



BOARD OF DIRECTORS ANNUAL GENERAL MEETING

Meeting No. 03/25

Thursday, March 20th, 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
Bill Smirle, Stormont Dundas Glengarry
Tom Smyth, Stormont Dundas Glengarry
François St. Amour, Prescott Russell
Deb Wilson, Leeds Grenville
Adrian Wynands, Leeds Grenville, Vice Chair

Regrets:

Mike Tarnowski, Prescott Russell

Staff Present:

Carl Bickerdike, Chief Administrative Officer
Johanna Barkley, Director of Finance
Ronda Boutz, Secretary-Treasurer
Jennifer Boyer, Managing Director, Approvals
Michelle Cavanagh, Team Lead, Special Projects
James Holland, Senior Planner
Hannah Jackson, Accounting and Resources Specialist
Sandra Mancini, Managing Director, Natural Hazards and Infrastructure
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:

Ben Mann, Baker Tilly
Craig Calder, CAO/Clerk, Township of North Stormont
George Darouze, MPP, Carleton
Emily DeRochie, St. Lawrence River Institute
Dorothy Hamilton, OWA-SDG and Watershed Advisory Committee
Alain Jacquement, Watershed Advisory Committee
Jeff Ridal, St. Lawrence River Institute
Cindy Saucier, Watershed Advisory Committee





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 Annual General meeting of March 20th, 2025 to order at 9:00 a.m. Chair Densham welcomed guests to the meeting.

APPROVAL OF SNC BOARD OF DIRECTORS ANNUAL GENERAL MEETING AGENDA AND SUPPLEMENTAL AGENDA

RESOLUTION NO. BD-048/25

Moved by: Bill Smirle
Seconded by: Adrian Wynands

RESOLVED THAT:

The Members approve the March 20th, 2025 Board of Directors Annual General Meeting main and supplemental agendas as amended:

- a. Supplemental Agenda Item 2.a., Closed Session – Request for Approval: Negotiations Related to Leased Facility be moved to follow main Agenda item 13.b., Closed Session - Request for Approval: SNC Property Legal Matter (Verbal).

CARRIED

DECLARATION OF CONFLICT OF INTEREST

Chair Steve Densham declared a conflict of interest on Supplemental Agenda Item 2.a) Request for Approval: Negotiations Related to Leased Facility.

REQUEST FOR APPROVAL:

BOARD OF DIRECTORS MEETING MINUTES OFFEBRUARY 20TH, 2025

RESOLUTION NO. BD-049/25

Moved by: François St. Amour
Seconded by: Deb Wilson

RESOLVED THAT:

The Members approve the Board of Directors Meeting Minutes of February 20th, 2025 as submitted.

CARRIED



GUEST SPEAKER: JEFF RIDAL, EXECUTIVE DIRECTOR, RIVER INSTITUTE

Jeff Ridal, Executive Director for the River Institute provided a PowerPoint presentation on the River Institute and its programs and projects.

RECOGNITION FOR YEARS SERVICE: GEORGE DAROUZE, 10 YEARS

The Board of Directors recognized and thanked George Darouze for his dedicated service to South Nation Conservation.

The Board of Directors meeting recessed at 9:53 a.m.

The Board of Directors meeting reconvened at 10:05 a.m.

NEW BUSINESS

REQUEST FOR APPROVAL: SNC ADMINISTRATIVE BY-LAWS AMENDMENT

RESOLUTION NO. BD-050/25

Moved by: Adrian Wynands

Seconded by: Bill Smirle

RESOLVED THAT:

The Board of Directors approve amendments to South Nation Conservation's Administrative By-laws.

CARRIED

**REQUEST FOR APPROVAL: 2025 BOARD OF DIRECTORS ELECTIONS
(AND PROCEDURES)**

RESOLUTION NO. BD-051/25

Moved by: Deb Wilson

Seconded by: Matt Luloff

RESOLVED THAT:

The Board of Directors appoint Carl Bickerdike, Chief Administrative Officer as the Acting Chair; and

FURTHER THAT:

The South Nation Conservation Administrative By-laws state: "All elections shall be in accordance with the Procedures for Election of Officers (Appendix B)" and relevant *Conservation Authorities Act* requirements be adhered to.

CARRIED



Carl Bickerdike, Acting Chair, declared all positions vacant, according to SNC's Administrative By-laws.

First call for nominations for Chair:

Moved by: François St. Amour

Steve Densham be nominated for the position of Chair, South Nation Conservation.

Steve Densham accepted the nomination for position of Chair, South Nation Conservation.

Second call for nominations: None

Third call for nominations: None

RESOLUTION NO. BD-052/25

Moved by: Adrian Wynands
Seconded by: Deb Wilson

RESOLVED THAT:

Nominations be closed for the position of Chair.

CARRIED

First Call for nominations for Vice Chair:

Moved by: Deb Wilson

Adrian Wynands be nominated for position of Vice-Chair, South Nation Conservation.

Adrian Wynands accepted the nomination for position of Vice-Chair, South Nation Conservation.

Second Call for Nominations: None

Third Call for Nominations: None

RESOLUTION NO. BD-053/25

Moved by: Linda Payant
Seconded by: Bill Smirle

RESOLVED THAT:

Nominations be closed for the position of Vice-Chair.

CARRIED

First Call for nominations for Second Vice-Chair:

Moved by: Adrian Wynands

Catherine Kitts be nominated for position of Second Vice-Chair, South Nation Conservation.

Catherin Kitts accepted the nomination for the position of Second Vice-Chair, South Nation Conservation.



Second Call for Nominations: None

Third Call for Nominations: None

RESOLUTION NO. BD-054/25

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

RESOLVED THAT:

Nominations be closed for the position of
Second Vice-Chair.

CARRIED

RESOLUTION NO. BD-055/25

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

RESOLVED THAT:

For the year 2025, and until the Annual
General Meeting of 2026:

- i. Steve Densham be elected as Chair of SNC,
- ii. Adrian Wynands be elected as Vice-Chair of SNC,
- iii. Catherine Kitts be elected as Second Vice-Chair of SNC, and

FURTHER THAT:

The Chair, Vice-Chair, and Second Vice-Chair
be appointed the Executive Committee of SNC.

CARRIED

The Chair, Vice-Chair, and Second Vice-Chair assumed their offices.

REQUEST FOR APPROVAL: CONSERVATION ONTARIO VOTING DELEGATES

RESOLUTION NO. BD-05625

Moved by: Linda Payant
Seconded by: Deb Wilson

RESOLVED THAT:

The Board of Directors appoint the Vice-Chair
as the Conservation Ontario Council voting
delegate; and

FURTHER THAT:

The Board of Directors appoint the Chair as
first alternate and Chief Administrative Officer
as second alternate.

CARRIED



**REQUEST FOR APPROVAL: 2024 YEAR END, AUDITED FINANCIAL STATEMENTS
AND AUDIT LETTERS**

RESOLUTION NO. BD-057/25

Moved by: Adrian Wynands
Seconded by: Geneviève Lajoie

RESOLVED THAT:

The Board of Directors approve and file the 2024 Draft Financial Statements, Audit Reporting Letter, Letter of Representation and signatures by Management and Chair: and

FURTHER THAT:

The Board of Directors approve the 2024 reserve transfer to the Operating Reserve of \$28,694.

CARRIED

REQUEST FOR APPROVAL: 2024 SNC ANNUAL REPORT

RESOLUTION NO. BD-058/25

Moved by: Bill Smirle
Seconded by: Linda Payant

RESOLVED THAT:

The Board of Directors approve the 2024 Annual Report; and

FURTHER THAT:

The Board of Directors direct staff to circulate copies to member municipalities, local MPs and MPPs, Conservation Authorities, and various stakeholders.

CARRIED

UPDATE: 2024 CONSERVATION AREAS VISITOR REPORT:

RESOLUTION NO. BD-059/25

Moved by: Catherine Kitts
Seconded by: Deb Wilson

RESOLVED THAT:

The Board of Directors receive and file the 2024 Conservation Areas Monitoring Report; and

FURTHER THAT:

The Board of Directors recommend that staff continue to monitor Conservation Areas to inform the management of these public spaces.

CARRIED



UPDATE: WATERSHED ADVISORY COMMITTEE MEMBERSHIP

RESOLUTION NO. BD-060/25

Moved by: Adrian Wynands

Seconded by: Tom Smyth

RESOLVED THAT:

The Board of Directors receive and file the Watershed Advisory Committee update.

CARRIED

REQUEST FOR APPROVAL: STUMPAGE SALE CONTRACT NO. 13/23/30-2022 AMENDMENT

RESOLUTION NO. BD-061/25

Moved by: Linda Payant

Seconded by: François St. Amour

RESOLVED THAT:

The Board of Directors approve amending the stumpage contract with 1704650 Ontario Ltd. (CMT Logging), for SNC Properties 13, 23, and 30 (North Stormont), to extend the completion date to March 31, 2026.

CARRIED

REQUEST FOR APPROVAL: CAMP SHELDRIK MANAGEMENT AGREEMENT

RESOLUTION NO. BD-062/25

Moved by: Adrian Wynands

Seconded by: Bill Smirle

RESOLVED THAT:

The SNC Board of Directors approve negotiating renewal of the Camp Sheldrick Management Agreement with Scouts Canada; and

FURTHER THAT:

The Agreement be brought back to the Board of Directors for approval.

CARRIED

REQUEST FOR APPROVAL: FUNDING SUBMISSION

RESOLUTION NO. BD-063/25

Moved by: Adrian Wynands

Seconded by: Tom Smyth

RESOLVED THAT:

The Board of Directors approves funding application submissions to the following programs:



Project	Funding Request
1. Flood Hazard and Identification Mapping Program: Lepage Creek and Tributary	\$400,000
2. Ontario Power Generation's Power for Change Project: Creating Resilient Forests in Eastern Ontario - A Tree Planting Initiative	\$400,000
Total	\$800,000

CARRIED

REQUEST FOR APPROVAL: VEHICLE PURCHASE

RESOLUTION NO. BD-064/25

Moved by: Adrian Wynands
Seconded by: Deb Wilson

RESOLVED THAT:

The Board of Directors approve the purchase of a light duty truck to an upset limit of approximately \$75,000 plus HST.

CARRIED

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

RESOLUTION NO. BD-065/25

Moved by: François St. Amour
Seconded by: Linda Payant

RESOLVED THAT:

The Board of Directors receive and file the money received report for February 2025; and

FURTHER THAT:

The Board approve the Disbursement Register of \$1,000,479.73 for February 2025.

CARRIED

UPDATE: TECHNICAL REVIEWS

RESOLUTION NO. BD-066/25

Moved by: Tom Smyth
Seconded by: Catherine Kitts

RESOLVED THAT:

The Board of Directors receive and file the Technical Reviews update for February 2025.

CARRIED



UPDATE PLANNING ACTIVITY

RESOLUTION NO. BD-067/25

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

RESOLVED THAT:

The Board of Directors receive and file the Planning Activity update for February 2025.

CARRIED

UPDATE: SECTION 28.1 PERMITS ISSUED

RESOLUTION NO. BD-068/25

Moved by: Adrian Wynands
Seconded by: Deb Wilson

RESOLVED THAT:

The Board of Directors receive and file the update on permits issued under Section 28.1 of the *Conservation Authorities Act* for February 2025.

CARRIED

UPDATE: ENFORCEMENT OF PARTS VI AND VII OF THE ACT

RESOLUTION NO. BD-069/25

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

RESOLVED THAT:

The Board of Directors receive and file the update on reported *Conservation Authorities Act* regulation concerns received in the month of February 2025.

CARRIED

UPDATE: ON-SITE SEWAGE PERMITS RECEIVED

RESOLUTION NO. BD-070/25

Moved by: Adrian Wynands
Seconded by: Linda Payant

RESOLVED THAT:

The Board of Directors receive and file the on-site sewage permits received for February 2025.

CARRIED



SUPPLEMENTAL AGENDA

REQUEST FOR APPROVAL: OTTAWA STEWARDSHIP AGREEMENT

RESOLUTION NO. BD-071/25

Moved by: Adrain Wynands
Seconded by: François St. Amour

RESOLVED THAT:

The Board of Directors approve entering into a multi-year contribution agreement with the City of Ottawa for the completion of stewardship projects on three SNC properties, at a value of \$285,000.

CARRIED

REQUEST FOR APPROVAL: DISBURSEMENTS FOR 2025 PARTNERSHIP PROGRAMS

RESOLUTION NO. BD-072/25

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

RESOLVED THAT:

The Board of Directors approves undertaking and disbursement of funds for the following Partnership Programs in 2025:

Program	2024 Encumbered Funds ¹	2025 Funds
1. Eastern Ontario Water Resources Program (EOWRP)		
a. United Counties of Prescott and Russell (UCPR) Floodplain Mapping Project	\$25,000	\$25,000
b. EOWRP Grant: Salt Responsibly Campaign	\$3,972	\$0
2. UCPR Woodlot Advisory Service	\$0	\$20,000
3. SDG Woodlot Advisory Service	\$0	\$20,000
4. City of Ottawa Special Levy Programs		
a. Ottawa Rural Clean Water Program	\$268,137	To be confirmed ²
b. Ottawa Tree Replacement Program	\$17,868	To be confirmed ²
Total	\$314,977	\$65,000

¹ Funding approved in 2024 and carried forward to 2025 budget for project completion.

² 2025 special levies approval pending, report will be brought back to the Board following City Council approval.

CARRIED



UPDATE: FLOOD FORECASTING AND WARNING – SPRING FRESHET CONDITIONS

Kat Watson, Coordinator - Early Warning Systems and Watershed Plans, and Phillip Dagenais, Water Resources Specialist – Monitoring, presented the members with an update on the Flood Forecasting and Warning and the 2025 Spring Freshet Conditions.

CORRESPONDENCE

- a. George Darouze Letter: Resignation from SNC Board of Directors

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

- April 17th, 2025 (OGRA March 30th – April 2nd)
- May 15th, 2025
- June 19th, 2025
- July – no scheduled meeting

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

None.

CLOSED SESSION

RESOLUTION NO. BD-073/25

Moved by: Bill Smirle
Seconded by: Adrian Wynands

RESOLVED THAT:

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

- a. Request for Approval: Land Acquisition 2025-OTW-01
- b. Request for Approval: SNC Property Legal Matter (verbal)
- c. Request for Approval: Negotiations related to leased facility

CARRIED

The Board of Directors convened closed session at 11:20 a.m.

Having declared a conflict of interest, Chair Densham left the Closed Session for Supplemental Agenda item 2a); Vice-Chair Wynands assumed the role of Chair.

OPEN SESSION

RESOLUTION NO. BD-074/25

Moved by: Bill Smirle
Seconded by: Deb Wilson



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

CARRIED

The Board of Directors reconvened open session at 12:25 p.m.

REQUEST FOR APPROVAL: LAND ACQUISITION

RESOLUTION NO. BD-075/25

Moved by: Adrian Wynands
Seconded by: Catherine Kitts

RESOLVED THAT:

The Board of Directors direct staff to follow up with potential partners to acquire property 2025-OTW-01; and

FURTHER THAT:

The Board delegate authority to the Executive Committee to approve proceeding with the acquisition, subject to external funding, to the upset limit as discussed.

CARRIED

REQUEST FOR APPROVAL: SNC PROPERTY LEGAL MATTER (VERBAL)

RESOLUTION NO. BD-076/25

Moved by: Tom Smyth
Seconded by: Adrian Wynands

RESOLVED THAT:

The Board delegate authority to the Chief Administrative Officer, in consultation with the Chair and after considering legal advice, to accept a settlement offer they deem in the best interests of the Authority.

CARRIED

REQUEST FOR APPROVAL: NEGOTIATIONS RELATED TO LEASED FACILITY

The Chair declared a conflict of interest on this item, Vice-Chair Wynands chaired the discussion and resolution vote.

RESOLUTION NO. BD-077/25

Moved by: Deb Wilson
Seconded by: Tom Smyth

RESOLVED THAT:

The Board of Directors approve option 2 with upset limits and adjustments to reserve as discussed.

CARRIED



SOUTH NATION
CONSERVATION
DE LA NATION SUD

ADJOURNMENT

RESOLUTION NO. BD-078/25

Moved by: Tom Smyth

Seconded by: Bill Smirle

RESOLVED THAT:

The Board of Directors Annual General Meeting of
March 20th, 2025 be adjourned at 12:29 p.m.

CARRIED

Steve Densham,
Chair.

Carl Bickerdike,
Chief Administrative Officer.

/rb