



# Full Authority Minutes

April 16, 2025

A meeting of the Full Authority of the Kettle Creek Conservation Authority was held on Wednesday, April 16, 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 attended virtually, all votes were recorded and are included in the Recorded Vote Registry.

VanHooren requested that a legal item be added to the Closed Session.

**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	In Person
Todd Noble, Chair	Central Elgin	In Person
Jerry Pribil	London	Virtual
JJ Strybosch	London	Virtual
John Wilson	Malahide	Virtual

**Members Absent with Regret:**

Sam Trosow	London
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**Staff Present**

Jennifer Dow	Water Resources Supervisor	In Person
Maisa Fumagalli	Planning and Regulations Supervisor	Virtual
Jessica Kirschner	Corporate Services Coordinator	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**

**FA46/2025**

**Moved by: Jim Herbert**

**Seconded: Grant Jones**

That the minutes of March 26, 2025 Full Authority Meeting be approved.

**Carried**

**Matters Arising**

- a) Media Report
- b) Project Tracking
- c) Watershed Conditions
- d) Insurance Renewal
- e) Conservation Ontario

Chair Noble and VanHooren attended the April 14, 2025 Conservation Ontario Council Meeting. Election of Officers was held with a new Chair being elected. Dave Barton from Toronto and Region Conservation Authority is the newly elected Chair with Pat Warren from Kawartha Conservation and Ed McGugan of Maitland Valley Conservation Authority filling the position of Vice Chairs. VanHooren also noted that Conservation Ontario released an annual report on conservation authority permits. Collectively, conservation authorities issued 7,180 permits from April 1, 2024 to December 31, 2025 with 96% issued within the legislated timelines.

**FA47/2025**

**Moved by: Lori Baldwin-Sands**

**Seconded: Sharron McMillan**

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

**Carried**

**Correspondence**

- a) From Mayor J. Morgan, City of London Re: City of London Budget Reduction April 2, 2025

The City of London is requesting that all of its Boards and Commissions, including conservation authorities, re-evaluate their 2026 budget requests with the aim to find 1.5% in cost savings. Boards and Commissions were encouraged to submit options by May 22, 2025. VanHooren expressed concern that it was too early in KCCA’s budget process to identify budget reductions. It was also identified that the City of London had a reduction in its Current Value Assessment that resulted in a reduction to its municipal apportionment in 2025 than what was projected in the four-year budget submission. VanHooren was asked to communicate this to the City of London staff.

**FA48/2025**

**Moved by:** Frank Berze  
**Seconded:** Sharron McMillan  
That the correspondence be received.

**Carried**

**Statement of Revenue and Expenses**

**FA49/2025**

**Moved by:** Jim Herbert  
**Seconded:** Grant Jones  
That the Statement of Revenue and Expenses dated March 31, 2025 be approved.

**Carried**

**New Business**

- a) Section 28 Hearing Guidelines

**FA50/2025**

**Moved by:** Lori Baldwin-Sands  
**Seconded:** Grant Jones  
That the Updated Section 28 Hearing Guidelines be approved.

**Carried**

- b) April Planning and Regulations Report

**FA51/2025**

**Moved by:** Frank Berze  
**Seconded:** JJ Strybosch

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

**Carried**

The Full Authority meeting recessed at 10:25 a.m. to conduct the Kettle Creek Source Protection Authority meeting. The Kettle Creek Source Protection Authority adjourned at 10:33 a.m. and members resumed the Full Authority meeting moving immediately into Closed Session.

**Closed Session**

The Closed Session meeting began at 10:34 a.m.

**FA52/2025**

**Moved by: Frank Berze**

**Seconded: Sharron McMillan**

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

**Carried**

**FA53/2025**

**Moved by: Frank Berze**

**Seconded: Grant Jones**

That the Full Authority revert to open session and report.

**Carried**

The Open Session resumed at 10:52 a.m.

a) March 26, 2025 Closed Session Minutes

**FA54/2025**

**Moved by: JJ Strybosch**

**Seconded: John Wilson**

That the minutes of the Closed Session minutes of the March 26, 2025 Full Authority Meeting be approved.

**Carried**

b) Property Matter – Possible Acquisition

No Report.

c) Legal Matter

**FA55/2025**

**Moved by:** Sharron McMillan

**Seconded:** Grant Jones

That staff proceed as directed on a legal matter.

**Carried**

**Upcoming Meetings**

The next meeting of the Full Authority is scheduled for May 21, 2025.

**FA56/2025**

**Moved by:** Sharron McMillan

That the meeting adjourn at 10:54 a.m.

**Carried**



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Elizabeth VanHooren  
General Manager/Secretary Treasurer



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Todd Noble  
Chair

**Recorded Vote Registry FA46/2025 to FA51/2025**

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

Board Member	FA46/2025	FA47/2025	FA48/2025	FA49/2025	FA50/2025	FA51/2025
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	Y	Y	Y	Y	Y	Y
Strybosch	Y	Y	Y	Y	Y	Y
Trosow	A	A	A	A	A	A
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 FA52/2025 to FA56/2025**

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

<b>Board Member</b>	<b>FA52/2025</b>	<b>FA53/2025</b>	<b>FA54/2025</b>	<b>FA55/2025</b>	<b>FA56/2025</b>
<b>Baldwin-Sands</b>	Y	Y	Y	Y	Y
<b>Berze</b>	Y	Y	Y	Y	Y
<b>Herbert</b>	Y	Y	Y	Y	Y
<b>Jones</b>	Y	Y	Y	Y	Y
<b>McMillan</b>	Y	Y	Y	Y	Y
<b>Noble</b>	Y	Y	Y	Y	Y
<b>Pribil</b>	Y	Y	Y	Y	Y
<b>Strybosch</b>	Y	Y	Y	Y	Y
<b>Trosow</b>	A	A	A	A	A
<b>Wilson</b>	Y	Y	Y	Y	Y
<b>Result</b>	<b>Carried</b>	<b>Carried</b>	<b>Carried</b>	<b>Carried</b>	<b>Carried</b>