranted.
- Canada is proposing a 15.4% rate increase.
- Rates will be as follows:

Effective Date	Single Rate	Family Rate
October 1, 2026	\$331.37	\$604.89
June 1, 2025	\$287.09	\$523.72

Please refer to page 11 for a breakdown of health care claims by category.

Dental Care

The same factors are used in underwriting dental as health benefits.

Plan Highlights:

	Jun '25 – May '26 Canada Life	Jan'24 – Dec '24 Sun Life
Experience Rated Premiums	\$14,323	\$10,972
Incurred Claims	\$10,817	\$11,484
Incurred Loss Ratio	76%	105%

Pricing Factors:

- Canada Life used a 6% inflation factor to set premiums, which includes the increase based on the Ontario Dental Associations fee guide.
- Your administration charge is 26%, which represents a 74% breakeven point for Canada Life.

Recommended Changes:

- Based on the last 12 months of experience, an increase in the range of 8% is warranted.
- Canada Life is proposing to hold the current rates unchanged
- Rates will be as follows:

Effective Date	Single Rate	Family Rate
October 1, 2026	\$95.34	\$183.04
June 1, 2025	\$95.34	\$183.04

Please refer to page 13 for a breakdown of dental claims by category.

Long Term Disability (LTD)

The cost for disability insurance is affected by several factors including the demographics of your employees and Canada Life’s morbidity experience (incidence rate). In addition, disability insurance premiums are also affected by interest rates and reserves.

- 1. *Incidence* - The rate at which people become disabled, or incidence rate is a key factor that affects pricing. The price will fluctuate depending on the number of employees in the ‘pool’ of insured who are disabled. The national increase in claims has in part been due to the rise in mental and nervous disabilities such as depression and stress.
- 2. *Reserves* – This represents the amount of money that must be set aside to pay for claims of a long-term nature.
- 3. *Interest Rates* - The duration of a claim can be long enough to make interest rates a factor in determining the price. When rates increase, less premiums are needed to stock reserves. Falling interest rates have the opposite effect.

Plan Highlights:

- There were no LTD claimants for this renewal period.

Recommended Changes:

- Canada will hold the current LTD rate in accordance with a 24-month rate guarantee.
- Rates are expressed as a cost per \$100.
- Rates will be as follows:

Effective Date	LTD Rate
October 1, 2026	\$2.27
June 1, 2025	\$2.27

Life Insurance

Plan Highlights:

- The cost of life insurance is directly affected by the demographics of your employees (age, sex, and occupations) and Canada Life’s mortality experience.

Recommended Changes:

- Canada Life will hold the current Life rate in accordance with a 24-month rate guarantee.
- Rates are expressed as a cost per \$1,000.
- Rates will be as follows:

Effective Date	Life Insurance Rate
October 1, 2026	\$0.44
June 1, 2025	\$0.44

Accidental Death & Dismemberment

Plan Highlights:

- This rate is based on Canada Life’s experience for all their plans in Canada. Unlike Life Insurance, renewal rates seldom change from year to year as AD&D pools are more stable.

Recommended Changes:

- Canada Life will hold the current AD&D rate in accordance with a 24-month rate guarantee.
- Rates will be as follows:

Effective Date	AD&D Rate
October 1, 2026	\$0.04
June 1, 2025	\$0.04

Dependent Life Insurance

Plan Highlights:

- This benefit is also underwritten on a non-credible basis.
- There were no dependent life claims.

Recommended Changes:

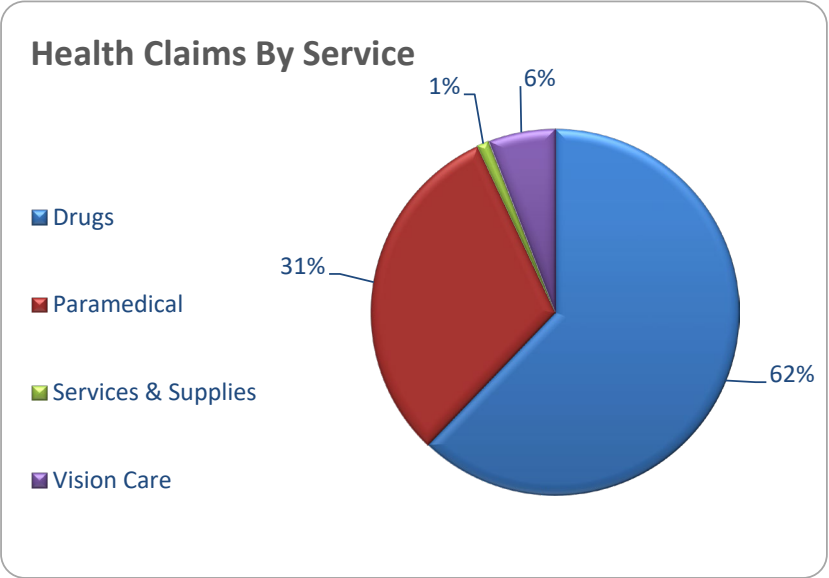
- Canada Life will hold the current Dependent Life rate in accordance with a 24-month rate guarantee.
- Rates will be as follows:

Effective Date	Dependent Life Rate
October 1, 2026	\$3.97
June 1, 2025	\$3.97

Section 3. Claims Charting

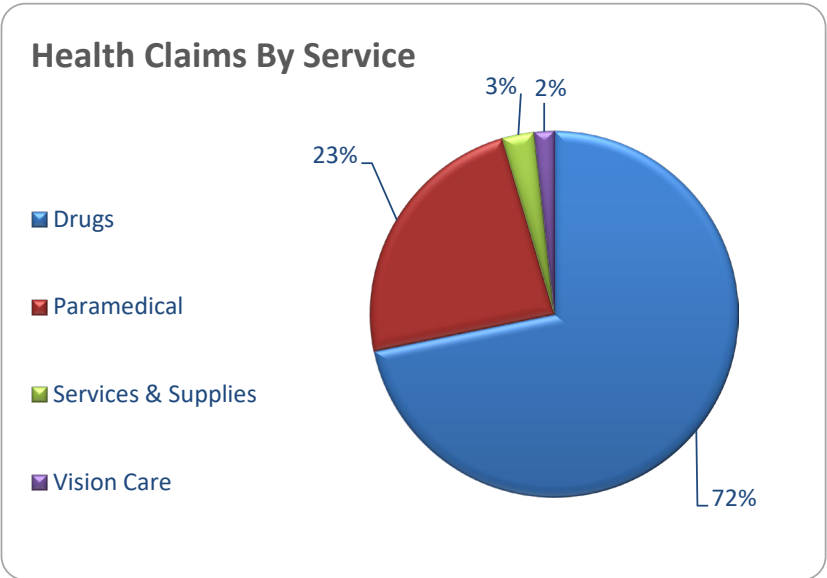
EXTENDED HEALTH CARE – Claims by Type-of-Service

EXTENDED HEALTH CARE - Claims by Type of Service



HEALTH CLAIMS
June 2025 to May 2026

Service Description	Amount Paid	% of Total
Drugs	\$22,347	62.1%
Paramedical	\$11,128	30.9%
Services & Supplies	\$384	1.1%
Vision Care	\$2,098	5.8%
Total	\$35,957	100.0%

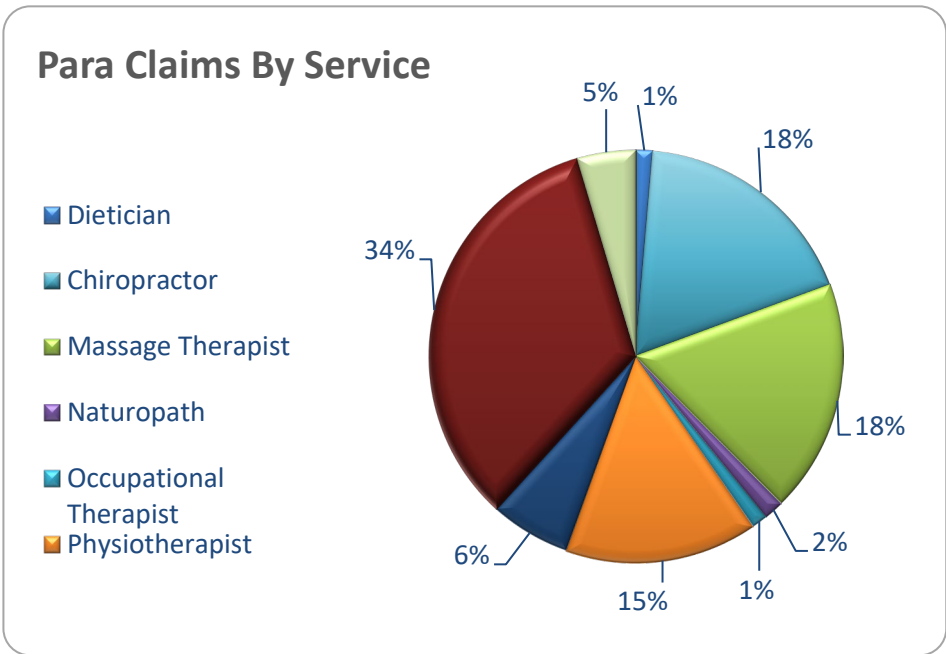


HEALTH CLAIMS
January 2024 to December 2024

Service Description	Amount Paid	% of Total
Drugs	\$20,807	71.8%
Paramedical	\$6,867	23.7%
Services & Supplies	\$814	2.8%
Vision Care	\$500	1.7%
Total	\$28,988	100.0%

PARAMEDICAL PRACTITIONERS – Claims by Practitioner

PARAMEDICAL PRACTITIONERS - Claims by Practitioner



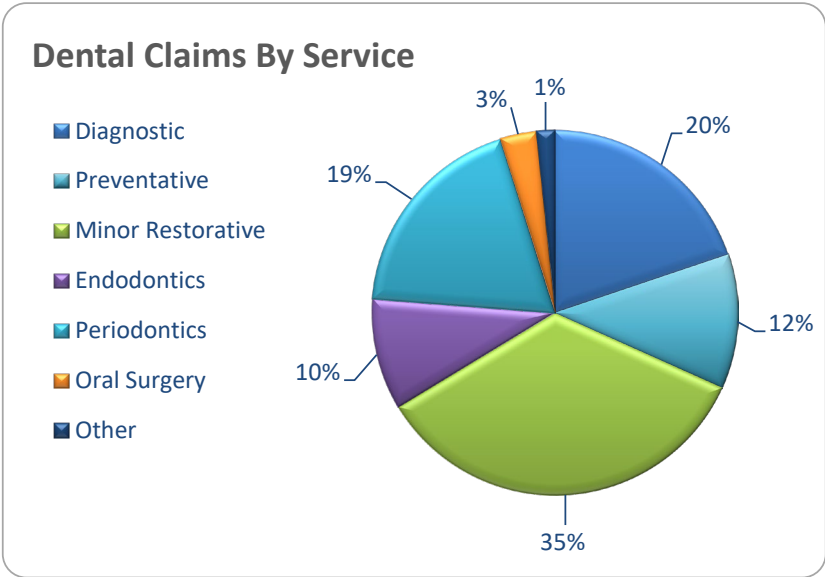
PARA CLAIMS
June 2025 to May 2026

Service Description	Amount Paid	% of Total
Dietician	\$150	1.3%
Chiropractor	\$2,004	18.0%
Massage Therapist	\$2,030	18.2%
Naturopath	\$174	1.6%
Occupational Therapist	\$137	1.2%
Physiotherapist	\$1,675	15.1%
Psychotherapist	\$700	6.3%
Psychologist	\$3,750	33.7%
Social Worker	\$508	4.6%
Total	\$11,128	100.0%

Data is unavailable for the period of January to December 2024

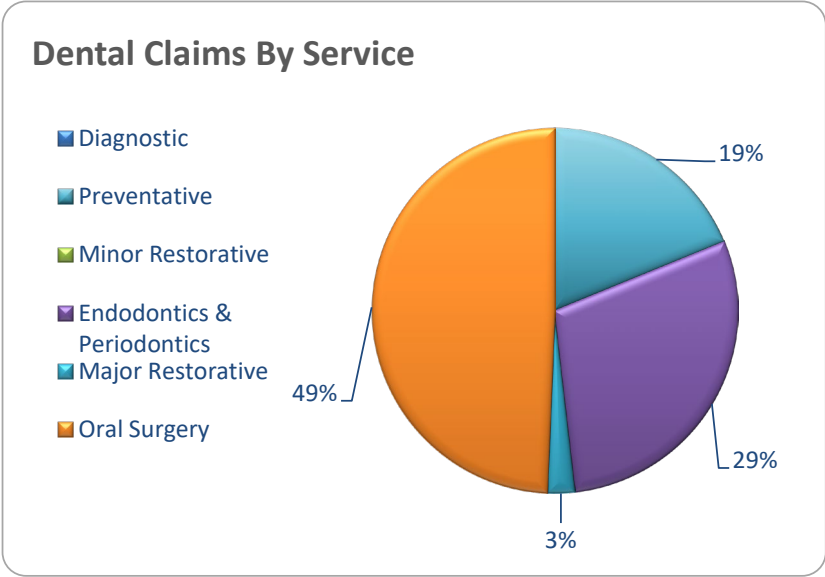
DENTAL COVERAGE – Claims by Type-of-Service

DENTAL CARE - Claims by Type of Service



DENTAL CLAIMS
June 2025 to May 2026

Service Description	Amount Paid	% of Total
Diagnostic	\$2,006	19.8%
Preventative	\$1,200	11.9%
Minor Restorative	\$3,507	34.7%
Endodontics	\$994	9.8%
Periodontics	\$1,916	19.0%
Oral Surgery	\$328	3.2%
Other	\$159	1.6%
Total	\$10,110	100.0%



DENTAL CLAIMS
January 2024 to December 2024

Service Description	Amount Paid	% of Total
Diagnostic	\$0	0.0%
Preventative	\$2,144	18.8%
Minor Restorative	\$0	0.0%
Endodontics & Periodontics	\$3,359	29.4%
Major Restorative	\$278	2.4%
Oral Surgery	\$5,631	49.3%
Other	\$0	0.0%
Total	\$11,412	100.0%

REPORT FA 40/2026: To The Full Authority

FROM: Dusty Underhill, General Manager/ Secretary Treasurer

SUBJECT: Transition Committee Announcement

DATE: August 5, 2026

PURPOSE:

The purpose of this report is to inform the Board of Directors of the official correspondence received on July 30, 2026, announcing the establishment and membership of Transition Committees for the eight newly designated Regional Conservation Authorities. Furthermore, this report seeks formal Board authorization to appoint representatives and allocate operational resources to engage in upcoming transition planning activities.

DISCUSSION:

On July 30, 2026, notice was provided to Conservation Authority CAOs, General Managers, Board Chairs, Mayors, and Heads of Council detailing the operational framework for regional consolidation. Each Transition Committee will comprise the current CAO or General Manager and one designated Board Member from each participating Conservation Authority within the new regional boundaries. Each committee will be chaired by a dedicated Project Executive who will oversee transition planning, guide the development of regional transition plans, and provide operational continuity by serving as the inaugural Chief Administrative Officer of the new entity for up to two years. Following a brief orientation period, Project Executives will convene their committees in the coming weeks. Active participation ensures that our authority's watershed priorities, operational data, and municipal funding structures are fully represented throughout the consolidation process.

RECOMMENDATION:

THAT, the Board of Directors receive Staff Report FA 40/2026 as information.

Submitted by:

Dusty Underhill
General Manager/ Secretary Treasurer

July 30, 2026

Dear Conservation Authority CAOs, General Managers, Board Chairs, Mayors and Heads of Council:

I am writing to announce the members of the transition committees that will support the implementation of regional conservation authority consolidation.

As you may recall, transition committees will provide advice and operational expertise to support transition activities, including the development of transition plans for each new regional conservation authority.

Committee membership includes the current CAO or General Manager and one board member from each existing conservation authority participating in a regional consolidation.

Each committee will be chaired by a dedicated project executive who will oversee transition activities and provide continuity by serving as the first Chief Administrative Officer of the new regional conservation authority for up to two years. Project executives were recently appointed.

Following a brief orientation period, project executives will convene their transition committees and begin transition planning activities in the coming weeks.

Please find below the membership of the transition committees for each of the eight new regional conservation authorities.

Thank you for your continued leadership and partnership as we work together to establish strong, effective regional conservation authorities.

Sincerely,



Hassaan Basit
CEO
Ontario Provincial Conservation Agency

Regional Conservation Authority	Transition Committee Members
Central Lake Ontario Project Executive: Robert Baldwin	Dave Barton, Toronto and Region Conservation John MacKenzie, Toronto and Region Conservation Bob Chapman, Central Lake Ontario Conservation Authority Chris Darling, Central Lake Ontario Conservation Authority
Eastern Lake Ontario Project Executive: Alison McDonald	Brad McNevin, Quinte Conservation Kathryn Brown, Quinte Conservation Rhonda Bateman, Lower Trent Conservation Authority Sherry Hamilton, Lower Trent Conservation Authority Linda Laliberte, Ganaraska Region Conservation Authority Vicki Mink, Ganaraska Region Conservation Authority Mark Majchrowski, Kawartha Conservation Authority Pat Warren, Acting, Kawartha Conservation Authority David Ellingwood, Cataraqui Conservation Authority Paul Proderick, Cataraqui Conservation Authority Janette Loveys Smith, Otonabee Region, Crowe Valley Conservation Authority Conservation Authority, Crowe Valley Conservation Authority Michael Metcalf, Otonabee Region Conservation Authority, Crowe Valley Conservation Authority
Western Lake Ontario Project Executive: Jacqueline Johnson	Lisa Burnside, Hamilton Conservation Authority Brad Clark, Hamilton Conservation Authority Leilani Lee-Yates, Niagara Peninsula Conservation Authority Robert Foster, Niagara Peninsula Conservation Authority Chandra Sharma, Conservation Halton Gerry Smallegange, Conservation Halton Terri LeRoux, Credit Valley Conservation Authority Michael Palleschi, Credit Valley Conservation Authority
Lake Huron	Jonathan Scott, Nottawasaga Valley Conservation Authority

Project Executive: Don Goodyear	Jennifer Vincent, Nottawasaga Valley Conservation Authority Raymond Chartrand, Ausable Bayfield Conservation Authority Nathan Schoelier, Ausable Bayfield Conservation Authority Erik Downing, Saugeen Valley Conservation Authority Tom Hutchinson, Saugeen Valley Conservation Authority Phil Beard, Maitland Valley Conservation Authority Ed McGugan, Maitland Valley Conservation Authority Mark Critch, Lake Simcoe Region Conservation Authority Clare Riepma, Lake Simcoe Region Conservation Authority Tim Lanthier, Grey Sauble Conservation Authority Jennifer Shaw, Grey Sauble Conservation Authority
St. Lawrence River Project Executive: Sommer Casgrain-Robertson	Sally McIntyre, Mississippi Valley Conservation Authority Roy Huet, Mississippi Valley Conservation Authority Glen McDonald, Rideau Valley Conservation Authority Gary Waterfield, Rideau Valley Conservation Authority Lisa Van de Ligit, Raisin Region Conservation Authority Andrew Guindon, Raisin Region Conservation Authority Carl Bickerdike, South Nation River Conservation Authority Isabelle Skalski, South Nation River Conservation Authority
Eastern Lake Erie Project Executive: Samantha Lawson	Judy Maxwell, Long Point Region Conservation Authority Doug Brunton, Long Point Region Conservation Authority Elizabeth VanHooren, Kettle Creek Conservation Authority Sharron McMillan, Kettle Creek Conservation Authority John Challinor II, Grand River Conservation Authority Karen Armstrong, Grand River Conservation Authority

	Dusty Underhill, Catfish Creek Conservation Authority Morgaine Griffin, Catfish Creek Conservation Authority
Western Lake Erie Project Executive: Davin Heinbuck	Tim Byrne, Essex Region Conservation Authority Molly Allaire, Essex Region Conservation Authority Tracy Annett, Upper Thames Conservation Authority Brian Petrie, Upper Thames Conservation Authority Mark Peacock, Lower Thames Conservation Authority Sarah Bod, Lower Thames Conservation Authority Ken Philllips, St Clair Region Conservation Authority Greg Grimes, St Clair Region Conservation Authority
Northeastern Project Executive: Tim Commisso	Mark Signoretti, Nickel District Conservation Authority Carl Jorgensen, Nickel District Conservation Authority Liza Vandermer, North Bay-Mattawa Conservation Authority Lana Mitchell, North Bay-Mattawa Conservation Authority Corrina Barrett, Sault Ste. Marie Conservation Authority Sandra Hollingsworth, Sault Ste. Marie Conservation Authority David Vallier, Mattagami Region Conservation Authority Andrew Marks, Mattagami Region Conservation Authority

REPORT FA 41/2026: To The Full Authority

FROM: Dusty Underhill, General Manager/ Secretary Treasurer

SUBJECT: ERO #026-0740 PROPOSED CONSERVATION AUTHORITIES ACT REGULATIONS

DATE: August 12, 2026

PURPOSE:

To inform the Board of ERO posting #026-0740, proposed Conservation Authorities Act Regulations

DISCUSSION:

Governance and Local Representation:

The implementation of a Tiered Allocation Formula based strictly on municipal population shares poses a structural threat to the governance representation of smaller municipalities. Under this formula, voting power within the newly consolidated regional Conservation Authorities (CAs) will naturally concentrate within high-density urban centers. As a result, small and rural municipalities face significant dilution of their voting share, limiting their ability to influence regional board agendas. This weighted dynamic risks shifting administrative focus, technical expertise, and capital expenditures toward urban infrastructure and high-density development, while marginalizing rural land management, headwater protection, and agricultural flood mitigation.

Operational Efficiency and Regional Disconnect:

Consolidating local CAs into vast regional entities creates an administrative disconnect between local communities and watershed management governance. Broadening the geographic mandate dilutes localized environmental knowledge, making staff less responsive to small-scale development applications, local planning reviews, and site-specific conservation concerns. Smaller municipalities may experience prolonged approval timelines, increased administrative friction, and reduced access to dedicated technical support as personnel and resources are prioritized toward major urban growth centers.

Financial Accountability and Taxpayer Alignment The proposed allocation mechanism creates a distinct imbalance between financial contributions and decision-making authority. Because CAs rely on municipal levies to fund ongoing operational and capital budgets, smaller municipalities will continue paying into regional bodies where they hold minimal voting sway. This dynamic undermines local oversight, making it

difficult for municipal councils to ensure that tax dollars levied from local residents yield direct, tangible environmental and infrastructure benefits within their own jurisdictions.

Provincial Governance and Advocacy Barriers The proposed ineligibility criteria for the Ontario Provincial Conservation Agency (OPCA) board further restrict direct advocacy for rural and small-town interests. By disqualifying current CA members, officers, and senior staff from serving on the OPCA board, the provincial regulation effectively shuts out municipal leaders and experienced local practitioners who best understand small-municipality operational realities. Consequently, macro-level provincial policy decisions will risk being made without the critical perspectives of rural municipal stakeholders.

RECOMMENDATION:

THAT, Report FA 41/2026 be received as information at this time;

AND THAT, staff be directed to submit responses to ERO #026-0740.

Submitted by:

Dusty Underhill
General Manager/ Secretary Treasurer

Improving Ontario's Conservation Authorities

Environmental Registry of
Ontario Posting #026-0740:
Information Session

Ministry of the Environment, Conservation
and Parks

August 2026

Ontario 

Purpose:

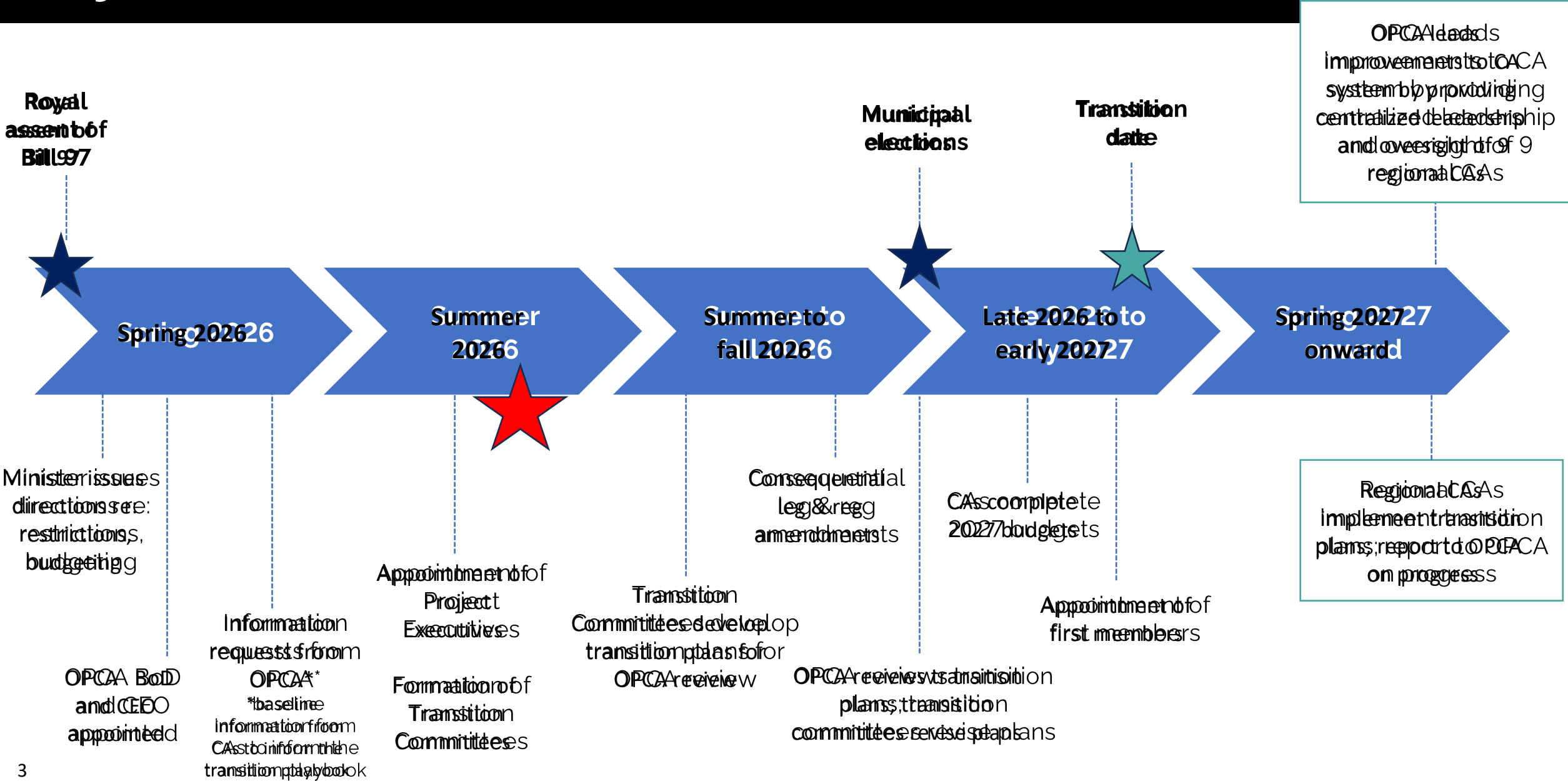
- To provide an overview of Environmental Registry of Ontario posting #026 #026-0740: Consultation on Proposed Governance Regulation for Regional Conservation Authorities and the Ontario Provincial Conservation Agency:

1) Proposed regulation setting out the method for determining the number of members appointed to the nine regional conservation authorities by participating municipalities

Presentation Outline:

- Context
- Proposed tiered allocation formula
- Example of resulting member allocations for regional CA
- Next Steps

Key Milestones



- Recent amendments to the *Conservation Authorities Act* (CAA) establish the governance framework for regional CAs. Under this framework, participating municipalities responsible for appointing members to regional CAs will be single-tier and upper-tier municipalities.
 - Lower-tier municipalities will no longer be participating municipalities, only the case where there is co-county as the upper-tier municipality.
- Subsection 2(2) of the *Conservation Authorities Act* (CAA) sets out the number of members each participating municipality can currently appoint to a CA based on its population within the CA's area of jurisdiction. Using this current approach for the planned regional CAs would result in very large numbers of members (i.e. large council sizes). This creates governance and decision-making challenges.

- Sections 1.55 and 1.44 of the CAA provide that the number of members each participating municipality appoints to a regional CA is to be determined by a method or set of regulations in accordance with the following:
 - The number of members appointed by a participating municipality is to be based on the share of the population within the regional CA
 - Each participating municipality is entitled to at least one member
 - The maximum number of members for any single participating municipality will be set
 - A maximum number of members appointed to a regional CA by all participating municipalities will be set
- The ministry is therefore proposing a new approach for determining how many members each participating municipality appoints to a regional CA.
- The proposed Tier Allocation Formula would ensure that every participating municipality is represented on the regional CA with at least one appointed member, while supporting a range of sizes (i.e., sizes and sizes) that enable effective governance and decision-making.
- The proposed method would apply to appointments to regional CAs following the transition date (February 1, 2027, or such later date as may be prescribed by the regulations) and also apply to the initial appointments required to be made before the transition date.

Proposed Tiered Allocation Formula

The ministry is proposing to take a regulation under the *Conservation Authorities Act* (CAA) to set out the method for determining the number of members each participating municipality appoints to a regional CA by way of a **Tiered Allocation Formula** as follows:

- **Tier 4:** Where a participating municipality's population represents more than 30 percent of the total population within the regional CA, they appoint four members.
- **Tier 3:** Where a participating municipality's population represents 15 percent more but less than 30 percent of the total population within the regional CA, they appoint three members;
- **Tier 2:** Where a participating municipality's population represents 5 percent more but less than 15 percent of the total population within the regional CA, they appoint two members.
- **Tier 1:** Where a municipality's population represents less than 5 percent of the total population within the regional CA, they appoint one member.

Tier	Percent of Regional CA Population	Number of Members
4	≥ 30%	4
3	≥ 15% to < 30%	3
2	≥ 5% to < 15%	2
1	< 5%*	1

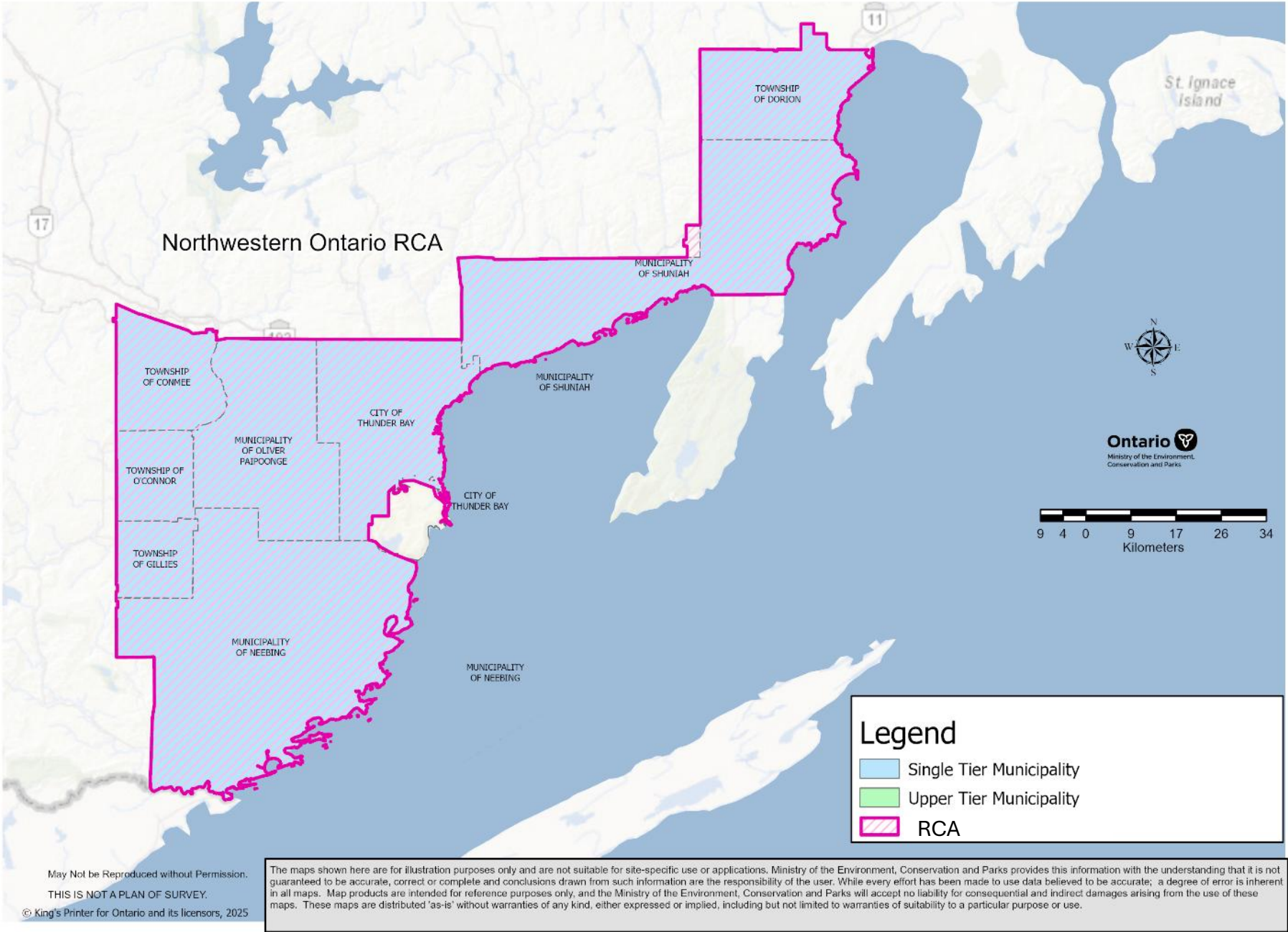
- A municipality's representation on a regional conservation authority is based on the share of the regional conservation authority's total population that determine the population tier the municipality falls into and, in turn, how many members it appoints.
- To determine a municipality's share:
 - If the municipality is entirely within the regional conservation authority, its full population is used.
 - If only part of the municipality is within the regional conservation authority, its population is adjusted based on the percentage of the municipality's geographic area that falls within the conservation authority area.
 - For example, if 50% of a municipality's geographic area is within the regional conservation authority area, then 50% of its total population is used in the calculation.
 - The populations of all participating municipalities are added together to determine the total population of the regional conservation authority, and the municipality's share of that total population is calculated as a percentage.

- Under the CAA, all participating municipalities in a regional CAA may enter into an agreement setting out a alternative method for determining the number of members each municipality appoints to the regional C.A.
- An agreement does not need to provide every participating municipality with a minimum of one member but must be in accordance with other prescribed maximums:
 - It is proposed that a municipality may appoint no more than 5 members.
 - It is proposed that a regional CAA membership not exceed the number of members that would be allocated under the proposed Tiered Allocation Formula.

Important note:

- Municipalities would be required to use the proposed Tiered Allocation Formula for the first appointments to regional conservation authorities.

1 – Northwestern Ontario Regional CA – Participating Municipalities

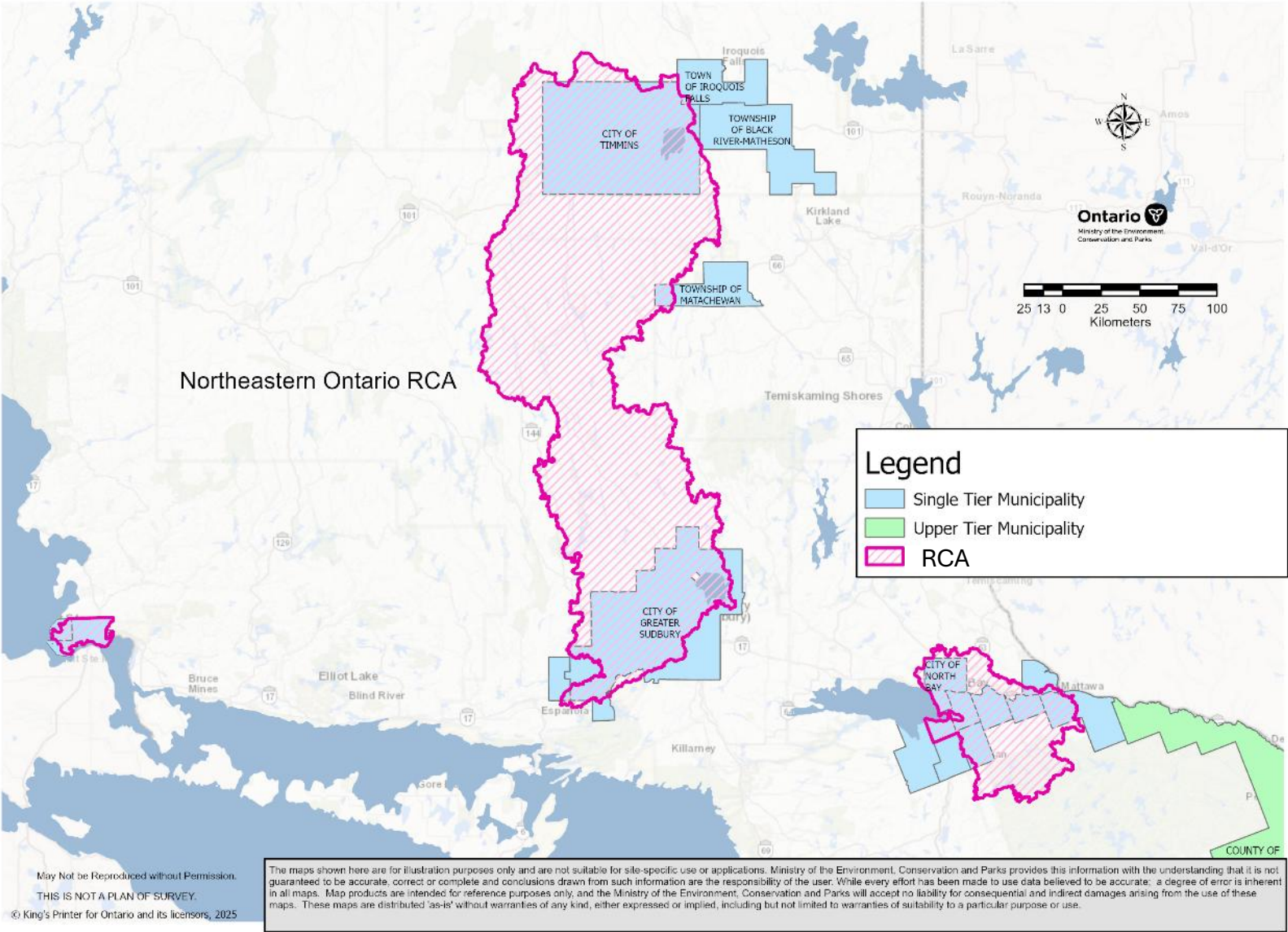


1 – Northwestern Ontario Regional CA | Total Population within RCA: 122,266

Number of members allocated under proposed Tiered Allocation Formula				
Municipality	Total Population	% of Municipality within RCA	Population within RCA (% of total RCA population)	Number of Members
Thunder Bay	108,440	100%	108,440 (88.7%)	4
Oliver Paipoonge	6,035	100%	6,035 (4.9%)	1
Shuniah	3,247	100%	3,247 (2.7%)	1
Neebing	2,241	100%	2,241 (1.8%)	1
Conmee	798	100%	798 (0.7%)	1
O'Connor	689	100%	689 (0.6%)	1
Gillies	441	100%	441 (0.4%)	1
Dorion	375	100%	375 (0.3%)	1
Total Number of Members Appointed				11

----- The dashed line denotes tier differentiation for the proposed Tiered Allocation Formula (see [slide 33](#))

2 - Northeastern Ontario Regional CA – Participating Municipalities

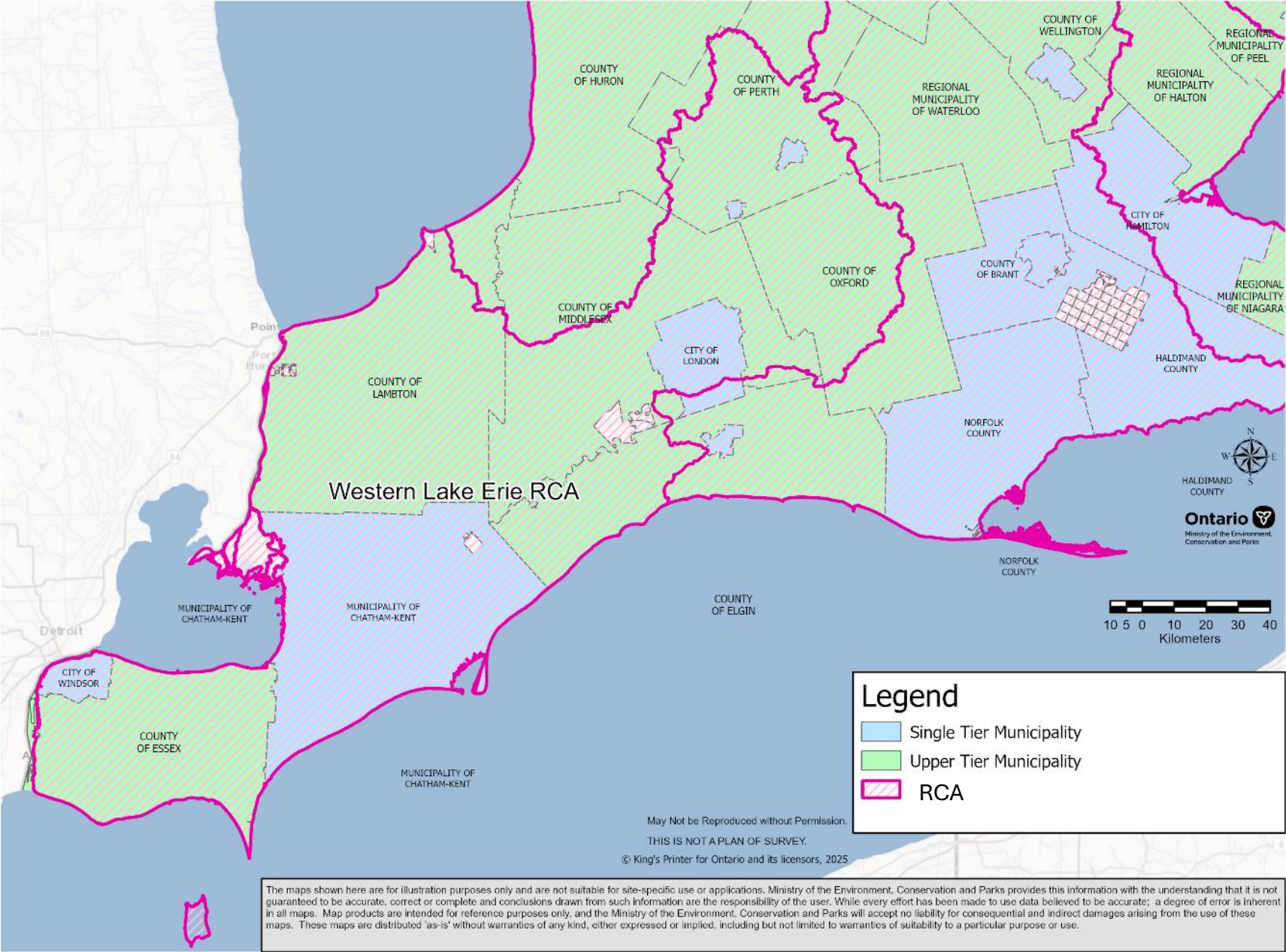


2 – Northeastern Ontario Regional CA | Total Population within RCA : 292,707

Number of members allocated under proposed Tiered Allocation Formula

Municipality	Total Population	% of Municipality within RCA	Population within RCA (% of total RCA population)	Number of Members
Greater Sudbury	166,004	72.36%	120,120 (41.1%)	4
Sault Ste. Marie	72,051	100%	72,051 (24.5%)	3
North Bay	52,662	87.58%	46,121 (15.8%)	3
Timmins	41,145	97.27%	40,022(13.7%)	2
East Ferris	4,946	91.71%	4,536 (1.6%)	1
Callander	3,964	100%	3,964 (1.4%)	1
Bonfield	2,146	100%	2,146 (0.7%)	1
Chisholm	1,312	92.70%	1,216 (0.4%)	1
Mattawa	1,881	50.44%	949 (0.3%)	1
Prince	975	65.0%	633 (0.2%)	1
Calvin	557	100%	557 (0.2%)	1
Papineau-Cameron	982	31.44%	309 (0.1%)	1
Powassan	3,346	1.55%	52 (0.02%)	1
Mattawan	153	19.97%	31(0.01%)	1
Total Number of Members Appointed				22

3 – Western Lake Erie Regional CA – Participating Municipalities



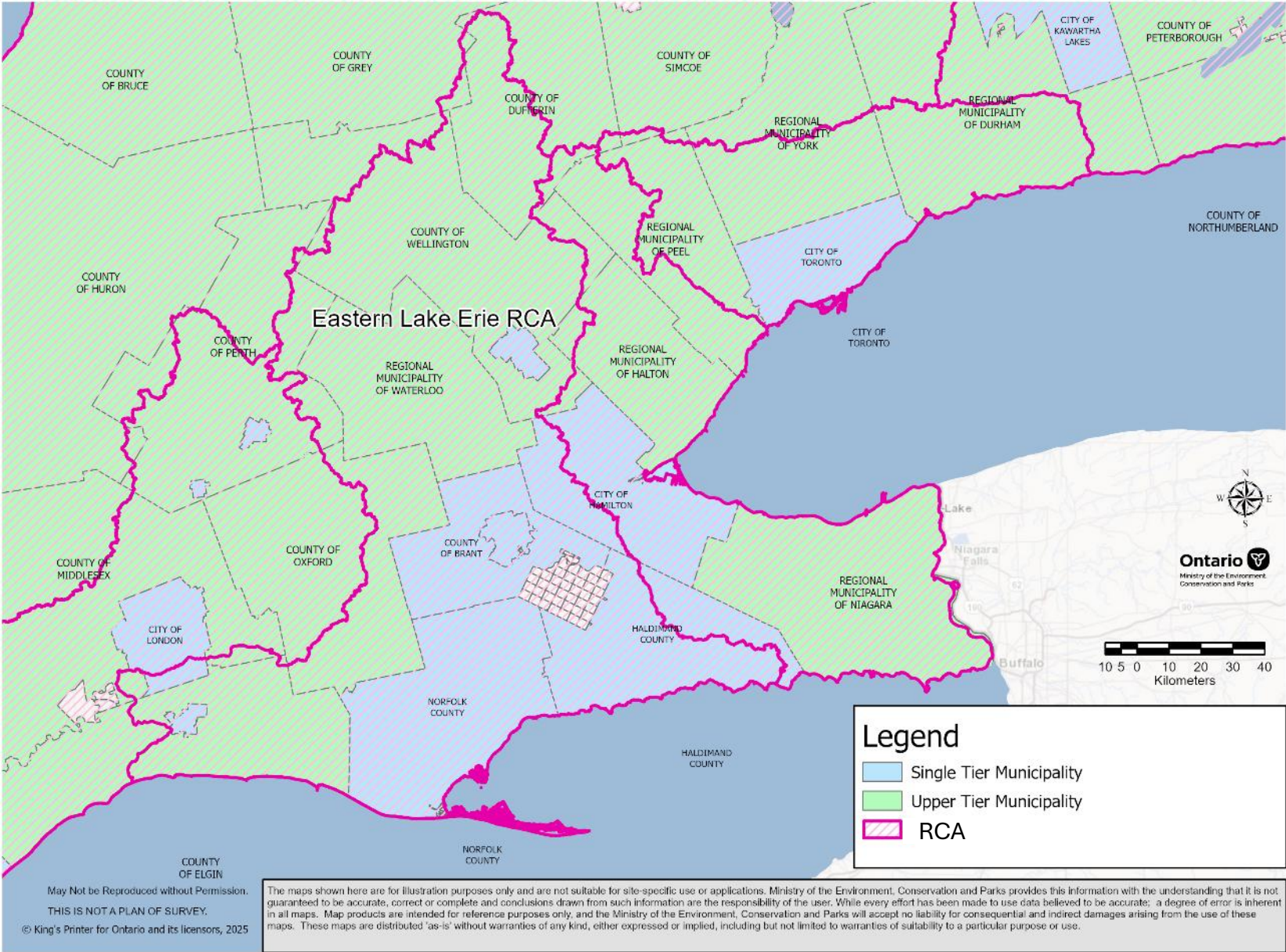
3 – Western Lake Erie Regional CA | Total Population within RCA : 1,202,443

Number of members allocated under proposed Tiered Allocation Formula

Municipality	Total Population	% of Municipality within RCA	Population within RCA (% of total RCA population)	Number of Members:
London	422,324	84.69%	357 666 (29.7%)	3
Windsor	229,660	100%	229 660 (19.1%)	3
Essex County	192,970	100%	192,390 (16%)	3
Lambton County	126,273	92.07%	116,260 (9.7%)	2
Chatham-Kent	103,988	100%	103,988 (8.7%)	2
Oxford County	121,781	54.86%	66,809 (5.6%)	2
Middlesex County	78,110	64.55%	50,420 (4.2%)	1
Stratford	33,232	100%	33,232 (2.8%)	1
Elgin County	51,912	42.79%	22,213 (1.8%)	1
Perth County	40,947	51.53%	21,100 (1.8%)	1
St. Marys	7,386	100%	7,386 (0.6%)	1
Huron County	58,459	0.87%	509 (0.4%)	1
Pelee	230	100%	230 (0.02%)	1
Total Number of Members Appointed				22

--- The dashed lines denote the differentiation between the proposed Tiered Allocation Formula (see slide 3)

4 – Eastern Lake Erie Regional CA – Participating Municipalities



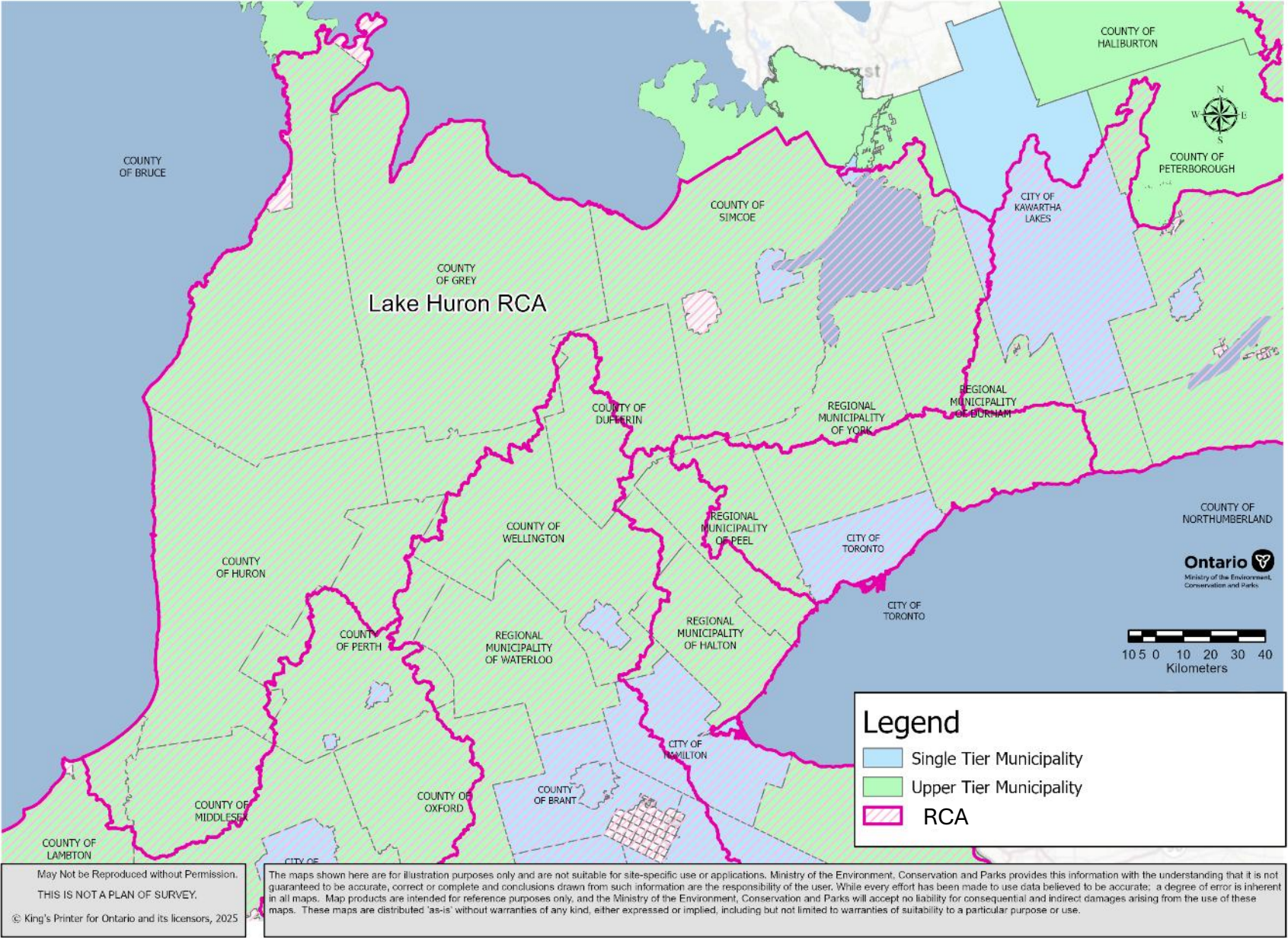
4 – Eastern Lake Erie Regional CA | Total Population within RCA : 1,472,390

Number of members allocated under proposed Tiered Allocation Formula

Municipality	Total Population	% of Municipality within RCA	Population within RCA (% of total RCA population)	Number of Members:
Waterloo Region	587,165	100%	587,165 (39.9%)	4
Hamilton	569,353	26.75%	152,302 (10.3%)	2
Guelph	143,740	100%	143,740 (9.8%)	2
Brantford	104,688	100%	104,688 (7.1%)	2
Wellington County	97,286	72.3%	70,348 (4.8%)	1
Norfolk County	67,490	100%	67,490 (4.6%)	1
London	422,324	15.31%	64,658 (4.4 %)	1
Oxford County	121,781	45.14%	54,972 (3.7%)	1
St. Thomas	42,840	100%	42,840 (2.9%)	1
Brant County	39,474	100%	39,474 (2.7%)	1
Halton Region	596,637	6.34%	37,827 (2.6%)	1
Haldimand County	49,216	76.14%	37,473 (2.5%)	1
Dufferin County	66,257	46.4%	30,743 (2.1%)	1
Elgin County	51,912	57.21%	29,699 (2.0%)	1
Perth County	40,947	14.03%	5,745 (0.4%)	1
Middlesex County	78,110	2.84%	2,218 (0.2%)	1
Grey County	100,905	1%	1,009 (0.1 %)	1
Total Number of Members Appointed				23

--- The dashed lines denote differentiation per the proposed Tiered Allocation Formula (see [slide 33](#))

5 – Lake Huron Regional CA – Participating Municipalities



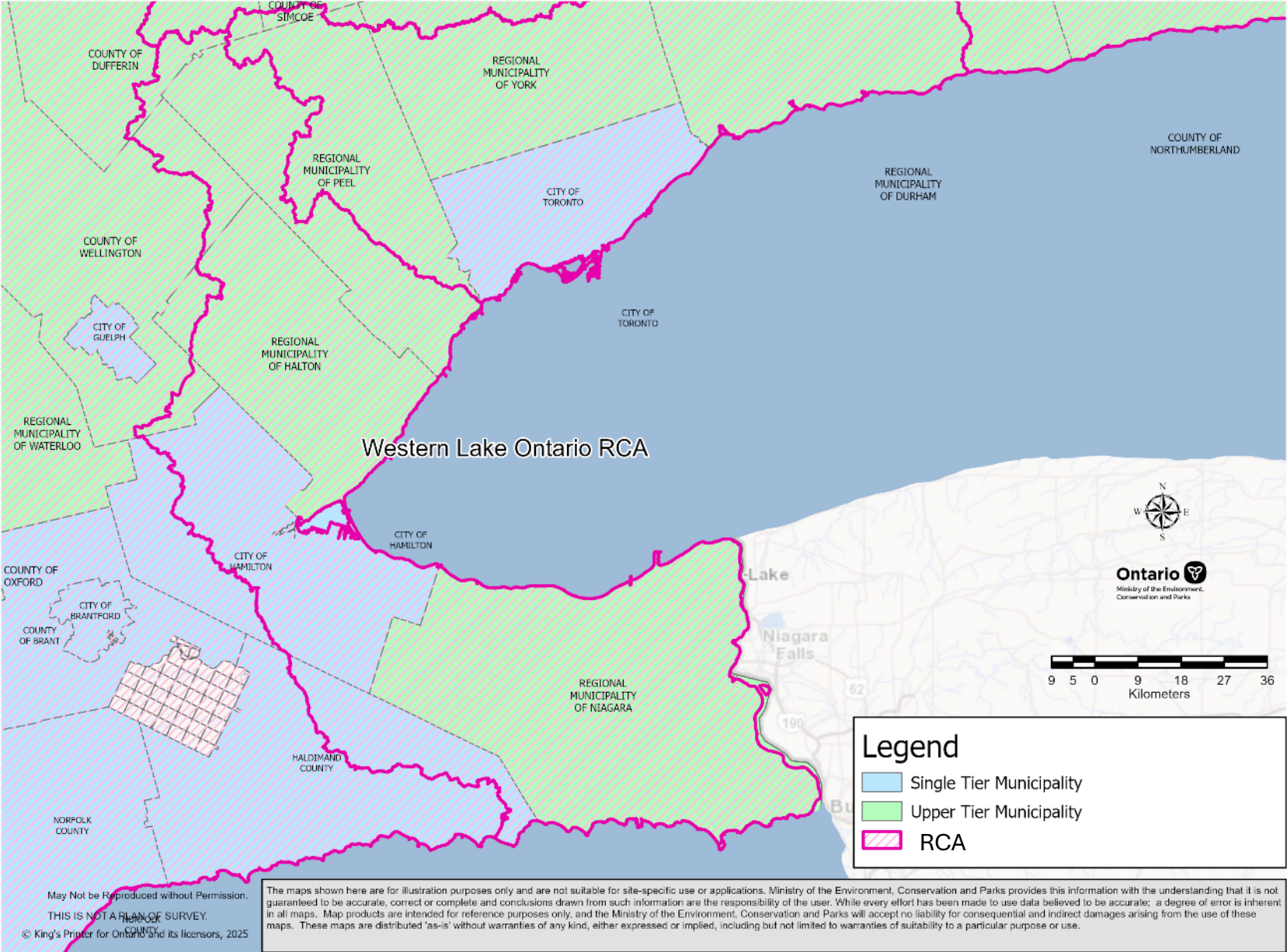
5 – Lake Huron Regional CA | Total Population within RCA : 1,550,950

Number of members allocated under proposed Tiered Allocation Formula

Municipality	Total Population	% of Municipality within RCA	Population within RCA (% of total RCA population)	Number of Members:
York Region	1,173 103	52.96%	621,275 (40.1%)	4
Simcoe County	350,222	70.39%	246,521 (15.9%)	3
Durham Region	696,942	31.02%	216 191 (13.9%)	2
Barrie	147,829	100%	147,829 (9.5%)	2
Grey County	100,905	98.69%	99,583 (6.4%)	2
Huron County	58,459	99.12%	57,945 (3.7%)	1
Bruce County	72,071	80.17%	57,736 (3.7%)	1
Dufferin County	66,257	47.95%	31,770 (2.0%)	1
Middlesex County	78,110	32.54%	25,417 (1.6%)	1
Wellington County	97,286	20.45%	19,895 (1.3%)	1
Perth County	40,947	34.31%	14,049 (0.9%)	1
Lambton County	126,273	7.91%	9,988 (0.6%)	1
Kawartha Lakes	79,247	3.47%	2,750 (0.2%)	1
Total Number of Members Appointed				21

--- The dashed lines denote differentiation for the proposed Tiered Allocation Formula (see [slide 3](#))

6 – Western Lake Ontario Regional CA – Participating Municipalities



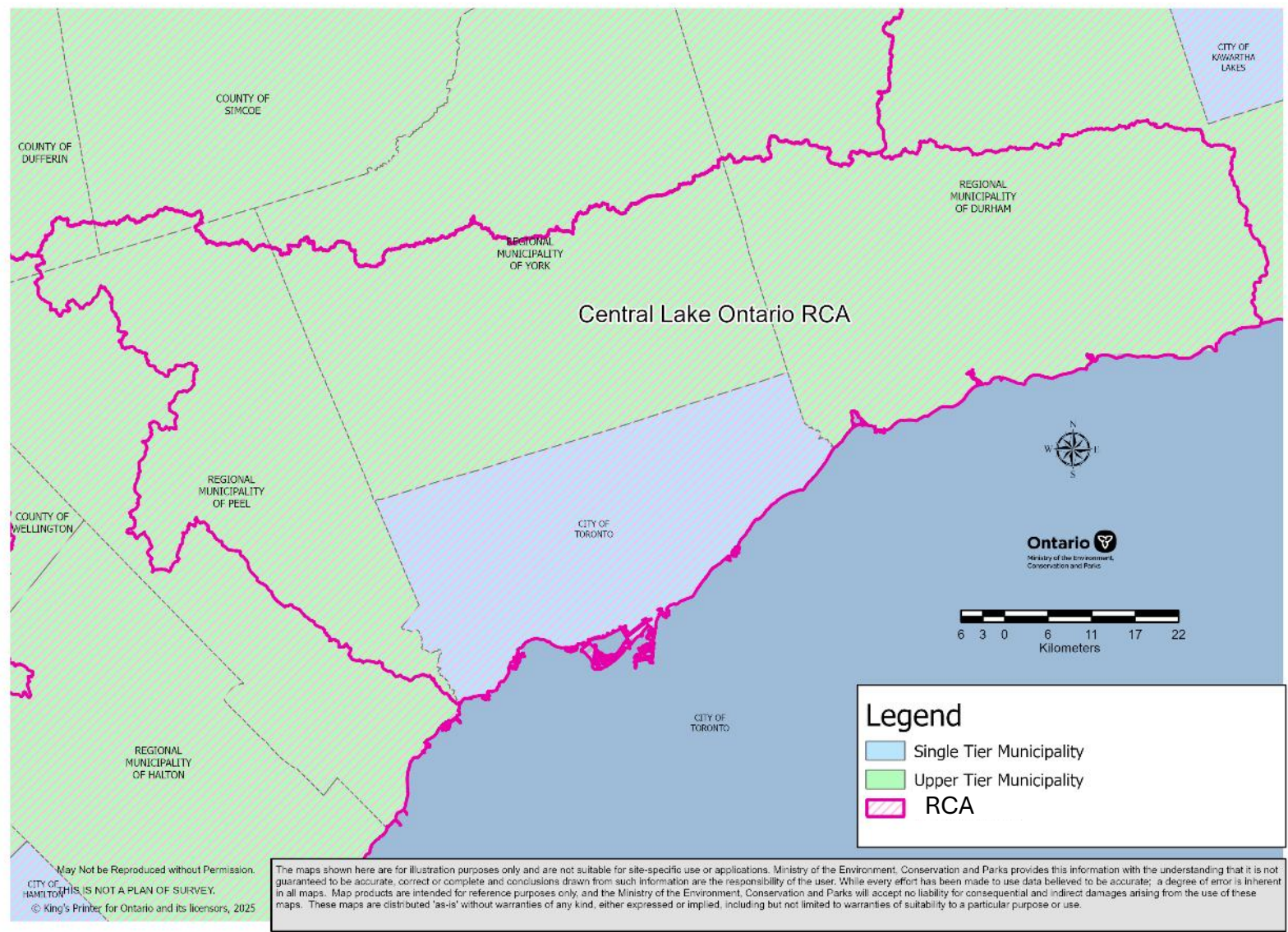
6 – Western Lake Ontario Regional CA | Total Population within RCA : 2,175,334

Number of members allocated under proposed Tiered Allocation Formula

Municipality	Total Population	% of Municipality within RCA	Population within RCA (% of total RCA population)	Number of Members:
Peel Region	1,451,022	48.34%	701,424 (32.3%)	4
Halton Region	596,637	93.65%	558,751 (25.7%)	3
Niagara Region	477,941	100%	477,941 (22.0%)	3
Hamilton	569,353	73%	415,628 (19.0%)	3
Haldimand County	49,216	23.86%	11,743 (0.5%)	1
Wellington County	97,286	7.16%	6,966 (0.3%)	1
Dufferin County	66,257	4.35%	2,882 (0.1%)	1
Total Number of Members Appointed				16

--- The dashed lines denote differentiation for the proposed Tiered Allocation Formula (see [slide 33](#))

7 – Central Lake Ontario Regional CA – Participating Municipalities



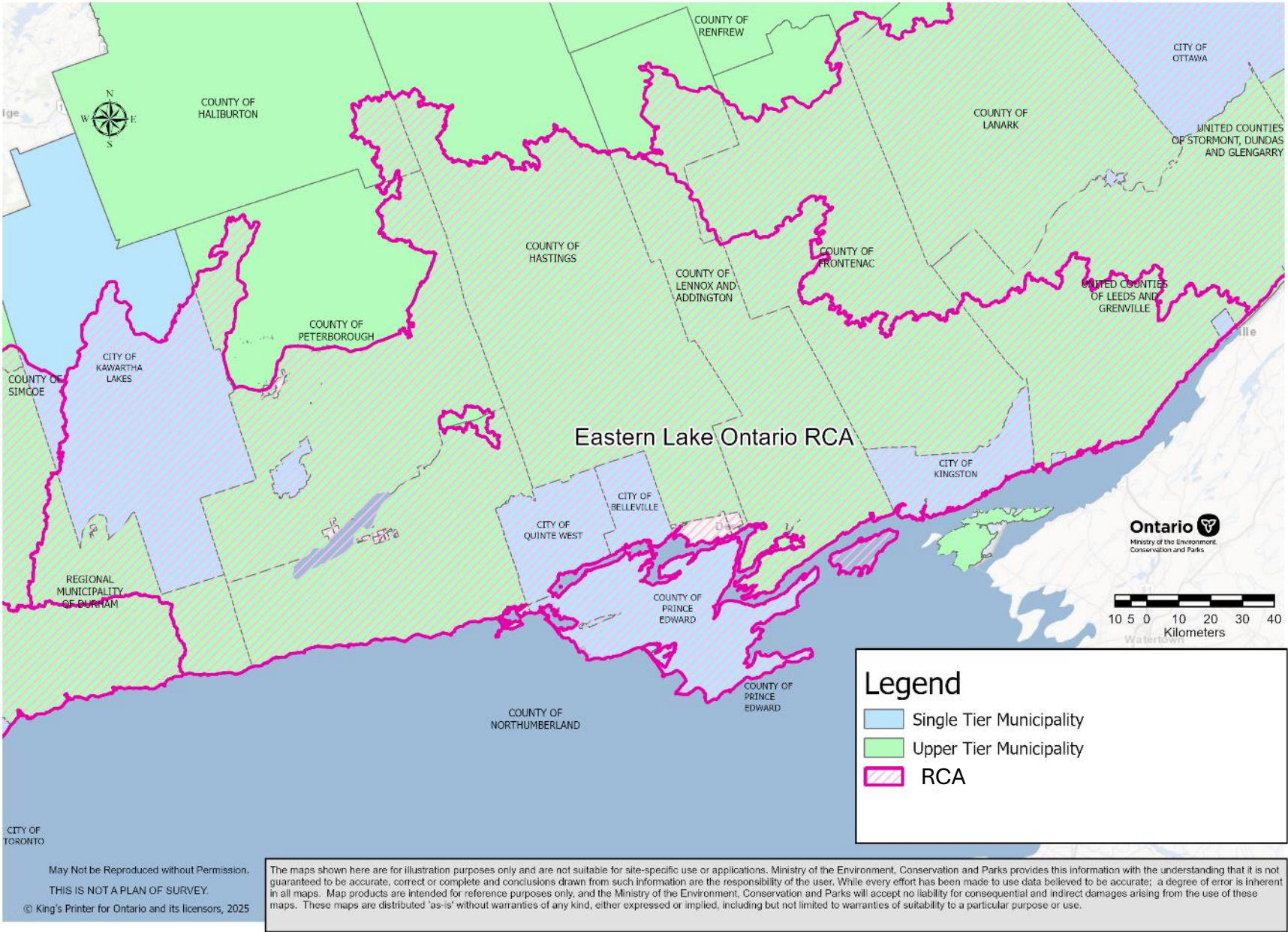
7 – Central Lake Ontario Regional CA | Total Population within RCA : 4,346,371

Number of members allocated under proposed Tiered Allocation Formula

Municipality	Total Population	% of Municipality within RCA	Population within RCA (% of total RCA population)	Number of Members:
Toronto	2,794,356	100%	2,794,356 (64.3%)	4
Peel Region	1,451,022	50.48%	732,476 (16.9%)	3
York Region	1,173,103	46.91%	550,411 (12.7%)	2
Durham Region	696,942	38.30%	266,929 (6.1%)	2
Simcoe County	350,222	0.43%	1,506 (0.03%)	1
Dufferin County	66,257	1.21%	802 (0.02%)	1
Total Number of Members Appointed				13

--- The dashed lines denote the differentiation per the proposed Tiered Allocation Formula (see [slide 3](#))

8 – Eastern Lake Ontario Regional CA – Participating Municipalities



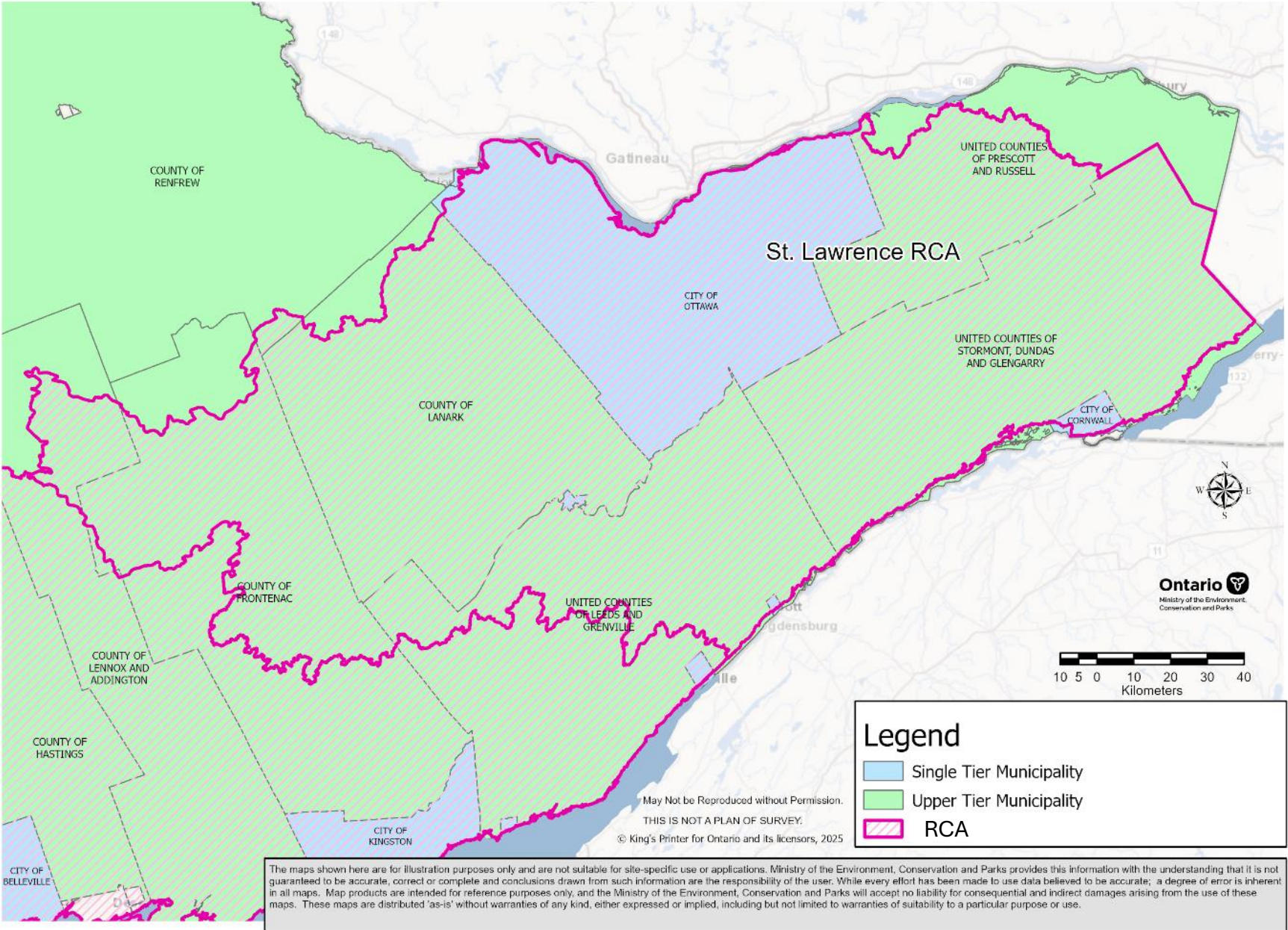
8 – Eastern Lake Ontario Regional CA | Total Population within RCA : 859,063

Number of members allocated under proposed Tiered Allocation Formula

Municipality	Total Population	% of Municipality within RCA	Population within RCA (% of total RCA population)	Number of Members:
Durham Region	696,942	30.57%	213, 055 (24.8%)	3
Kingston	132,485	100%	132,485 (15.4%)	3
Northumberland County	88,823	98.66%	87,633 (10.2%)	2
Peterborough	83,651	100%	83,651 (9.7%)	2
Belleville	55,071	100%	55,071 (6.4%)	2
Quinte West	46,560	100%	46,560 (5.2%)	2
Kawartha Lakes	79,247	56.82%	45,028 (5.2%)	2
Peterborough County	62,445	62.48%	39,016 (4.5%)	1
Lennox & Addington County	45,182	71.4%	32,260 (3.8%)	1
United Counties of Leeds & Grenville	72,493	43.09%	31,237 (3.6%)	1
Hastings County	41,580	65.05%	27,048 (3.1%)	1
Prince Edward County	25,704	100%	25,704 (3%)	1
Brockville	22,116	100%	22,116 (2.6%)	1
Frontenac County	29,295	41.2%	12,070 (1.4%)	1
Gananoque	5,383	100%	5,383 (0.6%)	1
Haliburton County	20,571	3.63%	747 (0.01%)	1
Total Number of Members Appointed				25

The dashed line denotes the differentiation between the proposed Allocation Formula (see [slide 33](#))

9 – St. Lawrence River Regional CA – Participating Municipalities



9 – St. Lawrence River Regional CA | Total Population within RCA : 1,321,968

Number of members allocated under proposed Tiered Allocation Formula

Municipality	Total Population	% of Municipality within RCA	Population within RCA (% of total RCA population)	Number of Members:
Ottawa	1,017,449	100%	1,017,449 (76.9%)	4
United Counties of Stormont, Dundas & Glengarry	66,792	99.79%	66,652 (5.1%)	2
Lanark County	66,506	94.36%	62,755 (4.8%)	1
Prescott and Russell County	95,639	61.53%	58,847 (4.5%)	1
Cornwall	47,845	100%	47,845 (3.6%)	1
United Counties of Leeds & Grenville	72,493	56.35%	40,850 (3.1%)	1
Frontenac County	29,295	44.29%	12,975 (1%)	1
Smiths Falls	9,254	100%	9,254 (0.7 %)	1
Lennox & Addington County	45,182	10.85%	4,902 (0.4%)	1
Renfrew County	91,511	0.48%	439 (0.03%)	1
Total Number of Members Appointed				14

--- The dashed lines denote differentiation between the proposed Tiered Allocation Formula (see [slide 33](#))

Summary Number of Participating Municipalities and members under proposed Tiered Allocation for each Regional CA

Regional Conservation Authority	Number of Participating Municipalities	Number of Members:
1. Northwestern Ontario	8	11
2. Northeastern Ontario	15	22
3. Western Lake Erie	13	22
4. Eastern Lake Erie	17	23
5. Lake Huron	13	21
6. Western Lake Ontario	7	16
7. Central Lake Ontario	6	13
8. Eastern Lake Ontario	16	25
9. St. Lawrence River	10	14

- The proposed governance regulations for regional conservation authorities and the Ontario Provincial Conservation Agency is open for comment on the Environmental Registry of Ontario (ERO #0266-0740).
 - This posting will be open for 45 days from July 29 to September 12, 2026.
- If you have any questions about the proposed regulations, please reach out to MECP staff at ca.office@ontario.ca.
- If you have questions related to the transition of consolidated regional CAs, please email the Ontario Provincial Conservation Agency at CCEO@ontario.ca.

REPORT FA 42/2026: To The Full Authority

FROM: Gerrit Kremers, Resource Planning Coordinator

SUBJECT: Approved Section 28 Regulation Applications

DATE: September 2, 2026

PURPOSE:

To outline the 'Ontario Regulation 41/24: Prohibited Activities, Exemptions, Permits' applications approved by staff from May, June, July and August 2026.

DISCUSSION:

PERMIT NO.	LOCATION	PROPOSAL	DATE ISSUED
FR-6-26 (Site 1)	47719 Conservation Line Township of Malahide	* This proposal involves the construction of two bunkie structures; *Construction works to maintain a minimum top of bank setback;	May 5 th , 2026
FR-7-26 (Site 2)	46284 Sparta Line Municipality of Central Elgin	* This proposal involves the replacement of a septic tank and field bed; * Construction works to maintain a minimum top of bank setback;	May 5 th , 2026
FR-8-26 (Site 3)	8122 Rogers Road Township of Malahide	* This proposal involves the dredging of accumulated sediment from an on-line pond; * Dredged material to be placed above high water mark;	May 7 th , 2026

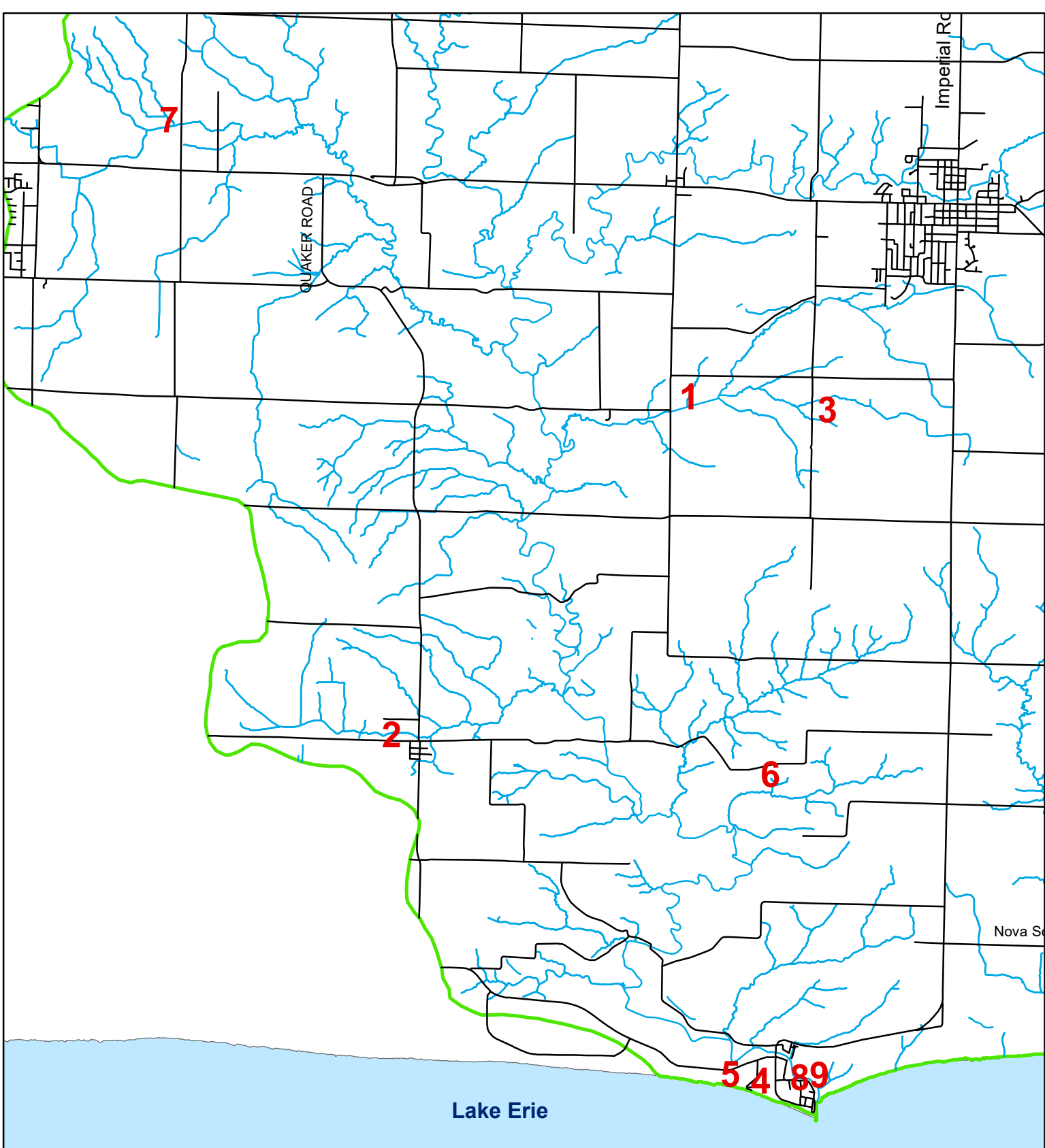
FR-9-26 (Site 4)	49276 Shalom Drive; Township of Malahide	* This proposal involves the placement of a storage structure; * Foundation to be constructed to engineered drawings;	May 20 th , 2026
FR-10-26 (Site 5)	49075 Dexter Line; Township of Malahide	* This proposal involves the installation of a septic holding for a existing dwelling; * Septic tank to be located on landward side of cottage;	June 5 th , 2026
FR-11-26 (Site 6)	48585 Sparta Line; Township of Malahide	* This proposal involves the replacement of bridge abutments for snowmobile trail; * Work to be completed outside the fish timing window and have sediment control in place;	June 26 th , 2026
FR-12-26 (Site 7)	9733 Yarmouth Centre Road; City of St. Thomas	* This proposal involves the construction of a drainage outlet; * Work to be completed outside the fish timing window and have sediment control in place;	June 21 st , 2026
FR-13-26 (Site 8)	49450 Dexter Line; Township of Malahide	* This proposal involves the construction of an addition to an existing dwelling; *Top of foundation elevations to meet minimum flood proofing elevations;	August 18 th , 2026
FR-14-26 (Site 9)	49450 Dexter Line; Township of Malahide	* This proposal involves the installation of a septic tank and field bed; *Final grading to match existing predevelopment grading;	August 18 th , 2026

RECOMMENDATION:

THAT, the Full Authority receive the staff approved Section 28 Regulation Applications Report FA 42/2026, as information.

Submitted by:

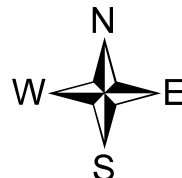
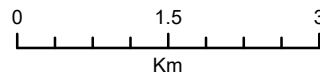
**Gerrit Kremers
Resource Planning Coordinator**



REGULATIONS REPORT MAP

December 2021

1 Work Permit Location



REPORT FA 43/2026: To Full Authority

FROM: Brittany Bell, Corporate Services Coordinator and Al Bradford,
Conservation Areas Supervisor

SUBJECT: 2026 Maple Syrup Program Summary

DATE: August 28, 2026

PURPOSE:

To summarize the 2026 Springwater Conservation Area Maple Syrup Program.

DISCUSSION:

The Springwater Maple Syrup Program consists of the following components:
Environmental Education, Maple Syrup Festival, and Maple Syrup Retail Sales.

Environmental Education:

The Maple Syrup Education Program was jointly delivered by staff of the Jaffa Environmental Education Centre (JEEC) who covered the sugar bush and maple tree tapping component. The CCCA covered the history of syrup production at the Sugar Shanty location.

Education Programs were provided during the months of February to April and were attended by students from the Thames Valley District School Board (TVDSB), and 3 separate elementary school programs.

Festival:

The Festival ran for three (3) weekends and throughout the week of March Break for a 9 Day Festival, with the assistance of many community volunteers.

The Pancake House was in operation all weekends, and during the March Break. The Pancake House Operators for 2026 were Davenport Public School, CMHA, and the Port Burwell Home and School Association for two weekends. The Operators were required to apply for a Special Events Food Permit from the Elgin-St. Thomas Health Unit.

Special Attractions for 2026 included Natural Resources Day and Emergency Services Day, Colouring Contest, pony rides from Behind the Bit Equestrian, free popcorn and the Aylmer Public Library.

Sponsorships totaled \$10,050.00 for the Festival in 2026. A copy of the Sponsor Recognition Poster is attached.

The following documents are attached for your reference.

- Festival Poster
- Sponsor Recognition Poster
- Final attendance and revenue figures
- Total sales of maple syrup products

RECOMMENDATION:

THAT, the 2026 Maple Syrup Financial and Statistical Summaries be received as information at this time; and further,

THAT, staff be directed to undertake a detailed operational and financial review of the program in consultation with the Jaffa Environmental Education Centre to determine any efficiencies and improvements for 2027.

Submitted by:

Brittany Bell
Corporate Services Coordinator

&

Al Bradford
Conservation Areas Supervisor

CATFISH CREEK CONSERVATION AUTHORITY
SPRINGWATER CONSERVATION AREA
MAPLE SYRUP PROGRAM
FINANCIAL ANALYSIS

	2019	2020	2023	2024	2025	2026
REVENUE						
School Groups	\$ 12,276.00	\$ -	\$ 9,810.00	\$ 5,931.00	\$ 4,469.00	\$ 2,755.00
Tours	\$ 1,997.00	\$ -	\$ 1,503.00	\$ 1,458.00	\$ 3,104.64	\$ 2,901.36
Admissions	\$ 15,518.58	\$ 6,901.47	\$ 21,465.48	\$ 14,606.19	\$ 23,337.35	\$ 25,727.91
Facility Rental	\$ 1,415.93	\$ 707.96	\$ -	\$ 1,902.65	\$ 967.20	\$ 2,212.40
Maple Syrup Products	\$ 25,147.39	\$ 11,578.90	\$ 28,858.93	\$ 22,008.67	\$ 36,082.08	\$ 24,974.20
SubTotal (Revenue Generated)	\$ 56,354.90	\$ 19,188.33	\$ 61,637.41	\$ 45,906.51	\$ 67,960.27	\$ 58,570.87
Grants	N/A	N/A	\$ 41,828.00	\$ 5,062.00	\$ -	\$ -
Sponsorships	\$ 10,700.00	\$ 11,650.00	\$ 6,100.00	\$ 7,650.00	\$ 7,100.00	\$ 10,050.00
TOTAL REVENUE	\$ 67,054.90	\$ 30,838.33	\$ 109,565.41	\$ 58,618.51	\$ 75,060.27	\$ 68,620.87
EXPENSES						
Advertising	\$ 738.02	\$ 462.02	\$ 3,556.75	\$ 1,060.24	\$ 2,446.58	\$ 2,438.42
Building & Equipment Maintenance	\$ 196.00	\$ 198.00	\$ 119.18	\$ -	\$ 2,625.69	\$ 361.82
Operating Expenses	\$ 1,428.77	\$ 2,692.77	\$ 17,914.99	\$ 2,310.57	\$ 1,109.45	\$ 1,212.59
Resaleable Supplies	\$ 16,622.36	\$ 10,846.67	\$ 21,028.73	\$ 10,046.34	\$ 20,091.28	\$ 15,874.88
Special Attractions	\$ 1,784.96	\$ 1,242.48	\$ 3,900.00	\$ -	\$ 1,750.00	\$ 3,005.99
Vehicle/Equipment Rentals	\$ 3,914.75	\$ 1,913.09	\$ 782.02	\$ 2,235.16	\$ 2,014.02	\$ 2,171.81
Wages & Benefits	\$ 23,409.22	\$ 19,478.78	\$ 32,556.86	\$ 16,200.58	\$ 15,221.09	\$ 15,863.46
TOTAL EXPENSES	\$ 48,094.08	\$ 36,833.81	\$ 79,858.53	\$ 31,852.89	\$ 45,258.11	\$ 40,928.97
NET INCOME	\$ 18,960.82	\$ (5,995.48)	\$ 29,706.88	\$ 26,765.62	\$ 29,802.16	\$ 27,691.90

5 Year Avg.
\$253,263.39 \$50,652.68



SPRINGWATER MAPLE SYRUP FESTIVAL

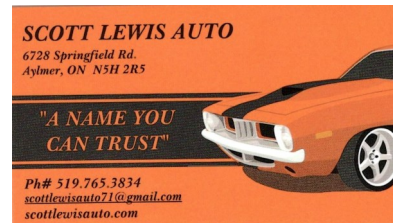
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SPRINGWATER MAPLE SYRUP FESTIVAL

**TASTE THE
SWEETNESS OF
SPRING**

ADULTS \$10.00 | CHILDREN \$5.00



MARCH 14-17, 19-22 & 28

10:00 AM - 03:00 PM

Event Highlights

▶ PANCAKE HOUSE

The Pancake House runs from 10 AM to 2 PM, hosted by local community groups—cash only!

▶ NATURAL RESOURCES DAY

Vendors and more!

WAGON RIDES ◀

Experience tractor-drawn wagon rides through the scenic Springwater Forest

MAPLE SYRUP PRODUCTION DEMOS ◀

Watch live demonstrations of maple syrup production, maple syrup products for purchase!

EMERGENCY SERVICES DAY ◀

Meet emergency responders from the OPP and Malahide Fire Department!

BIRDS OF PREY SHOW ◀ AND MUCH MORE

FOR A FULL LIST AND CALENDAR OF
ACTIVITIES, VISIT OUR WEBSITE



8059 Springwater Road
Aylmer ON



519-773-9037
catfishcreek.ca

REPORT FA 44/2026:To The Full Authority

FROM: Brittany Bell, Corporate Services Coordinator and Al Bradford,
Conservation Areas Supervisor

SUBJECT: Transient and Group Camping Revenue Analysis

DATE: September 2, 2026

PURPOSE:

To inform the Board of Directors of the revenue analysis conducted on transient and group camping.

DISCUSSION:

An analysis of transient and group camping revenue was completed using CAMIS to compare 2025 camping revenues with the 2026 season to date. In 2025, transient camping generated \$124,526.71 in revenue, while group camping generated \$24,767.76, for a combined revenue of \$149,294.47. For 2026, an analysis was conducted for the period of January 1 to September 1, 2026. During this period, transient camping revenue reached \$143,955.65, while group camping generated \$26,299.57, resulting in combined revenue of \$170,255.22.

The 2026 results demonstrate positive growth in both transient and group camping revenue compared to the full-year 2025 results, despite the 2026 analysis only including activity through September 1. Transient camping revenue has increased by \$19,428.94 (15.6%), while group camping revenue has increased by \$1,531.81 (6.2%). Combined camping revenue has increased by \$20,960.75 (14.0%) compared to 2025. These results indicate continued strong demand for camping and demonstrate that the campground is generating increased revenue through both individual transient bookings and group camping opportunities.

A further review of the 2026 transient camping reservations was completed to identify how reservations were being processed and the associated revenue generated through each booking method. Of the \$143,955.65 in transient camping revenue recorded from January 1 to September 1, \$22,449.81 in reservations were processed through the CCCA Administrative Office via phone or in person, \$84,460.82 were completed through the online booking portal, and \$37,045.02 were completed by phone or in person through the Visitor Centre. The online booking portal accounted for approximately 58.7% of transient camping revenue, demonstrating that the majority of customers are utilizing the online reservation system. This analysis provides useful information regarding customer booking preferences and can assist with future planning, staffing, and evaluation of the campground's reservation processes.

RECOMMENDATION:

THAT, the Board of Directors receives Report FA 44/2026 as information.

Submitted by:

Brittany Bell
Corporate Services Coordinator

&

Al Bradford
Conservation Areas Supervisor

REPORT FA 45/2026:To The Full Authority

FROM: Brittany Bell, Corporate Services Coordinator & Al Bradford, Conservation Areas Supervisor

SUBJECT: Pay Station Revenue Analysis

DATE: August 28, 2026

PURPOSE:

To inform the Board of Directors on the Revenue Analysis conducted on the two pay stations located at Springwater Conservation Area.

DISCUSSION:

A revenue analysis was conducted on day-use pass transactions processed through the pay stations at Springwater Conservation Area. The analysis reviewed revenue generated from January through August and compared the current year's results to the corresponding period from the previous year of \$11,050. This review provides an indication of day-use activity and revenue trends at the pay stations and will assist staff in monitoring the effectiveness of the pay station system.

From January through August, the pay stations generated approximately **\$11,715 in day-use pass revenue** at the pay terminals. A second pay station was installed in the Maple Syrup Festival parking lot on June 20, 2026, providing an additional location for visitors to purchase day-use passes and improving accessibility for visitors using that parking area.

Staff will continue to monitor revenue generated through both pay stations for the remainder of the season. A further report will be brought forward to the Board of Directors at the end of the year, providing the total revenue generated by each pay station and allowing for a full-year comparison of day-use pass revenue and the performance of each location.

RECOMMENDATION:

THAT, the Board of Directors receives Report FA 45/2026 as information.

Submitted by:

Brittany Bell
Corporate Services Coordinator

&

Al Bradford, Conservation Areas Supervisor

REPORT FA 46/2026: To The Full Authority

FROM: Dusty Underhill, General Manager / Secretary-Treasurer

SUBJECT: **Conservation Areas Workshop Conference**

DATE: September 2, 2026

PURPOSE:

To approve (4) staff to attend the annual Conservation Areas Workshop.

DISCUSSION:

The Conservation Areas Workshop (CAW) is a well-established annual training and development conference supported by Conservation Ontario. The event brings together over 100 leaders and practitioners in Conservation Land Management and Park Operations to share best practices, engage in peer networking, and participate in capacity-building sessions centered around three foundational pillars: People, Planning, and Places.

This year's workshop will be held at the Fern Resort in Orillia, under the theme "Conservation and Community in the Here and Now."

Our Conservation Areas Supervisor, Al Bradford, continues his active involvement on the CAW Organizing Committee, securing direct organizational representation and qualifying for a discounted committee registration rate.

Attending the full workshop program—including the two scheduled field site visits—provides valuable operational knowledge, exposes staff to modern park management strategies, and strengthens inter-agency collaboration.

With expanded donor support secured for 2026, the General Manager proposes sending four (4) staff members to the conference:

1. Al Bradford
2. Gerrit Kremers
3. Brittany Bell
4. Thom Polland

Sending a team of four ensures strong leadership representation while broadening professional development opportunities for key operational staff.

RECOMMENDATION:

THAT, the Board of Directors approve the attendance of up to four (4) staff members at the 2026 Conservation Areas Workshop (CAW);

AND THAT, staff be authorized to proceed with registration, utilizing committed donor funding and applying for available conference bursaries/grants to fully offset registration, site visit, and accommodation costs.

Submitted by:

Dusty Underhill

General Manager / Secretary – Treasurer

Following the completion of the mandatory 30-day municipal notice period for the draft budget and apportionment, the board must now formally vote on the final adoption in accordance with the rules under Ontario Regulation 402/22. The vote to approve Category 1 mandatory programs and baseline operating expenses requires a weighted majority calculation based on the modified current value assessment of participating member municipalities. Once the resolution passes, formal Notices to Pay detailing the final levy allocations and payment schedules must be promptly issued to the clerk of each member municipality. Finally, within 30 days of adoption, the finalized budget must be transmitted directly to participating municipalities, submitted to the Ministry of the Environment, Conservation and Parks, and posted publicly on the Conservation Authority's website to fulfill all statutory reporting requirements.

Executing the 2026–2027 Transfer Payment Agreement with the Ministry locks in Provincial funding for key conservation authority programs and local infrastructure. To stay compliant and keep payments on track, the authority must isolate these funds into specific accounts for easy tracking and auditing.

Wrapping up end-of-year grant obligations by completing final progress reports, reconciling all project expenses and organizing receipts and proof-of-performance files for audit readiness. Unused funds should be reviewed immediately to handle any carryover or return requirements before submitting final accounting and sign-off documentation to the funder/s.

Completing the CIBC commercial line account setup for new users strengthens internal financial controls while providing necessary operational access for daily administration. Ensuring individual user profiles, transaction thresholds, and dual-authorization settings match approved banking resolutions safeguards organizational assets and maintains compliance with board policy.

The appointment of the Project Executives by the Ontario Provincial Conservation Agency (OPCA) marks a decisive operational milestone in the provincial consolidation of Ontario's 36 conservation authorities into nine Regional Conservation Authorities (RCAs). As designated change leaders, these Project Executives will immediately step in to chair the regional Transition Committees, working directly alongside current General Managers/CAOs and municipal board appointees to oversee the development and execution of the regional transition plans. Beyond facilitating the immediate convergence of organizational structures, operational budgets, asset inventories, and staffing transitions under the Public Sector Labour Relations Transition Act, these Project Executives are slated to serve as the inaugural CAOs of the newly formed Regional CAs upon formal amalgamation. Their leadership will ensure day-to-day

business continuity, oversee compliance with the Minister's interim restrictions, and establish the governance framework for the new regional bodies.

The first Transition Committee meeting is scheduled to take place in September at GRCA. This meeting will provide an opportunity for committee members to come together, discuss the transition process, review key priorities and timelines, and establish a shared approach for moving forward. It will also be an opportunity to clarify roles and responsibilities, identify immediate next steps, and ensure that everyone is aligned on the committee's objectives.

We successfully negotiated the benefits renewal with Dorbar, carefully reviewing the proposed terms, coverage, and associated costs to ensure the renewed benefits package continues to meet the needs of employees and the organization. The process involved assessing the current benefits, identifying areas for improvement, and working collaboratively with Dorbar to reach a renewal agreement that provides appropriate coverage while maintaining financial sustainability. This renewal will help ensure continuity of benefits and provide employees with ongoing access to important health and wellness supports.

We planned for the September watershed tour, coordinating the key logistics, schedule, participants, and activities to ensure the tour runs smoothly. The planning focused on developing an informative and engaging experience that will provide participants with an opportunity to learn more about the watershed, current initiatives, local environmental priorities, and the work being carried out to protect and improve watershed health. We also identified key sites and discussion topics to help connect the tour activities with the organization's broader goals and priorities.

The Transition Committee members were formally announced, marking an important step in establishing the committee and moving the transition process forward. The announcement provides clarity on committee membership and ensures that members, staff, and stakeholders are aware of who will be participating in the process. With the committee now established, members can begin working together to review key priorities, discuss the transition process, and identify next steps. The first committee meeting is planned for September at GRCA, providing an opportunity for members to come together, establish roles and expectations, and begin their work.

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We received notice of consultation on two proposed regulations under the Conservation Authorities Act. The consultation provides an opportunity to review the proposed

regulatory changes, assess their potential implications for conservation authorities and watershed management, and provide feedback as part of the provincial consultation process. Staff will review the proposed regulations and identify key areas of interest or concern to ensure that the organization is well positioned to provide informed input before the consultation period closes.

Staff continued to work on RCA updates and preparations for the first Transition Committee meeting, scheduled to take place in September at GRCA. Preparatory work has focused on compiling relevant information, reviewing key transition-related items, and identifying the priorities and discussion topics that will need to be addressed at the initial meeting. The first meeting will provide an opportunity to establish a common understanding of the transition process, confirm committee roles and responsibilities, review key timelines, and identify immediate next steps. Staff are also ensuring that members have the necessary background information and materials to support productive discussions and informed decision-making as the transition process moves forward.

August 14, 2026

Dear Committee Members:

I am pleased to introduce myself as the Project Executive for **Eastern Lake Erie Regional Conservation Authority (ELERCA)** and the incoming Chief Administrative Officer (CAO) of the regional authority. In this role, I will lead transition planning activities for our region, chair the Transition Committee, and, upon consolidation in February 2027, serve as the first CAO of the regional authority. My focus will be on ensuring a smooth and successful transition by fostering collaboration, supporting informed decision-making, and helping establish the foundation for a strong and effective regional authority.

I have been with the Grand River Conservation Authority for over 20 years and have served as Chief Administrative Officer for the past seven years. During my time with the GRCA, I have held a number of leadership roles and gained broad experience across the organization and the conservation authority sector. My background spans organizational leadership, governance, municipal relations, and watershed management and planning. Throughout my career, I have placed a strong emphasis on collaboration and on building and maintaining strong relationships with our municipal partners and watershed communities.

Our committee brings together CAOs/General Managers and Board members from the originating conservation authorities that will form ELERCA. Over the coming months, we will work collaboratively to guide the transition process and support the establishment of our new regional authority.

Beginning in September, the Transition Committee will meet regularly to develop and oversee a comprehensive transition plan that will position us for operational readiness ahead of consolidation in 2027. Together, we will address key governance, operational, financial, and organizational matters to ensure a smooth transition.

You can expect to receive additional information in the coming weeks, including meeting schedules, materials, and details regarding committee activities.

Thank you in advance for your commitment, collaboration, and leadership throughout this important process. I look forward to working with all of you as we build the foundation for the future success of ELERCA.

Sincerely,



Samantha Lawson
Project Executive, ELERCA
Incoming Chief Administrative Officer

**Catfish Creek Conservation Authority
Correspondence Register – June 1 – August 31, 2026**

Date	Type	Agency	Topic
June 5, 2026	Email/ Response	CO	FINAL CO ERO Submission: Planning Approval for K-12 Public Schools under the Planning Act
June 8, 2026	Email/ Response	MNR	2027 CLTIP Application
June 8, 2026	Email/ Response	MECP	CA Update Session presentation
June 8, 2026	Email/ Response	MNR	Notice of Change to the Eligible Land Criteria under the Community Conservation Lands (CCL) Program
June 9, 2026	Email/ Response	CO	Conservation Ontario Submission: Federal Major Projects Discussion Paper
June 9, 2026	Email	MNR	Stewardship Portal down
June 10, 2026	Email/ Response	Malahide Township	Re: Port Bruce Dredging Permit
June 10, 2026	Email	CO	Peer Feedback Request: Non-Compliance Identified in MLS Listing
June 11, 2026	Email	CO	New DFO approach for Drain Maintenance Projects + Notification Form Update
June 11, 2026	Email	OPCA	Reminder: Submission of Data Collection Template and Supplementary Materials by Friday June 10
June 12, 2026	Email	CO	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	CO	RESPONSE REQUESTED: Consultation on Updates to Provincial Technical Guidance (Riverine Flooding Hazard) + Meeting Scheduling Request
June 17, 2026	Email	CO	Conservation Ontario Council Meeting Agenda - June 22, 2026
June 18, 2026	Email/ Response	LERMC	For information: LERSPC Agenda Package - June 25 (CCCA is SPA Liaison)
June 18, 2026	Email	CWA	Webinar Invitation to a Listening Session – Towards a New Canada–Ontario Agreement on Great Lakes Water Quality and Ecosystem Health
June 25, 2026	Email	CO	MECP Reorganization
June 26, 2026	Email		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 30, 2026	Email	MECP	Regulatory changes to the Clean Water Act to accelerate and improve protection for Ontario's drinking water sources
July3, 2026	Email	CO	FW: Regulatory changes to the Clean Water Act to accelerate and improve protection for Ontario's drinking water sources
July7, 2026	Email/ Response	CO	Technical Guide Engagement / Working Sessions (REGISTRATION REQUIRED)
July13, 2026	Email	Great Lakes Coastal Assembly	Great Lakes Coastal Wetlands Framework August Workshops
July15, 2026	Email/ Response	CO	Announcement of Project Executives
July15, 2026	Email/ Response	MECP	Project Executive Appointment Updates
July16, 2026	Email	CO	FW: Ministers of Environment Meeting
July17, 2026	Email	MNR	RE: CCCA Year Start Budget Summary
July 20, 2026	Email/ Response	KCCA	Municipal Representation During Transition
July 22, 2026	Email/ Response	Dorbar Employee Benefit	Renewal Meeting
July 22, 2026	Email/ Response	CO	FW: Source Protection Regional Response and ongoing commitment to shared Programs and Services
July 22, 2026	Email	MNR	2026-27 Section 39 Provincial Grant

			Transfer Payment Agreement - CCCA - Due July 31
July 27, 2026	Email	CWA	Written Submissions on early thoughts "Towards a New Canada–Ontario Agreement on Great Lakes Water Quality and Ecosystem Health" due July 30
July 28, 2026	Email/ Response	Dorbar	Renewal Report
July 29, 2026	Email	MECP	Consultation on Two Proposed Regulations Under the Conservation Authorities Act
July 30, 2026	Email	CO	Proposed regulations: RCA Members and OPCA Board of Directors
Aug1, 2026	Email	OPCA	regional CA consolidation
Aug 4, 2026	Email	UTRCA	Thames River Regulated Area Map Update
Aug 6, 2026	Email	CWA	Great Lakes, Greater Insights Webinar: Data & Modelling in Action – September 15, 1-4pm (Eastern time)
Aug 6, 2026	Email/ Reply	CO	Protect Ontario: Changes to Streamline Natural Resource Permits
Aug 6, 2026	Email/ Reply	CO	Potential Changes to Ontario's Building Code
Aug 6, 2026	Email/ Reply	CO	Consultation on Two Proposed Regulations Under the Conservation Authorities Act

Aug 7, 2026	Email	CO	Conservation Ontario Submission: Technical Guide (River and Stream Systems - Flooding Hazard) ERO 026-0329
Aug 12, 2026	Email/ Reply	CSJ	Clarification required: Canada Summer Jobs 2026 Project #:020981437- advance payment notification Direct Deposit:
Aug19, 2026	Email	SWOX	Permit for New chicken barn
Aug 24, 2026	Email/ Reply	CO	In the spirit of tradition, this year's Latornell Conference Returns to Nottawasaga Resort & Conference Centre on November 3-4th, 2026!
Aug 25, 2026	Email/ Reply	GRCA	ELERCA Transition Committee Inaugural Meeting
Aug 26, 2026	Email	CABAL	2026 CABAL Reunion - SAVE the DATE