



Annual General Meeting Minutes

February 25, 2026

The 2025 Annual General Meeting of the Kettle Creek Conservation Authority was held on Wednesday, February 25, 2026. The meeting was streamed live to Facebook.

The meeting came to order at 10:03 a.m. VanHooren announced that elections occurred at the January 21, 2026 meeting with Todd Noble being acclaimed Chair and Sharron McMillan acclaimed as Vice Chair for 2026.

Audio/Video Record Notice

The Audio/Video Record 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.

VanHooren conducted a roll call with the following members identifying their presence:

Members Present In Person:

Lori Baldwin-Sands	City of St. Thomas
Frank Berze	Middlesex Centre
Grant Jones	Southwold Township
Jim Herbert	City of St. Thomas
Sharron McMillan	Thames Centre
Todd Noble	Municipality of Central Elgin
JJ Strybosch	City of London
John Wilson	Malahide Township

Members Present Virtually:

Jerry Pribil	City of London
Sam Trosow	City of London

Staff Present In Person:

TJ Brine	Lake Whittaker Crew Lead
Mike Buis	Lake Whittaker Coordinator
Jennifer Dow	Water Resources Supervisor
Maisa Fumagalli	Planning and Regulations Supervisor
Owen Husten	Dalewood Crew Lead
Jessica Kirschner	Corporate Services Coordinator

Brandon Lawler	Forests and Lands Technician
Jeff Lawrence	Forestry and Lands Supervisor
Rob Lindsay	Dalewood Coordinator
Betsy McClure	Manager Communications/Stewardship/Outreach
Stacey Pond	Resource Assistant
Scott Pinnell	Maintenance and Safety Coordinator
Jessy Van der Vaart	Communications and Outreach Coordinator
Elizabeth VanHooren	General Manager/Secretary Treasurer

Guests:

Jim Frederick	Graham Scott Enns
Scott Trevors	Graham Scott Enns

As some members were joining the meeting electronically all votes were recorded and are included in the Recorded Vote Registry.

Introductions & Declarations of Pecuniary Interest

There were no declarations of pecuniary interest.

Chair's Remarks

The Chair welcomed everyone to the Annual General Meeting. Chair Noble reflected on another year of accomplishments and the year ahead. While details of the proposed consolidation of conservation authorities are still emerging the Chair, and Board, are determined to approach the year ahead with openness and resolve to ensure the watershed remains resilient.

General Business

a) Presentation of 2025 Financial Statements

Scott Trevors presented a brief explanation of the Financial Statements.

AM1/2026

Moved by: Lori Baldwin-Sands

Seconded: Frank Berze

That the Year 2025 Financial Statements be adopted as presented.

Carried

b) Presentation of the 2025 Annual Report

Elizabeth VanHooren presented the 2025 Annual Report. This year's report focused on the local connections, knowledge and relationships that allow KCCA to deliver programs and services that matter locally. 2025 successes included updated regulation mapping, the planting of more than 64,000 native trees and shrubs, new log cabins at Lake Whittaker and outreach to thousands of watershed residents through social media posts, Learn to Fish Programs and the Carolinian Forest Festival.

AM2/2026

Moved by: Sharron McMillan

Seconded: Jim Herbert

That the Year 2025 Annual Report be adopted as presented.

Carried

c) 2025 Elgin Clean Water Program Annual Report

McClure presented the 2025 Elgin Clean Water Program Annual Report. The Program supported 28 projects in 2025 surpassing \$4 million in total project value since its inception in 2012. A new maintenance funding category was introduced to ensure earlier investments remain effective over time, reinforcing long-term stewardship.

AM3/2026

Moved by: JJ Strybosch

Seconded: John Wilson

That the 2025 Elgin Clean Water Program Annual Report be received.

Carried

c) Presentation of the 2026 Budget

AM4/2026

Moved by: Sam Trosow

Seconded: Jerry Pribil

That the proposed 2026 Budget be approved as presented with expenditures of \$3,510,678.

Carried

In accordance with KCCA's Administrative By-Law, a weighted vote was taken. In the event that not all of a municipality's member(s) are present, the member(s) in attendance represent(s) only their proportion of the municipal weighting in the voting.

The motion carried with 100% of the weighted vote and 100% of the weighted vote present.

AM4/2026 Recorded Vote

Member Municipality	Present	Levy %	Weight %	In Favour	Opposed	Absent
City of London		54.87	50			
Sam Trosow	•		16.67	•		
Jerry Pribil	•		16.67	•		
JJ Strybosch	•		16.66	•		
City of St. Thomas		27.35	30.30			
Lori Baldwin-Sands	•		15.15	•		
Jim Herbert	•		15.15	•		
Central Elgin		7.73				
Todd Noble	•		8.57	•		
Southwold		6.45				
Grant Jones	•		7.14	•		
Thames Centre		1.30				
Sharron McMillan	•		1.44	•		
Middlesex Centre		1.66				
Frank Berze	•		1.84	•		
Malahide		0.64				
John Wilson	•		0.71	•		
Total		100	100%			

d) Reserve Policy Update and Proposed Transfers

AM5/2026

Moved by: John Wilson

Seconded: Grant Jones

That the updates to the Reserve Policy be approved and;

Further that \$53,751.56 from the Carolinian Forest Festival Reserve and \$138,346.45 from the Conservation Lands Management Reserve be transferred to the Kettle Creek Environmental Trust as outlined in the Reserve Policy Update and Proposed Transfers staff report.

Carried

Special Presentations

a) Staff Recognition

VanHooren recognized Jeff Lawrence, Forestry and Lands Supervisor for 15 years of service. When added Lawrence’s previous contract and employment service with KCCA and other conservation authorities he has over 25 years in the conservation authority sphere.

The Chair thanked members, staff and the public for attending the meeting. The next meeting of the Full Authority will be March 25, 2026 at 10:00 a.m.

AM6/2026

Moved by: JJ Strybosch

Seconded: Lori Baldwin-Sands

That the meeting adjourn at 10:34 a.m.

Carried



Elizabeth VanHooren
General Manager/Secretary Treasurer



Todd Noble
Chair

Recorded Vote Registry AM1/2026 to AM6/2026

A=Absent Y=Yes N=No

Board Member	AM1/2026	AM2/2026	AM3/2026	AM4/2026	AM5/2026	AM6/2026
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	Y	Y	Y	Y	Y	Y
Result	Carried	Carried	Carried	Carried	Carried	Carried