



Full Authority Minutes

February 6, 2019

A meeting of the Full Authority of the Kettle Creek Conservation Authority was held on Wednesday, February 6, 2019 at 10:08 a.m. at the Administration Centre.

Members Present:

Dennis Crevits	Central Elgin
Dominique Giguère	Township of Malahide
Stephen Harvey	Middlesex Centre
Grant Jones	Southwold Township
Bill Mackie	City of London
Joe Preston	City of St. Thomas
Alison Warwick	Thames Centre
Ralph Winfield	City of London

Members Absent:

Elizabeth Pelosa	City of London
Linda Stevenson	City of St. Thomas

Staff Present:

Michael Buis	LWCA Coordinator
Tim Chapman	Lead Hand
Joe Gordon	Assistant Manager/Supervisor of Planning and CAs
Marianne Levogiannis	Public Relations Supervisor
Betsy McClure	Stewardship Program Supervisor
Scott Pinnell	Maintenance Coordinator
Jeff Lawrence	Forestry and Soils Supervisor
Rob Lindsay	DWCA Coordinator
Elizabeth VanHooren	General Manager/Secretary Treasurer

Guests:

Jim Frederick	Graham Scott Enns
Scott Trevors	Graham Scott Enns

Audio/Video Recording Notice

The Chair called the meeting to order at 10:08 a.m. and read the following statement:

Board members, staff, guests and members of the public are advised that the Full Authority Board/Committee meeting is being video/audio recorded, and will be posted to the Authority's web site along with the official written minutes. As such, comments and opinions expressed may be published and any comments expressed by individual Board members, guests and the general public are their own, and do not represent the opinions or comments of the Full Authority and/or the KCCA Board of Directors.

The recorded video of the Full Authority meeting is not considered the official record of that meeting. The official record of the Full Authority meeting shall consist solely of the Minutes approved by the Full Authority.

Introductions & Declarations of Pecuniary Interest

There were no declarations of pecuniary interest.

Minutes of Meeting

FA35/2019

Moved by: Ralph Winfield

Seconded: Grant Jones

That the minutes of the January 16, 2019 Full Authority meeting be approved.

Carried

Matters Arising

a) February Media Report

FA36/2019

Moved by: Bill Mackie

Seconded: Alison Warwick

That the February Media Report be received as information.

Carried

b) SpellBound 2019 Registration

FA37/2019

Moved by: Bill Mackie

Seconded: Grant Jones

That KCCA sponsor two teams for SpellBound 2019 in the amount of \$600.

Carried

Correspondence

In addition to the circulated correspondence, Ms. VanHooren advised members of the dates and times of neighbouring conservation authorities' annual general meetings.

FA38/2019

Moved by: Dennis Crevitz

Seconded: Ralph Winfield

That the correspondence be received as presented.

Carried

2018 Audited Draft Financial Statements

- a) 2018 Draft Audited Financial Statements (staff report)
- b) Audit Finding Letter
- c) Draft 2018 Financial Statements

Ms. VanHooren gave an overview as to year-end transfers and statement of operations. Scott Trevors and Jim Frederick provided an overview of the independent auditor's report, finding letter and draft financial statements. The statements will be presented at the Annual General Meeting for final consideration.

FA39/2019

Moved by: Alison Warwick

Seconded: Dominique Giguère

That the Audit Finding letter be received and acknowledged.

Carried

FA40/2019

Moved by: Joe Preston

Seconded: Dennis Crevits

That the staff and auditor report on the 2018 Draft Audited Financial Statements be received.

Carried

New Business

- a) Draft 2019 Budget - Updated

Ms. VanHooren provided an updated report on the 2019 Draft Budget including a presentation on the benefits of the GIS/IT Supervisor position to the Authority. The 2019 Budget will be presented for final consideration of the Board at the Annual General Meeting on February 20, 2019.

FA41/2019

Moved by: Alison Warwick

Seconded: Ralph Winfield

That the report on the Draft 2019 Budget be received.

Carried

- b) KCCA Section 28 Hearing Procedures Guidelines

FA42/2019

Moved by: Alison Warwick

Seconded: Grant Jones

That the Section 28 Hearing Procedures Guideline be approved as presented.

Carried

- c) Planning and Regulations Activity Report

FA43/2019

Moved by: Dennis Crevits

Seconded: Bill Mackie

That the January 2019 Planning and Regulations Activity Report be received.

Carried

Closed Session

The Closed Session meeting began at 11:18 a.m.

FA44/2019

Moved by: Joe Preston

Seconded: Dominique Giguère

That the Full Authority move to Closed Session to discuss Legal, Personnel or Property matters.

Carried

FA45/2019

Moved by: Joe Preston

Seconded: Dennis Crevits

That the Full Authority revert to Open Session and Report.

Carried

The Open Session resumed at 11:43 a.m.

- a) Closed Session Minutes January 16, 2019

FA46/2018

Moved by: Joe Preston

Seconded: Dennis Crevits

That the minutes of the January 16, 2019 Closed Session be approved.

Carried

- b) Legal Matter - Litigation

FA47/2019

Moved by: Grant Jones

Seconded: Bill Mackie

That staff proceed as directed on a legal matter.

Carried

The next meeting of the Authority will be the Annual General Meeting on February 20, 2019 starting at 9:30 a.m. at the St. Thomas Public Library.

FA48/2019

Moved by: Joe Preston

Seconded: Denis Crevits

That the meeting adjourn at 11:45 a.m.

Carried



Elizabeth VanHooren
General Manager/Secretary Treasurer



Stephen Harvey
Chair