



SOUTH NATION
CONSERVATION
DE LA NATION SUD

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Board of Directors

Meeting Agenda

Date: February 18th, 2021

Time: 9:00 a.m.

Teams Meeting Coordinates:

*Meeting connection information will be provided
48 hours in advance.*



Board of Directors


Meeting Agenda

February 18th, 2021 at 9:00 am

1. Chair's Remarks
 2. Approval of SNC Board of Directors Agenda (Supplemental Agenda)
 3. Declaration of Conflict of Interest
 4. SNC Project Update – Powerpoint Presentation: Staff
 5. Request for Approval:
 - a. Board of Directors Meeting Minutes of January 21st, 2021 4-15
 - b. SNC Committee Meeting Highlights and Minutes of: 16
 - i. Communications Committee meeting minutes of February 10th, 2021: John 17-22
 6. New Business:
 - a. Update: Proclaimed Amendments to the *Conservation Authorities Act*: Angela 23
 - b. Request for Approval: Source Protection Committee Liaison: Angela 24-25
 - c. Request for Approval: 2021 SNC Emergency Preparedness Plans: Omar 26
 - d. Request for Approval: Berwick Shop Lease Agreement: Eric 27
 - e. Request for Approval: Ducks Unlimited Canada Services Agreement: Michelle 28-29
 - f. Request for Approval: Forests Ontario Agreements: Cheyene 30-31
 - g. Request for Approval: Funding Applications: Michelle/John/Pat 32-34
 - h. Request for Approval: Flood and Erosion Hazards Mapping: Sandra 35-36
 - i. Update: On-site Sewage Permits Issued: Alison 37-38
 - j. Update: Planning Activity: Alison 39-42
 - k. Request for Approval: Permits Issued and Modify Permit Validity Term: Geoff 43-44
 7. Financial Reports
-



- a. Request for Approval: Monies Received and Disbursement Register for January 2021: Carl 45-48
- b. Request for Approval: Service Agreement Extensions: Carl 49-50
- c. Request for Approval: 2021 SNC Insurance: Carl 51
- d. Request for Approval: 2021-2022 Infrastructure Projects: Sandra 52-53
8. Supplemental Agenda (if any)
9. Correspondence
 - a. Conservation Ontario's Comments on the OPFA's Scoped Review of the Professional Foresters Act 54-56
 - b. Conservation Ontario's Comments on the Drainage Act Regulatory Proposal 57-61
10. Dates of Upcoming Meetings, third Thursday, at 9:00 a.m. unless indicated otherwise:
 - March 18th, 2021 (*Annual General Meeting*)
 - April 15th, 2021
 - May 20th, 2021
 - June 17th, 2021
11. Future Motions of the Board and/or Discussion of SNC Issues
12. Closed Session
 - a. Update: Land Acquisitions: Pat 62-63
 - b. Update: Personnel Matter (verbal)
13. Adjournment



Angela Coleman,
General Manager/Secretary-Treasurer.

/dm



BOARD OF DIRECTORS MEETING

Meeting No. 01/21

Thursday January 21st, 2021– 9:00 a.m.

By Electronic Participation

Directors Present:

George Darouze, City of Ottawa, Chair
Pierre Leroux, Prescott Russell, Vice Chair
Bill Smirle, Stormont Dundas Glengarry, Past Chair
Michael Brown, City of Ottawa
Steve Densham, Stormont Dundas Glengarry
Guy Desjardins, Prescott Russell
Dana Farcasiu, Leeds Grenville
John Hunter, Leeds Grenville
Gerrie Kautz, City of Ottawa
Catherine Kitts, City of Ottawa
François St. Amour, Prescott Russell

Regrets:

Archie Mellan, Stormont Dundas Glengarry

Staff Present:

Angela Coleman, General Manager/Secretary-Treasurer
Carl Bickerdike, Team Lead, Corporate Services
Ronda Boutz, Team Lead, Special Projects
Michelle Cavanagh, Team Lead, Stewardship
Linda Hutchinson, Director, Organization Effectiveness
Omar Kana'n, Water Resources Specialist, Engineering
Sandra Mancini, Team Lead, Engineering
Dianne MacMillan, Administrative Assistant
Alison McDonald, Team Lead, Approvals
Eric McGill, Corporate Counsel
John Mesman, Team Lead, Communications and Outreach
Geoff Owens, Regulations Officer
Pat Piitz, Team Lead, Property



CHAIRS REMARKS

George Darouze, Chair, called the SNC Board of Directors meeting of January 21st, 2021 to order at 9:00 a.m. Chair Darouze updated the Members on the following:

- New Board Members, Guy Desjardins, Mayor, City of Clarence Rockland, and John Hunter, Councillor, Edwardsburgh Cardinal Township
- Conveyed the appreciation of the Board, Committees, and staff to outgoing Board Members Daniel Lafleur, Prescott Russell and Peggy Taylor, Leeds Grenville

Guy Desjardins, Prescott Russell, joined the meeting at 9:05 a.m.

APPROVAL OF SNC BOARD OF DIRECTORS MAIN AND SUPPLEMENTAL AGENDA

RESOLUTION NO. BD-001/21

Moved by: Bill Smirle
Seconded by: Gerrie Kautz

RESOLVED THAT:

The Members approve the January 21st, 2021 Board of Directors main and supplemental agendas with the following amendment:

- a. Move Supplemental Agenda Item #1.a., *Request for Approval: Hazard Lands Acquisitions* to follow Main Agenda Item #12 a. *Request for Approval: Land Acquisition.*

CARRIED

DECLARATION OF CONFLICT OF INTEREST

There were no Declarations of Conflict of Interest.

SNC PROJECT UPDATE – POWERPOINT PRESENTATION

Staff presented project and program updates.

John Hunter, Leeds Grenville, joined the meeting at 9:24 a.m.



REQUEST FOR APPROVAL:

A. BOARD OF DIRECTORS MEETING MINUTES OF DECEMBER 17TH, 2020

RESOLUTION NO. BD-002/21

Moved by: Michael Brown
Seconded by: Steve Densham

RESOLVED THAT:

The Members approve the Board of Directors meeting minutes of December 17th, 2020 as submitted.

CARRIED

NEW BUSINESS

REQUEST FOR APPROVAL: ANNUAL AUTHORITY APPROVALS

RESOLUTION NO. BD-003/21

Moved by: Bill Smirle
Seconded by: Gerrie Kautz

RESOLVED THAT:

For banking purposes, the Authority signing officers be one of: Chairman; Vice-Chairman; or Past Chairman; and one of: General Manager/Secretary-Treasurer; Director, Organization Effectiveness; or Team Lead, Corporate Services. For all other purposes, that fall within their signing limit and/or there is a Board Resolution, any of the above; and

FURTHER THAT:

1. The signing officers are authorized to borrow up to \$1,000,000 for the operation of the South Nation River Conservation Authority, if required.
2. Staff be authorized to continue the use of alternative signatures, such as the signature stamp for signing cheques up to \$10,000, or other limits requested by the Board of Directors, or any other electronic signatures introduced in conjunction with our accounting software. These



tools are in the custody of the Director, Organization Effectiveness. The Director may delegate the use of these tools to his/her delegate.

3. Staff continue to utilize various banking features to make payments more cost efficient for SNC, for example: the use of internet banking, electronic fund transfer (EFT) and/or by other electronic means. All payments are presented regularly to the Board of Directors for approval in the "Monies Received and Disbursement Register for the period".

4. The law firm of Ault & Ault, Winchester be appointed as solicitor for general Authority business, and that Emond Harnden, Ottawa be appointed the Authority's Human Resource legal counsel, at a total approximate cost of \$40,000 plus HST. Where in the best interest of the Authority, staff may engage other specialized legal services.

5. The Chartered Accountants Firm of Baker Tilly REO LLP, Winchester be appointed Auditors at an approximate cost of \$24,500 plus HST and Management sign engagement letter.

6. The Royal Bank, Winchester Branch, be the Authority Bank and signing officers sign the banking services contract.

CARRIED

UPDATE: DRAINAGE ACT CONSULTATION

RESOLUTION NO. BD-004/21

Moved by:

Bill Smirle

Seconded by:

Pierre Leroux



RESOLVED THAT:

The Board of Directors receive and file the update on the Ontario Ministry of Agriculture, Food and Rural Affairs proposed regulations implementing the 2020 amendments to the Drainage Act.

CARRIED

UPDATE: FISHERIES ACT AMENDMENTS AND CONSULTATION

RESOLUTION NO. BD-005/21

Moved by: Steve Densham
Seconded by: Gerrie Kautz

RESOLVED THAT:

The Board of Directors receive and file the update report on *Fisheries Act* Amendments and Consultation.

CARRIED

REQUEST FOR APPROVAL: 2021 STUDENT AND RECENT GRADUATE HIRING PROGRAM

RESOLUTION NO. BD-006/21

Moved by: François St. Amour
Seconded by: Guy Desjardins

RESOLVED THAT:

The Board of Directors approve the student and recent graduate hiring program, at an approximate cost of \$99,200 (pending successful fundraising efforts); and

FURTHER THAT:

The Board of Directors approve applying for additional grants received in the past, including but not limited to:

- Canada Parks and Recreation – Green Job Initiative Program: \$5,500
- ECO Canada – Internship Program: \$15,000
- ECO Canada – Student Work-Integrated Learning Program: \$10,000



- National Trust Canada - Young Canada Works program: \$8,000
- Service Canada - Canada Summer Jobs: \$1,500

CARRIED

UPDATE: DUCKS UNLIMITED CANADA PARTNERSHIP

RESOLUTION NO. BD-007/21

Moved by: Dana Farcasiu
Seconded by: Michael Brown

RESOLVED THAT:

The Board of Directors receive and file the update on a new partnership with Ducks Unlimited Canada to provide fisheries support and expertise for their Wetlands Conservation Partner Program.

CARRIED

REQUEST FOR APPROVAL: OTTAWA AND ST. LAWRENCE RIVER VIRTUAL FIELD TRIP

RESOLUTION NO. BD-008/21

Moved by: Catherine Kitts
Seconded by: Pierre Leroux

RESOLVED THAT:

The Board of Directors approve entering into an agreement with the Province of Ontario to accept approximately \$15,000 to support creating a virtual Ottawa and St. Lawrence River field trip for Grade 7-9 students.

CARRIED

REQUEST FOR APPROVAL: FUNDING APPLICATION

RESOLUTION NO. BD-009/21

Moved by: Dana Farcasiu
Seconded by: Steve Densham



RESOLVED THAT:

The Board of Directors approve the submission of the following funding application:

1. Ontario Power Generation (OPG) Regional Biodiversity Program: requesting up to \$225,000, over 3 years, for biodiversity enhancement projects.

CARRIED

REQUEST FOR APPROVAL: FLOOD AND EROSION HAZARDS MAPPING

RESOLUTION NO. BD-010/21

Moved by: François St. Amour
Seconded by: Guy Desjardins

RESOLVED THAT:

The Board of Directors receive and file Clarence Creek Flood Hazard and Erosion Hazard Mapping reports and associated maps as the best information available to establish flood hazard and regulation limits along the watercourse; and

FURTHER THAT:

The reports and maps be used by South Nation Conservation's planning and regulations programs and other watershed management activities effective immediately.

CARRIED

UPDATE: CITY OF OTTAWA OFFICIAL PLAN

RESOLUTION NO. BD-011/21

Moved by: Michael Brown
Seconded by: Gerrie Kautz

RESOLVED THAT:

The Board of Directors receive and file the City of Ottawa Official Plan update.

CARRIED



UPDATE: ON-SITE SEWAGE PERMITS ISSUED

RESOLUTION NO. BD-012/21

Moved by: Catherine Kitts
Seconded by: François St. Amour

RESOLVED THAT:

The Board of Directors receive and file the On-site Sewage Permits Issued update.

CARRIED

UPDATE: PLANNING ACTIVITY

RESOLUTION NO. BD-013/21

Moved by: Guy Desjardins
Seconded by: Steve Densham

RESOLVED THAT:

The Board of Directors receive and file the Planning Activity update.

CARRIED

REQUEST FOR APPROVAL: PERMITS ISSUED

RESOLUTION NO. BD-014/21

Moved by: Michael Brown
Seconded by: Bill Smirle

RESOLVED THAT:

The SNC Board of Directors approve permits 1-8 issued under Ontario Regulation 170/06 Development, Interference with Wetlands and Alterations to Shorelines and Watercourses.

CARRIED

FINANCIAL REPORTS

REQUEST FOR APPROVAL: CONSERVATION ONTARIO LEVY

RESOLUTION NO. BD-015/21

Moved by: Pierre Leroux
Seconded by: Dana Farcasiu



RESOLVED THAT:

The Board of Directors approve the payment of the 2021 Conservation Ontario Levy of \$35,182, payable in two installments of \$17,591.

CARRIED

REQUEST FOR APPROVAL: PURCHASE OF ADDITIONAL TREE SEEDLINGS

RESOLUTION NO. BD-016/21

Moved by: Bill Smirle
Seconded by: John Hunter

RESOLVED THAT:

The Board of Directors approve the purchase of additional tree seedlings, for Over the Counter and 50 Million Tree Program refill sites, at approximately \$50,000, plus HST; and

FURTHER THAT:

The Board of Directors approve the sole source purchase of additional 2021 tree seedlings from Ferguson Tree Nursery, or from other Forest Ontario approved nurseries if stock is not available locally at Ferguson Tree Nursery.

CARRIED

REQUEST FOR APPROVAL: EASTERN ONTARIO LIDAR ACQUISITION

RESOLUTION NO. BD-017/21

Moved by: Michael Brown
Seconded by: Catherine Kitts

RESOLVED THAT:

The Board of Directors receive and file the Eastern Ontario LiDAR report; and

FURTHER THAT:

The Board of Directors approve issuing a Request for Information to LiDAR vendors, prior to issuing a public tender for the multi-year Eastern Ontario LiDAR acquisition; and



FURTHER THAT:

Results of the public tender be brought back to the Board of Directors for review and awarding of the tender.

CARRIED

REQUEST FOR APPROVAL: MONIES RECEIVED AND DISBURSEMENT REGISTER FOR DECEMBER 2020

RESOLUTION NO. BD-018/21

Moved by: François St. Amour
Seconded by: Pierre Leroux

RESOLVED THAT:

The Board of Directors receive and file the money received report for December 2020; and

FURTHER THAT:

The Board approve the Disbursement Register of \$ 723,788.06 for December 2020.

CARRIED

CORRESPONDENCE

- a. Letter: Ministry of Agriculture, Food, and Rural Affairs: *Drainage Act* Amendments

DATES OF UPCOMING MEETINGS, THIRD THURSDAY, AT 9:00 A.M., UNLESS INDICATED OTHERWISE

- February 18th, 2021 (*2021 OGRA Virtual Conference February 22-25*)
- March 18th, 2021 (*Annual General Meeting*)
- April 15th, 2021
- May 20th, 2021

CLOSED SESSION

The Board of Directors meeting moved into Closed Session for the following reports:

- Request for Approval: Land Acquisition
- Request for Approval: Hazard Land Acquisitions



RESOLUTION NO. BD-019/21

Moved by: Dana Farcasiu
Seconded by: Bill Smirle

RESOLVED THAT:

The Board of Directors meeting move into Closed Session for the following reports:

- Request for Approval: Land Acquisition
- Request for Approval: Hazard Land Acquisitions

CARRIED

The Board of Director meeting recessed at 10:50 a.m.

The Chair reconvened the Board of Directors meeting at 11:00 a.m.

OPEN SESSION

RESOLUTION NO. BD-020/21

Moved by: Michael Brown
Seconded by: François St. Amour

RESOLVED THAT:

The Board of Directors meeting move into Open Session.

CARRIED

REQUEST FOR APPROVAL: LAND ACQUISITION

RESOLUTION NO. BD-021/21

Moved by: François St. Amour
Seconded by: Pierre Leroux

RESOLVED THAT:

The Board of Directors approve the acquisition of Property 1, to an upset limit as discussed, plus ancillary costs.

CARRIED



REQUEST FOR APPROVAL: HAZARD LAND ACQUISITIONS

RESOLUTION NO. BD-022/21

Moved by: Michael Brown
Seconded by: Gerrie Kautz

RESOLVED THAT:

The Board of Directors approve the acquisition of Property 2 and 3 to an upset limit as discussed, plus ancillary costs; and

FURTHER THAT:

The Board of Directors approve the transfer of reserve funds to acquire Property 2 and 3.

CARRIED

ADJOURNMENT

RESOLUTION NO. BD-023/21

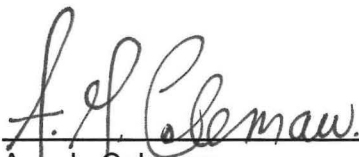
Moved by: Bill Smirle

RESOLVED THAT:

The Board of Directors meeting of January 21st, 2020 be adjourned at 12:00 p.m.

CARRIED

George Darouze,
Chair.



Angela Coleman,
General Manager/Secretary-Treasurer.

/dm

SNC Review by: _____



To: Board of Directors
From: John Mesman, Team Lead, Communications and Outreach
Date: February 11, 2021
Subject: Request for Approval: SNC Committee Meeting Highlights and Minutes

RECOMMENDATION:

The Board of Directors approve the actions and recommendations of:

- a. Communications Committee meeting minutes of February 10th, 2021
-

DISCUSSION:

Communications Committee Meeting of February 10th, 2021

The Communications Committee made the following recommendations to the Board of Directors for approval:

Received updates on:

- 2020 Conservation Areas Visitor Report
- Art for Trees Auction Proceeds
- The Ottawa and St. Lawrence River Virtual Field Trip
- SNC Social Media/Website Statistics

Approved:

- The Revised 2021 Stream of Dreams Program
- Visual Identity Guidelines
- Maple Education Program Update
- Community Environmental Grants Program Update







John Mesman,
Team Lead, Communications and Outreach.

Attachment



COMMUNICATIONS COMMITTEE MEETING

Wednesday, February 10th, 2021 – 9:00 a.m.
Meeting 01/21

        	Present:	Peggy Taylor, Chair, Communications Committee Charles Armstrong, Public Citizen Gary Barton, Public Citizen Gerry Boyce, Public Citizen Murray Inch, Public Citizen Tim Jackson, Public Citizen Gerrie Kautz, Board of Directors Lawrence Levere, Public Citizen Cindy Saucier, Councillor, Russell Tom Van Dusen, Public Citizen Byron Vienneau, Public Citizen Bill Smirle, Board of Directors, Past Chair, ex-officio
	Regrets:	George Darouze, Board of Directors, Chair, ex-officio Pierre Leroux, Board of Directors, Vice Chair, ex-officio
	Absent:	Karen Switzer-Howse, Public Citizen Fran Patenaude, Public Citizen
	Staff:	Taylor Campbell, Communications Specialist John Mesman, Team Lead, Communications Karen Paquette, Fisheries Technician Kelsey Smith, Stewardship and Outreach Assistant Carl Bickerdike, Team Lead, Corporate Services



CHAIR'S REMARKS

Peggy Taylor, Committee Chair, called the February 10th, 2021 Communications Committee meeting to order at 9:07 a.m.

APPROVAL OF COMMUNICATIONS COMMITTEE AGENDA

RESOLUTION NO. CMN-001/21 Moved by: Bill Smirle
Seconded by: Tim Jackson

RESOLVED THAT: The Members approve the Communications Committee agenda of February 10th, 2021 as submitted.

CARRIED

DECLARATION OF CONFLICT OF INTEREST

There were no Declarations of Conflict of Interest.

COMMUNICATIONS PROJECT UPDATE: POWERPOINT PRESENTATION

Staff presented project and program updates.

APPROVAL OF:

A. COMMUNICATIONS COMMITTEE VIRTUAL MEETING MINUTES OF SEPTEMBER 9TH AND 28TH 2020

RESOLUTION NO. CMN-002/21 Moved by: Byron Vienneau
Seconded by: Charles Armstrong

RESOLVED THAT: The Members approve the Communications Committee virtual meeting minutes of September 9th and 28th, 2020 as submitted.

CARRIED



NEW BUSINESS

UPDATE: 2020 CONSERVATION AREA VISITOR REPORT

RESOLUTION NO. CMN-003/21 Moved by: Gerrie Kautz
Seconded by: Tim Jackson

RESOLVED THAT: The Communications Committee receive and file the
2020 Conservation Areas Visitor Report Summary;
and

FURTHER THAT: The Communications Committee direct staff to create
an annual Conservation Area Monitoring Report for
the SNC Board of Directors.

CARRIED

UPDATE: ART FOR TREES AUCTION PROCEEDS

RESOLUTION NO. CMN-004/21 Moved by: Tom Van Dusen
Seconded by: Byron Vienneau

RESOLVED THAT: The Communications Committee receive and file an
update on the 2020 Art for Trees online art auction.

FURTHER THAT: The Communications Committee approve allocating
funds raised from the 2020 Art for Trees online art
auction to the 2021 Community Free Tree
Giveaways.

CARRIED

UPDATE: OTTAWA AND ST. LAWRENCE RIVER VIRTUAL FIELD TRIP

RESOLUTION NO. CMN-005/21 Moved by: Murray Inch
Seconded by: Lawrence Levere

RESOLVED THAT: The Communications Committee receives and files
Ottawa and St. Lawrence River Virtual Field Trip
report.

CARRIED



REQUEST FOR APPROVAL: REVISED 2021 STREAM OF DREAMS PROGRAM

RESOLUTION NO. CMN-006/21

Moved by: Byron Vienneau

Seconded by: Gerrie Kautz

RESOLVED THAT:

The Communications Committee approve SNC's revised program delivery for the 2021 Stream of Dreams Community Art and Environmental Education Program; and

FURTHER THAT:

The Communication's Committee recommend that the Board of Directors approve the updated program fee of \$15 per participant.

CARRIED

Break at 10:10 a.m.

Returned at 10:20 a.m.

REQUEST FOR APPROVAL: VISUAL IDENTITY GUIDELINES

RESOLUTION NO. CMN-.007/21

Moved by: Cindy Saucier

Seconded by: Gary Barton

RESOLVED THAT:

The Communications Committee approve South Nation Conservation's updated Visual Identity Guidelines.

CARRIED

REQUEST FOR APPROVAL: MAPLE EDUCATION PROGRAM UPDATE

RESOLUTION NO. CMN-008/21

Moved by: Gerrie Kautz

Seconded by: Charles Armstrong

RESOLVED THAT:

The Communications Committee approve the revised maple education outreach initiatives and recommends that the Board of Directors approve postponing the on-site tours for the 2021 Maple Education Program at the Oschmann Forest Conservation Area.

CARRIED



**REQUEST FOR APPROVAL: COMMUNITY ENVIRONMENTAL GRANTS PROGRAM
UPDATE**

RESOLUTION NO. CMN-009/21

Moved by: Byron Vienneau

Seconded by: Murray Inch

RESOLVED THAT:

The Communications Committee receive and file the update on the 2020 Community Environmental Grants Program; and

FURTHER THAT:

The Communications Committee recommend that the Board of Directors approve amendments to the Community Environmental Grants Program to allow applications for certain community environmental projects in 2021.

CARRIED

SUPPLEMENTAL AGENDA

UPDATE: SNC SOCIAL MEDIA/WEBSITE STATISTICS

RESOLUTION NO. CMN-010/21

Moved by: Charles Armstrong

Seconded by: Tom Van Dusen

RESOLVED THAT:

The Communications Committee receive and file the 2020 Social Media and Website Overview update.

CARRIED

ROUNDTABLE DISCUSSION

A. COMMUNITY ENGAGEMENT ACTIVITIES

- Cindy has been recently elected to Eco East's Board of Directors and shared an update on some of the different citizen advisory groups available. An update was also provided on the tree planting collaboration between Eco East and SNC to plant an extra 1,000 trees in the Russell area.



- Bill has been meeting with the Township of North Dundas and has shared details on SNC's tree planting services, including the Municipal Tree Giveaway and the Ash Tree program.
- Byron mentioned a new covered building that was built by the river in Alfred Plantagenet that would work if we will be able to meet in person for the summer committee meeting.
- Gerry Boyce was looking for an update on the new Conservation Area coming in Augusta Township and what the next steps were. Staff hope to bring a Board Report in April with details, including approval for a preferred name: the Mill Run Conservation Area.
- Murray Inch mentioned that even though Oak Valley is not groomed in the winter, a neighbour has been keeping the trail clean for residents to take advantage of the park. This brought up that the Reveler Conservation Area parking lot will be plowed for residents later this week after many people have been walking the trails.
- Tom Van Dusen asked if the Art Auction was something that would be happening again, staff mentioned that it was a great success and something that will be done again in the future. However, SNC might focus a fall event solely on wood working this year.

B. RECOMMENDATIONS FOR 'FRIENDS OF SNC'

There were no recommendations for 'Friends of SNC' at this time.

DATE OF NEXT MEETING:

- March 4th, 2021

ADJOURNMENT:

RESOLUTION NO. CMN-011/21

Moved by: Tom Van Dusen

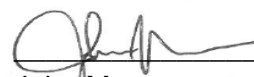
Seconded by: Bill Smirle

RESOLVED THAT:

The Communications Committee meeting of
February 10th, 2021 be adjourned at 11:15 a.m.

CARRIED

Peggy Taylor,
Committee Chair.



John Mesman,
Team Lead, Communications.



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To: Board of Directors
From: Angela Coleman, General Manager/Secretary-Treasurer
Date: February 10, 2021
Subject: Update: Proclaimed amendments to the *Conservation Authorities Act*

RECOMMENDATION:

The Board of Directors receive and file the update on proclaimed amendments to the *Conservation Authorities Act*.

DISCUSSION:

Bill 229, *Protect, Support and Recover from COVID-19 Act (Budget Measures)*, 2020 received Royal Assent on December 8, 2020 and introduced several amendments to the *Conservation Authorities Act*. Most amendments are to be enacted on a day to be named by proclamation.

The first phase of amendments were proclaimed on February 2, 2021. The enacted provisions primarily focus on governance and include the following:

- Requiring 70% of municipally appointed members to be elected officials with the ability for the Minister to permit less than 70% following a participating municipality's application;
- Requiring copies of agreements regarding CA Board composition be provided to the Minister;
- Granting the Minister the ability to appoint a member from the agricultural sector with limited voting rights;
- Requiring CAs to follow generally accepted accounting principles for local governments;
- Requiring certain CA documents (annual auditor report, meeting agendas and minutes, and board composition agreements) be available to the public; and
- Repeal of CA power to expropriate land.

ADHERENCE TO SNC POLICY:

Many of these requirements are already our current practices, staff will continue working with member municipalities and the Board to implement any required changes.

Angela Coleman,
General Manager/Secretary Treasurer.



To: Board of Directors
From: Angela Coleman, General Manager/Secretary-Treasurer
Date: February 4th, 2021
Subject: Request for Approval: Source Protection Committee Liaison

RECOMMENDATION:

The Board of Directors appoint Board Member, as selected by the Members to the Source Protection Committee as liaison for the SNC Source Protection Authority.

DISCUSSION:

Peggy Taylor represented the SNC Source Protection Authority (SPA), as the Source Protection Committee (SPC) liaison.

In December 2020, a new representative for Leeds Grenville was appointed to the Conservation Authority Board, replacing Peggy Taylor: therefore we require a new SPA liaison from the Board.

As directed by the Terms of Reference for the Source Protection Committee, each Conservation Authority SPA is to have one representative appointed to the SPC.

2. Functions of Members, Duties and Working Groups

b. Description of Composition as per Section 2 of O. Reg 288/07: 15 Members plus a Chair

- 1/3 of the Members must reflect the interests of the local municipalities
 - 1/3 of the Members must reflect the interests of agriculture, commerce, industry, and small business,
 - 1/3 of the Members must reflect other interests including environmental and other public interests.
 - Municipal Sector Economic Sector Other Interests Municipal (5)
 - Agricultural (3)
 - Clean Water Committee (1)
 - Commercial/Industrial(1)
 - St. Lawrence River Restoration Aggregates (1)
 - Council (1)
 - Eastern Ontario Water Resource Committee (1)
-



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- General Public (2)
- First Nations (2)
- Liaison (non-voting): 1 from each SPA, 1 from Health, 1 from MOE

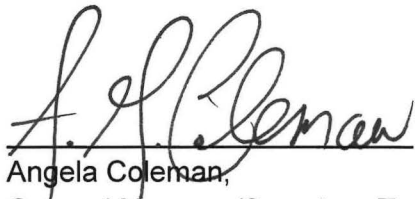
FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:

Compliance with Budget:

There are no Budget implications.

SNC Policy Adherence:

Adheres to the Source Protection Committee Terms of Reference.



Angela Coleman,
General Manager/Secretary-Treasurer.



To: Board of Directors
From: Omar Kana'n, Water Resources Specialist, Engineering
Date: February 10th, 2020
Subject: Request for Approval: 2021 SNC Emergency Preparedness Plans

RECOMMENDATION:

The Board of Directors approve the 2021 SNC Emergency Preparedness Plans.

South Nation Conservation (SNC), has the following Emergency Preparedness Plans:

1. *Crisis Communications Kit for Landslides* [John Mesman];
2. *Forest Fire Emergency Plan* [Pat Piitz];
3. *Flood Contingency Plan* [Sandra Mancini];
4. *Low Water Response Plan* [Sandra Mancini].

SNC Emergency Preparedness Plans are reviewed annually and digital reports are located on the Board Members section of the SNC website. Hard copies are available from staff upon request. Please note, confidential after hours contact information is included in some of these plans.

In addition, SNC staff sit on Municipal Emergency Management Committees and provide information and technical support on natural hazards.

Members are encouraged to contact staff directly with questions.

FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:

Compliance with Budget: Compliant with SNC Budget.

SNC Policy Adherence: SNC Emergency Plans adhere to provincial guidelines and relevant Acts.

Omar Kana'n

Omar Kana'n,
Water Resources Specialist, Engineering.



To: Board of Directors
From: Eric McGill, Corporate Counsel
Date: February 1, 2021
Subject: Request for Approval: Berwick Shop Lease Agreement

RECOMMENDATION:

The Board of Directors enter into a renewed lease agreement with North Stormont Township for the use of the shop, boat house, and storage facilities at 15 Union St., Berwick.

DISCUSSION:

South Nation Conservation's shop facilities at 15 Union St. Berwick – the previous site of SNC's administrative office – are used under lease with the Township of North Stormont.

The Township and SNC entered into a ten-year lease agreement following SNC's move in 2008. The lease covers the shop, boat house, and equipment storage areas. There is no rent charge and snow removal costs for the parking lot are shared with the Township.

The renewed lease retains the stipulations save for updates to the insurance requirements and an increase in the term from 10 years to 20 years.

FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:

Compliance with Budget: The lease charges no rents. The snow removal costs for the shared parking lot are accounted at pages 40 in the 2021 SNC Budget, Community Lands: Buildings and Infrastructure, Operating Expenses: Contracted Services.

SNC Policy Adherence: Clause 21(1)(n) of the *Conservation Authorities Act* enables SNC to collaborate and enter into agreements with municipalities, organizations, and individuals for the purpose of accomplishing its objects.

Eric McGill,
Corporate Counsel.



To: Board of Directors
From: Michelle Cavanagh, Team Lead, Stewardship
Date: February 3, 2021
Subject: Request for Approval: Ducks Unlimited Canada Services Agreement

RECOMMENDATION:

The Board of Directors approve entering into a professional services agreement with Ducks Unlimited Canada.

DISCUSSION:

Ducks Unlimited Canada (DUC) – an operating charity dedicated to the conservation and restoration of wetlands for North America’s waterfowl – is seeking the professional services of Conservation Authorities to provide support for the Ministry of Environment, Conservation and Parks’ Wetlands Conservation Partner Program (MECP WCPP).

South Nation Conservation and Rideau Valley Conservation Authority have been approached to provide expertise on fish, fish habitat, and other related subjects to assist DUC with the implementation of its wetland conservation program.

Some of the SNC professional services requested include:

- Providing fisheries expertise during negotiations with Fisheries and Oceans Canada regarding the MECP WCPP;
- Assist in categorizing MECP WCPP projects requiring DFO engagement into groupings based on project type, fish habitat and other suggested criteria; and
- Assisting in the development of predicted fish community structure for MECP WCPP projects based on existing watershed information, and expertise and experience.

The contract term is January 4, 2021 to November 30, 2021 and the services will equate to a total amount of \$42,000 plus HST.

FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:

Compliance with Budget:

The services are cost recovery. SNC will invoice monthly for billed hours plus expenses.



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SNC Policy Adherence:

Clause 21(1)(n) of the *Conservation Authorities Act* enables SNC to collaborate and enter into agreements with municipalities, organizations, and individuals for the purpose of accomplishing its objects.

A handwritten signature in black ink that reads "Michelle Cavanagh". The signature is written in a cursive, flowing style.

Michelle Cavanagh,
Team Lead, Stewardship.



To: Board of Directors
From: Cheyene Brunet, Forestry Technician
Date: February 8, 2021
Subject: Request for Approval: Forests Ontario Agreements

RECOMMENDATION:

The Board of Directors approve entering into agreements with Forests Ontario for the following programs:

1. 50 Million Tree Program: Tree planting subsidy of \$1.41/seedling, approximate annual amount of \$189,000; and
 2. Highway of Heroes Fund: Tree planting subsidy of \$0.365/seedling, approximate annual amount of \$16,000.
-

DISCUSSION:

1. 50 Million Tree Program (50MTP)

The 50MTP provides Ontario property owners with a subsidy to plant trees on eligible properties. Funding is provided by Environment and Climate Change Canada via Forests Ontario. Forests Ontario then signs Partner Delivery Agent (PDA) agreements with organizations delivering tree planting under the 50MTP.

South Nation Conservation (SNC) has been delivering the 50MTP since it began in 2008. Prior to 2020, Forests Ontario signed the PDA agreement with Conservation Ontario on behalf of all Conservation Authorities; under the new federal funding, each individual Conservation Authority is required to sign a PDA agreement directly with Forests Ontario.

The \$1.41 per seedling funding, (for PDA eligible sites) is provided to support stock purchase, site preparation, planting, tending, and survival assessments. PDAs are required to deliver the 50MTP as per the approved 2021 Program Guidelines, sign a 15-year agreement with participating landowners, and provide annual reporting on planting projects.



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2. **Highway of Heroes Fund (HOH)**

The HOH is a new (2019) funding initiative Forests Ontario has under the Proposed Partnership to Support Highway of Heroes Campaign (dated October 26, 2019).

Projects approved under the 50MTP that are within 30 kilometers (north and south) of Highway 401, are eligible for an additional subsidy of \$0.365/seedling. PDAs delivering the 50MTP are required to sign this second agreement to receive the additional subsidy.

Both agreements are renewed on an annual basis.

FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:

Compliance with Budget:

The 50 Million Tree Program and Highway of Heroes Fund: revenue is included in the 2021 SNC Budget under Resource Management: Partner Programs: Forests, pages 16-17. Forests Ontario revenue is higher than budgeted amount because tree sales are higher than original estimate.

SNC Policy Adherence:

Purchase of seedlings and contracted services to deliver the tree planting program adheres to SNC's Purchasing Policy as follows:

- Tree seedling purchase – page 6, section (E) Non-Competitive Purchasing
- Contracted services for site preparation, planting, and tending – pages 3 and 4, section (C) Purchasing Limits and Authorizations Required, subsections (iii) and (iv) purchases \$5,000 up to \$15,000 and purchases \$15,000 up to \$100,000.

for

Cheyene Brunet,
Forestry Technician.



To: Board of Directors
From: Michelle Cavanagh, Team Lead, Stewardship
John Mesman, Team Lead, Communications and Outreach
Pat Piitz, Team Lead, Property
Date: February 10th, 2021
Subject: Request for Approval: Funding Applications

RECOMMENDATION:

The Board of Directors approve the submission of the following funding applications:

1. **Grassland Stewardship Initiative:** requesting \$23,000, over 5 years, for grassland habitat enhancement and maintenance.
2. **EcoAction Community Funding Program:** requesting \$100,000, over 2 years, for shoreline stabilization at Oak Valley Pioneer Park.
3. **Rural Economic Development Program:** requesting \$33,900 for dock expansion and retrofit for canoe and kayak launching, and washroom renovations at the High Falls Conservation Area in Casselman.
4. **Aboriginal Fund for Species at Risk:** requesting \$200,000, over 2 years, for species at risk monitoring in Eastern Ontario.
5. **Habitat Stewardship Program:** requesting \$6,000 for species at risk bird monitoring on SNC forest properties.

DISCUSSION:

External funding programs have been identified by staff as potential sources of revenue for South Nation Conservation (SNC) projects. The following grant applications have been, or will be submitted; SNC is seeking approval from the Board:

1. **Grassland Stewardship Initiative:**
 - **Project:** Species at Risk Grassland Bird Habitat Enhancement and Hay Field Rejuvenation
 - **Request:** \$23,000, over 5 years
 - **Program will fund:** Up to \$50,000, no matching funds required
-



- **Purpose:** Enhance and restore prime Bobolink and Eastern Meadowlark habitat within an agriculturally productive hay harvesting program. Create a management plan to improve the overall health and success of the habitats as well as the productivity of the hay field.
- **Deadline:** January 22, 2021

2. EcoAction Community Funding Program:

- **Project:** Oak Valley Streambank Restoration
- **Request:** \$100,000, over 2 years
- **Program will fund:** Up to \$100,000, 50% matching funds required
- **Purpose:** To stabilize the streambank along the South Branch of the South Nation River at Oak Valley through the establishment of a naturalized shoreline. Provide a demonstration site for the public and local contractors to learn natural infrastructure approaches to streambank stabilization.
- **Deadline:** March 3, 2021

3. Rural Economic Development Program:

- **Project:** Dock Expansion and Retrofit for Canoe and Kayak Launches
- **Request:** \$33,900
- **Program will fund:** Up to \$33,900, 70% matching funds required
- **Purpose:** Expand and retrofit existing docks at the High Falls Conservation Area to accommodate canoe and kayak launching, and renovate existing washroom facilities.
- **Deadline:** February 1, 2021

4. Aboriginal Fund for Species at Risk:

- **Project:** Eastern Ontario First Nations Working Group Multiple Species at Risk
- **Request:** \$200,000, over 2 years
- **Program will fund:** Up to \$50,000, 20% matching funds required
- **Purpose:** To increase the overall knowledge of distribution and abundance of the following species: Little Brown Myotis, Northern Myotis, Tri-coloured Bat, Eastern Wolf, Black Ash, Monarch, and Western Chorus Frog within eastern Ontario.
- **Deadline:** March 2, 2021

5. Habitat Stewardship Program:



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- **Project:** Species at Risk Forest Bird Monitoring – SNC Forest
- **Request:** \$6,000
- **Program will fund:** Up to \$100,000, 50% matching funds required
- **Purpose:** Enhance knowledge of ecological values of SNC land holdings and identify opportunities for the protection of Species at Risk birds. SNC will purchase and deploy acoustic wildlife monitoring units at core forest areas in the SNC Forest to detect range of species through digital analysis.
- **Deadline:** March 2, 2021

FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:

Compliance with Budget:

The projects are not included in the 2021 Budget. Any matching contributions from SNC would come from resources already included in the 2021 Budget.

SNC Policy Adherence:

All expenditures will adhere to SNC's Purchasing Policy, including seeking three quotes and required authorizations according to purchasing limits. All work undertaken to complete the projects will adhere to SNC's Health and Safety Policies and Procedures.

Michelle Cavanagh,
Team Lead, Stewardship

John Mesman,
Team Lead, Communications and Outreach.

Pat Piitz,
Team Lead, Property.



To: Board of Directors
From: Sandra Mancini, Team Lead, Engineering
Date: February 8, 2021
Subject: Request for Approval: Flood and Erosion Hazards Mapping

RECOMMENDATION:

The Board of Directors receive and file the Findlay Creek and North Castor River Flood Hazard and Erosion Hazard Mapping reports and associated maps as the best information available to establish flood hazard and regulation limits along the watercourse; and

FURTHER THAT: The reports and maps be used by South Nation Conservation's planning and regulations programs and other watershed management activities effective immediately.

DISCUSSION:

In October 2020, the Board of Directors approved SNC's updated public consultation plan for hosting virtual natural hazard mapping open houses due to the COVID-19 pandemic (Resolution No. BD-123/20).

On November 10th, 2020, South Nation Conservation (SNC) hosted an online public information session on new natural hazard maps developed for areas along Findlay Creek and North Castor River within the City of Ottawa.

Invitations and draft maps were sent to 207 affected property owners, developers, and various stakeholders (e.g., SNC member municipalities, utility companies, school boards, First Nations, elected officials, provincial and federal ministries, etc.).

Public notice was published in the Ottawa Citizen and Ottawa Sun newspapers at least 20 business days before the meeting and was also promoted on SNC's website, social media, and in a press release.

The livestream of the online information session was viewed 93 times on SNC's YouTube channel (www.youtube.com/SouthNationCA). Staff presented the draft maps and provided further information on natural hazard mapping, floodplain and erosion hazard areas, development approvals, and SNC's programs and services.

SNC staff met individually with 8 interested private property owners and a developer to further discuss the natural hazard maps and their implications for future development lands. Meetings were held safely online or by phone.



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None of the public feedback received impacted the SNC regulation limit. The 1:100-year flood and erosion lines delineated for these reaches are suitable for use in the SNC regulation limits mapping (referred to in Section 2 of Ontario Regulation 170/06) and in municipal land use planning and development approval processes under the *Planning Act*.

Upon Board approval, the mapping will be sent to the Ministry of Natural Resources and Forestry (MNRF), and the United Counties of Prescott and Russell.

FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:

Compliance with Budget:

This project was completed in the 2020, no impact on the 2021 SNC Budget.

SNC Policy Adherence:

MNRF's Natural Hazards Technical Guide (MNRF, 2002, Conservation Ontario Guidelines (2005), and SNC policies regarding Development, Interference with Wetlands and Alteration to Shorelines and Watercourses Regulation – Ontario Regulation 170/06 Pursuant to Section 28 of the *Conservation Authorities Act* of Ontario.

A handwritten signature in cursive script that reads "Sandra Mancini".

Sandra Mancini,
Team Lead, Engineering.



To: Board of Directors
From: Alison McDonald, Team Lead Approvals
Date: February 3rd, 2021
Subject: Update: On-Site Sewage Permits Issued

RECOMMENDATION:

The Board of Directors receive and file the On-Site Sewage Permits Issued update.

DISCUSSION:

SNC staff issue permits under Part 8 of the Ontario Building Code. The list below includes permits issued in the month of January 2021. Septic system searches and renovation reviews are not included.

#	Permit Number	Landowner Name	Former Municipality
1	CH-21-01	Gerhard Peters	Champlain
2	ND-20-54	William Armstrong	North Dundas
3	SS-21-01	Derek Korac	South Stormont
4	RU-20-81	Joel Breton	Russell
5	CR-21-01	CR Land - Beauregard	Clarence-Rockland
6	CH-21-02	Greg Ross	Champlain
7	CH-21-03	Gary Walter	Champlain
8	AP-21-01	Luc Joanis	Alfred Plantagenet
9	CH-21-01	Sylvain Bolduc	Champlain
10	NA-21-01	5035204 Ontario Inc.	Nation
11	RU-21-1	Steve Bekkers	Russell
12	SS-21-02	Allie Honey	South Stormont
13	CR-21-02-A	10817279 Canada Inc.	Clarence-Rockland
14	CR-21-02-B	10817279 Canada Inc.	Clarence-Rockland
15	NA-21-02	Alain Corriveau	Nation
16	CR-21-03	Simon Vinet	Clarence-Rockland
17	CR-21-04	Jean-Marc Lalonde	Clarence-Rockland
18	NA-21-03	Sylvain Racine	Nation
19	CR-21-05	Yves Guindon	Clarence-Rockland
20	CR-21-06	Natalie Guenette	Clarence-Rockland
21	CR-21-07	Miguel Clement	Clarence-Rockland
22	SD-21-01	Luis Zelayeta	South Dundas



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#	Permit Number	Landowner Name	Former Municipality
23	NS-21-01	Christian Henri	North Stormont
24	CH-21-05	Bryce Luker	Champlain
25	SD-21-02	Jacques Belisle	South Dundas

Staff will continue to track permit applications and associated timelines to ensure timely service delivery.

Alison McDonald,
Team Lead, Approvals.



To: Board of Directors
From: Alison McDonald, Team Lead Approvals
Date: February 3rd, 2020
Subject: Update: Planning Activity

RECOMMENDATION:

The Board of Directors receive and file the Planning Activity update.

DISCUSSION:

SNC staff provide comments on planning applications and technical reviews to support planning applications. Applications are sent to SNC by local Municipalities; costs are recovered according to the Board approved fee schedule.

The list below includes planning applications received in the month January.
Pre-consultations are not included in this list.

#	SNC Number	Landowner Name	Former Municipality	Application
1	SNC-1578-2021	Ferme Agriguay Inc.	South Plantagenet	Severance
2	SNC-1579-2021	Sterling Emerson Allen	Champlain	Severance
3	SNC-1581-2021	Not provided	East Hawkesbury	Zoning By-Law Amendment
4	SNC-1582-2021	Not provided	East Hawkesbury	Zoning By-Law Amendment
5	SNC-1583-2021	Charlottengro Farms Ltd.	Caledonia	Severance
6	SNC-1584-2021	Charlottengro Farms Ltd.	Caledonia	Severance
7	SNC-1585-2021	Joan Llott	Gloucester	Severance
8	SNC-1586-2021	Peter Bejder	Osgoode	Severance
9	SNC-1587-2021	Eric Blanchard and Melanie Brazeau	Cumberland	Minor Variance
10	SNC-1588-2021	Joseph and Judy Grunwald	Cumberland	Severance
11	SNC-1589-2021	Barbara and Robert Argue	Osgoode	Severance
12	SNC-1590-2021	Mario Dupuis and Wendy Royer	Cumberland	Minor Variance
13	SNC-1592-2021	Ellen Purvis	Edwardsburgh	Severance
14	SNC-1593-2021	Fritz Pierre	Russell	Zoning By-Law Amendment



#	SNC Number	Landowner Name	Former Municipality	Application
15	SNC-1595-2021	Michael and Thea Farlinger	Morrisburg	Severance
16	SNC-1596-2021	Clarence Chisholm	Osnabruck	Severance
17	SNC-1597-2021	Ycon Bergeron and Christina Harrison	Russell	Severance
18	SNC-1598-2021	Timothy Lamb	Champlain	Severance
19	SNC-1599-2021	Martin Marion and Josée Gervais	Cambridge	Severance
20	SNC-1603-2021	Regional Group	Gloucester	Subdivision
21	SNC-1604-2021	1437137 Ontario Inc.	Russell	Zoning By-Law Amendment
22	SNC-1606-2021	La Coopérative Agricole d'Embrun Ltée	Russell	Severance
23	SNC-1607-2021	Not provided	Finch	Zoning By-Law Amendment
24	SNC-1609-2021	Amanda and Roy Barkley	Matilda	Severance
25	SNC-1610-2021	Kevin and Ashley Atchison	Osnabruck	Severance
26	SNC-1611-2021	Tartan Lands Consultants Ltd.	Cumberland	Subdivision
27	SNC-1612-2021	Philip and Kelly Klein	Mountain	Severance
28	SNC-1613-2021	1737814 Ontario Inc.	Matilda	Severance
29	SNC-1614-2021	Teresa and Martin Bimmer	Osnabruck	Severance
30	SNC-1615-2021	Brigil Construction	Clarence	Minor Variance
31	SNC-1616-2021	H. M. Koch Dairy Inc.	Clarence	Severance
32	SNC-1617-2021	Alison Margo and Jean-Jacques Ledoux	Clarence	Severance
33	SNC-1618-2021	Alison Margo and Jean-Jacques Ledoux	Clarence	Severance
34	SNC-1619-2021	Brigil Construction	Clarence	Site Plan Control
35	SNC-1620-2021	Municipality of North Grenville	North Grenville	Official Plan Amendment
36	SNC-1621-2021	1381679 Ontario Inc.	Roxborough	Severance
37	SNC-1622-2021	Richcraft Homes	Gloucester	Severance
38	SNC-1626-2021	Claridge Homes	Gloucester	Subdivision



#	SNC Number	Landowner Name	Former Municipality	Application
39	SNC-1627-2021	Raymond Provost Cartage Co. Ltd.	Finch	Severance
40	SNC-1628-2021	Raymond Provost Cartage Co. Ltd.	Finch	Severance
41	SNC-1631-2021	John and Joanne Havekes	Mountain	Severance
42	SNC-1633-2021	Jean-Marie and Lucille Groulx	North Plantagenet	Severance
43	SNC-1634-2021	Raymond and Sylvie Leroux	Cambridge	Severance
44	SNC-1635-2021	Raymond and Sylvie Leroux	Cambridge	Severance
45	SNC-1636-2021	Sylvain Blanchard	Cambridge	Severance
46	SNC-1637-2021	Eric Baker	Cornwall	Severance
47	SNC-1638-2021	Peter Rogers Sorby and Ella Kathleen Sorby- Eastman	Russell	Severance
48	SNC-1639-2021	Raymond and Lise Bourdeau St. Pierre	Russell	Severance

Technical Reviews

SNC offers professional and technical review services in engineering, hydrogeology, biology, and private servicing. The following table includes the technical reviews completed in the month of January.

SNC Number	Development Size	Review Type
SNC-1586-2021	Small Scale Development	Environmental Impact Statement
SNC-1415-2020	Area > than 2	Stormwater Management
SNC-1151-2020	Area > than 2	Stormwater Management
SNC-1297-2020	Area < 0.5 hectares	Stormwater Management
SNC-1208-2020	Area ≤ 2 hectares	Stormwater Management
SNC-1545-2020	Small Scale Development	Environmental Impact Statement
SNC-5538-2018	Area > than 2	Environmental Impact Statement
SNC-4802-2017	Small Scale Development	Environmental Impact Statement
SNC-1392-2020	Area > than 2	Stormwater Management
SNC-1365-2020	Area > than 2	Environmental Impact Statement



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SNC Number	Development Size	Review Type
SNC-1365-2020	Area > than 2	Stormwater Management
SNC-5376-2017	Area > than 2	Stormwater Management
SNC-1276-2020	Area > than 2	Stormwater Management

Staff will continue to track applications and associated timelines to ensure timely reviews.

A handwritten signature in black ink that reads "Alison McDonald". The signature is written in a cursive, flowing style.

Alison McDonald,
Team Lead, Approvals.



To: Board of Directors
From: Geoff Owens, Regulations Officer
Date: February 5th, 2021
Subject: Request for Approval: Permits Issued and Modify Permit Validity Term

RECOMMENDATION:

The SNC Board of Directors approve permits 9 – 18 issued under Ontario Regulation 170/06 Development, Interference with Wetlands and Alterations to Shorelines and Watercourses; and

FURTHER THAT: Permit 2018-OSG-R055 have the validity term changed from 2 to 5 years as is permitted under Ontario Regulation 170/06.

DISCUSSION:

SNC staff issue permits in accordance with SNC policies and then presents them to the Board for approval at each Board meeting. The list below indicates the permits that have been issued since January 12, 2021.

In 2018 approval 2018-OSG-R055 was issued for a subdivision build-out. A few of the houses have not been built yet and therefore staff request the Board consent a 5-year term to be applied. This will keep the final portion of the build-out in conformity with SNC's Regulation. Should the timeline for build-out go beyond the 5 years from original issuance date (Nov. 12, 2018), a re-issuance of permit and fee will be required to be undertaken by the applicant.

#	Permit No.	Landowner	Former Municipality	Project
9	2020-ALP-R229	Peter Koch	N. Plantagenet	Erosion Control & Beaver Baffle
10	2020-ALP-R233	Jean-Guy Houle	N. Plantagenet	Replace Septic Tank.
11	2020-AUG-R182	Robert and Mona Schuller	Augusta	Replace Dock
12	2020-CLR-R217	Yves Perras	Clarence	Erosion Control
13	2020-CUM-R207	Graeme Fox	Cumberland	New House and Septic System
14	2020-CUM-R227	City of Ottawa	Cumberland	Two Bridge Rehabilitations

#	Permit No.	Landowner	Former Municipality	Project
15	2020-NAT-R069	St-Albert Cheese Co-op Inc.	Cambridge	Cut/Fill Operation & Upgrade Crossing
16	2020-NDU-R222	Mark Vandelst	Winchester	Replace Septic
17	2020-NGL-R215	James MacEwen	Kenyon	Relocate Creek, 3 New Culvert Crossings
18	2020-NGR-R231	Nina Taylor	Oxford on Rideau	New House and Septic System

Complaints/Issues: Sites visited in 2021 through the regulatory program: 2

Location	Issue	Outcome
South Dundas	Interference with associated PSW	Landowner agreed to allow land to re-naturalize and undertake restoration as appropriate based on conditions next Spring/Summer
Russell	Excavation equipment near the river "Breaking the Rules"	Works appeared to be in-line with Planning and Regulation approvals recently issued.

Staff will continue to track complaint site visits and will provide a memo email to the Clerk of the municipalities where future visits take place.



Geoff Owens,
Regulations officer.



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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

To: Board of Directors
From: Carl Bickerdike, Team Lead, Corporate Services
Date: February 5, 2021
Subject: Request for Approval: Monies Received and Disbursement Register for January 2021

RECOMMENDATION:

The Board of Directors receive and file the money received report for January 2021; and

FURTHER THAT: The Board approve the Disbursement Register of \$ 631,960.96 for January 2021.

BACKGROUND: The list of major money receipts by customers are shown below:

<u>Received From:</u>	<u>January 2021</u>
City of Ottawa	559,365.33
Ontario Power Generation Inc.	84,750.00
United Counties of Stormont, Dundas & Glengarry	52,104.73
Planning Revenue	40,482.60
United Counties of Prescott & Russell	39,550.00
Raisin Region Conservation Authority	36,323.27
Septic Revenue	28,987.60
ECO Canada	16,920.00
Township of Russell	16,534.56
Nation Municipality	10,080.00
Workplace Safety & Insurance Board	6,110.07
Forests Ontario	3,804.70
Royal Bank of Canada	1,832.09
Other	8,127.03
TOTAL \$	904,971.98

<u>January 2021</u>	<u>Total</u>
Accounts Payable Cheques	99,052.18
Internet Banking	279,930.91
Electronic Funds Transfer Payment	252,977.87
TOTAL \$	631,960.96

FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:

SNC has approved Policies for cheques, internet banking and electronic funds transfer.

Carl Bickerdike,
Team Lead, Corporate Services
Attachment

Number	Code	Name	Amount
19640	PEPR1045	DENIS TESSELAAR	255.00
19641	SD208015	MUNICIPALITY OF SOUTH DUNDAS	300.00 Eniv Grant
19642	AULT0138	AULT & AULT LLP IN TRUST	60,667.00 Velema North
19643	ATRE0219	2020-EAB-037	350.00 Ash Tree Grant
19644	ATRE0220	2020-EAB-083	330.00 Ash Tree Grant
19645	ATRE0221	2020-EAB-073	1,495.00 Ash Tree Grant
19646	ATRE0222	2020-EAB-088	514.87 Ash Tree Grant
19647	ATRE0223	2020-EAB-104	1,500.00 Ash Tree Grant
19648	BEEH0507	VOID	0.00
19649	CEDA2045	CEDARVIEW BUILDERS SUPPLY LTD.	521.68
19650	DDPR1500	THE FINCH MARKET	42.90
19651	GUIL3350	GUILLEVIN INTERNATIONAL CO.	283.68
19652	IRMO4430	IRON MOUNTAIN	185.23
19653	PURO7040	PUROLATOR COURIER LTD.	5.09
19654	SNCW0434	2019-CLR-CW07	4,125.00 Streambank Erosion grant
19655	SNCW0435	2020-CLR-CW22	2,000.00 Septic System grant
19656	BUSI0578	DESJARDINS CARD SERVICES (STAPLES)	855.28
19657	IRMO4430	IRON MOUNTAIN	181.59
19658	MILT8475	MIRITON LTD	5,650.00 HVAC Assessment
19659	NOGR6191	NORTH GRENVILLE TIMES INC.	345.90
19660	SDGF8965	2020-SDGWAS-30	500.00 MFTIP - SDG Grant
19661	SEEM8999	SEAWAY EMBROIDERY	759.36
19662	SENE8900	SEAWAY NEWS	308.49
19663	SWMA8060	SWISH MAINTENANCE LTD.	267.83
19664	TRRE8580	TRAFX RESEARCH LTD.	1,418.15
19665	VIHU7520	VICE & HUNTER LLP, Barrister & Solicitors	1,000.62
19666	VSLA7790	VS LANDSCAPE GROUP	7,939.61 Tree removal
19667	MVCA2500	MISSISSIPPI VALLEY CONSERVATION AUTHORITY	625.00
19668	BEEH0507	N. BEEHLER ELECTIC LTD.	59.89
19669	BOWE0555	BOURGEOIS WELL DRILLING	73.45
19670	CHPR1030	CHARTERED PROFESSIONAL ACCOUNTANTS OF ONTARIO	158.54
19671	CPSE9967	MICHAEL ARMSTRONG	396.90
19672	LASO5560	LAW SOCIETY OF ONTARIO	2,116.49
19673	BEEH0507	N. BEEHLER ELECTIC LTD.	3,819.63
			99,052.18
		Internet Banking	
10005252	BELL0510	BELL CANADA	1,031.69
10005256	BELL0510	BELL CANADA	54.14
10005260	BELL0510	BELL CANADA	251.47
10006760	HYDR3560	HYDRO ONE	59.48
10008105	FIFE2505	FINCH FEED & SEED LTD. PURINA	169.83
10008106	HYDR3560	HYDRO ONE	30.15
10009536	UNIO9003	UNION GAS LIMITED	1,355.23
10009538	HYDR3560	HYDRO ONE	1,060.56
10009541	HYDR3560	HYDRO ONE	1,487.05
10000471	HYDR3560	HYDRO ONE	31.82
10009544	MACE5505	MACEWEN PETROLEUM INC.	977.25
10000467	TELU8575	TELUS MOBILITY	1,455.94
20200120	KINO4560	KISTERS NORTH AMERICA, INC	3,381.26
20210114	BAMO0650	THE BANK OF MONTREAL	7,875.43 Pension
20210119	VISA7602	VISA - SYLVIE FRACASSI	86.23
20210119	VISA7604	VISA - JACQUES LEVERT	118.11
20210119	VISA7605	VISA - RONDA BOUTZ	332.66
20210119	VISA7606	VISA - SANDRA MANCINI	1,763.97

Number	Code	Name	Amount
20210119	VISA7607	VISA - MONIQUE SAUVE	56.23
20210119	VISA7608	VISA - ANGELA COLEMAN	463.25
20210119	VISA7609	VISA - DEBORAH EDWARDS	28.25
20210119	VISA7601	VISA - LORIE HENDERSON	2,721.38
20210128	BAMO0650	THE BANK OF MONTREAL	7,835.12 Pension
20210128	PAYW0139	Payworks	123,394.59 Pay 1
20211401	PAYW0139	Payworks	123,909.82 Pay 2
			<hr/> 279,930.91

EFT Banking

9670	VIDA8990	VINCENT DAGENAIS GIBSON LLP	13,841.79 Professional Services
9671	AC401010	ANGELA COLEMAN	510.88
9672	BESE0590	BEGG-SEGUIN HARDWARE LIMITED	507.48
9673	CHRE1051	ETCETERA PUBLICATIONS (CHESTERVILLE) INC	318.10
9674	COAU1115	COOTER'S AUTOMOTIVE	475.00
9675	EMHA2000	EMOND HARNDEN	1,416.46
9676	GAUD3008	GAUDET MACHINING AND WELDING	535.77
9677	JAME3850	JACQUES MEILLEUR	2,079.20
9678	JP2G4560	JP2G CONSULTANTS INC	5,520.05 Engineering Design
9679	LOAU1000	LOCAL AUTHORITY SERVICE LTD	219.82
9680	NOVA6200	NOVA NETWORKS	5,116.64 Laptops/Website updates
9681	OMER6450	OMERS	35,008.42 Pension
9682	SHSI8023	SHANE SIGNS	1,873.54
9683	SM405455	SANDRA MANCINI	40.00
9684	SSMA8250	SSC MAINTENANCE SERVICES INC	2,505.97
9685	TRCA8650	TRADUCTIONS CATMAC TRANSLATIONS	926.86
9686	WISP8055	WINCHESTER SPRINGS MOBILE WASH	395.50
9687	LH403640	LINDA HUTCHINSON	1,554.69
9688	NOMI6230	NORTHERN MICRO INC	5,153.93 Mapping PC
9689	NOVA6200	NOVA NETWORKS	5,602.31 Managed Services Dec/Laptop
9690	SHSI8023	SHANE SIGNS	1,011.35
9691	AOSV0100	ANNIS, O'SULLIVAN, VOLLEBEKK LTD.	10,766.64 Survey J Henry Tweed
9692	CA201030	VILLAGE DE/OF CASSELMAN	2,800.00
9693	CIOT0270	CITY OF OTTAWA	6,932.36 Lab Analysis
9694	DF402060	DAVID FITCH	1,850.50
9695	EMHA2000	EMOND HARNDEN	2,111.97
9696	JM405530	JOHN MESMAN	547.46
9697	MM405526	MICHAEL MELANEY	1,097.25
9698	OTMA6560	1311339 ONTARIO LIMITED O/A OT MANAGED SE	2,260.00
9699	BUFF0576	BUFFETT TAYLOR & ASSOCIATES INSURANCE A	16,384.54 Group benefits
9700	NS206050	TOWNSHIP OF NORTH STORMONT	241.71
9701	RIDE7565	RIDEAU VALLEY CONSERVATION AUTHORITY	115,468.62 Ottawa Rual Clean Water Disbursement
9702	ASMO0182	ASSOCIATION OF MUNICIPALITIES OF ONTARIO	867.84
9703	COMM1130	UNIVERSAL FIELD SUPPLIES	83.47
9704	DE402000	DEBORAH EDWARDS	40.12
9705	EM405490	ERIC MCGILL	71.24
9706	GAUD3008	GAUDET MACHINING AND WELDING	48.39
9707	JAME3850	JACQUES MEILLEUR	3,068.15
9708	LANN5020	LANNIN'S GARAGE	929.15
9709	LEVA5032	LEVAC PROPANE INC	412.89
9710	MIBL8450	M.R. BLAIS SALES & SERVICES INC	387.36
9711	RASE7421	RANGARD SECURITY	497.20

Number	Code	Name	Amount
9712	ROMA7450	RURAL ONTARIO MUNICIPAL CONFERENCE	904.00
9713	SHSI8023	SHANE SIGNS	28.25
9714	STIN8000	STORM INTERNET SERVICES	169.50
9715	WISP8055	WINCHESTER SPRINGS MOBILE WASH	395.50
			<hr/> 252,977.87



To: Board of Directors
From: Carl Bickerdike, Team Lead, Corporate Services
Date: February 9th, 2021
Subject: Request for Approval: Service Agreement Extensions

RECOMMENDATION:

The Board of Directors approve service agreement extensions as follows:

1. Internet at the Finch Office with Bell on a three-year term at an approximate cost of \$32,868 plus HST.
2. IT managed services with Nova Networks on a one-year term at an approximate cost of \$35,940 plus HST.
3. Cleaning at the Finch Office with Simply Sparkling Cleaning on a one-year term at an approximate cost of \$27,000 plus HST.

DISCUSSION:

Several essential service agreements require an extension to keep SNC running smoothly and safely. Staff recommend that the following service agreements be extended to maintain business continuity and reduce the number of potential new contractors entering the building:

1. The fibre optic internet connection at the Finch Office is provided by Bell, at a cost of \$913 plus HST per month. The three-year agreement expires on April 14th and renewal is available at the same price on a three-year term. The connection speed of 200 megabits per second, is more than adequate for SNC's needs over the next three years, whether staff are working remotely or in office. Other providers are unable to match this service and price.
 2. Our IT infrastructure has been managed remotely by Nova Networks since 2008. Nova monitor our network for security threats and outages. They install monthly updates on our servers and provide a 24/7 helpdesk service. Prior to the pandemic they also conducted monthly onsite visits, although that service was cancelled in return for a \$700 price reduction. Nova have agreed to a one-year extension to March 30th, 2022 at the current rate of \$2,995 plus HST per month.
 3. Cleaning service at the Finch Office has been provided by Simply Sparkling Cleaning (SSC) since March 2020. To maintain the cleanest possible work environment, cleaning frequency was increased from 3 nights to 5 nights per week in April 2020. SSC have agreed to a one-year extension to March 30th, 2022 at the current rate of approximately \$2,250 plus HST per month.
-



SOUTH NATION
CONSERVATION
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FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:

Compliance with Budget:

1. Internet - \$12,000 is included in the 2021 Budget, Pages 80-81.
2. IT managed services - \$40,000 is included in the 2021 Budget, Pages 80-81.
3. Cleaning - \$30,000 is included in the 2021 Budget, Pages 40-41.

SNC Policy Adherence:

SNC's Purchasing Policy requires Board approval for non-competitive purchasing over \$25,000. Non-competitive purchasing is acceptable "when professional or special services are required, such as: auditors or accounting fees, legal fees, appraiser fees, banking fees, investment fees, or any other special services".

Further, emergency purchases are acceptable under the purchasing policy when "goods and services are required to address an emergency where the purchase is essential to prevent loss of life, potential loss in business, damage to property, or for the continuation of a program or service that is essential to the well being of the Authority."

A handwritten signature in blue ink, appearing to read 'C. Bickerdike', is written over a horizontal line.

Carl Bickerdike,
Team Lead, Corporate Services



To: Board of Directors
From: Carl Bickerdike, Team Lead, Corporate Services
Date: February 9th, 2021
Subject: Request for Approval: 2021 SNC Insurance

RECOMMENDATION:

The Board of Directors approve the renewal of the Authority's insurance with Marsh at an upset limit of approximately \$102,700 including taxes.

DISCUSSION:

SNC is part of Conservation Ontario's group insurance program. The insurance provider is Marsh Canada Limited. The SNC insurance premium for April 1, 2020 to April 1, 2021 was \$92,138 including taxes. This was an 18% increase from 2019-2020 when the premium was \$78,043 including taxes. Most of the increase was on the property and liability premiums.

SNC has been warned that due to a challenging insurance market, premiums could increase by 10-15% this year.

As our insurance broker, Marsh went to market prior to the 2019 renewal to ensure the rates paid by the Conservation Authorities are competitive. SNC also performed our own due diligence on the premiums in 2019. At this time staff are confident that SNC's continued participation in the Conservation Ontario group insurance program offers the best value to the Authority.

FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:

Compliance with Budget:

Total 2021 Budget allocation for insurance is \$102,700 including:

- \$91,500 under Corporate Administration (Page 78/79)
- \$4,500 under Governance (Page 76/77)
- \$1,200 under Sewage Systems Review (Page 50/51)
- \$5,500 under Vehicles and Equipment (Page 38/39).

SNC Policy Adherence:

SNC Purchasing Policy will be followed. Non-Competitive Purchasing is allowed when purchasing insurance.

Carl Bickerdike,
Team Lead, Corporate Services



To: Board of Directors
From: Sandra Mancini, Team Lead, Engineering
Date: February 8, 2021
Subject: Request for Approval: 2021-2022 Infrastructure Projects

RECOMMENDATION:

The Board of Directors approve the submission to the Ministry of Natural Resources and Forestry (MNRF) under the 2021-2022 Water and Erosion Control Infrastructure (WECI) program at approximately \$80,000 for the Chesterville Dam Log Lifter Refurbishing – Phase 2 and Assessment of Dam Winter Operations project.

DISCUSSION:

South Nation Conservation (SNC) annually applies to the Ministry of Natural Resources and Forestry's (MNRF) Water Erosion Control Infrastructure Program (WECI). The program provides up to 50% cost-share funding for capital projects associated with water control and erosion control structures.

The call for 2021-2022 submissions to the WECI program for Conservation Authorities was received on January 22, 2021 and the deadline to submit project proposals is February 19, 2021.

Following Board approval, SNC staff will apply for the following project:

Project	Description	Budget
Chesterville Dam Log Lifter Refurbishing – Phase 2 and Assessment of Dam Winter Operations	Retain qualified services to: <ul style="list-style-type: none">Remove and dismantle the log lifter.Inspect, sandblast, and paint all pertinent components.Return and reassemble the log lifter.Assess dam winter operations.	\$80,000

Funding received from the Province must be matched by Conservation Authorities, (\$40,000 each partner), and each project must be completed by March 15, 2022.



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In 2014, SNC received WECl funding to undertake the first phase of refurbishing the log lifter at Chesterville. This was based on recommendations resulting from a previous inspection of the equipment. During the first phase, the upper portion of the log lifter was dismantled and removed from site to be inspected, sandblasted, and painted. SNC is now seeking to complete the same work for the bottom portion of the log lifter.

FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:

Compliance with 2021 Budget:

The Chesterville Dam Log Lifter Refurbishing – Phase 2 and Assessment of Dam Winter Operations project was included in the 2021 SNC Budget under Properties – Buildings and Infrastructure – Erosion and Water Control, pages 42 and 43.

SNC Policy Adherence:

Project expenditures will adhere to SNC's Purchasing Policy, including authorizations according to purchasing limits.

Sandra Mancini

Sandra Mancini,
Team Lead, Engineering.



February 04, 2021

Fred Pinto
Executive Director & Registrar
Ontario Professional Foresters Association
5 Wesleyan St, #201
Georgetown, ON
L7G 2E2

Re: Conservation Ontario's comments on the Ontario Professional Foresters Association's Review of the *Professional Foresters Act, 2000*

Thank you for the opportunity to provide comments on the Ontario Professional Foresters Association's (OPFA) review of the *Professional Foresters Act, 2000*. Conservation Ontario is the network of Ontario's 36 conservation authorities (CAs). These comments are not intended to limit consideration of comments shared individually with the OPFA by CAs during this review process.

As the Province's second-largest landowners, CAs protect and manage a considerable amount of forested area in Ontario on their privately-owned lands. Many CAs have established partnerships and deliver programs in their watersheds related to forestry, including tree planting services, nursery services, and woodlot management. These are undertaken in collaboration with watershed stakeholders and organizations and include helping landowners restore and improve their properties, protect and improve water quality and quantity, and reduce erosion.

Conservation Ontario offers the following comments in response to the OPFA's questions included in the information sheet for the OPFA's review of the *Professional Foresters Act* and its regulation.

Question 1: Are you supportive of making improvements to the *Professional Foresters Act* and its Regulation?

Overall, Conservation Ontario is supportive of making improvements to the *Professional Foresters Act* and its Regulation (O. Reg. 145/01). Many of these proposed amendments will offer greater clarification to the scope of practice of professional forestry in Ontario, which will be helpful for individuals and agencies to better understand where the use of professional foresters is required and why it is important to the sustainable management and stewardship of Ontario's forests. Overall, the proposed changes would improve accountability of professional foresters, which will contribute to the quality of forest management across Ontario.

While Conservation Ontario agrees with the proposal to remove existing exemptions for the eight unregulated professions outlined in O. Reg. 145/01, CO anticipates that it will be necessary for further

consultation to occur on the activities which constitute professional forestry, and what activities can be undertaken by these unregulated professionals without being in contravention of the Act. Additional comments on this topic are offered in response to the questions below.

It is our interpretation that CAs would not necessarily be required to employ a professional forester for works which meet the scope of practice for professional forestry on lands they own. Subsection 3(2) of the *Professional Foresters Act* states that the practice of professional forestry does not include acts performed in relation to the management or manipulation of forests if they are performed personally by individuals on land which they own, among other exclusions. As such, CAs would be able to set their own land use and forest resource objectives on their lands, however, in many cases it is recognized that CAs will engage a Registered Professional Forester (R.P.F) given the benefits associated with the professional competencies and accountabilities of such registered individuals.

Question 2: Have you had any experience of issues in forestry-related work due to unclarity in the scope of practice between professional foresters (OPFA registrants) and other occupations (not registrants of OPFA)?

CAs have a strong history of working collaboratively with external partners, stakeholders, landowners and the general public on a number of forestry-related projects, including community planting events, restoration, tree planting, endangered species, hazard tree and invasive species management on CA and private lands. It is noted that many consultants, as well as CAs, offer tree planting services, including planting plans and implementation. Based on section 3 of the *Professional Foresters Act*, it is our interpretation that for tree planting activities, the development of planting prescriptions and plans would constitute professional forestry, whereas the implementation (planting of trees) generally falls outside of this scope of practice. Given the breadth of forestry works undertaken by CAs, as well as other individuals and organizations engaged in forestry related works, it is recommended that clarity should be provided through the development of supplemental guidance to assist with interpretation of the Act.

A supplemental guidance document which outlines common forestry works which would require an R.P.F or R.P.F supervision would be helpful for implementation, as well as to assist with clarifying the scope of practice, for instance, where there is intersection between the work of urban foresters and arborists. While some CAs may employ a R.P.F, others may not have an R.P.F on staff, and may currently utilize employees in some of the “unregulated professions” to develop planting prescriptions and plans (e.g. ecologists or biologists). The proposed amendments to O. Reg. 145/01 would require those CAs without an R.P.F on staff to work under the direction of a professional forester or seek Full or Associate R.P.F membership when performing work that is considered professional forestry. It should be noted that it is already the current practice for many CAs without an R.P.F on staff to have R.P.F’s at neighboring CAs review and stamp/sign-off on planting prescriptions and plans

Question 3: Are there other improvements you would like to see added to the OPFA’s proposal?

Conservation Ontario offers the following additions and amendments for consideration in the OPFA’s proposal:

1. Conservation Ontario recommends that a review of section 3 *Scope of practice* of the *Professional Foresters Act* be undertaken to further clarify the scope of professional forestry. For instance, subsection 3(1)(e) states that “the classification, inventory and mapping of forests and urban forests” would fall under the scope of professional forestry. Given the amendments

proposed by the OPFA which recommend removing eight non-regulated professions from the list of exempt professions under O. Reg. 145/01, Conservation Ontario is requesting clarification as to whether this proposed amendment would limit the abilities of CA staff (e.g. ecologists), who are responsible for forest inventory work such as monitoring and Ecological Land Classification, to complete this work? With the amendments proposed by the OPFA, would this work then need to be completed by, or completed under the supervision of a R.P.F? We note that this work does not necessarily involve the manipulation of forest cover or forest management, and would request that the amendments put forward by the OPFA would not result in this work becoming the exclusive domain of R.P.Fs. Other areas where similar clarification is requested include whether the design of forest health monitoring programs (invasive species and pests) would be classified as professional forestry, in addition to other common CA stewardship and restoration activities such as endangered species habitat management and vegetative plantings within stream restoration projects.

2. Conservation Ontario recommends that through this review, the OPFA consider a more robust set of definitions under the *Professional Foresters Act*. For example, both “forest” and “urban forest” should be clearly defined such that the parameters of the scope of practice can clearly be interpreted and understood. An updated definition for “urban forestry” should consider the impact on professions such as arboriculture, which are non-regulated but have a vested interest and reasonable claim to the management of urban forests. For example, it would not be recommended that activities such as street tree inventory in the urban forest be the sole domain of a R.P.F.

Summary

Thank you for the opportunity to review and provide comments on OPFA’s review of the *Professional Foresters Act* and its regulation. Given that the OPFA is undertaking a scoped review of the *Professional Foresters Act* at this time, we anticipate that the OPFA and Ministry of Natural Resources and Forestry (MNRF) will be undertaking additional consultation on any proposed changes to the Act and its regulation in the future. Conservation Ontario would welcome the opportunity for the OPFA and/or the MNRF to host an information session for CA staff to provide greater clarity on the proposed changes and the questions raised in this submission. Should you have any questions about this letter, please feel free to contact myself at jrzadki@conservationontario.ca; 905-717-0617.

Sincerely,



Jo-Anne Rzadki, MSc.
Business Development & Partnerships Coordinator

c.c. All CA CAOs/GMs

**Board of Directors Meeting
February 18th, 2021
Correspondence**



February 4, 2021

Sara Peckford
Food Safety and Environmental Policy Branch
1 Stone Road West
Ontario Government Building, 2nd Floor, Southwest
Guelph, On N1G 4Y2

Re: Conservation Ontario's Comments on the "Drainage Act Regulatory Proposal" (ERO #019-2814)

Dear Ms. Peckford:

Thank you for the opportunity to provide comments on the "Drainage Act Regulatory Proposal" and to participate in the drainage stakeholder webinars. Conservation Ontario is the network of Ontario's 36 conservation authorities (CAs). Comments submitted by Conservation Ontario are not intended to limit comments submitted by individual CAs as part of the consultation process.

In general, conservation authorities are quite supportive of the proposal. In addition, we appreciate the proposed inclusion of CAs as "prescribed persons" through the regulation made under the *Drainage Act*. Conservation Ontario offers the following comments in relation to the discussion questions with an aim of improving the overall proposal.

1. Do you agree with the proposed minor improvement criteria?

The majority of the criteria is administrative in nature and does not address technical matters or project scope. Having clearly defined technical and project scope criteria would assist in determining whether or not a project is truly minor in nature and whether the intent of the proposed regulation is being achieved. Having these criteria more clearly defined will serve to limit differences of opinion regarding what is considered to be a "minor improvement". Failure to do so could ultimately undermine the intent of efficiency and timeliness.

Proposed Criteria	Conservation Ontario's Comments
The improvement would be initiated by the property owner	<ul style="list-style-type: none">• None
The improvement would take place on an individual property	<ul style="list-style-type: none">• For clarity, we recommend including, "owned by the initiating property owner".• The requirement for the landowner to have to apply for and pay for the work and have the work solely on their property may limit the amount of works that can be done under this option – especially if the intention of the works are to improve a municipal road but the work or part of the work

	<p>would need to expand onto private property.</p> <ul style="list-style-type: none"> • A drainage area can extend beyond an individual property. Clarification is needed that to be eligible for the proposed minor improvement process any changes will not impact the drainage area beyond the individual property boundary
The property owner would pay the full cost of construction for the minor improvement	<ul style="list-style-type: none"> • None
There would be no need for construction access on neighbouring properties or the property owner has already obtained consent from applicable neighbouring properties	<ul style="list-style-type: none"> • Recommend a formal process/form for demonstrating a landowner has obtained consent from applicable neighbouring property owners
The proposed minor improvement would not lead to changes as to how future repair and maintenance costs are allocated to other property owners in the watershed	<ul style="list-style-type: none"> • Further clarity is required on this point. For example, if a farm crossing is installed and in the future needed to be remediated, would that be assessed as a special assessment to that property owner or would it be included in the overall assessment for maintenance and repair?
The minor improvement project would maintain the existing drainage capacity	<ul style="list-style-type: none"> • In some cases the objective of a proposal may be to retain and/or slowly release drainage from a feature on the property. For example, rural stormwater management may benefit from restrictions on flow rates. Similarly, in some cases enhancements to drainage capacity should be considered, e.g. floodplain enhancements or engineered wetlands • As per the comments related to technical criteria and scope, it is recommended that drain enclosures should not be considered to be minor • Additional criteria should include not having an impact on upstream or downstream erosion rates

General Comments - Minor Improvement Process

Conservation authorities would appreciate the opportunity to participate as part of the initial site visit to identify any technical or regulatory constraints up front, which could then be included as part of the work of the appointed engineer. This will help to expedite the approval process when permission under Section 28 of the *Conservation Authorities Act* is being sought.

The proposal identifies that the regulation may permit a municipality to rely on a municipal staff engineer who has P.Eng credentials. It is recommended that the regulation instead reference that the municipality rely on a P.Eng. who has experience in this field. The engineer should be familiar with the *Drainage Act*, the DART protocol and any other protocol that may be provided for in the regulation.

Given the reduced timeframe proposed for appeals (10 days) the regulation should specify that the reports/notices should be sent to regulatory agencies and landowners via electronic means. As a result of the COVID-19 pandemic, many letters are not making it to their destination within 10 days. Conservation Ontario is concerned that the reduced timeframes may not give landowners (including CAs) and regulatory agencies adequate time to review a proposal. It is recommended that the proposal be increased to 20 **business** days (or approximately one month).

This proposal would allow for an appellant to sidestep the Drainage Tribunal and go directly to the Drainage Referee. The advantage of this proposal is unclear given the Drainage Tribunal's expertise in handling appeals.

Examples of minor projects were provided but were limited to examples related to agricultural farmlands. The *Drainage Act*, however, is also used to provide legal outlet for drainage associated with urban development. It is unclear whether some drainage associated with urban development may be considered minor projects. Given the heightened risk to people and property, it is recommended that drainage associated with urban development should not be considered a minor project.

Finally, the relative age of the Engineer's Reports should be considered when defining "minor improvements". Conservation authorities identify that many of the Engineer's Reports in their watersheds are more than 20 years old and therefore not reflecting current engineering best practices and regulatory approval standards. In some cases, these reports do not contain cross-section data. The lack of information in some of these reports will make it difficult for CAs to assess potential impacts upstream and downstream of a "minor improvement".

2. What types of improvements do you foresee fitting under the minor improvement process?

Conservation Ontario would be very supportive of the use of the minor improvement process to help incentivize stewardship activities for individual landowners. Improvements that could fit under the minor improvement process include: green infrastructure projects that maintain or improves the drainage capacity of the system; environmentally friendly bank stabilization/erosion protection works; replacement of existing gabion baskets or hardened retaining walls; and installation of vegetated buffers. In addition, replacement or repair of existing infrastructure, such as culverts and crossings on a like-for-like basis or upsizing where the risk of increasing flooding or erosion is low could be considered under the minor improvement process. Finally, localized bank stabilization and erosion control at outlets and bends should also be considered as a type of improvement fitting under the minor improvement process.

In general, Conservation Ontario does not support the use of the minor improvement process in wetland areas, associated with urban development or for drain enclosures.

3. What potential pre-approved designs do you foresee for being possible under a protocol for minor improvements?

Conservation Ontario is supportive of the proposal to develop pre-approved practices and respectfully requests an opportunity to participate in their development. It is recommended that the term "practice"

be used in place of “design”; this change in terminology would serve as a reminder to the Engineers and the regulators to ensure that the proposal fits the situation.

In general, Conservation Ontario supports the recommendation to consider straightforward farm crossings and erosion protection as potentially eligible projects for pre-approved designs.

4. Are there other opportunities to further reduce burden for minor improvements?

In order to further reduce burden for minor improvements, it is recommended that the province consider allowing a qualified conservation authority staff engineer who has P.Eng credentials to be appointed by a municipality to prepare a report. Many smaller municipalities do not have P.Eng on staff and this could be a way to support those municipalities on a watershed basis. Moreover, having the ability to appoint a conservation authority staff member may further serve to incentivize landowners to undertake stewardship programs.

It is recommended that the province form a working group with CAs and other regulatory agencies to create criteria for determining what should be considered a minor improvement as compared one that should follow the typical process. This will help to streamline the overall drain approval process. Moreover, the regulation should be designed to require that the Drainage Engineer engage as early as possible with conservation authorities and other regulatory bodies. In addition to undertaking regulatory approvals, CAs have considerable knowledge about the form and function of watercourses, which could assist with the design and approval of a project.

5. Are the proposed criteria for updating an Engineer’s Report appropriate?

It is understood that the proposed new Minister’s regulation would establish a new process for reflecting changes to a drain design in an Engineer’s Report. In the discussion paper, a variety of draft eligibility criteria are proposed. The first criterion is that “current agency approvals would support the required changes to the drain design”. The criterion does not identify who would be responsible for making that determination. Therefore, it is recommended that the criterion be amended to require consultation and clearance from approval agencies to reflect the changes to a drain design. This should be undertaken prior to granting the municipality authority to maintain the drain “as built”.

As a final step, the council-approved Engineer’s Report should be electronically distributed to approval agencies, including conservation authorities.

6. What new protocols would you prioritize?

Conservation authorities have experience administering streamlined Section 28 approvals for municipal drain maintenance and repair in accordance with the Drainage Act and Conservation Authorities Act (DART) Protocol since 2012. Our experience has confirmed that it provides consistency and efficiency for the approvals process. Adoption of the DART protocol by reference will formalize its status and will further the objectives of consistency and efficiency.

A second installment of the DART protocol to address these minor improvements on drains would be a welcomed addition and provide a standard throughout the province where conservation authorities

exist. There is also a need and opportunity for DART to refine what constitutes drain improvement under Section 78 of the *Drainage Act*.

Finally, as discussed, CAs are supportive of a protocol for pre-approved engineered designs for minor improvements. CAs should be consulted on these pre-approved designs to ensure that they are compliant with CA Act Section 28 requirements. Consideration should be given to including designs which prioritize green infrastructure as a way to further incentivize landowners to employ best management practices.

Once again, thank you for the opportunity to provide comments on the “Drainage Act Regulatory Proposal”. We are appreciative of the ongoing efforts to consult directly with conservation authorities throughout the process and we look forward to working with you as you further refine these proposals. Should you have any questions about this letter, please contact me at extension 226.

Sincerely,

A handwritten signature in black ink, appearing to read 'Leslie Rich', written in a cursive style.

Leslie Rich
Policy and Planning Liaison

c.c. All CA CAOs/GMs