



SOUTH NATION  
**CONSERVATION**  
DE LA NATION SUD

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## **Board of Directors**

# **Supplemental Agenda**

**Date:** September 18<sup>th</sup>, 2025

**Time:** 9:00 a.m.

**Location:** SNC Watershed Room  
SNC Office  
38 Victoria Street  
Finch, ON K0C 1K0



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## Board of Directors

# Supplemental Agenda

September 18<sup>th</sup>, 2025, 9:00 a.m.

### 1. New Business

- a. Update: Estimated Statement of Operations for August 31<sup>st</sup>, 2025: Johanna 3-4
- b. Request for Approval: Bear Brook Watershed Study Climate Change Scenario  
Planning – Contracted Services: Kat 5
- c. Request for Approval: Grants Sub-Committee Meeting Minutes for  
September 15<sup>th</sup>, 2025: Ronda 6-11

### 2. Closed Session

- a. Update: Legal Matter: Carl 12-13

Carl Bickerdike,  
Chief Administrative Officer.

/rb



**To:** Board of Directors  
**From:** Johanna Barkley, Director of Finance  
**Date:** September 16, 2025  
**Subject:** Update: Estimated Statement of Operations for August 31<sup>st</sup>, 2025

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**RECOMMENDATION:**

The Board of Directors receive and file the Estimated Statement of Operations for the year ending December 31<sup>st</sup>, 2025, as of August 31<sup>st</sup>, 2025, update.

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**DISCUSSION:**

The Net Overall amount represents total expenditures, operating, capital, and project, minus total revenue. The operational budget is the day-to-day expenses the Authority requires for normal activities. Expenses for projects are normally for a fixed term period. Capital expenditures are as per SNC's *Tangible Capital Assets Policy* revised in August 2021. "Tangible" capital assets are goods that have a life expectancy of more than one (1) year, and costs normally over \$5,000, with some exceptions. This Policy can be reviewed at any time, if necessary.

Currently, Senior Management, Team, and Project Leads are estimating a \$95,000 surplus. A full review of 2025 revenues and expenditures will continue through to the end of 2025.

The final 2025 reserve transfer will be presented to the Board along with the audited financial statements at the March 2026 board meeting.

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

Compliance with Budget

The 2025 budget represents the Board of Directors approved Budget of January 16<sup>th</sup>, 2025.

SNC Policy Adherence:

SNC approved Policies are adhered to.

Johanna Barkley,  
Director of Finance.

Attachments: Estimated Statement of Operation



<b>ESTIMATED STATEMENT OF OPERATIONS</b> <b>As of July 31, 2025</b>	<b>YTD Actuals</b>	<b>Final Budget</b>	<b>Updated Forecast</b>
<b>EXPENDITURES</b>			
<b>OPERATING EXPENSE</b>			
<b>Resource Management</b>			
Water Response Programs	377,745	521,312	25,704
Partner Programs	220,403	773,000	974,372
Landowner Stewardship Outreach	560,626	487,426	1,213,805
<b>Total Resource Management</b>	<b>1,158,773</b>	<b>1,781,738</b>	<b>2,213,881</b>
<b>Property &amp; Approvals</b>			
Property	1,335,168	1,496,767	2,434,125
Approvals	1,144,440	1,718,916	1,672,244
<b>Total Property &amp; Approvals</b>	<b>2,479,609</b>	<b>3,215,683</b>	<b>4,106,369</b>
<b>Corporate &amp; Community Services</b>			
Corporate Services	1,066,366	1,562,717	1,579,757
Information Management and Technology	-	-	-
Communications and Outreach	188,370	248,698	282,349
<b>Total Corporate &amp; Community Services</b>	<b>1,254,736</b>	<b>1,811,415</b>	<b>1,862,106</b>
<b>TOTAL OPERATING EXPENSE</b>	<b>4,893,117</b>	<b>6,808,836</b>	<b>8,182,357</b>
<b>CAPITAL and PROJECT EXPENSE</b>			
<b>Resource Management</b>			
Capital	6,699	37,500	69,200
Projects	594,046	1,546,644	1,606,116
<b>Total Resource Management</b>	<b>600,745</b>	<b>1,584,144</b>	<b>1,675,316</b>
<b>Property &amp; Approvals</b>			
Capital	1,265,580	662,619	1,730,038
Projects	-	-	-
<b>Total Property &amp; Approvals</b>	<b>1,265,580</b>	<b>662,619</b>	<b>1,730,038</b>
<b>Corporate &amp; Community Services</b>			
Capital	19,427	25,000	45,000
Projects	-	-	-
<b>Total Corporate &amp; Community Services</b>	<b>19,427</b>	<b>25,000</b>	<b>45,000</b>
<b>TOTAL CAPITAL AND PROJECT EXPENSE</b>	<b>1,885,752</b>	<b>2,271,763</b>	<b>3,450,354</b>
<b>TOTAL OVERALL EXPENSE</b>	<b>6,778,869</b>	<b>9,080,600</b>	<b>11,632,711</b>
<b>REVENUE</b>			
Other Sources	2,639,709	3,455,462	5,537,610
General Levy	3,091,114	4,636,678	4,636,678
Capital Levy	133,332	200,000	200,000
Special Levy	793,259	497,000	870,227
Source Protection	98,276	143,240	143,240
MNRF (Regular)	91,070	91,070	91,070
<b>TOTAL REVENUE</b>	<b>6,846,760</b>	<b>9,023,450</b>	<b>11,478,825</b>
<b>NET OVERALL</b>	<b>(67,891)</b>	<b>57,150</b>	<b>153,886</b>
Transfer To / (From) Reserve	(56,569)	(57,150)	(248,329)
<b>Cash (Surplus) Beginning of Year</b>		-	-
<b>Cash Deficit / (Surplus) End of Year</b>	<b>(124,461)</b>	<b>0</b>	<b>(94,444)</b>



**To:** Board of Directors  
**From:** Kat Watson, Coordinator, Early Warning Systems and Watershed Plans  
**Date:** September 13, 2025  
**Subject:** Request for Approval: Bear Brook Watershed Study Climate Change Scenario Planning – Contracted Services

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**RECOMMENDATION:**

The Board of Directors approve retaining Aquanty Inc. to complete the climate change scenario planning for the Bear Brook Watershed Study at an upset limit of \$17,500 plus HST.

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**DISCUSSION:**

The Board of Directors approved entering into a multi-year funding agreement with the City of Ottawa to complete the Bear Brook Watershed Study at an approximate value of \$800,000 in January 2023 (BD-006/23). As part of this study, the Board of Directors approved hiring Aquanty, Inc to develop a water budget and complete scenario planning for the study (BD-079/23).

The Board of Directors also approved the entering an agreement under Flood Hazard and Identification Mapping Program to support the Bear Brook Watershed Study (December 2024, BD-225/24), to study increased flood risk due to climate change and landslides.

South Nation Conservation (SNC) is seeking approval to retain consulting services from Aquanty Inc. to complete climate change scenario planning by building off of modelling work already completed in support of the Bear Brook Watershed Study. Results from the scenario planning will be incorporated into the Flood Mitigation Class Environmental Assessment in progress for Bear Brook, as well as the Implementation Strategy for the Bear Brook Watershed Study.

As per SNC's Purchasing Policy, non-competitive purchasing may be used when the item is covered by an exclusive right; and when it is necessary to ensure compatibility with existing products. The Bear Brook HydroGeoSphere model is the intellectual property of Aquanty Inc.

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

Compliance with Budget: This project has full cost recovery through the Flood Hazard Identification and Mapping Program (FHIMP) and the Bear Brook Watershed Study and is included in the 2025 Budget under Resource Management: Projects, pages 18-19.

SNC Policy Adherence: Project expenditures adhere to SNC's Purchasing Policy, Section E: Non-Competitive Purchasing.

Programs and Services Category: Category 2: Municipal Agreements – Professional Services

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Katherine Watson,  
Coordinator, Early Warning Systems and Watershed Plans.



**To:** Board of Directors  
**From:** Ronda Boutz, Secretary-Treasurer  
**Date:** September 15<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. Grants Sub-Committee meeting minutes of September 15<sup>th</sup>, 2025
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**DISCUSSION:**

**Grants Sub-Committee Meeting: September 15<sup>th</sup>, 2025**

- Sub-Committee approved the following:
  - Eastern Ontario Water Resources Program (EOWRP) Grant: Salt Responsibly Campaign final report and 2025 expenditures of \$3,972
  - 6 Clean Water Program grants for a total of \$11,240
- Sub-Committee received updates and had discussions on:
  - EOWRP 2025 Financial Statement as of August 31<sup>st</sup>, 2025
  - Ottawa Rural Clean Water Program evaluation
  - Eligibility for equipment crossings
  - Promotional opportunities for the Clean Water Program

Ronda Boutz  
Secretary-Treasurer.

Attachments



**GRANT SUB-COMMITTEE**

Meeting No. 03/25

Monday, September 15<sup>th</sup>, 2025 – 10:00 a.m.

Watershed Room, SNC

     	Present:	Jackie Kelly-Pemberton, Member at Large, Sub-Committee Chair Brendan Jacobs, Ottawa Rural Clean Water Program Alain Jaquemet, Member at Large Glenn Mackey, ALUS - Ontario East Pamela O'Donnell, Member at Large Bill Smirle, SNC Board of Directors, Watershed Advisory Committee Chair Tara Redpath, City of Ottawa Adrian Wynands, SNC Vice Chair, ex-officio
	Regrets:	Steve Densham, SNC Vice Chair, ex-officio Jordan Graham, Member at Large Catherine Kitts, SNC Second Vice Chair, ex-officio
	Staff Present:	Ronda Boutz, Secretary-Treasurer Sahib Chana, Engineering Assistant Lorie Henderson, Administrative Assistant Kenneth Omenogor, Geotechnical Engineer Andre Pommainville, Program Representative
	Guest:	Jason Symington, Drinking Water Source Protection Project Manager Raisin-South Nation Source Protection Region





### **CHAIRS REMARKS**

Jackie Pemberton, Sub-Committee Chair, welcomed everyone to the Grants Sub-Committee meeting of September 15<sup>th</sup>, 2025 at 9:59 a.m.

Jackie requested a minute of silence in memory of Rene Lalonde, Program Representative, who recently passed.

### **APPROVAL OF GRANTS SUB-COMMITTEE MEETING AGENDA**

RESOLUTION NO. GSC-019/25

Moved by: Glenn Mackey

Seconded by: Tara Redpath

RESOLVED THAT:

The Members approve the September 15<sup>th</sup>, 2025 Grants Sub-Committee meeting agenda with the following amendment:

- Ottawa Rural Clean Water Grant Program update be added as agenda item 6.c. under New Business.

CARRIED

### **DECLARATION OF CONFLICT OF INTEREST**

Brendan Jacobs declared a conflict of interest on agenda item 6.b.ii.: Request for Approval: Drinking Water Source Protection – Salt Responsibly Campaign.

### **REQUEST FOR APPROVAL: APPROVAL OF GRANT SUB-COMMITTEE MEETING MINUTES OF JUNE 16<sup>TH</sup>, 2025.**

RESOLUTION NO. GSC-020/25

Moved by: Adrian Wynands

Seconded by: Glenn Mackey

RESOLVED THAT:

The Members approve the Grant Sub-Committee meeting minutes of June 16<sup>th</sup>, 2025 as presented.

CARRIED

### **BUSINESS ARISING FROM MINUTES**

There was no business arising from minutes.





**NEW BUSINESS**

**UPDATE: EASTERN ONTARIO WATER RESOURCES PROGRAM 2025 FINANCIAL STATEMENT – AS OF AUGUST 31<sup>ST</sup>, 2025**

RESOLUTION NO. GSC-021/25

Moved by: Pam O'Donnell  
Seconded by: Brendan Jacobs

RESOLVED THAT:

The Grants Sub-Committee receives and files the 2024 Eastern Ontario Water Resources Program Financial Statement as of August 31<sup>st</sup>, 2025.

CARRIED

**REQUEST FOR APPROVAL: DRINKING WATER SOURCE PROTECTION – SALT RESPONSIBLY CAMPAIGN**

Having declared a conflict of interest, Brendan Jacobs did not participate in this item.

RESOLUTION NO. GSC-022/25

Moved by: Pam O'Donnell  
Seconded by: Tara Redpath

RESOLVED THAT:

The Grants Sub-Committee approve the final report for the Salt Responsibly Campaign project; and

FURHTER THAT:

The Sub-Committee approve final expenditures totaling \$3,972 in 2025.

CARRIED

**CLEAN WATER PROGRAM**

**i. SUMMARY OF CLEAN WATER PROGRAM GRANT APPLICATIONS**

A report summarizing Clean Water Program grant applications was provided for information.

**ii. CLEAN WATER PROGRAM APPLICATIONS**

RESOLUTION NO. GSC-020/25

Moved by: Tara Redpath  
Sseconded by: Glenn Mackey

RESOLVED THAT:

The Clean Water Committee approves funding to the following projects:



Project Code	Project Type	Grant %	Grant Approved	Rating	Conditions of Approval
2025-NAT-CW15	Well Decommissioning	100%	\$1,000	24.9	None
2025-NAT-CW13	Well Decommissioning	100%	\$1,000	23.9	None
2025-AUG-CW16	Septic System	50%	\$2,000	23.8	None
2025-APL-CW07B	Cover Crop	N/A	\$2,000	23.4	None
2025-CAS-CW12	Erosion	50%	\$5,000	22.4	Applicant to work with SNC staff on selection of appropriate tree/shrub species for in-water plantings.
2025-RUS-CW14	Cover Crop	N/A	\$240	22.0	None
Total Approved			\$11,240		

CARRIED

**iii. DISCUSSION: ELIGIBILITY OF EQUIPMENT CROSSINGS (VERBAL):**

A verbal discussion was had with staff and members on the eligibility of equipment crossing.

**IV. DISCUSSION: CLEAN WATER PROGRAM PROMOTION (VERBAL)**

A verbal discussion was had with staff and members on the Clean Water Program promotional opportunities.

**OTTAWA RURAL CLEAN WATER GRANT PROGRAM UPDATE**

Tara Redpath provided an update on the Ottawa Rural Clean Water Grant Program and indicated that she is currently reviewing the five-year program. Additionally, Tara informed the members that she had sent out a survey via email asking that it be completed, encouraging those who have not yet had the opportunity to do so before September 30<sup>th</sup>, 2025.

**DATE OF NEXT MEETING**

- November 17<sup>th</sup>, 2025, at 9:00 a.m. at SNC Office, Finch, ON



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**ADJOURNMENT**

RESOLUTION NO. GSC-0/25

Moved by: Alain Jaquemet

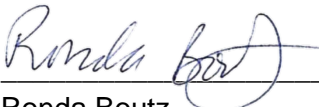
RESOLVED THAT:

The Grants Sub-Committee meeting of  
September 15<sup>th</sup>, 2025 be adjourned at 11:53 a.m.

CARRIED

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Jackie Pemberton,  
Sub-Committee Chair.



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Ronda Boutz,  
Secretary-Treasurer.

/lh