



SOUTH NATION
CONSERVATION
DE LA NATION SUD

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Board of Directors

Supplemental Agenda

Date: October 21st, 2021

Time: 9:00 am

Location: Watershed Room, SNC

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





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Board of Directors

Supplemental Agenda

October 21st, 2021 at 9:00 am

1. New Business
 - a. South Nation Conservation COVID-19 Vaccination Standard: Angela 3-8
2. Financial Report
 - a. Update: Estimated Statement of Operations for September 30th, 2021: Linda 9-10

For

Angela Coleman,
General Manager/Secretary-Treasurer.

/dm



To: Board of Directors
From: Angela Coleman, General Manager/Secretary-Treasurer
Date: October 19, 2021
Subject: Request for Approval: South Nation Conservation COVID-19
Vaccination Standard

RECOMMENDATION:

The Board of Directors approve the South Nation Conservation COVID-19 Vaccination Standard; and

FURTHER THAT: Staff be directed to prepare and maintain organizational procedures to effectively implement the COVID-19 Vaccination Standard.

DISCUSSION:

Many member municipalities, Counties, and Conservation Authorities have passed, or are in the process of passing, COVID-19 Vaccination Policies.

Proof of vaccination status is required to manage, change and/or lift restrictions currently in place in the workplace while complying with public health and legal requirements, and to inform workforce planning and management. For example, making staffing and assignment decisions that will protect employees in times of increased risk due to COVID-19 prevalence in the workplace or community.

South Nation Conservation is taking every reasonable precaution in the current pandemic environment for the protection of the health and safety of its workers from the hazard of COVID-19 as required by the Occupational Health and Safety Act ("OHSA").

The COVID-19 Vaccination Standard is intended to encourage, support, and maximize COVID-19 vaccination rates and safety at SNC workplaces as one of the critical preventative and control measures for the hazard of COVID-19 in the workplace.

SNC is also committed to compliance with all applicable public and occupational health and safety, human rights, privacy, and other laws in the development and implementation of this Standard.

This Standard applies to all employees, volunteers, and students, Board of Directors, and Committee members.



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ADHERENCE TO SNC POLICY:

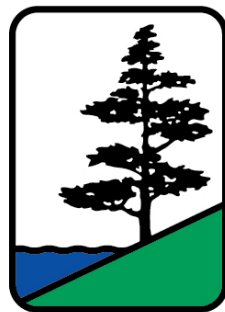
Unless a legislated or regulatory exemption applies, all persons covered under this Standard are expected and required to comply with applicable health and safety measures to reduce the hazard of COVID-19, including but not limited to: compliance with established workplace access controls (e.g., screening), wearing a mask or face covering, using required personal protective equipment, maintaining appropriate physical distancing, staying home if they are sick, and self-monitoring of potential COVID-19 symptoms when on SNC premises and/or engaged in SNC business.

Individuals covered under this standard who remain unvaccinated will be required to take additional infection and prevention control measures, including providing proof of a negative COVID-19 test.

For

Angela Coleman,
General Manager/Secretary-Treasurer.

Attachment: COVID-19 Vaccination Standard



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COVID-19 Vaccination Standard

October 21, 2021

00005



Revision No.	Board Approval Date	Details
1	October 21, 2021	Resolution BD-000/21 on October 21, 2021 Minutes BD on November 18, 2021



South Nation Conservation (SNC) is committed to taking every reasonable precaution to protect the health and safety of all SNC employees, Board and Committee members, volunteers, students, contractors and visitors from the hazards of COVID-19 at all SNC locations and worksites.

SNC has implemented a vaccination standard for all of its employees, Board and Committee members, volunteers, and students. The following outlines the SNC Vaccination Standard.

Definition:

“Fully vaccinated” means having received the full series of a COVID-19 vaccine or combination of COVID-19 vaccines approved by Health Canada or the World Health Organization; and having received the final dose of the COVID-19 vaccine at least 14 days before December 3rd, 2021.

1. Expectations

SNC expects that by December 3rd, 2021 all employees, Board and Committee members, volunteers, and students will be fully vaccinated against COVID-19, which is an ongoing public health concern.

2. Voluntary disclosure

Disclosure of vaccination status will be voluntary; however, all employees will be required to indicate whether or not they wish to disclose their vaccination status.

3. Verification

General Manager/Secretary-Treasurer or designate will verify proof of vaccination and record confirmation of vaccination.

4. Vaccinated employees

In line with public health guidelines, those who are confirmed as fully vaccinated may have reduced restrictions in the workplace.

5. Unvaccinated employees or those who wish not to disclose

Employees who are not fully vaccinated or wish not to disclose their status will be required to adhere to additional safety precautions. This may include continued screening and regular testing requirements, minimum twice weekly.

6. Respectful work environment

SNC is committed to creating a safe and respectful workplace for every person; one that is free from harassment and judgment. Employees are expected to treat each other with dignity, respect, and kindness.



7. Evolving nature of the situation

SNC will review this vaccination standard and update it as required and as reasonable in the evolving nature of the pandemic, vaccine availability, workplace requirements, and government and public health authority direction.

Why is SNC establishing a vaccination standard?

The safety of all employees, Board and Committee members, volunteers, students, and contractors on SNC sites always comes first. Proof of vaccination status is required to manage, change and/or lift restrictions currently in place in the workplace while complying with public health and legal requirements, and to inform workforce planning and management. This includes making staffing and assignment decisions that will protect employees in times of increased risk due to COVID-19 prevalence in the workplace or community.



To: Board of Directors
From: Linda Hutchinson, Director, Organization Effectiveness
Date: October 19th, 2021
Subject: Update: Estimated Statement of Operations for September 30th, 2021

RECOMMENDATION:

The Board of Directors receive and file the Estimated Statement of Operations for the year ending December 31st, 2021, as of September 30th, 2021 update.

DISCUSSION:

The Net Overall amount represents total expenditures, operating, capital, and project, minus total revenue. The operational budget is defined as the day-to-day expenses the Authority needs for their normal activities. Expenses for projects are normally for a fixed term period of time. Capital expenditures are defined as per SNC's *Tangible Capital Assets Policy* revised in October 2017. "Tangible" capital assets are goods that have a life expectancy of more than one (1) year, and costs normally over \$5,000, with some exceptions. This Policy can be reviewed at any time, if necessary.

Senior Management, Team and Project Leads are estimating a surplus of \$248,000 at this time. A full review of 2021 estimates will continue until end of year.

FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:

Compliance with Budget

The 2021 budget represents the Board of Directors approved Budget of November 19th, 2020.

SNC Policy Adherence:

SNC approved Policies are adhered to.

Linda Hutchinson,
Director, Organization Effectiveness.

Attachment



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ESTIMATED STATEMENT OF OPERATION As of September 30, 2021	Current YTD Actuals 2021	Final Budget 2021	Updated Forecast Dec 31 2021
EXPENDITURES			
OPERATING EXPENSE			
Resource Management			
Water Response Programs	125,785	469,142	238,062
Partner Programs	708,134	1,098,742	1,505,742
Total Resource Management	833,919	1,567,883	1,743,804
Property & Approvals			
Property	780,535	1,190,694	1,115,101
Approvals	953,377	1,326,280	1,321,444
Total Property & Approvals	1,733,912	2,516,974	2,436,544
Corporate & Community Services			
Corporate Services	781,622	1,231,269	1,123,668
Information Management and Technology	84,273	194,900	172,420
Communications and Outreach	220,411	346,921	345,522
Total Corporate & Community Services	1,086,306	1,773,090	1,641,610
TOTAL OPERATING EXPENSE	3,654,137	5,857,947	5,821,958
CAPITAL and PROJECT EXPENSE			
Resource Management			
Capital	-	-	39,602
Projects	103,234	390,594	354,501
Total Resource Management	103,234	390,594	394,103
Property & Approvals			
Capital	595,068	516,883	657,821
Projects	387,350	435,652	990,034
Total Property & Approvals	982,418	952,535	1,647,855
Corporate & Community Services			
Capital	17,655	25,000	25,000
Projects	-	-	-
Total Corporate & Community Services	17,655	25,000	25,000
TOTAL CAPITAL AND PROJECT EXPENSE	1,103,307	1,368,129	2,066,958
TOTAL OVERALL EXPENSE	4,757,444	7,226,076	7,888,916
REVENUE			
Other Sources	1,764,462	2,224,032	2,795,950
General Levy	2,927,432	3,629,611	3,629,611
Special Levy	788,542	507,133	771,542
Forest Land Acquisition	196,728	320,883	392,475
Source Protection	55,566	85,262	108,608
MNRF (Regular)	91,070	91,070	91,070
TOTAL REVENUE	5,823,801	6,857,989	7,789,256
NET OVERALL	(1,066,357)	368,087	99,660
Transfer To / (From) Reserve	(122,825)	(121,818)	(102,600)
Cash (Surplus) Beginning of Year	(245,741)	(246,269)	(245,741)
Cash Deficit / (Surplus) End of Year	(1,434,923)	0	(248,681)