



# Full Authority Minutes

June 19, 2024

A meeting of the Full Authority of the Kettle Creek Conservation Authority was held on June 19, 2024, at 10:00 a.m. The meeting was streamed live on Facebook.

The meeting came to order at 10:00 a.m. As some members attended virtually all votes were recorded and are included in the Recorded Vote Registry.

### **Audio/Video Record Notice**

The Audio/Video Recording Notice was posted and made available to the public.

### **Land Acknowledgement**

Kettle Creek Conservation Authority wishes to acknowledge the treaty and traditional lands originally occupied by the Indigenous First Nation peoples of the Anishinabek, Attiwoonderonk and Haudenosaunee nations. KCCA strives to build meaningful relationships with Indigenous communities and recognizes the importance of respecting these treaties and lands.

It was noted that there was an addendum to the agenda (“Item d – Dalewood Conservation Area Safety Issue) added under new business.

### **Members Present:**

Lori Baldwin-Sands (Vice Chair)	St. Thomas	In Person
Jim Herbert	St. Thomas	In Person
Grant Jones (Chair)	Southwold	In Person
Sharron McMillan	Thames Centre	In Person
Todd Noble	Central Elgin	In Person
John Strybosch	London	In Person
Sam Trosow	London	Virtual
John Wilson	Malahide	In Person

### **Members Absent:**

Frank Berze	Middlesex Centre
Jerry Pribil	London

### **Staff Present:**

Elizabeth VanHooren	General Manager/Secretary Treasurer	In Person
Betsy McClure	Stewardship Program Supervisor	In Person
Joe Gordon	Manager of Planning and Development	In Person
Marianne Levogiannis	Public Relations Supervisor	In Person
Jennifer Dow	Water Resources Supervisor	Virtual

Jessica Kirschner  
Jen Hogan

Corporate Services Coordinator  
Resource Assistant

Virtual  
Virtual

Guests Present:

Grant Inglis  
Kevin De Leebeeck

KCCA Lawyer  
Director of Environmental and Infrastructure Services,  
City of St. Thomas

**Introductions & Declarations of Pecuniary Interest**

There were no declarations of pecuniary interest.

**Hearing Board**

The Full Authority recessed at 10:00 a.m. to conduct a Hearing regarding an application under Section 28 of the *Conservation Authorities Act*. The Hearing adjourned at 10:33 a.m. and members resumed the Full Authority meeting.

**Delegations**

There were no delegations.

**Minutes**

a) May 15, 2024, Full Authority Meeting

**FA90/2024**

**Moved by: Todd Noble**

**Seconded: Jim Herbert**

That the minutes of the May 15, 2024, Full Authority meeting be approved.

**Carried**

**Matters Arising**

- a) Media Report
- b) Project Tracking
- c) Watershed Conditions

**FA91/2024**

**Moved by: Lori Baldwin-Sands**

**Seconded: John Strybosch**

That the staff reports on Matters Arising (a) through (c) be received.

**Carried**

**Correspondence**

a) From KCCA to the Honourable Sylvia Jones Minister of Health Re: Recommended phase out of free well water testing in the 2023 Auditor General's Report May 16, 2024.

b) Notice of Proposed Zoning Order for the City of St. Thomas June 4, 2024

Gordon noted that staff do not intend to submit any comments in response to the Notice of Proposed Zoning Order for the City of St. Thomas. The MZO is being considered to change existing Open Space, Agricultural, Natural Heritage and Natural Hazard Zones to Employment Lands to facilitate the development of the Yarmouth Yards Industrial Park. There is nothing in the MZO that directly affects KCCA's jurisdiction. Only a 1/3 of the development lands are within the Kettle Creek watershed. In regard to CA mandated programs and services, the MZO permits the City to make drainage changes and remove water features and hazard designations from the site. However, the affected water features and natural hazard designations are all within the Catfish Creek watershed. There is only one minor watercourse within the KCCA watershed on the property that is being maintained for the stormwater outlet and despite the MZO powers, the City, through its Preliminary Services Report intends to maintain the existing watershed boundaries. KCCA's regulatory jurisdiction affecting the subject lands is minimal and has been reduced with recent changes to the CA Act and O. Reg.41/24. The MZO appears to focus on Natural Heritage, Archeology, Servicing and Transportation justification to support the zoning change.

**FA92/2024**

**Moved by: Sharon McMillan**

**Seconded: John Wilson**

That the correspondence be received.

**Carried**

**Statement of Revenue and Expenses**

No report.

**New Business**

a) Dalewood Dam Seasonal Inspection Results

**FA93/2024**

**Moved by: John Wilson**

**Seconded: Sam Trosow**

That the attached Dalewood Dam Seasonal Inspection Report dated June 4, 2024, from GD Vallee be received.

**Carried**

b) WECI Program Update and Submission

**FA94/2024**

**Moved by: Sam Trosow**

**Seconded: John Wilson**

That the staff report on the WECI Program Update and Submission be received; and further

That the Executive Committee be given power to act on the Dalewood Dam Environmental Assessment project until the next scheduled Full Authority meeting.

**Carried**

c) *Conservation Authorities Act* Update – Land Inventory and Conservation Area Strategy

**FA95/2024**

**Moved by: Todd Noble**

**Seconded: Jim Herbert**

That the staff report on the *Conservation Authorities Act* Update – Land Inventory and Conservation Area Strategy be received; and further

That the draft Objectives for the Conservation Area Strategy be approved for posting to the KCCA's website for public consultation.

**Carried**

d) Dalewood Conservation Area Safety Issue

Staff recently identified issues with the Dalewood septic system in the main washroom. It is a three-tank system that was installed in the late 1980s. A certified septic inspector determined that portions of one septic bed are not functioning. A full replacement is costly however, temporary repairs/modifications can be immediately undertaken for under \$5,000. This work will ensure the washroom can continue to function until a full or partial replacement can be planned and budgeted.

**FA96/2024**

**Moved by: Lori Baldwin - Sands**

**Seconded: Sharron McMillan**

That staff proceed with an unbudgeted expense to repair the septic system at Dalewood Conservation Area's main washroom to an upset limit of \$5,000.

**Carried**

e) Proposed Draft Plan of Subdivision – Sandymount Subdivision

A recorded vote was requested and is documented in the Registry.

**FA97/2024**

**Moved by: John Strybosch**

**Seconded: Sharron McMillan**

That the draft KCCA letters of June 19, 2024, regarding Sandymount Subdivision, Draft Plans 34T-23501 and 34T-23502 be approved for submission to the City of St. Thomas; and further

That KCCA staff be directed to stand firm to the recommendations outlined in the letters without first reporting back to the Board of Directors.

**Carried**

f) June Planning and Regulations Report

**FA98/2024**

**Moved by: Sharron McMillan**

**Seconded: John Strybosch**

That the June 2024 Planning and Regulations Activity Report be received.

**Carried**

**Closed Session**

The Closed Session meeting began at 11:37 a.m.

**FA99/2024**

**Moved by: John Wilson**

**Seconded: Todd Noble**

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

**Carried**

**FA100/2024**

**Moved by: Lori Baldwin-Sands**

**Seconded: Sam Trosow**

That the Full Authority revert to open session and report.

**Carried**

The Open Session resumed at 12:41 p.m.

- a) May 15, 2024, Closed Session Minutes

**FA101/2024**

**Moved by: John Wilson**

**Seconded: Todd Noble**

That the minutes of the Closed Session meeting of the May 15, 2024, Full Authority Meeting be approved.

**Carried**

- b) Legal Matter – Possible Violation

**FA102/2024**

**Moved by: Jim Herbert**

**Seconded: Todd Noble**

That staff proceed as directed on a legal matter.

**Carried**

- c) Property Matter

**FA103/2024**

**Moved by: Lori Baldwin-Sands**

**Seconded: John Strybosch**

That staff proceed as directed on a property matter.

**Carried**

- d) Security of Property Matter
- e) Security of Property Matter

**FA104/2024**

**Moved by: Lori Baldwin-Sands**

**Seconded: Jim Herbert**

That staff proceed as directed on the security of property matters.

**Carried**

**Upcoming Meetings**

Full Authority Meeting

August 22, 2024

10:00 a.m.

**FA105/2024**

**Moved by: Lori Baldwin-Sands**

**Seconded: Jim Herbert**

That the meeting be adjourned at 12:44 p.m.

**Carried**



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Elizabeth VanHooren  
General Manager/Secretary Treasurer



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Grant Jones  
Chair

Recorded Vote Registry FA90/2023 to FA96/2023

A=Absent Y=Yes N=No AB= Abstain

Board Member	FA90/2024	FA91/2024	FA92/2024	FA93/2024	FA94/2024	FA95/2024	FA96/2024
Baldwin-Sands	Y	Y	Y	Y	Y	Y	Y
Berze	A	A	A	A	A	A	A
Herbert	Y	Y	Y	Y	Y	Y	Y
Jones	Y	Y	Y	Y	Y	Y	Y
McMillan	Y	Y	Y	Y	Y	Y	Y
Noble	Y	Y	Y	Y	Y	Y	Y
Pribil	A	A	A	A	A	A	A
Strybosch	AB	Y	Y	Y	Y	Y	Y
Trosow	Y	Y	Y	Y	Y	Y	Y
Wilson	Y	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>	<b>Carried</b>

Recorded Vote Registry FA97/2023 to FA103/2023

A=Absent Y=Yes N=No AB= Abstain

Board Member	FA97/2024	FA98/2024	FA99/2024	FA100/2024	FA101/2024	FA102/2024	FA103/2024
Baldwin-Sands	Y	Y	Y	Y	Y	Y	Y
Berze	A	A	A	A	A	A	A
Herbert	Y	Y	Y	Y	Y	Y	Y
Jones	Y	Y	Y	Y	Y	Y	Y
McMillan	Y	Y	Y	Y	Y	Y	Y
Noble	Y	Y	Y	Y	Y	Y	Y
Pribil	A	A	A	A	A	A	A
Strybosch	Y	Y	Y	Y	AB	Y	Y
Trosow	Y	Y	Y	Y	Y	Y	Y
Wilson	Y	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>	<b>Carried</b>

**Recorded Vote Registry FA104/2023 to FA105/2023    A=Absent Y=Yes N=No AB= Abstain**

<b>Board Member</b>	<b>FA104/2024</b>	<b>FA105/2024</b>
<b>Baldwin-Sands</b>	Y	Y
<b>Berze</b>	A	A
<b>Herbert</b>	Y	Y
<b>Jones</b>	Y	Y
<b>McMillan</b>	Y	Y
<b>Noble</b>	Y	Y
<b>Pribil</b>	A	A
<b>Strybosch</b>	Y	Y
<b>Trosow</b>	Y	Y
<b>Wilson</b>	Y	Y
<b>Result</b>	<b>Carried</b>	<b>Carried</b>