



Full Authority Minutes

January 20, 2021

A meeting of the Full Authority of the Kettle Creek Conservation Authority was held electronically on Wednesday, January 20, 2021 at 10:00 a.m. The meeting was streamed live to Facebook.

The meeting came to order at 10:03 a.m. Stephen Harvey read the following statement:

Audio/Video Record Notice

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.

Ms. VanHooren conducted a roll call with the following members identifying their presence:

Members Present:

Dennis Crevits	Central Elgin
Dominique Giguère	Township of Malahide
Stephen Harvey	Middlesex Centre
Jim Herbert	City of St. Thomas
Grant Jones	Southwold Township
Bill Mackie	City of London
Elizabeth Peloza	City of London
Steve Peters	City of St. Thomas
Alison Warwick	Thames Centre
Ralph Winfield	City of London

The following staff members were also present on the call electronically:

Staff Present For Elections of Officers:

Jessica Kirschner	Resource Assistant
Betsy McClure	Stewardship Program Supervisor
Elizabeth VanHooren	General Manager/Secretary Treasurer

Staff Present Following Elections of Officers:

Jennifer Dow	Water Conservation Supervisor
Joe Gordon	Assistant Manager/Supervisor of Planning and CAs
Jessica Kirschner	Resource Assistant
Jeff Lawrence	Forest and Soils Supervisor
Betsy McClure	Stewardship Program Supervisor
Kathleen Sebestyen-Scott	Financial Services Supervisor
Elizabeth VanHooren	General Manager/Secretary Treasurer
Mike Buis	Lake Whittaker Coordinator

Guests:

Dan Dale	Scrutineer
Kevin Jackson	Acting Chair (Election of Officers)
Pat Prodonovic	GHD
Hassan Gilani	GHD

As the meeting was conducted electronically all votes were recorded and are included in the Recorded Vote Registry.

2021 Elections

Ms. VanHooren declared the position of Chair and Vice Chair vacant.
Ms. VanHooren asked for a motion that Kevin Jackson conduct the election of officers for 2021.

FA1/2021

Moved by: Steve Peters
Seconded: Elizabeth Peloza

That Kevin Jackson be appointed as Acting Chair for the purposes of conducting the election for Chair and Vice Chair.

Carried

Mr. Jackson then assumed the Chair. He noted that the appointment of one or more scrutineers was required for the purpose of counting ballots should an election be required.

FA2/2021

Moved by: Ralph Winfield
Seconded: Stephen Harvey

That Dan Dale act as scrutineer and that the ballots be destroyed after the election.

Carried

a) Election of Chair

Mr. Jackson read the election procedures and proceeded to ask for nominations for the position of Chair.

FA3/2021

Moved by: Stephen Harvey

That Grant Jones be nominated for the position of Chair of Kettle Creek Conservation Authority for the Year 2021.

Mr. Jackson called for nominations for the position of Chair for a second time and a third and final time. There were no further nominations for Chair.

FA4/2021

Moved by: Stephen Harvey

Seconded: Ralph Winfield

That nominations for the position of Chair of Kettle Creek Conservation Authority for the Year 2021 be closed.

Carried

Grant Jones indicated his desire to let his name stand for the position of Chair.

Grant Jones was declared Chair of the Kettle Creek Conservation Authority for 2021 by acclamation.

b) Election of Vice Chair

Mr. Jackson called for nominations for the position of Vice Chair.

FA5/2021

Moved by: Stephen Harvey

That Alison Warwick be nominated for the position of Vice Chair of Kettle Creek Conservation Authority for the Year 2021.

Mr. Jackson called for nominations for the position of Vice Chair for a second time.

FA6/2021

Moved by: Grant Jones

That Dennis Crevits be nominated for the position of Vice Chair of Kettle Creek Conservation Authority for the Year 2021.

Mr. Jackson called for a third and final time for nomination for the position of Vice Chair. There were no further nominations for the position of Vice Chair.

FA7/2021

Moved by: Elizabeth Peloza

Seconded: Jim Herbert

That nominations for the position of Vice Chair of Kettle Creek Conservation Authority for the Year 2021 be closed.

Carried

Respectfully, Dennis Crevits indicated that due to time constraints he did not wish his name to stand for Vice Chair. Alison Warwick indicated her desire to let her name stand for the position of Vice Chair.

Alison Warwick was declared Vice Chair of the Kettle Creek Conservation Authority for 2021 by acclamation.

Mr. Jackson congratulated the newly elected Chair and Vice Chair. Mr. Jackson and Mr. Dale left the meeting.

Mr. Jones assumed the Chair.

Introductions & Declarations of Pecuniary Interest

There were no declarations of pecuniary interest.

Hearing Board

There was no Hearing required.

Year 2021 Administrative Approvals

- a) Committee Appointments
 - i.) Executive Committee

The Executive Committee is comprised of the Chair (Grant Jones), Vice Chair (Alison Warwick) and Past Chair (Stephen Harvey) with two to be elected.

The Chair called for nominations for the two open positions.

FA8/2021

Moved by: Stephen Harvey

That Elizabeth Pelosa be nominated to the Executive Committee for the Year 2021.

The Chair called for nominations for a second time.

FA9/2021

Moved by: Bill Mackie

That Dennis Crevits be nominated to the Executive Committee for the Year 2021.

The Chair called for a third and final time for nominations. There were no further nominations for the open positions on the Executive Committee.

FA10/2021

Moved by: Stephen Harvey

Seconded: Ralph Winfield

That nominations for the open positions on the Executive Committee for 2021 be closed.

Carried

Both Dennis Crevits and Elizabeth Pelozo indicated their desire to let their names stand for the Executive Committee.

Dennis Crevits and Elizabeth Pelozo were declared by acclamation as members of the Executive Committee for 2021.

- ii.) Conservation Ontario
- iii.) Lake Erie Source Protection Committee
- iv.) Western Fair Association

FA11/2021

Moved by: Steve Peters

Seconded: Ralph Winfield

That the Chair be appointed as the voting delegate to Conservation Ontario, the General Manager/Secretary Treasurer be appointed the alternate voting delegate and that Dennis Crevits be appointed as the second alternate for 2021; and further

That the Chair and General Manager be KCCA's representatives on the Lake Erie Region Source Protection Committee for 2021; and finally

That Alison Warwick be named as Kettle Creek Conservation Authority's representative on the Western Fair Association.

Carried

- b) 2021 Signing Officers

FA12/2021

Moved by: Dennis Crevits

Seconded: Jim Herbert

That the signing officers for the Kettle Creek Conservation Authority for 2021 be one of the Chair or Vice Chair and one of the General Manager/Secretary Treasurer or Assistant Manager/Supervisor of Planning and Conservation Areas.

Carried

- c) Borrowing Maximum

FA13/2021

Moved by: Ralph Winfield

Seconded: Alison Warwick

That the borrowing maximum for the Kettle Creek Conservation Authority for all expenditures in 2021 be \$200,000.00 and further, that signing officers be authorized to execute the necessary documents in this regard.

Carried

d) Appointment of Auditor

FA14/2021

Moved by: Ralph Winfield

Seconded: Dominique Giguère

That the firm of Graham Scott Enns be appointed auditors for the Kettle Creek Conservation Authority for 2021.

Carried

e) Appointment of Solicitor

FA15/2021

Moved by: Elizabeth Peloza

Seconded: Bill Mackie

That Grant Inglis and Judy Mauth be appointed solicitors for the Kettle Creek Conservation Authority for 2021.

Carried

f) 2021 Meeting Dates

The 2021 Meeting dates were previously approved and are available on the web site.

Minutes of Meeting

FA16/2020

Moved by: Jim Herbert

Seconded: Ralph Winfield

That the minutes of the December 16, 2020 Full Authority meeting be approved.

Carried

Matters Arising

- a) January Media Report
- b) January Project Tracking
- c) Watershed Conditions Report
- d) Drainage Act Proposed Amendments
- e) Notice of Meeting for Conservation Authority Levy Approval

FA17/2021

Moved by: Bill Mackie

Seconded: Stephen Harvey

That the Staff Reports under Matters Arising (A) through (E) be received.

Carried

Correspondence

- a) From City of St. Thomas Re: Bill 229 December 15, 2020
- b) From CO to Honourable Jeff Yurek Re: Indemnification Clause December 18, 2020
- c) From Honourable Jeff Yurek Re: CA and Planning Act Changes December 23, 2020
- d) From MECP Re: Conservation Authorities Working Group January 11, 2021

FA18/2021

Moved by: Dennis Crevits

Seconded: Dominique Giguère

That the correspondence be received as presented.

Carried

Statement of Revenue and Expenses (Draft/Unaudited without transfers)

Staff noted that the Statements of Revenue and Expenses were draft/unaudited without transfers. The Audit is currently being undertaken and the draft audited statements will be available at the February 10, 2021 meeting. Members were encouraged to submit any questions or concerns prior to that time.

FA19/2021

Moved by: Ralph Winfield

Seconded: Alison Warwick

That the Draft Unaudited Statement of Revenue and Expenses dated December 31, 2020 be received.

Carried

New Business

- a) Dalewood Dam Geotechnical Investigations and Slope Stability Assessment Report.

Hassan Gilani M.Sc.P.Eng from GHD and Pat Prodcanovic PhD.P.Eng presented the findings of the Dalewood Dam Geotechnical and Slope Stability Assessment Report. The HPC conducted in 2019 concluded that there was inadequate freeboard during IDF conditions. The current Geotechnical Investigations and Slope Stability Assessment Report concludes that the earthen embankments of the dam are sound and will continue to be if properly maintained. However, the concrete components of the dam – especially the wing walls are showing signs of deterioration. While the study presents two options to address the factor of safety concern identified in the HPC – it is recommended that the Authority concentrate on the structural components of the Dam that need to be addressed in the next 2 – 5 years. \$50,000 has been earmarked in the 2021 capital budget for further repairs to the Dam. Staff will review the findings of this report and will report back on the best expenditure of funds moving forward.

FA20/2021

Moved by: Ralph Winfield

Seconded: Steve Peters

That the Dalewood Dam Geotechnical Investigations and Slope Stability Assessment Report be received.

Carried

- a) Short-Term Disability Plan Amendments

FA21/2021

Moved by: Bill Mackie

Seconded: Jim Herbert

That the amendment to Personnel Policy PP-08 Employee Benefits be approved.

Carried

- b) Draft 2021 Budget

Ms. VanHooren presented a brief overview of the Draft 2021. Members are asked to submit any questions or concerns prior to the February 10, 2021 meeting. At the February 10 meeting the Draft 2021 Budget will be presented with 2020 actuals before finally being considered at the February 24, 2021 Annual General Meeting.

- c) January Planning and Regulations Activity Report

FA22/2021

Moved by: Jim Herbert

Seconded: Alison Warwick

That the January 2021 Planning and Regulations Activity Report be received.

Carried

The next meeting of the Full Authority will be on February 10, 2021 starting at 10 a.m. followed on February 24, 2021 by the Annual General Meeting.

FA23/2021

Moved by: Stephen Harvey

Seconded: Dennis Crevits

That the meeting adjourn.

Carried

The meeting adjourned at 11:24 a.m.



Elizabeth VanHooren
General Manager/Secretary Treasurer



Grant Jones
Chair

Recorded Vote Registry FA1/2021 to FA6/2021

A=Absent Y=Yes N=No

Board Member	FA1/2021	FA2/2021	FA3/2021	FA4/2021	FA5/2021	FA6/2021
Crevits	Y	Y	Y	Y	Y	Y
Giguère	Y	Y	Y	Y	Y	Y
Harvey	Y	Y	Y	Y	Y	Y
Herbert	Y	Y	Y	Y	Y	Y
Jones	Y	Y	Y	Y	Y	Y
Mackie	Y	Y	Y	Y	Y	Y
Peters	Y	Y	Y	Y	Y	Y
Peloza	Y	Y	Y	Y	Y	Y
Warwick	Y	Y	Y	Y	Y	Y
Winfield	Y	Y	Y	Y	Y	Y
Result	Carried	Carried	Carried	Carried	Carried	Carried

Recorded Vote Registry FA7/2021 to FA12/2021

A=Absent Y=Yes N=No

Board Member	FA7/2021	FA8/2021	FA9/2021	FA10/2021	FA11/2021	FA12/2021
Crevits	Y	Y	Y	Y	Y	Y
Giguère	Y	Y	Y	Y	Y	Y
Harvey	Y	Y	Y	Y	Y	Y
Herbert	Y	Y	Y	Y	Y	Y
Jones	Y	Y	Y	Y	Y	Y
Mackie	Y	Y	Y	Y	Y	Y
Peters	Y	Y	Y	Y	Y	Y
Peloza	Y	Y	Y	Y	Y	Y
Warwick	Y	Y	Y	Y	Y	Y
Winfield	Y	Y	Y	Y	Y	Y
Result	Carried	Carried	Carried	Carried	Carried	Carried

Recorded Vote Registry FA13/2021 to FA18/2021

A=Absent Y=Yes N=No

Board Member	FA13/2021	FA14/2021	FA15/2021	FA16/2021	FA17/2021	FA18/2021
Crevits	Y	Y	Y	Y	Y	Y
Giguère	Y	Y	Y	Y	Y	Y
Harvey	Y	Y	Y	Y	Y	Y
Herbert	Y	Y	Y	Y	Y	Y
Jones	Y	Y	Y	Y	Y	Y
Mackie	Y	Y	Y	Y	Y	Y
Peters	Y	Y	Y	Y	Y	Y
Peloza	Y	Y	Y	Y	Y	Y
Warwick	Y	Y	Y	Y	Y	Y
Winfield	Y	Y	Y	Y	Y	Y
Result	Carried	Carried	Carried	Carried	Carried	Carried

Recorded Vote Registry FA19/2021 to FA23/2021

A=Absent Y=Yes N=No

Board Member	FA19/2021	FA20/2021	FA21/2021	FA22/2021	FA23/2021
Crevits	Y	Y	Y	Y	Y
Giguère	Y	Y	Y	Y	Y
Harvey	Y	Y	Y	Y	Y
Herbert	Y	Y	Y	Y	Y
Jones	Y	Y	Y	Y	Y
Mackie	Y	Y	Y	Y	Y
Peters	Y	Y	Y	Y	Y
Peloza	Y	Y	Y	Y	Y
Warwick	Y	Y	Y	Y	Y
Winfield	Y	Y	Y	Y	Y
Result	Carried	Carried	Carried	Carried	Carried