



South Nation Conservation Authority

Source Protection Authority Meeting Agenda

January 22, 2026

9:00 a.m.

SNC Office, 38 Victoria Street, Finch, ON

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1. Call to Order
 2. Chair's Remarks
 3. Approval of Agenda
 4. Declaration of Conflict of Interest
 5. Approval of Minutes
 - a) Source Protection Authority Minutes of April 17, 2025 1-3
 6. New Business
 - a) Risk Management Official and Inspector Appointment 4
 - b) Raisin-South Nation Source Protection Region Section 36 Status Update 5-6
 7. Date of Next SPA Meeting: TBD
 8. Adjournment

A handwritten signature in blue ink, appearing to read 'Carl Bickerdike'.

Carl Bickerdike,
Chief Administrative Officer.

/js



SOUTH NATION SOURCE PROTECTION AUTHORITY MEETING

Meeting No. 01/25

Thursday, April 17th, 2025 – 9:00 a.m.

Watershed Room, SNC



- Present:** Steve Densham, Stormont Dundas Glengarry, Chair
 Catherine Kitts, City of Ottawa, Second Vice Chair
 Genevieve Lajoie, Prescott Russell (*electronic participation*)
 Linda Payant, City of Ottawa
 Bill Smirle, Stormont Dundas Glengarry
 Tom Smyth, Stormont Dundas Glengarry
 François St. Amour, Prescott Russell
 Mike Tarnowski, Prescott Russell
 Adrian Wynands, Leeds Grenville, Vice Chair
- Regrets:** Matthew Luloff, City of Ottawa
 Deb Wilson, Leeds Grenville
- Staff Present:** Carl Bickerdike, Chief Administrative Officer
 Johanna Barkley, Director of Finance
 Ronda Boutz, Secretary-Treasurer
 Jennifer Boyer, Managing Director, Approvals
 Michelle Cavanagh, Team Lead, Special Projects
 Laura Crites, Environmental Planner, South Nation SPA
 James Holland, Senior Planner
 Hannah Jackson, Accounting and Human Resources Specialist
 Sandra Mancini, Managing Director, Natural Hazards and Infrastructure
 John Mesman, Managing Director, Property, Conservation Lands, and Community Outreach
 Eric McGill, Corporate Counsel
 Gregory Payne, Permitting Officer
 Pat Piitz, Team Lead, Property
 Marieh Rajaie, Water Resources Specialist – Engineering
 Monique Sauve, Chief Building Official
- Guests:** Jason Symington, Project Manager, Raisin-South Nation Source Protection Region



CALL TO ORDER AND CHAIR'S REMARKS

Chair Steve Densham called the South Nation Source Protection Authority meeting of April 17th, 2025 to order at 9:00 a.m.

APPROVAL OF SOURCE PROTECTION AUTHORITY AGENDA

RESOLUTION NO. SPA-001/25

Moved by: Bill Smirle

Seconded by: François St. Amour

RESOLVED THAT:

The Board of Directors approve the April 17th, 2025 Source Protection Authority Agenda as submitted.

CARRIED

DECLARATION OF CONFLICT OF INTEREST

There were no Declarations of Conflict of Interest.

APPROVAL OF SOURCE PROTECTION AUTHORITY MEETING MINUTES OF NOVEMBER 21ST, 2024

RESOLUTION NO. SPA-002/25

Moved by: Adrian Wynands

Seconded by: Catherine Kitts

RESOLVED THAT:

The Members approve the South Nation Source Protection Authority meeting minutes of November 21st, 2024 as submitted.

CARRIED

NEW BUSINESS

2024 RISK MANAGEMENT OFFICIAL ANNUAL REPORT SUMMARY

RESOLUTION NO. SPA-003/25

Moved by: Catherine Kitts

Seconded by: Mike Tarnowski

RESOLVED THAT:

That South Nation Source Protection Authority receive and file the 2024 Risk Management Official Annual Report Summary.

CARRIED

2024 ANNUAL PROGRESS REPORT

RESOLUTION NO. SPA-004/25

Moved by: Mike Tarnowski

Seconded by: François St. Amour



RESOLVED THAT:

The South Nation Source Protection Authority receive the 2024 Annual Progress Report; and

FURTHER THAT:

South Nation Source Protection Authority approve the Annual Progress Report for submission to the Ministry of Environment, Conservation and Parks.

CARRIED

SECTION 36 AMENDMENT UPDATE

RESOLUTION NO. SPA-005/25

Moved by: Mike Tarnowski
Seconded by: Adrian Wynands

RESOLVED THAT:

South Nation Source Protection Authority receive and file the Section 36 Amendment update.

CARRIED

DATE OF NEXT MEETING

To be determined.

ADJOURNMENT

RESOLUTION NO. SPA-006/25

Moved by: Catherine Kitts
Seconded by: Mike Tarnowski

RESOLVED THAT:

The Source Protection Authority meeting of April 17th, 2025 be adjourned at 9:15 a.m.

CARRIED

Steve Densham,
Chair.

Carl Bickerdike,
Chief Administrative Officer.

/rb



To: South Nation Source Protection Authority
From: Jason Symington, Project Manager
Date: January 22, 2026
Subject: Risk Management Official and Inspector Appointment

RECOMMENDATION:

The South Nation Source Protection Authority appoint Claire Lemay, Laura Grant, and Lissa Deslandes as Risk Management Officials and Risk Management Inspectors pursuant to subsection 48 (2) of the *Clean Water Act*.

Discussion:

The Raisin-South Nation Source Protection Plan contains policies that regulate significant drinking water threats under Part IV of the *Clean Water Act* (the "Act"). Municipalities are responsible for regulating drinking water threats but may delegate this responsibility to a Source Protection Authority via agreement. Thirteen municipalities delegate the regulation of drinking water threats under Part IV of the Act to South Nation Conservation (SNC), acting as a Source Protection Authority.

To fulfil its regulatory role, SNC appoints Risk Management Officials (RMO) and Risk Management Inspectors (RMI) pursuant to subsection 48 (2) of the *Clean Water Act* to administer and enforce Part IV policies.

Staff recommend appointing Claire Lemay, Laura Grant and Lissa Deslandes as RMO / RMI to support risk management responsibilities, when required. They have successfully completed the Ministry of Environment Conservation and Parks Risk Management Official / Inspector training course and are qualified to carry out these duties.

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Jason Symington,
Project Manager
Raisin-South Nation Source Protection Region



To: South Nation Source Protection Authority
From: Jason Symington, Project Manager
Date: January 22, 2026
Subject: Raisin-South Nation Source Protection Region Section 36 Status Update

RECOMMENDATION:

The South Nation Source Protection Authority receive the Section 36 Amendment Update report; and

FURTHER THAT staff be directed to submit the amended Source Protection Plan and Assessment Reports to the Ministry of the Environment Conservation and Parks.

Background:

On November 30, 2018, the Raisin-South Nation Section 36 Workplan was submitted to the Ministry of Environment, Conservation and Parks (MECP) in compliance with the order dated October 23, 2014, under Section 36 of the Clean Water Act. On July 22, 2019, we received an amended order from the Minister, which outlined the requirements governing the contents and timeframes for the review process of any updates.

Since then, staff have been working to implement the revisions specified in the order and to align our Source Protection documents with the revised 2021 Technical Rules.

The revised Source Protection Plan (SPP) and Assessment Reports (ARs) were submitted for Early Engagement on July 11, 2023, with comments from the MECP received on November 22, 2023. On September 23, 2024, the revised SPP and ARs were circulated for Pre-Consultation to all Implementing Bodies for review and comment.

On November 1, 2024, the Raisin-South Nation Source Protection Region received comments from the MECP. As the comments were largely editorial in nature, the Source Protection Committee (SPC) directed staff to address them as proposed and to proceed with the public consultation on the draft plan.

Discussion:

On December 10, 2024, the updated SPP and ARs were released for public consultation. Notices were issued to all relevant ministries, municipal partners, and approximately 850 properties that could be affected by the proposed policy changes. Advertisements also ran in local newspapers, on social media, and on the SNC and Source Water Protection websites. Public feedback has since been collected, and staff received MECP's comments on August 6, 2025. MECP requested several minor policy adjustments. Comments submitted by residents during the consultation period did not require any revisions to the Source Protection Plan or the Assessment Reports.



The Raisin–South Nation SPC completed its final review of the proposed updates at its meeting on November 13, 2025. In accordance with the Clean Water Act, SPC directed staff to proceed with submission to MECP, following the direction of both the Raisin and South Nation Source Protection Authorities.

A handwritten signature in black ink, appearing to be 'JS'.

Jason Symington,
Project Manager
Raisin-South Nation Source Protection Region