



SOUTH NATION  
**CONSERVATION**  
DE LA NATION SUD

---

38 rue Victoria Street, Finch, ON K0C 1K0 Tel: 613-984-2948 Fax: 613-984-2872 Toll Free: 1-877-984-2948 [www.nation.on.ca](http://www.nation.on.ca)

## **Board of Directors**

# **Meeting Agenda**

**Date:** November 16<sup>th</sup>, 2023

**Time:** Immediately following the Source Protection Authority meeting

**Location:** Watershed Room, SNC

**Address:** 38 Victoria Street, Finch, ON K0C 1K0



## Board of Directors

# Meeting Agenda

November 16<sup>th</sup>, 2023, immediately following the Source Protection Authority meeting

1. Traditional Land Acknowledgement: John
2. Chair's Remarks
3. Approval of SNC Board of Directors Agenda (Supplemental Agenda)
4. Declaration of Conflict of Interest
5. SNC Project Update – PowerPoint Presentation: Staff
6. Request for Approval:
  - a. Board of Directors Meeting Minutes of October 19<sup>th</sup>, 2023 4-14
7. New Business:
  - a. For Discussion: 2024 Draft Budget: Carl 15-17
  - b. Request for Approval: Erosion Control Project Management Agreement: Michelle 18-27
  - c. Request for Approval: Funding Submission: Michelle 28
  - d. Request For Approval: Monies Received and Disbursement Register for October 2023: Donna 29-34
  - e. Update: Planning Activity: James 35-36
  - f. Update: Permits Issued: Alison 37-38
  - g. Update: Enforcement of Ontario Regulation 170/06: Alison 39
  - h. Update: On-site Sewage Permits Received: Monique 40-41
8. Supplemental Agenda
  - a. Update: Estimated Statement of Operations for October 31<sup>st</sup>, 2023: Johanna
9. Correspondence (if any)
10. Dates of Upcoming Meetings, third Thursday, at 9:00 a.m. unless indicated otherwise:
  - December 14<sup>th</sup>, 2023 (note: second Thursday of the month)
  - January 18<sup>th</sup> (2024 Final Budget)
11. Future Motions of the Board and/or Discussion of SNC Issues
12. Closed
- a. Request for Approval: Land Acquisitions: Pat 42-44
13. Adjournment

Carl Bickerdike,  
Chief Administrative Officer.



## BOARD OF DIRECTORS MEETING

Meeting No. 10/23  
Thursday, October 19<sup>th</sup>, 2023

Watershed Room, SNC

### Present:

Pierre Leroux, Prescott and Russell, Chair  
Steve Densham, Stormont Dundas Glengarry, Vice Chair  
George Darouze, City of Ottawa, Past Chair  
Catherine Kitts, City of Ottawa (*electronic participation*)  
Matthew Luloff, City of Ottawa (*electronic participation*)  
Linda Payant, City of Ottawa (*electronic participation*)  
François St. Amour, Prescott Russell  
Tom Smyth, Stormont Dundas Glengarry  
Deb Wilson, Leeds Grenville  
Adrian Wynands, Leeds Grenville

### Regrets:

Genevieve Lajoie, Prescott Russell  
Bill Smirle, Stormont Dundas Glengarry

### Staff Present:

Carl Bickerdike, Chief Administrative Officer  
Johanna Barkley, Director of Finance  
Ronda Boutz, Secretary-Treasurer  
Cheyene Brunet, Forester (Associate)  
Michelle Cavanagh, Team Lead, Special Projects  
Debbie 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  
Alison McDonald, Managing Director, Approvals  
Eric McGill, Corporate Counsel  
Monique Sauve, Chief Building Official

### Guests:

Owen Murdoch, Councillor Darouze's Assistant, City of Ottawa (*electronic participation*)  
Murray Inch



**TRADITIONAL LAND ACKNOWLEDGEMENT**

John Mesman, Managing Director, Property, Conservation Lands, and Community Outreach, read an Indigenous land acknowledgement.

**CHAIRS REMARKS**

Pierre Leroux, Chair, called the SNC Board of Directors meeting of October 19<sup>th</sup>, 2023 to order at 9:00 a.m.

**APPROVAL OF SNC BOARD OF DIRECTORS MAIN AND SUPPLEMENTAL AGENDAS**

RESOLUTION NO. BD-171/23

Moved by: Adrian Wynands  
Seconded by: George Darouze

RESOLVED THAT:

The Board of Directors approve the October 19<sup>th</sup>, 2023 Board of Directors main and supplemental agendas as submitted.

CARRIED

**DECLARATION OF CONFLICT OF INTEREST**

There were no Declarations of Conflict of Interest.

**SNC PROJECT UPDATE – POWERPOINT PRESENTATION**

Staff presented project and program updates.

**Matt Luloff joined the meeting virtually at 9:06 a.m.**

**Catherine Kitts joined the meeting virtually at 9:29 a.m.**

**REQUEST FOR APPROVAL:**

**A. BOARD OF DIRECTORS MEETING MINUTES OF SEPTEMBER 21<sup>ST</sup>, 2023**

RESOLUTION NO. BD-172/23

Moved by: Deb Wilson  
Seconded by: François St. Amour

RESOLVED THAT:

The Members approve the Board of Directors Meeting minutes of September 21<sup>st</sup>, 2023 as submitted.

CARRIED



**B. SNC COMMITTEE MEETING HIGHLIGHTS AND MINUTES OF:**

- i. Joint Occupational Health and Safety Committee meeting minutes of September 20<sup>th</sup>, 2023

RESOLUTION NO. BD-173/23

Moved by: Adrian Wynands  
Seconded by: Steve Densham

RESOLVED THAT:

The Board of Directors approve the actions and recommendations of the following Committees meetings:

- i. Joint Occupational Health and Safety Committee meeting minutes of September 20<sup>th</sup>, 2023.

CARRIED

**NEW BUSINESS**

**UPDATE: LEVY 2024**

RESOLUTION NO. BD-174/23

Moved by: George Darouze  
Seconded by: Catherine Kitts

RESOLVED THAT:

The Board of Directors receive the proposed 2024 General levy, at approximately \$4,487,634 to review and comment; and

FURTHER THAT:

Staff be directed to circulate to member municipalities for their review and comment, prior to final approval of the Board in January 2024; and

FURTHER THAT:

The City of Ottawa be special levied \$200,000 for the Ottawa Rural Clean Water Program (ORCWP); and

FURTHER THAT:

The City of Ottawa be special levied \$200,000 for the Ottawa Tree Replacement Program (OTRP); and

FURTHER THAT:

The City of Ottawa be special levied \$72,150 for their share of the Eastern Ontario Water Resource Program (EOWRP); and

FURTHER THAT:

The City of Ottawa be special levied \$46,000 for the Ottawa Baseline Monitoring Program.

CARRIED



**RECOMMENDATIONS OF THE COMPENSATION REVIEW COMMITTEE: SALARY GRID**

RESOLUTION NO. BD-175/23

Moved by: Linda Payant  
Seconded by: Matt Luloff

RESOLVED THAT:

The Board of Directors approve the updated salary grid as per the recommendations of the Compensation Review Committee and Board Resolution BD-154/23, effective the first payroll of November 2023.

CARRIED

**RECOMMENDATIONS OF THE COMPENSATION REVIEW COMMITTEE: BOARD OF DIRECTORS RENUMERATION**

RESOLUTION NO. BD-176/23

Moved by: Linda Payant  
Seconded by: Steve Densham

RESOLVED THAT:

The Board of Directors approve the recommendations of the Compensation Review Committee as follows:

- Per Diem will remain at \$90.48
- Per Diem rate for attendance at public committees (Watershed Advisory Committee) will be 80% of the full rate for both Board and public members of the committee
- The SNC Chair will receive an annual honorarium of \$2,500, pro-rated and paid quarterly
- The SNC Vice-Chair will be provided with an annual honorarium of \$1,250, prorated and paid quarterly
- Honorariums will be effective January 1st, 2024 and will replace previously approved extra Per Diems for the Chair
- COLA will be applied annually to Per Diem and Honorariums at the same time and rate as the staff increase with an update to the Board at the July meeting
- Annual allowance for Board Member conference attendance will be set at \$1,500 per year for all conferences, accruable through a Member's term



- Expenses for attendance at Conservation Ontario Council Meetings will be extra.

CARRIED

**REQUEST FOR APPROVAL: FORESTS ONTARIO 50 MILLION TREE PROGRAM AGREEMENT**

RESOLUTION NO. BD-177/23

Moved by: Adrian Wynands  
Seconded by: Deb Wilson

RESOLVED THAT:

The Board of Directors approve entering into a six-year funding agreement with Forests Ontario for the 50 Million Tree Program for an approximate annual amount of \$85,000.

CARRIED

**REQUEST FOR APPROVAL: 2024 FEE SCHEDULES**

RESOLUTION NO. BD-178/23

Moved by: George Darouze  
Seconded by: Steve Densham

RESOLVED THAT:

The Board of Directors approve the 2024 Approvals Fee Schedules as presented; and

FURTHER THAT:

The Board of Directors approve the revised 2024 Tree Planting Fee Schedule as presented.

CARRIED

**REQUEST FOR APPROVAL: FUNDING SUBMISSIONS**

RESOLUTION NO. BD-179/23

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

RESOLVED THAT:

The Board of Directors approve the submission of the following funding applications:

1. **Habitat Conservation Stamp Initiative:** requesting \$90,000 for Locally Significant Wetland Mapping in SDG.
2. **Wetlands Conservation Partnership Program:** requesting \$45,000 for European Water Chestnut Monitoring and Control.



3. **Flood Hazard Identification Mapping**  
**Program:** requesting \$250,000 for the Quaile Creek Hazards Mapping.
4. **Flood Hazard Identification Mapping**  
**Program:** requesting \$100,000 for the South Castor River and Tributaries Floodplain Mapping – Phase 1.
5. **Flood Hazard Identification Mapping**  
**Program:** requesting \$200,000 for the Tributary of the Ottawa River Natural Hazards Delineation.
6. **Priority Climate Data, Services, and Assessments:** requesting \$300,000 for a Pilot Project – Watershed Impact Assessment.

CARRIED

**REQUEST FOR APPROVAL: MONIES RECEIVED AND DISBURSEMENT REGISTER FOR SEPTEMBER 2023**

RESOLUTION NO. BD-180/23

Moved by: George Darouze  
Seconded by: François St. Amour

RESOLVED THAT:

The Board of Directors receive and file the money received report for September 2023; and

FURHTER THAT:

The Board approve the Disbursement Register of \$1,261,870.41 for September 2023.

CARRIED

**The Board of Directors recessed for a break at 10:03 a.m.**

**The Board of Directors reconvened at 10:12 a.m.**

**UPDATE: CASSELMAN TO LEMIEUX POTENTIAL RETROGRESSIVE LANDSLIDE AREA**

RESOLUTUION NO. BD-181/23

Moved by: François St. Amour  
Seconded by: Steve Densham





RESOLVED THAT:

The Board of Directors receive and file the  
Summary of Actions 2011-2023: Casselman to  
Lemieux Potential Retrogressive Landslide Area.

CARRIED

**REQUEST FOR APPROVAL: SECTION 28 HEARING GUIDELINES UPDATE**

RESOLUTUION NO. BD-182/23

Moved by: Adrian Wynands  
Seconded by: George Darouze

RESOLVED THAT:

The Board of Directors approve updates to the  
Hearing Guidelines for Section 28 of the  
Conservation Authorities Act and Ontario  
Regulation 170/06.

CARRIED

**UPDATE: PLANNING ACTIVITY**

RESOLUTUION NO. BD-183/23

Moved by: Deb Wilson  
Seconded by: Tom Smyth

RESOLVED THAT:

The Board of Directors receive and file the  
Planning Activity update for September 2023.

CARRIED

**UPDATE: PERMITS ISSUED**

RESOLUTION NO. BD-184/23

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

RESOLVED THAT:

The Board of Directors receive and file the update  
on permits issued under Ontario Regulation  
170/06 for September 2023.

CARRIED



**UPDATE: ENFORCEMENT OF ONTARIO REGULATION 170/06**

RESOLUTION NO. BD-185/23

Moved by: Steve Densham  
Seconded by: Linda Payant

RESOLVED THAT:

The Board of Directors receive and file the update on reported regulations concerns for the month of September 2023.

CARRIED

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

RESOLUTION NO. BD-186/23

Moved by: Deb Wilson  
Seconded by: George Darouze

RESOLVED THAT:

The Board of Directors receive and file the On-Site Sewage Permits Received update for September 2023.

CARRIED

**SUPPLEMENTAL AGENDA**

**RECOMMENDATIONS OF THE COMPENSATION REVIEW COMMITTEE: EMPLOYEE BENEFITS**

RESOLUTION NO. BD-187/23

Moved by: Adrian Wynands  
Seconded by: Steve Densham

RESOLVED THAT:

The Board of Directors the updated Personnel Policy (attached), as per the recommendations of the Compensation Review Committee and Board Resolution BD-154/23; and

FURTHER THAT:

The Board of Directors approve increasing employee dental coverage, subject to approval from South Nation Conservation's group benefits provider.

CARRIED



**UPDATE: ESTIMATED STATEMENT OF OPERATIONS FOR SEPTEMBER 30<sup>TH</sup>, 2023**

RESOLUTION NO. BD-188/23

Moved by: George Darouze

Seconded by: Linda Payant

RESOLVED THAT:

The Board of Directors receive and file the Estimated Statement of Operations for the year ending December 31<sup>st</sup>, 2023, as of September 30<sup>th</sup>, 2023 update.

CARRIED

**REQUEST FOR APPROVAL: BEAR BROOK WATERSHED FLUVIAL GEOMORPHOLOGY CONTRACTED SERVICES**

RESOLUTION NO. BD-189/23

Moved by: George Darouze

Seconded by: Tom Smyth

RESOLVED THAT:

The Board of Directors approve awarding the fluvial geomorphology assessment contract for the Bear Brook Watershed Study to Company A at an upset limit of \$44,115 plus HST.

CARRIED

**REQUEST FOR APPROVAL: SOUTH BRANCH OF THE SOUTH NATION RIVER FLOODPLAIN MAPPING TECHNICAL REVIEW**

RESOLUTION NO. BD-190/23

Moved by: François St. Amour

Seconded by: Adrian Wynands

RESOLVED THAT:

The Board of Directors approve the purchase of professional services from Stantec Consulting Ltd., to complete the technical review of the South Branch of the South Nation River Floodplain Mapping, at an approximate cost of \$25,262 plus HST.

CARRIED

**CLOSED SESSION**

RESOLUTION NO. BD-191/23

Moved by: George Darouze

Seconded by: François St. Amour



RESOLVED THAT:

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

- Update: Legal Matter (verbal)

CARRIED

**The Board of Directors convened closed session at 10:50 a.m.**

**OPEN SESSION**

RESOLUTION NO. BD-192/23

Moved by: George Darouze  
Seconded by: François St. Amour

RESOLVED THAT:

The Board of Directors move into open session.

CARRIED

**The Board of Directors reconvened open session at 10:59 a.m.**

**UPDATE: LEGAL MATTER (VERBAL)**

RESOLUTION NO. BD-193/23

Moved by: George Darouze  
Seconded by: Steve Densham

RESOLVED THAT:

The Board of Directors receive and file the verbal update on the legal matter.

CARRIED

**CORRESPONDENCE**

None.

**DATES OF UPCOMING MEETINGS**

Third Thursday, at 9:00 a.m. unless indicated otherwise:

- November 16<sup>th</sup>, 2023 (2024 Draft Budget)
- December 14<sup>th</sup>, 2023 (note: second Thursday of the month)
- January 18<sup>th</sup> (2024 Final Budget)

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

None.



SOUTH NATION  
**CONSERVATION**  
DE LA NATION SUD

**ADJOURNMENT**

RESOLUTION NO. BD-194/23

Moved by: George Darouze

Seconded by: Bill Smirle

RESOLVED THAT:

The Board of Directors meeting of October 19<sup>th</sup>,  
2023 be adjourned at 11:01 a.m.

CARRIED

---

Pierre Leroux,  
Chair.

/rb

---

Carl Bickerdike,  
Chief Administrative Officer.



**To:** Board of Directors  
**From:** Carl Bickerdike, Chief Administrative Officer  
**Date:** November 8<sup>th</sup>, 2023  
**Subject:** For Discussion: 2024 Draft Budget

---

**RECOMMENDATION:**

The Board of Directors receive the Draft 2024 Budget; and

FURTHER THAT: The Draft 2024 Budget be circulated to member municipalities prior to final approval of the Board in January 2024; and

FURTHER THAT: Staff update the final 2024 Draft Budget to reflect a \$50,000 capital levy; and

FURTHER THAT: If future debates on the 2024 Budget lead to increased demands for funds, the equivalent amounts will be decreased elsewhere in the Budget [therefore not affecting the 2024 Levy amounts]; and

FURTHER THAT: If surplus funds are identified during future debates on the 2024 Budget, the surplus be directed to the SNC Reserves.

---

**Budget Overview:**

The attached Draft Budget is a policy document. All purchases are subject to South Nation Conservation's ("SNC") Purchasing Policy and Board approval at future meetings. New programs must be duly debated and approved by the Board.

This draft was prepared as per budget direction from the Board at their October 2023 meeting, and following municipal budget direction, with a levy increase of 2.5% plus growth (Res. No. BD-174/23). The 2024 Draft Budget will be circulated to municipalities following this meeting along with the proposed 2024 levies.

Overall, the Draft Budget is mainly status quo for 2024 with changes in programs and services to reflect new and ending external funding and partner agreements, as well as transition requirements to meet updates to the *Conservation Authorities Act*.

Operating costs have increased due to the employee compensation review, inflation, and supply chain challenges. Staff continue to find efficiencies and explore new opportunities to mitigate these impacts on the budget.



SNC typically sets its budget based on direction from the City of Ottawa. City of Ottawa financial staff have indicated they expect the direction to be 2.5% plus growth.

The 2024 Draft Budget has been prepared with a levy increase of 2.5%, plus growth.

### **Capital Levy Discussion:**

Many Conservation Authorities maintain a capital levy which is separate from general levy. With the completion of our Capital Asset Management Plan in 2024, SNC will be obliged to have a separate capital levy, in order to properly plan for the replacement of our assets.

Historically SNC has special levied for large capital projects, including for the purchase and renovation of the Finch Office in 2008 – 2010 at a cost of approximately \$1.6 million. This approach can cause large fluctuations in total levy and causes smaller capital projects to be funded from operating or reserve.

In 2024 several capital projects are being budgeted from reserve, including \$50,000 for engineering and design services associated with building a new maintenance facility and garage at the Finch Office.

Staff propose an additional \$50,000 capital levy for 2024 to cover the maintenance facility and garage expenses instead of drawing from reserves. This represents an additional 1.12% on the Total 2024 General Levy.

<b>Municipality</b>	<b>Total 2024 Capital Levy</b>	<b>Apportionment</b>
Ottawa	\$38,295	76.62%
Clarence-Rockland	\$2,280	4.56%
Russell	\$2,095	4.19%
The Nation	\$1,230	2.46%
North Dundas	\$1,220	2.44%
South Dundas	\$1,030	2.06%
Alfred and Plantagenet	\$785	1.57%
Edwardsburgh/Cardinal	\$685	1.37%
North Grenville	\$650	1.30%
North Stormont	\$545	1.09%
Augusta	\$470	0.94%
Casselman	\$410	0.82%



SOUTH NATION  
**CONSERVATION**  
DE LA NATION SUD

Municipality	Total 2024 Capital Levy	Apportionment
North Glengarry	\$185	0.37%
South Stormont	\$100	0.20%
Elizabethtown - Kitley	\$10	0.02%
Champlain	\$10	0.02%
<b>Total</b>	<b>\$50,000</b>	<b>100%</b>

The Draft 2024 Budget has been uploaded to the Board's Members webpage.

---

Carl Bickerdike,  
Chief Administrative Officer.





**To:** Board of Directors  
**From:** Michelle Cavanagh, Team Lead, Special Projects  
**Date:** November 6<sup>th</sup>, 2023  
**Subject:** Request for Approval: Erosion Control Project Management Agreement

---

**RECOMMENDATION:**

The Board of Directors approve entering into a service agreement with the Township of Russell to manage an erosion control project on East York Creek for approximately \$120,000, plus HST, over two years.

---

**DISCUSSION:**

The Township of Russell (the "Township") approached South Nation Conservation ("SNC") in 2022 to assist with addressing shoreline erosion on Township property along East York Creek in Embrun. SNC prepared a proposal for the Township addressing three eroded sites along the creek.

The Board approved entering into a service agreement with the Township (BD-128/22) to address the first erosion site. The project was completed on time and under budget.

The Township requested SNC's support to complete another site in 2023-2024. SNC staff will project manage the design and construction on a cost-recovery basis. The draft agreement is attached.

The design will be completed by December 31<sup>st</sup>, 2023, and construction completed by December 31<sup>st</sup>, 2024.

**FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:**

Compliance with Budget: This project is included in the 2023 and 2024 SNC Budgets, subject to approval. Staff time for the project is 100% cost-recovery.

SNC Policy Adherence: Subsection 21.1.1(1) of the *Conservation Authorities Act* enables SNC to provide municipal programs and services on behalf of a municipality within its area of jurisdiction under agreement.

Programs and Service Category: Category 2 – Municipal Service Agreement: Stewardship Services.

Michelle Cavanagh,  
Team Lead, Special Projects.

Attachment: Erosion Control Project Management Agreement [Draft]

---

# **SERVICE AGREEMENT**

## **East York Creek Erosion Control Project Management**

**This Agreement** made on the 1<sup>st</sup> day of **November** in the year **2023**,

### **BETWEEN**

#### **THE TOWNSHIP OF RUSSELL**

(a municipal corporation under the *Municipal Act, 2001*, S.O. 2001 c. 25)  
(hereinafter the "Municipality")

- and -

#### **SOUTH NATION RIVER CONSERVATION AUTHORITY**

(a conservation authority under the *Conservation Authorities Act*, R.S.O. 1990 c. C-27)  
(hereinafter "SNC")

**WHEREAS** the Township of Russell wishes to retain SNC to manage a shoreline erosion repair project on municipal property along East York Creek and has approved sufficient funds to carry out the work;

**AND WHEREAS** SNC has the staff and expertise to carry out the management of the erosion control project;

**NOW THEREFORE** the Parties agree as follows:

### **Entire Agreement**

1. This Agreement, together with:

Schedule "A" -	Project Description and Deliverables
Schedule "B" -	Budget
Schedule "C" -	South Nation Conservation Fee Schedule 2023 & 2024

constitutes the entire agreement between the parties with respect to the subject matter contained in the Agreement and supersedes all prior oral or written representations and agreements.

### **Interpretation and Definitions**

2.1 For the purposes of interpretation:

- a) words in the singular include the plural and vice-versa;
- b) words in one gender include all genders;

- c) the headings do not form part of the Agreement; they are for reference only and shall not affect the interpretation of the Agreement;
- d) any reference to dollars or currency shall be in Canadian dollars and exclude Harmonized Sales Tax; and
- e) “include”, “includes” and “including” denote that the subsequent list is not exhaustive.

2.2 In this Agreement:

“Parties” means the Municipality and SNC.

“Party” means either Municipality or SNC.

“Project” means the undertakings described in Schedule “A”.

**Representations, warranties, and covenants**

3. SNC represents, warrants, and covenants that:

- a) it is, and shall continue to be, a validly existing legal entity with full power to fulfill its obligations under the Agreement; and
- b) it shall have on staff – or retain for the duration of this Agreement – qualified professionals to undertake the requirements of the Agreement.

**Term of Agreement**

4. The term of the Agreement shall commence on November 1<sup>st</sup>, 2023 and expire on December 31<sup>st</sup>, 2024.

**Budget**

- 5.1 The Municipality is responsible for contributing all funds necessary for completing the Project in accordance with the Budget attached as Schedule “B”.
- 5.2 The Municipality may request SNC undertake additional work in relation to the Project. SNC shall invoice the Municipality for any additional work it agrees to undertake in accordance with the South Nation Conservation Fee Schedule 2023 and 2024 attached as Schedule “C”.
- 5.3 Should quotes for third party contracted services come in higher than amounts in Budget (Schedule B), SNC will not be liable for overages. SNC and the Municipality will discuss how to proceed, all changes in project scope will be agreed to in writing by both Parties.

## **Payment**

- 6.1 SNC shall annually invoice the Municipality for all work performed by December 31<sup>st</sup> of each year.
- 6.2 The Municipality shall pay the invoice within fourteen (14) days of receipt.

## **Data Ownership**

- 7.1 All information and data developed for the Project shall be jointly owned by the Municipality and SNC.

## **Insurance**

- 8.1 Each Party, at their own expense, shall maintain insurance requirements for the duration of the Agreement as noted below:
  - a) Commercial General Liability issued on an occurrence basis for an amount of not less than \$5,000,000 per occurrence / \$5,000,000 annual aggregate for any negligent acts or omissions relating to their obligations under this Agreement. Such insurance shall include, but is not limited to bodily injury and property damage including loss of use; personal injury; contractual liability; premises, property & operations; non-owned automobile; broad form property damage; broad form completed operations; owners & contractors protective; occurrence property damage; products; employees as Additional Insured(s); contingent employers liability; Employers Liability; tenants legal liability; cross liability and severability of interest clause. Such insurance shall add the [the Municipality / SNC] as Additional Insured subject to a waiver of subrogation. This insurance shall be non-contributing with and apply as primary and not as excess of any insurance available to the [the Municipality / SNC].
  - b) Automobile liability insurance with respect to owned or leased vehicles used directly or indirectly in the performance of the services covering liability for bodily injury, death, and damage to property with a limit of not less than \$5,000,000 inclusive for each and every loss.
  - c) Professional liability (errors and omissions) insurance coverage shall be obtained to a limit of not less than \$5,000,000. If such insurance is written on a claim made basis, the coverage shall contain a 24-month extended reporting period or be maintained for a period of two years subsequent to conclusion of services provided under this Agreement.
- 8.2 Each Party shall, upon request, provide the other party with a certificate of insurance evidencing the above noted coverage including a 30-day notice of cancellation.
- 8.3 Each Party shall be responsible for the physical damage to their equipment used in providing services as outlined in the Agreement. Any applicable Deductible to any insurance coverage shall be the sole responsibility of the Named Insured.

- 8.4 Each Party shall, upon request, provide evidence of WSIB or its equivalent in addition to General Insurance.

### **Indemnity**

9. Each Party hereto agrees to indemnify and save harmless the other (including the other's employees, agents, directors, councillors, officers, and executives) from any and all claims, demands, losses, charges, liabilities, actions, causes of action and any other proceedings of any nature made or brought against, suffered or imposed upon the Parties or their property in respect of any loss, damage, injury or death to any person or property directly or indirectly arising of, resulting from or sustained in relation to work arising out of or allegedly attributable to the negligence, acts, errors, and omissions performed in accordance with this Agreement. The obligations set out in this clause shall survive the expiration or termination of this Agreement.

### **Force majeure**

10. The Parties shall not be considered in default in performance of their obligations under the Agreement to the extent that the performance of such obligations is delayed, hindered, or prevented by force majeure. Force majeure shall be cause beyond the control of the Parties which they could not reasonably have foreseen and guarded against. Force majeure includes, but is not limited to, acts of God, strikes, lockouts, pandemics, fires, riots, incendiarism, interference by civil or military authorities, compliance with regulations or orders of any government, and acts of war (declared or undeclared) provided such cause could not have been reasonably foreseen and guarded against.

### **Termination**

11. Either Party may, at any time prior to the completion of the Project, terminate this Agreement by providing a minimum thirty (30) days written notice to the other Parties. Upon a termination notice being given, SNC shall be entitled to costs reasonably and properly incurred in performance of this Agreement within fourteen (14) days of termination.

### **Notice**

12. Any notice, information, or document required under this Agreement shall be deemed given if hand-delivered or sent via email or post. Any notice delivered, sent by email shall be deemed to have been received on the next working day after it is sent. Any notice that is mailed via post shall be deemed to have been received five (5) working days after being mailed.

Notice shall be addressed to the following:

To the Municipality:	The Township of Russell 717 Notre-Dame Street, Embrun ON K0A 1W1 Attention: Céline Guitard, Director of Parks & Recreation
To SNC:	South Nation River Conservation Authority 38 Victoria Street, Finch, ON K0C 1K0 Attention: Michelle Cavanagh, Team Lead, Special Projects

### **Severability of provisions**

13. The invalidity or unenforceability of any provision of the Agreement shall not affect the validity or enforceability of any other provision of the Agreement. Any invalid or unenforceable provision shall be deemed to be severed.

### **Counterparts**

14. The Agreement may be executed in any number of counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

### **Amendments**

15. The Agreement may only be amended by a written agreement duly executed by the Parties.

### **Assignment**

16. The Parties shall not assign any of its rights or obligations under the Agreement without prior written consent. Except as expressly provided in the Agreement, all rights and obligations contained in the Agreement shall extend to and be binding on the Parties' respective heirs, executors, administrators, successors, and permitted assigns.

### **Governing law**

17. This Agreement shall be governed by the laws of the Province of Ontario. The Municipality and SNC agree that the venue for any litigation shall be Ottawa, Ontario.

[signature page follows]

**SIGNED**

THE TOWNSHIP OF RUSSELL

\_\_\_\_\_  
Céline Guitard,  
Director of Parks & Recreation

\_\_\_\_\_  
Date

*I have authority by by-law to bind the Township of Russell.*

SOUTH NATION RIVER CONSERVATION AUTHORITY

\_\_\_\_\_  
Carl Bickerdike,  
Chief Administrative Officer

\_\_\_\_\_  
Date

*I have authority to bind the South Nation River Conservation Authority.*

## SCHEDULE "A"

### Project Description and Deliverables

#### Project Description

SNC shall project manage the design and the construction of erosion repair works at one site on Township of Russell property along East York Creek in Embrun.

This project site is located near the entrance to the property off Renoir Drive, approximately 30 metres downstream of the pedestrian bridge over the creek (Figure 1).



**Figure 1. Restoration Project Site – East York Creek in Embrun.**

The riparian area in this location is the beginning of a mature sugar maple/hemlock forest. The stream appears to be well connected to its floodplain in the mature forest area. The stream is incised with steep banks but a tiered-floodplain is present in most locations where high flows can overtop banks without posing a risk to private or public infrastructure. However, at this site the recreational trail is in danger of eroding away and shoreline stabilization is recommended.

A qualified consultant will be retained to prepare a design for stabilizing the slope at this site. A cost estimate will also be included as part of their scope of work. The proposed solution will likely involve stabilizing the bank of the creek by re-instating an appropriate slope and stabilizing the shoreline with rip-rap.



## SCHEDULE “B”

### Budget

The design is anticipated to be completed in 2023 with construction planned for 2024. The final budget for construction is dependent on the final design prepared for the site.

**Table 1. Draft Budget for the Shoreline Restoration Project**

Item	Cost – 2023 (excluding taxes)	Cost – 2024 (excluding taxes)
<b>Staff Time – Project Management:</b> RFQ and tender preparation, procurement, permits, construction management, final inspection and approval	\$2,000	\$8,000
<b>Contracted Services – Design:</b> engineered design to repair erosion and stabilize the slope, cost estimate for construction	\$40,000	\$0
<b>Contracted Services - Construction:</b> tree removal, re-grading slope, aggregate placement, tree/shrub planting, erosion and sediment controls	\$0	\$70,000
<b>Total (excluding taxes)</b>	<b>\$42,000</b>	<b>\$78,000</b>

## **SCHEDULE “C”**

### **South Nation Conservation Fee Schedule 2023 & 2024**

---

[Attached]



**To:** Board of Directors  
**From:** Michelle Cavanagh, Team Lead, Special Projects  
**Date:** November 9<sup>th</sup>, 2023  
**Subject:** Request for Approval: Funding Submission

---

**RECOMMENDATION:**

The Board of Directors approves the submission of a funding application to Ontario Power Generation's Regional Biodiversity Grant Program requesting \$50,000/year for 3 years, for habitat restoration projects on SNC lands.

---

**DISCUSSION:**

An external funding program has been identified by staff as a potential source of revenue to further South Nation Conservation (SNC) programs and services. The following grant application will be submitted:

**1. Ontario Power Generation Regional Biodiversity Program**

- **Project:** Habitat Restoration on SNC Lands
- **Request:** \$150,000 over 3 years
- **Program will fund:** Up to \$50,000 per year for 3 years; no matching funds required but encouraged.
- **Purpose:** To restore woodland habitat and increase biodiversity on SNC properties, such as Two Creeks Forest Conservation Area.
- **Deadline:** November 30<sup>th</sup>, 2023

**FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:**

Compliance with Budget: The Draft 2024 Budget includes external funding sources under Resource Management, Projects, Potential Funding Partnership, pages 28-29. If successful, the project will be included in the 2025 and 2026 SNC Budgets, subject to approval.

SNC Policy Adherence: All expenditures will adhere to SNC's Purchasing Policy, including seeking quotes and required authorizations according to purchasing limits. All work undertaken to complete the project will adhere to SNC's Health and Safety Policies and Procedures.

Programs & Services Category: Category 1 – Conservation Lands Management.

Michelle Cavanagh,  
Team Lead, Special Projects.



SOUTH NATION  
**CONSERVATION**  
DE LA NATION SUD

38 rue Victoria Street, Finch, ON K0C 1K0 Tel: 613-984-2948 Fax: 613-984-2872 Toll Free: 1-877-984-2948 [www.nation.on.ca](http://www.nation.on.ca)

**To:** Board of Directors  
**From:** Donna Ferguson, Accounting Technician  
**Date:** November 6<sup>th</sup>, 2023  
**Subject:** Request for Approval: Monies Received and Disbursement Register for October 2023

---

**RECOMMENDATION:**

The Board of Directors receive and file the money received report for October 2023; and

FURTHER THAT: The Board approve the Disbursement Register of \$894,279.34 for October 2023.

---

**DISCUSSION:**

The list of major money receipts by customers and customer groups are shown below:

Received From:	October
Federal Economic Development Agency for Southern Ontario	409,835.00
Ministry of Natural Resources & Forestry	128,190.00
Forests Ontario	89,934.50
Planning Revenue	51,110.21
Septic Revenue	43,567.42
Royal Bank of Canada	20,385.65
United Counties of Prescott & Russell	19,598.66
Township of Russell	15,360.90
Township of Augusta	13,577.00
Township of North Dundas	10,330.37
ECO Canada	5,000.00
Land Revenue	2,082.20
Other	730.95
Township of Edwardsburgh/Cardinal	500.00
TOTAL	810,202.86



SOUTH NATION  
**CONSERVATION**  
DE LA NATION SUD

**FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:**

SNC has approved Policies for cheques, internet banking and electronic funds transfer.

<u>October 2023</u>	<u>Total</u>
Accounts Payable Cheques	6,377.25
Internet Banking	490,168.23
Electronic Funds Transfer Payment	397,733.86
<b>TOTAL    \$</b>	<b>894,279.34</b>

Donna Ferguson,  
Accounting Technician  
Attachments: Disbursement Register – October 2023

## Disbursement Register - October 2023

<b>Number</b>	<b>Name</b>		<b>Amount</b>
20669	BEEH0507	N. BEEHLER ELECTIC LTD.	2,377.52
20670	COWE1094	COREY'S WELDING	180.80
20671	FILE2508	FINCH LEGION BRANCH 357	35.00
20672	INDE6480	INDEED CANADA CORP	419.75
20673	MOTI5525	MOREWOOD TIRE SERVICES	652.01
20674	PURO7040	PUROLATOR COURIER LTD.	81.46
20675	TEME5660	TECHNO METAL POST CASSELMAN/1658684 ONTARIO INC	226.36
20676	ATRE0377	VOID	0.00
20677	CANT1020	VOID	0.00
20678	CPSE9957	VOID	0.00
20679	EXTR0050	VOID	0.00
20679	ATRE0377	2022-EAB-021	278.50 Ash Tree Grant
20680	OPFA6550	VOID	0.00
20680	CANT1020	CANADIAN TIRE ROADSIDE ASSISTANCE	1,174.47
20681	CPSE9957	BECK'S CONSTRUCTION COMPANY LTD	180.00
20682	EXTR0050	407 ETR EXPRESS TOLL ROUTE	82.14
20683	OPFA6550	ONTARIO PROFESSIONAL FORESTERS ASSOCIATION	680.00
20684	CHUB4530	CHUBB LIFE INSURANCE COMPANY OF CANADA	9.24
20685	UCPR1264	2023-UCPRWAS-008	500.00 Replacement
20489	UCPR1264	2023-UCPRWAS-008	-500.00 Cancelled
			<hr/> 6,377.25

**Internet Banking**

10000146	HYDR3560	HYDRO ONE	185.57
10000149	BELL0510	BELL CANADA	55.91
10002370	UNIO9003	ENBRIDGE	1,376.29
10002563	HYDR3560	HYDRO ONE	34.81
10004601	BELL0510	BELL CANADA	1,031.69
10004602	BELL0510	BELL CANADA	235.23
10004662	MACE5505	MACEWEN PETROLEUM INC.	1,911.73
10004666	FIFE2505	FINCH FEED & SEED LTD. PURINA	338.90
10007708	HYDR3560	HYDRO ONE	1,674.60
10008311	TELU8575	TELUS	1,919.14
10008892	HYDR3560	HYDRO ONE	36.76
20231003	PAYW0139	PAYWORKS	151,413.69 Pay 20
20231005	BAMO0650	THE BANK OF MONTREAL	5,299.34 Pension
20231006	PAYW0139	PAYWORKS	5,308.36 Board Payroll #3
20231017	PAYW0139	PAYWORKS	145,411.76 Pay 21
20231018	VISA7601	VISA - LORIE HENDERSON	142.36
20231018	VISA7602	VISA - SYLVIE FRACASSI	128.00
20231018	VISA7605	VISA - RONDA BOUTZ	437.85
20231018	VISA7606	VISA - SANDRA MANCINI	355.96
20231018	VISA7607	VISA - MONIQUE SAUVE	155.88
20231018	VISA7601	VISA - LORIE HENDERSON	206.17
20231018	VISA7604	VISA - JACQUES LEVERT	323.58
20231018	VISA7605	VISA - RONDA BOUTZ	879.85
20231018	VISA7606	VISA - SANDRA MANCINI	4,461.41

00031

20231018	VISA7607	VISA - MONIQUE SAUVE	372.90
20231018	VISA7609	VISA - DEBORAH EDWARDS	1,463.35
20231018	VISA7613	VISA - CARL BICKERDIKE	4,950.31
20231018	VISA7614	VISA - JOHN MESMAN	782.22
20231018	VISA7615	VISA - ALISON MCDONALD	401.22
20231019	BAMO0650	THE BANK OF MONTREAL	5,014.44 Pension
20231031	BAMO0650	THE BANK OF MONTREAL	4,694.12 Pension
20231031	PAYW0139	PAYWORKS	147,058.60 Pay 22
20231031	ROBA7530	ROYAL BANK OF CANADA	2,106.23
			<hr/>
			490,168.23

#### EFT Banking

12167	AC501045	ALVIN CLUFF-CLYBURN	40.12
12168	AW309255	ADRIAN WYNANDS	489.60
12169	BS508100	BILL SMIRLE	0.00
12170	BS508100	BILL SMIRLE	493.77
12171	BV510500	BYRON VIENNEAU	97.92
12172	CK300810	CATHERINE KITTS	117.78
12173	DR507570	DAVID ROBERTSON	95.20
12174	DT308550	DOUG THOMPSON	244.80
12175	DW309200	DEBORA WILSON	64.33
12176	FS301100	FRED SCHUELER	88.40
12177	FS308320	FRANCOIS ST AMOUR	293.76
12178	GD301520	GEORGE DAROUZE	95.20
12179	GL304950	GENEVIEVE LAJOIE	35.36
12180	GM305150	GLENN MACKEY	103.36
12181	KM505350	KIRK MYELDE	88.40
12182	KS508210	KAREN SWITZER-HOWSE	81.60
12183	LP305780	LINDA PAYANT	440.64
12184	LS508160	LARRY SMITH	54.40
12185	ML305089	MATTHEW LULOFF	89.90
12186	ML504930	MARC LAFLECHE	31.28
12187	PL505200	PIERRE LEROUX	108.80
12188	RB508040	RUSSELL BENNETT	95.20
12189	SD301050	STEVEN DENSHAM	74.80
12190	TJ503700	TIM JACKSON	178.16
12191	TS308450	THOMAS SMYTH	99.00
12192	TV308900	TOM VANDUSEN	47.60
12193	YL505160	YVES LAVIOLETTE	106.90
12194	AP511501	ANDRE POMMAINVILLE, P.AG.	321.64
12195	BESE0590	BEGG-SEGUIN HARDWARE LIMITED	290.73
12196	BRSA0590	BRAZEAU SANITATION INC.	1,423.80
12197	BUSI0578	STAPLES COMMERCAIL/TREVIPAY	610.61
12198	CATR1280	J. CARTY'S TREE SERVICE LTD.	4,101.90
12199	CG403431	CAROLINE GOULET	167.31
12200	CHPR1040	CHARBONNEAU PROPERTY MAINTENANCE INC	406.80
12201	CL404032	VOID	0.00
12201	CL404032	VOID	0.00
12202	CORN1089	CORNWALL CITY PRESS	251.13

00032

12203	CYSO1420	CYAN SOLUTIONS LTD	568.96
12204	DS408020	DAVID SCHOLZ	458.60
12205	EAEN2005	EASTERN ENGINES INC	121.43
12206	EM405490	ERIC MCGILL	97.64
12207	GAUD3008	GAUDET MACHINING AND WELDING	68.14
12208	GLOU3090	GLENGARRY OUTHouses INC	802.30
12209	LANN5020	LANNIN'S GARAGE	1,816.87
12210	LATR5065	1000224147 ONT INC (LATREMOUILLE TOOL SALES RENT	1,553.29
12211	LLMC5040	LLOYD MCMILLAN EQUIPMENT LTD.	1,039.60
12212	PD401300	PHILLIP DAGENAIS	71.11
12213	ROSA2000	ROGER SALMON AND SONS	333.35
12214	SIBA8020	SIMPLY BAKED CATERING INC	809.08
12215	STIN8000	STORM INTERNET SERVICES	169.50
12216	SZ410505	SHAHIN ZANDMOGHADDAM	50.40
12217	TRCA8650	TRADUCTIONS CATMAC TRANSLATIONS	536.11
12218	WISP8055	WINCHESTER SPRINGS MOBILE WASH	395.50
12219	CL404032	CLAIRE LEMAY	922.01
12220	GOMO3040	GOLDIE MOHR LTD	180,460.75 Findlay Creek Boardwalk - Progress payment # 3
12221	CIOT0270	CITY OF OTTAWA	7,672.86 Lab Analysis For the Period of Jul 1-Sept 30, 2023
12222	DEPU1500	DENIS DUPONT	410.00
12223	HOSK3535	HOSKIN SCIENTIFIQUE LTEE.	750.32
12224	KM404020	KYLE MACRAE	401.11
12225	NAAS6510	NATURAL ASSETS INITIATIVE	565.00
12226	PIFA7025	PINENEEDLE FARMS	275.73
12227	ROPA7550	ROY PAUL	410.00
12228	SHST8430	SHIRLEY ST PIERRE	410.00
12229	STTO8780	STAR TOILET RENTALS/2107897 ONTARIO INC	457.65
12230	TRPE8490	TREVOR PEARCE	410.00
12231	FOTE2050	FOREST TECHNOLOGY SYSTEMS LTD	19,811.71 Stream Gauge at South Indian Creek
12232	JMCO4030	J & M CONTRACTING CORP	73,547.18 Highfalls Washroom 50%
12233	OMER6450	OMERS	44,854.86 Pension
12234	ANTA0998	ANDRE TAILLEFER LTD.	1,502.62
12235	BH403432	BRENT HARBERS	100.93
12236	BUSI0578	STAPLES COMMERCAIL/TREVIPAY	273.12
12237	CANS1015	CANSEL	146.90
12238	CAPR1070	CANOE PROCUREMENT GROUP OF CANADA	505.19
12239	CH403550	CARLEY HUTCHINSON	1,652.28
12240	CHLI1040	CHEZ LILI	1,219.84
12241	COAU1115	COOTER'S	2,950.78
12242	CORN1089	CORNWALL CITY PRESS	225.75
12243	CR407480	CHEYENE BRUNET	81.60
12244	CYSO1420	CYAN SOLUTIONS LTD	3,929.06
12245	FIMA2440	RAM KRISHNA INC (FINCH MARKET)	55.38
12246	GLOU3090	GLENGARRY OUTHouses INC	593.25
12247	HAGR3280	HARBERS GREENHOUSES AND FORESTRY	1,355.93
12248	HIVA3430	HILLS & VALLEY WATER SYSTEMS	598.84
12249	JB400502	JOHANNA BARKLEY	37.75
12250	JH403536	JAMES HOLLAND	1,389.96
12251	LAHO5250	LANNIN HOME BUILDING CENTRE	154.52



12252	LANN5020	LANNIN'S GARAGE	2,447.64	
12253	LAPL5015	LAPLANTE CHEVROLET BUICK GMC	219.50	
12254	LATR5065	1000224147 ONT INC (LATREMOUILLE TOOL SALES RENT	3,911.61	
12255	LENE7512	LEXISNEXIS CANADA INC.	131.20	
12256	MOOS5524	MOOSE CREEK PRECAST	996.66	
12257	MS408003	MICHELLE CAVANAGH	340.40	
12258	NOVA6200	NOVA NETWORKS	225.94	
12259	NS206050	TOWNSHIP OF NORTH STORMONT	283.83	
12260	ONFE6536	ONTARIO FEDERATION OF ANGLERS & HUNTERS	6,634.35	OFA Student
12261	OTFA4000	OTT FAMILY LOGGING	500.00	
12262	PLCA6980	PLENTY CANADA	355.20	
12263	POST7250	POSTMEDIA	84.00	
12264	SD208015	MUNICIPALITY OF SOUTH DUNDAS	3,479.04	
12265	SEEM8999	SEAWAY EMBROIDERY	192.10	
12266	TENA8506	TENAQUIP INDUSTRIAL EQUIPMENT	1,111.41	
12267	THRE7560	THE REVIEW	620.37	
12268	TRCA8650	TRADUCTIONS CATMAC TRANSLATIONS	472.13	
12269	VIDA8990	VINCENT DAGENAIS GIBSON LLP	6,978.02	Professional Services
12270	WISP8055	WINCHESTER SPRINGS MOBILE WASH	395.50	
			<hr/>	
			397,733.86	



**To:** Board of Directors  
**From:** James Holland, Senior Planner  
**Date:** November 16<sup>th</sup>, 2023  
**Subject:** Update: Planning Activity

---

**RECOMMENDATION:**

The Board of Directors receive and file the Planning Activity update for October 2023.

---

**DISCUSSION:**

South Nation Conservation ("SNC") staff provide comments on planning applications and technical reviews to support new development. Municipalities circulate applications to SNC; costs are recovered from applicants according to the Board approved fee schedule.

The list below includes planning applications received in the month of October 2023. Pre-consultations and property inquiries are not included in this list.

#	SNC Number	Landowner	Former Municipality	Application
304	SNC-2991-2022	Rodrigue Lafleur	Clarence	Consent
305	SNC-3538-2023	Rosemary Coleman & Sharon Maceachern	Augusta	Consent
306	SNC-3539-2023	Welshart Farm Inc.	Cumberland	Zoning By-Law Amendment
307	SNC-3540-2023	2465070 Ontario Limited	Russell	Site Plan Control
308	SNC-3541-2023	Wellings Of Winchester Inc	Winchester	Consent
309	SNC-3542-2023	Wellings Of Winchester Inc	Winchester	Consent
310	SNC-3543-2023	Carleton Corner Farms Ltd	Russell	Consent
311	SNC-3544-2023	Carleton Corner Farms Ltd	Russell	Consent
312	SNC-3545-2023	Yuemeng Chang	Russell	Consent
313	SNC-3547-2023	Elizabeth Jane Steacie	Augusta	Consent
314	SNC-3548-2023	David Ashton & Michelle Mainville	Roxborough	Consent
315	SNC-3549-2023	Ontario Power Generation Inc	Matilda	Consent
316	SNC-3550-2023	Christopher & Leslie Johnson	Williamsburg	Consent
317	SNC-3551-2023	Jonathan Carpenter	Matilda	Consent
318	SNC-3552-2023	Skyview Bess Limited Partnership	Edwardsburgh	Environmental Assessment
319	SNC-3555-2023	Domar Farms Ltd	Roxborough	Consent
320	SNC-3556-2023	Domar Farms Ltd	Roxborough	Consent
321	SNC-3557-2023	Estate of Stuart James Clark	Cornwall	Consent



#	SNC Number	Landowner	Former Municipality	Application
322	SNC-3558-2023	Township of Edwardsburgh Cardinal	Edwardsburgh	Official Plan Amendment
323	SNC-3559-2023	Township of Edwardsburgh Cardinal	Edwardsburgh	Zoning By-Law Amendment
324	SNC-3560-2023	Battlesfield Property Group Limited	Russell	Site Plan Control
325	SNC-3562-2023	Susan Monaghan	Kitley	Consent
326	SNC-3563-2023	Hughes Landriault	Alfred	Consent
327	SNC-3564-2023	Denis & Ginette Bourgon	S. Plantagenet	Consent
328	SNC-3565-2023	1000209223 Ontario Inc	Casselman	Section 59 Clearance

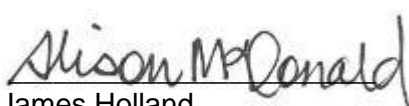
### Technical Reviews

SNC offers professional and technical review services related to natural hazards and on-site private sewage systems.

There were no technical reviews received in the month of October.

Staff will continue to track applications and associated timelines to ensure timely reviews.

Programs & Services Category: Category 1 – Mandatory: Provincially delegated review of natural hazards under the *Planning Act* and related memorandum of understanding.

For:   
James Holland,  
Senior Planner



**To:** Board of Directors  
**From:** Alison McDonald, Managing Director, Approvals  
**Date:** November 16<sup>th</sup>, 2023  
**Subject:** Update: Permits Issued

---

**RECOMMENDATION:**

The Board of Directors receive and file the update on permits issued under Ontario Regulation 170/06 for October 2023.

---

**DISCUSSION:**

South Nation Conservation ("SNC") staff issue permits under Ontario Regulation 170/06 Development, Interference with Wetlands and Alterations to Shorelines and Watercourses. in accordance with Board of Directors approved Regulation Policies.

The table below lists the permits issued in the month of October 2023.

#	Project No.	Landowner	Former Municipality	Project
153	2023-CUM-R103	City of Ottawa (ROW)	Cumberland	Directional Drill & Conduit
154	2023-CUM-R104	City of Ottawa (ROW)	Cumberland	Directional Drill & Conduit
155	2023-CUM-R105	City of Ottawa (ROW)	Cumberland	Bore & Conduit
156	2023-CUM-R106	City of Ottawa (ROW)	Cumberland	Bore & Conduit
157	2023-CUM-R107	City of Ottawa (ROW)	Cumberland	Bore & Conduit
158	2023-CUM-R108	City of Ottawa (ROW)	Cumberland	Bore & Conduit
159	2023-CUM-R109	City of Ottawa (ROW)	Cumberland	Bore & Conduit
160	2023-CUM-R110	City of Ottawa (ROW)	Cumberland	Bore & Conduit
161	2023-CUM-R111	City of Ottawa (ROW)	Cumberland	Bore & Conduit
162	2023-NAT-R112	Nation Municipality (ROW)	Cambridge	Bore & Conduit
163	2023-RUS-R113	Township of Russell (ROW)	Russell	Bore & Conduit
164	2023-NDU-R118	Linda & Andrew Guertin	Winchester	Retaining Wall, Steps, & Grading
165	2023-NDU-R153	Township of North Dundas	Winchester	Bridge Replacement
166	2023-SDU-R184	John Devries	Matilda	Municipal Drain Re-Alignment
167	2023-AUG-R185	Ben Hutton	Augusta	Dock Installation
168	2023-EDW-R186	Crown Land (ROW)	Edwardsburgh	Pipeline Maintenance
169	2023-EDW-R187	Ministry of Transportation (ROW)	Edwardsburgh	Pipeline Maintenance
170	2023-AUG-R188	Spruce Lawn RMD Corporation	Augusta	Sewage Installation
171	2023-AUG-R189	Graham & France Mitchell	Augusta	Dock Installation
172	2023-SDU-R191	Terry Veinotte	Williamsburg	Erosion Repair & Stair Installation



SOUTH NATION  
**CONSERVATION**  
DE LA NATION SUD

Programs & Services Category: Category 1 – Mandatory: Administration of Section 28 of the *Conservation Authorities Act* and Ontario Regulation 170/06.

A handwritten signature in dark ink that reads "Alison McDonald". The signature is written in a cursive, flowing style.

Alison McDonald,  
Managing Director, Approvals



**To:** Board of Directors  
**From:** Alison McDonald, Managing Director, Approvals  
**Date:** November 16<sup>th</sup>, 2023  
**Subject:** Update: Enforcement of Ontario Regulation 170/06

---

**RECOMMENDATION:**

The Board of Directors receive and file the update on reported regulation concerns for the month of October 2023.

---

**DISCUSSION:**

South Nation Conservation ("SNC") staff administer and enforce Section 28 of the *Conservation Authorities Act* and Ontario Regulation 170/06. SNC relies on members of the public and municipal partners to assist in identifying and reporting potential offences.

Staff evaluate reported concerns for priority response based on potential adverse impacts to people and property, and the risk of exacerbating natural hazards.

There were no reported concerns received in the month of October 2023.

The table below provides a summary of staff enforcement and compliance actions undertaken to date in 2023.

Summary of Staff Enforcement and Compliance Actions 2023	
Site visits	31
Files resolved	13
Concerns referred to correct agency	8
Provincial offences charges laid	0

Programs & Services Category: Category 1 – Mandatory: Administration and Enforcement of Section 28 of the *Conservation Authorities Act* and Ontario Regulation 170/06.

Alison McDonald,  
Managing Director, Approvals.



**To:** Board of Directors  
**From:** Monique Sauvé, Chief Building Official  
**Date:** November 16<sup>th</sup>, 2023  
**Subject:** Update: On-Site Sewage Permits Received

---

**RECOMMENDATION:**

The Board of Directors receive and file the on-site sewage permits received update for October 2023.

---

**DISCUSSION:**

South Nation Conservation ("SNC") staff issue permits under Part 8 of the Ontario Building Code on behalf of seventeen municipalities. The list below includes permits received in the month of October 2023. Septic system searches and renovation reviews are not included.

#	Permit Number	Landowner(s)	Description	Location
370	NA-23-27	Joel Lalonde	New Construction	Nation
371	SD-23-35	Robert & Carole Cayer	New Construction	South Dundas
372	EK-23-31	Tom Carr	System Replacement	Elizabethtown-Kitley
373	AU-23-32	Laurie Conway	Leaching Bed	Augusta
374	AU-23-33	1382845 Ontario Ltd. c/o Dave Irish	New Construction	Augusta
375	RU-23-30	1503893 Ontario Inc (Park View Homes)	New Construction	Russell
376	AU-23-34	Dyno Nobel Nitrogen Inc.	New Construction	Augusta
377	EC-23-28	Gilles & Daina Bessette	System Replacement	Edwardsburgh Cardinal
378	FY-23-10	Terry Huntley	Tank	Front of Yonge
379	CR-23-45	Robert & Denise Legault	System Replacement	Clarence Rockland
380	AU-23-35	Elias Antabi	New Construction	Augusta
381	AU-23-36	Heather Durant	System Replacement	Augusta
382	SS-23-32	Stephanie Filliol	System Replacement	South Stormont
383	NA-23-28	Pascal Mate	New Construction	Nation
384	EH-23-15	Jennifer Villeneuve Ludovic Lesard	New Construction	East Hawkesbury
385	ND-23-46	Jason Harvey	New Construction	North Dundas
386	ND-23-47	Dave Obaseki	Tank	North Dundas
387	NA-23-29	Duncan Marsh	System Replacement	Nation
388	AU-23-37	Dave & Heidi Wilcox	Tank	Augusta
389	EC-23-30	Daniel & Marissa Tessier	New Construction	Edwardsburgh Cardinal
390	AP-23-13	Karine & Edgard Kirss	New Construction	Alfred Plantagenet
391	AP-23-14	Marc-Antoine Caron	System Replacement	Alfred Plantagenet



#	Permit Number	Landowner(s)	Description	Location
392	SD-23-36	Edward & Cindy Purse	New Construction	South Dundas
393	EK-23-32	Paulo Bittencourt	Leaching Bed	Elizabethtown-Kitley
394	EH-23-16	Kevin Laroque	System Replacement	East Hawkesbury
395	AP-23-15	Roland Lajeunesse	System Replacement	Alfred Plantagenet
396	EK-23-33	Daniel & Amanda Simpson	System Replacement	Elizabethtown-Kitley
397	EH-23-17	Martin Levesque Catherine Kawesa	New Construction	East Hawkesbury
398	SS-23-33	Alain Gagnon & Genevieve Caron	System Replacement	South Dundas
399	ND-23-48	Ryan Reaney	New Construction	North Dundas
400	RU-23-31	Guildcrest Building Corporation	New Construction	Russell
401	NS-23-19	Michel et Natacha Rousseau	System Replacement	North Stormont
402	CR-23-47	Natasha Maheux Christopher Henderson	New Construction	Clarence Rockland
403	AP-23-16	Line & Daniel Vallée	New Construction	Alfred Plantagenet
404	NA-23-31	1550890 Ontario Inc	New Construction	Nation
405	ND-23-49	Rene Bilodeau & Marie-Eve Battah	System Replacement	North Dundas
406	EC-23-31	Roger Huttman	Alteration Only	Edwardsburgh Cardinal
407	RU-23-32	Donna Kariakakis	New Construction	Russell
408	EC-23-32	Greg Jamik & Joanne Rennie	New Construction	Edwardsburgh Cardinal
409	AU-23-38	Kim Wenborn	System Replacement	Augusta
410	NS-23-20	Sasa Milenkovic	Tank	North Stormont
411	AP-23-17	Jean-Yves Montpetit	System Replacement	Alfred Plantagenet
412	EK-23-34	Robert Dentz	New Construction	Elizabethtown-Kitley

Staff will continue to track permit applications and associated timelines to ensure timely service delivery.

Programs & Services Category: Category 2 – Municipal Service Agreements: Building Code Part 8 Program Delivery

Monique Sauvé,  
Chief Building Official.