



Full Authority Minutes

February 8, 2023

A meeting of the Full Authority of the Kettle Creek Conservation Authority was held on Wednesday, February 8, 2023 at 10:05 a.m. The meeting was streamed live to Facebook.

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

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:

Frank Berze	Middlesex Centre	In Person
Lori Baldwin-Sands	St. Thomas	In Person
Grant Jones	Southwold	In Person
Todd Noble	Central Elgin	In Person
Sam Trosow	London	Virtual
John Wilson	Malahide	In Person

Members Absent:

Jim Herbert	St. Thomas
Sharron McMillan	Thames Centre

Staff Present:

Jennifer Dow	Water Resources Supervisor	Virtual
Joe Gordon	Manager of Planning and Development	In Person
Jessica Kirschner	Resource Assistant	Virtual
Jeff Lawrence	Forestry and Lands Supervisor	Virtual
Betsy McClure	Stewardship Program Supervisor	Virtual
Elizabeth VanHooren	General Manager/Secretary Treasurer	In Person

Brandon Lawler	Forests and Lands Technician	Virtual
Marianne Levogiannis	Public Relations Supervisor	Virtual
Rob Lindsay	Conservation Area Coordinator	Virtual

Guests:

Jim Frederick	Partner, Graham Scott Enns	Virtual
Scott Trevors	Senior Manager, Graham Scott Enns	Virtual

As some members and guests attended virtually, all votes were recorded and are included in the Recorded Vote Registry.

Introductions & Declarations of Pecuniary Interest

There were no declarations of pecuniary interest.

Hearing Board

There was no Hearing required.

Members entertained a request from staff to enter Closed Session at the beginning of the meeting.

The livestream of the meeting stopped and resumed following the Closed Session.

Closed Session

The Closed Session meeting began at 10:07 a.m.

FA30/2023

Moved by: Lori Baldwin-Sands

Seconded: Todd Noble

That the Full Authority move to Closed Session to discuss legal, personnel or property matters.

Carried

FA31/2023

Moved by: Frank Berze

Seconded: John Wilson

That the Full Authority revert to open session and report.

Carried

The Open Session resumed at 10:17 a.m.

a) Minutes

FA32/2023

Moved by: Todd Noble

Seconded: Frank Berze

That the minutes of the Closed Session meeting of January 18, 2023 be approved.

Carried

b) Legal Matter

FA33/2023

Moved by: John Wilson

Seconded: Todd Noble

That staff proceed as directed on a Legal Matter.

Carried

Minutes of Meeting

FA34/2023

Moved by: Frank Berze

Seconded: John Wilson

That the minutes of the January 18, 2023 Full Authority meeting be approved.

Carried

Matters Arising

FA35/2023

Moved by: Frank Berze

Seconded: John Wilson

That Lori Baldwin-Sands be named as Kettle Creek Conservation Authority's representative on the Western Fair Association.

Carried

Correspondence

- a) Invitation to Lower Thames Valley Conservation Authority AGM

VanHooren noted that she expected to receive invitations from the Catfish Creek Conservation Authority and the Long Point Region Conservation Authority for their respective Annual General Meetings. Dates and times for these meetings were also shared and members encouraged to RSVP directly or through VanHooren.

FA36/2023

Moved by: Lori Baldwin-Sands

Seconded: Todd Noble

That the correspondence be received as presented.

Carried

Statement of Revenue and Expenses

- a) 2022 Draft Audited Financial Statements (Staff Report)
- b) Draft Financial Statements (Scott Trevors/Jim Frederick – Graham Scott Enns)
- c) Audit Planning and Finding Letters

Scott Trevors provided an overview of the draft Financial Statements. Members were invited to ask questions. The Statements will be presented for final approval at the Annual General Meeting.

FA37/2023

Moved by: Frank Berze

Seconded: Todd Noble

That the report on the Draft Audited Financial Statements be received and that the Audit Planning and Finding Letters be executed.

Carried

New Business

a) Draft 2023 Budget

Member municipalities did not submit any questions or concerns. The 2023 Budget as updated will be presented for approval at the Annual General Meeting.

FA38/2023

Moved by: Todd Noble

Seconded: Frank Berze

That staff report on the updated Draft 2023 Budget be received.

Carried

b) Dalewood Dam Inspection Report

FA39/2023

Moved by: Lori Baldwin-Sands

Seconded: Todd Noble

That the staff report and GD Vallee's letter dated January 10, 2023 be received.

Carried

c) Homelessness and Encampment Safety

FA40/2023

Moved by: Frank Berze

Seconded: John Wilson

That the KCCA Safe Work Procedure for Homelessness and Encampment Safety be approved as presented.

Carried

d) February Planning and Regulations Report

FA41/2023

Moved by: Todd Noble

Seconded: John Wilson

That the February 2023 Planning and Regulations Activity Report be received.

Carried

New Business

Baldwin-Sands requested that staff prepare a report for the March Meeting on how staff plan to support and implement an Indigenous land acknowledgement and other calls to action.

Upcoming Meetings

The next meeting of the Full Authority will be the Annual General Meeting on February 22, 2023 starting at 10:00 a.m.

FA42/2023

Moved by: Lori Baldwin-Sands

Seconded: John Wilson

That the meeting adjourn.

Carried

The meeting adjourned at 10:59 a.m.



Elizabeth VanHooren
General Manager/Secretary Treasurer



Grant Jones
Chair

Recorded Vote Registry FA30/2023 to FA35/2023

A=Absent Y=Yes N=No

Board Member	FA30/2023	FA31/2023	FA32/2023	FA33/2023	FA34/2023	FA35/2023
Baldwin-Sands	Y	Y	Y	Y	Y	Y
Berze	Y	Y	Y	Y	Y	Y
Herbert	A	A	A	A	A	A
Jones	Y	Y	Y	Y	Y	Y
McMillan	A	A	A	A	A	A
Noble	Y	Y	Y	Y	Y	Y
Trosow	Y	Y	Y	Y	Y	Y
Wilson	Y	Y	Y	Y	Y	Y
Result	Carried	Carried	Carried	Carried	Carried	Carried

Recorded Vote Registry FA36/2023 to FA41/2023

A=Absent Y=Yes N=No

Board Member	FA36/2023	FA37/2023	FA38/2023	FA39/2023	FA40/2023	FA41/2023
Baldwin-Sands	Y	Y	Y	Y	Y	Y
Berze	Y	Y	Y	Y	Y	Y
Herbert	A	A	A	A	A	A
Jones	Y	Y	Y	Y	Y	Y
McMillan	A	A	A	A	A	A
Noble	Y	Y	Y	Y	Y	Y
Trosow	Y	Y	Y	Y	Y	Y
Wilson	Y	Y	Y	Y	Y	Y
Result	Carried	Carried	Carried	Carried	Carried	Carried

Recorded Vote Registry FA42/2023

A=Absent Y=Yes N=No

Board Member	FA42/2023
Baldwin-Sands	Y
Berze	Y
Herbert	A
Jones	Y
McMillan	A
Noble	Y
Trosow	Y
Wilson	Y
Result	Carried