



SOUTH NATION
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Board of Directors

Annual General Meeting Agenda

Date: March 20th, 2025

Time: 9:00 am

Location: Watershed Room, SNC

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



Board of Directors

Annual General Meeting Agenda

March 20th, 2025 at 9:00 am

1. Traditional Land Acknowledgement: John
 2. Chair's Remarks
 3. Approval of SNC Board of Directors Agenda (Supplemental Agenda)
 4. Declaration of Conflict of Interest
 5. Approval of:
 - a. Board of Directors meeting minutes of February 20th, 2025 4-13
 6. Guest Speaker: Jeff Ridal, Executive Director, River Institute
 7. Recognition for Years of Service: George Darouze, 10 Years: Carl 14
 8. New Business:
 - a. Request for Approval: SNC Administrative By-laws: Eric 15-16
 - b. Request for Approval: 2025 Board of Directors Elections (and Procedures): Carl 17-21
 - c. Request for Approval: Conservation Ontario Voting Delegates: Ronda 22
 - d. Request for Approval: 2024 Year End, Audited Financial Statement and Audit Letters: Johanna 23-25
 - e. Request for Approval: 2024 SNC Annual Report: John 26-27
 - f. Update: 2024 Conservation Areas Visitor Report: Kyle 28-45
 - g. Update: Watershed Advisory Committee: Ronda 46-48
 - h. Request for Approval: Stumpage Sale Contract No. 13/23/30-2022 Amendment: Pat 49
 - i. Request for Approval: Camp Sheldrick Management Agreement: Pat 50
 - j. Request for Approval: Funding Submissions: Sandra/Ronda 51-52
 - k. Request for Approval: Vehicle Purchase: John 53
 - l. Request for Approval: Monies Received and Disbursement Register for January 2025: Hannah 54-57
 - m. Update: Technical Reviews: Marieh 58
 - n. Update: Planning Activity: James 59-60
 - o. Update: Section 28.1 Permits Issued: Jennifer 61-62
 - p. Update: Enforcement of Parts VI and VII of the Act: Greg 63
 - q. Update: On-site Sewage Permits Received: Monique 64-65
 9. Supplemental Agenda (if any)
 10. Correspondence (if any)
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11. Dates of Upcoming Meetings, third Thursday, at 9:00 a.m.
 - April 17th, 2025 (OGRA Mar. 30 – Apr. 2)
 - May 15th, 2025
 - June 19th, 2025
 - July – no scheduled meeting
12. Future Motions of the Board and/or Discussion of SNC Issues
13. Closed Session
 - a. Request for Approval: Land Acquisition 2025-OTW-01: Pat
 - b. Request for Approval: SNC Property Legal Matter (Verbal): Carl
14. Adjournment

66-67

Carl Bickerdike,
Chief Administrative Officer.

/rb



BOARD OF DIRECTORS MEETING

Meeting No. 02/25
 Thursday, February 20th, – 9:00 a.m.

Watershed Room, SNC



Directors Present:

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

Regrets:

George Darouze, City of Ottawa, Past Chair
 Tom Smyth, Stormont Dundas Glengarry

Staff Present:

Carl Bickerdike, Chief Administrative Officer
 Ronda Boutz, Secretary-Treasurer
 Jennifer Boyer, Managing Director, Approvals
 Michelle Cavanaugh, Team Lead, Special Project
 Phillip Dagenais, Water Resources Specialist, Monitoring
 Deborah Edwards, Accounting Assistant
 James Holland, Senior Planner
 Sandra Mancini, Managing Director, Natural Hazards and Infrastructure
 John Mesman, Managing Director, Property, Conservation Lands and Community Outreach
 Eric McGill, Corporate Counsel
 Kenneth Omenogor, Geotechnical Engineer
 Gregory Payne, Permitting Officer
 Pat Piitz, Team Lead, Property
 Marieh Rajaie, Water Resource Specialist - Engineering
 Monique Sauve, Chief Building Official



TRADITIONAL LAND ACKNOWLEDGEMENT

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

CHAIRS REMARKS

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

APPROVAL OF SNC BOARD OF DIRECTORS MEETING AGENDA AND SUPPLEMENTAL AGENDA

RESOLUTION NO. BD-020/25

Moved by: Bill Smirle

Seconded by: Mike Tarnowski

RESOLVED THAT:

The Members approve the January 16th, 2025 main and supplemental agendas as submitted.

CARRIED

DECLARATION OF CONFLICT OF INTEREST

Chair Steve Densham declared a conflict of interest in regard to Agenda Item 12b).

SNC PROJECT UPDATE – POWERPOINT PRESENTATION

Staff presented project and program updates.

REQUEST FOR APPROVAL:

A. BOARD OF DIRECTORS MEETING MINUTES OF JANUARY 16TH, 2025

RESOLUTION NO. BD-021/25

Moved by: Adrian Wynands

Seconded by: Catherine Kitts

RESOLVED THAT:

The Members approve the Board of Directors Meeting Minutes of January 16th, 2025 as submitted.

CARRIED

B. BOARD OF DIRECTORS SECTION 30.4 HEARING: STOP ORDER SO2024-01 MINUTES OF JANUARY 16TH, 2025

RESOLUTION NO. BD-022/25

Moved by: François St. Amour

Seconded by: Linda Payant



RESOLVED THAT:

The Members approve the Board of Directors
Section 30.4 Hearing: Stop Order SO2024-01
Minutes of January 16th, 2025.

CARRIED

C. SNC COMMITTEES MEETING HIGHLIGHTS AND MINUTES OF

i. Grants Sub-Committee meeting minutes of February 10th, 2025

RESOLUTION NO. BD-023/25

Moved by: Mike Tarnowski
Seconded by: Geneviève Lajoie

RESOLVED THAT:

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

i. Grants Sub-Committee meeting minutes of
February 10th, 2025 as submitted.

CARRIED

NEW BUSINESS

REQUEST FOR APPROVAL: ADMINISTRATIVE BY-LAWS AMENDMENTS

RESOLUTION NO. BD-024/25

Moved by: Deb Wilson
Seconded by: Mathew Luloff

RESOLVED THAT:

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

CARRIED

REQUEST FOR APPROVAL: PERSONNEL POLICY AMENDMENTS

RESOLUTION NO. BD-025/25

Moved by: Linda Payant
Seconded by: Mike Tarnowski

RESOLVED THAT:

The Board of Directors approve amendments to
South Nation Conservation's Personnel Policy.

CARRIED

FOR DISCUSSION: EXECUTIVE COMMITTEE STRUCTURE

There was no recommendation for this report, it was for discussion purposes only.



REQUEST FOR APPROVAL: 2025 SNC FLOOD CONTINGENCY PLAN

RESOLUTION NO. BD-026/25

Moved by: Catherine Kitts
Seconded by: Mike Tarnowski

RESOLVED THAT:

The Board of Directors approve the 2025 South Nation Conservation Flood Contingency Plan.

CARRIED

**The Board of Directors meeting recessed at 10:00 a.m.
The Board of Directors meeting reconvened at 10:07 a.m.**

REQUEST FOR APPROVAL: BEAR BROOK FLOOD RISK PROFESSIONAL SERVICES CONTRACT

RESOLUTION NO. BD-027/25

Moved by: Adrian Wynands
Seconded by: Mike Tarnowski

RESOLVED THAT:

The Board of Directors approve retaining consultant A to support the assessment of increased flood risk in Bear Brook Watershed at an approximate cost of \$39,902 plus HST.

CARRIED

REQUEST FOR APPROVAL: STUMPAGE SALE CONTRACT

RESOLUTION NO. BD-028/25

Moved by: Mike Tarnowski
Seconded by: Bill Smirle

RESOLVED THAT:

The Board of Directors approve entering into a Stumpage Sale Contract with Contractor C, for sale of Red Pine from SNC Property 41 [Nation] and Property 64 [Nation], at the unit price of \$34.00/m³.

CARRIED

REQUEST FOR APPROVAL: FUNDING SUBMISSION

RESOLUTION NO. BD-029/25

Moved by: Mike Tarnowski
Seconded by: Bill Smirle



RESOLVED THAT:

The Board of Directors approves the submission of a funding application to the Resilient Agricultural Landscape Program – Marginal Lands Initiative requesting \$2,500,000 over three years for the creation or enhancement of natural features on marginal agricultural lands.

CARRIED

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

RESOLUTION NO. BD-030/25

Moved by: Mik Tarnowski
Seconded by: Deb Wilson

RESOLVED THAT:

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

FURTHER THAT:

The Board approve the Disbursement Register of \$1,086,692.23 for January 2025.

CARRIED

REQUEST FOR APPROVAL: GEOTECHNICAL PROFESSIONAL SERVICES CONTRACT

RESOLUTION NO. BD-031/25

Moved by: Geneviève Lajoie
Seconded by: Matt Luloff

RESOLVED THAT:

The Board of Directors approve retaining SRL Consulting to provide expert geotechnical professional review services to an upset limit of \$55,000.

CARRIED

UPDATE: ANNUAL PERMIT TIMELINE COMPLIANCE REPORTING FOR SECTION 28.1 PERMITS

RESOLUTION NO. BD-032/25

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



RESOLVED THAT:

The Board of Directors receive and file the Annual Permit Timeline Compliance Reporting for permits issued under Section 28.1 of the *Conservation Authorities Act*.

CARRIED

UPDATE: PLANNING ACTIVITY

RESOLUTION NO. BD-033/25

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

RESOLVED THAT:

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

CARRIED

UPDATE: TECHNICAL REVIEWS

RESOLUTION NO. BD-034/25

Moved by: Linda Payant
Seconded by: Adrian Wynands

RESOLVED THAT:

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

CARRIED

UPDATE: SECTION 28.1 PERMITS ISSUED

RESOLUTION NO. BD-035/25

Moved by: Linda Payant
Seconded by: Catherine Kitts

RESOLVED THAT:

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

CARRIED

UPDATE: ENFORCEMENT OF PARTS VI AND VII OF THE ACT

RESOLUTION NO. BD-036/25

Moved by: Mike Tarnowski
Seconded by: Bill Smirle



RESOLVED THAT:

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

CARRIED

UPDATE: ON-SITE SEWAGE PERMITS RECEIVED

RESOLUTION NO. BD-037/25

Moved by: Adrian Wynands
Seconded by: Catherine Kitts

RESOLVED THAT:

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

CARRIED

UPDATE: SNC's 2025 PROVINCIAL ELECTION STRATEGY

RESOLUTION NO. BD-038/25

Moved by: Bill Smirle
Seconded by: Catherine Kitts

RESOLVED THAT:

The Board of Directors receive and file SNC's Provincial Election Strategy.

CARRIED

UPDATE: 2025 CONFERENCES

RESOLUTION NO. BD-039

Moved by: Mike Tarnowski
Seconded by: Adrian Wynands

RESOLVED THAT:

The Board of Directors receive and file the 2025 Conferences report; and

FURTHER THAT:

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

CARRIED



RECOGNITION FOR YEARS OF SERVICE: BRENT HARBERS, 10 YEARS

RESOLUTION NO. BD-040/25

Moved by: Mike Tarnowski
 Seconded by: Catherine Kitts

RESOLVED THAT:

The Board of Directors congratulate Brent Harbers for his 10 years with South Nation Conservation.

CARRIED

SUPPLEMENTAL AGENDA

REQUEST FOR APPROVAL: NATURE SMART CLIMATE SOLUTIONS FUND

RESOLUTION NO. BD-041/25

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

RESOLVED THAT:

The Board of Directors approve entering into an agreement with the federal government and other partners as required for Year 1 (2024-2025) funding for land acquisition, at a total of approximately \$1,026,300.

CARRIED

REQUEST FOR APPROVAL: WOODLOT STORM RECOVERY EXPENDITURES

RESOLUTION NO. BD-042/25

Moved by: Adrian Wynands
 Seconded by: Mike Tarnowski

RESOLVED THAT:

The Board of Directors approve an increase in undertaking and disbursement of funds for the Woodlot Storm Recovery Program to an upset limit of \$575,000 for 2025; and

FURTHER THAT:

The Board of Directors delegate authority to the Chief Administrative Officer to approve eligible expenditures above \$25,000.

CARRIED

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

- March 20th, 2025 (Annual General Meeting)
- April 17th, 2025 (OGRA March 30 – April 2)
- May 15th, 2025
- June 19th, 2025



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

None.

CLOSED SESSION

RESOLUTION NO. BD-043/25

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

RESOLVED THAT:

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

- a. Request for Approval: Land Acquisition 2025-NDU-01
- b. For Discussion: Options for Negotiation – Leased Facility (verbal).

CARRIED

The Board of Directors convened Closed Session at 11:10 a.m. Having declared a conflict of interest, Chair Densham left the Closed Session for item 12b); Vice-Chair Wynands assumed the role of Chair.

OPEN SESSION

RESOLUTION NO. BD-044/25

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

RESOLVED THAT:

The Board of Directors move into Open Session.

CARRIED

The Board of Directors reconvened Open Session at 11:38 a.m.; Chair Densham resumed his role.

REQUEST FOR APPROVAL: LAND ACQUISITION 2025-NDU-01

RESOLUTION NO. BD-045/25

Moved by: Linda Payant
Seconded by: Adrian Wynands

RESOLVED THAT:

The Board of Directors approve property acquisition 2025-NDU-01 [North Dundas] as discussed in the report.

CARRIED



FOR DISCUSSION: OPTIONS FOR NEGOTIATION – LEASED FACILITY (Verbal)

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

RESOLUTION NO. BD-046/25

Moved by: Bill Smirle
Seconded by: Catherine Kitts

RESOLVED THAT:

The Board of Directors receive and file the verbal report on Options for Negotiation – Leased Facility.

CARRIED

ADJOURNMENT

RESOLUTION NO. BD-047/25

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

RESOLVED THAT:

The Board of Directors Meeting of February 20th, 2025 be adjourned at 11:40 a.m.

CARRIED

Steve Densham,
Chair.

/rb

Carl Bickerdike,
Chief Administrative Officer.



To: Board of Directors
From: Carl Bickerdike, Chief Administrative Officer
Date: March 13th, 2025
Subject: Recognition for Years of Service: George Darouze, 10 Years

RECOMMENDATION:

That the Board of Directors extend its sincere gratitude and congratulations to Mr. George Darouze for his decade of dedicated service to South Nation Conservation.

George Darouze: 10 Years

For ten years, George Darouze has been a dedicated member of the South Nation Conservation (SNC) Board of Directors, contributing leadership, experience, and a strong commitment to environmental stewardship.

Originally from Lebanon, George immigrated to Canada in 1990, settling in the Ottawa area with his wife, Sue, where they raised their two sons, John and Tony. Fluent in English, French, and Arabic, he holds a degree in Telecommunications from ALBA University and pursued continuing education in electronic training. Before entering municipal politics, he held management positions in the telecommunications industry.

Elected to Ottawa City Council in 2014, George was re-elected in 2018 and 2022. Appointed to the SNC Board in 2015, he served on the Executive Committee and held key leadership roles, including Vice-Chair, Chair, and Past Chair. As Chair during the COVID-19 Pandemic, he supported SNC's continued operations, ensuring essential services and environmental programs remained accessible to the community. Throughout his tenure, he played a crucial role in strengthening SNC's partnerships with the City of Ottawa.

In March 2025, George transitioned to provincial politics, winning the seat for Carleton as a Progressive Conservative candidate. His campaign focused on rural infrastructure, economic development, and community safety, advocating for better broadband access, support for farmers, and investments in local infrastructure. While we will miss his presence on the SNC Board, we look forward to working with him at the provincial level.

Beyond public service, George is an avid snowmobiler and serves as District 1 Governor for the Ontario Federation of Snowmobile Clubs, reflecting his deep connection to outdoor recreation and rural communities.

On behalf of the Board of Directors and staff, we thank George for his service and leadership. We congratulate him on his election and wish him success as a Member of Provincial Parliament.

Carl Bickerdike,
Chief Administrative Officer.



To: Board of Directors
From: Eric McGill, Corporate Counsel
Date: March 12th, 2025
Subject: Request for Approval: Administrative By-laws Amendments

RECOMMENDATION:

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

DISCUSSION:

The Board of Directors may approve amendments to the South Nation Conservation (SNC) Administrative By-laws from time to time to ensure consistency with the *Conservation Authorities Act* (the "Act") and its regulations; provincial legislation; and governance best practices.

The composition of the Executive Committee is determined by the Administrative By-laws. In response to the Board of Directors discussion at the February 2025 meeting, staff propose the following amendments to the Administrative By-laws:

1. Section 2 is amended to include a definition of Second Vice-Chair.
2. The definitions of "Officer" at section 2 is amended to include Second Vice-Chair and the Director of Finance.
3. Section 6.2 is amended to remove Past Chair.
4. Section 6.3 is removed.
5. New section 13.3 sets out the role of Second Vice-Chair.
6. Section 14 is amended to include reference to the Second Vice-Chair.
7. New section 16.2 sets out when an election is held for Second Vice-Chair.
8. Section 16.3 is amended to include reference to the Second Vice-Chair.
9. New section 17.3 sets out the Second Vice-Chair term of office.
10. New section 18.5 sets out the eligibility requirements for Second Vice-chair in the event of an election.
11. Section 19 is removed.
12. Section 20.3 is amended to set out how the Executive Committee is confirmed.
13. Section 21.4 is amended to replace Past Chair with Second Vice-Chair.
14. Section 29.2 is amended to replace Past Chair with Second Vice-Chair
15. Appendix B is amended to reflect the appointment of the outgoing Chair as Second Vice-Chair or the election procedure for Second Vice-Chair in the event the outgoing Chair is unable to assume the office.

A tracked changes copy of the amended Administrative By-laws is available on the website. Board Members and Staff are encouraged to review the By-laws on a regular basis to familiarize themselves with good governance practices and legislative requirements.



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FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:

Section 19.1 of the *Conservation Authorities Act* grants SNC the ability to make and amend administrative by-laws. The amended Administrative By-laws [March 2025] will come into force upon approval of the Board of Directors and the current Administrative By-laws [February 2025] will be repealed and replaced.

Programs and Services Category: Category 1 – Mandatory: Governance

Eric McGill,
Corporate Counsel.



To: Board of Directors
From: Carl Bickerdike, Chief Administrative Officer
Date: March 12th, 2025
Subject: Request for Approval: 2025 Board of Directors Elections (and Procedures)

RECOMMENDATION:

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

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

DISCUSSION:

The Chair and Vice-Chair are appointed annually in accordance with the *Conservation Authorities Act* and South Nation Conservation's (SNC) Administrative By-laws. Each may hold office for a one-year term and serve no more than two consecutive terms.

If amendments to the SNC Administrative By-laws (Agenda item 8a) are approved, an election for Second Vice-Chair may be required.

The Acting Chair shall solicit nominations from Board Members for the Chair, then the Vice-Chair, and finally the Second Vice-Chair if required (one following the other). Directors who are the appointees of the same participating municipality as the Chair are ineligible for nomination for the position of Chair. Directors who are the appointees of the same participating municipality as the Vice Chair are ineligible for nomination for the position of Vice Chair. If an election is required for Second Vice-Chair, Directors who are the appointees of the same participating municipality as the incoming Chair or incoming Vice-Chair are ineligible for nomination for the position of Second Vice-Chair.

If only one nomination is made for each respective position, there will be one global motion to approve the nominated Chair, nominated Vice-Chair, appointment or nominated Second Vice-Chair, and the appointment of the Executive Committee. If multiple nominations are made for these positions, the Acting Chair will conduct separate votes and subsequent affirming motions on each position using the procedures outlined in SNC's Administrative By-laws: Appendix B.



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FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:

SNC Policy Adherence: Election procedures must adhere to the *Conservation Authorities Act* and South Nation Conservation's Administrative By-laws.

Carl Bickerdike,
Chief Administrative Officer.

Attachments: SNC Election Procedures – SNC Administrative By-laws [February 2025]
SNC Election Procedures – SNC Administrative By-laws [if amended March 2025]



SNC Administrative By-laws [February 2025]

Election Procedures for Global Motion

1. Acting Chair declares all positions vacant, according to SNC's Administrative By-laws
 2. Call for nominations 3 times for election of Chair (no seconder required)
 3. Closing of nominations (requires mover and seconder)
 4. Call for nominations 3 times for election of Vice-Chair (no seconder required)
 5. Closing of nomination (requires mover and seconder)
 6. Approval of the following motion:
 - Moved by:
 - Seconded by:
 - That for the year 2025, and until the Annual General Meeting of 2026,
 - i. _____ be elected as Chair of SNC,
 - ii. _____ be elected as Vice-Chair of SNC,
 - iii. _____ be appointed as Past Chair of SNC, and
 - iv. The Chair, Vice-Chair, and Past Chair be appointed the Executive Committee of SNC.
 7. Chair, Vice-Chair, Past Chair assume their offices
-

Election Procedures if there is more than one candidate for Chair and/or Vice-Chair

1. Acting Chair declares all positions vacant, according to SNC's Administrative By-laws
2. Election procedures for Chair, Vice-Chair
 - Nominations require no seconder
 - Acting Chair calls for nominations from the floor
 - If a nominee does not wish to accept, they should decline immediately
 - If there are no further nominations from the floor, Acting Chair asks if there are any further nominations
 - If none are forthcoming, the Acting Chair declares nominations closed (mover and seconder required)
 - Where a vote is required, ballots will be distributed, and scrutineer(s) appointed (as per Appendix A)
 - Announcement of results
3. Repeat Section 2 for Vice-Chair
4. Motion for appointment of the Past Chair, who shall be a Director of the Authority who most recently held the position of Chair
5. Chair, Vice-Chair, Past Chair assume their offices



SNC Administrative By-laws [if amended March 2025]

Election Procedures for Global Motion

1. Acting Chair declares all positions vacant, according to SNC's Administrative By-laws
 2. Call for nominations 3 times for election of Chair (no seconder required)
 3. Closing of nominations (requires mover and seconder)
 4. Call for nominations 3 times for election of Vice-Chair (no seconder required)
 5. Closing of nomination (requires mover and seconder)
 6. Call for nominations 3 times for the election of Second Vice-Chair, if required (no seconder required)
 7. Approval of the following motion:
 - Moved by:
 - Seconded by:
 - That for the year 2025, and until the Annual General Meeting of 2026,
 - v. _____ be elected as Chair of SNC,
 - vi. _____ be elected as Vice-Chair of SNC,
 - vii. _____ be appointed/elected as Second Vice-Chair of SNC, and
 - viii. The Chair, Vice-Chair, and Second Vice-Chair be appointed the Executive Committee of SNC.
 8. Chair, Vice-Chair, Past Chair assume their offices
-

Election Procedures if there is more than one candidate for Chair, Vice-Chair, and/or Second Vice-Chair

6. Acting Chair declares all positions vacant, according to SNC's Administrative By-laws
7. Election procedures for Chair, Vice-Chair
 - Nominations require no seconder
 - Acting Chair calls for nominations from the floor
 - If a nominee does not wish to accept, they should decline immediately
 - If there are no further nominations from the floor, Acting Chair asks if there are any further nominations
 - If none are forthcoming, the Acting Chair declares nominations closed (mover and seconder required)
 - Where a vote is required, ballots will be distributed, and scrutineer(s) appointed (as per Appendix A)
 - Announcement of results



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8. Repeat Section 2 for Vice-Chair
9. Motion for appointment of the outgoing Chair to the office of Second Vice Chair
10. Repeat Section 2 for Second Vice-Chair if and election is required.
11. Chair, Vice-Chair, Second Vice-Chair assume their offices.



To: Board of Directors
From: Ronda Boutz, Secretary-Treasurer
Date: March 6th, 2025
Subject: Request for Approval: Conservation Ontario Voting Delegates

RECOMMENDATION:

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

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

DISCUSSION:

The Association of Conservation Authorities of Ontario (Conservation Ontario) is a non-profit association that represents Ontario's 36 conservation authorities. Conservation Ontario is governed by a six-member elected board and is directed by a Council comprised of directors and staff from the 36 conservation authorities.

South Nation Conservation must pass a resolution each year to appoint one voting delegate and two alternates to Conservation Ontario Council.

FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:

Compliance with Budget: No impact to Budget.

SNC Policy Adherence: South Nation Conservation's Administrative By-laws permit the appointment of one voting delegate and two alternates to Conservation Ontario Council. Conservation Ontario's By-laws require the voting delegate and alternates be registered with Conservation Ontario annually.

Ronda Boutz,
Secretary-Treasurer.



To: Board of Directors
From: Johanna Barkley, Director of Finance
Date: March 13, 2024
Subject: Request for Approval: 2024 Year End, Audited Financial Statements and Audit Letters

RECOMMENDATION:

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

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

BACKGROUND:

Audit: The following documents for the 2024 Audit, will be uploaded to the website prior to the meeting.

- Appendix "A": South Nation River Conservation Authority 2024 DRAFT Audited Financial Statements.
- Appendix "B": Audit Report Letter
- Appendix "C": SNC Letter of Representation

The audited financial statements have been prepared in accordance with Canadian Public Sector Accounting Standards. The audit statements and various letters have been reviewed and approved by staff. Ben Mann, Baker Tilly, will be presenting the audited financial statements and audit reporting letter at the meeting.

Reserve: Funds are transferred to and from reserves to:

- meet budget provision,
- set up specific reserve for future use,
- bring back into operations previous amounts set aside for specific purposes, and
- meet organizational requirements.



2024 Reserve Summary	Amount	
Statement of Operations, Net Surplus, page 5	4,955,732	
Capital assets net of acquired, donated, proceeds and gain (loss), page 5	(5,189,152)	
Depreciation, page 5	379,390	
Net transfer to reserves, planned	(1,570)	Transfer from Reserve, page 6
Transfer from Operating Reserve	36,062	
Net transfer to reserves - Capital	(151,768)	(117,276)
2024 Surplus - operations, page 17	28,694	
Net Reserve Transfer, page 6	477,767	
Less: 2023 Surplus included in Transfer	(300,490)	
2024 Transfer To (From) Reserves	177,277	

Operating Reserve:

Staff recommends transferring the surplus of \$28,694 to the operating reserve. The operating reserve is a cumulative of surpluses from past years that would be available in the future, as approved by the Board.

Surplus:

The 2024 surplus of \$28,694, with

- \$1,570 net transfer to reserves (planned),
- \$36,062 from the operating reserves for Finance software program (\$50,161), 2023 projects carried forward to 2024 (\$10,901) and transfer to reserves for projects carried forward to 2025 (\$25,000),
- \$151,768 to reserves for unspent capital levy to support infrastructure projects (\$50,000), unspent funds for land acquisition (\$199,235) and funds withdrawn for capital projects – Leitrim Boardwalk (\$92,467) and Echosounder (\$5,000).



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FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:

Compliance with Budget: The audit fees are included in the 2024 Budget under Corporate Services, pages 36-37.

SNC Policy Adherence: The 2024 Audit complies with SNC's Administrative By-laws and *Conservation Authorities Act* requirements.

Program and Services Category: General Operations

Johanna Barkley,
Director of Finance



To: Board of Directors
From: John Mesman, Managing Director, Property, Conservation Lands,
and Community Outreach
Date: March 13th, 2025
Subject: Request for Approval: 2024 SNC Annual Report

RECOMMENDATION:

That the Board of Directors approve the 2024 SNC Annual Report; and

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

DISCUSSION:

Annual reports are an important way to highlight South Nation Conservation's (SNC) programs, services, and accomplishments throughout the preceding year. The report also provides partners and stakeholders with information regarding financial performance, Board of Directors membership, program implementation, and project updates.

Highlights from the 2024 Annual Report are summarized below:

- **Featured Topics:**
Conservation Land Securement, Restoration of the Riverbank at the Oak Valley Pioneer Park, New Strategies for Conservation Land and Watershed Management, SNC Approvals Programs, Floodplain and Erosion Mapping, Water Response Programs, Recreational Opportunities, Woodlot Management and Tree Planting, Invasive Species Removal, Wetland Restoration and the Ducks Unlimited Canada Partnership
- **Conservation Areas and Use of SNC Lands:**
Over 250,000 recorded visitors. Site improvements include upgrades at the sugar shack, a new play structure at Oschmann Forest, enhancements to the Findlay Creek Boardwalk and Two Creeks Forest trails, a new washroom at High Falls Park, and the reopening of the trail system at Jessup's Falls.
- **Conservation Land Securement**
A total of 275 acres of land from 5 properties were secured through partial purchase and donation in North Dundas (26 acres), North Grenville (47 acres), Osgoode (98 acres), Cumberland (50 acres) and North Glengarry (54 acres).
- **Environmental Stewardship Initiatives:**
Tree Planting Programs (140,000 trees planted), Woodlot Advisory Service, Clean Water Programs and Grasslands Stewardship.



- **Natural Hazard Management – Protecting People and Property:**
Milestone year for natural hazard mapping with new floodplain maps created for the Bear Brook, Castor River, and South Branch of the South Nation River.
- **Corporate Services:**
Financial summary and Board of Directors membership.

A copy of the 2024 Annual Report will be uploaded to the Member's webpage prior to the meeting. Printed copies will be available in both English and French to be distributed through the year and posted on SNC's website.

Following SNC's 2025 Annual General Meeting, copies will also be distributed to member municipalities, partner agencies and Conservation Authorities in Ontario.

FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:

Compliance with Budget: Funding for completing the design of the 2024 Annual Report is included in the 2025 SNC Budget under Corporate Services, Corporate Communications, on pages 38-39.

SNC Policy Adherence: All expenditures will adhere to SNC's Purchasing Policy. For purchases of \$500 up to \$10,000 competitive quotes will be obtained where practical.

Programs and Services Category: General Operating: Governance

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



To: Board of Directors
From: Kyle Macrae, Conservation Lands Assistant
Date: March 13, 2025
Subject: Update: 2024 Conservation Areas Visitor Report

RECOMMENDATION:

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

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

DISCUSSION:

South Nation Conservation (SNC) manages 15 day-use parks and 6 river access points through municipal agreements throughout the SNC jurisdiction in Eastern Ontario.

These spaces provide opportunities for safe outdoor recreation while fostering connections to nature and the local environment.

An estimated 250,000+ visitors were recorded using vehicle and trail counters in 2024. Staff conducted weekly site visits during open seasons to support monitoring, maintenance, and visitor experience enhancements.

Challenges in 2024 included:

- Littering, vandalism, trespassing, and property damage.
- Fire hazards and remediation efforts following severe weather events.
- Increased maintenance demands due to high visitation, including trail damage and restoration efforts to protect forest health and biodiversity.

Visitor Trends:

- 2024 visitation exceeded 2023 levels and was double the pre-pandemic average (2014-19).
- Modest visitation growth is expected in 2025 with the opening of the Mill Run Conservation Area and upgrades at the Findlay Creek Boardwalk.

Most Visited Conservation Areas in 2024:

Year-Round Sites:

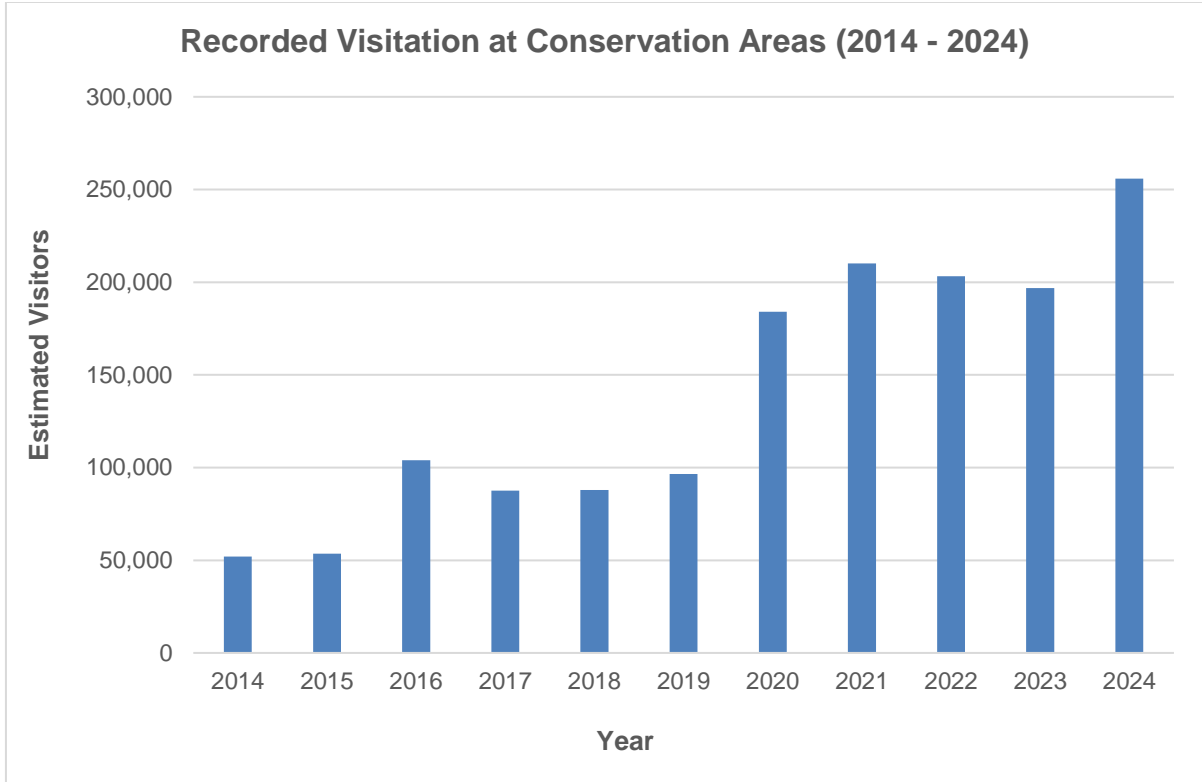
W.E. Burton – 54,603
J. Henry Tweed – 43,279
Warwick Forest – 17,203

Seasonal Sites:

Findlay Creek – 42,541
High Falls – 29,751
Jessup's Falls – 20,452



The table below summarizes total recorded visitors at monitored sites since 2014:



The Conservation Area Monitoring Program began in 2013 and was enhanced to include all public areas in 2015 (BD-022/15).

The attached summary report compares visitor trends to resource needs and includes staff observations and recommendations on continued Conservation Area management.

FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:

Compliance with Budget: Costs associated with the Conservation Area management is included in the 2025 Budget under Property Management: Conservation Lands on pages 22-23.

SNC Policy Adherence: All expenditures will adhere to SNC's Purchasing Policy and per the 2024 SNC Conservation Lands Strategy.

Kyle Macrae,
Conservation Lands Assistant

Attachment: 2024 SNC Conservation Areas Monitoring Report



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Conservation Areas Monitoring 2024 Annual Report

March 3, 2025



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Introduction

South Nation Conservation (SNC) owns and manages 189 properties throughout its jurisdiction in Eastern Ontario, constituting approximately 13,000 acres of land. Of these, 15 properties are designated as day-use Conservation Areas (CAs).

SNC manages and maintains these areas to offer year-round recreational opportunities for residents and visitors including birding, boating/canoeing/paddling, fishing, geocaching, hiking/walking, picnicking and horseback riding. Other forested properties offer passive recreation opportunities including, hunting, trapping, sustainable harvesting, and lease opportunities.

SNC manages its Conservation Areas with support of municipal and county partners, all publicly accessible Conservation Areas require management agreements with municipal partners.

SNC greatly appreciates feedback from all recreational users, as well as the continued support from the public, Board and Committees, volunteers, municipalities, and funding partners.

Objectives of the Conservation Areas Monitoring Program

Beginning in 2013, SNC began collecting weekly data from car and trail counters. To date, SNC has installed counters in all its day-use Conservation Areas. Car counters record each vehicle as it enters the CA entrance (counters assume that there are two visitors per vehicle, on average). Trail counters record individual visitors as they pass by a designated location along the trail. This data provides insight on visitation and trail use at monitored locations.

Objectives of the Conservation Area Monitoring Program:

1. Gauge public use of SNC Conservation Areas;
2. Guide improvements to CA infrastructure based on usage; and
3. Communicate and build support for SNC's Conservation Areas.

Overview: Conservation Areas Monitoring Program

Data Collection

SNC began its monitoring program in 2013 with the implementation of one vehicle counter and one trail counter. Full coverage of actively maintained Conservation Areas began in 2016.

Counter deployment corresponds with park opening dates and trail conditions. Visitation is not monitored outside of seasonal operation. Counters are serviced monthly to download data.

Trail counters are placed in strategic locations to ensure concealment and effectiveness.

As counters are damaged beyond repair or fail at end of expected life span, they are replaced with new TrafX counters.

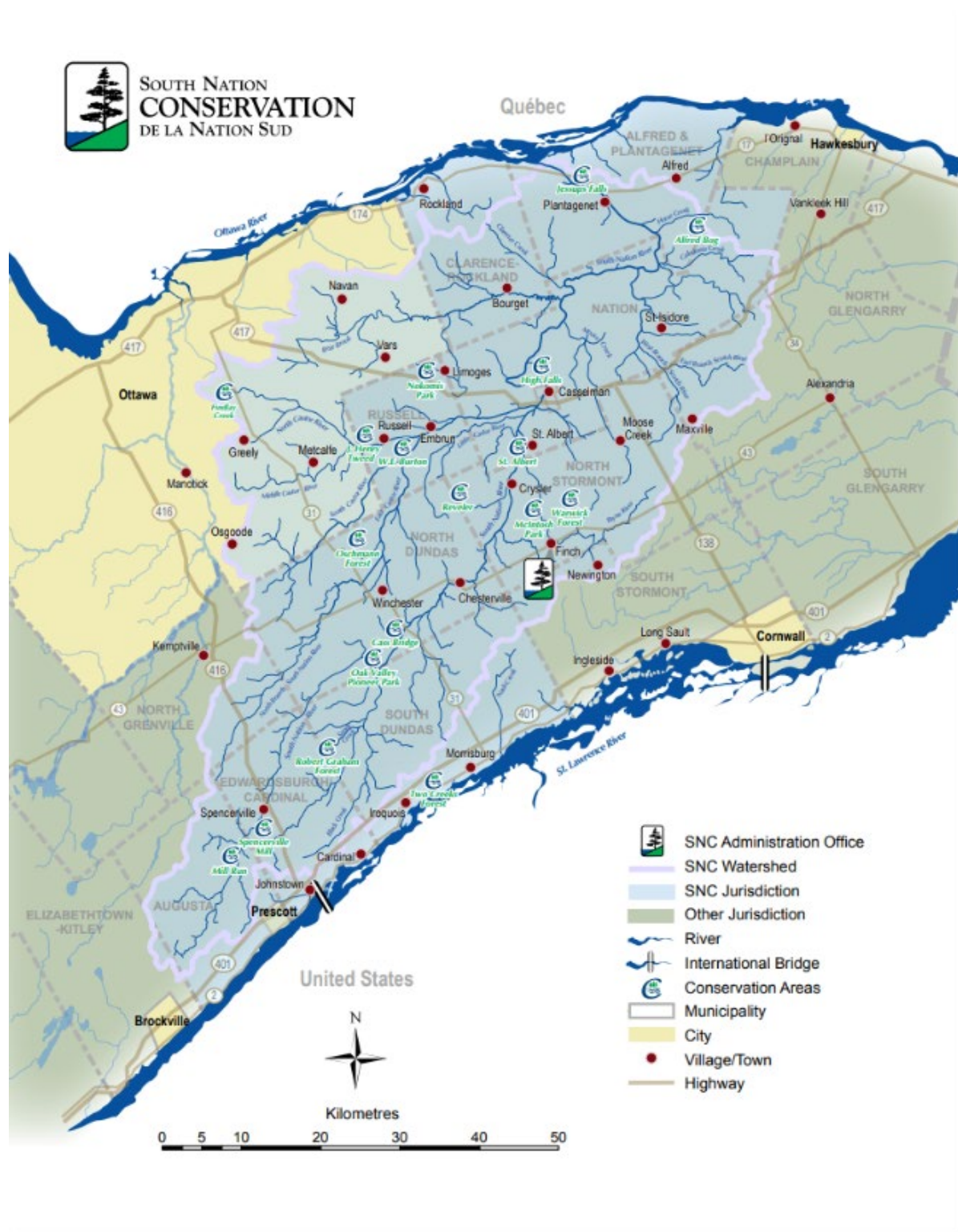


Figure 1. Conservation Area locations in SNC's jurisdiction in Eastern Ontario.

Conservation Area Network

To maintain an overall understanding of recreational use of CAs, counters are installed at each CA corresponding with their opening and closing dates. Data helps SNC understand trends and peaks in visitation and informs seasonal maintenance needs.

The CAs are organized into two main categories to inform the type of counter needed and timing of deployment: recreational trails and picnic & river access locations. SNC’s jurisdictional map includes icons for year-round and seasonally maintained CAs (Figure 1).

Currently, municipal boat launches and parks that are maintained by SNC are not monitored, and additional counters are needed to understand how these areas are being used.

Table 1. SNC Conservation Area designation to support monitoring efforts.

Recreational Trails	Picnic & River Access CA
J. Henry Tweed	Cass Bridge
W. E Burton	St. Albert
Robert Graham Forest	High Falls & Doran Park
Two Creeks Forest	Jessup’s Falls
Oschmann Forest	McIntosh Memorial Park
Findlay Creek Boardwalk	Oak Valley Pioneer Park
Reveler	Mill Run
Warwick Forest	Embrun Boat Launch*
Nokomis Park*	Crysler Boat Launch*
	Chesterville Boat Launch*
	Chesterville Waterfront Docks*
	Spencerville Boat Launch*
	Thompson Subdivision Dock*

*Areas not currently monitored by SNC.

Conservation Area Usage Results

Recreational Trails

SNC maintains approximately 25 km of trails at 8 CAs throughout its jurisdiction. Usage varies amongst the recreational trails, due to location, trail features, user groups and interests, and seasonal trail conditions.

SNC performs weekly inspections on its recreational trails to ensure safe and enjoyable access for its users. Routine maintenance occurs annually, with planned replacements occurring when assets approach end of life cycle. Data collected allows SNC to assess the amount of traffic trail systems experience throughout different seasons and years.

The following table outlines recorded visitor totals for recreational trails monitored between 2013-2024 (Table 2).

Table 2. Recreation Trail Usage Recorded at SNC Conservation Areas (2013-2024).

Year	J. Henry Tweed	W. E. Burton	Two Creeks	Robert Graham	Findlay Creek	Warwick	Reveler	Oschmann Forest
2024 [†]	43,279	54,603	3,458*	10,395	42,541*	17,203	4,989	9,570
2023	34,926	40,755	N/A*	7,972	19,052*	17,909	4,373	7,416
2022	28,050	36,284	3,071	6,294	3,209*	14,481	7,006	5,392*
2021	39,281	43,489	9,819	6,331	7,591	9,574	3,824	10,445
2020	45,490	40,149	8,460	1,114	6,993*	4,946*	2,854	3,520*
2019	19,866	17,658	3,084	694	8,090	1,448	424	3,070
2018	21,503	16,090	3,711	410	12,037	960	380	302
2017	20,592	16,461	2,631	497	7,375	1,303	300	
2016	22,461	14,664	2,273	1,417	5,763	1,213	608	
2015	9,389		3,897		18,288			
2014	9,713		3,780		17,734			
2013			1,494					

*Data not available for the full year either due to damaged counters, closures, or redeployment.

[†]Contains estimates due to loss of data.

Picnic & River Access Conservation Areas

SNC maintains picnic and river access at 7 CAs and 6 municipal boat launches throughout its jurisdiction. These CAs operate seasonally between May and November annually. Of these 7 CAs, 4 are river access locations complete with boat launches, docks, and trailer parking.

Usage varies due to location, amenities available, user groups, and interests. SNC performs weekly inspections of its picnic and river access CAs during the operating season to ensure safe and enjoyable access for its users.

The following table outlines recorded visitor totals for picnic and river access areas monitored between 2013-2024 (Table 2).

Table 3. Recreational Picnic and River Usage Recorded at SNC Conservation Areas (2014-2024).

Year	Jessup's Falls	High Falls and Doran Park	St. Albert	Cass Bridge	Oak Valley Pioneer Park	McIntosh Park	Mill Run
2024 [†]	20,452	29,751	3,222	9,382	2,460	2,225	2,326
2023	18,022	22,150	5,102	8,501	2,916	1,780	
2022	30,197	16,917	6,292	11,730	2,244	2,346	
2021	34,722	31,606	5,521	18,641	681	741	
2020	25,564	22,448	3,367	11,887	284	368	
2019	14,018	14,801	3,023	8,209	525	1,662	
2018	11,387	9,291	3,235	6,366	405	1,816	
2017	13,060	12,292	2,687	8,229	341	1,743	
2016	16,824	17,906	5,222	10,314	1,014	4,194	
2015	8,153	13,825					
2014	7,884	13,406					

[†]Contains estimates due to loss of data.

New Conservation Area Development

Since 2013, SNC has collected information relating to CA visitor usage to help guide the management of these public spaces and to help determine the level of effort required to manage newly opened spaces.

Recent property donations have allowed SNC to expand its CA network:

- The Reveler CA in North Stormont was opened in 2014 which features 3 km of walking trails through a 99-acre natural grassland and hardwood forest.
 - Property donated to SNC in 2012 by Ray Reveler.
- The Oschmann Forest CA in North Dundas was opened in 2019 which features a 1.2 km walking trail through an 18-acre woodlot which is now the home of SNC's Maple Education Program.
 - Property donated to SNC in 2017 by George Oschmann.
- The Mill Run Conservation Area in Augusta was opened in 2023 and features a small trail, pollinator meadow, picnic area and river access site on a 9-acre property which provides recreational access to the Spencerville Mill along the South Nation River.
 - Property donated to SNC in 2020 by the Township of Augusta.

Monitoring visitation trends at new sites helps inform maintenance and future management.

While SNC adds hundreds of acres of land to its inventory on an annual basis through its Conservation Lands Securement Program, not all donated properties are developed into CAs. Development is contingent on securing external funding, community investment and through Memorandums of Understanding with municipal partners.

Updated municipal agreements are being established to coincide with updates to the *Conservation Authorities Act* and the development of SNC's Conservation Lands Strategy. Agreements can be established after the resource and maintenance needs are determined and informed by visitation data.

Conservation Area Management Impacts on Visitor Trends

Visitation is influenced by several factors, including location, amenities, user groups, environmental conditions, and ongoing management activities. Maintenance and restoration projects are planned based on usage trends, asset life cycles, and environmental impacts such as invasive species, erosion, and extreme weather events.

Key Management Activities in 2024:

- **Findlay Creek Boardwalk:** The aging boardwalk was replaced in Fall 2024 to improve safety, durability, and environmental sustainability. The extension, completed in 2023, eliminated dead-end pathways, creating a looped trail. As a result, visitation has doubled and is expected to sustain higher traffic levels.
- **Two Creeks Forest:** Heavily impacted by Emerald Ash Borer and seasonal flooding, leading to partial closures. In 2024, a new 1 km trail was constructed to provide an alternative route while restoration work continued. Additional improvements included regrading a section of the main trail, clearing vegetation from the pipeline right-of-way, and constructing wildlife ponds to support wetland habitat and improve drainage.
- **Oak Valley Pioneer Park:** A shoreline restoration project disrupted operations throughout the summer, causing temporary site closures and turf damage. New trees were planted, and rehabilitation efforts have restored the area, with long-term improvements expected to enhance visitor experience.
- **Robert Graham Forest:** South trail maintenance was completed to improve accessibility. Additionally, a large-scale removal of invasive buckthorn opened the forest canopy, creating space for young oak trees. Future plans include additional hardwood plantings and the development of an accessible picnic area.
- **Warwick Forest:** Now SNC's third most-visited trail. In 2024, road allowance improvements were completed to address pooling water and accessibility concerns. Encroaching vegetation was cleared, and the trail was resurfaced to improve usability year-round. Updates to the trail system in 2025 is expected to increase visitation.

These targeted investments in conservation area infrastructure help ensure visitor safety, enhance recreational opportunities, and support the long-term sustainability of SNC's natural spaces.

Conservation Areas Usage Summary

The following provides an overview of annual monitored usage from 2013 to 2024, along with key data collection notes.

Between 2013 and 2015, visitation data was collected seasonally (May–November) at select parks. In 2016, SNC expanded monitoring to all Conservation Areas to ensure full coverage.

- **W. E. Burton** remains the most visited recreational trail, averaging 38,880 visitors annually (2018–2023). In 2024, visitation increased to an estimated 47,989. Its popularity is influenced by its location along the Castor River in Russell, near residential areas and St. Thomas Aquinas Catholic High School.
- **Jessup’s Falls** is the most frequented river access site, averaging 25,500 visitors annually (2020–2024). In 2024, it recorded an estimated 18,761 visitors. The site offers a boat launch, mature trees, trails, a picnic shelter, a washroom facility, and 600 meters of shoreline for fishing.

Data for October 2024 was unavailable due to an unexpected technical issue. Estimated visitations were calculated using a three-year trend analysis, accounting for typical growth patterns. Given the similar weather conditions in October 2023 and 2024, any impact on visitation is expected to be minimal.

Annual Visitation Trends

- **2014–2019:** 80,363 average annual visitors
- **2020–2023:** 174,600 average annual visitors
- **2024:** 255,856 total visitors

The following figures illustrate 2024 visitation (Figure 2) and trends from 2014 to 2024 (Figure 3).

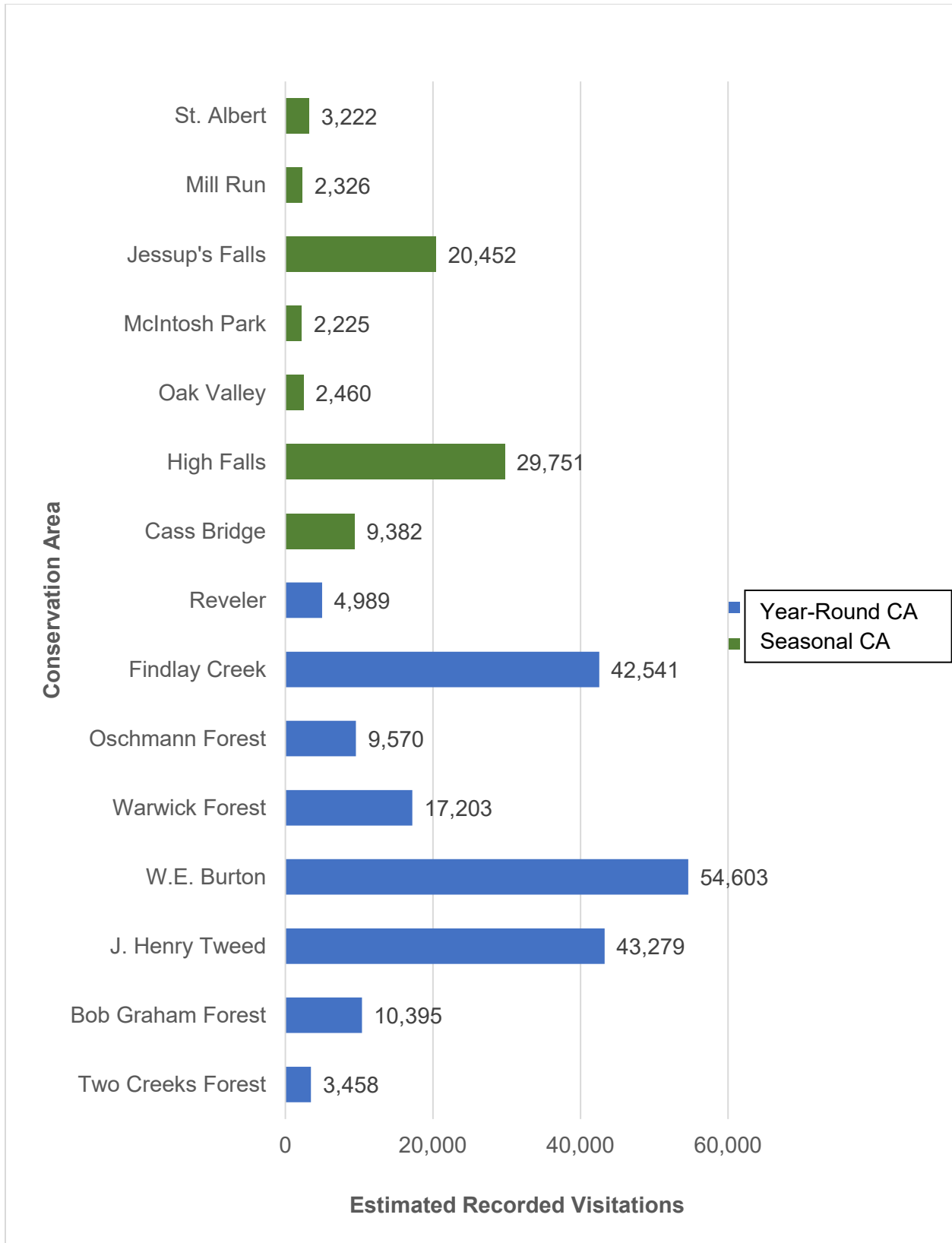


Figure 2. Annual Monitored SNC Conservation Areas Usage in 2024.

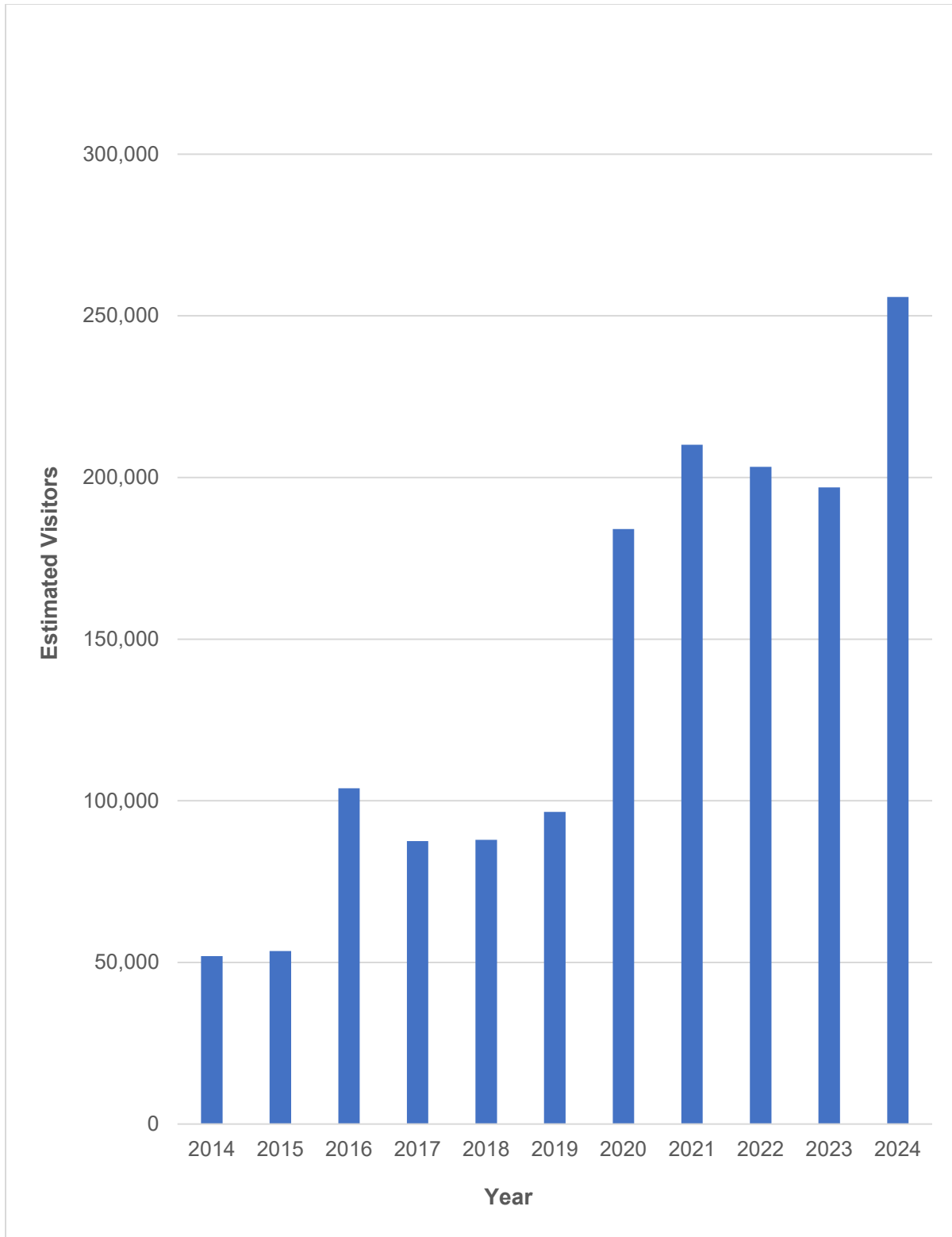


Figure 3. Annual Monitored SNC Conservation Area Usage (2014-2024).

Monthly visitation records indicate an increase in recreational trail usage in the fall of 2024 which may be attributed to favourable weather and a decrease in season bugs. Visitation remained consistent at most CAs throughout the year, with a decline of use in December 2024.

J. Henry Tweed and W.E Burton experienced the highest use of all SNC’s recreational trails. Warwick Forest and Findlay Creek experienced the greatest growth in monthly visitation when compared to previous years.

The following graph depicts monthly visitations at SNC’s recreational trails and the proportion each trail contributed to the total number of visitors (*Figure 4*).

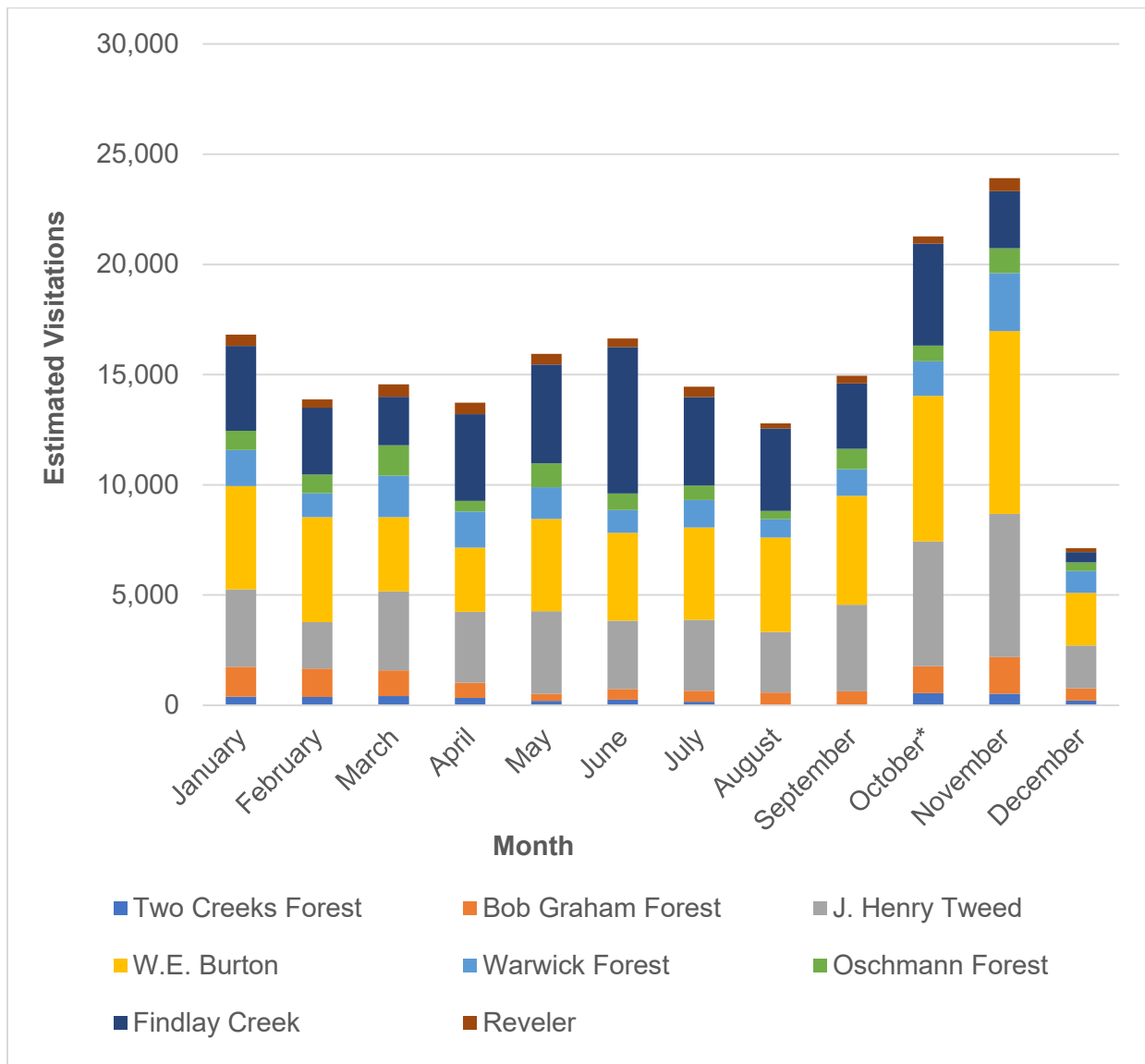


Figure 4. Monthly Conservation Area Recreational Trail Usage in 2024.

*Estimated number of visitors based on three-year average change in visitations

Monthly visitation records showed peak visitation in the first month picnic and river access parks were opened with a gradual decline over the summer into the fall. High Falls was consistently the most popular CA for visitation followed by Jessup’s Falls.

Visitation was higher than normal for all sites in June, compared to previous years, and counters were not all deployed in May, due to delayed opening in certain sites.

Counters were maintained in certain locations longer than previous years due to unseasonably warmer temperatures.

The 2024 season overall had about a 26,000-visitor increase (69,818 to 43,855) when compared to 2023’s season.

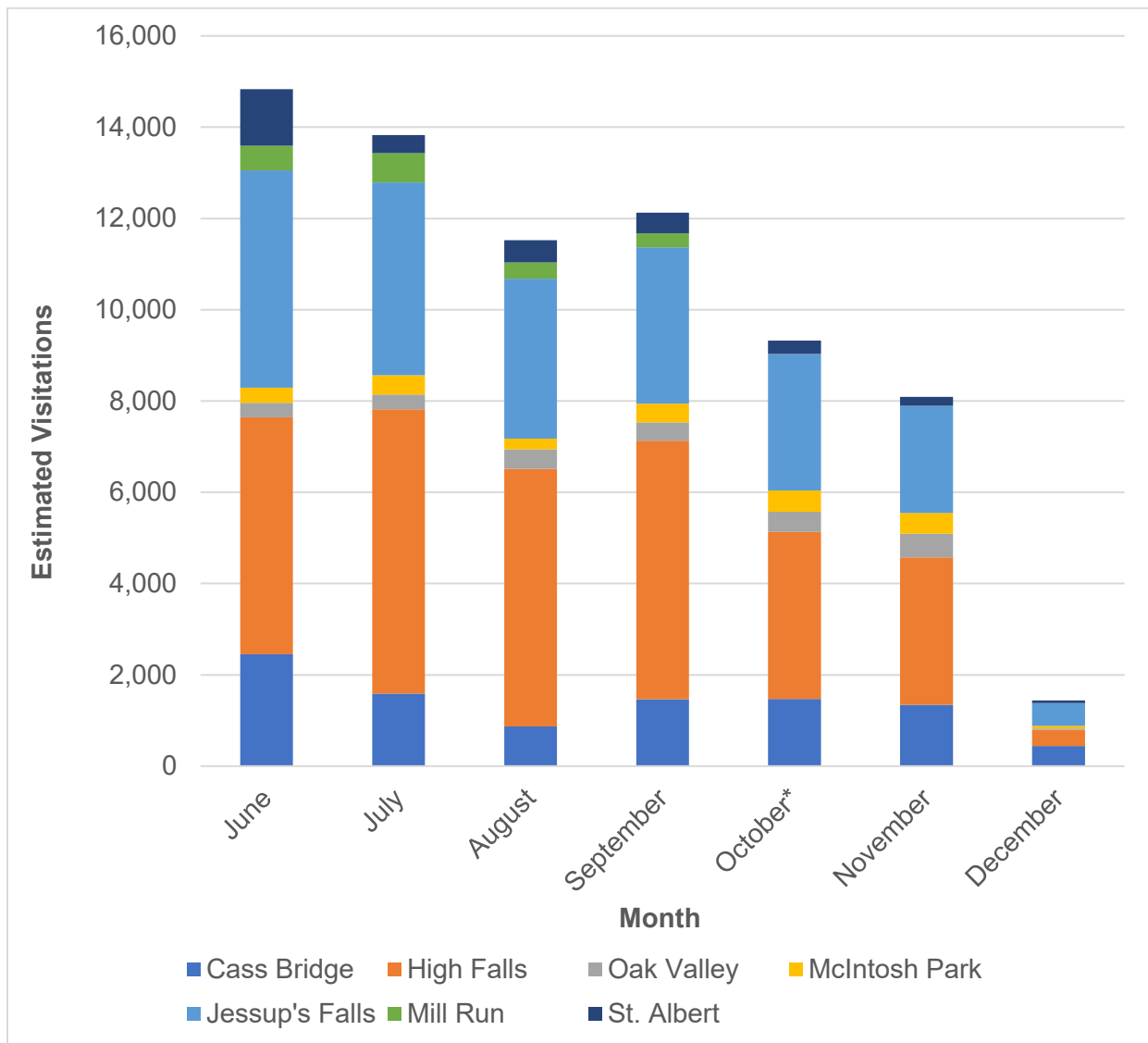


Figure 5. Monthly Conservation Area Picnic and River Access Usage in 2024.

*Estimated number of visitors based on three-year average change in visitations

Summary of Inspections and Observations

SNC completes weekly inspections at all Conservation Areas while facilities are open to the public.

SNC conducts weekly inspections at all Conservation Areas while they are open to the public. Since 2018, inspections have been digitally recorded using the Survey 123 application, allowing for efficient tracking of site conditions and quick responses to visitor concerns.

In **2024, a total of 918 inspections** were completed, slightly fewer than **978 in 2023**. SNC plans to expand the app's functionality to include maintenance records, providing a clearer overview of completed work at each site. Some reports were not recorded during maintenance activities when staff were already on-site, an issue future app updates aim to resolve.

Key Observations from 2024 Inspections:

- **Parking & Access:** Designated no-parking zones are needed to prevent congestion at certain CAs. Limited parking remains an issue at Tweed, Reveler, and Oak Valley.
- **Infrastructure & Maintenance:** Many trails, picnic tables, and infrastructure assets are reaching the end of their lifespan and require replacement or repairs. Dock damage was reported due to improper boat launching.
- **Environmental & Safety Concerns:**
 - Heavy rains caused significant erosion on driveways, requiring frequent repairs.
 - Invasive species such as Poison Parsnip and Ivy remain present in visitor-accessible areas.
 - Visitors continue to use unofficial “goat” trails, compacting soil in sensitive areas.
 - Primitive structures built from dead wood are slowing natural decomposition and disturbing habitat.
 - Feeding wildlife remains a problem, particularly raccoons accessing unprotected garbage bins.
 - Fire damage was reported, including a burned tree and several picnic tables.
- **Litter & Waste Management:** Household garbage and yard waste continue to be dumped at some sites, and littering persists despite accessible garbage bins.
- **Visitor Behavior & Security:**
 - Some visitors are not leashing their dogs, and dog and horse excrement is not being picked up in certain locations.
 - Trail maps and markers need updating to improve wayfinding.
 - Trail counters were stolen, highlighting the need for more secure housing to prevent future theft.
 - Public input remains valuable for identifying maintenance needs and improving park management.

SNC will continue prioritizing regular maintenance, visitor education, and enhanced security measures to ensure the safety and sustainability of its Conservation Areas.

Recommendations

The following recommendations are provided to support the monitoring program objectives:

Objective 1 - Gauge Public Use of Conservation Areas

- Purchase additional counters to evaluate use at Nokomis, Mill Run, and municipal river access sites managed by SNC. Consider targeted placement to evaluate use of specific infrastructure (i.e. unofficial trail usage, bridge and boardwalk usage, etc.).
- Continue monitoring all CAs during open season; consider installing counters during seasonally closures to monitor use, when feasible.

Objective 2 - Guide Conservation Area Improvements

- Use the Conservation Lands Strategy to inform the development of CA Master Plans.
- Continue updates to the land inventory to inform property maintenance standards.
- Compare annual equipment rental costs with future equipment needs to evaluate the need for equipment purchases to continue maintaining parking lots, trails, and to aid in tree removals and maintenance requirements.
- Work with municipal by-law officials to support increasing enforcement needs.
- Promote sustainable and responsible stewardship of SNC natural spaces and CAs
- Use visitation monitoring to guide future development and improvements.
- Use information in funding applications and partnerships with municipalities to secure investments in CA maintenance and improvements.

Objective 3 - Communicate and Build Support for SNC Conservation Areas:

- Support updates to Memorandum of Understandings with municipal partners.
- Distribute collected information through municipal workplans or direct reporting.
- Communicate results to Board members and SNC staff monthly.
- Deliver presentations to municipalities on CA use and management.
- Collaborate with municipal partners to jointly plan and fund capital projects in CAs.



To: Board of Directors
From: Ronda Boutz, Secretary-Treasurer
Date: March 13, 2024
Subject: Update: Watershed Advisory Committee

RECOMMENDATION:

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

DISCUSSION:

The South Nation Conservation Watershed Advisory Committee provides stakeholder input on South Nation Conservation (SNC) programs and services, and the development of watershed plans and strategies. Members help foster public awareness of SNC's programs and services including natural hazard programs; conservation lands; and stewardship and outreach initiatives.

As per the approved Watershed Advisory Committee Terms of Reference (BD-159/23), members hold a four-year term, with appointments synchronized with municipal council terms. Three Board members were appointed to the Committee in March 2024: Mayor Genevieve Lajoie, Mr. Bill Smirle, and Mr. François St. Amour (BD-049/24).

To date, the only update to membership in 2025 is Tim Fisher replacing Dave Grant as the representative for Leeds and Grenville municipalities. A copy of the current Committee membership is attached for the Board's information.

The Board appointed Mr. Bill Smirle to the office of Committee Chair for a two-year term in March 2024 (BD-050/24). Ms. Jacqueline Kelly-Pemberton was appointed Committee Vice-Chair, for a two-year term, at the Committee's inaugural meeting in April 2024 (WAC-005/24).

The Committee also appointed a Grants Sub-Committee in April 2024 (WAC-006/24) to review grant applications under the Clean Water Program, Ottawa Rural Clean Water Program, and Eastern Ontario Water Resources Program. The Watershed Advisory Committee Vice-Chair, Ms. Kelly-Pemberton, is Chair of the Grants Sub-Committee.

The Committee and Grants Sub-Committee meet at least four times per year, the 2025 meeting dates are below. All meetings are held at the SNC Office, Finch, ON.

Watershed Advisory Committee:

- June 24th, 2025 at 12:00 p.m.
- September 23rd, 2025 at 12:00 p.m.
- November 25th, 2025 at 12:00 p.m.

Grants Sub-Committee:

- June 16th, 2025 at 9:00 a.m.
- September 15th, 2025 at 9:00 a.m.
- November 17th, 2025 at 9:00 a.m.



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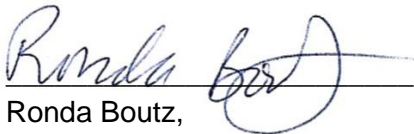
FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:

Compliance with Budget: Expenses for the Watershed Advisory Committee, including member per diem and mileage, is included in the 2025 Budget under Corporate & Community Services: Corporate Services, pages 36-37.

SNC Policy Adherence: Subsection 18 (2) of the *Conservation Authorities Act* allows SNC to establish advisory boards as it considers appropriate.

The Watershed Advisory Committee is governed in accordance with SNC's Administrative By-laws and the Committee Terms of Reference.

Programs and Services Category: General Operating: Governance

A handwritten signature in black ink, appearing to read 'Ronda Boutz', written over a horizontal line.

Ronda Boutz,
Secretary-Treasurer.

Attachments: 2024-2026 SNC Watershed Advisory Committee Membership



2024-2026 SNC Watershed Advisory Committee Membership List [Draft]

	Member Name	Affiliation	Sector Representation
1	Kayla Sunday	Mohawks of Akwesasne	First Nations
2	TBC	Algonquins of Pikwakanagan	First Nations
3	Erica Louttit	Miitig Healing Lodge	First Nations/Métis
4	Jordan Graham	Member at Large	Public
5	Sarah Burger	Member at Large	Public
6	Erika Sheridan	Member at Large	Public
7	Pamela O'Donnell	Member at Large	Public
8	Murray Inch	Volunteers of Oak Valley Pioneer Park	Public (environmental)
9	Fred Schueler	Fragile Inheritance Natural History	Public (environmental)
10	Cindy Saucier	Member at Large	Public (environmental)
11	Emilie DeRochie	River Institute	Partner Organization
12	Larissa Holman	Ottawa River Keeper	Partner Organization
13	Jackie Kelly-Pemberton, Committee Vice-Chair	Member at Large	Agriculture
14	Alain Jacquement	Member at Large	Agriculture
15	Glenn Mackey	ALUS - Ontario East	Agriculture
16	Jean Saint-Pierre	Boisé Est	Forestry
17	Dorothy Hamilton	Ontario Woodlot Association – SDG Chapter	Forestry
18	Matt Alkerton	Member at Large	Hunting/Trapping
19	Greg Faaren	St. Lawrence Parks Commission	Tourism/Recreation
20	Peter Young	United Counties of Stormont, Dundas and Glengarry	Municipal
21	Louis Prevost	United Counties of Prescott and Russell	Municipal
22	Tim Fisher	Leeds and Grenville Municipalities	Municipal
23	Tara Redpath	City of Ottawa	Municipal
24	Genevieve Lajoie	SNC Board of Directors	SNC
25	Bill Smirle, Committee Chair	SNC Board of Directors	SNC
26	Deb Wilson	SNC Board of Directors	SNC

Note: Board Executive Committee are *ex-officio members* of all SNC Standing Committee.



To: Board of Directors
From: Pat Piitz, Team Lead Property
Date: March 10, 2025
Subject: Request for Approval: Stumpage Sale Contract No. 13/23/30-2022 Amendment

RECOMMENDATION:

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

DISCUSSION:

South Nation Conservation (SNC) entered into a stumpage sale contract with 1704650 Ontario Ltd. (CMT Logging) for SNC Properties 13, 23, and 30 (North Stormont). The contract is set to expire on March 31, 2025.

The contractor has partially harvested the wood allotted under the contract but access to the remaining wood was limited due to wet summer weather and warm winter conditions. The contractor is seeking a one-year extension to the agreement to complete the harvest.

The contract contains provisions for the extension of completion dates in such circumstances. Staff recommend extending the contracts, without penalty, to March 31, 2026.

FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:

Compliance with Budget: Revenue from sale of wood is included in the 2025 Budget under Property: Conservation Lands, pages 22-23, and is based on operational forecasts.

SNC Policy Adherence: In adherence to terms and conditions of Stumpage Sale Contract No. 13/23/30-2022.

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



Pat Piitz,
Team Lead Property.



To: Board of Directors
From: Pat Piitz, Team Lead Property
Date: March 5, 2025
Subject: Request for Approval: Camp Sheldrick Management Agreement

RECOMMENDATION:

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

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

DISCUSSION:

South Nation Conservation (SNC) has maintained a partnership with the Scouts Canada to manage SNC lands known as Camp Sheldrick since 1984. The site is named after local resident Bill Sheldrick, who dreamed of creating a place where area Scouts could go and have fun in a safe outdoor learning environment. The 41-year partnership between SNC and Scouts Canada contributes to the sustainable management of this SNC property and provides outdoor education for youth through Scouting.

Today, Camp Sheldrick is a year-round facility with camp sites, washrooms, cabins, chapel, sports field, and picnic shelter. The Scouts coordinate use of Camp Sheldrick and encourage use by other groups. Camp Sheldrick is used approximately 35 weekends per year totalling 86 days. Scouts Canada provides insurance coverage for the use and management of Camp Sheldrick with SNC as named insured. Non-scouting groups are required to provide proof of insurance.

The current 5-year agreement expires on June 30, 2025. Scout Canada is currently reviewing its operations including the future use, development, and improvement of Camp Sheldrick. Staff will bring a final draft of the agreement to the Board for approval.

FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:

Compliance with Budget: SNC costs associated with administration of the management agreement are included in the 2025 SNC Budget: Community Lands: Salaries and Benefits, pages 22-23.

SNC Policy Adherence: SNC Administrative By-Laws, February 2025, Part II: Governance; Section 8: Powers of the Board of Directors; (d) The powers of the Board of Directors include but are not limited to designating and empowering signing officers to sign contracts, agreements and other documents on behalf of the Authority.

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


Pat Piitz,
Team Lead Property.



To: Board of Directors
From: Ronda Boutz, Secretary-Treasurer
 Sandra Mancini, Managing Director, Natural Hazards and Infrastructure
Date: March 12, 2025
Subject: Request for Approval: Funding Submissions

RECOMMENDATION:

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

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

DISCUSSION:

1. Flood Hazard and Identification Mapping Program

The Flood Hazard and Identification Mapping Program (FHIMP) is supported through Natural Resources Canada and the Ontario Ministry of Natural Resources. The FHIMP provides 50% in cost share funding that enables critical information to be gathered to help protect people and property from natural hazards such as flooding and erosion.

Project: City of Ottawa Natural Hazards Program: Lepage Creek and Tributary
Request: \$400,000 over 2 years.
Cost-share: 50% matching funds required.
Purpose: Funding to support natural hazards mapping within the City's approved expansion area to ensure safe development.
Deadline: Currently open, on first come, first serve basis.

2. Ontario Power Generation: Power for Change Project

Ontario Power Generation's Power for Change Project offers different grant, awards, and scholarship programs to give back to the communities. Their Province-wide Empowerment Grant Program focus on protecting the planet, advancing reconciliation, supporting strong communities, and empowering the next generation.

Project: Creating Resilient Forests in Eastern Ontario - A Tree Planting Initiative
Request: \$400,000 over 3 years (2025-2027)
Cost-share: No matching required but encouraged.
Purpose: Funding to support Woodlot Storm Recovery Program. This recovery initiative provides funding to eligible affected private woodlot owners for storm cleanup (i.e., salvage operation, arboriculture services, re-establish access), site preparation when necessary, and tree plantation



operation aiming to restore forests, enhance biodiversity for increased resiliency against climate change, and sequester carbon. The program also includes tree protectors for certain hardwood species when necessary, survival assessments completed by SNC staff, and refill operations if necessary.

Deadline: November 15, 2025, open year-round on a first come, first served basis. SNC submitted an application on March 18th, this is a retroactive request for approval.

FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:

Compliance with Budget: The Woodlot Storm Recovery Program is included in the 2025 Budget under Resource Management: Landowner Stewardship and Outreach, pages 14-15. OPG funding would provide leverage for additional funding from the federal 2 Billion Trees Program, enabling the extension of the Woodlot Storm Recovery Program to additional eligible woodlot owners in 2025-2027.

Compliance with Budget: City of Ottawa Natural Hazards Program is included in the 2025 Budget; if approved, funding will offset some of SNC's contribution to City of Ottawa Floodplain and Erosion Hazards Agreement #3 approved at the August 2022 Board meeting (BD-129/22).

SNC Policy Adherence: All expenditures would adhere to SNC's Purchasing Policy.

Programs and Services Category: Category 1 – Mandatory Programs and Services: Risk of Natural Hazards and Category 3 – Watershed (Other) Programs: Private Landowner Stewardship

Sandra Mancini

Sandra Mancini,
Managing Director, Natural Hazards
and Infrastructure.

Ronda Boutz

Ronda Boutz,
Secretary-Treasurer.



To: Board of Directors
From: John Mesman, Managing Director, Property, Conservation Lands, and
Community Outreach
Date: March 12, 2025
Subject: Request for Approval: Vehicle Purchase

RECOMMENDATION:

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

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, staff recommend the purchase of a light duty truck. Staff have obtained quotes from local dealers based on available in-stock vehicles and municipal/fleet pricing.

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

FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:

Compliance with Budget: Vehicle purchase is included in the 2025 SNC Budget: Property Management: Facilities and Vehicles, pages 24-25.

The purchase of an electric vehicle is eligible for financial incentives through the Government of Canada's Incentives for Zero-Emission Vehicles Program.

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



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: Hannah Jackson, Accounting and Human Resources Specialist
Date: March 12th, 2025
Subject: Request for Approval: Monies Received and Disbursement Register for February 2025

RECOMMENDATION:

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

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

DISCUSSION:

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

Received From:	February 2025
City of Ottawa	267,490.09
Government Of Canada	93,917.86
Planning Revenue	40,348.82
United Counties of Prescott and Russell	25,380.98
Septic Revenue	21,646.66
Royal Bank of Canada	14,702.88
113549 Canada Inc.	7,039.19
Other Revenue	6,214.37
Land Revenue	1,232.40
Tree Revenue	231.42
Total	478,204.67

FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:

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

February 2025	
Accounts Payable Cheques	1,549.96
Internet Banking	505,468.98
Electronic Funds Transfer Payments	493,460.79
Total	1,000,479.73

Hannah Jackson
 Accounting and Human Resources Specialist
 Attachments: Disbursement Register – February 2025

Disbursements Register - February 2025

Number	Name	Amount	
Accounts Payable Cheques			
21115	Eastern Ontario Model Forest	100.00	
21116	Chubb Life Insurance Company of Canada	9.82	
21117	Harvex Agromart Inc	89.99	
21118	Indeed Canada Corp	299.25	
21119	Canadian Organic Growers OSO Chapter	350.00	
21120	Casselman Storage	203.40	
21121	Daniel Millette	497.50	
		1,549.96	
Internet Banking			
GP20015A	The Bank of Montreal - RRSP	4,761.44	Pension
GP20015B	Payworks	152,813.76	Pay 3
GP20017	Ault & Ault LLP, In Trust	161,131.97	Land Acquisition
GP20018A	Bell Canada	998.89	
GP20018B	Bell Canada	238.10	
GP20018C	Bell Canada	59.47	
GP20018D	Hydro One	1,646.19	
GP20018E	Hydro One	1,870.98	
GP20018F	Hydro One	40.34	
GP20018G	Finch Feed & Seed Ltd. Purina	1,830.49	
GP20019A	Enbridge	2,539.36	
GP20019B	Visa - Jen Boyer	133.84	
GP20019C	Visa - Sylvie Fracassi	464.45	
GP20019D	Visa - Jacques Levert	128.00	
GP20019E	Hydro One	31.86	
GP20019F	Visa - Michelle Cavanagh	335.92	
GP20019G	Visa - Ronda Boutz	1,625.66	
GP20019H	Visa - Sandra Mancini	1,409.21	
GP20019I	Visa - Monique Sauve	182.45	
GP20019J	Visa - Deborah Edwards	2,140.20	
GP20019K	North Glengarry Township	147.34	
GP20019L	North Glengarry Township	284.52	
GP20019M	North Glengarry Township	272.66	
GP20019N	North Glengarry Township	272.66	
GP20019O	Macewen Petroleum Inc. The	1,271.74	
GP20019P	Bank of Montreal - RRSP Telus	4,761.44	Pension
GP20019Q	Payworks	1,793.74	
GP20019R	Visa - Ricky Latulippe	154,258.12	Pay 4
GP20019S	Visa - Carl Bickerdike	193.88	
GP20019T	Visa - John Mesman	2,465.27	
GP20019U	Hydro Ottawa	4,458.50	
GP20019V	Royal Bank of Canada	24.21	
GP20020		882.32	
	EFT Banking	505,468.98	
REM000168	OMERS	48,590.12	Pension
REM000169	Sun Life Assurance Company of Canada	20,756.51	Group Benefits

Disbursements Register - February 2025

Number	Name	Amount	
REM000170	Conservation Ontario	10,441.55	Software & Annual Fee
REM000171	City of Ottawa	22,150.00	Special Municipal Levy
REM000172	J. Carty's Tree Service Ltd.	24,860.00	Contracted Services
REM000173	JP2G Consultants Inc	12,670.24	Fixed Asset
REM000174	Emond Harnden	172.89	
REM000175	Begg-Seguin - Crysler Hardware Limited	1,110.63	
REM000176	AIG Insurance Company of Canada	150.48	
REM000177	Canadian Linen & Uniform Service Corp	39.55	
REM000178	Ault & Ault Law Office	8,728.10	Professional Services
REM000179	Ferme Martin Leduc Inc	17,040.40	Contracted Services
REM000180	R.K. Porter General Contracting Inc	12,277.22	Contracted Services
REM000181	Staples Commercail/Trevipay	432.65	
REM000182	Lannin's Garage	917.08	
REM000183	Municipality of South Dundas - Taxes	9.63	
REM000184	Cameron Networks	287.02	
REM000185	Nova Networks	266.68	
REM000186	Country Lane Fine Wood	945.81	
REM000187	Lloyd Mcmillan Equipment Ltd.	146.90	
REM000188	Gary's Auto Body	135.60	
REM000189	1000224147 Ont Inc (Latremouille Tool Sales Rent	1,501.20	
REM000190	Begg-Seguin - Crysler Hardware Limited	27.44	
REM000191	4 Office Automation Ltd	1,027.97	
REM000192	Shahin Zandmoghaddam	43.36	
REM000193	Cooters Automotive/1000263733 Ont Inc	1,714.35	
REM000194	VSG C/Universal Field Supplies	834.41	
REM000195	Lannin's Garage	1,224.73	
REM000196	Tenaquip Industrial Equipment	221.28	
REM000197	Laplante Chevrolet Buick Gmc	151.91	
REM000198	BGC Engineering Inc	858.80	
REM000199	Winchester Springs Mobile Wash	395.50	
REM000200	Simply Baked Catering Inc	156.25	
REM000201	Canadian Linen & Uniform Service Corp	39.55	
REM000202	Cooters Automotive/1000263733 Ont Inc	1,393.00	
REM000203	Meaghen Wert	68.70	
REM000204	Phillip Dagenais	120.17	
REM000205	Annie Theoret	11.00	
REM000206	SSC Janitorial Cleaning	2,538.80	
REM000207	Zedcor Security Solutions Corp	2,382.04	
REM000208	OMERS	50,874.42	Pension
REM000209	Lannin's Garage	118.00	
REM000210	Etcetera Publications (Chesterville) Inc	139.84	
REM000211	Shane Signs	1,774.10	
REM000212	Nova Networks	3,651.03	
REM000213	Pierre Richer Plumbing Inc.	50.82	
REM000214	Traductions Catmac Translations	670.51	
REM000215	Winchester Building Supply/ BMR	172.21	
REM000216	North Grenville Times Inc.	372.90	
REM000217	Hannah Jackson	904.00	

Disbursements Register - February 2025

Number	Name	Amount	
REM000218	Festival Promotions	4,350.50	
REM000219	Eastern Engines Inc	994.94	
REM000220	Foman Forough	400.00	
REM000221	Endeavour Solutions Inc	8,381.84	Contracted Services
REM000222	Wex Canada Ltd	853.11	
REM000223	Levac Propane Inc	1,762.53	
REM000224	BmDodo Strategic Design	7,966.50	Contracted Services
REM000225	VSG C/Universal Field Supplies	51.87	
REM000226	Staples Commercail/Trevipay	298.57	
REM000227	Lannin's Garage	545.55	
REM000228	Conservation Ontario	5,085.00	Courses/Workshops
REM000229	Shane Signs	678.00	
REM000230	City Of Clarence - Rockland	1,435.30	
REM000231	Laplante Chevrolet Buick Gmc	505.12	
REM000232	Storm Internet Services	169.50	
REM000233	Lloyd Mcmillan Equipment Ltd.	440.70	
REM000234	ATEL Air & Electric	2,323.28	
REM000235	Winchester Building Supply/ BMR	105.45	
REM000236	Somerville Nurseries Inc	158.20	
REM000237	Cyan Solutions Ltd	816.28	
REM000238	Winchester Springs Mobile Wash	395.50	
REM000239	Corflex Partitions Inc.	1,299.50	
REM000240	Seaway Embroidery	11.87	
REM000241	Simply Baked Catering Inc	629.98	
REM000242	Postmedia	2,210.28	
REM000243	Canadian Linen & Uniform Service Corp	79.10	
REM000244	Ram Krishna Inc (Finch Market)	76.65	
REM000245	Marieh Rajaie	25.45	
REM000246	Casselman Storage	61.02	
REM000247	Zedcor Security Solutions Corp	711.34	
REM000248	Ferguson Forest Centre	30,102.93	Trees
REM000249	Pineneedle Farms	56,544.64	Trees
REM000250	R.K. Porter General Contracting Inc	32,218.56	Contracted Services
REM000251	9404-8246 Quebec Inc	41,810.00	Contracted Services
REM000252	Harbers Greehouses And Forestry	16,715.53	Trees
REM000253	Ferme Martin Leduc Inc	17,678.85	Contracted Services
		493,460.79	



To: Board of Directors
From: Marieh Rajaie, Water Resources Specialist, Engineering
Date: March 11th, 2025
Subject: Update: Technical Reviews

RECOMMENDATION:

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

DISCUSSION:

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

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

Review Type	Reports/Files Received	Reviews Completed
Development Applications		
Stormwater Management Ponds	6	6
Geotechnical and geomorphology reports, and slope stability files	4	4
Conservation Authorities Act Permit Applications		
Residential development, culvert, stormwater management outlet replacement, directional drilling, bridge replacement, retaining wall, floodplain, dock installation; and deck replacement	7	8
Total	17	18

Staff will continue to track applications and associated timelines to ensure timely reviews.

Programs & Services Category: Category 1 – Mandatory: Provincially delegated review of natural hazards under the *Planning Act* and administration of Part VI of the *Conservation Authorities Act* and Ontario Regulation 41/24.

Marieh Rajaie

Marieh Rajaie,
 Water Resources Specialist, Engineering



To: Board of Directors
From: James Holland, Senior Planner
Date: March 10th, 2025
Subject: Update: Planning Activity

RECOMMENDATION:

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

#	Municipality	Property	Application Type
37	Alfred and Plantagenet	1190 Conc 7 Alfred	Consent
38	Alfred and Plantagenet	1231 Conc 4	Consent
39	Casselman	820 Laval St	Minor Variance
40	Champlain	1451 Pleasant Corner Rd W	Consent
41	Champlain	150 Higginson St	Consent
42	Clarence-Rockland	3984 Indian Creek Rd	Consent
43	Clarence-Rockland	1101 Joanisse Rd	Consent
44	Clarence-Rockland	1239 Du Golf Rd	Consent
45	Clarence-Rockland	Catherine St	Minor Variance
46	Clarence-Rockland	2390 Laval St	Subdivision
47	Edwardsburgh-Cardinal	Groveton Road	Consent
48	Edwardsburgh-Cardinal	707 County Rd 21	Consent
49	Edwardsburgh-Cardinal	709 County Rd 21	Consent
50	Edwardsburgh-Cardinal	2 Tuttle Point	Minor Variance
51	Nation	2894 County Rd 9	Consent
52	North Dundas	2770 Lough Rd	Consent
53	North Dundas	12955 County Rd 13	Consent
54	North Dundas	11708 Armstrong Rd	Consent
55	North Dundas	11708 Armstrong Rd	Consent
56	North Dundas	1344 Rodney Lane	Consent
57	North Dundas	13542 County Rd 43	Consent
58	North Stormont	14449 Shane Road	Consent
59	North Stormont	16825 County Rd 15	Consent
60	North Stormont	16825 County Rd 15	Consent
61	North Stormont	15101 Concession 1-2 Finch	Section 59 Clearance
62	North Stormont	16999 Mackillican Rd	Section 59 Clearance



#	Municipality	Property	Application Type
63	Ottawa	6079 & 6105 Mcvagh Road	Consent
64	Ottawa	3973 Yorks Corners Rd	Zoning By-Law Amendment
65	Ottawa	City Hall	Zoning By-Law Amendment
66	Russell	4513 Gregoire Rd	Consent
67	Russell	4513 Gregoire Rd	Consent
68	Russell	4513 Gregoire Rd	Consent
69	Russell	4513 Gregoire Rd	Consent
70	Russell	Herbert St	Consent
71	South Dundas	Hutt Rd	Consent
72	South Stormont	5083 Aultsville Rd	Consent
73	South Stormont	16658 Black River Rd	Consent
74	South Stormont	16658 Black River Rd	Consent

There were no residential subdivision and site plan clearances for February 2025.

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

#	Municipality	Application type
7	Russell	Site Plan
8	Clarence Rockland	Site plan
9	South Dundas	Property Inquiry
10	Ottawa	Property Inquiry

Staff will continue to track applications and associated timelines to ensure timely reviews.

Programs & Services Category: Category 1 – Mandatory: Provincially delegated review of natural hazards under the *Planning Act* and related memorandum of understanding.

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



To: Board of Directors
From: Jennifer Boyer, Managing Director, Approvals
Date: March 10th, 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 February 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 Polices.

The table below lists the permits issued in February 2025:

#	Project No.	Permit Holder	Municipality	Project
20	2024-NAT-R060	Pierre Savard	Nation	Residential Construction
21	2024-NDU-R119	Matt Gabriel	North Dundas	Telecom Conduit
22	2024-GLO-R200	Danielle Tarabay	Ottawa	Culvert Rehabilitation
23	2024-CUM-R213	Danielle Tarabay	Ottawa	Bridge Replacement
24	2024-SDU-R220	David A. & Patsy Snetsinger	South Dundas	Shoreline Work
25	2024-NST-R242	Charles Wilson	North Stormont	Telecom Conduit
26	2024-NST-R243	Charles Wilson	North Stormont	Telecom Conduit
27	2024-NST-R244	Charles Wilson	North Stormont	Telecom Conduit
28	2024-NST-R245	Charles Wilson	North Stormont	Telecom Conduit
29	2024-NST-R246	Charles Wilson	North Stormont	Telecom Conduit
30	2024-NAT-R247	Charles Wilson	Nation	Telecom Conduit
31	2024-NAT-R248	Charles Wilson	Nation	Telecom Conduit
32	2025-SST-R001	Harold Kleywegt	South Stormont	Culvert Replacement
33	2025-CLR-R003	Jean Decoeur	Clarence-Rockland	Subdivision Culvert Installation
34	2025-AUG-R009	Lisa Anghelescu	Augusta	Dock Construction
35	2025-EDW-R010	Matthew Gabriel	Edwardsburgh Cardinal	Directional Bore
36	2025-RUS-R013	Pier-Luc Mainville	Russell	Culvert Replacement
37	2025-NAT-R014	Charles Wilson	Nation	Telecom Conduit
38	2025-NAT-R015	Charles Wilson	Nation	Telecom Conduit
39	2025-NAT-R016	Charles Wilson	Nation	Telecom Conduit
40	2025-NAT-R017	Charles Wilson	Nation	Telecom Conduit
41	2025-ALP-R018	Peter Koch	Alfred and Plantagenet	Residential Construction



SOUTH NATION
CONSERVATION
DE LA NATION SUD

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

Permit Site Visits and Inspections 2025		
Action	February 2025	Total for 2025
Permit Compliance Inspections	8	18
Pre-consultations	1	1

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

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



To: Board of Directors
From: Gregory Payne, Regulations Officer
Date: March 10th, 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 in the month of February 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.

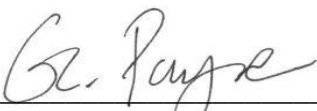
Staff evaluate reported concerns for priority response based on potential adverse impacts to people and property, the risk of exacerbating natural hazards, public interest, and the Authority’s resources. The table below describes the reported concerns received in the month of February 2025.

#	File No.	Municipality	Description
2	ENF2025-RUS-01	Russell	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	February 2025	Total for 2025
Site Visits	2	6
Files Resolved	1	1
Referred to Correct Agency	0	0
Stop Orders Issued	0	0
Provincial Offences Charges Laid	0	0

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


 Gregory Payne,
 Regulations Officer.



To: Board of Directors
From: Monique Sauvé, Chief Building Official Part 8 - Septic Systems
Date: March 10th, 2024
Subject: Update: On-Site Sewage Permits Received

RECOMMENDATION:

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

DISCUSSION:

South Nation Conservation (“SNC”) staff issue permits under Part 8 of the Ontario Building Code on behalf of sixteen municipalities. The list below includes permits received in February 2025. Septic system searches and renovation reviews are not included.

	Permit Number	Landowner(s)	Municipality	Description
34	AP-25-03	Peter & Heidi Koch	Alfred and Plantagenet	New Construction
35	AP-25-04	Martin Falardeau Transport	Alfred and Plantagenet	System Replacement
36	CH-25-02	Christos Katsimbras & Janis Corrine Preisler	Champlain	New Construction
37	CH-25-03	Paul Bouchard & Karen Glover	Champlain	New Construction
38	CR-25-08	Sebastien & Chanelle Lepage	Clarence-Rockland	New Construction
39	CR-25-09	Fossil Homes	Clarence-Rockland	New Construction
40	EC-25-04	Jefferey Byrd, Teresa Baker Byrd, Mary Fraser	Edwardsburgh Cardinal	New Construction
41	FY-25-02	Tania & Francesco Ricciardi	Front of Yonge	System Replacement
42	ND-25-05	Township of North Dundas	North Dundas	New Construction
43	ND-25-06	Richard & Louise Havekes	North Dundas	Tank
44	NS-25-02	Matthew Moran	North Stormont	New Construction
45	NS-25-03	Daniel & Liliane Martel	North Stormont	New Construction
46	NS-25-01	Gabriel Guindon	North Stormont	Class 2
47	NS-25-04	Nathan Piette	North Stormont	Tank
48	RU-25-04	8886440 Canada Inc.	Russell	New Construction
49	RU-25-05	1503893 Ontario Inc. (Park View Homes)	Russell	New Construction
50	SS-25-05	David & Paige McDonell	South Stormont	New Construction
51	SS-25-07	Adam & Stephanie Lamontagne	South Stormont	Alteration
52	SS-25-06	Jason & Amber Pichie	South Stormont	System Replacement



SOUTH NATION
CONSERVATION
DE LA NATION SUD

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