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# Full Authority Minutes November 20, 2019

A meeting of the Full Authority of the Kettle Creek Conservation Authority was held on Wednesday, November 20, 2019 at 10:00 a.m. at the Administration Centre.

**Members Present:**

Stephen Harvey	Middlesex Centre
Grant Jones	Southwold Township
Joe Preston	City of St. Thomas
Dominique Giguère	Township of Malahide
Elizabeth Pelozo	City of London
Alison Warwick	Thames Centre
Ralph Winfield	City of London
Linda Stevenson	City of St. Thomas (by telephone)

**Members Absent:**

Dennis Crevits	Central Elgin
Bill Mackie	City of London

**Staff Present:**

Joe Gordon	Assistant Manager/Supervisor of Planning and CAs
Betsy McClure	Stewardship Program Supervisor
Marianne Levogiannis	Public Relations Supervisor
Kathleen Sebestyen-Scott	Financial Services Supervisor
Elizabeth VanHooren	General Manager/Secretary Treasurer
Jennifer Dow	Water Conservation Supervisor

**Audio/Video Recording Notice**

The Chair called the meeting to order at 10:00 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. The Chair noted that an updated Closed Session Agenda had been circulated adding item h) Legal Matter – Litigation/Potential Litigation.

The Chair also noted that he wished to add a new item under Closed Session item i) Property Matter. There was consensus on the agenda additions.

### **Hearing Board**

There was no Hearing required.

### **Minutes of Meetings**

- a) October 16, 2019 Full Authority Meeting
- b) November 7, 2019 Full Authority Meeting

#### **FA157/2019**

**Moved by: Linda Stevenson**

**Seconded: Ralph Winfield**

That the minutes of the October 16, 2019 Full Authority meeting and that November 7, 2019 Full Authority meetings be approved.

**Carried**

### **Matters Arising**

- a) November Media Report
- b) November Project Tracking

#### **FA158/2019**

**Moved by: Alison Warwick**

**Seconded: Elizabeth Peloza**

That the November Media Report and the November Project Tracking Report be received.

**Carried**

- c) November Watershed Conditions

#### **FA159/2019**

**Moved by: Elizabeth Peloza**

**Seconded: Grant Jones**

That the November Watershed Conditions report be received.

**Carried**

- d) Proposed 2020 Meeting Dates

Members noted a conflict with the January 22, 2019 meeting date and proposed a new date of January 23, 2019.

**FA160/2019**

**Moved by: Linda Stevenson**

**Seconded: Joe Preston**

That the 2020 Meeting Dates be approved as amended.

**Carried**

e) 2019 OPG Tree Planting Post Season Report

Staff were commended for their ongoing tree planting efforts and on another successful year.

**FA161/2019**

**Moved by: Ralph Winfield**

**Seconded: Elizabeth Peloza**

That the 2019 OPG Tree Planting Post Season Report be accepted.

**Carried**

**Correspondence**

There was no additional correspondence.

**FA162/2019**

**Moved by: Alison Warwick**

**Seconded: Elizabeth Peloza**

That the correspondence be received.

**Carried**

**Statement of Revenues and Expenses**

There was no Statement of Revenue and Expenses.

**New Business**

a) Ontario Low Water Response

**FA163/2019**

**Moved by: Linda Stevenson**

**Seconded: Grant Jones**

That KCCA not provide confirmation of local drought and low water conditions or coordinate a local Water Response Team until the Ministry of Natural Resources and Forestry reinstates the required funding grant for full cost recovery of the Drought and Low Water management activities conducted by KCCA.

**Carried**

b) Photographic and Video Monitoring and Surveillance Policy

**FA164/2019**

**Moved by: Grant Jones**

**Seconded: Ralph Winfield**

That the Photographic and Video Monitoring and Surveillance Policy be adopted and further;  
That staff take all necessary steps to enact the policy.

**Carried**

c) Draft Shared Services Letter to CCCA

Members noted their satisfaction with the draft letter as presented. Staff were directed during discussions with Catfish Creek Conservation Authority to explore all options including shared services with other neighbouring conservation authorities.

**FA165/2019**

**Moved by: Joe Preston**

**Seconded: Elizabeth Peloza**

That the letter prepared by staff requesting that Catfish Creek Conservation Authority and its member municipalities consider the benefits of shared services between Catfish Creek Conservation Authority and Kettle Creek Conservation Authority be executed.

**Carried**

d) November Planning and Regulations Activity Report

**FA166/2019**

**Moved by: Elizabeth Peloza**

**Seconded: Ralph Winfield**

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

**Carried**

**Closed Session**

The Closed Session meeting began at 10:43 a.m.

**FA167/2019**

**Moved by: Linda Stevenson**

**Seconded: Elizabeth Peloza**

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

**Carried**

**FA168/2019**

**Moved by:** Grant Jones

**Seconded:** Joe Preston

That the Full Authority revert to Open Session and Report.

**Carried**

The Open Session resumed at 11:38 a.m.

- a) September 4, 2019 Closed Session Minutes

**FA169/2019**

**Moved by:** Linda Stevenson

**Seconded:** Elizabeth Peloza

That the September 4, 2019 Closed Session Minutes be approved.

**Carried**

- b) October 2, 2019 Executive Committee Meeting Closed Session Minutes

**FA170/2019**

**Moved by:** Linda Stevenson

**Seconded:** Alison Warwick

That the October 2, 2019 Executive Committee Meeting Closed Session Minutes be approved.

**Carried**

- c) Legal Matter - Legal Services

**FA171/2019**

**Moved by:** Elizabeth Peloza

**Seconded:** Alison Warwick

That Grant Inglis of the firm Scott Petrie LLP be appointed solicitor for Kettle Creek Conservation Authority.

**Carried**

- d) Legal Matter – Potential Claim
- e) Legal Matter – V19-01/02
- f) Legal Matter – V19-03/04
- g) Personnel Matter – Identifiable Person
- h) Legal Matter – Litigation/Potential Litigation
- i) Property Matter

**FA172/2019**

**Moved by:** Elizabeth Peloza

**Seconded:** Grant Jones

That staff proceed as directed on Closed Session Items (d) to (i).

**Carried**

The next meeting of the Full Authority will be December 18, 2019. A lunch will be provided for the board and staff. Members were asked to RSVP to Jessica Kirschner by December 13, 2019.

The meeting adjourned at 11:40 a.m.



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Elizabeth VanHooren  
General Manager/Secretary Treasurer



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Stephen Harvey  
Chair