



Full Authority Minutes

March 22, 2023

A meeting of the Full Authority of the Kettle Creek Conservation Authority was held on Wednesday, March 22, 2023 at 10:00 a.m. The meeting was streamed live to Facebook.

The meeting came to order at 10:00 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.

Members Present:

Frank Berze	Middlesex Centre	In Person
Lori Baldwin-Sands (Vice Chair)	St. Thomas	In Person
Jim Herbert	St. Thomas	In Person
Sharron McMillan	Thames Centre	In Person
Todd Noble	Central Elgin	In Person
Sam Trosow	London	In Person
John Wilson	Malahide	In Person

Members Absent:

Grant Jones (Chair)	Southwold
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Staff Present:

Joe Gordon	Manager of Planning and Development	In Person
Jessica Kirschner	GIS/Information Services Coordinator	Virtual
Betsy McClure	Stewardship Program Supervisor	Virtual
Elizabeth VanHooren	General Manager/Secretary Treasurer	In Person
Jeff Lawrence	Forest and Lands Supervisor	Virtual
Brandon Lawler	Forests and Lands Technician	Virtual
Marianne Levogiannis	Public Relations Supervisor	Virtual

As Grant Jones was absent, the Vice Chair Lori Baldwin-Sands assumed the Chair and conducted the meeting.

Introductions & Declarations of Pecuniary Interest

There were no declarations of pecuniary interest.

Hearing Board

There was no Hearing required.

Minutes of Meeting

FA43/2023

Moved by: Jim Herbert

Seconded: Sam Trosow

That the minutes of the February 8, 2023 Full Authority meeting and the February 22, 2023 Annual General Meeting be approved.

Carried

Matters Arising

FA44/2023

Moved by: Sharron McMillan

Seconded: Sam Trosow

That Matters Arising a) through e) be received.

Carried

Correspondence

a) From MPP Rob Flack to Minister David Piccini, MECP Re: Board Representation February 15, 2023

FA45/2023

Moved by: Todd Noble

Seconded: John Wilson

That the correspondence be received as presented.

Carried

Statement of Revenue and Expenses

No Report.

New Business

- a) Automated Payments

FA46/2023

Moved by: Frank Berze

Seconded: Jim Herbert

That staff proceed to establish automatic bank withdrawals for the identified corporate vendors outlined in the staff report.

Carried

- b) 2023 Conservation Area Fees

FA47/2023

Moved by: Jim Herbert

Seconded: Todd Noble

That the KCCA Board of Directors approve the updates to the 2023 Conservation Area Fees as presented.

Carried

- c) Floodplain Mapping RFP Results

FA48/2023

Moved by: Frank Berze

Seconded: Todd Noble

That the contract for the KCCA Enhanced Riverine Floodplain Mapping Project be awarded to Aquafor Beech with an upset limit of \$117,125 including applicable taxes to allow for final determination of project scope and contingencies.

Carried

- d) Watershed Report Card

FA49/2023

Moved by: Sam Trosow

Seconded: Frank Berze

That the 2023 Watershed Report Card and the 2023 Watershed Report Card Background Report be approved as presented.

Carried

e) Section 28 Permit Update – Standard Compliance Requirements

FA50/2023

Moved by: Jim Herbert

Seconded: Sam Trosow

That the KCCA Board of Directors approve the Standard Compliance Requirement forms of the “Drainage Act and Conservation Authorities Act Protocol (DART)” and the “2021 Memorandum of Understanding between Conservation Ontario and Hydro One networks Inc.” as Section 28 Regulation Permits for associated development or alterations.

Carried

f) March Planning and Regulations Activity Report

FA51/2023

Moved by: Todd Noble

Seconded: John Wilson

That March Planning and Regulations Activity Report be received.

Carried

The Full Authority meeting recessed at 11:01 a.m. to conduct the Kettle Creek Source Protection Authority meeting. The Kettle Creek Source Protection Authority adjourned at 11:33 a.m. and members resumed the Full Authority meeting moving immediately into Closed Session.

Closed Session

The Closed Session meeting began at 11:34 a.m.

FA52/2023

Moved by: Sharron McMillan

Seconded: Todd Noble

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

Carried

FA53/2023

Moved by: Jim Herbert

Seconded: Todd Noble

That the Full Authority revert to open session and report.

Carried

The Open Session resumed at 11:45 a.m.

a) Closed Session Minutes

FA54/2023

Moved by: Frank Berze

Seconded: Sharron McMillan

That the minutes of the February 8 Closed Session meeting be approved.

Carried

b) Property Matter – Potential Acquisition

FA55/2023

Moved by: Jim Herbert

Seconded: Todd Noble

That staff proceed as directed on a property matter.

Carried

c) Property Matter – Security of Property

FA56/2023

Moved by: Sharron McMillan

Seconded: John Wilson

That staff proceed as directed on a property matter.

Carried

Upcoming Meetings

The next meeting of the Full Authority will be April 19, 2023.

FA57/2023

Moved by: Jim Herbert

Seconded: Todd Noble

That the meeting adjourn.

Carried

The meeting adjourned at 11:46 a.m.



Elizabeth VanHooren
General Manager/Secretary Treasurer

Lori Baldwin-Sands
Vice Chair