



SOUTH NATION  
**CONSERVATION**  
DE LA NATION SUD

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## **Board of Directors**

# **Meeting Agenda**

**Date:** January 20<sup>th</sup>, 2022

**Time:** 9:00 am

### **Teams Meeting Coordinates:**

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



## Board of Directors

# Meeting Agenda

January 20<sup>th</sup>, 2022 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 December 16<sup>th</sup>, 2021 4-12
  6. New Business:
    - a. Request for Approval: 2022 Budget: Angela 13-14
    - b. Request for Approval: Annual Authority Approvals: Linda 15-16
    - c. For Discussion: Draft Municipal Program Inventory: Angela 17-19
    - d. Request for Approval: Funding Submissions: Michelle/Sandra/John/Ronda 20-23
    - e. For Discussion: Leeds Grenville Septic Approvals Program: Alison 24-27
    - f. Update: On-site Sewage Permits Issued: Alison 28-29
    - g. Update: Planning Activity: Alison 30-31
    - h. Request for Approval: Permits Issued: Geoff 32-33
  7. Financial Reports
    - a. Request for Approval: Conservation Ontario Levy: Carl 34-35
    - b. Request for Approval: 2022 Tree Seedlings Purchase: Ronda 36-37
  8. Supplemental Agenda
    - a. Request for Approval: Monies Received and Disbursement Register for December 2021: Carl
  9. Correspondence
    - a. Letter to Minister of Environment, Conservation, and Parks: SNC Transition Plan 38-44
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10. Dates of Upcoming Meetings, third Thursday, at 9:00 a.m. unless indicated otherwise:

- January 20th, 2022 (ROMA Conference: January 23rd – 25th, 2022)
- February 17th, 2022 (OGRA Conference: February 27th – March 2nd, 2022)
- March 17th, 2022
- April 21st, 2022 (**New Date:** SNC Annual General Meeting)

11. Future Motions of the Board and/or Discussion of SNC Issues

12. Closed Session

- a. Update: 2021 Land Acquisitions: Pat
- b. Land Inquiry: Pat

13. Adjournment

Angela Coleman,  
General Manager/Secretary-Treasurer.

/rb



## BOARD OF DIRECTORS MEETING

Meeting No. 13/21

Thursday, December 16<sup>th</sup>, 2021 - 9:00 a.m.

Watershed Room, SNC and By Electronic Participation

### Directors Present:

George Darouze, City of Ottawa, Chair  
Pierre Leroux, Prescott Russell, Vice Chair (*Electronic Participation*)  
Bill Smirle, Stormont Dundas Glengarry, Past Chair  
Michael Brown, City of Ottawa (*Electronic Participation*)  
Steve Densham, Stormont Dundas Glengarry  
Dana Farcasiu, Leeds Grenville (*Electronic Participation*)  
John Hunter, Leeds Grenville  
Gerrie Kautz, City of Ottawa  
Catherine Kitts, City of Ottawa (*Electronic Participation*)  
Archie Mellan, Stormont Dundas Glengarry  
François St. Amour, Prescott Russell  
Mario Zanth, Prescott Russell

### 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  
Ben Colgan, GIS-Database Technician  
Linda Hutchinson, Director, Organization Effectiveness  
Sandra Mancini, Team Lead, Engineering  
Dianne MacMillan, Administrative Assistant  
Geoff Owens, Regulations Officer  
Pat Piitz, Team Lead, Property

### Guests:

Rachel Putnins, City of Ottawa

Ottawa



Augusta  
TOWNSHIP

EC  
EDWARDSBURGH  
CARDINAL



North  
Grenville



Nation



Champlain



**CHAIRS REMARKS**

George Darouze, Chair, called the SNC Board of Directors meeting of December 16<sup>th</sup>, 2021 to order at 9:00 a.m.

**APPROVAL OF SNC BOARD OF DIRECTORS MAIN AND SUPPLEMENTAL AGENDAS**

RESOLUTION NO. BD-212/21

Moved by: John Hunter  
Seconded by: Archie Mellan

RESOLVED THAT:

The Members approve the December 16<sup>th</sup>, 2021 Board of Directors main and supplemental agendas as submitted.

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.

**REQUEST FOR APPROVAL:**

**A. BOARD OF DIRECTORS MEETING MINUTES OF NOVEMBER 18<sup>TH</sup>, 2021**

RESOLUTION NO. BD-213/21

Moved by: Bill Smirle  
Seconded by: Pierre Leroux

RESOLVED THAT:

The Members approve the Board of Directors meeting minutes of November 18<sup>th</sup>, 2021 as submitted.

CARRIED

**B. SNC COMMITTEE MEETING HIGHLIGHTS AND MINUTES OF:**

- i. Communications Committee meeting minutes of November 17<sup>th</sup>, 2021
- ii. Joint Occupational Health and Safety Committee meeting minutes of November 24<sup>th</sup>, 2021





- iii. Clean Water Committee meeting minutes of November 29<sup>th</sup>, 2021
- iv. Forestry Committee meeting minutes of November 30<sup>th</sup>, 2021
- v. Fish and Wildlife Committee meeting minutes of November 30<sup>th</sup>, 2021

RESOLUTION NO. BD-214/21

Moved by: Dana Farcasiu  
Seconded by: Archie Mellan

RESOLVED THAT:

The Board of Directors approve the actions and recommendations of the following Committees meetings:

- i. Communications Committee meeting minutes of November 17<sup>th</sup>, 2021
- ii. Joint Occupational Health and Safety Committee meeting minutes of November 24<sup>th</sup>, 2021
- iii. Clean Water Committee meeting minutes of November 29<sup>th</sup>, 2021
- iv. Forestry Committee meeting minutes of November 30<sup>th</sup>, 2021
- v. Fish and Wildlife Committee meeting minutes of November 30<sup>th</sup>, 2021

CARRIED

### **NEW BUSINESS**

#### **UPDATE: CONSERVATION AUTHORITY PROGRAMS: STEWARDSHIP (POWERPOINT)**

Ronda Boutz, Team Lead, Special Projects and Michelle Cavanagh, Team Lead, Stewardship presented a PowerPoint slideshow regarding SNC Stewardship Programs.

RESOLUTION NO. BD-215/21

Moved by: John Hunter  
Seconded by: Gerrie Kautz

RESOLVED THAT:

The Board of Directors receive and file the Conservation Authority Programs: Stewardship PowerPoint presentation.

CARRIED



**REQUEST FOR APPROVAL: 2021 AUDIT PLANNING**

RESOLUTION NO. BD-216/21

Moved by: Mario Zanth  
Seconded by: Steve Densham

RESOLVED THAT:

The Board of Directors receive and file the Draft 2021 Audit Planning letter attached from Baker Tilly; and

FURTHER THAT:

The Chair sign the 2021 Audit Planning letter.

CARRIED

**REQUEST FOR APPROVAL: 2022 BOARD AND COMMITTEE MEETING SCHEDULE**

RESOLUTION NO. BD-217/21

Moved by: François St. Amour  
Seconded by: Steve Densham

RESOLVED THAT:

The Board of Directors approve the 2022 Board of Directors and Standing Committee meeting dates as submitted; and

FURTHER THAT:

The Board of Directors contact staff if they wish to join a Standing Committee.

CARRIED

**REQUEST FOR APPROVAL: 2022 STUDENT AND RECENT GRADUATE HIRING PROGRAM**

RESOLUTION NO. BD-218/21

Moved by: Catherine Kitts  
Seconded by: Dana Farcasiu

RESOLVED THAT:

The Board of Directors approve the student and recent graduate hiring program, at an approximate cost of \$101,560 (pending successful fundraising efforts and approval of the 2022 budget); and



FURTHER THAT:

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

- Agriculture and Agri-Food Canada- Youth Employment and Skills Program: \$5,500
- Canada Parks and Recreation – Green Job Initiative Program: \$5,500
- ECO Canada – Internship Program: \$20,000
- National Trust Canada-Young Canada Works program: \$8,000
- Service Canada-Canada Summer Jobs: \$5,500

CARRIED

**REQUEST FOR APPROVAL: FUNDING APPLICATION**

RESOLUTION NO. BD-219/21

Moved by: Mario Zanth  
Seconded by: Gerrie Kautz

RESOLVED THAT:

The Board of Directors approve the submission to the Nature-Smart Climate Solutions Fund requesting approximately \$500,000.

CARRIED

**REQUEST FOR APPROVAL: SDG FOREST MANAGEMENT AGREEMENT**

RESOLUTION NO. BD-220/21

Moved by: Michael Brown  
Seconded by: Steve Densham

RESOLVED THAT:

The Board of Directors approve entering into a 5-year agreement with the United Counties of





Stormont, Dundas, and Glengarry to provide forest management services on a cost-recovery basis.

CARRIED

**UPDATE: ON-SITE SEWAGE PERMITS ISSUED**

RESOLUTION NO. BD-221/21

Moved by: John Hunter  
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-222/21

Moved by: Mario Zanth  
Seconded by: John Hunter

RESOLVED THAT:

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

CARRIED

**REQUEST FOR APPROVAL: PERMITS ISSUED**

RESOLUTION NO. BD-223/21

Moved by: François St. Amour  
Seconded by: Bill Smirle

RESOLVED THAT:

The SNC Board of Directors approve permits 198 through 208 issued under Ontario Regulation 170/06 Development, Interference with Wetlands and Alterations to Shorelines and Watercourses.

CARRIED



**UPDATE: REGULATIONS MAPPING**

RESOLUTION NO. BD-224/21

Moved by: Dana Farcasiu  
Seconded by: François St. Amour

RESOLVED THAT:

The Board of Directors receive and file the Regulations Mapping update.

CARRIED

**Mario Zanth, Prescott Russell, left the meeting at 11:00 a.m.**

**UPDATE: 2021 YEAR END REPORTS**

- i. Property and Approvals
- ii. Resource Management
- iii. Organization Effectiveness

RESOLUTION NO. BD-225/21

Moved by: François St. Amour  
Seconded by: John Hunter

RESOLVED THAT:

The Board of Directors receive and file the 2021 year-end reports:

- i. Property and Approvals
- ii. Resource Management
- iii. Organization Effectiveness

CARRIED

**FINANCIAL REPORTS REQUEST FOR APPROVAL: MONIES RECEIVED AND DISBURSEMENT REGISTER FOR NOVEMBER 2021**

RESOLUTION NO. BD-226/21

Moved by: Archie Mellan  
Seconded by: Dana Farcasiu

RESOLVED THAT:

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



FURTHER THAT:

The Board approve the Disbursement  
Register of \$669,723.12 for November 2021.

CARRIED

**SUPPLEMENTAL AGENDA**

**UPDATE: ESTIMATED STATEMENT OF OPERATIONS AS OF NOVEMBER 30<sup>th</sup>, 2021;  
AND**

**REQUEST FOR APPROVAL: ESTIMATED RESERVE SURPLUS TRANSFER**

RESOLUTION NO. BD-227/21

Moved by: John Hunter  
Seconded by: Gerrie Kautz

RESOLVED THAT:

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

FURTHER THAT:

Staff be directed to transfer the 2021 surplus  
to the Capital Reserve at \$163,744, with the  
balance of the final surplus to be transferred  
to the Stabilization Reserve.

CARRIED

**DATES OF UPCOMING MEETINGS**

- Third Thursday, at 9:00 a.m., unless indicated otherwise:
  - . January 20<sup>th</sup>, 2022 (*ROMA Virtual Conference: January 23<sup>rd</sup> – 25<sup>th</sup>, 2022*)
  - . February 17<sup>th</sup>, 2022 (*OGRA Conference: February 27<sup>th</sup> – March 2<sup>nd</sup>, 2022*)
  - . March 17<sup>th</sup>, 2022 (*SNC Annual General Meeting*)
  - . April 21<sup>st</sup>, 2022



**FUTURE MOTIONS OF THE BOARD**

François St. Amour, Prescott Russell

- Thanked Sandra Mancini, Team Lead, Engineering and Jason Symington, Environmental Technologist, for the stormwater pond monitoring presentation to the Nation Municipality

Steve Densham, Stormont Dundas Glengarry

- Extended his appreciation to Kelsey Smith, Stewardship and Outreach Assistant for the excellent work with the MacIntosh Park Christmas Lighting Ceremony held on November 26<sup>th</sup>.

**ADJOURNMENT**

RESOLUTION NO. BD-228/21


Moved by: Bill Smirle

RESOLVED THAT:

The Board of Directors meeting of  
December 16<sup>th</sup>, 2021 be adjourned at 11:15 a.m.

CARRIED

\_\_\_\_\_  
George Darouze,  
Chair.

  
\_\_\_\_\_  
Angela Coleman,  
General Manager/Secretary-Treasurer.

/dm



**To:** Board of Directors  
**From:** Angela Coleman, General Manager/Secretary-Treasurer  
**Date:** January 13, 2022  
**Subject:** Request for Approval: 2022 Budget

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**RECOMMENDATION:**

The Board of Directors approve the 2022 Budget; and

FURTHER THAT: If future debates on the 2022 Budget lead to increased demands for funds, the equivalent amounts will be decreased elsewhere in the Budget [therefore not affecting the 2022 Levy amounts]; and

FURTHER THAT: If surplus funds are identified during future debates on the 2022 Budget, the surplus be directed to the SNC Reserves.

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**BACKGROUND:**

In November 2021, staff presented the Draft 2022 Budget to the Board of Directors prior to circulating the Draft Budget and levies to member municipalities. As per the Board's request, the apportioned percentage for each municipality was added to the Municipal Levy Comparison 2021/2022 on page 8 of the Budget document.

Comments from member municipalities were due on January 13, 2022. To date, no comments were received other than a request to ensure the Budget was attached as a PDF document in lieu of a hyperlink to the documents on SNC's website.

The attached Budget is a policy document. All purchases are subject to SNC's Purchasing Policy and Board approval at future meetings. New programs must be duly debated and approved by the Board.

**Budget Overview:**

- Projects Increasing Revenue in 2022:
  - Fundraising success
  - Increased permit and development reviews
  - National Disaster Mitigation Program projects continuing to March 31, 2022
  - Ontario Power Generation Biodiversity – through 2022
  - Municipal service agreements (United Counties of Prescott and Russell and Townships of Russell and South Stormont)
  - Ducks Unlimited Canada partnership projects
  - Restoration and pollinator projects on SNC lands
  - Eastern Ontario digital imagery acquisition (LIDAR) project





- Ongoing Projects with Budget Impacts in 2022:
  - Ministry of Northern Development, Mines, Natural Resources and Forestry regular grant remains at \$91,070, down from \$176,400
  - Projected high number of development review permits and approvals
  - Projected record number of trees to be planted in spring 2022
  - Lower timber harvest revenue from SNC forests to reflect current markets
  - 20% increase to insurance premiums
  - Adapted return to normal for business, more in person meetings with associated travel costs and per diems
  - Inflation (Sept to Sept 4.4%) and supply chain challenges
  - Reserves reduced by \$169,697 – to support capital projects, vehicle replacement (septic program), and tree planting

**Budget Highlights 2022:**

The Authority celebrates its 75<sup>th</sup> anniversary in 2022, the Budget highlights that conservation remains local, showcasing SNC work in preserving our legacy for future generations:

- Using technology: to reduce costs, increase efficiency, and adapt to change
- Building resilience, preparing for recovery, and a return to normal business post pandemic
- Partnership with Municipalities: delegated authority for septic system programs, source water protection programs and services, performing reviews for/with Municipalities, coordinating floodplain mapping updates and studies
- Assisting with development approvals:
  - subwatershed plans
  - integrated water budget
  - monitoring surface/ground water quality, quantity
  - monitoring flood/drought levels
- Asset management planning
- Forestry: tree planting, forest management, partnerships
- Parks and Land: maintenance, improvements, investments in areas of high use
- Environmental oversight for flood and erosion control, and protection of ground and surface water

Original on file and signed by:

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Angela Coleman,  
General Manager Secretary/Treasurer.

Attachments:     Appendix A – 2022 Budget document  
                         Appendix B – 2022 Budget PowerPoint



**To:** Board of Directors  
**From:** Linda Hutchinson, Director, Organization Effectiveness  
**Date:** January 7<sup>th</sup>, 2022  
**Subject:** Request for Approval: Annual Authority Approvals

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**RECOMMENDATION:**

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 \$25,500 plus HST and Management sign engagement letter.



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

#### **DISCUSSION:**

The South Nation River Conservation Authority Administrative By-law requires annual resolutions for the appointment of the Authority's auditor and financial institution and the borrowing resolution.

Also included are resolutions for the Authority's signing officers, confirming the use of alternate signing tools and the appointment of Authority solicitors including approximate cost.

The Authority's general counsel, Ault & Ault, will be consulted and advice sought when selecting specialized legal services.

#### **FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:**

Compliance with Budget: The dollar amounts noted have been included in the 2022 budget under Corporate Services, pages 76 to 79.

SNC Policy Adherence: The above resolutions are in accordance with SNC's Administration By-law, Sections 22, 24, 25, and 26. Sections 22 and 24 must be in place by, or before, the SNC Annual General Meeting.

According to the Purchasing Policy, section E) Non-Competitive Purchasing, '*The Board of Directors must approve any Non-Competitive purchasing over \$10,000, when professional or special services are required, such as: auditors or accounting fees, legal fees, appraiser fees, banking fees, or any other special service*'.

Linda Hutchinson,  
Director, Organization Effectiveness.



**To:** Board of Directors  
**From:** Angela Coleman, General Manager/Secretary-Treasurer  
**Date:** January 12<sup>th</sup>, 2022  
**Subject:** Discussion: Programs and Services Inventory

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**RECOMMENDATION:**

The Board of Directors discuss the Programs and Services Inventory to be prepared in accordance with Phase 1 Regulations under the *Conservation Authorities Act*.

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**DISCUSSION:**

Changes to the *Conservation Authorities Act* introduce requirements for municipalities and conservation authorities concerning how programs and services are financed and delivered.

While changes need to be in place by January 1, 2024, the first deadline: submission of a Transition Plan (included in this package as correspondence), was December 31, 2021.

A draft Programs and Services Inventory is to be delivered by the end of February 2022. Staff are working on the Inventory, which will be brought to the Board for approval.

Overview of Changes:

1. December 31, 2021 - *Transition Plan and Timelines (complete)*

The Board of Directors approved SNC's Transition Plan on November 18, 2021 and copies were shared with Member Municipalities and the Ministry of Environment, Conservation and Parks on December 15, 2021; in advance of the December 31, 2021 deadline. In addition to being circulated, the Transition Plan is also available on our website.

2. February 28, 2022 - *Programs and Services Inventory (underway)*

This is an inventory of current services and programs offered by the Conservation Authority including sources of funding. The Programs and Services Inventory outlines three categories of Programs:

Category 1: Mandatory Programs and Services under the *Conservation Authorities Act* (not subject to municipal agreement but must meet provincial regulations).



Category 2: Municipal Programs and Services provided through agreement between a municipal government (located in whole or in part in the watershed) and a Conservation Authority. These agreements serve the municipal government. They can be a joint agreement for a group of municipalities where the service covers a part of or the entire watershed, or an agreement made at the request of an individual municipality.

Category 3: Other Programs and Services that the Conservation Authority Members find important to deliver to meet the overall direction of the Conservation Authorities Act (Subject to a cost apportioning agreement if municipal funds are used).

### 3. February 28, 2022 - December 31, 2023: *Municipal Consultation on Program Inventory*

The inventory is subject to consultation with municipalities. This is a municipal Council's opportunity to better understand:

- i) requirements and costs to deliver the mandatory services;
- ii) refine the programs and services received by participating municipalities and municipalities with Category 2 agreements; and
- iii) any 'special benefiting' requirements.

### 4. January 1, 2024 - *Service Agreements/Memoranda of Understanding and/or Cost Apportionment Agreements Between CAs/Municipal Government(s)*:

Many municipalities already have agreements for certain services, such as land use planning. These agreements may continue.

- Category 1 (Mandatory Programs and Services) will not be subject to a municipal agreement.
- Agreements are required for all Category 2 and 3 services where municipal tax dollars are required.
- Agreements for Categories 2 and 3 must be executed with the intent that they would be implemented in the municipal budget(s) by January 1, 2024.

Programs and services of Conservation Authorities will be refined through discussion of the Inventory during 2022-2023. The current process for agreements and budgets will continue to ensure continuity.





Details about funding (levy, fees, fee for service, voting, weighted votes) will be brought forward in the future as part of Phase II Regulations of the Conservation Authorities Act.

### **CONSULTATION:**

For Municipal Consultation, staff propose:

- Senior staff attend member municipality council meetings upon request;
  - Senior staff attend meetings with senior municipal staff upon request;
  - Staff provide correspondence and updates to the correspondence list as it becomes available;
  - Hosting live and recorded program and service presentations, similar to what was presented to the Board of Directors.
1. General Information Session for Council and CAOs (February 2022);
  2. Session 1: Septic Program;
  3. Session 2: Current SNC Partnerships;
  4. Session 3: Planning Permitting and Technical Reviews;
  5. Session 4: Natural Hazards Management and Water Erosion Infrastructure;
  6. Session 5: Conservation Lands;
  7. Session 6: Source Water Protection under the *Clean Water Act*;
  8. Session 7: Stewardship Programs;
  9. Session 8: Watershed-based Resource Management Strategy
  10. Session 9: Presentation of Programs and Services Inventory for discussion

### **FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:**

Staff will continue its work with member municipalities and Conservation Ontario to undertake the regulatory changes and meet all implemented timelines. Further updates on MECP regulatory proposals will be provided to the Board as they are released.

Original on file and signed by:

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Angela Coleman,  
General Manager/Secretary-Treasurer.

Attachments: South Nation Conservation Transition Plan – November 18, 2021 is included in Correspondence of this Agenda Package.



**To:** Board of Directors  
**From:** Michelle Cavanagh, Team Lead, Stewardship  
Sandra Mancini, Team Lead, Engineering  
John Mesman, Team Lead, Community Lands and Outreach  
Ronda Boutz, Team Lead, Special Projects  
**Date:** January 10<sup>th</sup>, 2022  
**Subject:** Request for Approval: Funding Submissions

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#### **RECOMMENDATION:**

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

1. **EcoAction Community Funding Program:** requesting \$100,000, over two years, for shoreline stabilization at Oak Valley Pioneer Park.
2. **RBC Tech for Nature:** requesting \$50,000, for Advancing Early Warning Climate Tools and Communications in the South Nation River Watershed.
3. **Intact Municipal Climate Resiliency:** requesting \$100,000 for Floodplain Mapping Partnership.
4. **TELUS Friendly Future Foundation Community Grants:** requesting up to \$20,000 to support community-based health, education, or technology programs for at-risk youth.
5. **World Wildlife Fund: Nature and Climate Grant Program:** requesting \$135,000/year for 2 years to support edible buffer projects in partnership with local Indigenous communities.
6. **Habitat Stewardship Program:** requesting up to \$100,000, over 2 years, for species at risk surveys and habitat analysis on public forest properties.

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#### **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:

1. **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:** January 19<sup>th</sup>, 2022 (request for retro-active submission approval)

## 2. RBC Tech for Nature

- **Project:** Advancing Early Warning Climate Tools and Communications in the South Nation River Watershed
- **Request:** \$50,000
- **Program will fund:** Up to \$100,000, 50% matching funds required
- **Purpose:** To make continued improvements to SNC's Flood Forecasting and Warning Program, including the installation of a real-time hydrometric station and creation of a hydrometric dashboard for improved communications for staff and partners.
- **Deadline:** February 4<sup>th</sup>, 2022

## 3. Intact Municipal Climate Resiliency

- **Project:** Floodplain Mapping Partnership
- **Request:** \$100,000 over 2 years
- **Program will fund:** Up to \$100,000
- **Purpose:** To partner with member municipalities to complete floodplain mapping in priority areas identified through the flood risk assessment.
- **Deadline:** January 31<sup>st</sup>, 2022

## 4. TELUS Friendly Future Foundation Community Grants

- **Project:** Digitizing Youth Education Programming
- **Request:** \$20,000
- **Program will fund:** Up to \$20,000
- **Purpose:** To create digital tools to support virtual delivery of the Stream of Dreams Education Program and provide at-risk youth with free programming through SNC's Geocaching Programs on Community Land.
- **Deadline:** January 28<sup>th</sup>, 2022

## 5. World Wildlife Fund: Nature and Climate Grant Program

- **Project:** Edible Shoreline Buffers Project
- **Request:** \$135,000/year for 2 years
- **Program will fund:** Up to \$135,000/year for 2 years
- **Purpose:** To partner with local Algonquin and Mohawk communities to enhance and expand edible shoreline buffers (fruit and nut trees and plants), increasing habitat while sharing traditional knowledge amongst Indigenous and non-Indigenous communities.



- **Deadline:** January 14<sup>th</sup>, 2022 for Expression of Interest (request for retro-active submission approval)

#### **6. Habitat Stewardship Program**

- **Project:** Species at Risk Habitat in Public Forest Properties
- **Request:** \$50,000/year for 2 years
- **Program will fund:** Up to \$100,000/year for 3 years, 50% matching funds required
- **Purpose:** To survey for species at risk on public forest properties to help inform forest management and fill knowledge and data gaps in Eastern Ontario.
- **Deadline:** January 25<sup>th</sup>, 2022

#### **FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:**

##### Compliance with Budget:

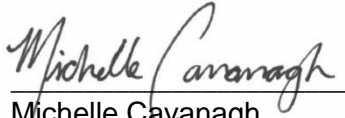
1. **EcoAction Community Funding Program:** Federal/Provincial grant submissions are included in the draft 2022 SNC Budget under Resource Management: Projects pages 25 - 26. The project will be included in the 2023 Budget, subject to approval. SNC has 2023 matching funds (\$50,000) approved under the Ontario Power Generation Regional Biodiversity Program.
2. **RBC Tech for Nature:** Federal/Provincial grant submissions are included in the draft 2022 SNC Budget under Resource Management Projects pages 25-26. Matching contribution for this project is included in the 2022 SNC Budget under Approvals, Source Water Protection pages 52 - 53.
3. **Intact Municipal Climate Resiliency:** Federal/Provincial grant submissions are included in the draft 2022 SNC Budget under Resource Management Projects pages 25-26. Matching contribution for this project is included in the 2022 SNC Budget under Approvals, Projects, City of Ottawa – Floodplain Mapping pages 56 - 57.
4. **TELUS Friendly Future Foundation Community Grants:** Costs are included in the Draft 2022 Budget under Communications and Outreach: Education & Events, pages 86 - 87.
5. **World Wildlife Fund: Nature and Climate Grant Program:** SNC contribution through staff time included in the 2022 Budget under Properties: Conservation Lands: Lands, pages 34 - 35. Additional matching contributions will be provided by partnering Indigenous communities.
6. **Habitat Stewardship Program:** SNC contribution through staff time included in the 2022 Budget under Properties: Conservation Lands: Lands, pages 34 - 35. The project will be included in the 2023 Budget, subject to approval. Additional matching contributions will be provided by partnering agencies.



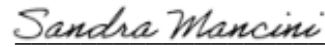
SOUTH NATION  
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SNC Policy Adherence:

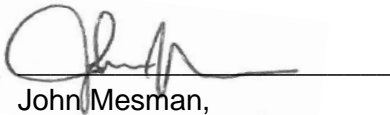
All expenditures will adhere to SNC's Purchasing Policy, including seeking three quotes and required authorizations according to purchasing limits. All work undertaken to complete the projects will adhere to SNC's Health and Safety Policies and Procedures.



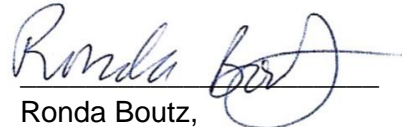
Michelle Cavanagh,  
Team Lead, Stewardship.



Sandra Mancini,  
Team Lead, Engineering.



John Mesman,  
Team Lead, Community Lands and Outreach.



Ronda Boutz,  
Team Lead, Special Projects.





**To:** Board of Directors  
**From:** Alison McDonald, Team Lead, Approvals  
**Date:** January 13, 2022  
**Subject:** Request for Approval: United Counties of Leeds Grenville Building Code  
Part 8 Service Discussions

---

**RECOMMENDATION:**

The Board of Directors approve staff to enter into discussion with Municipalities in the United Counties of Leeds Grenville for the delivery of Building Code Part 8 services.

---

**DISCUSSION:**

SNC administers Part 8 of the Building Code for private sewage systems on behalf of thirteen municipalities in Prescott Russell; Stormont, Dundas and Glengarry; and Cornwall. This program was originally administered by the Eastern Ontario Health Unit before transferred to SNC in 2012.

The Leeds, Grenville and Lanark District Health Unit announced on December 9, 2021, that they are in discussion with stakeholders to transition Part 8 services back to the municipalities (correspondence attached). The Health Unit noted their decision was influenced by an increase in service demand, difficulty hiring qualified staff, and increasing public health demands.

Municipalities are responsible for the administration of Part 8 under the Building Code. Some municipalities in the United Counties of Leeds Grenville may delegate their Part 8 responsibilities. Staff seek permission to meet with municipal staff and neighbouring conservation authorities to evaluate interest and determine potential workload, challenges, and opportunities.

SNC's Part 8 Program operates on a fee for service basis and is cost recovery. Staff issued a total of 522 permits in 2021.

**FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:**

Compliance with Budget:

Budget and staffing implications would be brought to the Board of Directors following engagement with interested municipalities.

---



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SNC Policy Adherence:

Subsection 21.1.1(1) of the *Conservation Authorities Act* permits SNC to enter into agreement with member municipalities for the delivery of municipal programs or services.

Subsection 6.2 (2) of the *Building Code Act* states that a municipality may enter into an agreement with a conservation authority having jurisdiction in the municipality for the enforcement of the Act and the Building Code related to sewage systems (Part 8).

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

Alison McDonald,  
Team Lead, Approvals.

Attachments: Leeds, Grenville & Lanark District Health Unit Letter to Stakeholders,  
December 9, 2021

December 9, 2021

Dear Part 8 Stakeholders:

The Health Unit is in discussions with municipalities to develop plans to transition the Part 8 Land Control program to the 19 municipalities for which we currently provide Part 8 services. A date of September 1, 2022 is being discussed for the transfer of the program. We are actively working with these 19 municipalities to explore options for transitioning the program, share information about the program, and ensure they have the information and support they need to make this change successful.

You are an important stakeholder for the Part 8 Program within the on-site waste water industry. We want you to know that LGLDHU values our relationship and want to provide communication as the transition plan unfolds. We are committed to ensure continuity of uninterrupted service.

Some of the factors that lead to the need for this discussion include the following:

- Continued increase in service demand is affecting the ability of the LGLDHU to provide the program
- The Part 8 Team has worked hard to provide uninterrupted services to our municipal partners
- There are only 6 health units in Ontario which provide the Part 8 Program, which limits the pool of experienced certified Part 8 trained public health inspectors to hire.
- Staffing shortages in the Community Health Protection Department (CHPD) have made it difficult to redeploy Public Health Inspectors with Sewage System Certification to support the Part 8 Team. There are demands from the Ontario Public Health Standards (OPHS) requirements
- The pandemic has further increased the demands of all our staff in Land Control (Part 8), Health Inspection and Infection Control within the CHPD
- The primary mandate under the Health Protection and Promotion Act under the Ministry of Health is the enforcement of the OPHS. While the Ontario Building Code Act/Regulations (OBCA) allows for Health Units and Conservation Authorities to be Principal Authorities under the OBCA/R, it is not mandated by the Ministry of Health.
- Enforcing the Building Code Act, including Part 8, is a requirement for municipalities; however, carrying out a Part 8 program may be a challenge for some municipalities and, as a result, it is important to explore the options of Part 8 Service provisions together.

All sewage permits that have been issued by the Health Unit prior to the transition date will be followed through to completion into 2023.

The LGLDHU has carried out a successful Part 8 Sewage Inspection Program for over 40 years. The Health Unit values the bond and partnership that has been established with all stakeholders. We are committed to provide support and information to ensure that the transition is seamless and successful.

If you have questions please submit them to [contact@healthunit.org](mailto:contact@healthunit.org).

Your Partner in Public Health,

A handwritten signature in black ink, appearing to read "Jane Lyster".

E. Jane Lyster, BSW, D of T, CPHI(C)  
Director of Community Health Protection Department  
(613) 345-5685 – Office  
(613) 345-7148 – Fax

A handwritten signature in black ink, appearing to read "N Carpenter".

Nancy Carpenter, BASc(EH), CPHI(C)  
Chief Building Official  
Part VIII Program  
(613) 345-5685 – Office  
(613) 345-7148 – Fax

EJL/NC/lm



**To:** Board of Directors  
**From:** Alison McDonald, Team Lead Approvals  
**Date:** January 11<sup>th</sup> 2022  
**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 December 2021. Septic system searches and renovation reviews are not included.

#	Permit Number	Landowner Name	Former Municipality
487	NA-21-45	Luc Burelle	St. Albert
488	ND-21-82	Melanie Adrian Hogeveen	Winchester
489	NA-21-46	Sylvain Blanchard	St. Albert
490	SS-21-50	John Rogers	Newington
491	SS-21-51	Cephus Rathwell	Ingleside
492	CR-21-98	Jason Van de Laar	Hammond
493	RU-21-50	Swiss Acres Inc.	Russell
494	RU-21-51	Daniel Blanchard	St. Albert
495	SS-21-52	Cynthia Seguin	Martintown
496	AP-21-31	Luc Desormeaux	Lefaivre
497	NA-21-47	Rene Seguin	Plantagenet
498	SS-21-49	David Andre	Long Sault
499	CR-21-99	Luc Henrie	Clarence Creek
500	CR-21-100	Austin Dolimont	Clarence Creek
501	AP-21-32	Lyse Rodier	Plantagenet
502	SD-21-43	Margaret Zambon	Iroquois
503	ND-21-83	L H Gray & Son Limited	Winchester
504	CR-21-101	Charette Holdings Ltd.	Rockland
505	CH-21-48	Bruce Underwood	Vankleek Hill
506	ND-21-84	Paul Gratton	Morewood
507	SS-21-53	Paul Samson	Long Sault
508	SD-21-44	Kelly Cassie	Williamsburg
509	CR-21-102	Wendy Delorey	Hammond
510	ND-21-85	Glen Clarke	Mountain
511	SS-21-54	Luc Lapierre	Long Sault
512	CH-21-49	Julie Belanger	L'Orignal
513	CR-21-103	Christopher Nezan	Clarence Creek





#	Permit Number	Landowner Name	Former Municipality
514	NA-21-49	Daniel Demoissac	Limoges
515	CR-21-104	Stephane Aubin	Clarence Creek
516	EH-21-19	Victor Sten	Hawkesbury
517	SS-21-55	Sandra Ellis	Lunenburg
518	SD-21-45	Michael Mieto	Matilda
519	RU-21-52	Township of Russell	Russell
520	AP-21-33	Marc-Andre Demers	Plantagenet
521	CR-21-105	Jason Coulas & Dalice Damboise	ON
522	RU-22-01	Mario Fatica	Russell

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:** January 11<sup>th</sup>, 2022  
**Subject:** Update: Planning Activity

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**RECOMMENDATION:**

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

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**DISCUSSION:**

Staff provide comments on planning applications and technical reviews to support municipal planning applications. Costs are recovered according to the Board approved fee schedule.

The list below includes planning applications received in the month of December 2021. Pre-consultations and property inquiries are not included in this list.

#	SNC Number	Landowner Name	Former Municipality	Application
549	SNC-2377-2021	Michael Andrew	Edwardsburgh	Severance
550	SNC-2378-2021	OCS Holdings Group Inc.	Russell	Severance
551	SNC-2379-2021	GFL Environnemental Inc.	Roxborough	Zoning By-law Amendment
552	SNC-2380-2021	Martel Josée	Clarence	Zoning By-law Amendment
553	SNC-2383-2021	Madison Mulder Enterprises Inc.	Edwardsburgh	Severance
554	SNC-2384-2021	Leslie & Brian Renwick	West Hawkesbury	Severance
555	SNC-2385-2021	Leslie & Brian Renwick	West Hawkesbury	Severance
556	SNC-2386-2021	Dora Theiler	Winchester	Severance
557	SNC-2387-2021	Jean Guy Rivard	Clarence	Severance
558	SNC-2388-2021	Jean Guy Rivard	Clarence	Severance
559	SNC-2389-2021	Jean Guy Rivard	Clarence	Minor Variance
560	SNC-2390-2021	ASCO Real Estate	West Hawkesbury	Site Plan Control
561	SNC-2392-2021	RKK Development Inc.	Cumberland	Site Plan Control
562	SNC-2394-2021	Not provided	Edwardsburgh	Minor Variance
563	SNC-2395-2021	Not provided	Edwardsburgh	Minor Variance
564	SNC-2396-2021	Davidson Allan	Cornwall	Minor Variance
565	SNC-2397-2021	Robert Barker	Osnabruck	Minor Variance
566	SNC-2398-2021	Frاند Fuoco	Cornwall	Minor Variance
567	SNC-2399-2021	Sylvain Labonté	Osnabruck	Minor Variance
568	SNC-2400-2021	Patrick & Debbie Lawless	Edwardsburgh	Severance
569	SNC-2402-2021	Eric Lafleur	North Plantagenet	Minor Variance



#	SNC Number	Landowner Name	Former Municipality	Application
570	SNC-2403-2021	Marin & Andréanne Lortie	North Plantagenet	Minor Variance
571	SNC-2408-2021	Spacebuilders Ottawa Inc.	Clarence	Zoning By-law Amendment
572	SNC-2409-2021	Stéphane & Manon Ouellette	North Plantagenet	Severance
573	SNC-2410-2021	Stéphane & Manon Ouellette	North Plantagenet	Severance
574	SNC-2411-2021	Marianne Armstrong	Russell	Severance
575	SNC-2412-2021	William & Valerie Watson	South Gower	Severance
576	SNC-2415-2021	Rematex Developments Ltd.	North Plantagenet	Zoning By-law Amendment
577	SNC-2416-2021	Yves Malette	Alfred	Zoning By-law Amendment
578	SNC-2417-2021	Jacynthe Gauthier	North Plantagenet	Severance
579	SNC-2418-2021	Marie Claude Bourque	Clarence	Severance

### Technical Reviews

SNC offers professional and technical review services in engineering, hydrogeology, biology, and private servicing. The following table includes technical reviews completed in December 2021.

SNC Number	Development Size	Review Type
SNC-5551-2018	Area > than 2 ha	Hydrogeological
SNC-2372-2021	Small Scale Development	Environmental Impact
SNC-5551-2018	Area > than 2 ha	Stormwater Management
SNC-2374-2021	Small Scale Development	Hydrogeological
SNC-1844-2021	Small Scale Development	Terrain Analysis
SNC-2369-2021	Area > than 2 ha	Stormwater Management
SNC-2369-2021	Area > than 2 ha	Environmental Impact
SNC-2369-2021	Area > than 2 ha	Geotechnical
SNC-2387-2021	Small Scale Development	Environmental Impact
SNC-2383-2021	Small Scale Development	Geotechnical
SNC-2390-2021	Area < 0.5 ha	Stormwater Management

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

Alison McDonald,  
Team Lead Approvals



**To:** Board of Directors  
**From:** Geoff Owens, Regulations Officer  
**Date:** January 12, 2022  
**Subject:** Request for Approval: Permits Issued

---

**RECOMMENDATION:**

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

---

**DISCUSSION:** SNC staff issue permits in accordance with SNC policies and then present them to the Board for approval at each Board meeting.

The list below includes the permits issued since December 7, 2021.

#	Permit No.	Landowner	Former Municipality	Project
1	2021-CAS-R182	Christopher Lowans & Kristina Lila	Casselman	Erosion Control & Dock
2	2020-CUM-R008A	Ronald Rollin	Cumberland	New House and Septic System
3	2021-CUM-R222	Drew Jones	Cumberland	New Home, Garage and Septic System
4	2021-CUM-R224	Etienne Goudreau	Cumberland	New Shed and Above Ground Pool
5	2021-EDW-R218	Brenda & Dale Byrd	Edwardsburgh	New House and Septic System
6	2021-EDW-R243	Roxane Villeneuve	Edwardsburgh	Garage Construction
7	2021-NAT-R221	Alan Borris	Cambridge	Replace Septic Tank
8	2021-NDU-R228	Stephen Jones	Chesterville	Erosion Control

**Complaints/Issues:** Sites visited in 2022 through the regulatory program: 3

Location	Issue	Outcome
Alfred-Plantagenet	Tree clearing possible watercourse interference	No impact to watercourse observed. Provided mapping and explained the area where they want to cross the creek and clear trees appears to be owned by others. Explained SNC process for crossing permits.
Alfred-Plantagenet	Tree clearing possible watercourse interference	No impact to watercourse observed. Provided mapping and explained SNC process to install a temporary or permanent culvert crossing on their land.
Alfred-Plantagenet	Fill placement in a floodplain regulated area	Landowner working with SNC to go through review and permitting process.

Staff will continue to track complaint site visits and provide notice to the Clerk of the relevant municipality where appropriate.



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Geoff Owens,  
Regulations officer.



**To:** Board of Directors  
**From:** Carl Bickerdike, Team Lead, Corporate Services  
**Date:** January 13<sup>th</sup>, 2022  
**Subject:** Request for Approval: Conservation Ontario Levy

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**RECOMMENDATION:**

The Board of Directors approve the payment of the 2022 Conservation Ontario Levy of \$35,764, payable in two installments of \$17,882.

---

**DISCUSSION:**

Each year SNC must pay a levy to Conservation Ontario (CO). CO helps to further the work of Conservation Authorities (CA) at the provincial level.

CO levy is determined by placing all CAs on a mathematical regression curve, using a three-year average of gross revenues to determine placement. The larger a CA's revenue, the larger their levy payment, but at a lower marginal rate.

SNC's 2022 levy apportionment of \$35,764 represents a 1.65% increase over 2021, whereas CO's overall budget increased by 2.11% from 2021 to 2022.

**FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:**

Compliance with Budget:

Total levy of \$34,782 is included in the 2022 Budget, pages 77-78.

SNC Policy Adherence:

SNC Purchasing Policy will be followed with a Purchase Order signed by a signing officer.

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Carl Bickerdike,  
Team Lead, Corporate Services.

Attachment: Levy Apportionment Schedule from Conservation Ontario





## Levy Apportionment Schedule from Conservation Ontario

Conservation Authority	3 Year Average	2020	2019	2018	2021 Levy	2022 Levy	Diff. From 2021	2022 Total Levy
Ausable Bayfield	3,473,942	3,643,733	3,287,746	3,490,348	25,504	25,747	243	1,343,000
Cataraqui Region	4,033,193	3,954,013	4,137,255	4,008,310	26,884	27,364	480	
Catfish Creek	1,310,989	1,307,287	1,277,832	1,347,848	19,400	19,367	-33	
Central Lake Ontario	6,398,948	6,453,211	6,396,732	6,346,901	33,606	34,059	453	
Credit Valley	32,089,251	32,171,564	31,581,751	32,514,439	89,178	91,468	2,290	
Crowe Valley	1,003,276	998,900	981,442	1,029,487	18,273	18,443	170	
Essex Region	8,245,924	8,086,996	6,644,929	10,005,846	39,101	39,120	19	
Ganaraska Region	3,338,947	3,206,658	3,505,800	3,304,383	25,314	25,354	41	
Grand River	30,485,227	29,526,685	30,631,814	31,297,181	87,671	88,703	1,032	
Grey Sauble	2,632,841	2,613,644	2,611,681	2,673,198	23,372	23,290	-82	
Halton (Cons. Halton)	31,148,829	28,614,972	33,813,033	31,018,481	88,050	89,860	1,810	
Hamilton	15,258,476	15,407,231	15,250,123	15,118,074	57,315	57,020	-295	
Kawartha	3,217,566	3,171,440	3,308,017	3,173,240	24,761	25,001	240	
Kettle Creek	2,376,490	2,084,089	2,393,750	2,651,631	22,973	22,535	-439	
Lake Simcoe Region	14,485,559	13,101,013	16,104,385	14,251,280	55,108	55,149	42	
Lakehead Region	2,154,949	1,707,331	2,589,233	2,168,284	21,900	21,880	-20	
Long Point Region	5,295,469	4,128,236	5,920,631	5,837,541	31,495	30,966	-529	
Lower Thames Valley	3,505,213	3,895,661	3,420,487	3,199,490	26,194	25,838	-356	
Lower Trent	2,091,913	2,022,278	2,176,980	2,076,480	21,677	21,693	17	
Maitland Valley	3,064,126	3,236,617	2,849,520	3,106,241	24,352	24,553	201	
Mattagami Region	814,268	816,554	903,452	722,799	17,755	17,874	119	
Mississippi Valley	3,846,832	3,953,478	3,793,509	3,793,509	26,393	26,827	433	
Niagara Peninsula	11,095,274	10,415,571	10,753,035	12,117,216	48,094	46,645	-1,449	
Nickel (Cons. Sudbury)	1,716,343	1,723,545	1,646,105	1,779,378	20,596	20,578	-19	
North Bay-Mattawa	2,349,918	2,695,175	2,258,838	2,095,740	21,880	22,456	576	
Nottawasaga Valley	4,841,497	4,583,348	4,900,556	5,040,588	29,976	29,678	-297	
Otonabee	3,830,707	3,053,711	3,393,487	5,044,922	26,679	26,780	102	
Quinte	3,038,196	2,687,271	2,566,339	3,860,978	25,427	24,478	-950	
Raisin Region	2,235,141	2,299,809	2,214,151	2,191,462	21,876	22,117	242	
Rideau Valley	10,804,806	10,470,082	11,657,518	10,286,819	44,815	45,894	1,079	
Saugeen	4,073,928	3,915,790	4,106,878	4,199,116	28,600	27,481	-1,118	
Sault Ste Marie	706,774	648,852	720,988	750,482	17,591	17,549	-41	
South Nation	6,551,315	6,164,514	7,231,566	6,257,866	35,182	34,482	-700	
St. Clair Region	6,296,487	8,164,790	4,856,898	5,867,773	29,924	33,774	3,850	
Toronto and Region	91,407,957	137,800,872	136,423,000	128,696,000	113,598	117,058	3,460	
Upper Thames River	17,334,546	16,912,717	21,424,476	13,666,446	59,488	61,919	2,431	

1,330,000 1,343,000



**To:** Board of Directors  
**From:** Ronda Boutz, Team Lead, Special Projects  
**Date:** January 8, 2021  
**Subject:** Request for Approval: Purchase of Additional Tree Seedlings

---

**RECOMMENDATION:**

The Board of Directors approve the purchase of tree seedlings, for the 50 Million Tree Program, Over the Counter sales, and Larose Forest planting sites, at approximately \$170,000, plus HST; and

FURTHER THAT: The Board of Directors approve the purchase of 2022 tree seedlings from the three Forest Ontario approved nurseries, Ferguson Tree Nursery, Pineneedle Farms, and Sommerville Nurseries Inc., based on availability of required stock.

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**DISCUSSION:**

The past two years have seen record numbers for tree planting projects across the South Nation Conservation (SNC) jurisdiction. There are approximately 230,000 seedlings ordered for spring 2022 planting under the Forests Ontario 50 Million Tree Program, SNC's Over-the-Counter sales, and United Counties of Prescott and Russell Larose Forest planting.

SNC staff source stock from three Ontario tree nurseries (Ferguson Tree Nursery, Pineneedle Farms, and Sommerville Nurseries Inc.) which are approved by Forests Ontario to supply stock for the 50 Million Tree Program. The majority of trees planted fall under the 50 Million Tree Program. All three of these nurseries supply seed stock suitable for this seed zone (seed zone 36).

Given the high demand for seedling stock, unusual weather, and staffing challenges surrounding the current pandemic, all three nurseries are experiencing stock shortages for 2022. Staff have ordered from all three of the approved nurseries based on stock availability and best pricing.

Cost associated with the purchase of seedlings is offset through a variety of sources, including:

a) 50 Million Tree Program

Forests Ontario provides a \$1.41/tree subsidy to cover the costs of seedling purchase, site preparation, planting, tending, and future survival assessments. Landowners also pay \$0.56/hardwood or \$0.26/conifer as per the Board approved annual Tree Planting Fee Schedule.

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b) Over-the-Counter Sales

Landowners pay the cost of nursery stock plus 15% handling.

c) Larose Forest Planting

United Counties of Prescott and Russell pays 100% of the costs associated with planting at Larose Forest.

**FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:**

Compliance with Budget:

The Tree Planting Program is included in the 2022 Budget under Resource Management: Partner Program: Forests on pages 16-17.

SNC Policy Adherence:

As per the SNC Purchasing Policy, section (C) Purchasing Limits and Authorizations Required, v. Purchases over \$100 000. As noted in this report, only three nurseries in Ontario are approved for supplying seedlings for the Forests Ontario 50 Million Tree Program. Stock orders are based on best price for species and stock availability.

Ronda Boutz,  
Team Lead, Special Projects.



**Via Email**

[ca.office@ontario.ca](mailto:ca.office@ontario.ca)

December 15<sup>th</sup>, 2021

The Honourable David Piccini, Minister  
Ministry of the Environment, Conservation and Parks  
5th Floor, 777 Bay St.  
Toronto, ON M7A 2J3

**Re: South Nation River Conservation Authority Transition Plan**

Dear Minister,

Please find enclosed South Nation River Conservation Authority's Transition Plan.

The Transition Plan was prepared in accordance with Ontario Regulation 687/21 and approved by the Board of Directors on November 18, 2021.

A copy of the Transition Plan was shared with each of the Authority's participating municipalities on December 15<sup>th</sup>, 2021 and is publicly available on the Authority's website.

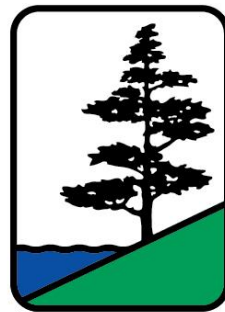
If you have any questions, please do not hesitate to contact us.

Sincerely,

George Darouze,  
Chair.

Attached: South Nation Conservation Transition Plan - November 18, 2021





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## Transition Plan

**Pursuant to Section 21.1.4 of the  
*Conservation Authorities Act*, R.S.O. 1990, c. C.27**

Ontario Regulation 687/21:  
Transition Plans and Agreements for Programs and Services under  
Section 21.1.2 of the Act

**November 18, 2021**



Revision No.	Board Approval Date	Details
1	November 18, 2021	Resolution BD-197/21





## **Introduction**

This Transition Plan identifies the steps South Nation Conservation (“SNC”) will undertake to meet phase 1 and phase 2 transition period requirements prescribed under Section 21.1.2 of the *Conservation Authorities Act* (the “Act”) and Ontario Regulation 687/21.

A timeline of SNC’s undertakings is shown at Appendix “A”.

SNC intends to implement all regulatory requirements by the 2024 SNC Budget.

## **Inventory of Programs and Services**

SNC will prepare a programs and services inventory by February 28, 2022. The inventory will contain an estimate of the annual cost of each program and service and categorize them as follows:

- Category 1: Mandatory programs and services prescribed by regulation
- Category 2: Municipal services
- Category 3: Other watershed programs and services funded via municipal cost apportioning agreements.

A copy of the inventory will be circulated to all member municipalities and stakeholders identified in Appendix “B”. SNC will maintain a record of the municipalities circulated and will provide a copy of said record and the inventory to the Ministry of Environment, Conservation and Parks (“MECP”). SNC may make changes to the inventory from time to time. SNC will record any changes in the subsequent progress report to MECP.

## **Municipal Service Agreements (Category 2)**

SNC delivers a variety of services to individual member municipalities via duly executed agreements. Procedures for entering into and maintaining said agreements exceed requirements as prescribed in the Act and regulations.

## **Municipal Cost Apportioning Agreements (Category 3)**

Following circulation of the Programs and Services Inventory, SNC will consult with member municipalities to develop cost apportioning agreements to finance Category 3: Other Watershed Programs. These agreements will be in place prior to January 1, 2024.



### **Conservation Authority Partner Co-ordination**

SNC will work closely with neighbouring, partner conservation authorities to ensure shared member municipalities receive consistent communication and uninterrupted services.

### **Circulation**

A copy of this Transition Plan shall be shared with each member municipality, MECP, and stakeholders identified in Appendix “B” by December 31, 2021. A copy of the Transition Plan will be made available on the Authority’s website.

### **Consultation**

SNC continues its commitment to ongoing and open communication with its partners and stakeholders. Staff and the Executive will make themselves available to municipal councils and municipal staff upon request.



## Appendix “A”

### Timeline

Transition Period Phase 1	
Deliverables	Due
Circulate Transition Plan to member municipalities and MECP	Dec. 31, 2021
Transition Plan available to the public	Dec. 31, 2021
Programs and Services Inventory reviewed and approved by the Board of Directors	Feb. 28, 2022
Circulate Inventory to member municipalities and MECP	Feb. 28, 2022
Transition Period Phase 2	
Deliverables	Due
Consult with member municipalities regarding cost apportioning agreements	Throughout
Consult with neighbouring conservation authorities	Throughout
Reports to MECP	July 1, 2022 Oct. 1, 2022 Jan. 1, 2023 April 1, 2023 July 1, 2023 Oct. 1, 2023
Request transition period extension (if necessary)	Oct. 1, 2023
Municipal cost apportionment agreements in place	Jan. 1, 2024
Final Report to MECP	Jan. 31, 2024



## **Appendix “B”**

### **Stakeholder Notice List**

#### **Member Municipalities**

- Township of Alfred and Plantagenet
- Augusta Township
- Municipality of Casselman
- Township of Champlain
- City of Clarence Rockland
- Township of Edwardsburgh Cardinal
- Township of Elizabethtown-Kitley
- The Nation Municipality
- Township of North Dundas
- Township of North Glengarry
- Municipality of North Grenville
- Township of North Stormont
- City of Ottawa
- Township of Russell
- Municipality of South Dundas
- Township of South Stormont

#### **Partner Counties**

- United Counties of Leeds and Grenville
- United Counties of Prescott and Russell
- United Counties of Stormont, Dundas and Glengarry

#### **South Nation Source Protection Area**

- East Hawkesbury Township
- City of Hawkesbury
- Town of Prescott

#### **Building Code Part 8 - Private Septic Systems**

- City of Cornwall

#### **Ministry of Environment, Conservation and Parks**