



## BOARD OF DIRECTORS MEETING

Meeting No. 09/23  
Thursday, September 21<sup>st</sup>, 2023

Watershed Room, SNC

### Present:

Pierre Leroux, Prescott and Russell, Chair  
Steve Densham, Stormont Dundas Glengarry, Vice Chair  
George Darouze, City of Ottawa, Past Chair  
Catherine Kitts, City of Ottawa  
Linda Payant, City of Ottawa  
François St. Amour, Prescott Russell  
Bill Smirle, Stormont Dundas Glengarry  
Tom Smyth, Stormont Dundas Glengarry  
Deb Wilson, Leeds Grenville  
Adrian Wynands, Leeds Grenville

### Regrets:

Genevieve Lajoie, Prescott Russell  
Matthew Luloff, City of Ottawa

### Staff Present:

Carl Bickerdike, Chief Administrative Officer  
Johanna Barkley, Director of Finance  
Ronda Boutz, Secretary-Treasurer  
Michelle Cavanagh, Team Lead, Special Projects  
Donna Ferguson, Accounting Technician  
Brent Harbers, Watershed Biologist  
James Holland, Senior Planner  
Sandra Mancini, Managing Director, Natural Hazards and Infrastructure  
John Mesman, Managing Director, Property, Conservation Lands, and Community Outreach  
Alison McDonald, Managing Director, Approvals  
Eric McGill, Corporate Counsel  
Pat Piitz, Team Lead, Property  
Monique Sauve, Chief Building Official

### Guests:

Owen Murdoch, Councillor Darouze's Assistant, City of Ottawa  
Murray Inch



**TRADITIONAL LAND ACKNOWLEDGEMENT**

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

**CHAIRS REMARKS**

Pierre Leroux, Chair, called the SNC Board of Directors meeting of September 21<sup>st</sup>, 2023 to order at 9:00 a.m.

**APPROVAL OF SNC BOARD OF DIRECTORS MAIN AND SUPPLEMENTAL AGENDAS**

RESOLUTION NO. BD-147/23

Moved by: Bill Smirle  
Seconded by: George Darouze

RESOLVED THAT:

The Board of Directors approve the September 21<sup>st</sup>, 2023 Board of Directors main and supplemental agendas with the following amendments:

- Supplemental Agenda Item #1.a.i., SNC Committee Meeting Highlights and Minutes, be included with Main Agenda Item #6 b., SNC Committee Meeting Highlights and Minutes.
- Supplemental Agenda Item 2.a.i-ii., Request for Approval: Labour Relations and Personal Matters about identifiable individuals (Compensation Review) be included with Main Agenda # 7., Closed Session.

CARRIED

**DECLARATION OF CONFLICT OF INTEREST**

There were no Declarations of Conflict of Interest.

**SNC PROJECT UPDATE – POWERPOINT PRESENTATION**

Staff presented project and program updates.



Deb Wilson joined the meeting at 9:04 a.m.

**REQUEST FOR APPROVAL:**

**A. BOARD OF DIRECTORS MEETING MINUTES OF AUGUST 17<sup>TH</sup> 2023**

RESOLUTION NO. BD-148/23

Moved by: François St. Amour  
Seconded by: Steve Densham

RESOLVED THAT:

The Members approve the Board of Directors  
Meeting minutes of August 15<sup>th</sup>, 2023 as submitted.

CARRIED

**B. SNC COMMITTEE MEETING HIGHLIGHTS AND MINUTES OF:**

- i. Forestry Committee meeting minutes of September 5<sup>th</sup>, 2023
- ii. Fish and Wildlife Committee meeting minutes of September 5<sup>th</sup>, 2023
- iii. Communications Committee meeting minutes of September 13<sup>th</sup>, 2023
- iv. Clean Water Committee meeting minutes of September 18<sup>th</sup>, 2023

RESOLUTION NO. BD-149/23

Moved by: George Darouze  
Seconded by: Adrian Wynands

RESOLVED THAT:

The Board of Directors approve the actions and  
recommendations of the following Committees  
meetings:

- i. Forestry Committee meeting minutes of  
September 5<sup>th</sup>, 2023.
- ii. Fish and Wildlife Committee meeting minutes of  
September 5<sup>th</sup>, 2023.
- iii. Communications Committee meeting minutes of  
September 13<sup>th</sup>, 2023.
- iv. Clean Water Committee meeting minutes of  
September 18<sup>th</sup>, 2023.

CARRIED



**CLOSED SESSION**

RESOLUTION NO. BD-150/23

Moved by: Bill Smirle  
Seconded by: Catherine Kitts

RESOLVED THAT:

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

- Update: Land Acquisitions
- Update: Litigation Matter L2022NGL-01 (verbal)
- Request for Approval: Labour Relations and Personal Matters about identifiable individuals (Compensation Review):
  - i. Recommendations of the Compensation Review Committee: Employees
  - ii. Recommendations of the Compensation Review Committee: Board

CARRIED

**The Board of Directors convened closed session at 9:31 a.m.**

**OPEN SESSION**

RESOLUTION NO. BD-151/23

Moved by: George Darouze  
Seconded by: François St. Amour

RESOLVED THAT:

The Board of Directors move into open session.

CARRIED

**The Board of Directors recessed from closed session with a break at 10:06 a.m.**

**The Board of Directors reconvened open session at 10:15 a.m.**

**UPDATE: LAND ACQUISITIONS**

RESOLUTION NO. BD-152/23

Moved by: Steve Densham  
Seconded by: Tom Smyth

RESOLVED THAT:

The Board of Directors receive and file the 2023 Land Acquisition update; and





FURTHER THAT:

The Board of Directors approve staff to proceed with upset limit as discussed.

CARRIED

**UPDATE: LITIGATION MATTER L2022-NGL-01 (VERBAL)**

RESOLUTION NO. BD-153/23

Moved by: Adrian Wynands  
Seconded by: Tom Smyth

RESOLVED THAT:

The Board of Directors receive and file the verbal update on Litigation Matter L2022-NGL-01.

CARRIED

**REQUEST FOR APPROVAL: LABOUR RELATIONS AND PERSONAL MATTERS ABOUT IDENTIFIABLE INDIVIDUALS (COMPENSATION REVIEW)**

**RECOMMENDATIONS OF THE COMPENSATION REVIEW COMMITTEE: EMPLOYEES**

RESOLUTION NO. BD-154/23

Moved by: Catherine Kitts  
Seconded by: Deb Wilson

RESOLVED THAT:

The Board of Directors approve the recommendations of the Compensation Review Committee; and

FURTHER THAT:

The updated Salary Grid and Personnel Policy be brought to the Board for approval in October; and

FURTHER THAT:

The Board of Directors approve the addition of the National Day for Truth and Reconciliation as a Statutory Holiday under the Personnel Policy, on the same terms as Remembrance Day, with immediate effect.

CARRIED

**REQUEST FOR APPROVAL: LABOUR RELATIONS AND PERSONAL MATTERS ABOUT IDENTIFIABLE INDIVIDUALS (COMPENSATION REVIEW)**

**RECOMMENDATIONS OF THE COMPENSATION REVIEW COMMITTEE: BOARD**

RESOLUTION NO. BD-155/23

Moved by: Bill Smirle  
Seconded by: Deb Wilson



RESOLVED THAT:

The Board of Directors approve the recommendations of the Compensation Review Committee; and

FURTHER THAT:

A full report detailing the changes to Board Compensation along with an outline of Per Diem policy be brought in October for approval.

CARRIED

**NEW BUSINESS**

**REQUEST FOR APPROVAL: PROGRESS REPORT TO THE MINISTRY OF NATURAL RESOURCES AND FORESTRY**

RESOLUTION NO. BD-156/23

Moved by: George Darouze  
Seconded by: François St. Amour

RESOLVED THAT:

The Board of Directors approve Progress Report No. 6 for submission to the Ministry of Natural Resources and Forestry.

CARRIED

**REQUEST FOR APPROVAL: REQUEST TO MINISTRY FOR TRANSITION DATE EXTENSION**

RESOLUTION NO. BD-157/23

Moved by: Linda Payant  
Seconded by: Tom Smyth

RESOLVED THAT:

The Board of Directors approve submitting a request to the Ministry of Natural Resources and Forestry for an extension of time beyond the January 1, 2024, transition date to conclude cost apportioning agreements with participating municipalities for Category 3 Watershed Programs and Services.

CARRIED



**REQUEST FOR APPROVAL: 2024 LEVY AND BUDGET SCHEDULE**

RESOLUTION NO. BD-158/23

Moved by: George Darouze  
Seconded by: Tom Smyth

RESOLVED THAT:

The Board of Directors approve the 2024 Levy and Budget Schedule as presented.

CARRIED

**REQUEST FOR APPROVAL: WATERSHED ADVISORY COMMITTEE TERMS OF REFERENCE**

RESOLUTION NO. BD-159/23

Moved by: George Darouze  
Seconded by: Bill Smirle

RESOLVED THAT:

The Board of Directors approve the establishment of the Watershed Advisory Committee and its Terms of Reference, effective January 1<sup>st</sup>, 2024, with the following amendment:

- Article 7.2 - The Vice Chair shall be appointed by the Committee for a two-year term.

AND FURTHER THAT:

The Board of Directors dissolve the Clean Water Committee, Communications Committee, Fish and Wildlife Committee, and Forestry Committee effective December 31<sup>st</sup>, 2023.

CARRIED

**REQUEST FOR APPROVAL: OAK VALLEY SHORELINE STABILIZATION PROJECT**

RESOLUTION NO. BD-160/23

Moved by: Adrian Wynands  
Seconded by: George Darouze

RESOLVED THAT:

The Board of Directors approve entering into a two-year contribution agreement with Environment and Climate Change Canada to receive \$95,000 for the Oak Valley Shoreline Stabilization Project; and



FURTHER THAT:

The Board of Directors approve undertaking the Oak Valley Shoreline Stabilization Project at an approximate cost of \$191,250; and

FURTHER THAT:

The Board of Directors delegate authority to the Executive Committee to award the contract.

CARRIED

**REQUEST FOR APPROVAL: GEOTECHNICAL SERVICES CONTRACT**

RESOLUTION NO. BD-161/23

Moved by: Bill Smirle  
Seconded by: George Darouze

RESOLVED THAT:

The Board of Directors approves retaining BGC Engineering Inc. to complete a desktop assessment of the Clarence-Rockland Potential Retrogressive Landslide Area at an approximate cost of \$25,000 plus tax.

CARRIED

**REQUEST FOR APPROVAL: MONIES RECEIVED AND DISBURSEMENT REGISTER FOR AUGUST 2023**

RESOLUTION NO. BD-162/23

Moved by: Linda Payant  
Seconded by: Deb Wilson

RESOLVED THAT:

The Board of Directors receive and file the money received report for August 2023; and

FURTHER THAT:

The Board approve the Disbursement Register of \$869,723.71 for August 2023.

CARRIED

**UPDATE: PLANNING ACTIVITY**

RESOLUTION NO. BD-163/23

Moved by: George Darouze  
Seconded by: François St. Amour





RESOLVED THAT:

The Board of Directors receive and file the  
Planning Activity update for August 2023.

CARRIED

**REQUEST FOR APPROVAL: PERMITS ISSUED**

RESOLUTION NO. BD-164/23

Moved by: Steve Densham  
Seconded by: Adrian Wynands

RESOLVED THAT:

The Board of Directors receive and file the update  
on permits issued under Ontario Regulation 170/06  
for August 2023.

CARRIED

**UPDATE: ENFORCEMENT OF ONTARIO REGULATION 170/06**

RESOLUTION NO. BD-165/23

Moved by: Catherine Kitts  
Seconded by: Tom Smyth

RESOLVED THAT:

The Board of Directors receive and file the update  
on reported regulations concerns 31 through 39 for  
the month of August 2023.

CARRIED

**UPDATE: ON-SITE SEWAGE PERMITS RECEIVED**

RESOLUTION NO. BD-166/23

Moved by: George Darouze  
Seconded by: Steve Densham

RESOLVED THAT:

The Board of Directors receive and file the On-Site  
Sewage Permits Received update for August 2023.

CARRIED



**SUPPLEMENTAL AGENDA**

**UPDATE: ESTIMATED STATEMENT OF OPERATIONS FOR AUGUST 31<sup>ST</sup>, 2023**

RESOLUTION NO. BD-167/23

Moved by: Adrian Wynands  
Seconded by: Steve Densham

RESOLVED THAT:

The Board of Directors receive and file the Estimated Statement of Operations for the year ending December 31<sup>st</sup>, 2023, as of August 31<sup>st</sup>, 2023 update.

CARRIED

**REQUEST FOR APPROVAL: VEHICLE PURCHASE AND DISPOSAL**

RESOLUTION NO. BD-168/23

Moved by: George Darouze  
Seconded by: Bill Smirle

RESOLVED THAT:

The Board of Directors approve the purchase of a Crossover-type vehicle at an upset limit of approximately \$30,000 plus HST; and

FURTHER THAT:

The Board of Directors approve disposal of a surplus vehicle.

CARRIED

**REQUEST FOR APPROVAL: SNC'S WEBSITE DEVELOPMENT PROJECT**

RESOLUTION NO. BD-169/23

Moved by: George Darouze  
Seconded by: François St. Amour

RESOLVED THAT:

The Board of Directors delegate authority to the Executive Committee to award a contract to design and create the new South Nation Conservation website, with an upset limit as budgeted.

CARRIED



**CORRESPONDENCE**

a. Memo: Agriculture Vacancy on Source Water Protection Committee

**DATES OF UPCOMING MEETINGS**

Third Thursday, at 9:00 a.m. unless indicated otherwise:

- October 19<sup>th</sup>, 2023 (Latonnell Symposium October 23<sup>rd</sup> – 24<sup>th</sup>)
- November 16<sup>th</sup>, 2023 (2024 Draft Budget)
- December 14<sup>th</sup>, 2023 (note: second Thursday of the month)

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

None.

**ADJOURNMENT**

RESOLUTION NO. BD-170/23

Moved by: George Darouze  
Seconded by: Bill Smirle

RESOLVED THAT:

The Board of Directors meeting of September 21<sup>st</sup>,  
2023 be adjourned at 11:13 a.m.

CARRIED

Pierre Leroux,  
Chair.

Carl Bickerdike,  
Chief Administrative Officer.

/rb