



# Full Authority Minutes September 17, 2025

A meeting of the Full Authority of the Kettle Creek Conservation Authority was held on Wednesday, September 17, 2025 at 10:00 a.m. The meeting was streamed live to Facebook.

As the Chair Todd Noble attended on-line, Vice Chair Sharron McMillan chaired the meeting. 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, 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	Virtual
Frank Berze	Middlesex Centre	In Person
Grant Jones	Southwold	In Person
Jim Herbert	St. Thomas	In Person
Sharron McMillan, Vice Chair	Thames Centre	In Person
Todd Noble, Chair	Central Elgin	Virtual
Jerry Pribil	London	In Person
JJ Strybosch	London	In Person
Sam Trosow	London	Virtual

**Members Absent with Regret:**

John Wilson	Malahide
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**Staff Present**

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**

**FA83/2025**

**Moved by: Grant Jones**

**Seconded: Frank Berze**

That the minutes of June 18, 2025 Full Authority Meeting be approved.

**Carried**

**Matters Arising**

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

**FA84/2025**

**Moved by: Frank Berze**

**Seconded: JJ Strybosch**

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

**Carried**

**Correspondence**

- a) News Release: Province Appoints Hassan Basit as Chief Conservation Executive June 2025
- b) From Kirsten Service, Director Conservation and Source Protection Branch MECP Re:  
Transition of CA Program from the MNR to MECP from June 27, 2025
- c) Conservation Ontario's Federal Pre Budget Submission August 2025

**FA85/2025**

**Moved by: Lori Baldwin-Sands**

**Seconded: Todd Noble**

That the correspondence be received.

**Carried**

**Statement of Revenue and Expenses**

**FA86/2025**

**Moved by: Jerry Pribil**

**Seconded: Jim Herbert**

That the Statements of Revenue and Expenses dated June 30, 2025 be approved.

**Carried**

**New Business**

a) 2025 Budget Approval Timeline

**FA87/2025**

**Moved by: Sam Trosow**

**Seconded: Grant Jones**

That the 2026 Budget Approval Timeline be received; and further

That the City of London 2026 Budget Submission be approved with a 4% increase to the municipal cost apportionment.

**Carried**

b) Kettle Creek Clean Water Initiative

The Kettle Creek Clean Water Initiative was established in 2012 to provide financial assistance to watershed residents in implementing stewardship projects. Annually, the Authority provides \$12,000 in funding from the Stewardship Reserve.

McClure presented two projects for funding consideration.

Project 25-04 is a wetland creation project in the Municipality of Central Elgin. The total estimated project cost is \$24,769.60. The grant request is \$3,000.

Project 25-05 is a wetland creation project in the Township of Southwold. The total estimated project cost for the wetland is \$27,685 with a grant request of \$3,000.

The Kettle Creek Clean Water Initiative will fund 50% of eligible projects costs up to a maximum grant of \$3,000.

**FA88/2025**

**Moved by: Todd Noble**

**Seconded: Lori Baldwin-Sands**

THAT projects 25-04, 25-05 be supported through the Kettle Creek Clean Water Initiative with grants of \$3,000 each.

c) July/August/September Planning and Regulations Report

**FA89/2025**

**Moved by:** Frank Berze

**Seconded:** JJ Strybosch

That the July- September Planning and Regulations Activity Report be received.

**Closed Session**

The Closed Session meeting began at 10:36 a.m.

**FA90/2025**

**Moved by:** Grant Jones

**Seconded:** JJ Strybosch

That the Full Authority move to Closed Session to discuss legal, personnel or property matters.

**Carried**

**FA91/2025**

**Moved by:** Sam Trosow

**Seconded:** Lori Baldwin-Sands

That the Full Authority revert to open session and report.

**Carried**

The Open Session resumed at 11:30 a.m.

a) June 18, 2025 Closed Session Minutes

**FA92/2025**

**Moved by:** Grant Jones

**Seconded:** JJ Strybosch

That the Closed Session minutes of the June 18, 2025 Full Authority Meeting be approved.

**Carried**

- b) Property Matter – Security of Property
- c) Legal Matter Violation V25-001
- d) Legal Matter -Solicitor Client Privilege
- e) Legal Matter – Solicitor Client Privilege
- f) Personnel Matter

**FA93/2025**

**Moved by:** Sam Trosow

**Seconded:** JJ Strybosch

That staff proceed as directed on property, legal and personnel matters.

**Carried**

**Upcoming Meetings**

An Executive Committee meeting was scheduled for October 8, 2025 beginning at 11:00 a.m.  
The next Full Authority meeting is scheduled for October 15, 2025 at 10:00 a.m.

**FA94/2025**

**Moved by:** Grant Jones

**Seconded:** Jerry Pribil

That the meeting adjourn at 11:34 a.m.

**Carried**



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Elizabeth VanHooren  
General Manager/Secretary Treasurer



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Sharron McMillan  
Vice Chair

**Recorded Vote Registry FA83/2025 to FA88/2025**

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

Board Member	FA83/2025	FA84/2025	FA85/2025	FA86/2025	FA87/2025	FA88/2025
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	Y	Y	Y	Y	Y	Y
Wilson	A	A	A	A	A	A
<b>Result</b>	<b>Carried</b>	<b>Carried</b>	<b>Carried</b>	<b>Carried</b>	<b>Carried</b>	<b>Carried</b>

**Recorded Vote Registry FA89/2025 to FA94/2025**

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

<b>Board Member</b>	<b>FA89/2025</b>	<b>FA90/2025</b>	<b>FA91/2025</b>	<b>FA92/2025</b>	<b>FA93/2025</b>	<b>FA94/2025</b>
<b>Baldwin-Sands</b>	Y	Y	Y	Y	Y	Y
<b>Berze</b>	Y	Y	Y	Y	Y	Y
<b>Herbert</b>	Y	Y	Y	Y	Y	Y
<b>Jones</b>	Y	Y	Y	Y	Y	Y
<b>McMillan</b>	Y	Y	Y	Y	Y	Y
<b>Noble</b>	Y	Y	Y	Y	Y	Y
<b>Pribil</b>	Y	Y	Y	Y	Y	Y
<b>Strybosch</b>	Y	Y	Y	Y	Y	Y
<b>Trosow</b>	Y	Y	Y	Y	Y	Y
<b>Wilson</b>	A	A	A	A	A	A
<b>Result</b>	<b>Carried</b>	<b>Carried</b>	<b>Carried</b>	<b>Carried</b>	<b>Carried</b>	<b>Carried</b>