



**Members Present:** Al Broad, Pat Brown, Chair; Terry Burrell, Rhonda Jubenville, Frank Kennes, Betty Ann MacKinnon, Steve Miller, Kristen Rodrigues

**Regrets:** Lorie Scott, Vice-Chair

**Guests:** Ray Mile, MNP Chartered Professional Accountants.

**Staff Present:** Chris Durand, Manager of IT/ GIS; Ashley Fletcher, Administrative Assistant/Board Coordinator; Chunng Li, Director of Corporate Services; Ken Phillips, General Manager

The Chair welcomed everyone to the meeting and 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.

### **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.

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

**EC-25-01**

**Burrell – Kennes**

**“That the Executive Committee 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.

The draft minutes of the Flood Action Committee, held on January 9, 2025 were reviewed.

**EC-25-02**

**MacKinnon – Rodrigues**

**“That the Executive Committee acknowledges the draft minutes of the Flood Action Committee held remotely on January 9, 2025.”**

**CARRIED**

The report on business arising from the December 12, 2024 Board of Directors meeting was reviewed.

**EC-25-03**

**Jubenville – Miller**

**“That the Executive Committee acknowledges the report on business arising from the December 12, 2024 Board of Directors meeting.”**

**CARRIED**

A presentation of the draft 2024 audited statements and draft audit findings was provided by Ray Mile of MNP Chartered Professional Accountants. Copies of the draft audited statements and draft audit findings were also reviewed.

**EC-25-04**

**Burrell – Kennes**

**“That the Executive Committee acknowledges the report from the Authority’s auditors, MNP Chartered Professional Accounts, LLP and accepts responsibility for the 2024 financial statements and the Statement of Continuity of Reserves and Reserve Funds and year end finances and further approves the year-end adjustments, reserves and reserve adjustments as outlined in the schedule dated December 31, 2024 and recommends that the Board of Directors approves the 2024 Audited Financial Statements.”**

**CARRIED**

The November and December, 2024 disbursements were reviewed.

**EC-25-05**

**MacKinnon – Kennes**

**“That the Executive Committee approves the November and December, 2024 disbursements, as presented.”**

**CARRIED**

The report on 2024 general levy was reviewed.

**EC-25-06**

**Miller – Burrell**

**“That the Executive Committee acknowledges that all 2024 municipal general levy has been received.”**

**CARRIED**

The status summary report of Director’s expenses for 2024 was reviewed.

**EC-25-07**

**MacKinnon – Burrell**

**“That the Executive Committee acknowledges the Status Summary report on Directors’ expenses from January 1 to December 31, 2024.”**

**CARRIED**

The investment statements to December 31, 2024 were reviewed.

**EC-25-08**

**Kennes – Miller**

**“That the Executive Committee acknowledges the investment statements to December 31, 2024.”**

**CARRIED**

**EC-25-09**

**MacKinnon – Burrell**

**“That the Executive Committee move in-camera at 10:28 a.m. with only the Executive Committee members, General Manager, Director of Corporate Services, Board Coordinator and appointed auditors remaining to further discuss confidential matters, as per EC-23-05.”**

**CARRIED**

**EC-25-10**

**Miller – Kennes**

**“That the Executive Committee rise and report at 10:32 a.m. and return to regular business.”**

**CARRIED**

### **Under New Business**

General Manager, Ken Phillips thanked the Director of Corporate Services, Chunning Li and Payroll/Accounting Clerk, Kate Jamieson for their hard work in coordinating the annual audit.

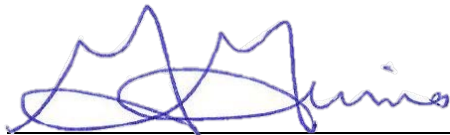
Directors were informed that due to new and extensive safety and insurance requirements, the St. Clair Region Conservation Foundation annual canoe and kayak race is cancelled for 2025. The event is currently under review and staff are assessing options going forward.

The SCRCA will participate in the Brooke-Alvinston Maple Syrup Festival, holding educational demonstrations, wagon rides and other activities on March 15, 2025 (Saturday only) at the A.W. Campbell Conservation Area

Due to the upcoming Provincial election on February 27<sup>th</sup>, The SCRCA annual general meeting has been rescheduled to Wednesday, March 19 at the East Lambton Community Complex (upper hall)

**EC-25-11**  
**Jubenville – Rodrigues**  
**“That the meeting be adjourned.”**

**CARRIED**



---

**Greg Grimes**  
**2025 Chair**



---

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