



SOUTH NATION
CONSERVATION
DE LA NATION SUD

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Board of Directors

Meeting Agenda

Date: December 11th, 2025

Time: 9:00 a.m.

Location: Watershed Room, SNC

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



Board of Directors

Meeting Agenda

December 11th, 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. Staff Update
 6. Board and Committee Meeting Minutes
 - a. Request for Approval: Board of Directors meeting minutes of November 20th, 2025 4-11
 - b. Committee Meeting Minutes 12
 - i. Request for Approval: Watershed Advisory Committee meeting minutes of November 25th, 2025: Ronda 13-17
 - ii. Request for Approval: Leitrim Wetland Advisory Committee meeting minutes of November 28th, 2025: Ronda 18-20
 - iii. Update: Water Response Team meeting minutes of November 25th, 2025: Kat 21-23
 7. New Business:
 - a. Request for Approval: Ontario Heritage Trust Custodial Agreement: Pat 24
 - b. Request for Approval: Forests Canada Planting Delivery Agent Agreement: Ronda 25
 - c. Request for Approval: Woodlot Storm Recovery Expenditures: Pat 26-27
 - d. Update: Annual Summary of Regulated Areas Mapping Changes: Sandra/Ben 28-29
 - e. Request for Approval: 2026 SNC Fee Schedule [Revised]: Ronda 30-43
 - f. Request for Approval: Vehicle Purchase: John 44
 - g. Request for Approval: Monies Received and Disbursement Register for November 2025: Donna 45-48
 - h. Monthly Updates
 - i. Planning Activity: James 49-50
 - ii. Engineering Technical Reviews: Shahin 51-52
 - iii. Section 28.1 Permits Issued: Jennifer 53
 - iv. Enforcement of Parts VI and VII of the Act: Greg 54-55
 - v. On-site Sewage Permits Received: Monique 56-57
 - i. Request for Approval: 2026 Meeting Schedule: Ronda 58
 - j. Update: 2026 Conference Listing: Ronda 59-61
 8. Supplemental Agenda
 - a. Request for Approval: ERO #025-1257 Proposed Regional Consolidation of Conservation Authorities Submission: Carl
 - b. Update: Estimated Statement of Operations for November 30th, 2025: Johanna
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9. Correspondence (if any)
10. Dates of Upcoming Meetings, second Thursday, at 9:00 a.m., unless otherwise stated:
 - January 22nd, 2026 (Note: fourth Thursday)
 - February 12th, 2026
 - March 12th, 2026 (Annual General Meeting)
11. Future Motions of the Board and/or Discussion of SNC Issues
12. Closed Session
 - a. Request for Approval: Land Acquisition 2025-OTT-02: Pat 62-64
 - b. Request for Approval: Land Acquisition 2025-EDW-01: Pat 65-66
 - c. Request for Approval: Land Acquisition 2025-NAT-02: Pat 67-68
 - d. Update: Security of the Property of the Authority (verbal): Carl
13. Adjournment

Carl Bickerdike,
Chief Administrative Officer.

/rb



BOARD OF DIRECTORS MEETING

Meeting No. 10/25

Thursday, November 20th, 2025 – 9:00 a.m.

Watershed Room, SNC

Directors Present:

Steve Densham, Stormont Dundas Glengarry, Chair
Catherine Kitts, City of Ottawa, Second Vice 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:

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
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

Guests:

Warren A. Leroy, Ault & Ault LLP





TRADITIONAL LAND ACKNOWLEDGEMENT

John Mesman, read the Indigenous land acknowledgement.

CHAIRS REMARKS

Steve Densham, Chair, called the SNC Board of Directors meeting of November 20th, 2025, to order at 9:00 a.m.

APPROVAL OF SNC BOARD OF DIRECTORS MEETING AGENDA AND SUPPLEMENTAL AGENDA

RESOLUTION NO. BD-196/25

Moved by: Mike Tarnowski

Seconded by: François St. Amour

RESOLVED THAT:

The Members approve the November 20th, 2025, main and supplemental agenda as amended:

- i. Main agenda item #11a and #11b be moved to follow main agenda item #6a.

CARRIED

DECLARATION OF CONFLICT OF INTEREST

None.

BOARD MEETING MINUTES

A. REQUEST FOR APPROVAL: BOARD OF DIRECTORS MEETING MINUTES OF OCTOBER 16TH, 2025

RESOLUTION NO. BD-197/25

Moved by: Adrian Wynands

Seconded by: Catherine Kitts

RESOLVED THAT:

The Members approve the Board of Directors meeting minutes of October 16th, 2025 as submitted.

CARRIED

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

- i. Joint Occupational Health and Safety Committee meeting minutes of October 8TH, 2025.

RESOLUTION NO. BD-198/25

Moved by: Linda Payant

Seconded by: Bill Smirle



RESOLVED THAT:

The Board of Directors approve the actions and recommendations of the following Committee meeting:

- i. Joint Occupational Health and Safety Committee meeting minutes of October 8th, 2025.

CARRIED

NEW BUSINESS

UPDATE: BILL 68 AND PROPOSED REGIONAL CONSOLIDATION OF CONSERVATION AUTHORITIES

RESOLUTION NO. BD-199/25

Moved by: Mike Tarnowski

Seconded by: Deb Wilson

RESOLVED THAT:

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".

CARRIED

CLOSED SESSION

RESOLUTION NO. BD-200/25

Moved by: Adrian Wynands

Seconded by: Bill Smirle

RESOLVED THAT:

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

- i. Update: Legal Matter (verbal).
- ii. Update: Security of the Property of the Authority (verbal).

CARRIED

The Board of Directors convened Closed Session at 9:12 a.m.



OPEN SESSION

RESOLUTION NO. BD-201/25

Moved by: Bill Smirle
Seconded by: Mike Tarnowski

RESOLVED THAT:

The Board of Directors move into Open Session.

CARRIED

The Board of Directors reconvened Open Session at 11:05 a.m.

The Board of Directors recessed for a break at 11:05 a.m.

The Board of Directors reconvened from break at 11:15 a.m.

UPDATE: LEGAL MATTER (VERBAL)

RESOLUTION NO. BD-202/25

Moved by: Adrian Wynands
Seconded by: Linda Payant

RESOLVED THAT:

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

CARRIED

UPDATE: SECURITY OF THE PROPERTY OF THE AUTHORITY (VERBAL)

RESOLUTION NO. BD-203/25

Moved by: Bill Smirle
Seconded by: Deb Wilson

RESOLVED THAT:

The Board of Directors receive and file the verbal update on the Security of the Property of the Authority; and

FURTHER THAT:

The Board of Directors approve the direction and public statement as discussed and amended.

CARRIED

FOR DISCUSSION: 2026 DRAFT BUDGET

RESOLUTION NO. BD-204/25

Moved by: Adrian Wynands
Seconded by: Mike Tarnowski

RECOMMENDATION:

The Board of Directors receive and file the Draft 2026 Budget; and



FURTHER THAT:

The Draft 2026 Budget be circulated to the 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 affect 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.

CARRIED

UPDATE RESERVES POLICY

RESOLUTION NO. BD-205/25

Moved by: Deb Wilson
Seconded by: Linda Payant

RESOLVED THAT:

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

CARRIED

UPDATE: 2025 AUDIT PLANNING

RESOLUTION NO. BD-206/25

Moved by: Adrian Wynands
Seconded by: Catherine Kitts

RESOLVED THAT:

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.

CARRIED

REQUEST FOR APPROVAL: 2026 FEE SCHEDULE

RESOLUTION NO. BD-207/25

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



RESOLVED THAT:

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

CARRIED

REQUEST FOR APPROVAL: FUNDING SUBMISSIONS

RESOLUTION NO. BD-208/25

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

RESOLVED THAT:

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

CARRIED

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

RESOLUTION NO. BD-209/25

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

RESOLVED THAT:

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

FURTHER THAT:

The Board approve the Disbursement Register of \$835,958.89 for October 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-210/25

Moved by: Mike Tarnowski
Seconded by: Adrian Wynands

RESOLVED THAT:

The Board of Directors receive and file the following updates for November 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

RECOGNITION: YEARS OF SERVICE

RESOLUTION NO. BD-211/25

Moved by: Mike Tarnowski
Seconded by: Catherine Kitts

RESOLVED THAT:

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

CARRIED

SUPPLEMENTAL AGENDA

UPDATE: ESTIMATED STATEMENT OF OPERATIONS FOR OCTOBER 31ST, 2025

RESOLUTION NO. BD-212/25

Moved by: Deb Wilson
Seconded by: Mike Tarnowski

RESOLVED THAT:

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

CARRIED



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

i. Grant Sub-Committee meeting minutes of November 17TH, 2025.

RESOLUTION NO. BD-213/25

Moved by: Mike Tarnowski

Seconded by: Bill Smirle

RESOLVED THAT:

The Board of Directors approve the actions and recommendations of the following Committee meeting:

- i. Grant Sub-Committee meeting minutes of November 17th, 2025.

CARRIED

CORRESPONDENCE

None

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

- December 11th, 2025 (Note: second Thursday of the month)
- January 22nd, 2026 (Note: fourth Thursday)

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

None.

ADJOURNMENT

RESOLUTION NO. BD-214/25

Moved by: Deb Wilson


Seconded by: Bill Smirle

RESOLVED THAT:

The Board of Directors meeting of November 20th, 2025 be adjourned at 12:39 p.m.

CARRIED

Steve Densham,
Chair.



Carl Bickerdike,
Chief Administrative Officer.

/rb



To: Board of Directors
From: Ronda Boutz, Secretary-Treasurer
Katherine Watson, Coordinator - Early Warning Systems and Watershed Plans
Date: December 3rd, 2025
Subject: SNC Committee Meeting Highlights and Minutes

RECOMMENDATION:

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

- i. Watershed Advisory Committee meeting minutes of November 25th, 2025,
- ii. Leitrim Wetland Advisory Committee meeting minutes of November 28th, 2025; and

FURTHER THAT: The Board of Directors receive and file the draft South Nation Water Response Team meeting minutes of November 25th, 2025.

DISCUSSION:

Watershed Advisory Committee Meeting: November 25th, 2025

- Committee recommend approval of the following to the Board of Directors:
 - Work plan development for forest cover and water budget studies
 - 2026 meeting schedule
- Committee received an update on:
 - Bill 68 and Proposed Regional Consolidation of Conservation Authorities
 - Grants Sub-Committee Meeting of November 17th, 2025
 - Community Engagements from Committee members

Leitrim Wetland Advisory Committee Meeting: November 28th, 2025

- Committee received updates from the following partners:
 - South Nation Conservation
 - Tartan/Tamarack Homes
 - City of Ottawa
 - National Capital Commission

SNC Water Response Team Meeting: November 25th, 2025

- The Team received updates the current watershed conditions for the South Nation Conservation jurisdiction
- Water Response Team approved remaining in Level 3 Low Water Condition for the South Nation River jurisdiction.

Ronda Boutz
Secretary-Treasurer.

Katherine Watson,
Coordinator - Early Warning Systems and Watershed Plans

Attachments



WATERSHED ADVISORY COMMITTEE MEETING

Meeting No. 03/25
Tuesday, November 25th, 2025, 1:00 p.m.

Watershed Room, SNC

Members Present:

Bill Smirle, SNC Board of Directors, Committee Chair
Matt Alkerton, Member at Large
Sarah Burger, Member at Large
Steve Densham, SNC Chair, ex-officio, Chair
Emilie DeRochie, River Institute
Dorothy Hamilton, Ontario Woodlot Association – SDG Chapter
Larissa Holman, Ottawa River Keeper
Murray Inch, Volunteer of Oak Valley Pioneer Park
Alain Jaquemet, Member at Large
Genevieve Lajoie, SNC Board of Directors
Glenn Mackey, ALUS - Ontario East
Pamela O'Donnell, Member at Large
Louis Prevost, United Counties of Prescott & Russell
Tara Redpath, City of Ottawa
Jean Saint-Pierre, Bois   Est
Cindy Saucier, Member at Large

Regrets:

Greg Faaren, St. Lawrence Parks Commission
Tim Fisher, Leeds and Grenville Municipalities
Jordan Graham, Member at Large
Catherine Kitts, Second Vice Chair, ex-officio
Jackie Kelly-Pemberton, Member at Large, Committee Vice Chair
Erica Louttit, Miitig Healing Lodge
Fran  ois St. Amour, SNC Board of Directors
Fred Schueler, Fragile Inheritance Natural History
Erika Sheridan, Member at Large
Kayla Sunday, Mohawk Council of Akwesasne
Adrian Wynands, SNC Vice Chair, ex-officio
Peter Young, United Counties of Stormont, Dundas and Glengarry

Staff Present:

Ronda Boutz, Secretary-Treasurer
Michelle Cavanagh, Team Lead, Special Projects
Sandra Mancini, Managing Director, Natural Hazards and Infrastructure
John Mesman, Managing Director, Property, Conservation Lands and Community Outreach
Kelsey Smith, Stewardship and Outreach Assistant

Guests:

Linda Payant, SNC Board of Directors



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

Bill Smirle, Committee Chair, welcomed everyone and called the meeting to order at 12:05 p.m.

APPROVAL OF WATERSHED ADVISORY COMMITTEE MEETING AGENDA AND SUPPLEMENTAL AGENDA

RESOLUTION NO. WAC-051/25

Moved by:

Dorothy Hamilton

Seconded by:

Glenn Mackey

RESOLVED THAT:

The Members approve the November 25th, 2025 Watershed Advisory Committee meeting agenda as presented.

CARRIED

**The Watershed Advisory Committee recessed for a break at 12:13 p.m.
The Watershed Advisory Committee reconvened at 12:23 p.m.**

DECLARATION OF CONFLICT OF INTEREST

None.

**APPROVAL OF WATERSHED ADVISORY COMMITTEE MEETING MINUTES OF
SEPTEMBER 23RD, 2025**

RESOLUTION NO. WAC-052/25

Moved by:

Pam O'Donnell

Seconded by:

Jean Saint-Pierre

RESOLVED THAT:

The Members approve the Watershed Advisory Committee meeting minutes of September 23rd, 2025 as submitted.

CARRIED

STAFF UPDATE

Staff presented project and program updates.



NEW BUSINESS

UPDATE: BILL 68 AND PROPOSED REGIONAL CONSOLIDATION OF CONSERVATION AUTHORITIES

RESOLUTION NO. WAC-053/25

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

RESOLVED THAT:

The Watershed Advisory Committee 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 Watershed Advisory Committee 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".

CARRIED

**The Watershed Advisory Committee recessed for a break at 2:15 p.m.
The Watershed Advisory Committee reconvened at 2:29 p.m.**

REQUEST FOR APPROVAL: WORK PLAN DEVELOPMENT FOR FOREST COVER AND WATER BUDGET STUDIES

RESOLUTION NO. WAC-054/25

Moved by: Cindy Saucier
Seconded by: Larissa Holman

RESOLVED THAT:

The Watershed Advisory Committee recommends the development of a Work Plan to study forest and the characterization of water resources for the South Nation River Watershed; and

FURTHER THAT:

Staff bring forward a detailed Work Plan at the next Committee meeting outlining timelines, objectives, deliverables, and resource requirements.

CARRIED



UPDATE: LOW WATER CONDITIONS

Sandra Mancini, Managing Director, Natural Hazards and Infrastructure and Ben Colgan, GIS Specialist, provided the Watershed Advisory Committee with an update on the Low Water Conditions.

UPDATE: GRANTS SUB-COMMITTEE MEETING OF NOVEMBER 17th, 2025

RESOLUTION NO. WAC-055/25

Moved by:

Matt Alkerton

Seconded by:

Jean Saint-Pierre

RESOLVED THAT:

The Watershed Advisory Committee receive and file the update from the Grants Sub-Committee meeting of November 17th, 2025.

CARRIED

REQUEST FOR APPROVAL: 2026 MEETING SCHEDULE

RESOLUTION NO. WAC-056/25

Moved by:

Larissa Holman

Seconded by:

Glenn Mackey

RESOLVED THAT:

The Watershed Advisory Committee approve the meeting schedule for 2026 as presented.

CARRIED

SUPPLEMENTAL AGENDA

UPDATE: COMMUNITY ENGAGEMENTS

RESOLUTION NO. WAC-057/25

Moved by:

Alain Jaquemet

Seconded by:

Emilie DeRochie

RESOLVED THAT:

The Watershed Advisory Committee receive and file the Update on Community Engagements.

CARRIED



UPDATE: COMMUNITY ENVIRONMENTAL GRANTS

RESOLUTION NO. WAC-058/25

Moved by:

Genevieve Lajoie

Seconded by:

Dorothy Hamilton

RESOLVED THAT:

The Watershed Advisory Committee receive and file an update on the Community Environmental Grants.

CARRIED

DATES OF UPCOMING MEETINGS

- Watershed Advisory Committee Meeting
 - March 24th, 2026 at 12:00 p.m. at SNC Office
- Grants Sub-Committee Meeting
 - March 9th, 2026 at 9: a.m. at SNC Office

ADJOURNMENT

RESOLUTION NO. WAC-059/25

Moved by:

Sarah Burger

Seconded by:

Dorothy Hamilton

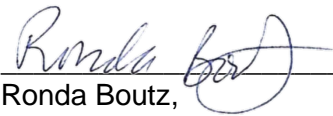
RESOLVED THAT:

The Watershed Advisory Committee meeting of November 25th, 2025 be adjourned at 3:43 p.m.

CARRIED

Bill Smirle,
Committee Chair.

/rb



Ronda Boutz,
Secretary-Treasurer.



LEITRIM WETLAND ADVISORY COMMITTEE MEETING

November 28th, 2025

1:00 p.m.

Virtual Meeting

Meeting No. 02/25

Present: Bill Smirle, SNC Board of Directors / Committee Chair
Ronda Boutz, SNC, Secretary-Treasurer
Evan Bryant, for Steve Desroches, City Councillor, Ward 22, Ottawa
Melissa Cote, Taggart Investments & Tartan Homes
Michelle Cavanagh, SNC, Team Lead, Special Projects
Nathan Dickinson for Steve Desroches, City Councillor, Ward 22, Ottawa
Tracey Scaramozzino, City of Ottawa
Alexander Stone, National Capital Commission
Katherine Watson, SNC, Coordinator - Early Warning Systems and Watershed Plans

Regrets: Suzanne Azizan, Findlay Creek Resident
Gina Byrne, Findlay Creek Resident
Bojian Chen, Ministry of Natural Resources
Steve Desroches, City Councillor, Ward 22, Ottawa
Laura Dingle Robertson, Member at Large
Vacant, Findley Creek Community Association



CHAIR'S REMARKS

Bill Smirle, Committee Chair, experienced technical issues during the virtual meeting, Ronda Boutz, Secretary-Treasurer chaired the meeting. Acting Chair Ronda Boutz called the Leitrim Wetland Advisory Committee meeting of November 28th, 2025 to order at 1:04 p.m.

APPROVAL OF LEITRIM WETLAND ADVISORY COMMITTEE MEETING AGENDA

RESOLUTION NO. LWAC-004/25

Moved by: Alexander Stone

Seconded by: Melissa Cote

RESOLVED THAT:

The Leitrim Wetland Advisory Committee approve the agenda of November 28th, 2025 as submitted.

CARRIED

APPROVAL OF LEITRIM WETLAND ADVISORY COMMITTEE MEETING MINUTES OF JUNE 17TH, 2024

RESOLUTION NO. LWAC-002/25

Moved by: Tracey Scaramozzino

Seconded by: Michelle Cavanagh

RESOLVED THAT:

The Leitrim Wetland Advisory Committee meeting minutes of June 17th, 2024 be approved as submitted.

CARRIED

LEITRIM WETLAND PROJECT UPDATE - POWERPOINT

Ronda Boutz, Michelle Cavanagh, and Kat Watson provided updates on SNC activities at the Findlay Creek Boardwalk and Leitrim Wetland, water quality monitoring and low water conditions.

Bill Smirle joined the meeting at 1:17 p.m.

NEW BUSINESS

PARTNER UPDATES

TARTAN/TAMARACK HOMES UPDATE (VERBAL)

- no updates related to development activities in Findlay Creek



- pending transfer of the berm to the City of Ottawa.

CITY OF OTTAWA UPDATE (VERBAL)

- no updates related to development activities in Findlay Creek

NATIONAL CAPITAL COMMISSION UPDATE (VERBAL)

- interested in rare flora, there are six willow species that are unreported in the Greenbelt since 2004, some of which in Leitrim and Lester/Albion Wetland

FINDLAY CREEK COMMUNITY UPDATE (VERBAL)

This item was deferred to the next meeting

ROUNDTABLE DISCUSSION

- Michelle reminded the members that we will have our annual tree/shrub giveaway for Findlay Creek community in the spring, date to be confirmed. Michelle also noted that there is a Master's student completing art pieces about wildlife in and around the Leitrim Wetland.

NEXT MEETING DATE:

Friday, June 19th, 2026 at 10:00 a.m. (*tentative*)

ADJOURNMENT

RESOLUTION NO. LWAC-003/25

Moved by:

Melissa Cote

Seconded by:

Tracey Scaramozzino

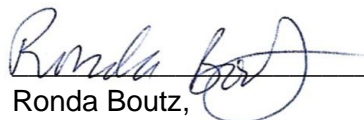
RESOLVED THAT:

The Leitrim Wetland Advisory Committee of November 28th, 2025 be adjourned at 1:38 p.m.

CARRIED

Bill Smirle,
Committee Chair.

/rb



Ronda Boutz,
Secretary-Treasurer.



WATER RESPONSE TEAM MEETING

November 11th, 2025 – 9:30 a.m.

Virtual Meeting

Meeting No. 03/25

Present:

Steve Densham, SNC Board of Directors, Chair and Water Response Team Chair

Jacob Chenier, City of Clarence-Rockland

Dawn Crump, Ontario Clean Water Agency

Tessa Di Iorio, City of Ottawa

Jacqueline Kelly-Pemberton, Federation of Agriculture

Katherine Beehler, United Counties of Stormont, Dundas and Glengarry

Amanda O'Meara, City of Ottawa

Pierre Paul Beauchamp, Municipality of Casselman

James Peets, Ministry of Environment, Conservation and Parks

Louis Prevost, United Counties of Prescott-Russell

Cory Wiseman, Ministry of Natural Resources

Regrets:

Darren Bonenberg, Ministry of Natural Resources

Rob Bowman, Augusta Township

Darren Levere, City of Ottawa

Terro Otto, Federation of Agriculture

Terrence Sauve, Ministry of Agriculture, Food and Agribusiness

Bill Smirle, SNC Board Member

Staff Present:

Ronda Boutz, Secretary-Treasurer

Ben Colgan, GIS Specialist

Sandra Mancini, Managing Director, Natural Hazards and Infrastructure

Arielle Noonan, Stewardship Assistant

Andy Stefan, Resource Management Assistant

Erin Thorne, Communications Specialist

Katherine Watson, Coordinator, Early Warning Systems and Watershed Plans





CALL TO ORDER

Chair, Steve Densham, called the Water Response Team meeting to order at 9:30 a.m.

APPROVAL OF WATER RESPONSE TEAM AGENDA

RESOLUTION NO. WRT-008/25

Moved by:

Louis Prevost

Seconded by:

Tessa Di Iorio

RESOLVED THAT:

The Water Response Team agenda be approved as presented.

CARRIED

APPROVAL OF WATER RESPONSE TEAM MEETING MINUTES OF AUGUST 25TH

RESOLUTION NO. WRT-009/25

Moved by:

Louis Prevost

Seconded by:

Dawn Crump

RESOLVED THAT:

The Water Response Team approve the Water Response Team meeting minutes of August 25th, 2025 as presented.

CARRIED

Pierre Paul Beauchamp joined the meeting at 9:34 a.m.

Jacqueline Kelly-Pemberton joined the meeting at 10:05 a.m.

NEW BUSINESS

UPDATE: WATERSHED CONDITIONS

Water Response Team comments during discussion:

- Dawn Crump
 - North Dundas wells – static levels from August to November are 4% - 67% below normal static level depending on well location
- Jacqueline Kelly-Pemberton
 - Would be helpful if SNC staff could run some scenarios on Permit-To-Take-Water (PTTW) to determine options if low water conditions persist throughout the winter into spring.
- Tessa Di Iorio
 - PTTW analysis and scenarios should include a climate change component

RESOLUTION NO. WRT-010/25

Moved by:

Louis Prevost

Seconded by:

Katherine Beehler

RESOLVED THAT:

The Water Response Team receive and file the update on Low Water Conditions.

CARRIED



REQUEST FOR APPROVAL: UPDATE TO LOW WATER ADVISORY STATEMENT

Staff had initially recommended to move the Low Water Conditions from Level 3 to Level 2 for the South Nation Conservation (SNC) jurisdiction, except for the Middle South Nation River Subwatershed, which would remain in Level 3. This was based on the return to the lower threshold of “normal” conditions in stream flow, while still accounting for the ongoing issues of supply for private well users, primarily in the Middle South Nation River Subwatershed.

Water Response Team members provided feedback that there were still supply issues throughout the SNC jurisdiction, and they felt that maintaining a Level 3 condition was still appropriate. The Municipality of Casselman also confirmed that they are still experiencing low flows and do not consider their drinking water operations as being back to “normal”.

RESOLUTION NO. BD-011/25

Moved by: Pierre Paul Beauchamp
Seconded by: Jacqueline Kelly-Pemberton

RESLOVED THAT:

The Water Response Team approve remaining in Level 3 Low Water Conditions for the South Nation Conservation jurisdiction.

CARRIED

DATE OF NEXT

- To be confirmed.

ADJOURNMENT

RESOLUTION NO. BD-011/25


Moved by: Pierre Paul Beauchamp
Seconded by: Jacqueline Kelly-Pemberton

RESLOVED THAT:

The Water Response Team meeting of November 25th, 2025 be adjourned at 10:56 a.m.

CARRIED

Steve Densham,
Chair



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

/rb



To: Board of Directors
From: Pat Piitz, Team Lead Property
Date: December 1, 2025
Subject: Request for Approval: Ontario Heritage Trust Custodial Agreement

RECOMMENDATION:

The Board of Directors approve renewal of a 25-Year Custodial Agreement with the Ontario Heritage Trust for the Gamble Property located in the City of Ottawa.

DISCUSSION:

In 2000, the Board of Directors approved a custodial agreement between the Ontario Heritage Trust (OHT) and South Nation Conservation (SNC) for the management of an environmentally sensitive property (known as the Gamble Property) in the City of Ottawa (Osgoode Township). The Gamble Property includes a Provincially significant wetland and is identified as a Natural Environment Area within the Ottawa Official Plan.

Under the Custodial Agreement, SNC prepared a management plan which was approved by the OHT. Management objectives were minimal, and the property has been left to develop naturally. During the 25-year management period, SNC has, with the permission of OHT, included the property in several grant applications on a cost recovery basis.

The current 25-year Custodial Agreement expires on February 2, 2026. The agreement includes a renewal option and the OHT seeks to renew the agreement with SNC. Cost to SNC would be limited to staff time to prepare a new 25-year management plan and annual inspections.

Management of the Gamble Property is complimentary to the objects of the Authority to manage the natural resources of the South Nation River watershed; therefore staff recommend renewal of the custodial agreement with OHT.

FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:

Compliance with Budget: Staff resources are included in the proposed 2026 SNC Budget: Property: Conservation Lands pages 22-23.

SNC Policy Adherence: Clause 21(1)(n) of the *Conservation Authorities Act* enables SNC to collaborate and enter into agreements with organizations for the purpose of accomplishing its objects.

Programs and Services Category: Category 3 – Watershed (Other) Programs

Pat Piitz,
Team Lead Property.



To: Board of Directors
From: Ronda Boutz, Secretary-Treasurer
Date: December 3rd, 2025
Subject: Request for Approval: Forests Canada Planting Delivery Agent Agreement

RECOMMENDATION:

The Board of Directors approve entering into a Planting Delivery Agent Agreement with Forests Canada for tree planting programs for 2025-2031.

DISCUSSION:

The Forests Canada (formerly Forests Ontario) provides property owners with a subsidy to plant trees on eligible properties. Forests Canada signs Partner Delivery Agent (PDA) agreements with organizations across Canada to deliver tree planting programs. South Nation Conservation (SNC) has been a PDA for Forest Canada since 2008.

A \$2.50 per seedling funding is provided by Forests Canada to support site visits, stock purchase, site preparation, planting, tending, and survival assessments at eligible sites. PDAs are required to deliver the tree planting programs as per the approved Forest Canada Program Guidelines, sign a 15-year agreement with participating landowners, and provide annual reporting on planting projects.

Forests Canada has requested a new PDA agreement with SNC. This new agreement (i) extends the term to 2031 [from the current agreement end date of December 2029]; (ii) updates their legal name to Forests Canada, and (iii) removes references to the 50 Million Tree Program which has ended.

FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:

Compliance with Budget: No impact on the 2025 Budget. The SNC Tree Planting Program and Forests Canada subsidy are included in the draft 2026 Budget.

SNC Policy Adherence: Purchase of seedlings and contracted services to deliver the tree planting program adheres to SNC's Purchasing Policy.

Programs and Services Category: Category 3 – Watershed (Other) Programs: Private Land Stewardship.

Ronda Boutz,
Secretary-Treasurer.



To: Board of Directors
From: Pat Piitz, Team Lead Property
Date: December 1st, 2025
Subject: Request for Approval: Woodlot Storm Recovery Expenditures

RECOMMENDATION:

The Board of Directors approve the following reserve transfers for unrecoverable expenditures under the Woodlot Storm Recovery Program:

1. MNR Forestry Reserve – approximately \$55,065
 2. Land Acquisition Reserve – approximately \$284,334
-

BACKGROUND:

South Nation Conservation (SNC) is delivering the Woodlot Recovery Program with funding secured from Natural Resources Canada (NRCan) through the 2 Billion Tree Program and the City of Ottawa.

At the February and June Board of Directors meeting (BD-042/25 and BD-135/25), the Board was advised that:

- Higher than expected landowner participation
- Project is ahead of planned schedule
- Project 200,000 seedling target to be met by fall 2025
- 2025 project expenditures approved to an upset limit of \$575,000
- Opportunity to plant up to 200,000 additional trees with an amendment to 2 Billion Trees agreement
 - to revise cash flow projections to accommodate the change in schedule, and
 - request additional funds to plant more trees and cover project overages
- SNC and NRCan staff were working towards finalizing an amendment when the Federal election call suspended negotiations in March 2025

In order to meet the original agreement targets and be eligible for the amendment, SNC had to meet their tree planting target. A significant amount of site preparation was completed between December 2024 and February 2025 in preparation for the spring 2025 tree planting. SNC placed a hold on any uncompleted contracted services following the election announcement in March.

The contract amendment process resumed on May 28th and approval was confirmed and the amendment signed in late September. NRCan approved an additional \$270,000 in funding to plant an additional 70,000 trees.

The amendment was executed in the fiscal year 2025/26 (April 2025 to March 2026); the federal government is unable to provide retro-active funding. As a result, only project expenditures after March 31st are eligible for NRCan funding under the amended agreement.



All expenses from April 1st, 2025 to the end of the contract term can be covered by 2 Billion Tree funding, as SNC and partners have met the 50% required matching contribution as of March 31st, 2025.

DISCUSSION:

Expenses that are not recoverable from NRCan incurred prior to April 1st, 2025 (under the 2024/25 federal fiscal year) total approximately \$339,400. Staff are recommending these expenditures be covered by reserves as follows:

Reserve/Special Levy Funds	Approximate Amount	Rationale
MNR Forestry	\$55,065	<ul style="list-style-type: none">• Reserve created early 1990s, intended for use related to forestry/forest management• Expenditures under the Woodlot Storm Recovery Program are related to forest management and reforestation, meets the intent of the Reserve• Reserve has remained untouched for decades since its creation, staff recommend closing this reserve
Land Acquisition	\$284,334	<ul style="list-style-type: none">• Recent external land acquisition funding includes 10% overhead which can be allocated at the Board's discretion.• The Woodlot Storm Recovery Program and Conservation Land Securement are both Category 3 programs. The use of funds within the same program category would have no impact to Category 1 or 2 funding or reserve transfers
Total	\$339,399	

FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:

Compliance with Budget: The Woodlot Storm Recovery Program is included in the 2025 SNC Budget based on the original project schedule and budget. The Budget does not include the unrecoverable expenses incurred in the 2024/25 federal fiscal year.

SNC Policy Adherence: Expenditures adhere to the SNC Purchasing Policy.

Programs and Services Category: Category 3 – Watershed (Other): Private Landowner Stewardship

Pat Piftz,
Team Lead Property.



To: Board of Directors
From: Ben Colgan, GIS – Specialist
Sandra Mancini, Managing Director, Natural Hazards and Infrastructure
Date: December 11, 2025
Subject: Update: Regulations Mapping

RECOMMENDATION:

The Board of Directors receive and file the Floodplain and Regulations Mapping Series Update Overview.

DISCUSSION:

Maintaining digitized mapping layers is essential for many of South Nation Conservation's programs. Through the Planning and Approvals programs, for example, floodplain and regulations mapping are used to help municipalities protect people and property from natural hazards.

Section 28 mappings updates are prepared following the Protocol developed by Ministry of Natural Resources and Forestry and Conservation Ontario.

1. Maintenance

Defined as additions or modifications to regulation schedules with the intent of improving the regulated area. These minor changes will not require a Board approval.

There were no minor changes to the regulation layer in 2025 to bring forward.

2. Major Mapping Changes

Major mapping changes have been made as new studies have been completed.

Major mapping changes related to new natural hazards studies require Board approval. They have been brought to the Board separately as studies are completed and after public consultation.

The current Floodplain and Regulation Mapping Series now encompasses changes based on the following studies and regulation changes that occurred between 2024 and 2025.

Natural Hazards:

Description	Comments	Municipality
Quaile Creek Watershed Hazard Mapping (City of Ottawa)	Encompasses floodplain and erosion hazard delineation along Quaile Creek within its 9.16 km ² watershed.	City of Ottawa



SOUTH NATION
CONSERVATION
DE LA NATION SUD

FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:

Compliance with Budget: Mapping updates are included in the 2025 SNC Budget under Resources Management: Water Response Programs on pages 12-13.

SNC Policy Adherence: Section 4 of Ontario Regulation 41/24 requires SNC to review and update its regulation maps on at least an annual basis. The additions or modifications to regulations maps are prepared following the Protocol for Updates to Section 28 Mapping: Development, Interference with Wetlands and Alterations to Shoreline and Watercourses Regulations prepared by Ministry of Natural Resources, endorsed by Conservation Ontario, and adopted by all Conservation Authorities.

Programs & Services Category: Category 1 – Mandatory Program: Natural Hazards Mapping

Ben Colgan
GIS Specialist

Sandra Mancini
Managing Director, Natural Hazards
and Infrastructure



To: Board of Directors
From: Ronda Boutz, Secretary-Treasurer
Date: December 3rd, 2025
Subject: Request for Approval: 2026 SNC Fee Schedule [Revised]

RECOMMENDATION:

The Board of Directors approved the revised 2026 SNC Fee Schedule as presented, effective January 1st, 2026.

DISCUSSION:

The Board of Directors approved the 2026 SNC Fee Schedule at the November meeting (BD-207/25). It has recently come to the attention of South Nation Conservation staff that not all proposed revisions were captured in the draft 2026 SNC Fee Schedule circulated to the Board for approval.

An updated 2026 SNC Fee Schedule is attached for the Board's review. Revisions from the November version are highlighted for ease of reference.

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 must adhere to the Minister's Fee Classes Policy as per section 21.2 of the *Conservation Authorities Act*.

Ronda Boutz,
Secretary-Treasurer.

Attachments 2026 SNC Fee Schedule [Revised]



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Effective January 1, 2026

2026 FEE SCHEDULE

38 Victoria Street, Finch, ON K0C 1K0 | Tel: 613-984-2948 Fax: 613-984-2872
Toll Free: 1-877-984-2948 | www.nation.on.ca

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South Nation Conservation Fee Schedule



- Schedule A: Planning
- Schedule B: Conservation Authorities Act Permits
- Schedule C: Technical Reviews
- Schedule D: Information and Professional Services
- Schedule E: Sewage System Inspections
- Schedule F: Private Land Stewardship
- Schedule G: Conservation Lands
- Schedule H: Watershed Programs

Payment can be made by cheque, cash, debit or credit.

Payments made by credit card are subject to a 2.4% convenience charge.



SCHEDULE A: PLANNING

Planning Application	2026 Fee
Official Plan and Zoning Amendments	
Standard	\$820
Major	\$4,000
Zoning By-law Amendments	\$410
Minor Variance Applications	\$410
Application for Consent	
Clearance of Conditions (where applicable)	\$235
Site Plan Control	
Single Residential	\$420
Multiple residential, commercial or industrial	
Minor/Rural Small	\$700
Standard	\$1,120
Major	\$2,790
Plan of Subdivision/ Part Lot Control/ Condominium	
Under 10 lots and 2 ha on full municipal services	\$1,360
Under 10 lots and 2 ha on private services	\$2,695
Over 10 lots and/or 2 ha on private or full municipal services	\$4,120
Clearance of conditions (per phase)	\$2,070
Priority review (per phase)	\$6,295
Lifting of 30 cm Reserve	\$235
File reactivation (files dormant over 2 years)	50% of current fee
Revisions: all file types	50% of current fee
Pre-consultation ¹	No initial fee
Clean Water Act - Drinking Water Source Protection	
Section 59 Clearance Notice	\$300
Risk Management Plan	Staff Time

Application Categories:

- Minor: no technical studies
- Standard: one technical study
- Major: more than one technical study

¹ An hourly rate may be charged for pre-consultation where significant staff time is required.



NOTES (SCHEDULE A: PLANNING)

Reviews are undertaken in accordance with Ontario Regulation 686/21: Mandatory Programs and Services, South Nation Conservation's (SNC) Fee Policy, SNC's Client Service Policy, and Conservation Ontario's Timely Review Taskforce Policies.

Section 21.2 of the Conservation Authorities Act permits SNC to charge fees for programs and services in accordance with the Minister's Fee Classes Policy (April 11, 2022) and SNC's Fee Policy.

Fees are exclusive of technical report review fees (Schedule C). All fees must be paid prior to the release of written comments to approval authorities.

No fee is charged to a participating municipality within SNC's jurisdiction for planning reviews initiated by that municipality.

SNC reserves the right to charge additional fees if the review requires additional work, additional site visits, etc., OR where additional processing past the initial submission period is required. Current fees apply for the reactivation or revision of files.

Application Categories:

- Minor: no technical review
- Standard: one technical review
- Major/Complex: more than one technical review



SCHEDULE B: CONSERVATION AUTHORITIES ACT PERMITS

Application		Description	2026 Fee
Water Crossing	Private - culvert/bridge	Private entrance replacement ≤ 30 m	\$280
		Private entrance replacement > 30 m	\$665
		New private entrance	\$665
	Infrastructure - culvert/bridge	Replacement (same dimension) ≤30 m and ≤ 1 m dia.	\$280
		Replacement (different dimension) or new ≤1 m dia.	\$665
		New >1 m dia. - 2 m dia.	\$1,040
		New > 2 m dia.	\$2,050
		Resurfacing	\$280
		Superstructure or abutment works	\$665
		New bridge	\$2,685
	Directional drilling	Channel width ≤ 3 m	\$280
		Channel width > 3 m	\$665
	Water utility crossing (open-cut)	Channel width ≤ 3 m	\$1,040
		Channel width > 3 m - 10 m	\$2,050
		Channel width > 10 m	\$2,685
Docks	Dock installation	≤ 45 m ²	\$280
		> 45 m ²	\$665
		All crib construction	\$1,040
Fill Placement & Grading	Fill placement (m ³ / grading (ha) (including septic beds)	≤ 100 m ³ / ≤ 0.25 ha	\$280
		> 100 m ³ - 500 m ³ / > 0.25 ha - 0.5 ha	\$665
		> 500 m ³ - 1000 m ³ / > 0.5 ha - 1.0 ha	\$1,040
		> 1000 m ³ - 2000 m ³ / > 1.0 ha - 2.0 ha	\$2,050



Application Type		Description	2026 Fee
Buildings	Ancillary buildings with no foundation	Within a Regulated Area	\$280
	Single family dwelling, auxiliary buildings, additions and similar	≤ 20 m ²	\$280
		> 20 m ² - 100 m ²	\$665
		> 100 m ² - 200 m ²	\$1,040
		> 200 m ²	\$2,050
	New multi-residential or institutional		\$2,685
Shoreline Work & Watercourse Clean Out	Shoreline alterations, erosion protection, channelization, new watercourses, stormwater outlets and similar	≤ 15 m	\$280
		> 15 m - 50 m	\$665
		> 50 m - 500 m	\$1,040
		> 500 m - 1000 m	\$2,050
	Watercourse cleanout (non-municipal drain)		\$665
Wetland	Development/interference within 30 m of a wetland boundary	Minor review	\$280
		Area affected ≤ 0.5 ha	\$665
		Area affected > 0.5 ha and ≤ 1.0 ha	\$1,040
		Area affected > 1.0 ha and ≤ 2.0 ha	\$2,050

Letter of Authorization/Simplified Permit	\$130
S. 28 Application Review Hearing (for refused permit applications or permits with conditions)	\$250
Issuance of new permit within 6 months of expiry date with no changes to proposal or site conditions	\$135
Minor amendments to issued permit (includes modifications to previously reviewed sediment and erosion control plans)	50% of current fee
Retroactive permits	100% surcharge
Major Projects (ex. Minister's Zoning Order, applications with several technical studies, >1000 m shoreline work or watercourse realignment, development or interference with >2 ha wetland, subdivisions over 10 lots, fill placement over > 2000 m ³ / > 2.0 ha). * Additional charges for legal or technical peer-review may be applicable	\$5,525*

Property Inquiry		
Written responses to legal, real estate related, financial (including Canadian Mortgage and Housing Corporation) or other inquiries by landowners or others on their behalf.	File search only - normal review (10 business days)	\$290
	File search only - expedited review (5 business days)	\$560
	With site inspection - normal review	\$500



SCHEDULE C: TECHNICAL REVIEWS

Reviews are prepared by qualified professionals in the fields of water resources engineering, groundwater science, site servicing, geotechnical engineering, environmental assessments, ecology, and planning to support appropriate development. SNC may retain a third party to assist with review of technical reports.

Our reviews evaluate whether the applicable guidelines and legislation have been appropriately addressed.

Report Review	Development Type	2026 Fee
Normal Review (20 business days) ¹ <ul style="list-style-type: none">Flood plain hydrology analysisGeotechnical reports (unstable soils and slopes)Wetland hydrologic impact analysisEnvironmental impact studiesStormwater managementGrading and drainage planAquatic habitat assessment/fish habitat impactHydrological assessmentPrivate Servicing	Small scale development	\$460
	Development area < 0.5 hectares	\$900
	Development area ≤ 2 hectares	\$1,890
	Development area > than 2 hectares	\$2,945

Clearance of Conditions	\$340
Major Projects ²	Hourly
Aggregate Resource Act Reviews (plus technical review fees)	\$4,000

¹Where reviews exceed one full review, additional submissions will be billed on an hourly professional rate, in addition to this fee. There is a minimum staff time charge of ½ hour.

²Major Projects are projects with a high level of concern that requires the Authority to attend meetings and respond to inquiries and concerns. An application to the Authority may or may not be active.



SCHEDULE D: INFORMATION AND PROFESSIONAL SERVICES

Product/Service		2026 Fee
Hourly Staff Rate		
	Assistant	\$75/hour
	Technical	\$98/hour
	Specialist	\$113/hour
	Professional	\$122/hour
	Management	\$133/hour
	Senior Management	\$148/hour
Digital Data and Maps		
Monitoring data, GIS files, Aerial photography ¹	\$181 plus staff time (Specialist Rate)	
Natural Hazard and Other Digital Maps	\$229 plus staff time (Professional Rate)	
Customized Maps	\$96 plus staff time (Specialist Rate)	
Reports		
Base Cost (digital and paper)	Small: 1-30 pg	\$149
	Medium: 31-100 pg	\$293
	Large: >100 pg	\$456
Floodplain Models		
Hydraulic Model (HEC RAS model files) 1,2 Hydrologic Model (HEC-HMS, SWMHYMO model files) 1,2		\$2,334 per model plus staff time
Equipment		
Surveying Services	Trimble GPS Land Survey unit cost per day	\$155
Drone Services	Drone Orthophotography unit cost per day	\$360
	Drone LiDAR unit cost per day	\$360
	Drone Bathymetry unit cost per day	\$1,030

Notes:

- All equipment rentals require SNC staff for operation and data processing at SNC Staff Rates.
- There is a minimum staff time charge of ½ hour.

1 A signed digital data license agreement is required.

2 A copy of the updated input and output files and revised floodplain maps must be provided.



SCHEDULE E: SEWAGE SYSTEM INSPECTIONS

Classification of Systems	2026 Fee
Class 2	
Grey water pit only - daily design flow not exceeding 1,000 L/day	\$448
Class 3	
Cesspool - Black water pit only - daily design flow not exceeding 1,000 L/day	\$448
Class 4 and 5	
Class 4 tank and leaching bed and Class 5 holding tank - daily design flow <4,000 L/day	
Systems requiring annual maintenance	\$968
Other Systems	\$859
Class 4 tank and leaching bed and Class 5 holding tank - daily design flow >4,000 L/day and <10,000 L/day	
Systems requiring annual maintenance	\$1,394
Other Systems	\$1,270
Treatment Unit Alterations (No Changes to Disposal Field)	
Replacement/enlargement/relocation	\$448
Material Alteration	\$879
Repair Pumping/Dosing System or Minor Repair (ex. level header)	\$224
Installation of Filter/Risers	\$224
Additional Inspections and Retroactive Permits	
Additional or repeat inspections (Class 2, 3, 4 and 5 <4,000 L/day daily design flow)	\$224
Additional or repeat inspections (Class 4 and 5 >4,000 L/day and <10,000 L/day daily design flow)	\$275
Applying for a permit after the installation is complete (retroactive permits)	125% of current fee



Permit Revisions (Certificate of Change)	
Change of tertiary treatment unit type	\$224
Pipes and Stone to Chambers (equal area or reduction)	\$448
Chambers to Pipes and Stone (increase)	\$448
Addition of fixtures or living area (no design flow increase)	\$224
Increased design flow and/or elevation changes	\$224
Change in type of system (ie. Conventional to Tertiary)	\$448
Different location on property (site evaluation)	\$224
Miscellaneous / Other and/or Repeat Inspections	\$224
Permit Renewal & Expiration	
Owner renews permit (first six months)	\$224
Owner renews permit (second six months) *Maximum of two renewals will be granted	\$224
Permit Cancellation and Transfers	
Administrative Revision	\$131
Owner transfers permit to new owner (no changes)	\$224
Owner cancels application (no inspection done)	80%
Owner cancels application (no permit issued)	50%
Owner cancels application (permit issued)	33%
Owner changes designer or contractor	\$874
Renovations / Changes of Use Permits (Part 10 & 11 of the Ontario Building Code)	
Compliance Review (distances only)	\$73
Compliance Review (full review)	\$193
Land Control and Lot Creation (Planning Act)	
Minor Variances and Zoning By-Laws (site visit required)	\$210
Outside SNC Jurisdiction - Consent Applications (per application)	\$420
Inside SNC Jurisdiction - Consent Applications (per application)	\$500
Subdivision or Condominium Lots (per lot) (Maximum fee of \$5,000.00)	\$260
File Searches	
Document Search	\$110
Administrative Fees	
Additional Copies of Permit Documents (photocopies)	\$26
Photocopies of Other Documents	\$1 per copy



SCHEDULE F: PRIVATE LAND STEWARDSHIP

Product/Service	2025-2026 (effective June 19 th , 2025)	
Program	Landowner Fee	Potential Subsidy (Forests Canada)
50 Million Tree Program	<ul style="list-style-type: none">• \$1.11/conifer• \$1.68/hardwood• \$587/ha band spray and scribe¹• \$561/ha scribe¹• \$0.35 seedling for spot spray• Order minimum of 1,000 trees• Refills: \$0.35/seedling, minimum of 400 seedlings	\$2.40/seedling
Woodlot Storm Recovery Program ²	<ul style="list-style-type: none">• \$0.46/conifer• \$0.70/hardwood• Maximum landowner fee: \$3,000	None: balance of tree planting costs covered by other funding sources
Over the Counter Tree Sales	<ul style="list-style-type: none">• Nursery stock cost plus 25% for shipping and handling• Order minimum of 100 trees• Tree planting supplies: cost plus 25% service fee	None

¹Site preparation is charged as a non-refundable deposit on planting projects.

²Woodlot Storm Recovery Program: South Nation Conservation secured funding to provide assistance to private woodlot owners affected by the May 2022 Derecho Storm. Partners include Natural Resources Canada through the 2 Billion Tree Program and the City of Ottawa.

Program information is available at nation.on.ca/woodlot-recovery or contact SNC at info@nation.on.ca or 1.877.984.2948.



SCHEDULE G: CONSERVATION LANDS

Service		2026 Fee
Hunting	Applicants residing within the SNC Jurisdiction	\$100
	Applicants residing outside the SNC Jurisdiction	\$150
	Applicants from Outside Ontario	\$200
Trapping	Exclusive trapping agreements	\$50
Conservation Area - Facility Use Permit	Exclusive use of a Conservation Area (ex. family gathering, public/private event, educational tour, photography, etc.) Applicants responsible for obtaining appropriate liability insurance (if applicable) and Special Occasions Permits	Free or By Donation
	Wedding or large private event	\$100
Conservation Area Memorial Dedications	Memorial Tree Dedication (available in the McIntosh Memorial Park and the Oak Valley Pioneer Park Conservation Areas)	\$500
	Memorial Bench Dedication (available in all SNC Conservation Areas)	\$2,000
Land Use Agreements (ex. Agricultural Uses: Maple Syrup or Honey, Hay Production, or Community Uses, etc.)	Contracts and land use agreements are negotiated on a case-by-case basis using current market rates	



SCHEDULE H: WATERSHED PROGRAMS

Program/Service	2026 Fee
Total Phosphorous Credit Trading Program	
Total Phosphorous Management	\$605/kg
Environmental Education Programs	
Stream of Dreams - Environmental Education and Community Art	\$15/participant
Maple Syrup Education Program	\$5/participant
Youth Fish Camp (two-day summer camp)	\$95/participant
Youth Hunt Apprenticeship Program	Free (Delta Waterfowl partnership)
Note: Other education programs may be available on a cost-recovery basis, including high school certifications through the Specialist High Skills Major Program. Please contact SNC for more details at info@nation.on.ca or 1.877.984.2948.	



To: Board of Directors
From: John Mesman, Managing Director, Property, Conservation Lands, and
Community Outreach
Date: December 4, 2025
Subject: Request for Approval: Vehicle Purchase

RECOMMENDATION:

The Board of Directors approve the purchase of a truck with a dump box at approximately \$85,000 plus HST; and

FURTHER THAT the Board of Directors approve the disposition of a surplus vehicle.

DISCUSSION:

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

Following the replacement schedule, and due to the safety test failure, the Chevrolet 1 Ton 4x4 truck with dump box that was purchased in 2013 and has 350,000 km will be sold and staff recommend the purchase of a replacement dump truck.

Staff have obtained quotes from local dealers based on available in-stock vehicles and municipal/fleet pricing.

A dump truck is essential for SNC's land operations, providing the necessary capacity for staff to transport equipment and materials, conduct inspections, and support fieldwork.

FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:

Compliance with Budget: Vehicle purchase is included in the Draft 2026 SNC Budget: Property Management: Facilities and Vehicles, pages 24-25.

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

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



To: Board of Directors
From: Donna Ferguson, Accounting Technician
Date: December 4th, 2025
Subject: Request for Approval: Monies Received and Disbursement Register for November 2025

RECOMMENDATION:

The Board of Directors receive and file the monies received report for November 2025; and
FURTHER THAT: The Board approve the Disbursement Register of \$630,802.89 for November 2025.

DISCUSSION:

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

Received From:	November 2025
City of Ottawa	656,167.71
Government of Canada	53,739.08
Raisin Region Conservation Authority	42,936.59
Corporation of the Municipality of North Grenville	21,404.00
Septic Revenue	18,345.13
Planning Revenue	16,257.64
Royal Bank of Canada	13,712.84
Fisheries and Oceans Canada	9,973.95
Forests Canada	9,832.50
Tree Revenue	4,133.14
Conservation Ontario	2,700.00
Land Revenue	2,007.40
United Counties of Stormont, Dundas & Glengarry	1,532.28
Ontario Power Generation	1,500.00
Other Revenue	101.94
Total	854,344.20

FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:

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

November 2025	
Accounts Payable Cheques	6,126.70
Internet Banking	331,132.34
Electronic Funds Transfer Payments	293,543.85
Total	630,802.89



Donna Ferguson
Accounting Technician
Attachment: Disbursement Register – November 2025

Disbursements Register - November 2025

Number	Name	Amount
Accounts Payable Cheques		
21298	Landers Auto Glass & Stereo	101.70
21299	2025-EAB-027	4,750.00 Ash Tree Crant
21300	2025-EAB-031	275.00 Ash Tree Crant
21301	2025-UCPRWAS-029	500.00 Replaces Void Cheque 21238
21302	2025-UCPRWAS-020	500.00 Replaces Void Cheque 21163
		<hr/> 6,126.70
Internet Banking		
GP20294	Bell Canada	1,017.00
GP20294A	Bell Canada	241.22
GP20294B	Bell Canada	59.47
GP20295	Enbridge	440.65
GP20296	Hydro One	35.83
GP20296A	Hydro One	1,680.84
GP20296B	Hydro One	239.29
GP20297	Payworks	155,683.63 Pay 23
GP20298	407 ETR Express Toll Route	542.88
GP20299	Enbridge	97.23
GP20300	The Bank of Montreal - RRSP	3,639.12 Pension
GP20301	Hydro One	33.42
GP20302	MacEwen Petroleum Inc.	2,990.03
GP20303	The Bank of Montreal - RRSP	3,639.12 Pension
GP20304	Telus	1,882.95
GP20305	Royal Bank of Canada	239.70
GP20306	Payworks	156,716.29 Pay 24
GP20307	Hydro Ottawa	35.19
GP20308	Assante Capital Management	741.60
GP20309	Assante Capital Management	741.60
GP20310	Hydro One	435.28
		<hr/> 331,132.34
EFT Banking		
REM000943	Casselman Storage	203.40
REM000944	Naturaide	352.56
REM000945	Levac Propane Inc	231.31
REM000946	Pierre Richer Plumbing Inc.	131.36
REM000947	Andre Pommainville	86.40
REM000948	Donna Ferguson	20.15
REM000949	Alexandre Roy-Guay	413.11
REM000950	Harbers Greenhouses And Forestry	3,932.68
REM000951	Irwin Supply (Cornwall) Ltd	287.45
REM000952	OMERS	73,726.26 Pension
REM000953	Chubb Life Insurance Company of Canada	9.82
REM000954	AIG Insurance Company of Canada	161.34
REM000955	Sun Life Assurance Company of Canada	24,166.51 Group Benefits

Number	Name	Amount
REM000956	Moose Creek Precast	1,158.25
REM000957	Staples Commercial/Trevipay	57.84
REM000958	Lannin's Garage	334.62
REM000959	Tenaquip Industrial Equipment	391.49
REM000960	J & R Adams Ltd.	3,169.53
REM000961	Emond Harnden	5,199.14 Professional Services
REM000962	A.L. Blair Construction Ltd.	1,462.89
REM000963	Pineneedle Farms	1,130.00
REM000964	1000224147 Ont Inc (Latremouille Tool Sales Rentals)	1,485.16
REM000965	Traductions Catmac Translations	1,216.06
REM000966	Thomson Reuters Canada	1,167.60
REM000967	Alain Enterprises Ltd	1,881.45
REM000968	Canadian Linen & Uniform Service Corp	39.55
REM000969	Postlink Corporation	7,861.07 Mailing
REM000970	South Nation River Conservation Authority	665.00
REM000971	Foman Forough	267.81
REM000972	Glengarry Outhouses Inc	847.50
REM000973	Begg-Seguin - Crysler Hardware Limited	605.99
REM000974	J. Carty's Tree Service Ltd.	2,712.00
REM000975	Endeavour Solutions Inc	850.33
REM000976	1000552873 Ont Inc/Nick's Landscaping	683.09
REM000977	Lannin's Garage	671.12
REM000978	Cornwall City Press	301.77
REM000979	Caroline Goulet	395.34
REM000980	Canadian Linen & Uniform Service Corp	79.10
REM000981	Cooters Automotive/1000263733 Ont Inc	404.47
REM000982	Foman Forough	242.84
REM000983	Wex Canada Ltd	562.30
REM000984	Reza Shaghadee Fallah	465.45
REM000985	Harbers Greenhouses And Forestry	45,313.58 Trees/Contracted Services
REM000986	Ferguson Forest Centre	45,279.33 Trees
REM000987	Les Entreprises Korey Cote	39,030.20 Contracted Services
REM000988	J & R Adams Ltd.	654.95
REM000989	ATEL Air & Electric	747.00
REM000990	1000224147 Ont Inc (Latremouille Tool Sales Rentals)	1,090.45
REM000991	Cyan Solutions Ltd	6,873.54 Post cards
REM000992	Kelsey Smith	1,262.16
REM000993	Nova Networks	3,872.45
REM000994	VSG C/Universal Field Supplies	216.74
REM000995	Shane Signs	452.00
REM000996	Pat Piitz	711.12
REM000997	Storm Internet Services	169.50
REM000998	Pierre Richer Plumbing Inc.	468.89
REM000999	Brent Harbers	512.72
REM001000	Simply Baked Catering Inc	385.61
REM001001	David Scholz	526.35
REM001002	Shahin Zandmoghaddam	542.40
REM001003	Ben Colgan	1,328.45
REM001004	Canadian Linen & Uniform Service Corp	39.55

Number	Name	Amount
REM001005	Cooters Automotive/1000263733 Ont Inc	176.14
REM001006	Winchester Springs Mobile Wash	791.00
REM001007	Staples Commercial/Trevipay	835.81
REM001008	Lannin's Garage	2,232.80
		<hr/> 293,543.85



To: Board of Directors
From: James Holland, Senior Planner
Date: December 3rd, 2025
Subject: Update: Planning Activity

RECOMMENDATION:

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

#	Application Type	Property	Municipality
299	Consent	6401 6th Concession Rd	Augusta
300	Consent	7525 County Road 21	Augusta
301	Consent	109 Front Road West	Champlain
302	Consent	Concession 3	East Hawkesbury
303	Consent	75 Concession Road 9	East Hawkesbury
304	Consent	1906 County Road 2	Edwardsburgh-Cardinal
305	Consent	Racette Side Road	Nation
306	Consent	Racette Side Road	Nation
307	Consent	Racette Side Road	Nation
308	Consent	14386 Hunter Rd	North Dundas
309	Section 59	2134 County Rd 31, Mountain	North Dundas
310	Consent	23 Mechanic St	North Glengarry
311	Consent	15722 County Rd 13	North Stormont
312	Section 59	11 William Street	North Stormont
313	Zoning By Law Amendment	11 William Street	North Stormont
313	Consent	2740 Swale Road	Ottawa
314	Consent	2740 Swale Road	Ottawa
315	Consent	4587 Sarsfield Road	Ottawa
316	Consent	4587 Sarsfield Road	Ottawa
317	Consent	690 Smith Road	Ottawa
318	Minor Variance	742 Lakebreeze Circle	Ottawa
319	Consent	411 Church Street	Russell
320	Consent	13665 Limerick Rd	South Dundas
321	Consent	20 Station Rd	South Dundas



#	Application Type	Property	Municipality
322	Consent	Fairholme Drive	South Dundas
323	Consent	County Road 18	South Dundas
324	Consent	4269 Highway 138	South Stormont
325	Consent	15621 Manning Rd	South Stormont

There were no residential subdivision and site plan clearances issued in November 2025.

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

#	Municipality	Application
60	Clarence-Rockland	Pre-consultation
61	Clarence-Rockland	Pre-consultation
62	North Grenville	Pre-consultation
63	Augusta	Pre-consultation
64	Clarence-Rockland	Pre-consultation
65	Clarence-Rockland	Pre-consultation
66	Clarence-Rockland	Pre-consultation
67	South Dundas	Property Inquiry
68	Ottawa	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: December 3, 2025
Subject: Update: Engineering Technical Reviews

RECOMMENDATION:

The Board of Directors receive and file the Engineering Technical Reviews update for the month of November 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 5 technical reviews. The table below provides a summary of planning application reviews completed, by municipality.

Municipality	Reviews for Planning Act Applications
Clarence-Rockland	1
Edwardsburgh-Cardinal	1
North Dundas	1
Ottawa	1
Russell	1
TOTAL	5

SNC received 12 CA Act permit applications in November 2025 generating 13 technical reviews. The table below provides a summary of permit application reviews completed, by municipality.

Municipality	Reviews for CA Act Permit Applications
Alfred and Plantagenet	1
Augusta	2
Clarence-Rockland	1
Edwardsburgh-Cardinal	1
Nation	3
North Dundas	3
North Glengarry	1
Russell	1
TOTAL	13



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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.

Shahin Zand, P.Eng.
Water Resources Engineer.



To: Board of Directors
From: Jennifer Boyer, Managing Director, Approvals
Date: December 3rd, 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 November 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 November 2025:

#	Project No.	Permit Holder	Municipality	Project
189	2025-AUG-R232	David Chisamore	Augusta	Shoreline Erosion Protection
190	2025-AUG-R225	Lorne Adams and Candis Adams	Augusta	Dock Installation
191	2025-CLR-R209	Riverlands of Rockland Inc.	Clarence-Rockland	Clarence Crossing Subdivision
193	2025-NAT-R161	Ferme Brasseur et Fils Inc.	Nation	Shed Installation
194	2025-AUG-R227	South Nation Conservation	Augusta	Wetland Restoration

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

Permit Site Visits and Inspections 2025		
Action	November 2025	Total for 2025
Permit Compliance Inspections	4	92
Pre-consultations	0	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: December 3, 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 November 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, the public interest, and the Authority's resources. The table below lists the reported concerns received in the month of November 2025.

Received in 2025	File No.	Location	Description
30	ENF2025-SDU-03	South Dundas	Reported development activity in a regulated area
31	ENF2025-EDW-04	Edwardsburgh Cardinal	Reported development activity in a regulated area
32	ENF2025-CLR-02	Clarence-Rockland	Reported interference with the channel of a watercourse
33	ENF2025-OTW-10	Ottawa	Matter not subject to regulation under the Act
34	ENF2025-ALP-04	Alfred and Plantagenet	Reported development activity in a regulated area
35	ENF2025-NAT-04	Nation	Reported development activity in a regulated area

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

Enforcement and Compliance Actions 2025		
Action	November 2025	Total for 2025
Site Visits	2	57
Files Resolved	2	20
Referred to Correct Agency	0	4
Stop Orders Issued	0	2
Files where charges have been laid under the <i>Provincial Offences Act</i>	0	1



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

A handwritten signature in black ink, reading "G. Payne".

Gregory Payne,
Regulations Officer.



To: Board of Directors
From: Monique Sauvé, Chief Building Official Part 8 - Septic Systems
Date: December 3rd, 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 November 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 November. Septic system searches and renovation reviews are not included.

#	Permit Number	Landowner(s)	Municipality	Description
392	AP-25-13	Gisele Malette-Pelletier	Alfred Plantagenet	New Construction
393	AP-25-14	Mathieu Leroux & Marie-Claude Seguin	Alfred Plantagenet	New Construction
394	AU-25-28	Tamas Mattyasovszky-Zsolnay	Augusta	System Replacement
395	AU-25-29	David Morotti	Augusta	Tank
396	AU-25-30	Dave & Christine Chartrand	Augusta	New Construction
397	CH-25-29	Stephane Deslippe	Champlain	New Construction
398	CH-25-30	Pierre Pilon & Lucie Roy	Champlain	New Construction
399	CR-25-49	Johanne Delorme	Clarence Rockland	Tank
400	CR-25-50	Leonor De Melo	Clarence Rockland	System Replacement
401	CR-25-51	Jacynthe Carriere	Clarence Rockland	System Replacement
402	CR-25-52	1436851 Ontario Inc.	Clarence Rockland	System Replacement
403	EH-25-17	Marc & Helene Brunette	East Hawkesbury	System Replacement
404	FY-25-13	Katie Edgeley	Front of Yonge	New Construction
405	NA-25-39	Pierre & Ginette Labelle	Nation	New Construction
406	NA-25-40	Gilles & Ginette Sarault	Nation	New Construction
407	ND-25-39	Terry & Kimberley Smith	North Dundas	Tank
408	ND-25-40	Zanutta Construction Inc.	North Dundas	New Construction
409	RU-25-38	Martin & Robin Borne	Russell	Decom
410	RU-25-39	9159452 Canada Ltd. a/s Dumyat Hill Realty	Russell	New Construction
411	SD-25-30	Chelsy Spurrell & Dustin Blok	South Dundas	System Replacement
412	SD-25-31	John & Diane Polak	South Dundas	New Construction
413	SD-25-32	Steven Argue	South Dundas	New Construction
414	SS-25-49	Duane Burd	South Stormont	System Replacement
415	SS-25-50	Logan Gauthier	South Stormont	New Construction



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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: Ronda Boutz, Secretary-Treasurer
Date: December 1st, 2025
Subject: Request for Approval: 2025 Board Meeting Schedule

RECOMMENDATION:

The Board of Directors approve the 2026 Board of Directors meeting dates as discussed.

DISCUSSION:

South Nation Conservation's (SNC) Board of Directors typically meet the third Thursday of the month. Two of the City of Ottawa members have an ongoing conflict with this meeting schedule. To resolve this scheduling conflict, staff are recommending the Board meetings be moved to the second Thursday unless otherwise indicated. Meeting start time of 9:00 a.m. and meeting location at SNC's Administrative Office, to remain status quo. Tentative dates are below for 2026:

- January 22nd, 2026 (Note: fourth Thursday and ROMA Jan. 18-20)
- February 12th, 2026
- March 12th, 2026 (SNC AGM)
- April 9th, 2026 (OGRA Mar. 29 – Apr. 1)
- May 14th, 2026
- June 11th, 2026
- July 2026 – no scheduled meeting
- August 13th, 2026 (AMO Aug. 16-19)
- September 10th, 2026 (OEMC Sep. 9-11)
- October 8th, 2026
- November 12th, 2026
- December 10th, 2026

FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:

Compliance with Budget: Expenses related to Board and Committee meetings is included in the draft 2026 Budget under Corporate Services: Governance, pages 36-37.

SNC Policy Adherence: Board of Directors meetings and expenditures adhere to SNC Administrative By-laws.

Ronda Boutz,
Secretary-Treasurer.



To: Board of Directors
From: Ronda Boutz, Secretary-Treasurer
Date: December 2, 2025
Subject: Update: 2026 Conference Listing

RECOMMENDATION:

The Board of Directors receive and file the 2026 Conference Listing report; and

FURTHER THAT: The Board of Directors coordinate their conference attendance with the Secretary-Treasurer.

DISCUSSION:

A list of upcoming environmental conferences in 2026 is attached to this report for the Board of Directors review and interest.

The Board of Directors approved training and development funding for each Board Member as follows (BD-176/23):

- Annual allowance for Board Member [excluding Agricultural Sector Representative] conference attendance will be set at \$1,500 per year for all conferences, accruable through a Member's term; and
- Expenses for attendance at Conservation Ontario Council Meetings will be extra.

SNC Administrative By-Law states the following regarding conference expenses:

- The budget shall contain funding for Directors, excluding the Agricultural Sector Representative, to attend conferences; and
- Directors, excluding the Agricultural Sector Representative, may be paid for days spent attending conferences, but not for travel to and from conferences.

FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:

Compliance with Budget: Board of Directors training and development is included in the 2026 draft Budget under Corporate and Community Services: Corporate Services, pages 36-37.

SNC Policy Adherence: Conference expenditures adhere to the SNC Purchasing Policy (i.e., signing approvals).

Ronda Boutz,
Secretary-Treasurer.

Attachment: 2026 Conference Listing

2026 Conference Listing

Date	Conference	Conference Theme/Focus	Location
Jan 18 – 20, 2026	Rural Ontario Municipal Association (ROMA)	Municipal conference	Toronto, ON
Feb 17 – 19, 2026	Annual Invasive Species Forum	The virtual Invasive Species Forum is an annual event that brings attention to invasive species issues, research, and advances in prevention and management occurring across Canada, in neighbouring U.S. States, and beyond.	Virtual
Feb 25 – 27, 2026	59th International Conference on Water Management Modeling	The ICWMM brings together professionals from around the world to exchange ideas on current practices and emerging technologies in water management.	Toronto, ON
Mar 16 – 17	2026 Housing Opportunity Conference	Network with housing industry professionals in break out sessions, social events, and tours.	Baltimore, MD
Mar 29 – Apr 1, 2026	Ontario Good Roads Association	Municipal conference	Toronto, ON
Mar 31 – Apr 1 2026	Source to Stream Conference	Stormwater and erosion and sediment control	Brampton, ON
Apr 26 – 29, 2026	2025 World Environmental & Water Resources Congress	Water resources professionals, policy, and engineering focus	Mobile, Alabama
Apr 29 – May 1, 2026	Ontario Small Urban Municipalities (OSUM) Annual Conference	Municipal conference	Parry Sound, ON
May 6 – 8, 2026	Great Lakes and St. Lawrence Cities Initiative Annual Meeting	St. Lawrence River and Great Lakes water quality and quantity issues and initiatives	Hamilton, ON
May 6 – 8, 2026	Power of Water Canada Technical Conference 2026	Hosted by the Ontario Waterpower Association, industry experts, thought leaders, and hydropower enthusiasts from across Canada, the United States and internationally to explore cutting-edge solutions, share insights, and drive the future of sustainable waterpower development.	Niagara, ON
May 25 – 29, 2026	2026 IAGLR & SCAS-SCSA Joint Conference	Great Lakes, focus on research initiatives	Winnipeg, MB
Jun 4 – 7, 2026	Federation of Canadian Municipalities: Annual Conference and Trade Show	Municipal conference	Edmonton, AB
Jun 8 – 10, 2026	8th Conference on Natural Channel Systems	Focus on the river corridors, including floodplain and riparian functions, necessary to maintain a naturally stable and healthy river corridor	McMaster University Hamilton, ON



Jun 9 – 10	Blue Cities 2026 – Water Security: Strategies for Fiscal and Infrastructure Resilience	Prepare for unexpected changes in circumstances affecting community water services and infrastructure. Share strategies and learn about opportunities to manage fiscal, economic, and infrastructure risks to the sustainability and security of public water systems.	Gatineau, QC
Jun 15 – 19, 2026	Canadian Water Resources Association	Technical sessions and workshops on water resources, shared water across jurisdictions	Winnipeg, MB
Jul 7 – 9	Canadian Institute of Planners & l'Ordre des urbanistes du Québec – FUSION	At its core, FUSION is about collaboration. It is about breaking down silos across disciplines, sectors, and communities to create stronger, more inclusive, and more resilient outcomes. FUSION invites planners to think boldly and work together to address complex challenges.	Montreal, QC
Jul 26 – 29, 2026	Soil and Water Conservation Society	Conservation focus gathering researchers, practitioners, farmers and industry	St. Louis, MO
Aug 16 – 19, 2026	Association of Municipalities of Ontario (AMO)	Municipal conference	Ottawa, ON
Sep 9 – 11, 2026	Ontario East Municipal Conference	Municipal conference	Ottawa, ON
Nov 9 – 11, 2026	American Water Resources Conference	Water resources management	Philadelphia, PA
October TBC	River Symposium	St. Lawrence River: local initiatives and research	Cornwall, ON
November TBC	Latonnell Conservation Symposium	Conservation with a Conservation Authority focus	TBC
TBC	A2A Science Symposium	Ecosystem connectivity: Algonquin to Adirondacks (A2A) Collaborative	TBC
TBC	Watersheds Canada National Conference	Stewardship and community-based projects and demonstrations	TBC
TBC	L'Association française des municipalités de l'Ontario	Francophone Municipal conference	TBC

Note: this is not an exhaustive listing, if Members are interest in a conference not listed, please contact the Secretary-Treasurer.