



## Board of Directors Meeting Minutes

Date: September 18, 2025      Time: 10:02 a.m.  
SCRCA Administration Office  
205 Millpond Cres., Strathroy

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**Directors Present:** John Brennan, Terry Burrell, Sue Cates, Greg Grimes, Chair; Frank Kennes, Brad Loosley, Betty Ann MacKinnon, Don McCabe, Steve Miller, Kristen Rodrigues, Vice-Chair; Ian Veen, Jerry Westgate, Brian White (arrived at 10:14 a.m.)

**Directors Remote:** Al Broad, Adam Kilner, Don McCallum, Rhonda Jubenville

**Directors Regrets:** Pat Brown, Aaron Hall, Lorie Scott

**Staff Present:** Donna Blue, Manager of Communications; 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; Chunng Li, Director of Corporate Services; Tim Payne, Manager of Forestry; Ken Phillips, General Manager

### 1. Land Acknowledgement

A land acknowledgment was read by Vice-Chair, Kristen Rodrigues, 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, Greg Grimes, who, welcomed everyone to the meeting and gave thanks to the St. Clair Region Conservation Foundation (SCRCF) for their contributions to the scholarship presentations. Directors were reminded that the Chair and General Manager will be attending the Conservation Ontario Council meeting on Monday, September 22<sup>nd</sup> in Toronto and of the upcoming SCRCF Memorial Tree Dedication Ceremony on Sunday, September 28<sup>th</sup> at the Lorne C. Henderson Conservation Area.

### **3. 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.

### **4. Approval of the Agenda**

**BD-25-54**

**MacKinnon – Kennes**

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

**CARRIED**

### **5. Presentations (none)**

### **6. Minutes**

#### **6.1 Board of Directors June 26, 2025 Minutes**

**BD-25-55**

**Burrell – Miller**

**“That the minutes of the Board of Directors meeting, held June 26, 2025, be approved as distributed.”**

**CARRIED**

#### **6.2 Executive Committee July 31, 2025 Minutes**

**BD-25-56**

**Kennes – Westgate**

**“That the minutes of the Executive Committee meeting, held July 31, 2025, be approved as distributed.”**

**CARRIED**

### **7. Reports**

#### **7.1 General Manager’s Report**

**BD-25-57**

**Cates – Loosley**

**“That the Board of Directors acknowledges the General Manager’s report, dated September 10, 2025.”**

**CARRIED**

## **7.2 2026 Draft Fee Schedule**

**BD-25-58**

**Brennan – Kennes**

**“That the Board of Directors acknowledge the report, dated August 11, 2025 regarding the 2026 draft fee schedule further accept the recommended changes, approving the draft fee schedule as presented.”**

**CARRIED**

## **7.3 2026 Preliminary General Levy Estimate**

### **Comments:**

Directors request that SCRCA staff prepare a 1-page information sheet justifying the increase in levy which can be provided to municipal council. The General Manager, Ken Phillips reminded Directors of his availability to attend any upcoming council meetings to discuss the 2026 budget.

**BD-25-59**

**Veen – Burrell**

**“That the Board of Directors receive for information and discussion the report, dated September 5, 2025 on the preliminary levy estimate for the 2026 Budget.”**

**CARRIED**

## **7.4 Hearing Guidelines**

An amendment to the motion under item 7.1 was proposed by Director Terry Burrell, requesting that the Hearing Guidelines be amended to remove the following wording under clause 3.1:

*Therefore, no Board member shall participate as a member of the Hearing Committee in a matter that involves their municipality’s interest or an application by a proponent in their municipality*

The amendment was defeated.

**BD-25-60**

**Veen – Cates**

**“That the Board of Directors acknowledge the report, dated September 18, 2025 regarding draft hearing guidelines and approve the draft SCRCA Hearing Guidelines, drafted in accordance with the recommended model guidelines provided by Conservation Ontario and further, adopt the guidelines, as presented.”**

**CARRIED**

#### **7.5 2026-2030 Agricultural Lease Tender**

**BD-25-61**

**MacKinnon – Kennes**

**“That the Board of Directors acknowledge and receive for information the report dated September 3, 2025 regarding the results of 2026-2030 agricultural lease tender.”**

**CARRIED**

#### **7.6 Disposal of Assets**

**BD-25-62**

**Kennes – Burrell**

**“That the Board of Directors acknowledge the report dated September 9, 2025 regarding the disposal of assets and further approves the disposal of 2012 GMC Sierra (fleet vehicle #9), 2018 aluminum utility trailer (fleet trailer G), 2010 covered trailer (fleet trailer C), and 2010 dump trailer (fleet trailer D) from the SCRCA fleet inventory.”**

**CARRIED**

### **8. Informational Items**

- 8.1 (a) Business Arising**
- (b) Current Watershed Conditions**
- (c) Dam Decommissioning Update**
- (d) Regulations Activity Summary**
- (e) Planning Activity Summary**
- (f) Revenue and Expenditures**
- (g) Disbursements**
- (h) General Levy Update**
- (i) Investments**
- (j) Communications Update**
- (k) AOC Report**

**BD-25-62**

**Kilner – MacKinnon**

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

**CARRIED**

**9. Correspondence**

**9.1 Letter from Plympton-Wyoming Re: Maples Woodlot**

**BD-25-63**

**Burrell – Miller**

**“That the Board of Directors receive for information the correspondence dated August 26, 2025 from the Town of Plympton-Wyoming regarding the management of the Maples Woodlot.”**

**CARRIED**

**9.2 Letter from Chatham-Kent Re: 2026 Budget**

**BD-25-64**

**Veen – Burrell**

**“That the Board of Directors receive for information the correspondence dated September 11, 2025 from the Municipality of Chatham-Kent regarding the 2026 budget.”**

**CARRIED**

**10. In-Camera**

**BD-25-64**

**White – Kilner**

**“That the Board of Directors go in-camera at 11:13 a.m. to discuss legal matters relating to SCRCA-owned land with only the General Manager and Board Coordinator remaining present.”**

**CARRIED**

**BD-25-65**

**Loosley – Veen**

**“That the Board of Directors rise and return to regular business at 11:25 a.m.”**

**CARRIED**

**11. New Business (none)**

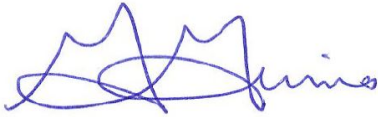
**12. Adjournment**

**BD-25-66**

**Cates – Kilner**


**“That the meeting be adjourned.”**

**CARRIED**



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**Greg Grimes**  
**Chair**



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