



SOUTH NATION
CONSERVATION
DE LA NATION SUD

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Board of Directors

Meeting Agenda

Date: November 17th, 2022

Time: 9:00 am

Location: Watershed Room, SNC

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



Board of Directors

Meeting Agenda

November 17th, 2022 at 9:00 am

1. Traditional Land Acknowledgement: John
 2. Chair's Remarks
 3. Approval of SNC Board of Directors Agenda (Consent and Supplemental Agendas)
 4. Declaration of Conflict of Interest
 5. Request for Approval:
 - a. Board of Directors Meeting Minutes of October 20th, 2022 4-12
 - b. Leitrim Wetland Advisory Committee meeting minutes of November 4th, 2022: Ronda 13-17
 6. Consent Agenda:
 - a. Request for Approval: Funding Submissions: Michelle 18-19
 - b. Update: Planning Activity: James 20-22
 - c. Request for Approval: Permits Issued: Alison 23-24
 - d. Update: On-site Sewage Permits Issued: Alison 25-26
 - e. Request for Approval: Monies Received and Disbursement Register for October 2022: Johanna 27-30
 - f. Update: 2022 Audit Planning: Johanna 31-49
 7. Closed Session
 - a. Request for Approval: Potential Legal Impacts of Bill 23: Carl (verbal)
 - b. Request for Approval: Land Acquisitions: Pat 50-51
 8. New Business:
 - a. Update: Bill 23, *More Homes Built Faster Act*, 2022: Carl 52-62
 - b. Update: Supporting Municipalities – Bill 109: Alison 63-64
 - c. For Discussion: 2023 Draft Budget: Carl 65-66
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9. Supplemental Agenda
 - a. Update: Estimated Statement of Operations for October 31st, 2022: Johanna
10. Correspondence (if any)
11. Dates of Upcoming Meetings

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

 - December 15th, 2022 (2023 Draft Budget)
 - January 19th, 2023 (2023 Final Budget)
 - February 16th, 2023
12. Future Motions of the Board and/or Discussion of SNC Issues
13. SNC Project Update – PowerPoint Presentation: Staff
14. Adjournment

Clark Bickerdike,
Chief Administrative Officer.

/rb



BOARD OF DIRECTORS MEETING

Meeting No. 09/22

Thursday, October 20th, 2022 - 9:00 a.m.

Watershed Room, SNC

Directors Present:

Pierre Leroux, Prescott Russell, Chair
Steve Densham, Stormont Dundas Glengarry, Vice Chair
George Darouze, City of Ottawa, Past Chair
Dana Farcasiu, Leeds Grenville (*electronic participation*)
John Hunter, Leeds Grenville
Catherine Kitts, City of Ottawa (*electronic participation*)
Archie Mellan, Stormont Dundas Glengarry
Bill Smirle, Stormont Dundas Glengarry
François St. Amour, Prescott Russell

Regrets:

Allan Hubley, City of Ottawa
Mario Zanth, Prescott Russell

Staff Present:

Carl Bickerdike, Acting General Manager
Johanna Barkley, Director of Finance
Ronda Boutz, Secretary-Treasurer
Michelle Cavanagh, Team Lead, Special Projects
Sandra Mancini, Managing Director, Natural Hazards and Infrastructure
Alison McDonald, Managing Director, Approvals
Eric McGill, Corporate Counsel
John Mesman, Managing Director, Property, Conservation Lands and Community Outreach

Guest:

Ian Houle, Vincent Dagenais Gibson LLP





TRADITIONAL LAND ACKNOWLEDGEMENT

Ronda Boutz, Secretary-Treasurer, read an Indigenous land acknowledgement.

CHAIRS REMARKS

Pierre Leroux, Chair, called the SNC Board of Directors meeting of October 20th, 2022 to order at 9:00 a.m.

APPROVAL OF SNC BOARD OF DIRECTORS MAIN AND SUPPLEMENTAL AGENDAS

RESOLUTION NO. BD-165/22

Moved by: John Hunter

Seconded by: Bill Smirle

RESOLVED THAT:

The Board of Directors approve the October 20th, 2022, Board of Directors main and supplemental agendas.

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 SEPTEMBER 29th, 2022

RESOLUTION NO. BD-166/22

Moved by: George Darouze

Seconded by: Dana Farcasiu

RESOLVED THAT:

The Members approve the Board of Directors meeting minutes of September 29th, 2022 with the following amendment:

- Item “Request for Approval: Permits Issued” be corrected to “Update: Permit Applications” with the following resolution:



Resolved that: The SNC Board of Directors receive and file permit applications 172 through 193 under Ontario Regulation 170/06 Development, Interference with Wetlands and Alterations to Shorelines and Watercourses.

CARRIED

B. SNC COMMITTEE MEETING HIGHLIGHTS AND MINUTES OF:

- i. Communications Committee Meeting Minutes of September 28th, 2022.

RESOLUTION NO. BD167-/22

Moved by: Steve Densham
Seconded by: Bill Smirle

RESOLVED THAT:

The Board of Directors approve the actions and recommendations of the Communications Committee meeting minutes of September 28th, 2022.

CARRIED

NEW BUSINESS

UPDATE: SNC BOARD OF DIRECTORS MEMBERSHIP

RESOLUTION NO. BD-168/22

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

RESOLVED THAT:

The Board of Directors receive and file the South Nation Conservation Board of Directors Membership update.

CARRIED



**REQUEST FOR APPROVAL: REGULATION POLICIES AND ECOLOGICAL
COMPENSATION GUIDELINS FOR MINISTER'S ZONING ORDERS**

RESOLUTION NO. BD-169/22

Moved by: George Darouze
Seconded by: Archie Mellan

RESOLVED THAT:

The Board of Directors approve amendments to South Nation Conservation's Section 28 Regulations Policies that establish policies and ecological compensation guidelines for permits issued for development projects authorized by Minister's Zoning Orders.

CARRIED

UPDATE: SNC APPROVED GRANTS SUMMARY (2018-2022)

RESOLUTION NO. BD-170/22

Moved by: Bill Smirle
Seconded by: Steve Densham

RESOLVED THAT:

The Board of Directors receive and file the SNC Approved Grants Summary (2018-2022).

CARRIED

UPDATE: PLANNING ACTIVITY

RESOLUTION NO. BD-171/22

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

RESOLVED THAT:

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

CARRIED

REQUEST FOR APPROVAL: PERMITS ISSUED

RESOLUTION NO. BD-172/22

Moved by: George Darouze
Seconded by: John Hunter



RESOLVED THAT:

The SNC Board of Directors approve permits 172 through 209 issued under the Ontario Regulation 170/06 development, Interference with Wetlands and Alterations to Shorelines and Watercourses.

CARRIED

UPDATE: ON-SITE SEWAGE PERMITS

RESOLUTION NO. BD-173/22

Moved by: Bill Smirle
Seconded by: Steve Densham

RESOLVED THAT:

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

CARRIED

FINANCIAL REPORTS

REQUEST FOR APPROVAL: MONIES RECEIVED AND DISBURSEMENT REGISTER FOR SEPTEMBER 2022

RESOLUTION NO. BD-174/22

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

RESOLVED THAT:

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

FURTHER THAT:

The Board approve the Disbursement Register of \$547,303.63 for September 2022.

CARRIED

REQUEST FOR APPROVAL: RUSSELL EROSION CONTRACT

RESOLUTION NO. BD-175/22

Moved by: George Darouze
Seconded by: Archie Mellan



RESOLVED THAT:

The Board of Directors approve hiring a contractor to complete shoreline erosion repair on East York Creek at an approximate cost of \$55,000.00 plus HST.

CARRIED

SUPPLEMENTAL AGENDA

UPDATE: ESTIMAGED STATEMENT OF OPERATIONS FOR SEPTEMBER 30th, 2022

RESOLUTUION NO. BD-176/22

Moved by: John Hunter
Seconded by: Bill Smirle

RESOLVED THAT:

The Board of Directors receive and file the Estimated Statement of Operations for the year ending December 31st, 2022, as of September 30th, 2022, update.

CARRIED

REQUEST FOR APPROVAL: HIGH FALLS CONSERVATION AREA WASHROOM CONSTRUCTION TENDER

RESOLUTUION NO. BD-177/22

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

RESOLVED THAT:

The Board of Directors approve retaining Vendor A to construct a washroom at the High Falls Conservation Area in Casselman at an approximate cost of \$130,172.00 plus HST; and

FURTHER THAT:

If funding agencies are not able to extend their deadline to 2023, then the Board of Directors approve retaining Vendor A to construct a washroom at the High Falls Conservation Area in Casselman at an approximate cost of \$150,672 plus HST.

CARRIED



The Board of Directors recessed at 10:21 a.m.

The Board of Directors reconvened at 10:28 a.m.

CORRESPONDENCE

None.

DATES OF UPCOMING MEETINGS

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

- November 17th, 2022 (Draft Budget presentation)
- December 15th, 2022 (Draft Budget presentation)
- January 19th, 2023 (Final Budget)

FUTURE MOTIONS OF THE BOARD AND/OR DISCUSSION OF SNC ISSUES

None.

CLOSED SESSION

RESOLUTION NO. BD-178/22

Moved by: Archie Mellan
Seconded by: François St. Amour

RESOLVED THAT:

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

- Request for Approval: SNC Property
Legal Matter: Vincent Dagenais Gibson
LLP (Verbal)
- Request for Approval: Personnel
Matter: Waterhouse (verbal)

CARRIED

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

Catherine Kitts left the meeting at 10:30 a.m.

The Chair convened the Board of Directors Closed Session at 10:31 a.m.



OPEN SESSION

RESOLUTION NO. BD-179/22

Moved by: Bill Smirle
Seconded by: Archie Mellan

RESOLVED THAT:

The Board of Directors meeting move into Open Session.

CARRIED

The Chair reconvened the Board of Directors Open Session at 11:17 a.m.

REQUEST FOR APPROVAL: SNC PROPERTY LEGAL MATTER (VERBAL)

RESOLUTION NO. BD180-/22

Moved by: John Hunter
Seconded by: Steve Densham

RESOLVED THAT:

The Board of Directors proceed with the advice of Vincent Dagenais Gibson LLP regarding the upcoming legal proceedings in this matter;

AND FURTHER THAT:

The Board of Directors delegate Carl Bickerdike the authority to settle the matter within the amount range as discussed.

CARRIED

REQUEST FOR APPROVAL: PERSONNEL MATTER: WATERHOUSE (VERBAL)

RESOLUTION NO. BD-181/22

Moved by: George Darouze
Seconded by: John Hunter

RESOLVED THAT:

The Board of Directors receive the Chief Administrative Officer (CAO) recruitment update from the Hiring Committee and Waterhouse Consulting Group; and

FURTHER THAT:

The Hiring Committee be authorized to complete final negotiations for the position of CAO, as approved by the Board, with Waterhouse



Consulting Group and Emond Harnden as presented and discussed; and

FURTHER THAT:

The Board authorizes the Chair to sign the employment contract.

CARRIED

ADJOURNMENT

RESOLUTION NO. BD-182/22

Moved by: Dana Farcasiu
Seconded by: Bill Smirle

RESOLVED THAT:

The Board of Directors meeting of October 20th, 2022 be adjourned at 11:18 a.m.

CARRIED

Pierre Leroux,
Chair.

/rb

Carl Bickerdike,
Chief Administrative Officer.



To: Board of Directors
From: Ronda Boutz, Secretary-Treasurer
Date: November 4, 2022
Subject: Request for Approval: SNC Committee Meeting Highlights and Minutes

RECOMMENDATION:

The Board of Directors approve the actions and recommendations of the following Committee meeting:

- i. Leitrim Wetland Advisory Committee meeting minutes of November 4th, 2022.
-

DISCUSSION:

Leitrim Wetland Advisory Committee Meeting: November 4th, 2022

- The Leitrim Wetland Advisory Committee received updates on:
 - Findlay Creek Boardwalk expansion project
 - 2021 Findlay Creek Monitoring Report
 - National Capital Commission projects in and around Leitrim Wetland
 - City of Ottawa development applications around the Leitrim Wetland
 - Local land development in the Leitrim Wetland by Taggart Investments & Tartan Homes

Ronda Boutz,
Secretary-Treasurer.

Attachment.



LEITRIM WETLAND ADVISORY COMMITTEE (LWAC) MEETING

Friday, November 4th, 2022, 10:00 a.m.
Meeting No. 02/22

Members: Bill Smirle, SNC Board Member / LWAC Chair
Gina Byrne, Findlay Creek Resident
Melissa Cote, Taggart Investments & Tartan Homes
Patrick LeBrun, National Capital Commission
Tracey Scaramozzino, City of Ottawa

Regrets: Julie Hamilton, Findlay Creek Resident
Laura Dingle Robertson, Findlay Creek Community Member
Carol Anne Meehan, City Councillor, Ward 22, Ottawa

Staff: Carl Bickerdike, Chief Administrative Officer
Ronda Boutz, Secretary-Treasurer
Michelle Cavanagh, Team Lead, Special Projects
Katherine Watson, Water Resources Specialist - Monitoring

Guests: Laura Spragge, Councillor Meehan's Office, City of Ottawa
Alexander Stone, National Capital Commission



CHAIR'S REMARKS

Bill Smirle, Committee Chair, called the Leitrim Wetland Advisory Committee meeting of November 4th, 2022 to order at 10:04 a.m. Bill updated the Committee on the upcoming changes to the South Nation Conservation (SNC) Board of Directors following the recent municipal elections. Bill also updated the Committee on the search and hiring of SNC's new Chief Administrative Officer, Carl Bickerdike.

Bill led a roundtable of introductions for new Committee members and guests.

APPROVAL OF LEITRIM WETLAND ADVISORY COMMITTEE MEETING AGENDA

RESOLUTION NO. LWAC-006/22

Moved by: Gina Byrne
Seconded by: Patrick LeBrun

RESOLVED THAT:

The Leitrim Wetland Advisory Committee approve the agenda of November 4th, 2022 as submitted.

CARRIED

APPROVAL OF LEITRIM WETLAND ADVISORY COMMITTEE MEETING MINUTES OF JUNE 10TH, 2022

RESOLUTION NO. LWAC-007/22

Moved by: Tracey Scaramozzino
Seconded by: Gina Byrne

RESOLVED THAT:

The Leitrim Wetland Advisory Committee meeting minutes of June 10th, 2022 be approved as submitted.

CARRIED

Melissa Cote joined the meeting at 10:13 a.m.

LEITRIM WETLAND PROJECT UPDATE - POWERPOINT

SNC staff provided an update on the Findlay Creek Boardwalk visitation, Findlay Creek Boardwalk expansion project, and water quality monitoring in Findlay Creek.



NEW BUSINESS

2021 FINDLAY CREEK MONITORING REPORT UPDATE

RESOLUTION NO. LWAC-008/22

Moved by:

Melissa Cote

Seconded by:

Tracey Scaramozzino

RESOLVED THAT:

The Leitrim Wetland Advisory Committee receive and file 2021 Findlay Creek Monitoring Report Update.

CARRIED

TARTAN/TAMARAC HOMES UPDATE (VERBAL)

- Melissa Cote provided an updated on the construction and progression of development in the Findlay Creek area.
- Melissa provided an update on the vegetation clearing along the berm for inspection purposes and pending property transfers of the berm/water control structure to the City of Ottawa and wetland parcels to South Nation Conservation.

CITY OF OTTAWA UPDATE (VERBAL)

- Tracey Scaramozzino updated the Members on the subdivision and site plan applications received at the City of Ottawa for developments in Findlay Creek.

NATIONAL CAPITAL COMMISSION UPDATE (VERBAL)

- Patrick LeBrun provided National Capital Commission (NCC) updates on road ecology and mortality monitoring:
 - o 15 surveys completed in 2021 along Albion Road and Leitrim Road
 - o LRT stage 2 compensation – approximately one kilometre of wildlife fencing at Lester and Albion Roads will run south of this intersection, along with two dry culverts for connectivity

FINDLAY CREEK COMMUNITY ASSOCIATION UPDATE (VERBAL)

- Deferred to next meeting



RESOLUTION NO. LWAC-09/22

Moved by: Tracey Scaramozzino
Seconded by: Patrick LeBrun

RESOLVED THAT:

The Leitrim Wetland Advisory Committee
receive and file the verbal Partner Updates.

CARRIED

ROUNDTABLE DISCUSSION

- Patrick LeBrun – storm cleanup for May 21, 2022 derecho, NCC concerned about woody debris accumulation in streams, happy to partner with others to address this issue.
- Michelle Cavanagh, notice for Findlay Creek Boardwalk expansion project public engagement will also be circulated to the Leitrim Wetland Advisory Committee members. Date and time have not been confirmed as yet.
- Carl Bickerdike – reiterated SNC's excitement for the public consultation for the Findlay Creek Boardwalk expansion, staff are actively reviewing the designs as they are submitted and continue to take into consideration ways to minimize impacts to the neighbours.

NEXT MEETING DATE:

- Friday, June 9th, 2023, 10:00 a.m. (*tentative*)

ADJOURNMENT

RESOLUTION NO. LWAC-10/22

Moved by: Tracey Scaramozzino

RESOLVED THAT:

The Leitrim Wetland Advisory Committee of
November 4th, 2022 be adjourned at 11:14 a.m.

CARRIED

Bill Smirle,
Committee Chair.

Ronda Boutz,
Secretary-Treasurer.



To: Board of Directors
From: Michelle Cavanagh, Team Lead, Special Projects
Date: November 8, 2022
Subject: Request for Approval: Funding Submissions

RECOMMENDATION:

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

1. **EcoAction Community Funding Program:** requesting \$100,000 over two years for shoreline stabilization at Oak Valley Pioneer Park.
 2. **TD Friends of the Environment Foundation:** requesting \$8,000 for tree and shrub planting on SNC property.
 3. **Tree Canada Treemendous Communities Program:** requesting \$10,000 for invasive species removal on SNC property.
-

DISCUSSION:

External funding programs have been identified by staff as potential sources of revenue for South Nation Conservation (SNC) projects. The following grant applications will be submitted:

1. EcoAction Community Funding Program

- **Project:** Oak Valley Streambank Restoration
- **Request:** \$100,000; over 2 years
- **Program will fund:** Up to \$100,000; 50% matching funds required.
- **Purpose:** To stabilize the streambank along the South Nation River at Oak Valley through the establishment of a naturalized shoreline. Provide a demonstration site for the public and local contractors to learn natural infrastructure approaches to streambank stabilization.
- **Deadline:** December 8, 2022

2. TD Friends of the Environment Foundation

- **Project:** Tree and Shrub Planting on SNC Property
- **Request:** \$8,000
- **Program will fund:** Up to \$8,000; no matching funds required
- **Purpose:** To improve the natural habitat and resiliency of SNC property through the planting of trees and shrubs. Engage a local youth group to help with the planting and gain an educational experience.
- **Deadline:** January 15, 2023

3. Tree Canada Treemendous Communities Program

- **Project:** Invasive Species Removal on SNC Property
 - **Request:** \$10,000
 - **Program will fund:** Up to \$10,000; no matching funds required
 - **Purpose:** To improve the natural habitat and biodiversity of SNC property through the removal of invasive species. Partner with a community group and
-



volunteers to complete the work and help improve a local community greenspace.

- **Deadline:** December 12, 2022

FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:

Compliance with Budget:

1. **EcoAction Community Funding Program:** The project will be included in the 2023 Budget, subject to approval. SNC has 2023 matching funds (\$50,000) approved under the Ontario Power Generation Regional Biodiversity Program.
2. **TD Friends of the Environment Foundation:** Staff time to complete the project will be included in the 2023 Budget under Property: Conservation Lands, Conservation Areas, pages 32-33 (subject to approval).
3. **Tree Canada Treemendous Communities Program:** Staff time to complete the project will be included in the 2023 Budget under Property: Conservation Lands, Conservation Areas, pages 32-33 (subject to approval).

SNC Policy Adherence:

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

Programs & Services Category: Category 1 – Mandatory: Conservation Lands

Michelle Cavanagh,
Team Lead, Special Projects.



To: Board of Directors
From: James Holland, Senior Planner
Date: November 8th, 2022
Subject: Update: Planning Activity

RECOMMENDATION:

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

DISCUSSION:

South Nation Conservation ("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 October 2022. Pre-consultations and property inquiries are not included in this list.

#	SNC Number	Landowner Name	Former Municipality	Application
474	SNC-3019-2022	Adrian Besharat	Gloucester	Consent
475	SNC-3020-2022	Adrian Besharat	Gloucester	Minor Variance
476	SNC-3021-2022	Travis Webb	Osgoode	Consent
477	SNC-3022-2022	Jean Denis Parent	Osgoode	Consent
478	SNC-3023-2022	Jean Denis Parent	Osgoode	Consent
479	SNC-3029-2022	Patrice Bourbonnais	Cambridge	Consent
480	SNC-3030-2022	Neil Harding	Plantagenet	Consent
481	SNC-3031-2022	G & E Reno Construction Inc	Finch	Consent
482	SNC-3032-2022	Decor Plumbing Inc	Clarence	Official Plan Amendment
483	SNC-3034-2022	Henry John Ceelen	Mountain	Consent
484	SNC-3035-2022	Massicotte Bros Holdings Ltd	Clarence	Zoning By-Law Amendment
485	SNC-3036-2022	Massicotte Bros Holdings Ltd	Clarence	Subdivision
486	SNC-3037-2022	Stephen & Valerie McDonald	Cornwall	Consent
487	SNC-3038-2022	Spacebuilders (Ottawa) Ltd	Clarence	Zoning By-Law Amendment
488	SNC-3039-2022	Space Builders Ottawa Ltd	Clarence	Official Plan Amendment
489	SNC-3040-2022	Space Builders Ottawa Ltd	Clarence	Subdivision
490	SNC-3041-2022	Carolyn Madden & Barbara Cotnam	Cornwall	Consent
491	SNC-3042-2022	Oliver And Michelle Sage	Osgoode	Consent
492	SNC-3043-2022	Oliver And Michelle Sage	Osgoode	Consent
493	SNC-3051-2022	Laurent Gauthier	Clarence	Consent
494	SNC-3052-2022	Roger & Claudette Vachon	Clarence	Consent
495	SNC-3053-2022	William & Ann Rudderham	Roxborough	Minor Variance
496	SNC-3054-2022	Paul Lefebvre & Kristopher Kamienik	Finch	Consent



#	SNC Number	Landowner Name	Former Municipality	Application
497	SNC-3056-2022	Winchester Meadows Developments Inc	Winchester	Consent
498	SNC-3057-2022	George & Lucie Lafleur	Clarence	Consent
499	SNC-3058-2022	Chantal Lapensee & Alain Chartrand	North Plantagenet	Consent
500	SNC-3059-2022	Ferme Tico Inc	Russell	Consent
501	SNC-3060-2022	Heiwa Dairy Farm Inc	Cambridge	Consent
502	SNC-3061-2022	Dale Wells	Osnabruck	Consent
503	SNC-3062-2022	Barbara Lacelle	Edwardsburgh	Consent
504	SNC-3063-2022	Municipality of Casselman	Casselman	Section 59 Clearance
505	SNC-3064-2022	David Hendrick	Mountain	Consent
506	SNC-3065-2022	Benjamin Moore	Osnabruck	Consent
507	SNC-3066-2022	Edward & Beth Moran	Finch	Consent
508	SNC-3068-2022	Robert Williams & Thomas Nelson	Rockland	Consent
509	SNC-3069-2022	Nordik Windows Inc	Russell	Site Plan Control

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 October 2022.

SNC Number	Development Size	Review Type
SNC-2996-2022	Small Scale Development	Hydrogeological
SNC-1893-2021	Area < 0.5 ha	Hydrogeological
SNC-2997-2022	Small Scale Development	Environmental Impact Study
SNC-1501-2020	Area > 2 ha	Stormwater Management
SNC-2991-2022	Small Scale Development	Environmental Impact Study
SNC-2991-2022	Small Scale Development	Hydrogeological
SNC-2962-2022	Area > 2 ha	Environmental Impact Study
SNC-2962-2022	Area > 2 ha	Stormwater Management
SNC-3016-2022	Area ≤ 2 ha	Hydrogeological
SNC-2304-2021	Small Scale Development	Environmental Impact Study
SNC-3017-2022	Area ≤ 2 ha	Hydrogeological
SNC-3018-2022	Area ≤ 2 ha	Hydrogeological
SNC-1633-2021	Area ≤ 2 ha	Hydrogeological
SNC-2927-2022	Area < 0.5 ha	Stormwater Management
SNC-2463-2022	Small Scale Development	Slope Stability
SNC-3022-2022	Small Scale Development	Environmental Impact Study



SNC Number	Development Size	Review Type
SNC-3023-2022	Small Scale Development	Environmental Impact Study
SNC-2539-2022	Area > 2 ha	Environmental Impact Study
SNC-2539-2022	Area > 2 ha	Stormwater Management
SNC-2928-2022	Area > 2 ha	Stormwater Management
SNC-3051-2022	Area > 2 ha	Environmental Impact Study
SNC-3051-2022	Area > 2 ha	Hydrogeological

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

Programs & Services Category: Category 1 – Mandatory: Provincially delegated review of natural hazards under the *Planning Act* & Category 2 – Municipal Service Agreements: Planning Services

James Holland,
Senior Planner.



To: Board of Directors
From: Alison McDonald, Managing Director, Approvals
Date: November 8th, 2022
Subject: Request for Approval: Permits Issued

RECOMMENDATION:

The Board of Directors approve permits 210 through 231 issued under Ontario Regulation 170/06 Development, Interference with Wetlands and Alterations to Shorelines and Watercourses.

DISCUSSION:

South Nation Conservation ("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 in the months of October 2022.

#	Permit No.	Landowner	Former Municipality	Project
210	2021-CLR-R095	Shawn Brennan	Clarence	Erosion Control
211	2022-SDU-R045	Trans-Northern Pipelines Inc	Williamsburg	Pipeline Maintenance
212	2022-CUM-R061	Alain & Brigitte Sanche	Cumberland	House Demolition
213	2022-CAS-R128	12996759 Canada Inc	Cambridge	House Demolition
214	2022-CLR-R167	Claude Lebel	Clarence	Shed Addition
215	2022-ALP-R206	Patrick Laniel	Alfred	Residential Construction
216	2022-CUM-R208	Enbridge Gas Inc	Cumberland	Gas Pipeline Installation
217	2022-AUG-R211	Margaret Haist	Augusta	Dock Installation
218	2022-ALP-R216	Ducks Unlimited Canada	Alfred	Maintenance of Earthen Berms
219	2022-ALP-R219	Ducks Unlimited Canada	Alfred	Rebuild/Refurbish Existing Dykes
220	2022-CAS-R220	Steven De Riggi & Emilie Brassard	Casselman	Erosion Control & Dock Installation
221	2022-CLR-R222	Fritz Pierre	Clarence	Sewage Disposal System Installation
222	2022-EDW-R223	Rick Johnston	Edwardsburgh	Holding Tank Installation
223	2022-SDU-R227	Frances Nesbitt	Williamsburg	Sewage System Replacement
224	2022-EDW-R228	Ingredion Canada Inc	Edwardsburgh	Culvert Replacement
225	2022-EDW-R229	Kent Smith	Edwardsburgh	Erosion Remediation & Dock Installation
226	2022-NAT-R230	Drake Rennick	Cambridge	Erosion Remediation



#	Permit No.	Landowner	Former Municipality	Project
227	2022-ALP-R232	Township of Alfred & Plantagenet	Alfred	Walking Trail Creation
228	2022-ALP-R233	Bernard Lalonde	North Plantagenet	Sewage System Replacement
229	2022-CUM-R234	Chantal & Stephane Belisle	Cumberland	Garage Construction
230	2022-CAS-R235	Enbridge Gas Inc	Casselman	Gas Pipeline Installation
231	2022-NDU-R242	Lori Thompson	Chesterville	Retaining Wall Construction

Complaints/Issues: Sites visited in 2022 through the regulatory program: 22

Municipality	Issue	Outcome
North Dundas	Construction without a permit in the floodplain	Permit issued for compliant work.
Nation	Construction near the Potential Retrogressive Landslide Area without a permit	Development located outside of the hazard; permit issued for compliant work.

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

Programs & Services Category: Category 1 – Mandatory: *Conservation Authorities Act* Regulations

Alison McDonald,
Managing Director, Approvals.



To: Board of Directors
From: Alison McDonald, Managing Director, Approvals
Date: November 8th, 2022
Subject: Update: On-Site Sewage Permits Issued

RECOMMENDATION:

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

DISCUSSION:

South Nation Conservation ("SNC") staff issue permits under Part 8 of the Ontario Building Code. The list below includes permits issued in the month of October 2022. Septic system searches and renovation reviews are not included.

#	Permit Number	Landowner Name	Location
351	CR-22-62	Jean-Philippe Lalonde	Clarence Creek
352	NS-22-18	LafCorp Ontario	North Stormont
353	NS-22-19	Mostafa Elgazzar	Monkland
354	RU-22-42	Yvon Bergeron	Embrun
355	AU-22-01	Lynn Evans	Prescott
356	SS-22-47	Judith Pike & Joshn Becker	Morrisburg
357	AP-22-28	Petros Dionissopoulos	Alfred
358	FY-22-01	Andriy Poremsky	Mallorytown
359	CR-22-63	Daniel & Lynn Potvin	Hammond
360	AU-22-02	John Kingsbury	Brockville
361	RU-22-43	Stewart Bainbridge	Russell
362	SS-22-46	Kevin Saunders	Lunenburg
363	ND-22-50	Elaine McLaren	Mountain
364	NA-22-37	Serge Richer	St. Albert
365	ND-22-51	Francheska DeCarlo	Winchester
366	EH-22-20	Steve Vandal	Chute-a-Blondeau
367	AU-22-03	Eastern Ontario Mushroom Producers	Prescott
368	EH-22-21	Carl Villeneuve	St-Eugène
369	AU-22-04	Daniel Perron	North Augusta
370	SD-22-28	Matilda Memorial Recreation Committee	Brinston
371	NA-22-38	Haspengouw Farm Inc	Fournier
372	SD-22-29	David MacLean	Iroquois
373	CH-22-34	Crooks & Bowers Entreprises	Vankleek Hill
374	AP-22-30	Jacques Franche & Nicola Louise Planzer	Plantagenet
375	CH-22-35	Jean-François Eycken	L'Original
376	EH-22-22	Scott Lambert & Teresa Bressan	Vankleek Hill
377	EC-22-01	Richard Moulton	Edwardsburgh-Cardinal
378	RU-22-44	Sylvain Lapalme	Embrun
379	EK-22-01	Ron Evoy	Brockville



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

Programs & Services Category: Category 2 – Municipal Service Agreements: Building Code Part 8 Program Delivery

Alison McDonald,
Managing Director, Approvals.



To: Board of Directors
From: Johanna Barkley, Director of Finance
Date: November 7, 2022
Subject: Request for Approval: Monies Received and Disbursement Register for October 2022

RECOMMENDATION:

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

FURTHER THAT: The Board approve the Disbursement Register of \$571,594.13 for October 2022.

DISCUSSION:

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

Received From:	October
City of Ottawa	995,817.53
Planning Revenue	70,870.98
City of Clarence-Rockland	62,504.00
Forests Ontario	45,623.80
Septic Revenue	31,782.88
Augusta Township	13,205.00
Royal Bank of Canada	11,616.42
Raisin Region Conservation Authority	11,531.04
Municipality of Casselman	10,756.00
ECO Canada	8,300.00
Township of North Glengarry	5,236.67
Government of Canada	2,100.00
Land Revenue	2,050.70
Township of Elizabethtown-Kitley	223.34
Other	177.21
TOTAL	1,271,795.57

FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:

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



SOUTH NATION
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<u>October 2022</u>	<u>Total</u>
Accounts Payable Cheques	51,247.67
Internet Banking	281,450.56
Electronic Funds Transfer Payment	238,895.90
TOTAL \$	571,594.13

Johanna Barkley,
Director of Finance

Attachments: Disbursement Register - October 2022

Disbursement Register - October 2022

Number	Name	Amount
20340	ANPA0910 ANDRE PAQUETTE PUBLISHING COMPANY INC	642.69
20341	DDPR1500 THE FINCH MARKET	586.51
20342	FILE2508 FINCH LEGION BRANCH 357	35.00
20343	HARV3450 HARVEX AGROMART INC	190.46
20344	ONFA6587 ONTARIO FARMER	84.00
20345	OTCW0335 05-22 2384 DDA	450.00 OTCW Grant
20346	PURO7040 PUROLATOR COURIER LTD.	65.18
20347	ROSA2000 ROGER SALMON AND SONS	333.35
20348	SNCW0470 2021-APL-CW05	5,000.00 SNCW Grant
20349	SNCW0471 2021-APL-CW04	5,000.00 SNCW Grant
20350	SNCW0472 2021-NDU-CW29	4,785.00 SNCW Grant
20351	CANT1020 CANADIAN TIRE ROADSIDE ACCEPTANCE LTD.	1,084.12
20352	ATRE0339 2021-EAB-052	5,000.00 Ash Tree Grant
20353	ATRE0340 2022-EAB-030	500.00 Ash Tree Grant
20354	ATRE0341 2022-EAB-033	1,055.00 Ash Tree Grant
20355	ATRE0342 2021-EAB-039	4,736.25 Ash Tree Grant
20356	ATRE0343 2022-EAB-029	2,475.00 Ash Tree Grant
20357	ATRE0344 2022-EAB-022	750.00 Ash Tree Grant
20358	FUTU3999 FUTURE OFFICE PRODUCTS	99.44
20359	LADR5000 LAPOINTE DRAINAGE LTD.	7,260.26
20360	OTCW0336 05-22 2387 DDA	476.25 OTCW Grant
20361	OTCW0337 05-21 2314 DDA	1,000.00 OTCW Grant
20362	PEPR1062 NATALIE GOODFELLOW DOUGLAS	80.00
20363	PURO7040 PUROLATOR COURIER LTD.	59.16
20364	SDGF8925 2022-SDGWAS-022	500.00 MFTIP - SDGF Grant
20365	SDGF8926 2022-SDGWAS-023	500.00 MFTIP - SDGF Grant
20366	SDGF8927 2022-SDGWAS-021	500.00 MFTIP - SDGF Grant
20367	SNCW0473 2022-APL-CW17	1,000.00 SNCW Grant
20368	SNCW0474 2021-NAT-CW35	1,000.00 SNCW Grant
20369	SNCW0475 2021-APL-CW01	5,000.00 SNCW Grant
20370	UCPR1256 2022-UCPRWAS-027	500.00 MFTIP - UCPR Grant
20371	UCPR1257 VOID	0.00
20372	UCPR1258 2022-UCPRWAS-028	500.00 MFTIP - UCPR Grant
		<u>51,247.67</u>

Internet Banking

10000085	HYDR3560 HYDRO ONE	190.77
10000089	BELL0510 BELL CANADA	57.29
10000094	BELL0510 BELL CANADA	200.40
10003421	BELL0510 BELL CANADA	1,031.69
10005250	HYDR3560 HYDRO ONE	34.59
10006005	HYDR3560 HYDRO ONE	34.59
10008581	HYDR3560 HYDRO ONE	34.48
10008881	FIFE2505 FINCH FEED & SEED LTD. PURINA	670.72
10008882	HYDR3560 HYDRO ONE	2,001.38
10008883	MACE5505 MACEWEN PETROLEUM INC.	947.72
10009850	UNIO9003 ENBRIDGE	124.79
20221003	VISA7601 VISA - LORIE HENDERSON	4,800.00
20221004	PAYW0139 PAYWORKS	123,706.70 Pay 20
20221004	BAMO0650 THE BANK OF MONTREAL	5,280.41 Pension
20221013	CIGE0230 CIVILGEO, INC	5,588.61 Renewal
20221018	BAMO0650 THE BANK OF MONTREAL	5,543.35 Pension
20221018	PAYW0139 PAYWORKS	125,812.00 Pay 21
20221018	VISA7601 VISA - LORIE HENDERSON	0.00
20221018	VISA7602 VISA - SYLVIE FRACASSI	182.60
20221018	VISA7604 VISA - JACQUES LEVERT	93.51
20221018	VISA7605 VISA - RONDA BOUTZ	2,119.70
20221018	VISA7606 VISA - SANDRA MANCINI	404.89
20221018	VISA7607 VISA - MONIQUE SAUVE	128.80
20221018	VISA7608 VISA - ANGELA COLEMAN	949.10
20221018	VISA7609 VISA - DEBORAH EDWARDS	28.25
20221031	ROBA7530 ROYAL BANK OF CANADA	1,484.22
		<u>281,450.56</u>

EFT Banking

11151	BENU0580 BEECH NURSERY WEST	14,467.39
11151	AM405500 ALISON McDONALD	241.10
11152	BESE0590 BEGG-SEGUIN HARDWARE LIMITED	1,931.84
11153	BUSI0578 STAPLES COMMERCIAL/TREVIPAY	133.22

00029

11154	CA201030	VILLAGE DE/OF CASSELMAN	2,800.00
11155	CG403431	CAROLINE GOULET	893.62
11156	CHPR1040	CHARBONNEAU PROPERTY MAINTENANCE INC	361.60
11157	CHRE1051	ETCETERA PUBLICATIONS (CHESTERVILLE) INC	35.00
11158	CIOT0270	CITY OF OTTAWA	6,381.55 Lab Analysis
11159	COAU1115	COOTER'S AUTOMOTIVE	2,547.17
11160	CR407480	CHEYENE BRUNET	99.08
11161	FERG3000	FERGUSON FOREST CENTRE	7,854.63 Trees - Roadside
11162	JM405530	JOHN MESMAN	631.96
11163	KIMS4530	KIM'S MOBILE LOCKSMITH SERVICE	226.00
11164	PR207531	UNITED COUNTIES OF PRESCOTT & RUSSELL	1,700.00
11165	TENA8506	TENAQUIP INDUSTRIAL EQUIPMENT	27.94
11166	THRE8090	THOMSON REUTERS CANADA	1,535.10
11167	GRWI3450	GROW WILD	27,204.75 Trees - Gamble property
11168	JP2G4560	JP2G CONSULTANTS INC	10,223.68 Techncial Services
11169	LAPL5015	LAPLANTE CHEVROLET BUICK GMC	65,651.30 Chev Silverado truck
11170	OMER6450	OMERS	40,636.88 Pension
11171	BASA0980	BARRY SARAZIN	500.00
11172	CG403431	CAROLINE GOULET	650.00
11173	COCO3250	CORNERSTONE CONVENIENCE STORE - 10592056 CANADA INC.	114.18
11174	COMM1130	UNIVERSAL FIELD SUPPLIES	58.59
11175	DEPU1500	DENIS DUPONT	500.00
11176	EM405490	ERIC MCGILL	50.00
11177	FERG3000	FERGUSON FOREST CENTRE	747.50
11178	IRMO4430	IRON MOUNTAIN CANADA OPERATIONS ULC	13.18
11179	JM405530	JOHN MESMAN	3,404.89
11180	LAEN5540	LASCELLES ENGINEERING & ASSOCIATES LTD	2,486.00
11181	LANN5020	LANNIN'S GARAGE	188.75
11182	LATR5065	1000224147 ONT INC (LATREMOUILLE TOOL SALES RENT	2,649.85
11183	NOVA6200	NOVA NETWORKS	868.97
11184	NS206050	TOWNSHIP OF NORTH STORMONT	268.52
11185	PR207531	UNITED COUNTIES OF PRESCOTT & RUSSELL	860.00
11186	TRPE8490	TREVOR PEARCE	500.00
11187	CAQU1034	CRYSLER AUTOMOTIVE CENTRE	22.44
11188	LAEN5540	LASCELLES ENGINEERING & ASSOCIATES LTD	6,271.50 Contracted Services
11189	LANN5020	LANNIN'S GARAGE	287.25
11190	LATR5065	1000224147 ONT INC (LATREMOUILLE TOOL SALES RENT	432.79
11191	NOVA6200	NOVA NETWORKS	3,384.35
11192	PATO6940	PAUL'S TOOLS RENTAL	762.75
11193	RIDE7565	RIDEAU VALLEY CONSERVATION AUTHORITY	980.00
11194	RR407565	RYAN ROBSON	355.92
11195	SIBA8020	SIMPLY BAKED CATERING INC	516.98
11196	SSMA8250	SSC MAINTENANCE SERVICES INC	2,590.51
11197	STIN8000	STORM INTERNET SERVICES	169.50
11198	THRE7560	THE REVIEW	190.97
11199	TRCA8650	TRADUCTIONS CATMAC TRANSLATIONS	271.38
11200	TWPE8590	TWIN PEAKS SANITARY SERVICES INC.	627.15
11201	WISP8055	WINCHESTER SPRINGS MOBILE WASH	395.50
11202	AM405500	ALISON McDONALD	925.59
11203	BRSA0590	BRAZEAU SANITATION INC.	1,779.75
11204	BUSI0578	STAPLES COMMERCIAL/TREVIPAY	368.28
11205	CHRE1051	ETCETERA PUBLICATIONS (CHESTERVILLE) INC	293.07
11206	COAU1115	COOTER'S AUTOMOTIVE	112.99
11207	DSAO2250	DRAINAGE SUPERINTENDENTS ASSOCIATION OF ONTARIO	185.00
11208	IMPR4000	IMPRESSIONS INC	141.25
11209	LAEN5540	LASCELLES ENGINEERING & ASSOCIATES LTD	5,367.50 Architectural Plans
11210	LANN5020	LANNIN'S GARAGE	232.91
11211	LAPL5015	LAPLANTE CHEVROLET BUICK GMC	79.46
11212	LATR5065	1000224147 ONT INC (LATREMOUILLE TOOL SALES RENT	6,319.75 Equipment rental
11213	LLMC5040	LLOYD MCMILLAN EQUIPMENT LTD.	372.90
11214	MOOS5524	MOOSE CREEK PRECAST	1,369.00
11215	NOVA6200	NOVA NETWORKS	2,388.54
11216	RL305012	RENE LALONDE	119.56
11217	SHSI8023	SHANE SIGNS	186.45
11218	SUGR8052	SUPERIOR GROUP	1,375.78
11219	TESE7650	TECRANE SERVICE INC	574.89
			<hr/>
			238,895.90



To: Board of Directors
From: Johanna Barkley, Director of Finance
Date: November 9, 2022
Subject: Update: 2022 Audit Planning

RECOMMENDATION:

The Board of Directors receive and file the Draft 2022 Audit Planning letter attached from Baker Tilly: and

FURTHER THAT: The Chair sign the 2022 Audit Planning and Engagement letters.

BACKGROUND:

Baker Tilly was engaged as the Authority's auditor on January 20th, 2022 (Resolution Number BD-009/22).

DISCUSSION:

The planning and engagement letters outline the auditor's independence, and responsibilities of both the auditor and Board of Directors.

The audit planning and engagement letters attached to this report is a communication requirement as per *Canadian Auditing Standards* ("CAS"). If the Board of Directors have questions about the audit process, they are encouraged to contact Baker Tilly.

Baker Tilly will be onsite February 2023 for the 2022 audit and will present the draft 2022 audited Financial Statements at the Annual General Meeting scheduled for the March 16th, 2023, Board meeting.

FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:

Compliance with Budget: The audit fees are included in the 2023 DRAFT budget.

SNC Policy Adherence: As per Auditing best practices.

Johanna Barkley,
Director of Finance.

Attachments: 2022 Audit Planning Letter
2022 Audit Engagement Letter

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November 8, 2022

South Nation River Conservation Authority
38 Victoria Street
P.O. Box 29
Finch ON K0C 1K0

Attention: Members of the Board of Directors

Dear Sir / Madam:

Re: Audit of the Financial Statements of South Nation River Conservation Authority

This report is intended solely for the use of the Board of Directors and should not be distributed without our prior consent. We accept no responsibility to a third party who uses this communication.

We have been engaged to express an audit opinion on the financial statements of South Nation River Conservation Authority ("the Authority") for the year ended December 31, 2022. Canadian Auditing Standards ("CAS") require that we communicate the following information with you in relation to your audit.

Management is responsible for establishing and maintaining an adequate internal control structure and procedures for financial reporting. This includes the design and maintenance of accounting records, recording transactions, selecting and applying accounting policies, safeguarding of assets and preventing and detecting fraud and error.

Auditor Independence

CAS require communications with audit committees, or other appropriate parties responsible for governance, at least annually, regarding all relationships between the Authority and our Firm that, in our professional judgement, may reasonably be thought to bear on our independence.

We will, through our planning process, identify any potential independence threats and will communicate any concerns we identify. The Authority, management and the Board of Directors have a proactive role in this process, and are responsible for understanding the independence requirements applicable to the Authority and its auditor. You must also bring to our attention any changes in the threshold status of the Authority, any concerns you may have, or any knowledge of situations or relationships between the Authority, management, personnel (acting in an oversight or financial reporting role) and our Firm, its partners/principals and audit team personnel that may reasonably be thought to bear on our independence.

In determining which relationships to report, these standards require us to consider relevant rules and related interpretations prescribed by the Chartered Professional Accountants of Ontario and applicable legislation, covering such matters as:

- (a) holding a financial interest, either directly or indirectly, in a client;

- (b) holding a position, either directly or indirectly, that gives the right or responsibility to exert significant influence over the financial or accounting policies of a client;
- (c) personal or business relationships of immediate family, close relatives, partners or retired partners, either directly or indirectly, with a client;
- (d) economic dependence on a client; and
- (e) provision of services in addition to the audit engagement.

In accordance with our professional requirements, we advise you that we are not aware of any relationships between the company and our Firm that, in our professional judgement, may reasonably be thought to bear on our independence.

Accordingly, we hereby confirm that our audit engagement team, our Firm and the other Baker Tilly Canada offices are independent with respect to the company within the meaning of the Code of Professional Conduct Rule 204 of the Chartered Professional Accountants of Ontario.

Partner and Engagement Team Rotation

Under the independence provisions of Rule 204 (as referenced above), the Firm must address familiarity threats resulting from long-term association of the lead partner and key engagement team personnel through mandatory and systematic rotation of partners and quality control review personnel for listed entity audits.

Fees at Regular Billing Rate

Our professional fees will be based on our regular billing rates, plus direct out-of-pocket expenses and applicable HST, and are due when rendered. Fees for any additional services will be established separately.

Our Responsibilities as Auditor

As stated in the engagement letter, our responsibility as auditor of your Authority is to express an opinion on whether the financial statements present fairly, in all material respects, the financial position, results of operations and cash flows of the Authority in accordance with Canadian public sector accounting standards (PSAS).

An audit is performed to obtain reasonable but not absolute assurance as to whether the financial statements are free of material misstatement. Due to the inherent limitations of an audit, there is an unavoidable risk that some misstatements of the financial statements will not be detected (particularly intentional misstatements concealed through collusion), even though the audit is properly planned and performed.

Our audit includes:

- | Assessing the risk that the financial statements may contain material misstatements that, individually or in the aggregate, are material to the financial statements taken as a whole;
- | Examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements;
- | Assessing the accounting principles used, and their application;
- | Assessing the significant estimates made by management;
- | Concluding on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the company's ability to continue as a going concern; and

- | Evaluating the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

As part of our audit, we will obtain a sufficient understanding of the business and internal control structure of the Authority to plan the audit. This will include management's assessment of:

- | The risk that the financial statements may be materially misstated as a result of fraud and error; and
- | The internal controls put in place by management to address such risks.

The engagement team must undertake a documented planning process prior to commencement of the audit to identify concerns, address independence considerations, assess the engagement team requirements, and plan the audit work and timing. It may be necessary to contact members of the Board of Directors if significant matters arise from planning procedures.

An audit does not relieve management or those responsible for governance of their responsibilities for the preparation of the Authority's financial statements.

Board of Directors Members' Responsibilities

The Board of Directors's role is to act in an objective, independent capacity as a liaison between the auditor, management, and the board of directors to ensure the auditors have a facility to consider and discuss governance and audit issues with parties not directly responsible for operations.

The Board of Directors's responsibilities include:

- | Being available to assist and provide direction in the audit planning process when and where appropriate;
- | Meeting with the auditors as necessary and prior to release and approval of financial statements to review audit, disclosure and compliance issues;
- | Where necessary, reviewing matters raised by the auditor with appropriate levels of management, and reporting back to the auditors their findings;
- | Making known to the auditor any issues of disclosure, corporate governance, fraud or illegal acts, non-compliance with laws or regulatory requirements that are known to them, where such matters may impact the financial statements or the Independent Auditors' Report;
- | Providing guidance and direction to the auditor on any additional work the auditor feels should be undertaken in response to issues raised or concerns expressed;
- | Making such enquiries as appropriate into the findings of the auditor with respect to corporate governance, management conduct, cooperation, information flow and systems of internal controls;
- | Reviewing the draft financial statements prepared by management, including the presentation, disclosures and supporting notes and schedules, for accuracy, completeness and appropriateness, and approve same to be passed to directors for approval.

Audit Approach

Outlined below are certain aspects of our audit approach which are intended to help you in discharging your oversight responsibilities. Our general approach to the audit of South Nation River Conservation Authority is to assess the risks of material misstatement in the financial statements and then respond by designing audit procedures.

Illegal Acts, Fraud, Intentional Misstatements and Errors

Our auditing procedures, including tests of your accounting records, will be limited to those considered necessary in the circumstances and will not necessarily disclose all illegal acts, fraud, intentional misstatements or errors should any exist. We will conduct the audit under CAS, which include procedures to consider (based on the control environment, governance structure and circumstances encountered during the audit), the potential likelihood of fraud and illegal acts occurring.

These procedures are not designed to test for fraudulent or illegal acts, nor will they necessarily detect such acts or recognize them as such, even if the effect of its consequences on the financial statements is material. However, should we become aware that an illegal or possible illegal act or an act of fraud may have occurred, other than one considered clearly inconsequential, we will communicate this information directly to the Board of Directors.

It is management's responsibility to detect and prevent illegal actions. If such acts are discovered or the Board of Directors becomes aware of circumstances under which the Authority may have been involved in fraudulent, illegal or regulatory non-compliance situations, such circumstances must be disclosed to us.

Related Party Transactions

During our audit, we conduct various tests and procedures to identify transactions considered to involve related parties. Related parties exist when one party has the ability to exercise, directly or indirectly, control, joint control or significant influence over the other. Two or more parties are related when they are subject to common control, joint control or common significant influence. Related parties also include management, directors and their immediate family members and companies with which these individuals have an economic interest.

We will ensure that any related party transactions that are identified during the audit have been represented by management to have been disclosed in the notes to financial statements, recorded in accordance with Canadian public sector accounting standards, and have been reviewed with you. Management is required to advise us if any related party transactions have occurred that have not been disclosed to us. The Board of Directors is required to advise us if they are aware of or suspect any other related party transactions have occurred which have not been disclosed in the financial statements.

Significant Accounting Principles and Policies

The Authority's financial statements will be prepared by management using various accounting principles, which have been incorporated into the Authority's accounting policies and disclosed in the notes to the financial statements. Where accounting policies have changed from one period to the next, such changes will be noted and the effect of these changes will be disclosed.

The accounting policies adopted may be acceptable policies under Canadian public sector accounting standards; however, alternative policies may also be acceptable under Canadian public sector accounting standards. The Authority and the Board of Directors have a responsibility to not adopt extreme or inappropriate interpretations of Canadian public sector accounting standards that may have inappropriate or misleading results. Alternative policies, if adopted, may produce significant changes in the reported results of the operations, financial position and disclosures of the Authority.

The Board of Directors has a responsibility to review the accounting policies adopted by the Authority, and where alternative policies are available, make determinations as to the most appropriate policies to be adopted in the circumstances. If members of the Board of Directors are concerned that the adoption or change of an accounting policy may produce an inappropriate or misleading result in financial reporting or disclosure, this concern must be discussed with management and the auditors. If the Board of Directors believes that a policy or policies adopted are inappropriate or produce a misleading result in the circumstances, these concerns should be discussed with us directly, either privately or in Board of Directors meetings.

Risk-based

Our risk-based approach focuses on obtaining sufficient appropriate audit evidence to reduce the risk of material misstatement in the financial statements to an appropriately low level. This means that we focus our audit work on higher risk areas that have a higher risk of being materially misstated.

Materiality

Materiality is defined as:

Materiality is the term used to describe the significance of financial statement information to decision makers. An item of information, or an aggregate of items, is material if it is probable that its omission or misstatement would influence or change a decision. Materiality is a matter of professional judgement in the particular circumstances.

Materiality is used throughout the audit and in particular when:

- (a) Identifying and assessing risk of material misstatement;
- (b) Determining the nature, timing and extent of further audit procedures; and
- (c) Evaluating the effect of uncorrected misstatements, if any, on the financial statements and in forming an opinion on the auditors' report.

Audit Procedures

The objective of the tests of controls is to evaluate whether certain controls operated effectively. The objective of the tests of details is to detect material misstatements in the account balances and transaction streams. Substantive analytical procedures are used to identify differences between recorded amounts and predictable expectations in larger volumes of transactions over time.

In response to our risk assessment and based on our understanding of internal controls, we will use a substantive approach for the audit.

In Closing

Should any member of the Board of Directors wish to discuss or review any matter addressed in this letter or any other matters related to financial reporting, please do not hesitate to contact us at any time.

To ensure there is a clear understanding and record of the matters discussed, we ask that members of the Board of Directors sign their acknowledgement in the spaces provided below.

Yours truly,

BAKER TILLY REO LLP



Benjamin Mann, CPA, CA
Partner
Phone: 613-774-9889

Acknowledgement of Board of Directors:

We have read and reviewed the above disclosures and understand and agree with the comments therein.

South Nation River Conservation Authority

_____	_____	_____
Print Name	Signature	Date signed
_____	_____	_____
Print Name	Signature	Date signed

Baker Tilly REO LLP

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November 8, 2022

South Nation River Conservation Authority
38 Victoria Street
P.O. Box 29
Finch ON K0C 1K0

Dear Sirs and Mesdames

Baker Tilly REO LLP, the "Firm", is pleased to be appointed auditor of South Nation River Conservation Authority for the year ending December 31, 2022. The purpose of this letter is to outline the terms of our engagement to audit the financial statements of South Nation River Conservation Authority, which comprise the statement of cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter. Our audit will be conducted with the objective of our expressing an opinion on the financial statements.

Objective, Scope and Limitations

Our function as auditor of South Nation River Conservation Authority is to report to the members by expressing an opinion on South Nation River Conservation Authority's annual financial statements. We will conduct our audit in accordance with Canadian generally accepted auditing standards and will issue an audit report.

Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement, whether due to error or fraud.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

It is important to recognize that an auditor cannot obtain absolute assurance that material misstatements in the financial statements will be detected because of:

- (a) Factors such as use of judgement, and the use of testing of the data underlying the financial statements;
- (b) Inherent limitations of internal control; and
- (c) The fact that much of the audit evidence available to the auditor is persuasive rather than conclusive in nature.

Furthermore, because of the nature of fraud, including attempts at concealment through collusion and forgery, an audit designed and executed in accordance with Canadian generally accepted auditing standards may not detect a material fraud. Further, while effective internal control reduces the likelihood that misstatements will occur and remain undetected, it does not eliminate that possibility. For these reasons, we cannot guarantee that fraud, error, irregularities or illegal acts, if present, will be detected when conducting an audit in accordance with Canadian generally accepted auditing standards.

Our Responsibilities

We will perform the audit in accordance with Canadian generally accepted auditing standards. These standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements present fairly, in all material respects, the financial position, results of operations and cash flows in accordance with Canadian generally accepted accounting principles. Accordingly, we will plan and perform our audit to provide reasonable, but not absolute, assurance of detecting fraud and errors that have a material effect on the financial statements taken as a whole, including illegal acts whose consequences have a material effect on the financial statements.

One of the underlying principles of the profession is a duty of confidentiality with respect to client affairs. Accordingly, except for information that is in or enters the public domain, we will not provide any third party with confidential information concerning the affairs of South Nation River Conservation Authority without South Nation River Conservation Authority's prior consent, unless required to do so by legal, regulatory, administrative or other authority, or the Rules of Professional Conduct applicable to us.

We will communicate in writing to the Board Executive the relationships between our firm and South Nation River Conservation Authority, including related entities that, in our professional judgement, may reasonably be thought to bear on our independence. Further, we will confirm our independence with respect to South Nation River Conservation Authority within the meaning of the applicable Provincial Rules of Professional Conduct and information on relevant safeguards designed to ensure the auditor's continued independence.

The objective of our audit is to obtain reasonable assurance that the financial statements are free of material misstatement. However, if we identify any of the following matters, they will be communicated to the appropriate level of management:

- (a) Misstatements, resulting from error, other than trivial errors;
- (b) Fraud or any information obtained that indicates that a fraud may exist;
- (c) Any evidence obtained that indicates that an illegal or possibly illegal act, other than one considered inconsequential, has occurred;
- (d) Significant weaknesses in the design or implementation of internal control to prevent and detect fraud or error; and
- (e) Related party transactions identified by us that are not in the normal course of operations and that involve significant judgements made by management concerning measurement or disclosure.

We may also communicate certain additional matters to the Board Executive and the appropriate members of management. Such matters include:

- (a) our professional judgements on the qualitative aspects of accounting principles used in South Nation River Conservation Authority's financial reporting, including:
 - (i) the initial selection of and changes in significant accounting policies and their application, including the adoption of new accounting policies;

- (ii) the effect of significant accounting policies in controversial and emerging areas, or those unique to your industry;
 - (iii) the existence of acceptable alternative policies and methods, and the acceptability of the particular policy or method used by management;
 - (iv) the issues involved, and related judgements made by management, in formulating particularly sensitive accounting estimates and disclosures and the basis for our conclusions regarding the reasonableness of those estimates in the context of the financial statements taken as a whole; and
 - (v) uncorrected misstatements aggregated by us during our audit that were determined by management to be immaterial, both individually and in the aggregate, to the financial statements taken as whole;
- (b) any disagreements with management, whether or not satisfactorily resolved, about matters that individually or in total could be significant to the financial statements or our report;
- (c) our views about any matters that were the subject of management's consultation with other accountants about auditing and accounting matters;
- (d) major issues that we discussed with management in connection with the retention of our services, including, among other matters, any discussions regarding the application of accounting principles and auditing standards; and
- (e) any serious difficulties that we encountered in dealing with management in the performance of the audit.

The matters communicated will be those that we identify during the course of our audit. Audits do not usually identify all matters that may be of interest to management in discharging its responsibilities. The type and significance of the matter to be communicated will determine the level of management to which the communication is directed.

We will consider South Nation River Conservation Authority's internal control to identify types of potential misstatements, consider factors that affect the risks of material misstatement, and design the nature, timing and extent of further audit procedures. This consideration will not be sufficient to enable us to render an opinion on the effectiveness of internal control over financial reporting.

At the end of the engagement, we will provide management or others so designated with our recommendations designed to help make improvements in your internal control structure and operation. This communication will be in a mutually agreeable format and will include only those matters that came to our attention during our audit.

Form and Content of Audit Opinion

Unless unanticipated difficulties are encountered, our report will be substantially in the following form contained in Appendix A to this letter.

Management's Responsibilities

Our audit will be conducted on the basis that management *[and, where appropriate, those charged with governance]* acknowledge and understand that they are responsible for:

Financial Statements

- a) The preparation and fair presentation of South Nation River Conservation Authority's financial statements in accordance with the Canadian public sector accounting standards (PSAS);

Completeness of information

- b) Providing us with and making available complete financial records and related data, and copies of all minutes of meetings of the shareholders, directors and committees of directors;
- c) Providing us with information relating to any known or probable instances of non compliance with legislative or regulatory requirements, including financial reporting requirements;
- d) Providing us with information relating to any illegal or possibly illegal acts, and all facts related thereto;
- e) Providing us with information regarding all related parties and related party transactions;
- f) Any additional information that we may request from management for the purpose of this audit;
- g) Providing us with unrestricted access to persons within the Authority from whom we determine it necessary to obtain audit evidence;

Fraud and error

- h) Internal control that management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error;
- i) An assessment of the risk that the financial statements may be materially misstated as a result of fraud;
- j) Providing us with information relating to fraud or suspected fraud affecting the Authority involving:
 - i) Management;
 - ii) Employees who have significant roles in internal control; or
 - iii) Others, where the fraud could have a non trivial effect on the financial statements;
- k) Providing us with information relating to any allegations of fraud or suspected fraud affecting the Authority's financial statements communicated by employees, former employees, analysts, regulators or others;
- l) Communicating its belief that the effects of any uncorrected financial statement misstatements aggregated during the audit are immaterial, both individually and in the aggregate, to the financial statements taken as a whole;

Recognition, measurement and disclosure

- m) Providing us with its assessment of the reasonableness of significant assumptions underlying fair value measurements and disclosures in the financial statements;
- n) Providing us with any plans or intentions that may affect the carrying value or classification of assets or liabilities;
- o) Providing us with information relating to the measurement and disclosure of transactions with related parties;
- p) Providing us with an assessment of all areas of measurement uncertainty known to management that are required to be disclosed in accordance with Canadian public sector accounting standards (PSAS);
- q) Providing us with information relating to claims and possible claims, whether or not they have been discussed with South Nation River Conservation Authority's legal counsel;
- r) Providing us with information relating to other liabilities and contingent gains or losses, including those associated with guarantees, whether written or oral, under which South Nation River Conservation Authority is contingently liable;

- s) Providing us with information on whether South Nation River Conservation Authority has satisfactory title to assets, whether liens or encumbrances on assets exist, or assets are pledged as collateral;
- t) Providing us with information relating to compliance with aspects of contractual agreements that may affect the financial statements;
- u) Providing us with information concerning subsequent events;
- v) Providing us with representations on specific matters communicated to us during the engagement;

Written confirmation of significant representations

- w) Providing us with written confirmation of significant representations provided to us during the engagement on matters that are:
 - i) Directly related to items that are material, either individually or in the aggregate, to the financial statements;
 - ii) Not directly related to items that are material to the financial statements but are significant, either individually or in the aggregate, to the financial statements; and
 - iii) Relevant to management's judgements or estimates that are material, either individually or in the aggregate, to the financial statements.

Professional team member matters

- x) Not soliciting the staff of Baker Tilly REO LLP;
- y) Providing appropriate work space and technical arrangements as appropriate including privacy and telephones; and
- z) Ensure that the staff of Baker Tilly REO LLP are treated in a responsible and professional manner at all times, recognizing there is zero tolerance to inappropriate actions at any level.

Use and Distribution of Our Report

The examination of the financial statements and the issuance of our audit opinion are solely for the use of South Nation River Conservation Authority and those to whom our report is specifically addressed by us. We make no representations of any kind to any third party in respect of these financial statements, and we accept no responsibility for their use by any third party.

We ask that our name be used only with our consent and that any information to which we have attached a communication be issued with that communication, unless otherwise agreed to by us.

Fees at Regular Billing Rate

Our professional fees will be based on our regular billing rates which depend on the means by which and by whom our services are provided, plus direct out-of-pocket expenses and applicable HST, and are due when rendered. Fees for any additional services will be established separately.

Although our services will be performed on behalf of the Authority, the members will assume personal liability for our fees incurred on this engagement and on future engagements.

Interest on Overdue Accounts

Our fees and costs will be billed monthly and are payable upon receipt. Invoices unpaid 30 days past the billing date may be deemed delinquent and are subject to an interest charge of 1.00% per month or 12.00% (APR) per annum. We reserve the right to suspend our services or to withdraw from this engagement in the event that any of our invoices are deemed delinquent. In the event that any collection action is required to collect unpaid balances due to us, you agree to reimburse us for our costs of collection, including lawyers' fees.

Costs of Responding to Government or Legal Processes

In the event we are required to respond to a subpoena, court order, government agency or other legal, regulatory, investigative, administrative or other process involving South Nation River Conservation Authority you agree to compensate us at our normal hourly rates for the time we reasonably expend in connection with such response, and to reimburse us for all of our out-of-pocket costs (including applicable HST) incurred.

Working Papers

The working papers, files, other materials, reports and work created, developed or performed by us during the course of the engagement are the property of Baker Tilly REO LLP, constitute confidential information and will be retained by us in accordance with our firm's policies and procedures.

Privacy

It is hereby acknowledged that in order to complete our engagement as auditor, we may be required to access or have access to personal information in your possession. Our services are provided based on the following:

- a) You represent that before we access this personal information, you have obtained the necessary consents for the collection, use and disclosure of this personal information as required under the applicable privacy legislation; and
- b) We will collect and utilize this personal information only for the purpose of completing this engagement. Any information collected will be subject to our Privacy Policy, which is available in hard copy from the privacy officer in our office, upon request.

File Inspections

In accordance with professional regulations (and by our firm's policy), our client files may be periodically reviewed by practice inspectors and by other engagement file reviewers to ensure that we are adhering to our professional and firm standards. File reviewers are required to maintain confidentiality of client information.

Internet Communications

During the engagement we may from time to time communicate with you electronically. However, as you are aware, the electronic transmission of information cannot be guaranteed to be secured or error free and such information could be intercepted, corrupted, lost, destroyed, arrive late or incomplete or otherwise be adversely affected or unsafe to use. We shall not have any liability to you arising from or in connection with the electronic communication of information to you during or as a result of its electronic transmission outside of the Firm's electronic environment. If the communication relates to a matter of significance and there are concerns about possible effects of electronic transmission a hard copy of such transmission should be requested from us.

Baker Tilly REO LLP has adopted the policy of corresponding by electronic mail ("e-mail") unless notified otherwise. If you specifically want us to never use e-mail in respect of correspondence on your file, please notify us in writing. Otherwise, we will assume that you have approved of our use of e-mail for communication purposes.

Limitation of Liability

You agree that any and all claims you may have against our Firm or its professional staff arising out of all services provided to South Nation River Conservation Authority by us, whether in contract, negligence, or otherwise known to law, shall be regarded as one claim and our liability to the Authority shall be limited to the lesser amount of \$100,000 or the amount of our professional liability insurance in effect as at the date of the claim being made known to us and only to the extent that such insurance is available to satisfy any claim. If this limit of liability is insufficient for your purposes, we would be pleased to discuss with you a different limit that may result in our charging a higher fee..

You expressly agree that the Authority will not bring any proceedings in any court of any jurisdiction advancing any claim against our professional staff and employees.

You expressly agree that any liability our Firm may have to you shall not be joint and several with any other party, but shall be several, and limited to the percentage or degree of our fault in proportion to the fault or wrongdoing of all persons who contributed to the loss.

You expressly agree that any and all claims, whether in contract, negligence, or otherwise known to law arising out of our professional services under this engagement vest exclusively in South Nation River Conservation Authority, and you agree to wholly indemnify and hold harmless our Firm and its professional staff from any and all claims that may be brought against our Firm or its professional staff by any shareholder, director or officer of the Authority in any way arising out of or connected to our services provided to you.

You agree that our liability for all claims you may have or bring in connection with the professional services rendered arising out of or ancillary to this agreement shall absolutely cease to exist after a period of four years from the date of:

- a) Performance of this engagement;
- b) Delivery to the Authority of our Auditor's Report, your financial statements, or the completion of the preparation of any tax filing with any government authority;
- c) Suspension or abandonment of this engagement; or
- d) Termination of our services pursuant to this agreement,

whichever shall occur first, regardless of whether you were aware of the potential for making a claim against us within that period. Following the expiration of the aforesaid period, you agree that neither you, your agents or assigns shall make any claim or bring any proceeding against us.

Termination

If we elect to terminate our services for non-payment, or for any other reason provided for in this letter, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended, and to reimburse us for all of our out of pocket costs, through the date of termination.

Should South Nation River Conservation Authority not fulfill its obligations toward the Firm under the agreement, particularly those set out under the heading "Management's Responsibilities", and in the event that South Nation River Conservation Authority fails to remedy such default within thirty days following receipt of a notice from the Firm to this effect, the Firm may, without prejudice to its other rights and recourses, and without any further notice, cease providing services hereunder and consider the present agreement terminated. In such case, the Firm will not be responsible for any loss, costs, expenses or damages resulting from such termination. shall be responsible for all time and expenses incurred up to the termination date.

Term

The terms of our engagement outlined in this letter will be effective from year to year until amended or terminated in writing.

Reproduction of Auditor's Engagement Report

If reproduction or publication of our audit report (or reference to our report) is planned in an annual report or other document, including electronic filings or posting of the report on a website, a copy of the entire document should be submitted to us in sufficient time for our review before the publication or posting process begins.

Management is responsible for the accurate reproduction of the financial statements, the auditor's report and other related information contained in an annual report or other public document (electronic or paper-based). This includes any incorporation by reference to either full or summarized financial statements that we have audited.

We are not required to read the information contained in your website or to consider the consistency of other information on the electronic site with the original document.

At some future date you may wish or be required to include the financial statements referred to above and our report thereon in a filing with a securities commission or other securities regulatory authority, either in Canada or in a foreign jurisdiction (other than the required filing of the financial statements on SEDAR). This would include, but is not limited to, filings in connection with an initial registration of securities, a public offering and a take-over transaction or other business combination which would result in the Authority or another party being required to file the financial statements and our reports with such authorities. We will consider whether we will consent to the inclusion of our report in any such filing at that time, based on the particular circumstances. Because our consent is not automatic we ask that management notify us of any event which could give rise to the request for our consent as soon as practicable so that we can consider whether we will consent to the inclusion of our report in such documents and advise you accordingly.

Taxation Services

In addition to the audit services referred to above, we will prepare your federal and provincial income tax returns and perform other services. Management will provide the information necessary to complete these returns, which management will file with the appropriate authorities on a timely basis.

We frequently offer taxation advice and assistance to our clients. Any tax planning and advice of even the highest standard is based on interpretation of the law and experience with the taxation authorities. Therefore, the conclusions reached and views expressed are often matters of opinion rather than of certainty.

We will use our professional judgement in preparing your returns. Where tax law is unclear or there are conflicting interpretations of the law by tax authorities and courts, we will explain to you the possible positions that may be taken on your return. We will follow the position that you request so long as it is consistent with tax laws, regulations, and interpretations put forward by the tax authorities or courts. If the tax authorities should later challenge the position taken, there may be assessment of additional tax plus interest and penalties. We assume no liability for any such additional tax, interest or penalties. Management has final responsibility for the tax returns, therefore, you should review them carefully before you sign and file them.

We will provide additional tax services if specifically requested. Any such services will be subject to the terms and conditions herein except those specified services which are subject to a separate engagement letter.

It is our policy to put tax opinions and planning advice in writing. You should not rely on any opinion or advice that has not been confirmed in writing by our Firm.

Accounting Adjustments

During the course of our audit, financial statement misstatements may be identified, either through our audit procedures or through communication by your employees to us, and we will bring these misstatements to your attention as proposed adjustments. Management is responsible for recording such adjustments in the financial statements, or concluding that the effects of the unrecorded adjustments are, both individually and in the aggregate, immaterial to the financial statements taken as a whole.

Preparation of Schedules

We understand that you and/or your employees will prepare agreed upon schedules and will locate requested documents for our use at dates agreed upon prior to commencement of our audit. This assistance will facilitate our work and will help to minimize our costs. Any failure to provide these working papers or documents on a timely basis, may impede our services, and require us to suspend our services or withdraw from the engagement.

Other Services

If requested by you, we will, as allowed by the *Code of Professional Conduct /Code of Ethics*, prepare other special reports as required. Management will provide the information necessary to complete these reports and will file them with the appropriate authorities on a timely basis.

Timely Performance

The Firm will use all reasonable efforts to complete within any agreed upon time frame the performance of the services described in this engagement letter. However, the Firm shall not be liable for failures or delays in performance that arise from causes beyond its control, including the untimely performance by you of your obligations as set out above under the heading "Management's Responsibilities".

Indemnification

You hereby agree to release, indemnify and hold harmless the Firm and its partners, agents, officers and employees, from and against any and all losses, costs (including solicitors' fees), damages, expenses, claims, demands or liabilities arising out of or in consequence of:

- a) a breach by South Nation River Conservation Authority, or its directors, officers, or employees, of any of the provisions herein;
- b) any misrepresentation by your management; and
- c) the services performed by us pursuant to this engagement,

unless, and to the extent that, such losses, costs, damages and expenses are found by a court to have been due to the negligence, willful misconduct or dishonesty of the Firm.

This release and indemnification will survive termination of this engagement letter.

Alliance of Independent Firms

We are a member of Baker Tilly Canada Cooperative, an association of independently owned and operated accounting firms in Canada some of which practice under a common name and that sponsor a number of programs to enhance the ability of the members to be of service to their respective clients nationally and internationally. The national association is not an accounting firm and our practice is not integrated with that of any of the other members. Baker Tilly is a registered trademark of the Baker Tilly Canada Cooperative used under license. We at the Firm are solely responsible for the professional engagement covered by this letter.

Baker Tilly Canada Cooperative is an independent member of Baker Tilly International. Baker Tilly International Limited is an English company. Baker Tilly International provides no professional services to clients. Each member firm is a separate and independent legal entity and each describes itself as such. Neither Baker Tilly Canada Cooperative, nor Baker Tilly REO LLP are Baker Tilly International's agents and do not have authority to bind Baker Tilly International or act on Baker Tilly International's behalf. None of Baker Tilly International, Baker Tilly Canada Cooperative, Baker Tilly REO LLP, nor any of the other member firms of Baker Tilly International has any liability for each other's acts or omissions. The name Baker Tilly and its associated logo is used under licence from Baker Tilly International Limited.

Governing Legislation

This engagement letter is subject to, and governed by, the laws of the Province of Ontario. The Province of Ontario will have exclusive jurisdiction in relation to any claim, dispute or difference concerning this engagement letter and any matter arising from it. Each party irrevocably waives any right it may have to object to any action being brought in those courts to claim that the action has been brought in an inappropriate forum or to claim that those courts do not have jurisdiction.

Conclusion

We are proud to serve as auditor of South Nation River Conservation Authority and we appreciate your confidence in our work. If the services outlined herein are in accordance with your requirements and if the above terms are acceptable, please have one copy of this letter signed in the space provided below and return it to us.

Yours truly,

BAKER TILLY REO LLP

Baker Tilly REO LLP

Benjamin Mann, CPA, CA
Partner
Phone: 613-774-9889

Acknowledged and agreed to on behalf of South Nation River Conservation Authority by:

Date signed

Date signed

Date signed

Appendix A - Expected Form of Report

To the Members of South Nation River Conservation Authority

Opinion

We have audited the financial statements of South Nation River Conservation Authority (the Authority), which comprise the statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Authority as at December 31, 2022, and the results of its operations and cash flow for the period then ended in accordance with Canadian public sector accounting standards (PSAS).

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Authority in accordance with ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with PSAS, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Authority's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Authority or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Authority's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- 1 Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

Appendix A (continued)

- | Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control.
- | Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- | Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Authority's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Authority to cease to continue as a going concern.
- | Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.



To: Board of Directors
From: Carl Bickerdike, Chief Administrative Officer
Date: November 10, 2022
Subject: Update: Bill 23, *More Homes Built Faster Act*, 2022

RECOMMENDATION:

The Board of Directors receive and file the update on Bill 23, *More Homes Built Faster Act*, 2022 and proposed amendments to the *Conservation Authorities Act*.

DISCUSSION:

On October 25, 2022, the provincial government introduced Bill 23, *More Homes Built Faster Act*, 2022; omnibus legislation that amends ten acts including the *Conservation Authorities Act*. The Bill is currently in second reading and is before the Standing Committee on Heritage, Infrastructure and Cultural Policy for consideration.

The Bill proposes significant changes to the land use planning process in Ontario including considerable, and potentially irreversible, operational changes to municipal partners and conservation authorities.

Various amendments in the Bill:

- prohibit municipalities from entering into agreements with conservation authorities (CAs) for the review of planning applications and technical studies;
- exempt certain development projects with *Planning Act* approval from CA natural hazard development permits;
- remove the consideration of 'conservation of lands' and 'pollution' from CA natural hazard development permit decisions;
- reduce municipal development charges and freeze conservation authority fees;
- change the evaluation criteria and weaken protection for Provincially Significant Wetlands; and
- require CAs identify conservation lands that may be suitable for development.

In response to Bill 23, Conservation Ontario presented a submission to Standing Committee on November 9th, 2022. Eastern Ontario CAs have also been meeting with their partner municipalities and local MPPs to discuss impacts to municipal planning and development processes, and to coordinate responses to the proposed significant environmental policy changes.

South Nation Conservation is actively working with its municipal and CA partners to analyze and mitigate the potential impacts of Bill 23. A summary of SNC action on Bill 23 is below:

- Meeting with MPP Sarrazin and MPP Quinn attended by Executive Committee,



SNC Staff and County Staff (United Counties of Stormont, Dundas and Glengarry and United Counties of Prescott and Russell);

- Regular email updates to SNC Board of Directors, Executive, and municipal leadership;
- Press release (attached);
- Meetings with municipal CAOs and elected officials;
- Participation in Conservation Ontario working groups to coordinate response;
- Media interviews with CBC, Le Droit, and Chesterville Record; and
- Leading a coordinated Eastern Ontario submission to standing committee (draft attached).

FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:

Staff will continue to work with member municipalities and Conservation Ontario to raise awareness and seek positive changes to Bill 23. Further updates on Bill 23 will be shared with the Board as they arise.

Carl Bickerdike,
Chief Administrative Officer.

Attachments:

Eastern Ontario CAs Respond to Bill 23 – Standing Committee Submission [Draft]

“Loss of Local Decision-Making” – Conservation Authorities Respond to Province’s Housing Bill 23 “More Homes Built Faster Act” - SNC Press Release

Eastern Ontario Conservation Authorities

November 15, 2022



The Honourable Doug Ford
Premier of Ontario
Legislative Building, Queen's Park
Toronto, ON, M7A 1A1
premier@ontario.ca



The Honourable Graydon Smith
Minister of Natural Resources and Forestry
Whitney Block, 99 Wellesley St W,
Toronto, ON M7A 1W3
minister.mnrf@ontario.ca



The Honourable Steve Clark
Minister of Municipal Affairs and Housing
College Park 17th Floor, 777 Bay St,
Toronto, ON M7A 2J3
minister.mah@ontario.ca

The Honourable David Piccini
Minister of the Environment, Conservation and Parks
College Park 5th Floor, 777 Bay St,
Toronto, ON M7A 2J3
minister.mecp@ontario.ca

Re: Loss of Local Decision-Making: Bill 23 Does Not Work for Eastern Ontario

Dear Premier Ford, Minister Clark, Minister Smith, and Minister Piccini,

With housing affordability affecting much of Ontario, we understand your government's target to build 1.5 million new homes over the next 10 years.

Conservation Authorities (CAs) have always supported long-term sustainable growth. In fact, our role is to ensure land-use decisions made today do not impede future growth tomorrow. We accomplish this by ensuring development has minimal impacts on flooding, erosion, slope stability and water quality by guiding development away from natural hazards and protecting the function of natural features. This can only be accomplished when evaluating growth and its cumulative impacts across a watershed, which is the value and service CAs provide to municipalities. Water flows across municipal boundaries and so do the impacts of development.

In Eastern Ontario, CAs have been working closely with municipalities to reduce barriers to development and streamline processes to provide the best service possible to municipalities, communities, homeowners, and developers. For many, this includes modernizing policies and procedures, streamlining approvals, reducing timelines, meeting and reporting on service standards, and promoting pre-consultation with applicants. CAs are not a barrier to growth, but an assurance that growth is safe and sustainable, and we have been a source of cost-effective expertise for municipalities and developers for decades.

We are committed to doing our part to help increase Ontario's housing supply, but it needs to be accomplished through smart, sustainable growth that will not have detrimental impacts down the road.

00054

Eastern Ontario Conservation Authorities

We are concerned that some changes proposed in the *More Homes Built Faster Act* will:

- Weaken the ability of conservation authorities to continue protecting people and property from natural hazards such as floods;
- Diminish our ability to protect critical natural infrastructure like wetlands which reduce flooding, droughts and improve water quality in lakes and rivers; and,
- Place new downloaded responsibilities on municipalities related to natural hazards and natural resources that they are unprepared and under resourced to tackle.

We are calling on your government to press pause on the proposed changes highlighted below and to reconvene the multi-stakeholder *Conservation Authorities Working Group* that your government created. This group can help identify alternative solutions that will increase Ontario's housing supply without jeopardizing public safety or downloading additional responsibilities to municipalities. At a time when climate change is causing more frequent and intense storm events, the role and watershed mandate of CAs has never been more critical.

Proposed Changes of Concern and Their Potential Impact:

1. If conservation authorities are no longer allowed to provide planning comments to municipalities beyond natural hazards:
 - Municipalities have indicated that they will need to contract this work out to the private sector, where there is already a limited labour market, as most do not have the expertise or capacity to take on this expanded role.
 - Municipalities anticipate higher costs, and possible delays, that will be passed on to applicants and developers. The current model enables municipalities to use existing expertise within the CAs (such as biologists, water resource engineers, ecologists, hydrogeologists) to fulfill responsibilities under the Provincial Policy Statement pertaining to natural heritage and water, while saving time and money for applicants.
 - Municipalities have shared conflict of interest concerns due to the limited availability of consultants in Eastern Ontario and shared concerns about the lack of local knowledge should they need to secure consultants from other regions.
 - Municipalities are also concerned with the loss of the watershed perspective in making planning decisions, which will result in a narrow review of the impacts to natural hazards and natural heritage. Municipalities formed CAs to address this very issue.

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2. If development that is subject to a planning approval is exempt from requiring a permit from the conservation authority:
 - Municipalities will assume greater responsibility and liability for the impact of development on flooding, erosion, slope stability and water quality within municipal boundaries and in upstream and downstream communities.
 - Municipalities and CAs will require more detailed studies and designs at the planning stage which are normally not required until the permitting stage. This would make planning applications more onerous and costly for developers and slow down approvals.
 - Municipalities will also have limited mechanisms to ensure compliance outside of the permitting process if development is not constructed properly.

3. If certain types of development are deemed “low risk” and exempted from requiring a conservation authority permit:
 - Public safety and property damage risks may not be adequately addressed as a single list of exempted activities across the province will not capture local conditions and constraints. Some activities which may be low risk in one watershed, such as fencing or auxiliary buildings, may be a significant risk in others that have retrogressive landslide areas or ravines.
 - It should also be acknowledged that CAs already have the ability to exempt or streamline review processes for activities that are low risk in their watershed and this practice is already in use by most CAs.

4. If the scope of conservation authority permits is narrowed to only address natural hazard issues (removal of “pollution” and “conservation of land” considerations, restrictions on conditions that can be required as part of a permit):
 - CAs may not be able to require development setbacks from water, protect naturalized shorelines or require sediment control during construction.
 - CAs would no longer be able to address water quality concerns, which are required under federally and provincially approved “Remedial Action Plans” for designated “Areas of Concern”.
 - CAs use pollution and conservation of land considerations and conditions to limit sediment and nutrient runoff into lakes and rivers that contribute to poor water quality, excessive weed growth and algae blooms. Municipalities would become responsible to address these types of concerns.

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- Water quality in lakes and rivers is an important economic driver in Eastern Ontario as it impacts property values, tourism, recreation, and commercial fisheries, and it is the source of drinking water for many permanent and seasonal residences.
 - CAs and municipalities would welcome a consistent definition of “conservation of land” in the new regulations, pertaining to the protection, management, and restoration of lands to maintain or enhance hydrological and ecological functions.
5. If the protection of wetlands is diminished (changes to wetland evaluation criteria, elimination of wetland complexing, reduction in the area around wetlands that is regulated, introduction of offsetting measures to compensate for wetland loss and the withdrawal of MNRF as the body responsible for wetland mapping and evaluations):
- Municipalities are concerned that the withdrawal of MNRF from administering the Ontario Wetland Evaluation System and maintaining wetland mapping will be downloaded to municipalities to manage reevaluation reports from consultants and maintain up-to-date wetland mapping that is needed for development review.
 - Municipalities and CAs are concerned that there will be a loss of wetlands that will have immediate and long-term impacts. Removing wetlands is like removing dams and reservoirs. Wetlands act as infrastructure that absorb and retain a significant volume of snow melt and rain which reduces flood levels during spring runoff and storm events. They also release this water slowly throughout the rest of the year, helping augment water levels in lakes and rivers during low flow periods which reduces drought conditions. Wetlands also filter nutrients and sediment from runoff which improves water quality.
 - These benefits are particularly important where lakes and rivers are supporting agriculture, recreation, tourism, and fisheries and acting as a source of drinking water. Municipalities and CAs could never afford to build the infrastructure it would take to replace wetland functions which is estimated to be billions.
6. If the Minister freezes conservation authority fees:
- Taxpayers, not developers, would absorb increasing costs for development review. In this scenario, growth would not be paying for growth.
 - Legislative amendments made earlier this year directed conservation authorities to demonstrate that self-generated revenue such as fees for service are considered where possible to reduce pressure on the municipal levy. This includes plan review and permitting fees that are collected to offset program costs, but not exceed them.

Recommendations:

1. Municipalities should retain the choice to enter into agreements with conservation authorities for natural heritage and water-related plan review services.
 - Recent legislative amendments by this government now require agreements to include defined terms, timelines, and performance measures, and CAs have demonstrated that they can provide these comments to municipalities in a cost-effective and timely manner. CAs are also already prevented by these earlier amendments from commenting beyond natural hazards if they do not have an agreement with a municipality.
2. Development that is subject to plan approval should not be exempt from requiring a conservation authority permit.
 - The planning process is not sufficient to ensure natural hazard concerns are addressed through appropriate design and construction. This change would also place additional responsibility and liability on municipalities.
3. Conservation authorities should determine which types of developments are deemed “low risk” through their regulations policies.
 - CAs are already able to create exemptions and streamline review processes that are appropriate locally, given watersheds have unique conditions.
4. Maintain “pollution” and “conservation of land” as considerations when conservation authorities are reviewing permit applications but provide a clear definition of each to ensure a consistent approach on how it is applied.
 - Streamlining these definitions will allow CAs to provide consistency to municipalities and developers and meet obligations under other pieces of legislation that require water quality-related comments from CAs.
5. Continue to protect wetlands to reduce flooding, provide flow augmentation.
 - Wetlands are critical pieces of natural infrastructure and municipalities cannot afford to build the infrastructure it would take to replicate wetland function to protect upstream and downstream communities from flooding and drought.
6. Do not freeze fees to ensure growth pays for growth.
 - Recent legislative amendments by this government now require CAs to demonstrate through their budget process that development review fees are offsetting, but not exceeding, program costs.

Eastern Ontario Conservation Authorities

Thank you for the opportunity to share our concerns and recommendations with you.

Our goal is to support you in creating more housing in Ontario while ensuring changes to Ontario's land use planning and permitting system do not have unintended and irreversible consequences on the protection of people, property, and natural resources.

We sincerely hope that you will remove the amendments we have highlighted from Bill 23 before it is passed, and that you will reconvene your government's *Conservation Authorities Working Group* to work with your Ministry to propose alternative improvements and refinements to conservation authority development review processes.

Sincerely,

Martin Lang
Chair
Raisin Region Conservation Authority

James Flieler
Chair
Quinte Conservation Authority

Pierre Leroux
Chair
South Nation River Conservation Authority

Jan O'Neill
Chair
Crowe Valley Conservation Authority

Pieter Leenhouts
Chair
Rideau Valley Conservation Authority

Eric Sandford
Chair
Lower Trent Conservation Authority

Jeff Atkinson
Chair
Mississippi Valley Conservation Authority

Ryan Huntley
Chair
Otonabee Region Conservation Authority

Paul McAuley
Chair
Cataraqui Region Conservation Authority

Jeff Lees
Chair
Ganaraska Region Conservation Authority

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This letter has also been endorsed by the following municipal partners:



“Loss of Local Decision-Making” – Conservation Authorities Respond to Province’s Housing Bill 23 “More Homes Built Faster Act”

November 2, 2022

In a bid to address the housing supply, the Ontario government released a series of proposed legislative changes, many of which impact Ontario’s 36 Conservation Authorities.

Among them, the Province proposes to prevent municipalities from entering into agreements with Conservation Authorities (CAs) to review planning applications on their behalf, proposes exemptions from natural hazard permits for select municipalities, removes ‘conservation of lands’ and ‘pollution’ as considerations in permit decisions, freezes development fees, changes the evaluation and protection criteria for Provincially Significant Wetlands and requires CAs to identify conservation lands suitable for development.

Earlier this year, the Province published a “Housing Affordability Task Force Report” that introduced 55 recommendations to increase house supply in Ontario. CAs were not named within the report, demonstrating they are already proactively working with the development industry and all levels of government to ensure safe and sustainable development can occur while balancing the needs of people and the environment, the economy and ecology.

“Conservation Authorities are not a barrier to growth and CAs in high-growth areas of the province are already participating in a Timely Review Task Force with service level commitments of 14, 21, and 28 day reviews, compared to the Province’s 30 and 90 day timelines,” explains George Darouze, Deputy Mayor and Councillor, Osgoode Ward, City of Ottawa.

Bill 23 is a departure from recent amendments to the *Conservation Authorities Act* that directed CAs to focus their work on natural hazard related programs but allows municipalities to choose whether CAs provide technical advice based on their local needs and deliver programs in their municipalities through funding agreements.

“Our Conservation Authority works as our municipality’s environmental partner,” explains Mario Zanth, Mayor of the City of Clarence-Rockland, “CA staff have rolled out the red carpet to help provide timely development approvals to projects in environmentally significant areas. After the Ottawa River floods of 2017 and 2019, people understand the value and impact of the services they provide.”

While CAs are created through provincial legislation, they are largely funded and work for municipalities within their watersheds. South Nation Conservation (SNC) is one of the oldest environmental agencies in Ontario and has continued to expand its jurisdiction at the request of municipalities, first along the St. Lawrence River, and more recently, along the Ottawa River.

In Clarence-Rockland, an obvious step after the historic Ottawa River floods was to partner with the CA to complete updated natural hazard maps and to contract SNC to review



development proposals on their behalf. The result has been a clear win-win for both organizations and the development community to help design sustainable communities, away from natural hazards, while protecting key natural heritage areas.

In Eastern Ontario, SNC has agreements with neighbouring agencies to streamline development review processes and deliver planning services to help municipalities short on resources meet their provincial requirements. Recently, SNC also expanded its septic system program into Leeds-Grenville to help municipalities meet their requirements under the Ontario Building Code after the local Health Unit stopped delivering this service.

These arrangements provide a watershed-based approach to land use planning decisions and coordinate resources to save taxpayer costs. SNC provides shared expertise instead of each of its 16 municipalities having their own hydrogeologist, biologist, and engineers.

“We have a long-standing and positive working relationship with SNC and we appreciate their feedback and expertise in helping us make good planning decisions,” added Pierre Leroux, Mayor of Russell Township, “the CA is a valued partner in providing valuable services to our community.”

Bill 23 also proposes changes to the classification and protection of Provincially Significant Wetlands (PSWs), areas where development activities require permission from CAs. SNC, unlike other CAs, only regulates development within PSWs and Locally Significant Wetlands (LSWs) that are studied and zoned locally by municipalities for protection. Wetlands minimize the risk of drought, reduce flooding by absorbing and storing excess water and help control erosion. The proposed changes will reduce the area of protected wetlands on the local landscape which means more potential for impacts to communities from flood and drought.

“SNC’s approach of supporting the municipality’s decisions regarding the required environmental protections and studies allows for local decision-making,” explains Steve Densham, Deputy Mayor Elect of the Township of North Stormont, “additionally, given the economies of scale with our CA, we benefit from lower cost and expertise that can efficiently and effectively meet our needs.”

FOR MORE INFORMATION:

Carl Bickerdike, Chief Administrative Officer, South Nation Conservation,
cbickerdike@nation.on.ca | 1877-984-2948.



To: Board of Directors
From: Alison McDonald, Managing Director, Approvals
Date: November 10, 2022
Subject: Update: Supporting Municipalities – Bill 109

RECOMMENDATION:

The Board of Directors receive and file the update on supporting municipalities with Bill 109.

BACKGROUND:

Bill 109, *More Homes for Everyone Act, 2022* received Royal Assent on April 14, 2022. The Bill amended the *Planning Act* to require municipalities to refund fees for Site Plan Control and Zoning By-law Amendment that do not meet new mandated timelines.

Site Plan Control must now be issued in 60 days (City of Ottawa average 196 days), and Zoning By-law Amendment timelines are reduced to 90 days (City average 178 days). Failure to meet these new timelines means fees will be refunded at an increasing rate.

These timeline changes have major implications for municipal planning revenue and may generate additional Ontario Land Tribunal appeals. Municipalities are working to amend their procedures and bylaws to ensure timely review and protect municipal fee revenue.

As a municipal partner in the planning review process, South Nation Conservation (SNC) has identified ways to support partner municipalities to achieve these new development timelines.

DISCUSSION:

Staff met with municipal planning teams from the City of Ottawa, Prescott and Russell, Stormont, Dundas and Glengarry, and Leeds Grenville. Working together, the partners have identified consistent strategies for adapting to the new provincial requirements.

Pre-consultation and Complete Application Requirements

Technical studies are an important part of planning for good development. SNC provides a peer-review service to municipalities to ensure the technical reports meet municipal requirements.

Municipalities generally review technical studies concurrently with the planning application. Back-and-forth correspondence on these studies takes time, especially if the applicant waits a few months before responding. Unfortunately, if an applicant pushes pause for a few months the mandatory timeline still applies, and the municipality would have to refund fees.



The new timelines start from the moment an application is deemed “complete”, meaning that all information required for review has been submitted. Staff will need to ensure that new applications are truly “complete” and have solid technical studies to meet the new timelines. This means studies will be clearly identified during pre-consultation which may become mandatory and may have an additional fee. SNC will provide a higher standard of review for proposed applications, provide checklists for technical reports, and potentially review technical reports prior to the application be accepted by the municipality.

Invoicing – Site Plan Control

SNC technical review timelines meet and often exceed our service standards. However, staff identified that Site Plan Control applications require an increased service standard. These applications can be complex, often include technical review, and have shorter timelines than other complex files (e.g., subdivision). During our meetings with municipal staff, we heard that the invoicing process for these application types has caused delays especially in Russell and Clarence Rockland.

Staff are able to shift the hourly billing process for Site Plan technical reviews to a standardized rate to provide invoices to clients quicker, and more predictably. Staff reviewed the average hourly charge for this specific application type and have determined a 2-hour charge would satisfy cost recovery targets and get submissions completed much quicker. This is a small shift in internal process which will have a significant benefit to our clients and municipal partners.

Conclusion

Meetings are scheduled with the City of Ottawa in late November to review the next phase of Bill 109 changes and implement process to streamline development review. Staff will continue to work with municipal partners to adapt to changing legislation and support the goal to approve more housing in our communities.

FINANCIAL IMPLICATIONS/ADHERENCE TO SNC POLICY:

Compliance with Budget: Technical review fees are charged on a cost recovery basis.

SNC Policy Adherence: No amendments to the SNC Fee Schedule are necessary.

Programs & Services Category: Category 2 – Municipal Services: Technical Reviews under the *Planning Act*.

Alison McDonald,
Managing Director, Approvals.



To: Board of Directors
From: Carl Bickerdike, Chief Administrative Officer
Date: November 7th, 2022
Subject: For Discussion: 2023 Draft Budget

RECOMMENDATION:

The Board of Directors receive the 2023 Draft Budget; and

FURTHER THAT: Staff update the final 2023 Draft Budget to reflect a budget direction of 3.0% plus growth, for presentation to the Board at the December 15th, 2022 meeting; and

FURTHER THAT: The proposed General and Forest Land Acquisition Levies be brought to the December 15th, 2022.

BACKGROUND:

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

This is the first draft, the final draft will be presented to the Board at the December 15th, 2022 meeting along with the proposed 2023 General and Forest Land Acquisition Levies. The proposed Levies notification and 2023 Draft Budget will be circulated to municipalities following the December 2022 meeting.

Budget Overview:

Overall, the Draft Budget is mainly status quo for 2023 with changes in programs and services to reflect new and ending external funding and partner agreements, as well as transition requirements to meet updates to the *Conservation Authorities Act*.

Operating costs have increased due to inflation (Sept to Sept 6.8%), supply chain challenges, and rising insurance premiums. Staff continue to find efficiencies and explore new opportunities to mitigate these impacts on the budget.

There are a few notable impacts on the Draft 2023 Budget, including:

- Continued high volume of permit and development reviews
 - New City of Ottawa hazard mapping agreement
 - Municipal service agreements (e.g., stormwater management facilities support, park and shoreline enhancements)
-



- Ducks Unlimited Canada partnership projects
- Conservation Ontario agreement for federal land acquisition support ends in March 2023
- National Disaster Mitigation Program projects ending March 31, 2023; however, new federal floodplain mapping grant opportunities launched
- Ministry of Natural Resources and Forestry regular grant at \$91,070 (2019 amount was \$176,400, it was reduced by half in 2020 and remains unchanged)
- Adapted return to normal for business, more in person meetings and training/conferences with associated travel costs and per diems
- Reserves reduced by \$221,550 – to support capital projects (including Findlay Creek Boardwalk expansion project), vehicle replacement, and tree planting.

Budget Assumptions:

SNC typically sets its budget based on direction from the City of Ottawa; with the October municipal election, official budget direction is expected in early December 2022. City of Ottawa financial staff have indicated they expect the direction to be 2.5% - 3.0% plus growth.

The 2023 Draft Budget has been prepared with a 2.5% plus growth assumption; with an additional 0.5% levy, SNC would be able to undertake a targeted compensation review. With the challenging job market, it is vital for SNC to remain competitive for staff recruitment and retention. A comprehensive review has not been completed since 2016.

Budget attachments have been uploaded to the Board's Members webpage.

Carl Bickerdike,
Chief Administrative Officer.

Attachments: Appendix A – 2023 Draft Budget document
 Appendix B – 2023 Budget PowerPoint (to be provided at meeting)