SOUTH NATION CONSERVATION
DE LA NATION SUD

BOARD OF DIRECTORS MEETING

Meeting No. 08/25
Thursday, September 18th, 2025 – 9:00 a.m.

Watershed Room, SNC

Directors Present:	Steve Densham, Stormont Dundas Glengarry, Chair Catherine Kitts, City of Ottawa, Second Vice Chair Genevieve Lajoie, Prescott Russell *(electronic participation)* Mathew Luloff, City of Ottawa *(electronic participation)* Linda Payant, City of Ottawa *(electronic participation)* Isabelle Skalski, City of Ottawa *(electronic participation)* Tom Smyth, Stormont Dundas Glengarry Bill Smirle, Stormont Dundas Glengarry François St. Amour, Prescott Russell Mike Tarnowski, Prescott Russell Deb Wilson, Leeds Grenville Adrian Wynands, Leeds Grenville, Vice Chair
Staff Present:	Carl Bickerdike, Chief Administrative Officer Johanna Barkley, Director of Finance Ronda Boutz, Secretary-Treasurer Jennifer Boyer, Managing Director, Approvals James Holland, Senior Planner Hannah Jackson, Accounting and Human Resources Specialist Sandra Mancini, Managing Director, Natural Hazards and Infrastructure Eric McGill, Corporate Counsel Gregory Payne, Permitting Officer Pat Piitz, Team Lead, Property Katherine Watson, Coordinator – Early Warning Systems and Watershed Plans

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TRADITIONAL LAND ACKNOWLEDGEMENT

Ronda Boutz, Secretary-Treasurer read the Indigenous land acknowledgement.

CHAIRS REMARKS

Steve Densham, Chair, called the SNC Board of Directors meeting of September 18th, 2025 to order at 9:00 a.m.

Chair Densham thanked staff for the Board and Committee Tour that was held on September 9th, 2025.

APPROVAL OF SNC BOARD OF DIRECTORS MEETING AGENDA AND SUPPLEMENTAL AGENDA

RESOLUTION NO. BD-161/25	Moved by:	Bill Smirle
	Seconded by:	François St. Amour

RESOLVED THAT: The Members approve the September 18th, 2025 main and supplemental agenda as amended:

- Supplemental Agenda Item 2 a., be moved to follow main agenda item 12.b.

CARRIED

DECLARATION OF CONFLICT OF INTEREST

None.

BOARD MEETING MINUTES

A. REQUEST FOR APPROVAL: BOARD OF DIRECTORS MEETING MINUTES AUGUST 21ST, 2025

RESOLUTION NO. BD-162/25	Moved by:	Mike Tarnowski
	Seconded by:	Adrian Wynands

RESOLVED THAT: The Members approve the Board of Directors meeting minutes of August 21st, 2025 as submitted.

CARRIED

B. UPDATE: SOUTH NATION RESPONSE TEAM MEETING MINUTES OF AUGUST 25th, 2025

RESOLUTION NO. BD-163/25	Moved by:	Catherine Kitts
	Seconded by:	Tom Smyth

RESOLVED THAT:	The Board of Directors receive and file the South Nation Response Team meeting minutes of August 25th, 2025 as submitted.

CARRIED

SNC PROJECT UPDATE: POWERPOINT PRESENTATION

Staff presented the members with a PowerPoint presentation on project updates.

Matt Luloff joined the meeting virtually at 9:07 a.m.

NEW BUSINESS

REQUEST FOR APPROVAL: 2026 LEVY AND BUDGET SCHEDULE

RESOLUTION NO. BD-164/25	Moved by:	François St. Amour
	Seconded by:	Mike Tarnowski

RESOLVED THAT: The Board of Directors approve the 2026 Levy and Budget Schedule as presented.

CARRIED

REQUEST FOR APPROVAL: RECORD RETENTION POLICY AND SCHEDULES

RESOLUTION NO. BD-165/25	Moved by:	Linda Payant
	Seconded by:	Isabelle Skalski

RESOLVED THAT: The Board of Directors approve the revised Record Retention Policy and Schedules as presented.

CARRIED

REQUEST FOR APPROVAL: FUNDING SUBMISSION

RESOLUTION NO. BD-166/25	Moved by:	Deb Wilson
	Seconded by:	Genevieve Lajoie

RESOLVED THAT: The Board of Directors approves the submission of a funding application to the Green Municipal Fund – Climate Adaptation/Climate-ready plans and processes/Plans program, requesting $140,000 for the climate risk assessment for unstable slopes in the South Nation Conservation jurisdiction project.

CARRIED

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REQUEST FOR APPROVAL: MONIES RECEIVED AND DISBURSEMENT REGISTER FOR AUGUST 2025

RESOLUTION NO. BD-167/25 | Moved by: Adrian Wynands
Seconded by: Mike Tarnowski

RESOLVED THAT: The Board of Directors receive and file the money received report for August 2025; and

FURTHER THAT: The Board approve the Disbursement Register of $926,305.14 for August 2025.

CARRIED

SNC WATER RESPONSE PROGRAM (PRESENTATION)

Kat Watson, Coordinator, Early Warning Systems and Watershed Plans, provided a presentation on current watershed conditions and recommendations from the Water Response Team on water conservation.

MONTHLY UPDATES:

i. **PLANNING ACTIVITY**
ii. **ENGINEERING TECHNICIAL REVIEWS**
iii. **SECTION 28.1 PERMITS ISSUED**
iv. **ENFORCEMENT OF PARTS VI AND VII OF THE ACT**
v. **ON-SITE SEWAGE PERMITS RECEIVED**

RESOLUTION NO. BD-168/25 | Moved by: Mike Tarnowski
Seconded by: François St. Amour

RESOLVED THAT: The Board of Directors receive and file the following updates for August 2025:

i. Planning Activity;
ii. Engineering Technical Reviews;
iii. Permits issued under Section 28.1 of the *Conservation Authorities Act*;
iv. Reported *Conservation Authorities Act* regulation concerns received; and
v. On-site sewage permits received.

CARRIED

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SUPPLEMENTAL AGENDA

UPDATE: ESTIMATED STATEMENT OF OPERATIONS FOR AUGUST 31st, 2025

RESOLUTION NO. BD-169/25	Moved by:	Mike Tarnowski
	Seconded by:	Bill Smirle

RESOLVED THAT: The Board of Directors receive and file the Estimated Statement of Operations for the year ending December 31st, 2025, as of August 31st, 2025 update.

CARRIED

REQUEST FOR APPROVAL: BEAR BROOK WATERSHED STUDY CLIMATE CHANGE SCENARIO PLANNING – CONTRACTED SERVICES

RESOLUTION NO. BD-170/25	Moved by:	Deb Wilson
	Seconded by:	Mike Tarnowski

RESOLVED THAT: The Board of Directors approve retaining Aquanty Inc. to complete the climate change scenario planning for the Bear Brook Watershed Study at an upset limit of $17,500 plus HST.

CARRIED

REQUEST FOR APPROVAL: SNC COMMITTEE MEETING HIGHLIGHTS AND MINUTES

RESOLUTION NO. BD-171/25	Moved by:	Adrian Wynands
	Seconded by:	Mike Tarnowski

RESOLVED THAT: The Board of Directors approve the actions and recommendations of the following Committee meetings:

i. Grants Sub-Committee meeting minutes of September 15th, 2025.

CARRIED

CORRESPONDENCE

None

<u>DATES OF UCOMING MEETINGS, THIRD THURSDAY, AT 9:00 A.M. UNLESS INDICATED OTHERWISE:</u>

- October 16th, 2025
- November 20th, 2025 (2026 Draft Budget presentation)
- December 11th, 2025 (Note: second Thursday of the month)

<u>FUTURE MOTIONS OF THE BOARD AND/OR DISCUSSION OF SNC ISSUES</u>

Tom Smyth – requested future discussion on percentage of levy allocated for land acquisition.

<u>CLOSED SESSION</u>

RESOLUTION NO. BD-172/25 — Moved by: Adrian Wynands — Seconded by: Bill Smirle

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

a. Update: Land Acquisitions
b. Request for Approval: Land Acquisition
c. Update: Legal Matter: Carl

CARRIED

The Board convened Closed Session at 9:50 a.m.

<u>OPEN SESSION</u>

RESOLUTION NO. BD-173/25 — Moved by: Bill Smirle — Seconded by: Mike Tarnowski

RESOLVED THAT: The Board of Directors move into Open Session.

CARRIED

The Board reconvened Open Session at 10:10 a.m.

<u>UPDATE: LAND ACQUISITIONS</u>

RESOLUTION NO. BD-174/25 — Moved by: Linda Payant — Seconded by: Isabelle Skalski

RESOLVED THAT: The Board of Directors receive and file the Land Acquisitions update.

CARRIED

REQUEST FOR APPROVAL: LAND ACQUISITIONS

RESOLUTION NO. BD-175/25 | Moved by: Deb Wilson | Seconded by: Adrian Wynands

RESOLVED THAT: The Board of Directors approve property acquisition 2025-SST-01 [South Stormont] as discussed in the report; and

FURTHER THAT: The Board of Directors direct staff to obtain an appraisal on 2025-OTT-03 [Ottawa] and bring it back to the Board for discussion.

CARRIED

UPDATE: LEGAL MATTER

RESOLUTION NO. BD-176/25 | Moved by: Geneveive Lajoie | Seconded by: Tom Smyth

RESOLVED THAT: The Board of Directors receive and file the Legal Matter update.

CARRIED

ADJOURNMENT

RESOLUTION NO. BD-177/25 | Moved by: Bill Smirle | Seconded by: Mike Tarnowski

RESOLVED THAT: The Board of Directors meeting of September 18th, 2025 be adjourned at 10:14 a.m.

CARRIED

Steve Densham,
Chair.

Carl Bickerdike,
Chief Administrative Officer.

/rb