



CORPORATION OF THE  
MUNICIPALITY OF NORTH GRENVILLE

AGENDA

21

Tuesday, April 29, 2025, 6:00 p.m.

Held Virtually

Pages

A. CALL TO ORDER

B. LAND ACKNOWLEDGMENT

The Municipality of North Grenville acknowledges that the Municipality operates on the territory of the Anishnabek.

We recognize all First Nations, Métis, and Inuit peoples who now call North Grenville their home. We respect and support the need for cultivating a strong relationship, and we commit to Indigenous-informed decision making to foster the path towards reconciliation.

C. OPENING REMARKS

D. ADOPTION OF AGENDA

**Recommendation:**

Be it resolved that:

The agenda for the regular meeting of Council on April 29, 2025 be approved as presented.

E. DECLARATIONS OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

## F. CLOSED SESSION

### **Recommendation:**

THAT Council of the Corporation of the Municipality of North Grenville move into Closed session at \_\_\_\_ a.m./p.m. in accordance with Subsection 239 (2), paragraph (b) of the *Municipal Act, 2001* which states "a meeting or part of a meeting may be closed to the public if the subject matter being considered is.... a personal matters about identifiable individuals, including municipal or local boards", specifically as it relates to consideration of a request from the Integrity Commissioner to delegate a matter.

F.1 Consideration of Integrity Commissioner Delegation Request

## G. OUT OF CLOSED

### **Recommendation:**

Be it resolved:

THAT Council resume Open Session at \_\_\_\_\_p.m.

G.1 Rise and Report

## H. DEPUTATIONS

H.1 2024 Fire Master Plan - Project Overview

1

*Loomex Group*

### **Recommendation:**

Be it resolved:

THAT Council accept the "2025 Fire Master Plan: Project Overview" presentation presented by the Loomex Group.

H.2 New Dock Construction at Curry Park

*Rotary Club of Kemptville, Cathy Gilpin and Nancy Miller-McKenzie*

**Recommendation:**

WHEREAS, to mark their 90th Anniversary, the Rotary Club of Kemptville developed several project ideas to improve the quality of life for community members to facilitate enjoyment of Curry Park in a manner that can be done safely;

WHEREAS the Municipality of North Grenville has planned and budgeted for a multi-use, accessible dock at Curry Park as part of the 2025 budget;

AND WHEREAS this initiative aligns with the Kemptville Rotary Club's commitment to the community;

NOW THEREFORE BE IT RESOLVED THAT Council accept a one-time monetary contribution of \$32,000 from the Rotary Club of Kemptville for the purpose of purchasing and installing the multi-use, accessible dock at Curry Park;

THAT Council acknowledge that this contribution is limited to a one-time occurrence and does not include the ongoing maintenance or storage of the Curry Park dock;

AND THAT Council direct staff to execute an agreement with the Rotary Club of Kemptville for this purpose which addresses the aforementioned parameters and sets out recognition of the contribution to include mutually agreed upon signage at the site, a media release and a ribbon cutting ceremony.

H.3 Interim Report - Mayor's Task Force on Clean Technology

15

*Members Nadia Diakun-Thibault and Greg Lane.*

**Recommendation:**

THAT Council accept the Mayor's Task Force on Clean Technology's Interim Report for information.

## I. CONSENT AGENDA

### **Recommendation:**

Be it resolved that:

The following consent agenda items be approved as presented:

- OPP Detachment Board - 2024 Annual Report;
- Integrity Commissioner - 2024 Annual Report;
- Waiving of Rental Fees - Ah Cappella Concert;
- Waiving of Fees - Let's Ketchup; and,
- Local Board Meeting Minutes.

### I.1 OPP Detachment Board - 2024 Annual Report 36

#### **Recommendation:**

THAT Council accept the 2024 Annual Report from the Grenville O.P.P. Detachment Board for information.

### I.2 Integrity Commissioner - 2024 Annual Report 42

#### **Recommendation:**

THAT Council accept "Integrity Commissioner Services - Annual Report - 2024", as prepared by Tony Fleming of Cunningham Swan Lawyers, for information.

### I.3 Waiving of Rental Fees – Ah Cappella Concert 46

#### **Recommendation:**

THAT Council approve the recommendation to waive the rental fee request for the AH Cappella event held at the North Grenville Municipal Centre on Thursday, May 29, 2025, in the amount of \$505.00 plus HST

### I.4 Waiving of Rental Fees - Let's Ketchup 48

#### **Recommendation:**

THAT Council approve the ice rental fee waiver request to support the "Let's Ketchup" Networking Event at the North Grenville Municipal Centre, Suite A, B, C on Thursday, June 12, 2025, in the amount of \$270.00 plus HST.

## I.5 Local Board Meeting Minutes (See Item K.1)

### **Recommendation:**

THAT Council accept the following local board meeting minutes for information:

- Rideau Valley Conservation Authority Board of Directors - February 27, 2025;
- South Nation Conservation Authority Board of Directors - February 20, 2025;
- South Nation Conservation Authority Annual General Meeting - March 20, 2025; and,
- North Grenville Public Library Board - February 13, 2025.

## J. REPORTS

### J.1 Tender Awards – Capital Roads

50

#### **Recommendation:**

THAT Council:

1. Award tender NG25-07 Crushed Rock (Quarry Source) to GIP Paving Inc. in the amount of \$435,875 excluding tax.
2. Award tender NG25-08 Surface Treatment to Greenwood Paving (Pembroke) Ltd. in the amount of \$348,276.60 excluding tax.
3. Award tender NG25-09 Resurfacing Asphalt Paving to Blair Asphalt Products Ltd. in the amount of \$348,895 excluding tax.
4. Approve \$200,000 for a 50% cost share with the Township of North Dundas to overlay Boundary Road from County Road 43 to Ronson Road

### J.2 Tender Awards – Operational Roads

56

#### **Recommendation:**

THAT Council award tender NG25-04 Crushed Rock (Quarry Source) to Cornwall Gravel Company Ltd in the amount of \$136,500.00 excluding applicable taxes

J.3	Development Fees Consideration for Comfort Inn Hotel	58
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**Recommendation:**

THAT Council reduces the development charges for the Comfort Inn Hotel from \$426,718.50 to \$100,000 and directs that \$326,718.50 be transferred from the general working reserve to the development charges reserve; and

THAT Council reduces the building permit fee from \$213,436.00 to \$50,000 and directs that \$163,386 be transferred from the general working reserves to building permit fee revenues.

J.4	Contract Award – Curry Park Accessible Dock	61
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**Recommendation:**

THAT Council accept the recommendation to award project PRC 25-13 - Curry Park Accessible Floating Dock to Waterside Dock Systems.

**K. CORRESPONDENCE**

**K.1 Local Board Meeting Minutes - CONSENT**

The below items form part of the consent agenda under item I. of the agenda.

K.1.1	Rideau Valley Conservation Authority Board of Directors - February 27, 2025	63
K.1.2	South Nation Conservation Authority Board of Directors - February 20, 2025	76
K.1.3	South Nation Conservation Authority Annual General Meeting - March 20, 2025	86
K.1.4	North Grenville Public Library Board - February 13, 2025	99

**L. MOTIONS AND NOTICE OF MOTIONS**

**M. PERIOD FOR QUESTIONS FROM THE MEDIA AND PUBLIC**

<b>N. CONFIRMATION BY-LAW</b>	102
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**Recommendation:**

Be it resolved:

THAT By-law 40-25 to confirm the proceedings of Council at its regular meeting held on April 29, 2025 be adopted and passed.

**O. ADJOURNMENT**

**Recommendation:**

Be it resolved:

THAT this regular meeting of Council adjourn at \_\_\_\_p.m.



# **Municipality of North Grenville**

## **2025 Fire Master Plan: Project Overview**

Image source: Municipality of North Grenville official website

# Agenda

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- |    |   |
|----|---|
| 1. | Introduction: About Us                    |
| 2. | Fire Master Plan: Purpose and Development |
| 3. | Questions or Comments                     |



# **Introduction:** **About Us**



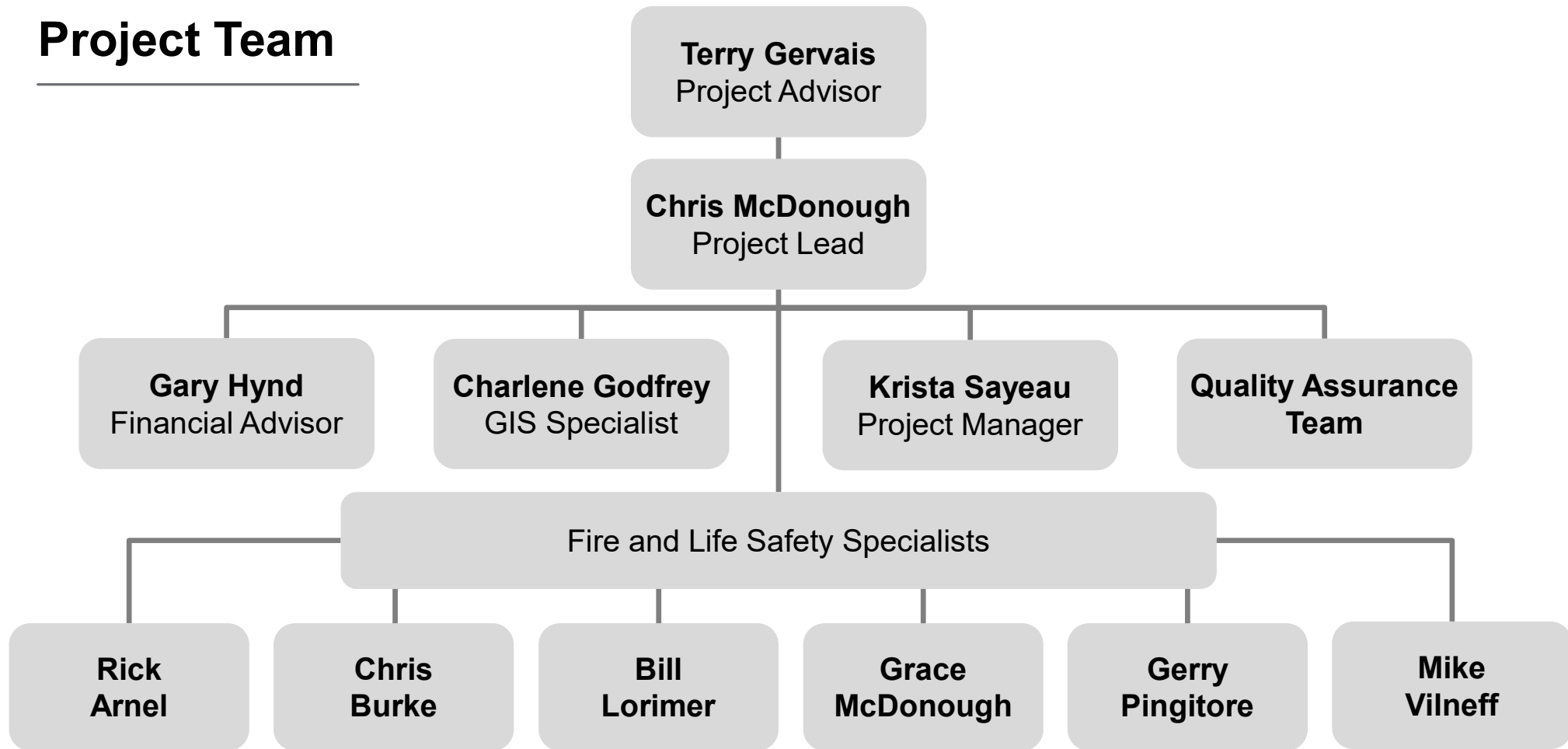


## About Our Company

The Loomex Group is a North American group of companies that provides strategic, operational, and tactical services for clients across Canada and the United States.

Our goal is to inspire positive change and help make communities and organizations safer.

# Project Team



# **Fire Master Plan: Purpose and Development**



## Purpose of a Fire Master Plan (“FMP”)



Help a community meet the requirements of the Fire Protection and Prevention Act and other legislation.

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Provide a clear picture of a community's current and anticipated fire protection needs.

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Recommend strategies to protect lives and property by enhancing public education, code enforcement, and fire suppression services.

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Provide information to guide administrative, operational, and budgetary decisions.



## **Approach and Methodology**

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Start-up Meeting



Stakeholder Engagement



Data Collection & Analysis



Draft & Final Report



## **Areas of Review**

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- Community Demographics
- Overview of the Fire Department
- Legislation and Standards
- Bylaws
- Fire Service Agreements
- Recruitment and Retention
- Departmental Communication
- Emergency Management
- Fire Prevention and Public Education
- Levels of Service
- Training
- Response
- Fire Stations
- Water Supply
- Asset Management



## **Guiding Principle: The Three Lines of Defence**

### **1. Public Education**

### **2. Code Enforcement**

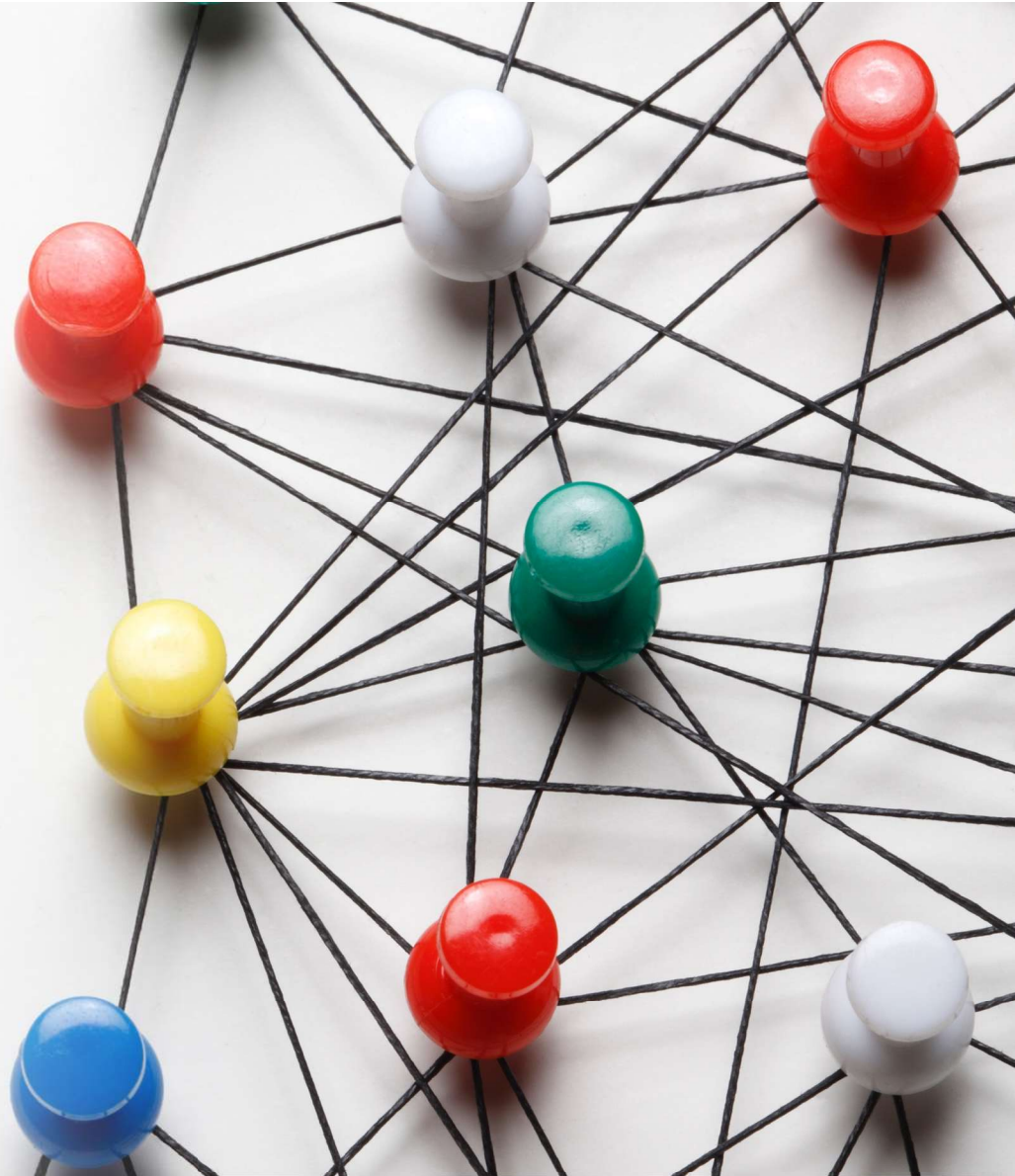
### **3. Fire Suppression**

- The cost of performing fire suppression services is higher than the cost of delivering public education and code enforcement initiatives.
- By prioritizing fire prevention, a fire department can reduce the need for fire suppression.

## Stakeholders

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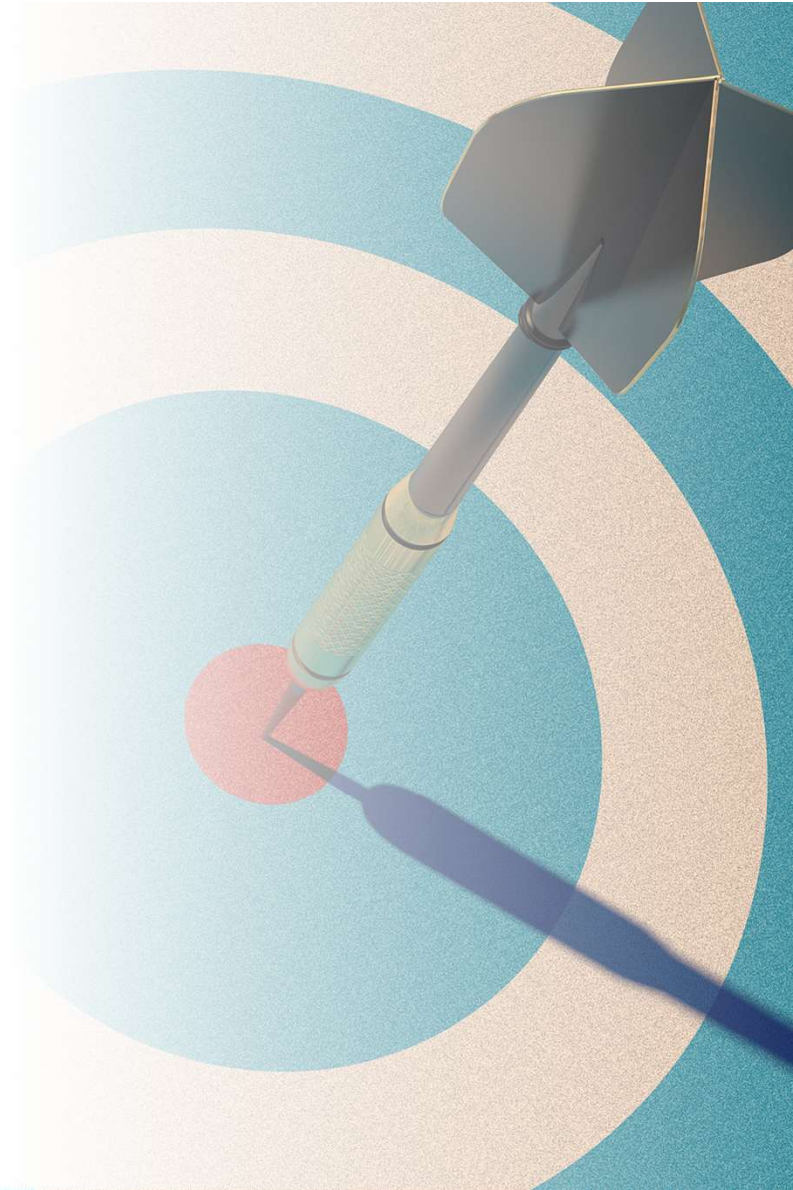
- Councillors
- Municipal staff
- Fire department staff
- Residents
- Businesses
- Municipal partners



## Project Goals

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- Identify and evaluate the current and anticipated fire protection needs in North Grenville
- Assess the fire protection services that North Grenville currently receives.
- Provide strategies and identify resources that North Grenville can use to manage its current and anticipated fire protection needs adequately and cost-effectively.
- Provide recommendations to help North Grenville enhance its fire protection services.





**Questions or  
Comments?**



# Thank you!

Feel free to reach out to us  
if you have any questions.



## **PHONE NUMBER**

705-775-5022



## **EMAIL ADDRESS**

[info@loomex.ca](mailto:info@loomex.ca)



## **WEBSITE**

[www.loomex.ca](http://www.loomex.ca)



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# Mayor's Task Force on Clean Technology

Interim Report, 30 January 2025  
Presentation to Council, 29 April 2025



# MANDATE

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The Task Force will examine the status of Clean Tech and Clean Technologies in Canada, and identify opportunities for North Grenville to pursue and potentially adopt strategies and opportunities to expand access to these technologies.

Any recommendations made to Council by the Taskforce should include:

- Proposed actions that may be taken by the Municipality to investigate and/or increase Clean Technologies, Green Technologies, create potential Clean Tech job opportunities and foster a thriving Clean Tech industry in North Grenville.

Recommendations will consider the needs of a broad range of residents and businesses, and could include the possibility of applying for grant opportunities as well as forging partnerships within the community to leverage existing assets to investigate approaches and practices that advance Clean Tech, Clean Technologies, and Nature-Based Solutions.



# SCOPE OF WORK

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- **Identify and map** current Clean Tech/Clean Technologies by sector already in use in North Grenville
- **Explore potential partners and partnership** strategies with the private, non-profit, and government sectors to assist in pursuing Clean Tech, Clean Technologies, and Nature-Based solutions
- **Identify opportunities to create the conditions for conversion to clean technologies** for residents and businesses in the municipality, including external government grants and other sources of funding
- **Identify opportunities to pursue external funding for new initiatives** related to Clean Tech, Clean Technologies, and Nature-Based Solutions
- **Assess and analyze current and projected needs** for Clean Tech and Clean Technologies within the Municipality
- **Identify enablers and inhibitors** in the current municipal by-laws, policies, procedures, and those at the provincial and federal levels related to increasing Clean Tech, Clean Technologies, and Nature-Based solutions
- **Leverage preexisting forums** to share best practices that promote Clean Tech, Clean Technologies, and Nature-Based solutions in other Municipalities.



# SCOPE OF WORK

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- **Leverage preexisting forums** to share best practices that promote Clean Tech, Clean Technologies, and Nature-Based solutions in other Municipalities.



# DEFINITIONS - Green Tech, Green Technology, Nature-Based Solutions

OpenAI.(2024). ChatGPT(3.5)[Large language model]. <https://chat.openai.com>

## » Green Tech:

- » Green tech, also known as green technology, refers to technologies and innovations developed with the **primary aim of minimizing environmental impact or promoting sustainability**. These technologies encompass a wide range of fields, including **renewable energy, energy efficiency, sustainable transportation, waste management, and water conservation**. Examples of green tech include:
- » **Solar** panels and solar photovoltaic systems for generating electricity from sunlight.
- » **Wind** turbines that harness wind energy to produce electricity.
- » **Electric** vehicles (EVs) and hybrid vehicles that reduce dependence on fossil fuels and mitigate air pollution.
- » **Energy-efficient** appliances and building materials designed to minimize energy consumption in homes and commercial buildings.
- » **Water-saving** technologies such as low-flow faucets, greywater recycling systems, and drip irrigation for agriculture.

## » Green Technology:

- » Green technology, synonymous with environmental technology or clean technology, refers to the **development and application of innovative solutions that mitigate environmental degradation and promote sustainable living practices**. Examples of green technology include:
- » **Biofuels** derived from renewable biomass sources like algae, corn, or sugarcane as alternatives to fossil fuels.
- » **Advanced recycling** technologies for processing and repurposing waste materials into new products or energy sources.
- » **Green building techniques and materials**, such as eco-friendly insulation, passive solar design, and sustainable construction practices.
- » **Carbon capture and storage (CCS) technologies** that capture carbon dioxide emissions from industrial processes and store them underground to prevent their release into the atmosphere.
- » **Smart grid systems** that optimize energy distribution and consumption, integrating renewable energy sources and improving overall grid efficiency.

## » Nature-Based Solutions:

- » Nature-based solutions (NBS) **involve utilizing the inherent qualities of natural ecosystems to address environmental challenges and promote sustainability**. Examples of nature-based solutions include:
- » **Reforestation and afforestation** projects to restore degraded forests and sequester carbon dioxide from the atmosphere.
- » **Green infrastructure** initiatives such as constructed wetlands, vegetated swales, and permeable pavements to manage stormwater runoff and reduce urban flooding.
- » **Coastal restoration** efforts like mangrove reforestation and oyster reef restoration to protect shorelines from erosion and storm damage while providing habitat for marine species.
- » **Sustainable agriculture** practices such as agroforestry, cover cropping, and rotational grazing that enhance soil health, biodiversity, and carbon sequestration.
- » **Urban green spaces and biodiversity corridors** that improve air quality, regulate temperatures, and provide habitat for wildlife while enhancing community well-being.

## FORWARD PLANNING: Research, Analysis, Rationale, and Strategies

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1. **The acceptance and publication of canonical definitions that reflect accepted government and industry standards and reference the baseline standards for each.**
2. **Canonical definitions should be drawn from Federal and Provincial Terminology: climate science, technology, and ecosystems terminology, etc.**
3. **Open Repository for resources, maps, explainer sheets, hyperlinks to relevant online documentation, etc.**
4. **The Open Repository will provide residents, businesses, and prospective partners a barometer of North Grenville's readiness for new business ventures in Clean Tech, Green Tech, and Nature-Based Solutions.**
5. **Collaborative Design:** The Task Force with Municipal Staff shall prepare the **parameters of surveys, data analyses, analytical studies of community resources, and projected community economic development potential**
6. **Remediation of issues that hamper North Grenville's progress and viability** as a premium locale for commerce and academia (MOUs, research agreements)
7. **North Grenville should adopt a strategic approach to foster academic research partnerships with regional institutions of higher learning**



# Rationale, Strategies, and Partnership Benefits

## ❑ Leverage Geographic Location Enhance the Innovation Ecosystem Talent Attraction and Retention Economic Diversification

### ❑ 1. Identify Niche Strengths

- Conduct a local asset inventory to identify unique resources or challenges that align with academic research interests.
- Focus on areas where North Grenville can offer distinctive research opportunities, such as rural sustainability or Agri-tech.

### ❑ 2. Establish a Research Liaison Office

- Create a dedicated office to coordinate with academic institutions and local stakeholders.
- Develop a database of local resources, facilities, and research opportunities to share with potential academic partners.

### ❑ 3. Create Collaborative Research Programs

- Develop joint research initiatives that address local challenges while aligning with academic interests.
- Offer funding or in-kind support for research projects that benefit the municipality.
- Apply for Federal and Provincial Funding

### ❑ 4. Provide Real-World Testing Grounds

- Offer North Grenville a "living lab" to test new technologies or social innovations.
- Facilitate access to local infrastructure, data, or communities for research

### ❑ 5. Host Academic Events and Conferences

- Organize symposiums or workshops that bring together researchers, local businesses, and community stakeholders.
- Showcase local research opportunities and success stories to attract further academic interest.

### ❑ 6. Develop Student Engagement Programs

- Create internship or co-op opportunities for students to work on local projects.
- Establish a mentorship program connecting students with local professionals.

### ❑ 7. Facilitate Knowledge Transfer

- Create platforms for sharing research findings with the local community and businesses.
- Host regular "innovation showcases" to highlight ongoing research projects and their potential local applications.

### ❑ 8. Build Multi-Institutional Partnerships

- Foster collaborations that involve multiple academic institutions, leveraging the diverse expertise available in the region.
- Create a regional research network focused on rural innovation and sustainability.

## Research Partnership Benefits

- » Access to Expertise and Resources
- » Enhanced Innovation and Problem-Solving
- » Economic Development
- » Improved Policy Decision-Making
- » Talent Attraction and Retention
- » Funding Opportunities
- » Community Engagements

*By leveraging these benefits, North Grenville can position itself as a hub for innovation, attract investment, and develop evidence-based solutions to local challenges, ultimately improving outcomes for its residents.*

# DEPUTATIONS and DELEGATIONS

**July 15, 2024**

Supporting Municipalities:  
Green Municipal Fund  
Carly Steben & Jill Sturdy,  
FMC

**September 16, 2024**

Clean Air Partnership  
Gaby Kalapos, Executive  
Director

**October 21, 2024**

Federation of Canadian Municipalities  
(FCM) Opportunities  
Susan Smith, Municipality of North  
Grenville - Funding and Grants Research  
Analyst

Community Futures Grenville is seeking the  
Task Force's advice on business needs in  
the Clean Technology sector.

Katie Nolan, Community Futures  
Grenville - Executive Director

Compostable Yard Waste Program  
Mike Finley, Municipality of North  
Grenville - Director of Public Works

**November 25, 2024,**

Town of Caledon, Resilient  
Caledon Community Climate  
Action Plan  
Alexandra (Allie) Service  
[https://www.caledon.ca/en/news/resources/Community-Climate-Change-Action-Plan\\_2021.pdf](https://www.caledon.ca/en/news/resources/Community-Climate-Change-Action-Plan_2021.pdf)

**December 16, 2024**

Creating Resiliency, Lowering  
Emissions, etc.  
Janice Ashworth

Climate Action Plan  
Hillary Geneau, Director of  
Corporate Services

## MAYOR'S TASK FORCE ON CLEAN TECH

### Task Force Members:

Cholly Boland  
Wayne Brown  
Shawn Carnegie  
Nadia Diakun-Thibault  
Greg Lane  
James McNeil  
Kevin Willey

### Council Members:

Mayor Nancy Peckford  
Councillor Deb Wilson



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# Mayor's Task Force on Clean Technology

Interim Report, 30 January 2025  
Presentation to Council, 29 April 2025



## 1 MANDATE

2 The Task Force will examine the status of Clean Tech and Clean Technologies  
3 in Canada, and identify opportunities for North Grenville to pursue and potentially adopt  
4 strategies and opportunities to expand access to these technologies.

5 Any recommendations made to Council by the Taskforce should include:

6 - Proposed actions that may be taken by the Municipality to investigate and/or  
7 increase Clean Technologies, Green Technologies, create potential Clean Tech  
8 job opportunities and foster a thriving Clean Tech industry in North Grenville.

9  
10  
11 Recommendations will consider the needs of a broad range of residents and  
12 businesses, and could include the possibility of applying for grant opportunities as well  
13 as forging partnerships within the community to leverage existing assets to investigate  
14 approaches and practices that advance Clean Tech, Clean Technologies, and Nature-Based  
15 Solutions.

## 16 SCOPE OF WORK

- 17 • Identify and map current Clean Tech/Clean Technologies by sector already in use in North
- 18 Grenville
- 19 • Explore potential partners and partnership strategies with the private, non-profit, and
- 20 government sectors to assist in pursuing Clean Tech, Clean Technologies, and Nature-
- 21 Based solutions
- 22 • Identify opportunities to create the conditions for conversion to clean technologies for
- 23 residents and businesses in the municipality, including external government grants and
- 24 other sources of funding
- 25 • Identify opportunities to pursue external funding for new initiatives related to Clean Tech,
- 26 Clean Technologies, and Nature- Based Solutions
- 27 • Assess and analyze current and projected needs for Clean Tech and Clean Technologies
- 28 within the Municipality
- 29 • Identify enablers and inhibitors in the current municipal by-laws, policies, procedures, and
- 30 those at the provincial and federal levels related to increasing Clean Tech, Clean
- 31 Technologies, and Nature-Based solutions
- 32 • Leverage preexisting forums to share best practices that promote Clean Tech, Clean
- 33 Technologies, and Nature-Based solutions in other Municipalities.
- 34
- 35
- 36

## 37 DEFINITIONS

38 **Clean Tech, also known as Clean Technology**, refers to technologies and innovations  
39 developed with the primary aim of minimizing environmental impact or promoting  
40 sustainability. These technologies encompass a wide range of fields, including  
41 renewable energy, energy efficiency, sustainable transportation, waste management,  
42 and water conservation.

43  
44 Examples of **Green Tech** include:

- 45 • Biofuels derived from renewable biomass sources like algae, corn, or sugarcane

as alternatives to fossil fuels.

- Advanced recycling technologies for processing and repurposing waste materials into new products or energy sources.
- Green building techniques and materials include eco-friendly insulation, passive solar design, and sustainable construction practices.
- Carbon capture and storage (CCS) technologies that capture carbon dioxide emissions from industrial processes and store them underground to prevent release into the atmosphere.
- Smart grid systems that optimize energy distribution and consumption, integrating renewable energy sources and improving overall grid efficiency. Nature-Based Solutions- Nature-based solutions (NBS) involve utilizing the inherent qualities of natural ecosystems to address environmental challenges and promote sustainability.

Examples of **Nature-Based Solutions** include:

- Reforestation and afforestation projects to restore degraded forests and sequester carbon dioxide from the atmosphere.
- Green infrastructure initiatives include constructed wetlands, vegetated swales, and permeable pavements to manage stormwater runoff and reduce urban flooding.
- Coastal restoration efforts like mangrove reforestation and oyster reef restoration to protect shorelines from erosion and storm damage while providing habitat for marine species.
- Sustainable agriculture practices such as agroforestry, cover cropping, and rotational grazing that enhance soil health, biodiversity, and carbon sequestration.
- Urban green spaces and biodiversity corridors that improve air quality, regulate temperatures and provide habitat for wildlife while enhancing community well-being.

(N.B. The terms are often used interchangeably: *Clean Tech/Green Tech* and *Clean Technology/Green Technology*. The above definitions are select examples. The Task Force Terms of Reference should clarify definitions when referring to the terminology.)

## SECTORS

### *Agriculture & Food*

- Plant-based foods, regenerative agriculture, biofertilizers, soil carbon measurement

### *Energy & Power*

- Innovative renewables, long-duration energy storage, grid flexibility, green Hydrogen

### *Materials & Chemicals*

- Biochemicals, advanced materials, carbon to fuels

### *Transport & Logistics*

- Electric vehicles, sustainable aviation fuels, clean shipping

### *Resources & Environment*

- Carbon capture and utilization, water efficiency, automated waste sorting, circular construction

### *Enabling Technologies*

- Geospatial, quantum computing, and artificial intelligence applied to cleantech

## DEPUTATIONS/DELEGATIONS RECEIVED BY THE TASK FORCE

July 15, 2024,  
Supporting Municipalities: Green Municipal Fund  
Carly Steben & Jill Sturdy, FMC

September 16, 2024,  
Clean Air Partnership  
Gaby Kalapos, Executive Director

October 21, 2024,  
1. Federation of Canadian Municipalities (FCM) Opportunities  
Susan Smith, Municipality of North Grenville - Funding and Grants Research Analyst

2. Community Futures Grenville Seeking the Task Force's advice on business needs  
in the Clean Technology sector.  
Katie Nolan, Community Futures Grenville - Executive Director

3. Compostable Yard Waste Program Mike Finley, Municipality of North Grenville -  
Director of Public Works

November 25, 2024,  
Town of Caledon, Resilient Caledon Community Climate Action Plan  
Alexandra (Allie) Service [https://www.caledon.ca/en/news/resources/Community-Climate-Change-Action-Plan\\_2021.pdf](https://www.caledon.ca/en/news/resources/Community-Climate-Change-Action-Plan_2021.pdf)

December 16, 2024  
1. Creating Resiliency, Lowering Emissions, etc.  
Janice Ashworth

2. Climate Action Plan  
Hillary Geneau, Director of Corporate Service

**FORWARD PLANNING: Research, Analysis, Rationale, and Strategies**

1. The Mayor's Task Force on Clean Tech should set out as a first task acceptance and publication of canonical definitions that reflect accepted government and industry standards and reference the baseline standards for each.

2. The canonical definitions should be drawn from Federal and Provincial Terminology for the purposes of funding applications and materials that help inform residents of the Municipality of North Grenville, with particular emphasis on international climate science, technology, and ecosystems terminology, for example, without limitations.

3. The Mayor's Task Force on Clean Tech has requested an Open Repository for resources, maps, explainer sheets, hyperlinks to relevant online documentation, etc., and any additional reports and presentations by Committee Members at Task Force meetings, public events, conferences, etc.

4. The Open Repository will provide residents, businesses, and prospective partners a barometer of North Grenville's readiness for new business ventures in Clean Tech, Green Tech, and Nature-Based Solutions. It will be a curated resource for residents considering renovation, retrofitting, remediation, and new technologies for their homes and businesses.

5. Collaborative Design: the Task Force with Municipal Staff shall prepare the parameters of: surveys, data analyses, analytical studies of community resources, and projected community economic development potential, not limited to the generality of the foregoing.

6. Vital to North Grenville's competitive profile and potential as a prospective partner, the ideal location for business and academia are the following factors: Remediation of issues that hamper North Grenville's progress and viability as a premium locale for commerce and academia.

7. North Grenville should adopt a strategic approach to foster academic research partnerships with regional institutions of higher learning based on the following rationale and strategies:

**Rationale**

**1. Leverage Geographic Advantage:** North Grenville's central location between Ottawa and Kingston provides unique access to multiple prestigious institutions.

**2. Enhance Innovation Ecosystem:** Partnerships can stimulate local innovation and attract clean tech companies.

**3. Talent Attraction and Retention:** Collaborations can create opportunities for skilled graduates and potentially retain talent in the region.

**4. Economic Diversification:** Research partnerships can support the growth of knowledge-based industries in North Grenville.

## Strategies

### 1. Identify Niche Strengths

- Conduct a local asset inventory to identify unique resources or challenges that align with academic research interests.
- Focus on areas where North Grenville can offer distinctive research opportunities, such as rural sustainability or Agri-tech.

### 2. Establish a Research Liaison Office

- Create a dedicated office to coordinate with academic institutions and local stakeholders.
- Develop a database of local resources, facilities, and research opportunities to share with potential academic partners.

### 3. Create Collaborative Research Programs

- Develop joint research initiatives that address local challenges while aligning with academic interests.
- Offer funding or in-kind support for research projects that benefit the municipality.
- Apply for Federal and Provincial Funding

### 4. Provide Real-World Testing Grounds

- Offer North Grenville a "living lab" to test new technologies or social innovations.
- Facilitate access to local infrastructure, data, or communities for research.

### 5. Host Academic Events and Conferences

- Organize symposiums or workshops that bring together researchers, local businesses, and community stakeholders.
- Showcase local research opportunities and success stories to attract further academic interest.

### 6. Develop Student Engagement Programs

- Create internship or co-op opportunities for students to work on local projects.
- Establish a mentorship program connecting students with local professionals.

### 7. Facilitate Knowledge Transfer

- Create platforms for sharing research findings with the local community and businesses.
- Host regular "innovation showcases" to highlight ongoing research projects and their potential local applications.

**8. Build Multi-Institutional Partnerships**

- Foster collaborations that involve multiple academic institutions, leveraging the diverse expertise available in the region.

- Create a regional research network focused on rural innovation and sustainability.

By implementing these strategies, North Grenville can position itself as a hub for academic-community collaboration, fostering innovation and economic growth while addressing local challenges.

**Forming research partnerships can offer several key benefits for North Grenville:****Access to Expertise and Resources**

- Gain access to specialist expertise on policy issues from academic institutions [1].

- Leverage diverse expertise and resources to deliver important outcomes [4].

- Benefit from technical support and improved analytical capabilities [3].

**Enhanced Innovation and Problem-Solving**

- Create space to question existing thinking and take fresh perspectives on local challenges [1].

- Encourage experimentation and innovation in addressing community issues [5].

- Develop evidence-based solutions to complex problems like climate change and sustainability [6].

**Economic Development**

- Stimulate local innovation and attract clean tech companies to the area [4].

- Spur economic growth through the commercialization of research outcomes [4].

- Create opportunities for job creation and new startups in the region [4].

**Improved Policy and Decision-Making**

- Support moving from evidence to delivery, monitoring, and learning what works [1].

- Provide strong economic analysis and evidence for ongoing policy development [1].

- Help local leaders make policy and practice changes based on evidence rather than anecdote [3].

230

231 **Talent Attraction and Retention**

232 - Create opportunities for skilled graduates, potentially retaining talent in the region [4].

233 - Attract highly skilled professionals to the area through research collaborations [4].

234

235 **Funding Opportunities**

236 - Highlight funding opportunities that may not have been previously identified [1].

237 - Attract public and private investment to enhance local infrastructure [4].

238

239 **Community Engagement**240 - Foster collaboration between local government, academic institutions, and community  
241 organizations [2].

242 - Improve public relations and community engagement through shared initiatives [2].

243

244 By leveraging these benefits, North Grenville can position itself as a hub for innovation, attract  
245 investment, and develop evidence-based solutions to local challenges, ultimately improving  
246 outcomes for its residents.247 **Citations:**248 [1] <https://www.linkedin.com/pulse/fostering-successful-partnerships-between->249 [2] [https://gerinorai.lt/2022/12/18/the-benefits-of-collaboration-between-community-](https://gerinorai.lt/2022/12/18/the-benefits-of-collaboration-between-community-organisations-and-municipalities/)  
250 [organisations-and-municipalities/](https://gerinorai.lt/2022/12/18/the-benefits-of-collaboration-between-community-organisations-and-municipalities/)251 [3] [https://dataqualitycampaign.org/wp-content/uploads/2020/03/DQC-Research-Partnerships-](https://dataqualitycampaign.org/wp-content/uploads/2020/03/DQC-Research-Partnerships-02212020.pdf)  
252 [02212020.pdf](https://dataqualitycampaign.org/wp-content/uploads/2020/03/DQC-Research-Partnerships-02212020.pdf)253 [4] [https://uidp.org/economic-empowerment-perspectives-on-strategic-partnerships-beyond-](https://uidp.org/economic-empowerment-perspectives-on-strategic-partnerships-beyond-research/)  
254 [research/](https://uidp.org/economic-empowerment-perspectives-on-strategic-partnerships-beyond-research/)255 [5] [https://www.nlc.org/article/2022/02/02/how-cities-can-benefit-from-cross-sector-](https://www.nlc.org/article/2022/02/02/how-cities-can-benefit-from-cross-sector-collaboration/)  
256 [collaboration/](https://www.nlc.org/article/2022/02/02/how-cities-can-benefit-from-cross-sector-collaboration/)257 [6] <https://www.tandfonline.com/doi/full/10.1080/19463138.2024.2380052>258 [7] <https://onlinelibrary.wiley.com/doi/10.1111/puar.13395>259 [8] <https://pmc.ncbi.nlm.nih.gov/articles/PMC4500757/>260 [9] [https://www.centreforcities.org/reader/delivering-change-city-partnerships-make-public-](https://www.centreforcities.org/reader/delivering-change-city-partnerships-make-public-assets/benefits-challenges-collaboration/)  
261 [assets/benefits-challenges-collaboration/](https://www.centreforcities.org/reader/delivering-change-city-partnerships-make-public-assets/benefits-challenges-collaboration/)262 [10] [https://results4america.org/wp-content/uploads/2022/04/RFA\\_CCP-Power-in-](https://results4america.org/wp-content/uploads/2022/04/RFA_CCP-Power-in-Partnerships_03.04.22.pdf)  
263 [Partnerships\\_03.04.22.pdf](https://results4america.org/wp-content/uploads/2022/04/RFA_CCP-Power-in-Partnerships_03.04.22.pdf)

264

265 Disclosure: Perplexity AI was used for seed research and compilation. The prompt engineering was  
266 narrowly focused and specific to North Grenville, based on open-source public information.

267

## ADDITIONAL CONSIDERATIONS

The scope of the Mayor's Task Force and the breadth of the charge present many challenges notwithstanding, Artificial Intelligence can be used judiciously, and following appropriate prompt engineering methods, the Task Force can broaden its research and analytics.

### A Test Example Prompt and Response

An anonymized summary and query were prepared to review the draft Terms of Reference and comment using OpenAI GPT 4.0 as an assistant to further the discussion on the Terms of Reference for the Task Force. Artificial Intelligence, specifically Large Language Models (LLMs), can advance the research and analytical work of the Task Force toward the delivery of initiatives that enhance both the environmental security and resilience of North Grenville, stimulate new economic development through green and clean technologies

#### PROMPT:

Act like a technology analyst with the goal of helping a Council understand the SUMMARY and consider the key takeaways and implications for their Task Force STRATEGY.

Specifically:

1. Reinforcement: Identify elements or insights from the SUMMARY that directly relate to or support the current STRATEGY as related to Clean Tech and Clean Technologies. How could these elements be used to further reinforce the STRATEGY?

2. Challenge: Identify ideas or perspectives in the SUMMARY that contradict or question aspects of the current STRATEGY. What implications do these insights have for the organization? How could your strategy adapt or respond to these challenges?

3. Innovation: Identify any novel concepts or approaches discussed in the SUMMARY that aren't currently incorporated in the STRATEGY. How might these new ideas influence or transform your STRATEGY? What would be the potential benefits and risks of incorporating these insights into your STRATEGY?

4. Technology: Identify which technologies have been incorporated into the STRATEGY and if they reflect current science and technology advances in Clean Tech and Clean Technologies, as well as Green Tech and Green Technologies.

#### OpenAI GPT 4.0 RESPONSE

Without a specific summary provided to directly analyze, I will proceed based on General knowledge and principles related to clean technology and strategies for municipal development in this area. This approach will allow us to discuss how reinforcement, challenge, innovation, and technology can play roles in enhancing the Mayor's Task Force on Clean Technology strategy as described.

**1. Reinforcement:**

The Task Force's emphasis on identifying short-term and long-term objectives, leveraging partnerships, and fostering a clean tech industry aligns well with the current trends and recommendations in clean technology. Elements such as the focus on equity, diversity, and inclusion can be highlighted to reinforce the strategy. These elements support the creation of a more resilient and innovative clean tech sector by ensuring a wide range of perspectives and ideas are considered. Emphasizing and expanding partnerships with academic institutions for research and development could reinforce the strategy by ensuring it remains at the forefront of clean tech advances.

**2. Challenge:**

A potential challenge to the current strategy might be the rapid pace of technological advancement in clean tech, which can render specific technologies or approaches obsolete quickly. Additionally, reliance on grant funding and external partnerships might pose sustainability and autonomy risks. To adapt, the strategy could incorporate a more agile framework that allows for rapidly adopting new technologies and methodologies. This might involve creating a dedicated team or process within the Task Force for regularly scanning and evaluating emerging technologies and industry trends.

**3. Innovation:**

The strategy could benefit from incorporating novel concepts, such as circular economy principles, which are not explicitly mentioned. Circular economy approaches focus on minimizing waste and maximizing resources, which can transform the strategy by embedding sustainability into the core of cleantech initiatives. This could involve developing programs encouraging product life extension, reuse, and recycling within the cleantech industry. Another innovative approach could be using smart city technologies to optimize resource use and reduce emissions. Incorporating these concepts could lead to enhanced environmental benefits and economic opportunities but would require careful planning to manage the complexities and investments needed.

**4. Technology:**

The Task Force strategy mentions clean and green technologies but does not specify which technologies are being considered.

- Reflecting current science and advances involves assessing and potentially incorporating technologies such as renewable energy (solar, wind, hydroelectric), energy storage solutions (battery technologies), smart grids, electric vehicles, and advanced recycling technologies.
- Assessing if these technologies align with the municipality's needs and capabilities is crucial. It's also important to stay updated on emerging technologies like carbon capture and utilization, advanced biofuels, and green hydrogen to ensure the strategy remains relevant and effective.

In conclusion, by addressing these four areas, the Council can ensure its strategy is robust, adaptive, and capable of positioning the municipality as a leader in clean technology. The balance between leveraging current strengths, adapting to challenges, incorporating innovative approaches, and staying abreast of technological advancements will be key to the success of the Mayor's Task Force on Clean Technology.

356 **MEMBERS OF THE MAYOR'S TASK FORCE ON CLEAN TECH**

357 **Task Force Members:**

358 Cholly Boland

359 Wayne Brown

360 Shawn Carnegie

361 Nadia Diakun-Thibault

362 Greg Lane

363 James McNeil

364 Kevin Willey

365

366 **Council Members:**

367 Mayor Nancy Peckford

368 Councillor Deb Wilson

369



**MUNICIPALITY OF NORTH GRENVILLE, MERRICKVILLE-  
WOLFORD VILLAGE OPP DETACHMENT BOARD  
DÉTACHEMENT DE LA OPP MUNICIPALITÉ DE GRENVILLE  
NORD, MERRICKVILLE-WOLFORD VILLAGE CONSEIL  
GRENVILLE OPP DETACHMENT  
DÉTACHEMENT DE LA OPP GRENVILLE**





## Overview

This is the Board's annual report to Council and is brought in conjunction with the Annual Report of the Ontario Provincial Police on the delivery of police services in North Grenville and Merrickville-Wolford.

**A Municipality is required to provide adequate and effective police services, including:**

- » Crime prevention
- » Law enforcement
- » Assistance to victims of crime
- » Maintenance of public order
- » Emergency response

To discharge this duty, both Councils of North Grenville and Merrickville-Wolford entered into agreements with the Solicitor General to have police services provided by the Ontario Provincial Police, Grenville Detachment, at a cost to the Municipalities.

**The Board is vested with the responsibility of monitoring the satisfactory delivery of police services in North Grenville and Merrickville-Wolford, including:**

- » Ensuring that the overall objectives and priorities of police services in the Municipalities are met; and
- » Managing the contract for police services, including monitoring the performance of the Detachment Commander.

The Community Safety and Policing Act came into effect April 1, 2024, effectively dissolving the North Grenville Police Services Board and terminating the existing contract for Police Services. A new contract for police services is now required the new OPP Detachment Board which will be amalgamated with the contract for the Village of Merrickville-Wolford.

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## Governance

### Protocols And Procedures

Currently, the Grenville OPP Detachment Board does not have Protocols and Procedures governing the effective delivery of Police Services for both communities. New Policies and Procedures must be developed given the new structure of the board and it's scope in covering two separate municipalities.

In the past, the following Protocols and Procedures have governed the effective delivery of police services in North Grenville:

- » Protocol for the Handling of Resident Traffic Complaints
- » Protocol for the Review of the Detachment Commander's Administration of the Complaints System Under Part V of the Police Services Act
- » Protocol for the Sharing of Information Between the North Grenville Police Services Board and Council of the Municipality of North Grenville
- » Protocol for the Monitoring of the Performance of the Detachment Commander Between the North Grenville Police Services Board and the Ontario Provincial Police Regional Commander
- » North Grenville Police Services Board Rules and Procedures
- » North Grenville Police Services Board – Ministry of Community Safety and Correctional Services Provincial Counter-Terrorism Plan

**Protocols and Procedures to govern the Board will be developed by North Grenville staff, in consultation with Merrickville-Wolford, in the coming months.**

To assist the Board in the discharge of its duties, the Board receives monthly reports from the Detachment Commander, including performance statistics, crime statistics, and updates on prevention initiatives undertaken by the Board or the O.P.P.



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## Notable Achievements In 2024

The following initiatives were continued in North Grenville in 2024 while implementing the new OPP Detachment board structure:

- » Continued funding of the Award-Winning North Grenville Road Safety Campaign.
- » Arrangements for the production and installation of two (2) billboards for the “Remember Adam Campaign” Installation to take place in 2025 in partnership with the O.P.P. and Lockwood Brothers Construction. Funds allotted at part of previous year’s budget and will be carried forward to complete the project.
- » Continued support for Mothers Against Drunk Driving (MADD) Canada, Courageous K9s and RNJ Youth Services
- » Collaboration with four (4) local schools, including North Grenville District High School, to provide bursaries to students pursuing post-secondary education with demonstrated leaderships skills in school and the community.
- » Appointments to the OPP Detachment Board which is now joint with the Village of Merrickville-Wolford completed. Awaiting two provincially appointed member positions which will also apply.
- » Proceeds of Crime – Front Line Policing (POC-FLP) Grant was successfully secured in partnership with the Grenville O.P.P. detachment located in Kemptville. A maximum amount of \$600,000 has been granted over a period of three years. The agreement was executed in 2024.

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## Ontario Association of Police Services Board (OAPSB) – Zone 2 Membership



OAPSB membership offers many benefits, including the opportunity for members of the Board to meet public safety policy makers, program evaluators, and key stakeholders. Moreover, the Board has the opportunity to advocate for public safety costs and concerns. The Board also has the benefit of attending events, such as the annual OAPSB conference. Other benefits include self-study guides regarding police governance, networking, and more. Membership was not maintained during 2024 given the launch of the new Board. Staff will budget for this membership in 2025.

## Conclusion

The Grenville OPP Detachment Board was enacted under new legislation in 2024. The new Board is committed to overseeing the delivery of police services in the North Grenville and Merrickville-Wolford municipalities. The Board is committed to maintaining transparency and accountability between the public and the police and engaging in crime prevention related measures.

## Membership & Contact Information

### North Grenville

- » Mayor Nancy Peckford (Co-Chair)
- » Gregory Brown
- » Jim Goodman
- » Tim Wasylo

### Merrickville-Wolford

- » Mayor Michael Cameron (Co-Chair)
- » Jacques Pelletier
- » Christopher Scott

Grenville 1 OPP Detachment Board  
285 County Road 44  
Kemptville ON K0G 1J0



Tony E. Fleming  
Direct Line: 613.546.8096  
E-mail: [tfleming@cswan.com](mailto:tfleming@cswan.com)

April 9, 2025

**BY E-MAIL:** [kdunlop@northgrenville.on.ca](mailto:kdunlop@northgrenville.on.ca)

Municipality of North Grenville  
285 County Road 44  
P.O. Box 130  
Kemptville, Ontario  
K0G 1J0

Dear Mayor and Members of Council:

**Re: Integrity Commissioner Services - Annual Report – 2024  
Our File No. 28507-9**

This report summarizes the services provided by the Integrity Commissioner to the Municipality of North Grenville in 2024, in accordance with section 223.6 (1) of the *Act*. The purpose of this report is to highlight the mandate of the Integrity Commissioner and to inform Council and the public about changes to the Act that affect the process of the Integrity Commissioner and subsequently, Councils and Local Boards.

#### Role of the Integrity Commissioner

The Act mandates that the Integrity Commissioner is responsible for providing the following functions:

1. The application of the code of conduct for members of council and the code of conduct for members of local boards.
2. The application of any procedures, rules and policies of the municipality and local boards governing the ethical behaviour of members of council and of local boards.
3. The application of sections 5, 5.1 and 5.2 of the *Municipal Conflict of Interest Act* (“MCIA”) to members of council and of local boards.

{01273166.DOCX;}

TEL: 613-544-0211  
FAX: 613-542-9814  
EMAIL: [INFO@CSWAN.COM](mailto:info@cswan.com)  
WEB: [WWW.CSWAN.COM](http://WWW.CSWAN.COM)

4. Requests from members of council and of local boards for advice respecting their obligations under the code of conduct applicable to the member.
5. Requests from members of council and of local boards for advice respecting their obligations under a procedure, rule or policy of the municipality or of the local board governing the ethical behaviour of members.
6. Requests from members of council and of local boards for advice respecting their obligations under the MCIA.
7. The provision of educational information to members of council, members of local boards, the municipality and the public about the municipality's codes of conduct for members of council and members of local boards and about the MCIA.<sup>1</sup>

### Integrity Commissioner Activity

If Council requires ongoing training under the Code of Conduct and the MCIA, Mr. Fleming is available upon request. Individual members may request advice from the Integrity Commissioner at any time. Council or members may contact Mr. Fleming in the following ways:

- 1) Council may pose a question to the Integrity Commissioner in writing regarding the broad obligations of all members (not specific to any one member);
- 2) Individual members may request advice in writing from the Integrity Commissioner in accordance with the Act.

### Requests for Advice

We received two requests for advice in 2024 under the Code of Conduct, relating to potential conflicts of interests either general or under the *Municipal Conflict of Interest Act*.

We continue to encourage members of Council and Local Boards for the Municipality of North Grenville to contact us in writing should they find themselves unsure of their obligations under the Code or the *Municipal Conflict of Interest Act*. If a member requests and follows our advice, that advice may be relied on should there be a complaint to the Integrity Commissioner on the same facts in the future.

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<sup>1</sup> *Municipal Act*, section 223.3(1).

### Complaints/Applications for Inquiry

There were five complaints submitted to the Integrity Commissioner for the Municipality of North Grenville in 2024.

There was one report submitted to Council, the remaining four complaints were dismissed. The reason for dismissing a complaint varies, but can include complaints that are not within the jurisdiction of the Integrity Commissioner, or that despite being within the Integrity Commissioner's jurisdiction, allegations that do not amount to a breach after undertaking a preliminary review of the facts.

With respect to the advice and investigations:

1. Costs associated with Advice provided was \$2,147.00; and
2. Costs associated with Complaints was \$5,621.75.

### Closing Remarks

As Council is no doubt aware, prior to calling a Provincial election, the government was proposing changes to the *Municipal Act* to significantly change the Integrity Commissioner regime. While we cannot predict the election or whether these amendments will be re-introduced, it is interesting to consider what aspects of this regime the province was considering for amendment.

One of the changes that would impact elected officials most is the proposal to impose a province-wide code of conduct. No details were available, but we encourage all municipalities to participate in consultation on any amendments that might be implemented so that you have some input should this be re-introduced.

The proposal would also create an Ontario Integrity Commissioner whose role would be to provide advice to municipalities about removing a member from council in certain circumstances.

The ability to remove a member from council is the other significant change that members of Council should be aware of if this legislation is reintroduced. If it is re-introduced, this amendment would establish rules to allow the new Ontario Integrity Commissioner to recommend to Council that it remove a member if they meet four criteria:

1. The member must contravene the Code;
2. The contravention must be of a serious nature;
3. The conduct resulted in harm to health, safety or well-being of persons; and
4. Existing penalties are insufficient to address the contravention or ensure that it is not repeated.

We thank the Municipality of North Grenville for the opportunity to act as its Integrity Commissioner. We remind members that the Integrity Commissioner is available to provide advice in accordance with the Act regarding a member's obligations. We note that this service provides members with the proactive ability to avoid potential complaints by requesting and acting on advice which may apply to the circumstances of the member.

Members are held to the highest standards of office in their elected positions, and we thank members for their continued attention to the ethical obligations expected of them.

Please contact us with any follow-up questions.

Sincerely,

**Cunningham, Swan, Carty, Little & Bonham LLP**

A handwritten signature in black ink, appearing to read 'C.S.', with several horizontal strokes extending to the right.

Tony E. Fleming, C.S.  
LSO Certified Specialist in Municipal Law  
(Local Government / Land Use Planning)  
Anthony Fleming Professional Corporation  
TEF:sw



## Municipality of North Grenville

To: **Council**

Meeting Date: April 29, 2025

Subject: Waiving of Rental Fees – Ah Cappella Concert

Report No: PRC-2025-016

Prepared by: Mark Guy, Director of Parks, Recreation & Culture

### Recommendation(s)

THAT Council approve the recommendation to waive the rental fee request for the AH Cappella event held at the North Grenville Municipal Centre on Thursday, May 29, 2025, in the amount of \$505.00 plus HST

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### Executive Summary

#### Purpose

- To review the request to waive the rental fees for the Ah Cappella Concert for use of the Urbandale Arts Centre Thursday, May 29, 5pm-10pm. 7pm event time.

#### Key Findings

- The event is operated in partnership with a resident and a non-profit or not-for-profit organization.
- The event proceeds, after expenses, will raise money for the House of Lazarus and other charities.

#### Financial Implications

- The fees associated with this booking is the resident individual rate. Total is \$505.00 plus HST.

### Background/Analysis

The municipality passed a Waiving of Fees Policy where non-profit or not-for-profit groups could apply to have facility rental fees waived for events, programs that provide broadly

based and valuable services to the community or a fundraising event where 100% of the proceeds supports a local project.

This event is organized and operated in partnership between an individual and the House of Lazarus.

## Relevance to Strategic Priorities

<b>Strategic Pillar</b>	Pillar #2 - A Strong, Connected, and Vibrant Community
<b>Goal</b>	Goal #2.1 - Strengthen Community Engagement
<b>Key Action</b>	Action #2.1.1 - Foster engagement and partnerships among community organizations and leverage benefits of partner organizations, including on organizing events, arts and culture, and improving face-to-face and digital town halls etc.

## Options and Discussion

1. Approve the recommendation - YES
2. Do not approve the recommendation

Staff recommendation is to waive the rental fee. The event will raise funds for important charities and as such the event reflects the Waiving of Fees Policy as its intended.

## Financial Impact

This item has been identified in the current budget: Yes ☐ No ☐ N/A ☒

This item is within the budgeted amount: Yes ☐ No ☐ N/A ☒

The total amount for the Urbandale Arts Centre rental is \$505.00 plus HST. Staffing costs related to the booking are normal staffing complement.

Staffing implications, as they relate to implementing Council's decision on this matter, are limited to the existing staff complement and applicable administrative policies as approved by Council.

## Internal/External Consultation

Staff received the request formally through email to the Director of Parks, Recreation & Culture

## Communications

Communication of Council's decision will be made available on the municipal website and provided to the applicant.

## Attachments

- None



## Municipality of North Grenville

To: **Council**

Meeting Date: April 29, 2025

Subject: Waiving of Fees

Report No: PRC-2025-015

Prepared by: Mark Guy, Director of Parks, Recreation and Culture

### Recommendation(s)

THAT Council approve the ice rental fee waiver request to support the “Let’s Ketchup” Networking Event at the North Grenville Municipal Centre, Suite A, B, C on Thursday, June 12, 2025, in the amount of \$270.00 plus HST.

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#### Purpose

- To review the following request to waive the rental fees for Talia Hreljac, BIA representative to host the “Let’s Ketchup” Networking Event for use of Suite A, B, C at the North Grenville Municipal Centre Thursday, June 12, 2025, 3pm-9pm.

#### Key Findings

- The event is a networking opportunity for local businesses.
- The event is supported by the North Grenville Chamber of Commerce.
- The event will support the Oxford Mills Girl Guides and the Kemptville Youth Centre.

#### Financial Implications

- The fees associated with this booking is the local non-profit rate. Total is \$270.00 plus HST.

### Background/Analysis

The municipality passed a Waiving of Fees Policy where non-profit or not-for-profit groups could apply to have facility rental fees waived for events, programs that provide broadly

based and valuable services to the community or a fundraising event where 100% of the proceeds supports a local project.

The event, offered by the BIA with support from the North Grenville Chamber of Commerce, will provide networking opportunities for local businesses in the community.

All donations revenue will be shared by the Oxford Mills Girl Guides and the Kemptville Youth Centre. There is no charge for the event.

## Relevance to Strategic Priorities

<b>Strategic Pillar</b>	Pillar #2 - A Strong, Connected, and Vibrant Community
<b>Goal</b>	Goal #2.1 - Strengthen Community Engagement
<b>Key Action</b>	Action #2.1.1 - Foster engagement and partnerships among community organizations and leverage benefits of partner organizations, including on organizing events, arts and culture, and improving face-to-face and digital town halls etc.

## Options and Discussion

1. Approve the recommendation - YES
2. Do not approve the recommendation

Staff recommendation is to waive 100% of the rental fee.

## Financial Impact

This item has been identified in the current budget:                      Yes x    No ☐    N/A

This item is within the budgeted amount:                                      Yes x    No ☐    N/A

The total amount for the Suite rental is \$270.00 plus HST. Staffing costs related to the booking are normal staffing complement.

Staffing implications, as they relate to implementing Council's decision on this matter, are limited to the existing staff complement and applicable administrative policies as approved by Council.

## Internal/External Consultation

Staff received the request formally through email to the Director of Parks, Recreation & Culture.

## Communications

Communication of Council's decision will be made available on the municipal website and provided to the applicant.

## Attachments

- None



## Municipality of North Grenville

To: **Council**

Meeting Date: April 29, 2025

Subject: Tender Awards – Capital Roads Report No: PW-2025-012

Prepared by: Cheryl Fequet, Public Works Coordinator

### Recommendation(s)

THAT Council:

- 1) Award tender NG25-07 Crushed Rock (Quarry Source) to GIP Paving Inc. in the amount of \$435,875 excluding tax.
- 2) Award tender NG25-08 Surface Treatment to Greenwood Paving (Pembroke) Ltd. in the amount of \$348,276.60 excluding tax.
- 3) Award tender NG25-09 Resurfacing Asphalt Paving to Blair Asphalt Products Ltd. in the amount of \$348,895 excluding tax.
- 4) Approve \$200,000 for a 50% cost share with the Township of North Dundas to overlay Boundary Road from County Road 43 to Ronson Road

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### Executive Summary

#### Purpose

- To award the tenders for the Roads Capital Projects for 2025.

#### Key Findings

- All prices have increased from 2024 prices.
- Each tender received a comparable number of submissions to previous years.

#### Financial Implications

- Each tender is within the allotted budget approved by Council.

## Background/Analysis

In accordance with the Municipality of North Grenville's procurement policy of \$50,001 and over, the tenders were advertised on the Municipality's website and delivered to a minimum of three (3) contractors. All tenders were issued on March 27, 2025, and closed on April 10, 2025, at 10:00 a.m. All submissions to each tender were reviewed for accuracy and completion based on the specifications of the Road Superintendent and budgetary constraints.

### Crushed Rock (Quarry Source)

The gravel rebuilding of Edward Scott Road and Slater Road was approved in the 2025 budget. To maintain the roadway network, gravel roads are upgraded in preparation for surface treatment in a subsequent year to decrease the required maintenance and increase the life of the asset.

The awarded prices from the previous year's Crushed Rock (Quarry Source) tender are:

2024 (March 26, 2024)

Hess Road	River Road	Townline/Norton Road
Granular B - \$11.70/t	Granular B - \$12.59/t	Granular B - \$12.06/t
Granular A - \$11.95/t	Granular A - \$12.84/t	Granular A - \$12.31/t

The prices per tonnes are reflective of the distance of the material from the worksite and the quantity requested.

The submissions for Tender NG25-07 Crushed Rock (Quarry Source) are listed in the order in which they were received excluding taxes.

- |  |              |
|--|--------------|
| 1. G. Tackaberry & Sons Construction Company Ltd<br>Edward Scott Road – Gran B - \$13.89/t, Gran A - \$14.39/t<br>Slater Road – Gran B - \$13.89/t, Gran A - \$14.39/t | \$507,790.00 |
| 2. Cornwall Gravel Company Ltd<br>Edward Scott Road – Gran B - \$12.48/t, Gran A - \$12.73/t<br>Slater Road – Gran B - \$12.66/t, Gran A - \$12.91/t                   | \$456,485.00 |
| 3. GIP Paving Inc<br>Edward Scott Road – Gran B - \$11.80/t, Gran A - \$12.25/t<br>Slater Road – Gran B - \$12.00/t, Gran A - \$12.50/t                                | \$435,875.00 |

### Surface Treatment

The 2025 budget includes an amount allocated for surface treatment of all or a portion of Hess Road, Norton Road, Townline Road, Anniversary Way, Veteran's Way, and Honour Way. There were no roadways upgraded to a hard surface in 2024.

The awarded price from the Surface Treatment tender in 2023 was \$7.96/m<sup>2</sup>.

The submissions for Tender NG25-08 Surface Treatment are listed in the order in which they were received excluding taxes.

1. Miller Paving Ltd	\$374,997.35
Hess Road \$9.01/m <sup>2</sup>	
Norton Road \$9.01/m <sup>2</sup>	
Townline Road \$9.25/m <sup>2</sup>	
Anniversary Way \$9.25/m <sup>2</sup>	
Veteran's Way \$9.80/m <sup>2</sup>	
Honour Way \$9.25/m <sup>2</sup>	
2. Duncor Enterprises Inc	\$408,987.60
Hess Road \$9.59/m <sup>2</sup>	
Norton Road \$9.59/m <sup>2</sup>	
Townline Road \$10.84/m <sup>2</sup>	
Anniversary Way \$10.84/m <sup>2</sup>	
Veteran's Way \$10.84/m <sup>2</sup>	
Honour Way \$10.84/m <sup>2</sup>	
3. Greenwood Paving (Pembroke) Ltd.	\$348,276.60
Hess Road \$8.44/m <sup>2</sup>	
Norton Road \$8.44/m <sup>2</sup>	
Townline Road \$8.44/m <sup>2</sup>	
Anniversary Way \$8.44/m <sup>2</sup>	
Veteran's Way \$8.44/m <sup>2</sup>	
Honour Way \$8.44/m <sup>2</sup>	

## Resurfacing Asphalt Paving

Resurfacing asphalt paving program which includes all or a portion of Berg Crescent, Concession Road, Somerville Road, and Stonewalk Drive was approved in the 2025 budget.

The awarded prices from the previous year's Resurfacing Asphalt Paving tender are:

HL3 Performance Graded Asphalt (58-34)	
Beach Road overlay (1000 t)	\$123.00/t
Beach Road padding (100 t)	\$143.00/t
Guy Road overlay (1170 t)	\$122.00/t
Guy Road padding (150 t)	\$144.00/t
River Road overlay (1000 t)	\$143.00/t
Totem Ranch Road East (1400 t)	\$136.00/t
Goldfinch Dr., Maric Trail, and Sandpiper Way overlay (840 t)	\$133.00/t
Goldfinch Dr., Maric Trail, and Sandpiper Way padding (100 t)	\$143.00/t
Kimberly Avenue overlay (200 t)	\$147.00/t
George St., Lydia St., and Georgiana St. overlay (285 t)	\$162.00/t

The prices per tonnes are reflective of the distance of the material from the worksite and the quantity requested.

The submissions for Tender NG25-09 Resurfacing Asphalt paving are listed in the order in which they were received excluding taxes.

Location	Blair Asphalt Products Ltd	Cornwall Gravel Company Ltd	R.W. Tomlinson Ltd	A&B Paving Ontario Corp.	GIP Paving Inc	Thomas Cavanaugh Construction Ltd.
Berg Crescent	\$28,820 \$131.00/t	\$36,080 \$164.00/t	\$33,066 \$150.30/t	\$33,660 \$153.00/t	\$40,920 \$186.00/t	\$40,176.40 \$182.62/t
Concession Road overlay	\$59,500 \$119.00/t	\$71,500 \$143.00/t	\$70,350 \$140.70/t	\$76,500 \$153.00/t	\$74,500 \$149.00/t	\$74,610 \$149.22/t
Concession Road padding	\$9,975 \$133.00/t	\$12,450 \$166.00/t	\$10,552.50 \$140.70/t	\$11,475 \$153.00/t	\$12,000 \$160.00	\$12,608.25 \$168.11/t
Somerville Road overlay	\$81,900 \$117.00/t	\$93,800 \$134.00/t	\$100,100 \$143.00/t	\$107,100 \$153.00/t	\$94,500 \$135.00/t	\$95,508 \$136.44/t
Somerville Road padding	\$13,300 \$133.00/t	\$14,000 \$140.00/t	\$15,520 \$155.20/t	\$15,300 \$153.00/t	\$15,000 \$150.00/t	\$16,213 \$162.13/t
Stonewalk Drive 40mm	\$36,400 \$140.00/t	\$39,520 \$152.00/t	\$39,104 \$150.40	\$39,780 \$153.00/t	\$36,660 \$141.00/t	\$39,826.40 \$153.19/t
Stonewalk Drive 50mm	\$119,000 \$119.00/t	\$141,000 \$141.00/t	\$141,800 \$141.80/t	\$153,000 \$153.00/t	\$131,000 \$131.00/t	\$131,270 \$131.27/t
TOTAL	\$348,895	\$408,350	\$410,492.50	\$436,815	\$404,580	\$410,215.05

## Boundary Road

The Township of North Dundas engaged the Municipality to cost share on an asphalt overlay and two culvert replacements on Boundary Road from County Road 43 to Ronson Road. The Township is completing other road works in the area and will benefit in cost savings. This section of roadway is approximately 4.3km in length and is the boundary between the two Municipality's in which maintenance and repair responsibilities are shared. The Township of North Dundas will manage the overlay and culvert replacement project and will invoice the Municipality accordingly. Based on discussion between the two Municipality's a budget of \$200,000 is recommended for the Municipality's share of the costs.

## Relevance to Strategic Priorities

<b>Strategic Pillar</b>	4	Efficient Governance and Service Delivery
<b>Goal</b>	4.2	Commit to Asset Management Planning
<b>Key Action</b>	4.2.3	Ensure maintenance, review, and operational support requirements of existing assets

## Options and Discussion

1. Approve the recommendation
2. Do not approve the recommendation

## Financial Impact

This item has been identified in the current budget:                      Yes ☒    No ☐    N/A

This item is within the budgeted amount:                                      Yes ☒    No ☐    N/A

Staffing implications, as they relate to implementing Council's decision on this matter, are limited to the existing staff complement and applicable administrative policies as approved by Council.

All lowest bid submissions are within the allocated budget for 2025 Capital Roads projects approved by the Council.

## Internal/External Consultation

The Municipality has consulted with the Township of North Dundas in regards to the cost share for the road works on Boundary Road.

## Communications

Tenders were all advertised on the municipal website.

## Attachments

- None



## Municipality of North Grenville

To: **Council**

Meeting Date: April 29, 2025

Subject: Tender Awards – Operational Roads Report No: PW-2025-013

Prepared by: Cheryl Fequet, Public Works Coordinator

### Recommendation(s)

THAT Council award tender NG25-04 Crushed Rock (Quarry Source) to Cornwall Gravel Company Ltd in the amount of \$136,500.00 excluding applicable taxes

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### Executive Summary

#### Purpose

- To award the tender for the Spring maintenance gravel.

#### Key Findings

- Spring maintenance gravel price for 2025 is higher than 2024 price.

#### Financial Implications

- The tender is within the allotted budget approved by Council.

### Background/Analysis

In accordance with the municipality of North Grenville's procurement policy of \$50,001 and over, the tenders were advertised on the Municipality-s website and delivered to a minimum of three (3) contractors. Tender was issued on March 27, 2025, and closed on April 10, 2025, at 10 a.m. all submissions were reviewed for accuracy and completion based on the specifications of the tender.

The Public Works Department applies maintenance gravel to the gravel roads, which require it, within the geographical boundaries of the Municipality of North Grenville.

The awarded price from the previous year's Crushed Rock (Quarry Source) tender is:

2024 (March 26, 2024)

Granular M - \$12.70/t

The submissions for Tender NG25-04 Crushed Rock (Quarry Source) are listed in the order in which they were received excluding taxes.

1. R.W. Tomlinson Ltd	\$169,500	\$16.95/t
2. Cornwall Gravel Company Ltd	\$136,500	\$13.65/t
3. GIP Paving Inc.	\$150,000	\$15.00/t

## Relevance to Strategic Priorities

<b>Strategic Pillar</b>	4	Efficient Governance and Service Delivery
<b>Goal</b>	4.2	Commit to Asset Management Planning
<b>Key Action</b>	4.2.3	Ensure maintenance, review, and operational support requirements of existing assets

## Options and Discussion

1. Approve the recommendation
2. Do not approve the recommendation

## Financial Impact

This item has been identified in the current budget: Yes ☒ No ☐ N/A

This item is within the budgeted amount: Yes ☒ No ☐ N/A

Staffing implications, as they relate to implementing Council's decision on this matter, are limited to the existing staff complement and applicable administrative policies as approved by Council.

The lowest bid submission is within the allocated budget for 2025 Spring maintenance gravel approved by Council of \$145,000

## Internal/External Consultation

There were no internal or external consultations solicited for this matter.

## Communications

Tender was advertised on the municipal website.

## Attachments

- None



## Municipality of North Grenville

To: **Council**

Meeting Date: April 29, 2025

Subject: Development Fees Consideration for Comfort Inn Hotel

Report No: PD-2025-026

Prepared by: Amy Martin, Director of Planning and Development

### Recommendation(s)

THAT Council reduces the development charges for the Comfort Inn Hotel from \$426,718.50 to \$100,000 and directs that \$326,718.50 be transferred from the general working reserve to the development charges reserve; and

THAT Council reduces the building permit fee from \$213,436.00 to \$50,000 and directs that \$163,386 be transferred from the general working reserves to building permit fee revenues.

---

### Executive Summary

#### Purpose

- To consider a request to reduce development charges and building permit fees applicable to the Comfort Inn Hotel project.

#### Key Findings

- The Municipality received a request to reduce development charges and building permit fees for the proposed Comfort Inn Hotel.
- The hotel has been in the approvals process since 2019. The Site Plan Agreement remains outstanding with pedestrian connectivity being the remaining item to address.
- The developer is requesting a reduction of development charges from \$426,718.50 to \$100,000. This would be a reduction of \$326,718.50.
- The developer is further requesting a reduction in building permit fees from \$213,436.00 to \$50,000. This is a reduction of \$163,386.00.

- Staff recommend transferring the difference in fees from the general working reserves to ensure that the development charges reserve fund and building permit fee revenues are not impacted.
- Staff recommend that Council consider maintaining a minimum development charge of \$249,466.20 which represents the water and wastewater component of the development charges. This is based on the significant water and wastewater infrastructure projects currently underway within the Municipality.

### **Financial Implications**

- Should Council support the reduction in development fees, a total of \$490,104.50 would be covered by the municipality's general working reserves. \$326,718.50 would be transferred to the development charges reserve and \$163,386 would be transferred to the building permit fee revenue account.

### **Background/Analysis**

The Municipality has been working with the Comfort Inn since 2019 to develop a hotel at 320 Ryan's Well within the Colonnade Mall. The Municipality has received a request from the developer to reduce the development fees for the Development Charges and Building Permit Fees.

The Development Charges for the proposed hotel comes out to \$426,718.50. The developer is seeking to reduce the amount to \$100,000. This would equate to a difference of \$326,718.50. Deferral of development charges could be an option that Council considers to offset the immediate cost for developing the hotel. This would be entrenched within the site plan agreement subject to direction from Council.

The Building Permit Fee based on the number of units and square footage of common space comes out to \$213,436.00. The developer is seeking a reduction of \$163,386.00 to \$50,000. Building permit fees cannot be deferred and are required at permit issuance.

The difference in fees need to be restored. Staff are recommending that transfers from the general working reserves in the amounts of \$326,718.50 be made to the development charges reserve and \$163,386 be transferred to the building permit fee revenues account.

#### *Water and Wastewater Development Charge Component*

Staff are recommending that the request to reduce Development Charges be reduced to only requiring the water and wastewater component only. This would maintain a development charge fee of \$249,466.20. The developer is requesting to reduce the fee to \$100,000. Given the significant cost to expand the water pollution control plant, Staff recommend maintaining this component of the development charges. The delta between the developer's request and staff's recommendation is \$149,566.20.

## Relevance to Strategic Priorities

<b>Strategic Pillar</b>	Pillar #3 - Diverse and Resilient Economic Development
<b>Goal</b>	Goal #3.4 - Improve Business Attraction, Expansion and Retention
<b>Key Action</b>	Action #3.4.2 - Identify existing gaps and barriers to attracting new businesses, and develop mitigating strategies to support attraction (e.g., older building, limitations to redevelopment, use of brownfield development policies)

## Options and Discussion

1. Approve the recommendation - **RECOMMENDED**
2. Do not approve the recommendation – **NOT RECOMMENDED**

## Financial Impact

This item has been identified in the current budget: Yes ☐ No ☐ N/A

This item is within the budgeted amount: Yes ☐ No ☐ N/A

There would be an impact to the general working reserve in the amount of \$326,718.50 to recover the reduced cost should Council support the full amount being requested by the developer.

Restoring the development charges reserves ensures that infrastructure projects attributed from growth can be reasonably sustained.

Restoring the building permit revenue account ensures the sustainability of the building department, as building fees sustain the operations and recover the cost of staff time to process and deliver building services.

## Internal/External Consultation

Consultation occurred with Public Works related to maintaining the water and wastewater component of the development charges fee given significant infrastructure investment within our water and wastewater systems.

## Communications

Communication of Councils decision will be carried out by staff to the developer.

## Attachments

- None



## Municipality of North Grenville

To: **Council**

Meeting Date: April 29, 2024

Subject: Contract Award – Curry Park Accessible Dock    Report No: PRC-2025-014

Prepared by: Mark Guy, Director of Parks, Recreation and Culture

### Recommendation(s)

THAT Council accept the recommendation to award project PRC 25-13 - Curry Park Accessible Floating Dock to Waterside Dock Systems.

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### Executive Summary

#### Purpose

- To install a new, accessible dock at Curry Park.

#### Key Findings

- An Accessible dock at Curry Park was identified as a priority in the Waterfront Access Strategy.
- The Accessible dock will provide access to the water for kayakers and canoers.
- The dock will be installed by the Victoria Day long weekend.

#### Financial Implications

- Council approved \$70,000 in the 2025 budget for supply and installation of an accessible dock at Curry Park.

### Background/Analysis

Request for Proposal PRC 25-13 – Curry Park Accessible Floating Dock was issued on March 28, 2025 and closed on April 11, 2025. A site meeting was held on April 3, 2025 at the site.

Two companies submitted pricing:

- (1) Kehoe Marine Construction = \$87,000
- (2) Waterside Dock Systems = \$69,773.68

Waterside Dock Systems meets all our requirements and is within budget.

## Relevance to Strategic Priorities

<b>Strategic Pillar</b>	Pillar #2 - A Strong, Connected, and Vibrant Community
<b>Goal</b>	Goal #2.2 - Promote a Healthy Lifestyle
<b>Key Action</b>	Action #2.2.3 - Implement the Parks, Recreation, and Culture (PRC) Master Plan

## Options and Discussion

1. Approve the recommendation

## Financial Impact

This item has been identified in the current budget: Yes ☒ No ☐ N/A

This item is within the budgeted amount: Yes ☒ No ☐ N/A

Staffing implications, as they relate to implementing Council's decision on this matter, are limited to the existing staff complement and applicable administrative policies as approved by Council.

## Internal/External Consultation

The RFP was advertised on the municipal website and through MERX.

## Communications

There has been external communications with the Rideau Valley Conservation Authority about relocating the existing dock on the Kemptville Creek for fishing and leisure viewing.

## Attachments

- None

**RIDEAU VALLEY CONSERVATION AUTHORITY**  
**Box 599, 3889 Rideau Valley Drive**  
**Manotick, Ontario, K4M 1A5**  
**(613) 692-3571, 1-800-267-3504**

*Hybrid meeting held in-person and electronically*

**APPROVED MINUTES**

**Board of Directors                      2/25                      Thursday, February 27, 2025**

<b>Present:</b>	Joe Aragona Anne Barr Sean Devine Steve Fournier Theresa Kavanagh Shawn Pankow Angela Pierman Gary Waterfield	Jeff Banks David Brown Brian Dowdall Susan Irwin Wilson Lo Shelley Petersen-Quesnel Adam Turcotte Adrian Wynands
<b>Staff:</b>	Sommer Casgrain-Robertson Dan Cooper Diane Downey Isabelle Maltais	Ian Cochrane Kathy Dallaire Marissa Grondin
<b>Regrets:</b>	Mel Foster Kristin Strackerjan	Trevor Johnson

Chair Strackerjan called the meeting to order at 6:30 p.m.

**1.0    Roll Call**

General Manager/Secretary-Treasurer conducted a roll call.

**2.0    Land Acknowledgement Statement**

Adrian Wynands gave the Land Acknowledgement statement.

*Sean Devine joined the meeting at 6:35 pm.*

**3.0    Agenda Review**

Chair Waterfield reviewed the Agenda.

**4.0    Adoption of Agenda**

**Resolution 1-250227**

**Moved by:** Brian Dowdall  
**Seconded by:** Steve Fournier

THAT the Board of Directors of the Rideau Valley Conservation Authority adopts the Agenda as circulated.

**Resolution Carried**

**5.0 Declaration of Interest**

There were no declarations of interest.

**6.0 Approval of Minutes of January 23, 2025**

**Resolution 2-250227**

**Moved by:** Adrian Wynands  
**Seconded by:** Susan Irwin

THAT the Board of Directors of the Rideau Valley Conservation Authority approves the Minutes of the Board of Directors Meeting #01/25, January 23, 2025 as circulated.

**Resolution Carried**

**7.0 Business Arising from the Minutes**

There was no business arising.

**8.0 2025 Budget Approval**

Sommer Casgrain-Robertson, General Manager, presented the draft 2025 Budget for consideration, highlighting one change that had been made to refine the City of Ottawa's special levy for Ice Management resulting in a slight decrease.

A member asked if their request in November to use some reserve funding in the budget for municipalities had been considered. Ms. Casgrain-Robertson indicated that Board direction in November was that it was too late in the budget process to consider that request but that it has been noted and will be part of the budget discussions for 2026.

A member commented that Rideau Lakes had not provided comments on the budget due to the absence of a Treasurer for several months, but the position had now been filled.

**Resolution 3-250227**

**Moved by:** Anne Barr  
**Seconded by:** Steve Fournier

THAT the Board of Directors of the Rideau Valley Conservation Authority approves the attached 2025 Budget in the amount of \$13,425,693 (dated February 5, 2025);

AND THAT a total of \$7,296,032 in operating and capital expenses be apportioned to municipalities using the MCVA apportionment method in accordance with the attached budget and the Conservation Authorities Act and its regulations;

AND THAT the following operating and capital expenses be apportioned to the City of Ottawa using the benefit-based apportionment method in accordance with the attached budget and the Conservation Authorities Act and its regulations:

1. \$10,000 Capital Reserve for Water Control Structures in Ottawa
2. \$21,500 Capital Reserve for Britannia Village Flood Control Project
3. \$40,000 Operation of General Water Control Structures in Ottawa
4. \$586,073 Rideau River Ice Management in Ottawa
5. \$163,457 Enhanced Water Quality Monitoring in Ottawa
6. \$65,000 Operation of Windsor and Brewer Park Water Control Structures

Those in favour:

Joe Aragona  
Anne Barr  
Brian Dowdall  
Steve Fournier  
Wilson Lo  
Shelley Petersen-Quesnel  
Adam Turcotte  
Adrian Wynands

Jeff Banks  
David Brown  
Sean Devine  
Susan Irwin  
Shawn Pankow  
Angela Pierman  
Gary Waterfield

Those Opposed:

Abstentions:

Absent:

Trevor Johnson  
Kristin Strackerjan

Theresa Kavanagh

**Resolution Carried**

**9.0 Forestry Machine Planting Contract**

Ian Cochrane, Forestry Program Manager, provided an overview of RVCA's machine planting and band spraying contract and the bid process.

A member asked why only one bid was received for this contract while the other forestry contracts received multiple bids. Mr. Cochrane explained that tree planting is a very niche skill, and it is difficult to find contractors who can plant large volumes of trees in a small three week window.

A member commented that they felt the pricing was very reasonable.

**Resolution 4-250227**

**Moved by:** David Brown  
**Seconded by:** Jeff Banks

THAT the Board of Directors of the Rideau Valley Conservation Authority approves retaining Ottawa Valley Forest Consulting to provide machine planting and band spray services for 2025 at a rate of \$609 per 1000 trees planted.

AND THAT, based on performance, staff have the option of retaining Ottawa Valley Forest Consulting to provide machine planting services for 2026 at the same price.

**Resolution Carried**

**10.0 Forestry Large Hand Planting Contract**

Mr. Cochrane provided an overview of RVCA's large hand planting contract and bid process.

There were no questions.

**Resolution 5-250227**

**Moved by:** Susan Irwin  
**Seconded by:** Adrian Wynands

THAT the Board of Directors of the Rideau Valley Conservation Authority approves retaining Brinkman Reforestation Ltd. to provide hand planting services for 2025 at a rate of \$655 per 1000 trees for new planting sites and \$705 per 1000 trees for refill planting sites.

AND THAT, based on performance, staff have the option of retaining Brinkman & Associates Reforestation Ltd. to provide hand planting services for 2026 at the same price.

**Resolution Carried**

**11.0 Forestry Small Hand Planting Contract**

Mr. Cochrane provided an overview of RVCA's small hand planting contract and bid process.

There were no questions.

**Resolution 6-250227**

**Moved by:**

Sean Pankow

**Seconded by:**

THAT the Board of Directors of the Rideau Valley Conservation Authority approves Brinkman Reforestation Ltd. to provide hand planting services for 2025 at a rate of \$705 per 1000 trees for new planting sites and \$755 per 1000 trees for refill planting sites.

AND THAT, based on performance, staff have the option of retaining Brinkman Reforestation Ltd. to provide hand planting services for 2026 at the same price.

**Resolution Carried**

**12.0 Forestry Spot Spraying Contract**

Mr. Cochrane provided an overview of RVCA's spot spraying contract and bid process.

A member asked how many contracts occur simultaneously. Mr. Cochrane explained that machine and hand planting occurs at the same time while spot spraying takes place after the trees are planted.

**Resolution 7-250227**

**Moved by:**

Steve Fournier

**Seconded by:**

Joe Aragona

THAT the Board of Directors of the Rideau Valley Conservation Authority approves Brinkman Reforestation Ltd. to provide spot spraying services for 2025 at a rate of \$319 per 1000 trees sprayed.

AND THAT, based on performance, staff have the option of retaining Brinkman Reforestation Ltd. to provide spot spraying services for 2026 at the same price.

**Resolution Carried**

**13.0 Appointment of Septic Inspector**

Ms. Casgrain-Robertson indicated that a new sewage system inspector needed to be appointed to fill the vacancy left when Jason Hutton was promoted to Chief Building Official.

There were no questions.

**Resolution 8-2502274**

**Moved by:**

Susan Irwin

**Seconded by:** Adrian Wynands

THAT the Board of Directors of the Rideau Valley Conservation Authority appoints the following staff as a Sewage System Inspector under Subsection 6.2 (3) of the Building Code Act, 1992, S.O. 1992, c.23, including amendments thereto:

- Matthew Panciuk

AND THAT this appointment be contingent on continued employment with the Rideau Valley Conservation Authority.

**Resolution Carried**

#### **14.0 Additions to Conservation Areas and Education Fee Schedules**

Dan Cooper, Director of Conservation Lands and Stewardship, explained the need to add a few additional rental and program fees as RVCA continues to expand and adjust its programs and services to meet visitor needs.

There were no questions.

**Resolution 9-250227**

**Moved by:** Anne Barr  
**Seconded by:** David Brown

THAT the Board of Directors of the Rideau Valley Conservation Authority approve the addition of the following fees and that these new fees take effect April 1, 2025:

- Schedule G: Conservation Areas
  - Rental Equipment
    - Canoes – \$20
    - Snowshoes – \$5/pair
  - Rental Facilities: Baxter and Foley Mountain Conservation Areas
    - Cleaning fee for facility rentals – up to \$250
- Schedule H: Education Programs
  - Outdoor Education Family Programs
    - Outdoor Education: Half Day Program per family – \$27
    - Family Forest School – \$18/child/day

**Resolution Carried**

#### **15.0 Surveillance Policy**

Ms. Casgrain-Robertson presented a new surveillance policy that will cover any use by the RVCA of video or audio recording equipment.

A member inquired whether there had been any incidents that prompted the policy. Ms. Casgrain-Robertson explained that in recent years the RVCA has had some issues with theft, vandalism and aggressive clients that have created a need for security cameras in certain locations.

A member asked what the timeline would be for completing the appendices. Ms. Casgrain-Robertson indicated that they are nearly complete and expected that they would be finalized, and the policy would be implemented by the end of next week.

A member asked if there would be any issue with municipalities using this policy. Ms. Casgrain-Robertson responded that she would be happy to share it with any municipality and that a copy would be sent to the member's municipal CAO.

Another member inquired about the budget for equipment and if any data would be stored by third party providers. Ms. Casgrain-Robertson indicated that none of the equipment was particularly expensive and would be covered as needed out of RVCA's operating budget. She also confirmed that all data would be stored on RVCA's own server.

**Resolution 10-250227**

**Moved by:**

Sean Pankow

**Seconded by:**

Steve Fournier

THAT the Board of Directors of the Rideau Valley Conservation Authority approves the attached Surveillance Policy to take effect March 1, 2025.

**Resolution Carried**

*Theresa Kavanagh joined the meeting at 7:03 p.m.*

## **16.0 Member Per Diem and Chair Honorarium Rates**

Ms. Casgrain-Robertson presented a review of RVCA's per diem and Chair honorarium rates.

A member indicated that their municipality had recently completed a review and found that municipalities generally under compensate elected officials. He then asked if the Chair felt the current honourarium was reasonable. Chair Waterfield indicated that he had taken the Chair role without knowing there was an honourarium and indicated that he supported maintaining it at its current rate.

Another member stated that municipal elected officials are unpaid and that the per diem rate should be increased to \$85, the Chair honourarium should be increased to \$2,400 and that the RVCA should have a policy that those rates receive whatever cost-of-living increase is applied to staff salaries.

Ms. Casgrain-Robertson responded that the cost impact of such an increase would not be significant and that RVCA's budget could accommodate it. She also noted that some conservation authorities do have a policy like the one that was proposed where rates increase annually to reflect the same increase applied to salaries and that it could be reflected in RVCA's Administrative Bylaw.

A member inquired about the per diem rate at Mississippi Valley Conservation Authority. Ms. Casgrain-Robertson noted that while MVCA did not participate in the recent survey of conservation authorities, she recalls from past surveys that they were a little lower than the RVCA while South Nation is a little higher.

Another member indicated support for a policy that would adjust the rate annually as it would eliminate the need for future Board discussions on the matter.

A member expressed support for the motion and asked why Hamilton's Chair honourarium was significantly higher than most conservation authorities. Ms. Casgrain-Robertson indicated that she could not speak to the rate set by Hamilton.

Other members also expressed support for the motion, including some City of Ottawa councillors who are not eligible to receive the per diem rate.

**Resolution 11-250227**

**Moved by:**

Jeff Banks

**Seconded by:**

David Brown

THAT the Board of Directors of the Rideau Valley Conservation Authority approve a Per Diem rate of \$85 to be paid to Members and an honourarium rate of \$2,400 to be paid to the Chair in accordance with the RVCA's Administrative Bylaw, and that these rates be effective retroactively to January 1, 2025;

AND THAT a policy be established to adjust these rates annually in accordance with any cost-of-living increase applied to staff salaries and then rounded to the nearest ten cents.

**Resolution Carried**

## **17.0 Administrative By-Law Amendments**

Ms. Casgrain-Robertson presented updates to RVCA's Administrative By-Law and noted that the resolution passed under the previous agenda item would also be reflected.

A member inquired about the possibility of hiring an integrity commissioner to investigate alleged breaches of the bylaw. Ms. Casgrain-Robertson explained that, while RVCA does not have an integrity commissioner on retainer like a municipality, the policy allows for third-party involvement if necessary, including the use of an integrity commissioner. She noted that any substantial issues would be referred to a third party for investigation and indicated that appointing an integrity commissioner in advance had not been deemed necessary due to the low frequency of alleged breaches.

The member also asked about RVCA's mileage rate, to which Ms. Casgrain-Robertson indicated that RVCA adjusts its mileage rate annually to reflect the rate set by CRA which is currently \$0.72 for the first 5000 kilometres. The member stated that their municipality's treasurer informed him that any rate over \$0.70 would be considered income. Ms. Casgrain-Robertson indicated that the CRA ensures they set a rate that reflects compensation for the expense rather than a rate that would be considered income or a taxable benefit.

Chair Waterfield invited additional comments or questions on the need for an integrity commissioner and a member expressed support for maintaining the status quo, noting that the current policy allows a third party to be engaged to investigate an alleged breach.

A member noted that addressing an alleged breach internally would put a high degree of responsibility on the Chair, Vice-Chair and/or General Manager so there may be some merit in having an integrity commissioner as an objective back-up resource. The member requested that information about what other conservation authorities are doing in this regard be gathered. Chair Waterfield directed staff to bring back a report on practices at other conservation authorities.

A member also requested a cost estimate for hiring an integrity commissioner.

A member suggested that the report to be prepared by staff include information about how an integrity commissioner would be obtained and whether one should be contacted in every situation.

A member echoed concerns about the appropriateness of staff or board members investigating alleged breaches, highlighting that the work of an integrity commissioner is confidential.

A member inquired about how this would affect the Administrative By-Law changes being proposed this evening and Ms. Casgrain-Robertson suggested that the Board could approve proposed amendments except for Section 21 (pg. 56) which outlines enforcement of the bylaws and policies.

**Resolution 12-250227****Moved by:**

Wilson Lo

**Seconded by:**

Adrian Wynands

THAT the Board of Directors of the Rideau Valley Conservation Authority approves the attached amended Administrative By-Law including appendices except for section 21.

**Resolution Carried**

*Angela Pierman left the meeting 7:31 p.m.*

**18.0 Annual General Meeting****a.) Appointment of Executive Committee**

Ms. Casgrain-Robertson reviewed the role and appointment of the Executive Committee. There were no questions.

**Resolution 13-250227****Moved by:**

Brian Dowdall

**Seconded by:**

Joe Aragona

THAT the Board of Directors of the Rideau Valley Conservation Authority appoints the Chair, Vice-Chair, Anne Barr, Brian Dowdall, and Adrian Wynands to the RVCA's Executive Committee for the year 2025.

**Resolution Carried****b.) Appointment of Audit Committee**

Ms. Casgrain-Robertson reviewed the role and appointment of the Audit Committee. There were no questions.

**Resolution 14-250227****Moved by:**

Anne Barr

**Seconded by:**

Brian Dowdall

THAT the Board of Directors of the Rideau Valley Conservation Authority appoint the Chair, Vice-Chair, Steve Fournier, Adrian Wynands and Trevor Johnson to the RVCA Audit Committee for the year 2025.

**Resolution Carried****c.) Appointments to Conservation Ontario**

Ms. Casgrain-Robertson reviewed the role and appointment of Conservation Ontario Council delegates. There were no questions.

**Resolution 15-250227****Moved by:**

Adrian Wynands

**Seconded by:**

Susan Irwin

THAT the Board of Directors of the Rideau Valley Conservation Authority appoints the Chair as RVCA's voting delegate for Conservation Ontario Council for 2025 and that the Vice-Chair and General Manager be appointed as first and second alternate respectively.

**Resolution Carried**

**d.) Appointment to Auditors**

Ms. Casgrain-Robertson reviewed the appointment of Auditors. There were no questions.

**Resolution 16-250227**

**Moved by:**

Steve Fournier

**Seconded by:**

Anne Barr

THAT the Board of Directors of the Rideau Valley Conservation Authority appoints MNP LLP as the auditor for the Rideau Valley Conservation Authority and Rideau Valley Conservation Foundation for 2025.

**Resolution Carried**

**e.) Appointment to Legal Counsel**

Ms. Casgrain-Robertson reviewed the appointment of legal counsel. There were no questions.

**Resolution 17-250227**

**Moved by:**

Joe Aragona

**Seconded by:**

Wilson Lo

THAT the Board of Directors of the Rideau Valley Conservation Authority appoints the firm of Bell Baker LLP as legal counsel for the RVCA for the year 2024;

THAT the firm of Bird Richard be retained for employment issues;

THAT the firm of Wilson Law Partners LLP be retained for land transfers;

AND THAT other legal counsel be retained as required.

**Resolution Carried**

**f.) Appointment of Signing Authorities**

Ms. Casgrain-Robertson reviewed the appointment of signing authorities. There were no questions.

**Resolution 18-250227**

**Moved by:**

Adrian Wynands

**Seconded by:** Jeff Banks

THAT the Board of Directors of the Rideau Valley Conservation Authority appoints the following positions as RVCA's signing officers for 2025:

- General Manager / Secretary-Treasurer
- Manager of Finance
- Director of Communications and Outreach
- Chair of the Board of Directors
- Vice-Chair of the Board of Directors

**Resolution Carried**

## **19.0 Meetings**

- a) Flood Forecasting and Warning Info Day: City of Ottawa – Feb 26, 2025
- Ms. Casgrain-Robertson indicated that there had been great attendance at both flood forecasting information days on February 26 for the City of Ottawa and February 24 for the middle and upper watershed

Upcoming

- b) Grenville Federation of Agriculture AGM – February 28, 2025

- c) Executive Committee Hearing Training – March 20, 2025

- d) Board of Directors Meeting – March 27, 2025

- Preceded by Staff Information Session and Office Tour (4:00 pm)

## **20.0 Member Inquiries**

None.

## **21.0 New Business**

Chair Waterfield emphasized the value of enhanced interaction between the Board and staff and encouraged as many members as possible to attend the March information session in person. Chair Waterfield also shared plans to visit all of RVCA's conservation areas during this tenure as Chair with updates to be posted on LinkedIn and Facebook. He invited members to connect with him via social media.

## **22.0 Adjournment**

The Chair adjourned the meeting at 7: 44 p.m. on a resolution by David Brown which was seconded by Wilson Lo.

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**Gary Waterfield**  
**Chair**

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**Marissa Grondin**  
**Recording Secretary**

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**Sommer Casgrain-Robertson**  
**General Manager/Secretary-Treasurer**



## BOARD OF DIRECTORS MEETING

Meeting No. 02/25  
Thursday, February 20<sup>th</sup>, 2025 – 9:00 a.m.

Watershed Room, SNC

### Directors Present:

Steve Densham, Stormont Dundas Glengarry, Chair  
Catherine Kitts, City of Ottawa  
Genevieve Lajoie, Prescott Russell (*electronic participation*)  
Mathew Luloff, City of Ottawa (*electronic participation*)  
Linda Payant, City of Ottawa  
Bill Smirle, Stormont Dundas Glengarry  
François St. Amour, Prescott Russell  
Mike Tarnowski, Prescott Russell  
Deb Wilson, Leeds Grenville (*electronic participation*)  
Adrian Wynands, Leeds Grenville, Vice Chair

### Regrets:

George Darouze, City of Ottawa, Past Chair  
Tom Smyth, Stormont Dundas Glengarry

### Staff Present:

Carl Bickerdike, Chief Administrative Officer  
Ronda Boutz, Secretary-Treasurer  
Jennifer Boyer, Managing Director, Approvals  
Michelle Cavanaugh, Team Lead, Special Project  
Phillip Dagenais, Water Resources Specialist, Monitoring  
Deborah Edwards, Accounting Assistant  
James Holland, Senior Planner  
Sandra Mancini, Managing Director, Natural Hazards and Infrastructure  
John Mesman, Managing Director, Property, Conservation Lands and Community Outreach  
Eric McGill, Corporate Counsel  
Kenneth Omenogor, Geotechnical Engineer  
Gregory Payne, Permitting Officer  
Pat Piitz, Team Lead, Property  
Marieh Rajaie, Water Resource Specialist - Engineering  
Monique Sauve, Chief Building Official



**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 meeting of February 20<sup>th</sup>, 2025 to order at 9:00 a.m.

**APPROVAL OF SNC BOARD OF DIRECTORS MEETING AGENDA AND SUPPLEMENTAL AGENDA**

RESOLUTION NO. BD-020/25

Moved by: Bill Smirle

Seconded by: Mike Tarnowski

RESOLVED THAT:

The Members approve the January 16<sup>th</sup>, 2025 main and supplemental agendas as submitted.

CARRIED

**DECLARATION OF CONFLICT OF INTEREST**

Chair Steve Densham declared a conflict of interest in regard to Agenda Item 12b).

**SNC PROJECT UPDATE – POWERPOINT PRESENTATION**

Staff presented project and program updates.

**REQUEST FOR APPROVAL:**

**A. BOARD OF DIRECTORS MEETING MINUTES OF JANUARY 16<sup>TH</sup>, 2025**

RESOLUTION NO. BD-021/25

Moved by: Adrian Wynands

Seconded by: Catherine Kitts

RESOLVED THAT:

The Members approve the Board of Directors Meeting Minutes of January 16<sup>th</sup>, 2025 as submitted.

CARRIED

**B. BOARD OF DIRECTORS SECTION 30.4 HEARING: STOP ORDER SO2024-01 MINUTES OF JANUARY 16<sup>TH</sup>, 2025**

RESOLUTION NO. BD-022/25

Moved by: François St. Amour

Seconded by: Linda Payant



RESOLVED THAT:

The Members approve the Board of Directors  
Section 30.4 Hearing: Stop Order SO2024-01  
Minutes of January 16<sup>th</sup>, 2025.

CARRIED

**C. SNC COMMITTEES MEETING HIGHLIGHTS AND MINUTES OF**

i. Grants Sub-Committee meeting minutes of February 10<sup>th</sup>, 2025

RESOLUTION NO. BD-023/25

Moved by: Mike Tarnowski  
Seconded by: Geneviève Lajoie

RESOLVED THAT:

The Board of Directors approve the actions and  
recommendations of the following Committee  
meetings:  
i. Grants Sub-Committee meeting minutes of  
February 10<sup>th</sup>, 2025 as submitted.

CARRIED

**NEW BUSINESS**

**REQUEST FOR APPROVAL: ADMINISTRATIVE BY-LAWS AMENDMENTS**

RESOLUTION NO. BD-024/25

Moved by: Deb Wilson  
Seconded by: Mathew Luloff

RESOLVED THAT:

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

CARRIED

**REQUEST FOR APPROVAL: PERSONNEL POLICY AMENDMENTS**

RESOLUTION NO. BD-025/25

Moved by: Linda Payant  
Seconded by: Mike Tarnowski

RESOLVED THAT:

The Board of Directors approve amendments to  
South Nation Conservation's Personnel Policy.

CARRIED

**FOR DISCUSSION: EXECUTIVE COMMITTEE STRUCTURE**

There was no recommendation for this report, it was for discussion purposes only.



**REQUEST FOR APPROVAL: 2025 SNC FLOOD CONTINGENCY PLAN**

RESOLUTION NO. BD-026/25

Moved by: Catherine Kitts  
Seconded by: Mike Tarnowski

RESOLVED THAT:

The Board of Directors approve the 2025 South Nation Conservation Flood Contingency Plan.

CARRIED

The Board of Directors meeting recessed at 10:00 a.m.  
The Board of Directors meeting reconvened at 10:07 a.m.

**REQUEST FOR APPROVAL: BEAR BROOK FLOOD RISK PROFESSIONAL SERVICES CONTRACT**

RESOLUTION NO. BD-027/25

Moved by: Adrian Wynands  
Seconded by: Mike Tarnowski

RESOLVED THAT:

The Board of Directors approve retaining consultant A to support the assessment of increased flood risk in Bear Brook Watershed at an approximate cost of \$39,902 plus HST.

CARRIED

**REQUEST FOR APPROVAL: STUMPAGE SALE CONTRACT**

RESOLUTION NO. BD-028/25

Moved by: Mike Tarnowski  
Seconded by: Bill Smirle

RESOLVED THAT:

The Board of Directors approve entering into a Stumpage Sale Contract with Contractor C, for sale of Red Pine from SNC Property 41 [Nation] and Property 64 [Nation], at the unit price of \$34.00/m<sup>3</sup>.

CARRIED

**REQUEST FOR APPROVAL: FUNDING SUBMISSION**

RESOLUTION NO. BD-029/25

Moved by: Mike Tarnowski  
Seconded by: Bill Smirle



RESOLVED THAT:

The Board of Directors approves the submission of a funding application to the Resilient Agricultural Landscape Program – Marginal Lands Initiative requesting \$2,500,000 over three years for the creation or enhancement of natural features on marginal agricultural lands.

CARRIED

**REQUEST FOR APPROVAL: MONIES RECEIVED AND DISBURSEMENT REGISTER FOR JANUARY 2025**

RESOLUTION NO. BD-030/25

Moved by: Mik Tarnowski  
Seconded by: Deb Wilson

RESOLVED THAT:

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

FURTHER THAT:

The Board approve the Disbursement Register of \$1,086,692.23 for January 2025.

CARRIED

**REQUEST FOR APPROVAL: GEOTECHNICAL PROFESSIONAL SERVICES CONTRACT**

RESOLUTION NO. BD-031/25

Moved by: Geneviève Lajoie  
Seconded by: Matt Luloff

RESOLVED THAT:

The Board of Directors approve retaining SRL Consulting to provide expert geotechnical professional review services to an upset limit of \$55,000.

CARRIED

**UPDATE: ANNUAL PERMIT TIMELINE COMPLIANCE REPORTING FOR SECTION 28.1 PERMITS**

RESOLUTION NO. BD-032/25

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



RESOLVED THAT:

The Board of Directors receive and file the Annual Permit Timeline Compliance Reporting for permits issued under Section 28.1 of the *Conservation Authorities Act*.

CARRIED

**UPDATE: PLANNING ACTIVITY**

RESOLUTION NO. BD-033/25

Moved by: François St. Amour  
Seconded by: Mike Tarnowski

RESOLVED THAT:

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

CARRIED

**UPDATE: TECHNICAL REVIEWS**

RESOLUTION NO. BD-034/25

Moved by: Linda Payant  
Seconded by: Adrian Wynands

RESOLVED THAT:

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

CARRIED

**UPDATE: SECTION 28.1 PERMITS ISSUED**

RESOLUTION NO. BD-035/25

Moved by: Linda Payant  
Seconded by: Catherine Kitts

RESOLVED THAT:

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

CARRIED

**UPDATE: ENFORCEMENT OF PARTS VI AND VII OF THE ACT**

RESOLUTION NO. BD-036/25

Moved by: Mike Tarnowski  
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 January 2025.

CARRIED

**UPDATE: ON-SITE SEWAGE PERMITS RECEIVED**

RESOLUTION NO. BD-037/25

Moved by: Adrian Wynands  
Seconded by: Catherine Kitts

RESOLVED THAT:

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

CARRIED

**UPDATE: SNC's 2025 PROVINCIAL ELECTION STRATEGY**

RESOLUTION NO. BD-038/25

Moved by: Bill Smirle  
Seconded by: Catherine Kitts

RESOLVED THAT:

The Board of Directors receive and file SNC's Provincial Election Strategy.

CARRIED

**UPDATE: 2025 CONFERENCES**

RESOLUTION NO. BD-039

Moved by: Mike Tarnowski  
Seconded by: Adrian Wynands

RESOLVED THAT:

The Board of Directors receive and file the 2025 Conferences report; and

FURTHER THAT:

The Board of Directors coordinate their conference attendance with the Secretary-Treasurer.

CARRIED



**RECOGNITION FOR YEARS OF SERVICE: BRENT HARBERS, 10 YEARS**

RESOLUTION NO. BD-040/25

Moved by: Mike Tarnowski

Seconded by: Catherine Kitts

RESOLVED THAT:

The Board of Directors congratulate Brent Harbers for his 10 years with South Nation Conservation.

CARRIED

**SUPPLEMENTAL AGENDA**

**REQUEST FOR APPROVAL: NATURE SMART CLIMATE SOLUTIONS FUND**

RESOLUTION NO. BD-041/25

Moved by: Linda Payant

Seconded by: François St. Amour

RESOLVED THAT:

The Board of Directors approve entering into an agreement with the federal government and other partners as required for Year 1 (2024-2025) funding for land acquisition, at a total of approximately \$1,026,300.

CARRIED

**REQUEST FOR APPROVAL: WOODLOT STORM RECOVERY EXPENDITURES**

RESOLUTION NO. BD-042/25

Moved by: Adrian Wynands

Seconded by: Mike Tarnowski

RESOLVED THAT:

The Board of Directors approve an increase in undertaking and disbursement of funds for the Woodlot Storm Recovery Program to an upset limit of \$575,000 for 2025; and

FURTHER THAT:

The Board of Directors delegate authority to the Chief Administrative Officer to approve eligible expenditures above \$25,000.

CARRIED

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

- March 20<sup>th</sup>, 2025 (Annual General Meeting)
- April 17<sup>th</sup>, 2025 (OGRA March 30 – April 2)
- May 15<sup>th</sup>, 2025
- June 19<sup>th</sup>, 2025



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

None.

**CLOSED SESSION**

RESOLUTION NO. BD-043/25

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

RESOLVED THAT:

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

- a. Request for Approval: Land Acquisition 2025-NDU-01
- b. For Discussion: Options for Negotiation – Leased Facility (verbal).

CARRIED

**The Board of Directors convened Closed Session at 11:10 a.m.  
Having declared a conflict of interest, Chair Densham left the Closed Session for item 12b); Vice-Chair Wynands assumed the role of Chair.**

**OPEN SESSION**

RESOLUTION NO. BD-044/25

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

RESOLVED THAT:

The Board of Directors move into Open Session.

CARRIED

**The Board of Directors reconvened Open Session at 11:38 a.m.; Chair Densham resumed his role.**

**REQUEST FOR APPROVAL: LAND ACQUISITION 2025-NDU-01**

RESOLUTION NO. BD-045/25

Moved by: Linda Payant  
Seconded by: Adrian Wynands

RESOLVED THAT:

The Board of Directors approve property acquisition 2025-NDU-01 [North Dundas] as discussed in the report.

CARRIED



**FOR DISCUSSION: OPTIONS FOR NEGOTIATION – LEASED FACILITY (Verbal)**

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

RESOLUTION NO. BD-046/25

Moved by: Bill Smirle

Seconded by: Catherine Kitts

RESOLVED THAT:

The Board of Directors receive and file the verbal report on Options for Negotiation – Leased Facility.

CARRIED

**ADJOURNMENT**

RESOLUTION NO. BD-047/25

Moved by: Mike Tarnowski

Seconded by: François St. Amour

RESOLVED THAT:

The Board of Directors Meeting of February 20<sup>th</sup>, 2025 be adjourned at 11:40 a.m.

CARRIED

Steve Densham,  
Chair.

/rb

Carl Bickerdike,  
Chief Administrative Officer.



## BOARD OF DIRECTORS ANNUAL GENERAL MEETING

Meeting No. 03/25

Thursday, March 20<sup>th</sup>, 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 20<sup>th</sup>, 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 20<sup>th</sup>, 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 20<sup>TH</sup>, 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 20<sup>th</sup>, 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
<b>Total</b>	<b>\$800,000</b>

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 <sup>1</sup>	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 <sup>2</sup>
b. Ottawa Tree Replacement Program	\$17,868	To be confirmed <sup>2</sup>
<b>Total</b>	<b>\$314,977</b>	<b>\$65,000</b>

<sup>1</sup> Funding approved in 2024 and carried forward to 2025 budget for project completion.

<sup>2</sup> 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 17<sup>th</sup>, 2025 (OGRA March 30<sup>th</sup> – April 2<sup>nd</sup>)
- May 15<sup>th</sup>, 2025
- June 19<sup>th</sup>, 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 20<sup>th</sup>, 2025 be adjourned at 12:29 p.m.

CARRIED

Steve Densham,  
Chair.

Carl Bickerdike,  
Chief Administrative Officer.

/rb

# North Grenville Public Library

## Board Minutes

Thursday, February 13, 2025 at 6:30 pm  
at the Norenberg Branch, North Grenville Public Library

### Board Members Present:

S. Elliott (Chair)  
K. Badgley  
E. Bruce  
M. Carlson  
J. Chapman

E. Farrell (CEO/Secretary)  
E. Grove  
B. Johnston Mulkins  
D. Wilson

Regrets: D. Guerin-Garnett

1. The meeting was called to order by S. Elliott at 6:31pm.
2. The Land Acknowledgement was read by E. Bruce.
3. The Agenda was approved as amended. Motion by M. Carlson, seconded by E. Bruce.  
CARRIED
4. There were no Declarations of Conflict of Interest.
5. The Consent Agenda  
Moved by E. Grove, seconded by D. Wilson... That the North Grenville Public Library Board accept the consent agenda as presented.  
CARRIED

### For Information

6. Board Development: Strategic Planning  
E. Farrell presented on the Library's upcoming Strategic Planning process.
7. 2025 Library Budget Update  
E. Farrell provided a quick update on the Library's 2025 budget.

### For Discussion

8. Policy Review
  - a. OP-02 Procurement/Purchasing  
Moved by E. Bruce, seconded by M. Carlson... That the North Grenville Public Library Board approves the OP-02 Procurement/Purchasing as tabled.

CARRIED

- b. OP-03 The Library and Political Elections  
Moved by E. Bruce, seconded by M. Carlson... That the North Grenville Public Library Board approves OP-03 The Library and Political Elections as amended.

CARRIED

#### For Information

#### 9. Information/ updates

- a. Provincial updates - K. Badgley reported that the OLA Super Conference, Library Board Boot Camp was a success
- b. Friends of the Library - E. Farrell provided an update on upcoming events for the Friends
- c. Municipal activities - D. Wilson provided an update on events happening at the Municipality

#### 10. Other items from the floor

- a. M. Carlson asked about the Pop-up Library at the Boathouse Cafe in Burritts Rapids.

#### 11. Time/date next meeting

- a. March 13, 2025

#### 12. The meeting was adjourned by S. Elliott at 7:23pm.

Signature of Board Chair: *Stephen Elliott*  
Stephen Elliott (Mar 15, 2025 11:18 EDT)  
(after Board approval)







# Board-Minutes\_2025-02-13

Final Audit Report

2025-03-15

Created:	2025-03-14
By:	Emily Farrell (ceo@ngpl.ca)
Status:	Signed
Transaction ID:	CBJCHBCAABAAH72TznYjSsZ4c0jEwR_XgR0vklrPJbdG

## "Board-Minutes\_2025-02-13" History

-  Document created by Emily Farrell (ceo@ngpl.ca)  
2025-03-14 - 8:18:15 PM GMT
-  Document emailed to jemst@sympatico.ca for signature  
2025-03-14 - 8:18:18 PM GMT
-  Email viewed by jemst@sympatico.ca  
2025-03-15 - 3:18:17 PM GMT
-  Signer jemst@sympatico.ca entered name at signing as Stephen Elliott  
2025-03-15 - 3:18:52 PM GMT
-  Document e-signed by Stephen Elliott (jemst@sympatico.ca)  
Signature Date: 2025-03-15 - 3:18:54 PM GMT - Time Source: server
-  Agreement completed.  
2025-03-15 - 3:18:54 PM GMT

**CORPORATION OF THE MUNICIPALITY OF NORTH GRENVILLE**

**BY-LAW NO. 40-25**

*A By-Law to Confirm the Proceedings of Council  
At its Regular Meeting held on April 29, 2025*

**WHEREAS** the *Municipal Act 2001* states that a municipal power including a municipality's capacity, rights, powers and privileges shall be exercised by by-law unless the municipality is specifically authorized to do otherwise;

**AND WHEREAS** it is deemed expedient that the proceedings of the Council of the Corporation of the Municipality of North Grenville at this meeting be confirmed and adopted by by-law;

**NOW THEREFORE** the Corporation of the Municipality of North Grenville hereby enacts as follows that:

1. The action of the Council of the Corporation of the Municipality of North Grenville at its regular meeting held on April 29, 2025, in respect of each recommendation contained in the report of the Committees and each motion and resolution passed and other action taken by Council of the Corporation of the Municipality of North Grenville at its meeting be hereby adopted and confirmed as if all such proceedings were expressly embodied in the by-law.
2. The Mayor and the proper Officers of the Municipality are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain approvals where required, and except where otherwise provided, the Mayor and Clerk are hereby directed to execute all documents necessary in that behalf, and the said Clerk is hereby authorized and directed to affix the corporate seal of the municipality to all such documents.

PASSED AND ENACTED ON THIS  
29<sup>th</sup> DAY OF APRIL, 2025.

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NANCY PECKFORD  
Mayor

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MARY REMMIG  
Acting/Deputy Clerk