



SOUTH NATION
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38 rue Victoria Street, Finch, ON K0C 1K0 Tel: 613-984-2948 Fax: 613-984-2872 Toll Free: 1-877-984-2948 www.nation.on.ca

Communications Committee

Meeting Agenda

Date: October 31st, 2018

Meeting Time: 9:00 a.m.

Location: Watershed Room, SNC

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




Communications Committee

Meeting Agenda

October 31, 2018 – 9:00 a.m.

1. Chair's Remarks
2. Approval of Communications Committee Agenda (Supplemental Agenda)
3. Declaration of Conflict of Interest
4. Communications Project Update – Powerpoint Presentation: Staff
5. Approval of Communications Committee meeting minutes of Aug. 29, 2018; 3-7
6. New Business
 - a. Maple Education Program Update: Karen 8
 - b. SNC Archiving Project: Lisa 9
 - c. EcoAction Project: Taylor 10-11
 - d. Community Environmental Grants: Karen 12-17
 - e. Social Media and Website Update: Kelsey 18-19
 - f. 2019 Communications Committee Meeting Schedule: John 20
7. Supplemental Agenda (if any)
8. Roundtable Discussion
 - a. Community Engagement Activities
 - b. Recommendations for 'Friends of SNC'
9. Correspondence
10. Date of Next Meeting : January 30, 2019
11. Adjournment

for: 

John Mesman,
Team Lead, Communications and Outreach.
/lv



Communications Committee Meeting

Wednesday, August 29th, 2018, 9:00 a.m.
Watershed Room, SNC - Finch

Present:	Lawrence Levere, Committee Chair Tim Jackson, Public Citizen Fran Patenaude, Public Citizen Cindy Saucier, Councillor, Russell Bill Smirle, SNC Vice-Chair, ex-officio Karen Switzer-Howse, Public Citizen Peggy Taylor, Deputy Mayor, Edwardsburgh-Cardinal Tom Van Dusen, Van Dusen Communications Gerry Boyce, Deputy Mayor, North Dundas Doug Thompson, SNC Past Chair, ex-officio Floyd Dingwall, Past Board Member Byron Vienneau, Public Citizen
Regrets:	Fernand Dicaire, SNC Chair, ex-officio Murray Inch, Public Citizen Gary Barton, Mayor, Champlain
Staff:	Angela Coleman, General Manager-Secretary Treasurer Linda Hutchinson, Director, Organization Effectiveness Ronda Boutz, Team Lead, Special Projects Carl Bickerdike, Team Lead, Corporate Services John Mesman, Team Lead, Communications and Outreach Taylor Campbell, Communications Specialist Lisa Van De Ligt, Communications Specialist Kelsey Smith, Communications and Outreach Assistant Meagan Casalino, Communications and Outreach Assistant



CHAIR'S REMARKS

Lawrence Levere, Chair called the August 29th, 2018 Communications Committee meeting to order at 9:00 a.m.

APPROVAL OF COMMUNICATIONS COMMITTEE MAIN AND SUPPLEMENTAL AGENDAS

RESOLUTION NO. CMN-041/18

Moved by: Peggy Taylor

Seconded by: Doug Thompson

RESOLVED THAT:

The Members approve the Communications Committee Main and Supplemental Agendas of August 29th, 2018 as presented.

CARRIED

DECLARATION OF CONFLICT OF INTEREST

Doug Thompson and Byron Vienneau declared a conflict of interest regarding the Community Environmental Grants report.

COMMUNICATIONS PROJECT UPDATE: POWERPOINT PRESENTATION

Staff presented project and program updates.

APPROVAL OF COMMUNICATIONS COMMITTEE MEETING MINUTES OF JULY 11th, 2018

RESOLUTION NO. CMN-042/18

Moved by: Fran Patenaude

Seconded by: Cindy Saucier

RESOLVED THAT:

The Members approve the Communications Committee meeting minutes of July 11th, 2018 as submitted.

CARRIED

NEW BUSINESS

2018 FRIENDS OF SNC GOLF TOURNAMENT

RESOLUTION NO. CMN-043/18

Moved by: Byron Vienneau

Seconded by: Peggy Taylor

RESOLVED THAT:

The Communications Committee receive and file the



final report for the 2018 Friends of SNC Golf
Tournament.

CARRIED

2019 YOUTH FISH CAMP

RESOLUTION NO. CMN-044/18

Moved by: Fran Patenaude
Seconded by: Byron Vienneau

RESOLVED THAT:

The Communications Committee approves changes
to the delivery of SNC's Youth Fish Camp in 2019;
and

FURTHER THAT:

The Communications Committee approves changes
to the Youth Fish Camp's budget, user fees, and
programming.

CARRIED

The committee took a break at 10:12 a.m.
The committee reconvened at 10:20 a.m.

COMMUNITY ENVIRONMENTAL GRANTS

RESOLUTION NO. CMN-045/18

Moved by: Peggy Taylor
Seconded by: Floyd Dingwall

RESOLVED THAT:

The Communications Committee recommends the
Board of Directors approval of Community
Environmental Grants in the amount of \$300 each to:
The Osgoode Township Museum for Pioneer Day
and for the South Dundas Chamber of Commerce
who recently hosted their annual Tubie Race.

CARRIED

ROADMAP TO BEYOND VISION 2020

RESOLUTION NO. CMN-046/18

Moved by: Doug Thompson
Seconded by: Tim Jackson

RESOLVED THAT:

The Communications Committee recommend the



Board of Directors approve plans for a Beyond Vision 2020 visioning exercise; and

FURTHER THAT:

The Communications Committee approves the allocation of funds in the Draft 2019 Budget for Beyond Vision 2020.

CARRIED

FOREST CONSERVATION OUTREACH INITIATIVES

RESOLUTION NO. CMN-047/18

Moved by: Fran Patenaude
Seconded by: Byron Vienneau

RESOLVED THAT:

The Communications Committee receive and file the report on new Forest Conservation Outreach initiatives.

CARRIED

2018 SNC BUS TOUR

RESOLUTION NO. CMN-048/18

Moved by: Cindy Saucier
Seconded by: Floyd Dingwall

RESOLVED THAT:

The Communications Committee recommends to the Board of Directors the approval of the SNC Annual Tour to an upset limit of \$1,500; as allocated in the 2018 budget; and

FURTHER THAT:

The participants pay a fee of \$15 per person to offset cost of the tour lunch.

CARRIED

SUPPLEMENTAL AGENDA

2018 SNC ANNUAL WATERSHED TOUR ROUTE

RESOLUTION NO. CMN-049/18

Moved by: Bill Smirle
Seconded by: Doug Thompson

RESOLVED THAT:

The Communications Committee approve the



proposed, tentative 2018 Annual Watershed Tour route.

CARRIED

ROUNDTABLE DISCUSSION

a. COMMUNITY ENGAGEMENT ACTIVITIES

Postponed until next meeting.

b. RECOMMENDATIONS FOR 'FRIENDS OF SNC'

Postponed until next meeting.

SOCIAL MEDIA TUTORIAL

Postponed until next meeting.

NEXT MEETING:

- Wednesday, October 31st, 2018, 9:00 a.m. at SNC

ADJOURNMENT:

RESOLUTION NO. CMN-050/18

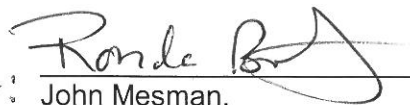
Moved by: Floyd Dingwall

RESOLVED THAT:

The Communications Committee meeting of August 29th, 2018 be adjourned at 12:00 p.m.

CARRIED

Lawrence Levere,
Committee Chair.

Sr: 
John Mesman,
Team Lead,
Communications and Outreach.

/ks



To: Communications Committee
From: Karen Paquette, Fisheries Technician
Date: October 19, 2018
Subject: Maple Education Program Grants Update

RECOMMENDATION:

The Communications Committee receives and files the Maple Education Program Grants Update.

DISCUSSION:

The Oschmann Forest (SNC 160) is SNC's newest donated property and is confirmed as the new home for SNC's flagship Maple education program, approved by the Board of Directors on May 8, 2018.

The following table provides the committee with a high-level review of grants and funding sources being pursued and their status.

Funding Source	Amount Requested	Status
Heritage Organization Development Grant	\$1,545 (standardized amount based on reg. 879 under the Ontario Heritage Act)	Approved for \$1,545
TD Friends of the Environment	\$18,500	Approved for \$15,000
NSERC – Natural Sciences and Engineering Research Council of Canada	\$20,000	Application Submitted
S, D & G Regional Incentives	\$20,000	Application Submitted
Telus Community Grant	\$18,000	Application Submitted
Shell Canada Funding	\$20,000	Denied
Honda Canada Foundation	\$40,000	In Progress
WWF Canada Go Wild Community Grant	\$7,000	Due November 12
TD Tree Days	\$3,000	\$2,550

FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:

Compliance with Budget: The Maple Education Program is included in the 2018 SNC Budget under Communications and Outreach: Education and Events, pages 108 and 109.

SNC Policy Adherence: All SNC approved Policies are adhered to.

Karen Paquette,
Fisheries Technician.



To: Communications Committee
From: Lisa Van De Ligt, Communications Specialist
Date: Wednesday, October 31, 2018
Subject: Archiving Project Update

RECOMMENDATION:

That the Communications Committee approves portable and permanent displays showcasing the top "watershed moments" in SNC's history.

DISCUSSION:

Former SNC General Manager Dennis O'Grady recently completed an employment contract with SNC, in which he was tasked with scanning and sorting some 15,000 photographs in storage. The photographs have been digitally archived on SNC's physical servers.

SNC will share the archived photos on social media and digital platforms, and plans to create Story Maps accessible on SNC's website. Story Maps provide an interactive, engaging storytelling experience, summarizing meaningful historical events through the integration of popup text and visuals such as cartographic maps, photos, graphs, charts, videos, etc. Story Maps will be assembled by a summer student in 2019.

SNC recommends that staff work with Dennis O'Grady to select the top 100 photographs, or "watershed moments," of the collection, focusing on storytelling and natural hazards for proposed digital use in 2019.

Additionally, SNC proposes to assemble portable and permanent displays showcasing the top "watershed moments" in SNC history. The permanent display will be located in the SNC Administration Building hallway. The portable display will be setup at various SNC events, including SNC's floodplain mapping open houses.

FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:

Compliance with Budget: Funding for the "watershed moments" historical displays is included in the 2018 SNC Budget under Approvals – Projects: UCPR Floodplain Mapping Agreement #1 on pages 85 and 85.

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

Lisa Van De Ligt,
Communications Specialist.



To: Communications Committee
From: Taylor Campbell, Communications Specialist
Date: October 22, 2018
Subject: EcoAction Buffer Demonstration Project

RECOMMENDATION:

That the Communications Committee receive and file the EcoAction Buffer Demonstration Project report.

DISCUSSION:

Environment and Climate Change Canada recently approved SNC's "Riparian Buffers and their Role in Climate Change Adaptation" project submission under the EcoAction program. Multiple partners have committed to this project, providing 83% (mainly volunteer hours) of the required matching contribution for the EcoAction grant.

This project will improve water quality by enhancing riparian habitat through the planting of buffers, with a focus on promoting alternative crops such as fruit/nut trees and native grasses/ pollinator species. Four demonstration sites will be established in partnership with local landowners. A total of 500 caliper native trees, 1,500 potted native trees, 1,000 native tree/shrub seedlings, and native grasses/wildflowers will be planted. These demonstration sites will be promoted to the farming community, who may be eligible to apply for similar projects under the SNC Clean Water Program.

Riparian habitat creation and education is a recommendation in the "Protecting and Increasing Forest Cover in the South Nation Conservation Jurisdiction" (SNC, August 2018) report, produced as a result of SNC's forest conservation initiative with stakeholders.

Local Specialist High Skills Major (SHSM) students from the Upper Canada District School Board and Ottawa Carleton District School Board will participate in the buffer planting at the four demonstration sites and will receive certifications towards their diplomas. Workshops will take place in the Spring and Fall of 2019. First Nations traditional knowledge will be shared through a partnership with the Mohawks of Akwesasne and Plenty Canada. Community members will participate in the SHSM programming and public workshops at local plant nurseries.

Additional project activities include:

- Construction of 50 bird houses/feeders for installation at the demonstration sites
- 2 workshops at local nurseries on edible trees and benefits of pollinator buffers
- 3 press releases and a video on the demo sites

This project will begin in Fall 2018 and wrap-up in December 2019.

FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:

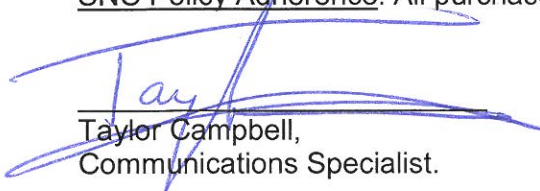
Compliance with Budget: This project is not included in the 2018 Budget, SNC will contribute approximately \$5,000 to the project in 2018.



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It is included in the Draft 2019 SNC Budget, under Science & Research: Projects – EcoAction, pages 38 and 39.

SNC Policy Adherence: All purchases will adhere to the SNC Purchasing Policy.


Taylor Campbell,
Communications Specialist.



To: Communications Committee
From: Karen Paquette, Fisheries Technician
Date: October 22, 2018
Subject: Community Environmental Grants

RECOMMENDATION:

That the Communications Committee recommends the Board of Directors approval of Community Environmental Grants in the amount of \$300 each to: The Chesterville Green Gang and for the Lanark County Stewardship Council.

DISCUSSION:

The following applications for \$300 Community Environmental Grants have been received to date:

- **Chesterville Green Gang:** Funds will be used to support the maintenance of the Chesterville waterfront, garbage, flowers and watering, village clean-up, and Christmas waterfront decoration.
- **Lanark County Stewardship Council:** Funds will be used to support translation costs associated with providing multimedia-based science resources to French classrooms. 'Sharing Our Habitat' is the latest in the 'Our Incredible World' resources provided free to schools across Canada at www.incredibleworld.ca. In eastern Ontario, including the SNC region there are many French language classrooms that would greatly benefit from access to this unique resource.

FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:

Compliance with Budget: Funding for Community Environmental Grants is included in the 2018 SNC Budget under Communications and Outreach – Partnership Development on page 113.

SNC Policy Adherence: Disbursement of Community Environmental Grants is compliant with the purchasing policy – Purchasing Limits/Authorized Buyers – Team Lead's approved limit of up to \$3,000.

Karen Paquette,
Fisheries Technician.

Attachments: Grant Application Letters



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FOR SNC USE

Grant Category: _____

CMN Review Decision: _____

38 rue Victoria Street, Finch, ON K0C 1K0 Tel: 613-984-2948 Fax: 613-984-2872 Toll Free: 1-877-984-2948 www.nation.on.ca

Community Environmental Grants Application Form

SNC

SEP 18 2018

RECEIVED

SNC believes in providing opportunities for the public to enjoy, learn from, and experience the River and to help protect the environment in our jurisdiction. The Community Environment Grants program encourages and supports events that promote recreational use of our rivers, protect the environment or celebrate the history of our natural heritage. Non-profit organizations and Municipalities are welcome to apply for a grant of up to \$300 for their event or activity. After-the-fact requests for funding are not eligible for assistance.

Eligible Grant Categories:

River Grant

The event must take place along or adjacent to the South Nation, St. Lawrence, Ottawa River, or their tributaries within the South Nation Conservation jurisdiction, or have a clear and direct connection to the mentioned rivers.

Community Environmental Outreach Grant

The event must promote protection of our natural environment or recreational use of our natural resources.

Agri-Environmental Grant

The agricultural initiative must include an environmental component (i.e. promotion of beneficial management practices).

Heritage Grant

The event must preserve or promote natural heritage features and/or environmental-related history within the SNC jurisdiction.

General conditions for approved grants are outlined on page 2 of this Application Form. Applicants are required to submit a one page letter with this Application Form detailing how their event meets one or more of the above eligible categories. The letter must also outline the reason for the event date, location and all necessary contact information. Applicants must identify all funding sources and how SNC funds will be spent.

For more information or to submit an Application to the Community Environmental Grants Program:

South Nation Conservation
Attn: Communications & Outreach Department
38 Victoria St., P.O. Box 29, Finch, ON, K0C 1K0
Phone: 1-877-984-2948
Fax: (613) 984-2872
Email: info@nation.on.ca
www.nation.on.ca



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General Conditions for Approved Community Environmental Grants:

1. Community Environmental Grants is open to non-profit organizations and Municipalities within the South Nation Conservation jurisdiction. The Event must be within the jurisdiction of South Nation Conservation.
 2. Applications are considered on a first-come, first-served basis. SNC reserves the right to limit grants to one per applicant per category.
 3. Applicants must submit a signed application form and one page letter to South Nation Conservation outlining:
 - a. The Event date, location and all necessary contact information;
 - b. How the Event meets the criteria of one or more of the Community Environmental Grant categories, and
 - c. Other funds applied and/or approved for the event and how SNC funds will be spent.
- Application letter and signed form must be received at least 5 business days prior to the scheduled event.**
4. The Event must allow for the involvement of the public and/or schools, either as a participant or spectator.
 5. Promotion of the Event must be done either through posters, print, radio, Internet or any other means of advertising. The SNC logo must appear in all print materials. Copies of all promotional materials must be provided to South Nation Conservation.
 6. The South Nation Conservation banner, or flag, or roll-up must be featured prominently for the duration of the Event. It is the Applicant's responsibility to coordinate receiving and returning the banner/flag/roll-up to South Nation Conservation's office in Finch.
 7. Recycle bins must be available for participants to use at the Event and organizers shall ensure that the site is properly cleaned up following the Event.
 8. It is the responsibility of the Applicants to arrange proper insurance coverage for the Event (and activities related to the Event). South Nation River Conservation Authority, as Sponsor of the Event, accepts no liability and/or negligence to the Applicant or third parties, nor is it liable to participants of the Event (and activities related to the Event).
 9. Applicants must provide final written report to South Nation Conservation describing the success of the Event with attendance numbers, photos and press coverage must be provided to SNC no later than six weeks following the Event.
 10. Cheques will be issued after the Event has taken place and once all conditions applied by South Nation Conservation have been met.
 11. SNC may, at its discretion, choose to waive some conditions of grant approval.
 12. In cases where the grant is intended for a permanent or ongoing initiative, the conditions for acknowledgement of South Nation Conservation may be revised accordingly.

I (We) have read and understand the above provisions and agree to follow the Community Environmental Grant conditions as outlined. I (We) understand that grant funds will not be provided unless all conditions are met to the satisfaction of South Nation Conservation.

Signature: _____

Gail Parker

Print Name: _____

Gail Parker

Organization: _____

Chuteville Green Group

Date: _____

Sept. 17, 2018

Contact Phone #: _____

613.448.2159

Email: _____

tommyandgail@hotmail.com

Chesterville Green Gang

Chair: Shirley Coons Secretary: Dorothy Paul Treasurer: Ralph Norg

Member Submitting: Gail Parker 613-448-2159 email: tommyandgail@hotmail.com

TO: South Nation River Conservation Authority

Contact Person for SNRC: Bill Smirle

Following a discussion about the availability of funding supporting groups or organizations that are involved or an assets to the South Nation River it was suggested to forward this note explaining why and where our group is affiliated.

The Chesterville Green Gang formed after the ice storm in 1998 to replace the trees and damage to our village and to help beautify our village and over the past twenty years I am sure you agree with the many improvements that has taken place. We fund raised and purchased various cement benches, flower pots, bollards, garbage containers etc all inscripted with family names as one of our first projects. We also were responsible for all the lights along the river bank in front of the business sections. Of course it goes without saying that plants need water so we have purchased two new tractors and spraying attachments in order to maintain the watering and fertilizing needs. We have always been grateful to the residents of Chesterville for their generosity. We were very fortunate when our municipality received the grant for our magnificent river front beautiful project which our group has always maintained and looked after. Our work is never done and begins in the spring with a general village clean up and planting in the green house our annuals in April and transplanting throughout our village before the May long weekend. Of course we maintain and water daily throughout our village as well as our fall clean up which is weather permitting Oct.18.2018 preparing for fall. Our plants,

shrubs, maintenance and gas runs us approximately \$1500.00 per year so each year we have a spring plant sale and the township recognizes the groups with their annual donation but sure doesn't cover our costs. After our fall clean up we also decorate for the Christmas season which again improves the appearance of our village and of course we hope to not just make our village attractive but to try and entice new growth. We have a very active Kayaking club who enjoy the Nation River and along with many visitors who enjoy water sports, and fishing etc. In closing we hope you have a better insight on our twenty year endeavours and contributions to our village which we are so blessed to have the river flowing throughout our town. Keeping in mind like most organizations we are totally volunteers and give freely of our time and if you have any questions or enquiries please feel free to contact me and we thank you for your time and consideration in this matter.

Truthfully submitted by:

Gail Parker

Sept. 17, 2018



Community Environmental Grant Application

From: Lanark County Stewardship Council
99 Christie Lake Rd,
Perth, ON K7H 3E2

October 18, 201

To: South Nation Conservation
38 rue Victoria Street, Finch,
ON K0C 1K0

Dear Granting Committee

Re: Funding support for French versioning of educational resources

The Lanark County Stewardship Council has been partnering with Pinegrove Productions since 2004 in producing environmental education resources for schools in both English and French. We are currently working on a *Sharing Our Habitat* - a 6 part video series and curriculum linked study guide on species at risk in southern and eastern Ontario (funded in part by the MNRF SARF). There are many organizations, including South Nation Conservation, and St Lawrence River Institute who have been assisting us. Our request is for funding assistance in creating a French version of the series.

Sharing Our Habitat is the latest in the Our Incredible World resources that we provide for free to schools across Canada at www.incredibleworld.ca. Filmed in Ontario, each series features 2 young people on assignment to interview scientists and discover firsthand why some species are at risk and what is being done about it. From tracking wolves in the boreal forest in the dead of winter, to converting a suburban lawn into a shared habitat for a multitude of species, including bats, the young investigators have fun, while taking their assignments seriously.

In our discussions with educators and with science teachers at their annual conference, we were made aware of how important it is to provide French language classrooms with this type of multimedia science based resource. We have also heard this in discussions with the St Lawrence River Institute staff. In eastern Ontario, including the South Nation region there are many French language classrooms that would greatly benefit from access to this unique resource.

All partners in this project will be invited to an official launch of the series in April 2019 at the Museum of Nature. They will also be credited in the series.

Thank you for your consideration of our request.

Sincerely,

Franziska von Rosen, Ph.D.
Co-chair Lanark County Stewardship Council

000017



To: Communications Committee
From: Kelsey Smith, Communications Outreach Assistant
Date: October 23, 2018
Subject: Social Media and Website Update

RECOMMENDATION:

That the Communications Committee receive and file the Social Media and Website Update.

DISCUSSION:

SNC has actively worked to increase its social media presence over the last year.

Below are SNC's social media statistics to date:

Page	Total Followers	Increase Since Last Report
Facebook	2,260	397
Instagram	395	74
Twitter	1,071	0

SNC uses google analytics to track valuable metrics from nation.on.ca. This is a cost-free way to monitor user activity on the SNC website.

Period	Sessions	New & Returning Users	Page Views	Bounce Rate	Pages per Session	Average Session Duration
July 1, 2018 - July 30, 2018	4,901	2,992	15,301	53.05%	3.12	3:07 min
August 1, 2018 - August 31, 2018	6,608	4,518	17,563	61.82%	2.66	2:20 min
September 1 – September 30, 2018	5,464	3,345	14,133	57.91%	2.59	2:16 min

% New Session – Estimate of the percentage of first time visit

Bounce Rate – Single page visits - visits from which the user left from the entrance page without interacting with the page



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The top five most visited pages from July 1, 2018 to September 30, 2018 are:

- * Homepage: 7,285-page views
- * EAB – Ash Tree Replacement: 2,846-page views
- * Staff Listing: 1,556-page views
- * Job Opportunities: 1,372-page views
- * Events: 1,137-page views

FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:

Compliance with Budget: Expenses associated with SNC's website and social media are included in the 2018 SNC Budget on page 114, Communications and Outreach – Media and Communications Products.

SNC Policy Adherence: All expenditures will adhere to SNC's Purchasing Policy. For purchases of \$200 up to \$5,000 competitive quotes will be obtained where practical.

Kelsey Smith
Communications Outreach Assistant



To: Communications Committee
From: John Mesman, Team Lead, Communications and Outreach
Date: October 22, 2018
Subject: 2019 Communications Committee Meeting Schedule

RECOMMENDATION:

That the Communications Committee approve the 2019 Communications Committee meeting schedule as presented, including one additional meeting in March 2019.

DISCUSSION:

As per the Standing Committee Terms of Reference, all Standing Committees will meet at least four times per year, with one of these meetings being a Joint Meeting of all Standing Committees.

Staff recommend the following meeting schedule for 2019:

- January 30, 2019
- May 8, 2019
- July 10, 2019
- September 25, 2019

Meetings will take place at 9:00 am at the SNC Office unless otherwise stated in the Agenda package.

The Standing Committee Terms of Reference allows for additional meetings to be called if there is 75% concurrence of the Committee at which there is quorum. Staff recommend adding an additional meeting in March for the Joint Standing Committee Meeting and regular business; date and times to be confirmed during the January 2019 meeting.

FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:

Compliance with Budget: Committee expenses for the Communications Committee will be included in the 2019 Draft SNC Budget to an upset limit of \$7,500/Committee.

SNC Policy Adherence: The Communications Committee membership and meeting schedule adheres to the SNC Administration Policy and SNC Standing Committee Terms of Reference.


Sgt: John Mesman,
Team Lead, Communications and Outreach.