



SOUTH NATION  
**CONSERVATION**  
DE LA NATION SUD

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## **Board of Directors**

# **Meeting Agenda**

**Date:** October 16<sup>th</sup>, 2025

**Time:** 9:00 am

**Location:** Watershed Room, SNC

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



## Board of Directors

# Meeting Agenda

October 16<sup>th</sup>, 2025 at 9:00 am

1. Traditional Land Acknowledgement
2. Chair's Remarks
3. Approval of SNC Board of Directors Agenda (Supplemental Agenda)
4. Declaration of Conflict of Interest
5. Request for Approval:
  - a. Board of Directors meeting minutes of September 18<sup>th</sup>, 2025 3-9
  - b. SNC Committees Meeting Highlights and Minutes of: 10
    - i. Watershed Advisory Committee meeting minutes of September 23<sup>rd</sup>, 2025: Ronda 11-15
6. SNC Project Update – PowerPoint Presentation: Staff
7. New Business:
  - a. For Review: Proposed 2026 Levies: Johanna 16-19
  - b. Request for Approval: Asset Management Plan [Draft]: Johanna 20
  - c. Request for Approval: Growing Canada's Community Canopies Funding Agreements: Ronda 21-22
  - d. Request for Approval: Funding Submissions: Michelle 23
  - e. Request for Approval: Wetland Construction Contracts: Michelle 24-25
  - f. Request for Approval: Monies Received and Disbursement Register for September 2025: Donna 26-30
  - g. Monthly Updates
    - i. Planning Activity: James 31-33
    - ii. Engineering Technical Reviews: Shahin 34
    - iii. Section 28.1 Permits Issued: Jennifer 35
    - iv. Enforcement of Parts VI and VII of the Act: Greg 36
    - v. On-site Sewage Permits Received: Monique 37-38
8. Supplemental Agenda
  - a. Update: Estimated Statement of Operations for September 30<sup>th</sup>, 2025: Johanna
9. Correspondence (if any)
10. Dates of Upcoming Meetings, third Thursday, at 9:00 a.m.
  - November 20<sup>th</sup>, 2025 (2026 Draft Budget presentation)
  - December 11<sup>th</sup>, 2025 (Note: second Thursday of the month)
11. Future Motions of the Board and/or Discussion of SNC Issues
12. Closed Session (if any)
13. Adjournment

Carl Bickerdike,  
Chief Administrative Officer.



## BOARD OF DIRECTORS MEETING

Meeting No. 08/25

Thursday, September 18<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 (*electronic participation*)  
Isabelle Skalski, City of Ottawa (*electronic participation*)  
Tom Smyth, Stormont Dundas Glengarry  
Bill Smirle, Stormont Dundas Glengarry  
François St. Amour, Prescott Russell  
Mike Tarnowski, Prescott Russell  
Deb Wilson, Leeds Grenville  
Adrian Wynands, Leeds Grenville, Vice Chair

### Staff Present:

Carl Bickerdike, Chief Administrative Officer  
Johanna Barkley, Director of Finance  
Ronda Boutz, Secretary-Treasurer  
Jennifer Boyer, Managing Director, Approvals  
James Holland, Senior Planner  
Hannah Jackson, Accounting and Human Resources Specialist  
Sandra Mancini, Managing Director, Natural Hazards and Infrastructure  
Eric McGill, Corporate Counsel  
Gregory Payne, Permitting Officer  
Pat Piitz, Team Lead, Property  
Katherine Watson, Coordinator – Early Warning Systems and Watershed Plans





**TRADITIONAL LAND ACKNOWLEDGEMENT**

Ronda Boutz, Secretary-Treasurer read the Indigenous land acknowledgement.

**CHAIRS REMARKS**

Steve Densham, Chair, called the SNC Board of Directors meeting of September 18<sup>th</sup>, 2025 to order at 9:00 a.m.

Chair Densham thanked staff for the Board and Committee Tour that was held on September 9<sup>th</sup>, 2025.

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

RESOLUTION NO. BD-161/25

Moved by: Bill Smirle

Seconded by: François St. Amour

RESOLVED THAT:

The Members approve the September 18<sup>th</sup>, 2025 main and supplemental agenda as amended:

- Supplemental Agenda Item 2 a., be moved to follow main agenda item 12.b.

CARRIED

**DECLARATION OF CONFLICT OF INTEREST**

None.

**BOARD MEETING MINUTES**

**A. REQUEST FOR APPROVAL: BOARD OF DIRECTORS MEETING MINUTES  
AUGUST 21<sup>ST</sup>, 2025**

RESOLUTION NO. BD-162/25

Moved by: Mike Tarnowski

Seconded by: Adrian Wynands

RESOLVED THAT:

The Members approve the Board of Directors meeting minutes of August 21<sup>st</sup>, 2025 as submitted.

CARRIED

**B. UPDATE: SOUTH NATION RESPONSE TEAM MEETING MINUTES OF  
AUGUST 25<sup>th</sup>, 2025**

RESOLUTION NO. BD-163/25

Moved by: Catherine Kitts

Seconded by: Tom Smyth



RESOLVED THAT:

The Board of Directors receive and file the South Nation Response Team meeting minutes of August 25<sup>th</sup>, 2025 as submitted.

CARRIED

**SNC PROJECT UPDATE: POWERPOINT PRESENTATION**

Staff presented the members with a PowerPoint presentation on project updates.

**Matt Luloff joined the meeting virtually at 9:07 a.m.**

**NEW BUSINESS**

**REQUEST FOR APPROVAL: 2026 LEVY AND BUDGET SCHEDULE**

RESOLUTION NO. BD-164/25

Moved by: François St. Amour

Seconded by: Mike Tarnowski

RESOLVED THAT:

The Board of Directors approve the 2026 Levy and Budget Schedule as presented.

CARRIED

**REQUEST FOR APPROVAL: RECORD RETENTION POLICY AND SCHEDULES**

RESOLUTION NO. BD-165/25

Moved by: Linda Payant

Seconded by: Isabelle Skalski

RESOLVED THAT:

The Board of Directors approve the revised Record Retention Policy and Schedules as presented.

CARRIED

**REQUEST FOR APPROVAL: FUNDING SUBMISSION**

RESOLUTION NO. BD-166/25

Moved by: Deb Wilson

Seconded by: Genevieve Lajoie

RESOLVED THAT:

The Board of Directors approves the submission of a funding application to the Green Municipal Fund – Climate Adaptation/Climate-ready plans and processes/Plans program, requesting \$140,000 for the climate risk assessment for unstable slopes in the South Nation Conservation jurisdiction project.

CARRIED



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

RESOLUTION NO. BD-167/25

Moved by: Adrian Wynands  
Seconded by: Mike Tarnowski

RESOLVED THAT:

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

FURTHER THAT:

The Board approve the Disbursement Register of \$926,305.14 for August 2025.

CARRIED

**SNC WATER RESPONSE PROGRAM (PRESENTATION)**

Kat Watson, Coordinator, Early Warning Systems and Watershed Plans, provided a presentation on current watershed conditions and recommendations from the Water Response Team on water conservation.

**MONTHLY UPDATES:**

- i. **PLANNING ACTIVITY**
- ii. **ENGINEERING TECHNICAL REVIEWS**
- iii. **SECTION 28.1 PERMITS ISSUED**
- iv. **ENFORCEMENT OF PARTS VI AND VII OF THE ACT**
- v. **ON-SITE SEWAGE PERMITS RECEIVED**

RESOLUTION NO. BD-168/25

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

RESOLVED THAT:

The Board of Directors receive and file the following updates for August 2025:

- i. Planning Activity;
- ii. Engineering Technical Reviews;
- iii. Permits issued under Section 28.1 of the *Conservation Authorities Act*;
- iv. Reported *Conservation Authorities Act* regulation concerns received; and
- v. On-site sewage permits received.

CARRIED



**SUPPLEMENTAL AGENDA**

**UPDATE: ESTIMATED STATEMENT OF OPERATIONS FOR AUGUST 31<sup>st</sup>, 2025**

RESOLUTION NO. BD-169/25

Moved by: Mike Tarnowski  
Seconded by: Bill Smirle

RESOLVED THAT:

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.

CARRIED

**REQUEST FOR APPROVAL: BEAR BROOK WATERSHED STUDY CLIMATE CHANGE SCENARIO PLANNING – CONTRACTED SERVICES**

RESOLUTION NO. BD-170/25

Moved by: Deb Wilson  
Seconded by: Mike Tarnowski

RESOLVED THAT:

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.

CARRIED

**REQUEST FOR APPROVAL: SNC COMMITTEE MEETING HIGHLIGHTS AND MINUTES**

RESOLUTION NO. BD-171/25

Moved by: Adrian Wynands  
Seconded by: Mike Tarnowski

RESOLVED THAT:

The Board of Directors approve the actions and recommendations of the following Committee meetings:  
i. Grants Sub-Committee meeting minutes of September 15<sup>th</sup>, 2025.

CARRIED

**CORRESPONDENCE**

None



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

- October 16<sup>th</sup>, 2025
- November 20<sup>th</sup>, 2025 (2026 Draft Budget presentation)
- December 11<sup>th</sup>, 2025 (Note: second Thursday of the month)

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

Tom Smyth – requested future discussion on percentage of levy allocated for land acquisition.

**CLOSED SESSION**

RESOLUTION NO. BD-172/25

Moved by: Adrian Wynands  
Seconded by: Bill Smirle

RESOLVED THAT:

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

- Update: Land Acquisitions
- Request for Approval: Land Acquisition
- Update: Legal Matter: Carl

CARRIED

**The Board convened Closed Session at 9:50 a.m.**

**OPEN SESSION**

RESOLUTION NO. BD-173/25

Moved by: Bill Smirle  
Seconded by: Mike Tarnowski

RESOLVED THAT:

The Board of Directors move into Open Session.

CARRIED

**The Board reconvened Open Session at 10:10 a.m.**

**UPDATE: LAND ACQUISITIONS**

RESOLUTION NO. BD-174/25

Moved by: Linda Payant  
Seconded by: Isabelle Skalski

RESOLVED THAT:

The Board of Directors receive and file the Land Acquisitions update.

CARRIED





**REQUEST FOR APPROVAL: LAND ACQUISITIONS**

RESOLUTION NO. BD-175/25

Moved by: Deb Wilson  
Seconded by: Adrian Wynands

RESOLVED THAT:

The Board of Directors approve property acquisition 2025-SST-01 [South Stormont] as discussed in the report; and

FURTHER THAT:

The Board of Directors direct staff to obtain an appraisal on 2025-OTT-03 [Ottawa] and bring it back to the Board for discussion.

CARRIED

**UPDATE: LEGAL MATTER**

RESOLUTION NO. BD-176/25

Moved by: Geneveive Lajoie  
Seconded by: Tom Smyth

RESOLVED THAT:

The Board of Directors receive and file the Legal Matter update.

CARRIED

**ADJOURNMENT**

RESOLUTION NO. BD-177/25

Moved by: Bill Smirle  
Seconded by: Mike Tarnowski

RESOLVED THAT:


The Board of Directors meeting of September 18<sup>th</sup>, 2025 be adjourned at 10:14 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:** Ronda Boutz, Secretary-Treasurer  
**Date:** October 9<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 September 23<sup>rd</sup>, 2025
- 

**DISCUSSION:**

**Watershed Advisory Committee Meeting: September 23<sup>rd</sup>, 2025**

- Committee recommend approval of the following to the Board of Directors:
  - Education program delivery and fee structure
- Committee received an update on:
  - Community Engagements from Committee members
  - Grants Sub-Committee Meeting of September 15<sup>th</sup>, 2025
  - Low Water Conditions in the SNC Jurisdiction
  - Bear Brook Watershed Study – Characterization Report



Ronda Boutz,  
Secretary-Treasurer.

Attachments



## WATERSHED ADVISORY COMMITTEE MEETING

Meeting No. 02/25

Tuesday, September 23<sup>rd</sup>, 2025 1:00 p.m.

Watershed Room, SNC

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Members Present:	Bill Smirle, SNC Board of Directors, Committee Chair Jackie Kelly-Pemberton, Member at Large, Committee Vice Chair Matt Alkerton, Member at Large Emilie DeRochie, River Institute Dorothy Hamilton, Ontario Woodlot Association – SDG Chapter ( <i>electronic participation</i> ) Murray Inch, Volunteer of Oak Valley Pioneer Park Genevieve Lajoie, SNC Board of Directors ( <i>electronic participation</i> ) Glenn Mackey, ALUS - Ontario East Pamela O'Donnell, Member at Large Louis Prevost, United Counties of Prescott & Russell Tara Redpath, City of Ottawa ( <i>electronic participation</i> ) Jean Saint-Pierre, Boisé Est Cindy Saucier, Member at Large Fred Schueler, Fragile Inheritance Natural History Adrian Wynands, SNC Vice Chair, ex-officio
Regrets:	Sarah Burger, Member at Large Steve Densham, SNC Chair, ex-officio, Chair Greg Faaren, St. Lawrence Parks Commission Tim Fisher, Leeds and Grenville Municipalities Jordan Graham, Member at Large Larissa Holman, Ottawa River Keeper Alain Jaquemet, Member at Large Catherine Kitts, Second Vice Chair, ex-officio Erica Louttit, Miitig Healing Lodge François St. Amour, SNC Board of Directors Erika Sheridan, Member at Large Kayla Sunday, Mohawk Council of Akwesasne Peter Young, United Counties of Stormont, Dundas and Glengarry
Guests:	Linda Payant, SNC Board of Directors
Staff Present:	Ronda Boutz, Secretary-Treasurer John Mesman, Managing Director, Property, Conservation Lands and Community Outreach



Sandra Mancini, Managing Director, Natural Hazards and Infrastructure  
Katherin Watson, Coordinator - Early Warning Systems and Watershed  
Plans

**TRADITIONAL LAND ACKNOWLEDGEMENT**

Ronda Boutz, Secretary-Treasurer, read an Indigenous land acknowledgement.

**CHAIRS REMARKS**

Bill Smirle, Committee Chair, welcomed everyone and called the meeting to order at 12:20 p.m.

**APPROVAL OF WATERSHED ADVISORY COMMITTEE MEETING AGENDA**

RESOLUTION NO. WAC-044/25

Moved by: Glenn Mackey  
Seconded by: Pam O'Donnell

RESOLVED THAT:

The Members approve the September 23<sup>rd</sup>, 2025  
Watershed Advisory Committee meeting agenda  
as presented.

CARRIED

**DECLARATION OF CONFLICT OF INTEREST**

None.

**APPROVAL OF WATERSHED ADVISORY COMMITTEE MEETING MINUTES OF  
JUNE 24<sup>TH</sup>, 2025**

RESOLUTION NO. WAC-045/25

Moved by: Murray Inch  
Seconded by: Cindy Saucier

RESOLVED THAT:

The Members approve the Watershed Advisory  
Committee meeting minutes of June 24<sup>th</sup>, 2025  
as submitted.

CARRIED



**STAFF UPDATE**

Staff presented project and program updates.

**NEW BUSINESS**

**UPDATE: COMMUNITY ENGAGEMENT**

RESOLUTION NO. WAC-046/25

Moved by: Adrian Wynands

Seconded by: Emily DeRochie

RESOLVED THAT:

The Watershed Advisory Committee receive and file the Community Engagement Update.

CARRIED

**UPDATE: GRANTS SUB-COMMITTEE MEETING OF SEPTEMBER 15<sup>TH</sup>, 2025**

RESOLUTION NO. WAC-047/25

Moved by: Glenn Mackey

Seconded by: Louis Prevost

RESOLVED THAT:

The Watershed Advisory Committee receive and file the Grants Sub-Committee Meeting of September 15<sup>th</sup>, 2025 update.

CARRIED

**The Watershed Advisory Committee recessed for a break at 1:22 p.m.**

**The Watershed Advisory Committee reconvened at 1:30 p.m.**

**UPDATE: LOW WATER CONDITIONS IN THE SNC JURISDICTION**

RESOLUTION NO. WAC-048/25

Moved by: Adrian Wynands

Seconded by: Pam O'Donnell

RESOLVED THAT:

The Watershed Advisory Committee receive and file the update on Low Water Conditions; and



FURTHER THAT:

The Watershed Advisory Committee supports the Water Response Team recommendations encouraging municipalities to enact and/or strengthen water use by-laws.

CARRIED

**REQUEST FOR APPROVAL: EDUCATION PROGRAM DELIVERY AND FEE UPDATE**

RESOLUTION NO. WAC-049/25

Moved by: Glenn Mackey  
Seconded by: Jean Saint-Pierre

RESOLVED THAT:

The Watershed Advisory Committee recommend the continued delivery of the full suite of SNC Education Programs, including, but not limited to Maple Education, Stream of Dreams, and Watershed Adventures, Youth Fish and Hunt Camps, Student Summit Partnerships, and Specialist High Skills Major (SHSM) Certifications; and

FURTHER THAT:

The Committee recommend adjustments to the education program fee schedule to support increased participation.

CARRIED

**UPDATE: BEAR BROOK WATERSHED STUDY – CHARACTERIZATION REPORT**

Staff provided an update presentation on the Bear Brook Watershed Study – Characterization Report.

**SUPPLEMENTAL AGENDA**

None

**DATES OF UPCOMING MEETINGS**

- a. Watershed Advisory Committee
  - November 25<sup>th</sup>, 2025 at 12:00 p.m.



b. Grants Sub-Committee

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

**ADJOURNMENT**

RESOLUTION NO. WAC-050/25

Moved by: Glenn Mackey  
Seconded by: Pam O'Donnell

RESOLVED THAT:

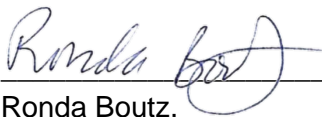
The Watershed Advisory Committee meeting of  
September 23<sup>rd</sup>, 2025 be adjourned at 3:10 p.m.

CARRIED

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Bill Smirle,  
Committee Chair.

/rb



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Ronda Boutz,  
Secretary-Treasurer.



**To:** Board of Directors  
**From:** Johanna Barkley, Director of  
**Date:** Finance October 9, 2025  
**Subject:** For Review: Proposed 2026 Levies

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## RECOMMENDATION:

The Board of Directors receive the proposed 2026 general levy, at \$4,847,480, and the proposed capital levy of \$209,093, for review and comment; and

FURTHER THAT: The Board of Directors receive the following proposed 2025 City of Ottawa special levies for review and comment:

1. Ottawa Rural Clean Water Program: \$200,000
2. Ottawa Tree Replacement Program: \$200,000
3. Eastern Ontario Water Resource Program: \$50,000
4. Ottawa Baseline Monitoring Program: \$47,000

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## BACKGROUND:

Under sections 25 and 27 of the *Conservation Authorities Act*,

- The Board determines if a project benefits one, several or all municipalities. The Board decides on a percentage to charge each municipality for special projects. This is appealable to the Ontario Land Tribunal.
- The Board may establish a minimum levy.

South Nation Conservation's (SNC) general levy is based on the Modified Current Value Assessment (MCVA) provided by the Ministry of the Natural Resources (MNR).

SNC growth in assessment from 2025 to 2026 is 1.7%.

Staff will draft the 2026 Budget based on the proposed 2026 levies, unless otherwise directed by the Board.

Notice of levies will be sent to member municipalities following approval of the draft 2026 Budget. The notice, and a copy of the draft 2026 Budget, will be provided a minimum of 30 days prior to the meeting for the vote to approve the 2026 levies and Budget.

## DISCUSSION:

### 2026 Levy

The proposed General Levy is based on 1.6% increase in growth, plus 2.9% cost of living adjustment (COLA).

The proposed 2026 SNC Levy Schedule is attached.





The draft Levy growth and COLA amounts are equivalent to the City of Ottawa budget direction, being SNC's largest contributing member municipality.

Using the assessment values provided by MNR for the prior year (2025), the proposed SNC General Levy and Capital Levy for 2026 is estimated at \$6.44 per \$100,000 in assessment, up from \$6.26 in 2025.

Year	General Levy	Capital Levy	Total Levy
2026	\$ 6.17	\$ 0.27	\$ 6.44
2025	\$ 6.00	\$ 0.26	\$ 6.26

### **2026 City of Ottawa Special Levies**

SNC delivers several programs within the City of Ottawa at the City's request, funded 100% by the City through annual special levies.

The Ottawa Rural Clean Water Program (ORCWP) special levy remains unchanged from 2025 at \$200,000. SNC collects this levy on behalf of the three Conservation Authorities in Ottawa.

The Ottawa Tree Replacement Program (OTRP) special levy remains unchanged from 2025 at \$200,000. The OTRP assists Ottawa residents with removal and replacement of trees lost due to invasive species and extreme weather events.

The Eastern Ontario Water Resources Program (EOWRP) supports projects that protect water resource within Eastern Ontario. The special levy remains unchanged from 2025 at \$50,000.

The Ottawa Baseline Monitoring Program 2026 special levy is at \$47,000, unchanged from 2025. This program supports water quality monitoring for the City of Ottawa.

Johanna Barkley,  
Director of Finance

Attachment: 2026 SNC Levy Schedule



## 2026 SNC Levy Schedule

### General Levy

Municipality	Total 2025 General Levy	Total 2026 General Levy	Total Dollar Change	Total Percentage Change
Augusta Tp	43,365.00	44,715.00	1,350.00	3.11%
Edwardsburgh/Cardinal Tp	62,905.00	65,458.00	2,553.00	4.06%
Elizabethtown - Kitley Tp	734.00	762.00	28.00	3.81%
North Grenville M	61,557.00	64,649.00	3,092.00	5.02%
Ottawa C	3,546,625.00	3,705,352.00	158,727.00	4.48%
Alfred and Plantagenet Tp	72,322.00	75,386.00	3,064.00	4.24%
Casselman V	42,235.00	44,258.00	2,023.00	4.79%
Champlain Tp	700.00	729.00	29.00	4.14%
Clarence-Rockland C	211,972.00	220,503.00	8,531.00	4.02%
Russell Tp	197,435.00	210,760.00	13,325.00	6.75%
The Nation M	115,281.00	121,917.00	6,636.00	5.76%
North Dundas Tp	110,671.00	115,657.00	4,986.00	4.51%
North Glengarry Tp	16,968.00	17,592.00	624.00	3.68%
North Stormont Tp	49,978.00	51,805.00	1,827.00	3.66%
South Dundas Tp	94,390.00	97,987.00	3,597.00	3.81%
South Stormont Tp	9,540.00	9,950.00	410.00	4.30%
<b>Total</b>	<b>4,636,678.00</b>	<b>4,847,480.00</b>	<b>210,802.00</b>	<b>4.55%</b>

### Capital Levy

Municipality	Total 2025 Capital Levy	Total 2026 Capital Levy	Total Dollar Change	Total Percentage Change
Augusta Tp	1,871.00	1,929.00	58.00	3.10%
Edwardsburgh/Cardinal Tp	2,713.00	2,823.00	110.00	4.05%
Elizabethtown - Kitley Tp	32.00	33.00	1.00	3.13%
North Grenville M	2,655.00	2,789.00	134.00	5.05%
Ottawa C	152,981.00	159,828.00	6,847.00	4.48%
Alfred and Plantagenet Tp	3,120.00	3,252.00	132.00	4.23%
Casselman V	1,822.00	1,909.00	87.00	4.77%
Champlain Tp	30.00	31.00	1.00	3.33%
Clarence-Rockland C	9,143.00	9,511.00	368.00	4.02%
Russell Tp	8,516.00	9,091.00	575.00	6.75%
The Nation M	4,973.00	5,259.00	286.00	5.75%
North Dundas Tp	4,774.00	4,989.00	215.00	4.50%
North Glengarry Tp	732.00	759.00	27.00	3.69%
North Stormont Tp	2,156.00	2,235.00	79.00	3.66%
South Dundas Tp	4,071.00	4,227.00	156.00	3.83%
South Stormont Tp	412.00	429.00	17.00	4.13%
<b>Total</b>	<b>200,001.00</b>	<b>209,094.00</b>	<b>9,093.00</b>	<b>4.55%</b>



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### Special Levies

Program	2025 Special Levy	2026 Special Levy
Ottawa - Ottawa Rural Clean Water Program	\$ 200,000	\$ 200,000
Ottawa - Ottawa Tree Replacement Program	200,000	200,000
Ottawa - Eastern Ontario Water Resources Program	50,000	50,000
Ottawa - Baseline Monitory Program	47,000	47,000
<b>Total Special Levies</b>	<b>\$ 497,000</b>	<b>\$ 497,000</b>

### Grant Total - All Levies

2025 Year	2026 Year
<b>\$ 5,333,679</b>	<b>\$ 5,553,574</b>



**To:** Board of Directors  
**From:** Johanna Barkley, Director of Finance  
**Date:** October 7, 2025  
**Subject:** Request for Approval: Asset Management Plan [Draft]

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**RECOMMENDATION:**

The Board of Directors approve the draft Asset Management Plan as presented.

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**DISCUSSION:**

South Nation Conservation (SNC) approved an Asset Management Plan for water and erosion control infrastructure in December 2024 to comply with provincial regulations under the *Conservation Authorities Act*.

To further improve the management of SNC assets and financial requirements, staff have updated the Asset Management Plan to include additional Information on:

- Water and Erosion Control Structures,
- Buildings and Structures, and
- Fleet and Equipment.

The Asset Management Plan (AMP) identifies the current infrastructure management practices and strategies, and makes recommendations where they can be further refined. The AMP will be a useful tool in planning for future capital asset costing and budgeting.

The following classes and assets will be included in a future AMP.

- Computers and IT Networks;
- Land Acquisition;
- Parking Lots, Signage, and Land Improvements, and
- Natural Assets.

The Asset Management Plan [Draft] will be uploaded to the SNC website prior to the meeting.

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

Compliance with Budget: No impact on 2025 Budget. Implementation of the capital projects for future years will be considered in the applicable draft annual Budgets.

SNC Policy Adherence: Subsection 5 (2) 2 of Ontario Regulation 686/21 requires all conservation authorities have an asset management plan for water and erosion control infrastructure. The addition of all corporate assets to the AMP is at the direction of the Board of Directors [BD-209/24] and is consistent with financial best practices of similar agencies.

Programs and Services Category: Category 1 – Mandatory: Water and Erosion Control Infrastructure and General Operations.

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Johanna Barkley,  
Director of Finance.



**To:** Board of Directors  
**From:** Ronda Boutz, Secretary-Treasurer  
**Date:** October 7, 2025  
**Subject:** Request for Approval: Growing Canada's Community Canopies Agreements

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**RECOMMENDATION:**

The Board of Directors approve entering into a multi-year agreement with the Federation of Canadian Municipalities – Green Municipal Fund – Growing Canada's Community Canopies program to receive \$372,400 in funding for the "Greening Community Spaces in the South Nation Conservation Jurisdiction: A Municipal Tree Planting Partnership"; and

FURTHER THAT: The Board of Directors approve entering into contribution agreements with municipal partners to undertake the "Greening Community Spaces in the South Nation Conservation Jurisdiction: A Municipal Tree Planting Partnership" project.

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**DISCUSSION:**

The Board of Directors approved a submission to the Growing Canada's Community Canopies (GCCC) program in September 2024 (BD-155/24).

South Nation Conservation (SNC) partnered with nine municipalities to submit the "Greening Community Spaces in the South Nation Conservation Jurisdiction: A Municipal Tree Planting Partnership" project.

The Federation of Canadian Municipalities confirmed project approval on September 26, 2025; a funding agreement is pending. SNC will also need to enter into separate agreements with each partner municipality.

The project term is from 2025 to 2027, funded 50% from GCCC, with additional matching 50% funds from SNC and municipal partners.

Below is a summary of the project budget:

	2024*	2025	2026	2027	Total
1. SNC	\$2,500	\$44,206	\$20,569	\$6,126	<b>\$73,400</b>
2. Clarence-Rockland		\$10,000	\$10,000	\$10,000	<b>\$30,000</b>
3. Russell		\$15,000	\$15,000	\$15,000	<b>\$45,000</b>
4. South Dundas		\$2,500	\$2,500	\$2,500	<b>\$7,500</b>
5. North Dundas		\$15,000	\$15,000	\$15,000	<b>\$45,000</b>
6. Casselman		\$7,500	\$5,000	\$0	<b>\$12,500</b>
7. Edwardsburgh Cardinal		\$15,000	\$15,000	\$15,000	<b>\$45,000</b>
8. Alfred and Plantagenet		\$40,000	\$40,000	\$20,000	<b>\$100,000</b>
9. North Stormont		\$2,000	\$2,000	\$0	<b>\$4,000</b>
10. North Glengarry		\$5,000	\$5,000	\$0	<b>\$10,000</b>



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	2024*	2025	2026	2027	Total
SNC and Partner Funds	\$2,500	\$156,206	\$130,069	\$83,626	\$372,400
GCCC Funds	\$2,500	\$156,206	\$130,069	\$83,626	\$372,400
<b>Total</b>	<b>\$5,000</b>	<b>\$312,411</b>	<b>\$260,137</b>	<b>\$167,252</b>	<b>\$744,800</b>

*\*application preparation is an eligible expense to a maximum of \$5,000.*

SNC will work with partner municipalities to plant trees in 2025 and 2026. Project monitoring and maintenance will take place in 2027. Trees will be planted on SNC and municipal properties. Planting plans have been completed for all sites.

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

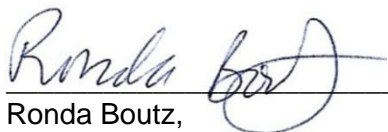
Compliance with Budget: This project was not included in the 2025 Budget. Planting on SNC sites was for planned activities and/or supported with additional external funding. Partner municipalities will provide the required 50% matching for municipal planting sites.

SNC Policy Adherence:

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

Costs associated with the agreements will be in compliance with SNC Purchasing Policy and approved SNC Fee Structure.

Programs and Service Category: Category 1 – Conservation Lands and Category 2 – Municipal Service Agreements

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



**To:** Board of Directors  
**From:** Michelle Cavanagh, Team Lead, Special Projects  
**Date:** October 9, 2025  
**Subject:** Request for Approval: Funding Submission

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**RECOMMENDATION:**

The Board of Directors approves the submission of a funding application to the Wetlands Conservation Partner Program requesting \$200,000 for the restoration and enhancement of the Two Creeks Forest Conservation Area and Leitrim Wetland in 2026.

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**DISCUSSION:**

**1. Wetlands Conservation Partner Program**

This funding is administered by the Ministry of Environment, Conservation and Parks and provides support to restore and enhance wetlands in priority areas. Projects working on coastal wetlands and wetlands within Ecoregions 6E and 7E.

**Project:** Enhancing Wetland Function and Resilience at Leitrim Wetland and Two Creeks Forest Conservation Area through Invasive Species Control, Hydrologic Restoration, and Native Vegetation Planting  
**Request:** \$200,000  
**Cost-share:** \$1 in non-provincial funding required for every \$2 in funds requested.  
**Purpose:** SNC will complete invasive species removals and habitat improvements at the Leitrim Wetland and remove dead ash trees and create open water habitat at the Two Creeks Forest Conservation Area.  
**Deadline:** October 8, 2025 (retro-active request for submission)

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

Compliance with Budget:

This project is not included in the Draft 2026 Budget. Matching funds would be drawn from staff time included in Property Management, Conservation Lands, pages 22-23 and Resource Management, Water Response Programs, pages 12-13.

SNC Policy Adherence: All expenditures will adhere to SNC's Purchasing Policy. All activities to undertake the projects will adhere to SNC's Health and Safety Policy.

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

Michelle Cavanagh,  
Team Lead, Special Projects

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**To:** Board of Directors  
**From:** Michelle Cavanagh, Team Lead, Special Projects  
**Date:** October 9, 2025  
**Subject:** Request for Approval: Wetland Construction Contracts

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**RECOMMENDATION:**

The Board of Directors approve hiring Contractor A to complete a wetland restoration project at the Snake Island Forest property at an approximate cost of \$70,000 plus HST; and

FURTHER THAT: The Board of Directors approve hiring Contractor E to complete a wetland restoration project at SNC Property 188 at an approximate cost of \$85,000 plus HST.

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**DISCUSSION:**

South Nation Conservation (SNC) identifies, designs, and implements large-scale environmental improvement projects and is a leader in wetland creation and restoration. SNC staff have identified two priority projects on SNC lands and were successful in obtaining grant funding from the City of Ottawa's Environmental Land Acquisition and Stewardship Program and the World Wildlife Fund Canada.

Areas of previously drained wetlands were identified at the Snake Island Forest property and the SNC 188 property. Wetland soils (muck and peat) were found, wetland vegetation is present, and there is a seasonally high groundwater table. Excavations to create open water wetlands at both properties will establish over 7 acres of wetland habitat, restore natural groundwater levels, and provide species at risk habitat for the western chorus frog.

Construction at the Snake Island Forest property is funded by the City of Ottawa and is estimated to cost \$70,000. Construction at SNC 188 property is funded by the World Wildlife Fund Canada at an estimated cost of \$85,000. Both projects are anticipated to begin in November 2025 and be completed before 2026.

A request for quotations for construction was distributed to local companies that have suitable experience in excavation and grading work. Hourly rates for excavation equipment were requested along with examples of prior experience creating wetlands of similar design.

Two bids were received for the Snake Island Property. It is recommended to proceed with the lowest bid.

Contractor	Hourly Rate	Prior Experience Provided
A	\$200	Yes – SNC projects
B	\$235	Yes – SNC project





Five bids were received for the SNC 188 property. It is recommended to proceed with Contractor E as the lowest bidder did not provide any examples of prior experience.

Contractor	Hourly Rate	Prior Experience Provided
A	\$200	Yes
B	\$150	No
C	\$200	Yes – SNC projects
D	\$235	Yes – SNC project
E	\$175	Yes – SNC projects

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

Compliance with Budget: These projects are not included in the 2025 Budget; work will begin in 2025 and be completed in 2026. The projects are included in the Draft 2026 Budget. Construction costs are 100% covered by the World Wildlife Fund Canada and the City of Ottawa.

SNC Policy Adherence: Selection of the contractor will be made in accordance with SNC Purchasing Policy page 4 subsection (C) (iv): Purchases \$25,000 up to \$100,000.

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

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Michelle Cavanagh,  
Team Lead, Special Projects



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

**To:** Board of Directors  
**From:** Donna Ferguson, Accounting Technician  
**Date:** October 9th, 2025  
**Subject:** Request for Approval: Monies Received and Disbursement Register for September 2025

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**RECOMMENDATION:**

The Board of Directors receive and file the monies received report for September 2025; and

FURTHER THAT: The Board approve the Disbursement Register of \$694,222.37 for September 2025.

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**DISCUSSION:**

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

Received From:	September 2025
Ministry of Natural Resources	91,070.00
City of Clarence-Rockland	74,439.00
WSIB Ontario	66,409.81
Septic Revenue	50,227.25
The Nation Municipality	40,084.00
Township of North Dundas	38,483.00
Tree Revenue	34,420.25
Raisin Region Conservation Authority	25,147.93
Planning Revenue	22,328.00
Township of Edwardsburgh/Cardinal	21,874.00
Invasive Species Centre	21,000.00
Township of North Stormont	18,043.00
Municipality of Casselman	14,875.00
Royal Bank of Canada	14,644.35
United Counties of Stormont, Dundas & Glengarry	8,689.90
Township of South Stormont	7,436.85
Other Revenue	5,620.58
Land Revenue	4,999.80
Forests Canada	735.00
The Corporation of The Township Of Elizabethtown - Kitley	254.00
<b>Total</b>	<b>560,781.72</b>



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

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

<b><u>September 2025</u></b>	
Accounts Payable Cheques	34,606.57
Internet Banking	494,527.64
Electronic Funds Transfer Payments	165,088.16
<b>Total</b>	<b>694,222.37</b>

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Donna Ferguson  
Accounting Technician  
Attachment: Disbursement Register – September 2025

# Disbursements Register - September 2025

Number	Name	Amount	
<b>Accounts Payable Cheques</b>			
21268	Harvex Agromart Inc	171.20	
21269	Trinkets & Thyme	293.80	
21270	2025-EAB-021	2,078.92	Ash Tree Grant
21271	St Lawrence River Institute of Envir Sciences	1,000.00	
21272	Cindy Desnoyers	280.00	Replacement
21273	Daniel See Lim	129.16	
21274	Ontario Federation of Agriculture	220.35	
21275	Augusta Township Taxes	1,909.29	
21276	2025-EAB-024	3,000.00	Ash Tree Grant
21277	2025-EAB-025	1,570.00	Ash Tree Grant
21278	Robert and Deborah Bradbeer	665.00	
21279	N. Beehler Electric Ltd.	216.96	
21280	Esri Canada	1,398.38	
21281	Postage On Call	1,130.00	
21282	2025-EAB-034	500.00	Ash Tree Grant
21283	2025-EAB-005	4,102.75	Ash Tree Grant
21284	2025-EAB-020	500.00	Ash Tree Grant
21285	2025-UCPRWAS-028	500.00	MFTIP-UCPR Grant
21286	2025-UCPRWAS-040	500.00	MFTIP-UCPR Grant
21287	City of Ottawa	14,440.76	Consulting Services
		<b>34,606.57</b>	

## Internet Banking

GP20227	Payworks	163,143.13	Pay 18
GP20228	The Bank Of Montreal - RRSP	4,380.72	Pension
GP20229	Bell Canada	1,017.00	
GP20230	Bell Canada	59.47	
GP20231	Bell Canada	213.73	
GP20232	Hydro One	2,095.21	
GP20233	Hydro One	198.01	
GP20234	Hydro One	35.83	
GP20235	Finch Feed & Seed Ltd. Purina	405.79	
GP20236	Enbridge	33.50	
GP20237	Visa - Sylvie Fracassi	97.61	
GP20238	Visa - Jacques Levert	30.00	
GP20239	Hydro One	36.26	
GP20240	Visa - Michelle Cavanagh	356.35	
GP20241	Visa - Ronda Boutz	255.00	
GP20242	Visa - Sandra Mancini	244.52	
GP20243	Visa - Monique Sauve	87.76	
GP20244	Visa - Deborah Edwards	871.85	
GP20245	MacEwen Petroleum Inc. The	1,748.23	
GP20246	Bank of Montreal - RRSP Telus	3,639.12	Pension
GP20247	Royal Bank of Canada	1,880.24	
GP20248	Payworks	930.57	
GP20249	Visa - Lorie Henderson	154,124.01	Pay 19
GP20250	Visa - Carl Bickerdike	184.40	
GP20251	Hydro Ottawa	2,738.35	
GP20252		33.11	

Number	Name	Amount
GP20253	Russell Township Taxes	407.78
GP20254	Russell Township Taxes	381.48
GP20255	Russell Township Taxes	2,091.48
GP20256	Assante Capital Management	741.60
GP20257	VOID	-
GP20258	Payworks	152,065.53
		<b>494,527.64</b>

Pay 20

#### EFT Banking

REM000744	Moose Creek Precast	1,996.71	
REM000745	Staples Commercial/Trevipay	476.73	
REM000746	Lannin's Garage	277.25	
REM000747	Naomi Langlois-Anderson	236.06	
REM000748	Storm Internet Services	169.50	
REM000749	Nova Networks	3,669.11	
REM000750	Lloyd McMillan Equipment Ltd.	463.30	
REM000751	Cyan Solutions Ltd	621.50	
REM000752	SJM Tree Planting	2,238.81	
REM000753	Todd Baker	54.17	
REM000754	Arielle Noonan	565.00	
REM000755	Casselman Storage	203.40	
REM000756	Amelie Lemieux-Bell (Campbel)	46.56	
REM000757	Emma Padbury	40.68	
REM000758	Chubb Life Insurance Company of Canada	9.82	
REM000759	AIG Insurance Company of Canada	160.78	
REM000760	Sun Life Assurance Company of Canada	23,320.05	Group Benefits
REM000761	Gaudet Machining and Welding	3,124.65	
REM000762	Township Of Edwardsburg/Cardinal	197.60	
REM000763	Pat Piitz	252.37	
REM000764	Pierre Richer Plumbing Inc.	131.36	
REM000765	Winchester Springs Mobile Wash	395.50	
REM000766	Begg-Seguin - Crysler Hardware Limited	1,036.50	
REM000767	Lannin's Garage	271.00	
REM000768	Laplante Chevrolet Buick GMC	111.18	
REM000769	Nova Networks	3,384.35	
REM000770	Ontario Land Trust Alliance	595.00	
REM000771	1000224147 Ont Inc (Latremouille Tool Sales Rentals)	1,587.65	
REM000772	Brazeau Sanitation Inc.	1,423.80	
REM000773	Cheyene Brunet	90.00	
REM000774	Kelsey Smith	137.76	
REM000775	Crysler Auto Parts	549.70	
REM000776	Glengarry Outhouses Inc	3,390.00	
REM000777	Alexandre Roy-Guay	251.24	
REM000778	Master Floor Care Janitorial Ottawa	2,589.96	
REM000779	Gregory Payne	150.97	
REM000780	Le Vieux chaudron Inc O/A La Binerie	615.30	
REM000781	Tenaquip Industrial Equipment	114.53	
REM000782	Shane Signs	180.80	
REM000783	Nova Networks	253.12	
REM000784	Cyan Solutions Ltd	2,524.88	
REM000785	Simply Baked Catering Inc	98.88	

00029

Number	Name	Amount	
REM000786	Shahin Zandmoghaddam	30.51	
REM000787	Star Toilet Rentals/2107897 Ontario Inc	355.95	
REM000788	Ram Krishna Inc (Finch Market)	246.11	
REM000789	Endeavour Solutions Inc	7,288.54	Contracted Services
REM000790	1000552873 Ont Inc/Nick's Landscaping	1,129.44	
REM000791	Wex Canada Ltd	640.61	
REM000792	OMERS	50,438.22	Pension
REM000793	Ferguson Forest Centre	6,520.10	Trees
REM000794	Storm Internet Services	169.50	
REM000795	VOID	-	
REM000796	Pierre Richer Plumbing Inc.	131.36	
REM000797	106007 Canada Limited/Geosynthetic Systems	306.02	
REM000798	Tavish Macleod	36.00	
REM000799	Simply Baked Catering Inc	235.89	
REM000800	Phillip Dagenais	496.07	
REM000801	Harbers Greenhouses and Forestry	8,568.23	Trees
REM000802	Solinst Canada Ltd.	140.19	
REM000803	Marsh Canada Limited	10,584.00	Insurance
REM000804	Lannin's Garage	27.12	
REM000805	Raisin Region Conservation Authority	250.00	
REM000806	Shane Signs	135.60	
REM000807	Laplane Chevrolet Buick GMC	111.18	
REM000808	Winchester Print & Stationary	1,077.53	
REM000809	Lannin Home Building Centre	35.01	
REM000810	1000224147 Ont Inc (Latremouille Tool Sales Rentals)	2,224.58	
REM000811	Traductions Catmac Translations	1,005.23	
REM000812	Winchester Springs Mobile Wash	395.50	
REM000813	Seaway Embroidery	272.33	
REM000814	Simply Baked Catering Inc	169.50	
REM000815	J. Carty's Tree Service Ltd.	5,198.00	Contracted Services
REM000816	Star Toilet Rentals/2107897 Ontario Inc	440.70	
REM000817	C & S Lawnworks - Chris Crowder	3,028.40	
REM000818	Northern Wildflowers Inc	805.08	
REM000819	Ram Krishna Inc (Finch Market)	490.42	
REM000820	Phillip Dagenais	78.17	
REM000821	Augusta Township	125.00	
REM000822	Conservation Ontario	2,090.50	
REM000824	417 Bus Line Ltd.	1,804.04	
		<b>165,088.16</b>	



**To:** Board of Directors  
**From:** James Holland, Senior Planner  
**Date:** October 8, 2025  
**Subject:** Update: Planning Activity

---

**RECOMMENDATION:**

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

---

**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 September 2025.

#	Application Type	Property	Municipality
236	Consent	2595 Principale St	Alfred and Plantagenet
237	Consent	66 Du Moulin St	Alfred and Plantagenet
238	Consent	66 Du Moulin St	Alfred and Plantagenet
239	Consent	4801 Charleville Rd	Augusta
240	Consent	3754 County Rd 18	Augusta
241	Consent	3569 Ritchance Rd	Champlain
242	Consent	2158 Ste Anne Rd	Champlain
243	Consent	1650 Du Golf Rd	Clarence-Rockland
244	Consent	3054 Gagne Rd	Clarence-Rockland
245	Consent	3054 Gagne Rd	Clarence-Rockland
246	Consent	2124 Principale St	East Hawkesbury
247	Consent	1419 Pittston Rd	Edwardsburgh-Cardinal
248	Consent	1419 Pittston Rd	Edwardsburgh-Cardinal
249	Consent	1302 Pittston Rd	Edwardsburgh-Cardinal
250	Consent	1302 Pittston Rd	Edwardsburgh-Cardinal
251	Consent	Hoy St	Edwardsburgh-Cardinal
252	Site Plan Control	160 Dobbie Rd	Edwardsburgh-Cardinal
253	Consent	Sifton Rd	Front of Yonge
254	Consent	6 Sifton Rd	Front of Yonge
255	Consent	199 Route 300 E	Nation
256	Section 59 Clearance	594 St. Lawrence St	North Dundas
257	Consent	Skye Road	North Glengarry
258	Consent	15830 Concession 8-9 Rd	North Stormont
259	Consent	16825 County Rd 15	North Stormont
260	Consent	13 Melva Ave	Ottawa



#	Application Type	Property	Municipality
261	Consent	331 Somme St	Ottawa
262	Consent	4836 Bank St	Ottawa
263	Consent	Swale Road	Ottawa
264	Consent	5125 Frank Kenny Rd	Ottawa
265	Consent	4836 Bank St	Ottawa
266	Consent	4836 Bank St	Ottawa
267	Minor Variance	4836 Bank St	Ottawa
268	Subdivision	2605 Tenth Line	Ottawa
269	Site Plan Control	North Russell Rd	Russell
270	Consent	12368 Winchester Springs	South Dundas
271	Consent	11719 Strader Hill Rd	South Dundas
272	Consent	11701 Strader Hill Rd	South Dundas
273	Consent	Bank St	South Dundas
274	Consent	16119 Eamer Rd	South Stormont
275	Consent	17544 County Rd 18	South Stormont

The list below includes residential subdivision and site plan clearances in September 2025.

Landowner	Municipality	Type of Development	Dwelling Units
Melanie Construction	Russell	Site plan	38
Habitations Leclair	Nation	Subdivision	118
Melanie Construction	Russell	Subdivision	83

The table below summarizes application pre-consultation reviews requested by municipalities and property inquiry letters issued in September 2025.

#	Municipality	Application
48	Alfred and Plantagenet	Property Inquiry
49	Edwardsburgh-Cardinal	Property Inquiry
50	North Stormont	Pre-Consultation
51	Ottawa	Property Inquiry
52	Ottawa	Property Inquiry
53	Ottawa	Pre-Consultation
54	Russell	Pre-Consultation
55	South Dundas	Pre-Consultation

Staff will continue to track applications within our internal OnBase and tasking system to meet milestones and legislative timelines on each application and the reviews.

This includes ensuring legislative timelines mandated under the *Planning Act* are met and to provide exemplary customer service to our municipal partners.





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Programs & Services Category: Category 1 – Mandatory: Review of applications and other matters under the *Planning Act* for the purposes of helping to ensure that the decisions under that Act are consistent with the natural hazards policies in the policy statements issued under section 3 of the Act.

A handwritten signature in black ink, reading "James Holland".

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



**To:** Board of Directors  
**From:** Shahin Zand, Water Resources Engineer  
**Date:** October 8, 2025  
**Subject:** Update: Engineering Technical Reviews

---

**RECOMMENDATION:**

The Board of Directors receive and file the Engineering Technical Reviews update for the month of September 2025.

---

**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 Board of Directors approved fee schedule.

In September 2025, a total of 2 planning applications were received, which generated 2 technical reviews. The table below provides a summary of planning application reviews completed, by municipality.

Municipality	Planning Application Reviews
Ottawa	2
<b>TOTAL</b>	<b>2</b>

In September 2025, a total of 11 permit applications were received, which generated 11 technical reviews. The table below provides a summary of *Conservation Authorities Act* permit application reviews completed, by municipality.

Municipality	CA Act Permit Reviews
Alfred and Plantagenet	2
Clarence-Rockland	2
North Glengarry	1
North Stormont	2
Ottawa	4
<b>TOTAL</b>	<b>11</b>

SNC's Engineering Team 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.

Shahin Zand, P.Eng.  
Water Resources Engineer.



**To:** Board of Directors  
**From:** Jennifer Boyer, Managing Director, Approvals  
**Date:** October 8, 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 the month of September 2025.

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**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 September 2025:

#	Project No.	Permit Holder	Municipality	Project
158	2025-CLR-R204	Suzanne & Benoit Labre	Clarence Rockland	House addition
159	2025-NAT-R180	Chris Thomas	Nation	House addition
160	2025-NAT-R211	Joanne Laflamme	Nation	Shed installation
161	2024-NAT-R111	Rogers Communication	Nation	Directional drill & conduit
162	2025-NST-R198	Stormont Development	North Stormont	Stormwater pond outlet
163	2025-NST-R203	Township of North Stormont	North Stormont	Dock installation & erosion control
164	2025-CUM-R200	City of Ottawa	Ottawa	Culvert replacement
165	2025-OSG-R205	Craig & Kelly Hughes	Ottawa	Pool installation
166	2025-OSG-R208	Enbridge Gas	Ottawa	Gas pipeline installation
167	2020-GLO-R148	Jihad Zamat	Ottawa	Water course relocation
168	2025-SDU-R207	Barbara Black	South Dundas	Dock upgrade

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

Permit Site Visits and Inspections 2025		
Action	September 2025	Total for 2025
Permit Compliance Inspections	6	76
Pre-consultations	0	4

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:** October 8, 2025  
**Subject:** Update: Enforcement of Parts VI and VII of the Act

---

**RECOMMENDATION:**

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

---

**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. The table below lists the Report of Concerns received in the month of September 2025.

Received in 2025	File No.	Location	Description
25	ENF2025-RUS-02	Russell	Matter not subject to regulation under the Act
26	ENF2025-NAT-03	Nation	Reported development activity in a regulated area

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

Enforcement and Compliance Actions 2025		
Action	September 2025	Total for 2025
Site Visits	2	48
Files Resolved	1	16
Referred to Correct Agency	1	3
Stop Orders Issued	0	2
Files where charges have been laid under the <i>Provincial Offences Act</i>	0	1

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

Gregory Payne,  
Regulations Officer.



**To:** Board of Directors  
**From:** Monique Sauvé, Chief Building Official Part 8 - Septic Systems  
**Date:** October 8, 2025  
**Subject:** Update: On-Site Sewage Permits Received

**RECOMMENDATION:**

The Board of Directors receive and file the on-site sewage permits received for the month of September 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 for the month of September. Septic system searches and renovation reviews are not included.

#	Permit Number	Landowner(s)	Municipality	Description
312	AP-25-12	Daniel Kearney & Mackenzie Colterman	Alfred and Plantagenet	New Construction
313	AP-25-11	Aaron Powell	Alfred and Plantagenet	System Replacement
314	AU-25-19	Sprucelawn RMD Corporation	Augusta	System Replacement
315	AU-25-20	Drew Normand & Leah Robichaud	Augusta	System Replacement
316	AU-25-21	2848474 Ontario Inc. c/o Brandon Foster	Augusta	System Replacement
317	CH-25-25	Pierre Lessard	Champlain	New Construction
318	CH-25-26	Jean-Michel Maceus	Champlain	New Construction
319	CH-25-27	Alain & Cybel Lacasse	Champlain	New Construction
320	CH-25-23	Ronald & Nicole Wilson	Champlain	Leaching Bed
321	CH-25-24	Andrew & Lise Johnson	Champlain	System Replacement
322	CR-25-39	Bouvier Road	Clarence-Rockland	New Construction
323	CR-25-41	Ghislaine Simard	Clarence-Rockland	New Construction
324	CR-25-40	Ziad Nasser & Diane Saikaly	Clarence-Rockland	System Replacement
325	CR-25-42	Richard Lafortune & Diane Perron	Clarence-Rockland	System Replacement
326	CR-25-44	Michael Boulet & Kylie Gendron	Clarence-Rockland	System Replacement
327	CR-25-43	Liliane Cardarelli	Clarence-Rockland	Tank
328	EH-25-16	Diane Young	East Hawkesbury	System Replacement
329	EC-25-22	1504107 Ontario Inc. c/o Michael Barkhouse	Edwardsburgh Cardinal	New Construction
330	EC-25-23	J F Dobbie & Sons Ltd	Edwardsburgh Cardinal	New Construction
331	EC-25-24	Daniel Belzile	Edwardsburgh Cardinal	New Construction
332	EC-25-26	Justin Mainville & Melissa Goobie	Edwardsburgh Cardinal	System Replacement
333	EC-25-25	Randy & Tracey Peters	Edwardsburgh Cardinal	Tank



#	Permit Number	Landowner(s)	Municipality	Description
334	FY-25-11	Tammy McIntosh	Front of Yonge	New Construction
335	FY-25-12	Andriy Poremskyy	Front of Yonge	New Construction
336	NA-25-31	Josée Gariépy & Stéphane Perth	Nation	New Construction
337	NA-25-32	Alex Leclair	Nation	New Construction
338	NA-25-33	Jonathan Racine & Julie Lavoie-Racine	Nation	New Construction
339	NA-25-34	3798968 Canada Inc.	Nation	New Construction
340	NA-25-30	Julie Landriault & Alexandre Rozon	Nation	New Construction
341	NA-25-35	F. & F. Inc. c/o Josianne Neveu	Nation	New Construction
342	ND-25-32	South Nation Conservation	North Dundas	Decommissioning
343	NS-25-19	Murray Blair	North Stormont	New Construction
344	NS-25-20	John & Stephanie MacNeil	North Stormont	System Replacement
345	RU-25-28	1292562 Ontario Inc. a/s Elicor Developments Inc.	Russell	New Construction
346	RU-25-26	Jean Paul & Joyce Vincelette	Russell	Decommissioning
347	RU-25-29	Robert & Denise Cousineau	Russell	Decommissioning
348	RU-25-30 A	Krishna McAllister	Russell	Decommissioning
349	RU-25-30 B	Krishna McAllister	Russell	Decommissioning
350	RU-25-27	Laurie & Patrick Terry	Russell	Tank
351	RU-25-31	Nadia Levesque	Russell	Tank
352	RU-25-32	Warren & Jennifer Jodoin	Russell	Tank
353	SD-25-26	Diane Brunet & Frank Dieuwkoop	South Stormont	New Construction
354	SS-25-44	Doris Dorthee	South Stormont	System Replacement
355	SS-25-45	Claire & Maurice Emard	South Stormont	Tank

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 Sauv ,  
Chief Building Official Part 8 - Septic Systems