



BOARD OF DIRECTORS MEETING

Meeting No. 01/25
 Thursday, January 16th, 2025 – 9:00 a.m.

Watershed Room, SNC

Directors Present:

Steve Densham, Stormont Dundas Glengarry, Chair
 George Darouze, City of Ottawa, Past Chair (*electronic participation*)
 Catherine Kitts, City of Ottawa (*electronic participation*)
 Mathew Luloff, City of Ottawa (*electronic participation*)
 Linda Payant, City of Ottawa
 Bill Smirle, Stormont Dundas Glengarry
 Tom Smyth, Stormont Dundas Glengarry
 François St. Amour, Prescott Russell
 Mike Tarnowski, Prescott Russell
 Deb Wilson, Leeds Grenville (*electronic participation*)
 Adrian Wynands, Leeds Grenville, Vice Chair

Regrets:

Genevieve Lajoie, Prescott Russell

Staff Present:

Carl Bickerdike, Chief Administrative Officer
 Johanna Barkley, Director of Finance
 Ronda Boutz, Secretary-Treasurer
 Jen Boyer, Managing Director, Approvals
 James Holland, Senior Planner
 Hannah Jackson, Accounting and Human Resources Specialist
 John Mesman, Managing Director, Property, Conservation Lands and Community Outreach
 Eric McGill, Corporate Counsel
 Gregory Payne, Permitting Officer
 Pat Piitz, Team Lead, Property
 Marieh Rajaie, Water Resource Specialist - Engineering
 Monique Sauve, Chief Building Official

Guests:

Alison McDonald, General Manager, Raisin Region Conservation Authority





TRADITIONAL LAND ACKNOWLEDGEMENT

John Mesman, Managing Director, Property, Conservation Lands, and Community Outreach read an Indigenous land acknowledgement.

CHAIRS REMARKS

Steve Densham, Chair, called the SNC Board of Directors meeting of January 16th, 2025 to order at 9:00 a.m.

APPROVAL OF SNC BOARD OF DIRECTORS MEETING AGENDA AND SUPPLEMENTAL AGENDA

RESOLUTION NO. BD-001/25

Moved by: Mike Tarnowski

Seconded by: Bill Smirle

RESOLVED THAT:

The Members approve the January 16th, 2025 main and supplemental agendas with the following amendment:

- Hand out Report “Request for Approval: Quaile Creek Hazard Mapping Study Two-Dimensional Modeling Contract” be added to the Supplemental Agenda as item #1. d.

CARRIED

DECLARATION OF CONFLICT OF INTEREST

None

CLOSED SESSION

RESOLUTION NO. BD-002/25

Moved by: Adrian Wynands

Seconded by: François St. Amour

RESOLVED THAT:

The Board of Directors meeting move into Closed Session for the following report:

- a. Board of Directors Training, Stop Order Hearings (Verbal): Warren A. Leroy, Ault & Ault LLP.

CARRIED

Catherine Kitts joined the meeting virtually at 9:08 a.m.



OPEN SESSION

RESOLUTION NO. BD-003/25

Moved by: Mike Tarnowski
Seconded by: Linda Payant

RESOLVED THAT:

The Board of Directors move into Open Session.

CARRIED

BOARD OF DIRECTORS TRAINING: STOP ORDER HEARINGS (VERBAL)

Warren A. Leroy, Ault & Ault LLP provided the Board of Directors with training on Stop Order Hearings.

ADJOURNMENT

RESOLUTION NO. BD-004/25

Moved by: Bill Smirle
Seconded by: François St. Amour

RESOLVED THAT:

The Board of Directors Meeting of January 16th, 2025 be adjourned at 9:37 a.m.

CARRIED

CALL TO ORDER

Chair Densham reconvened the Board of Directors the meeting at 11:17 a.m.

Catherine Kitts, Matt Luloff, and Deb Wilson were regrets for the reconvened meeting. George Darouze joined the meeting virtually at 11:17 a.m.

REQUEST FOR APPROVAL:

A. BOARD OF DIRECTORS MEETING MINUTES OF DECEMBER 12TH, 2024

RESOLUTION NO. BD-005/25

Moved by: Mike Tarnowski
Seconded by: François St. Amour

RESOLVED THAT:

The Members approve the Board of Directors Meeting Minutes of December 12th, 2024 as submitted.

CARRIED



B. SNC COMMITTEE MEETING HIGHLIGHTS AND MINUTES OF:

i. Joint Occupational Health and Safety Committee meeting of December 11th, 2024.

RESOLUTION NO. BD-006/25

Moved by: Adrian Wynands
 Seconded by: Linda Payant

RESOLVED THAT:

The Board of Directors approve the actions and recommendations of the following Committee meeting:

- i. Joint Occupational Health and Safety Committee meeting minutes of December 11th, 2024.

CARRIED

NEW BUSINESS

REQUEST FOR APPROVAL: 2025 LEVY SCHEDULE AND BUDGET

RESOLUTION NO. BD-007/25

Moved by: Adrian Wynands
 Seconded by: Bill Smirle

RESOLVED THAT:

The Board of Directors approve the 2025 General and Capital Levies at \$4,836,678; and

FURTHER THAT:

The City of Ottawa be special levied for the following programs in 2025:

- 1. Ottawa Rural Clean Water Program: \$200,000.
- 2. Ottawa Tree Replacement Program: \$200,000.
- 3. Eastern Ontario Water Resources Program: \$50,000.
- 4. Ottawa Baseline Monitoring Program: \$47,000.

AND FURTHER THAT: the Board of Directors approve the 2025 Budget as presented.

Roll Call Vote:

		<u>Yea</u>	<u>Nay</u>	
Steve Densham		X		
George Darouze		X		
Catherine Kitts	Regrets			
Genevieve Lajoie	Regrets			
Mathew Luloff	Regrets			
Linda Payant		X		
Bill Smirle		X		
Tom Smyth		X		
François St. Amour		X		
Mike Tarnowski		X		
Deb Wilson	Regrets			
Adrian Wynands		X		
Totals:		<u>8</u>	<u>0</u>	CARRIED



REQUEST FOR APPROVAL: ANNUAL AUTHORITY APPROVALS

RESOLUTION NO. BD-008/25

Moved by: Adrian Wynands
Seconded by: Mike Tarnowski

RESOLVED THAT:

WHEREAS the SNC Administrative By-laws designate signing officers for the Authority (s30.1 and 30.2); and

WHEREAS for banking purposes, the Authority's signing officers are one of: Chair; Vice-Chair; or Past Chair; and one of: Chief Administrative Officer, Secretary-Treasurer; or Director of Finance

BE IT RESOLVED THAT:

The signing officers are authorized to borrow up to \$1,000,000 for the operation of the South Nation River Conservation Authority, if required:

1. The signing officers are authorized to borrow up to \$1,000,000 for the operation of the South Nation River Conservation Authority, if required.
2. Staff be authorized to continue the use of alternative signatures, such as the signature stamp for signing cheques up to \$25,000, or other limits requested by the Board of Directors, or any other electronic signatures introduced in conjunction with our accounting software. These tools are in the custody of the Director of Finance. The Director may delegate the use of these tools to his/her delegate.
3. Staff continue to utilize various banking features to make payments more cost efficient for SNC, for example: the use of internet banking, electronic fund transfer (EFT) and/or 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'.
4. The Royal Bank, Winchester Branch, be the Authority Bank and that signing officers execute the banking services contract; and



AND FURTHER THAT:

The Chartered Accountants Firm of Baker Tilly REO LLP, Winchester, be appointed Auditors at an approximate cost of \$35,000 plus HST; and

FURTEHR THAT:

The Director of Finance, or delegate, is authorized to all payments relating to payroll and payroll taxes; and

FURTHER THAT:

The law firm of Ault & Ault LLP, 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 \$20,000 plus HST. Where in the best interest of the Authority, staff may engage other specialized legal services.

CARRIED

George Darouze left the meeting at 11:37 a.m.

REQUEST FOR APPROVAL: PROVINCIAL OFFENSES OFFICER APPOINTMENTS

RESOLUTION NO. BD-009/25

Moved by: Mike Tarnowski
Seconded by: Bill Smirle

RESOLVED THAT:

The Board of Directors appoint the following staff as provincial offences officers in accordance with section 30.1 of the *Conservation Authorities Act* for the purposes of ensuring compliance with the Act and the regulations:

- Gregory Payne, Permitting Officer; and
- Monique Sauve, Chief Building Official Part 8 – Septic Systems.

AND FURTHER THAT:

The Board of Directors revoke the appointments of the following provincial offences officers who were appointed in accordance with Section 30.1 of the *Conservation Authorities Act* (BD-062/24):

- Sandra Mancini, Managing Director, Natural Hazards and Infrastructure;
- James Holland, Senior Planner;



- Eric McGill, Corporate Counsel; and
- Laura Crites, Environmental Planner.

CARRIED

REQUEST FOR APPROVAL: MONIES RECEIVED AND DISBURSEMENT REGISTER FOR DECEMBER 2024

RESOLUTION NO. BD-010/25

Moved by: Mike Tarnowski
Seconded by: Linda Payant

RESOLVED THAT:

The Board of Directors receive and file the money received report for December 2024; and

FURTHER THAT:

The Board approve the Disbursement Register of \$901,867.99 for December 2024.

CARRIED

UPDATE: PLANNING ACTIVITY

RESOLUTION NO. BD-011/25

Moved by: Tom Smyth
Seconded by: François St. Amour

RESOLVED THAT:

The Board of Directors receive and file the Planning Activity update for December 2024.

CARRIED

UPDATE: SECTION 28.1 PERMITS ISSUED

RESOLUTION NO. BD-012/25

Moved by: Mike Tarnowski
Seconded by: Tom Smyth

RESOLVED THAT:

The Board of Directors receive and file the update on permits issued under Section 28.1 of the Conservation Authorities Act for December 2024.

CARRIED



UPDATE: ENFORCEMENT OF PARTS VI AND VII OF THE ACT

RESOLUTION NO. BD-013/25

Moved by: Adrian Wynands
Seconded by: Mike Tarnowski

RESOLVED THAT:

The Board of Directors receive and file the update on reported *Conservation Authorities Act* regulation concerns received in the month of December 2024.

CARRIED

UPDATE: ON-SITE SEWAGE PERMITS RECEIVED

RESOLUTION NO. BD-014/25

Moved by: Mike Tarnowski
Seconded by: François St. Amour

RESOLVED THAT:

The Board of Directors receive and file the on-site sewage permits received update for December 2024.

CARRIED

SUPPLEMENTAL AGENDA

REQUEST FOR APPROVAL: 2025 CONSERVATION ONTARIO LEVY

RESOLUTION NO. BD-015/25

Moved by: Adrian Wynands
Seconded by: Mike Tarnowski

RESOLVED THAT:

The Board of Directors approve the payment of the 2025 Conservation Ontario Levy of \$45,010, payable in two installments of \$22,505.

CARRIED

UPDATE: PROVINCIAL CHANGES UNDER THE *CONSERVATION AUTHORITIES ACT*

RESOLUTION NO. BD-016/25

Moved by: Mike Tarnowski
Seconded by: François St. Amour

RESOLVED THAT:

The Board of Directors receive and file the Provincial Changes under the *Conservation Authorities Act*, and

FURTHER THAT:

The Board of Directors send a letter to the Minister of Natural Resources expressing concerns related to the extension of the freeze on fees for any program or



service related to reviewing and commenting on planning and development related proposals or land use planning policies, or for permits issued by conservation authorities.

CARRIED

UPDATE 2024 TECHNICAL REVIEWS

RESOLUTION NO. BD-017/25

Moved by: François St. Amour

Seconded by: Linda Payant

RESOLVED THAT:

The Board of Directors receive and file the 2024 Technical Reviews update as of December 2024.

CARRIED

REQUEST FOR APPROVAL: QUAILE CREEK HAZARD MAPPING STUDY TWO DIMENSIONAL MODELING CONTRACT

RESOLUTION NO. BD-018/25

Moved by: Adrian Wynands

Seconded by: Mike Tarnowski

RESOLVED THAT:

The Board of Directors approve retaining consultant A to complete the Quaile Creek Hazard Mapping Study two-dimensional modeling at an approximate cost of \$26,918 plus HST.

CARRIED

CORRESPONDENCE

- a. Ministry of Natural Resources Letter: Extension of Minister's direction for conservation Authorities regarding fee changes associated with planning, development, and permitting fees.
- b. AMO policy Update (excerpt): Key Messages for Conservation Authority Fees
- c. Dundas County Hospice Letter

DATES OF UCOMING MEETINGS, THIRD THURSDAY, AT 9:00 A.M.

- February 20th, 2025
- March 20th, 2025 (Annual General Meeting)
- April 17th, 2025 (OGRA March 30 – April 2)
- May 15th, 2025
- June 19th, 2025



FUTURE MOTIONS OF THE BOARD AND/OR DISCUSSION OF SNC ISSUES

None.

SNC PROJECT UPDATE – POWERPOINT PRESENTATION

Staff presented project and program updates.

ADJOURNMENT

RESOLUTION NO. BD-019/25

Moved by: François St. Amour

Seconded by: Adrian Wynands

RESOLVED THAT:

The Board of Directors Meeting of January 16th,
2025 be adjourned at 12:15 p.m.

CARRIED

Steve Densham,
Chair.

Carl Bickerdike,
Chief Administrative Officer.

/rb