



## **Board of Directors**

# **Meeting Agenda**

**Date:** April 18<sup>th</sup>, 2024

**Time:** Immediately following the South Nation Source Protection  
Authority Meeting

**Location:** **Watershed Room, SNC**

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



## Board of Directors

# Meeting Agenda

April 18<sup>th</sup>, 2024, immediately following the South Nation 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 Annual General Meeting Minutes of March 21<sup>st</sup>, 2024 4-17
  7. New Business:
    - a. Request for Approval: Appointment of Past Chair: Carl 18
    - b. Request for Approval: Disbursements for 2024 Partnership Programs: Ronda 19-22
    - c. Request for Approval: Vehicle Purchase and Disposal: John 23
    - d. Request for Approval: 2024 SNC Insurance Renewal: Johanna 24
    - e. Request for Approval: Monies Received and Disbursement Register for March 2024: Johanna 25-29
    - f. Request for Approval: Stormwater Management and Drainage Reviews Service Contract Extension: James 30
    - g. Update: Planning Activity: James 31-32
    - h. Update: Permits Issued: Alison 33-34
    - i. Update: Enforcement of Ontario Regulation 41/24: Alison 35
    - j. Update: On-site Sewage Permits Received: Monique 36-37
    - k. Recognition: Years of Service: Leadership 38-40
  8. Supplemental Agenda (if any)
  9. Correspondence (if any)
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10. Dates of Upcoming Meetings, third Thursday, at 9:00 a.m. unless indicated otherwise:

- May 16<sup>th</sup>, 2024
- June 20<sup>th</sup>, 2024
- For Discussion:
  - July 18<sup>th</sup>, 2024 vs. August 15<sup>th</sup>, 2024

11. Future Motions of the Board and/or Discussion of SNC Issues

12. Adjournment

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Carl Bickerdike,  
Chief Administrative Officer.

/rb

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**BOARD OF DIRECTORS ANNUAL GENERAL MEETING**

Meeting No. 03/24

Thursday, March 21<sup>st</sup>, 2024 – 9:00 a.m.

Watershed Room, SNC



**Directors Present:**

Steve Densham, Stormont Dundas Glengarry, Chair  
 George Darouze, City of Ottawa  
 Catherine Kitts, City of Ottawa  
 Genevieve Lajoie, Prescott Russell  
 Mathew Luloff, City of Ottawa  
 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:**

Pierre Leroux, Prescott Russell, Past Chair

**Staff Present:**

Carl Bickerdike, Chief Administrative Officer  
 Johanna Barkley, Director of Finance  
 Ronda Boutz, Secretary-Treasurer  
 Michelle Cavanagh, Team Lead, Special Projects  
 Brent Harbers, Watershed Biologist  
 James Holland, Senior Planner  
 Hannah Jackson, Accounting and Human Resources Specialist  
 Kyle Macrae, Conservation Lands Assistant  
 Alison McDonald, Managing Director, Approvals  
 Eric McGill, Corporate Counsel  
 John Mesman, Managing Director, Property, Conservation  
 Lands and Community Outreach  
 Pat Piitz, Team Lead Property

**Guests:**

Craig Calder, CAO/Clerk, Township of North Stormont  
 Amanda Kristalovich, Councillor's Assistant, City of Ottawa  
*(electronic participation)*  
 Ben Mann, Baker Tilly REO LLP  
 Jeannette Mongeon, Raisin-South Nation Source Protection  
 Committee  
 Owen Murdoch, Councillor's Assistant, City of Ottawa  
 Kristin Strackerjan, Chair, Rideau Valley Conservation Authority



**TRADITIONAL LAND ACKNOWLEDGEMENT**

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

**CHAIRS REMARKS**

Steve Densham, Vice Chair, called the SNC Board of Directors Annual General meeting of March 21<sup>st</sup>, 2024 to order at 9:54 a.m.

**APPROVAL OF SNC BOARD OF DIRECTORS ANNUAL GENERAL MEETING AGENDAS**

RESOLUTION NO. BD-038/24

Moved by: George Darouze  
Seconded by: Adrian Wynands

RESOLVED THAT:

The Members approve the March 21<sup>st</sup>, 2024 Board of Directors Annual General Meeting main and supplemental agendas with the following amendment:  
a. Supplemental Item #1a: Request for Approval: Land Acquisition be moved to main Agenda  
Item #12: Closed Session

CARRIED

**DECLARATION OF CONFLICT OF INTEREST**

There were no Declarations of Conflict of Interest.

**REQUEST FOR APPROVAL:**

**A. SECTION 28 HEARING MINUTES OF FEBRUARY 15<sup>TH</sup>, 2024**

RESOLUTION NO. BD-039/24

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

RESOLVED THAT:

The Members approve the Board of Directors Section 28 Hearing Meeting Minutes of February 15<sup>th</sup>, 2024 as submitted.

CARRIED



**B. BOARD OF DIRECTORS MEETING MINUTES OF FEBRUARY 15<sup>TH</sup>, 2024**

RESOLUTION NO. BD-040/24

Moved by: Adrain Wynands  
Seconded by: Genevieve Lajoie

RESOLVED THAT:

The Members approve the Board of Directors Meeting Minutes of February 15<sup>th</sup>, 2024 as submitted.

CARRIED

**CONSENT ITEMS**

- a. Request for Approval: Monies Received and Disbursement Register for February 2024
- b. Update: Permits Issued
- c. Update: Enforcement of Ontario Regulation 170/06
- d. Update: Planning Activity
- e. Update: On-site Sewage Permits Received

RESOLUTION NO. BD-041/24

Moved by: Tom Smyth  
Seconded by: Bill Smirle

RESOLVED THAT:

The Board of Directors receive and file the money received report for February 2024; and

FURTHER THAT:

The Board approve the Disbursement Register of \$700,082.50 for February 2024; and

FURHTER THAT:

The Board of Directors receive and file the following updates for February 2024:

- i. Permits issued under Ontario Regulation 170/06;
- ii. Enforcement of Ontario Regulation 170/06;
- iii. Planning activity; and
- iv. On-stie sewage permits received.

CARRIED



**NEW BUSINESS**

**REQUEST FOR APPROVAL: 2024 BOARD OF DIRECTORS ELECTIONS (AND PROCEDURES)**

RESOLUTION NO. BD-042/24

Moved by: Bill Smirle  
Seconded by: George Darouze

RESOLVED THAT:

The Board of Directors appoint Carl Bickerdike, Chief Administrative Officer as the Acting Chair; and

FURTHER THAT:

Section 16.3 of South Nation Conservation's 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: Bill Smirle

Steve Densham be nominated for the position of Chair, South Nation Conservation.

Steve Densham accepted the nomination for Chair, South Nation Conservation.

**Second call for nominations:** None

**Third call for nominations:** None

RESOLUTION NO. BD-043/23

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

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 Vice Chair, South Nation Conservation.

**Second Call for Nominations:** None

**Third Call for Nominations:** None

RESOLUTION NO. BD-044/23

Moved by: Genevieve Lajoie  
Seconded by: Linda Payant

RESOLVED THAT:

Nominations be closed for the position of Vice Chair.

CARRIED

RESOLUTION NO. BD-045/22

Moved by: Bill Smirle  
Seconded by: Deb Wilson

RESOLVED THAT:

For the year 2024, and until the Annual General Meeting of 2025:

- i. Steve Densham be elected as Chair of SNC,
- ii. Adrian Wynands be elected as Vice-Chair of SNC,
- iii. Pierre Leroux be appointed as Past Chair of SNC, and
- iv. The Chair, Vice-Chair, and Past Chair be appointed the Executive Committee of SNC.

CARRIED

**REQUEST FOR APPROVAL: CONSERVATION ONTARIO VOTING DELEGATES**

RESOLUTION NO. BD-046/24

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

RESOLVED THAT:

The Board of Directors appoint the Past Chair as the Conservation Ontario Council voting delegate; and





FURTHER THAT:

The Board of Directors appoint the Vice-Chair as first alternate and Chief Administrative Office as second alternate.

CARRIED

**REQUEST FOR APPROVAL: 2023 YEAR END, AUDITED FINANCIAL STATEMENTS AND AUDIT LETTERS**

RESOLUTION NO. BD-047/24

Moved by: François St. Amour  
Seconded by: Catherine Kitts

RESOLVED THAT:

The Board of Directors approve and file the 2023 Draft Financial Statements, Audit Reporting Letter, Letter of Representation and signatures by Management and Chair; and

FURTHER THAT:

The Board of Directors approve the 2023 reserve transfer to the Operating Reserve of \$300,485.

CARRIED

**REQUEST FOR APPROVAL: 2023 SNC ANNUAL REPORT**

RESOLUTION NO. BD-048/24

Moved by: Adrian Wynands  
Seconded by: Deb Wilson

RESOLVED THAT:

The Board of Directors approve the 2023 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



**REQUEST FOR APPROVAL: WATERSHED ADVISORY COMMITTEE MEMBERSHIP**

RESOLUTION NO. BD-049/24

Moved by: George Darouze  
Seconded by: Adrian Wynands

RESOLVED THAT:

The Board of Directors approve adding one additional seat for the Board of Directors; and

FURTHER THAT:

The Board of Directors appoint Genevieve Lajoie, Bill Smirle, and François St. Amour to the Watershed Advisory Committee.

CARRIED

RESOLUTION NO. BD-050/24

Moved by: Genevieve Lajoie  
Seconded by: George Darouze

RESOLVED THAT:

The Board of Directors approve the South Nation Conservation Watershed Advisory Committee Membership as presented, including adding one additional seat for First Nations/Métis; and

FURTHER THAT:

The Board of Directors appoint Bill Smirle as Committee Chair.

CARRIED

**Matt Luloff joined the meeting at 10:02 a.m.  
The Board of Directors recessed for a break at 10:04 a.m.  
The Board of Directors reconvened from a break at 10:29 a.m.**

**REQUEST FOR APPROVAL: ACCOUNTING SOFTWARE**

RESOLUTION NO. BD-051/24

Moved by: Bill Smirle  
Seconded by: George Darouze

RESOLVED THAT:

The Board of Directors approve entering into an agreement with Vendor B to complete the implementation of Microsoft Dynamics software at an approximate cost of \$116,745 plus HST.

CARRIED



**REQUEST FOR APPROVAL: DEPOSIT INTEREST AND BANK SERVICE FEES AGREEMENT**

RESOLUTION NO. BD-052/24

Moved by: Matt Luloff  
Seconded by: George Darouze

RESOLVED THAT:

The Board of Directors approves entering into agreements with Royal Bank of Canada for deposit interest and bank service fees.

CARRIED

**REQUEST FOR APPROVAL: FUNDING SUBMISSION**

RESOLUTION NO. BD-053/24

Moved by: Matt Luloff  
Seconded by: Adrian Wynands

RESOLVED THAT:

The Board of Directors approves the funding submission to the Invasive Species Action Fund requesting \$25,000 to complete invasive terrestrial plant monitoring and control work on South Nation Conservation properties.

CARRIED

**REQUEST FOR APPROVAL: FORESTRY STEWARDSHIP COUNCIL ECOLOGICAL GOODS AND SERVICES CERTIFICATION**

RESOLUTION NO. BD-054/24

Moved by: Catherine Kitts  
Seconded by: Genevieve Lajoie

RESOLVED THAT:

The Board of Directors approve applying for Forest Stewardship Council Ecological Goods and Services Certification for South Nation Conservation properties.

CARRIED



**UPDATE: 2023 CONSERVATION AREAS VISITOR REPORT**

RESOLUTION NO. BD-055/24

Moved by: George Darouze  
Seconded by: Deb Wilson

RESOLVED THAT:

The Board of Directors receive and file the 2023 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

**REQUEST FOR APPROVAL: FINDLAY CREEK BOARDWALK REVITALIZATION PROJECT**

RESOLUTION NO. BD-056/24

Moved by: Adrian Wynands  
Seconded by: Genevieve Lajoie

RESOLVED THAT:

The Board of Directors approve entering into agreement with the Federal Economic Development Agency of Southern Ontario to accept \$200,000 towards the Findlay Creek Boardwalk Revitalization Project, for work over 2024-2025; and

FURTHER THAT:

The Board of Directors approve reallocating the Ottawa Tree Replacement Program surplus of \$221,500 towards the Findlay Creek Boardwalk Revitalization Project; and

FURTHER THAT:

The Board of Directors approve hiring Jp2g Consultants Inc. to complete the designs and construction contract management for the project at a cost of approximately \$92,365 plus HST.

CARRIED



**REQUEST FOR APPROVAL: SEWAGE SYSTEM INSPECTOR APPOINTMENT**

RESOLUTION NO. BD-057/24

Moved by: George Darouze  
Seconded by: Bill Smirle

RESOLVED THAT:

The Board of Directors appoint Ricky Latulippe as Sewage System Inspector pursuant to section 6.2 of the *Building Code Act* to enforce the provisions of the *Building Code Act* and the building code related to sewage systems in municipalities where enforcement has been delegated to South Nation Conservation via agreement.

CARRIED

**REQUEST FOR APPROVAL: LOCALLY SIGNIFICANT WETLAND MAPPING PROJECT**

RESOLUTION NO. BD-058/24

Moved by: Genevieve Lajoie  
Seconded by: Linda Payant

RESOLVED THAT:

The Board of Directors approve entering into an agreement with Wildlife Habitat Canada to receive \$45,000 to map Locally Significant Wetlands in the United Counties of Stormont, Dundas and Glengarry; and

FURTHER THAT:

The Board of Directors approve entering into a memorandum of understanding with the United Counties of Stormont, Dundas and Glengarry and the Raisin Region Conservation Authority to undertake the project.

CARRIED

**UPDATE: ONTARIO REGULATION 41/24 AND THE PROCLAMATION OF AMENDMENTS TO THE CONSERVATION AUTHORITIES ACT**

RESOLUTION NO. BD-059/24

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

RESOLVED THAT:

The Board of Directors receive and file the update on Ontario Regulation 41/24: Prohibited



Activities, Exemptions and Permits and related proclamation of amendments to the *Conservation Authorities Act*.

CARRIED

**REQUEST FOR APPROVAL: TRANSITION POLICIES AND PROCEDURES FOR ONTARIO REGULATION 41/24**

RESOLUTION NO. BD-060/24

Moved by: Deb Wilson  
Seconded by: Linda Payant

RESOLVED THAT:

The Board of Directors approve the Transition Procedures and Interim Policy for the Administration and Implementation of Ontario Regulation 41/24: Prohibited Activities, Exemptions and Permits and related proclaimed amendments to the *Conservation Authorities Act*.

CARRIED

**REQUEST FOR APPROVAL: DELEGATION OF POWERS RELATING TO THE ISSUANCE AND CANCELLATION OF PERMITS**

RESOLUTION NO. BD-061/24

Moved by: Genevieve Lajoie  
Seconded by: George Darouze

RESOLVED THAT:

The Board of Directors delegate the issuance, extension, and cancellation of permits under Part VI of the *Conservation Authorities Act* and Ontario Regulation 41/24 to the Chief Administrative Officer; Managing Director Natural Hazards and Infrastructure; and Managing Director Approvals pursuant to section 28.4 of the *Conservation Authorities Act*, to be proclaimed April 1, 2024.

CARRIED



**REQUEST FOR APPROVAL: APPOINTMENT OF PROVINCIAL OFFENCES OFFICERS**

RESOLUTION NO. BD-062/24

Moved by: Bill Smirle  
 Seconded by: Genevieve Lajoie

RESOLVED THAT:

The Board of Directors appoint the following staff as provincial offenses officers in accordance with section 30.1 of the *Conservation Authorities Act*, to be proclaimed April 1, 2024, for the purpose of administering and enforcing Parts VI and VII of the Act, as amended, and Ontario Regulation 41/24; Prohibited Activities, Exemptions, and Permits:

- Sandra Mancini, Managing Director, Natural Hazards and Infrastructure;
- Monique Sauve, Chief Building Official Part 8 – Septic Systems;
- James Holland, Senior Planner;
- Eric McGill, Corporate Counsel;
- Laura Crites, Environmental Planner ; and
- Stephan Desouches, Environmental Permitting Officer.

CARRIED

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

- April 18<sup>th</sup>, 2024
- May 16<sup>th</sup>, 2024
- June 20<sup>th</sup>, 2024
- July – no scheduled meeting

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

None.

**CLOSED SESSION**

RESOLUTION NO. BD-063/24

Moved by: George Darouze  
 Seconded by: Bill Smirle



RESOLVED THAT:

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

- a. Request for Approval: Land Acquisition

CARRIED

**The Board of Directors convened closed session at 11:17 a.m.**

**OPEN SESSION**

RESOLUTION NO. BD-064/24

Moved by: Adrian Wynands  
Seconded by: George Darouze

RESOLVED THAT:

The Board of Directors move into open Session.

CARRIED

**The Board of Directors reconvened open session at 11:44 a.m.**

**REQUEST FOR APPROVAL: LAND ACQUISITION**

RESOLUTION NO. BD-065/24

Moved by: George Darouze  
Seconded by: Tom Smyth

RESOLVED THAT:

The Board of Directors approve the purchase of Property 1 (Edwardsburgh Cardinal) as discussed in the report.

CARRIED

**REQUEST FOR APPROVAL: LAND ACQUISITION**

RESOLUTION NO. BD-066/24

Moved by: Deb Wilson  
Seconded by: Tom Smyth

RESOLVED THAT:

The Board of Directors direct staff to obtain an appraisal on Property 2 (North Grenville) and bring back a report to a future meeting.

CARRIED





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**ADJOURNMENT**

RESOLUTION NO. BD-067/24

Moved by: George Darouze  
Seconded by: Bill Smirle


RESOLVED THAT:

The Board of Directors Annual General Meeting of  
March 21<sup>st</sup>, 2024 be adjourned at 11:50 a.m.

CARRIED

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Steve Densham,  
Chair.



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Carl Bickerdike,  
Chief Administrative Officer.

/rb



**To:** Board of Directors  
**From:** Carl Bickerdike, Chief Administrative Officer  
**Date:** April 11<sup>th</sup>, 2024  
**Subject:** Request for Approval: Appointment of Past Chair

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**RECOMMENDATION:**

The Board of Directors appoint Councillor George Darouze, City of Ottawa as South Nation Conservation Past Chair.

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**DISCUSSION:**

The South Nation Conservation (SNC) Board of Directors held its annual election of officers at the March 2024 Annual General Meeting. Pierre Leroux, United Counties of Prescott and Russell, was appointed Past Chair of the Board of Directors, replacing prior Past Chair George Darouze, City of Ottawa (BD-045/22).

Mr. Leroux has accepted a position with a municipality and is in the process of resigning his term as Mayor of the Township of Russell. The United Counties of Prescott and Russell will be appointing a replacement representative to the SNC Board in the near future.

The appointment of Past Chair ensures continuity of corporate knowledge in the event of a significant change in Board representation following a municipal election cycle.

It has been past practice to appoint the previous Past Chair in the event the current Past Chair is unable to serve out their term. Mr. Darouze was the immediate prior Past Chair from April 2022 to March 2024.

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

Compliance with Budget: No impact on the 2024 Budget.

SNC Policy Adherence: The appointment of Past Chair adheres to SNC's Administrative By-laws, section 19.

Programs and Services Category: General Operating – Governance.

Carl Bickerdike,  
Chief Administrative Officer.



**To:** Board of Directors  
**From:** Ronda Boutz, Secretary-Treasurer  
**Date:** April 11<sup>th</sup>, 2024  
**Subject:** Request for Approval: Disbursements for 2024 Partnership Programs

**RECOMMENDATION:**

The Board of Directors approves undertaking and disbursement of funds for the following Partnership Programs in 2024:

Program	2023 Encumbered Funds <sup>1</sup>	2024 Funds
1. Eastern Ontario Water Resources Program (EOWRP)		
a) United Counties of Prescott and Russell (UCPR) Floodplain Mapping Project	\$0	\$25,000
b) City of Ottawa: Advancing Early Warning Tools in the SNR Watershed	\$13,743	\$0
c) City of Ottawa: Modelling Water Systems on Farms in the Bear Brook Watershed	\$13,000	\$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 Tree Replacement Program	\$86,852	To be confirmed <sup>2</sup>
b) Ottawa Rural Clean Water Program	\$283,568	To be confirmed <sup>2</sup>
<b>Total</b>	<b>\$97,163</b>	<b>\$65,000</b>

<sup>1</sup> Funding approved in 2023 and carried forward to 2024 budget for project completion.

<sup>2</sup> 2024 special levies approval pending, report will be brought back to the Board following City Council approval.

**DISCUSSION/ADHERENCE TO BUDGET:**

South Nation Conservation (SNC) delivers many program and special projects on behalf of its member municipalities and partner organizations. SNC has provided program coordination and financial management for many of these programs for years.

This report provides a breakdown for each program/special project and its associated funds.

**1. Eastern Ontario Water Resources Program (EOWRP)**

SNC has delivered the EOWRP (formally Eastern Ontario Water Resources Committee) on behalf of its partners since 2003. Several EOWRP projects were approved in 2023 and will be completed in 2024; encumbered funding has been carried forward to the 2024 EOWRP budget.



EOWRP included in 2024 SNC budget under Resource Management: Partner Programs: Water on pages 20-21. Special projects have a separate budget sheet as per below.

**a) UCPR Floodplain Mapping Project**

The United Counties Prescott and Russell (UCPR) is providing \$25,000 in 2024 to support floodplain mapping projects within UCPR's jurisdiction. Project included in the 2024 SNC budget under Approvals: Projects: Natural Hazard Mapping on pages 58-59.

**b) City of Ottawa: Advancing Early Warning Tools in the SNR Watershed**

The City of Ottawa provided \$25,000 to the Advancing Early Warning Tools in the SNR Watershed; a total of \$11,257 was spent, the remainder (\$13,743) has been carried forward to complete the project in 2024. Project included in the 2024 SNC budget under Approvals: Projects: Bear Brook Watershed Study, pages 70-71.

**c) City of Ottawa: Modelling Water Systems on Farms in the Bear Brook Watershed**

The City of Ottawa provided \$15,000 to the Modelling Water Systems on Farms in the Bear Brook Watershed; a total of \$2,000 was spent, the remainder (\$13,000) has been carried forward to complete the project in 2024. Project included in the 2024 SNC budget under Approvals: Projects: Bear Brook Watershed Study, pages 70-71.

**2. UCPR Woodlot Advisory Service (WAS)**

The United Counties of Prescott and Russell (UCPR) is providing \$20,000 for the delivery of WAS in their Counties. The funding will focus on grants of up to \$500 for woodlot owners to have a forest management plan developed by a qualified consultant. SNC has delivered the Woodlot Advisory Service in UCPR for the past twelve years. Funding is included in 2024 SNC budget under Resource Management: Partner Programs: Forests on pages 18-19.

**3. SDG Woodlot Advisory Service (WAS)**

The United Counties of Stormont, Dundas and Glengarry (SDG) is providing \$20,000 for the delivery of WAS in their Counties in 2024. The funding will cover free site visits to woodlot owners by a forest technician, grants of up to \$500 for forest management plans, and communications and outreach for the service. SNC has delivered the Woodlot Advisory Service in SDG since 2018. Funding is included in 2024 SNC budget under Resource Management: Partner Programs: Forests on pages 18-19.



#### **4. City of Ottawa Special Levy Programs**

SNC delivers several programs on behalf of the City of Ottawa and in partnership with the Mississippi Valley (MVCA) and Rideau Valley (RVCA) Conservation Authorities. These programs are funded via a special levy from the City of Ottawa.

These Programs are included in the 2024 SNC Budget under Resource Management: Partner Programs: Forests on pages 18-19 (Ottawa Tree Replacement Program) and Resource Management: Partner Programs: Water (Ottawa Rural Clean Water Program) on pages 20-21. Please note, 2024 Budget amounts do not include 2023 carry over of encumbered grant funds to be paid in 2024.

A separate report for 2024 City of Ottawa Special Levy funding will be brought to the Board in May 2024 pending final approval by City Council.

##### **a) Ottawa Tree Replacement Program**

The Tree Replacement Program was developed and launched in 2018. The Program provides cost-share funding for landowners to remove trees affected by invasive species (e.g., Emerald Ash Borer) or damaged by extreme weather events (e.g., May 2022 derecho storm) and replace them with native trees. The Program is delivered City-wide by SNC on behalf of the City, MVCA, and RVCA.

Approved projects from 2023 have until June 30, 2024 to be completed, a total of \$86,852 has been carried over from 2023 for projects. This amount includes unencumbered grant dollars which will be allocated to new projects in 2024.

##### **b) Ottawa Rural Clean Water Program**

Approved projects from 2023 have approximately one year from date of approval to be completed, a total of \$283,568 has been carried over from 2023 projects. This amount includes unencumbered grant dollars which will be allocated to new projects in 2024.

SNC has delivered the Program, in partnership with RVCA and MVCA, since it started in 2000. As the Program lead, in addition to financial administration, SNC provides coordination for delivery, Program Committee meetings, and communications between the Program partners.



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**ADHERENCE TO SNC POLICY:**

SNC Policy Adherence: Expenditures adhere to the SNC Purchasing Policy. Any purchases in the amount of \$25,000 or greater will be brought to the Board for approval.

All field work associated with the above-mentioned programs and projects adheres to SNC's Health and Safety Policy and Procedures.

Programs and Services Category: Category 1: Mandatory - Natural Hazards and  
Category 2: Municipal Services Agreements

Ronda Boutz,  
Secretary-Treasurer.



**To:** Board of Directors  
**From:** John Mesman, Managing Director, Property, Conservation Lands, and  
Community Outreach  
**Date:** April 11, 2024  
**Subject:** Request for Approval: Vehicle Purchase and Disposal

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**RECOMMENDATION:**

The Board of Directors approve the purchase of a Crossover-type vehicle to an upset limit of approximately \$30,000 plus HST; and

FURTHER THAT: The Board of Directors approve disposal of a surplus vehicle.

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**DISCUSSION:**

South Nation Conservation (SNC) endeavours to provide a safe, economical, environmentally friendly, and practical fleet to meet the needs of all departments. Vehicles are maintained and serviced regularly to maximize life cycles. Acquisition date, mileage, depreciation, and maintenance records are used to develop a replacement schedule for the SNC vehicles.

Following the vehicle replacement schedule, staff recommend the purchase of a new vehicle and disposal of a vehicle at end-of-life cycle. Staff have obtained quotes from local dealers based on available in-stock vehicles and municipal/fleet pricing.

Crossover-type vehicles have proven adequate to meet the equipment and passenger needs of multiple SNC programs including the septic program.

In addition, staff recommend that the Board approve disposal of a 2015 Chevrolet Equinox. The vehicle is nine years old, and the odometer reading is over 255,545 kilometers.

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

Compliance with Budget:

Vehicle purchase is included in the 2024 SNC Budget: Vehicles and Equipment, pgs 40-41.

A vehicle transfer to the Septic Program is included in the 2024 SNC Budget: Approvals, Sewage System Reviews: \$20,000, pgs 52-53. Vehicle cost for the septic program are recovered through user fees.

SNC Policy Adherence:

Vehicle acquisition will follow SNC Purchasing Policy: Section C(iv) – purchase \$25,000 to \$100,000. Vehicle disposition will follow SNC Purchasing Policy: Section H – Disposition of Surplus Goods.

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John Mesman,  
Managing Director, Property, Conservation Lands, and Community Outreach

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**o:** Board of Directors  
**From:** Johanna Barkley, Director of Finance  
**Date:** April 4, 2024  
**Subject:** Request for Approval: 2024 SNC Insurance Renewal

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**RECOMMENDATION:**

The Board of Directors approve the renewal of the Authority's insurance with Marsh Canada at an upset limit of approximately \$173,624.20 including taxes.

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**DISCUSSION:**

South Nation Conservation (SNC) is part of Conservation Ontario's group insurance program with most other Conservation Authorities. The insurance provider is Marsh Canada Limited.

SNC's 2024-2025 insurance premium of \$161,499, plus Provincial Sales Tax, represents a 5.1% increase from the previous year. In 2023 the increase was 5.3%.

As our insurance broker, Marsh went to market to ensure the rates paid by the Conservation Authorities are competitive. SNC also performed its own due diligence on the premiums in 2019. At this time staff are confident that SNC's continued participation in the Conservation Ontario group insurance program offers the best value to the Authority.

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

Compliance with Budget: Insurance costs are included in the 2024 Budget in the amount of \$188,800 as follows:

- \$164,000 under Corporate Administration (Pages 78 - 79)
- \$4,000 under Governance (Pages 76 - 77)
- \$13,300 under Sewage System Review (Pages 52 - 53)
- \$7,500 under Vehicles and Equipment (Pages 40 - 41)

Budget includes approximately \$11,500 for additional pollution liability insurance which renews in September 2024.

SNC Policy Adherence: SNC Purchasing Policy is adhered to. Under Section E – Non-Competitive Purchasing includes the purchasing insurance.

Programs and Services Category: Other than the Sewage Systems – General Operations and Sewage Systems Review – Category 2

Johanna Barkley,  
Director of Finance.

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**To:** Board of Directors  
**From:** Johanna Barkley, Director of Finance  
**Date:** April 10<sup>th</sup>, 2024  
**Subject:** Request for Approval: Monies Received and Disbursement Register for March 2024

**RECOMMENDATION:**

The Board of Directors receive and file the money received report for March 2024; and

FURTHER THAT: The Board approve the Disbursement Register of \$4,127,522.37 for March 2024.

**DISCUSSION:**

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

<b>Received From:</b>	<b>March</b>
City of Ottawa	637,390.90
City of Clarence - Rockland	103,931.00
Federal Economic Development Agency for Southern Ont.	75,000.00
Township of Russell	64,702.00
Tree Revenue	53,696.71
Planning Revenue	49,482.76
Ministry of Natural Resources & Forestry	45,691.17
Corporation of the Nation Municipality	36,797.00
Township of North Dundas	36,472.00
Septic Revenue	35,773.56
Municipality of South Dundas	30,828.00
Township of Alfred and Plantagenet	23,749.00
Royal Bank of Canada	19,986.10
Corporation of the Municipality of North Grenville	19,414.00
Mississippi Valley Conservation Authority	17,664.95
Township of North Stormont	16,248.00
Township of Augusta	14,021.00
Municipality of Casselman	12,400.00
Corporation of the Township of North Glengarry	5,532.00
Conservation Ontario	3,979.51
Township of South Stormont	3,028.00
Other	377.91
Land	252.40
<b>TOTAL</b>	<b>1,306,417.97</b>



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.

<b>March 2024</b>		<b>Total</b>
Accounts Payable Cheques		3,161,926.44
Internet Banking		355,459.76
Electronic Funds Transfer Payment		610,136.17
	<b>TOTAL</b>	<b>4,127,522.37</b>

For: \_\_\_\_\_  
Johanna Barkley  
Director of Finance

Attachments: Disbursement Register – March 2024

**Disbursement Register - March 2024**

<b>Number</b>	<b>Name</b>	<b>Amount</b>
20790	ATRE0393 2023-EAB-043	1,150.35 Ash Tree Grant
20791	AU206017 AUGUSTA TOWNSHIP	72.04
20792	OTCW0347 05 24 2456 DDA	3,230.92 Ottawa Rural Clean Water Grant Program
20793	PEPR1077 CLARKE & WRIGHT PROFESSIONAL CORPORATION	10.00
20794	SNEX6870 SNAP EXCAVATION LTD.	904.00
20795	AULT0138 AULT & AULT LLP, IN TRUST	20,000.00 Land Acquisition
20796	BEEH0507 N. BEEHLER ELECTIC LTD.	4,663.51
20797	FIPI2525 FINCH RESTAURANT	1,105.15
20798	GT204050 NORTH GRENVILLE	201.50
20799	LEFA5050 LEVAC FABRICATIONS	904.00
20800	POON7040 POSTAGE ON CALL	1,130.00
20801	VBUR7560 VAUGHN BURD	35.00
20802	AULT0138 AULT & AULT LLP, IN TRUST	1,807,738.13 Land Acquisition
20803	AULT0138 AULT & AULT LLP, IN TRUST	<u>1,320,781.84</u> Land Acquisition
		<b>3,161,926.44</b>

**Internet Banking**

10000957	RU207530 RUSSELL TOWNSHIP	335.11
10000962	RU207530 RUSSELL TOWNSHIP	358.22
10000967	RU207530 RUSSELL TOWNSHIP	1,837.27
10002060	OT206500 CITY OF OTTAWA TAX OFFICE	207.87
10002065	OT206500 CITY OF OTTAWA TAX OFFICE	301.92
10002070	OT206500 CITY OF OTTAWA TAX OFFICE	490.00
10002075	OT206500 CITY OF OTTAWA TAX OFFICE	6.43
10002080	OT206500 CITY OF OTTAWA TAX OFFICE	596.33
10002084	OT206500 CITY OF OTTAWA TAX OFFICE	830.83
10004913	TELU8575 TELUS	1,954.72
10005162	FIFE2505 FINCH FEED & SEED LTD. PURINA	296.51
10005165	HYDR3560 HYDRO ONE	393.59
10005170	BELL0510 BELL CANADA	0.01
10005177	BELL0510 BELL CANADA	236.60
10005180	BELL0510 BELL CANADA	1,031.69
10006153	SS208018 TOWNSHIP OF SOUTH STORMONT	87.70
10006157	SS208018 TOWNSHIP OF SOUTH STORMONT	87.70
10006161	CA201030 VILLAGE DE/OF CASSELMAN	496.81
10006165	SS208018 TOWNSHIP OF SOUTH STORMONT	2.07
10006169	CA201030 VILLAGE DE/OF CASSELMAN	484.26
10006173	CA201030 VILLAGE DE/OF CASSELMAN	368.38
10006177	HYDR3560 HYDRO ONE	50.89
10006186	MACE5505 MACEWEN PETROLEUM INC.	1,330.16
10006191	UNIO9003 ENBRIDGE	2,923.87
20240305	PAYW0139 PAYWORKS	153,071.12 Pay 5
20240307	BAMO0650 THE BANK OF MONTREAL	4,836.96 Pension
20240314	ROBA7530 ROYAL BANK OF CANADA	9,925.65 Gold Coins
20240319	PAYW0139 PAYWORKS	153,326.35 Pay 6
20240319	VISA7601 VISA - LORIE HENDERSON	3,414.12
20240319	VISA7602 VISA - SYLVIE FRACASSI	218.34
20240319	VISA7605 VISA - RONDA BOUTZ	268.88
20240319	VISA7606 VISA - SANDRA MANCINI	671.73
20240319	VISA7613 VISA - CARL BICKERDIKE	2,426.21
20240319	VISA7614 VISA - JOHN MESMAN	2,546.84
20240319	VISA7615 VISA - ALISON MCDONALD	2,747.16
20240321	BAMO0650 THE BANK OF MONTREAL	4,995.02
20240331	ROBA7530 ROYAL BANK OF CANADA	<u>2,302.44</u>
		<b>355,459.76</b>

**EFT Banking**

12648	AHGE0560 AHYDTECH GEOMORPHIC LTD	4,520.00
12649	AM405500 ALISON McDONALD	413.11
12650	CALI1040 CANADIAN LINEN & UNIFORM SERVICE CORP	39.55
12651	CAPR1070 CANOE PROCUREMENT GROUP OF CANADA	332.98
12652	COMM1130 UNIVERSAL FIELD SUPPLIES	742.29
12653	CR201050 CITY OF CLARENCE - ROCKLAND	1,403.02
12654	EM405490 ERIC MCGILL	423.75
12655	ENMA2030 ENNS MACEACHERN PACE MALONEY & ASS.	2,260.00
12656	FERG3000 FERGUSON FOREST CENTRE	687.61
12657	INAL4180 IA SPECIAL MARKETS	738.72
12658	LANN5020 LANNIN'S GARAGE	190.46
12659	MIBL8450 M.R. BLAIS SALES & SERVICES INC	694.31
12660	MS408003 MICHELLE CAVANAGH	486.16
12661	NOVA6200 NOVA NETWORKS	317.53
12662	RIDE7565 RIDEAU VALLEY CONSERVATION AUTHORITY	2,260.00

12663	AIIN0530	AIG INSURANCE COMPANY OF CANADA	147.64	
12664	SULI8058	SUN LIFE ASSURANCE COMPANY OF CANADA	20,008.58	Group Benefits
12665	SRPR1021	SRPR-023A	6,015.83	Storm Recovery Grant
12666	SRPR1023	SRPR-007A	34,956.72	Storm Recovery Grant
12667	GEMO2045	GEO MORPHIX LTD	11,526.00	Professional Services
12668	HOSK3535	HOSKIN SCIENTIFIQUE LTEE.	12,368.98	Consultant/Supplies & Materials
12669	RWTO4000	R.W. TOMLINSON LIMITED	76,170.25	Contracted Services
12670	BESE0590	BEGG-SEGUIN HARDWARE LIMITED	289.96	
12671	BH403432	BRENT HARBERS	409.81	
12672	BS508100	BILL SMIRLE	99.43	
12673	BUSI0578	STAPLES COMMERCIAL/TREVIPAY	223.71	
12674	CALI1040	CANADIAN LINEN & UNIFORM SERVICE CORP	39.55	
12675	COBA1100	BAKER TILLY REO LLP	11,300.00	Professional Services
12676	CORN1089	CORNWALL CITY PRESS	429.64	
12677	ENMA2030	ENNS MACEACHERN PACE MALONEY & ASS.	3,672.50	
12678	FS308320	FRANCOIS ST AMOUR	513.10	
12679	INAU4230	INTERACTIVE AUDIO VISUAL	282.50	
12680	KS408030	KELSEY SMITH	109.98	
12681	LANN5020	LANNIN'S GARAGE	969.42	
12682	NOVA6200	NOVA NETWORKS	184.19	
12683	SHSI8023	SHANE SIGNS	63.28	
12684	TENA8506	TENAQUIP INDUSTRIAL EQUIPMENT	48.50	
12685	THRE7560	THE REVIEW	35.00	
12686	WISP8055	WINCHESTER SPRINGS MOBILE WASH	395.50	
12687	AP206010	TOWNSHIP OF ALFRED & PLANTAGENET	3,615.71	
12688	ED202010	TOWNSHIP OF EDWARDSBURG/CARDINAL	1,167.87	
12689	NA206015	THE NATION MUNICIPALITY	8,605.55	Taxes - Land
12690	ND206025	TOWNSHIP OF NORTH DUNDAS	4,214.96	
12691	NS206050	TOWNSHIP OF NORTH STORMONT	9,496.05	Taxes - Land
12692	SD208015	MUNICIPALITY OF SOUTH DUNDAS	2,529.78	
12693	OMER6450	OMERS	51,821.96	Pension
12694	ATAI0123	ATEL AIR	250.30	
12695	BGEN0515	BGC ENGINEERING INC	13,221.00	Professional Services
12696	BUSI0578	STAPLES COMMERCIAL/TREVIPAY	117.79	
12697	CALI1040	CANADIAN LINEN & UNIFORM SERVICE CORP	39.55	
12698	COCA1080	COMPSYCH CANADA LTD	1,190.30	
12699	CYSO1420	CYAN SOLUTIONS LTD	1,517.03	
12700	ENMA2030	ENNS MACEACHERN PACE MALONEY & ASS.	3,390.00	
12701	FUTU3999	FUTURE OFFICE PRODUCTS	290.57	
12702	LATR5065	1000224147 ONT INC (LATREMOUILLE TOOL SALES RENT	92.10	
12703	NEOP6075	QUADIENT CANADA LTD	746.75	
12704	NL404015	NAOMI LANGLOIS-ANDERSON	330.29	
12705	NOVA6200	NOVA NETWORKS	12,938.50	Professional & Contract Services
12706	PAEN6680	PALMER ENVIRONMENTAL CONSULTING GROUP INC	11,398.95	Professional Services
12707	PAGE6820	PAPETERIE GERMAIN STATIONERY INC.	867.16	
12708	PD401300	PHILLIP DAGENAIS	71.79	
12709	RIDE7565	RIDEAU VALLEY CONSERVATION AUTHORITY	219.35	
12710	SEEM8999	SEAWAY EMBROIDERY	10.45	
12711	SRPR1013	SRPR-018A	8,000.00	Storm Recovery Grant
12712	SRPR1024	SRPR-036A	9,800.00	Storm Recovery Grant
12713	STCO8010	STANTEC CONSULTING LTD.	3,561.76	
12714	TB400500	TODD BAKER	72.87	
12715	TRCA8650	TRADUCTIONS CATMAC TRANSLATIONS	789.02	
12716	WISP8055	WINCHESTER SPRINGS MOBILE WASH	395.50	
12717	GOMO3040	GOLDIE MOHR LTD	88,273.06	Contracted Services
12718	SRPR1020	SRPR-044A	34,001.78	Storm Recovery Grant
12719	CIOT0270	CITY OF OTTAWA	120,207.80	Partners - Conservation Authority
12720	ALBL0098	A.L. BLAIR CONSTRUCTION LTD.	79.72	
12721	AN406010	ARIELLE NOONAN	251.23	
12722	AP511501	ANDRE POMMAINVILLE, P.AG.	140.30	
12723	AR407670	ALEXANDRE ROY-GUAY	87.29	
12724	BUSI0578	STAPLES COMMERCIAL/TREVIPAY	591.68	
12725	CADE1030	CAPSTONE DEVELOPMENT & TRAINING	435.05	
12726	CALI1040	CANADIAN LINEN & UNIFORM SERVICE CORP	79.10	
12727	CAPR1070	CANOE PROCUREMENT GROUP OF CANADA	394.66	
12728	CL404032	CLAIRE LEMAY	107.35	
12729	COMM1130	UNIVERSAL FIELD SUPPLIES	1,171.92	
12730	FERG3000	FERGUSON FOREST CENTRE	689.30	
12731	LAHO5250	LANNIN HOME BUILDING CENTRE	40.09	
12732	LANN5020	LANNIN'S GARAGE	908.30	
12733	MB400504	MEGAN BEEHLER	193.44	
12734	MS408003	MICHELLE CAVANAGH	186.50	
12735	PAEN6680	PALMER ENVIRONMENTAL CONSULTING GROUP INC	4,751.65	
12736	PD401300	PHILLIP DAGENAIS	247.47	

12737	PIRI7030	PIERRE RICHER PLUMBING INC.	384.20
12738	SIBA8020	SIMPLY BAKED CATERING INC	598.90
12739	SONA8030	SOUTH NATION RIVER CONSERVATION AUTHORITY	2,438.54
12740	SRPR1025	DANIEL LALONDE	4,125.00
12741	SSMA8250	SSC MAINTENANCE SERVICES INC	2,654.37
12742	STIN8000	STORM INTERNET SERVICES	169.50
12743	WISP8055	WINCHESTER SPRINGS MOBILE WASH	<u>395.50</u>
			<b>610,136.17</b>



**To:** Board of Directors  
**From:** James Holland, Senior Planner  
**Date:** April 11<sup>th</sup>, 2024  
**Subject:** Request For Approval: Stormwater Management and Drainage Reviews  
Service Contract Extension

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**RECOMMENDATION:**

The Board of Directors approve extending the stormwater management and drainage reviews service contract with Stantec Consulting Ltd. to December 31, 2024, to an upset limit of \$70,000.

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**DISCUSSION:**

South Nation Conservation (SNC) reviews stormwater management and drainage reports and provides technical advice as part of its provincially delegated role under the *Planning Act* and issuance of permits under the *Conservation Authorities Act*.

SNC occasionally relies on external consulting firms to complete technical reviews when necessary to maintain customer service timelines and for applications where a third-party review is beneficial.

A vacancy in the SNC technical review team necessitated the use of an external consultant. A request for quotes was sent to seven consulting companies with recognized expertise; SNC received three quotes. SNC retained Stantec Consulting Ltd. (Stantec) under a contract with an upset limit of \$25,000. The latest invoice from Stantec exceeded the upset limit and requires retro-active approval.

SNC continues to require some external support for stormwater management and drainage reviews as the volume of reports continues to be steady. Staff recommend an extension to Stantec's contract to an upset limit of \$70,000 until December 31, 2024.

Development review fees provide recovery for review services.

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

Compliance with Budget: Technical reviews are included in the 2024 Budget under Approvals: Development Review, pages 46-47.

SNC Policy Adherence: The stormwater management and drainage reviews service contract adheres to clause (C) iv, SNC's Purchasing Policy (purchases \$25,000 up to \$100,000). A request for quotes process was completed for consultant selection.

Program and Services Category: Category 1: Mandatory Programs – Provincially delegated review of natural hazards under the *Planning Act* and administration of Section 28 of the *Conservation Authorities Act* and Ontario Regulation 170/06.

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James Holland,  
Senior Planner.



**To:** Board of Directors  
**From:** James Holland, Senior Planner  
**Date:** April 10<sup>th</sup>, 2024  
**Subject:** Update: Planning Activity

**RECOMMENDATION:**

The Board of Directors receive and file the Planning Activity update for March 2024.

**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 March 2024. Pre-consultations and property inquiries are not included in this list.

#	SNC Number	Landowner	Former Municipality	Application
79	SNC-3712-2024	Jon & Kristie Ritchie	Osgoode	Minor Variance
80	SNC-3713-2024	Marcel Denomme	Gloucester	Site Plan Control
81	SNC-3717-2024	Mattamy Limited	Cumberland	Lifting 30cm Reserve
82	SNC-3718-2024	South Dundas Waterfront Development Corporation	Matilda	Consent
83	SNC-3719-2024	City of Clarence-Rockland	Clarence	Official Plan Amendment
84	SNC-3720-2024	City of Clarence-Rockland	Clarence	Zoning By-Law Amendment
85	SNC-3721-2024	City of Clarence-Rockland	Rockland	Zoning By-Law Amendment
86	SNC-3722-2024	Maverick Development Corporation	Gloucester	Site Plan Control
87	SNC-3723-2024	6980848 Canada Corporation	Osgoode	Subdivision
88	SNC-3724-2024	Hendrick Van De Glind	Cornwall	Consent
89	SNC-3725-2024	Hendrick Van De Glind	Osnabruck	Consent
90	SNC-3726-2024	Ontario Power Generation Inc.	Williamsburg	Consent
91	SNC-3727-2024	Shirley Kirkland	Augusta	Consent
92	SNC-3728-2024	Claude Gauthier	N. Plantagenet	Consent
93	SNC-3729-2024	Claude Gauthier	N. Plantagenet	Consent
94	SNC-3730-2024	George & Raffaelina Thomas	N. Plantagenet	Consent
95	SNC-3731-2024	George & Raffaelina Thomas	N. Plantagenet	Consent
96	SNC-3732-2024	Markus Landscaping Services	Edwardsburgh	Site Plan Control



#	SNC Number	Landowner	Former Municipality	Application
97	SNC-3733-2024	Jonathan France & Renee Bergeron	East Hawkesbury	Consent
98	SNC-3736-2024	Nuisance Wildlife Control Inc	Augusta	Site Plan Control
99	SNC-3737-2024	Raymond Earl Brown & Estate of Carole Lorraine Brown	Elizabethtown	Consent
100	SNC-3740-2024	Micheal & Thea Farlinger	Matilda	Consent
101	SNC-3741-2024	Micheal & Thea Farlinger	Matilda	Consent
102	SNC-3743-2024	GFL Environmental Inc	Roxborough	Site Plan Control
103	SNC-3744-2024	George Wm. Fridgen (Estate)	Matilda	Consent
104	SNC-3745-2024	George Wm. Fridgen (Estate)	Matilda	Consent

**Technical Reviews**

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

The following table includes the technical reviews received in the month of March.

SNC Number	Development Size	Review Type
SNC-3723-2024	Development area > than 2 hectares	Stormwater
SNC-3707-2024	Development area < 0.5 hectares	Geotechnical

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.

  
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 James Holland,  
 Senior Planner





**To:** Board of Directors  
**From:** Alison McDonald, Managing Director, Approvals  
**Date:** April 11<sup>th</sup>, 2024  
**Subject:** Update: Permits Issued

**RECOMMENDATION:**

The Board of Directors receive and file the update on permits issued under Ontario Regulation 170/06 for March 2024.

**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 March 2024.

#	Project No.	Landowner	Former Municipality	Project
26	2023-CLR-R010	Dannie Villeneuve	Rockland	Residential Reconstruction & Septic
27	2023-CUM-R201	City of Ottawa (ROW)	Cumberland	Directional Drilling
28	2023-CLR-R209	United Counties of Prescott & Russell (ROW)	Clarence	Directional Bore & Conduit
29	2023-CUM-R217	City of Ottawa (ROW)	Cumberland	Directional Bore & Conduit
30	2024-OSG-R035	Hailey Jin	Osgoode	Mechanical Room & Covered Patio
31	2024-NAT-R006	Municipality of the Nation (ROW)	Caledonia	Directional Drill & Conduit (Multiple)
32	2024-OSG-R015	City of Ottawa	Osgoode	Culvert Extension Replacement
33	2024-OSG-R019	City of Ottawa	Osgoode	Culvert Replacement
34	2024-CUM-R020	City of Ottawa	Cumberland	Culvert Lining Rehabilitation
35	2023-NST-R218	Township of North Stormont (ROW)	Roxborough	Directional Drilling (Multiple)
36	2024-NST-R003	Township of North Stormont (ROW)	Roxborough	Directional Drilling (Multiple)
37	2024-ALP-R004	Township of Alfred & Plantagenet	N. Plantagenet	Directional Drill & Conduit (Multiple)
38	2024-NAT-R005	Municipality of the Nation	S. Plantagenet	Directional Drill & Conduit (Multiple)
39	2024-SDU-R051	Lisa & Joseph Mcnalty	Williamsburg	Home Re-Construction



#	Project No.	Landowner	Former Municipality	Project
40	2024-GLO-R050	Deborah Pacheco	Gloucester	Accessory Structure Construction
41	2023-CUM-R202	City of Ottawa (ROW)	Cumberland	Directional Drilling (Multiple)
42	2024-CUM-R021	City of Ottawa	Cumberland	Culvert Replacement
43	2024-CUM-R024	City of Ottawa	Cumberland	Culvert Replacement
44	2024-CUM-R025	City of Ottawa	Cumberland	Culvert Replacement
45	2024-CUM-R027	City of Ottawa	Cumberland	Culvert Replacement
46	2024-CAS-R007	John Lavecchia	Casselman	Grading & Erosion Control
47	2024-OSG-R010	City of Ottawa (ROW)	Osgoode	Directional Bore & Conduit
48	2024-CLR-R038	Spacebuilders	Clarence	Gas Main Installation
49	2024-SDU-R054	Trisha & Steve Morrow	Williamsburg	Home Re-Construction

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

Alison McDonald,  
Managing Director, Approvals



**To:** Board of Directors  
**From:** Alison McDonald, Managing Director, Approvals  
**Date:** April 11<sup>th</sup>, 2024  
**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 March 2024.

**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.

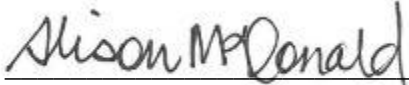
The list below describes the reported concerns received in the month of March 2024.

#	File No.	Municipality	Description
8	ENF2024-OTW-02	Ottawa	Reported Interference with a Watercourse
9	ENF2024-OTW-03	Ottawa	Reported Interference with a Provincially Significant Wetland

The table below provides a summary of staff enforcement and compliance actions undertaken to date in 2024.

Summary of Staff Enforcement and Compliance Actions 2024	
Site visits	6
Files resolved	8
Concerns referred to correct agency	2
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:** April 11<sup>th</sup>, 2024  
**Subject:** Update: On-Site Sewage Permits Received

**RECOMMENDATION:**

The Board of Directors receive and file the on-site sewage permits received update for March 2024.

**DISCUSSION:**

South Nation Conservation (“SNC”) staff issue permits under Part 8 of the Ontario Building Code on behalf of sixteen municipalities. The list below includes permits received in the month of March 2024. Septic system searches and renovation reviews are not included.

#	Permit Number	Landowner(s)	Description	Location
47	CH-24-05	Paulo Correia-Furtado Fernande Madi	New Construction	Champlain
48	CR-24-07 A	Devel. Bourgon & Lavigne	New Construction	Clarence Rockland
49	CR-24-07 B	Devel. Bourgon & Lavigne	New Construction	Clarence Rockland
50	FY-24-02	Andrew Hunt	New Construction	Front of Yonge
51	EC-24-04	Elizabeth Curran	New Construction	Edwardsburgh Cardinal
52	SS-24-06	Township of South Stormont	Decommissioning	South Stormont
53	RU-24-07	Ferme Troitrefles Inc.	New Construction	Russell
54	NA-24-08	Denis & Yves Drouin	New Construction	Nation
55	SS-24-07	Joanne Spooner	New Construction	South Stormont
56	CH-24-06	Maveryck & Nicole Dodd	New Construction	Champlain
57	NA-24-09	Sylvain Racine	New Construction	Nation
58	AP-24-02	Yves Malette	New Construction	Alfred Plantagenet
59	EC-24-05	Jay & Karla Bottan	New Construction	Edwardsburgh Cardinal
60	ND-24-02	H.J. Vander Zaag Farm Equipment	New Construction	North Dundas
61	CR-24-08	Joel Lecompte	New Construction	Clarence Rockland
62	SS-24-11	Peter Van Kessel	System Replacement	South Stormont
63	NS-24-07	Warren Nugent	New Construction	North Stormont
64	SS-24-12	Zsolt Beres Andreanne Deschamps	New Construction	South Stormont
65	NA-24-10	Heiwa Dairy Farm Inc.	New Construction	Nation
66	SD-24-04	Margarret Goodmurphy	System Replacement	South Dundas
67	SD-24-05	Gary Earl	System Replacement	South Dundas



SOUTH NATION  
**CONSERVATION**  
DE LA NATION SUD

#	Permit Number	Landowner(s)	Description	Location
68	SD-24-06	Julie Rancourt	Tank	South Dundas
69	SD-24-07	Jacques Brunet	New Construction	South Dundas
70	EC-24-06	Connor Dolye & Bret Satchell	Tank	Edwardsburgh Cardinal
71	EH-24-01	Robert Steinhäusser	New Construction	East Hawkesbury
72	NA-24-11	Josee Longtin & Sylvain Pelletier	New Construction	Nation
73	ND-24-03	Joel Guillemette	New Construction	North Dundas
74	ND-24-04	Michael Nolan	New Construction	North Dundas
75	CR-24-09	Karine & Alexandre Pilon	New Construction	Clarence Rockland
76	AP-24-03	Salutem Transport Non-	New Construction	Alfred Plantagenet
77	FY-24-03	Steve Hunt	New Construction	Front of Yonge
78	RU-24-08	François Lafrance	New Construction	Russell
79	CH-24-07	André & Lucie Delorme	Alteration	Champlain
80	CR-24-10	Nicholas & Ashley Rozon	New Construction	Clarence Rockland
81	ND-24-05	Matt Havekes	New Construction	North Dundas
82	SS-24-10	Youri & Catherine Gutknecht	New Construction	South Stormont
83	NS-24-05	Rémi Cardinal	New Construction	North Stormont
84	ND-24-06	Nikolas Carruthers	New Construction	North Dundas
85	CR-24-11	Benoit Dupuis & Melissa Richer	New Construction	Clarence Rockland
86	NA-24-07	11731726 Canada Inc. - Lanthier	New Construction	Nation
87	SS-24-09	Ben Moore	System Replacement	South Stormont
88	SS-24-08	Luke Chisholm	New Construction	South Stormont
89	SS-24-13	Lori & Tyler Friesen	System Replacement	South Stormont
90	NA-24-12	Joey Talbot & Valerie Charron	System Replacement	Nation

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.



**To:** Board of Directors  
**From:** Ronda Boutz, Secretary-Treasurer  
Alison McDonald, Managing Director, Approvals  
John Mesman, Managing Director, Property, Conservation Lands, and  
Community Outreach  
**Date:** April 9, 2024  
**Subject:** Recognition: Years of Service

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**RECOMMENDATION:**

The Board of Directors recognize and thank Monique Sauve, Jacques Levert, Mike Leger, and Carl Bickerdike for their years of service working with South Nation Conservation.

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**Monique Sauve: 25 Years**

Monique started at South Nation Conservation (SNC) in January 1999 in Communications; a few years later she was sub-contracted through the Health Unit for the on-site sewage service. This program moved in house at SNC and through hard work and constant effort, Monique has helped create one of our most valuable services. She also recently expanded the program to include three new municipalities in 2022.

Monique's has perfected the job of Chief Building Official and is widely known and respected for her competence and her compassion. This approach to customer service has directly led to the success of this program.

Monique also serves as a Risk Management Official/Inspector for the Source Water Protection team and assists with Regulations and other programs when needed. She is a real team player and is always there to support her Conservation family.

Monique has been a mentor for a number of staff over the years. Recently she brought on a new staff member who recently was appointed as an inspector.

Monique is a wealth of knowledge and experience for the approvals team. Each year, staff identify site visits with Monique as part of their training and development plans. We are grateful for her skills at negotiation and compliance, especially when dealing with difficult people.

Monique makes time for people, shares her knowledge freely, shows determination and grit, and is a great friend to all at SNC.

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### **Jacques Levert: 20 Years**

Jacques started at the Health Unit in 2004 and transitioned to SNC in 2012. He has worked diligently as the Prescott Russell Inspector for most of these years. To say he has travelled many miles and seen thousands of properties is an understatement.

He is well respected in his area and very reliable; always making sure construction timelines are not delayed. Jacques is an excellent record keeper; he keeps everything including detailed records of his mileage and calendar so if you need to know who and when vacations were taken 10 years ago, he can get you that information.

Congratulations on 20 years of dedicated service. The team is very proud of you

### **Mike Leger: 15 Years**

Mike started at SNC in April 2009 and has supported many programs through the years, from Septic Systems to Conservation Areas, and he's been able to support the on-the-ground implementation of many habitat restoration and park development projects.

Mike is an integral part of SNC's conservation land stewardship efforts and leads the day-to-day management of all SNC properties. He has maintained a wealth of experience and expertise in all areas of conservation from forestry, fish and wildlife, private servicing, parks and trails, and the management of water control structures.

Mike's working relationship with municipal staff and park visitors is consistently welcoming, supportive, and helpful and is a testament to his dedication to the Authority.

### **Carl Bickerdike: 10 Years**

Carl's path to working for South Nation Conservation (SNC) as Chief Administrative Officer has provided him with the broad range of skills required to fulfill his role.

After passing up on the tempting opportunity to follow in the footsteps of his forefathers and start working in a coal mine at the age of 13, Carl decided to finish high school and leave the pleasant dales of West Yorkshire.

Carl completed a dual honours degree in Physical Education and Computer Science and began working seasonally as an outdoor educator, his interest in environmental education and conservation became a passion. Carl then worked as Director of an Outdoor and Environmental Education program in Cape Cod, Massachusetts where he met his Canadian wife and lived for 8 years. While there he started an educational organic farm whose goal is to provide food to local food banks.



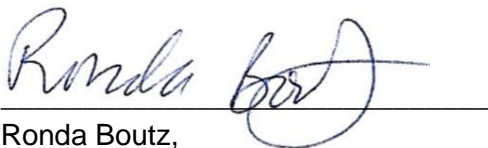
SOUTH NATION  
**CONSERVATION**  
DE LA NATION SUD

Carl pursued graduate studies at Tufts University near Boston and received his MA in Urban and Environmental Policy and Planning in 2011. He moved to Montreal to be close to family, where he took French at night school and immersed himself by interning at Equiterre, a Quebec environmental organisation. He also worked in a leadership role with the YMCAs of Quebec.

Seeking a more rural life, it didn't take long for Carl to look to Eastern Ontario. SNC stood out because of the diverse range of professionals on staff. Beginning in Property and Approvals and then moving into the Team Lead, Corporate Services, Carl has worked for SNC since 2014.

Some of Carl's noteworthy accomplishments over the past 10 years include, overhauling SNC's IT and phone systems, greatly improving how Authority staff connect and interact with its clients. He successfully led the Authority through various changes to provincial legislation and supported municipalities during delegations with provincial ministers. Carl's dedication to a fair and equitable workplace resulted in a comprehensive compensation review in 2023 that ensured the Authority's competitiveness in the regional employment market. Carl continues to support SNC's conservation land securement goals, forging partnerships and leveraging federal dollars to add to SNC's public lands portfolio.


Thank you and congratulations to all!



Ronda Boutz,  
Secretary-Treasurer



Alison McDonald  
Managing Director, Approvals



John Mesman,  
Managing Director, Property,  
Conservation Lands, and Community Outreach