



# Full Authority Minutes

March 26, 2025

A meeting of the Full Authority of the Kettle Creek Conservation Authority was held on Wednesday, March 26, 2025 at 10:00 a.m. The meeting was streamed live to Facebook.

The meeting came to order at 10:00 a.m. As some members and guests 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, Attiwonderonk and Haudenosaunee nations. KCCA strives to build meaningful relationships with Indigenous communities and recognizes the importance of respecting these treaties and lands.

**Members Present:**

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

**Members Absent with Regret:**

Jerry Pribil	London
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**Staff Present**

Michael Buis	Lake Whittaker Conservation Coordinator	In Person
Jennifer Dow	Water Resources Supervisor	In Person
Maisa Fumagalli	Planning and Regulations Supervisor	In Person
Jessica Kirschner	Corporate Services Coordinator	Virtual

Brandon Lawler	Forestry and Lands Technician	Virtual
Jeff Lawrence	Forestry and Lands Supervisor	Virtual
Betsy McClure	Manager Communications/Stewardship/Outreach	In Person
Jessy Van der Vaart	Communications and Outreach Coordinator	In Person
Elizabeth VanHooren	General Manager/Secretary Treasurer	In Person

**Introductions & Declarations of Pecuniary Interest**

There were no declarations of pecuniary interest.

**Delegations/Presentations**

There were no delegations or presentations.

**Hearing Board**

There was no Hearing required.

**Minutes of Meeting**

**FA36/2025**

**Moved by: Lori Baldwin-Sands**

**Seconded: Frank Berze**

That the minutes of the February 5, 2025 Full Authority Meeting and the February 26, 2025 Annual General Meeting be approved.

**Carried**

**Matters Arising**

- a) Media Report
- b) Project Tracking
- c) Lakeshore Improvement Update
- d) Watershed Conditions
- e) Yarmouth Yards Industrial Park Compensation

**FA37/2025**

**Moved by: Grant Jones**

**Seconded: Jim Herbert**

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

**Carried**

### **Correspondence**

VanHooren relayed that as a result of the recent provincial election, local member of parliament the Honourable Rob Flack was appointed Minister of Municipal Affairs and Housing. In addition, the new Minister of Environment, Conservation and Parks, the Honourable Todd McCarthy will have responsibility over conservation authorities. The Honourable Mike Harris Junior assumes the role of Minister of Natural Resources.

### **Statement of Revenue and Expenses**

There was no report.

### **New Business**

- a) Personnel Policy

#### **FA38/2025**

**Moved by:** JJ Srybosch

**Seconded:** Grant Jones

That the Personnel Policy be approved as presented.

**Carried**

- b) March Planning and Regulations Report

#### **FA39/2025**

**Moved by:** Lori Baldwin-Sands

**Seconded:** John Wilson

That the March 2025 Planning and Regulations Activity Report be received.

**Carried**

### **Closed Session**

VanHooren requested that a second legal item be added to the agenda as item c) Legal Matter - Violation. Grant Jones declared a pecuniary interest with that item. Jones removed himself from the Closed Session meeting during that item and abstained from the vote.

The Closed Session meeting began at 10:45 a.m.

#### **FA40/2025**

**Moved by:** John Wilson

**Seconded:** Jim Herbert

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

**Carried**

**FA41/2025**

**Moved by:** Lori Baldwin-Sands

**Seconded:** Jim Herbert

That the Full Authority revert to open session and report.

**Carried**

The Open Session resumed at 11:19 a.m.

- a) February 5, 2025 Closed Session Minutes

**FA42/2025**

**Moved by:** Lori Baldwin-Sands

**Seconded:** Grant Jones

That the minutes of the Closed Session meeting of the February 5, 2025 Full Authority Meeting be approved.

**Carried**

- b) Legal Matter – Possible Violation  
c) Legal Matter – Violation

**FA43/2025**

**Moved by:** Lori Baldwin-Sands

**Seconded:** JJ Strybosch

That staff proceed as directed on legal matters.

**Carried**

- d) Property Matter – Possible Acquisition

**FA44/2025**

**Moved by:** Grant Jones

**Seconded:** John Wilson

That staff proceed as directed on a property matter.

**Carried**

**Upcoming Meetings**

Lori Baldwin Sands announced to members that medical students participating in Discovery Week will be hosted at Dalewood Conservation Area on June 2, 2025.

**FA45/2025**

**Moved by:** JJ Strybosch

**Seconded:** Lori Baldwin-Sands

That the meeting adjourn at 11:20 a.m.

**Carried**



Elizabeth VanHooren  
General Manager/Secretary Treasurer



Todd Noble  
Chair

**Recorded Vote Registry FA36/2025 to FA41/2025**

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

Board Member	FA36/2025	FA37/2025	FA38/2025	FA39/2025	FA40/2025	FA41/2025
Baldwin-Sands	Y	Y	Y	Y	Y	Y
Berze	Y	Y	Y	Y	Y	Y
Herbert	Y	Y	Y	Y	Y	Y
Jones	Y	Y	Y	Y	Y	Y
McMillan	Y	Y	Y	Y	Y	Y
Noble	Y	Y	Y	Y	Y	Y
Pribil	A	A	A	A	A	A
Strybosch	Y	Y	Y	Y	Y	Y
Trosow	Y	Y	Y	Y	Y	Y
Wilson	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>

**Recorded Vote Registry FA42/2025 to FA45/2025**

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

Board Member	FA42/2025	FA43/2025	FA44/2025	FA45/2025
Baldwin-Sands	Y	Y	Y	Y
Berze	Y	Y	Y	Y
Herbert	Y	Y	Y	Y
Jones	Y	AB	Y	Y
McMillan	Y	Y	Y	Y
Noble	Y	Y	Y	Y
Pribil	A	A	A	A
Strybosch	Y	Y	Y	Y
Trosow	Y	Y	Y	Y
Wilson	Y	Y	Y	Y
<b>Result</b>	<b>Carried</b>	<b>Carried</b>	<b>Carried</b>	<b>Carried</b>