



## Board of Directors Meeting Minutes

Date: October 24, 2024      Time: 10:00 a.m.  
SCRCA Administration Office  
205 Millpond Cres., Strathroy, ON N7G 3P9

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**Directors Present:** John Brennan, Pat Brown, Chair; Terry Burrell, Greg Grimes, Sue Cates, Betty Ann MacKinnon, Don McCabe, Don McCallum, Mary Lynne McCallum, Ross O'Hara, Kristen Rodrigues, Jerry Westgate

**Directors Remote:** Anne Marie Gillis, Aaron Hall, Rhonda Jubenville, Adam Kilner, Steve Miller

**Directors Regrets:** Al Broad, Frank Kennes, Emery Huszka, Lorie Scott, Vice-Chair;

**Staff Present:** Donna Blue, Manager of Communications; Melissa Deisley, Director of Planning and Regulations; Nicole Drumm, Watershed Biologist; Chris Durand, Manager of IT and GIS; Emily Febrey, Communication and Education Technician; Ashley Fletcher, Administrative Assistant and Board Coordinator; Chunng Li, Director of Corporate Services; Tim Payne, Manager of Forestry; Ken Phillips, General Manager; Girish Sankar, Director of Water Resources; Kelli Smith, Lands Technician; Jessica Van Zwol, Healthy Watersheds Coordinator; Greg Wilcox, Manager of Lands;

### 1. Land Acknowledgement

A land acknowledgment was read by Chair, Pat Brown which recognized the St. Clair Region Conservation Authority watershed as part of the traditional territories of the Anishinaabeg, Haudenosaunee, Lūnaapéewak and Chonnonton Nations, who have a sacred responsibility to preserve the land and water of southwestern Ontario. Also acknowledged are the Treaties that allow the SCRCA to work alongside the First Nation Communities of Kettle and Stony Point, Aamjiwnaang and Bkejwanong to ensure we share the responsibility of preserving the land and water.

### 2. Call to Order and Chair's Remarks

The meeting was called to order by the Chair, Pat Brown, who welcomed everyone to the meeting.

Director of Water Resources, Girish Sankar was thanked for his 15 years of service to the St. Clair Region Conservation Authority (SCRCA) and several of his achievements were highlighted. Girish was wished farewell and best of luck in his new role at the Credit Valley Conservation Authority.

A letter from Emery Huszka, who's appointment with the Ministry of Environment, Conservation and Parks (MECP) as the SCRCA Agricultural Representative has ended, was read aloud. Mr. Huszka thanked the Board of Directors for their support and governance of the organization.

General Manager (GM), Ken Phillips provided further explanation regarding Mr. Huszka's status with MECP as SCRCA's Agricultural Representative. Mr. Huszka was informed of the conclusion of his appointment, effective late August 2024; however, SCRCA has not received formal notification regarding this to date.

### **3. Adoption of Agenda**

**BD-24-68**

**Burrell – O'Hara**

**"That the Board of Directors adopts the agenda for the meeting, as presented."**

**CARRIED**

### **4. Declaration of Pecuniary Interests**

The Chair requested that each Director declare a conflict of interest at the appropriate time, on any item within this agenda in that a Director may have pecuniary interest.

Anne Marie Gillis declared a conflict of interest regarding consent agenda item 8.1 (c) regarding the Enbridge Fuelling Futures grant funding.

### **5. Minutes**

#### **5.1 Board of Directors September 19, 2024 Minutes**

**BD-24-69**

**Grimes – Gillis**

**"That the minutes of the Board of Directors meeting, held September 19, 2024, be approved as distributed."**

**CARRIED**

#### **5.2 Executive Committee October 4, 2024 Minutes**

**BD-24-70**

**Miller – MacKinnon**

**"That the minutes of the Executive Committee meeting, held October 4, 2024, be approved as distributed."**

**CARRIED**

### **6. Presentation**

## **6.1 Biology Department: Sydenham Phosphorus Reduction Initiative**

**BD-24-71**

**McCallum, Mary-Lynne – Westgate**

**“That the Board of Directors acknowledges the presentation from the Biology department regarding the Sydenham Phosphorus Reduction Initiative.”**

**CARRIED**

## **7. Reports**

### **7.1 General Manager’s Report**

**Comments:** A verbal update was provided by GM, Ken Phillips regarding his recent attendance at a Sarnia Lambton Chamber of Commerce green breakfast. Aamjiwnaang First Nation staff shared news of the first sighting in 30 years of the spiny softshell turtle in a local creek. This information is positive testament to the efforts of the species at risk hatch and release programming.

**BD-24-72**

**Kilner – Brennan**

**“That the Board of Directors acknowledges the General Manager’s report, dated October 16, 2024.”**

**CARRIED**

### **7.2 Watershed-Based Resource Management Strategy**

**Comments:** Directors request the addition of the following subjects within the draft Watershed-Based Resource Management Strategy:

- Great Lakes Water Quality Agreement
- The St. Clair River Area of Concern (AOC) and Remedial Action Plan (RAP)
- The need for greater monitoring network systems and baseline data

**BD-24-73**

**Burrell – Kilner**

**“That the Board of Directors acknowledges the reported dated October 16, 2024 regarding the draft Watershed-Based Resource Management Strategy, developed as part of the recent changes to the Mandatory Programs and Services regulation under the Conservation Authorities Act and further, that the Board of Directors direct staff to proceed with a 30-day public and Indigenous consultation period.”**

**CARRIED**

### **7.3 2025 Nominating Committee**

**BD-24-74**

**McCallum, Don – Gillis**

**“That the 2025 Nominating Committee consisting of the following four directors representing the four districts of the Authority being Sarnia, Lambton, Chatham-Kent, and Middlesex be: Terry Burrell, Rhonda Jubenville, Frank Kennes, Pat Brown and further that the Nominating Committee’s recommendation for the 2025 committee membership be presented at the Annual General Meeting.**

**CARRIED**

### **7.4 2025 Tentative Schedule of Meetings**

**BD-24-75**

**MacKinnon – Westgate**

**“That the Board of Directors approves the 2025 tentative schedule of meetings for the Board of Directors and Committees, dated October 6, 2024.”**

**CARRIED**

### **7.5 2025 Draft Budget**

**Comments:** GM, Ken Phillips highlighted the major areas of cost-saving adjustments staff were able to make to the draft budget, lowering the increase to the 2025 general levy from 5.9% to 4%:

- Cost of compensation review consultant will be shared in agreement with Lower Thames Valley Conservation Authority.
- Tendering of cyber security/IT contract was adjusted to reflect the hiring of a consultant to assess SCRCA needs.

**BD-24-76**

**Burrell – Miller**

**“That the Board of Directors acknowledges the 2025 Draft Budget of \$11,179,180 with a proposed municipal general levy of \$1,675,950, and further that the Board of Directors direct staff to circulate the draft budget booklet to member municipalities for information and input, and to post on the Governance section of the SCRCA’s website in accordance with Ontario Regulation.”**

**CARRIED**

### **7.6 Seasonal Trailer Age Restriction**

**Comments:** A friendly amendment from Director John Brennan was accepted to alter the proposed change to rules to include the following language:

- Trailers must be 20 years of age or newer to remain in the campground, this can be extended to a maximum of 25 years old at the discretion of the Superintendent,

based on the condition/appearance of the trailer *and with provision of documentation of appropriate maintenance and/or renovations.*

**BD-24-77**

**Gillis – McCallum, Mary-Lynne**

**“That the Board of Directors acknowledge the report, dated October 2, 2024 regarding seasonal trailer age restrictions and further, approve the proposed changes to the rules regulating the age of seasonal campsite trailers.”**

**CARRIED**

**7.7 Agricultural Lands Strategy**

**Comments:** Director Don McCabe brought forth several points of concern with the document and the flexibility of guidelines. Manager of Forestry, Tim Payne clarified that the document is intended as a guideline and that conditions and circumstances, necessitating exceptions, will be considered.

The following edits are requested the following edits:

- Removal of repetitious wording under fences and buffers and windbreaks

Directors are encouraged to forward any further recommendations to Manager of Forestry, Tim Payne.

**BD-24-78**

**Burrell – Brennan**

**“That the Board of Directors acknowledge the report, dated October 2, 2024 regarding the Agricultural Strategy for the Operation and Management of Authority-Owned Agricultural Lands, adopting the Agricultural Strategy, supporting the balanced approach between revenue generation and environmental sustainability, and further, approves the recommendations within.”**

**CARRIED**

**7.8 Community Sport and Recreational Infrastructure Grant**

**BD-24-79**

**Cates – Grimes**

**“That the Board of Directors acknowledges the report dated October 2, 2024 regarding the Community Sport and Recreation Infrastructure Fund and further, direct staff to submit an application for funding with a total estimated project cost of up to \$600,000.**

**CARRIED**

### **7.9 Pavilion Rentals**

**Comments:** Director Adam Kilner requested that the minutes reflect that pavilion use at unstaffed Conservation Areas is still available on a first come, first served basis.

**BD-24-80**

**Kilner – Cates**

**“That the Board of Directors acknowledge the report dated October 4, 2024 regarding pavilion rentals at day-use Conservation Areas and further, approve the use of pavilions located at Coldstream Conservation Area and Wawanosh Wetlands Conservation Area on a first come first served basis and no longer support group rentals or use by large groups.”**

**CARRIED**

### **7.10 Regulation Policy Updates**

**BD-24-81**

**McCallum, Mary-Lynne – Kilner**

**“That the Board of Directors acknowledge the report dated October 4, 2024 regarding the draft policy updates as per the changes to the Conservation Authorities Act and Ontario Regulation 41/24 and further, that the updated policies be approved for implementation, as received, effective immediately.”**

**CARRIED**

### **7.11 Equipment Disposals**

**BD-24-82**

**Grimes – Burrell**

**“That the Board of Directors acknowledges the report dated October 16, 2024 regarding the disposal of surplus, non-functional and/or obsolete equipment and approves the disposal method as outlined.”**

**CARRIED**

## **8. Consent Items**

### **8.1 (a) Business Arising**

**(b) Current Watershed Conditions**

**(c) Sydenham Phosphorus Reduction Initiative**

**(d) Enbridge Fuelling Futures Grant**

**(e) Regulations Report**

- (f) Planning Report**
- (g) Revenue and Expenditure Report**
- (h) Disbursements**
- (i) 2024 General Levy Update**
- (j) Communications Update**
- (k) St. Clair River AOC**
- (l) Education Update**
- (m) Upcoming Events**

**BD-24-83**

**Miller – Burrell**

**“That the Board of Directors approves the consent agenda and receives the accompanying items 8.1 (a) through 8.1 (m) as information.”**

**CARRIED**

## **9. Correspondence**

### **9.1 Letter from the Kent Agricultural Hall of Fame**

**BD-24-84**

**Burrell – Cates**

**“That the Board of Directors acknowledge the correspondence, dated September 22, 2024 from the Kent Agricultural Hall of Fame regarding the annual Kent Agricultural Hall of Fame Induction Ceremony and Dinner on November 19, 2024, celebrating the induction of Stephen Denys, the late Harry Lawson and the late Keith McLean into the Kent Agricultural Hall of Fame.”**

**CARRIED**

### **9.2 Letter from the Town of Bradford West Gwillimbury to MECP**

**BD-24-85**

**Burrell – McCallum, Mary-Lynne**

**“That the Board of Directors acknowledge the correspondence, dated September 20, 2024 from the Town of Bradford West Gwillimbury addressed to the Minister of Environment, Conservation and Parks regarding the Ontario deposit return program.”**

**CARRIED**

### **9.3 Letter from the Town of Plympton-Wyoming**

**BD-24-86**

**Burrell – Miller**

**“That the Board of Directors acknowledge the correspondence, dated October 7, 2024 from the Town of Plympton-Wyoming regarding the 2025 proposed budget.”**

**CARRIED**

**10. New Business**

Director Kristen Rodrigues communicated the availability of surplus Kentucky coffee trees through the Municipality of Plympton-Wyoming in partnership with Trees for Life. The program is intended to repopulate the species at risk within 7 jurisdictions. Staff have agreed to circulate to forestry contacts.

**11. Adjournment**

**BD-24-87**

**Grimes – Rodrigues**

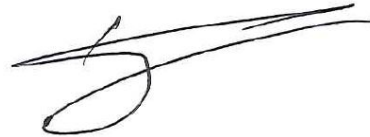
**“That the Board of Directors Meeting be adjourned.”**

**CARRIED**



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**Pat Brown**  
**Chair**



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**Ken Phillips**  
**General Manager**