



Full Authority Minutes

January 23, 2020

A meeting of the Full Authority of the Kettle Creek Conservation Authority was held on Thursday, January 23, 2020 at 10:02 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 Peloza	City of London
Linda Stevenson	City of St. Thomas

Staff Present:

Michael Buis	LWCA Coordinator
Jennifer Dow	Water Conservation Supervisor
Joe Gordon	Assistant Manager/Supervisor of Planning and CAs
Jeff Lawrence	Forest and Soils Supervisor
Marianne Levogiannis	Public Relations Supervisor
Betsy McClure	Stewardship Program Supervisor
Scott Pinnell	Maintenance Coordinator
Rob Lindsay	DWCA Coordinator
Aaron Root	Forestry and Lands Technician
Elizabeth VanHooren	General Manager/Secretary Treasurer

Guests:

Dan Dale	Acting Chair (Elections of Officer)
Grant Inglis	KCCA Solicitor
Tom Marks	Scrutineer

Audio/Video Record Notice

Stephen Harvey called the meeting to order at 10:02 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.

2020 Elections

Ms. VanHooren declared the position of Chair and Vice Chair vacant.

Ms. VanHooren asked for a motion that Dan Dale conduct the election of officers for 2020.

FA1/2020

Moved by: Ralph Winfield

Seconded: Stephen Harvey

That Dan Dale be appointed as Acting Chair for the purposes of conducting the election for Chair and Vice Chair.

Carried

Mr. Dale 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.

FA2/2020

Moved by: Alison Warwick

Seconded: Joe Preston

That Tom Marks act as scrutineer and that the ballots be destroyed after the election.

Carried

a) Election of Chair

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

FA3/2020

Moved by: Ralph Winfield

That Stephen Harvey be nominated for the position of Chair of Kettle Creek Conservation Authority for the Year 2020.

Mr. Dale 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.

Stephen Harvey indicated his desire to let his name stand for the position of Chair.

FA4/2020

Moved by: Alison Warwick

Seconded: Grant Jones

That nominations for the position of Chair of Kettle Creek Conservation Authority for the Year 2020 be closed.

Carried

Mr. Stephen Harvey was declared Chair of the Kettle Creek Conservation Authority for 2020 by acclamation.

b) Election of Vice Chair

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

FA5/2020

Moved by: Bill Mackie

That Grant Jones be nominated for the position of Vice Chair of Kettle Creek Conservation Authority for the Year 2020.

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

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

FA6/2020

Moved by: Dennis Crevits

Seconded: Dominique Giguère

That nominations for the position of Vice Chair of Kettle Creek Conservation Authority for the Year 2020 be closed.

Carried

Mr. Grant Jones was declared Vice Chair of the Kettle Creek Conservation Authority for 2020 by acclamation.

Mr. Dale congratulated the newly elected Chair and Vice Chair.

Mr. Harvey assumed the Chair.

Introductions & Declarations of Pecuniary Interest

There were no declarations of pecuniary interest.

In order to take advantage of the presence of KCCA's solicitor, Mr. Grant Inglis, the Chair suggested moving immediately to the Closed Session Agenda. Members concurred.

Closed Session

The Closed Session meeting began at 10:11 a.m.

FA7/2020

Moved by: Alison Warwick

Seconded: Dennis Crevits

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

Carried

FA8/2020

Moved by: Joe Preston

Seconded: Grant Jones

That the Full Authority revert to Open Session and Report.

Carried

The Open Session resumed at 11:33 a.m.

- a) Closed Session Minutes Full Authority December 18, 2020

FA9/2020

Moved by: Bill Mackie

Seconded: Ralph Winfield

That the minutes of the Closed Session meeting of the Full Authority of December 18, 2019 be approved.

Carried

- b) Legal Matter – Litigation or Potential Litigation

FA10/2020

Moved by: Joe Preston

Seconded: Ralph Winfield

That the staff proceed as directed on a legal matter.

Carried

- c) Legal Matter – Legal Services

No report

- d) Property Matter

FA11/2020

Moved by: Bill Mackie

Seconded: Grant Jones

That staff proceed as directed on a property matter.

Carried

Hearing Board

There was no Hearing required.

Year 2020 Administrative Approvals

a) Committee Appointments

i.) Executive Committee

FA12/2019

Moved by: Dennis Crevits

Seconded: Dominique Giguère

That Joe Preston and Alison Warwick be appointed to the Executive Committee for the Year 2020.

Carried

ii.) Conservation Ontario

FA13/2020

Moved by: Alison Warwick

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 2020.

Carried

iii.) Lake Erie Source Protection Committee

FA14/2020

Moved by: Joe Preston

Seconded: Grant Jones

That the Chair and General Manager be KCCA's representatives on the Lake Erie Region Source Protection Committee for 2020.

Carried

iv.) Wester Fair Association

It was noted that the Authority need not appoint two representatives. Members were satisfied with one representative.

FA15/2020

Moved by: Dennis Crevits

Seconded: Bill Mackie

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

Carried

b) 2020 Signing Officers

FA16/2020

Moved by: Grant Jones

Seconded: Bill Mackie

That the signing officers for the Kettle Creek Conservation Authority for 2020 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

FA17/2020

Moved by: Ralph Winfield

Seconded: Alison Warwick

That the borrowing maximum for the Kettle Creek Conservation Authority for all expenditures in 2020 be \$200,000.00 and further, that signing officers be authorized to execute the necessary documents in this regard.

Carried

d) Appointment of Auditor

FA18/2020

Moved by: Bill Mackie

Seconded: Joe Preston

That the firm of Graham Scott Enns be appointed auditors for the Kettle Creek Conservation Authority for 2020.

Carried

e) Appointment of Solicitor

FA19/2020

Moved by: Dennis Crevits

Seconded: Grant Jones

That Grant Inglis and Judy Mauth be appointed solicitors for the Kettle Creek Conservation Authority for 2020.

Carried

f) 2020 Meeting Dates

The 2020 Meeting dates were previously approved and are available on the web site.

Carried

Minutes of Meeting

FA20/2020

Moved by: Bill Mackie

Seconded: Grant Jones

That the minutes of the December 18, 2019 Full Authority meeting be approved.

Carried

Matters Arising

a) January Media Report

FA21/2020

Moved by: Dennis Crevits

Seconded: Bill Mackie

That the January Media Report be received as information.

Carried

b) Watershed Conditions Report

FA22/2020

Moved by: Alison Warwick

Seconded: Ralph Winfield

That the January Watershed Conditions Report be received as information.

Carried

c) Notice of Meeting for Conservation Authority Levy Approval

FA23/2020

Moved by: Bill Mackie

Seconded: Dennis Crevits

That the Notice of Meeting for Conservation Authority Levy Approval be received.

Carried

Correspondence

FA24/2020

Moved by: Ralph Winfield

Seconded: Grant Jones

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. It was noted that there was a correcting entry to be completed and further that the proposed transfers to reserves would be updated for the February 12, 2020 meeting. The Audit is scheduled for January 27 – 30. The draft audited statements would be available at the February 12, 2020 meeting.

FA25/2020

Moved by: Bill Mackie
Seconded: Ralph Winfield

That the Draft Unaudited Statement of Revenue and Expenses dated December 31, 2019 be received.

Carried

New Business

a) January 2020 Planning and Regulation Activity Summary

FA26/2020

Moved by: Alison Warwick
Seconded: Joe Gordon

That the January 2020 Planning and Regulations Activity Report be received.

Carried

The next meeting of the Full Authority will be on February 12, 2020 starting at 10 a.m.

FA27/2020

Moved by: Joe Preston
Seconded: Dennis Crevits

That the meeting adjourn.

Carried

The meeting adjourned at 11:50 a.m.



Elizabeth VanHooren
General Manager/Secretary Treasurer



Grant Jones
Vice Chair