



SOUTH NATION
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Board of Directors

Meeting Agenda

Date: November 20th, 2025

Time: 9:00 a.m.

Location: Watershed Room, SNC

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



Board of Directors

Meeting Agenda

November 20th, 2025 at 9:00 a.m.

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. Board and Committee Meeting Minutes
 - a. Request for Approval: Board of Directors meeting minutes of October 16th, 2025 4-11
 - b. Request for Approval: SNC Committees Meeting Highlights and Minutes of: 12
 - i. Joint Occupational Health and Safety Committee meeting minutes of October 8th, 2025: Hannah 13-17
 6. New Business:
 - a. Update: Bill 68 and Proposed Regional Consolidation of Conservation Authorities: Carl 18-20
 - b. For Discussion: 2026 Draft Budget: Carl 21-22
 - c. Update: Reserves Policy: Johanna 23
 - d. Request for Approval: 2025 Audit Planning: Johanna 24-42
 - e. Request for Approval: 2026 Fee Schedules: Ronda 43-45
 - f. Request for Approval: Funding Submissions: Ronda/Michelle/Sandra 46-49
 - g. Request for Approval: Monies Received and Disbursement Register for October 2025: Johanna 50-54
 - h. Monthly Updates
 - i. Planning Activity: James 55-56
 - ii. Engineering Technical Reviews: Shahin 57-58
 - iii. Section 28.1 Permits Issued: Jennifer 59-60
 - iv. Enforcement of Parts VI and VII of the Act: Greg 61
 - v. On-site Sewage Permits Received: Monique 62-63
 - i. Recognition: Years of Service: Sandra/John 64-65
 7. Supplemental Agenda
 - a. Update: Estimated Statement of Operations for October 31st, 2025: Johanna
 8. Correspondence (if any)
 9. Dates of Upcoming Meetings, third Thursday, at 9:00 a.m.
 - December 11th, 2025 (Note: second Thursday of the month)
 - January 22nd, 2026 (Note: fourth Thursday)
 10. Future Motions of the Board and/or Discussion of SNC Issues
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11. Closed Session
 - a. Update: Legal Matter (verbal): Eric
 - b. Update: Security of the Property of the Authority (verbal): Carl
12. Adjournment

Carl Bickerdike,
Chief Administrative Officer.

/rb



BOARD OF DIRECTORS MEETING

Meeting No. 09/25

Thursday, October 16th, 2025 – 9:00 a.m.

Watershed Room, SNC

Directors Present:

Steve Densham, Stormont Dundas Glengarry, Chair
Linda Payant, City of Ottawa
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

Regrets:

Catherine Kitts, City of Ottawa, Second Vice Chair
Genevieve Lajoie, Prescott Russell
Mathew Luloff, City of Ottawa
Isabelle Skalski, City of Ottawa

Staff Present:

Carl Bickerdike, Chief Administrative Officer
Johanna Barkley, Director of Finance
Ronda Boutz, Secretary-Treasurer
Jennifer Boyer, Managing Director, Approvals
Donna Ferguson, Accounting Technician
Sandra Mancini, Managing Director, Natural Hazards and Infrastructure
John Mesman, Managing Director, Property, Conservation Lands and Community Outreach
Eric McGill, Corporate Counsel
Pat Piitz, Team Lead, Property





TRADITIONAL LAND ACKNOWLEDGEMENT

John Mesman, read the Indigenous land acknowledgement.

CHAIRS REMARKS

Steve Densham, Chair, called the SNC Board of Directors meeting of October 16th, 2025 to order at 9:00 a.m.

APPROVAL OF SNC BOARD OF DIRECTORS MEETING AGENDA AND SUPPLEMENTAL AGENDA

RESOLUTION NO. BD-178/25

Moved by: Bill Smirle
Seconded by: Adrian Wynands

RESOLVED THAT:

The Members approve the October 16th, 2025 main and supplemental agenda as amended:

- Supplemental Agenda Item 1c., be moved to precede main agenda item 7a.

CARRIED

DECLARATION OF CONFLICT OF INTEREST

None.

BOARD MEETING MINUTES

A. REQUEST FOR APPROVAL: BOARD OF DIRECTORS MEETING MINUTES OF SEPTEMBER 18TH, 2025

RESOLUTION NO. BD-179/25

Moved by: Mike Tarnowski
Seconded by: Tom Smyth

RESOLVED THAT:

The Members approve the Board of Directors meeting minutes of September 18th, 2025 as submitted.

CARRIED

B. REQUEST FOR APPROVAL: SNC COMMITTEES MEETING HIGHLIGHTS AND MINUTES OF:

- Watershed Advisory Committee meeting minutes of September 23rd, 2025

RESOLUTION NO. BD-180/25

Moved by: Adrian Wynands
Seconded by: Bill Smirle



RESOLVED THAT:

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

- i. Watershed Advisory Committee meeting minutes of September 23rd, 2025.

CARRIED

SNC PROJECT UPDATE: POWERPOINT PRESENTATION

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

The Board of Directors recessed for a break at 10:15 a.m.

The Board of Directors reconvened from break at 10:26 a.m.

NEW BUSINESS

LAND SECUREMENT FUNDING DECISION

RESOLUTION NO. BD-181/25

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

RESOLVED THAT:

The Board of Directors receive and file the land securement funding decision report.

CARRIED

FOR REVIEW: PROPOSED 2026 LEVIES

RESOLUTION NO. BD-182/25

Moved by: Linda Payant
Seconded by: Adrian Wynands

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

CARRIED



REQUEST FOR APPROVAL: ASSET MANAGEMENT PLAN [DRAFT]

RESOLUTION NO. BD-183/25

Moved by: Mike Tarnowski

Seconded by: Deb Wilson

RESOLVED THAT:

The Board of Directors receive and file the Draft Asset Management Plan; and

FURTHER THAT:

Staff bring back an updated Draft Asset Management Plan, with financing options, to the November 2025 meeting.

CARRIED

REQUEST FOR APPROVAL: GROWING CANADA'S COMMUNITY CANOPIES FUNDING AGREEMENTS

RESOLUTION NO. BD-184/25

Moved by: Adrian Wynands

Seconded by: Mike Tarnowski

RESOLVED THAT:

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.

CARRIED

REQUEST FOR APPROVAL: FUNDING SUBMISSION

RESOLUTION NO. BD-185/25

Moved by: Mike Tarnowski

Seconded by: Linda Payant

RESOLVED THAT:

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.

CARRIED

REQUEST FOR APPROVAL: WETLAND CONSTRUCTION CONTRACTS

RESOLUTION NO. BD-186/25

Moved by: Mike Tarnowski
Seconded by: Deb Wilson

RESOLVED THAT:

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.

CARRIED

REQUEST FOR APPROVAL: MONIES RECEIVED AND DISBURSEMENT REGISTER FOR SEPTEMBER 2025

RESOLUTION NO. BD-187/25

Moved by: Tom Smyth
Seconded by: Mike Tarnowski

RESOLVED THAT:

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

FURTHER THAT:

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

CARRIED

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-188/25

Moved by: Adrian Wynands
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 SEPTEMBER 30TH, 2025

RESOLUTION NO. BD-189/25

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

RESOLVED THAT:

The Board of Directors receive and file the Estimated Statement of Operations for the year ending December 31st, 2025, as of September 30th, 2025.

CARRIED

REQUEST FOR APPROVAL: HYDROMETRIC STATION INSTALLATION – EQUIPMENT PURCHASE

RESOLUTION NO. BD-190/25

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

RESOLVED THAT:

The Board of Directors approve purchasing hydrometric equipment for Water Response Programs to an upset limit of approximately \$50,000 plus HST.

CARRIED

CORRESPONDENCE

None



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

- November 20th, 2025 (2026 Draft Budget presentation)
- December 11th, 2025 (Note: second Thursday of the month)

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

None.

CLOSED SESSION

RESOLUTION NO. BD-191/25

Moved by: Bill Smirle
Seconded by: Mike Tarnowski

RESOLVED THAT:

The Board of Directors move into Closed Session for the following:
a. Update: Land Acquisition: 2025-OTT-03 [Ottawa] [verbal]
b. Update: Legal Matter [verbal]

CARRIED

The Board convened Closed Session at 11:49 a.m.

OPEN SESSION

RESOLUTION NO. BD-192/25

Moved by: Bill Smirle
Seconded by: Adrian Wynands

RESOLVED THAT:

The Board of Directors move into Open Session.

CARRIED

The Board reconvened in Open Session at 11:59 a.m.

UPDATE: LAND ACQUISITION: 2025-OTT-03 [OTTAWA] [VERBAL]

RESOLUTION NO. BD-193/25

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

RESOLVED THAT:

The Board of Directors receive and file the verbal update on the Land Acquisitions 2025-OTT-03 [Ottawa].

CARRIED



UPDATE: LEGAL MATTER [VERBAL]

RESOLUTION NO. BD-194/25

Moved by: Tom Smyth
Seconded by: Mike Tarnowski

RESOLVED THAT:

The Board of Directors receive and file the verbal update on the Land Acquisitions 2025-OTT-03 [Ottawa].

CARRIED

ADJOURNMENT

RESOLUTION NO. BD-195/25

Moved by: Deb Wilson
Seconded by: Bill Smirle

RESOLVED THAT:

The Board of Directors meeting of October 16th, 2025 be adjourned at 12:00 p.m.

CARRIED

Steve Densham,
Chair.

/rb

Carl Bickerdike,
Chief Administrative Officer.



To: Board of Directors
From: Hannah Jackson, Accounting and Human Resources Specialist
Date: November 13th, 2025
Subject: Request for Approval: SNC Committee Meeting Highlights and Minutes

RECOMMENDATION:

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

- i. Joint Occupational Health and Safety Committee meeting minutes of October 5th, 2025
-

DISCUSSION:

Joint Occupational Health and Safety Committee Meeting: October 5th, 2025

- The Joint Occupational Health and Safety Committee received updates on the following:
 - Training Certificates
- The Joint Occupational Health and Safety Committee reviewed and made recommendations on the following:
 - Office and Shop workplace inspections
 - Incident Reports:
 - Small spill of pesticide in the SNC shop from a damaged valve on the sprayer tank
 - Property damage – SNC vehicle #13 – broken taillight
 - Property damage – SNC vehicle #9 – tailgate damage
 - Property damage – SNC vehicle #9 – damage to back bumper

Hannah Jackson,
Accounting and Human Resources Specialist

Attachments



JOINT OCCUPATIONAL HEALTH AND SAFETY COMMITTEE

Meeting 03/25
Wednesday, October 8th, 2025

The Board Room, SNC Office



Present: Ronda Boutz, Management Co-Chair
Hannah Jackson, Worker Co-Chair
Bill Smirle, SNC Board Member Rep, ex-officio (Management)
Brent Harbers, Watershed Biologist (Worker)
Carl Bickerdike, CAO (Management)
Eric McGill, Corporate Counsel (Management)
Pat Piitz, Team Lead, Property (Management)
Phillip Dagenais, Water Resources Specialist – Monitoring (Worker)
Tavish MacLeod, Forestry Assistant (Worker)
Todd Baker, Conservation Lands Technician (Worker)

Regrets: Deborah Edwards, Accounting Assistant II (Worker)
Gregory Payne, Regulations Officer (Worker)
Michelle Cavanagh, Team Lead, Special Projects (Management)
Catherine Kitts, SNC Vice Chair, ex-officio (Management)
Steve Densham, SNC Chair, ex-officio (Management)
Adrian Wynands, SNC Vice Chair, ex-officio (Management)





CALL TO ORDER

Ronda Boutz, Management Co-Chair, called the Joint Occupational Health and Safety Committee meeting of October 8th, 2025, to order at 10:03 a.m.

APPROVAL OF AGENDA

RESOLUTION NO. JOHS-024/25 Approved by: Consensus

RESOLVED THAT: The Joint Occupational Health and Safety agenda of October 8th, 2025, be approved as submitted.

CARRIED

APPROVAL OF JOINT OCCUPATIONAL HEALTH AND SAFETY MEETING MINUTES OF July 9TH, 2025

RESOLUTION NO. JOHS-025/25 Approved by: Consensus

RESOLVED THAT: The Joint Occupational Health and Safety meeting minutes of July 9th, 2025, be approved as submitted.

CARRIED

BUSINESS ARISING FROM MINUTES

HEALTH AND SAFETY ACTION ITEMS

RESOLUTION NO. JOHS-026/25 Approved by: Consensus

RESOLVED THAT: The Joint Occupational Health and Safety Committee receive and file the updated Health and Safety Action Items list.

CARRIED

NEW BUSINESS

UPDATE- TRAINING CERTIFICATES

RESOLUTION NO. JOHS-027/25 Approved by: Consensus

RESOLVED THAT: The Joint Occupational Health and Safety Committee receive and file the training certificates update.

CARRIED



WORKPLACE INSPECTIONS

SNC SHOP

RESOLUTION NO. JOHS-028/25

Approved by: Consensus

RESOLVED THAT:

The Joint Occupational Health and Safety Committee receive and file the Workplace Inspection – SNC Shop report; and

FURTHER THAT:

Actions items identified during the inspection and Committee review be added to the Health and Safety Action Items table.

CARRIED

SNC OFFICE

RESOLUTION NO. JOHS-029/25

Approved by: Consensus

RESOLVED THAT:

The Joint Occupational Health and Safety Committee receive and file the Workplace Inspection – SNC Office report; and

FURTHER THAT:

Actions items identified during the inspection and Committee review be added to the Health and Safety Action Items table.

CARRIED

ACCIDENT / INCIDENT REPORTS

INCIDENT #1

A leak on the valve of the pesticide sprayer tank resulted in a small spill in the SNC Shop.

RESOLUTION NO. JOHS-030/25

Approved by: Consensus

RESOLVED THAT:

The Joint Occupational Health and Safety Committee concurs with the Supervisor's recommendation "Any pesticide remaining in the praying tank at the end of the day should be emptied into an approved storage container and not stored in the tank."

CARRIED



INCIDENT #2

Vehicle damage – Vehicle #13, right taillight broken.

RESOLUTION NO. JOHS-031/25 Approved by: Consensus

RESOLVED THAT:

The Joint Occupational Health and Safety Committee concurs with the Supervisor's recommendation "Take extra caution when moving/handling heavy equipment (ie. moving straps, bend with knees, lift at mid height, call for help)."; and

FURTHER THAT:

The Joint Occupation Health and Safety Committee recommend staff use the trailer to move heavy items, rather than lifting them.

CARRIED

INCIDENT #3

Vehicle damage – Vehicle #9, damage to tailgate.

RESOLUTION NO. JOHS-032/25 Approved by: Consensus

RESOLVED THAT:

The Joint Occupational Health and Safety Committee concurs with the Supervisor's recommendation "Staff followed the proper procedures for connecting the boat trailer to the truck. It was not known by the staff or indicated that the latch was worn. There is a vehicle inspection procedure and form in place which was completed, but there is no form for the trailers. I recommend that a trailer inspection form be created that staff would be required to complete prior to pulling one of the SNC's trailers. This would ensure that any worn or broken parts would be documented and sent for repairs."; and

FURTHER THAT:

The Joint Occupation Health and Safety Committee recommend adding an item on the workplans to check the trailer hitches, when connecting them; and

FURTHER THAT:

The Joint Occupation Health and Safety Committee recommend adding and documenting inspections of the trailers to the SNC vehicle fleet inspection schedule.

CARRIED



INCIDENT #4

Vehicle damage – Vehicle #6, damage to back bumper.

RESOLUTION NO. JOHS-032/25 Approved by: Consensus

RESOLVED THAT:

The Joint Occupational Health and Safety Committee concurs with the Supervisor's recommendation "Staff followed procedures for incident reporting, contributing factors outside of staff's control. Incident was a result of inattention of another driver. Staff should utilize 4-way hazard lights in situations where they must reduce speed or stop on roadways to avoid obstacles or other hazards, this will help increase visibility to other drivers."

DATE OF NEXT MEETING

- November 26th, 2025, at 9:00 a.m.

ADJOURNMENT

RESOLUTION NO. JOHS-033/25 Approved by: Consensus

RESOLVED THAT:

The Joint Occupational Health and Safety Committee meeting of October 8th, 2025, be adjourned at 11:22 a.m.

CARRIED

Ronda Boutz,
Management Co-Chair.

Hannah Jackson,
Worker Co-Chair.

/hj



To: Board of Directors
From: Carl Bickerdike, Chief Administrative Officer
Date: November 12, 2025
Subject: Update: Bill 68 and Proposed Regional Consolidation of Conservation Authorities

RECOMMENDATION:

The Board of Directors receive and file the update on amendments to the *Conservation Authorities Act* as proposed by Bill 68 *Plan to Protect Ontario Act (Budget Measures), 2025 (No. 2)*; and

FURTHER THAT the Board of Directors receive and file the update on Environmental Registry of Ontario proposal #025-1257 regarding "Proposed boundaries for the regional consolidation of Ontario's conservation authorities".

DISCUSSION:

Bill 68 amendments to the *Conservation Authorities Act*

On November 6, 2025, the Government of Ontario introduced Bill 68 *Plan to Protect Ontario Act (Budget Measures), 2025 (No. 2)* ("Bill 68")

Schedule 3 of Bill 68 proposes amendments to the *Conservation Authorities Act* (the "CA Act") to create a new crown corporation known as the Ontario Provincial Conservation Agency (the "Agency").

The objects of the agency will be to:

1. Oversee the governance of authorities and other aspects of authorities such as their operations, including the programs and services they provide.
2. Oversee the transition to a regional watershed-based framework for authorities in Ontario.
3. Promote consistent policies, standards, and fees for programs and services provided by authorities.
4. Assess and report on the effectiveness of authorities.
5. Oversee and evaluate the financial performance of authorities.
6. Guide and evaluate the strategic planning by authorities to ensure it aligns with provincial objectives.
7. Support the development and implementation of a standardized and centralized system for processing applications for permits issued by authorities.
8. Lead the development and implementation of digital strategies and shared services.
9. Support strategic investment in programs and services provided by authorities.
10. Advise the Government of Ontario in respect of the programs and services authorities provide.

The Agency will have a Board of Directors comprised of five to twelve members appointed



by the Lieutenant Governor in Council.

The Minister will have the ability to issue directions to the Agency. The Agency, in turn, will have the ability to issue directions to one or more authorities governing the operations of authorities, including the programs and services authorities provide. A direction may address, but not be limited to, the following:

1. Key performance indicators, key results, or service delivery targets.
2. Service standards.
3. Information technology.
4. Procurement.
5. Training of members and employees.
6. Budgeting.
7. Asset management plans.
8. Strategic planning.

Authorities will be required to comply with every direction of the Agency.

To recover the Agency's costs and expenses, the Agency will have the ability to determine amounts the authorities collectively owe to the Agency and apportion those amounts to the authorities.

Bill 68 is expected to be expedited through the Legislative Assembly of Ontario. Most of the amendments to the CA Act come into force on the day Bill 68 receives Royal Assent. Provisions relating to the apportionment of the Agency's costs to the authorities come into force on a day to be determined.

ERO #025-1257 re proposed boundaries for the regional consolidation of conservation authorities

On November 7, 2025, the Ministry of the Environment, Conservation and Parks posted a proposal on the Environmental Registry of Ontario titled "Proposed boundaries for the regional consolidation of Ontario's conservation authorities" (the "ERO Proposal").

The ERO Proposal outlines a plan to consolidate the province's 36 conservation authorities into seven regional conservation authorities ("regional CAs"). The ERO Proposal states regional CAs will remain independent organizations operating with municipal oversight.

The consultation period is open. Comments can be submitted by December 22, 2025.

Consultation topics include the delineation of regional CA boundaries, the governance model for the regional CA board of directors, and strategies to ensure continuity of programs and services during the transition to governance under the Agency and the regional CAs.

Feedback may be used to refine the configuration of regional CAs, establish a governance model, and inform the development of further proposed changes to the CA Act that may be introduced at a later date.



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The new framework and regional CAs are expected to be implemented post October 26, 2026, municipal elections. Current CA boards are expected to continue serving until regional authorities are formally constituted.

The ERO Proposal and supplementary document with maps of the proposed regional CAs are attached.

Regional Considerations

The ERO Proposal purposes the St. Lawrence Regional Conservation Authority ("SLRCA") be the regional CA for Eastern Ontario. The current authorities that would make up the proposed SLRCA include:

1. Cataraqui Region Conservation Authority
2. Mississippi Valley Conservation Authority
3. Raisin Region Conservation Authority
4. Rideau Valley Conservation Authority
5. South Nation River Conservation Authority

The proposed jurisdiction of SLRCA would include 45 participating municipalities across 10 upper-tier and single-tier municipalities.

SNC is reviewing the proposal with Conservation Ontario and peer conservation authorities and preparing to provide coordinated feedback by the end of the consultation period on December 22, 2025.

A draft submission will be brought to the Board for approval at the December 11, 2025, meeting.

Carl Bickerdike,
Chief Administrative Officer.



To: Board of Directors
From: Carl Bickerdike, Chief Administrative Officer
Date: November 13th, 2025
Subject: For Discussion: 2026 Draft Budget

RECOMMENDATION:

The Board of Directors receive the Draft 2026 Budget; and

FURTHER THAT: The Draft 2026 Budget be circulated to member municipalities prior to final approval of the Board in January 2026; and

FURTHER THAT: If future debates on the 2026 Budget lead to increased demands for funds, the equivalent amounts will be decreased elsewhere in the Budget [therefore not affecting the 2026 Levy amounts]; and

FURTHER THAT: If surplus funds are identified during future debates on the 2026 Budget, the surplus be directed to the SNC Reserves.

Budget Overview:

The Draft 2026 Budget has been uploaded to the South Nation Conservation's ("SNC") webpage. The Draft Budget is a policy document. All purchases are subject to SNC's Purchasing Policy and Board approval at future meetings. New programs must be duly debated and approved by the Board.

SNC typically sets its budget based on direction from the City of Ottawa. This draft was prepared as per budget direction from the Board at their October 2025 meeting, and following municipal budget direction, with a levy increase of 2.9% plus growth (BD-182/25).

The 2026 Draft Budget will be circulated to municipalities following this meeting along with the proposed 2026 levies.

Overall, the Draft Budget is mainly status quo for 2026 with changes in programs and services to reflect new and ending external funding and partner agreements.

The Minister is expected in 2026 to reissue the direction prohibiting changes in fees associated with planning, development, and permitting. The Provincial freeze on development and permit review fees has cost SNC approximately \$17,000 per year since 2023. The compounded budget impact is approximately \$75,000 in 2026. The 2026



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budget includes a presumed fee freeze on development review fees at the 2022 rate.

Capital Levy:

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

In order to properly plan for the replacement of SNC assets, initially a new shop, a capital levy was introduced in 2024. In 2025, the levy was \$200,000.

As SNC expands the Asset Management Plan, a recommended annual capital levy will be included in the plan, and subsequently implemented in the budget.

Staff recommend the same 2.9% plus growth increase to the 2026 capital levy. This will replace the amount from reserve spent on the acquisition of the Berwick shop with the remainder used towards the rehabilitation of the Casselman Weir.

A handwritten signature in blue ink, appearing to read 'Carl Bickerdike', written over a horizontal line.

Carl Bickerdike,
Chief Administrative Officer.



To: Board of Directors
From: Johanna Barkley, Director of Finance
Date: November 13, 2025
Subject: Update: Reserve Policy

RECOMMENDATION:

The Board of Directors receive and file the reserve policy update.

DISCUSSION:

The need for a Reserve Policy was identified by the Board of Directors during discussion of the draft Asset Management Plan at the October 2025 meeting.

Staff will bring a draft Reserve Policy to the Board of Directors in the second quarter of 2026.

Reserve Policies establish consistent principles, standards and guidelines for the maintenance, management, and accounting of reserves.

The Reserve Policy will:

- Define the type of reserves (e.g., obligatory, discretionary)
- Establish funding sources
- Establish target reserve balances
- Outline conditions and procedures for use and replenishment of reserves
- Clarify roles and responsibilities for oversight and reporting

Development of the policy will be informed by best practices, examples for other conservation authorities, and consultation with staff.

FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:

Compliance with Budget: No impact on 2025 Budget.

Programs and Services Category: Category 1 – Governance

Johanna Barkley,
Director of Finance.



To: Board of Directors
From: Johanna Barkley, Director of Finance
Date: November 7, 2025
Subject: Update: 2025 Audit Planning

RECOMMENDATION:

The Board of Directors receive and file the Draft 2025 Audit Planning letter attached from Baker Tilly: and

FURTHER THAT: The Chair sign the 2025 Audit Planning and Engagement letters.

BACKGROUND:

Baker Tilly was engaged as the Authority's auditor on January 16th, 2025 (BD-008/25).

DISCUSSION:

The planning and engagement letters outline the auditor's independence, and responsibilities of both the auditor and Board of Directors.

The audit planning and engagement letters attached to this report is a communication requirement as per *Canadian Auditing Standards* ("CAS"). If the Board of Directors have questions about the audit process, they are encouraged to contact Baker Tilly.

Baker Tilly will commence the audit in February 2026 for the 2025 audit and is scheduled to present the draft 2025 audited Financial Statements at the Annual General Meeting scheduled for March 19th, 2026.

FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:

Compliance with Budget: The audit fees are included in the 2025 budget.

SNC Policy Adherence: As per Auditing best practices.

Johanna Barkley,
Director of Finance.

Attachments: 2025 Audit Planning Letter
2025 Audit Engagement Letter

Baker Tilly REO LLP

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November 7, 2025

South Nation River Conservation Authority
38 Victoria Street
P.O. Box 29
Finch ON K0C 1K0

Attention: Members of the Board of Directors

Dear Sir / Madam:

Re: Audit of the Financial Statements of South Nation River Conservation Authority

This report is intended solely for the use of the Board of Directors and should not be distributed without our prior consent. We accept no responsibility to a third party who uses this communication.

We have been engaged to express an audit opinion on the financial statements of South Nation River Conservation Authority ("the Authority") for the year ended December 31, 2025. Canadian Auditing Standards ("CAS") require that we communicate the following information with you in relation to your audit.

Management is responsible for establishing and maintaining an adequate internal control structure and procedures for financial reporting. This includes the design and maintenance of accounting records, recording transactions, selecting and applying accounting policies, safeguarding of assets and preventing and detecting fraud and error.

Auditor Independence

CAS require communications with audit committees, or other appropriate parties responsible for governance, at least annually, regarding all relationships between the Authority and our Firm that, in our professional judgement, may reasonably be thought to bear on our independence.

We will, through our planning process, identify any potential independence threats and will communicate any concerns we identify. The Authority, management and the Board of Directors have a proactive role in this process, and are responsible for understanding the independence requirements applicable to the Authority and its auditor. You must also bring to our attention any changes in the threshold status of the Authority, any concerns you may have, or any knowledge of situations or relationships between the Authority, management, personnel (acting in an oversight or financial reporting role) and our Firm, its partners/principals and audit team personnel that may reasonably be thought to bear on our independence.

In determining which relationships to report, these standards require us to consider relevant rules and related interpretations prescribed by the Chartered Professional Accountants of Ontario and applicable legislation, covering such matters as:

- (a) holding a financial interest, either directly or indirectly, in a client;

- (b) holding a position, either directly or indirectly, that gives the right or responsibility to exert significant influence over the financial or accounting policies of a client;
- (c) personal or business relationships of immediate family, close relatives, partners or retired partners, either directly or indirectly, with a client;
- (d) economic dependence on a client; and
- (e) provision of services in addition to the audit engagement.

In accordance with our professional requirements, we advise you that we are not aware of any relationships between the company and our Firm that, in our professional judgement, may reasonably be thought to bear on our independence.

Accordingly, we hereby confirm that our audit engagement team, our Firm and the other Baker Tilly Canada offices are independent with respect to the company within the meaning of the Code of Professional Conduct Rule 204 of the Chartered Professional Accountants of Ontario.

Partner and Engagement Team Rotation

Under the independence provisions of Rule 204 (as referenced above), the Firm must address familiarity threats resulting from long-term association of the lead partner and key engagement team personnel through mandatory and systematic rotation of partners and quality control review personnel for listed entity audits.

Fees at Regular Billing Rate

Our professional fees will be based on our regular billing rates, plus direct out-of-pocket expenses and applicable HST, and are due when rendered. Fees for any additional services will be established separately.

Our Responsibilities as Auditor

As stated in the engagement letter, our responsibility as auditor of your Authority is to express an opinion on whether the financial statements present fairly, in all material respects, the financial position, results of operations and cash flows of the Authority in accordance with Canadian public sector accounting standards (PSAS).

An audit is performed to obtain reasonable but not absolute assurance as to whether the financial statements are free of material misstatement. Due to the inherent limitations of an audit, there is an unavoidable risk that some misstatements of the financial statements will not be detected (particularly intentional misstatements concealed through collusion), even though the audit is properly planned and performed.

Our audit includes:

- ┆ Assessing the risk that the financial statements may contain material misstatements that, individually or in the aggregate, are material to the financial statements taken as a whole;
- ┆ Examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements;
- ┆ Assessing the accounting principles used, and their application;
- ┆ Assessing the significant estimates made by management;
- ┆ Concluding on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the company's ability to continue as a going concern; and

- ▮ Evaluating the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

As part of our audit, we will obtain a sufficient understanding of the business and internal control structure of the Authority to plan the audit. This will include management's assessment of:

- ▮ The risk that the financial statements may be materially misstated as a result of fraud and error; and
- ▮ The internal controls put in place by management to address such risks.

The engagement team must undertake a documented planning process prior to commencement of the audit to identify concerns, address independence considerations, assess the engagement team requirements, and plan the audit work and timing. It may be necessary to contact members of the Board of Directors if significant matters arise from planning procedures.

An audit does not relieve management or those responsible for governance of their responsibilities for the preparation of the Authority's financial statements.

Board of Directors Members' Responsibilities

The Board of Directors's role is to act in an objective, independent capacity as a liaison between the auditor, management, and the board of directors to ensure the auditors have a facility to consider and discuss governance and audit issues with parties not directly responsible for operations.

The Board of Directors's responsibilities include:

- ▮ Being available to assist and provide direction in the audit planning process when and where appropriate;
- ▮ Meeting with the auditors as necessary and prior to release and approval of financial statements to review audit, disclosure and compliance issues;
- ▮ Where necessary, reviewing matters raised by the auditor with appropriate levels of management, and reporting back to the auditors their findings;
- ▮ Making known to the auditor any issues of disclosure, corporate governance, fraud or illegal acts, non-compliance with laws or regulatory requirements that are known to them, where such matters may impact the financial statements or the Independent Auditors' Report;
- ▮ Providing guidance and direction to the auditor on any additional work the auditor feels should be undertaken in response to issues raised or concerns expressed;
- ▮ Making such enquiries as appropriate into the findings of the auditor with respect to corporate governance, management conduct, cooperation, information flow and systems of internal controls;
- ▮ Reviewing the draft financial statements prepared by management, including the presentation, disclosures and supporting notes and schedules, for accuracy, completeness and appropriateness, and approve same to be passed to directors for approval.

Audit Approach

Outlined below are certain aspects of our audit approach which are intended to help you in discharging your oversight responsibilities. Our general approach to the audit of South Nation River Conservation Authority is to assess the risks of material misstatement in the financial statements and then respond by designing audit procedures.

Illegal Acts, Fraud, Intentional Misstatements and Errors

Our auditing procedures, including tests of your accounting records, will be limited to those considered necessary in the circumstances and will not necessarily disclose all illegal acts, fraud, intentional misstatements or errors should any exist. We will conduct the audit under CAS, which include procedures to consider (based on the control environment, governance structure and circumstances encountered during the audit), the potential likelihood of fraud and illegal acts occurring.

These procedures are not designed to test for fraudulent or illegal acts, nor will they necessarily detect such acts or recognize them as such, even if the effect of its consequences on the financial statements is material. However, should we become aware that an illegal or possible illegal act or an act of fraud may have occurred, other than one considered clearly inconsequential, we will communicate this information directly to the Board of Directors.

It is management's responsibility to detect and prevent illegal actions. If such acts are discovered or the Board of Directors becomes aware of circumstances under which the Authority may have been involved in fraudulent, illegal or regulatory non-compliance situations, such circumstances must be disclosed to us.

Related Party Transactions

During our audit, we conduct various tests and procedures to identify transactions considered to involve related parties. Related parties exist when one party has the ability to exercise, directly or indirectly, control, joint control or significant influence over the other. Two or more parties are related when they are subject to common control, joint control or common significant influence. Related parties also include management, directors and their immediate family members and companies with which these individuals have an economic interest.

We will ensure that any related party transactions that are identified during the audit have been represented by management to have been disclosed in the notes to financial statements, recorded in accordance with Canadian public sector accounting standards, and have been reviewed with you. Management is required to advise us if any related party transactions have occurred that have not been disclosed to us. The Board of Directors is required to advise us if they are aware of or suspect any other related party transactions have occurred which have not been disclosed in the financial statements.

Significant Accounting Principles and Policies

The Authority's financial statements will be prepared by management using various accounting principles, which have been incorporated into the Authority's accounting policies and disclosed in the notes to the financial statements. Where accounting policies have changed from one period to the next, such changes will be noted and the effect of these changes will be disclosed.

The accounting policies adopted may be acceptable policies under Canadian public sector accounting standards; however, alternative policies may also be acceptable under Canadian public sector accounting standards. The Authority and the Board of Directors have a responsibility to not adopt extreme or inappropriate interpretations of Canadian public sector accounting standards that may have inappropriate or misleading results. Alternative policies, if adopted, may produce significant changes in the reported results of the operations, financial position and disclosures of the Authority.

The Board of Directors has a responsibility to review the accounting policies adopted by the Authority, and where alternative policies are available, make determinations as to the most appropriate policies to be adopted in the circumstances. If members of the Board of Directors are concerned that the adoption or change of an accounting policy may produce an inappropriate or misleading result in financial reporting or disclosure, this concern must be discussed with management and the auditors. If the Board of Directors believes that a policy or policies adopted are inappropriate or produce a misleading result in the circumstances, these concerns should be discussed with us directly, either privately or in Board of Directors meetings.

Risk-based

Our risk-based approach focuses on obtaining sufficient appropriate audit evidence to reduce the risk of material misstatement in the financial statements to an appropriately low level. This means that we focus our audit work on higher risk areas that have a higher risk of being materially misstated.

Based on our knowledge of the Authority's business and our past experience, we have identified the following areas that have a potentially higher risk of a material misstatement.

1. Completeness of accounts payable and accrued liabilities
2. Completeness of deferred revenues
3. Occurrence of purchases and expenditures

Materiality

Materiality is defined as:

Materiality is the term used to describe the significance of financial statement information to decision makers. An item of information, or an aggregate of items, is material if it is probable that its omission or misstatement would influence or change a decision. Materiality is a matter of professional judgement in the particular circumstances.

We typically calculated materiality as 2% of total assets and performance materiality as 85% of materiality.

Materiality is used throughout the audit and in particular when:

- (a) Identifying and assessing risk of material misstatement;
- (b) Determining the nature, timing and extent of further audit procedures; and
- (c) Evaluating the effect of uncorrected misstatements, if any, on the financial statements and in forming an opinion on the auditors' report.

Audit Procedures

The objective of the tests of controls is to evaluate whether certain controls operated effectively. The objective of the tests of details is to detect material misstatements in the account balances and transaction streams. Substantive analytical procedures are used to identify differences between recorded amounts and predictable expectations in larger volumes of transactions over time.

In response to our risk assessment and based on our understanding of internal controls, we will use a substantive approach for the audit.

In Closing

Should any member of the Board of Directors wish to discuss or review any matter addressed in this letter or any other matters related to financial reporting, please do not hesitate to contact us at any time.

To ensure there is a clear understanding and record of the matters discussed, we ask that members of the Board of Directors sign their acknowledgement in the spaces provided below.

Yours truly,

BAKER TILLY REO LLP



Benjamin Mann, CPA, CA
Partner
Phone: 613-774-9889

Acknowledgement of Board of Directors:

We have read and reviewed the above disclosures and understand and agree with the comments therein.

South Nation River Conservation Authority

Steve Densham, Chair

Signature

Date signed

Baker Tilly REO LLP

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November 3, 2025

South Nation River Conservation Authority
38 Victoria Street
P.O. Box 29
Finch ON K0C 1K0

Dear Sirs and Mesdames

Baker Tilly REO LLP, the "Firm", is pleased to be appointed auditor of South Nation River Conservation Authority for the year ending December 31, 2025. The purpose of this letter is to outline the terms of our engagement to audit the financial statements of South Nation River Conservation Authority, which comprise the statement of cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter. Our audit will be conducted with the objective of our expressing an opinion on the financial statements.

Objective, Scope and Limitations

Our function as auditor of South Nation River Conservation Authority is to report to the members by expressing an opinion on South Nation River Conservation Authority's annual financial statements. We will conduct our audit in accordance with Canadian generally accepted auditing standards and will issue an audit report.

Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement, whether due to error or fraud.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

It is important to recognize that an auditor cannot obtain absolute assurance that material misstatements in the financial statements will be detected because of:

- (a) Factors such as use of judgement, and the use of testing of the data underlying the financial statements;
- (b) Inherent limitations of internal control; and
- (c) The fact that much of the audit evidence available to the auditor is persuasive rather than conclusive in nature.

ACCOUNTING • TAX • ADVISORY

Baker Tilly REO LLP trading as Baker Tilly REO is a member of Baker Tilly Canada Cooperative, which is a member of the global network of Baker Tilly International Limited. All members of Baker Tilly Canada Cooperative and Baker Tilly International Limited are separate and independent legal entities.

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Furthermore, because of the nature of fraud, including attempts at concealment through collusion and forgery, an audit designed and executed in accordance with Canadian generally accepted auditing standards may not detect a material fraud. Further, while effective internal control reduces the likelihood that misstatements will occur and remain undetected, it does not eliminate that possibility. For these reasons, we cannot guarantee that fraud, error, irregularities or illegal acts, if present, will be detected when conducting an audit in accordance with Canadian generally accepted auditing standards.

Our Responsibilities

We will perform the audit in accordance with Canadian generally accepted auditing standards. These standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements present fairly, in all material respects, the financial position, results of operations and cash flows in accordance with Canadian generally accepted accounting principles. Accordingly, we will plan and perform our audit to provide reasonable, but not absolute, assurance of detecting fraud and errors that have a material effect on the financial statements taken as a whole, including illegal acts whose consequences have a material effect on the financial statements.

One of the underlying principles of the profession is a duty of confidentiality with respect to client affairs. Accordingly, except for information that is in or enters the public domain, we will not provide any third party with confidential information concerning the affairs of South Nation River Conservation Authority without South Nation River Conservation Authority's prior consent, unless required to do so by legal, regulatory, administrative or other authority, or the Rules of Professional Conduct applicable to us.

We will communicate in writing to the Board Executive the relationships between our firm and South Nation River Conservation Authority, including related entities that, in our professional judgement, may reasonably be thought to bear on our independence. Further, we will confirm our independence with respect to South Nation River Conservation Authority within the meaning of the applicable Provincial Rules of Professional Conduct and information on relevant safeguards designed to ensure the auditor's continued independence.

The objective of our audit is to obtain reasonable assurance that the financial statements are free of material misstatement. However, if we identify any of the following matters, they will be communicated to the appropriate level of management:

- (a) Misstatements, resulting from error, other than trivial errors;
- (b) Fraud or any information obtained that indicates that a fraud may exist;
- (c) Any evidence obtained that indicates that an illegal or possibly illegal act, other than one considered inconsequential, has occurred;
- (d) Significant weaknesses in the design or implementation of internal control to prevent and detect fraud or error; and
- (e) Related party transactions identified by us that are not in the normal course of operations and that involve significant judgements made by management concerning measurement or disclosure.

We may also communicate certain additional matters to the Board Executive and the appropriate members of management. Such matters include:

- (a) our professional judgements on the qualitative aspects of accounting principles used in South Nation River Conservation Authority's financial reporting, including:
 - (i) the initial selection of and changes in significant accounting policies and their application, including the adoption of new accounting policies;

- (ii) the effect of significant accounting policies in controversial and emerging areas, or those unique to your industry;
 - (iii) the existence of acceptable alternative policies and methods, and the acceptability of the particular policy or method used by management;
 - (iv) the issues involved, and related judgements made by management, in formulating particularly sensitive accounting estimates and disclosures and the basis for our conclusions regarding the reasonableness of those estimates in the context of the financial statements taken as a whole; and
 - (v) uncorrected misstatements aggregated by us during our audit that were determined by management to be immaterial, both individually and in the aggregate, to the financial statements taken as whole;
- (b) any disagreements with management, whether or not satisfactorily resolved, about matters that individually or in total could be significant to the financial statements or our report;
- (c) our views about any matters that were the subject of management's consultation with other accountants about auditing and accounting matters;
- (d) major issues that we discussed with management in connection with the retention of our services, including, among other matters, any discussions regarding the application of accounting principles and auditing standards; and
- (e) any serious difficulties that we encountered in dealing with management in the performance of the audit.

The matters communicated will be those that we identify during the course of our audit. Audits do not usually identify all matters that may be of interest to management in discharging its responsibilities. The type and significance of the matter to be communicated will determine the level of management to which the communication is directed.

We will consider South Nation River Conservation Authority's internal control to identify types of potential misstatements, consider factors that affect the risks of material misstatement, and design the nature, timing and extent of further audit procedures. This consideration will not be sufficient to enable us to render an opinion on the effectiveness of internal control over financial reporting.

At the end of the engagement, we will provide management or others so designated with our recommendations designed to help make improvements in your internal control structure and operation. This communication will be in a mutually agreeable format and will include only those matters that came to our attention during our audit.

Form and Content of Audit Opinion

Unless unanticipated difficulties are encountered, our report will be substantially in the following form contained in Appendix A to this letter.

Management's Responsibilities

Our audit will be conducted on the basis that management *[and, where appropriate, those charged with governance]* acknowledge and understand that they are responsible for:

Financial Statements

- a) The preparation and fair presentation of South Nation River Conservation Authority's financial statements in accordance with the Canadian public sector accounting standards (PSAS);

Completeness of information

- b) Providing us with and making available complete financial records and related data, and copies of all minutes of meetings of the shareholders, directors and committees of directors;
- c) Providing us with information relating to any known or probable instances of non compliance with legislative or regulatory requirements, including financial reporting requirements;
- d) Providing us with information relating to any illegal or possibly illegal acts, and all facts related thereto;
- e) Providing us with information regarding all related parties and related party transactions;
- f) Any additional information that we may request from management for the purpose of this audit;
- g) Providing us with unrestricted access to persons within the Authority from whom we determine it necessary to obtain audit evidence;

Fraud and error

- h) Internal control that management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error;
- i) An assessment of the risk that the financial statements may be materially misstated as a result of fraud;
- j) Providing us with information relating to fraud or suspected fraud affecting the Authority involving:
 - i) Management;
 - ii) Employees who have significant roles in internal control; or
 - iii) Others, where the fraud could have a non trivial effect on the financial statements;
- k) Providing us with information relating to any allegations of fraud or suspected fraud affecting the Authority's financial statements communicated by employees, former employees, analysts, regulators or others;
- l) Communicating its belief that the effects of any uncorrected financial statement misstatements aggregated during the audit are immaterial, both individually and in the aggregate, to the financial statements taken as a whole;

Recognition, measurement and disclosure

- m) Providing us with its assessment of the reasonableness of significant assumptions underlying fair value measurements and disclosures in the financial statements;
- n) Providing us with any plans or intentions that may affect the carrying value or classification of assets or liabilities;
- o) Providing us with information relating to the measurement and disclosure of transactions with related parties;
- p) Providing us with an assessment of all areas of measurement uncertainty known to management that are required to be disclosed in accordance with Canadian public sector accounting standards (PSAS);
- q) Providing us with information relating to claims and possible claims, whether or not they have been discussed with South Nation River Conservation Authority's legal counsel;

- r) Providing us with information relating to other liabilities and contingent gains or losses, including those associated with guarantees, whether written or oral, under which South Nation River Conservation Authority is contingently liable;
- s) Providing us with information on whether South Nation River Conservation Authority has satisfactory title to assets, whether liens or encumbrances on assets exist, or assets are pledged as collateral;
- t) Providing us with information relating to compliance with aspects of contractual agreements that may affect the financial statements;
- u) Providing us with information concerning subsequent events;
- v) Providing us with representations on specific matters communicated to us during the engagement;

Written confirmation of significant representations

- w) Providing us with written confirmation of significant representations provided to us during the engagement on matters that are:
 - i) Directly related to items that are material, either individually or in the aggregate, to the financial statements;
 - ii) Not directly related to items that are material to the financial statements but are significant, either individually or in the aggregate, to the financial statements; and
 - iii) Relevant to management's judgements or estimates that are material, either individually or in the aggregate, to the financial statements.

Professional team member matters

- x) Not soliciting the staff of Baker Tilly REO LLP;
- y) Providing appropriate work space and technical arrangements as appropriate including privacy and telephones; and
- z) Ensure that the staff of Baker Tilly REO LLP are treated in a responsible and professional manner at all times, recognizing there is zero tolerance to inappropriate actions at any level.

Use and Distribution of Our Report

The examination of the financial statements and the issuance of our audit opinion are solely for the use of South Nation River Conservation Authority and those to whom our report is specifically addressed by us. We make no representations of any kind to any third party in respect of these financial statements, and we accept no responsibility for their use by any third party.

We ask that our name be used only with our consent and that any information to which we have attached a communication be issued with that communication, unless otherwise agreed to by us.

Fees at Regular Billing Rate

Our professional fees will be based on our regular billing rates which depend on the means by which and by whom our services are provided, plus direct out-of-pocket expenses and applicable HST, and are due when rendered. Fees for any additional services will be established separately.

Although our services will be performed on behalf of the Authority, the members will assume personal liability for our fees incurred on this engagement and on future engagements.

Interest on Overdue Accounts

Our fees and costs will be billed monthly and are payable upon receipt. Invoices unpaid 30 days past the billing date may be deemed delinquent and are subject to an interest charge of 1.00% per month or 12.00% (APR) per annum. We reserve the right to suspend our services or to withdraw from this engagement in the event that any of our invoices are deemed delinquent. In the event that any collection action is required to collect unpaid balances due to us, you agree to reimburse us for our costs of collection, including lawyers' fees.

Costs of Responding to Government or Legal Processes

In the event we are required to respond to a subpoena, court order, government agency or other legal, regulatory, investigative, administrative or other process involving South Nation River Conservation Authority you agree to compensate us at our normal hourly rates for the time we reasonably expend in connection with such response, and to reimburse us for all of our out-of-pocket costs (including applicable HST) incurred.

Working Papers

The working papers, files, other materials, reports and work created, developed or performed by us during the course of the engagement are the property of Baker Tilly REO LLP, constitute confidential information and will be retained by us in accordance with our firm's policies and procedures.

Privacy

It is hereby acknowledged that in order to complete our engagement as auditor, we may be required to access or have access to personal information in your possession. Our services are provided based on the following:

- a) You represent that before we access this personal information, you have obtained the necessary consents for the collection, use and disclosure of this personal information as required under the applicable privacy legislation; and
- b) We will collect and utilize this personal information only for the purpose of completing this engagement. Any information collected will be subject to our Privacy Policy, which is available in hard copy from the privacy officer in our office, upon request.

File Inspections

In accordance with professional regulations (and by our firm's policy), our client files may be periodically reviewed by practice inspectors and by other engagement file reviewers to ensure that we are adhering to our professional and firm standards. File reviewers are required to maintain confidentiality of client information.

Internet Communications

During the engagement we may from time to time communicate with you electronically. However, as you are aware, the electronic transmission of information cannot be guaranteed to be secured or error free and such information could be intercepted, corrupted, lost, destroyed, arrive late or incomplete or otherwise be adversely affected or unsafe to use. We shall not have any liability to you arising from or in connection with the electronic communication of information to you during or as a result of its electronic transmission outside of the Firm's electronic environment. If the communication relates to a matter of significance and there are concerns about possible effects of electronic transmission a hard copy of such transmission should be requested from us.

Baker Tilly REO LLP has adopted the policy of corresponding by electronic mail ("e-mail") unless notified otherwise. If you specifically want us to never use e-mail in respect of correspondence on your file, please notify us in writing. Otherwise, we will assume that you have approved of our use of e-mail for communication purposes.

Limitation of Liability

You agree that any and all claims you may have against our Firm or its professional staff arising out of all services provided to South Nation River Conservation Authority by us, whether in contract, negligence, or otherwise known to law, shall be regarded as one claim and our liability to the Authority shall be limited to the lesser amount of \$100,000 or the amount of our professional liability insurance in effect as at the date of the claim being made known to us and only to the extent that such insurance is available to satisfy any claim. If this limit of liability is insufficient for your purposes, we would be pleased to discuss with you a different limit that may result in our charging a higher fee.

You expressly agree that the Authority will not bring any proceedings in any court of any jurisdiction advancing any claim against our professional staff and employees.

You expressly agree that any liability our Firm may have to you shall not be joint and several with any other party, but shall be several, and limited to the percentage or degree of our fault in proportion to the fault or wrongdoing of all persons who contributed to the loss.

You expressly agree that any and all claims, whether in contract, negligence, or otherwise known to law arising out of our professional services under this engagement vest exclusively in South Nation River Conservation Authority, and you agree to wholly indemnify and hold harmless our Firm and its professional staff from any and all claims that may be brought against our Firm or its professional staff by any shareholder, director or officer of the Authority in any way arising out of or connected to our services provided to you.

You agree that our liability for all claims you may have or bring in connection with the professional services rendered arising out of or ancillary to this agreement shall absolutely cease to exist after a period of four years from the date of:

- a) Performance of this engagement;
- b) Delivery to the Authority of our Auditor's Report, your financial statements, or the completion of the preparation of any tax filing with any government authority;
- c) Suspension or abandonment of this engagement; or
- d) Termination of our services pursuant to this agreement,

whichever shall occur first, regardless of whether you were aware of the potential for making a claim against us within that period. Following the expiration of the aforesaid period, you agree that neither you, your agents or assigns shall make any claim or bring any proceeding against us.

Termination

If we elect to terminate our services for non-payment, or for any other reason provided for in this letter, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended, and to reimburse us for all of our out of pocket costs, through the date of termination.

Should South Nation River Conservation Authority not fulfill its obligations toward the Firm under the agreement, particularly those set out under the heading "Management's Responsibilities", and in the event that South Nation River Conservation Authority fails to remedy such default within thirty days following receipt of a notice from the Firm to this effect, the Firm may, without prejudice to its other rights and recourses, and without any further notice, cease providing services hereunder and consider the present agreement terminated. In such case, the Firm will not be responsible for any loss, costs, expenses or damages resulting from such termination.

Term

The terms of our engagement outlined in this letter will be effective from year to year until amended or terminated in writing.

Reproduction of Auditor's Engagement Report

If reproduction or publication of our audit report (or reference to our report) is planned in an annual report or other document, including electronic filings or posting of the report on a website, a copy of the entire document should be submitted to us in sufficient time for our review before the publication or posting process begins.

Management is responsible for the accurate reproduction of the financial statements, the auditor's report and other related information contained in an annual report or other public document (electronic or paper-based). This includes any incorporation by reference to either full or summarized financial statements that we have audited.

We are not required to read the information contained in your website or to consider the consistency of other information on the electronic site with the original document.

At some future date you may wish or be required to include the financial statements referred to above and our report thereon in a filing with a securities commission or other securities regulatory authority, either in Canada or in a foreign jurisdiction (other than the required filing of the financial statements on SEDAR). This would include, but is not limited to, filings in connection with an initial registration of securities, a public offering and a take-over transaction or other business combination which would result in the Authority or another party being required to file the financial statements and our reports with such authorities. We will consider whether we will consent to the inclusion of our report in any such filing at that time, based on the particular circumstances. Because our consent is not automatic we ask that management notify us of any event which could give rise to the request for our consent as soon as practicable so that we can consider whether we will consent to the inclusion of our report in such documents and advise you accordingly.

Taxation Services

In addition to the audit services referred to above, we will prepare your federal and provincial income tax returns and perform other services. Management will provide the information necessary to complete these returns, which management will file with the appropriate authorities on a timely basis.

We frequently offer taxation advice and assistance to our clients. Any tax planning and advice of even the highest standard is based on interpretation of the law and experience with the taxation authorities. Therefore, the conclusions reached and views expressed are often matters of opinion rather than of certainty.

We will use our professional judgement in preparing your returns. Where tax law is unclear or there are conflicting interpretations of the law by tax authorities and courts, we will explain to you the possible positions that may be taken on your return. We will follow the position that you request so long as it is consistent with tax laws, regulations, and interpretations put forward by the tax authorities or courts. If the tax authorities should later challenge the position taken, there may be assessment of additional tax plus interest and penalties. We assume no liability for any such additional tax, interest or penalties. Management has final responsibility for the tax returns, therefore, you should review them carefully before you sign and file them.

We will provide additional tax services if specifically requested. Any such services will be subject to the terms and conditions herein except those specified services which are subject to a separate engagement letter.

It is our policy to put tax opinions and planning advice in writing. You should not rely on any opinion or advice that has not been confirmed in writing by our Firm.

Accounting Adjustments

During the course of our audit, financial statement misstatements may be identified, either through our audit procedures or through communication by your employees to us, and we will bring these misstatements to your attention as proposed adjustments. Management is responsible for recording such adjustments in the financial statements, or concluding that the effects of the unrecorded adjustments are, both individually and in the aggregate, immaterial to the financial statements taken as a whole.

Preparation of Schedules

We understand that you and/or your employees will prepare agreed upon schedules and will locate requested documents for our use at dates agreed upon prior to commencement of our audit. This assistance will facilitate our work and will help to minimize our costs. Any failure to provide these working papers or documents on a timely basis, may impede our services, and require us to suspend our services or withdraw from the engagement.

Other Services

If requested by you, we will, as allowed by the *Code of Professional Conduct /Code of Ethics*, prepare other special reports as required. Management will provide the information necessary to complete these reports and will file them with the appropriate authorities on a timely basis.

Timely Performance

The Firm will use all reasonable efforts to complete within any agreed upon time frame the performance of the services described in this engagement letter. However, the Firm shall not be liable for failures or delays in performance that arise from causes beyond its control, including the untimely performance by you of your obligations as set out above under the heading "Management's Responsibilities".

Indemnification

You hereby agree to release, indemnify and hold harmless the Firm and its partners, agents, officers and employees, from and against any and all losses, costs (including solicitors' fees), damages, expenses, claims, demands or liabilities arising out of or in consequence of:

- a) a breach by South Nation River Conservation Authority, or its directors, officers, or employees, of any of the provisions herein;
- b) any misrepresentation by your management; and
- c) the services performed by us pursuant to this engagement,

unless, and to the extent that, such losses, costs, damages and expenses are found by a court to have been due to the negligence, willful misconduct or dishonesty of the Firm.

This release and indemnification will survive termination of this engagement letter.

Alliance of Independent Firms

We are a member of Baker Tilly Canada Cooperative, an association of independently owned and operated accounting firms in Canada some of which practice under a common name and that sponsor a number of programs to enhance the ability of the members to be of service to their respective clients nationally and internationally. The national association is not an accounting firm and our practice is not integrated with that of any of the other members. Baker Tilly is a registered trademark of the Baker Tilly Canada Cooperative used under license. We at the Firm are solely responsible for the professional engagement covered by this letter.

Baker Tilly Canada Cooperative is an independent member of Baker Tilly International. Baker Tilly International Limited is an English company. Baker Tilly International provides no professional services to clients. Each member firm is a separate and independent legal entity and each describes itself as such. Neither Baker Tilly Canada Cooperative, nor Baker Tilly REO LLP are Baker Tilly International's agents and do not have authority to bind Baker Tilly International or act on Baker Tilly International's behalf. None of Baker Tilly International, Baker Tilly Canada Cooperative, Baker Tilly REO LLP, nor any of the other member firms of Baker Tilly International has any liability for each other's acts or omissions. The name Baker Tilly and its associated logo is used under licence from Baker Tilly International Limited.

Governing Legislation

This engagement letter is subject to, and governed by, the laws of the Province of Ontario. The Province of Ontario will have exclusive jurisdiction in relation to any claim, dispute or difference concerning this engagement letter and any matter arising from it. Each party irrevocably waives any right it may have to object to any action being brought in those courts to claim that the action has been brought in an inappropriate forum or to claim that those courts do not have jurisdiction.

Conclusion

We are proud to serve as auditor of South Nation River Conservation Authority and we appreciate your confidence in our work. If the services outlined herein are in accordance with your requirements and if the above terms are acceptable, please have one copy of this letter signed in the space provided below and return it to us.

Yours truly,

BAKER TILLY REO LLP

Baker Tilly REO LLP

Benjamin Mann, CPA, CA
Partner
Phone: 613-774-9889

Acknowledged and agreed to on behalf of South Nation River Conservation Authority by:

Steve Densham, Chair

Johanna Barkley, Director of Finance

Date signed

Date signed

Appendix A - Expected Form of Report

To the Members of South Nation River Conservation Authority

Opinion

We have audited the financial statements of South Nation River Conservation Authority (the Authority), which comprise the statement of financial position, statement of changes in net financial assets, statement of continuity of reserves, statement of operations and statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Authority as at December 31, 2025, and the results of its operations and cash flow for the period then ended in accordance with Canadian public sector accounting standards (PSAS).

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Authority in accordance with ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with PSAS, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Authority's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Authority or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Authority's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

Appendix A (continued)

- | Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- | Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control.
- | Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- | Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Authority's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Authority to cease to continue as a going concern.
- | Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.



To: Board of Directors
From: Ronda Boutz, Secretary-Treasurer
Date: November 5, 2025
Subject: Request for Approval: 2026 Fee Schedules

RECOMMENDATION:

The Board of Directors approve the 2026 South Nation Conservation Fee Schedules as presented, effective January 1st, 2026.

BACKGROUND:

The Board of Directors annually approves Fee Schedules for South Nation Conservation's (SNC) programs and services. SNC Fee Schedules are subject to the SNC Fee Policy, in compliance with Provincial requirements to consolidate all fees under one fee schedule.

On December 28, 2022, the Minister of Natural Resources issued a direction requiring conservation authorities not to change the amount of fees charged for planning review services or *Conservation Authorities Act* permits. This direction has been reissued annually since 2022. The latest direction is set to expire December 31, 2025.

The Minister of the Environment, Conservation and Parks is expected to reissue the direction for the 2026 fiscal year.

Three consecutive years of frozen fees for Schedules A, B, and C have resulted in these schedules not keeping pace with the cost of living. Past Board direction was that development fees are paid by development and not subsidized by levy. The development review program is supported by User Fees, Technical Review Fees, a small Provincial transfer payment that covers Natural Hazard review for municipally initiated applications.

DISCUSSION:

Schedule A (Planning), Schedule B (Conservation Authority Permits), and Schedule C (Technical Reviews) Fees have not been increased and remain the same as 2025 until further notice.

Minor housekeeping updates are recommended for the fee category descriptions in Schedule A (Planning), Schedule B (Conservation Authority Permits) for consistency with CA partners and legislative changes.

Staff recommend a standard cost of living adjustment of three percent, with amounts rounded up to the closest \$1 increment to Schedule D (Information and Professional Services) equipment rental fees. Professional staffing rates were reviewed, some adjustments for cost of living (three percent) are recommended with fees rounded to the closest \$1 increment.



Two percent adjustment is recommended to Schedule E (Sewage Systems) Inspection fees in accordance with municipal service contracts.

The Board approved the 2025-2026 Schedule F: Private Land Stewardship in June 2025 (BD-123/25). A minor adjustment is required to clarify fee on site preparation for tree planting.

Staff recommend maintaining fees included in Schedule G (Conservation Lands).

Based on recommendations from the Watershed Advisory Committee, staff recommend some fee adjustments under Schedule H (Watershed Programs) to increase participation in youth programs.

The 2026 Fee Schedule [Draft] will be uploaded to the SNC website prior to the meeting.

The table below summarises the proposed 2026 fee schedule changes.

2026 Schedule	Proposed Changes
Schedule A: Planning	No fee changes Minor housekeeping edits consistent with CA Partners/ legislation
Schedule B: <i>Conservation Authorities Act</i> Permits	No fee changes Minor housekeeping edits consistent with CA Partners/ legislation
Schedule C: Technical Reviews	No fee changes
Schedule D: Information and Professional Services	Cost of living 3% adjustment, rounded up to the closest \$1 increment for some professional services and equipment rental rates
Schedule E: Sewage System Inspections	Cost of living 2% adjustment based on municipal contracts, rounded up to closest \$1 increment
Schedule F: Private Land Stewardship	Approved June 2025 (BD-123/25), footnote added regarding site preparation fees to be invoiced as a non-refundable deposit
Schedule G: Conservation Lands	No fee changes
Schedule H: Watershed Programs	Fee adjustments made as per recommendations from the Watershed Advisory Committee (WAC-049/25) for education and outreach programs. • Maple Syrup Education – reduced from \$8 to \$5 per participant • Stream of Dreams – reduced from \$17 to \$15 per participant Total Phosphorus Management fee increased as per BD-179/12 (cost of living adjustment, rounded up to the nearest \$5 increment)

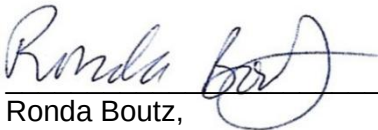


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FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:

Compliance with Budget: No impact on the 2025 Budget; the 2026 draft Budget reflects the draft 2026 fee schedules.

SNC Policy Adherence: Annual fee schedules are approved by the Board of Directors and adhere to the SNC Fee Policy. As of January 1, 2024, all SNC fee schedules will adhere to the Minister's Fee Classes Policy as per section 21.2 of the *Conservation Authorities Act*.



Ronda Boutz,
Secretary-Treasurer.



To: Board of Directors
From: Ronda Boutz, Secretary-Treasurer
Michelle Cavanagh, Team Lead, Special Projects
Sandra Mancini, Managing Director, Natural Hazards and Infrastructure
Date: November 12, 2025
Subject: Request for Approval: Funding Submissions

RECOMMENDATION:

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

Funder/Program	Funding Request
1. Urban Forestry Plans and Studies: Urban Forestry Plans and Studies	up to \$175,000
2. EcoAction Stream 1: Community-led freshwater action across Canada	up to \$100,000
3. Canada Water Agency: St. Lawrence River Freshwater Ecosystem Initiative - Priority Interventions Program	up to \$250,000
4. Species Conservation Program	up to \$900,000
5. Invasive Species Action Fund	up to \$50,000
6. Invasive Phragmites Control Fund	up to \$40,000
Total	up to \$1,515,000

DISCUSSION:

1. Federation of Canadian Municipalities: Urban Forestry Plans and Studies

Project: Urban Forestry Assessments in the South Nation Jurisdiction – A Municipal Partnership Project
Request: up to \$175,000
Cost-share: up to 80% of eligible costs
Purpose: Many municipalities lack a data and assessments on their trees within parks and public greenspaces. South Nation Conservation (SNC) would lead an application with interested municipalities to complete urban tree inventories and tree risk assessments. Individual plans for tree planting and maintenance would be provided to participating municipalities to guide their urban forest planning.
Deadline: Applications accepted until April 2026

2. EcoAction Stream 1: Community-led freshwater action across Canada

EcoAction Stream 1: Community-led Freshwater Action across Canada funds projects that have a local, regional or national scope. Eligible projects include invasives species control, land/shoreline/habitat restoration, implementing environmental management plan recommendations, water conservation, etc.



Project: Building resiliency to drought impacts through water conservation
Request: \$25,000 - \$100,000, up to 36 consecutive months
Cost-share: 50% cost-share
Purpose: Eastern Ontario is experiencing a record drought impacting water users across SNC's jurisdiction. The proposed project would support municipalities and residents to build resiliency through water conservation. The initiative could include education, outreach, and support for water conservation devices (e.g., rain barrels, low flow shower heads, toilet tank baffles, etc.).
Deadline: December 4th, 2025

3. Canada Water Agency: St. Lawrence River Freshwater Ecosystem Initiative - Priority Interventions Program (PIP)

PIP is providing funding to support concrete actions aimed at improving the quality of freshwater in priority sectors or areas of significance related to the St. Lawrence River and its tributaries. Eligible projects include habitat restoration, invasive species control, biodiversity improvement, pollution source control, support for resilience or adaptation to climate change, projects in targeted environments for a return to use, etc.).

Project: Fish Habitat Assessment and Restoration on the St. Lawrence River
Request: up to \$250,000, up to 36 consecutive months
Cost-share: 75% cost-share
Purpose: Assessment of St. Lawrence River embayment project completed in 2016 to determine functionality and opportunities to improve fish habitat. The project was originally designed and constructed prior to record low and high flows in the St. Lawrence River observed over the past decade. Potential partners include the Mohawk Council of Akwesasne – Environment Program, River Institute, and St. Lawrence Parks Commission.
Deadline: December 18th, 2025

4. Ministry of Environment, Conservation and Parks: Species Conservation Program

The new Species Conservation Program promotes strong environmental stewardship by providing funding for projects that help conserve Ontario's species at risk. Eligible projects include on-the-ground habitat and threat management actions, monitoring species or conducting research activities to improve understanding of species, developing Best Management Practices to support minimizing adverse effects on species, and land securement for the long-term protection of species at risk.

Project: High Conservation Value Land Acquisition
Request: up to \$900,000
Cost-share: 50% cost-share
Purpose: To support the acquisition of high conservation value lands with documented occurrences of species at risk.
Deadline: November 27th, 2025



5. Invasive Species Centre: Invasive Species Action Fund

The Invasive Species Action Fund is designed to facilitate on-the-ground management and monitoring of invasive species in Ontario.

Project: European Water Chestnut and Dog-strangling Vine Monitoring and Control
Request: up to \$50,000
Cost-share: 50% cost-share
Purpose: To support the ongoing control of European Water Chestnut in the Castor and South Nation Rivers, to monitor and control a newly discovered population in Clarence Creek, and to monitor and control Dog-strangling Vine on SNC properties.
Deadline: January 9th, 2026

6. Invasive Species Centre: Invasive Phragmites Control Fund

The Invasive Phragmites Control Fund supports local on-the-ground action on Phragmites and amplifies and expands control activities into a provincial scale, coordinated Phragmites program.

Project: Eastern Ontario Regional Phragmites Mapping and Management
Request: up to \$40,000
Cost-share: 50% cost-share
Purpose: To support the ongoing mapping and control of invasive Phragmites in SNC's jurisdiction. A focus in 2026 will be on the road network and SNC properties in UCPR. Control efforts will target Phragmites in the Leitrim Wetland, Two Creeks Forest Conservation Area, and the Robert Graham Conservation Area.
Deadline: November 21st, 2025, *retro-active approval for submission*

FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:

Compliance with Budget: All projects have no impact on the 2025 Budget. Projects are not included in the 2026 draft Budget. Required matching and partnership potential as follows:

1. SNC would deliver the project on a cost recovery basis with interested municipalities. Municipalities would provide the required matching contributions.
2. SNC would seek to partner with interested municipalities to provide the required matching contribution.
3. SNC would seek to partner with Mohawk Council of Akwesasne – Environment Program, River Institute, and St. Lawrence Parks Commission to provide the required matching contribution.
4. SNC would seek to partner with the City of Ottawa to provide 50% of the required matching contribution. The other 50% would come from the land acquisition reserve.
5. SNC would seek to partner with the Ontario Federation of Anglers and Hunters and Ottawa Riverkeeper to provide 30% of the required matching contribution. The remainder of the matching would come from staffing resources included in the draft Budget under Resource Management, Water Response Programs, pages 12-13 and Property

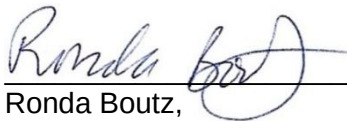


Management, Conservation Lands, pages 22-23.

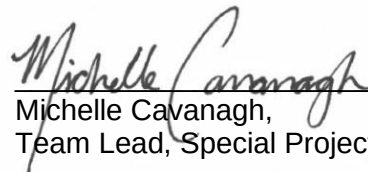
6. SNC is partnering with the St. Lawrence River Institute, the Ontario Federation of Anglers and Hunters, and the United Counties of Prescott and Russell to provide 50% of the required matching contribution. The remainder of the matching would come from staffing resources included in the draft Budget under Resource Management, Water Response Programs, pages 12-13 and Property Management, Conservation Lands, pages 22-23.

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: Ontario Low Water Response and Conservation Lands Management; Category 2 – Municipal Agreements: Professional Services; and Category 3 – Watershed (Other) Programs – Conservation Land Securement and Land Stewardship and Restoration.



Ronda Boutz,
Secretary-Treasurer



Michelle Cavanagh,
Team Lead, Special Projects



Sandra Mancini,
Managing Director, Natural Hazards and Infrastructure



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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

To: Board of Directors
From: Johanna Barkley, Director of Finance
Date: November 6th, 2025
Subject: Request for Approval: Monies Received and Disbursement Register for October 2025

RECOMMENDATION:

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

FURTHER THAT: The Board approve the Disbursement Register of \$835,958.89 for October 2025.

DISCUSSION:

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

Received From:	October 2025
City of Ottawa	313,314.75
Township of Russell	68,649.00
Planning Revenue	56,018.77
Septic Revenue	50,019.24
World Wildlife Fund Canada	50,000.00
United Counties of Prescott and Russell	48,096.24
Forests Canada	45,070.00
Municipality of South Dundas	32,821.00
Township of Alfred And Plantagenet	25,383.00
Township of Augusta	15,078.00
Royal Bank of Canada	13,520.98
Land Revenue	4,215.40
Tree Revenue	1,030.65
Other Revenue	1,023.39
United Counties of Stormont, Dundas & Glengarry	319.23
Total	724,559.65



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FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:

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

October 2025	
Accounts Payable Cheques	14,266.63
Internet Banking	387,396.76
Electronic Funds Transfer Payments	434,295.50
Total	835,958.89

Johanna Barkley
Director of Finance

Attachment: Disbursement Register – October 2025

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Disbursements Register - October 2025

Number	Name	Amount	
Accounts Payable Cheques			
21288	Purolator Courier Ltd.	10.38	
21289	2025-NAT-CW13	1,000.00	Clean Water Grant
21290	Samfiru Tumarkin LLP	9,422.84	Professional Services
21291	Boises Est	500.00	
21292	Harvex Agromart Inc	171.20	
21293	Geraldine Fitzsimmons	500.00	
21294	N. Beehler Electric Ltd.	192.10	
21295	Corey's Welding	259.38	
21296	MacGregor Crane Service Ltd.	960.73	
21297	2024-EAB-026	1,250.00	Ash Tree Grant
		14,266.63	
Internet Banking			
GP20257	The Bank of Montreal - RRSP	3,639.12	Pension
GP20258	VOID	-	
GP20259	Visa - John Mesman	1,589.70	
GP20260	The Bank of Montreal - RRSP	3,639.12	Pension
GP20261	Payworks	150,746.12	Pay 21
GP20262	Payworks	32,724.48	
GP20263	MacEwen Petroleum Inc.	3,037.68	
GP20264	Finch Feed & Seed Ltd. Purina	671.97	
GP20265	Telus	1,891.99	
GP20266	Payworks	6,359.19	Board Pay 3
GP20267	Hydro Ottawa	34.07	
GP20268	Bell Canada	59.47	
GP20269	Bell Canada	241.32	
GP20270	Bell Canada	1,017.00	
GP20271	Enbridge	27.00	
GP20272	Enbridge	52.31	
GP20273	Hydro One	1,754.69	
GP20274	Hydro One	221.37	
GP20275	Hydro One	37.93	
GP20276	Hydro One	232.51	
GP20277	Hydro One	31.86	
GP20278	Assante Capital Management	741.60	
GP20279	Assante Capital Management	741.60	
GP20280	The Bank of Montreal - RRSP	3,639.12	Pension
GP20281	Payworks	152,006.19	Pay 22
GP20282	Visa - Jen Boyer	932.75	
GP20283	Visa - Sylvie Fracassi	149.65	
GP20284	Visa - Michelle Cavanagh	2,088.67	
GP20285	Visa - Sandra Mancini	181.71	
GP20286	Visa - Deborah Edwards	3,091.81	
GP20287	Visa - Lorie Henderson	478.34	
GP20288	Visa - Carl Bickerdike	2,649.18	
GP20289	Visa - John Mesman	7,324.13	
GP20290	Assante Capital Management	741.60	
GP20291	Visa - Ronda Boutz	2,913.22	
GP20292	Visa - Monique Sauve	321.55	
GP20293	Royal Bank of Canada	1,386.74	
		387,396.76	
EFT Banking			
REM000823	Pineneedle Farms	56,289.82	Trees
REM000824	VOID	-	
REM000825	Andre Pommainville	158.40	
REM000826	Ferguson Forest Centre	5,621.75	Trees
REM000827	Adrian Wynands	831.07	
REM000828	Lannin's Garage	2,458.72	
REM000829	J & R Adams Ltd.	54.06	

Number	Name	Amount	
REM000830	ATEL Air & Electric	1,491.37	
REM000831	City of Ottawa	7,543.02	Contracted Services
REM000832	Brent Harbers	441.36	
REM000833	River Institute	500.00	
REM000834	Kyle Macrae	384.61	
REM000835	Kenneth Omenogor	299.45	
REM000836	Casselman Storage	203.40	
REM000837	Harbers Greenhouses and Forestry	5,953.41	Trees
REM000838	BmDodo Strategic Design	6,780.00	Contracted Services
REM000839	Nova Networks	21,803.35	Hardware\Contracted Services
REM000840	Annis, O'Sullivan, Vollebekk Ltd.	13,334.00	Contracted Services
REM000841	Adrian Wynands	518.40	
REM000842	Cindy Saucier	115.20	
REM000843	Jacqueline Kelly-Pemberton	116.64	
REM000844	Fred Schueler	187.20	
REM000845	Bill Smirle	452.73	
REM000846	Francois St Amour	155.52	
REM000847	Glenn Mackey	192.96	
REM000848	Steven Densham	31.68	
REM000849	Debora Wilson	136.22	
REM000850	Genevieve Lajoie	37.44	
REM000851	Linda Payant	155.52	
REM000852	Thomas Smyth	52.42	
REM000853	Endeavour Solutions Inc	4,130.15	Contracted Services
REM000854	Alain Jaquemet	41.04	
REM000855	Mike Tarnowski	80.64	
REM000856	Lannin's Garage	614.89	
REM000857	Hoskin Scientifique Ltee.	474.60	
REM000858	Shane Signs	559.35	
REM000859	Katherine Watson	302.06	
REM000860	Lannin Home Building Centre	106.17	
REM000861	1000224147 Ont Inc (Latremouille Tool Sales Rentals)	141.25	
REM000862	Brazeau Sanitation Inc.	1,593.30	
REM000863	Winchester Springs Mobile Wash	395.50	
REM000864	Begg-Seguin - Crysler Hardware Limited	310.74	
REM000865	VOID	-	
REM000866	Eastern Engines Inc	51.97	
REM000867	Catherine Kitts	124.70	
REM000868	Bennett Colgan	60.36	
REM000869	Arielle Noonan	136.32	
REM000870	Barry Sarazin	500.00	
REM000871	South Nation River Conservation Authority	1,040.00	
REM000872	Glengarry Outhouses Inc	565.00	
REM000873	Shirley St Pierre	750.00	
REM000874	1000552873 Ont Inc/Nick's Landscaping	1,380.86	
REM000875	Larissa Holman	207.32	
REM000876	2025-NAT-CW15	1,000.00	Clean Water Grant
REM000877	Danny Belanger	500.00	
REM000878	Hélène Bacquet	250.00	
REM000879	Mikayla Karonhianonha Francis	895.00	
REM000880	SLR Consulting (Canada) Ltd	49,921.71	Contracted Services
REM000881	OMERS	50,218.76	Pension
REM000882	Lannin's Garage	342.23	
REM000883	Storm Internet Services	169.50	
REM000884	Nova Networks	3,641.99	
REM000885	Lloyd McMillan Equipment Ltd.	463.30	
REM000886	H.F. Smith & Son Cartage Ltd.	56.50	
REM000887	Winchester Springs Mobile Wash	395.50	
REM000888	Caroline Goulet	925.45	
REM000889	Shahin Zandmoghaddam	878.28	
REM000890	South Nation River Conservation Authority	665.00	
REM000891	M.R. Blais Sales & Services Inc	726.33	

Number	Name	Amount	
REM000892	ATEL Air & Electric	1,383.12	
REM000893	Ontario Federation of Anglers & Hunters	6,258.02	Contracted Services
REM000894	1000224147 Ont Inc (Latremouille Tool Sales Rentals)	9,329.96	Rentals
REM000895	Somerville Nurseries Inc	1,522.11	
REM000896	Master Floor Care Janitorial Ottawa	2,705.67	
REM000897	Chubb Life Insurance Company of Canada	9.82	
REM000898	AIG Insurance Company of Canada	161.34	
REM000899	Sun Life Assurance Company of Canada	25,004.16	Group Benefits
REM000900	Staples Commercial/Trevipay	166.35	
REM000901	Lannin's Garage	10.45	
REM000902	Esri Canada	3,686.63	
REM000903	Naomi Langlois-Anderson	316.40	
REM000904	Jean Claude Cayer Enterprises Ltd.	713.02	
REM000905	Enns MacEachern Pace Maloney & Ass.	4,972.00	Contracted Services
REM000906	Michelle Cavanagh	141.98	
REM000907	Lexisnexis Canada Inc.	150.15	
REM000908	Seaway Embroidery	41.81	
REM000909	Star Toilet Rentals/2107897 Ontario Inc	508.50	
REM000910	Glengarry Outhouses Inc	282.50	
REM000911	Phillip Dagenais	565.00	
REM000912	Wex Canada Ltd	735.20	
REM000913	A.P.I. Alarm Inc	248.56	
REM000914	2025-EAB-028	477.50	Ash Tree Grant
REM000915	2025-EAB-026	1,806.48	Ash Tree Grant
REM000916	J. Carty's Tree Service Ltd.	13,560.00	Contracted Services
REM000917	Mississippi Valley Conservation Authority	14,345.44	Grants/Partners-CA
REM000918	Annis, O'Sullivan, Vollebakk Ltd.	23,730.00	Professional Services
REM000919	Rideau Valley Conservation Authority	58,620.53	Grants/Program Delivery
REM000920	1000224147 Ont Inc (Latremouille Tool Sales Rentals)	2,481.70	
REM000921	Simply Baked Catering Inc	610.20	
REM000922	Steven Densham	162.72	
REM000923	Lannin's Garage	520.82	
REM000924	Etcetera Publications (Chesterville) Inc	425.39	
REM000925	Shane Signs	113.00	
REM000926	North Stormont Township	317.11	
REM000927	Postmedia	84.00	
REM000928	Eastern Engines Inc	74.56	
REM000929	Glengarry Outhouses Inc	220.35	
REM000930	Jennifer Boyer	619.92	
REM000931	Shane Signs	33.90	
REM000932	The Review	218.09	
REM000933	Lloyd McMillan Equipment Ltd.	67.80	
REM000934	Edition Andre Paquette Inc	502.85	
REM000935	Winchester Springs Mobile Wash	395.50	
REM000936	Brent Harbers	882.10	
REM000937	Eric McGill	175.43	
REM000938	4 Office Automation Ltd	1,252.63	
REM000939	Caroline Goulet	88.02	
REM000940	Annie Theoret	276.22	
REM000941	Rejean Chartrand	1,130.00	
REM000942	2025-EAB-017	1,275.00	Ash Tree Grant
		434,295.50	



To: Board of Directors
From: James Holland, Senior Planner
Date: November 6, 2025
Subject: Update: Planning Activity

RECOMMENDATION:

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

#	Application Type	Property	Municipality
276	Consent	Plantagenet Concession Rd 6	Alfred and Plantagenet
277	Consent	4801 Charleville Rd	Augusta
278	Consent	731 St Joseph St	Casselman
279	Consent	Drouin Rd	Clarence-Rockland
280	Minor Variance	23 Riverview Cres	Edwardsburgh-Cardinal
281	Consent	Thousand Island Parkway	Front of Yonge
282	Consent	Thousand Island Parkway	Front of Yonge
283	Section 59 Clearance	2327 County Rd 31	North Dundas
284	Zoning By-Law Amendment	11929 County Rd 43	North Dundas
285	Consent	7417 Russell	Ottawa
286	Consent	4587 Sarsfield Rd	Ottawa
287	Consent	4587 Sarsfield Rd	Ottawa
288	Consent	4393 Yorks Corners Rd	Ottawa
289	Consent	3404 Yorks Corners Rd	Ottawa
290	Consent	3404 Yorks Corners Rd	Ottawa
291	Lifting 30cm Reserve	2450 Portobello Boulevard	Ottawa
292	Site Plan Control	2226 Mer Bleue	Ottawa
293	Subdivision	4850 Bank St	Ottawa
294	Zoning By-Law Amendment	4850 Bank St	Ottawa
295	Consent	Hamilton Road	Russell
296	Site Plan Control	1437 Notre Dame St	Russell
297	Consent	11770 Hutt Road	South Dundas
298	Section 59 Clearance	3904 County Rd 12	South Stormont



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

Landowner	Municipality	Type of Development	Dwelling Units
Valecraft	South Dundas	Subdivision	299

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

#	Municipality	Application
56	Alfred-Plantagenet	Pre-consultation
57	Russell	Pre-consultation
58	Augusta	Pre-consultation
59	Russell	Property Inquiry

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.

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.

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



To: Board of Directors
From: Shahin Zand, Water Resources Engineer
Date: November 12, 2025
Subject: Update: Engineering Technical Reviews

RECOMMENDATION:

The Board of Directors receive and file the Engineering Technical Reviews update for October 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* ("CA Act"). Costs are recovered from applicants according to the Board of Directors approved fee schedule.

SNC received 7 *Planning Act* applications in October 2025, generating 8 technical reviews. The table below summarizes planning application reviews completed, by municipality.

Municipality	Reviews for Planning Act Applications
Clarence-Rockland	1
Edwardsburgh-Cardinal	1
Nation	1
North Dundas	3
Russell	1
South Dundas	1
TOTAL	8

SNC received 11 CA Act permit applications in October 2025 generating 14 technical reviews. The table below summarizes permit application reviews completed, by municipality.

Municipality	Reviews for CA Act Permit Applications
Alfred and Plantagenet	2
Augusta	1
Clarence-Rockland	2
Nation	1
North Dundas	1
North Glengarry	1
North Stormont	2
Ottawa	2
South Dundas	2
TOTAL	14



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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.

A handwritten signature in black ink, appearing to read "Shahin Zand", is positioned above a horizontal line.

Shahin Zand, P.Eng.
Water Resources Engineer.



To: Board of Directors
From: Jennifer Boyer, Managing Director, Approvals
Date: November 6, 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 October 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 October 2025:

#	Project No.	Permit Holder	Municipality	Project
169	2025-ALP-R202	Yannick Dagenais Holding Inc.	Alfred And Plantagenet	Six-unit residential construction
170	2025-ALP-R206	Diane Renaud & Isabelle Legault	Alfred And Plantagenet	Septic installation
171	2025-ALP-R216	Aaron Powell	Alfred And Plantagenet	House addition and septic installation
172	2025-ALP-R224	Mackenzie Colterman & Daniel Kearney	Alfred And Plantagenet	House and septic installation
173	2025-AUG-R222	Dave & Suzan Brown	Augusta	Dock installation
174	2025-AUG-R225	Lorne Adams	Augusta	Dock replacement
175	2025-CLR-R212	Bell Canada	Clarence-Rockland	Directional drilling
176	2025-CLR-R214	Linda & Michel Lortie	Clarence-Rockland	Watercourse realignment
177	2025-CLR-R217	Bell Canada	Clarence-Rockland	Directional drilling
178	2025-CLR-R226	Bell Canada	Clarence-Rockland	Directional drilling
179	2025-NAT-R167	Stephanne Dicaire & Sonia Desnoyer	Nation	Erosion control
180	2025-NAT-R220	Michel Marion	Nation	Erosion control
181	2025-NGR-R210	United Counties of Leeds and Grenville	North Grenville	Culvert replacement
182	2024-NST-R181	Philippe Gregoire	North Stormont	New outlet ditch
183	2024-NST-R237	Rogers Communications	North Stormont	Directional drilling - Rogers
184	2025-NST-R146	GFL Environmental Inc.	North Stormont	Municipal drain
185	2025-NST-R218	Bell Canada	North Stormont	Directional drilling
186	2025-CUM-R219	Kurt & Veronique Miron-Zeig	Ottawa	New driveway
187	2025-RUS-R223	Pat & Laurie Terry	Russell	Septic installation
188	2025-SDU-R221	Diane Brunet & Frank Nieuwkoop	South Dundas	Residential construction and fill placement



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

Permit Site Visits and Inspections 2025		
Action	October 2025	Total for 2025
Permit Compliance Inspections	12	88
Pre-consultations	1	5

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: November 6, 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 October 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 October 2025.

Received in 2025	File No.	Location	Description
27	ENF2025-ALP-03	Alfred and Plantagenet	Reported development activity in a regulated area
28	ENF2025-NST-01	North Stormont	Reported interference with a Provincially Significant Wetland
29	ENF2025-OTW-09	Ottawa	Reported interference with a Provincially Significant Wetland

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

Enforcement and Compliance Actions 2025		
Action	October 2025	Total for 2025
Site Visits	7	55
Files Resolved	2	18
Referred to Correct Agency	1	4
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: November 6, 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 October 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 October. Septic system searches and renovation reviews are not included.

#	Permit Number	Landowner(s)	Municipality	Description
356	AU-25-26	Samantha & Jason Lennox	Augusta	Leaching Bed
357	AU-25-22	Josh Massimo	Augusta	New Construction
358	AU-25-25	Gray Family Properties Inc.	Augusta	New Construction
359	AU-25-24	Michelle & Gerald Osbourne	Augusta	System Replacement
360	AU-25-27	Emily Greer	Augusta	System Replacement
361	AU-25-23	Jovan Milosevic	Augusta	Tank
362	CH-25-28	Maxime & Lindsay Laframboise	Champlain	New Construction
363	CT-25-02	Paul Kusik & Jarmila Kusikova	City of Cornwall	New Construction
364	CR-25-45	Alexandre & Michael Henrie	Clarence-Rockland	New Construction
365	CR-25-47	Daniel Lalonde	Clarence-Rockland	New Construction
366	CR-25-48	Daniel & Marie Nathalie Mayer	Clarence-Rockland	System Replacement
367	CR-25-46	Jonathan Van de Laar	Clarence-Rockland	Tank
368	EC-25-27	1470051 Ontario Inc. c/o Herbert Gooding	Edwardsburgh Cardinal	System Replacement
369	EC-25-28	Ryan Toll	Edwardsburgh Cardinal	System Replacement
370	EC-25-29	Paul Perkins	Edwardsburgh Cardinal	System Replacement
371	EC-25-30	Joshua Slydock & Kelcey Bonnell	Edwardsburgh Cardinal	Tank
372	NA-25-36	Derick St-Amour	Nation	New Construction
373	NA-25-37	1550890 Ontario Inc -Desjardins	Nation	New Construction
374	NA-25-38	Ferme Laviolette Farms Inc.	Nation	New Construction
375	ND-25-37	Zanutta Construction Inc.	North Dundas	New Construction
376	ND-25-34	Douglas McCausland	North Dundas	System Replacement
377	ND-25-35	Jessica Vanderlinden	North Dundas	System Replacement
378	ND-25-36	Susan Liscumb	North Dundas	System Replacement
379	ND-25-33	John Mark Kapcala	North Dundas	Tank
380	ND-25-38	Connor Elliott	North Dundas	Tank



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#	Permit Number	Landowner(s)	Municipality	Description
381	RU-25-33	Patrick Mulligan	Russell	Decommissioning
382	RU-25-34	Sue Groleau	Russell	Decommissioning
383	RU-25-35	Travis Cunliffe	Russell	Decommissioning
384	RU-25-37	Antony Ferguson	Russell	Decommissioning
385	RU-25-36	Logan Groves & Taryn Read-Hobman	Russell	Tank
386	SD-25-29	Jonathan Roy	South Dundas	New Construction
387	SD-25-27	Travis MacEachern & Lindsay Gorman	South Dundas	System Replacement
388	SD-25-28	Zoe Childs	South Stormont	Decommissioning
389	SS-25-46	Isaac Quail	South Stormont	New Construction
390	SS-25-47	Jerry and Donna Chabot	South Stormont	New Construction
391	SS-25-48	Rohn & Ashley Patenaude	South Stormont	System Replacement

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



To: Board of Directors
From: Sandra Mancini, Managing Director, Natural Hazards and Infrastructure
John Mesman, Managing Director, Property, Conservation Lands, and
Community Outreach
Date: November 12, 2023
Subject: Recognition: Years of Service

RECOMMENDATION:

The Board of Directors recognize and thank Ben Colgan and Todd Baker for their years of service working with South Nation Conservation.

Ben Colgan, 5 Years

Ben's career began after graduating from Fleming College in 2014 with a diploma in Environmental Technology. His early roles in municipal solid waste management with the County of Peterborough and the City of Greater Sudbury laid a strong foundation in environmental services. In 2017, Ben transitioned to environmental consulting with Pinchin Ltd., gaining valuable private-sector experience and earning his Certified Engineering Technologist designation from Ontario Association of Certified Engineering Technicians and Technologists in 2019.

Inspired by collaborations with GIS professionals, Ben made a strategic decision to specialize in geospatial technology. He returned to Fleming College in 2019 to complete a GIS Specialist certificate—a move that would shape the next chapter of his career.

Ben career with conservation authorities started in July 2020 with Crowe Valley Conservation Authority. He then joined South Nation Conservation (SNC) later that year as a GIS Technician. Over the past five years, Ben has played a pivotal role in advancing SNC's GIS capabilities, supporting environmental planning, data analysis, and spatial solutions. Today, as GIS Specialist, Ben continues to leverage his unique blend of environmental and geospatial expertise to deliver innovative tools and insights that benefit the entire organization.

Ben's passion for technology and environmental stewardship makes him a valuable member of the SNC team.

Todd Baker, 5 Years

Todd joined SNC in 2020 and has grown into a reliable and skilled member of the property management team. He brings strong hands-on experience in equipment repair, small-engine maintenance, plumbing, and agricultural systems—skills that have been essential in maintaining SNC properties, water control structures, and Conservation Areas.

Todd approaches field work with professionalism, safety, and a solution-focused mindset.



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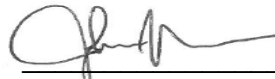
He works independently with confidence, contributes positively to team projects, and can always be counted on to step up during busy or challenging operational periods. His long familiarity with the Stormont, Dundas and Glengarry region and genuine passion for the outdoors are clear in the care and attention he brings to our public lands, trails, and infrastructure.

Todd's dedication, steady work ethic, and broad technical abilities make him an invaluable contributor to the ongoing management and improvement of SNC conservation lands.

Thank you and congratulations to Ben and Todd!



Sandra Mancini, Managing Director,
Natural Hazards and Infrastructure



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