



Board of Directors

Meeting Agenda

Date: February 17th, 2022

Time: 9:00 am

Teams Meeting Coordinates:

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



Board of Directors

Meeting Agenda

February 17th, 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 January 20th, 2022 4-13
 6. Consent Agenda:
 - a. Update: On-site Sewage Permits Issued: James 14-15
 - b. Update: Planning Activity: James 16-18
 - c. Update: Timeline Report for Permissions Under Section 28 19-21
 - d. Request for Approval: Permits Issued: Geoff 22-23
 7. New Business:
 - a. Request for Approval: Programs and Services Inventory: Angela 24-34
 - b. Update: Phase Two Regulations Consultation Guide: Eric 35-37
 - c. Update: Provincial Agricultural Sector Representative: Angela 38-39
 - d. Request for Approval: 2022 Standing Committee Member Listing: Ronda 40-44
 - e. Request for Approval: SDG Planning Partnership: Alison 45-47
 - f. Request for Approval: Section 28 Regulation Policies Update: Eric 48-49
 - g. Request for Approval: 2022 SNC Flood Contingency Plan: Katherine 50
 - h. Update: SNC 75th Anniversary Guide: Shannon 51-53
 - i. Update: 2021 Conservation Areas Visitor Report: Phil 54-68
 8. Financial Reports
 - a. Request for Approval: Monies Received and Disbursement Register for January 2022: Carl 69-73
 - b. Request for Approval: Disbursements for 2022 Partnership Programs: Ronda 74-77
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9. Supplemental Agenda (if any)
10. Correspondence
 - a. Conservation Ontario: Overview of Phase 2 Regulatory and Policy Proposal Guide 78-80
11. Dates of Upcoming Meetings

Third Thursday, at 9:00 a.m. unless indicated otherwise:

 - March 17th, 2022
 - April 21st, 2022 (SNC Annual General Meeting)
 - May 19th, 2022
 - June 16th, 2022
 - July 2022 – no scheduled meeting
12. Future Motions of the Board and/or Discussion of SNC Issues
13. Closed Session
 - a. Request for Approval: Land Acquisitions: Pat 81-82
14. Adjournment

Angela Coleman,
General Manager/Secretary-Treasurer.

/rb



BOARD OF DIRECTORS MEETING

Meeting No. 01/22
Thursday, January 20th, 2022 - 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
Steve Densham, Stormont Dundas Glengarry
Dana Farcasiu, Leeds Grenville
John Hunter, Leeds Grenville
Gerrie Kautz, City of Ottawa
Catherine Kitts, City of Ottawa
François St. Amour, Prescott Russell
Mario Zanth, 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
Sandra Mancini, Team Lead, Engineering
John Mesman, Team Lead, Community Lands 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 20th, 2022 to order at 9:00 a.m.

APPROVAL OF SNC BOARD OF DIRECTORS MAIN AND SUPPLEMENTAL AGENDAS

RESOLUTION NO. BD-001/22

Moved by: John Hunter

Seconded by: Mario Zanth

RESOLVED THAT:

The Members approve the January 20th, 2022 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 DECEMBER 16TH, 2021

RESOLUTION NO. BD-002/22

Moved by: François St. Amour

Seconded by: John Hunter

RESOLVED THAT:

The Members approve the Board of Directors meeting minutes of December 16th, 2021 as submitted.

CARRIED

NEW BUSINESS

REQUEST FOR APPROVAL: 2022 BUDGET

RESOLUTION NO. BD-003-22

Moved by: Steve Densham

Seconded by: Mario Zanth



RESOLVED THAT:

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.

CARRIED

REQUEST FOR APPROVAL: ANNUAL AUTHORITY APPROVALS

RESOLUTION NO. BD-004/22

Moved by: Dana Farcasiu

Seconded by: Mario Zanth

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 \$25,500 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

FOR DISCUSSION: DRAFT MUNICIPAL PROGRAM INVENTORY

RESOLUTION NO. BD-005/22

Moved by: Bill Smirle

Seconded by: Mario Zanth

RESOLVED THAT:

The Board of Directors discuss the Programs



and Services Inventory to be prepared in accordance with Phase 1 Regulations under the Conservation Authorities Act.

CARRIED

REQUEST FOR APPROVAL: FUNDING SUBMISSIONS

RESOLUTION NO. BD-006/22

Moved by: Gerrie Kautz
Seconded by: Dana Farcasiu

RESOLVED THAT:

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.

CARRIED



**REQUEST FOR APPROVAL: UNITED COUNTIES OF LEEDS GRENVILLE BUILDING
CODE PART 8 SERVICE DISCUSSIONS**

RESOLUTION NO. BD-007/22

Moved by: Bill Smirle
Seconded by: Catherine Kitts

RESOLVED THAT:

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.

CARRIED

UPDATE: ON-SITE SEWAGE PERMITS ISSUED

RESOLUTION NO. BD-008/22

Moved by: Pierre Leroux
Seconded by: Mario Zanth

RESOLVED THAT:

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

CARRIED

UPDATE: PLANNING ACTIVITY

RESOLUTION NO. BD-009/22

Moved by: François St. Amour
Seconded by: Gerrie Kautz

RESOLVED THAT:

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

CARRIED

REQUEST FOR APPROVAL: PERMITS ISSUED

RESOLUTION NO. BD-010/22

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



RESOLVED THAT:

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.

CARRIED

FINANCIAL REPORTS

REQUEST FOR APPROVAL: CONSERVATION ONTARIO LEVY

RESOLUTION NO. BD-011/22

Moved by: Pierre Leroux
Seconded by: Gerrie Kautz

RESOLVED THAT:

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

CARRIED

REQUEST FOR APPROVAL: 2022 TREE SEEDLINGS PURCHASE

RESOLUTION NO. BD-012/22

Moved by: Bill Smirle
Seconded by: Mario Zanth

RESOLVED THAT:

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.

CARRIED



SUPPLEMENTAL AGENDA

REQUEST FOR APPROVAL: 2022-2023 INFRASTRUCTURE PROJECTS

RESOLUTION NO. BD-013/22

Moved by: Steve Densham

Seconded by: John Hunter

RESOLVED THAT:

The Board of Directors approve the submission to the Ministry of Northern Development, Mines, Natural Resources and Forestry under the 2022-2023 Water and Erosion Control Infrastructure (WECI) program at approximately \$80,000 for the Chesterville Dam Winter Water Levels Assessment project.

CARRIED

REQUEST FOR APPROVAL: MONIES RECEIVED AND DISBURSEMENT REGISTER FOR DECEMBER 2021

RESOLUTION NO. BD-014/22

Moved by: Catherine Kitts

Seconded by: Pierre Leroux

RESOLVED THAT:

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

FURTHER THAT:

The Board approve the Disbursement Register of \$697,546.54 for December 2021.

CARRIED

CORRESPONDENCE

- a. Letter to Minister of Environment, Conservation, and Parks: SNC Transition Plan

DATES OF UPCOMING MEETINGS

- Third Thursday, at 9:00 a.m., unless indicated otherwise:
 - February 17th, 2022
 - March 17th, 2022
 - April 21st, 2022 (*New Date: SNC Annual General Meeting*)



CLOSED SESSION

RESOLUTION NO. BD-015/22

Moved by: Mario Zanth

Seconded by: Gerrie Kautz

RESOLVED THAT:

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

- Update: 2021 Land Acquisitions
- Request for Consideration: Land Inquiry

CARRIED

The Board of Directors meeting recessed at 10:30 a.m. to enter Closed Session.

The Chair convened the Board of Directors Closed Session at 10:35 a.m.

The Board of Directors Closed Session adjourned at 10:50 a.m. to enter Open Session.

The Chair reconvened the Board of Directors Open Session at 10:53 a.m.

OPEN SESSION

RESOLUTION NO. BD-016/22

Moved by: Pierre Leroux

Seconded by: François St. Amour

RESOLVED THAT:

The Board of Directors meeting move into Open Session.

CARRIED

UPDATE: 2021 LAND ACQUISITIONS

RESOLUTION NO. BD-017/22

Moved by: Mario Zanth

Seconded by: Pierre Leroux

RESOLVED THAT:

The Board of Directors receive and file the 2021 Land Acquisitions update.

CARRIED



REQUEST FOR CONSIDERATION: LAND INQUIRY

RESOLUTION NO. BD-018/22

Moved by:

Bill Smirle

Seconded by:

Gerrie Kautz

RESOLVED THAT:

The Board of Directors decline to sell South Nation Conservation land described in Land Inquiry 1 (North Dundas).

CARRIED

ADJOURNMENT

RESOLUTION NO. BD-019/22

Moved by:

Pierre Leroux

Seconded by:

Dana Farcasiu

RESOLVED THAT:

The Board of Directors meeting of January 20th, 2022 be adjourned at 10:55 a.m.

CARRIED

George Darouze,
Chair.

/rb

Angela Coleman,
General Manager/Secretary-Treasurer.



To: Board of Directors
From: James Holland, Senior Planner
Date: February 1st 2022
Subject: Update: On-Site Sewage Permits Issued

RECOMMENDATION:

The Board of Directors receive and file the On-Site Sewage Permits Issued update for January 2022.

DISCUSSION:

SNC staff issue permits under Part 8 of the Ontario Building Code. The list below includes permits issued in the month of January 2022. Septic system searches and renovation reviews are not included.

#	Permit Number	Landowner Name	Former Municipality
1	SD-22-01	Corry Martens	Iroquois
2	SD-22-02	Bastiaan Rijke	Morrisburg
3	CH-22-02	Mélodie Hicks	Vankleek Hill
4	RU-22-04	Yvon Bergeron	Russell
5	NS-22-02	Derek Burd	Berwick
6	SS-22-03	Brian Jans	Long Sault
7	AP-22-01 B	Carl & Natalie Methot	Alfred
8	NS-22-03	Pamela & Shawn Drost	Moose Creel
9	ND-22-01	Vriend Construction Ltd.	Winchester
10	CR-22-01	Stephanie Lewis-Lagace	Rockland
11	ND-22-02	Sung Joon Park	Morewood
12	ND-22-03	Douglas McCausland	South Mountain
13	AP-22-01 A	Carl & Natalie Methot	Alfred
14	CR-22-02	Aghilas Chebini & Josianne Corbeil	Hammond
15	CH-22-01	Natalie Vikhtevskaia & Dmitry Amanov	L'Orignal
16	EH-22-01	Raja Jamal-Eddine	L'Orignal
17	CR-22-03	Vanessa Bernard & Maxime Cheff	Clarence-Creek
18	NS-22-01	Marc Quesnel	Moose Creek
19	RU-22-02	1503893 On Inc. Park View Homes	Marionville
20	RU-22-03	1503893 On. Inc. Park View Homes	Marionville
21	CR-22-04	Yannik Levesque	Clarence Creek
22	AP-22-02	Alexandre Lauzon	Curran
23	AP-22-03	Nicholas Seguin	Lefaivre
24	SS-22-01	Lindsay McCoy & Nicholas Gauthier	Osnabruck
25	SS-22-02	Falcon Homes Construction	St. Andrews West
26	NA-21-48	2446401 Ont. Ltd. -	Limoges



#	Permit Number	Landowner Name	Former Municipality
27	NA-22-01	Eric Marion	Limoges
28	RU-22-05	Park View Homes	Marionville
29	RU-22-06	Parkview Homes	Marionville
30	RU-22-07	Parkview Homes	Marionville
31	RU-22-10	Guildcrest Building Corporation	Marionville
32	RU-22-11	Guildcrest Building Corporation	Marionville
33	RU-22-08	Park View Homes	Marionville
34	RU-22-09	Park View Homes	Marionville
35	RU-22-12	Guildcrest Building Corporation	Marionville
36	RU-22-13	Les Entreprises Mirgil Inc.	Russell

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


James Holland
Senior Planner



To: Board of Directors
From: James Holland, Senior Planner
Date: February 1st, 2022
Subject: Update: Planning Activity

RECOMMENDATION:

The Board of Directors receive and file the Planning Activity update for January 2022.

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 of January 2022. Pre-consultations and property inquiries are not included in this list.

#	SNC Number	Landowner Name	Former Municipality	Application
1	SNC-2420-2022	Gaetano Idone	Gloucester	Severance
2	SNC-2421-2022	Joseph Semaan	Osgoode	Severance
3	SNC-2422-2022	Joseph Semaan	Osgoode	Severance
4	SNC-2423-2022	Terrence & Susan Otto	Osgoode	Severance
5	SNC-2424-2022	Dale & Angela Burd	Osgoode	Severance
6	SNC-2425-2022	Stephen Kenny	Cumberland	Severance
7	SNC-2426-2022	Les Investissements GBP Lafèche Inc.	Casselman	Site Plan
8	SNC-2427-2022	JS & JB Holdings Inc.	Gloucester	Minor Variance
9	SNC-2428-2022	Emanuel Charlebois	Caledonia	Severance
10	SNC-2429-2022	Not provided	South Plantagenet	Zoning By-Law Amendment
11	SNC-2430-2022	Not provided	Caledonia	Zoning By-Law Amendment
12	SNC-2431-2022	Not provided	Cambridge	Zoning By-Law Amendment
13	SNC-2431-2022	Not provided	South Plantagenet	Zoning By-Law Amendment
14	SNC-2433-2022	Not provided	South Plantagenet	Zoning By-Law Amendment
15	SNC-2434-2022	Not provided	Cambridge	Zoning By-Law Amendment
16	SNC-2435-2022	Not provided	Cambridge	Zoning By-Law Amendment



#	SNC Number	Landowner Name	Former Municipality	Application
17	SNC-2436-2022	Not provided	South Plantagenet	Zoning By-Law Amendment
18	SNC-2437-2022	Not provided	Cambridge	Zoning By-Law Amendment
19	SNC-2438-2022	Not provided	West Hawkesbury	Zoning By-Law Amendment
20	SNC-2439-2022	Guy R. Laflèche	Clarence	Site Plan
21	SNC-2440-2022	Les Immeubles R. Lalonde Inc.	Clarence	Site Plan
22	SNC-2442-2022	Simon & Nancy Jeurond	Kenyon	Severance
23	SNC-2443-2022	Simon & Nancy Jeurond	Kenyon	Severance
24	SNC-2444-2022	John Spruit and Sons Farming Ltd.	Mountain	Severance
25	SNC-2445-2022	David Reaney	Augusta	Severance
26	SNC-2446-2022	OCS Holdings Inc.	Russell	Site Plan
27	SNC-2450-2022	Dean Patterson	Osgoode	Severance
28	SNC-2451-2022	Benjamin Giroux	Cumberland	Severance
29	SNC-2453-2022	Muriel Lalonde	Russell	Zoning By-Law Amendment
30	SNC-2454-2022	Tristan Diederich	Clarence	Minor Variance
31	SNC-2455-2022	Mario D'Eer	Clarence	Severance
32	SNC-2456-2022	Not provided	Clarence	Zoning By-Law Amendment
33	SNC-2457-2022	Forest Ridge Farms Inc.	Clarence	Severance
34	SNC-2458-2022	Réjean Lalonde	Clarence	Severance
35	SNC-2459-2022	Réjean Lalonde	Clarence	Severance
36	SNC-2460-2022	Dominique Fortin	Cambridge	Severance
37	SNC-2463-2022	Laura Leeder	Edwardsburgh	Zoning By-Law Amendment
38	SNC-2464-2022	Laura Lee	Cambridge	Severance
39	SNC-2467-2022	Jim Campbell	Russell	Severance
40	SNC-2469-2022	Ferme Brissfrance Ltd.	Russell	Severance
41	SNC-2470-2022	Jean-Guy Houle	North Plantagenet	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 2022.

SNC Number	Development Size	Review Type
SNC-1244-2020	Area > than 2 ha	Stormwater Management
SNC-1244-2020	Area > than 2 ha	Environmental Impact
SNC-2310-2021	Small Scale Development	Environmental Impact
SNC-2294-2021	Area < 0.5 ha	Stormwater Management
SNC-4743-2016	Area > than 2 ha	Stormwater Management
SNC-2439-2022	Area < 0.5 ha	Stormwater Management
SNC-2439-2022	Area < 0.5 ha	Geotechnical Investigation
SNC-2135-2021	Small Scale Development	Hydrogeological Investigation
SNC-2426-2022	Area < 0.5 ha	Stormwater Management
SNC-2387-2021	Small Scale Development	Hydrogeological Investigation
SNC-2440-2022	Area < 0.5 ha	Stormwater Management
SNC-1244-2020	Area > than 2 ha	Geotechnical Investigation
SNC-2446-2022	Area ≤ 2 ha	Stormwater Management
SNC-564-2011	Area > than 2 ha	Stormwater Management
SNC-1886-2021	Area ≤ 2 ha	Environmental Impact
SNC-1886-2021	Area ≤ 2 ha	Stormwater Management
SNC-6332-2019	Area > than 2 ha	Stormwater Management

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


James Holland,
Senior Planner.



To: Board of Directors
From: Alison McDonald, Team Lead Approvals
Date: February 7, 2022
Subject: Update: Timeline Report for Permissions Under Section 28

RECOMMENDATION:

The Board of Directors receive and file the Timeline Report for Permissions Under Section 28.

DISCUSSION:

South Nation Conservation (SNC) is committed to the following actions as part of Conservation Ontario's Timely Review Taskforce:

- Improve Client Service and Accountability;
- Increase Speed of Approvals, and
- Reduce Red Tape and Regulatory Burden.

This initiative includes annual reporting on timelines and service standards for Section 28 permits (under the *Conservation Authorities Act*). The reports are provided to SNC's Board of Directors, posted on SNC's website, and submitted to Conservation Ontario.

The timelines for both Ministry Northern Development, Mines, Natural Resources and Forestry (MNR) and Conservation Ontario (CO) service standards are provided below.

Timeline Reporting

1. MNR Reporting Standards, *Policies and Procedures for Conservation Authority Plan Review and Permitting Activities*. (2010) Service Standard.

Within MNR Timeline		Outside MNR Timeline	
Major	Minor	Major	Minor
7	163	0	20

The MNR service standards are 30 (calendar) days for minor applications and 90 days for major applications from the date the application is deemed complete.

Major applications are highly complex, requiring full technical review, and need to be supported by comprehensive analysis or those that do not conform to existing CA Board-approved Section 28 policies.



2. CO Reporting Standards, *Client Service Standards for Conservation Authority Plan and Permit Review Service Standard.*

Within CO Timeline			Outside CO Timeline		
Major	Minor	Routine	Major	Minor	Routine
0	148	8	2	27	0

The CO service standards are 21 days for minor applications, 28 days for major applications, and 14 days for routine applications. There are additional time allowances for resubmissions.

Permit Timeline Analysis and Improvement

SNC received an exceptionally high number of applications in 2021, partially due to a jurisdiction expansion along the Ottawa River. Processing applications was also impacted by on-going adjustments related to the COVID-19 pandemic (receiving applications, coordinating payments, completing site visits) and increased complaints and occurrences. This provided additional incentive to increase efficiency to maintain review timelines.

SNC implemented several improvements to streamline permit reviews:

- Modified database to allow online applications to translate directly to our file management system.
- Trained and appointed additional staff to support issuing permits in 2022.
- Updated regulations policies to clarify permit requirements and reduce unnecessary submissions.
- Created a “Frequently Asked Questions” resource for Permits on the website.
- Ability to ‘pause’ timelines on file management system when additional information is required to address errors or gaps with technical information.
- Integrated a new process which allows staff to draft permits and flag technical review ahead of time.
- Implemented administrative improvements including automatic email responses for applications, permits, and payment instructions.
- Continued process improvements for a dedicated inbox (regulations@nation.on.ca) which supports the administration of applications, questions, and occurrence reports.



SOUTH NATION
CONSERVATION
DE LA NATION SUD



FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:

Compliance with Budget: No budget implications.

SNC Policy Adherence: The report on timelines is specified under the SNC Planning and Approvals Client Service Policy. A memorandum on timelines is also provided to Conservation Ontario as part of the Timely Review Taskforce agreement.

Alison McDonald,
Team Lead, Approvals.



To: Board of Directors
From: Geoff Owens, Regulations Officer
Date: February 4, 2022
Subject: Request for Approval: Permits Issued

RECOMMENDATION:

The SNC Board of Directors approve permits 9 through 19 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 presents them to the Board for approval at each Board meeting.

The list below indicates the permits that have been issued since Jan 12, 2022.

#	Permit No.	Landowner	Former Municipality	Project
9	2021-ALP-R004	Helene Gagnon	Alfred	Construct House and Retaining Wall
10	2021-CLR-R229	Marc Lafontaine	Clarence	Construct House and Erosion Control
11	2021-CLR-R253	Pierre Voisine	Clarence	Addition to House
12	2021-NGR-R247	Thomas Granville	Oxford On Rideau	Construct House and Garage
13	2021-OSG-R197	City of Ottawa	Osgoode	Culvert Replacement
14	2021-OSG-R198	City of Ottawa	Osgoode	Culvert Replacement
16	2022-GLO-R012	Barrett Co-Tenancy	Gloucester	Temporary Creek Crossing
15	2021-RUS-R233	Jeff Lamirande	Russell	Storage Building Replacement
17	2022-RUS-R004	Russell Township	Russell	Bridge Restoration
18	2022-RUS-R009	Enbridge Gas Inc.	Russell	Install Gas Service
19	2021-CUM-R252	Pierre Leroux	Cumberland	Construct House



Complaints/Issues: Sites visited in 2022 through the regulatory program: 4

Location	Issue	Outcome
Alfred-Plantagenet	Tree clearing possible watercourse interference	No impact to watercourse observed, provided mapping and explained the far end where they want to cross the creek and clear more 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 an appropriate review and permitting process.
Clarence-Rockland	Sediment spill in and around Bear Brook Creek	Discussed cleanup actions with contractors and MECP officials. Cleanup is being dealt with.

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

Geoff Owens,
Regulations officer.



To: Board of Directors
From: Angela Coleman, General Manager/Secretary-Treasurer
Date: February 10, 2022
Subject: Request for Approval: Programs and Services Inventory

RECOMMENDATION:

The Board of Directors approve the Programs and Services Inventory;

AND FURTHER THAT the Programs and Services Inventory be circulated to participating Municipalities and the Ministry of Environment, Conservation and Parks.

DISCUSSION:

The Ministry of Environment, Conservation Parks ("MECP") implemented the first phase of *Conservation Authorities Act* regulations in October 2021. The regulations require each conservation authority have a transition plan in place by December 31st, 2021 and create an inventory of programs and services by February 28th, 2022. These documents initiate consultations with member municipalities [to take effect January 1, 2024].

The Board approved SNC's Transition Plan November 18, 2021. Staff circulated the Transition Plan to member municipalities and MECP and posted it on SNC's website.

SNC's Program and Services Inventory (the "Inventory") is attached. It lists programs and services SNC delivers as of February 2022 and programs and services SNC intends to deliver in the future.

The Inventory includes sources of funding for each program and service and identifies programs and services as one or more of the following:

- **Category 1: Mandatory programs and services** required by regulation. These programs are funded through municipal levy.
- **Category 2: Municipal programs and services** provided at the request of a municipality. These programs can be funded through government and other agency grants and/or municipal funding under a memorandum of understanding (MOU) or agreement with the municipality.
- **Category 3: Other programs and services** the Conservation Authority determines are advisable. These programs can be funded through self-generated revenue, user fees, government and other agency grants, donations, etc. Any use of municipal funding requires an agreement and would be subject to cost apportionment.



Phase 2 Regulations have not been released. This phase will include a review of the two current levies regulations (O. Reg. 670/00 “Conservation Authority Levies”; O. Reg. 139/96 “Municipal Levies”) and a Conservation Authority Fee Policy.

The Inventory includes estimates and assumptions on: costs; cost allocations; and revenue distribution and is subject to change as costs are refined and as new regulations are released.

The Inventory is intended to be an evolving document. Refinements are anticipated during municipal consultation.

The Inventory will be circulated to member municipalities and the Ministry of Environment, Conservation and Parks. It will also be available on SNC’s website.

Chart A: Programs and Services Inventory List - Categories, Descriptions, Category Rationale

Chart A provides an overview of the programs and services SNC currently offers. The list generally preserves the current financial reporting structure used for presenting the annual budget, financial updates, and internal financial management reports.

Each program and service is categorized by criteria identified under the *Conservation Authorities Act* and regulations. Programs that fall into Category 1 have a corresponding citation to Ontario Regulation 686/21 “Mandatory Programs and Services”.

Comments:

- Phase 2 regulations have not been released and are expected to provide direction on allocation of administration and overhead costs.
- SNC Corporate Services costs represent administration overhead costs and are shown separately in the inventory. These costs have not been fully allocated to mandatory program areas pending release of Phase 2 Regulations.
- Some program/service may change between category 2 and 3 depending on discussions with municipalities

New deliverables identified in the regulations are included in the Inventory:

1. Operations Plan - Natural Hazard Infrastructure;
2. Asset Management Plan - Natural Hazard Infrastructure;
3. Conservation Area Strategy;
4. Land Inventory;
5. Watershed-based Resource Management Strategy.



Chart B: Inventory of Programs and Services - Costs and Funding Sources

Chart B provides an overview of costs and identifies percentage of revenue sources. The Regulation requires the average annual cost of each program and service be provided based on a five-year average or another value that best describes the cost of the program that is permitted provided it is justified.

SNC has included program and services costs from the 2022 budget. With high levels of growth in the watershed, corresponding demand for SNC programs and Services, and current levels of inflation, the 2022 budget provides a more accurate estimate of costs for 2024 programming than historical five-year averages.

This chart includes a breakdown of the percentage of revenue supporting the program and service costs. Revenue categories include: municipal levy; municipal MOUs/agreements under regulations; provincial and federal and other municipal funding; self-generated revenue, specific to program (i.e. user fees); self-generated revenue that has been allocated from other program area revenue; and reserves.

Comments:

- Revenue percentage distributions will change as costs fluctuate.
- Estimated percentages for Municipal MOUs/agreements may change as negotiations with municipalities are completed.
- Costs identified will be refined over time and subject to change by 2024.
- Reserves are shown as a distinct revenue source. This highlights where reserves are used to fund programs as part of an overall deliberate strategy of drawing on reserves that were generated by setting aside funding from prior years and now accessing reserves as needed. The Source Water Protection Program is funded entirely by the province.

Chart C: Inventory of Programs and Services - Category 2: Details of Municipal Agreements

Chart C identifies the programs and services SNC provides on behalf of municipalities via agreements. This chart will be updated as new and updated Category 2 agreements are negotiated with municipalities.

Chart D: Inventory of Programs and Services - Category 3: Information Requirements

Chart D identifies Category 3 programs and services and identifies whether the program/services is financed through municipal levy, and what funding sources will be used to support the program/service as of January 1, 2024.



Regular progress reports on the Inventory of Programs and Services must be submitted to the MECP and posted on SNC's website. As SNC moves through the transition period, it is expected that program and service costs will be refined.

FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:

Compliance with Budget:

Preliminary analysis suggest programs and services can be delivered without a significant change in total municipal levy support required compared with the current levy funding model. SNC maintains a Stabilization Reserve to bridge programs where minor funding gaps exist.

Original signed and on file.

Angela Coleman,
General Manager/Secretary-Treasurer.

Attachments:

South Nation Conservation Program and Services Inventory:
Chart A: Programs and Services Inventory List - Categories, Descriptions, Category Rationale

Additional Attachments to be Posted on Members Page Prior to Meeting:

- Chart B: Inventory of Programs and Services - Costs and Funding Sources
- Chart C: Inventory of Programs and Services - Category 2: Details of Municipal Agreements
- Chart D: Inventory of Programs and Services - Category 3: Information Requirements

CHART A

Programs & Services Inventory Listing - Category, Description, Rationale for Category

SOUTH NATION CONSERVATION

Draft February 10th, 2022 to South Nation Conservation Board of Directors

	Programs & Services Inventory	Category 1-Mandatory 2-Municipal P&S 3-Other	Applicable Section of the Act	Description	Category 1 Programs & Services - Applicable Section under Regulation 686/21 'Mandatory Programs and Services'
1	Flood Forecasting & Warning (FFW)	1	<p><u>21.1 (1) para 1. (i)</u> Risk of natural hazards</p> <p><u>21.1 (1) para 1. (iv)</u> Services provided related to duties and functions under the Act.</p> <p><u>21.1 (1) para 2.</u> Other not included in para 1.</p>	<ul style="list-style-type: none"> • Maintain computerized FFW system. • Operate on call/duty officer system to respond to flooding events for the South Nation River and tributaries, St. Lawrence River, and Ottawa River. • Maintain Communications and Emergency Response systems. • Collect and maintain data from streamflow gauges, rainfall gauges, and snow surveys. • Assess impacts from climate change. 	<p>Section 2 Flood forecasting and warning</p> <p>Section 12 (1)2, 12(1)3, 12(1)4</p>
2	Erosion and Water Control Structures	1	<p><u>21.1 (1) para 1. (i)</u> Risk of natural hazards - <i>Flood Control Structures & Ice Management</i></p> <p><u>21.1 (1) para 1. (ii)</u> Management of lands owned by Authority</p>	<p><u>Flood Control Structures</u> Operate and maintain 2 major flood control structures, 1 major dyke system</p> <ul style="list-style-type: none"> • Perform dam safety reviews, inspections, monitoring, and capital maintenance and upgrade projects. • Develop and implement public safety plans for structures. <p><u>Small Weirs and Erosion Control Structures</u></p> <ul style="list-style-type: none"> • Operate and maintain 3 weirs and 1 hazard land control berm and surrounding lands. <p><u>Ice Management</u></p> <ul style="list-style-type: none"> • Operate infrastructure to minimize ice flow issues. • <i>Legislated requirement-Develop and Implement Operational Plan Natural Hazard Infrastructure by Dec 31, 2024</i> 	<p>Section 1 (1) (3) Risk of flooding hazard</p> <p>Section 5 (1) (1) Water control infrastructure</p> <p>Section 5 (1) (2) Erosion control infrastructure</p> <p>Section 9 (2) (i), (ii), (iv) Conservation lands-required component</p> <p>Section 4 - Ice management</p>

	Programs & Services Inventory	Category 1-Mandatory 2-Municipal P&S 3-Other	Applicable Section of the Act	Description	Category 1 Programs & Services - Applicable Section under Regulation 686/21 'Mandatory Programs and Services'
				<ul style="list-style-type: none"> • <i>Legislated requirement Develop Asset Management Plan Natural Hazard Infrastructure by Dec 31, 2024</i> • <i>Develop Ice Management Plan by December 31, 2024</i> 	
3	Natural Hazards Mapping	1	<u>21.1 (1) para 1. (i)</u> Risk of natural hazards	<ul style="list-style-type: none"> • Update and maintain flood line mapping. • Develop natural hazards mapping. 	Section 1 (3) (1) (i) Collect information and map areas of natural hazards.
4	Approvals: Planning-Plan Input and Review, Permitting and Solicitor Enquiries	1	<u>21.1 (1) para 1. (i)</u> Risk of natural hazards	<ul style="list-style-type: none"> • Process permits related to development, alteration or other activities in regulated areas. • Review official plans, secondary and community plans, zoning bylaws, development applications and other proposals (i.e., environmental assessments) • Enforce applicable regulations. • Develop and maintain policies and guidelines to manage natural hazards. • Provide advisory services to the province and municipalities. 	<p>Section 6 - comment on applications, proposals</p> <p>Section 7 - plan review, comments</p> <p>Section 8 - administering and enforcing the act</p>
5	Approvals: Planning-Natural Heritage Management	2	<u>21.1.1</u> P&S provided on behalf of a municipality under an MOU	<ul style="list-style-type: none"> • Provide services related to natural heritage for planning and other applications or projects. • Provide services/assistance to identify, enhance, restore, rehabilitate, and protect natural heritage ecosystems in the watershed. • Develop and maintain policies and guidelines to assist in management of natural heritage resources. 	Not applicable. See CHART C for information required to be provided under Regulation Section 6 Subsection (5).
6	Partner Programs: Municipal Services	2	<u>21.1.1</u> P&S provided on behalf of a municipality under an MOU	<ul style="list-style-type: none"> • Delegated authority for delivery of Building Code, Part 8: Sewage Systems Program 	Not applicable
7	Partner Programs:	2	<u>21.1.1</u> P&S provided on behalf of a	<ul style="list-style-type: none"> • Deliver stormwater management facilities inspections 	Not applicable

	Programs & Services Inventory	Category 1-Mandatory 2-Municipal P&S 3-Other	Applicable Section of the Act	Description	Category 1 Programs & Services - Applicable Section under Regulation 686/21 'Mandatory Programs and Services'
	Municipal Services		municipality under an MOU	<ul style="list-style-type: none"> Provide technical reviews (e.g., stormwater, geotechnical, hydrogeological, environmental assessments, etc.) 	
8	Watershed Resource Management	1	<p><u>21.1 (1) para 1. (i)</u> P&S related to risk of natural hazards</p> <p><u>21.1 (1) para 1. (iii)</u> P&S related to duties as a source protection authority under the Clean Water Act.</p> <p><u>21.1 (1) para 1. (2)</u> Other P&S prescribed by regulations.</p>	<ul style="list-style-type: none"> Operate monitoring stations. Maintain provincial ground monitoring network (PGWN). Maintain water budget to support sustainable water use in the watershed. Operate a drought response program. Analyze and report on water quality conditions in the South Nation, Ottawa, and St. Lawrence Rivers. Provide advice on water use permits to province. Report on emerging climate change impacts. <i>Prepare Watershed-based Resource Management Strategy by Dec 31, 2024</i> 	<p>Section 3 - Drought or low water response.</p> <p>Section 5 (2) (1) - Develop Operational Plan</p> <p>Section 5 (2) (2) - Develop Asset Management Plan</p> <p>Section 5 (4) Update operational or asset management plans</p> <p>Section 12 (1) 1. - Groundwater Monitoring</p> <p>Section 12 (1) 2. - Stream Monitoring</p> <p>Section 12 (1) 3. - Watershed-based Management Strategy</p> <p>Section 13 - Source Protection Authority under Clean Water Act</p>
9	Watershed Resources-Subwatershed Planning	2	<u>21.1.1</u> P&S provided on behalf of a municipality under an MOU	<ul style="list-style-type: none"> Partner with municipalities to provide natural heritage input and review for subwatershed and other plans for streams and tributaries, which provide background on surface water, ground water, natural heritage ecosystems and recommend sustainable solutions for municipal growth. 	Not applicable. See CHART C for information required to be provided under Regulation Section 6 Subsection (5).
10	Source Protection Planning	1	<u>21.1 (1) para 1. (iii)</u> P&S related to duties as a source protection authority under the Clean Water Act.	<ul style="list-style-type: none"> Deliver the provincial source protection planning program under the Clean Water Act 2006 for the South Nation Source Protection Authority and partnership with the Raisin Regions Source Protection Authority. 	Section 13 - Source Protection Authority under Clean Water Act
11	Partner Programs:	2	<u>21.1.1</u>	<ul style="list-style-type: none"> Coordinate the grant program delivered to private landowners to encourage adoption of 	Not applicable.

	Programs & Services Inventory	Category 1-Mandatory 2-Municipal P&S 3-Other	Applicable Section of the Act	Description	Category 1 Programs & Services - Applicable Section under Regulation 686/21 'Mandatory Programs and Services'
	Ottawa Rural Water Quality, and SNC Clean Water Program		P&S provided on behalf of a municipality under an MOU	<p>agricultural and rural landowner best management practices and projects to improve and protect water quality, soil health and related initiatives (i.e. restore natural areas and private land tree planting).</p> <ul style="list-style-type: none"> • Deliver special program initiatives that study and/or provide awareness and education related to improving and protecting water quality and related initiatives. 	See CHART C for information required to be provided under Regulation Section 6 Subsection (5).
12	Communications and Outreach: Education and Events and Partnership Development	3	<u>21.1.2</u> P&S that the authority determines to provide within its area of jurisdiction to further the purpose of this Act.	<ul style="list-style-type: none"> • Co-ordinate community events e.g. stream of dreams, Fish Camp, Youth Hunt Camp • Attend agricultural and landowner workshops to promote landowner stewardship. • Co-ordinate SNC volunteer activities to enable public participation in SNC environmental activities. • Deliver Community Environmental grants and annual fundraising events. 	Not applicable. See CHART D for information required to be provided under Regulation Section 6 Subsection (6).
13	Conservation Lands Management-Operating and Capital Maintenance costs related to authority owned lands including Trail Management, Land acquisitions and disposal, property taxes	1	<u>21.1 (1) para 1. (ii)</u> P&S related to conservation and management of lands owned by Authority.	<ul style="list-style-type: none"> • Maintain passive conservation areas. • Maintain property integrity (i.e., encroachments) and security (unauthorized use) • Develop and maintain trail network. • Manage wetlands and floodplain lands. • Capital and operational support services provided to maintain the built infrastructure on SNC lands. • Create and maintain Asset Management Plan for built infrastructure on SNC lands. • Acquire environmentally significant conservation lands* (category 3 Program) • <i>Prepare a conservation area strategy</i> • <i>Prepare a land inventory by Dec 31, 2024</i> 	<p>Section 9 (1) (1) prepare a conservation area strategy by Dec 31, 2024.</p> <p>Section 9 (1) (2) Conservation lands-required component-objectives</p> <p>Section 9 (1) (3) prepare land inventory by Dec 31, 2024</p>
14	Conservation Lands:	1	<u>21.1 (1) para 1. (i)</u>	<ul style="list-style-type: none"> • Operate hazard tree management program on SNC lands 	Section 1 (1) (4) Risk of hazardous lands

	Programs & Services Inventory	Category 1-Mandatory 2-Municipal P&S 3-Other	Applicable Section of the Act	Description	Category 1 Programs & Services - Applicable Section under Regulation 686/21 'Mandatory Programs and Services'
	Hazard Tree Management, Forestry Management-Operations		P&S related to risk of natural hazards <u>21.1 (1) para 1. (ii)</u> P&S related to conservation and management of lands owned by Authority.	<ul style="list-style-type: none"> • Deliver forest management, tree planting, woodlot thinning, selective harvesting, and naturalization projects on SNC lands • Maintain the Managed Forest Tax Incentive Program. • Maintain the FSC certification Program. • Invasive Species Management. 	Section 9 (1) (2) Conservation lands-required components
15	Conservation Lands: Natural Heritage Management	1	<u>21.1 (1) para 1. (ii)</u> P&S related to conservation and management of lands owned by Authority.	<ul style="list-style-type: none"> • Provide planning services/assistance to enhance, restore, rehabilitate, and protect aquatic and terrestrial ecosystems on SNC owned lands. 	Section 9 (2) (iv) Conservation lands-required components
16	Partner Programs: Forests	3	<u>21.1.2</u> P&S that the authority determines to provide within its area of jurisdiction to further the purpose of this Act.	<ul style="list-style-type: none"> • Provide services to private and public landowners and community groups to engage in tree planting activities. • Ottawa Ash Tree Replacement Program • Ottawa Greens Acres Program • Woodlot Advisory Service • SDG Forest Management • Roadside Tree Program 	Not applicable. See CHART D for information required to be provided under Regulation Section 6 Subsection (6).
17	Property Agreements	3	<u>21.1.2</u> P&S that the authority determines to provide within its area of jurisdiction to further the purpose of this Act.	<ul style="list-style-type: none"> • Offer hunting on some SNC lands • Agricultural leases • One small weir hydro Agreement • Other minor, miscellaneous agreements on SNC land 	Not applicable. See CHART D for information required to be provided under Regulation Section 6 Subsection (6).
18	Communications and Outreach: Corporate Communications,	1	<u>21.1 (1) para 1. (iv)</u> Services provided related to duties	<ul style="list-style-type: none"> • Media Relations • Public Relations and awareness building • Website management • Social media management 	Regulations pending.

	Programs & Services Inventory	Category 1-Mandatory 2-Municipal P&S 3-Other	Applicable Section of the Act	Description	Category 1 Programs & Services - Applicable Section under Regulation 686/21 'Mandatory Programs and Services'
	Media & Communications Products		and functions under the Act.	<ul style="list-style-type: none"> Community engagement and public consultation Corporate brand management 	
19	Corporate Services for Mandatory Programs and Services	1	<u>21.1 (1) para 1. (iv)</u> Services provided related to duties and functions under the Act.	Provide the following administrative services that support mandatory program delivery: <ul style="list-style-type: none"> Office of the General Manager and Corporate Services Financial Management and reporting Authority Governance (including Board member expenses) Human Resources/ Health & Safety Payroll Office Services Building Services Administrative expenses including: <ul style="list-style-type: none"> General memberships Head office building Office supplies, postage, bank fees Head office communication system Insurance Audit Fees Consulting, legal, labour relations H&S Equipment, inspections, training Conservation Ontario Fees Corporate Professional Development Unallocated Vehicles and Maintenance Information Management and Technology expenses Uninsured losses, damage to SNC assets 	Regulations pending.

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To: Board of Directors
From: Eric McGill, Corporate Counsel
Date: February 8th, 2022
Subject: Update: Phase Two Regulations Consultation Guide

RECOMMENDATION:

The Board of Directors receive and file the update on the Ministry of Environment, Conservation and Parks Phase Two Regulatory and Policy Proposal Consultation Guide.

DISCUSSION:

The Ministry of Environment, Conservation and Parks ("MECP") has released a consultation guide describing the second phase of regulatory proposals under the *Conservation Authorities Act* (the "Act").

The consultation guide is posted on the Environmental Registry of Ontario (notice number 019-4610) with a public comment period until February 25, 2022. MECP hosted webinars for municipalities and conservation authorities in early February where they provided an overview of the proposals.

1. Proposed Municipal Levies Regulation

Proposed regulations will govern the apportionment of Conservation Authority (CA) municipal levies ('operating expenses' and 'capital costs') as well as budgetary matters in general.

A new municipal levies regulation will consolidate the two current levies regulations and adapt the three current methods of apportioning CA expenses/costs through municipal levy into the new categories of CA programs and services. Namely:

- modified current property value assessment method
- by agreement between the CA and municipality
- as determined by the total benefit afforded to all the municipalities and the proportion of the benefit afforded to each of the municipalities

The new regulation will carry forward existing voting methods (i.e., the 'one member, one vote' and 'weighted vote').

Provisions will also govern CA budget matters including the process authorities must follow when preparing a budget, the consultations required, and the rules and procedures governing budget meetings including quorum and voting on the budget.



2. Proposed Regulation for Determining Amounts Owed By Specified Municipalities

Provisions in the Act will be proclaimed to allow CAs to levy participating municipalities and 'specified municipalities' for mandatory programs and services related to the CA's responsibilities under the *Clean Water Act, 2006*. A 'specified municipality' is a municipality designated by regulation for a source protection authority/area under the *Clean Water Act, 2006* but is outside a CA area of jurisdiction.

A new regulation will identify the specified municipalities and identify methods available to CAs to determine the costs specified municipalities may need to pay. The process for engaging specified municipalities on levies under the *Clean Water Act, 2006* is proposed to be similar to the levy process and budget process for participating municipalities under the *Conservation Authorities Act*.

3. Proposal For Minister's List of Classes Of Programs And Services For Which A Conservation Authority May Charge A Fee

CAs may only charge fees for services approved by the Minister. The current list is set out in the provincial *Policies and Procedures for the Charging of Conservation Authority Fees* (June 13, 1997)

Provisions of the Act will be proclaimed allowing the Minister to determine a list of 'classes of programs and services' a CA may charge a fee for, publish the list, and distribute it to each CA. CAs would be permitted to charge a fee for a program or service only if it is set out in the Minister's list of classes of programs and services. Once a CA is granted the power to charge a fee for a program and service, the CA may determine the fee amount to charge. These provisions will also require CAs to publish a fee policy and schedule as well as maintain a policy to reconsider a fee at the request of an applicant.

The Minister's classes of programs and services will capture 'user' fees. This includes use of a public resource (e.g., park use permit) or the privilege to do something (e.g., permission to develop in a regulated area).

4. Regulatory Proposals to Increase Transparency of Conservation Authority Operations

A proposed regulation will require CAs to maintain a governance section on their website where the following information is consolidated:

- CA members and their contact information;
- administrative by-laws;
- draft and final budgets;
- agreements with municipalities; and
- board meeting schedule.



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FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:

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

Eric McGill,
Corporate Counsel.

Attachments: Regulatory and Policy Proposal Consultation Guide: Regulations regarding Municipal Levies, Conservation Authority Budget Process, Transparency, and Provincial Policy for the Charging of Fees by Conservation Authorities, Ministry of Environment, Conservation and Parks - January 26, 2022



To: Board of Directors
From: Angela Coleman, General Manager/Secretary-Treasurer
Date: February 8, 2022
Subject: Update: Provincial Agricultural Sector Representative

RECOMMENDATION:

The Board of Directors receive and file the Ministry of Environment Conservation and Parks agricultural sector representative appointment update.

DISCUSSION:

Recent amendments to the *Conservation Authorities Act* enables the Minister of Environment, Conservation and Parks ("MECP") to appoint an agricultural sector representative to boards of conservation authorities ("CAs").

Appointed agricultural representative may participate in CA meetings in a manner similar to municipal appointed representatives but are prohibited from voting on decisions related to:

- enlarging a CA's area of jurisdiction;
- amalgamating a CA with another CA;
- dissolving the CA; or
- budgetary matters.

On February 7, 2022, MECP advertised agricultural representative positions for each of the 36 Conservation Authorities. A copy of the South Nation Conservation posting is attached. The deadline for applications is February 21, 2022. Appointment terms will be up to four years.

FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:

Compliance with Budget: The Agricultural Representative is advertised as being entitled to a \$150 per diem plus reimbursement for travel expenses. This expense is expected to be covered by the province.

SNC Policy Adherence: Minister discretion to appoint agriculture sector representatives is described in subsection 14(4) of the *Conservation Authorities Act*. Staff will undertake necessary amendments to SNC's Administrative By-laws for Board review and approval should an applicant be chosen.

Original signed and on file.

Angela Coleman,
General Manager/Secretary-Treasurer.

Attachments: South Nation River Conservation Authority Agricultural Representative Posting

South Nation River Conservation Authority

Ministry	Environment, Conservation and Parks
URL	https://www.nation.on.ca/
Address	38 Victoria Street, Box 29 Finch K0C1K0
Background	Conservation Authorities Act, R.S.O. 1990, CHAPTER C.27, ss 14(4)
Function	On December 8, 2020, Bill 229, the Protect, Support and Recover from COVID-19 Act (Budget Measures), 2020, received Royal Assent. Schedule 6 of Bill 229 made changes to the Conservation Authorities Act and the Planning Act to improve the governance, oversight and accountability of conservation authorities, while respecting taxpayer dollars by giving municipalities more say over the conservation authority programs and services for which they pay. New powers proclaimed under subsection 14(4) of the Conservation Authorities Act allow the Minister to appoint an agricultural sector representative to each conservation authority membership to increase agricultural sector perspectives in conservation authority operations.
Membership	The Minister of the Environment, Conservation and Parks may appoint an agricultural sector representative to each conservation authority, which is otherwise made up of municipally appointed members.
Qualifications	<ul style="list-style-type: none">• resident in a participating municipality in which the CA has jurisdiction (subsection 14(3) of the CAA), and• knowledge of and experience in/with the local agricultural sector.
Term	Agricultural sector representative members are appointed by Minister’s letter for a term of up to four (4) years, as may be determined by the Minister, in accordance with the CAA, and their terms are subject to renewal. The Minister’s appointment/s of agricultural sector representatives to CA membership is made at the pleasure of the Minister.
Meetings	Meetings will be determined by each conservation authority to which agricultural sector representatives are appointed.
Remuneration	Agricultural sector appointees will be offered remuneration on a per diem basis when appointed to a CA where per diems are offered to its municipally appointed members. The appointee of this CA is to be remunerated \$150 per diem according to Schedule A, Level 1 of the Agencies and Appointments Directive as they will be appointed to a CA that does remunerate its other members. Appointees are reimbursed for mileage and other reasonable expenses incurred while performing duties of this position in accordance with the Travel, Meal and Hospitality Expenses Directive.

Advertised Positions

Position	Advertisement
Member (Part-Time)	<div>ViewApply</div>

Appointments & Vacancies

No.	Position	Member	Term	Location
1.	Member (Part-Time)			



To: Board of Directors
From: Ronda Boutz, Team Lead, Special Projects
John Mesman, Team Lead, Communications
Date: February 2, 2022
Subject: Request for Approval: 2022 Standing Committee Member Listing

RECOMMENDATION:

The SNC Board of Directors approve extending the 2021 Standing Committee Membership, as per submitted listing, until the 2023 Annual General Meeting; and

FURTHER THAT: Staff be directed to undertake committee member selection for the 2023-2025 term in the fall of 2022 as per the current "Terms of Reference: South Nation Conservation Standing Committees".

DISCUSSION:

The Board of Directors approved revisions to the "Terms of Reference: South Nation Conservation Standing Committees" at their April 15th, 2021 meeting (RESOLUTION NO. BD-080/21). Revisions included the addition of a 3-year term for Standing Committee members and a formal application process for membership recruitment. The intent is to have Committee membership terms be consistent with municipal council terms.

With municipal council elections scheduled for October 24th, 2022; staff are recommending that 2021 Standing Committee memberships be extended for 2022. This would allow for the application process to be carried out this fall for the 2023-2025 term with members assuming their seats following Board approval at the 2023 Annual General Meeting.

A listing of Draft 2022 memberships for each Standing Committee is attached and reflects the memberships appointed in 2021.

FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:

Compliance with Budget:

The SNC 2021 budget incorporates funding for the Clean Water, Forestry, Fish and Wildlife, and Communications Committee meetings under Communications and Outreach, Corporate Communications pages 86-87.

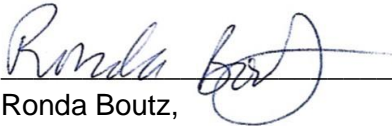


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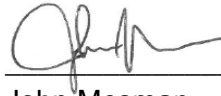


SNC Policy Adherence:

Standing Committees adhere to SNC Administrative By-laws, Part III, sections 20.1 to 21.0, pages 9 and 10.



Ronda Boutz,
Team Lead, Special Projects.



John Mesman,
Team Lead, Communications.

Attachments: 2022 Draft SNC Standing Committee Membership Listing



Draft 2022 SNC Standing Committee Member Listing

South Nation Conservation's (SNC) Chair, Vice Chair, and Past Chair are ex-officio members on all SNC Standing Committees.

Fish and Wildlife Committee

Name	Association	Municipality
Malcolm Clark	Russell Fish and Game Club	Russell
Bruce Clarke	Ottawa Fly Fishers	Ottawa
Alvin Cluff-Clyburne	Russell Fish and Game Club	Russell
Joffre Cote	Ministry of Natural Resources and Forestry (non-voting)	La Nation
Doug Culver	Naturalist / Recreational Angler	North Dundas
Stéphane Dubuc	Trapper	Casselman
<i>Vacant</i>	Delta Waterfowl	
Abraham Francis	Mohawks of Akwesasne – Department of the Environment	Akwesasne
Susan Gallinger	Public Citizen (non-voting)	Ottawa
Cyril Holmes	Grenville Fish and Game Club	Augusta
Aleta Karstad	Fragile Inheritance Natural History	North Grenville
Shawn Landriault	Public Citizen	Nation
Kirk Myelde	Public Citizen	Alfred Plantagenet
Frederick Schueler	Fragile Inheritance Natural History (Committee Chair)	North Grenville
Larry Smith	South Nation Archery Supply	North Dundas
Doug Thompson	Public Citizen	Ottawa

Forestry Committee

Name	Association	Municipality
François Allard	Public Citizen	Clarence Rockland
Lloyd Benedict	Mohawks of Akwesasne	Akwesasne
Alain Bertrand	Public Citizen	North Glengarry
Archie Byers	Public Citizen	North Stormont
Maurice Chabot	Public Citizen	Ottawa
Ben de Haan	United Counties of Stormont, Dundas, and Glengarry	United Counties of Stormont, Dundas, and Glengarry
Dorothy Hamilton	Ontario Woodlot Association – Stormont, Dundas, and Glengarry Chapter	Cornwall



Name	Association	Municipality
Elizabeth Holmes	Ministry of Natural Resources and Forestry (non-voting)	Edwardsburgh Cardinal
Steve Hunter	United Counties of Prescott and Russell	North Glengarry
Murray Inch	Public Citizen	South Mountain/Ottawa
Glenn Mackey	Public Citizen (Committee Chair)	Augusta
Tony Ricard	Public Citizen	Alfred-Plantagenet
Dave Robertson	Public Citizen	Edwardsburgh Cardinal
François St. Amour	SNC Board Member	La Nation
Ron Toonders	Agriculture	South Dundas

Communications Committee

Name	Association	Municipality
Charles Armstrong	Public Citizen	Russell
Gerry Boyce	Public Citizen	North Dundas
Gary Barton	Public Citizen	Champlain
Murray Inch	Public Citizen	South Mountain/Ottawa
Doug Thompson	Public Citizen	Ottawa
Tim Jackson	Public Citizen	Ottawa
Gerrie Kautz	Board Member	Ottawa
Sharon Dunn	Public Citizen	Edwardsburgh Cardinal
Cindy Saucier	Councillor, Russell	Russell
Karen Switzer-Howse	Public Citizen	North Dundas
Peggy Taylor	Public Citizen (Committee Chair)	Edwardsburgh Cardinal
Tom Van Dusen	Van Dusen Communications	Russell
Byron Vienneau	Public Citizen	Alfred Plantagenet

Clean Water Committee

Name	Association	Municipality
Ray Beauregard	Farmer	South Stormont
Russell Bennett	Farmer	Edwardsburgh Cardinal
<i>Vacant</i>	Ottawa Rural Clean Water Program	
Michel Kearney	City of Ottawa	Ottawa
Alan Kruszel	Farmer	South Stormont
Marc Lafleche	Farmer	Nation
Daniel Lafleur	United Counties of Prescott and Russell	Nation
Rene Lalonde	Farmer	North Stormont
David Lapen	Agriculture and Agri-Food Canada	Ottawa



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Name	Association	Municipality
Glenn Mackey	Farmer	Edwardsburgh/Cardinal
Gib Patterson	Ottawa Rural Clean Water Program	Ottawa
Jacqueline Kelly-Pemberton	Farmer (Committee Chair)	North Dundas
Tara Redpath	City of Ottawa	Ottawa
Andre Pommainville	Farmer	Alfred-Plantagenet
Terrence Sauve	Ontario Ministry of Agriculture, Food and Rural Affairs	Alfred-Plantagenet
Doug Thompson	Public Citizen	Ottawa
Adrian Wynands	Farmer	North Augusta



To: Board of Directors
From: Alison McDonald, Team Lead, Approvals
Date: February 3, 2022
Subject: Request for Approval: SDG Planning Partnership

RECOMMENDATION:

The Board of Directors approve entering into a planning partnership with the United Counties of Stormont, Dundas and Glengarry and Raisin Region Conservation Authority for the purpose of reviewing severance applications in the Township of South Stormont and the Township of North Stormont.

BACKGROUND:

The United Counties of Stormont, Dundas, and Glengarry (SDG) coordinates land severance applications on behalf of local municipalities. Conservation Authorities (CAs) review severance applications with respect to Natural Hazards and Natural Heritage under the *Planning Act*.

Conservation Authorities also review severances through agreements with municipalities (e.g., septic review). Conservation Authorities charge a fee for this service on a cost recovery basis and in accordance with their board approved fee schedules. A portion of the fee collected covers costs related to a site visit.

DISCUSSION:

The Townships of North Stormont and South Stormont (the "Townships") are partner municipalities of Raisin Region Conservation Authority (RRCA) and South Nation Conservation (SNC). Due to SNC's Building Code Part 8 responsibilities, severance applications in those areas of the Townships within RRCA jurisdiction are charged a review fee from both CAs.

The current review fees are \$490 from each CA (\$980 total). RRCA performs a site visit and comments on Natural Hazards and Heritage; and SNC performs a site visit and comments on private sewage servicing.

SDG, RRCA, and SNC staff have met to discuss how to better serve the Townships' residents. A planning partnership was proposed where SNC coordinates the review of severance applications within the Townships. This means a single site visit; reduced circulation and administration; and one comprehensive comment letter. SNC would charge the



applicant a single severance review fee (\$490) plus a RRCA natural hazard screening fee (\$85). The result would be a net savings of \$395 for applicants.

The screening fee will support RRCA staff review of applications related to outstanding violations, permitting requirements, and local knowledge of the area.

The RRCA Board of Directors approved this partnership at their January 2022 meeting. Next steps include working with SDG to update circulation and fee collection in these municipalities.

FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:

Compliance with Budget:

The planning advisory services are fee-for-service according to the Board of Director's approved Fee Schedule. There is no anticipated impact to the 2022 Budget.

SNC Policy Adherence:

Existing Memorandums of Understanding are in place with municipalities that cover planning advisory services. These Memorandums of Understanding will be updated in 2022.

Alison McDonald,
Team Lead, Approvals.

Attachments: January 13, 2022 - Report to Raisin Region Conservation Authority Board
of Directors



Raisin Region Conservation Authority

18045 County Road 2, P.O. Box 429, Cornwall, ON K6H 5T2

Tel: 613-938-3611 Fax: 613-938-3221 www.rrca.on.ca

To: Board of Directors
From: Phil Barnes, Team Lead, Watershed Management
Date: January 13, 2022
Subject: Planning Partnership with South Nation Conservation

RECOMMENDATION:

That the Board of Directors approve RRCA staff to enter into a planning partnership with South Nation Conservation for the purpose of reviewing severance applications in the Township of South Stormont and the Township of North Stormont.

BACKGROUND:

The United Counties of Stormont, Dundas, and Glengarry coordinates land severance applications on behalf of local municipalities. Conservation Authorities review all severance applications with respect to Natural Hazards and Natural Heritage under the Planning Act. Conservation Authorities may also review severances through various other programs as negotiated with each municipality (for example, South Nation Conservation (SNC) also conducts a septic review for several municipalities). Conservation Authorities charge a fee for this service on a cost recovery basis. A portion of the fee collected is allocated to a site visit.

DISCUSSION:

Severance applications within the portions of South Stormont and North Stormont that fall within the Raisin Region Conservation (RRCA) jurisdiction are charged a review fee from both Conservation Authorities (CA). The current review fees are \$490 from each CA. The applicant is therefore charged \$980 total from both CAs. RRCA performs a site visit and comments on Natural Hazards and Natural Heritage; and SNC performs a site visit and comments on sewage disposal.

Staff from the RRCA met with staff from United Counties of SDG, and SNC to discuss how to better serve our area residents. It was agreed that in the interest of reducing expenses to applicants, that a single CA in these overlapping areas could perform most of the work. A planning partnership was therefore proposed such that SNC could review the Natural Hazard and Natural Heritage aspects of severance applications within the Townships of North Stormont and South Stormont.

The benefit of this approach would be that a single site visit would be required. The end-result to the applicant would be a single severance review fee charged by SNC (currently \$490), plus a screening fee charged by RRCA (currently \$85); this would result in a net savings of \$395 for the applicant. The screening fee would allow RRCA staff to review the application with respect to outstanding violations, existing permits, the requirement of future permits, as well as to add comments related to local knowledge of the area.

A handwritten signature in black ink, appearing to read 'Phil Barnes'.

Phil Barnes, P.Eng.
Team Lead, Watershed Management



To: Board of Directors
From: Eric McGill, Corporate Counsel
Date: February 4th, 2022
Subject: Request for Approval: Section 28 Regulation Policies Update

RECOMMENDATION:

The Board of Directors approve the updated Regulation Policies pursuant to Section 28 of the *Conservation Authorities Act*.

DISCUSSION:

South Nation Conservation's ("SNC") regulation under Section 28 of the *Conservation Authorities Act* is titled *Ontario Regulation 170/06 South Nation River Conservation Authority: Development, Interference with Wetlands and Alteration to Shorelines and Waterways Regulation*. Ontario Regulation 170/06 grants SNC the authority to regulate development in river or stream valleys, wetlands, shorelines, and hazardous lands to protect people and property.

SNC's Regulation Policies (the "Policies") interpret Ontario Regulation 170/06 to guide the issuance of Section 28 permits for development activities in regulated areas. The Policies were last updated in August 2019.

The updated Policies incorporate lessons learned and feedback provided by various partners. The Policies continue to reflect SNC's commitment to work collaboratively with landowners, municipal partners, and the public.

Changes in this housekeeping update include: a new policy for the construction of boardwalks in provincially significant wetlands, a revised section for the Ottawa River shoreline flooding hazard, and an improved description of the riverine erosion hazard. The Policies also clarify that:

- certain marine structures may be permitted in a floodplain where there is no habitable living space;
- buildings in the floodplain may be replaced so long as the number of dwelling units is the same or less and the hazard risk is not increased, and
- retroactive permits may only be considered where unpermitted projects meet, or can be reasonably modified to meet, SNC's Section 28 Regulation Policies.

A copy of the updated "Regulation Policies Pursuant to Section 28 of the *Conservation Authorities Act*, R.S.O. 1990, c. C.27 - Ontario Regulation 170/06: Regulation of Development, Interference with Wetlands and Alterations to Shorelines and Watercourses – February 2022" is posted to the Board's Members page for review.



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Partner municipalities and will be circulated copies of the updated Policies. The Policies are publicly available on SNC's website in accordance with Conservation Ontario's Client Service and Streamlining Initiative for High Growth Conservation Authorities.

FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:

The Board of Directors may approve housekeeping updates to existing policies from time to time.

There are significant pending amendments to the Policies related to Ottawa floodplain mapping and the potential regulation of locally significant wetlands at the request of certain member municipalities. These amendments will be subject to broad stakeholder engagement.

Eric McGill,
Corporate Counsel.



To: Board of Directors
From: Kat Watson, Water Resources Specialist, Monitoring
Date: February 4th, 2022
Subject: Request for Approval: 2022 SNC Flood Contingency Plan

RECOMMENDATION:

The Board of Directors approve the 2022 SNC Flood Contingency Plan.

DISCUSSION:

South Nation Conservation (SNC), has several Emergency Preparedness Plans, including a Flood Contingency Plan.

SNC Emergency Preparedness Plans are reviewed annually, circulated to member municipalities, 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 plans.

In addition, emergency contact lists are updated annually and SNC staff sit on Municipal Emergency Management Committees, providing information and technical support on natural hazards.

The 2022 Flood Contingency Plan has been uploaded to the Board's Members for review. This document is circulated to municipalities in English and French.

The remaining three plans (*Crisis Communications Kit for Landslides, Forest Fire Prevention Preparedness Plan, and Low Water Response Plan*) will be brought to the Board for annual approval at the May 2022 meeting.

FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:

Compliance with Budget: No impact on the 2022 Budget.

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

Katherine Watson
Water Resources Specialist, Monitoring.



To: Board of Directors
From: Shannon Gutoskie, Communications Specialist
Date: February 3, 2022
Subject: Update: SNC 75th Anniversary Guide

RECOMMENDATION:

The Board of Directors receive and file the SNC 75th Anniversary Guide update.

DISCUSSION:

South Nation Conservation (SNC) was established in 1947 and is now celebrating 75 years of conservation in 2022.

A workplan was prepared to identify initiatives that will help recognize this milestone and highlight how SNC's water resource management and conservation lands stewardship have helped form and contribute to a Living Natural Legacy (BD-166/21).

An Anniversary Guide is attached and includes some anniversary initiatives along with regular programming that will be adjusted to help highlight the 75th Anniversary, including:

- Take a Hike: 75km Challenge – Year-long
- Maple Syrup Education Programming – Spring 2022
- Community Free Tree Pick Ups – Spring 2022
- Annual General Meeting – April 2022
- Youth Fish Camps – Summer 2022
- Open House and Eco-Education Day – Summer 2022
- Taste the Nation – Partnerships with Local Businesses – Summer 2022
- "Friends of SNC" Charity Golf Tournament – Fall 2022

A kick-off event is scheduled for Saturday, February 12, 2022 at the Warwick Forest Conservation Area in Berwick from 10:00 AM to 3:00 PM. SNC will provide free hot chocolate, live music, a bonfire, and a healthy hike on the trails. Snowshoes will also be available for people to use free of charge during the event.

FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:

Compliance with Budget: Costs associated with the 75th Anniversary are included in the 2022 SNC Budget under Communications and Outreach: Education & Events on pages 86-87.

SNC Policy Adherence: All SNC expenses related to 75th anniversary planning will adhere to SNC's Purchasing Policy for purchases \$200 up to \$5,000.

Shannon Gutoskie

Shannon Gutoskie,
Communications Specialist.

Attachments: Draft SNC 75th Anniversary Guide

75TH Anniversary GUIDE



Established under the
Conservation Authorities Act
of Ontario in 1947, SNC is celebrating
75 Years of Conservation in 2022!

Join us for one of the many events
planned throughout the year!

www.nation.on.ca/anniversary

Follow us on social media! @SouthNationConservation @SouthNationCA @southnationca

JANUARY/FEBRUARY 2022

- 75th Commemorative Logo Launch
- 75km Challenge Launch Event - Warwick Forest
- Ice Fishing Derby Partnerships:
Promotion of the SNC Fishery

MARCH 2022

- Maple Madness at the Oschmann Forest;
Free Maple Education videos
- Workshop Series: Municipal Information Day,
Flood Forecasting and Warning,
Stakeholder Committee Meetings,
Updated Hazard Mapping Consultations

APRIL 2022

- Annual General Meeting: Livestreamed with
Commemorative Presentations
- Community Free Tree Pick-Ups in
Partner Municipalities
- Record Spring Tree Planting: Over 200,000 Trees

MAY - AUGUST 2022

- "Taste the Nation"
Restaurant Partnerships
- Canoe the Nation: Support for
Canoe/Kayak Activities
- Summer Youth Fish Camps
- Friends of SNC Golf Tournament

SEPTEMBER 2022

- Open House and
Eco-Education Day

OCTOBER - DECEMBER 2022

- Friends of SNC
Volunteer Recognition
- SNC Gives Back
- 75km Challenge Wrap-Up
- SNC Annual Bus Tour

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To: Board of Directors
From: Philip Duncan, Property and Approvals Assistant
Date: February 2, 2022
Subject: Update: 2021 Conservation Areas Visitor Report

RECOMMENDATION:

The Board of Directors receive and file the 2021 Conservation Areas Monitoring Report; and

FURTHER THAT: staff be directed to continue monitoring conservation areas to inform the management of these public spaces.

DISCUSSION:

South Nation Conservation (SNC) owns and manages several day-use conservation areas and river access points throughout its jurisdiction with the support of member municipalities. These spaces help people safely step outdoors and into nature, with an added benefit of helping people connect to and experience their local environment.

SNC has continued its work with member municipalities and local health agencies to keep as many conservation areas open to the public as possible throughout the COVID-19 Pandemic. Conservation areas had another records year in 2021 with over 196,000 recorded visitors at parking lot and trail monitoring sites. Although visitation was up, SNC did not see the overcrowding observed in other regions of the province.

The record setting visitation came with an increase in litter, vandalism, trespass, and property damage for some parks. To ensure the most enjoyable and safe user experience, staff visited some properties several times a week. More frequent maintenance tasks included repairing damaged trails and access points along with undertaking off trail restoration efforts and temporary closures to protect forest health and biodiversity.

Conservation Areas with the highest volume of visitors recorded in 2021 were:

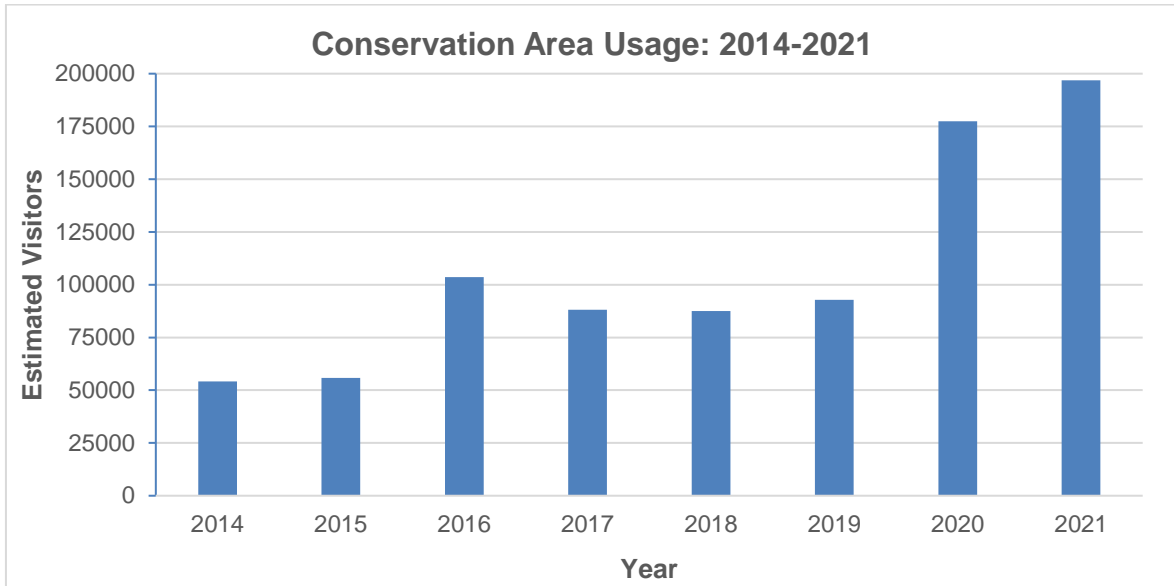
Year-Round:

W.E. Burton	43,489
J. Henry Tweed	39,281
Oschmann Forest	10,445

Seasonal:

Jessup's Falls	26,042
High Falls	23,705
Cass Bridge	13,981

The following table provides a summary of total recorded visitors at monitored sites from 2014 through 2021:



The Conservation Area Monitoring Program began in 2013 and was enhanced to include all public areas in 2015 (BD-022/15).

The attached summary report compares visitor trends to resource needs and includes staff observations and recommendations on continued Conservation Area management.

Staff will continue to monitor and maintain Conservation Areas with consideration given to increasing park visitation and maintenance during the ongoing COVID-19 pandemic.

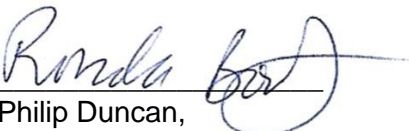
FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:

Compliance with Budget:

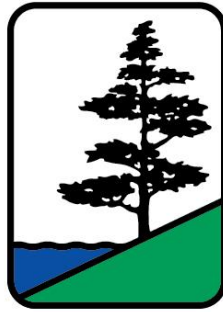
Costs associated with the Conservation Area management is included in the 2022 SNC Budget under Community Lands: Conservation Areas on pages 32-22.

SNC Policy Adherence:

All expenditures will adhere to SNC's Purchasing Policy.

For: 
Philip Duncan,
Property and Approvals Assistant

Attachment: 2021 SNC Conservation Areas Monitoring Report



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Conservation Area Monitoring Program Report 2021

February 2, 2022



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Introduction

South Nation Conservation (SNC) owns and manages 174 properties throughout its jurisdiction in Eastern Ontario, constituting approximately 13,000 acres of land. Of these, 15 properties are designated as day-use Conservation Areas (CAs).

SNC manages and maintains these areas to offer year-round recreational opportunities for residents and visitors including birding, boating/canoeing/paddling, fishing, geocaching, hiking/walking, picnicking and horseback riding. Other forested properties offer passive recreation opportunities including, hunting, trapping, sustainable harvesting, and lease opportunities.

In 2021, SNC experienced an unprecedented increase in park usage at its day-use areas due to the COVID-19 Pandemic. With increased restrictions on travel and indoor activities, recreational users sought out local amenities, which promoted safe outdoor spaces for recreational use. As an essential service, SNC opened and maintained its Conservation Areas in accordance with Provincial Emergency Orders and with guidance from local Health Units.

SNC manages its Conservation Areas with support of municipal and county partners, all publicly accessible Conservation Areas require management agreements with municipal partners.

The COVID-19 Pandemic brought increased visitor usage, as well as increased challenges for park and natural spaces maintenance. SNC greatly appreciates feedback from all recreational users, as well as the continued support from the public, Board and Committees, volunteers, municipalities, and funding partners.

Objectives of the Conservation Areas Monitoring Program

Beginning in 2013, SNC began collecting weekly data from car and trail counters. To date, SNC has installed counters in all its day-use Conservation Areas. Car counters record each vehicle as it enters the CA entrance (counters assume that there are two visitors per vehicle, on average). Trail counters record individual visitors as they pass by a designated location along the trail. This data provides accurate insight on visitation and trail use at monitored locations.

Objectives of the Conservation Area Monitoring Program:

1. Gauge public use of SNC Conservation Areas;
2. Guide improvements to CA infrastructure based on usage; and
3. Communicate and build support for SNC's Conservation Areas.

Overview: Conservation Areas Monitoring Program

Data Collection

SNC began its monitoring program in 2013 with the implementation of one vehicle counter and one trail counter. Counter deployment corresponds with park opening dates and trail conditions.

Counters are serviced monthly to download data (car counters) and manually record results (trail counters).

In 2016, SNC purchased additional trail and car counters to increase its coverage to include all CAs (see Figure 1). The new counters allow for collection year-round where CA's remain open. The counters also allow for extended deployment periods, effectively limiting maintenance requirements and improving monitoring results.



Figure 1. Locations of car and trail counters at SNC Conservation Areas.

Conservation Area Network

To maintain an overall understanding of recreational use of CAs, counters are installed at each CA corresponding with their opening. Data helps SNC understand trends and peaks in visitation and informs seasonal maintenance needs.

The CAs are organized into two main categories to inform the type of counter needed and timing of deployment: recreational trails, and picnic & river access locations.

Trail counters were placed in strategic locations to ensure concealment and effectiveness. Counter placement is occasionally adjusted to respond to vandalism issues.

Table 1. SNC Conservation Area designation to support monitoring efforts.

Recreational Trails	Picnic & River Access CA
J. Henry Tweed	Cass Bridge
W. E Burton	St. Albert
Robert Graham Forest	High Falls & Doran Park
Two Creeks Forest	Jessup's Falls
Oschmann Forest	McIntosh Memorial Park
Leitrim Boardwalk	Oak Valley Pioneer Park
Reveler	
Warwick Forest	

Conservation Area Usage Results

Recreational Trails

SNC maintains approximately 25 km of trails at 8 CAs throughout its jurisdiction. Usage varies amongst the recreational trails, due to location, trail features, user groups and interests, and seasonal trail conditions.

SNC performs weekly inspections on its recreational trails to ensure safe and enjoyable access for its users. Routine maintenance occurs annually, with planned replacements occurring when assets approach end of life cycle. Data collected allows SNC to assess the amount of traffic trail systems experience throughout different seasons and years.

The following table outlines recorded visitor totals for recreational trails monitored between 2014-2021.

Note that trails are temporarily closed during tree management projects which can impact recorded visitation.

Table 2. Recreation Trail Usage Recorded at SNC Conservation Areas (2014-2021).

Conservation Area	2014	2015	2016	2017	2018	2019	2020	2021
J. Henry Tweed	9,173	9,389	22,461	20,592	21,503	19,866	45,490	39,281
W.E. Burton			14,664	16,461	16,090	17,658	40,149	43,489
Two Creeks Forest	3,780	3,897	2,273	2,631	3,711	3,084	8,460	9,819
Robert Graham Forest			1,417	497	410	694	1,114	6,331
Findlay Creek	17,734	18,288	5,763	7,375	12,037	8,090	6,993	7,591
Warwick Forest			1,213	1,303	960	1,448	4,946	7,181
Reveler			608	300	380	424	2,854	3,824
Oschmann Forest						302	3,070	10,445

Picnic & River Access Conservation Areas

SNC maintains picnic and river access at 6 CAs throughout its jurisdiction. These CA's operate seasonally between May and November annually. Of these 6 CA's, 4 are river access locations complete with boat launches, docks, and trailer parking.

Usage varies due to location, amenities available, user groups, and interests. SNC performs weekly inspections of its picnic and river access CAs during the operating season to ensure safe and enjoyable access for its users.

The following table outlines recorded visitor totals for picnic and river access areas monitored between 2014-2021.

Note that municipal partner sites managed through agreement are not currently monitored (Chesterville Waterfront and Boat Launches, Embrun Boat Launch, Spencerville Boat Launch).

Table 3. Recreational Picnic and River Usage Recorded at SNC Conservation Areas (2014-2021).

Conservation Area	2014	2015	2016	2017	2018	2019	2020	2021
Jessup's Falls	7,884	8,153	16,824	13,060	11,387	14,018	25,564	26,042
High Falls & Doran Park	13,406	13,825	17,906	12,292	9,291	14,801	22,448	23,705
St. Albert			5,222	2,687	3,235	3,023	3,367	4,141
Cass Bridge			10,314	8,229	6,366	8,209	11,887	13,981
Oak Valley Pioneer Park			1,014	341	405	525	284	511
McIntosh Memorial Park			4,194	1,743	1,816	1,662	368	556

New Conservation Area Development

Since 2013, SNC has collected information relating to Conservation Area visitor usage to help guide the management of these public spaces and to help determine the level of effort required to manage newly opened spaces.

Recent property donations have allowed SNC to expand its Conservation Area network:

- First in 2014 with the opening of the Reveler CA in North Stormont which features 3 km of walking trails through a 99-acre natural grassland and hardwood forest.
 - Property donated to SNC in 2012 by Ray Reveler.
- Followed in 2019 with the opening of the Oschmann Forest CA in North Dundas which features a 1.2 km walking trail through an 18-acre woodlot which is now the home of SNC's Maple Education Program.
 - Property donated to SNC in 2017 by George Oschmann.
- Followed in 2021 with the opening of the Mill Run Conservation Area in Augusta which features a small trail, picnic area and river access site on a 9-acre property which will provide recreational access to the South Nation River. A car counter will be installed for the 2022 season.
 - Property donated to SNC in 2021 by the Township of Augusta.

Visitation trends at new sites helps inform future management and maintenance requirements.

No municipal agreements have been established for the three most recent parks that have been opened to the public. Agreements should be negotiated after a maintenance baseline is established to determine the required level of effort.

SNC will be working with the Township of North Dundas (for the Oschmann Forest) and the Township of North Stormont (for Reveler) in 2022 to update park maintenance agreements to ensure that these sites can continue to be maintained year-round.

Conservation Areas Usage Summary

An overview of the annual monitored usage between 2014-2021 and some notes on data collection is outlined below.

Information collected throughout 2013-2015 varied and was collected from May-November at select parks. In 2016, SNC deployed counters at all CAs to ensure full coverage.

W.E. Burton and J. Henry Tweed are consistently the most visited recreational trails. Both are urban parks and act as a travel corridor for people living within subdivisions to the downtown core of the village. J. Henry Tweed was also closed in December 2021 to support hazard tree management needs, which impacted the 2021 visitation numbers.

Jessup's Falls experiences the highest use for river access parks, with an average visitation of 13,800 users annually between 2016 and 2019. In 2021, this park experienced an estimated 26,042 visitors. This park features a boat launch, mature trees, forested areas and trails, picnic shelter, barbeques, washroom facility, and access to 600 meters of shoreline fishing opportunities.

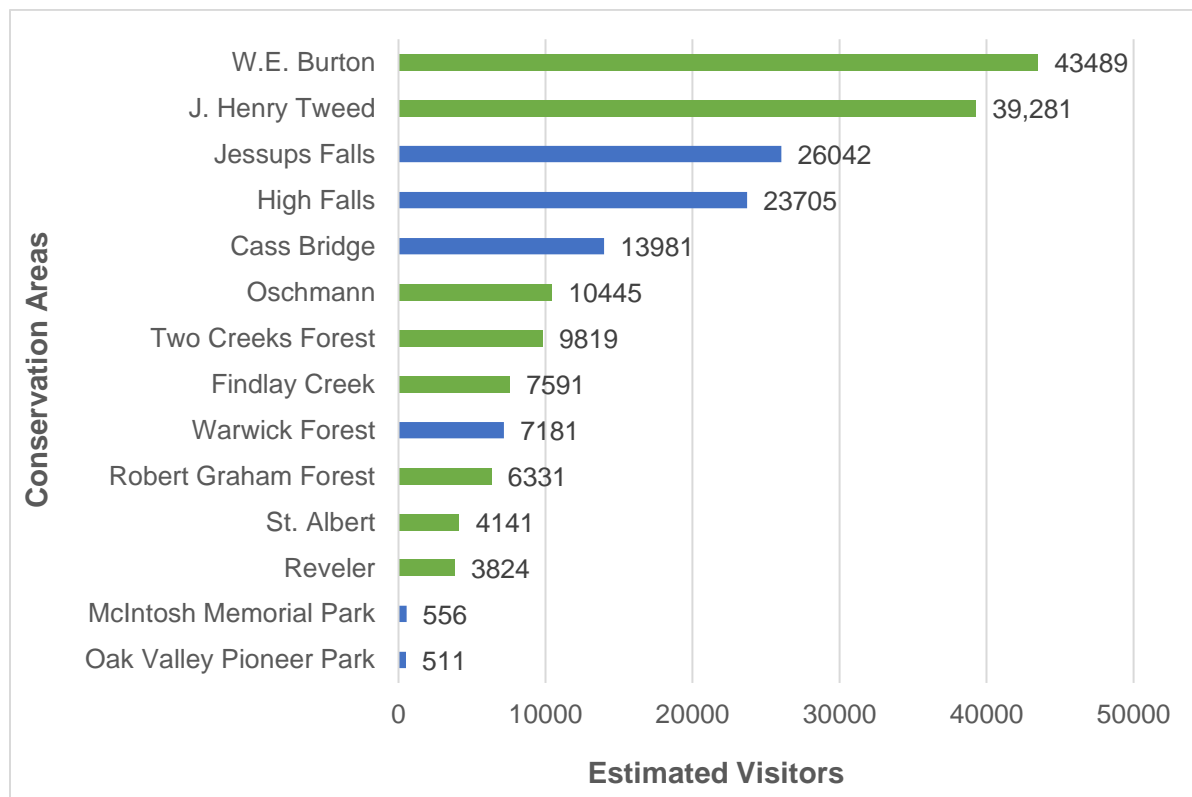


Figure 2. Annual Monitored SNC Conservation Areas Visitation in 2021.

Between 2014 and 2019, SNC recorded, on average, 80,363 visitors at Conservation Areas.

In 2021, SNC welcomed an estimated 196,897 visitors to its Conservation Areas, marking a record since SNC began monitoring park usage, and increase of 19,453 over 2020.

The following figure shows the recorded use from 2014-2021.

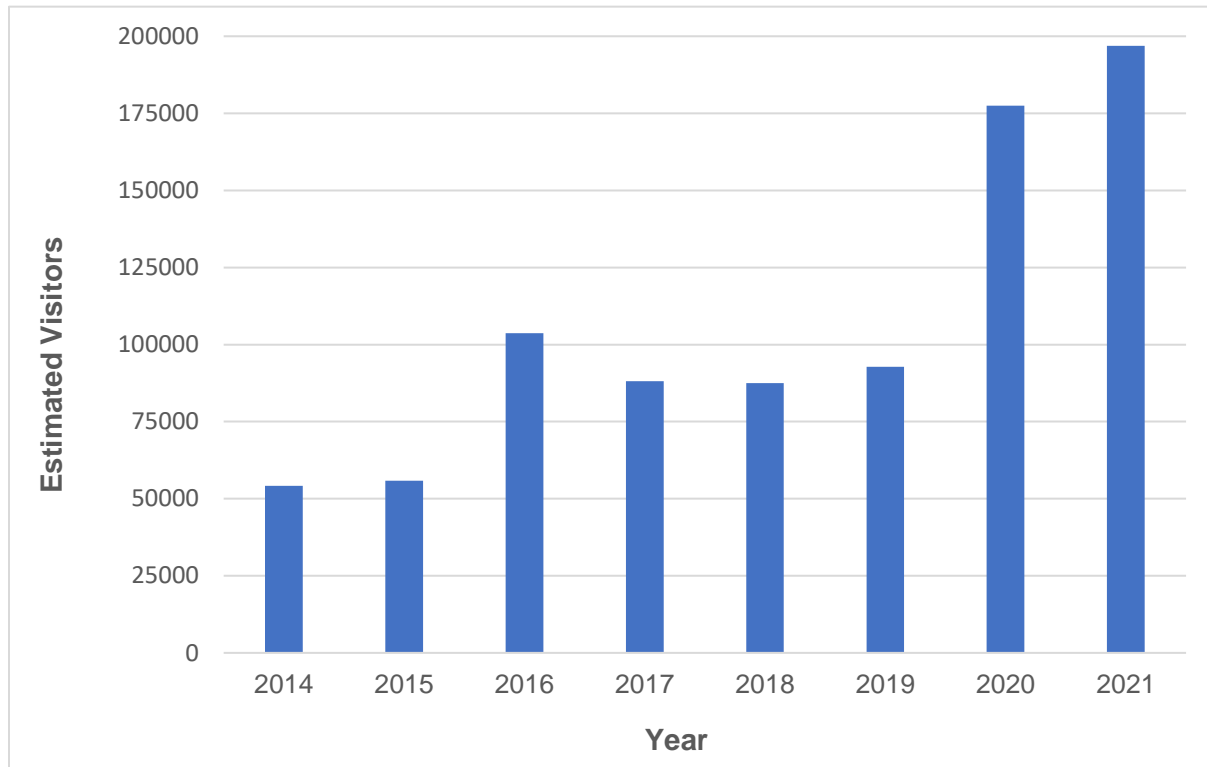


Figure 3. Annual Monitored SNC Conservation Area Visitation (2014-2020).

Understanding annual and monthly visitor trends help inform visitor behaviour and appropriate resource needs to manage visitation and maintenance requirements. Data also supports park opening and closing dates through municipal agreements and can inform whether an area should be designated as a public Conservation Area.

Visitation remained consistent at most CA's throughout the summer with a small decline in the Fall and into the Winter. Regular visitation continued during peak COVID-19 infection rates.

Note that sites that support picnic and river access often do not contain recreation trails and are only open and maintained seasonally by SNC between May and November.

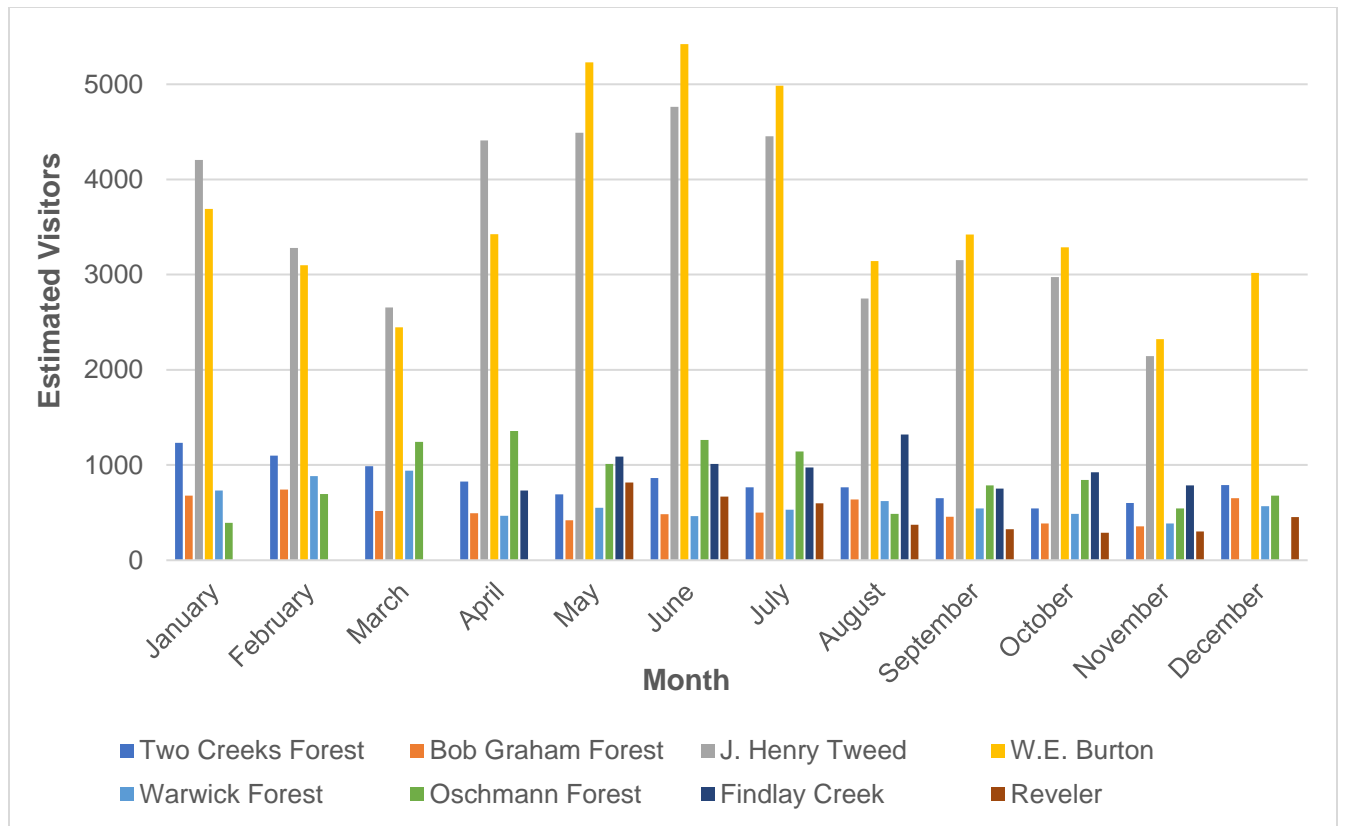


Figure 4. Monthly Monitored Recreational Trail Use at SNC Conservation Areas (2021).

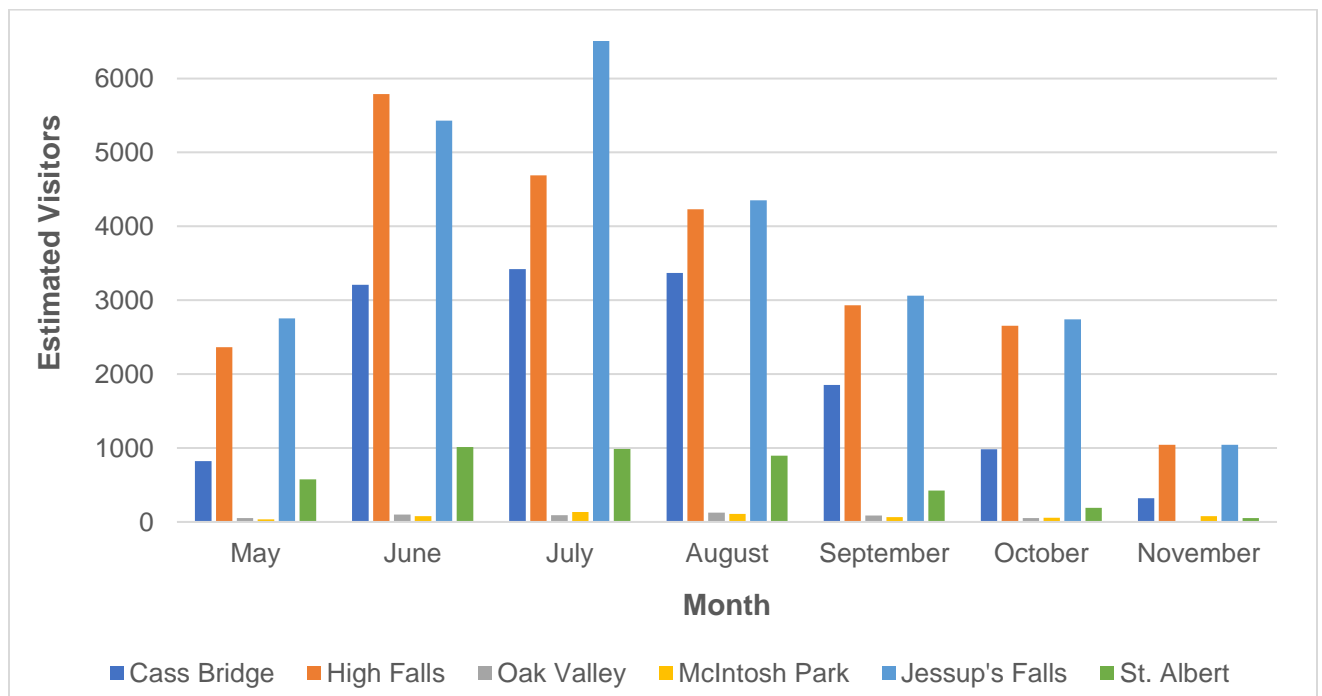


Figure 5. Monthly Monitored Picnic and River Access Use at SNC Conservation Areas (2021).

Summary of Observations

SNC completes weekly inspections at all Conservation Areas while facilities are open to the public.

In 2018, SNC began documenting inspection records through an online Survey 123 application. This smartphone app has allowed staff to document site conditions digitally, enabling quick retrieval of information and effective response to recreational user concerns or comments.

In 2021, a total of 570 inspections were completed, compared to a total of 502 in 2020.

SNC plans to expand the app to track maintenance records, specific to work completed at each CA. Inspections require an in-depth assessment of each CA to evaluate general condition and mitigate any safety concerns. It should be noted that some inspection reports were not completed at areas while maintenance work was being completed and staff were on site. Future planned app updates will help address this.

General staff observations are summarized below from site inspections in 2021.

- Recreational usage increased at most CAs, especially at sites with recreational trails. Sites with picnic areas and no trails experienced a small decrease in visitation during COVID-19 Stay-At-Home Orders.
- Impacts to infrastructure and natural ecological features noted at some CAs, requiring partial closure of trail networks, and restriction of public access to natural areas.
- Requirement for increased park inspections throughout summer months to address general maintenance requirements.
- Damage to trail surfaces in highly visited areas.
- Parking capacity concerns at some CAs with limited parking.
- Continued higher than normal usage at previously low-use CAs.
- Increased vehicle traffic at urban CA's which traditionally experienced local foot traffic.
- Decreased use of shared surfaces.
- Increased use of non-designated trails. Some temporary trails were also created by visitors.
- Increased public input on maintenance and CA deficiencies. Increased volume of inquiries on CA management.
- Increased dumping of household garbage.
- Animal-proof waste collections bins had limited use. Need to install additional waste bins.
- Usage of Conservation Areas during seasonal closures. Increase in trespassing.
- Requirement for increased signage, trailhead maps, and COVID-19 precaution signs.

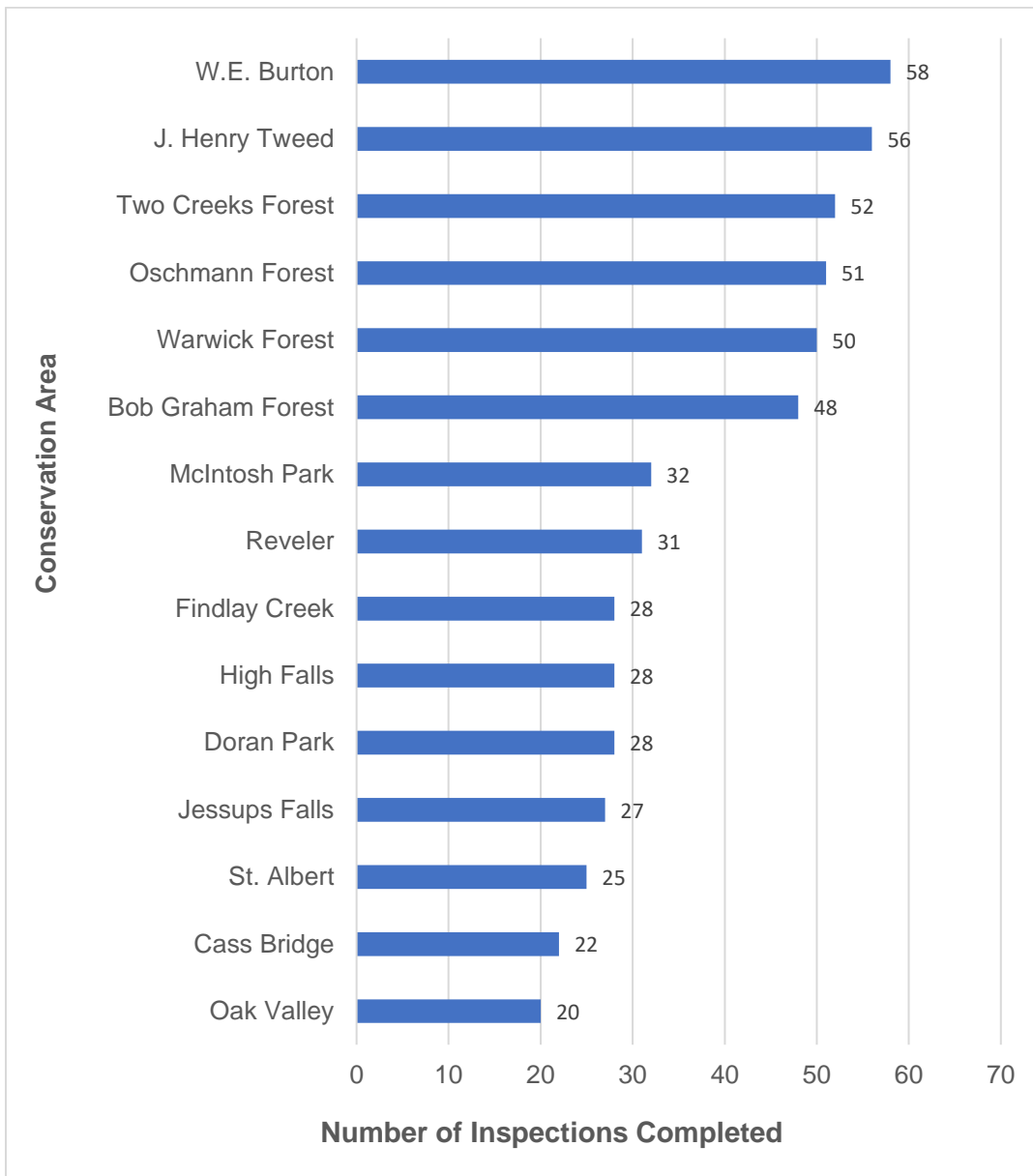


Figure 6. Logged Inspection Reports at SNC Conservation Areas in 2021.

Recommendations

The following recommendations are provided to support the monitoring program objectives:

Objective 1 - Gauge Public Use of Conservation Areas

- Purchase additional counters to evaluate public use of specific infrastructure (i.e., unofficial trail usage, bridge, and boardwalk usage, etc.).
- Continue monitoring all Conservation Areas during open season; consider installing counters during seasonally closed sites to monitor use, when feasible.

Objective 2 - Guide Conservation Area Improvements

- Develop a Conservation Area Strategy for all SNC Conservation Areas and lands.
- Develop property maintenance standards for public Conservation Areas.
- Compare annual equipment rental costs with future equipment needs to evaluate the need for equipment purchases to continue maintaining parking lots, trails, and to aid in tree removals and maintenance requirements.
- Work with municipal by-law officials to support increasing enforcement needs.
- Promote sustainable and responsible stewardship of SNC natural spaces and Conservation Areas.
- Use vitiation monitoring to guide future development and improvements.
- Use information in funding applications to secure investments in Conservation Area maintenance and improvements.

Objective 3 - Communicate and Build Support for SNC Conservation Areas

- Support updates to Memorandum of Understandings with municipal partners.
- Distribute collected information through municipal workplans or direct reporting.
- Communicate results to Board members and SNC staff monthly.
- Deliver presentations to Municipalities on Conservation Area use and management.
- Collaborate with municipal partners to jointly plan and fund capital projects in Conservation Areas.



To: Board of Directors
From: Carl Bickerdike, Team Lead, Corporate Services
Date: February 2, 2022
Subject: Request for Approval: Monies Received and Disbursement Register for January 2022

RECOMMENDATION:

The Board of Directors receive and file the money received report for January 2022; and

FURTHER THAT: The Board approve the Disbursement Register of \$829,462.19 for January 2022.

DISCUSSION:

The list of major money receipts by customers and customer groups are shown below:

Received From:	January
Planning Revenue	49,582.00
Septic Revenue	34,851.55
Fisheries and Oceans Canada	9,944.00
City of Ottawa	9,205.00
Cataraqui Region Conservation Authority	9,034.35
Land	8,297.54
Municipality of Casselman	6,921.25
City of Clarence - Rockland	5,340.00
Township of Russell	3,955.00
United Counties of Stormont, Dundas & Glengarry	3,757.44
Royal Bank of Canada	2,214.22
Donations	2,017.67
Township of Edwardsburgh/Cardinal	1,659.92
Forests Ontario	1,504.60
Township of South Stormont	893.83
Township of North Dundas	425.00
Township of Elizabeth-Kitley	218.66
Other	860.00
TOTAL	150,682.03



SOUTH NATION
CONSERVATION
DE LA NATION SUD



FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:

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

<u>January 2022</u>	<u>Total</u>
Accounts Payable Cheques	332,427.51
Internet Banking	292,978.49
Electronic Funds Transfer Payment	204,056.19
TOTAL \$	829,462.19

Carl Bickerdike,
Team Lead, Corporate Services

Attachments: Disbursement Register - January 2022

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Disbursement Register – January 2022

Number	Name	Amount	Comments
Cheques			
20074	BDO Canada LLP	3,081.34	
20075	N. Beehler Electric Ltd.	67.80	
20076	Morewood Tire Services	28.25	
20077	Jean Guy Rivard	390.00	
20078	Postage On Call	1,130.00	
20079	Mississippi Valley Conservation Authority	1,000.00	
20080	2021-NAT-CW22	1,000.00	SNC Grant
20081	2021-NDU-CW11	8,000.00	SNC Grant
20082	YETI	2,358.63	
20083	Law Society of Ontario	4,097.38	Annual Fee
20084	Municipal Finance Officers Association of Ontario	282.50	
20085	Ault & Ault LLP In Trust	245,470.61	Land Purchase
20086	Clean Harbors Exploration Services LP	32,799.51	LiDAR Airbourne
20087	Mississippi Valley Conservation Authority	6,208.00	ORCW Grants
20088	2021-SDGWAS-026	500.00	MFTIP Grant
20089	Stantec Consulting Ltd.	12,243.66	Ottawa River Hazard Mapping
20090	N. Beehler Electric Ltd.	415.84	
20091	Chartered Professional Accountants Canada	158.54	
20092	2021-EAB-047	500.00	Ash Tree Grant
20093	Ault & Ault LLP	2,379.36	
20094	BDO Canada LLP	3,689.22	
20095	N. Beehler Electric Ltd.	2,133.44	
20096	Nation Valley News	452.00	
20097	Printers Plus	3,176.43	
20098	Public Services Health & Safety Association	565.00	
20099	1st Rockland Scouting Group	300.00	
		332,427.51	
Internet Banking			
10001416	Hydro One	32.65	
10003485	Union Gas Limited	1,511.96	
10003489	Telus	1,522.59	
10003494	Hydro One	32.72	
10005933	Hydro One	558.96	
10005936	Bell Canada	1,031.69	
10005938	Bell Canada	54.12	
10005940	Bell Canada	226.30	
10007676	Macewen Petroleum Inc.	471.98	
10007908	Hydro One	1,570.02	



Number	Name	Amount	Comments
10007914	Finch Feed & Seed Ltd. Purina	499.95	
20210113	The Bank of Montreal	6,257.08	Pension
20210113	Payworks	130,631.04	Pay 1
20220119	Visa	8,012.97	
20220125	Kisters North America, Inc	1,656.85	
20220127	The Bank of Montreal	6,257.08	Pension
20220127	Payworks	131,344.07	Pay 2
20220131	Royal Bank of Canada	1,306.46	
		292,978.49	
EFT Banking			
10495	Aquanty Inc.	2,132.93	
10496	Begg-Seguin Hardware Limited	421.01	
10497	Christine Falardeau	2,760.00	
10498	Etcetera Publications (Chesterville) Inc.	552.52	
10499	Cooter's Automotive	1,202.17	
10500	Forests Ontario	658.00	
10501	Forest Technology Systems Ltd	4,671.33	Monitoring Equip.
10502	Kelsey Smith	905.57	
10503	Lannin's Garage	83.00	
10504	Latremouille	129.95	
10505	Levac Propane Inc	719.29	
10506	M.R. Blais Sales & Services Inc	830.77	
10507	Martin Streit	405.79	
10508	Nationview Service Centre Ltd	401.50	
10509	Naomi Langlois-Anderson	551.46	
10510	Nova Networks	5,879.27	
10511	Papeterie Germain Stationery Inc.	705.05	
10512	Simply Baked Catering Inc	848.63	
10513	SSC Maintenance Services Inc	2,843.72	
10514	T D Graham & Associates	339.00	
10515	Tenaquip Industrial Equipment	998.93	
10516	Traductions Catmac Translations	463.97	
10517	Winchester Springs Mobile Wash	395.50	
10518	AIG Insurance Company of Canada	132.82	
10519	Sun Life Assurance Company of Canada	16,292.79	Group Benefits
10520	Atel Air	706.25	
10521	Etcetera Publications (Chesterville) Inc	49.27	
10522	City of Ottawa	4,833.36	Lab Analysis
10523	David Fitch	96.01	
10524	Emond Harnden	1,844.27	
10525	Ferguson Forest Centre	498.33	
10526	Iron Mountain Canada Operations	552.10	
10527	John Mesman	311.39	



Number	Name	Amount	Comments
10528	JP2G Consultants Inc	3,090.55	Larose LID Project
10529	Local Authority Service Ltd	492.09	
10530	Mostafa Ghiyasvand	324.16	
10531	Township of North Stormont	255.73	
10532	OMERS	53,237.22	Pension
10533	Shannon Gutoskie	613.20	
10534	Ted Moran & Sons Ltd.	904.00	
10535	Alison McDonald	55.60	
10536	Association of Municipalities of Ontario	884.79	
10537	Atel Air	217.53	
10538	Staples Commercial/Trevipay	462.30	
10539	David Fitch	49.80	
10540	Eastern Engines Inc	90.57	
10541	Gary's Auto Body	2,368.67	
10542	Gaudet Machining And Welding	51.65	
10543	Jean Claude Cayer Enterprises Ltd.	281.37	
10544	Lannin Home Building Centre	70.04	
10545	Lannin's Garage	0.00	
10546	Lannin's Garage	1,546.36	
10547	M.R. Blais Sales & Services Inc	249.41	
10548	Nova Networks	473.29	
10549	Rangard Security	497.20	
10550	Shane Signs	40.68	
10551	Storm Internet Services	169.50	
10552	Tenaquip Industrial Equipment	644.76	
10553	Thomson Reuters Canada	445.20	
10554	Coyle Publishing Inc	1,632.85	
10555	Festival Promotions	1,412.50	
10556	First Reference Inc.	1,124.35	
10557	Katherine Watson	1,879.45	
10558	Nova Networks	30,130.32	MFA & NAS
10559	P. Parent Marine Services Inc	192.10	
10560	Rice Resource Technologies Inc	16,263.85	Monitoring Equip.
10561	Rideau Valley Conservation Authority	29,689.15	ORCW Claim Dec
		<u>204,056.19</u>	



To: Board of Directors
From: Ronda Boutz, Team Lead, Special Projects
Date: January 27, 2022
Subject: Request for Approval: Disbursements for 2022 Partnership Programs

RECOMMENDATION:

The Board of Directors approves undertaking and disbursement of funds for the following Partnership Programs in 2022:

Program	2021 Encumbered Funds ¹	2022 Funds
1. Eastern Ontario Water Resources Program (EOWRP)		
a) United Counties of Prescott and Russell (UCPR) Floodplain Mapping Project	\$0	\$25,000
b) City of Ottawa: South Bear Brook Catchment Study	\$8,000	\$0
c) City of Ottawa: Lagoon Effluent Tree Irrigation and Evapo-transpiration Study	\$3,000	\$0
d) City of Ottawa: South Nation Conservation Assessing future flood vulnerability in the South Nation River Watershed	\$9,000	\$0
2. UCPR Woodlot Advisory Service	\$0	\$20,000
3. Stormont, Dundas and Glengarry (SDG) Roadside Tree Program	\$0	\$25,000
4. SDG Woodlot Advisory Service	\$0	\$35,000
5. City of Ottawa Special Levy Programs		
a) Ottawa Ash Tree Replacement Program	\$148,874	To be confirmed ²
b) Ottawa Rural Clean Water Program	\$243,371	To be confirmed ²
6. Imagery Acquisition (LiDAR)	\$81,571	\$107,538
Total	\$493,816	\$212,538

¹ Funding approved in 2021 and carried forward to 2022 budget for project completion.

² 2022 special levies approval pending, report will be brought back to the Board following City Council approval.

DISCUSSION/ADHERENCE TO BUDGET:

SNC delivers many Program and special projects on behalf of our member municipalities and partner organizations. SNC has provided program coordination and financial management for many of these Programs for years.

This report provides a breakdown for each program/special project and its associated funds.



1. Eastern Ontario Water Resources Program (EOWRP)

SNC has delivered the EOWRP (formally Eastern Ontario Water Resources Committee) on behalf of its partners since 2003. Several EOWRP projects were approved in 2021 and will be completed in 2022; encumbered funding has been carried forward to the 2022 EOWRP budget.

EOWRP included in 2022 SNC budget under Resource Management: Partner Programs: Water on pages 18-19. Special projects have a separate budget sheet as per below.

a) UCPR Floodplain Mapping Project

The United Counties Prescott and Russell (UCPR) is providing \$25,000 in 2022 to support floodplain mapping projects within UCPR's jurisdiction. Project included in the 2022 SNC budget under Approvals: Projects: United Counties of Prescott-Russell – Floodplain Mapping on pages 58-59.

b) City of Ottawa South Bear Brook Catchment Study

The City of Ottawa provided \$25,068 to the South Bear Brook Catchment Study in 2021; a total of \$17,068 was spent, the remainder (\$8,000) has been carried forward to complete the project in 2022. Project included in the 2022 SNC budget under Approvals: Projects: Planning Studies on pages 68-69.

c) City of Ottawa: Lagoon Effluent Tree Irrigation and Evapo-transpiration Study

An EOWRP grant total of \$3,000 was approved to the University of Ottawa to support the Study. Funding has been carried forward for payment of this grant in 2022. EOWRP funding included under Resource Management: Partner Programs: Water on pages 18-19.

d) City of Ottawa: South Nation Conservation Assessing future flood vulnerability in the South Nation River Watershed

An EOWRP grant total of \$11,800 was approved to the South Nation Conservation Assessing future flood vulnerability in the South Nation River Watershed project in 2021. The project started in 2021; a total of \$2,800 was spent and the remaining \$9,000 has been carried forward to the 2022 Budget for project completion. Project is included in the 2022 SNC budget under Resource Management: Water Response Programs on pages 14-15.

2. UCPR Woodlot Advisory Service (WAS)

The United Counties of Prescott and Russell (UCPR) is providing \$20,000 for the delivery of WAS in their Counties. The funding will focus on grants of up to \$500 for



woodlot owners to have a forest management plan developed by a qualified consultant. SNC has delivered the Woodlot Advisory Service in UCPR for the past ten years. Funding is included in 2022 SNC budget under Resource Management: Partner Programs: Forests on pages 16-17.

3. SDG Roadside Tree Program

The United Counties of Stormont, Dundas and Glengarry (SDG) is providing \$25,000 for planting of roadside trees along SDG County roads. Funding will cover SNC staff time to coordinate site selection and planting plans, purchase trees, and contracted services for planting, if required. This is SNC's twelfth year delivering the Program for SDG. Funding is included in 2022 SNC budget under Resource Management: Partner Programs: Forests on pages 16-17.

4. SDG Woodlot Advisory Service (WAS)

The United Counties of Stormont, Dundas and Glengarry (SDG) is providing \$35,000 for the delivery of WAS in their Counties in 2022. The funding will cover free site visits to woodlot owners by a forest technician, grants of up to \$500 for forest management plans, and communications and outreach for the service. SNC has delivered the Woodlot Advisory Service in SDG since 2018. Funding is included in 2022 SNC budget under Resource Management: Partner Programs: Forests on pages 16-17.

5. City of Ottawa Special Levy Programs

SNC delivers several programs on behalf of the City of Ottawa and in partnership with the Mississippi Valley (MVCA) and Rideau Valley (RVCA) Conservation Authorities. These programs are funded via a Special Levy from the City of Ottawa.

These Programs are included in the 2022 SNC Budget under Resource Management: Partner Programs: Forests on pages 16-17 (Ottawa Ash Tree Replacement Program) and Resource Management: Partner Programs: Water (Ottawa Rural Clean Water Program) on pages 18-19. Please note, 2022 Budget amounts do not include 2021 carry over of encumbered grant funds to be paid in 2022.

A separate report for 2022 City of Ottawa Special Levy funding will be brought to the Board in May 2022 pending final approval by City Council.

a) Ottawa Ash Tree Replacement Program

The Ash Tree Replacement Program was developed and launched in 2018. The Program provides cost-share funding for landowners to remove trees infested with the Emerald Ash Borer and replace them with native trees. The Program is delivered City-wide by SNC on behalf of the City, MVCA, and RVCA.



Approved projects from 2021 have until June 30, 2022 to be completed, a total of \$148,874 has been carried over from 2021 for these approved projects; encumbered funds will be disbursed as projects are completed in 2022.

b) Ottawa Rural Clean Water Program

Approved projects from 2021 have approximately one year from date of approval to be completed, a total of \$243,371 has been carried over from 2021 for these approved projects; encumbered funds will be disbursed as projects are completed in 2022.

SNC has delivered the Program, in partnership with RVCA and MVCA, since it started in 2000. As the Program lead, in addition to financial administration, SNC provides coordination for delivery, Program Committee meetings, and communications between the Program partners.

6. Imagery Acquisition (LiDAR)

SNC is leading a Light detecting and ranging (LiDAR) acquisition project for Eastern Ontario. The partnership includes five other conservation authorities and forty-nine municipalities (upper and lower tiers). This multi-year project began in 2021 and will be completed in 2022.

Several of the partners provided their contribution to the project in 2021, unspent funds (\$81,571) have been carried into the 2022 budget. An additional amount of \$107,538 was also budgeted in 2022. This combined funding will offset expenses related to completing the LiDAR acquisition for the SNC area, project management, and field verification of the data provided by the acquisition vendor. The project is included in the 2022 Budget under Approvals: Projects: Imagery Acquisition on pages 64-65.

ADHERENCE TO SNC POLICY:

SNC Policy Adherence: Expenditures adhere to the SNC Purchasing Policy. Any purchases in the amount of \$25,000 or greater will be brought to the Board for approval.

All field work associated with the above-mentioned programs and projects adheres to SNC's Health and Safety Policy and Procedures.

Ronda Boutz,
Team Lead, Special Projects.



February 2, 2022

Chairs, All Conservation Authorities
Via Email

Dear Chair,

Attached is an *Overview of the Conservation Authorities Act Phase 2 Regulatory and Policy Proposal Consultation Guide* which was released by the Ministry of Environment, Conservation and Parks (MECP) on the Environmental Registry of Ontario last week for a 30 day consultation period.

It appears that the Ministry's proposal is building upon what is already working between conservation authorities and municipalities and that there is sufficient flexibility to enable local circumstances to best advise the approach taken to the budget and levy process. This approach is reinforced by some transparency and oversight measures. Conservation authorities are encouraged to consider in their own review of this Consultation Guide whether there is anything missing or included in the proposal that will limit your current practices to a significantly negative degree.

Please feel free to contact myself or Conservation Ontario staff Kim Gavine, General Manager (kgavine@conservationontario.ca) to give us an early heads up with regard to any major concerns. Otherwise, I note that the Consultation Guide has been circulated to all Conservation Authority CAOs/GMs with a request for comments back to Conservation Ontario staff by Thursday, February 10th, 2022.

Sincerely,

Andy Mitchell
Chair, Conservation Ontario

c.c. General Managers/CAOs, All Conservation Authorities

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

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Conservation Ontario – February 1, 2022

Overview of *Conservation Authorities Act* Phase 2 Regulatory and Policy Proposal

This document represents a summary of the Phase 2: [Regulatory and Policy Proposal Consultation Guide: Regulations regarding Municipal levies, Conservation Authority Budget Process, Transparency, and Provincial Policy for the Charging of Fees by Conservation Authorities](#). This summary provides best advice based on available materials and current understanding of the proposed regulations. This document may be subject to change upon the release of the Phase 2 regulations.

Part 1: Proposed Municipal Levies Regulation

There are 3 basic components being addressed in the proposed regulation: 1) levy: incorporation of the two current levy regulations and updated as appropriate; 2) inclusion of standards and policy for the authority budget process; and 3) apportionment methods for the 3 categories of programs and services that CAs deliver. The update to the levy regulation proposes to retain the two existing voting methods and the three current methods of apportioning expenses/costs. For the budget process, the MECP are proposing to regulate the current process and practices including those for voting. In addition, authorities would be required to provide a summary of how the authority considered opportunities for self-generated revenue as part of the budget/levy consultation process with their participating municipalities and to distribute a final budget to the Minister in addition to its participating municipalities. There are no new apportioning methods proposed. CAs are able to levy for all category 1 (mandatory) programs and services and can only levy for category 2 and 3 programs and services with agreements in place with the municipalit(ies). Corporate administrative costs could be levied without agreement however it is proposed that these costs would be accounted for in a transparent and stand-alone manner in the authority's budget.

Part 2: Proposed Minister's Regulation for Determining Amounts Owed by Specified Municipalities

MECP is proposing a Minister's regulation for determining amounts owed by specified municipalities designated under the *Clean Water Act* and the *Lake Simcoe Protection Act*. These are municipalities that are not a 'participating municipality' of a CA under the *Conservation Authorities Act*. For the levy of 'specified' municipalities under the *Lake Simcoe Protection Act*, MECP is proposing that the modified current property value assessment method be the method for apportionment. For the *Clean Water Act*, the MECP is proposing that any of the three existing apportionment methods could be used.

Part 3: Proposal for Minister's Published List of Classes of Programs and Services For Which a Conservation Authority May Charge a Fee

MECP is proposing to proclaim subsection 21.2 of the *Conservation Authorities Act* which will enable the Minister to determine a list of classes of programs and services for which a CA may charge a fee. The Minister is proposing to enable all classes of programs and services (category 1: mandatory; category 2: municipal; and category 3: other) to charge a fee where the user fee principle is appropriate and subject to other conditions. The list of classes of programs and services will replace the list of specific activities that conservation authorities may charge a fee for which has been in place since 1997. In addition, all conservation authorities will be required to create a fee policy and fee schedule.

Part 4: Complementary Proposals To Increase Transparency of Authority Operations

MECP is proposing a complementary amendment to the [Transition Plans and Agreements Regulation](#) to enable fees for category 3 (other) programs and services. Should this amendment be enacted, conservation authorities and participating municipalities would be required to include provisions in their cost apportioning agreements if user fees would be established for those programs and services.

A Minister's regulation is also being proposed that would require conservation authorities to maintain a governance webpage. This webpage must include: CA membership and contact information; authority bylaws; draft and final budgets; category 2 and 3 agreements between CAs and municipalities; and a meeting schedule. CAs would also be required to include a notice on their website when it amends or enters into a new agreement with municipalities. The regulation would provide an exception for CA/municipal agreements that relate to procurement processes or portions of agreements that contain commercially sensitive information.

For further information, please contact: Kim Gavine, General Manager,
kgavine@conservationontario.ca