



Full Authority Minutes March 25, 2026

A meeting of the Full Authority of the Kettle Creek Conservation Authority was held on Wednesday, March 25, 2026 at 10:02 a.m. The meeting was streamed live to Facebook.

Audio/Video Record Notice

The Audio/Video Recording Notice was posted and made available to the public.

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	In Person
Sam Trosow	London	Virtual

Members Absent with Regret:

John Wilson	Malahide
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Staff Present

Jennifer Dow	Water Resources Supervisor	In Person
Jessica Kirschner	Corporate Services Coordinator	Virtual
Brandon Lawler	Forests and Lands Technician	Virtual
Jeff Lawrence	Forestry and Lands Supervisor	Virtual
Rob Lindsay	DWCA Coordinator	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.

Hearing Board

There was no Hearing required.

Delegations

There were no delegations.

Minutes of Meeting

FA33/2026

Moved by: Lori Baldwin-Sands

Seconded: Frank Berze

That the minutes of the February 11, 2026 Full Authority meeting be approved.

Carried

FA34/2026

Moved by: Jim Herbert

Seconded: Frank Berze

That the minutes of the February 25, 2026 Annual General Meeting be approved.

Carried

Matters Arising

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

FA35/2026

Moved by: Jim Herbert

Seconded: Frank Berze

That the Staff Reports under Matters Arising (a) through (c) be received.

Carried

Correspondence

- a) From Honourable Todd McCarthy, Minister of the Environment, Conservation and Parks
Re: Next Phase of Improving Ontario's Conservation System March 10, 2026
- b) From Honourable Todd McCarthy, Minister of the Environment, Conservation and Parks
Re: Minister's Direction for CAs regarding fee changes March 10, 2026
- c) Invitation to the 77th Annual Middlesex Municipal Day May 7, 2026

Members were advised of a late piece of correspondence, an invitation to the 77th Middlesex Municipal Day scheduled for May 7, 2026. Members were invited to register.

FA36/2026

Moved by: Grant Jones

Seconded: Sharron McMillan

That the correspondence be received.

Carried

Statement of Revenue and Expenses

There were no Statements for the period.

New Business

a) Regional Consolidation of CAs ERO #025-1257 Decision Notice
Members expressed interest in obtaining legal advice on a number of consolidation matters. VanHooren agreed to consult legal and report back as appropriate. There was also a consensus that additional meetings may be required during the summer to facilitate discussions. A new updated meeting schedule will be brought to the next meeting.

FA37/2026

Moved by: Grant Jones

Seconded: Jim Herbert

That the staff report on the Regional Consolidation of CAs ERO #025-1257 Decision Notice be received.

Carried

b) Hydro Meters at Dalewood Conservation Area Campground

FA38/2026

Moved by: JJ Strybosch

Seconded: Jim Herbert

That beginning in 2027 the hydro meters at Dalewood Conservation Area be used for monitoring purposes only, and finally

That staff take the appropriate actions to adjust the 2027 seasonal camping fees at Dalewood Conservation Area.

Carried

c) 2027-2028 WECl Application

FA39/2026

Moved by: Lori Baldwin-Sands

Seconded: Grant Jones

That staff submit an application to the Water and Erosion Control Infrastructure (WECl) program for the Dalewood Dam Major Rehabilitation Project as outlined in the staff report.

Carried

d) March Planning and Regulations Report

FA40/2026

Moved by: Grant Jones

Seconded: Frank Berze

That the March Planning and Regulations Activity Report be received.

Carried

Closed Session

VanHooren requested that an additional Legal Matter be heard in Closed Session.

The Closed Session meeting began at 11:09 a.m.

Jim Herbert left the meeting at 11:10 a.m.

FA41/2026

Moved by: Sharron McMillan

Seconded: JJ Strybosch

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

Carried

FA42/2026

Moved by: Sam Trosow

Seconded: JJ Strybosch

That the Full Authority revert to open session and report.

Carried

The Open Session resumed at 11:47 a.m.

- a) February 11, 2026 Closed Session Minutes

FA43/2026

Moved by: Sharron McMillan

Seconded: JJ Strybosch

That the minutes of the Closed Session meeting of the February 11, 2026 Full Authority Meeting be approved.

Carried

- b) Legal Matter
- c) Property Matter
- d) Personnel Matter

FA44/2026

Moved by: Frank Berze

Seconded: Jerry Pribil

That staff proceed as directed on Legal, Property and Personnel Matter.

Carried

- e) Personnel Matter

FA45/2026

Moved by: Lori Baldwin-Sands

Seconded: JJ Strybosch

That the job descriptions of the Lake Whittaker Conservation Area Coordinator, the Dalewood Conservation Area Coordinator and the Forestry and Lands Technician be updated as presented; and further

That the position of Lake Whittaker Conservation Area Coordinator and Dalewood Conservation Area Coordinator be placed in Grade 6 of the Salary Grid; and finally

That the position of Forestry and Lands Technician be placed in Grade 5 of the Salary Grid.

Carried

f) Legal Matter

FA46/2026

Moved by: Lori Baldwin-Sands

Seconded: JJ Strybosch

That staff proceed as directed on a Legal Matter.

Carried

Upcoming Meetings

KCCA Full Authority Meeting

April 15, 2026

The meeting adjourned at 11:49 a.m.



Elizabeth VanHooren
General Manager/Secretary Treasurer



Todd Noble
Chair

Recorded Vote Registry FA33/2026 to FA38/2026

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

Board Member	FA33/2026	FA34/2026	FA35/2026	FA36/2026	FA37/2026	FA38/2026	FA39/2026
Baldwin-Sands	Y	Y	Y	Y	Y	Y	Y
Berze	Y	Y	Y	Y	Y	Y	Y
Herbert	Y	Y	Y	Y	Y	Y	Y
Jones	Y	Y	Y	Y	Y	Y	Y
McMillan	Y	Y	Y	Y	Y	Y	Y
Noble	Y	Y	Y	Y	Y	Y	Y
Pribil	Y	Y	Y	Y	Y	Y	Y
Strybosch	Y	Y	Y	Y	Y	Y	Y
Trosow	Y	Y	Y	Y	Y	Y	Y
Wilson	A	A	A	A	A	A	A
Result	Carried	Carried	Carried	Carried	Carried	Carried	Carried

Recorded Vote Registry FA40/2026 to FA46/2026

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

Board Member	FA40/2026	FA41/2026	FA42/2026	FA43/2026	FA44/2026	FA45/2026	FA46/2026
Baldwin-Sands	Y	Y	Y	Y	Y	Y	Y
Berze	Y	Y	Y	Y	Y	Y	Y
Herbert	Y	Y	Y	A	A	A	A
Jones	Y	Y	Y	Y	Y	Y	Y
McMillan	Y	Y	Y	Y	Y	Y	Y
Noble	Y	Y	Y	Y	Y	Y	Y
Pribil	Y	Y	Y	Y	Y	Y	Y
Strybosch	Y	Y	Y	Y	Y	Y	Y
Trosow	Y	Y	Y	Y	Y	Y	Y
Wilson	A	A	A	A	A	A	A
Result	Carried	Carried	Carried	Carried	Carried	Carried	Carried