



Board of Directors Meeting
Thursday February 20th, 2014 – Meeting No. 2/14

The SNC Board of Directors meeting of Thursday, February 20th, 2014 was held at South Nation Conservation, Watershed Room, beginning at 9:30 a.m.

Directors Present: Bill Smirle, Stormont Dundas Glengarry – Chairman
Doug Thompson, City of Ottawa – Vice Chairman
Lawrence Levere, Leeds Grenville - Past Chairman
Stephen Blais, City of Ottawa
Michael Brown, City of Ottawa
Barclay Cormack, Leeds Grenville
Jean Yves Lalonde, Prescott Russell
Claude Levac, Prescott Russell
Glenn Mackey, Leeds Grenville
Tammy McRae, Stormont Dundas Glengarry
Alan Perks, City of Ottawa
François St. Amour, Prescott Russell

Regrets: Steven Byvelds, Stormont Dundas Glengarry

Staff Present: Dennis O'Grady, General Manager/Secretary-Treasurer
Dianne MacMillan, Senior Administrative Assistant
Linda Hutchinson, Director, Organization Effectiveness
Pat Piitz, Director, Science and Research
Angela Coleman, Director, Property and Approvals
Naomi Langlois-Anderson, Sr. Fish & Wildlife Technician
Alison McDonald, Environmental Planner
Sharif Golam, Water Resources Analyst
Jason Symington, Environmental Technologist
Geoff Owens, Regulations Officer
Tessa Di Iorio, Hydrogeologist
Monique Sauve, Chief Inspector
Cheyene Ramsey, Forestry Technician
Lorie Henderson, Corporate Services Clerk
Ronda Boutz, Team Lead, Communications and Outreach
Jim Hendry, Team Lead, Property
Mathew Lacombe, Property and Approvals Assistant
Kyoko Yodogawa, Bookkeeper
Karen Paquette, Fisheries Technician





David Fitch, Works Superintendent Assistant
Amie Boudreau Ivany, Sr. Fish Habitat Assessment Biologist
Jacqueline Edwards, Water Resources GIS Technician
Josée Brizard, Team Lead, Forest Resources
Natalie Doerr, Resource Analyst Intern
Tim Jackson, GIS Technician
James Holland, Watershed Planner
Sara Caverley, Communications Assistant
Mathieu Leblanc, Environmental Planner
Sandra Mancini, Team Lead, Water Resources
Michelle Cavanagh, Fish and Wildlife Resource Technician
Katherine Watson, Water Resources Specialist
Marika Havekes, Property Assistant
Lyman Jones, GIS Specialist
Carl Bickerdike, Lands Assistant

Guests: Murray Inch
Jacqueline Pemberton, Acting Chair, Source Protection Committee
Richard Pilon, Project Manager, Raisin-South Nation Region

CHAIRMAN'S REMARKS

Bill Smirle, Chairman opened the meeting at 9:30 a.m., and welcomed all attendees. Chair Smirle commented that he had met with all Board Members and has received positive comments and suggestions. The Chair informed Members that he will be attending board meetings at the four neighbouring Conservation Authorities within the next few months.

APPROVAL OF SNC BOARD OF DIRECTORS AGENDA AND SUPPLEMENTAL AGENDA

RESOLUTION NO. BD-012/14 Moved by: François St. Amour
Seconded by: Jean Yves Lalonde

RESOLVED THAT: The Board of Directors approve the February 20th,
2014 agenda and supplemental agenda as submitted.

CARRIED

DECLARATION OF CONFLICT OF INTEREST

There were no declarations of conflict of interest.



SNC PROJECT UPDATE – POWERPOINT PRESENTATION

SNC staff provided a powerpoint presentation highlighting project and program updates for Board of Directors information.

APPROVAL OF:

- a) SNC Board of Directors meeting minutes of January 16th, 2014.

RESOLUTION NO. BD-013/14

Moved by: Doug Thompson

Seconded by: Jean Yves Lalonde

RESOLVED THAT:

The Members approve the Board of Directors meeting minutes of Thursday, January 16th, 2014 as presented.

CARRIED

- b) SNC Committee Meeting Highlights and Approval of Minutes from:

- a) Communications Committee meeting minutes of February 5th, 2014

RESOLUTION NO. BD-014/14

Moved by: Lawrence Levere

Seconded by: Tammy McRae

RESOLVED THAT:

The Board of Directors approve the actions and recommendations of:

- a) Communications Committee meeting minutes of February 5th, 2014

CARRIED

NEW BUSINESS

GREAT LAKES GUARDIAN COMMUNITY FUND – FLOATING WETLANDS PROJECT

Jason Symington, Environmental Technologist presented a report to receive Board of Directors approval to: enter into agreement with the Province (Great Lakes Guardian Community Fund – Floating Wetlands project); and use of funding for project materials and supplies.

RESOLUTION NO. BD-015/14

Moved by: François St. Amour

Seconded by: Barclay Cormack

RESOLVED THAT:

The Board of Directors approve entering into agreement with the Province under the Great Lakes



Guardian Community Fund for the Floating Wetland Project; and

FURTHER THAT:

The Board of Directors approve purchasing wetland materials and supplies for the project to an upset cost of \$18,500 plus HST.

CARRIED

CLARENCE-ROCKLAND GROUNDWATER STUDY – CONTRACT FOR SERVICES

Tessa Di Iorio, Hydrogeologist submitted a report to receive Board approval to hire a consultant for the Clarence-Rockland Groundwater Study.

RESOLUTION NO. BD-016/14

Moved by: Claude Levac
Seconded by: Jean Yves Lalonde

RESOLVED THAT:

The Board of Directors approve hiring a consultant to an upset limit of \$40,000 (including HST), as part of the Clarence-Rockland Groundwater Study, as previously allocated in the 2014 approved budget.

CARRIED

APPROVAL OF SERVICE AGREEMENTS: SUNEDISON AND OSCIA

Josee Brizard, Team Lead Forest Resources and Michelle Cavanagh, Fish and Wildlife Resource Technician provided a report to request Board approval to enter into two agreements.

RESOLUTION NO. BD-017/14

Moved by: Michael Brown
Seconded by: Doug Thompson

RESOLVED THAT:

The Board of Directors approve entering into the following agreements:

1. An agreement with SunEdison to plant 17,000 trees for a value of \$12,750.00 plus HST; and
2. Tree Service Agreements with the Ontario Soil and Crop Improvement Association under the Species at Risk Farm Incentive Program.

CARRIED



SPECIES AT RISK BENEFITS EXCHANGE PILOT AGREEMENT

Michelle Cavanagh, Fish and Wildlife Resource Technician submitted a report for Board approval to enter into an agreement for the Species at Risk Benefits Exchange Pilot.

RESOLUTION NO. BD-018/14 Moved by: Michael Brown
Seconded by: François St. Amour

RESOLVED THAT: The Board of Directors approve entering into an agreement with SunEdison to provide 34.4 hectares of Bobolink habitat with an approximate value of \$370,000.00.

CARRIED

The Board of Directors meeting recessed at 10:40 a.m.
The Chairman reconvened the Board of Directors meeting at 10:50 a.m.

STREAM WATCH PROGRAM GRANT DISBURSEMENT

Michelle Cavanagh, Fish and Wildlife Resource Technician submitted a report for Board of Directors approval for disbursement of funds for the Stream Watch Program.

RESOLUTION NO. BD-019/14 Moved by: Doug Thompson
Seconded by: Lawrence Levere

RESOLVED THAT: The Board of Directors approve the disbursement of funds received for the Stream Watch Program to an upset limit of \$76,850.00.

CARRIED

SUBSIDY DISBURSEMENT FOR THE WOODLOT ADVISORY SERVICE (WAS)

Josee Brizard, Team Lead Forest Resources, presented a request to the Board of Directors for approval for disbursement of funds for the Woodlot Advisory Service subsidies.

RESOLUTION NO. BD-020/14 Moved by: Jean Yves Lalonde
Seconded by: Barclay Cormack

RESOLVED THAT: The Board of Directors approve the disbursement of funds received from the United Counties of Prescott and Russell (\$5,000), and SDG Certified Forest



Owners (SDG CFO), (\$5,000), for the purpose of offering subsidy towards the cost of management plan under the Managed Forest Tax Incentive Program (MFTIP).

CARRIED

FIRST NATION PARTNERSHIP

Naomi Langlois-Anderson, Senior Fish & Wildlife Technician updated the Board of Directors on SNC's First Nation Partnerships.

RESOLUTION NO. BD-021/14 Moved by: François St. Amour
 Seconded by: Stephen Blais

RESOLVED THAT: The Board of Directors receive and file the First Nation Partnership report.

CARRIED

MOOSE CREEK TRAIL AGREEMENT

Naomi Langlois-Anderson Senior Fish and Wildlife Technician provided a report to the Board of Directors for approval to: enter into an agreement for the Moose Creek Trail easement; and approval to submit grant applications for funding.

RESOLUTION NO. BD-022/14 Moved by: Barclay Cormack
 Seconded by: Tammy McRae

RESOLVED THAT: The Board of Directors approve SNC enter a three-way agreement with the Township of North Stormont and Mrs. Viola McRae for the trail easement; and

FURTHER THAT: The Board approve SNC staff apply to grants to fund the trail expenses.

CARRIED

2014-2015 WATER AND EROSION CONTROL INFRASTRUCTURE FUNDING

Sandra Mancini, Team Lead Water Resources, presented a report to receive approval to submit an application to Ministry of Natural Resources.



RESOLUTION NO. BD-023/14

Moved by: Doug Thompson
Seconded by: Stephen Blais

RESOLVED THAT:

The Board of Directors approve the submission to MNR under the 2014-2015 Water and Erosion Control Infrastructure program and undertaking of the following projects if approved by MNR:

1. Chesterville Dam – Loglifter Refurbishing (\$35,000);
2. Casselman Weir – Dam Safety and Operation Assessment, Analysis of Alternatives, Cost/Analysis and Implementation of Remediation Works (\$96,000);
3. Chrysler Weir – Safety Fence (\$10,000);
4. Seguinbourg Berm – (\$25,000); and

FURTHER THAT:

Provided funding is received from the 2014-2015 Water and Erosion Control Infrastructure program, the Board of Directors approve undertaking the four above noted projects by following SNC's Purchasing Policy for all purchases and services retained.

CARRIED

EXTENDED CUSTOMER SERVICE FOR PERMITS AND APPROVALS

Angela Coleman, Director, Property and Approvals submitted a report to request Board approval for extending SNC's customer service delivery.

RESOLUTION NO. BD-024/14

Moved by: Claude Levac
Seconded by: Tammy McRae

RESOLVED THAT:

The Board of Directors approve extending hours of service (from 4 p.m. to 7:00 p.m.), one evening per week, for permits and approvals beginning April 2014; and

FURTHER THAT:

Where invited, staff be available to accept applications and permit requests at Municipal offices on a set day each month.

CARRIED



RESOLUTIONS REQUIRING AUTHORITY APPROVAL

Linda Hutchinson, Director, Organization Effectiveness presented a report in order to receive Board resolutions for items requiring Authority approval.

RESOLUTION NO. BD-028/14 Moved by: Michael Brown
Seconded by: Alan Perks

RESOLVED THAT: For banking purposes, the Authority signing officers be one of the Chairman, Vice-Chairman or Past Chairman and one of the General Manager/Secretary- Treasurer, Director, Organization Effectiveness, or Team Lead, Corporate Services. For all other purposes, that fall within their signing limit and/or there is a Board Resolution, any of the above; and

FURTHER THAT: The signing officers are authorized to borrow up to \$1,000,000 for 2014/2015 for the operation of the South Nation River Conservation Authority, if required; and

FURTHER THAT:

1. The Chartered Accountants Firm of Collins Barrow, Winchester be appointed Auditors at an approximate cost of \$19,000 plus HST.
2. The Royal Bank, Winchester Branch, be the Authority Bank.
3. The law firms of Ault & Ault, Winchester be appointed as solicitor for general Authority business and that Emond Harnden, Ottawa be appointed the Authority's Human Resource legal counsel, at a total approximate cost of \$15,000 plus HST.
4. Staff be authorized to continue the use of alternate signatures, such as the signature stamp for signing cheques up to \$10,000, or other limits requested by the Board of Directors, or any other electronic signatures introduced in conjunction with our accounting software, Accpac. These tools are in the custody of the Director, Organization Effectiveness. The Director may delegate the use of



these tools to his/her delegate.

5. Staff continue to utilize various banking features to make regular payments more cost efficient for SNC, for example: the use of internet banking, electronic fund transfer (EFT) and/or by other electronic means. All payments are presented regularly to the Board of Directors for approval in the "Monies Received and Disbursement Register for the period".

CARRIED

2013 AUDIT - VERBAL

Linda Hutchinson, Director Organization Effectiveness updated the Board of Directors regarding the status of the 2013 Audit, and recommended that staff present the 2013 Audit at the April 17th, 2014 Board meeting. The Board of Directors directed staff to add the 2013 Audit to the April 17th, 2014 Board of Directors agenda.

2013 AUDIT ENGAGEMENT AND PLANNING LETTERS

Linda Hutchinson, Director Organization Effectiveness, presented the Audit Engagement and Planning Letters for the Board of Director information, and approval for signature.

RESOLUTION NO. BD-029/14

Moved by: Doug Thompson

Seconded by: Lawrence Levere

RESOLVED THAT:

The Board of Directors Audit Engagement and Planning letters from Collins Barrow Chartered Accountants, attached as Schedule A and B regarding the 2013 Audit of Financial Statements for South Nation River Conservation Authority be acknowledged and signed by Authority signing officers.

CARRIED

SUPPLEMENTARY AGENDA

NEW BUSINESS

FOREST COVER TRENDS ANALYSIS REPORT (MAIN AGENDA ITEM #6, m)

This item pertained, and was intended as an attachment for: Main Agenda Item #6, and was discussed at that time.

