



SOUTH NATION  
**CONSERVATION**  
DE LA NATION SUD

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## **Board of Directors**

# **Meeting Agenda**

**Date:** February 15<sup>th</sup>, 2024

**Time:** Immediately following the Section 28 Hearing

**Location:** Watershed Room, SNC

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

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## Board of Directors

# Meeting Agenda

February 15<sup>th</sup>, 2024, immediately following the Section 28 Hearing

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. SNC Project Update – PowerPoint Presentation: Staff
  6. Request for Approval:
    - a. Board of Directors Meeting Minutes of January 18<sup>th</sup>, 2024 4-12
  7. New Business:
    - a. Request for Approval: Funding Submissions: Michelle 13
    - b. Request for Approval: Water and Erosion Infrastructure Project  
Expenditure: Sandra 14-15
    - c. Request for Approval: Woodlot Storm Recovery Program Disbursements: Caro 16
    - d. Request for Approval: 2024 SNC Flood Contingency Plan: Phillip 17
    - e. Request for Approval: Monies Received and Disbursement Register  
for January 2023: Donna 18-20
    - f. Update: Timeline Report for Permissions Under Section 28: Alison 21-26
    - g. Update: Permits Issued: Alison 27
    - h. Update: Planning Activity: James 28-29
    - i. Update: Enforcement of Ontario Regulation 170/06: Alison 30-31
    - j. Update: On-site Sewage Permits Received: Monique 32-33
    - k. Update: 2024 Conference Listing: Ronda 34-35
  8. Supplemental Agenda (if any)
  9. Correspondence (if any)
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10. Dates of Upcoming Meetings, third Thursday, at 9:00 a.m. unless indicated otherwise:

- March 21<sup>st</sup>, 2024 (SNC AGM)
- April 18<sup>th</sup>, 2024
- May 16<sup>th</sup>, 2024
- June 20<sup>th</sup>, 2024
- July – no scheduled meeting

11. Future Motions of the Board and/or Discussion of SNC Issues

12. Closed

- a. Request for Approval: Land Disposition: Pat

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13. Adjournment

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Carl Bickerdike,  
Chief Administrative Officer.

/rb



**BOARD OF DIRECTORS MEETING**

Meeting No. 01/24  
 Thursday, January 18<sup>th</sup>, 2024 - 9:00 a.m.

Watershed Room, SNC



**Directors Present:**

Pierre Leroux, Prescott Russell, Chair  
 Steve Densham, Stormont Dundas Glengarry, Vice Chair  
 George Darouze, City of Ottawa, Past 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  
 Tom Smyth, Stormont Dundas Glengarry  
 François St. Amour, Prescott Russell  
 Deb Wilson, Leeds Grenville  
 Adrian Wynands, Leeds Grenville (*electronic participation*)

**Regrets:**

None.

**Staff Present:**

Carl Bickerdike, Chief Administrative Officer  
 Johanna Barkley, Director of Finance  
 Ronda Boutz, Secretary-Treasurer  
 Michelle Cavanagh, Team Lead, Special Projects  
 Caroline Goulet, Forester  
 James Holland, Senior Planner  
 Naomi Langlois-Anderson, Sr Fish and Wildlife Technician  
 Sandra Mancini, Managing Director, Natural Hazards and Infrastructure  
 Alison McDonald, Managing Director, Approvals  
 John Mesman, Managing Director, Property, Conservation Lands and Community Outreach  
 Pat Piitz, Team Lead, Property  
 Kat Watson, Water Resources Specialist

**Guests:**

Warren A. Leroy, Ault & Ault LLP



**TRADITIONAL LAND ACKNOWLEDGEMENT**

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

**CHAIRS REMARKS**

Pierre Leroux, Chair, called the SNC Board of Directors meeting of January 18<sup>th</sup>, 2024 to order at 9:00 a.m.

**APPROVAL OF SNC BOARD OF DIRECTORS MAIN AND SUPPLEMENTAL AGENDAS**

RESOLUTION NO. BD-001/24

Moved by: Catherine Kitts  
Seconded by: Linda Payant

RESOLVED THAT:

The members approve the January 18<sup>th</sup>, 2024 Board of Directors main and supplemental agendas with the following addition:

- Agenda Item 8k: Request for Approval: Watershed Advisory Committee - Membership Selection Committee (verbal)

CARRIED

**DECLARATION OF CONFLICT OF INTEREST**

There were no Declarations of Conflict of Interest.

**Matthew Luloff joined the meeting virtually at 9:04 a.m.**

**REQUEST FOR APPROVAL:**

**A. BOARD OF DIRECTORS MEETING MINUTES DECEMBER 14<sup>TH</sup>, 2023**

RESOLUTION NO. BD-002/24

Moved by: Bill Smirle  
Seconded by: Steve Densham

RESOLVED THAT:

The Members approve the Board of Directors meeting minutes of December 14<sup>th</sup>, 2023 as submitted.

CARRIED



**REQUEST FOR APPROVAL:**

**A. 2024 LEVY AND BUDGET**

RESOLUTION NO. BD-003/24

Moved by: George Darouze  
Seconded by: Deb Wilson

RESOLVED THAT:

The Board of Directors approve the 2024 General and Capital Levies at \$4,489,413; and

FURTHER THAT:

The Board of Directors approve the 2024 Budget as presented.

**Roll Call Vote:**

Pierre Leroux  
Steve Densham  
George Darouze  
Catherine Kitts  
Genevieve Lajoie (not present)  
Mathew Luloff  
Linda Payant  
Bill Smirle  
Tom Smyth  
François St. Amour  
Deb Wilson  
Adrian Wynands (not present)

<b><u>Yea</u></b>	<b><u>Nay</u></b>
Yea	
Yea	
Yea	
Yea	
Yea	
Yea	
Yea	
Yea	
Yea	
Yea	

Yea: 10                      Nay: 0

CARRIED

**CLOSED SESSION**

RESOLUTION NO. BD-004/24

Moved by: Deb Wilson  
Seconded by: Catherine Kitts

RESOLVED THAT:

The Board of Directors meeting move into Closed Session for the following report below:  
a. Board of Directors Training: Warren A Leroy, Ault & Ault LLP

CARRIED

**Adrian Wynands left the meeting at 9:06 a.m.**



**Genevieve Lajoie joined the meeting virtually at 9:06 a.m.  
The Board of Directors convened closed session at 9:08 a.m.**

**OPEN SESSION**

RESOLUTION NO. BD-005/23

Moved by:  
Seconded by:

RESOLVED THAT:

The Board of Directors move into open Session.

CARRIED

**The Board of Directors reconvened open session at 9:54 a.m.  
The Board of Directors recessed for a break at 9:55 a.m. and Chair Pierre Leroux left the meeting.  
The Board of Directors reconvened at 10:06 a.m. and Vice Chair Steve Densham performed the duties of Chair for the remainder of the meeting.**

**NEW BUSINESS**

**REQUEST FOR APPROVAL: 2024 CONSERVATION LEVY**

RESOLUTION NO. BD-006/24

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

RESOLVED THAT:

The Board of Directors approve payment of the 2024 Conservation Ontario Levy of \$36,493, payable in two installments of \$18,246.50.

CARRIED

**REQUEST FOR APPROVAL: ANNUAL AUTHORITY APPROVALS**

RESOLUTION NO. BD-007/24

Moved by: George Darouze  
Seconded by: Tom Smyth

RESOLVED THAT:

WHEREAS the SNC Administrative By-laws designate signing officers for the Authority (s30.1 and 30.2); and

WHEREAS for banking purposes, the Authority's signing officers are one of: Chairman; Vice-Chairman; or Past Chairman; and one of: Chief Administrative Officer, Secretary-Treasurer; or Director of Finance.



BE IT RESOLVED THAT:

1. The signing officers are authorized to borrow up to \$1,000,000 for the operation of the South Nation River Conservation Authority, if required.

2. Staff be authorized to continue the use of alternative signatures, such as the signature stamp for signing cheques up to \$25,000, or other limits requested by the Board of Directors, or any other electronic signatures introduced in conjunction with our accounting software. These tools are in the custody of the Director of Finance. The Director may delegate the use of these tools to his/her delegate.

3. Staff continue to utilize various banking features to make payments more cost efficient for SNC, for example: the use of internet banking, electronic fund transfer (EFT) and/or by other electronic means. All payments are presented regularly to the Board of Directors for approval in the "Monies Received and Disbursement Register for the period".

4. The Royal Bank, Winchester Branch, be the Authority Bank and that signing officers execute the banking services contract; and

FURTHER THAT:

The Chartered Accountants Firm of Baker Tilly REO LLP, Winchester be appointed Auditors at an approximate cost of \$31,000 plus HST; and

FURTHER THAT:

The law firm of Ault & Ault LLP, Winchester be appointed as solicitor for general Authority business, and that Emond Harnden, Ottawa be appointed the Authority's Human Resource legal counsel, at a total approximate cost of \$20,000 plus HST. Where in the best interest of the Authority, staff may engage other specialized legal services.

CARRIED





**REQUEST FOR APPROVAL: FINAL TRANSITION REPORT TO THE MINISTRY OF  
NATURAL RESOURCES AND FORESTRY**

RESOLUTION NO. BD-008/24

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

RESOLVED THAT:

The Board of Directors approve the Final Transition Report for submission to the Ministry of Natural Resources and Forestry.

CARRIED

**REQUEST FOR APPROVAL: FUNDING SUBMISSIONS**

RESOLUTION NO. BD-009/24

Moved by: George Darouze  
Seconded by: Tom Smyth

RESOLVED THAT:

The Board of Directors approves the submission of the following funding applications:

1. **Flood Hazard Identification Funding: Regional Modelling Stream:** Requesting up to questing up to \$720,000 for an Enhancing Operational Flood Hazard Modelling, Mapping, and Alerting in the South Nation River Watershed project.
2. **Honda Canada Foundation:** Requesting \$50,000 for the Two Creeks Forest Conservation Area Restoration project.

CARRIED

**REQUEST FOR APPROVAL: WOODLOT STORM RECOVERY PROGRAM  
EXPENDITURES**

RESOLUTION NO. BD-010/24

Moved by: Catherine Kitts  
Seconded by: Tom Smyth

RESOLVED THAT:

The Board of Directors approve the following expenditures under the Woodlot Storm Recovery Program:



<b>Project Code</b>	<b>Vendor</b>	<b>Invoice Amount (HST included)</b>
1. SRPR010A	Justintimber Tree Services	\$29,380.00
2. SRPR077A	Bisson Services	\$31,640.00
		<b>\$61,020.00</b>

CARRIED

**REQUEST FOR APPROVAL: MONIES RECEIVED AND DISBURSEMENT REGISTER FOR DECEMBER 2023**

RESOLUTION NO. BD-011/24

Moved by: George Darouze  
 Seconded by: François St. Amour

RESOLVED THAT:

The Board of Directors receive the money received report for December 2023; and

FURTHER THAT:

The Board approve the Disbursement Register of \$869,509.20 for December 2023.

CARRIED

**UPDATE: PLANNING ACTIVITY**

RESOLUTION NO. BD-012/24

Moved by: George Darouze  
 Seconded by: Linda Payant

RESOLVED THAT:

The Board of Directors receive and file the Planning Activity update for December 2023.

CARRIED

**UPDATE: PERMITS ISSUED**

RESOLUTION NO. BD-013/24

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

RESOLVED THAT:

The Board of Directors receive and file the update on permits issued under Ontario Regulation 170/06 for December 2023.

CARRIED



**UPDATE: ENFORCEMENT OF ONTARIO REGULATION 170/06**

RESOLUTION NO. BD-014/24

Moved by: Tom Smyth

Seconded by: Bill Smirle

RESOLVED THAT:

The Board of Directors receive and file the update on reported regulation concerns for the month of December 2023.

CARRIED

**UPDATE: ON-SITE SEWAGE PERMITS ISSUED**

RESOLUTION NO. BD-015/24

Moved by: George Darouze

Seconded by: Catherine Kitts

RESOLVED THAT:

The Board of Directors receive and file the on-site sewage permits received update for December 2023.

CARRIED

**REQUEST FOR APPROVAL: WATERSHED ADVISORY COMMITTEE MEMBERSHIP SELECTION COMMITTEE (VERBAL)**

RESOLUTION NO. BD-016/24

Moved by: Bill Smirle

Seconded by: George Darouze

RESOLVED THAT:

The Board of Directors appoint Deb Wilson, Bill Smirle, and Linda Payant to a membership selection committee to provide recommendations on members to the Watershed Advisory Committee.

CARRIED

**SUPPLEMENTAL AGENDA**  
**NEW BUSINESS**

**REQUEST FOR APPROVAL: EDWARDSBURGH CARDINAL ENGINEERING SERVICES**

RESOLUTION NO. BD-017/24

Moved by: Catherine Kitts

Seconded by: George Darouze



RESOLVED THAT:

The Board of Directors approve entering into an Engineering Services Agreement with the Township of Edwardsburgh Cardinal, on a cost recovery basis, to complete the Gallop Canal Assessment.

CARRIED

**SNC PROJECT UPDATE – POWERPOINT PRESENTATION**

Staff presented project and program updates.

**Pierre Leroux rejoined the meeting at 10:51 a.m.**

**Adrian Wynands rejoined the meeting at 10:51 a.m.**

**CORRESPONDENCE**

- a. Extension of Minister’s Direction for Conservation Authorities Regarding Fee Changes Associated with Planning, Development and Permitting Fees.

**DATES OF UPCOMING MEETINGS**

Third Thursday, at 9:00 a.m., unless indicated otherwise:

- January 18<sup>th</sup>, (2024 Final Budget, ROMA Jan 21<sup>st</sup>-23<sup>rd</sup>)
- February 15<sup>th</sup>, 2024
- March 21<sup>st</sup>, 2024 (SNC AGM)

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

None.

**ADJOURNMENT**

RESOLUTION NO. BD-018/24


Moved by: George Darouze  
Seconded by: François St. Amour

RESOLVED THAT:

The Board of Directors meeting of January 18<sup>th</sup>, 2024 be adjourned at 11:14 a.m.

CARRIED

\_\_\_\_\_  
Pierre Leroux,  
Chair.

  
\_\_\_\_\_  
Carl Bickerdike,  
Chief Administrative Officer.

/rb



**To:** Board of Directors  
**From:** Michelle Cavanagh, Team Lead, Special Projects  
**Date:** January 30<sup>th</sup>, 2024  
**Subject:** Request for Approval: Funding Submission

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**RECOMMENDATION:**

The Board of Directors approves the submission of a funding application to the Tourism Growth Program requesting \$250,000 for the Revitalization of the Findlay Creek Boardwalk.

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**DISCUSSION:**

The Federal Economic Development Agency for Southern Ontario recently announced funding for projects geared towards improvements to local tourism experiences. Program details are as follows:

**Tourism Growth Program:**

- **Project:** Revitalization of the original Findlay Creek Boardwalk
- **Request:** \$250,000
- **Program will fund:** Up to \$250,000; 50% matching funds required.
- **Purpose:** This project will revitalize the original Findlay Creek Boardwalk built in 2012 to improve accessibility and cohesion with the newly completed extension.
- **Deadline:** January 19<sup>th</sup>, 2024. This is a retroactive approval.

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

Compliance with Budget:

Project is not included in the 2024 Budget. If approved, a report will be brought to the Board for approval and allocation of the required matching contribution.

SNC Policy Adherence:

All expenditures will adhere to SNC's Purchasing Policy, including seeking quotes and required authorizations according to purchasing limits. All work undertaken to complete the projects will adhere to SNC's Health and Safety Policies and Procedures.

Programs and Services Category:

Category 1 – Mandatory Programs: Conservation Lands Management.

Michelle Cavanagh,  
Team Lead, Special Projects



**To:** Board of Directors  
**From:** Sandra Mancini, Managing Director, Natural Hazards and Infrastructure  
**Date:** February 7, 2024  
**Subject:** Request for Approval: Water and Erosion Infrastructure Project Expenditure

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**RECOMMENDATION:**

The Board of Directors approve retaining A.M.B. Lift Inc. services to complete the Chesterville Dam - Log Lifter Restoration Phase 2 project at approximately \$48,000 plus HST.

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**DISCUSSION:**

The Board of Directors approved entering into agreement with the Ministry of Natural Resources and Forestry (MNRF) for the 2023-2024 Water and Erosion Control Infrastructure (WECI) funding to complete the Chesterville Dam – Log Lifter Restoration Phase 2 project (BD-113/23) at the June 2023 meeting.

The project consists in the inspection and restoration of the log lifter. The total budget for the project is \$80,000 with 50% of the funding coming from WECI.

The log lifter is approximately 45 years old and finding contractors with experience on this equipment has been challenging. South Nation Conservation (SNC) obtained quotes from two contractors in September 2023, but due to issues with the subcontractor, the work did not proceed.

In November 2023, Atlas Polar, the original manufacturer, inspected the log lifter and recommended A.M.B. Lifts Inc. The company is available to complete the work but there was a delay in receiving their quote as they had to find the required log lifter parts.

On January 18<sup>th</sup>, 2024, SNC received A.M.B. Lifts Inc.'s quote. It is within budget and the company ensured SNC that work can be completed during the winter.

Given the March 31<sup>st</sup>, 2024 funding deadline, SNC staff requested approval from the Executive to issue a Purchase Order for the work and to seek retroactive approval at the next Board meeting.

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

Compliance with Budget: The Chesterville Dam Log Lifter Restoration Phase 2 project is included in the 2024 SNC Budget under Properties: Buildings and Infrastructure: Erosion & Water Control, pages 44-45.

The WECI Program will provide 50% of the funding with the remaining 50% coming from SNC.

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SNC Policy Adherence: Project expenditure adheres to SNC's Purchasing Policy, section (G) Emergency Purchases, due to the limited timeframe to complete required work.

Programs and Services Category: Category 1 – Mandatory: Natural Hazards Infrastructure

*Sandra Mancini*

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Sandra Mancini,  
Managing Director, Natural Hazards and Infrastructure.



**To:** Board of Directors  
**From:** Caroline Goulet, Forester  
**Date:** February 5, 2024  
**Subject:** Request for Approval: Woodlot Storm Recovery Program Disbursements

**RECOMMENDATION:**

The Board of Directors approve undertaking and disbursement of funds for the Woodlot Storm Recovery Program to an upset limit of \$500,000 for 2024; and

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

**DISCUSSION:**

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

SNC began private woodlot site visits in August 2023. Eligible affected landowners fall into two categories: (1) landowners who completed restoration work on their woodlots and are eligible for retroactive payments; and (2) landowners who will rely on SNC forestry staff expertise to complete woodlot restoration via contractors.

Project funding covers project administration fees, communications, site visits by SNC staff, preparation of restoration plans by qualified forestry professionals, contracted forest cleanup/site preparation, tree planting, and recovery monitoring.

The project duration is five years (2023-2028). Future financial requirements will be included within subsequent SNC budgets.

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

Compliance with Budget: The Woodlot Storm Recovery Program was included in the 2024 SNC Budget. The Board has approved the following funding agreements:

Partner	Board Resolution	Total Funding	2024 Financial Requirement
NRCan - 2 Billion Tree	BD-125/23	\$550,000	\$125,000
UCPR Forestry Services	BD-88/23	\$541,000	\$270,000
Ottawa Tree Replacement Program	-	\$182,000	\$105,000

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

Programs and Services Category: Category 2 – Municipal Service Agreement: Forestry Services & Category 3 – Watershed (Other): Private Land Stewardship

Caroline Goulet,  
 Forester





**To:** Board of Directors  
**From:** Phillip Dagenais, Water Resources Specialist, Monitoring  
**Date:** February 7<sup>th</sup>, 2024  
**Subject:** Request for Approval: 2024 SNC Flood Contingency Plan

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**RECOMMENDATION:**

The Board of Directors approve the 2024 South Nation Conservation Flood Contingency Plan.

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**DISCUSSION:**

South Nation Conservation (SNC) maintains several Emergency Preparedness Plans, including a Flood Contingency Plan. SNC Emergency Preparedness Plans are reviewed annually, circulated to member municipalities, and posted on the Board Members section of the SNC website. Hard copies are available from staff upon request. Please note, confidential personal information is included in some plans (e.g., after hours contact information).

In addition, emergency contact lists are updated annually and SNC staff sit on Municipal Emergency Management Committees, providing information and technical support on natural hazards.

The 2024 Flood Contingency Plan has been uploaded to the Board's Members for review. This document is circulated to municipalities in English and French. The remaining three plans (Crisis Communications Kit for Landslides, Forest Fire Emergency Plan, and Low Water Response Plan) will be brought to the Board for annual approval at the May 2024 meeting.

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

Compliance with Budget: No impact on the 2024 Budget.

SNC Policy Adherence: SNC Emergency Plans adhere to provincial guidelines and relevant Acts.

Programs and Services Category: Category 1 – Mandatory: Natural Hazards management.

For: Sandra Mancini  
Phillip Dagenais  
Water Resources Specialist, Monitoring.



**To:** Board of Directors  
**From:** Donna Ferguson, Accounting Technician  
**Date:** February 6<sup>th</sup>, 2024  
**Subject:** Request for Approval: Monies Received and Disbursement Register for January 2024

**RECOMMENDATION:**

The Board of Directors receive and file the money received report for January 2024; and

FURTHER THAT: The Board approve the Disbursement Register of 879,778.42 for January 2024.

**DISCUSSION:**

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

<b>Received From:</b>	<b>January</b>
City of Ottawa	253,581.08
The Corporation of the Township of Elizabethtown - Kitley	105,230.33
Environment and Climate Change Canada	70,000.00
Planning Revenue	57,158.98
Land Revenue	27,250.90
Royal Bank of Canada	21,810.00
Ontario Power Generation INC.	16,950.00
Septic Revenue	12,733.13
Raisin Region Conservation Authority	10,842.58
Rideau Valley Conservation Authority	7,028.60
Other	3,880.06
Corporation of the Municipality of North Grenville	3,186.00
Ministry of Environment Conservation and Parks	1,838.67
Tree Revenue	88.17
<b>TOTAL</b>	<b>591,578.50</b>

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

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

<b>January 2024</b>	<b>Total</b>
Accounts Payable Cheques	23,399.31
Internet Banking	322,195.09
Electronic Funds Transfer Payment	534,184.02
<b>TOTAL</b>	<b>879,778.42</b>

  
 Donna Ferguson,  
 Accounting Technician

Attachments: Disbursement Register – January 2024

Disbursement Register - January 2024

Number	Name	Amount
20756	CHUB4530 CHUBB LIFE INSURANCE COMPANY OF CANADA	4.62
20757	ANPA0910 ANDRE PAQUETTE PUBLISHING COMPANY INC	446.35
20758	EXTR0050 407 ETR EXPRESS TOLL ROUTE	62.66
20759	INDE6480 INDEED CANADA CORP	401.22
20760	PURO7040 PUROLATOR COURIER LTD.	9.77
20761	SRPR1008 Grant SRPR-001A & SRPR-001B	3,454.41 Storm Recovery Grant
20762	SRPR1008 Grant SRPR-001C	1,453.72 Storm Recovery Grant
20763	ATRE0391 2023-EAB-022	2,375.00 Ash tree Grant
20764	PETT7012 PETTY-CASH (SNC)	80.00
20765	ANPA0910 ANDRE PAQUETTE PUBLISHING COMPANY INC	502.85
20766	SNCW0498 2023-AUG-CW04 A & B	13,000.00 Grant
20767	BEPH0650 JACKIE SPENCE	717.55
20768	CHUB4530 CHUBB LIFE INSURANCE COMPANY OF CANADA	4.62
20769	COMO1170 COLIN MORRISON 1704650 ONT LTD	886.54
		<hr/>
		23,399.31

**Internet Banking**

10000300	HYDR3560 HYDRO ONE	1,505.71
10000702	HYDR3560 HYDRO ONE	1,201.47
10000705	MACE5505 MACEWEN PETROLEUM INC.	1,048.42
10002679	TELU8575 TELUS	1,919.14
10003455	FIFE2505 FINCH FEED & SEED LTD. PURINA	56.44
10003640	HYDR3560 HYDRO ONE	31.19
10005270	BELL0510 BELL CANADA	55.91
10005275	BELL0510 BELL CANADA	234.94
10005280	BELL0510 BELL CANADA	1,031.69
10007422	HYDR3560 HYDRO ONE	34.01
10007427	UNIO9003 ENBRIDGE	1,888.40
20231227	VISA7604 VISA - JACQUES LEVERT	74.01
20231227	VISA7607 VISA - MONIQUE SAUVE	615.36
20231227	VISA7606 VISA - SANDRA MANCINI	871.36
20231227	VISA7614 VISA - JOHN MESMAN	942.87
20231227	VISA7609 VISA - DEBORAH EDWARDS	1,479.30
20231227	VISA7605 VISA - RONDA BOUTZ	1,568.69
20231227	VISA7613 VISA - CARL BICKERDIKE	7,523.34
20240109	PAYW0139 PAYWORKS	144,753.66 Pay 1
20240110	KINO4560 KISTERS NORTH AMERICA, INC	153.99
20240111	BAMO0650 THE BANK OF MONTREAL	4,284.44 Pension
20240123	PAYW0139 PAYWORKS	145,379.07 Pay 2
20240123	BAMO0650 THE BANK OF MONTREAL	4,489.96 Pension
20240131	ROBA7530 ROYAL BANK OF CANADA	1,042.92
100012272023	VISA7602 VISA - SYLVIE FRACASSI	8.80
		<hr/>
		322,195.09

**EFT Banking**

12506	AIIN0530 AIG INSURANCE COMPANY OF CANADA	152.03
12507	FERG3000 FERGUSON FOREST CENTRE	16,412.14 Tree Plant 2024
12508	SULI8058 SUN LIFE ASSURANCE COMPANY OF CANADA	19,968.30 Group Benefits
12509	AN406010 ARIELLE NOONAN	508.49
12510	BESE0590 BEGG-SEGUIN HARDWARE LIMITED	1,907.19
12511	BUSI0578 STAPLES COMMERCIAL/TREVIPAY	54.79
12512	CALI1040 CANADIAN LINEN & UNIFORM SERVICE CORP	39.55
12513	CIOT0270 CITY OF OTTAWA	5,115.24 Lab Analysis
12514	STTO8780 STAR TOILET RENTALS/2107897 ONTARIO INC	440.70
12515	WISP8055 WINCHESTER SPRINGS MOBILE WASH	791.00
12516	CIOT0270 CITY OF OTTAWA	45,041.38 Castor River Watershed
12517	ATAI0123 ATEL AIR	711.90
12518	CHRE1051 ETCETERA PUBLICATIONS (CHESTERVILLE) INC	418.95
12519	COAU1115 COOTER'S	1,605.07
12520	COAU1250 COOTERS AUTOMOTIVE/1000263733 ONT INC	595.72
12521	HAGR3280 HARBERS GREENHOUSES AND FORESTRY	2,711.86
12522	MORR5527 THE MORRISBURG LEADER LTD.	577.02
12523	NS206050 TOWNSHIP OF NORTH STORMONT	283.83
12524	SRPR1009 SRPR-048A Grant	8,400.00 Storm Recovery Grant
12525	STCO8010 STANTEC CONSULTING LTD.	4,377.95
12526	TRCA8650 TRADUCTIONS CATMAC TRANSLATIONS	1,548.20
12527	WIPS9500 WINCHESTER PRINT & STATIONARY	600.32
12528	BUSI0578 STAPLES COMMERCIAL/TREVIPAY	336.43
12529	CALI1040 CANADIAN LINEN & UNIFORM SERVICE CORP	39.55
12530	DSAO2250 DRAINAGE SUPERINTENDENTS ASSOCIATION OF ONTAF	185.00
12531	LANN5020 LANNIN'S GARAGE	67.00
12532	NOVA6200 NOVA NETWORKS	225.94

12533	RASE7421	RANGARD SECURITY	497.20
12534	RON57545	782324 ONTARIO INC.	214.70
12535	SZ410505	SHAHIN ZANDMOGHADDAM	562.17
12536	THRE7560	THE REVIEW	383.07
12537	NOVA6200	NOVA NETWORKS	11,016.09 HP Probooks
12538	PAEN6680	PALMER ENVIRONMENTAL CONSULTING GROUP INC	11,808.50 Professional Services
12539	RIDE7565	RIDEAU VALLEY CONSERVATION AUTHORITY	64,819.31 ORCW - Claim #3
12540	SRPR1010	SRPR-060A Grant	15,080.00 Storm Recovery Grant
12541	STCO8010	STANTEC CONSULTING LTD.	16,398.56 Professional Services
12542	BGEN0515	BGC ENGINEERING INC	1,342.44
12543	CAPR1070	CANOE PROCUREMENT GROUP OF CANADA	199.94
12544	CHRE1051	ETCETERA PUBLICATIONS (CHESTERVILLE) INC	336.74
12545	EVEN2250	EVB ENGINEERING	1,961.68
12546	GASU3050	GARLAND SUGAR SHACK	437.99
12547	JP2G4560	JP2G CONSULTANTS INC	8,107.75 Professional Services
12548	MI303650	MURRAY INCH	1,372.00
12549	PAEN6680	PALMER ENVIRONMENTAL CONSULTING GROUP INC	7,168.06 Professional Services
12550	SRPR1006	SRPR-026A-1 Grant	1,188.22 Storm Recovery Grant
12551	AM405500	ALISON McDONALD	82.00
12552	AULT0150	AULT & AULT LAW OFFICE	4,650.49 Professional Services
12553	BICO0527	BII CONSULTING	13,017.60 Professional Services
12554	CA201030	VILLAGE DE/OF CASSELMAN	9,136.05 Archeological Study
12555	ET408090	ERIN THORNE	43.70
12556	FIMA2440	RAM KRISHNA INC (FINCH MARKET)	111.91
12557	OFAU6430	4 OFFICE AUTOMATION LTD	1,085.32
12558	OMER6450	OMERS	44,639.04 Pension
12559	TEDM5522	TED MORAN & SONS LTD.	926.60
12560	VIDA8990	VINCENT DAGENAIS GIBSON LLP	550.31
12561	GOMO3040	GOLDIE MOHR LTD	88,977.16 Findlay Creek Boardwalk Extension
12562	BISE1850	BISSON SERVICES	31,640.00 Deracho Storm Cleanup
12563	COON1088	CONSERVATION ONTARIO	18,247.00 Levy
12564	JUTR4575	JUSTINTIMBER TREE SERVICE	29,380.00 Deracho Storm Cleanup
12565	BUSI0578	STAPLES COMMERCIAL/TREVIPAY	193.73
12566	CALI1040	CANADIAN LINEN & UNIFORM SERVICE CORP	79.10
12567	CAPR1070	CANOE PROCUREMENT GROUP OF CANADA	121.69
12568	LANN5020	LANNIN'S GARAGE	1,012.81
12569	LATR5065	1000224147 ONT INC (LATREMOUILLE TOOL SALES RENT	944.90
12570	MORR5527	THE MORRISBURG LEADER LTD.	351.43
12571	ND206025	TOWNSHIP OF NORTH DUNDAS	898.35
12572	NOVA6200	NOVA NETWORKS	3,631.70
12573	PAEN6680	PALMER ENVIRONMENTAL CONSULTING GROUP INC	3,321.92
12574	PP407015	PATRICK PIITZ	880.00
12575	SHSI8023	SHANE SIGNS	186.45
12576	SIBA8020	SIMPLY BAKED CATERING INC	435.05
12577	SSMA8250	SSC MAINTENANCE SERVICES INC	2,620.47
12578	STIN8000	STORM INTERNET SERVICES	169.50
12579	AIIN0530	AIG INSURANCE COMPANY OF CANADA	145.81
12580	SULI8058	SUN LIFE ASSURANCE COMPANY OF CANADA	18,923.96 Group Benefits
12581	CHFA1030	CHRISTINE FALARDEAU	1,170.00
12582	CHFA1030	CHRISTINE FALARDEAU	600.00
			<hr/>
			534,184.02



**To:** Board of Directors  
**From:** Alison McDonald, Managing Director, Approvals  
**Date:** February 7<sup>th</sup>, 2024  
**Subject:** Update: Timeline Report for Permissions Under Section 28

**RECOMMENDATION:**

The Board of Directors receive and file the Timeline Report for Permissions Under Section 28 of the *Conservation Authorities Act*.

**DISCUSSION:**

South Nation Conservation (SNC) is committed to the following actions as part of Conservation Ontario’s Timely Review Taskforce: (1) improve client service and accountability (2) increase speed of approvals; and (3) reduce red tape and regulatory burden.

This initiative includes annual reporting on timelines and service standards for permits issued under Section 28 of the *Conservation Authorities Act*. The report is provided to the Board of Directors, posted on SNC’s website, and submitted to Conservation Ontario.

The 2023 Annual Report identifies the number of Section 28 applications (categorized as major and minor) that were completed within the provincial timelines and Conservation Ontario’s enhanced timelines.

The Ministry of Natural Resources and Forestry (MNR) and Conservation Ontario (CO) service standards are provided below.

**Timeline Reporting**

**1. MNR Reporting Standards, Policies and Procedures for Conservation Authority Plan Review and Permitting Activities. (2010) Service Standard.**

Within MNR Timeline		Outside MNR Timeline	
Major	Minor	Major	Minor
6	141	0	30

The MNR service standards are 30 (calendar) days for minor applications and 90 days for major applications from the date the application is deemed complete.

Major applications are highly complex, requiring full technical review, and must be supported by comprehensive analysis. They also include applications that do not conform to existing Board-approved Section 28 policies.



**1. CO Reporting Standards, *Client Service Standards for Conservation Authority Plan and Permit Review Service Standard.***

Within CO Timeline			Outside CO Timeline		
Major	Minor	Routine	Major	Minor	Routine
6	133	23	1	21	7

The CO service standards are 21 days for minor applications, 28 days for major applications, and 14 days for routine applications with additional time for resubmissions.

**Permit Timeline Analysis and Improvement**

SNC continues to see strong application volumes due to the recently announced Broadband Utility Expansion Project which includes our watershed. Staffing capacity for permit management has increased; all planning staff are now completing permits for challenging files.

The engineering and technical review team faced staffing challenges in 2023 due to departures and large project deliverables. We continue to improve processes for defining complete application requirements to improve turnaround time for technical reviews.

Staff are also making slight improvements to the file management database functionality, including the ability to pause files that are in multiple rounds of technical review or have delays in receiving payment.

SNC implemented several improvements to streamline permit reviews:

- Updated floodplain, erosion, and wetland mapping to improve client service.
- Implemented a Risk Based process for permits and compliance.
- Issuing Clearance Letters (one pager with reduced fee) for development in a Subdivision where wetland impacts were previously assessed.
- Engage stakeholders who submit a large number of permits (i.e., municipal roads staff, linear infrastructure) to streamline and pre-approve projects during quieter months.



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

Compliance with Budget: No budget implications.

SNC Policy Adherence: The report on timelines is specified under the SNC Planning and Approvals Client Service Policy. A memorandum on timelines is also provided to Conservation Ontario as part of the Timely Review Taskforce agreement.

Programs & Services Category: Category 1 – Mandatory: *Conservation Authorities Act* Regulations

Alison McDonald,  
Managing Director, Approvals.

Attachment: 2023 Annual Report: Timelines for Permissions Under Section 28



## Memorandum

**To:** Nicholas Fischer, Policy and Planning Officer, Conservation Ontario  
**From:** Alison McDonald, Director, Approvals, South Nation Conservation  
**Date:** February 08, 2024  
**RE:** **2023 Annual Report: Timelines for Permissions Under Section 28**

South Nation Conservation (SNC) is committed to the following actions as part of Conservation Ontario's Timely Review Taskforce:

- Improve Client Service and Accountability
- Increase Speed of Approvals
- Reduce Red Tape and Regulatory Burden

This initiative includes annual reporting on timelines and service standards for permits issued under Section 28 of the Conservation Authorities Act. The reports are provided to SNC's Board of Directors, posted on SNC's website, and submitted to Conservation Ontario.

The 2022 Annual Report identifies the number of Section 28 applications, categorized as major and minor, which were completed within the timelines established by the Province of Ontario and the enhanced timelines established by Conservation Ontario.

The Ministry Natural Resources and Forestry (MNR), and Conservation Ontario (CO) service standards are provided on the following page.







**Timeline Reporting**

**1. MNRF Reporting Standards, *Policies and Procedures for Conservation Authority Plan Review and Permitting Activities. (2010) Service Standard.***

Within MNRF Timeline		Outside MNRF Timeline	
Major	Minor	Major	Minor
6	141	0	30

MNRF service standards are 30 (calendar) days for minor applications and 90 days for major applications from the date the application is deemed complete.

Major applications are highly complex, requiring full technical review, and supported by comprehensive analysis or those that do not conform with Board-approved Section 28 policies.

**2. CO Reporting Standards, *Client Service Standards for Conservation Authority Plan and Permit Review Service Standard.***

Within CO Timeline			Outside CO Timeline		
Major	Minor	Routine	Major	Minor	Routine
6	133	23	1	21	7

CO service standards are 21 days for minor applications, 28 days for major applications, and 14 days for routine applications. Additional time is provided for resubmissions.



## **Permit Timeline Analysis and Improvement**

SNC continues to see strong application volumes due to the recently announced Broadband Utility Expansion Project which includes our watershed. Staffing capacity for permit management has increased; all planning staff are now completing permits for challenging files.

The engineering and technical review team faced staffing challenges in 2023 due to departures and large project deliverables. We continue to improve processes for defining complete application requirements to improve turnaround time for technical reviews.

Staff are also making slight improvements to the file management database functionality, including the ability to pause files that are in multiple rounds of technical review or have delays in receiving payment.

SNC implemented several improvements to streamline permit reviews:

- Updated floodplain, erosion, and wetland mapping to improve client service.
- Implemented a Risk Based process for permits and compliance.
- Issuing Clearance Letters (one pager with reduced fee) for development in a Subdivision where wetland impacts were previously assessed.
- Engage stakeholders who submit a large number of permits (i.e., municipal roads staff, linear infrastructure) to streamline and pre-approve projects during quieter months.



**To:** Board of Directors  
**From:** Alison McDonald, Managing Director, Approvals  
**Date:** February 7<sup>th</sup>, 2024  
**Subject:** Update: Permits Issued

**RECOMMENDATION:**

The Board of Directors receive and file the update on permits issued under Ontario Regulation 170/06 for January 2023.

**DISCUSSION:**

South Nation Conservation (“SNC”) staff issue permits under Ontario Regulation 170/06 Development, Interference with Wetlands and Alterations to Shorelines and Watercourses. in accordance with Board of Directors approved Regulation Policies.

The table below lists the permits issued in the month of January 2023.

#	Project No.	Landowner	Former Municipality	Project
1	2022-NAT-R237	Landric Homes Limoges Inc	Cambridge	Ditch Realignment
2	2023-CUM-R158	City of Ottawa (ROW)	Cumberland	Bore & Conduit
3	2023-CUM-R190	City of Ottawa (ROW)	Cumberland	Bore & Conduit
4	2023-CUM-R198	City of Ottawa (ROW)	Cumberland	Bore & Conduit
5	2023-CLR-R210	Melanie & Grant Gratton	Clarence	New Construction & Septic
6	2023-CAS-R213	Aristotle Holdings Inc	Casselman	Shoreline Erosion Control (Retroactive)
7	2023-CAS-R214	Aristotle Holdings Inc	Casselman	Shoreline Erosion Control (Retroactive)
8	2024-OSG-R009	Luc Beauchamp	Osgoode	In-Ground Pool Installation
10	2023-CUM-R190	City of Ottawa (ROW)	Cumberland	Bore & Conduit
11	2023-CUM-R198	City of Ottawa (ROW)	Cumberland	Bore & Conduit

Programs & Services Category: Category 1 – Mandatory: Administration of Section 28 of the *Conservation Authorities Act* and Ontario Regulation 170/06.

Alison McDonald,  
 Managing Director, Approvals



**To:** Board of Directors  
**From:** James Holland, Senior Planner  
**Date:** February 7<sup>th</sup>, 2024  
**Subject:** Update: Planning Activity

**RECOMMENDATION:**

The Board of Directors receive and file the Planning Activity update for January 2024.

**DISCUSSION:**

South Nation Conservation (“SNC”) staff provide comments on planning applications and technical reviews to support new development. Municipalities circulate applications to SNC; costs are recovered from applicants according to the Board approved fee schedule.

The list below includes planning applications received in the month of January 2024. Pre-consultations and property inquiries are not included in this list.

#	SNC Number	Landowner	Former Municipality	Application
1	SNC-3623-2023	Stephen Merkley Drywall Ltd	Matilda	Subdivision
2	SNC-3624-2024	Robert & Elizabeth Streight	Augusta	Consent
3	SNC-3625-2024	Harold G Schroeder	Augusta	Consent
4	SNC-3626-2024	Frank & Elsie Dejong	Augusta	Consent
5	SNC-3627-2024	Alexander Long	Clarence	Site Plan Control
6	SNC-3628-2024	1738408 Ontario Inc	Matilda	Consent
7	SNC-3629-2024	Yves & Nicole Duval	Caledonia	Consent
8	SNC-3630-2024	Lindsay Mccoy & Nicolas Gauthier	Osnabruck	Consent
9	SNC-3631-2024	Tewin Landowners	Osgoode	Master Plan
10	SNC-3632-2024	Vicky Foerster & Angela Mackenzie	Oxford On Rideau	Consent
11	SNC-3633-2024	Wilmer & Sharon Henderson	Cornwall	Consent
12	SNC-3634-2024	Katie Macmillan	Roxborough	Consent
13	SNC-3635-2024	Melanie Construction Inc	Russell	Subdivision
14	SNC-3636-2024	Donevelyn Farms Ltd	Osgoode	Consent
15	SNC-3637-2024	Donevelyn Farms Ltd	Osgoode	Consent
16	SNC-3638-2024	Donevelyn Farms Ltd	Osgoode	Consent
17	SNC-3639-2024	Donevelyn Farms Ltd	Osgoode	Consent
18	SNC-3640-2024	Kasf Reality Holdings Corp	Osgoode	Consent
19	SNC-3641-2024	Kasf Reality Holdings Corp	Osgoode	Consent
20	SNC-3642-2024	Kasf Reality Holdings Corp	Osgoode	Minor Variance
21	SNC-3643-2024	Kasf Reality Holdings Corp	Osgoode	Minor Variance



#	SNC Number	Landowner	Former Municipality	Application
22	SNC-3644-2024	Donald Lortie & Lise Gibeault	Clarence	Consent
23	SNC-3646-2024	Brian & Deborah Burnett	Younge	Consent
24	SNC-3647-2024	Brian & Deborah Burnett	Younge	Consent
25	SNC-3648-2024	Brian & Deborah Burnett	Younge	Consent
26	SNC-3649-2024	Mattamy Limited	Cumberland	Condominium
27	SNC-3650-2024	Marc Bergeron	Russell	Consent
28	SNC-3651-2024	Carole Laplante Drouin	Cambridge	Consent
29	SNC-3652-2024	Carole Laplante Drouin	Cambridge	Consent
30	SNC-3653-2024	Stephane & Manon Ouellette	N. Plantagenet	Consent
31	SNC-3654-2024	Patrick Gaudreault	S. Plantagenet	Consent
32	SNC-3655-2024	Ferme Drouin	Cambridge	Consent
33	SNC-3657-2024	Patrick Gaudreault	S. Plantagenet	Consent
34	SNC-3658-2024	Patrick Gaudreault	S. Plantagenet	Consent

**Technical Reviews**

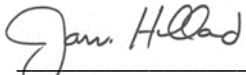
SNC offers professional and technical review services related to natural hazards and on-site private sewage systems.

The following table includes the technical reviews received in the month of January.

SNC Number	Development Size	Review Type
SNC-3627-2024	Development area < 0.5 hectares	Stormwater
SNC-3623-2023	Development area > than 2 hectares	Stormwater

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,  
 Senior Planner



**To:** Board of Directors  
**From:** Alison McDonald, Managing Director, Approvals  
**Date:** February 7<sup>th</sup>, 2024  
**Subject:** Update: Enforcement of Ontario Regulation 170/06

**RECOMMENDATION:**

The Board of Directors receive and file the update on reported regulation concerns for the month of January 2024.

**DISCUSSION:**

South Nation Conservation (“SNC”) staff administer and enforce Section 28 of the *Conservation Authorities Act* and Ontario Regulation 170/06. SNC relies on members of the public and municipal partners to assist in identifying and reporting potential offences.

Staff evaluate reported concerns for priority response based on potential adverse impacts to people and property, and the risk of exacerbating natural hazards.

The list below describes the reported concerns received in the month of January 2024.

#	File No.	Municipality	Description
1	ENF2024-NGR-01	North Grenville	Reported Interference with a Watercourse
2	ENF2024-SDU-01	South Dundas	Reported Interference with a Watercourse
3	ENF2024-OTW-01	Ottawa	Reported Interference with a Provincially Significant Wetland
4	ENF2024-RUS-01	Russell	Reported Interference with a Watercourse

The table below provides a summary of staff enforcement and compliance actions undertaken to date in 2024.

Summary of Staff Enforcement and Compliance Actions 2024	
Site visits	3
Files resolved	7
Concerns referred to correct agency	1
Provincial offences charges laid	0



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Programs & Services Category: Category 1 – Mandatory: Administration and Enforcement of Section 28 of the *Conservation Authorities Act* and Ontario Regulation 170/06.

Alison McDonald,  
Managing Director, Approvals.



**To:** Board of Directors  
**From:** Monique Sauv , Chief Building Official  
**Date:** February 7<sup>th</sup>, 2024  
**Subject:** Update: On-Site Sewage Permits Received

**RECOMMENDATION:**

The Board of Directors receive and file the on-site sewage permits received update for January 2024.

**DISCUSSION:**

South Nation Conservation (“SNC”) staff issue permits under Part 8 of the Ontario Building Code on behalf of seventeen municipalities. The list below includes permits received in the month of January 2024. Septic system searches and renovation reviews are not included.

#	Permit Number	Landowner(s)	Description	Location
1	SS-24-01	Lawson MacDonald	New Construction	South Stormont
2	AP-24-01	Clauden Gratton	New Construction	Alfred Plantagenet
3	AU-24-01	Joe Thompson	System Replacement	Augusta
4	AU-24-02	Riley Valcour	System Replacement	Augusta
5	CH-24-01	Rose Thomas	New Construction	Champlain
6	CR-24-01 A	Stephanie Lewis-Lagace	New Construction	Clarence Rockland
7	CR-24-01 B	Stephanie Lewis-Lagace	New Construction	Clarence Rockland
8	CR-24-02	Yves Lacroix	New Construction	Clarence Rockland
9	NA-24-01	Julie & Luc Valli�re	Tank	Nation
10	ND-24-01	David McNeil	New Construction	North Dundas
11	NS-24-01	Stanlee Farms Inc. C/O Jim Wert	New Construction	North Stormont
12	NS-24-02 A	Dale Coleman Construction Ltd	New Construction	North Stormont
13	NS-24-02 B	Dale Coleman Construction Ltd	New Construction	North Stormont
14	RU-24-01	Mathieu & Karine Brisson	System Replacement	Russell
15	RU-24-02	Gilles Perras	New Construction	Russell
16	RU-24-03	1503893 Ontario Inc. (Park View Homes)	New Construction	Russell
17	SD-24-01	1738408 Ontario Inc. C/O Carl Baylis	New Construction	South Dundas
18	SD-24-02	Kelly & Gary Ryan	New Construction	South Dundas

Staff will continue to track permit applications and associated timelines to ensure timely service delivery.





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Programs & Services Category: Category 2 – Municipal Service Agreements: Building  
Code Part 8 Program Delivery

*Monique Sauvé*

Monique Sauvé,  
Chief Building Official.



**To:** Board of Directors  
**From:** Ronda Boutz, Secretary-Treasurer  
**Date:** January 24, 2024  
**Subject:** Update: 2024 Conferences

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**RECOMMENDATION:**

The Board of Directors receive and file the 2024 Conferences report; and

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

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**DISCUSSION:**

In 2024 there are a number of environmental conferences that Board Members may find interesting (attached).

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

- Annual allowance for Board Member 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.

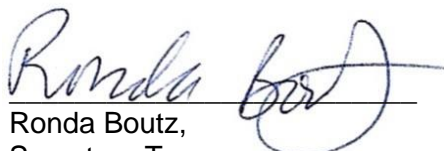
SNC Administrative By-Law also states the following regarding conference expenses:

- The budget shall contain funding for Director's to attend conferences; and
- Per meeting allowances 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 2024 Budget under Corporate Services, Governance, pages 76-77.

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

  
Ronda Boutz,  
Secretary-Treasurer.

Attachment: 2024 Conference Listing

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### 2024 Conference Listing

Date	Conference / venue	City
April 21-24	<a href="#">Ontario Good Roads Association</a>	Toronto, ON
April 22-24	<a href="#">Innovations in Climate Resilience</a>	Washington, D.C.
May 15-17	<a href="#">Great Lakes and St. Lawrence Cities Initiative Annual Meeting</a>	Montreal, QC
May 20-24	<a href="#">IAGLR's 67<sup>th</sup> Annual Conference on Great Lakes Research</a>	Windsor, ON
June 17-19	<a href="#">Canadian Water Resources Association</a>	Saskatoon, SK
July 21-24	<a href="#">Soil and Water Conservation Society</a>	Myrtle Beach, SC
August 11-15	<a href="#">IWA World Water Congress &amp; Exhibition</a>	Toronto, ON
August 18-21	<a href="#">Association of Municipalities of Ontario (AMO)</a>	Ottawa, ON
September 11-13	<a href="#">Ontario East Municipal Conference</a>	Ottawa, ON
September 30 – October 2	<a href="#">AWRA, UCOWR, NIWR 60th Anniversary Joint Water Resources Conference</a>	St. Louis, MO
October (dates TBC)	<a href="#">Latornell Conservation Symposium</a>	Burlington, ON
October (dates TBC)	River Symposium	Cornwall, ON
<i>To be confirmed</i>	L'Association française des municipalités de l'Ontario	<i>To be confirmed</i>