



Full Authority Minutes November 19, 2025

A meeting of the Full Authority of the Kettle Creek Conservation Authority was held on Wednesday, November 19, 2025 at 10:00 a.m. The meeting was streamed live to Facebook.

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	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
Sam Trosow	London	Virtual
John Wilson	Malahide	In Person

Members Absent with Regret:

Staff Present

Michael Buis	LWCA 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	Forest and Lands Supervisor	Virtual
Jeff Lawrence	Forestry and Lands Supervisor	Virtual
Rob Lindsay	DWCA Coordinator	In Person
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

FA109/2025

Moved by: Jim Herbert

Seconded: Lori Baldwin-Sands

That the minutes of the October 15, 2025 Full Authority Meeting be approved.

Carried

Matters Arising

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

FA110/2025

Moved by: Lori Baldwin-Sands

Seconded: Frank Berze

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

Carried

Correspondence

No Correspondence

Statement of Revenue and Expenses

No report.

New Business

- a) Provincial Announcements
 - i) Bill 68 “Plan to Protect Ontario Act (Budget Measures) and proposed changes to the CA Act
 - ii) Proposed Boundaries for Regional Consolidation of Ontario’s Conservation Authorities ERO Posting #025-1257

VanHooren provided an overview of proposed changes to the CA Act included in Bill 68 and the proposed consolidation of 36 conservation authorities into 7 regional CAs as described in ERO Posting #025-1257. Members were also updated on a recent information session held with the Ministry of Environment Conservation and Parks (MECP) and the Chief Conservation Executive on November 18, 2025. Staff provided a preliminary analysis of the possible consequences of the consolidation as well as outlining next steps, including communication with member municipalities, and other stakeholders. Members expressed concern about the loss of local representation on regional boards and the possible detrimental impacts consolidation could have on local programs and services. Members encouraged staff to begin communicating with stakeholders about what could be lost in a regional consolidation.

FA111/2025

Moved by: Lori Baldwin-Sands

Seconded: Frank Berze

That the Executive Committee be given power to act on all matters relating to the proposed consolidation of conservation authorities.

Carried

FA112/2025

Moved by: Sam Trosow

Seconded: Jim Herbert

WHEREAS the Ministry of the Environment, Conservation and Parks has posted Environmental Registry Notice No. 025-1257 (“Proposed Boundaries for the Regional Consolidation of Conservation Authorities”), proposing to reduce Ontario’s 36 conservation authorities to 7 regional entities as part of a broader restructuring that would create a new Ontario Provincial Conservation Agency to provide centralized oversight and direction under the *Conservation Authorities Act*; and

AND WHEREAS under this proposal, the Kettle Creek Conservation Authority (KCCA) would be merged into a new “Lake Erie Regional Conservation Authority” together with the: Essex Region, Lower Thames Valley CA, St. Clair Region CA, Upper Thames River CA, Catfish Creek CA, Long Point Region CA, and Grand River CA, forming a single organization stretching from Windsor, through London, Brantford and north of Waterloo region;

AND WHEREAS the Board acknowledges and supports the Province’s goals of improved efficiency, consistency and fiscal responsibility in conservation delivery, but find that the proposed “Lake Erie Region” configuration would create a geographically vast and

administratively complex entity; dilute local accountability and municipal partnership; generate substantial transition costs, including human-resources integration, governance restructuring, IT migration and policy harmonization that would divert resources from the front-line service delivery making it hard for applicants to obtain timely local advice, resolve issues or expedite housing and infrastructure approvals that support the Province's goals;

AND WHEREAS KCCA has always worked with its member municipalities, the province and partners to be fiscally responsible while ensuring the conservation, restoration, development and management of natural resources within the Kettle Creek watershed including modernizing its programs and services and aligning them with provincial guidance and neighbouring CAs and will continue to do so;

THEREFORE BE IT RESOLVED THAT KCCA Board of Directors does not support the proposed "Lake Erie Regional Conservation Authority" boundary configuration outlined in the Environment Registry Notice 02-1257; and the Board instead requests that the Ministry engage directly with affected municipalities and conservation authorities to evaluate a reduced geographic scope for consolidation that better reflects established relationships and enhances cost-efficient delivery of integrated watershed management, grassroots connections and local understanding;

AND FINALLY THAT this resolution, be forwarded to the Ministry of Environment Conservation Parks, local members of Provincial Parliament, Association of Municipalities of Ontario, Rural Ontario Municipalities Association, Federation of Canadian Municipalities, all municipalities and Conservation Authorities within the proposed Lake Erie Regional Conservation Authority and Conservation Ontario.

Carried

Sam Trosow and Jerry Pribil left the meeting at 11:33 a.m.

b) Belmont Union Management Agreement

FA113/2025

Moved by: Jim Herbert

Seconded: Grant Jones

That the proposed amendment to the Belmont and Union Conservation Area Land Management Agreement be executed as presented.

Carried

c) 2026 Proposed Fee Increases

FA114/2025

Moved by: Jim Herbert

Seconded: Frank Berze

That the proposed 2026 Fee Schedules for Section 28 (Schedule 1); Conservation Areas (Schedule 2); Other Watershed Programs and Services (Schedule 3) be approved; and Administrative Fees (Schedule 4) be approved; and further that the Schedules take effect on January 1, 2026.

Carried

d) 2026 Seasonal Camping Permit Application

FA115/2025

Moved by: Frank Berze

Seconded: Grant Jones

That the 2026 Seasonal Camping Permit Application be approved as presented; and further that the Cancellation and Refund Policy be approved as amended.

Carried

e) First Draft Budget and Municipal Apportionment Consultation Approval

FA116/2025

Moved by: Lori Baldwin-Sands

Seconded: John Wilson

That the first Draft 2026 Budget be approved for consultation purposes, circulated to member municipalities and posted to KCCA's website.

Carried

f) 2026 Meeting Dates

FA117/2025

Moved by: Lori Baldwin-Sands

Seconded: Grant Jones

That the 2026 Meeting dates be approved.

Carried

g) December Office Closure

FA118/2025

Moved by: Frank Berze

Seconded: Sharron McMillan

That the Administration Centre be closed to the public from 4:30 p.m. December 19, 2025 to January 5 at 8:30 a.m. to accommodate office upgrades and the Christmas shutdown.

Carried

h) November Planning and Regulations Report

FA119/2025

Moved by: Jim Herbert

Seconded: Grant Jones

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

Carried

Closed Session

VanHooren identified the addition of a legal matter to the Closed Agenda.

The Closed Session meeting began at 11:56 a.m.

FA120/2025

Moved by: Grant Jones

Seconded: Lori Baldwin-Sands

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

Carried

FA121/2025

Moved by: Grant Jones

Seconded: Sharron McMillan

That the Full Authority revert to Open Session and report.

Carried

The Open Session resumed at 12:43 a.m.

a) October 15, 2025 Full Authority Closed Session Minutes

FA122/2025

Moved by: Sharron McMillan

Seconded: Frank Berze

That the Closed Session minutes of the October 15, 2025 Full Authority Meeting be approved.

Carried

b) Legal Matter

c) Property Matter – Security of Property

FA123/2025

Moved by: Grant Jones

Seconded: Jim Herbert

That staff proceed as directed on a legal and property matter.

d) Personnel Matter

FA124/2025

Moved by: Lori Baldwin-Sands

Seconded: Sharron McMillan

That the 2026 Salary Proposal and permanent staff compliment be received; and further

That the cost of living adjustment of 2.75% and proposed step increases for identified staff receive pre-budget approval for 2026 and applied to employee wages effective January 1, 2026.

Carried

Upcoming Meetings

The next Full Authority meeting is scheduled for December 18, 2025 at 10:00 a.m.

FA125/2025

Moved by: Lori Baldwin-Sands

Seconded: John Wilson

That the meeting adjourn at 12:45 p.m.

Carried



Elizabeth VanHooren
General Manager/Secretary Treasurer



Todd Noble
Chair

Recorded Vote Registry FA109/2025 to FA114/2025

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

Board Member	FA109/2025	FA110/2025	FA111/2025	FA112/2025	FA113/2025	FA114/2025
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	A	A
Strybosch	Y	Y	Y	Y	Y	Y
Trosow	Y	Y	Y	Y	A	A
Wilson	Y	Y	Y	Y	Y	Y
Result	Carried	Carried	Carried	Carried	Carried	Carried

Recorded Vote Registry FA115/2025 to FA120/2025

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

Board Member	FA115/2025	FA116/2025	FA117/2025	FA118/2025	FA119/2025	FA120/2025
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	A	A	A	A	A	A
Wilson	Y	Y	Y	Y	Y	Y
Result	Carried	Carried	Carried	Carried	Carried	Carried

Recorded Vote Registry FA121/2025 to FA125/2025

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

Board Member	FA121/2025	FA122/2025	FA123/2025	FA124/2025	FA125/2025
Baldwin-Sands	Y	Y	Y	Y	Y
Berze	Y	Y	Y	Y	Y
Herbert	Y	Y	Y	Y	Y
Jones	Y	Y	Y	Y	Y
McMillan	Y	Y	Y	Y	Y
Noble	Y	Y	Y	Y	Y
Pribil	A	A	A	A	A
Strybosch	A	A	A	A	A
Trosow	A	A	A	A	A
Wilson	Y	Y	Y	Y	Y
Result	Carried	Carried	Carried	Carried	Carried