



SOUTH NATION  
**CONSERVATION**  
DE LA NATION SUD

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## **Board of Directors**

# **Meeting Agenda**

**Date:** April 17<sup>th</sup>, 2025

**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 17<sup>th</sup>, 2025, 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. Approval of:
  - a. Board of Directors Annual General Meeting minutes of March 20<sup>th</sup>, 2025 3-15
  - b. SNC Committees Meeting Highlights and Minutes of: 16
    - i. Watershed Advisory Committee meeting minutes of March 25<sup>th</sup>, 2025: Ronda 17-24
7. New Business:
  - a. Request for Approval: Natural Hazards Mapping: Quaile Creek: Sandra 25-26
  - b. Request for Approval: 2025 SNC Insurance Renewal: Johanna 27
  - c. Request for Approval: Funding Agreements Michelle 28-29
  - d. Request for Approval Disbursements for 2025 Partnership Programs: Ronda 30-32
  - e. Request for Approval: Monies Received and Disbursement Register for March 2025: Donna 33-37
  - f. Update: Planning Activity: James 38-39
  - g. Update: Technical Reviews: Marieh 40
  - h. Update: Section 28.1 Permits Issued: Jennifer 41
  - i. Update: Enforcement of Parts VI and VII of the Act: Greg 42
  - j. Update: On-site Sewage Permits Received: Monique 43-44
8. Supplemental Agenda (if any)
9. Correspondence (if any)
10. Dates of Upcoming Meetings, third Thursday, at 9:00 a.m.
  - May 15<sup>th</sup>, 2025
  - June 19<sup>th</sup>, 2025
  - July – no scheduled meeting
  - August 21<sup>st</sup>, 2025 (AMO Conference August 17 – 21)
11. Future Motions of the Board and/or Discussion of SNC Issues
12. Closed Session (if any)
13. Adjournment

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Carl Bickerdike,  
Chief Administrative Officer.



## BOARD OF DIRECTORS ANNUAL GENERAL MEETING

Meeting No. 03/25

Thursday, March 20<sup>th</sup>, 2025 – 9:00 a.m.

Watershed Room, SNC

### Directors Present:

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

### Regrets:

Mike Tarnowski, Prescott Russell

### Staff Present:

Carl Bickerdike, Chief Administrative Officer  
Johanna Barkley, Director of Finance  
Ronda Boutz, Secretary-Treasurer  
Jennifer Boyer, Managing Director, Approvals  
Michelle Cavanagh, Team Lead, Special Projects  
James Holland, Senior Planner  
Hannah Jackson, Accounting and Resources Specialist  
Sandra Mancini, Managing Director, Natural Hazards and Infrastructure  
John Mesman, Managing Director, Property, Conservation Lands and Community Outreach  
Eric McGill, Corporate Counsel  
Gregory Payne, Permitting Officer  
Pat Piitz, Team Lead, Property  
Marieh Rajaie, Water Resource Specialist - Engineering  
Monique Sauve, Chief Building Official

### Guests:

Ben Mann, Baker Tilly  
Craig Calder, CAO/Clerk, Township of North Stormont  
George Darouze, MPP, Carleton  
Emily DeRochie, St. Lawrence River Institute  
Dorothy Hamilton, OWA-SDG and Watershed Advisory Committee  
Alain Jacqueument, Watershed Advisory Committee  
Jeff Ridal, St. Lawrence River Institute  
Cindy Saucier, Watershed Advisory Committee



**TRADITIONAL LAND ACKNOWLEDGEMENT**

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

**CHAIRS REMARKS**

Steve Densham, Chair, called the SNC Board of Directors Annual General meeting of March 20<sup>th</sup>, 2025 to order at 9:00 a.m. Chair Densham welcomed guests to the meeting.

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

RESOLUTION NO. BD-048/25

Moved by: Bill Smirle  
Seconded by: Adrian Wynands

RESOLVED THAT:

The Members approve the March 20<sup>th</sup>, 2025 Board of Directors Annual General Meeting main and supplemental agendas as amended:

- a. Supplemental Agenda Item 2.a., Closed Session – Request for Approval: Negotiations Related to Leased Facility be moved to follow main Agenda item 13.b., Closed Session - Request for Approval: SNC Property Legal Matter (Verbal).

CARRIED

**DECLARATION OF CONFLICT OF INTEREST**

Chair Steve Densham declared a conflict of interest on Supplemental Agenda Item 2.a) Request for Approval: Negotiations Related to Leased Facility.

**REQUEST FOR APPROVAL:**

**BOARD OF DIRECTORS MEETING MINUTES OFFEBRUARY 20<sup>TH</sup>, 2025**

RESOLUTION NO. BD-049/25

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

RESOLVED THAT:

The Members approve the Board of Directors Meeting Minutes of February 20<sup>th</sup>, 2025 as submitted.

CARRIED



**GUEST SPEAKER: JEFF RIDAL, EXECUTIVE DIRECTOR, RIVER INSTITUTE**

Jeff Ridal, Executive Director for the River Institute provided a PowerPoint presentation on the River Institute and its programs and projects.

**RECOGNITION FOR YEARS SERVICE: GEORGE DAROUZE, 10 YEARS**

The Board of Directors recognized and thanked George Darouze for his dedicated service to South Nation Conservation.

**The Board of Directors meeting recessed at 9:53 a.m.**

**The Board of Directors meeting reconvened at 10:05 a.m.**

**NEW BUSINESS**

**REQUEST FOR APPROVAL: SNC ADMINISTRATIVE BY-LAWS AMENDMENT**

RESOLUTION NO. BD-050/25

Moved by: Adrian Wynands

Seconded by: Bill Smirle

RESOLVED THAT:

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

CARRIED

**REQUEST FOR APPROVAL: 2025 BOARD OF DIRECTORS ELECTIONS  
(AND PROCEDURES)**

RESOLUTION NO. BD-051/25

Moved by: Deb Wilson

Seconded by: Matt Luloff

RESOLVED THAT:

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

FURTHER THAT:

The South Nation Conservation Administrative By-laws state: "All elections shall be in accordance with the Procedures for Election of Officers (Appendix B)" and relevant *Conservation Authorities Act* requirements be adhered to.

CARRIED



Carl Bickerdike, Acting Chair, declared all positions vacant, according to SNC's Administrative By-laws.

**First call for nominations for Chair:**

Moved by: François St. Amour

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

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

**Second call for nominations:** None

**Third call for nominations:** None

RESOLUTION NO. BD-052/25

Moved by: Adrian Wynands  
Seconded by: Deb Wilson

RESOLVED THAT:

Nominations be closed for the position of Chair.

CARRIED

**First Call for nominations for Vice Chair:**

Moved by: Deb Wilson

Adrian Wynands be nominated for position of Vice-Chair, South Nation Conservation.

Adrian Wynands accepted the nomination for position of Vice-Chair, South Nation Conservation.

**Second Call for Nominations:** None

**Third Call for Nominations:** None

RESOLUTION NO. BD-053/25

Moved by: Linda Payant  
Seconded by: Bill Smirle

RESOLVED THAT:

Nominations be closed for the position of Vice-Chair.

CARRIED

**First Call for nominations for Second Vice-Chair:**

Moved by: Adrian Wynands

Catherine Kitts be nominated for position of Second Vice-Chair, South Nation Conservation.

Catherin Kitts accepted the nomination for the position of Second Vice-Chair, South Nation Conservation.



**Second Call for Nominations:** None

**Third Call for Nominations:** None

RESOLUTION NO. BD-054/25

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

RESOLVED THAT:

Nominations be closed for the position of  
Second Vice-Chair.

CARRIED

RESOLUTION NO. BD-055/25

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

RESOLVED THAT:

For the year 2025, and until the Annual  
General Meeting of 2026:

- i. Steve Densham be elected as Chair of SNC,
- ii. Adrian Wynands be elected as Vice-Chair of SNC,
- iii. Catherine Kitts be elected as Second Vice-Chair of SNC, and

FURTHER THAT:

The Chair, Vice-Chair, and Second Vice-Chair  
be appointed the Executive Committee of SNC.

CARRIED

The Chair, Vice-Chair, and Second Vice-Chair assumed their offices.

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

RESOLUTION NO. BD-05625

Moved by: Linda Payant  
Seconded by: Deb Wilson

RESOLVED THAT:

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

FURTHER THAT:

The Board of Directors appoint the Chair as  
first alternate and Chief Administrative Officer  
as second alternate.

CARRIED



**REQUEST FOR APPROVAL: 2024 YEAR END, AUDITED FINANCIAL STATEMENTS  
AND AUDIT LETTERS**

RESOLUTION NO. BD-057/25

Moved by: Adrian Wynands  
Seconded by: Geneviève Lajoie

RESOLVED THAT:

The Board of Directors approve and file the 2024 Draft Financial Statements, Audit Reporting Letter, Letter of Representation and signatures by Management and Chair: and

FURTHER THAT:

The Board of Directors approve the 2024 reserve transfer to the Operating Reserve of \$28,694.

CARRIED

**REQUEST FOR APPROVAL: 2024 SNC ANNUAL REPORT**

RESOLUTION NO. BD-058/25

Moved by: Bill Smirle  
Seconded by: Linda Payant

RESOLVED THAT:

The Board of Directors approve the 2024 Annual Report; and

FURTHER THAT:

The Board of Directors direct staff to circulate copies to member municipalities, local MPs and MPPs, Conservation Authorities, and various stakeholders.

CARRIED

**UPDATE: 2024 CONSERVATION AREAS VISITOR REPORT:**

RESOLUTION NO. BD-059/25

Moved by: Catherine Kitts  
Seconded by: Deb Wilson

RESOLVED THAT:

The Board of Directors receive and file the 2024 Conservation Areas Monitoring Report; and

FURTHER THAT:

The Board of Directors recommend that staff continue to monitor Conservation Areas to inform the management of these public spaces.

CARRIED





**UPDATE: WATERSHED ADVISORY COMMITTEE MEMBERSHIP**

RESOLUTION NO. BD-060/25

Moved by: Adrian Wynands

Seconded by: Tom Smyth

RESOLVED THAT:

The Board of Directors receive and file the Watershed Advisory Committee update.

CARRIED

**REQUEST FOR APPROVAL: STUMPAGE SALE CONTRACT NO. 13/23/30-2022 AMENDMENT**

RESOLUTION NO. BD-061/25

Moved by: Linda Payant

Seconded by: François St. Amour

RESOLVED THAT:

The Board of Directors approve amending the stumpage contract with 1704650 Ontario Ltd. (CMT Logging), for SNC Properties 13, 23, and 30 (North Stormont), to extend the completion date to March 31, 2026.

CARRIED

**REQUEST FOR APPROVAL: CAMP SHELDRIK MANAGEMENT AGREEMENT**

RESOLUTION NO. BD-062/25

Moved by: Adrian Wynands

Seconded by: Bill Smirle

RESOLVED THAT:

The SNC Board of Directors approve negotiating renewal of the Camp Sheldrick Management Agreement with Scouts Canada; and

FURTHER THAT:

The Agreement be brought back to the Board of Directors for approval.

CARRIED

**REQUEST FOR APPROVAL: FUNDING SUBMISSION**

RESOLUTION NO. BD-063/25

Moved by: Adrian Wynands

Seconded by: Tom Smyth

RESOLVED THAT:

The Board of Directors approves funding application submissions to the following programs:



Project	Funding Request
1. Flood Hazard and Identification Mapping Program: Lepage Creek and Tributary	\$400,000
2. Ontario Power Generation's Power for Change Project: Creating Resilient Forests in Eastern Ontario - A Tree Planting Initiative	\$400,000
<b>Total</b>	<b>\$800,000</b>

CARRIED

**REQUEST FOR APPROVAL: VEHICLE PURCHASE**

RESOLUTION NO. BD-064/25

Moved by: Adrian Wynands  
Seconded by: Deb Wilson

RESOLVED THAT:

The Board of Directors approve the purchase of a light duty truck to an upset limit of approximately \$75,000 plus HST.

CARRIED

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

RESOLUTION NO. BD-065/25

Moved by: François St. Amour  
Seconded by: Linda Payant

RESOLVED THAT:

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

FURTHER THAT:

The Board approve the Disbursement Register of \$1,000,479.73 for February 2025.

CARRIED

**UPDATE: TECHNICAL REVIEWS**

RESOLUTION NO. BD-066/25

Moved by: Tom Smyth  
Seconded by: Catherine Kitts

RESOLVED THAT:

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

CARRIED



**UPDATE PLANNING ACTIVITY**

RESOLUTION NO. BD-067/25

Moved by: Tom Smyth  
Seconded by: François St. Amour

RESOLVED THAT:

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

CARRIED

**UPDATE: SECTION 28.1 PERMITS ISSUED**

RESOLUTION NO. BD-068/25

Moved by: Adrian Wynands  
Seconded by: Deb Wilson

RESOLVED THAT:

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

CARRIED

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

RESOLUTION NO. BD-069/25

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

RESOLVED THAT:

The Board of Directors receive and file the update on reported *Conservation Authorities Act* regulation concerns received in the month of February 2025.

CARRIED

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

RESOLUTION NO. BD-070/25

Moved by: Adrian Wynands  
Seconded by: Linda Payant

RESOLVED THAT:

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

CARRIED



**SUPPLEMENTAL AGENDA**

**REQUEST FOR APPROVAL: OTTAWA STEWARDSHIP AGREEMENT**

RESOLUTION NO. BD-071/25

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

RESOLVED THAT:

The Board of Directors approve entering into a multi-year contribution agreement with the City of Ottawa for the completion of stewardship projects on three SNC properties, at a value of \$285,000.

CARRIED

**REQUEST FOR APPROVAL: DISBURSEMENTS FOR 2025 PARTNERSHIP PROGRAMS**

RESOLUTION NO. BD-072/25

Moved by: François St. Amour  
Seconded by: Tom Smyth

RESOLVED THAT:

The Board of Directors approves undertaking and disbursement of funds for the following Partnership Programs in 2025:

Program	2024 Encumbered Funds <sup>1</sup>	2025 Funds
1. Eastern Ontario Water Resources Program (EOWRP)		
a. United Counties of Prescott and Russell (UCPR) Floodplain Mapping Project	\$25,000	\$25,000
b. EOWRP Grant: Salt Responsibly Campaign	\$3,972	\$0
2. UCPR Woodlot Advisory Service	\$0	\$20,000
3. SDG Woodlot Advisory Service	\$0	\$20,000
4. City of Ottawa Special Levy Programs		
a. Ottawa Rural Clean Water Program	\$268,137	To be confirmed <sup>2</sup>
b. Ottawa Tree Replacement Program	\$17,868	To be confirmed <sup>2</sup>
<b>Total</b>	<b>\$314,977</b>	<b>\$65,000</b>

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

<sup>2</sup> 2025 special levies approval pending, report will be brought back to the Board following City Council approval.

CARRIED



**UPDATE: FLOOD FORECASTING AND WARNING – SPRING FRESHET CONDITIONS**

Kat Watson, Coordinator - Early Warning Systems and Watershed Plans, and Phillip Dagenais, Water Resources Specialist – Monitoring, presented the members with an update on the Flood Forecasting and Warning and the 2025 Spring Freshet Conditions.

**CORRESPONDENCE**

a. George Darouze Letter: Resignation from SNC Board of Directors

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

- April 17<sup>th</sup>, 2025 (OGRA March 30<sup>th</sup> – April 2<sup>nd</sup>)
- May 15<sup>th</sup>, 2025
- June 19<sup>th</sup>, 2025
- July – no scheduled meeting

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

None.

**CLOSED SESSION**

RESOLUTION NO. BD-073/25

Moved by: Bill Smirle  
Seconded by: Adrian Wynands

RESOLVED THAT:

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

- a. Request for Approval: Land Acquisition 2025-OTW-01
- b. Request for Approval: SNC Property Legal Matter (verbal)
- c. Request for Approval: Negotiations related to leased facility

CARRIED

**The Board of Directors convened closed session at 11:20 a.m.**

**Having declared a conflict of interest, Chair Densham left the Closed Session for Supplemental Agenda item 2a); Vice-Chair Wynands assumed the role of Chair.**

**OPEN SESSION**

RESOLUTION NO. BD-074/25

Moved by: Bill Smirle  
Seconded by: Deb Wilson



RESOLVED THAT: The Board of Directors move into open Session.

CARRIED

**The Board of Directors reconvened open session at 12:25 p.m.**

**REQUEST FOR APPROVAL: LAND ACQUISITION**

RESOLUTION NO. BD-075/25

Moved by: Adrian Wynands  
Seconded by: Catherine Kitts

RESOLVED THAT:

The Board of Directors direct staff to follow up with potential partners to acquire property 2025-OTW-01; and

FURTHER THAT:

The Board delegate authority to the Executive Committee to approve proceeding with the acquisition, subject to external funding, to the upset limit as discussed.

CARRIED

**REQUEST FOR APPROVAL: SNC PROPERTY LEGAL MATTER (VERBAL)**

RESOLUTION NO. BD-076/25

Moved by: Tom Smyth  
Seconded by: Adrian Wynands

RESOLVED THAT:

The Board delegate authority to the Chief Administrative Officer, in consultation with the Chair and after considering legal advice, to accept a settlement offer they deem in the best interests of the Authority.

CARRIED

**REQUEST FOR APPROVAL: NEGOTIATIONS RELATED TO LEASED FACILITY**

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

RESOLUTION NO. BD-077/25

Moved by: Deb Wilson  
Seconded by: Tom Smyth

RESOLVED THAT:

The Board of Directors approve option 2 with upset limits and adjustments to reserve as discussed.

CARRIED



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**ADJOURNMENT**

RESOLUTION NO. BD-078/25

Moved by: Tom Smyth

Seconded by: Bill Smirle

RESOLVED THAT:

The Board of Directors Annual General Meeting of  
March 20<sup>th</sup>, 2025 be adjourned at 12:29 p.m.

CARRIED

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Steve Densham,  
Chair.

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Carl Bickerdike,  
Chief Administrative Officer.

/rb



**To:** Board of Directors  
**From:** Ronda Boutz, Secretary-Treasurer  
**Date:** April 10<sup>th</sup>, 2025  
**Subject:** Request for Approval: SNC Committee Meeting Highlights and Minutes

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**RECOMMENDATION:**

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

- i. Watershed Advisory Committee meeting minutes of March 25<sup>th</sup>, 2025
- 

**DISCUSSION:**

**Watershed Advisory Committee Meeting: March 25<sup>th</sup>, 2025**

- Committee approved:
  - Appointments to the Grants Sub-Committee
  - Community Environmental Grants Program application and guidelines
- Committee received an update on:
  - Grants Sub-Committee Meeting of February 10<sup>th</sup>, 2025
  - 2024 SNC Annual Report
  - Funding Submissions and Professional Services Agreements
  - Wetland Restoration Story Map
  - SNC Forest Annual Report 2024
- Committee held discussions on:
  - Tree Planting and Survival Assessments
  - Availability of Committee Documents in French

Ronda Boutz  
Secretary-Treasurer.

Attachments





## WATERSHED ADVISORY COMMITTEE MEETING

Meeting No. 01/25

Tuesday, March 25<sup>th</sup>, 2025 at 1:00 p.m.

Watershed Room, SNC

**Members Present:**

Bill Smirle, SNC Board of Directors, Committee Chair  
Matt Alkerton, Member at Large  
Steve Densham, SNC Chair, ex-officio  
Greg Faaren, St. Lawrence Parks Commission  
Tim Fisher, Leeds & Grenville Municipalities  
Jordan Graham, Member at Large  
Dorothy Hamilton, Ontario Woodlot Association – SDG Chapter  
Murray Inch, Volunteer of Oak Valley Pioneer Park  
Genevieve Lajoie, SNC Board of Directors  
Glenn Mackey, ALUS - Ontario East  
Pamela O'Donnell, Member at Large  
Louis Prevost, United Counties of Prescott & Russell  
Tara Redpath, City of Ottawa  
Jean Saint-Pierre, Boisé Est  
Cindy Saucier, Member at Large  
Fred Schueler, Fragile Inheritance Natural History  
François St. Amour, SNC Board of Directors  
Adrian Wynands, SNC Vice Chair, ex-officio  
Peter Young, United Counties of Stormont, Dundas and Glengarry

**Regrets:**

Sarah Burger, Member at Large  
Emilie DeRochie, St. Lawrence River Institute  
Larissa Holman, Ottawa River Keeper  
Alain Jaquemet, Member at Large  
Katherine Kitts, SNC Seconds Vice Chair, ex-officio  
Erica Louttit, Miitig Healing Lodge  
Jackie Kelly-Pemberton, Member at Large, Committee Vice Chair  
Erika Sheridan, Member at Large  
Kayla Sunday, Mohawks of Akwesasne

**Staff Present:**

Carl Bickerdike, Chief Administrative Officer  
Ronda Boutz, Secretary-Treasurer  
Cheyene Brunet, Forester (Associate)  
Phillip Dagenais, Water Resources Specialist, Monitoring  
Caroline Goulet, Forester  
Tavish MacLeod, Forestry Assistant  
John Mesman, Managing Director, Property, Conservation Lands and



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### Community Outreach

Alexandre Roy-Guay, Forestry Technician

Kelsey Smith, Stewardship and Outreach Assistant

Pat Piitz, Team Lead, Property

Katherine Watson, Coordinator - Early Warning Systems and Watershed Plans

### Guests:

Linda Payant, SNC Board of Directors



**TRADITIONAL LAND ACKNOWLEDGEMENT AND TRADITIONAL OPENING**

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

**CHAIRS REMARKS**

Bill Smirle, Committee Chair, welcomed everyone and called the meeting to order at 12:10 p.m.

**APPROVAL OF WATERSHED ADVISORY COMMITTEE MEETING AGENDA AND SUPPLEMENTAL AGENDA**

RESOLUTION NO. WAC-001/25

Moved by: Pam O'Donnell  
Seconded by: Dorothy Hamilton

RESOLVED THAT:

The Members approve the March 25<sup>th</sup>, 2025 Watershed Advisory Committee meeting main agenda and supplemental agenda as presented.

CARRIED

**DECLARATION OF CONFLICT OF INTEREST**

There were no Declarations of Conflict of Interest.

**APPROVAL OF WATERSHED ADVISORY COMMITTEE MEETING MINUTES OF NOVEMBER 26<sup>TH</sup>, 2024**

RESOLUTION NO. WAC-002/25

Moved by: François St. Amour  
Seconded by: Louis Prevost

RESOLVED THAT:

The Watershed Advisory Committee meeting minutes of November 26<sup>th</sup>, 2024 be approved as presented.

CARRIED

**STAFF UPDATE**

Staff presented project and program updates.



**COMMUNITY ENGAGEMENT (ROUNDTABLE)**

- Matt Alkerton – continues to support the SNC/Delta Youth Hunt
- Fred Schueler – working with North Grenville Environmental Advisory Committee to establish pollinator gardens along roadsides; sits on the River Alliance board and is working on getting them to consider partnerships with conservation authorities
- Greg Faaren – St. Lawrence Parks Commission is working on a signage project, also hopes to move forward with a tree planting partnership with SNC
- Murray Inch – Ottawa Field Naturalists still working on Swamp White Oak documentation in Eastern Ontario, noted that SNC lands have some Swamp White Oak as well as other heritage tree species
- Peter Young – SDG Counties working with North Stormont Township and SNC on a potential partnership regarding a new subdivision
- Glenn Mackey – ALUS Ontario East update on recent meeting
- Tim Fisher – noted some work being completed on the South Branch of the South Nation River with SNC
- Jordan Graham – Farmers for Climate Solutions, in SDG Counties, is offering an opportunity to trial split nitrogen applications
- Cindy Saucier – Russell Township Environmental Committee is hosting an Earth Day Clean Up at the Recreational Trail on April 26<sup>th</sup>, also noted she was the Forest Steward for Two Creeks Forest Conservation Area
- Jean Sainte-Pierre – Riceville Wood Expo being held in September; Radio Canada story on the Woodlot Storm Recovery Program; approximately 200 members of Bois s Est attended a February workshop on the Importance of Forests
- Tara Redpath – City is undertaking the 5-year review of the Ottawa Rural Clean Water Program and will be seeking feedback from the Committee; “Plant Your Space” pilot tree planting program for properties with the urban areas of Ottawa was recently launched
- Genevieve Lajoie – focusing on environment and business opportunities in Casselman, including new horticultural working group partnership with a school on a community garden; would like to see policy developed to allow development of gardens in private front yards, including butterfly gardens
- Dorothy Hamilton – MNR partnership for LiDAR and forest inventory in Southern Ontario, SNC complete and SDG in progress; partnership with MNR to recreate forest history in Southern Ontario and is looking for historical records so they can be digitized under this new initiative; upcoming Ontario Maple Producers event including Conservation Ontario and Conservation Authorities; SDG Chapter of the OWA is celebrating their 20<sup>th</sup> anniversary in 2025
- Adrian Wynands – Grenville Federation of Agriculture banquet held on February 28<sup>th</sup>, including a presentation from SNC on available Clean Water Program funding and Community Environmental Grants; attending Conservation Ontario Annual General Meeting on April 14<sup>th</sup>



- Steve Densham – SNC Annual General Meeting update on new Executive, SNC 2024 Annual Report approved and distribution is pending; Province has moved conservation authorities back under the jurisdiction of the Ministry of Environment, Conservation and Parks

## **NEW BUSINESS**

### **REQUEST FOR APPROVAL: GRANT SUB-COMMITTEE APPOINTMENTS**

RESOLUTION NO. WAC-003/25

Moved by: Murray Inch  
Seconded by: Matt Alkerton

RESOLVED THAT:

The Watershed Advisory Committee appoint the following six members to a Grants Sub-Committee with a term ending December 31<sup>st</sup>, 2026:

- Tara Redpath, City of Ottawa;
- Brendan Jacobs, Ottawa Rural Clean Water Program;
- Glenn Mackey, ALUS-Ontario East;
- Jordan Graham, Member at Large;
- Alain Jaquemet, Member at Large; and
- Pam O'Donnell, Member at Large.

AND FURTHER THAT:

The Watershed Advisory Committee Vice-Chair be appointed as Chair of the Grants Sub-Committee.

CARRIED

### **UPDATE: GRANTS SUB-COMMITTEE MEETING OF FEBRUARY 10<sup>TH</sup>, 2025**

RESOLUTION NO. WAC-004/25

Moved by: Glenn Mackey  
Seconded by: Louis Prevost

RESOLVED THAT:

The Watershed Advisory Committee receive and file the Grants Sub-Committee Meeting of February 10<sup>th</sup>, 2025 update.

CARRIED



**UPDATE: 2024 SNC ANNUAL REPORT**

RESOLUTION NO. WAC-005-/25

Moved by: Adrian Wynands

Seconded by: Greg Faaren

RESOLVED THAT:

The Watershed Advisory Committee receives  
and files the 2024 Annual Report.

CARRIED

**UPDATE: FUNDING SUBMISSION AND PROFESSIONAL SERVICES AGREEMENT**

RESOLUTION NO. WAC-006/25

Moved by: Genevieve Lajoie

Seconded by: Jordan Graham

RESOLVED THAT:

The Watershed Advisory Committee receive  
and file the Funding Submissions and  
Professional Services Agreements update.

CARRIED

**UPDATE: WETLAND RESTORATION STORY MAP**

RESOLUTION NO. WAC-007/25

Moved by: François St. Amour

Seconded by: Greg Faaren

RESOLVED THAT:

The Watershed Advisory Committee receive  
and file the Wetland Restoration Story Map  
update.

CARRIED

**SUPPLEMENTAL AGENDA**

**REQUEST FOR APPROVAL: COMMUNITY ENVIRONMENTAL GRANTS GUIDELINES**

RESOLUTION NO. WAC-008/25

Moved by: Murray Inch

Seconded by: François St. Amour



RESOLVED THAT:

The Watershed Advisory Committee recommend that the Board of Directors approve amendments to the Community Environmental Grants Program to allow applications for community environmental projects events apply for an amount of up to \$500.00.

CARRIED

**UPDATE: SNC FOREST ANNUAL REPORT 2024**

RESOLUTION NO. WAC-009/25

Moved by: François St. Amour  
Seconded by: Dorothy Hamilton

RESOLVED THAT:

The Watershed Advisory Committee receive and file the SNC Forest Annual Report 2024.

CARRIED

**FOR DISCUSSION: TREE PLANTING SURVIVAL ASSESMENT SUMMARY**

RESOLUTION NO. WAC-010/25

Moved by: Matt Alkerton  
Seconded by: Jordan Graham

RESOLVED THAT:

Staff circulate a survey for Watershed Advisory Committee input to the 2026 Tree Planting Program; and

FURTHER THAT:

Staff circulate final draft recommendations for the 2026 Tree Planting Program to the Watershed Advisory Committee for their review prior to the June 2025 Board of Directors meeting.

CARRIED

**Steve Densham left the meeting at 3:44 p.m.**

**FOR DISCUSSION: AVAILABILITY OF COMMUNITY DOCUMENTS IN FRENCH (VERBAL)**

Staff will provide agenda covers for Board of Directors and Standing Committee agendas in English and French.



### **DATES OF UPCOMING MEETINGS**

Watershed Advisory Committee:

- June 24<sup>th</sup>, 2025 at 12:00 p.m., at SNC Office
- September 23<sup>rd</sup>, 2025 at 12:00 p.m., at SNC Office
- November 25<sup>th</sup>, 2025 at 12:00 p.m., at SNC Office

Grants Sub-Committee:

- June 16<sup>th</sup>, 2025 at 9:00 a.m., SNC Office
- September 15<sup>th</sup>, 2025 at 9:00 a.m., SNC Office
- November 17<sup>th</sup>, 2025 at 9:00 a.m., at SNC Office

### **ADJOURNMENT**

RESOLUTION NO. WAC-011/25

Moved by: Adrain Wynands


RESOLVED THAT:

The Watershed Advisory Committee meeting of  
March 25<sup>th</sup>, 2025 be adjourned at 4:11 p.m.

CARRIED

\_\_\_\_\_  
Bill Smirle,  
Committee Chair.

/lh

  
\_\_\_\_\_  
Ronda Boutz,  
Secretary-Treasurer.





**To:** Board of Directors  
**From:** Sandra Mancini, Managing Director, Natural Hazards and Infrastructure  
**Date:** April 10<sup>th</sup>, 2025  
**Subject:** Request for Approval: Natural Hazards Mapping

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**RECOMMENDATION:**

The Board of Directors approve the Quaile Creek report and associated maps as the best information available to establish flood hazard and regulation limits along the watercourse; and

FURTHER THAT: The report and maps be used by South Nation Conservation's planning and regulations programs and other watershed management activities effective immediately.

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**DISCUSSION:**

South Nation Conservation ("SNC") completed the Quaile Creek project in partnership with the City of Ottawa. Fifty percent of the project funding was received through the Flood Hazard Identification and Mapping Program ("FHIMP"). The following report summarizes the project findings and the public consultation completed in March 2025.

The Quaile Creek was included in the South Nation Conservation 10-year Flood Mapping Strategy. Flood risk is high in the area due to low-lying and flat landscape that is prone to flooding, combined with increased vulnerability due to the magnitude of economic agricultural activities. The need for new flood maps in the Quaile Creek Watershed, within the City of Ottawa, was prioritized to ensure the safety of people and property and to build adaptive capacity for future flood events in an area of high flood risk.

The Quaile Creek Watershed is situated southeast of Ottawa International Airport in the southwestern portion of the City of Ottawa, within the former Township of Osgoode. The study area starts west of Old Prescott Road and continues east of Bank Street. It ends north at the Parkway Road and John Quinn Road intersection at the confluence with Osgoode Gardens Cedar Acres Creek, within the former Township of Osgoode. The Watershed includes two tributaries Benson and Quinn Creeks, and the main channel Quaile Creek, totalling approximately 14 km of watercourses with a drainage area of approximately 920 ha.

Public Consultation and Outreach

Early engagement with project partners and implementers ensured feedback was incorporated before a peer review was completed to prepare natural hazard mapping products for public consultation.

Property owners received a direct letter regarding the project if fieldwork was planned to occur on or near their property. Surveys were only conducted on properties where permission was granted, in accordance with SNC's Land Entry Procedures. Project information was shared generally online and on social media platforms. The natural hazard mapping project was also highlighted in SNC's monthly newsletter, circulated to over 3,800 subscribers.

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Stakeholders and property owners within the study area were invited to participate in a public meeting and/or to meet with staff over an extended consultation timeline to review draft mapping and provide feedback.

Public Consultation began the week of March 3<sup>rd</sup>, 2025 with the launch of the project webpage, press release, newspaper advertisement, social media campaign, and consultation invitation letters mailed directly to 59 property owners within the study area.

Property owners along Quaille Creek, within the City of Ottawa, were invited to book a one-on-one meeting with SNC staff to learn more about the floodplain mapping project. These meetings were held on the following dates/times:

- Wednesday March 26<sup>th</sup>, 2025, 5 p.m. to 7 p.m., at the Greely Community Centre - Hall A (1448 Meadow Drive, Greely, ON)
- Thursday March 27<sup>th</sup>, 9 a.m. to 4 p.m., at the SNC Administrative Office (38 Victoria Street, Finch, ON)

Most questions received related to potential impacts to future land uses, such as agriculture and residential development, and included specific permitting scenarios.

Feedback from the online public consultation and one-on-one meetings was considered in the final natural hazard delineation and regulation limit. The 1:100-year flood and erosion lines delineated for these reaches are suitable for use in the SNC regulation limits mapping and in municipal land use planning and development approval processes under the *Planning Act*.

Upon Board approval, the mapping will be sent to the City of Ottawa.

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

Compliance with Budget: This project is included in the 2025 Budget under Resources Management: Projects, pages 23-24.

SNC Policy Adherence: Technical Guide – River and Stream Systems: Flooding Hazard Limit, Ministry of Natural Resources and Forestry (MNRF) (2002); Technical Guide – River and Stream Systems: Erosion Hazard Limit, Ministry of Natural Resources and Forestry (2002); Guidelines for Developing Schedules of Regulated Areas - Conservation Ontario and Ministry of Natural Resources and Forestry (October 2005); and SNC Regulation Policies regarding Part VI of the *Conservation Authorities Act* and Ontario Regulation 41/24: Prohibited Activities, Exemptions and Permits

Programs and Services Category: Category 1 – Mandatory: Natural Hazards Mapping and Delineation

*Sandra Mancini*

Sandra Mancini, P.Eng.  
Managing Director, Natural Hazards and Infrastructure



**To:** Board of Directors  
**From:** Johanna Barkley, Director of Finance  
**Date:** April 9<sup>th</sup>, 2024  
**Subject:** Request for Approval: 2025 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 \$141,360.44 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 2025-2026 insurance premium of \$131,479, plus PST represents a 18.6% decrease from the previous year. In 2021 and 2022, SNC experienced heavy increases in premiums – 25% and 36% increase respectively. Modest increase of 5.3% and 5.1% were experienced in 2023 and 2024. The renewal rate for 2025-2026 is less than the premiums paid in 2022.

As our insurance broker, Marsh went to market to ensure the rates paid by the Conservation Authorities are competitive. SNC also performed our 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: The total 2025 Budget for insurance is \$192,800 including:

- \$171,000 under Corporate Services (Page 36 and 37)
- \$14,300 under Sewage System Review (Page 32 and 33)
- \$7,500 under Vehicles and Equipment (Page 24 and 25)

Budget includes approximately \$5,000 for Drone insurance and \$11,500 for additional pollution liability insurance which renews in July and September.

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 Sewage Systems Review – Category 2

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Johanna Barkley,  
Director of Finance



**To:** Board of Directors  
**From:** Michelle Cavanagh, Team Lead, Special Projects  
**Date:** April 10<sup>th</sup>, 2025  
**Subject:** Request for Approval: Funding Agreements

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**RECOMMENDATION:**

The Board of Directors approve entering into the following funding agreements:

1. **Invasive Species Centre:** \$60,844 for invasive species mapping and management.
2. **World Wildlife Fund Canada:** \$200,000 for wetland restoration on SNC property.

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**DISCUSSION:**

The Board of Directors approved funding submissions to the Invasive Species Action Fund and Invasive Phragmites Control Fund (BD-211/24) in December 2024. All four applications were successful and require funding agreements with the Invasive Species Centre to proceed.

The projects will take place during the 2025/2026 fiscal year. The projects and funding amounts are listed below.

Project Title	Funding Amount
European Water Chestnut Monitoring and Control	\$15,000
Invasive Species Management and Collaboration at SNC Parks	\$12,344
Robert Graham Conservation Area Buckthorn Eradication Program	\$3,500
Invasive Phragmites Mapping and Management in the Eastern Ontario PMA	\$30,000
<b>Total</b>	<b>\$60,844</b>

South Nation Conservation (SNC) has partnered with World Wildlife Fund (WWF) Canada in the past on data sharing and education projects, and WWF Canada is now looking to increase their support of on-the-ground stewardship projects across Canada. SNC staff met with WWF staff in January to discuss our stewardship programs and potential projects.

WWF Canada has since reached out with an offer of funding to complete a wetland restoration project on one of SNC's newest acquisitions, SNC188. The almost 150-acre property was acquired in January 2025 and is located on 6<sup>th</sup> Concession Road in Augusta Township. There are 24 acres on the property where wetland restoration has been identified as a priority restoration activity.

The funding from WWF Canada includes \$100,000 per year for the 2025/2026 and 2026/2027 fiscal years. There is no matching funding requirement; however, SNC has applied to the Nature Smart Climate Solutions Fund for an additional \$200,000 in restoration funding for SNC188.



SOUTH NATION  
**CONSERVATION**  
DE LA NATION SUD

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

Compliance with Budget: These projects are not included in the 2025 Budget; however, SNC's contributions are included under Resource Management: Water Response Programs, pages 12-13 and Property, Conservation Lands, pages 22-23. The projects will be included in the 2026 draft Budget, subject to approval.

SNC Policy Adherence: Program expenses will adhere to the SNC Purchasing Policy. All work undertaken to complete the projects will adhere to SNC's Health and Safety Policies and Procedures.

Programs and Services Category: Category 1 – Mandatory Programs: Conservation Lands Management

A handwritten signature in black ink, reading "Michelle Cavanagh", is positioned above a horizontal line.

Michelle Cavanagh,  
Team Lead, Special Projects



**To:** Board of Directors  
**From:** Ronda Boutz, Secretary-Treasurer  
**Date:** April 10<sup>th</sup>, 2025  
**Subject:** Request for Approval: Disbursements for 2025 Partnership Programs

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**RECOMMENDATION:**

The Board of Directors approves undertaking and disbursement of funds for the following Partnership Programs in 2025, pending City of Ottawa Council approval:

Program	2025 Funds
1. City of Ottawa Special Levy Programs	
a) Ottawa Tree Replacement Program	\$200,000
b) Ottawa Rural Clean Water Program	\$200,000
c) Eastern Ontario Water Resources Program	\$50,000
d) Ottawa Baseline Monitoring Program	\$47,000
<b>Total</b>	<b>\$497,000</b>

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**DISCUSSION:**

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. The following was approved at the City's Finance and Corporate Services Committee on April 1<sup>st</sup>, 2025; final approval is expected from City of Ottawa Council on April 16<sup>th</sup>, 2025.

**1. City of Ottawa Special Levy Programs**

**a. Ottawa Tree Replacement Program**

The Ash 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.

The City of Ottawa special levy funding request for 2025 is \$200,000.

**b. Ottawa Rural Clean Water Program**

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.

The City of Ottawa special levy funding request for 2025 is \$200,000.

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

The City of Ottawa provides annual funding via a special levy for projects that implement recommendations from the *Eastern Ontario Water Resources Management Study*. In 2025, the City of Ottawa special levy request of \$50,000 would be allocated as follows:

i) Bear Brook Subwatershed Study

A total of \$25,000 will support the development of the Bear Brook Subwatershed Study in partnership with the City of Ottawa.

ii) Eastern Ontario Water Resources Program (EOWRP) Grants

The remaining 2025 allocation (\$25,000) will be available for proposals from not-for-profit organizations, municipalities, conservation authorities, and academic institutes to undertake projects that protect water resources in Eastern Ontario. A call for proposals, projects review, and funding allocation will be completed through the Watershed Advisory Committee Grants Sub-Committee. A small portion of the funding will support SNC staff to manage the proposal and grant payment process.

**d. Ottawa Baseline Monitoring Program**

SNC samples 12 long-term baseline water quality sites across the City of Ottawa that are no longer sampled by the City. In 2025, the City of Ottawa special levy request is \$47,000 for staff to sample sites from May – December, this amount includes water quality analysis completed by the City's laboratory. SNC has been delivering this Program under a special levy since 2019.

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

Compliance with Budget: Ottawa special levy programs are included in the 2025 Budget under Resource Management: Partner Programs on pages 16-17.

Please note, 2025 Budget does not include carry-over amounts of encumbered 2024 grant funds to be paid in 2025 as projects are completed. Disbursement of these encumbered funds was approved by the Board at the March 2025 meeting (BD-071/25).



SOUTH NATION  
**CONSERVATION**  
DE LA NATION SUD

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 adhere to SNC's Health and Safety Policy and Procedures.

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 Services Category: Category 2 – Municipal Services Agreements

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Ronda Boutz,  
Secretary-Treasurer.





**To:** Board of Directors  
**From:** Donna Ferguson, Accounting Technician  
**Date:** April 9<sup>th</sup>, 2025  
**Subject:** Request for Approval: Monies Received and Disbursement Register for March 2025

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**RECOMMENDATION:**

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

FURTHER THAT: The Board approve the Disbursement Register of \$534,894.72 for March 2025.

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**DISCUSSION:**


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

Received From:	March 2025
City of Ottawa	291,673.75
City of Clarence-Rockland	74,438.00
Township of Russell	68,651.00
Tree Revenue	64,549.49
Planning Revenue	43,306.16
The Nation Municipality	40,085.00
Township of North Dundas	38,481.00
Municipality of South Dundas	32,820.00
Septic Revenue	31,438.34
Forests Canada	29,250.00
Township of Alfred And Plantagenet	25,381.00
Township of Edwardsburgh/Cardinal	21,872.00
Municipality of North Grenville	21,404.00
Township of North Stormont	17,378.00
Township of Augusta	15,079.00
Municipality of Casselman	14,873.00
Royal Bank of Canada	12,113.28
Township of North Glengarry	11,800.00
Eco Canada	7,000.00
United Counties of Prescott and Russell	6,780.00
Township of South Stormont	3,317.00
Other Revenue	1,774.77
Raisin Region Conservation Authority	1,028.18
The Corporation of The Township of Champlain	730.00
Land Revenue	702.40
The Corporation of The Township of Elizabethtown - Kitley	256.00
<b>Total</b>	<b>876,181.37</b>

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

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

<b><u>March 2025</u></b>	
Accounts Payable Cheques	22,754.72
Internet Banking	355,093.17
Electronic Funds Transfer Payments	157,046.83
<b>Total</b>	<b>534,894.72</b>

  
\_\_\_\_\_  
Donna Ferguson,  
Accounting Technician

Attachments: Disbursement Register – March 2025

## Disbursements Register - March 2025

Number	Name	Amount	
<b>Accounts Payable Cheques</b>			
21122	Purolator Courier Ltd.	71.36	
21123	VOID	-	
21124	Canadian Organic Growers OSO Chapter	56.50	
21125	Wendover Knights of Columbus - 9423	300.00	
21126	Russell Township	678.00	
21127	Beehler Motor Repair Ltd.	107.35	
21128	407 ETR Express Toll Route	2.00	
21129	North Grenville Taxes	209.95	
21130	Augusta Township Taxes	76.25	
21131	DELUXE	1,331.41	
21132	Corey's Welding	19,921.90	Two Creeks Trail Upgrade
		<b>22,754.72</b>	
<b>Internet Banking</b>			
GP20023	The Bank of Montreal - RRSP Payworks	4,761.44	Pension
GP20024	VOID	154,779.60	Pay 5
GP20025		-	
GP20026	Hydro One	34.34	
GP20027	Hydro One	711.05	
GP20028	Hydro One	1,660.74	
GP20029	Village de/of Casselman Taxes	513.70	
GP20030	Village de/of Casselman Taxes	812.18	
GP20031	Village de/of Casselman Taxes	500.72	
GP20032	City of Ottawa Tax Office	823.44	
GP20033	City of Ottawa Tax Office	847.91	
GP20034	City of Ottawa Tax Office	609.77	
GP20035	City of Ottawa Tax Office	6.57	
GP20036	City of Ottawa Tax Office	497.86	
GP20037	City of Ottawa Tax Office	220.01	
GP20038	City of Ottawa Tax Office	306.77	
GP20039	City of Ottawa Tax Office	211.22	
GP20040	Macewen Petroleum Inc.	1,652.77	
GP20041	The Bank of Montreal - RRSP	4,761.44	Pension
GP20042	Payworks	157,719.11	Pay 6
GP20043	Hydro Ottawa	24.29	
GP20044	Finch Feed & Seed Ltd. Purina	549.70	
GP20045	Bell Canada	1,017.00	
GP20046	Enbridge	2,707.06	
GP20047	Visa - Jen Boyer	2,146.28	
GP20048	Visa - Sylvie Fracassi	179.59	
GP20049	Visa - Jacques Levert	122.68	
GP20050	Visa - Michelle Cavanagh	163.49	
GP20051	Visa - Sandra Mancini	1,884.84	
GP20052	Visa - Monique Sauve	195.39	
GP20053	Visa - Deborah Edwards	258.43	
GP20054	Royal Bank of Canada	1,439.11	
GP20055	Visa - Lorie Henderson	97.27	

## Disbursements Register - March 2025

Number	Name	Amount	
GP20056	Visa - Carl Bickerdike	5,038.92	
GP20057	Bell Canada	229.90	
GP20058	Bell Canada	59.47	
GP20059	Russell Township Taxes	347.80	
GP20060	Russell Township Taxes	371.78	
GP20061	Russell Township Taxes	1,906.97	
GP20062	Visa - John Mesman	2,711.49	
GP20063	Township of South Stormont - Taxes	92.88	
GP20064	Township of South Stormont - Taxes	92.88	
GP20065	Township of South Stormont - Taxes Hydro	2.20	
GP20066	One	42.09	
GP20067	Telus	1,793.29	
GP20068	Royal Bank of Canada	187.73	
		<b>355,093.17</b>	
<b>EFT Banking</b>			
REM000254	Chubb Life Insurance Company of Canada	9.82	
REM000255	AIG Insurance Company of Canada	154.63	
REM000256	Sun Life Assurance Company of Canada	21,956.67	Group Benefits
REM000257	OMERS	46,791.66	Pension
REM000258	Lannin's Garage	643.50	
REM000259	Levac Propane Inc	1,300.35	
REM000260	The Morrisburg Leader Ltd.	454.26	
REM000261	Township of Edwardsburgh/Cardinal	1,210.38	
REM000262	The Nation Municipality	8,742.23	Property Tax
REM000263	Township of North Dundas Taxes	4,465.13	Property Tax
REM000264	Laplane Chevrolet Buick GMC	405.00	
REM000265	Lloyd McMillan Equipment Ltd.	146.90	
REM000266	Brent Harbers	221.11	
REM000267	Eric McGill	2,664.32	
REM000268	Begg-Seguin - Crysler Hardware Limited	1,040.78	
REM000269	Eastern Engines Inc.	57.72	
REM000270	Canadian Linen & Uniform Service Corp	39.55	
REM000271	CDL Inc Sugaring Equipment	166.77	
REM000272	Phillip Dagenais	770.27	
REM000273	Kyle Macrae	207.91	
REM000274	North Stormont Taxes	9,346.71	Property Tax
REM000275	Staples Commercial/Trevipay	561.14	
REM000276	J & R Adams Ltd.	342.34	
REM000277	Shane Signs	84.75	
REM000278	Township of Alfred & Plantagenet Taxes	3,749.80	
REM000279	Municipality of South Dundas - Taxes	2,703.17	
REM000280	Gary's Auto Body	1,552.50	
REM000281	Winchester Springs Mobile Wash	395.50	
REM000282	Interactive Audio Visual	435.05	
REM000283	Compsych Canada Ltd	1,190.30	
REM000284	Canadian Linen & Uniform Service Corp	39.55	
REM000285	Donna Ferguson	232.66	

# **Disbursements Register - March 2025**

<b>Number</b>	<b>Name</b>	<b>Amount</b>	
REM000286	Wex Canada Ltd	441.77	
REM000287	Baker Tilly REO LLP	22,600.00	Professional Services
REM000288	Staples Commercial/Trevipay	219.90	
REM000289	Lannin's Garage	265.00	
REM000290	Ted Moran & Sons Ltd.	6,864.75	Contracted Services
REM000291	1595246 Ontario - Safe and Dependable	1,783.48	
REM000292	The Review	218.09	
REM000293	Pierre Richer Plumbing Inc.	335.60	
REM000294	Winchester Building Supply/ BMR	47.64	
REM000295	Eastern Engines Inc	1,018.12	
REM000296	Canadian Linen & Uniform Service Corp	39.55	
REM000297	IBW Surveyors	11,130.50	Land Contracted Services
		<b>157,046.83</b>	



**To:** Board of Directors  
**From:** James Holland, Senior Planner  
**Date:** April 10<sup>th</sup>, 2025  
**Subject:** Update: Planning Activity

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**RECOMMENDATION:**

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

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**DISCUSSION:**

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

The table below summarizes planning applications received in March 2025.

#	Municipality	Property	Application Type
75	Alfred and Plantagenet	St. Joseph St	Subdivision
76	Augusta	County Road 18	Consent
77	Augusta	County Road 18	Consent
78	Augusta	County Road 18	Consent
79	Augusta	County Road 18	Consent
80	Clarence-Rockland	1014 Filion Lane	Consent
81	Clarence-Rockland	2274 Woods St	Minor Variance
82	Clarence-Rockland	4327 Schnupp Rd	Zoning By-Law Amendment
83	Edwardsburgh-Cardinal	Buckwheat Road West	Consent
84	Edwardsburgh-Cardinal	Buckwheat Road West	Consent
85	Edwardsburgh-Cardinal	Grovetron Road	Consent
86	Edwardsburgh-Cardinal	Dobbie Rd	Site Plan Control
87	Nation	2894 County Rd 9	Consent
88	Nation	2928 Seguin Rd	Consent
89	Nation	245 Route 300 E	Consent
90	Nation	1954 Calypso St	Consent
91	Nation	1954 Calypso St	Consent
92	Nation	1954 Calypso St	Consent
93	Nation	724 Route 500 E	Minor Variance
94	North Dundas	12479 Nesbitt Rd	Consent
95	North Dundas	10083 McIntyre Rd	Consent
96	North Dundas	11719 Spruit Rd	Consent
97	North Dundas	Kerrs Ridge Rd	Subdivision
98	North Stormont	17285 County Rd 15	Consent
99	Ottawa	150 Dun Skipper Drive	Consent
100	Ottawa	City of Ottawa	Official Plan Amendment



#	Municipality	Property	Application Type
101	Russell	Corduoy Rd	Site Plan Control
102	Russell	1483 Notre Dame St	Site Plan Control
103	Russell	1211 South Russell Rd	Site Plan Control
104	South Dundas	5001 Calium Road	Consent
105	South Stormont	Headline Rd	Consent
106	South Stormont	Headline Rd	Consent
107	South Stormont	17419 Cameron Rd	Consent
108	South Stormont	Willy Allan Rd	Consent

The list below includes residential subdivision and site plan clearances in the month of March 2025.

#	Landowner	Municipality	Subdivision	Dwelling Units
1	Tartan Homes	Ottawa	Findlay Creek Village	184

The table below summarizes application pre-consultation reviews requested by the municipality and property inquiry letters issued in March 2025.

#	Municipality	Application type
11	Augusta	Property Inquiry
12	Clarence-Rockland	Site Plan
13	Edwardsburgh-Cardinal	Consent & Minor variance
14	Edwardsburgh-Cardinal	Property Inquiry
15	Ottawa	Property Inquiry
16	Ottawa	Site Plan
17	Russell	Site Plan
18	Russell	Subdivision
19	South Dundas	Property Inquiry

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.

James Holland, M.Sc. MCIP RPP  
Senior Planner.



**To:** Board of Directors  
**From:** Marieh Rajaie, Water Resources Specialist, Engineering  
**Date:** April 8<sup>th</sup>, 2025  
**Subject:** Update: 2025 March Technical Reviews

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**RECOMMENDATION:**

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

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**DISCUSSION:**

South Nation Conservation ("SNC") Engineering Team reviews technical reports to support development applications under the *Planning Act* and permit applications under the *Conservation Authorities Act*. Costs are recovered from applicants according to the annual Board of Directors approved fee schedule.

The following table is a summary of technical reviews completed by SNC's Engineering Team in March 2025.

Review Type	Reports/Files Received	Reviews Completed
<b>Development Applications</b>		
Stormwater Management Ponds	10	10
Geotechnical and geomorphology reports, as well as landslide files	2	2
<b>Permit Applications</b>		
Residential development, culvert replacement, SWM outlet, directional drilling, bridge replacement, deck installation, septic replacement, watercourse realignment, floodplain filling, and lot severance	12	12
<b>Total</b>	<b>24</b>	<b>24</b>

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.

*Marieh Rajaie*

Marieh Rajaie,  
Water Resources Specialist, Engineering





**To:** Board of Directors  
**From:** Jennifer Boyer, Managing Director, Approvals  
**Date:** April 17<sup>th</sup>, 2025  
**Subject:** Update: Section 28.1 Permits Issued

**RECOMMENDATION:**

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

**DISCUSSION:**

South Nation Conservation ("SNC") staff exercise delegated power to issue permits under Section 28.1 of the *Conservation Authorities Act* for development activities in areas over which the Authority has jurisdiction (BD-061/24 and BD-121/24). Permits are issued in accordance with the Board of Directors approved Regulation Policies.

The table below lists the permits issued in March 2025:

#	Project No.	Permit Holder	Municipality	Project
42	2024-AUG-R058	Kaitlin & Joey Mason	Augusta	Excavation and Repair
43	2024-EDW-R239	James & Susan Cooper	Edwardsburgh-Cardinal	Septic Installation
44	2025-CLR-R007	Ron Erickson	Clarence-Rockland	Directional Bore
45	2025-RUS-R008	Will Voteary	Russell	Replace Existing Storm Sewer
46	2025-EDW-R020	Steve Pollex	Edwardsburgh-Cardinal	Raising a Cottage
47	2025-CLR-R021	Fossil Homes	Clarence-Rockland	New Construction
48	2025-ALP-R022	Martin Falardeau Transport Inc.	Alfred and Plantagenet	Septic Installation
49	2025-CLR-R027	Rogers Communication	Clarence-Rockland	Telecom Conduit
50	2025-CLR-R028	Ilyas Mirza	Clarence-Rockland	New Deck Construction
51	2025-NST-R030	Bell Canada	North Stormont	Telecom Conduit

This table provides a summary of permit related site visits undertaken to date in 2025.

Permit Site Visits and Inspections 2025		
Action	March 2025	Total for 2025
Permit Compliance Inspections	6	24
Pre-consultations	0	1

Programs & Services Category: Category 1 – Mandatory: Administration of Part VI of the *Conservation Authorities Act* and Ontario Regulation 41/24.

Jennifer Boyer, M.Sc. MCIP RPP  
Managing Director, Approvals



**To:** Board of Directors  
**From:** Gregory Payne, Regulations Officer  
**Date:** April 10<sup>th</sup>, 2025  
**Subject:** Update: Enforcement of Parts VI and VII of the Act

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**RECOMMENDATION:**

The Board of Directors receive and file the update on reported *Conservation Authorities Act* regulation concerns received in the month of March 2025.

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**DISCUSSION:**

South Nation Conservation ("SNC") staff administer and enforce Parts VI and VII of the *Conservation Authorities Act* (the "Act") in the areas over which the Authority has jurisdiction. SNC relies on members of the public and municipal partners to assist in identifying and reporting contraventions of the Act.

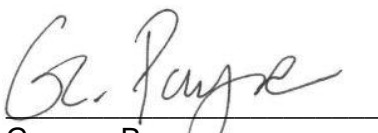
Staff evaluate reported concerns for priority response based on potential adverse impacts to people and property, the risk of exacerbating natural hazards, public interest, and the Authority's resources.

There were no reported concerns received in the month of March 2025.

This table provides a summary of staff enforcement and compliance actions undertaken to date in 2025.

Enforcement and Compliance Actions 2025		
Action	March 2025	Total for 2025
Site Visits	6	12
Files Resolved	1	2
Referred to Correct Agency	0	0
Stop Orders Issued	0	0
Provincial Offences Charges Laid	0	0

Programs & Services Category: Category 1 – Mandatory: Administration and Enforcement of Parts VI and VII of the *Conservation Authorities Act* and Ontario Regulation 41/24.

  
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Gregory Payne,  
Regulations Officer.



**To:** Board of Directors  
**From:** Monique Sauvé, Chief Building Official Part 8 - Septic Systems  
**Date:** April 10<sup>th</sup>, 2025  
**Subject:** Update: On-Site Sewage Permits Received

**RECOMMENDATION:**

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

**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 March 2025. Septic system searches and renovation reviews are not included.

	Permit Number	Landowner(s)	Municipality	Description
53	NA-25-05	Miguel Cayer & Karyane Surprenant	North Dundas	New Construction
54	ND-25-07	10584 Main Street	Russell	New Construction
55	RU-25-06	Robert & Karen Sheldrick	Edwardsburgh Cardinal	Decommissioning
56	EC-25-05	Dustin Earl	Edwardsburgh Cardinal	System Replacement
57	EC-25-06	Kirsha & Andrew Hutchcroft	North Stormont	Alteration
58	NS-25-05	Stephane & Cassandra Poitras	Nation	System Replacement
59	NA-25-06	Bam Homes Inc.	Russell	New Construction
60	RU-25-07	Battlesfield North-West	Clarence-Rockland	New Construction
61	CR-25-10	Ghislaine Simard	South Stormont	New Construction
62	SS-25-08	Devon Wensink & Sarah-Jean Campbell	Alfred Plantagenet	New Construction
63	AP-25-05	Marc Boucher & Manon Dion	Russell	New Construction
64	RU-25-08	Vincent Serano	Clarence-Rockland	New Construction
65	CR-25-11	Serag Ahmad	South Dundas	New Construction
66	SD-25-02	Cheryl Jackson	North Dundas	New Construction
67	ND-25-08	Christine Van Den Broek	South Stormont	New Construction
68	SS-25-09	Joshua & Sarah Geertsema	South Stormont	New Construction
69	SS-25-10	Alexandre & Courtney Belanger	South Dundas	New Construction
70	SD-25-03	Thomas Smyth	South Dundas	New Construction
71	SD-25-04	Brian Cole	Champlain	New Construction
72	CH-25-04	Pieter-Jan Styranka & Mandy Cross	Edwardsburgh Cardinal	New Construction
73	EC-25-07	Emidio & Jennifer Distefano	Clarence-Rockland	New Construction



	Permit Number	Landowner(s)	Municipality	Description
74	CR-25-12	Dredi Inia Ghinda & Valerian-Sergiu Botezatu	Nation	New Construction
75	NA-25-07	Fondation Valoris de Prescott-Russell	North Dundas	System Replacement
76	ND-25-09	Zanutta Construction Inc.	Clarence-Rockland	New Construction
77	CR-25-13	Eric Woodbury	North Stormont	System Replacement
78	NS-25-06	Chad Ryan	South Stormont	New Construction
79	SS-25-11	Helen, Theodora & Jean Karitsiotis	North Dundas	New Construction
80	ND-25-10	Peter & Deanna Milne	Champlain	System Replacement
81	CH-25-05	2868667 Ontario Inc.	Augusta	System Replacement
82	AU-25-02	Broydon Stufko	North Dundas	New Construction
83	ND-25-11	David Brown	Nation	New Construction
84	NA-25-08	Mireille Brisson-Raymond	North Dundas	New Construction

Staff 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 Part 8 - Septic Systems