



# Annual General Meeting Minutes

## February 23, 2022

The 2021 Annual General Meeting of the Kettle Creek Conservation Authority was held on Wednesday, February 23, 2022 at 10:05 a.m. The meeting was streamed live to Facebook.

The meeting came to order at 10:05 a.m. Alison Warwick 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:**

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

### **Members Absent:**

Dennis Crevits	Central Elgin
Elizabeth Peloza	City of London

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

### **Staff Present:**

Mike Buis	Lake Whittaker Coordinator
Jennifer Dow	Water Conservation Supervisor
Joe Gordon	Assistant Manager/Supervisor of Planning and CAs
Jessica Kirschner	Resource Assistant
Brandon Lawler	Lands and Forests Technician
Jeff Lawrence	Forest and Soils Supervisor
Rob Lindsay	Dalewood Coordinator
Betsy McClure	Stewardship Program Supervisor
Marianne Levogiannis	Public Relations Supervisor
Scott Pinnell	Maintenance Coordinator
Elizabeth VanHooren	General Manager/Secretary Treasurer

Guests:

Jim Frederick	Graham Scott Enns
Scott Trevors	Graham Scott Enns

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

**Introductions & Declarations of Pecuniary Interest**

There were no declarations of pecuniary interest.

**Chair's Remarks**

The Chair welcomed everyone to the Annual General Meeting commenting that the Authority had excelled again in 2021 showing leadership and commitment to delivering high quality watershed-wide programming that improves the health of the watershed and protects life and property from natural hazards.

**General Business**

- a) Presentation of 2021 Financial Statements

Scott Trevors presented a brief explanation of the Financial Statements.

**AM1/2022**

**Moved by:** Steve Peters

**Seconded:** Grant Jones

That the Year 2021 Financial Statements be adopted as presented.

**Carried**

- b) Presentation of the 2021 Annual Report

Elizabeth VanHooren presented the 2021 Annual Report. Staff were recognized for their dedication and resiliency over the past year.

**AM2/2022**

**Moved by:** Jim Herbert

**Seconded:** Ralph Winfield

That the Year 2021 Annual Report be adopted as presented.

**Carried**

c) Presentation of 2021 Elgin Clean Water Program Annual Report

Betsy McClure provided an overview of the Elgin Clean Water Program's accomplishments in 2021.

**AM3/2022**

**Moved by:** Stephen Harvey

**Seconded:** Bill Mackie

That the 2021 Elgin Clean Water Program Annual Report be received.

**Carried**

d) Presentation of the 2022 Budget and Municipal Levy

A preamble to the budget and levy vote was read by VanHooren as follows:

*To provide conformity with legislation and regulations governing approval of Conservation Authority levies:*

1. *The proposed Year 2022 Levy and Apportionment for KCCA was circulated by registered mail to member municipalities on January 7, 2022, in order to provide a minimum 30 day notice to budget and levy approval on February 23, 2022. There is a 3.0% averaged levy increase over 2021 levels or \$30,499.00.*
2. *A recorded vote will be taken, with each member responding either "For" or "Against" the motion. The motion carries or is lost, according to the total of weighted votes assigned to each board member. This weighted vote is based upon the Modified Current Value Assessment apportioned to that portion of each municipality within the jurisdiction of the KCCA watershed.*
2. *The 2022 levy and budget approved by the Board will be circulated by registered mail to participating municipalities on February 24, 2022, who if not satisfied, may appeal to the Mining and Lands Commissioner by March 31, 2022. Thereafter, no appeals are allowed and the Year 2022 budget and levy will be final.*

**AM4/2022****Moved by:** Grant Jones**Seconded:** Bill Mackie

That the 2022 Budget of the Kettle Creek Conservation Authority be approved as presented;

That the member municipalities be assessed for payment:

Matching Levy	\$443,458.30
Non-Matching Levy	\$516,395.50
<u>Special Levy</u>	<u>\$ 87,289.47</u>
Total General Levy	\$1,047,143.00

And that each member municipality's share of the 2022 General Levy be calculated using "Modified Current Value Assessment.

**Carried**

By Regulation, a recorded Vote was taken for Year 2022 Levy and Budget Approval. In the event that not all of a municipality's member(s) are present, the member(s) in attendance represent(s) only their proportion of the municipal weighting in the voting.

**The motion carried with 74.30% of the weighted vote and 100% of the weighted vote present.**

**AM4/2021 Recorded Vote**

Member Municipality	Present	Levy %	Weight %	In Favour	Opposed	Absent
City of London		56.93	50			
Bill Mackie			16.67	•		
Elizabeth Pelosa			16.67			•
Ralph Winfield			16.66	•		
City of St. Thomas		27.77	32.22			
Jim Herbert			16.11	•		
Steve Peters			16.11	•		
Central Elgin		7.78				
Dennis Crevits			9.03			•
Southwold		3.86				
Grant Jones			4.48	•		
Thames Centre		1.34				
Alison Warwick			1.56	•		
Middlesex Centre		1.65				
Stephen Harvey			1.91	•		
Malahide		0.69				
Dominique Giguère			0.80	•		
<b>Total</b>		<b>100</b>	<b>100</b>	<b>74.30%</b>		

- e) Submission to ERO: Phase 2 Consultation Guide

**AM5/2022**

**Moved by:** Stephen Harvey

**Seconded:** Ralph Winfield

That staff be directed to submit the comments to the Environmental Registry on the Regulatory and Policy Framework Proposals (Phase 2) under the Conservation Authorities Act (ERO # 019-4610) as presented.

**Carried**

- f) Agricultural Sector Representative

**AM6/2022**

**Moved by:** Stephen Harvey

**Seconded:** Grant Jones

That the staff report be accepted as information.

**Carried**

**Special Presentation**

- a) Staff Recognition

The Chair recognized Jennifer Dow, Water Conservation Supervisor for 15 years of service and Elizabeth VanHooren, General Manager/Secretary-Treasurer for 20 years of service. Both staff were presented with gift certificates to local restaurants.

- b) Board Recognition

The Chair recognized Grant Jones for his leadership as Chair for 2021. Jones will be presented with a framed photograph at a later date.

**Closed Session**

The Closed Session meeting began at 10:41 a.m.

**AM7/2022**

**Moved by:** Jim Herbert

**Seconded:** Grant Jones

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

**Carried**

**AM8/2022**

**Moved by:** Dominique Giguère

**Seconded:** Stephen Harvey

That the Full Authority revert to open session and report.

**Carried**

The Open Session resumed at 10:47.

a) Minutes

**AM9/2022**

**Moved by:** Jim Herbert

**Seconded:** Steve Peters

That the minutes of the Closed Session meeting of February 9, 2022 be approved.

**Carried**

b) Legal and Property Matter – Potential Acquisition

**AM10/2022**

**Moved by:** Dominique Giguère

**Seconded:** Grant Jones

That staff proceed as directed on a property matter.

**Carried**

The next meeting of the Full Authority will be March 16, 2022 at 10 a.m.

**AM11/2022**

**Moved by:** Stephen Harvey

**Seconded:** Jim Herbert

That the meeting adjourn at 10:49 a.m.

**Carried**



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Elizabeth VanHooren  
General Manager/Secretary Treasurer



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Alison Warwick  
Chair

**Recorded Vote Registry AM01/2022 to AM05/2022**

A=Absent Y=Yes N=No

Board Member	AM01/2022	AM02/2022	AM03/2022	AM04/2022	AM05/2022
Crevits	A	A	A	A	A
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	A	A	A	A	A
Warwick	Y	Y	Y	Y	Y
Winfield	Y	Y	Y	Y	Y
<b>Result</b>	<b>Carried</b>	<b>Carried</b>	<b>Carried</b>	<b>Carried</b>	<b>Carried</b>

**Recorded Vote Registry AM06/2022 to AM11/2022**

A=Absent Y=Yes N=No

Board Member	AM06/2022	AM07/2022	AM08/2022	AM09/2022	AM10/2022	AM11/2022
Crevits	A	A	A	A	A	A
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	A
Warwick	Y	Y	Y	Y	Y	Y
Winfield	Y	Y	Y	Y	Y	Y
<b>Result</b>	<b>Carried</b>	<b>Carried</b>	<b>Carried</b>	<b>Carried</b>	<b>Carried</b>	<b>Carried</b>