



SOUTH NATION  
**CONSERVATION**  
DE LA NATION SUD

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## **Board of Directors**

# **Supplemental Agenda**

**Date:** August 17<sup>th</sup>, 2023

**Time:** 9:00 a.m.

**Location:** SNC Watershed Room  
SNC Office  
38 Victoria Street  
Finch, ON K0C 1K0



SOUTH NATION  
**CONSERVATION**  
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## Board of Directors

# Supplemental Agenda

August 17<sup>th</sup>, 2023, at 9:00 a.m.

### 1. New Business

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| a. Update: Estimated Statement of Operations for July 31 <sup>st</sup> , 2023: Johanna | 3-4 |
| b. Request for Approval: Geotechnical Reviews Service Contract: Sandra                 | 5   |

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Carl Bickerdike,  
Chief Administrative Officer.

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**To:** Board of Directors  
**From:** Johanna Barkley, Director of Finance  
**Date:** August 15, 2023  
**Subject:** Update: Estimated Statement of Operations for May 31<sup>st</sup>, 2023

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**RECOMMENDATION:**

The Board of Directors receive and file the Estimated Statement of Operations for the year ending December 31<sup>st</sup>, 2023, as of July 31<sup>st</sup>, 2023, update.

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**DISCUSSION:**

The Net Overall amount represents total expenditures, operating, capital, and project, minus total revenue. The operational budget is the day-to-day expenses the Authority requires for normal activities. Expenses for projects are normally for a fixed term period. Capital expenditures are as per SNC's *Tangible Capital Assets Policy* revised in August 2021. "Tangible" capital assets are goods that have a life expectancy of more than one (1) year, and costs normally over \$5,000, with some exceptions. This Policy can be reviewed at any time, if necessary.

Currently, Senior Management, Team, and Project Leads are estimating a surplus of \$52,000. A full review of 2023 revenues and expenditures will continue through to the end of 2023.

The final 2023 reserve transfer will be presented to the Board along with the audited financial statements at the March 2024 board meeting.

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

Compliance with Budget

The 2023 budget represents the Board of Directors approved Budget of January 19<sup>th</sup>, 2023.

SNC Policy Adherence:

SNC approved Policies are adhered to.

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Johanna Barkley,  
Director of Finance.

Attachments: Estimated Statement of Operations



ESTIMATED STATEMENT OF OPERATIONS As of July 31, 2023	Current YTD Actuals 2023	Final Budget 2023	Updated Forecast Dec 31 2023
<b>EXPENDITURES</b>			
<b>OPERATING EXPENSE</b>			
<b>Resource Management</b>			
Water Response Programs	- 7,723	527,110	196,360
Partner Programs	275,967	876,180	1,886,747
Landowner Stewardship Outreach	285,614	410,880	444,128
<b>Total Resource Management</b>	<b>553,858</b>	<b>1,814,170</b>	<b>2,527,235</b>
<b>Property &amp; Approvals</b>			
Property	807,351	1,133,169	1,310,956
Approvals	881,534	1,621,247	1,545,474
<b>Total Property &amp; Approvals</b>	<b>1,688,885</b>	<b>2,754,416</b>	<b>2,856,430</b>
<b>Corporate &amp; Community Services</b>			
Corporate Services	681,097	1,193,327	1,286,542
Information Management and Technology	38,895	179,420	181,241
Communications and Outreach	181,825	301,063	395,881
<b>Total Corporate &amp; Community Services</b>	<b>901,817</b>	<b>1,673,810</b>	<b>1,863,664</b>
<b>TOTAL OPERATING EXPENSE</b>	<b>3,144,560</b>	<b>6,242,396</b>	<b>7,247,330</b>
<b>CAPITAL and PROJECT EXPENSE</b>			
<b>Resource Management</b>			
Capital	0	5,000	5,000
Projects	176,500	765,543	1,044,693
<b>Total Resource Management</b>	<b>176,500</b>	<b>770,543</b>	<b>1,049,693</b>
<b>Property &amp; Approvals</b>			
Capital	1,544,597	1,833,300	3,064,449
Projects	706,371	452,215	1,506,040
<b>Total Property &amp; Approvals</b>	<b>2,250,968</b>	<b>2,285,515</b>	<b>4,570,489</b>
<b>Corporate &amp; Community Services</b>			
Capital	-	25,000	25,000
Projects	-	-	-
<b>Total Corporate &amp; Community Services</b>	<b>-</b>	<b>25,000</b>	<b>25,000</b>
<b>TOTAL CAPITAL AND PROJECT EXPENSE</b>	<b>2,427,467</b>	<b>3,081,058</b>	<b>5,645,182</b>
<b>TOTAL OVERALL EXPENSE</b>	<b>5,572,027</b>	<b>9,323,454</b>	<b>12,892,512</b>
<b>REVENUE</b>			
Other Sources	2,695,096	4,063,753	6,645,864
General Levy	2,251,834	3,920,525	4,542,993
Special Levy	1,012,321	522,500	1,013,275
Forest Land Acquisition	319,804	383,500	383,500
Source Protection	65,343	118,456	118,456
MNRF (Regular)	91,070	91,070	91,070
<b>TOTAL REVENUE</b>	<b>6,435,468</b>	<b>9,099,804</b>	<b>12,795,158</b>
<b>NET OVERALL</b>	<b>(863,441)</b>	<b>223,650</b>	<b>97,354</b>
Transfer To / (From) Reserve	(650)	(223,650)	(149,196)
Cash Deficit / (Surplus) End of Year	(864,091)	1	(51,843)



**To:** Board of Directors  
**From:** Sandra Mancini, Managing Director, Natural Hazards and Infrastructure  
**Date:** August 14<sup>th</sup>, 2023  
**Subject:** Request For Approval: Geotechnical Reviews Service Contract

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**RECOMMENDATION:**

The Board of Directors approve extending the geotechnical reviews service contract with Palmer Environmental Consulting Group to June 2024 to an upset limit of \$100,000.

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**DISCUSSION:**

South Nation Conservation (SNC) reviews geotechnical reports and provides technical advice as part of its provincially delegated role under the *Planning Act* and issuance of permits under the *Conservation Authorities Act*.

SNC's in-house Hydrogeologist left in February 2023. As an interim measure, SNC engaged a consulting company to complete geotechnical reviews on its behalf. A request for quotes was sent to 14 consulting companies with recognized geotechnical expertise; SNC received three quotes. SNC retained Palmer Environmental Consulting Group (Palmer) under a contract with an upset limit of \$15,000.

SNC continues to require external support for geotechnical reviews as the volume of reports continues to be steady. Palmer has been providing high quality review services. Staff recommend an extension to Palmer's contract to an upset limit of \$100,000 until June 2024.

Development review fees offset the cost for Palmer's review services.

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

Compliance with Budget: Technical reviews were included in the budget under Approvals, Development Review, pages 46 and 47.

SNC Policy Adherence: The geotechnical review service contract adheres to clause (C) iv, SNC's Purchasing Policy (purchases \$25,000 up to \$100,000). A request for quotes process was completed for consultant selection.

Program and Services Category: Category 1: Mandatory Programs – Provincially delegated review of natural hazards under the *Planning Act* and administration of Section 28 of the *Conservation Authorities Act* and Ontario Regulation 170/06.

*Sandra Mancini*

Sandra Mancini,  
Managing Director, Natural Hazards and Infrastructure