



SOUTH NATION
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Watershed Advisory Committee

Meeting Agenda

Date: April 17th, 2024

Time: 9:00 am

Location: Watershed Room, SNC

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



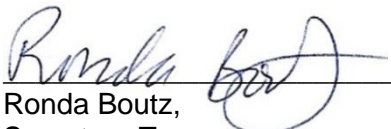


Watershed Advisory Committee

Meeting Agenda

April 17th, 2024 at 9:00 am

1. Traditional Land Acknowledgement and Traditional Opening: John
2. Chair's Remarks and Introductions
3. Approval of Agenda (Supplemental Agenda)
4. Declaration of Conflict of Interest
5. New Business:
 - a. Update: Terms of Reference and Committee Membership: John 3-14
 - b. Request for Approval: Election of Committee Vice Chair: Ronda 15-16
 - c. Presentation: South Nation Conservation: An Overview: John/Ronda PowerPoint
 - d. Presentation: South Nation Watershed Report Card: Michelle PowerPoint
 - e. Request for Approval: Grants Sub-Committee: Ronda 17-19
 - f. Update: Watershed Based Resource Management Strategy: Alison/Claire 20
 - g. Update: Conservation Areas Strategy: John 21-22
 - h. Request for Approval: 2024 Committee Meeting Schedule: Ronda 23-24
6. Supplemental Agenda (if any)
7. Dates of Upcoming Meetings (TBC):
 - a. Watershed Advisory Committee
 - June 26th, 2024 at 9:00 am, at SNC Office
 - September 25th, 2024 at 9:00 am, at SNC Office
 - November 27th, 2024 at 9:00 am, at SNC Office
 - b. Grants Sub-Committee
 - June 17th, 2024 at 9:00 am, at SNC Office
 - September 16th, 2024 at 9:00 am, at SNC Office
 - November 18th, 2024 at 9:00 am, at SNC Office
8. Review: Meeting Allowance Procedures: Ronda
9. Correspondence (if any)
10. Adjournment



Ronda Boutz,
Secretary-Treasurer.

/rb



To: Watershed Advisory Committee
From: John Mesman, Managing Director, Property, Conservation Lands, and
Community Outreach
Date: April 9, 2024
Subject: Update: Terms of Reference and Committee Membership

RECOMMENDATION:

The Watershed Advisory Committee receive and file the Terms of Reference and Committee Membership update.

DISCUSSION:

Terms of Reference

The South Nation Conservation (SNC) Board of Directors may establish Committees to study and report on specific matters in accordance with the *Conservation Authorities Act* and SNC's Administrative By-laws.

The Board approved the Watershed Advisory Committee Terms of Reference in September 2023 (BD-159/23), effective as of January 1st, 2024. The Terms of Reference outlines the Committee mandate, membership and term, appointment of Chair and Vice-Chair, as well as other meeting procedures. A copy of the Terms of Reference is attached.

Please note under sections 5.1 and 5.3 (Membership), the Board of Directors exercised its discretion to add two additional seats to the Committee when they approved Committee Membership at the Annual General Meeting in March 2024.

Membership

The Board appointed three Directors (Linda Payant, Bill Smirle, and Deb Wilson) to a selection committee at the January 2024 meeting (BD-016/24).

A public call for Committee applications was issued in December 2023. A total of 28 applications were received, 11 from previous Standing Committee members and the remaining 17 from new candidates. An additional 9 sector organizations and 3 First Nations/Métis communities were also identified for consideration.

The selection committee met four times in February and March to review applications, interview candidates, and finalize Committee membership recommendations to the Board. The recommended membership list included a balanced mix of former SNC Standing Committee members and new candidates, as well as, application-based versus sector-invited members. The selection committee also strived for a balanced diversity of stakeholders and geographical cover of the jurisdiction.



The Board approved the Committee membership (BD-049/24) and added a third seat for First Nations/Métis and a third seat for SNC Board of Directors. A copy of the approved membership list is attached; confirmation of one appointment for First Nations (Algonquins of Pikwakanagan).

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 2024 Budget under Corporate Services: Governance, pages 76-77.

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

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

Attachment: 2024-2026 SNC Watershed Advisory Committee Membership List
Watershed Advisory Committee Terms of Reference



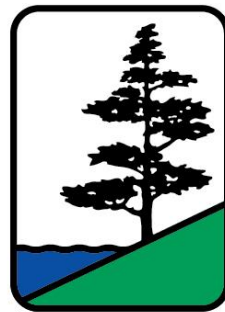
2024-2026 SNC Watershed Advisory Committee Membership List

	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 Pemberton*	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	Dave Grant	Leeds and Grenville Municipalities	Municipal
23	Tara Redpath	City of Ottawa	Municipal
24	Genevieve Lajoie	SNC Board of Directors	SNC
25	Bill Smirle	SNC Board of Directors	SNC
26	Deb Wilson	SNC Board of Directors	SNC

*Member of a former SNC Standing Committee

Note:

Board Executive (Chair, Vice Chair, and Past Chair) are *ex-officio* members of all SNC Standing Committee.



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Watershed Advisory Committee Terms of Reference

Effective January 1st, 2024



Revision No.	Board Approval Date	Details
1	September 21, 2023	Board Approved, September 21 st , 2023, BD-159/23

Contents

PART I: INTRODUCTION 1

 General 1

 Mandate 1

 Definitions 1

 Review 2

PART 2: ADMINISTRATIVE AND OPERATING PROCEDURES 2

 Roles and Responsibilities 2

 Membership 2

 Membership Term 3

 Chair and Vice Chair 4

 Quorum 4

 Frequency of Meetings 4

 Resources 5

 Reporting 5

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PART I: INTRODUCTION

General

- 1.1 The South Nation Conservation Board of Directors may establish Committees to study and report on specific matters in accordance with the *Conservation Authorities Act* and SNC's Administrative By-laws.
- 1.2 The Board of Directors is responsible for establishing the mandate of the Committee and outlining the areas of responsibility.
- 1.3 The Chair, Vice Chair, and Past Chair are ex-officio members with full voting privileges on the Committee.
- 1.4 Committee actions must be approved by the Board of Directors prior to execution (i.e., recommendations pertaining to programs and budget items under its mandate).

Mandate

2. The Watershed Advisory Committee shall provide stakeholder input on SNC programs and services, and the development of watershed plans and strategies. Members shall help foster public awareness of SNC's programs and services including natural hazard programs; conservation lands; and landowner stewardship and outreach initiatives. The Committee shall support partnerships and build relationships with the public, stakeholder groups, government agencies, academics, and environmental organizations.

Definitions

3. In these Terms of Reference:

“Act” means the *Conservation Authorities Act*, R.S.O. 1990, chapter C.27.

“Annual General Meeting” means the meeting of the Board of Directors held each year containing the necessary agenda items described in South Nation Conservation's Administrative By-laws.

“SNC” means the South Nation River Conservation Authority.

“Board of Directors” means all the Directors appointed to SNC by the Participating Municipalities, collectively.

“member” means a member of the Committee.

“staff” means the employees of SNC.

“Committee” means the Watershed Advisory Committee as established by the Board of Directors.

Review

3. These Terms of Reference will be reviewed regularly to ensure compliance with the Act and relevant laws.

PART 2: ADMINISTRATIVE AND OPERATING PROCEDURES

Roles and Responsibilities

4. Committees shall:
 - a) promote and advocate for SNC and its role in watershed management;
 - b) provide stakeholder feedback and/or expert knowledge regarding implementation of programs and services under the Committee’s mandate;
 - c) make recommendations to the Board of Directors on policies and programs that relate to their mandate;
 - d) support program grant administration, where applicable, through the establishment of sub-committee(s) to review grant applications and make recommendations to the Committee on grant approvals;
 - e) provide input to budgets and programs within their mandate at such a time that coincides with the draft budgeting schedule of SNC;
 - f) review annual work plans, as per approved budget, for presentation to the Board of Directors at the Annual General Meeting;
 - g) annually review the Committee’s mandate and evaluate effectiveness of its programs;
 - h) make recommendations to the Board of Directors for program implementation;
 - i) communicate results of program achievements to the public; and
 - j) assist with fundraising initiatives by actively identifying funding sources and advocating for projects partnerships.

Membership

- 5.1 The Committee shall be comprised of a maximum of twenty-four (24) members plus three (3) ex-officio Board Members.

- 5.2 The Board of Directors will strive for the Committee's composition to reflect jurisdictional representation.
- 5.3 Appointments may be apportioned as follows:
- a) two (2) First Nation community members;
 - b) four (4) public citizens;
 - c) four (4) partner/community organizations;
 - d) three (3) agricultural sector;
 - e) three (3) forestry sector, including one (1) SNC Forest Steward;
 - f) three (3) upper and/or single tier municipalities;
 - g) two (2) members of the SNC Board of Directors;
 - h) one (1) development sector;
 - i) one (1) tourist/recreational sector; and
 - j) one (1) media/communications/public relations sector.
- 5.4 Representatives from federal, provincial, and/or lower tier municipal governments may be invited to sit on the Committee as non-voting advisors.
- 5.7 Members failing to attend a meeting without prior notification of regrets will be recorded as absent in the meeting minutes.
- 5.8 Members (excluding ex-officio members) who miss two consecutive meetings without communicating justification to the Committee Chair may be removed from the committee.

Membership Term and Selection

- 6.1 Membership selection shall include a mix of sector nominations and public applications.
- 6.2 The Board of Directors shall appoint a membership committee to review applications and make recommendations on Committee membership.
- 6.3 Applicants will be required to provide a summary of experience, qualifications, and commitment to fulfilling their role as a member.
- 6.4 Membership selection shall be completed in the fall of the fourth year of term and shall be effective following Board of Directors approval at the following year's Annual General Meeting.
- 6.5 Priority will be given to applicants and appointees that reside and/or own property within SNC's jurisdiction. Members from outside the jurisdiction may serve at the discretion of the Board of Directors.
- 6.6 Members shall be appointed for a term of four (4) years following municipal

election council terms of office.

- 6.7 Members may reapply for membership at the end of their term.
- 6.8 Committee membership is subject to an annual performance review. Members that do not actively perform their responsibilities may be replaced at the Board's discretion.

Chair and Vice Chair

- 7.1 The Chair shall be appointed by the Board of Directors for a two-year term.
- 7.2 The Vice Chair shall be shall be appointed by the Committee for a two-year term.
- 7.3 The Chair (or designate) shall represent the Committee at Board of Directors meetings and events, as required.
- 7.4 The Chair shall encourage members to bring ideas on projects, funding, partnerships, etc.

Quorum

- 8.1 Quorum consists of 50% of the members plus one.
- 8.2 Ex-officios members do not count towards quorum.

Frequency of Meetings

- 9.1 The Committee shall meet a minimum of four (4) times a year.
- 9.3 Additional meetings may be held with 75% concurrence of the Committee at which there is quorum and is subject to approval by the Board of Directors.
- 9.4 Committees shall establish meeting dates for the next year at the last meeting of the year.
- 9.5 Dates and meeting agendas will be posted on SNC's website and event calendar.
- 9.6 Agendas shall be circulated to members four (4) business days prior to meeting date.
- 9.7 Conference calls, video conferencing, and/or electronic voting may be utilized by the Committee in accordance with SNC's Administrative By-laws.
- 9.8 Notices of meetings to be sent to media within SNC's jurisdiction, as a minimum, at the beginning of each calendar year.
- 9.9 Failure to achieve quorum for two consecutive Committee meetings shall trigger an automatic review of the Committee by the Board of Directors.

Resources

- 10.1 The annual SNC Budget, as approved by the Board of Directors, identifies the funding resources of the Committee.
- 10.2 The Committee shall be assigned a staff person to support the Committee and act as liaison with SNC.
- 10.3 Members will be provided a meeting allowance, capped at 80% of Board Members meeting allowance and mileage, at rate established by the Board of Directors, if their attendance is not covered by their member organization.
- 10.4 Light refreshments will be served at Committee meetings.

Reporting

- 11.1 The Chair or designate will bring a report, via the draft meeting minutes of the Committee, to the Board of Directors following each committee meeting.
- 11.2 All motions of Committees requiring funding shall reference the relevant section of SNC's annual budget.
- 11.3 The Board of Directors will make a final decision on all committee programs and required funding through approval of committee actions in the draft minutes.
- 11.4 Members must annually engage with their member organizations, the public, and/or their municipalities to promote the Committee and the work it does. Members must provide an update to the Committee on these engagements.
- 11.5 The approved minutes of the Committee shall be posted on SNC's website.



To: Watershed Advisory Committee
From: Ronda Boutz, Secretary-Treasurer
Date: April 5, 2024
Subject: Request for Approval: Election of Committee Vice Chair

RECOMMENDATION:

The Committee Members adhere to the SNC Administrative By-law 16.3 '*All elections shall be in accordance with the Procedures for Election of Officers*' for the election of a Committee Vice Chair.

DISCUSSION:

As per the South Nation Conservation (SNC) Watershed Advisory Committee Terms of Reference, the SNC Board of Directors will appoint the Committee Chair and the Vice Chair shall be appointed by the Committee. Both positions will hold a two-year term.

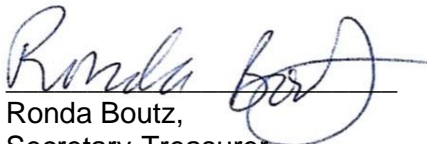
Committee Chair, Bill Smirle, will solicit nominations from Committee Members for the Vice Chair position. If only one nomination is made, there will be a motion to approve the nominated Vice Chair. If multiple nominations are made for these positions, the Chair will conduct a vote using the procedures outlined in the attached Election Procedures.

FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:

Compliance with Budget: No impact on the 2024 SNC Budget.

SNC Policy Adherence: The Election of Committee Vice Chair adheres to the SNC Watershed Advisory Committee Terms of Reference and the SNC Administrative By-laws.

Programs and Services Category: Category 1 – General Operating: Governance


Ronda Boutz,
Secretary-Treasurer.

Attachment: SNC Election Procedures for Committee Vice Chair



SNC Election Procedures for Committee Vice Chair

Election Procedures for Global Motion

1. Chair confirms Vice Chair position is vacant, according to SNC's Administrative By-laws
 2. Call for nominations 3 times for election of Vice Chair (no seconder required)
 3. Closing of nominations (requires mover and seconder)
 4. Approval of the following motion:
 - Moved by:
 - Seconded by:
 - That for the term of 2024-2026, and until the first meeting of the Watershed Advisory Committee in 2027,
 - i. _____ be elected as Vice-Chair of the Watershed Advisory Committee,
 5. Vice-Chair assume their office
-

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

1. Chair confirms Vice Chair position is vacant, according to SNC's Administrative By-laws
2. Election procedures for Vice-Chair
 - Nominations require no seconder
 - 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, Chair asks if there are any further nominations
 - If none are forthcoming, the Chair declares nominations closed (mover and seconder required)
 - Where a vote is required, ballots will be distributed, and scrutineer(s) appointed (as per SNC's Administrative By-laws, APPENDIX B: Procedure for Election of Officers)
 - Announcement of results
3. Motion for Appointment of the Vice Chair
4. Vice-Chair assume their office



To: Watershed Advisory Committee
From: Ronda Boutz, Secretary-Treasurer
Date: April 5, 2024
Subject: Request for Approval: Grants Sub-Committee

RECOMMENDATION:

The Committee appoint six members to a Grants Sub-Committee with a term ending at the first meeting of the Committee in 2025; and

FURTHER THAT: the Committee Vice-Chair be appointed as Chair of the Grants Sub-Committee.

BACKGROUND:

South Nation Conservation's (SNC) landowner stewardship and outreach programs offer several grants to residents and/or community organizations for initiatives that improve and protect our local environment. There is an established application and approval process for each grant program, the attached table provides a summary by program.

Applications reviewed by a Committee were previously under the mandate of the Clean Water Committee or Communications Committee which both dissolved on December 31, 2023.

Grants related to forest stewardship have always been approved by SNC staff.

Uptake on program grants varies year-to-year, but typically all are fully subscribed. The Clean Water Program and Eastern Ontario Water Resources Program have been oversubscribed in past years; individual project rating criteria was established for review of application under these two programs.

The Ottawa Rural Clean Water Program (ORCWP) is funded by the City of Ottawa and delivered by the Ottawa Conservation Partners (Mississippi Valley, Rideau Valley, and South Nation Conservation Authorities). Each Conservation Authority (CA) delivers in their respective jurisdiction. Applications are reviewed by the existing CA review committees which include representatives from the ORCWP, one City staff (Tara Redpath) and one ORCWP Committee appointment (Brendan Jacobs for SNC's committee).



DISCUSSION:

SNC would like to maintain a committee review process for the programs related to water quality improvement grants (Clean Water, Ottawa Rural Clean Water, and Eastern Ontario Water Resources Programs). To be cost-effective and efficient on application review, staff are recommending a Grants Sub-Committee be appointed.

A total Sub-Committee membership of seven is proposed. Staff are recommending that the Committee Vice-Chair assume the role of Chair for the Grants Sub-Committee. The remaining six members would include the two representatives for the ORCWP, and four members appointed from the Watershed Advisory Committee membership. A majority of the cost-share grants are related to agricultural best management practices, ideally, most of Sub-Committee representatives would be from this sector, with remaining seats covering other stakeholders.

SNC's Executive Committee and the Watershed Advisory Committee Chair would be ex-officio members to the Sub-Committee.

Members would serve for one year (until the first meeting of the following year) and could be re-appointed. This would allow for wider participation from the Committee over the four-year membership term.

Based on application intake, the Grants Sub-Committee will likely meet three times per year in June, September, and November. The Sub-Committee meeting schedule will be approved as part of the Committee's annual meeting schedule.

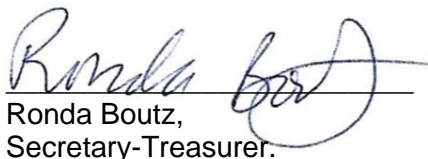
FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:

Compliance with Budget: Funding for the various grant programs is included in the 2024 Budget under the following sections:

- Resource Management: Landowner Stewardship and Outreach, pages 16-17
- Resource Management: Partner Programs: Forests, pages 18-19
- Resource Management: Partner Programs: Water, pages 20-21

SNC Policy Adherence: Payment of grants adheres to SNC's Purchasing Policy purchasing limits.

Programs and Services Category: Category 2 – Municipal Agreements and Category 3 – Watershed (Other) Programs: Private Land Stewardship and Outreach


Ronda Boutz,
Secretary-Treasurer.

Attachments: Summary of 2024 SNC Grant Programs



Summary of 2024 SNC Grant Programs

Program	Description	Funding Available	Application Process	Approval
Clean Water Program	Cost-share funding for water quality improvement projects.	Cost-share various between project types (\$1,000 - \$8,000)	Application form with estimates and site visit	Projects reviewed, rated, and decision on funding made by Committee
Ottawa Rural Clean Water Program	Cost-share funding for water quality improvement projects within the City of Ottawa.	Cost-share various between project types (\$750 - \$15,000)	Application form with estimates and site visit	Projects reviewed and decision on funding made by Committee <u>Exceptions:</u> well, septic, and forest management applications are reviewed/ approved by Staff
Eastern Ontario Water Resources Program Grants	The Eastern Ontario Water Resources Management Study identified 35 recommendations to protect surface and ground water resources in Eastern Ontario. The City of Ottawa provides funding for not-for-profit organizations to complete projects which address one or more of these recommendations.	Varies depending on the year, typically around \$20,000 available, no maximum per application	Application form, including project budget	Projects reviewed, rated, and decision on funding made by Committee
Ottawa Tree Replacement Program	Funding to assist Ottawa landowners in removing and replacing trees on private property affected by invasive species (e.g., Emerald Ash Borer) or damaged by extreme weather events (e.g., May 2022 derecho storm). Cost-share funding will support the removal of the infected or damaged tree(s) and replacement with a native tree(s).	50% cost-share up to \$500 per tree and up to \$5,000 per landowner	Application form with estimates	Staff review and approval
Forest Management Plan Grants	Funding for property owners in the United Counties of Prescott and Russell and the United Counties of Stormont, Dundas and Glengarry to complete Forest Management Plans required for enrollment to the Managed Forest Tax Incentive Program.	Up to \$500 per landowner	Submission of final invoices/proof of payment, and copy of Forest Management Plan summary page	Staff review and approval
Community Environmental Grants	Funding to encourage and support community events across the watershed jurisdiction that promote recreational use of our rivers, protect the environment, or celebrate our natural heritage.	\$300 per application	Application form and letter	Staff review and approval Formerly reviewed and approved by the Communications Committee



To: Watershed Advisory Committee
From: Alison McDonald, Managing Director, Approvals
Date: April 9, 2024
Subject: Watershed Based Resource Management Strategy

RECOMMENDATION:

That the Watershed Advisory Committee receive and file the update on the Watershed Based Resource Management Strategy.

DISCUSSION:

Section 21.1 of the *Conservation Authorities Act* (the "Act") and Ontario Regulation 686/21 under this Act requires that each Conservation Authority develop a Watershed Based Resource Management Strategy by December 31, 2024.

The Strategy will set out the guiding principles and objectives of South Nation Conservation (SNC), its Mandatory Programs and Services, and other watershed Programs and Services.

The Strategy will help SNC enhance the delivery of Mandatory Programs and Services and assess issues and risks that could impact the effective delivery of programs and services. It will also identify appropriate future programs, services, and actions to help SNC meet its objectives and long-term goals. SNC is currently at the information gathering stage of the Strategy development process.

Conservation authorities are required to consult stakeholders and the public during the preparation of the Watershed-Based Resource Management Strategy in "a manner that the authority considers advisable". To help meet this requirement, staff will be seeking input from the Watershed Advisory Committee at various stages.

FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:

Compliance with Budget: The preparation of the Strategy is included in the 2024 Budget under Approvals: Projects: Watershed Studies, pages 90-91.

SNC Policy Adherence: Ontario Regulation 686/21 sets out the Mandatory Programs and Services which must be delivered by all conservation authorities in Ontario. Subsection 12(1)3 of the Regulation requires all conservation authorities to prepare a "watershed-based resource management strategy" in accordance with subsections 12(4) through (9).

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

Alison McDonald,
Managing Director, Approvals.



To: Watershed Advisory Committee
From: John Mesman, Managing Director, Property, Conservation Lands, and
Community Outreach
Date: April 9, 2024
Subject: Update: Conservation Areas Strategy

RECOMMENDATION:

The Watershed Advisory Committee receive and file an update on the Conservation Areas Strategy.

DISCUSSION:

The *Conservation Authorities Act* requires that each Conservation Authority (CA) develop a Conservation Areas Strategy by December 31, 2024.

The Strategy will set out the guiding principles and objectives of Conservation Areas managed by South Nation Conservation including the following:

- Objectives that inform decision-making related to the lands CAs own and control, including decisions related to policies for the acquisition and disposition of lands.
- Identification of the programs and services (Category 1 “mandatory”, Category 2 “municipal” and Category 3 “other”) that are provided on CA-owned and controlled lands, including the sources of financing for these programs and services.
- An assessment of the of how CA-owned or controlled land may:
 - o Augment natural heritage within the jurisdiction.
 - o Integrate with other provincially or municipally owned lands or other publicly accessible lands and trails within the jurisdiction.
- The establishment of land use categories for the purpose of classifying lands in the mandatory “land inventory”. These categories are to be based on the types of activities on each parcel of land, or other matters of significance.
- A process for periodic review and updates to the Strategy, including procedures to consult with stakeholders and the public during these periodic reviews.



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FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:

Compliance with Budget: The preparation of the Strategy is included in the 2024 Budget under Conservation Lands: Conservation Areas, pages 34-35.

SNC Policy Adherence: Ontario Regulation 686/21 sets out the Mandatory Programs and Services which must be delivered by all Conservation Authorities in Ontario. Subsection 9(1) of the Regulation requires all Conservation Authorities to prepare a "Conservation Areas Strategy" and Subsection 10(1) includes the components of the Strategy.

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

A handwritten signature in black ink, appearing to read 'John Mesman', is positioned above a horizontal line.

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



To: Watershed Advisory Committee
From: Ronda Boutz, Secretary-Treasurer
Date: April 5, 2024
Subject: Request for Approval: 2024 Committee Meeting Schedule

RECOMMENDATION:

The Watershed Advisory Committee approves the 2024 Committee meeting schedule as presented.

DISCUSSION:

Meeting Schedules

As per the Watershed Advisory Committee Terms of Reference, the Committee will meet at least 4 times per year.

The Terms of Reference allows for additional meetings to be called if there is 75% concurrence of the Committee at which there is quorum, subject to Board approval.

Staff propose the following meeting schedule for 2024 for the Committee and Grants Sub-Committee:

Watershed Advisory Committee

- June 26th, 2024
- September 25th, 2024
- November 27th, 2024

Grants Sub-Committee

- June 17th, 2024
- September 16th, 2024
- November 18th, 2024

Meetings will be at 9:00 a.m. at the SNC office unless otherwise stated on the Agenda.

Committee Meeting Topics

Grants Sub-Committee Meetings will focus on review and decisions on grant applications. Copies of the grant project guidelines and rating criteria will be shared with Sub-committee members in advance of the first meeting.

The Watershed Advisory Committee meetings will be structured to provide input and feedback to the Watershed Based Resource Management Strategy and Conservation Lands Strategy. Below are the tentative topics for each of the upcoming Committee meeting.



Watershed Advisory Committee

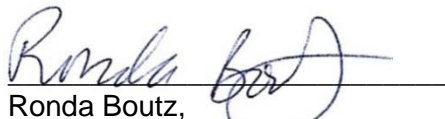
June 26 th , 2024	<ul style="list-style-type: none">• Draft “Table of Contents” for each Strategy.• Guiding Principles and Objectives of Programs and Services.• Summary of existing knowledge/data/resources.
September 25 th , 2024	<ul style="list-style-type: none">• Assessment of any issues and identified risks that impact the effective delivery of programs and services.• Feedback summarized for Committee input.
November 27 th , 2024	<ul style="list-style-type: none">• Recommended actions and financial resources for mitigating identified risks.• Recommendation of final draft for both Strategies to the SNC Board of Directors.

FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:

Compliance with Budget: Committee expenses for the Watershed Advisory Committee are included in the 2024 Budget under Corporate and Community Services:
Corporate Services: Governance, pages 76-77.

SNC Policy Adherence: Watershed Advisory Committee meeting schedule adheres to the Watershed Advisory Committee Terms of Reference.

Programs and Services Category: Category 1 – General Operating: Governance


Ronda Boutz,
Secretary-Treasurer.