



Full Authority Minutes September 16, 2020

A meeting of the Full Authority of the Kettle Creek Conservation Authority was held electronically on Wednesday, September 16, 2020 at 10:06 a.m. The meeting was streamed live to Facebook.

The Chair called the meeting to order and conducted a roll call with the following members identifying their presence:

Members Present:

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

Elizabeth Peloza joined the meeting at 10:27

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

Staff Present:

Joe Gordon	Assistant Manager/Supervisor of Planning and CAs
Jennifer Dow	Water Conservation Supervisor
Jessica Kirschner	Resource Assistant
Jeff Lawrence	Forest and Soils Supervisor
Marianne Levogiannis	Public Relations Supervisor
Betsy McClure	Stewardship Program Supervisor
Elizabeth VanHooren	General Manager/Secretary Treasurer

Audio/Video Record Notice

The Chair 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.

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

The Chair introduced Jim Herbert, representing the City of St. Thomas. Mr. Herbert replaces Joe Preston who will remain as an alternate for the City of St. Thomas.

Declaration of Pecuniary Interest

There were no declarations of pecuniary interest.

Hearing Board

There was no Hearing.

Minutes of Meetings

a) June 17, 2020 Full Authority Meeting

FA85/2020

Moved by: Steve Peters

Seconded: Ralph Winfield

That the minutes of the June 17, 2020 Full Authority Meeting be approved.

Carried

Matters Arising

- a) Media Report
- b) Project Tracking
- c) Watershed Conditions
- d) Campground and Conservation Area Update

Staff provided various updates from the summer. Members were informed that the camping season was extended to October 18, 2020 for both seasonal and transient campers.

FA86/2020

Moved by: Grant Jones

Seconded: Jim Herbert

That the Staff Reports under Matters Arising a) through d) be received.

Carried

Correspondence

- a) CO Memo Re: CA Streamlining Processes to Improve Client Services June 23, 2020
- b) From CO to Hon. Doug Ford Re: CO's Client Service and Streamlining Initiative June 26, 2020 ...
- c) From CO to Hon. John Yakabuski Re: CO's Client Services and Streamlining June 26, 2020
- d) From CO to AMO Re: CO's Client Services and Streamlining Initiative June 29, 2020
- e) Letter from MECP Re: Environmental Assessment Modernization July 10, 2020
- f) Notice of Cancellation of County of Elgin Warden's Golf Tournament July 17, 2020

- g) From Minister Yakabuski to CO Re: CO's Client Services and Streamlining Aug. 11, 2020
h) From Ministry of Heritage, Sport, and Tourism Re: Summer Experience Sept. 1, 2020

FA87/2020

Moved by: Dennis Crevits
Seconded: Dominique Giguère
That the correspondence be received.

Carried

Statement of Revenue and Expenses

FA88/2020

Moved by: Alison Warwick
Seconded: Ralph Winfield
That the Statements of Revenue and Expenses dated August 31, 2020 be approved.

Carried

New Business

a) Administrative By-Law Update – Electronic Meetings

Ms. VanHooren noted that in addition to the advanced staff report, KCCA received an amendment to the Minister's Direction for Conservation Authorities during the COVID-19 Outbreak on September 10, 2020. This direction was forwarded to members and posted as part of an updated Agenda for the public.

FA89/2020

Moved by: Grant Jones
Seconded: Alison Warwick
That the recommended changes to the Kettle Creek Conservation Authority's Administrative By-Law be approved.

Carried

b) Self-Insured Short Term Disability Amendment

FA90/2020

Moved by: Bill Mackie
Seconded: Elizabeth Peloza
That the amendment to Personnel Policy PP-08 Employee Benefits be approved.

Carried

c) COVID 19 Update: Office Re-Entry Plan and Face Covering Policy

FA91/2020

Moved by: Ralph Winfield
Seconded: Dennis Crevits
That the Office Re-Entry Plan and Face Covering Policy be approved recognizing that both documents will be updated by staff based on ongoing direction from the provincial government, Southwestern Public Health and the London-Middlesex Health Unit; and further

That the Work from Home Agreements be extended from September 30 to December 31 as presented.

Carried

d) Budget Review and Approval

FA92/2020

Moved by: Elizabeth Peloza

Seconded: Grant Jones

That the Budget 2021 review and approval process be approved.

Carried

e) July/August/September Planning and Regulations Report

FA93/2020

Moved by: Alison Warwick

Seconded: Ralph Winfield

That the July/August/September Planning and Regulations Activity Report be received.

Carried

Before the live recording ended, Ms. VanHooren noted that with the departure of Joe Preston, there was a vacancy on the Executive Committee. Mr. Preston held an elected position on the Committee. As such the Chair asked for a volunteer. Dominique Giguère volunteered.

FA94/2020

Moved by: Bill Mackie

Seconded: Grant Jones

That Dominique Giguère fill the vacant position on the Executive Committee.

Carried

The live recording of the Open Session ended at 10:39 a.m. Members joined a private teleconference for the Closed Session Agenda.

Closed Session

The Closed Session meeting began at 10:48 a.m.

FA95/2020

Moved by: Alison Warwick

Seconded: Dominique Giguère

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

Carried

Jim Herbert noted that he would not be attending the Closed Session due to previous commitments and left the meeting.

FA96/2020

Moved by: Alison Warwick

Seconded: Grant Jones

That the Full Authority revert to Open Session and Report.

Carried

The Open Session resumed at 11:53 p.m.

a) June 17, 2020 Closed Session Minutes

FA97/2020

Moved by: Denis Crevits

Seconded: Steve Peters

That the minutes of the Closed Session meeting of the Full Authority of June 17, 2020 be approved.

Carried

b) Property Matter

FA98/2020

Moved by: Steve Peters

Seconded: Ralph Winfield

That staff be directed to forward a letter to Peacekeeper Park.

Carried

c) Section 28 Violation Update (V19-003)

d) Legal Matter

No report.

The meeting adjourned at 11:55 a.m.



Elizabeth VanHooren
General Manager/Secretary Treasurer



Stephen Harvey
Chair

Recorded Vote Registry FA85/2020 to FA90/2020

A=Absent Y=Yes N=No

Board Member	FA85/2020	FA86/2020	FA87/2020	FA88/2020	FA89/2020	FA90/2020
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	A	A	A	A	A	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 FA91/2020 to FA96/2020

A=Absent Y=Yes N=No

Board Member	FA91/2020	FA92/2020	FA93/2020	FA94/2020	FA95/2020	FA96/2020
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	A
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	A
Warwick	Y	Y	Y	Y	Y	Y
Winfield	Y	Y	Y	Y	Y	Y
Result	Carried	Carried	Carried	Carried	Carried	Carried

Recorded Vote Registry FA97/2020 to FA98/2020
A=Absent Y=Yes N=No

Board Member	FA97/2020	FA98/2020				
Crevits	Y	Y				
Giguère	Y	Y				
Harvey	Y	Y				
Herbert	A	A				
Jones	Y	Y				
Mackie	Y	Y				
Peters	Y	Y				
Peloza	A	A				
Warwick	Y	Y				
Winfield	Y	Y				
Result	Carried	Carried				