



Annual General Meeting Minutes

February 22, 2023

The 2022 Annual General Meeting of the Kettle Creek Conservation Authority was held on Wednesday, February 22, 2023 at 10:05 a.m. The meeting was streamed live to Facebook.

The meeting came to order at 10:05 a.m. Elizabeth VanHooren 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 In Person:

Lori Baldwin-Sands	City of St. Thomas
Grant Jones	Southwold Township
Jim Herbert	City of St. Thomas
Sharron McMillan	Thames Centre
John Wilson	Malahide Township

Members Present Virtually:

Sam Trosow	City of London
Todd Noble	Municipality of Central Elgin

Members Absent:

Frank Berze	Middlesex Centre
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Staff Present In Person:

Mike Buis	Lake Whittaker Coordinator
Jennifer Dow	Water Resources Supervisor
Joe Gordon	Manager of Planning and Development

Jessica Kirschner	GIS and Information Services Coordinator
Brandon Lawler	Forests and Lands Technician
Jeff Lawrence	Forestry and Lands Supervisor
Rob Lindsay	Dalewood Coordinator
Betsy McClure	Stewardship Program Supervisor
Marianne Levogiannis	Public Relations Supervisor
Scott Pinnell	Maintenance and Safety Coordinator
Elizabeth VanHooren	General Manager/Secretary Treasurer

Guests:

Jim Frederick	Graham Scott Enns
Scott Trevors	Graham Scott Enns

As some members were joining the meeting 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. The Authority continues to work to protect life and property from natural hazards while always partnering with member municipalities and willing landowners to improve programs and services. The Chair welcomed new members to the Board advising them that they had the opportunity to work with a committed staff dedicated to the mission of integrated watershed management and a community that values the work of KCCA and is depending on KCCA to positively manage watershed resources.

General Business

- a) Presentation of 2022 Financial Statements

Scott Trevors presented a brief explanation of the Financial Statements.

AM1/2023

Moved by: Jim Herbert

Seconded: Lori Baldwin-Sands

That the Year 2022 Financial Statements be adopted as presented.

Carried

- b) Presentation of the 2022 Annual Report

Elizabeth VanHooren presented the 2022 Annual Report. Staff were recognized for their dedication and resiliency over the past year.

AM2/2023

Moved by: Sharron McMillan

Seconded: John Wilson

That the Year 2022 Annual Report be adopted as presented.

Carried

c) Presentation of 2022 Elgin Clean Water Program Annual Report

Betsy McClure provided an overview of the Elgin Clean Water Program's accomplishments in 2022.

AM3/2023

Moved by: Lori Baldwin-Sands

Seconded: Jim Herbert

That the 2022 Elgin Clean Water Program Annual Report be received.

Carried

d) Presentation of the 2023 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 2023 Levy and Apportionment for KCCA was circulated by registered mail to member municipalities on January 18, 2023, in order to provide a minimum 30 day notice to budget and levy approval on February 22, 2023. There is a 5.0% averaged levy increase over 2022 levels or \$52,357.00.*
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 2023 levy and budget approved by the Board will be circulated by registered mail or emailed to participating municipalities on February 23, 2023, who if not satisfied, may appeal to the Mining and Lands Commissioner by March 31, 2023. Thereafter, no appeals are allowed and the Year 2023 budget and levy will be final.*

AM4/2023**Moved by:** Todd Noble**Seconded:** Sam Trosow

That the 2023 Budget of the Kettle Creek Conservation Authority be approved as presented;

That the member municipalities be assessed for payment:

Matching Levy	\$465,631.22
Non-Matching Levy	\$542,215.28
Special Levy	\$ 91,653.94
Total General Levy	\$1,099,500.00

And that each member municipality's share of the 2023 General Levy be calculated using "Modified Current Value Assessment.

Carried

By Regulation, a recorded Vote was taken for Year 2023 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 64.74% of the weighted vote and 100% of the weighted vote present.

AM4/2023 Recorded Vote

Member Municipality	Present	Levy %	Weight %	In Favour	Opposed	Absent
City of London		56.75	50			
Sam Trosow	•		16.67	•		
Not Appointed			16.67			
Not Appointed			16.66			
City of St. Thomas		27.72	32.04			
Lori Baldwin-Sands	•		16.02	•		
Jim Herbert	•		16.02	•		
Central Elgin		7.86				
Todd Noble	•		9.08	•		
Southwold		3.98				
Grant Jones	•		4.60	•		
Thames Centre		1.34				
Sharron McMillan	•		1.56	•		
Middlesex Centre		1.67				
Frank Berze			1.93			•
Malahide		0.68				
John Wilson	•		0.79	•		
Total		100	100	64.74%		

e) Launch of KCCA's On-line Screening Map

Joe Gordon and Jessica Kirschner provided an overview of KCCA's new On-line Screening Map to be launched immediately following the meeting. The tool allows KCCA to improve on its client services and accountability. Using the on-line screening map landowners will be able to map their property within the Kettle Creek watershed to determine if their property is affected by regulations under the *Conservation Authorities Act* including whether their property is located within a flooding or erosion hazard.

Special Presentation

a) Staff Recognition

The Chair recognized Marianne Levogiannis, Public Relations Supervisor for 5 years of service. She will receive a gift certificate to a local restaurant.

b) Board Recognition

The Chair recognized eight members of the 2022 Board of Directors that were not reappointed to the Board. Trees will be planted in their honour throughout the watershed. The Chair also recognized Alison Warwick, a member of the Board since 2019 and Chair of the Board in 2022. Alison was not present at the meeting but will receive a framed photo from local artist Barry Acheson.

Retiring Board Members were able to choose the tree species to be planted on their behalf. Their choice of tree and years of services are outlined below.

Member	Years of Service	Tree
Bill Mackie (City of London)	11 years	Red Maple
Ralph Winfield (City of London)	11 years	Red Oak
Stephen Harvey (Middlesex Centre)	6 years	Red Maple
Dennis Crevits (Central Elgin)	6 years	Red Maple
Elizabeth Peloza (City of London)	6 years	Hackberry
Alison Warwick (Thames Centre)	4 years	Framed Picture
Dominique Giguère (Malahide)	4 years	Red Oak
Steve Peters (City of St. Thomas)	2 years	Red Oak

The Chair also recognized Jack Baker who recently passed away on January 9, 2023. Jack served over 20 years on the Kettle Creek Conservation Authority Board of Directors and was Chair from 1978 – 1979. A tree will also be planted in his honour.

Elizabeth VanHooren then recognized Ted and Duggie Gill for their donation of 46 acres of Carolinian forest and meadow habitat to create the Deer Ridge Conservation Area. It is the first land donation for the Authority since the 1970's and KCCA's only conservation area in Southwold Township. The Gills were presented with a wooden plaque bearing the Deer Ridge Conservation Area name and date of establishment. A formal ceremony will be held on site in 2023 when the property officially opens to the public.

The Chair thanked members, staff and the public for attending the meeting. The next meeting of the Full Authority will be March 22, 2023 at 10 a.m.

AM5/2023

Moved by: Lori Baldwin-Sands

Seconded: John Wilson

That the meeting adjourn at 10:50 a.m.

Carried



Elizabeth VanHooren
General Manager/Secretary Treasurer



Grant Jones
Chair

Recorded Vote Registry AM01/2023 to AM05/2023

A=Absent Y=Yes N=No

Board Member	AM01/2022	AM02/2022	AM03/2022	AM04/2022	AM05/2022
Baldwin-Sands	Y	Y	Y	Y	Y
Berze	A	A	A	A	A
Herbert	Y	Y	Y	Y	Y
Jones	Y	Y	Y	Y	Y
McMillan	Y	Y	Y	Y	Y
Noble	Y	Y	Y	Y	Y
Trosow	Y	Y	Y	Y	Y
Wilson	Y	Y	Y	Y	Y
Result	Carried	Carried	Carried	Carried	Carried