



Executive Committee

Executive Committee Meeting Minutes October 8, 2025

A meeting of the Executive Committee was held on October 8, 2025 at 11:07 a.m.

Members Present:

Frank Berze	Municipality of Middlesex Centre	In Person
Grant Jones	Township of Southwold	In Person
Sharron McMillan	City of St. Thomas	In Person
Todd Noble	Municipality of Central Elgin	In Person
John Wilson	Malahide Township	In Person

Staff Present:

Elizabeth VanHooren	General Manager/ Secretary Treasurer	In Person
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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 agreed to alter the agenda, moving the Closed Session to the beginning of the meeting.

Closed Session

The Closed Session meeting began at 11:07 a.m.

EC01/2025

Moved by: Todd Noble

Seconded: Frank Berze

That the Executive Committee move to Closed Session to discuss Legal, Personnel or Property matters.

Carried

EC02/2025

Moved by: Todd Noble

Seconded: John Wilson

That the Full Authority revert to Open Session and Report.

Carried

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

a) Personnel Matter

EC03/2025

Moved by: Grant Jones

Seconded: Todd Noble

That staff proceed as directed on 2026 staffing requirements and apply a 2.75% cost of living increase to the 2025 Salary Grid and that these changes be incorporated into the 2026 Draft Budget.

Carried

b) Property I Matter

No report.

c) Property I Matter

EC04/2025

Moved by: John Wilson

Seconded: Todd Noble

That staff proceed as directed on a property matter.

Carried

d) Personnel I Matter

No report.

Open Session

a) Board Per Diems

Members reviewed the comparison of conservation authority board per diems and honourariums. There was general consensus that no changes to KCCA's current rates were required.

The meeting adjourned at 12:45 a.m.



Elizabeth VanHooren
General Manager/Secretary Treasurer



Sharron McMillan
Vice Chair