



## Board of Directors Meeting Minutes

Date: March 19, 2025

Time: 10:05 a.m.

East Lambton Community Complex (Upper Arena Hall)  
61 Centennial Ave, Watford, ON N0M 2S0

---

**Directors Present:** John Brennan, Al Broad, Pat Brown, Chair; Terry Burrell, Greg Grimes, Sue Cates, Anne Marie Gillis, Aaron Hall, Frank Kennes, Adam Kilner, Don McCabe, Don McCallum, Steve Miller, Kristen Rodrigues, Ian Veen

**Directors Remote:** Rhonda Jubenville, Lorie Scott, Vice-Chair

**Directors Regrets:** Betty Ann MacKinnon, Ross O'Hara, Jerry Westgate

**Staff Present:** Donna Blue, Manager of Communications; Emily De Cloet, Interim Flood Forecasting and Warning Coordinator; Melissa Deisley, Director of Planning and Regulations; Chris Durand, Manager of IT and GIS; Emily Febrey, Communication and Outreach Specialist; Ashley Fletcher, Administrative Assistant and Board Coordinator; Kate Jamieson, Payroll/Accounting Clerk; Chunning Li, Director of Corporate Services; Mike Moroney, RAP Coordinator; Craig Paterson, Manager of Biology; Tim Payne, Manager of Forestry; Ken Phillips, General Manager; Alison Seidler, GIS Specialist; Jeff Sharp, Conservation Services Technician; Kelli Smith, Lands Technician; Meagan Weber, Regulations Officer; Greg Wilcox, Manager of Lands;

**Guests:** Jeff Agar, Township of St. Clair Mayor; Lindsay Buchanan, Ontario NativeScape/Rural Lambton Stewardship Network; Todd Case, Township of Warwick Mayor; Angela Coleman, Conservation Ontario; Ian Forster, Plains Midstream; Holly Foster, Township of St. Clair; Tracey Kingston; Kevin Marriott, Lambton County Warden; Dave Marsh, Municipality of Lambton Shores; Netty McEwen, Municipality of Chatham-Kent; Anne McGugan; Don McGugan; Ray Mile, MNP Chartered Professional Accountants LLP; Mark Peacock, Lower Thames Valley Conservation Authority; Stevi Reiley, Bkejwanong Eco-Keepers (BEK); Montana Riley, BEK; Lynn Rosales, Aamjiwnaang First Nation; Shauntelle Sandrin, Sarnia Lambton Chamber of Commerce; Edward Soldo, Municipality of Chatham-Kent; Mike Stark, St. Clair Region Conservation Foundation; Brian White, City of Sarnia; Naomi Williams, BEK.

### 1. Land Acknowledgement

A land acknowledgment was read by General Manager, Ken Phillips 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 on behalf of the directors and staff of the Conservation Authority, welcomed everyone to the annual meeting and went on to highlight some of the Conservation Authority's achievements this past year.

### **2024 Highlights:**

- As prescribed under new regulations issued through the *Conservation Authorities Act*, the Authority released the Conservation Lands Strategy and Watershed-based Resource Management Strategy, which provide guidance, objectives, and direction for decision making as it pertains to Authority property, services, and programs.
- The Conservation Education program continued to be a popular choice among teachers and students alike, with over 12,000 students engaged throughout the watershed this past year.
- In collaboration with the City of Sarnia and Township of St. Clair, shoreline protection work continued along the St. Clair River and Lake Huron, to protect shorelines from erosion with the addition of 600 metres of armour stone revetments.
- Through the Healthy Watersheds and tree planting programs, the Authority continued to provide both technical and financial support to local landowners interested in implementing projects on their properties – over 71,000 trees were planted, and 76 stewardship projects were completed throughout our region.
- The Planning and Regulations team supported safe and resilient development throughout the watershed by issuing over 300 permits and providing comments on close to 200 *Planning Act* applications.
- Authority campgrounds were fully booked in 2025 and a generous donation of over \$172,000 from the Judith and Norman Alix Foundation supported trail and playground improvements at the Wawanosh Wetland and Warwick Conservation areas. This included the installation of a natural playground for visitors enjoy this upcoming camping season.
- The year ended with a historical investment made by the Canada Water Agency that will see close to 8 million dollars invested into the Authority over the next four years to help in the fight against algal blooms in Lake Erie. This funding allowed the Authority to launch the Sydenham Phosphorus Reduction Initiative (commonly referred to as SPRI) – a program aimed at reducing the loading of phosphorus in the Sydenham River, and ultimately, Lake Erie.

## **3. Introduction of Guests**

The Chair thanked our Board of Directors and staff for their hard work and dedication to

the Authority and acknowledged the partners, whose support and collaborations help realize our vision of a healthy and sustainable natural environment in the St. Clair Region.

Special guests were introduced and the following collaborators and partners in attendance were recognized:

- Walpole Island Heritage Centre and members of local Indigenous communities
- Lambton County
- Council members and staff from several of our member municipalities
- Conservation Ontario
- Lower Thames Valley Conservation Authority
- Upper Thames River Conservation Authority
- St. Clair Region Conservation Foundation
- Sarnia Lambton Chamber of Commerce
- Rural Lambton Stewardship Network
- Plains Midstream Canada

His Worship Lambton County Warden and Mayor of the Township of Enniskillen, Kevin Marriott brought greetings and expressed appreciation of the collaborative efforts of the SCRCA on various initiatives and projects.

Director Ian Veen, representing the Oil Springs/Enniskillen Township was welcomed to the Board of Directors and Mary Lynn McCallum was thanked for her dedicated service during her term on the Board.

#### **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.

#### **5. Approval of the Agenda**

**BD-25-01**

**Gillis – Brennan**

**“That the agenda for the Annual General Meeting be adopted.”**

**CARRIED**

#### **6. Minutes**

##### **6.1 Board of Directors December 12, 2024 Minutes**

**BD-25-02**

**Grimes – Burrell**

**“That the minutes of the Board of Directors meeting, held December 12, 2024, be approved as distributed.”**

**CARRIED**

## **6.2 Executive Committee February 13, 2025 Minutes**

**BD-25-03**

**Burrell – Miller**

**“That the minutes of the Executive Committee meeting held February 13, 2025, be approved as distributed.”**

**CARRIED**

## **7. Chair and Conservation Ontario Report**

### **Verbal Report:**

The General Manager attended a Conservation Ontario (CO) Council meeting on December 9, 2024. Topics discussed include:

- Insurance market and possible rate reductions
- Updates to CO Hearing Guidelines
- Upcoming changes to Conservation Authorities Act which will necessitate changes to CA administrative by-laws
- Updates to the framework for ministerial appeals. Updates to working include the notion that decisions may be made as per the benefit to Provincial interest

**BD-25-04**

**Hall – Burrell**

**“That the Board of Directors receive for information, a verbal report on the Conservation Ontario Council meeting, held remotely on December 9, 2024.”**

**CARRIED**

## **8. Audited Financial Statements**

**BD-25-05**

**Kennes – Burrell**

**“That the St. Clair Region Conservation Authority accepts the recommendation of the Executive Committee and report from the Authority’s auditors, MNP Chartered Professional Accountants LLP, and further approves the 2024 Audited Financial Statements.”**

**CARRIED**

## **9. Conservation Awards**

Vice Chair Lorie Scott presented the following Conservation Awards:

### **Bkejwanong Eco-Keepers**

Bkejwanong Eco-Keepers (BEK) is an environmental and conservation initiative operated by the Walpole Island First Nation Heritage Centre/Nin.da.waab.jig. The program is open to the youth of Walpole Island First Nation to thrive and reclaim their Anishinaabe roles as caretakers of the earth.

The program provides opportunities for youth to engage in cultural and environmental programs which helps them learn about their cultural heritage and empowers them to promote positive change and relationships within the Walpole Island community and beyond.

Through the partnership established between the SCRCA and the Healthy Headwaters Lab at the University of Windsor, Authority staff have had the opportunity to engage with the youth participating in the BEK program. Hands-on, days in the field have been organized to introduce participants to the different techniques and protocols implemented by the SCRCA to monitor aquatic health. More importantly, the engagement with BEK youth provided the opportunity to exchange western and Indigenous knowledge, helping to further build the Authority's relationship with the Bkejwanong community in our commitment towards Truth and Reconciliation.

### **Plains Midstream Canada**

Since 2019, Plains Midstream Canada (PMC) has provided financial support to the St. Clair Region Conservation Authority's Conservation Education Program to deliver the Spring Water Awareness Program (SWAP) at schools throughout the watershed.

Delivered annually in the spring, the SWAP program teaches students about the potentially dangerous conditions associated with streams and rivers during the spring and provides them with safety guidelines. The program focuses on hazards associated with cold, deep, and fast-flowing waters and engages students through age-appropriate and curriculum-connected experiments, activities, and games. Since 2019, PMC has provided \$35,000 to allow the SCRCA to deliver this important program free-of-charge to over 5,500 students.

In addition to PMC's financial support, every year PMC staff have participated in the school sessions and during the COVID-19 pandemic, supported the SCRCA's need to shift to online and schoolyard delivery of the program without hesitation.

Financial support from companies like PMC, helps remove financial barriers that schools may be experiencing and allows the SCRCA to reach students with important health and

safety messages like those discussed during the SWAP program. At present, PMC has committed to fund the program up until 2025, constituting seven years of support, and certainly deserving of recognition by the Authority with a Conservation Award.

The board of Directors congratulated the 2025 Conservation Award Winners and thanked them for their contributions to conservation.

## **10. Service Awards**

**The following service awards were presented:**

### **Five Years of Service**

- Anne Marie Gillis
- Aaron Hall
- Kris Clark
- Alex Cybulski
- Mike Moroney
- Meagan Weber
- Craig Paterson

### **Ten Years of Service**

- Al Broad

### **Twenty Years of Service**

- Terry Burrell
- Alison Seidler

### **BD-25-06**

#### **Miller – Cates**

**“That the Board of Directors acknowledges the service awards presented to the directors and staff and further that they be thanked for their years of dedicated service.”**

**CARRIED**

A short recess was called following the conclusion of 2024 business.

The meeting resumed at 11:02 a.m. to conduct 2025 business. Brian White, 2025 Director representing the City of Sarnia was welcomed to the table and Anne Marie Gillis was thanked for her dedicated service during her term on the Board of Directors.

## **11. Code of Conduct**

**BD-25-07**

**Miller – Kennes**

**“That the Board of Directors acknowledges and complies with the St. Clair Region Conservation Authority’s Code of Conduct and Administrative By-laws, updated in 2024.”**

**CARRIED**

## **12. Election of Officers**

**BD-25-08**

**Veen – Hall**

**“That Ken Phillips be appointed chair for the election of the 2025 Chair and Vice Chair.”**

**CARRIED**

**BD-25-09**

**Kennes – Kilner**

**“That Tim Payne and Donna Blue be appointed scrutineers in the event of an election.”**

**CARRIED**

### **12.1 Position of Chair**

The positions of Chair and Vice Chair were declared vacant and nominations were called for the office of Chairperson for 2025.

Kristin Rodrigues nominated Greg Grimes for the position of Chair.

Greg Grimes confirmed his willingness to stand for the position of Chair.

Greg Grimes was declared Chair of the St. Clair Region Conservation Authority for 2025, by acclamation, and addressed the Board of Directors.

**BD-25-10**

**Cates – Kilner**

**“That the nominations for the position of Chair be closed.”**

**CARRIED**

### **12.2 Position of Vice Chair**

Steve Miller nominated Pat Brown for the position of Vice Chair.

Greg Grimes nominated Kristen Rodrigues for the position of Vice Chair.

Both Pat Brown and Kristen Rodrigues confirmed their willingness to stand for the position of Vice Chair.

Kristen Rodrigues was declared Vice Chair of the St. Clair Region Conservation Authority for 2025, by majority vote, and addressed the Board of Directors.

**BD-25-11**

**Hal – Kennes**

**“That nominations for the position of Vice Chair be closed.”**

**CARRIED**

**BD-25-12**

**White – Kilner**

**“That the ballots be destroyed”**

**CARRIED**

**13. Committees**

One vacancy was declared on the Executive Committee due to the election of Kristen Rodrigues as Vice Chair. Nominations were requested from the floor to complete memberships.

Terry Burrell nominated Pat Brown to serve on the Executive Committee.

**BD-25-13**

**Rodrigues – Veen**

**“That the St. Clair Region Conservation Authority adopts the 2024 Nominating Committee's Report, as amended, fulfilling the SCRCA committee needs in 2025.”**

**CARRIED**

**14. Authorization to Borrow**

**BD-25-14**

**Kennes – Kilner**

**“That the Authority Chair or the Vice-Chair and the General Manager/Secretary-Treasurer or Director of Corporate Services be authorized to borrow from the Libro Credit Union, Strathroy for the general operations and capital program of the Authority, a sum not to exceed \$2,400,000 to be repaid from grants received from the Province of Ontario, Government of Canada, levies assessed to the member municipalities and general revenue.”**

**CARRIED**

## **15. Appointments to Conservation Ontario Council**

**BD-25-15**

**Miller – Kilner**

**“That the Authority's 2025 representative to Conservation Ontario will be the Authority Chair, the Vice-Chair will be the first alternate and the General Manager be the second alternate.”**

**CARRIED**

## **16. Presentation**

**BD-25-16**

**Veen – Rodrigues**

**“That the Board of Directors receive for information the presentation provided by General Manager of Conservation Ontario, Ms. Angela Coleman and further that she be thanked for her attendance at today’s meeting.”**

**CARRIED**

## **17. Reports**

### **17.1 General Manager’s Report**

**BD-25-17**

**Cates – Kennes**

**“That the Board of Directors acknowledges the General Manager’s report dated March 11, 2025.”**

**CARRIED**

### **17.2 Disposal of Assets**

**BD-25-18**

**Brown – Cates**

**“That the Board of Directors acknowledge the report dated March 12, 2025 regarding the disposal of assets and further, approve the disposal of the 2014 Chevrolet Silverado (Fleet Vehicle #12) from the SCRCA fleet inventory.”**

**CARRIED**

### **17.3 Hearing Board**

**BD-25-19**

**Rodrigues – Veen**

**“That the Board of Directors acknowledge the report dated March 11, 2025 regarding the establishment of a dedicated Hearing Board; And that the Board of Directors establish a Hearing Board of 5 individuals and 2 alternates, with meeting dates set quarterly, to deal with appeals under Section 28 of the Conservation Authorities Act; And further, that the General Manager be appointed the designated official to conduct the administrative review in accordance with s.8 Ontario Regulation 41/24.”**

**DEFEATED**

**BD-25-20**

**Kennes – McCabe**

**“That the Board of Directors acknowledge the report dated March 11, 2025 regarding the establishment of a dedicated Hearing Board; And that the Board of Directors establish a Hearing Board of 11 individuals, with meeting dates set quarterly, to deal with appeals under Section 28 of the Conservation Authorities Act; And further, that the General Manager be appointed the designated official to conduct the administrative review in accordance with s.8 Ontario Regulation 41/24.”**

**CARRIED**

**17.4 Fee Appeal**

**BD-25-21**

**Miller - Rodrigues**

**“That the Board of Directors acknowledges the report dated February 24, 2025 regarding a request for appeal of fees, for a reduction in costs regarding 4852 Forsyth Trail, Plympton-Wyoming, and further that the fee appeal be denied.**

**CARRIED**

**18. Consent Agenda**

**BD-25-22**

**Hall – Brennan**

**“That the Board of Directors approves the consent agenda and endorses the recommendations accompanying Items 18.1 a - 18.1 j.”**

**CARRIED**

**19. Correspondence (none)**

**20. In-Camera**

**BD-25-23**

**Veen – White**

**“That the Board of Directors move in-camera at 12:44 a.m. a.m./p.m. to discuss property and legal matters with only the General Manager, Board Coordinator, Manager of Forestry, Lands Technician and Director of Planning and Regulations remaining present.”**

**CARRIED**

**BD-25-24**

**Kennes – Rodrigues**

**“That the Board of Directors rise and report at 12:55 p.m.”**

**CARRIED**

**21. Under New Business**

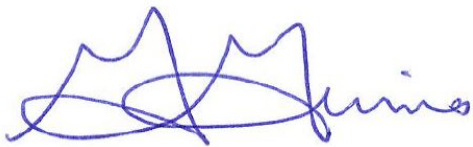
**22. Adjournment**

**BD-25-25**

**Cates – Brennan**

**“That the meeting be adjourned.”**

**CARRIED**



---

**Greg Grimes**  
**Chair**



---

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