SOUTH NATION
CONSERVATION
DE LA NATION SUD

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**

Board of Directors

Supplemental Agenda

Date: October 18th, 2018

Time: 9:00 am

Location: Watershed Room, SNC

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

SOUTH NATION
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Board of Directors

Supplemental Agenda

October 19th, 2018 at 9:00 a.m.

1. New Business
   a. Update: South Nation Conservation Administrative Bylaws: Angela 3-4
2. Financial Reports
   a. Approval of: Estimated Statement of Operations for September 30th, 2018: Linda 5-6
3. Correspondence
   a. Conservation Ontario Letter to Hon. Rod Phillips, Minister of the Environment, Conservation and Parks 7-8
   b. Conservation Ontario Letter to Hon. Jeff Yurek, Minister of Natural Resources and Forestry 9-10
4. Closed Session
   a. Request for Approval: Land Acquisition: Carl/Pat 11-14

Angela Coleman,
General Manager/Secretary-Treasurer.

/dm

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To: Board of Directors
From: Angela Coleman, General Manager/Secretary Treasurer
Date: October 11, 2018
Subject: Update: South Nation Conservation Administrative By-Laws

RECOMMENDATION:

WHEREAS amendments to the *Conservation Authorities Act* require conservation authorities to implement administrative bylaws that meet the requirements of section 19.1 of the *Conservation Authorities Act*;

AND WHEREAS SNC's Administrative Policy Procedures were last updated on November 30, 2012;

THEREFORE be it resolved that the Board of Directors approve Ault and Ault updating SNC's Administrative By-law to be consistent with the Model By-Law; and

FURTHER THAT: The By-laws be brought to the Board at the November meeting for approval.

DISCUSSION:

New administrative by-laws will help SNC effectively govern, meet partner expectations, and legislative requirements.

The *Conservation Authorities Act* (the Act), as amended by the *Building Better Communities and Conserving Watershed Act, 2017*, grants conservation authorities the power to draft by-laws related to governance; including meetings, employees, officers and executive committees.

- The *Act* requires SNC approve by-laws to meet the new requirements of Section 19.1 by December 12, 2018 (one year after the bill came into effect).
- Upon approval of the Authority, the new Administrative By-law will come into effect and the Administrative Regulation and Rules of Conduct that were created under the repealed Section 30 of the *Act* will cease to be in force.

Conservation Ontario created a Working Group to prepare a draft By-law Model for all Conservation Authorities. SNC was represented on the Working Group by Angela Coleman and Eric McGill, who coordinated the legal review of the draft provincial bylaw with our legal firm, Ault and Ault.

A final version of the Administrative By-law Model was endorsed by the province and circulated to all 36 CA's. Conservation Ontario Council endorsed the model on April 16, 2018 [available on the Members Page].

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FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:

Implications to SNC Policy:

The current Administration Policy, Procedures, and Rules of Order, November 2012 will be repealed and the new Administrative By-Laws will come into force upon approval by the Board of Directors.

Angela Coleman,
General Manager/Secretary Treasurer.

Attachments: Administrative By-law Model
Current Administration Policy Procedures and Rules of Order

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To: Board of Directors
From: Linda Hutchinson, Director, Organization Effectiveness
Date: October 16th, 2018
Subject: Approval of: Estimated Statement of Operation for September 30th, 2018

RECOMMENDATION:
The Board of Directors receive and file the report for the Estimated Statement of Operation for the year ending December 31st, 2018, as of September 30th, 2018.

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 $392,000 at this time. A full review of 2018 estimates will continue until end of year.

FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:
Compliance with Budget The 2018 budget represents the Board of Directors approved Budget of November 16th, 2017.

SNC Policy Adherence: SNC approved Policies are adhered to.

Linda Hutchinson,
Director, Organization Effectiveness.

Attachment

SOUTH NATION
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	Current YTD Actuals 2018	Final Budget 2018	Updated Forecast Dec 31 2018
ESTIMATED STATEMENT OF OPERATION **As of September 30, 2018** **EXPENDITURES** **OPERATING EXPENSE**			
Science & Research			
Resource Management	357,997	573,693	391,064
Resource Services	386,454	690,044	906,706
Total Science & Research	**744,451**	**1,263,737**	**1,297,770**
Property & Approvals			
Approvals	746,617	1,120,622	1,006,445
Property	578,942	938,138	883,491
Total Property & Approvals	**1,325,559**	**2,058,760**	**1,889,936**
Organization Effectiveness			
Corporate Services	808,269	1,300,156	1,182,970
Information Management and Technology	152,449	233,587	227,107
Communications and Outreach	288,170	413,373	491,457
Total Organization Effectiveness	**1,248,888**	**1,947,116**	**1,901,534**
TOTAL OPERATING EXPENSE	**3,318,898**	**5,269,614**	**5,089,239**
CAPITAL and PROJECT EXPENSE **Science & Research**			
Capital	24,657	8,000	24,657
Projects	404,438	575,576	601,773
Total Science & Research	**429,095**	**583,576**	**626,430**
Property & Approvals			
Capital	73,655	355,513	368,989
Projects	338,474	655,489	766,029
Total Property & Approvals	**412,129**	**1,011,002**	**1,135,018**
Organization Effectiveness			
Capital	29,343	58,000	55,000
Projects	-	-	-
Total Organization Effectiveness	**29,343**	**58,000**	**55,000**
TOTAL CAPITAL AND PROJECT EXPENSE	**870,567**	**1,652,578**	**1,816,448**
TOTAL OVERALL EXPENSE	**4,189,464**	**6,922,192**	**6,905,687**
REVENUE			
Other Sources	1,201,797	2,435,208	2,634,928
General Levy	2,611,824	3,252,156	3,252,156
Special Levy	609,459	332,708	578,809
Forest Land Acquisition	287,515	287,513	287,513
Source Protection	41,935	49,350	54,793
MNR	176,409	176,409	176,409
TOTAL REVENUE	**4,928,940**	**6,533,344**	**6,984,608**
NET OVERALL	**(739,475)**	**388,848**	**(78,921)**
Transfer To / (From) Reserve	500	(85,720)	(10,290)
Cash (Surplus) Beginning of Year	(303,128)	(303,128)	(303,128)
Cash Deficit / (Surplus) End of Year	(1,042,103)	-	(392,339)

888306

Correspondence
Board of Directors
October 18th, 2018

Conservation ONTARIO
Natural Champions

October 11, 2018

The Honourable Rod Phillips
Minister of Environment, Conservation and Parks
11th Floor, Ferguson Block
77 Wellesley Street West
Toronto, ON, M7A 2T5

Dear Minister Phillips,

Thank you for meeting with us on September 25th to discuss the transition of Conservation Authorities to your Ministry. As discussed, below is a motion that was passed by our Members on September 24, 2018 at Conservation Ontario Council:

WHEREAS Conservation Authorities are Ontario's watershed managers committed to efficient and practical delivery of all programs and services on behalf of watershed residents and taxpayers;

AND WHEREAS Conservation Authorities have been and will continue to be a strong delivery partner for the Province and our partner municipalities where their priorities intersect in our watersheds,

AND WHEREAS Conservation Areas are the second largest land owners next to the Province and offer a wide range of education and recreation activities at more than 270 Conservation Areas to over 7 million visitors annually,

AND WHEREAS Conservation Authorities already serve the governments through long-standing programs that protect people around natural hazards and drinking water source protection,

AND WHEREAS a consolidation of the water agenda within the Ministry of Environment, Conservation and Parks would result in better efficiencies and integration for water quality and quantity management, benefiting and supporting a strong Ontario economy,

THEREFORE BE IT RESOLVED THAT for these reasons, Conservation Ontario advise the Ministers of Natural Resources and Forestry (MNRF) and Environment, Conservation and

Parks (MECP) that we support the full transition of the *Conservation Authorities Act* to the MECP,

AND THAT Conservation Ontario be engaged by the Provincial Government in on-going consultation and dialogue around the transition.

Additionally, at our meeting on September 25th we discussed the important work of the multi-stakeholder Service Delivery Review Committee which is focused on making improvements in areas of accountability, transparency, efficiency and consistency. Your support in the continuation of this work would be appreciated.

As Chair of Conservation Ontario, I look forward to working with you and should there be any questions or the need for additional information, please contact Kim Gavine at ext. 231 or kgavine@conservationontario.ca.

Sincerely,

Don McIver
Chair, Conservation Ontario

c.c. All CA General Managers/Chief Administrative Officers

Conservation Ontario
120 Bayview Parkway, Newmarket ON L3Y 3W3
Tel: 905.895.0716 Email: info@conservationontario.ca
www.conservationontario.ca

Correspondence
Board of Directors
October 18th, 2018

Conservation ONTARIO
Natural Champions

October 11, 2018

The Honourable Jeff Yurek
Minister of Natural Resources and Forestry
Suite 6630, 6th Floor, Whitney Block
99 Wellesley Street West
Toronto, ON, M7A 1W3

Dear Minister Yurek,

Conservation Ontario is the network of Ontario's 36 Conservation Authorities (CAs). On September 24, 2018 Conservation Ontario Council discussed the transition of legislative responsibility for the *Conservation Authorities Act* from the Ministry of Natural Resources and Forestry (MNRF) to the Ministry of Environment, Conservation and Parks (MECP). Conservation Ontario Council passed the following resolution at their meeting:

WHEREAS Conservation Authorities are Ontario's watershed managers committed to efficient and practical delivery of all programs and services on behalf of watershed residents and taxpayers;

AND WHEREAS Conservation Authorities have been and will continue to be a strong delivery partner for the Province and our partner municipalities where their priorities intersect in our watersheds,

AND WHEREAS Conservation Areas are the second largest land owners next to the Province and offer a wide range of education and recreation activities at more than 270 Conservation Areas to over 7 million visitors annually,

AND WHEREAS Conservation Authorities already serve the governments through long-standing programs that protect people around natural hazards and drinking water source protection,

AND WHEREAS a consolidation of the water agenda within the Ministry of Environment, Conservation and Parks would result in better efficiencies and integration for water quality and quantity management, benefiting and supporting a strong Ontario economy,

THEREFORE BE IT RESOLVED THAT for these reasons, Conservation Ontario advise the Ministers of Natural Resources and Forestry (MNRF) and Environment, Conservation and Parks (MECP) that we support the full transition of the *Conservation Authorities Act* to the MECP,

AND THAT Conservation Ontario be engaged by the Provincial Government in on-going consultation and dialogue around the transition.

Additionally, Kim Gavine I met with Minister Rod Phillips on September 25th. We discussed the important work of the multi-stakeholder Service Delivery Review Committee which is focused on making improvements in areas of accountability, transparency, efficiency and consistency. Your support in the continuation of this work would be appreciated also.

Conservation authorities have had a long-standing relationship with your ministry. Notwithstanding the transition to the Ministry of Environment, Conservation and Parks, we are committed to being a key partner with your ministry. As Chair of Conservation Ontario, I look forward to working with you and should there be any questions or the need for additional information, please contact Kim Gavine at ext. 231 or kgavine@conservationontario.ca.

Sincerely,

Don McIver
Chair, Conservation Ontario

c.c. All CA General Managers/Chief Administrative Officers