

Our Local Environment, We're in it Together.



SOUTH NATION
CONSERVATION
DE LA NATION SUD

Appendix A BUDGET 2019



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November 22, 2018



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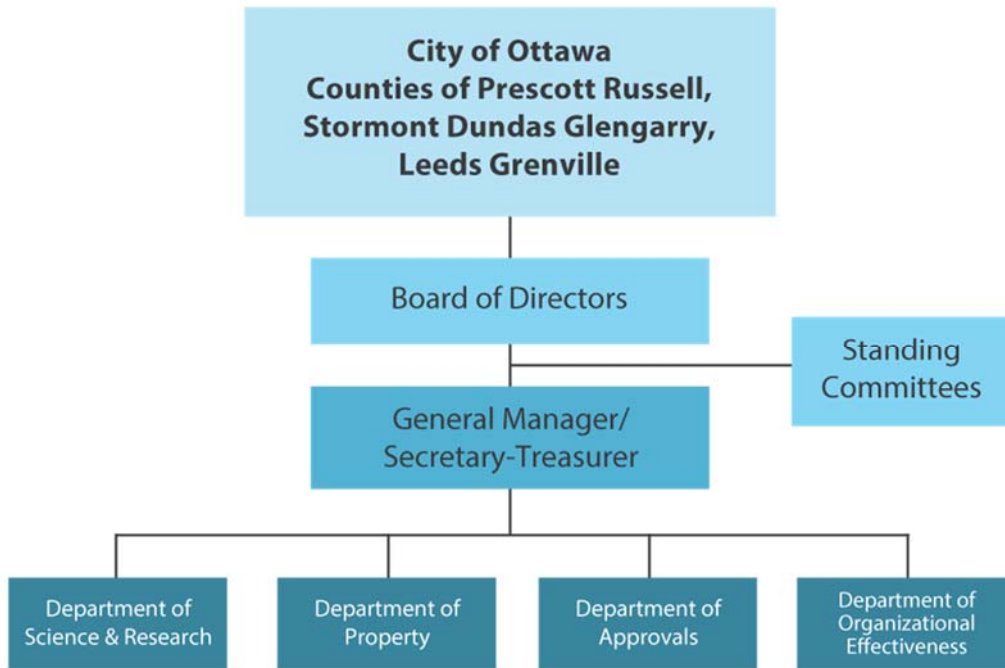


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**Budget Summary**

ESTIMATED STATEMENT OF OPERATION AS OF October 31, 2018	Current YTD Actuals 2018	Final Budget 2018	Updated Forecast Dec 31 2018	Draft Budget 2019
EXPENDITURES				
OPERATING EXPENSE				
Science & Research				
Resource Management	377,826	590,194	365,631	575,722
Resource Services	415,753	690,044	907,706	887,700
Total Science & Research	793,579	1,280,238	1,273,337	1,463,422
Property & Approvals				
Approvals	791,757	1,120,623	990,778	1,117,689
Property	652,993	926,138	883,018	1,065,997
Total Property & Approvals	1,444,750	2,046,761	1,873,796	2,183,686
Organization Effectiveness				
Corporate Services	869,486	1,300,156	1,152,532	1,387,057
Information Management and Technology	151,882	233,587	221,134	219,856
Communications and Outreach	309,593	413,373	501,451	501,369
Total Organization Effectiveness	1,330,961	1,947,116	1,875,117	2,108,282
TOTAL OPERATING EXPENSE	3,569,290	5,274,115	5,022,250	5,755,389
CAPITAL and PROJECT EXPENSE				
Science & Research				
Capital	24,657	8,000	64,657	20,000
Projects	415,733	571,076	566,302	486,798
Total Science & Research	440,390	579,076	630,959	506,798
Property & Approvals				
Capital	78,437	355,513	368,989	497,076
Projects	465,896	655,489	770,064	665,714
Total Property & Approvals	544,333	1,011,002	1,139,053	1,162,790
Organization Effectiveness				
Capital	30,553	58,000	55,000	70,000
Projects	-	-	-	-
Total Organization Effectiveness	30,553	58,000	55,000	70,000
TOTAL CAPITAL AND PROJECT EXPENSE	1,015,276	1,648,078	1,825,012	1,739,588
TOTAL OVERALL EXPENSE	4,584,566	6,922,193	6,847,262	7,494,977
REVENUE				
Other Sources	1,263,207	2,435,208	2,692,048	2,519,361
General Levy	2,825,268	3,252,156	3,252,156	3,360,323
Special Levy	609,459	332,708	529,309	532,777
Forest Land Acquisition	287,515	287,513	287,513	297,076
Source Protection	41,935	49,350	54,793	54,443
MNRF (Regular)	176,409	176,409	176,409	176,409
TOTAL REVENUE	5,203,794	6,533,344	6,992,228	6,940,389
NET OVERALL	(619,227)	388,848	(144,966)	554,588
Transfer To / (From) Reserve	500	(85,720)	25,949	(132,443)
Cash (Surplus) Beginning of Year	(303,128)	(303,128)	(303,128)	(422,145)
Cash Deficit / (Surplus) End of Year	(921,855)	0	(422,145)	0



Estimated Reserve

	2017	2018			2019		
	Audited Balance	Forecast Transfers (From)	Forecast Transfers To	Forecast Balance	Budget Transfers (From)	Budget Transfers To	Estimated Balance
	Dec 31/17	2018 Reserve	2018 Reserve	Dec 31/18	2019 Reserve	2019 Reserve	Dec 31/19
Committed							
Sewage Systems Inspections	13,292		29,344	42,636	(17,743)		24,893
Dr. Jackson - Forestry Programs	10,182		110	10,292		110	10,402
Findlay Creek	265,644	(3,395)	2,220	264,469	(3,000)	2,220	263,689
Environmental Projects	18,926		200	19,126		200	19,326
Revenue Sharing	203,793		2,280	206,073		2,280	208,353
Land	44,515		500	45,015		500	45,515
School Programs	2,211		20	2,231		20	2,251
Memorial Fund - Oak Valley Park	50,881		2,170	53,051		470	53,521
Subtotal Committed	609,444	(3,395)	36,844	642,893	(20,743)	5,800	627,950
Operating	716,423	0	12,185	728,608	(70,000)	12,185	670,793
Capital Projects	836,112	(35,000)	9,235	810,347	(75,000)	9,235	744,582
Water Control Structure	112,239		6,080	118,319		6,080	124,399
Grand Total	2,274,218	(38,395)	64,344	2,300,167	(165,743)	33,300	2,167,724

ABOVE INCLUDES:

Interest (distributed above)		23,300		23,300
Sewage Systems Inspections		29,344	(17,743)	
Donations to Findlay Creek	(3,395)		(3,000)	
Tribunal		5,000		5,000

Capital Projects:

Building			(30,000)	
Information Technology			(20,000)	
Vehicle	(35,000)			
Conservation Areas			(15,000)	
Lands Infrastructure			(10,000)	
Water Control Structure		5,000		5,000
Oak Valley		1,700		-
Corporate		-	(70,000)	
	(38,395)	64,344	(165,743)	33,300

**Municipal Levy Comparison 2018/2019**

Municipality	Total 2018 General, Forest Land Acquisition	2019 General	2019 Forest Land Acquisition	Total 2019 General and Forest Land Acquisition	Total Dollar Change
Ottawa	2,787,767	2,640,107	233,404	2,873,511	85,744
Russell	124,093	120,487	10,652	131,139	7,046
Clarence-Rockland	119,224	112,318	9,930	122,248	3,024
The Nation	84,175	80,762	7,140	87,902	3,727
North Dundas	80,781	78,364	6,928	85,292	4,512
South Dundas	77,104	73,025	6,456	79,481	2,377
Alfred Plantagenet	55,684	53,361	4,717	58,078	2,395
Edwardsburgh/Cardinal	45,441	43,064	3,807	46,872	1,431
North Grenville	45,141	43,355	3,833	47,188	2,047
Augusta	36,063	33,605	2,971	36,576	513
North Stormont	35,221	34,586	3,058	37,644	2,423
Casselman	27,280	26,490	2,342	28,832	1,552
North Glengarry	13,172	12,693	1,122	13,815	644
South Stormont	7,346	6,993	618	7,612	265
Elizabethtown-Kitley	623	583	52	635	12
Champlain	556	528	47	575	19
Totals	3,539,669	3,360,323	297,076	3,657,399	117,729

Special Levy

Ottawa Rural Clean Water Program	200,000
Eastern Ontario Water Resources Program	50,000
Ottawa Ash Tree Replacement Program	200,000
Total Special Levy	<u>450,000</u>

TOTAL ALL LEVY4,107,399

**Other Sources****PARTNERS**

Public Works Canada (WEBs)	18,449	
Public Safety Canada (Floodplain mapping)	286,591	
Environment and Climate Change Canada (EcoAction Program)	90,346	
Forest Ontario	129,100	
Lindsay Solar (Species at Risk Benefit Exchange)	10,561	
Ontario Power Generation	98,610	
Royal Bank of Canada (Stream Watch)	11,000	
Local Partners (St. Lawrence River Lidar)	12,177	
Eastern Ontario Water Resource Program (Special Projects)	34,123	
SD&G Forestry Program	87,250	
United Counties of Prescott Russell (Floodplain Mapping)	69,938	
United Counties of Prescott Russell (Woodlot Advisory Service)	20,000	
Nation Municipality (Casselman to Lemieux)	25,000	
South Dundas (Butternut Compensation)	2,775	
City of Ottawa Floodplain Mapping	146,606	
City of Ottawa Baseline Sampling	22,825	
	Sub-Total	1,065,351

USER FEES

Development Permits	345,000	
Septic Permits	335,000	
Sale of Wood	80,000	
Tree Planting Program	65,000	
Developer Funds	50,000	
Parks Revenue	52,700	
Casselman Water Power Station	8,000	
	Sub-Total	935,700

OTHER GRANTS

Ministry of Natural Resources and Forestry (Water & Erosion Control Infrastructure)	55,000	
Ministry of Natural Resources and Forestry (Low Water Response)	7,000	
Ministry of Natural Resources and Forestry (Flood Forecasting and Warning)	25,000	
Various Employment Grants	75,000	
Federal/Provincial Grant Programs	200,000	
	Sub-Total	362,000

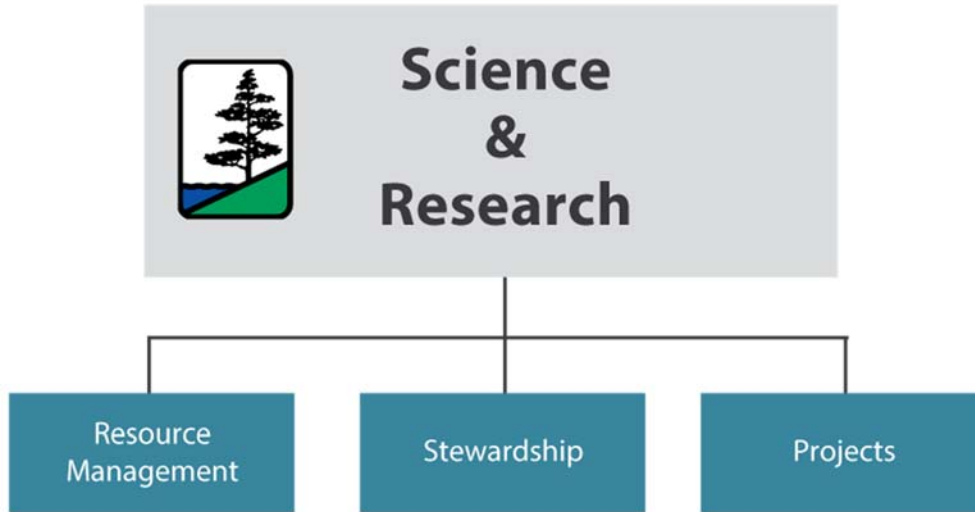
MISCELLANEOUS

Donations	29,550	
Interest	58,150	
Hunting Fees and Land Leasing	2,500	
Sale of Assets	6,000	
Total Phosphorus Management Agreement	17,085	
Golf Tournament	11,000	
Other (variety of smaller amounts less than \$5,000)	32,025	
	Sub-Total	156,310

TOTAL REVENUES		2,519,361
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Science & Research

Department Overview

Staff: A team of well-trained experienced and respected resource professionals: foresters, biologists, engineers and environmental scientists. SNC is the only agency with “on-the-ground” field staff within SNC jurisdiction.

Partners: Science and Research partners with over 200 agencies and organizations. SNC is recognized across North America for its unique relationship with First Nation communities.

Funding: To support SNC programs, Science and Research is dependent on external sources of funding to support its programs and utilizes a portion of levy to leverage additional funds. Not recognized in the cash budget is the additional in-kind support of our partners.

Resource Management

- Provide a science–based approach to watershed and natural resource management.
- Plan for sustainable management of natural resources of the South Nation jurisdiction through the development and implementation of resource management plans.
- Provide scientific information to support policy development and decision-making.
- Provide environmental expertise to member municipalities and partners that reduces “environmental red-tape”.
- Provide observations and forecasts of environmental conditions throughout the watershed, including environmental occurrences that place people at risk.

Stewardship

- Promote the natural environment by providing opportunities for public involvement in environmental programs.
- Administer grants and incentives to encourage active public participation to improve the environment.
- Work with municipalities, citizen groups, fish and game clubs, and schools to undertake stewardship activities.
- Provide one-on-one resource management assistance to landowners.

Projects

- To facilitate relevant research that leads to improvement in the watershed environment and provide environmental consulting services to member municipalities
- Projects are typically fixed-term, and are cost-recoverable or cost-share subject to board of Directors approval.



Resource Management

Water

Purpose:

- Collect and analyze water quantity and weather trends.
- Maintain SNC's Water Integration System (WISKI)
- Provide flood and drought forecasting to SNC member municipalities and residents.
- Facilitate a close working relationship with Eastern Ontario Conservation Authorities, Ministry of Natural Resources and Forestry, Ministry of Environment Conservation and Parks and Conservation Ontario.
- Provide input to municipal emergency management teams.
- Develop strategies to mitigate flooding and drought effects.
- Provide engineering advice to member municipalities in the review of development applications.
- Provide engineering support to SNC's departments, in the completion of projects and programs.
- Research for opportunities to bring new funding and applying for grants to ensure organizational growth

Expenses:

- Salaries and Benefits: 0.6 FTE, increase \$132,661: \$51,589
- Committee: (Water Response Team) increase \$1,000: \$1,400
- Travel and Training: \$12,600
- Equipment and Maintenance: (annual software license, gauges maintenance and purchase, other expense) increase \$5,500: \$8,500
- Professional Services: (website improvement): \$2,000
- Phone and Internet: (gauges connections) increase \$200: \$1,800
- Contracted Services: (FF&W improvements; snow analysis) increase \$10,000: \$10,000
- Supplies and Materials: (emergency field kits, gauge mounting hardware 3 pressure

transducers, other supplies cost) increase \$7,949: \$8,000

- Capital Expense: (SNC office generator) decrease \$20,000: \$20,000

Revenue:

- Provincial: (Ministry of Natural Resources and Forestry \$23,409) decrease \$5,000: \$23,409
- Project Recovery: decrease \$4,666: \$0

2019 Deliverables:

- Monitoring and reporting
 - Daily monitoring of water levels: 365 days.
 - Maintain monitoring network.
 - Interactive water level conditions and flow charts in the SNC website.
 - Interactive geoportal mapping service for residents use during emergency services.
 - Continue improving the water Integration system.
 - Continue working with member municipalities and partners to address residents' concerns regarding water levels.
- Flood Forecasting & Warning and Ontario Low Water Response Programs
 - Analyze watershed conditions and prepare conditions updates.
 - Maintain close communication with municipal staff and council.
 - Organize and hold Water Response Team meetings.
 - Enhance the flood and drought forecasting utilizing the new hydrological model.
 - Prepare and deliver a flood emergency management workshop.
- Provide technical advice: drainage, erosion, unstable slopes, wastewater discharge, and floodplain mapping.
- Find grant opportunities, plan project and develop a proposal.



Resource Management

Water

Description	Budget 2018	Forecast 2018	Draft Budget 2019	Increase/ (Decrease) 2019	Reason For Change
Operating Expenses:					
Salaries and Benefits	49,952	(81,072)	51,589	132,661	Anticipated payroll, staff charge, and recovery in 2019
Committee	1,900	400	1,400	1,000	
Travel, Training	12,600	12,600	12,600	-	
Equipment, Repairs and Maintenance	8,500	3,000	8,500	5,500	Recovered from another project in 2018
Professional Services	2,000	2,000	2,000	-	
Phone and Internet	1,600	1,600	1,800	200	
Contracted Services	10,000	-	10,000	10,000	Anticipated costs of new program in 2019
Supplies and Materials	9,000	51	8,000	7,949	Recovery from floodplain mapping projects
Total Operating Expenses	95,552	(61,421)	95,889	157,310	
Revenue:					
Provincial	23,409	28,409	23,409	(5,000)	Low Water Response funding reduction
Grant Recovery	3,000	-	-	-	
Project Recovery	-	4,666	-	(4,666)	Recovery from floodplain mapping projects
Total Revenue	26,409	33,075	23,409	(9,666)	
Net Operating Cost	69,143	(94,496)	72,480	166,976	
Capital					
Capital Expense	-	40,000	20,000	(20,000)	SNC office generator
Overall Net	69,143	(54,496)	92,480	146,976	
Transfer To/(From) Reserve	-	-	-	-	
Net Requirement	69,143	(54,496)	92,480	146,976	
Total Depreciation	450	450	-	(450)	



Resource Management

Monitoring & Restoration

Purpose:

- Collect scientific data and report on water quality, stream health, and fish populations.
- Establish strategic habitat priorities based on environmental, cultural and economic data.
- Provide expert advice to member municipalities in the review of development applications.
- Work with volunteers in the City of Ottawa to assess local stream health through the City Stream Watch Program.
- Work with external funding organizations to implement priority stream restoration projects.

Expenses:

- Salaries and Benefits: 3.8 FTE, increase \$20,573: \$361,327
- Travel and Training: decrease \$190: \$15,500
- Equipment and Maintenance: (safety equipment: waders, polarized sunglasses, lifejackets, maintenance and calibration of sampling equipment) decrease \$500: \$5,000
- Contracted Services: (benthic sample ID and analysis) increase \$5,748: \$24,748
- Vehicles: increase \$330: \$1,320
- Supplies and Materials: (restoration supplies: cocoa mats, trees, shrubs, cedar logs, aggregates, calibration solutions and specimen preservatives; field supplies: tape measures, waterproof paper, buckets, and dip nets) increase \$1,200: \$9,000
- Program Support: (postage and courier) increase \$50: \$412
- Capital Expense: decrease \$19,660: \$0

Revenue:

- Federal: decrease \$1,500: \$0
- Partner: (revenue carried forward) \$11,000
- Municipal: increase \$1,243: \$22,825
- Other: decrease \$13,196: \$0
- Project Recovery: decrease \$10,420: \$0

2019 Deliverables:

- Monitoring and Reporting
 - 20 200m-stream assessments
 - 30 headwater stream assessments
 - 3 past restoration projects monitored for effectiveness
 - 8 sample events from 13 surface water quality stations
 - 20 benthic biomonitoring sites sampled
 - 17 groundwater monitoring wells (water levels and 1 water quality sample)
 - 1 subwatershed report card for the Upper South Nation subwatershed
 - 1 restoration project
- City Stream Watch: City of Ottawa
 - Train 10 volunteers
 - Assess 5 km of stream (Bearbrook)
 - Identify 3 habitat restoration projects



Resource Management

Monitoring & Restoration

Description	Budget 2018	Forecast 2018	Draft Budget 2019	Increase/ (Decrease) 2019	Reason For Change
Operating Expenses:					
Salaries and Benefits	408,716	340,754	361,327	20,573	Anticipated payroll, staff charge, and recovery in 2019
Travel, Training	16,000	15,690	15,500	(190)	
Equipment, Repairs and Maintenance	3,000	5,500	5,000	(500)	
Contracted Services	9,000	19,000	24,748	5,748	Additional sample analysis in 2019
Vehicles	-	990	1,320	330	
Supplies and Materials	9,000	7,800	9,000	1,200	
Program Support	400	362	412	50	
Total Operating Expenses	446,116	390,096	417,307	27,211	
Revenue:					
Provincial	3,000	-	-	-	
Federal	-	1,500	-	(1,500)	
Partners	20,500	11,000	11,000	-	
Municipal	-	21,582	22,825	1,243	City of Ottawa baseline sampling
Other	-	13,196	-	(13,196)	Grants received
Project Recovery	-	10,420	-	(10,420)	Recovery from another project in 2018
Total Revenue	23,500	57,698	33,825	(23,873)	
Net Operating Cost	422,616	332,398	383,482	51,084	
Capital					
Capital Expense	8,000	19,660	-	(19,660)	New water quality sensor and electrofisher
Overall Net	430,616	352,058	383,482	31,424	
Transfer To/(From) Reserve	-	-	-	-	
Net Requirement	430,616	352,058	383,482	31,424	
Total Depreciation	16,129	17,389	18,238	849	



Resource Management

County Forest

Purpose:

- To provide property administration and forest management planning for the United Counties of Stormont, Dundas and Glengarry Forest in compliance with the Forest Management Plan and Forest Stewardship Certification (FSC) standards.
- To enhance roadside tree cover within the United Counties of Stormont, Dundas and Glengarry.
- To provide professional and technical services for municipalities to meet compliance requirements of the Endangered Species Act for Butternut trees.

Expenses:

- Salaries and Benefits: 0.3 FTE, increase \$4,993: \$29,325
- Travel and Training: \$500
- Professional Services: (Stormont, Dundas and Glengarry Forests, Forest Stewardship Council fees) increase \$735: \$3,300
- Contracted Services: (tree marking, harvesting, and removal of invasive species) increase \$790: \$15,300
- Supplies and Materials: (fencing material, tree marking paint): increase \$3,965: \$14,100

Revenue:

- Municipal: (Stormont, Dundas and Glengarry Forest and Stormont, Dundas and Glengarry Roadside Tree Program: United Counties of Stormont, Dundas and Glengarry; and Butternut Compensation: Township of Edwardsburgh Cardinal and Township of South Dundas) increase \$10,483: \$62,525
- These projects are 100% cost recovery

2019 Deliverables:

- Stormont, Dundas and Glengarry Forest
 - 110 acres harvest
 - 54 acres tree marking
 - 2 Harvesting Plans
 - Asset Inventory
- Stormont Dundas and Glengarry Roadside Tree Program
 - Implement a five-year plan for roadside tree planting
 - Plant 6 sites on county roads in the United Counties of Stormont Dundas and Glengarry
 - Plant 500 roadside trees
- Butternut Compensation Program
 - Replace dead trees as required
 - Maintenance as required
 - Provide year five (South Dundas) and year three (Edwardsburgh Cardinal) survival monitoring reports



Resource Management

County Forest

Description	Budget 2018	Forecast 2018	Draft Budget 2019	Increase/ (Decrease) 2019	Reason For Change
Operating Expenses:					
Salaries and Benefits	24,500	24,332	29,325	4,993	Anticipated payroll, staff charge, and recovery in 2019
Travel, Training	-	500	500	-	
Professional Services	2,500	2,565	3,300	735	
Contracted Services	15,325	14,510	15,300	790	
Supplies and Materials	9,200	10,135	14,100	3,965	Additional fencing
Total Operating Expenses	51,525	52,042	62,525	10,483	
Revenue:					
Municipal	51,525	52,042	62,525	10,483	Additional fencing
Total Revenue	51,525	52,042	62,525	10,483	
Net Operating Cost	-	-	-	-	
Capital					
Capital Expense	-	-	-	-	
Overall Net	-	-	-	-	
Transfer To/(From) Reserve	-	-	-	-	
Net Requirement	-	-	-	-	
Total Depreciation	-	-	-	-	



Resource Management

Forest Conservation

Purpose:

- To implement recommendations from the *Protecting and Increasing Forest Cover in the South Nation Conservation Jurisdiction* report.

Expenses:

- Salaries and Benefits: 0.2 FTE, increase \$7,097: \$19,000
- Committee: decrease \$8,372: \$0
- Contracted Services: (graphic design, printing, and translation) increase \$11,645: \$12,000
- Supplies and Materials: (billboards and displays): increase \$3,917: \$4,000
- Grants: (tree planting subsidies and community free tree days) increase \$14,500: \$14,500

Revenue:

- Municipal: (funds remaining from the 2017 Forest Conservation Special Levy) increase \$28,787: \$49,500

2019 Deliverables:

- Forest Conservation
 - Subsidize 35,000 seedlings for shoreline buffer and windbreak plantings
 - Complete 10 site visits to previous tree planting projects
 - Evaluate SNC buffer demonstration sites
 - Create forest conservation displays for municipal offices
 - Design and install 4 billboards in upper tier municipalities to promote forest conservation
 - Sponsor “Community Free Tree Days” in each member municipality



Resource Management

Forest Conservation

Description	Budget 2018	Forecast 2018	Draft Budget 2019	Increase/ (Decrease) 2019	Reason For Change
Operating Expenses:					
Salaries and Benefits	15,000	11,903	19,000	7,097	Anticipated payroll, staff charge, and recovery in 2019
Committee	6,000	8,372	-	(8,372)	No working group meetings scheduled in 2019
Contracted Services	-	355	12,000	11,645	Implementing project deliverables
Supplies and Materials	5,000	83	4,000	3,917	Implementing project deliverables
Grants	36,708	-	14,500	14,500	Implementing project deliverables
Total Operating Expenses	62,708	20,713	49,500	28,787	
Revenue:					
Municipal	62,708	20,713	49,500	28,787	Carry-over of 2017 special levy funding for recommendation implementation
Total Revenue	62,708	20,713	49,500	28,787	
Net Operating Cost	-	-	-	-	
Capital					
Capital Expense	-	-	-	-	
Overall Net	-	-	-	-	
Transfer To/(From) Reserve	-	-	-	-	
Net Requirement	-	-	-	-	
Total Depreciation	-	-	-	-	



Stewardship

Forests

Purpose:

- To provide an incentive-based tree planting program for residents and municipalities in SNC's jurisdiction.
- To provide a private land woodlot advisory service and incentive for woodlot management planning.
- To provide incentives for Ottawa property owners to replace trees infected with the Emerald Ash Borer.

Expenses:

- Salaries and Benefits: 0.9 FTE, decrease \$3,000: \$83,000
- Advertising and Promotion: (ads, flyers and brochures and displays) increase \$2,153: \$21,000
- Contracted Services: (tree planting, site preparation, tending, and cold storage) increase \$7,192: \$83,000
- Vehicles: (project mileage) decrease \$342: \$500
- Supplies and Materials: (purchase of seedlings) increase \$8,515: \$85,500
- Program Support: \$300
- Grants: (Ottawa Ash Tree Replacement Program and forest management plans) increase \$5,052: \$186,000

Revenue:

- Fees: (Forests Ontario and landowner tree sales) increase \$15,189: \$194,100
- Municipal: (Woodlot Advisory Program: United Counties of Prescott-Russell, \$20,000 and United Counties of Stormont, Dundas and Glengarry, \$27,500; and Ottawa Ash Tree Replacement Program: City of Ottawa \$200,000) increase \$1,863: \$247,500
- Project Recovery: decrease \$1,243: \$0

2019 Deliverables:

- Tree planting
 - Purchase 120,000 seedlings
 - Conduct 40 site visits
 - Conduct 75 seedling survival assessments
 - Supervise 2 tree planting and 2 site preparation/tending contracts
- Woodlot Advisory Service
 - Conduct 30 site visits
 - Produce 30 woodlot management reports
 - Provide 54 \$500-grants to eligible woodlot owners
- Ottawa Ash Tree Replacement Program
 - Replace 300 infected ash trees



Stewardship

Forests

Description	Budget 2018	Forecast 2018	Draft Budget 2019	Increase/ (Decrease) 2019	Reason For Change
Operating Expenses:					
Salaries and Benefits	48,000	86,000	83,000	(3,000)	Anticipated payroll, staff charge, and recovery in 2019
Advertising and Promotion	8,500	18,847	21,000	2,153	
Contracted Services	82,500	75,808	83,000	7,192	Tree planting
Vehicles	1,000	842	500	(342)	
Supplies and Materials	85,500	76,985	85,500	8,515	Tree planting
Program Support	300	300	300	-	
Grants	16,000	180,948	186,000	5,052	Grants to property owners
Total Operating Expenses	241,800	439,730	459,300	19,570	
Revenue:					
Fees	200,000	178,911	194,100	15,189	Forest Ontario funding
Municipal	30,000	245,637	247,500	1,863	Ottawa Ash Tree Replacement Program
Project Recovery	-	1,243	-	(1,243)	
Total Revenue	230,000	425,791	441,600	15,809	
Net Operating Cost	11,800	13,939	17,700	3,761	
Capital					
Capital Expense	-	-	-	-	
Overall Net	11,800	13,939	17,700	3,761	
Transfer To/(From) Reserve	-	-	-	-	
Net Requirement	11,800	13,939	17,700	3,761	
Total Depreciation	-	-	-	-	



Stewardship

Water

Purpose:

- To provide incentives to adopt technology and activities that improves water quality and the environment. SNC provides management and delivery services to partners for two external stewardship programs.

Expenses:

- Salaries and Benefits: 0.5 FTE, increase \$10,000: \$47,500
- Committees: (Per diem, mileage and meeting expenses for the Ottawa Rural Clean Water Committee and Eastern Ontario Water Resources Program) increase \$671: \$2,171
- Advertising and Promotion: (ads, flyers and brochures, and displays) increase \$8,100: \$13,000
- Contracted Services: (Partner CA delivery of the Ottawa Rural Clean Water Program) increase \$700: \$24,500
- Grants: (Clean Water Program, Eastern Ontario Water Resources Program, and Ottawa Rural Clean Water Program) decrease \$60,290: \$341,229

Revenue:

- Fees: increase \$17,085: \$17,085
- Municipal: (Ottawa Rural Clean Water Program: City of Ottawa, \$200,000; and Eastern Ontario Water Resources Program: City of Ottawa, \$83,277, and United Counties of Prescott-Russell, \$34,123) decrease \$47,819: \$317,400

2019 Deliverables:

- SNC Clean Water Program
 - 4 meetings
 - 20 grants
- Ottawa Rural Clean Water Program
 - Administrative support
 - Liaise with City of Ottawa and Conservation Authority Partners
 - 1 interim report and 1 final report
 - 1 meeting of program steering committee
 - 60 grants between the three Conservation Authority Partners
- Eastern Ontario Water Resources Program
 - Administrative support and delivery through SNC Clean Water Committee
 - Liaise with Eastern Ontario Water Resources Program funding partners



Stewardship

Water

Description	Budget 2018	Forecast 2018	Draft Budget 2019	Increase/ (Decrease) 2019	Reason For Change
Operating Expenses:					
Salaries and Benefits	49,500	37,500	47,500	10,000	Anticipated payroll, staff charge, and recovery in 2019
Committee	1,500	1,500	2,171	671	
Advertising and Promotion	10,600	4,900	13,000	8,100	Additional deliverables planned for 2019
Contracted Services	20,900	23,800	24,500	700	
Grants	365,744	401,519	341,229	(60,290)	Grants to property owners
Total Operating Expenses	448,244	469,219	428,400	(40,819)	
Revenue:					
Fees	-	-	17,085	17,085	New phosphorus management agreement
Municipal	340,744	365,219	317,400	(47,819)	2018 carry-over from programs for approved projects
Total Revenue	340,744	365,219	334,485	(30,734)	
Net Operating Cost	107,500	104,000	93,915	(10,085)	
Capital					
Capital Expense	-	-	-	-	
Overall Net	107,500	104,000	93,915	(10,085)	
Transfer To/(From) Reserve	-	-	-	-	
Net Requirement	107,500	104,000	93,915	(10,085)	
Total Depreciation	-	-	-	-	



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Projects

Purpose:

- To facilitate research that leads to improvements in the watershed environment and provide environmental consulting services to member municipalities.
- Projects are typically fixed-term, and are cost-recoverable or cost-share subject to board approval.

Subprograms:

- Low Impact Development
- Ottawa River Flood Forecasting and Warning
- AgriRisk
- Watershed Evaluation of Best Management Practices (WEBS)
- Habitat Restoration
- EcoAction Buffer Demonstration Project
- Federal & Provincial Grant Programs



Projects

Low Impact Development (LID)

Purpose:

- To provide guidance in the planning and design of stormwater management infrastructure for developers, consultants, municipalities, and landowners.
- To create demonstration sites to showcase low impact development as an option for stormwater management.

Expenses:

- Salaries and Benefits: 0.1 FTE, decrease \$8,400: \$2,000
- Travel and Training: decrease \$500: \$0
- Professional Services: decrease \$43,500: \$0
- Contracted Services: increase \$18,400: \$20,000
- Supplies and Materials: decrease \$500: \$0

Revenue:

- Fees: decrease \$25,500: \$0
- Provincial: decrease \$25,000: \$0
- Grant Recovery: (Eastern Ontario Water Resources Program) increase \$16,000: \$20,000

2019 Deliverables:

- Provide technical recommendations to developers, consultants and landowners.
- Develop partnerships to complete demonstration sites. Apply for funding for the projects.
- Complete a demonstration project within the City of Ottawa.



Projects

Low Impact Development (LID)

Description	Budget 2018	Forecast 2018	Draft Budget 2019	Increase/ (Decrease) 2019	Reason For Change
Operating Expenses:					
Salaries and Benefits	-	10,400	2,000	(8,400)	Anticipated payroll, staff charge, and recovery in 2019
Travel, Training	-	500	-	(500)	
Professional Services	-	43,500	-	(43,500)	Project deliverables in 2018
Contracted Services	-	1,600	20,000	18,400	LID project in 2019
Supplies and Materials	-	500	-	(500)	
Total Operating Expenses	-	56,500	22,000	(34,500)	
Revenue:					
Fees	-	25,500	-	(25,500)	LID conference fees
Provincial	-	25,000	-	(25,000)	Great Lakes Guardian Community funding
Grant Recovery	-	4,000	20,000	16,000	Eastern Ontario Water Resources Program funding
Total Revenue	-	54,500	20,000	(34,500)	
Net Operating Cost	-	2,000	2,000	-	
Capital					
Capital Expense	-	-	-	-	
Overall Net	-	2,000	2,000	-	
Transfer To/(From) Reserve	-	-	-	-	
Net Requirement	-	2,000	2,000	-	
Total Depreciation	-	-	-	-	



Projects

Ottawa River Flood Forecasting and Warning

Purpose:

- To create tools to assist the Ministry of Natural Resources and Forestry's Surface Water Monitoring Centre in their mandate for flood and drought emergencies.
- Deliverables will support flood forecasting and warning communications along the Ottawa River within the jurisdiction of Mississippi Valley; Rideau Valley; South Nation Conservation Authorities and Ministry of Natural Resources and Forestry.
- To develop flood forecasting and warning procedures that will meet municipalities needs.

Expenses:

- Salaries and Benefits: 0.2 FTE, decrease \$500: \$16,000
- Equipment, Repairs and Maintenance: decrease \$500: \$1,000
- Professional Services: \$5,000
- Supplies and Materials: increase \$1,000: \$3,000

Revenue:

- Provincial: (Ministry of Natural Resources and Forestry): \$25,000

2019 Deliverables:

- Complete survey along the Ottawa River
- Develop partnerships to create a better communications system between municipalities, county and other government agencies.
- Complete flood forecasting and warning procedures for the area.
- Present communications procedures to municipalities and county.
- Submit financial and non-financial reports to Ministry of Natural Resources and Forestry.
- Present at the Ontario Technical Flood Management Workshop.
- Project must be completed by March 31, 2019.



Projects

Ottawa River Flood Forecasting and Warning

Description	Budget 2018	Forecast 2018	Draft Budget 2019	Increase/ (Decrease) 2019	Reason For Change
Operating Expenses:					
Salaries and Benefits	-	16,500	16,000	(500)	
Equipment, Repairs and Maintenance	-	1,500	1,000	(500)	
Professional Services	-	5,000	5,000	-	
Supplies and Materials	-	2,000	3,000	1,000	
Total Operating Expenses	-	25,000	25,000	-	
Revenue:					
Provincial	-	25,000	25,000	-	
Total Revenue	-	25,000	25,000	-	
Net Operating Cost	-	-	-	-	
Capital					
Capital Expense	-	-	-	-	
Overall Net	-	-	-	-	
Transfer To/(From) Reserve	-	-	-	-	
Net Requirement	-	-	-	-	
Total Depreciation	-	-	-	-	



Projects

AgriRisk

Purpose:

- To develop tools to assess risk of changing climate on agricultural and rural infrastructure. The project will be implemented in two stages. The objective of the first phase will be to build a water risk hydrological model to identify agricultural and rural infrastructure practices that optimally reduce water-related risks. In phase two, a comprehensive real-time hydrological tool for the SNC watershed will be developed.
- This is a partnership project with Aquanty and IBM. Project funded by Agriculture and Agri-Food Canada's AgriRisk program, contract ended March 31, 2018.

Expenses:

- No expenses budgeted in 2019

Revenue:

- No revenue budgeted in 2019



Projects

AgriRisk

Description	Budget 2018	Forecast 2018	Draft Budget 2019	Increase/ (Decrease) 2019	Reason For Change
Operating Expenses:					
Salaries and Benefits	17,705	22,245	-	(22,245)	Project ended in 2018
Travel, Training	-	126	-	(126)	
Contracted Services	111,708	111,708	-	(111,708)	Project ended in 2018
Supplies and Materials	728	-	-	-	
Total Operating Expenses	130,141	134,079	-	(134,079)	
Revenue:					
Federal	130,141	139,076	-	(139,076)	Project ended in 2018
Total Revenue	130,141	139,076	-	(139,076)	
Net Operating Cost	-	(4,997)	-	4,997	
Capital					
Capital Expense	-	4,997	-	(4,997)	Project ended in 2018
Overall Net	-	-	-	-	
Transfer To/(From) Reserve	-	-	-	-	
Net Requirement	-	-	-	-	
Total Depreciation	-	-	-	-	



Projects

Watershed Evaluation of Best Management Practices (WEBs)

Purpose:

- To provide support to Agriculture and Agri-Food Canada (AAFC) to continue research on beneficial management practices (BMPs) started under the Watershed Evaluation of Beneficial Management Practices (WEBs) project.
- SNC is involved in this leading-edge research by:
 - Providing a technician to support data collection and analysis
 - Providing tech transfer to local farmers; and
 - Promoting “peer to peer” interactions for best management practices (BMP) adoption.
- SNC has entered into an agreement with Public Works and Government Services Canada (on behalf of AAFC) to undertake this work. Contract term is October 2016 to March 2019.

Expenses:

- Salaries and Benefits: 0.2 FTE, decrease \$64,808: \$18,449

Revenue:

- Federal: (Public Works and Government Services Canada) decrease \$64,808: \$18,449
- This project is 100% cost recovery

2019 Deliverables:

- Staff (1)
- Contract administration (quarterly)



Projects

Watershed Evaluation of Best Management Practices (WEBs)

Description	Budget 2018	Forecast 2018	Draft Budget 2019	Increase/ (Decrease) 2019	Reason For Change
Operating Expenses:					
Salaries and Benefits	90,407	83,257	18,449	(64,808)	Project ending March 2019
Total Operating Expenses	90,407	83,257	18,449	(64,808)	
Revenue:					
Federal	90,407	83,257	18,449	(64,808)	Project ending March 2019
Total Revenue	90,407	83,257	18,449	(64,808)	
Net Operating Cost	-	-	-	-	
Capital					
Capital Expense	-	-	-	-	
Overall Net	-	-	-	-	
Transfer To/(From) Reserve	-	-	-	-	
Net Requirement	-	-	-	-	
Total Depreciation	-	-	-	-	



Projects

Habitat Restoration

Purpose:

- To plan and carry out targeted stewardship projects identified through past monitoring activities that restore and enhance important habitats.
- Projects are externally funded and involve important partnerships with government, community groups, local businesses, schools, and volunteers to ensure success.

Expenses:

- Salaries and Benefits: 0.5 FTE, decrease \$62,036: \$44,500
- Equipment, Repairs and Maintenance: increase \$1,500: \$2,000
- Advertising and Promotion: decrease \$250: \$1,000
- Contracted Services: (tree planting) decrease \$58,106: \$25,764
- Vehicles: (project mileage recovery for use of SNC vehicles) increase \$2,000: \$2,220
- Leases and Rentals: (rental cost of land) increase \$1,161: \$1,857
- Supplies and Materials: (native trees and shrubs, coco mats, stakes, gloves) decrease \$35,803: \$13,580

Revenue:

- Provincial: (Findley Creek Wetland Restoration: Ministry of Natural Resources and Forestry, and Bob Graham: Great Lakes Guardian Community Fund) decrease \$41,250: \$3,750
- Partners: (Ontario Power Generation and SARBEX) decrease \$6,994: \$84,171
- Municipal: (Water Environmental Strategy: City of Ottawa) decrease \$101,395: \$0

2019 Deliverables:

- Ontario Power Generation Biodiversity Project
 - Monitor the restored habitat features within the salvage cut area
 - Replant with suitable native species as necessary
 - Report to Ontario Power Generation on the success of the project
- Species at Risk Benefits Exchange (SARBEX)
 - Monitor 86 acres of habitat for nesting Bobolink and Eastern Meadowlark
 - Report to Lindsay Solar on results of monitoring
- Bob Graham Habitat Restoration
 - Assess the buckthorn control area for removal success
 - Monitor the wildlife ponds and the phragmites control area, and remove any new Phragmites plants
 - Evaluate the functionality of the new culverts around the ponds
- Findley Creek Wetland Restoration
 - Assess the 2018 drain plugging project and monitor general water levels
 - Monitor the buckthorn control area and continue targeted removal efforts
 - Assess the survival of the plantings along the North-South Swale



Projects

Habitat Restoration

Description	Budget 2018	Forecast 2018	Draft Budget 2019	Increase/ (Decrease) 2019	Reason For Change
Operating Expenses:					
Salaries and Benefits	76,840	106,536	44,500	(62,036)	Anticipated payroll, staff charge, and recovery in 2019
Travel, Training	500	-	-	-	
Equipment, Repairs and Maintenance	500	500	2,000	1,500	
Advertising and Promotion	-	1,250	1,000	(250)	
Contracted Services	63,500	83,870	25,764	(58,106)	Change in deliverables
Vehicles	220	220	2,220	2,000	
Lease/Rental	1,860	696	1,857	1,161	
Supplies and Materials	44,400	49,383	13,580	(35,803)	Change in deliverables
Total Operating Expenses	187,820	242,455	90,921	(151,534)	
Revenue:					
Fees	15,000	-	-	-	
Provincial	-	45,000	3,750	(41,250)	Project ended 2018
Partners	93,465	91,165	84,171	(6,994)	Change in project scope
Municipal	62,855	101,395	-	(101,395)	Project ended in 2018
Total Revenue	171,320	237,560	87,921	(149,639)	
Net Operating Cost	16,500	4,895	3,000	(1,895)	
Capital					
Capital Expense	-	-	-	-	
Overall Net	16,500	4,895	3,000	(1,895)	
Transfer To/(From) Reserve	(16,500)	(3,395)	(3,000)	395	
Net Requirement	-	1,500	-	(1,500)	
Total Depreciation	-	-	-	-	



Projects

EcoAction Buffer Demonstration Project

Purpose:

- To establish 4 buffer demonstration sites, incorporating First Nation traditional knowledge, and offering training for high school students through the Specialist High Skills Majors program.

Expenses:

- Salaries and Benefits: 0.4 FTE, increase \$27,280: \$33,953
- Travel and Training: increase \$1,500: \$1,500
- Advertising and Promotion: increase \$3,350: \$3,575
- Contracted Services: (seedling cold storage, portable toilet rental, First Nation honorarium) increase \$11,950: \$11,950
- Supplies and Materials: (trees, shrubs, and wildflower seeds) increase \$54,550: \$55,950

Revenue:

- Other: (Environment and Climate Change Canada, EcoAction Program) increase \$84,609: \$90,346
- Grants Recovery: (Clean Water Program Special Project grant) increase \$6,000: \$6,000

2019 Deliverables:

- EcoAction Buffer Demonstration Site:
 - Establish 4 demonstration sites
 - Deliver 4 Specialist High Skills Major program certifications in partnership with First Nations
 - Deliver 2 public workshops in partnership with local tree nurseries



Projects

EcoAction Buffer Demonstration Project

Description	Budget 2018	Forecast 2018	Draft Budget 2019	Increase/ (Decrease) 2019	Reason For Change
Operating Expenses:					
Salaries and Benefits	-	6,673	33,953	27,280	Anticipated payroll, staff charge, and recovery in 2019
Travel, Training	-	-	1,500	1,500	
Advertising and Promotion	-	225	3,575	3,350	Implementing project deliverables
Contracted Services	-	-	11,950	11,950	Implementing project deliverables
Supplies and Materials	-	1,400	55,950	54,550	Implementing project deliverables
Total Operating Expenses	-	8,298	106,928	98,630	
Revenue:					
Other	-	5,737	90,346	84,609	EcoAction grant
Grant Recovery	-	-	6,000	6,000	Grant from Clean Water Program
Total Revenue	-	5,737	96,346	90,609	
Net Operating Cost	-	2,561	10,582	8,021	
Capital					
Capital Expense	-	-	-	-	
Overall Net	-	2,561	10,582	8,021	
Transfer To/(From) Reserve	-	-	-	-	
Net Requirement	-	2,561	10,582	8,021	
Total Depreciation	-	-	-	-	



Projects

Federal & Provincial Grant Programs

Purpose:

- To explore a variety of federal, provincial and municipal grant programs for projects.
- Potential grant sources may include:
 - AgriScience
 - National Disaster Mitigation Program
 - Great Lakes Guardian Community Fund
 - Federation of Canadian Municipalities
 - Climate Action Fund
 - Other

Expenses:

- Salaries and Benefits: FTE 1.3, increase \$125,000: \$125,000
- Contracted Services: increase \$75,000: \$75,000

Revenue:

- Other: increase \$200,000: \$200,000



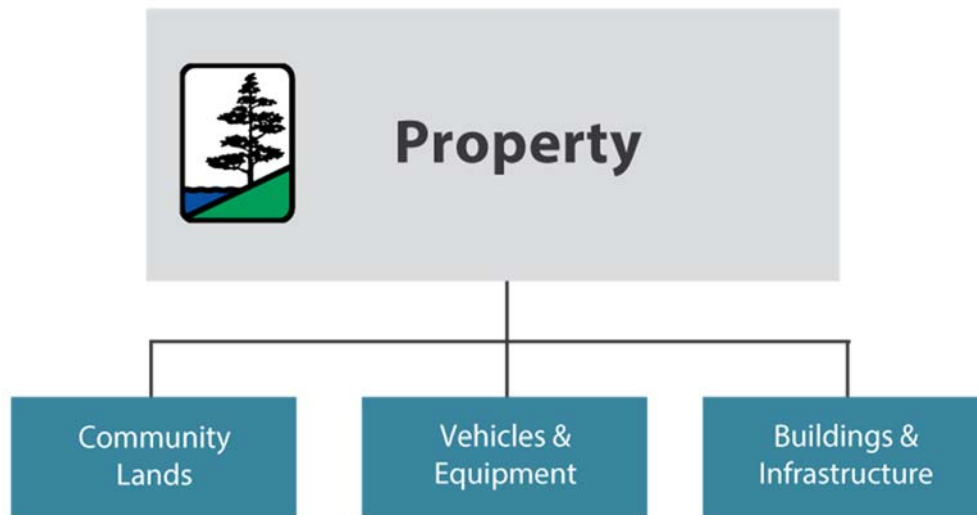
Projects

Federal & Provincial Grant Programs

Description	Budget 2018	Forecast 2018	Draft Budget 2019	Increase/ (Decrease) 2019	Reason For Change
Operating Expenses:					
Salaries and Benefits	50,000	-	125,000	125,000	Anticipated payroll, staff charge, and recovery in 2019
Contracted Services	50,000	-	75,000	75,000	Projects beginning in 2019
Total Operating Expenses	100,000	-	200,000	200,000	
Revenue:					
Other	100,000	-	200,000	200,000	Projects beginning in 2019
Total Revenue	100,000	-	200,000	200,000	
Net Operating Cost	-	-	-	-	
Capital					
Capital Expense	-	-	-	-	
Overall Net	-	-	-	-	
Transfer To/(From) Reserve	-	-	-	-	
Net Requirement	-	-	-	-	
Total Depreciation	-	-	-	-	



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Property

Department Overview

Purpose:

- Provide access to natural areas including Conservation Areas, lands and trails, and the South Nation River and its' tributaries. These spaces are for public enjoyment and conservation and contribute to the local economy with activities on our land including: timber harvest; honey, maple syrup, and agricultural production; hosting of national and local events.
- Promote the natural environment through the properties we own and operate.
- Promote accessibility on the properties we operate.
- Support our member municipalities and residents through the use of our meeting and board rooms.
- Provide buildings and equipment required to operate the Authority.
- Maintain water control infrastructure to protect people and property.
- Provide support for Authority projects in other departments



Community Lands

Conservation Areas

Purpose:

- To develop and maintain Conservation Areas as natural spaces for the public, to promote appreciation of nature, South Nation, Ottawa and St. Lawrence Rivers, and conservation, while contributing to the local economy.
- Shoreline restoration J.H. Tweed
- New Conservation Area - Augusta

Expenses:

- Salaries and Benefits: 1.0 FTE, increase \$23,405: \$90,994
- Travel and Training: increase \$150: \$500
- Equipment and Maintenance: decrease \$1,000: \$3,500
- Contracted Services: (grass cutting, privies, contracted equipment services, accessibility and trail improvements and hazard tree removal) increase \$5,486: \$47,600
- Supplies and Materials: (signage, waste bins, tree replacement, dock and ramp improvements, seating, gravel, and materials) decrease \$1,750: \$23,150
- Capital Expense: (Shoreline restoration and new bridge) increase \$89,700: \$100,000

Revenue:

- Municipal: increase \$27,140: \$47,200
- Other: (Shoreline restoration J.H. Tweed) increase \$59,840: \$81,000

2019 Deliverables:

- 14 Parks with 35 kilometers of trails
- 11 docks
- Continue with Conservation Area improvements/maintenance identified in 2017 conservation area asset inventory.
- Monitor park use to guide future improvements
- Welcome over 100,000 visitors to the conservation areas from May through October.
- Replace foot-bridge at J.H. Tweed

Managed Parks and Trails:

- Camp Sheldrick (North Dundas)
- Cass Bridge Conservation Area (North Dundas)
- High Falls Conservation Area (Casselman)
- Jessup's Falls Conservation Area (Alfred-Plantagenet)
- J. Henry Tweed Conservation Area (Russell)
- Lemieux Historic Site (Nation)
- McIntosh Park Conservation Area (North Stormont)
- Oak Valley Conservation Area (North Dundas)
- Partner Docks (Spencerville, Chesterville (2), Chrysler, Embrun)
- Partner Parks (Nokomis Park)
- Partner Trail (Russell)
- Reveler Conservation Area (North Stormont)
- Robert Graham Conservation Area (South Dundas)
- St. Albert Conservation Area (Nation)
- Two Creeks Conservation Area (South Dundas)
- Warwick Forest Conservation Area (North Stormont)
- W.E. Burton Conservation Area (Russell)



Community Lands

Conservation Areas

Description	Budget 2018	Forecast 2018	Draft Budget 2019	Increase/ (Decrease) 2019	Reason For Change
Operating Expenses:					
Salaries and Benefits	78,533	67,589	90,994	23,405	Anticipated payroll, staff charge, and recovery in 2019
Travel, Training	-	350	500	150	
Equipment, Repairs and Maintenance	3,500	4,500	3,500	(1,000)	
Contracted Services	31,600	42,114	47,600	5,486	Tweed shoreline restoration
Supplies and Materials	21,900	24,900	23,150	(1,750)	
Total Operating Expenses	135,533	139,453	165,744	26,291	
Revenue:					
Municipal	19,470	20,060	47,200	27,140	New park
Other	4,500	21,160	81,000	59,840	Tweed shoreline restoration
Total Revenue	23,970	41,220	128,200	86,980	
Net Operating Cost	111,563	98,233	37,544	(60,689)	
Capital					
Capital Expense	8,000	10,300	100,000	89,700	New park and Tweed shoreline restoration
Overall Net	119,563	108,533	137,544	29,011	
Transfer To/(From) Reserve	1,700	1,700	(15,000)	(16,700)	J. Henry Tweed foot-bridge
Net Requirement	121,263	110,233	122,544	12,311	
Total Depreciation	12,361	12,982	12,186	(796)	



Community Lands

Lands

Purpose:

- To manage property for current and future residents. SNC owns approximately 12,000 acres including: forests; wetlands; grasslands, and hazard properties. These properties provide environmental, social and economic benefits.
- To facilitate scheduled land operations and public access SNC follows an asset management plan.

Expenses:

- Salaries and Benefits: 1.9 FTE, increase \$54,689: \$182,847
- Travel and Training: increase \$1,000: \$7,500
- Equipment and Maintenance: (fencing, equipment and repairs): \$1,500
- Contracted Services: (property surveys, invasive species control, drainage) increase \$1,000: \$9,000
- Supplies and Materials: (signs, gravel, culvert) increase \$1,400: \$10,400
- Property Taxes, Drainage Assessment: increase \$700: \$80,400
- Capital Expense: (forest land acquisition, gates and culverts) increase \$19,563: \$307,076

Revenue:

- Fees: decrease \$2,000: \$2,500
- Municipal: increase \$9,563: \$297,076
- Other: \$4,000

2019 Deliverables:

- Promote the land donation through Land Trust Program
- Celebrate, through official opening events, three land donations and acquisitions
- Work with Communications to continue to actively sign our conservation lands
- Update lease and partner agreements
- Undertake invasive species and noxious weed control
- Address property vandalism (garbage dumping)
- 10 pounds of honey, \$0.60 per maple tap, increase in agricultural and recreational lease income
- Land acquisition
- To facilitate operations and access replace the following SNC assets:
 - 7 culverts
 - 2 gates
 - 300 tones aggregate
 - 100 SNC property signs
 - 3 SNC park signs



Community Lands

Lands

Description	Budget 2018	Forecast 2018	Draft Budget 2019	Increase/ (Decrease) 2019	Reason For Change
Operating Expenses:					
Salaries and Benefits	129,001	128,158	182,847	54,689	Anticipated payroll, staff charge, and recovery in 2019
Travel, Training	9,000	6,500	7,500	1,000	
Equipment, Repairs and Maintenance	1,500	1,500	1,500	-	
Contracted Services	8,000	8,000	9,000	1,000	
Supplies and Materials	9,000	9,000	10,400	1,400	
Property taxes, Drainage Assessment	66,700	79,700	80,400	700	
Total Operating Expenses	223,201	232,858	291,647	58,789	
Revenue:					
Fees	3,500	4,500	2,500	(2,000)	
Municipal	287,513	287,513	297,076	9,563	Land acquisition levy adjustment
Other	2,000	4,000	4,000	-	
Total Revenue	293,013	296,013	303,576	7,563	
Net Operating Cost	(69,812)	(63,155)	(11,929)	51,226	
Capital					
Capital Expense	287,513	287,513	307,076	19,563	Gates, culvert, and land acquisition
Overall Net	217,701	224,358	295,147	70,789	
Transfer To/(From) Reserve	-	-	(10,000)	(10,000)	Gates and culvert
Net Requirement	217,701	224,358	285,147	60,789	
Total Depreciation	12,541	12,541	12,541	-	



Community Lands

SNC Forest

Purpose:

- To implement operations under the SNC 20-Year Forest Management Plan (2018-2037); SNC 5-Year Forest Operations Plan (2018-2023); and 2019 Annual Forest Operating Plan.
- These plans measure and assess the health of the SNC Forest, prescribe harvests that improve growth, improve forest health, regenerate forests, and identify recreational and economic opportunities for these community lands.
- To comply with SNC Forest Policy and Forest Stewardship Certification (FSC) standards. FSC is a third-party audit to ensure SNC manages their forest according to established standards.
- To engage volunteers through the SNC Forest Stewards program to help SNC monitor its land holdings.

Expenses:

- Salaries and Benefits: 1.3 FTE, increase \$36,437: \$127,001
- Travel and Training: decrease \$1,393: \$4,500
- Equipment and Maintenance: (forestry equipment) increase \$586: \$3,000
- Professional Services: (FSC certification) increase \$200: \$5,000
- Contracted Services: (tree marking, tree planting) decrease \$620: \$10,000
- Supplies and Materials: (trees, tree marking paint) increase \$2,500: \$7,000

Revenue:

- Fees: (Sale of Wood): \$80,000
- Other: increase \$518: \$2,000

2019 Deliverables:

- Tree planting: 9.7 ha.
- Invasive Species Control: 4.0 ha.
- Tree marking: 95.0 ha.
- Harvest: 38.3 ha.
- Inventory: 126.0 ha.
- Planning: 3 harvest plans - 95.0 ha



Community Lands

SNC Forest

Description	Budget 2018	Forecast 2018	Draft Budget 2019	Increase/ (Decrease) 2019	Reason For Change
Operating Expenses:					
Salaries and Benefits	98,001	90,564	127,001	36,437	Replacing position not filled in 2018
Travel, Training	4,500	5,893	4,500	(1,393)	
Equipment, Repairs and Maintenance	3,500	2,414	3,000	586	
Professional Services	4,500	4,800	5,000	200	
Contracted Services	10,000	10,620	10,000	(620)	
Supplies and Materials	5,000	4,500	7,000	2,500	Tree planting
Total Operating Expenses	125,501	118,791	156,501	37,710	
Revenue:					
Fees	80,500	80,000	80,000	-	
Other	3,000	1,482	2,000	518	
Total Revenue	83,500	81,482	82,000	518	
Net Operating Cost	42,001	37,309	74,501	37,192	
Capital					
Capital Expense	-	-	-	-	
Overall Net	42,001	37,309	74,501	37,192	
Transfer To/(From) Reserve	-	-	-	-	
Net Requirement	42,001	37,309	74,501	37,192	
Total Depreciation	-	-	-	-	



Vehicles & Equipment

Purpose:

- To provide safe, economical, environmentally friendly, and practical fleet needs to all departments.
- Vehicles and Equipment: maintain, service, and acquire replacement vehicles.
- Specialty equipment: maintain and service specialty equipment pieces such as, ATVs, weed trimmers, canoes, boats, and motors, etc.

2019 Deliverables:

- Total vehicles in fleet: 12
- Vehicle purchase

Expenses:

- Salaries and Benefits: 0.1 FTE, increase \$257: \$8,957
- Insurance: increase \$2,000: \$7,000
- Vehicles: increase \$1,062: \$65,750
- Capital Expense: (new vehicle) decrease \$32,176: \$30,000

Revenue:

- Project Recovery: (recovery of vehicle costs through projects): \$10,000
- Other: decrease \$500: \$6,000



Vehicles & Equipment

Description	Budget 2018	Forecast 2018	Draft Budget 2019	Increase/ (Decrease) 2019	Reason For Change
Operating Expenses:					
Salaries and Benefits	5,149	8,700	8,957	257	
Insurance	7,000	5,000	7,000	2,000	
Vehicles	56,700	64,688	65,750	1,062	
Total Operating Expenses	68,849	78,388	81,707	3,319	
Revenue:					
Other	-	6,500	6,000	(500)	
Project Recovery	10,000	10,000	10,000	-	
Total Revenue	10,000	16,500	16,000	(500)	
Net Operating Cost	58,849	61,888	65,707	3,819	
Capital					
Capital Expense	60,000	62,176	30,000	(32,176)	Vehicle purchase
Overall Net	118,849	124,064	95,707	(28,357)	
Transfer To/(From) Reserve	(35,000)	(35,000)	-	35,000	Vehicle purchase
Net Requirement	83,849	89,064	95,707	6,643	
Total Depreciation	24,301	30,417	32,897	2,480	



Buildings & Infrastructure

Buildings

Purpose:

- To provide a productive environment for visitors, board members and staff of the Authority.
- Total Buildings Owned: 1
 - Administrative building, Finch
- Total Facilities Leased: 2
 - Shop, Berwick
 - Storage, Finch

Revenue:

- Partners: (office rental): \$1,200

2019 Deliverables:

- Comfortable, safe, and clean office
- Shop garage door replacement
- Building repairs and upgrades

Expenses:

- Salaries and Benefits: 0.7 FTE, decrease \$9,807: \$64,370
- Equipment, Repairs and Maintenance: (office and shop repairs and maintenance, accessibility upgrades, equipment): \$17,000
- Contracted Services: (grass cutting, cleaning services, snow removal, painting): \$50,000
- Utilities: (electricity, propane, natural gas) increase \$4,000: \$37,700
- Leases and Rentals: \$5,000
- Supplies and Materials: (cleaning supplies, paint, grounds maintenance supplies, building maintenance supplies, paper products): \$20,000
- Property Taxes, Drainage Assessment: \$700
- Capital Expenses: increase \$21,000: \$30,000



Buildings & Infrastructure

Buildings

Description	Budget 2018	Forecast 2018	Draft Budget 2019	Increase/ (Decrease) 2019	Reason For Change
Operating Expenses:					
Salaries and Benefits	73,668	74,177	64,370	(9,807)	Anticipated payroll, staff charge, and recovery in 2019
Equipment, Repairs and Maintenance	17,000	17,000	17,000	-	
Contracted Services	50,000	50,000	50,000	-	
Utilities	41,700	33,700	37,700	4,000	Anticipated utility rates
Lease/Rental	-	5,000	5,000	-	
Supplies and Materials	20,000	20,000	20,000	-	
Property taxes, Drainage Assessment	700	700	700	-	
Total Operating Expenses	203,068	200,577	194,770	(5,807)	
Revenue:					
Partners	1,200	1,200	1,200	-	
Total Revenue	1,200	1,200	1,200	-	
Net Operating Cost	201,868	199,377	193,570	(5,807)	
Capital					
Capital Expense	-	9,000	30,000	21,000	Building repairs and upgrades
Overall Net	201,868	208,377	223,570	15,193	
Transfer To/(From) Reserve	-	-	(30,000)	(30,000)	Building repairs and upgrades
Net Requirement	201,868	208,377	193,570	(14,807)	
Total Depreciation	55,639	55,852	45,424	(10,428)	



Buildings & Infrastructure

Erosion & Water Control

Purpose:

- To reduce and prevent flood damages and loss of life by operating water control structures throughout the SNC jurisdiction.
- To enhance water levels for recreational use of the South Nation River by maintaining and operating water control structures

Expenses:

- Salaries and Benefits: 0.7 FTE, decrease \$3,772: \$61,528
- Travel and Training: (Confined Space and Fall Arrest refresher, Boat Operation Safety, Working at Heights Training Program Standard): \$2,500
- Professional Services: (risk assessments) increase \$27,000: \$32,000
- Contracted Services: (concrete repairs, vegetation control) increase \$28,518: \$46,500
- Utilities: (electricity, oil) decrease \$500: \$6,100
- Vehicles: decrease \$462: \$1,250
- Supplies and Materials: (filters, hydraulic oil, sign materials, hardware, stop logs) increase \$11,893: \$35,750

Revenue:

- Provincial: increase \$37,992: \$95,000
- Other: (Casselman Water Power Station) increase \$1,000: \$8,000

2019 Deliverables:

- Chesterville Dam (gate and concrete repairs): \$67,000
- Russell and Casselman Weir risk assessments: \$40,000
- Dyke/berm vegetation control: \$3,000
- Operating costs: \$ 75,628



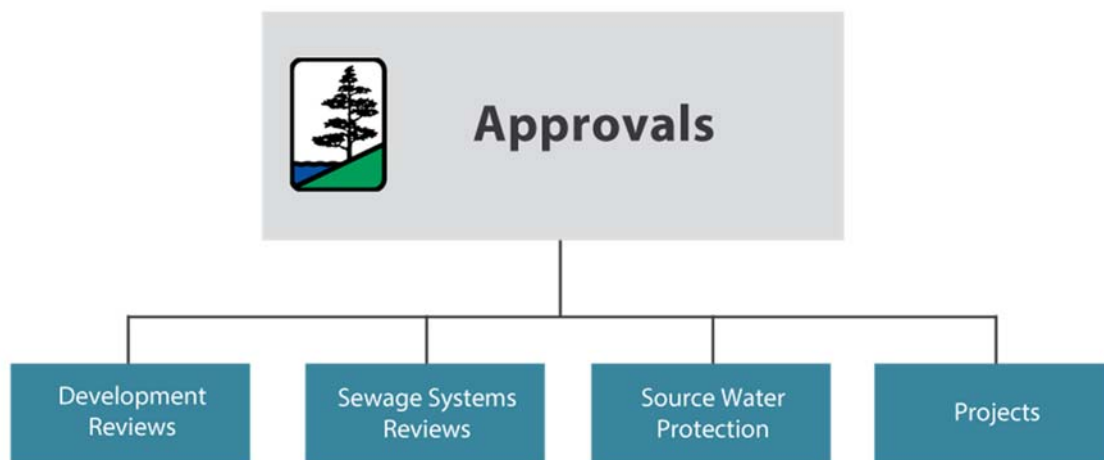
Buildings & Infrastructure

Erosion & Water Control

Description	Budget 2018	Forecast 2018	Draft Budget 2019	Increase/ (Decrease) 2019	Reason For Change
Operating Expenses:					
Salaries and Benefits	55,486	65,300	61,528	(3,772)	Anticipated payroll, staff charge, and recovery in 2019
Travel, Training	4,500	2,500	2,500	-	
Equipment, Repairs and Maintenance	4,500	-	-	-	
Advertising and Promotion	500	-	-	-	
Professional Services	9,500	5,000	32,000	27,000	Risk assessments
Contracted Services	87,500	17,982	46,500	28,518	Change in project scope
Utilities	8,000	6,600	6,100	(500)	
Vehicles	2,250	1,712	1,250	(462)	
Supplies and Materials	7,750	23,857	35,750	11,893	Change in project scope
Total Operating Expenses	179,986	122,951	185,628	62,677	
Revenue:					
Provincial	93,250	57,008	95,000	37,992	Change in project scope
Other	5,000	7,000	8,000	1,000	
Total Revenue	98,250	64,008	103,000	38,992	
Net Operating Cost	81,736	58,943	82,628	23,685	
Capital					
Capital Expense	-	-	-	-	
Overall Net	81,736	58,943	82,628	23,685	
Transfer To/(From) Reserve	5,000	5,000	5,000	-	
Net Requirement	86,736	63,943	87,628	23,685	
Total Depreciation	94,018	95,078	94,578	(500)	



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Approvals

Department Overview

Purpose:

- To protect people and property through smart development that respects environmental and legislative requirements. The Development Review Team implements the: *Conservation Authorities Act, Clean Water Act, Ontario Building Code, Provincial Policy Statement, Official Plans, and local bylaws.*
- We provide recommendations, design approval and inspection services for subdivisions, construction, infrastructure, and private utility works.
- We process a variety of applications including: rezoning; subdivisions; site plan control; development permits; variance permits; drafts conditions, and process permit applications.
- We assist municipalities and applicants with our pre-consultation meetings and site visits.

Approvals:

- Protect people, municipalities and businesses from loss of life and property damage, through timely approvals.
- Conserve, restore and manage natural resources of the South Nation jurisdiction.
- Minimize or eliminate impacts to the environment from development.
- Protect naturally hazardous areas (floodplains, unstable slopes, karst).
- Encourage responsible management and protection of environmentally sensitive areas (shorelines, significant forests, wetlands).
- Promote planning consistent with municipal official plan documents.
- Encourage coordinated approaches to land and water use.
- Provide information to municipalities.
- Ensure responsible and effective resource management, considering the Provincial Policy Statement, and local conditions.
- Assist municipalities with Source Water Protection projects and plans.

Subprograms:

- Development Reviews
- Sewage System Reviews
- Source Water Protection



Approvals

Development Review

2019 Deliverables:

Regulations:

- To ensure development respects hazard features of the environment, consistent with watershed development policies. Under Section 28 of the Conservation Authorities Act, we implement the Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation (Ontario Regulation 170/06).
 - Property Inquiries: 37
 - Permits: 150
 - Municipal Drain Reviews: 55

Planning Reviews:

- We advise municipalities on the environmental sections of the Provincial Policy Statement. We have agreements to provide comments on natural heritage features, such as significant woodlands, local wetlands, environmentally sensitive areas, fish habitat, and rare, threatened and endangered species and their habitats. These agreements exist both within, and outside of our watershed jurisdiction.
 - Severance: 164
 - Subdivision: 4
 - Site Plan: 21
 - Zoning By-law amendment: 60
 - Minor Variances: 50

Project Reviews:

- Work with regional and local municipalities to comment on water management and natural hazard approaches presented by developers and consultants on planning applications.
- Key areas of expertise: engineering, hydrology, hydrogeology, floodplain, geotechnical review, planning input and review, regulations, data collection, computer modeling, project design, tendering and supervision.
 - Stormwater: 111
 - Hydrogeological: 15
 - Environmental Impact Assessments: 10
 - Geotechnical: 2
 - Other: 2

Expenses:

- Salaries and Benefits: 7.4 FTE, increase \$126,430: \$702,503
- Travel and Training: (professional development training for 7 staff members) increase \$2,000: \$14,000
- Professional Services: \$5,000
- Vehicles: (charge for vehicle): \$5,000
- Supplies and Materials: increase \$500: \$1,000
- Program Support: increase \$500: \$2,500

Revenue:

- Fees: increase \$5,000: \$345,000
- Provincial: \$120,000
- Federal: decrease \$207: \$0
- Other: decrease \$5,000: \$0



Approvals

Development Review

Description	Budget 2018	Forecast 2018	Draft Budget 2019	Increase/ (Decrease) 2019	Reason For Change
Operating Expenses:					
Salaries and Benefits	659,475	576,073	702,503	126,430	Anticipated payroll, staff charge, and recovery in 2019
Travel, Training	19,000	12,000	14,000	2,000	
Professional Services	5,000	5,000	5,000	-	
Phone and Internet	1,000	-	-	-	
Vehicles	5,000	5,000	5,000	-	
Supplies and Materials	1,000	500	1,000	500	
Program Support	2,500	2,000	2,500	500	
Total Operating Expenses	692,975	600,573	730,003	129,430	
Revenue:					
Fees	300,000	340,000	345,000	5,000	Anticipated fee increase
Provincial	120,000	120,000	120,000	-	
Federal	-	207	-	(207)	
Other	-	5,000	-	(5,000)	External grant in 2018
Total Revenue	420,000	465,207	465,000	(207)	
Net Operating Cost	272,975	135,366	265,003	129,637	
Capital					
Capital Expense	-	-	-	-	
Overall Net	272,975	135,366	265,003	129,637	
Transfer To/(From) Reserve	5,000	5,000	5,000	-	
Net Requirement	277,975	140,366	270,003	129,637	
Total Depreciation	547	547	547	-	



Approvals

Sewage Systems Review

Purpose:

- We currently have agreements with 13 municipalities to deliver their sewage systems reviews, a delegated authority, under Part 8 of the Ontario Building Code (OBC).
- We issue permits for sewage systems construction considering public safety and health.
- We inspect: new construction, alteration, and maintenance, by enforcing provincial building regulations and relevant municipal by-laws.

Expenses:

- Salaries and Benefits: 3.1 FTE, (Source Water Implementation) increase \$16,604: \$292,543
- Travel and Training: decrease \$750: \$4,000
- Equipment and Maintenance: \$1,000
- Advertising and Promotion: \$1,000
- Professional Services: increase \$500: \$3,000
- Phone and Internet: increase \$500: \$2,500
- Insurance: \$1,200
- Vehicles: increase \$500: \$15,000
- Supplies and Materials: increase \$972: \$6,500
- Program Support: \$5,000
- Capital Expense: increase \$30,000: \$30,000

Revenue:

- Fees: \$335,000
- Other: increase \$1,239: \$9,000

2019 Deliverables:

- Support for the re-inspection component of the OBC through Source Water Protection
- 150 maintenance inspections
- 300 septic permits
- 280 severance applications
- 80 renovation reviews
- 200 file searches
- Handle 20 complaints
- Maintain existing agreements with 13 municipalities, evaluate additional business opportunities
- Vehicle purchase



Approvals

Sewage Systems Review

Description	Budget 2018	Forecast 2018	Draft Budget 2019	Increase/ (Decrease) 2019	Reason For Change
Operating Expenses:					
Salaries and Benefits	263,370	275,939	292,543	16,604	Anticipated payroll, staff charge, and recovery in 2019
Travel, Training	3,250	4,750	4,000	(750)	
Equipment, Repairs and Maintenance	1,000	1,000	1,000	-	
Advertising and Promotion	1,400	1,000	1,000	-	
Professional Services	5,000	2,500	3,000	500	
Phone and Internet	2,500	2,000	2,500	500	
Insurance	1,200	1,200	1,200	-	
Vehicles	15,000	14,500	15,000	500	
Supplies and Materials	3,500	5,528	6,500	972	
Program Support	4,000	5,000	5,000	-	
Total Operating Expenses	300,220	313,417	331,743	18,326	
Revenue:					
Fees	312,000	335,000	335,000	-	
Other	3,000	7,761	9,000	1,239	
Total Revenue	315,000	342,761	344,000	1,239	
Net Operating Cost	(14,780)	(29,344)	(12,257)	17,087	
Capital					
Capital Expense	-	-	30,000	30,000	Vehicle purchase
Overall Net	(14,780)	(29,344)	17,743	47,087	
Transfer To/(From) Reserve	14,780	29,344	(17,743)	(47,087)	
Net Requirement	-	-	-	-	
Total Depreciation	-	-	-	-	



Approvals

Source Water Protection

Purpose:

- The Clean Water Act, 2006, protects sources of municipal drinking water. Our current work helps municipalities in our Source Protection Region address drinking water issues and implement source protection plans.
 - South Nation Conservation and Raisin Region Conservation Authority are partners, creating the Raisin-South Nation Source Protection Region, one of 19 regions across the province.
 - Administer risk management.
- Leases and Rentals: (office space) decrease \$950: \$2,937
 - Supplies and Materials: decrease \$670: \$0
 - Program Support: decrease \$31: \$0

Revenue:

- Fees: \$1,500
- Provincial: decrease \$350: \$54,443
- Municipal: decrease \$15,000: \$0

2019 Deliverables:

- Manage risk management delivery agreements with 18 municipalities
- Assist in policy review and implementation of the Source Protection Plan
- Work with neighboring CA's to ensure consistent service delivery of program
- Prepare and update risk management plans for municipalities as required
- Prepare Section 59 notices

Expenses:

- Salaries and Benefits: 0.5 FTE, decrease \$18,333: \$47,647
- Committee: \$1,500
- Travel and Training: (program travel and workshops) decrease \$750: \$0
- Equipment, Repairs and Maintenance: increase \$87: \$2,600
- Contracted Services: (SNC network charge, conservation authorities and municipal partners) decrease \$198: \$1,259



Approvals

Source Water Protection

Description	Budget 2018	Forecast 2018	Draft Budget 2019	Increase/ (Decrease) 2019	Reason For Change
Operating Expenses:					
Salaries and Benefits	120,478	65,980	47,647	(18,333)	Anticipated payroll, staff charge, and recovery in 2019
Committee	-	1,500	1,500	-	
Travel, Training	500	750	-	(750)	
Equipment, Repairs and Maintenance	1,000	2,513	2,600	87	
Contracted Services	2,200	1,457	1,259	(198)	
Lease/Rental	2,000	3,887	2,937	(950)	
Supplies and Materials	1,100	670	-	(670)	
Program Support	150	31	-	(31)	
Total Operating Expenses	127,428	76,788	55,943	(20,845)	
Revenue:					
Fees	43,565	1,500	1,500	-	
Provincial	49,350	54,793	54,443	(350)	
Municipal	24,513	15,000	-	(15,000)	City of Ottawa risk management plan completed
Total Revenue	117,428	71,293	55,943	(15,350)	
Net Operating Cost	10,000	5,495	-	(5,495)	
Capital					
Capital Expense	-	-	-	-	
Overall Net	10,000	5,495	-	(5,495)	
Transfer To/(From) Reserve	-	-	-	-	
Net Requirement	10,000	5,495	-	(5,495)	
Total Depreciation	-	-	-	-	



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Approvals

Projects

Purpose:

- To complete projects that assist the Authority (and member municipalities) to: consider liability, effectively regulate, enhance the understanding, and or experience of the watershed.

2019 Deliverables:

- City of Ottawa - Floodplain Mapping
- United Counties of Prescott-Russell - Floodplain Mapping
- St. Lawrence River - Hazard Mapping
- Stormwater
- United Counties of Prescott-Russell Infrastructure Assessment
- Subwatershed Studies
- Casselman to Lemieux



Projects

City of Ottawa - Floodplain Mapping

Purpose:

- To provide professional services to complete floodplain mapping in priority areas within the City of Ottawa under two cost-sharing agreements with the City.
- National Disaster Mitigation Program funding:
 - Ebbers and Buckles Creeks and Middle Castor River Floodplain Mapping projects, contract ends March 31, 2019.
 - Shaws Creek and South Castor River Floodplain Mapping projects, contract ends March 31, 2020.
- To provide the delineation of emergency management tools, including, delineation of additional flood lines, flood depth maps and inventory of flood vulnerable areas.

Expenses:

- Salaries and Benefits: 3.0 FTE, decrease \$93,895: \$286,282
- Travel and Training: decrease \$354: \$2,000
- Equipment, Repairs and Maintenance: decrease \$2,613: \$2,909
- Professional Service: increase \$28,546: \$39,495
- Supplies and Materials: (fuel, parking and open house expenses) increase \$31,361: \$41,512

Revenue:

- Federal: (National Disaster Mitigation Program) decrease \$35,043: \$146,936
- Municipal: (City of Ottawa) increase \$17,668: \$146,606

2019 Deliverables:

- City of Ottawa quarterly project progress meetings.
- Financial and non-financial reporting as per signed agreements.
- Agreement 1 (2012-2018)
 - Organize and host open house for McKinnons, McFadden, Savage, and South Bearbrook Creeks. Address residents' comments and finalize flood risk reports.
 - Obtain board approval.
- Agreement 2 (2017 – 2022)
 - Complete Ebbers and Buckles Creeks and Middle Castor River projects including, modeling, draft reports, open house, address public comments, final report, board approval, present to City management, and hire a consultant to review applicable policies in risk areas.
 - Complete Shaws Creek and South Castor River projects including, collect data, private and public infrastructure surveys, present and future land use, hydrological and hydraulic models, draft floodplain mapping, technical review, address technical comments and prepare final reports.
 - Complete emergency management tools for Cassidy, McCooeye, Greys, and South Bearbrook Creeks.



Projects

City of Ottawa - Floodplain Mapping

Description	Budget 2018	Forecast 2018	Draft Budget 2019	Increase/ (Decrease) 2019	Reason For Change
Operating Expenses:					
Salaries and Benefits	246,123	380,177	286,282	(93,895)	Anticipated payroll, staff charge, and recovery in 2019
Travel, Training	-	2,354	2,000	(354)	
Equipment, Repairs and Maintenance	14,171	5,522	2,909	(2,613)	Software and annual fees
Professional Services	73,559	10,949	39,495	28,546	Review of flood risk areas
Supplies and Materials	13,242	10,151	41,512	31,361	Open houses and communication tools
Total Operating Expenses	347,095	409,153	372,198	(36,955)	
Revenue:					
Federal	144,941	181,979	146,936	(35,043)	Project timelines
Municipal	123,894	128,938	146,606	17,668	Project timelines
Total Revenue	268,835	310,917	293,542	(17,375)	
Net Operating Cost	78,260	98,236	78,656	(19,580)	
Capital					
Capital Expense	-	-	-	-	
Overall Net	78,260	98,236	78,656	(19,580)	
Transfer To/(From) Reserve	-	-	-	-	
Net Requirement	78,260	98,236	78,656	(19,580)	
Total Depreciation	-	-	-	-	



Projects

United Counties of Prescott–Russell - Floodplain Mapping

Purpose:

- Knowing the extent of potential flooding in the event of an extreme storm is important for land use planning and emergency management. SNC's mission is to protect people and property from natural hazards, including flooding and unstable slopes.
- To provide professional services to complete floodplain mapping in priority areas within the Counties of Prescott-Russell under a three-year cost sharing agreement with the Counties
 - National Disaster Mitigation Program contract ends March 31, 2019

Expenses:

- Salaries and Benefits: 0.6 FTE, decrease \$71,943: \$58,786
- Travel and Training: \$3,000
- Equipment and Maintenance: decrease \$4,665: \$9,000
- Professional Service: increase \$43,990: \$82,448
- Supplies and Materials: (travelling and open house expenses) increase \$5,906: \$10,000

Revenue:

- Fees: \$8,587
- Federal: (National Disaster Mitigation Program) decrease \$13,356: \$81,617
- Municipal: (United Counties of Prescott-Russell) decrease \$16,957: \$61,351

2019 Deliverables:

- Agreement 1 (2017-2019)
 - United Counties of Prescott-Russell quarterly project progress meetings. Prepare and present financial and non-financial reports.
 - Complete York and Clarence Creek projects including, complete modeling, prepare draft reports, retain a consultant to complete technical reviews, address technical review comments, organize and host open house, address public comments, prepare final report, obtain board approval and present reports to City management, retain a consultant to review applicable policies in risk areas.
 - Financial and non-financial reporting as per signed agreement.



Projects

United Counties of Prescott–Russell - Floodplain Mapping

Description	Budget 2018	Forecast 2018	Draft Budget 2019	Increase/ (Decrease) 2019	Reason For Change
Operating Expenses:					
Salaries and Benefits	158,116	130,729	58,786	(71,943)	Anticipated payroll, staff charge, and recovery in 2019
Travel, Training	-	3,000	3,000	-	
Equipment, Repairs and Maintenance	15,390	13,665	9,000	(4,665)	Software and annual fees
Professional Services	100,196	38,458	82,448	43,990	Peer review for floodplain modelling
Supplies and Materials	-	4,094	10,000	5,906	Open houses and communication tools
Total Operating Expenses	273,702	189,946	163,234	(26,712)	
Revenue:					
Fees	-	8,587	8,587	-	
Federal	160,221	94,973	81,617	(13,356)	Project ending in 2019
Municipal	76,825	78,308	61,351	(16,957)	Project ending in 2019
Total Revenue	237,046	181,868	151,555	(30,313)	
Net Operating Cost	36,656	8,078	11,679	3,601	
Capital					
Capital Expense	-	-	-	-	
Overall Net	36,656	8,078	11,679	3,601	
Transfer To/(From) Reserve	-	-	-	-	
Net Requirement	36,656	8,078	11,679	3,601	
Total Depreciation	-	-	-	-	



Projects

St. Lawrence River - Hazard Mapping

Purpose:

- To provide professional services to delineate and update the 100-year St. Lawrence River floodline, as per the St Lawrence River Flood Levels Study, prepared by Environment Canada and dated July 1993
- Public Safety Canada awarded 50% of the cost of this project under the National Disaster Mitigation Program. Contract ends on March 31, 2019.
- Matching funds and in-kind support provided by: United Counties of Leeds and Grenville; United Counties of Stormont Dundas and Glengarry; Town of Prescott; Township of Edwardsburgh/Cardinal; Township of Augusta; Municipality of South Dundas; Township of South Stormont; Ministry of Natural Resources and Forestry; Ontario Power Generation, Raisin Region Conservation Authority; Parks of the St. Lawrence; and South Nation Conservation.

Expenses:

- Salaries and Benefits: 0.3 FTE, increase \$162: \$29,317
- Contracted Services: decrease \$94,920: \$0

Revenue:

- Federal: (National Disaster Mitigation Program) decrease \$53,550: \$16,573
- Municipal: (municipal partners) decrease \$31,934: \$9,883
- Other: (Ontario Power Generation and St.Lawrence Parks Commission) decrease \$7,412: \$2,294

2019 Deliverables:

- Topography data acquisition (Lidar: Light Detection and Ranging) along the St. Lawrence River.
- Contact landowners to obtain approval to enter private property and complete data validation survey.
- Prepare data terrain analysis and update floodplain line based on the new topography.
- Prepare report and documentation.
- Present the completed project to partners and share the data.
- Submit financial and non-financial reports to Ministry of Municipal Affairs and Housing in accordance with the National Disaster Mitigation Program funding agreement.



Projects

St. Lawrence River - Hazard Mapping

Description	Budget 2018	Forecast 2018	Draft Budget 2019	Increase/ (Decrease) 2019	Reason For Change
Operating Expenses:					
Salaries and Benefits	-	29,155	29,317	162	
Contracted Services	-	94,920	-	(94,920)	Topography data acquisition
Total Operating Expenses	-	124,075	29,317	(94,758)	
Revenue:					
Federal	-	70,123	16,573	(53,550)	Project ending in 2019
Municipal	-	41,817	9,883	(31,934)	Project ending in 2019
Other	-	9,706	2,294	(7,412)	Project ending in 2019
Total Revenue	-	121,646	28,750	(92,896)	
Net Operating Cost	-	2,429	567	(1,862)	
Capital					
Capital Expense	-	-	-	-	
Overall Net	-	2,429	567	(1,862)	
Transfer To/(From) Reserve	-	-	-	-	
Net Requirement	-	2,429	567	(1,862)	
Total Depreciation	-	-	-	-	



Projects

Stormwater

Purpose:

- To develop a strategy for stormwater infrastructure including: monitoring, maintenance and acquisition for municipalities within United Counties of Prescott-Russell based on the work with Stormont Dundas and Glengarry.
- The project will be completed by March 31, 2019.

2019 Deliverables:

- Complete an onsite surveying and monitoring training day for United Counties of Prescott-Russell's municipal staff.
- Complete the reports and present it to the Counties.
- Meetings with the United Counties of Prescott-Russell working group as required.
- Apply for grants to obtain funding.

Expenses:

- Salaries and Benefits: 0.1 FTE: decrease \$23,177: \$7,918
- Contracted Services: \$0
- Supplies and Materials: increase \$320: \$620

Revenue:

- Grants Recovery: (Eastern Ontario Water Resources Program funding) decrease \$22,857: \$8,538



Projects

Stormwater

Description	Budget 2018	Forecast 2018	Draft Budget 2019	Increase/ (Decrease) 2019	Reason For Change
Operating Expenses:					
Salaries and Benefits	10,000	31,095	7,918	(23,177)	Anticipated payroll, staff charge, and recovery in 2019
Contracted Services	8,244	-	-	-	
Supplies and Materials	-	300	620	320	
Total Operating Expenses	18,244	31,395	8,538	(22,857)	
Revenue:					
Grant Recovery	18,244	31,395	8,538	(22,857)	Project ending in 2019
Total Revenue	18,244	31,395	8,538	(22,857)	
Net Operating Cost	-	-	-	-	
Capital					
Capital Expense	-	-	-	-	
Overall Net	-	-	-	-	
Transfer To/(From) Reserve	-	-	-	-	
Net Requirement	-	-	-	-	
Total Depreciation	-	-	-	-	



Projects

United Counties of Prescott-Russell Infrastructure Assessment

Purpose:

- To complete a report on the status of counties infrastructures resilience to the impacts of climate change.
- The United Counties of Prescott-Russell's project was completed on March 31, 2018.

Revenue:

- No revenue budgeted in 2019

2019 Deliverables

- Project completed in 2018

Expenses:

- No expenses budgeted in 2019



Projects

United Counties of Prescott-Russell Infrastructure Assessment

Description	Budget 2018	Forecast 2018	Draft Budget 2019	Increase/ (Decrease) 2019	Reason For Change
Operating Expenses:					
Salaries and Benefits	10,852	14,171	-	(14,171)	Anticipated payroll, staff charge, and recovery in 2019
Supplies and Materials	2,148	-	-	-	
Total Operating Expenses	13,000	14,171	-	(14,171)	
Revenue:					
Grant Recovery	13,000	14,171	-	(14,171)	Project ended in 2018
Total Revenue	13,000	14,171	-	(14,171)	
Net Operating Cost	-	-	-	-	
Capital					
Capital Expense	-	-	-	-	
Overall Net	-	-	-	-	
Transfer To/(From) Reserve	-	-	-	-	
Net Requirement	-	-	-	-	
Total Depreciation	-	-	-	-	



Projects

Subwatershed Studies

Purpose:

- To provide professional services to complete subwatershed studies that assist the Authority (and member municipalities) to: effectively plan and enhance understanding and stewardship of the watershed.

2019 Deliverables

- Completion of North Castor River catchment study

Expenses:

- Salaries and Benefits: FTE 0.3, decrease \$29,730: \$29,478
- Equipment, Repairs and Maintenance: decrease \$372: \$0
- Contracted Services: increase \$29,986: \$31,213
- Vehicles: increase \$50: \$1,000
- Supplies and Materials: (calibration solutions, ethanol, dip nets, waterproof paper) decrease \$16,533: \$2,000

Revenue:

- Provincial: (Great Lakes Guardian Community Fund) decrease \$22,855: \$0
- Municipal: (revenue carried forward) decrease \$13,000: \$0
- Grant Recovery: (Eastern Ontario Water Resources Program funding) increase \$19,256: \$63,691



Projects

Subwatershed Studies

Description	Budget 2018	Forecast 2018	Draft Budget 2019	Increase/ (Decrease) 2019	Reason For Change
Operating Expenses:					
Salaries and Benefits	42,665	59,208	29,478	(29,730)	Anticipated payroll, staff charge, and recovery in 2019
Equipment, Repairs and Maintenance	-	372	-	(372)	
Contracted Services	-	1,227	31,213	29,986	Project deliverables in 2019
Vehicles	950	950	1,000	50	
Supplies and Materials	16,742	18,533	2,000	(16,533)	Clarence Creek project completed in 2018
Total Operating Expenses	60,357	80,290	63,691	(16,599)	
Revenue:					
Provincial	22,692	22,855	-	(22,855)	Clarence Creek project completed in 2018
Municipal	10,000	13,000	-	(13,000)	Clarence Creek project completed in 2018
Grant Recovery	27,665	44,435	63,691	19,256	Funding to complete North Castor project in 2019
Total Revenue	60,357	80,290	63,691	(16,599)	
Net Operating Cost	-	-	-	-	
Capital					
Capital Expense	-	-	-	-	
Overall Net	-	-	-	-	
Transfer To/(From) Reserve	-	-	-	-	
Net Requirement	-	-	-	-	
Total Depreciation	-	-	-	-	



Projects

Casselman to Lemieux

Purpose:

- To assist the Authority and municipalities to consider liability and effectively engage with residents within the Casselman to Lemieux potential retrogressive landslide zone.

Expenses:

- Salaries and Benefits: FTE 0.7, increase \$58,000: \$68,000
- Professional Services: increase \$31,930: \$32,965

Revenue:

- Federal: (National Disaster Mitigation Program) increase \$32,930: \$41,465
- Municipal: (municipal partner) increase \$25,000: \$25,000

2019 Deliverables:

- Annual update of emergency plans and enhance communications with residents
- Work with municipality to assess risk and identify structures and residences within project area.
- To create a mitigation plan.
- Work with residents to communicate project and associated risks.



Projects

Casselman to Lemieux

Description	Budget 2018	Forecast 2018	Draft Budget 2019	Increase/ (Decrease) 2019	Reason For Change
Operating Expenses:					
Salaries and Benefits	1,000	10,000	68,000	58,000	Anticipated payroll, staff charge, and recovery in 2019
Professional Services	-	1,035	32,965	31,930	Project deliverables in 2019
Contracted Services	500	-	-	-	
Supplies and Materials	500	-	-	-	
Total Operating Expenses	2,000	11,035	100,965	89,930	
Revenue:					
Federal	-	8,535	41,465	32,930	Project started in 2018
Municipal	2,000	-	25,000	25,000	Project started in 2018
Total Revenue	2,000	8,535	66,465	57,930	
Net Operating Cost	-	2,500	34,500	32,000	
Capital					
Capital Expense	-	-	-	-	
Overall Net	-	2,500	34,500	32,000	
Transfer To/(From) Reserve	-	-	-	-	
Net Requirement	-	2,500	34,500	32,000	
Total Depreciation	-	-	-	-	



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Organization Effectiveness

Department Overview

Corporate Services:

- Provide financial planning for the Authority including the administration of the corporate budgeting process and accounting of revenues and expenditures
- Ensure best practices and value for the Authority through contract review
- Administer payroll and benefits
- Manage purchasing and inventory
- Support the work of the Authority with administrative services
- Ensure good governance by facilitating board meetings and the work of the board
- Deploy and maintain telephone and cell phone equipment, and associated services

Information Management:

- Analyze, develop, deploy and maintain computer operations, telecommunications, applications and user support
- Support Authority work with geographic information systems support
- Research and implement appropriate software and provide software support

Communications & Outreach:

- Promote a positive image of SNC
- Enhance communication and collaboration among municipalities, partners, public and media to foster partnerships, and to engage people and organizations
- Increase communications, including information on events, SNC activities and available services
- Produce high-quality communication materials



Corporate Services

Purpose:

- To support the work of the Authority through the development of consistent management practices, cohesive policies, procedures, guidance, and processes for board of directors and staff.
- We provide administrative support to the board and programs including human resources, meeting facilitation and maintaining corporate records.
- We ensure sound financial management and planning by maintaining the corporate accounts, processing transactions and providing tools, guidance and reporting for the budgeting process.
- Corporate Services includes the general manager's office and a portion of the leadership team. The leadership team provides strategic vision and leadership to the Authority.

Subprograms:

- Governance
- Administration
- Financial Management & Reporting
- Information Management



Corporate Services

Governance

Purpose:

- To provide administrative support for the Board of Directors of SNC. This includes: coordination of information for monthly board meetings such as agenda packages, ensuring accuracy of the official minutes, and other supporting documentation.
- The Governance program includes funds for board meeting allowance, mileage and other expenses related to their function as a representative of SNC. This includes networking events, training and development programs and activities.

2019 Deliverables:

- Support the chairman and 12 board members representing 16 member municipalities
- Facilitate 11 board meetings, including coordination of agenda, minutes and PowerPoint presentations
- Make travel arrangements and registrations for board members to represent SNC at networking events and conferences, and at county and municipal meetings

Expenses:

- Salaries and Benefits: 1.7 FTE, increase \$11,234: \$163,157
- Board : (meeting and mileage allowance) increase \$14,000: \$60,500
- Travel and Training: (board travel) increase \$1,500: \$15,000
- Professional Services: (legal) increase \$2,000: \$2,000
- Phone and Internet: \$800
- Insurance: (Directors and Officers liability) \$2,400

Revenue:

- No revenue budgeted in 2019



Corporate Services

Governance

Description	Budget 2018	Forecast 2018	Draft Budget 2019	Increase/ (Decrease) 2019	Reason For Change
Operating Expenses:					
Salaries and Benefits	151,445	151,923	163,157	11,234	Anticipated payroll, staff charge, and recovery in 2019
Board	64,500	46,500	60,500	14,000	Member attendance at meetings
Travel, Training	15,000	13,500	15,000	1,500	
Professional Services	2,000	-	2,000	2,000	
Phone and Internet	800	800	800	-	
Insurance	2,400	2,400	2,400	-	
Total Operating Expenses	236,145	215,123	243,857	28,734	
Revenue:					
Fees	-	-	-	-	
Total Revenue	-	-	-	-	
Net Operating Cost	236,145	215,123	243,857	28,734	
Capital					
Capital Expense	-	-	-	-	
Overall Net	236,145	215,123	243,857	28,734	
Transfer To/(From) Reserve	-	-	-	-	
Net Requirement	236,145	215,123	243,857	28,734	
Total Depreciation	-	-	-	-	



Corporate Services

Administration

Purpose:

- Our leadership team provides overall leadership, guidance, organization and direction to the Authority to achieve consistent management, cohesive policies, guidance, and processes.
- Our administrative team provides corporate support for Authority programs, services and staff.

Expenses:

- Salaries and Benefits: 6.5 FTE, increase \$170,778: \$609,064
- Committee: (Joint Occupational Health and Safety) increase \$100: \$1,400
- Travel and Training: (six staff including the general manager) decrease \$3,387: \$38,800
- Equipment and Maintenance: (printer and office equipment): \$1,500
- Professional Services: (legal and HR): \$43,000
- Phone and Internet: \$30,000
- Contracted Services: increase \$500: \$1,000
- Insurance: (General Liability and Fleet) increase \$8,500: \$74,000
- Leases and Rentals: \$700
- Supplies and Materials: (office supplies and stationery): decrease \$2,883: \$41,000
- Program Support: (postage, and bank fees): \$4,200
- Grants: increase \$1,630: \$35,000
- Capital Expense: \$0

Revenue:

- Federal: (employment subsidy programs) increase \$39,150: \$70,000
- Other: decrease \$4,900: \$5,500
- Project Recovery: decrease \$4,424: \$2,937

2019 Deliverables:

- Customer service:
 - 9,000 telephone calls
 - 4,000 emails
 - 1,300 walk-in customers
 - 70 external meeting room usages and setup
- Provide information and support regarding Administrative, Personnel, Purchasing, Health and Safety, and Technical Policies
- Support for over 46 staff, 12 students and co-op/interns
- Materials and supplies management
- Apply for funding to offset over student salary
- Manage office materials and supplies



Corporate Services

Administration

Description	Budget 2018	Forecast 2018	Draft Budget 2019	Increase/ (Decrease) 2019	Reason For Change
Operating Expenses:					
Salaries and Benefits	570,210	438,286	609,064	170,778	Anticipated payroll, staff charge, and recovery in 2019
Committee	1,400	1,300	1,400	100	
Travel, Training	38,800	42,187	38,800	(3,387)	Staff attendance at training
Equipment, Repairs and Maintenance	1,500	1,500	1,500	-	
Professional Services	33,000	43,000	43,000	-	
Phone and Internet	30,000	30,000	30,000	-	
Contracted Services	1,000	500	1,000	500	
Insurance	60,000	65,500	74,000	8,500	Anticipated insurance adjustments
Lease/Rental	700	700	700	-	
Supplies and Materials	33,000	43,883	41,000	(2,883)	Recovery from another project in 2018
Program Support	3,200	4,200	4,200	-	
Grants	33,370	33,370	35,000	1,630	
Total Operating Expenses	806,180	704,426	879,664	175,238	
Revenue:					
Federal	70,000	30,850	70,000	39,150	Anticipated employment subsidies
Other	5,250	10,400	5,500	(4,900)	Funding to complete bylaw review
Project Recovery	7,300	7,361	2,937	(4,424)	Funding recovered from another project in 2018
Total Revenue	82,550	48,611	78,437	29,826	
Net Operating Cost	723,630	655,815	801,227	145,412	
Capital					
Capital Expense	8,000	-	-	-	
Overall Net	731,630	655,815	801,227	145,412	
Transfer To/(From) Reserve	(84,000)	-	(70,000)	(70,000)	
Net Requirement	647,630	655,815	731,227	75,412	
Total Depreciation	131	131	131	-	



Corporate Services

Financial Management & Reporting

Purpose:

- To provide the board of directors and staff with timely financial information needed for operational decisions.

Expenses:

- Salaries and Benefits: 2.4 FTE, increase \$24,151: \$230,473
- Travel and Training: increase \$1,400: \$7,000
- Professional Services: (audit) increase \$578: \$27,500
- Program Support: \$1,500

Revenue:

- Fees: increase \$1,872: \$45,000
- Municipal: \$13,150

2019 Deliverables:

- Financial Advisors:
 - Financial reports (30)
 - Statements, grant applications (50)
 - Contract review (70)
 - Complete year end, annual budget and audit
- Preparing and Maintaining:
 - Corporate wide contracts, personnel files and payroll, and benefits
- Accounts Payable and Receivable:
 - 3,600 supplier invoices processed
 - 2,000 supplier payments
 - 1,500 payroll payments (board, staff, and committees)
 - 250 SNC invoices prepared
 - 1,600 cash, cheque and credit card payments received and processed



Corporate Services

Financial Management & Reporting

Description	Budget 2018	Forecast 2018	Draft Budget 2019	Increase/ (Decrease) 2019	Reason For Change
Operating Expenses:					
Salaries and Benefits	231,429	206,322	230,473	24,151	Anticipated payroll, staff charge, and recovery in 2019
Travel, Training	5,600	5,600	7,000	1,400	
Professional Services	26,500	26,922	27,500	578	
Program Support	1,600	1,500	1,500	-	
Total Operating Expenses	265,129	240,344	266,473	26,129	
Revenue:					
Fees	30,000	43,128	45,000	1,872	
Municipal	13,150	13,150	13,150	-	
Total Revenue	43,150	56,278	58,150	1,872	
Net Operating Cost	221,979	184,066	208,323	24,257	
Capital					
Capital Expense	-	-	-	-	
Overall Net	221,979	184,066	208,323	24,257	
Transfer To/(From) Reserve	23,300	23,300	23,300	-	
Net Requirement	245,279	207,366	231,623	24,257	
Total Depreciation	-	-	-	-	



Corporate Services

Information Management

Purpose:

- We implement and maintain SNC's technology infrastructure and manage corporate records and data. Our geographical information system (GIS) team creates products in support of SNC work, municipalities, clients and the public.
- Infrastructure includes:
 - 10 servers for data storage
 - 11 network switches
 - 8 Wireless access points
 - 70 workstations, laptops and printers
 - Boardroom and meeting room audio-visual equipment
- Products for SNC, partner agencies (federal and provincial government, municipalities, landowners, contractors and developers), and customers include:
 - Mapping and analysis of natural features, hazards and regulatory lines
 - Maintenance of a public and internal Geoportal tool
 - Maps to support reports, decision-making, public consultations and external communications such as tours, watershed report cards, web and social media updates
- Phone and Internet: (fiber internet): increase \$500: \$12,000
- Contracted Services: (network and helpdesk support, year two of three-year contract, file management and digitization, service fees for cloud, ESRI (GIS software); HRMS (payroll and time solution), extras on IT contract): increase \$400: \$75,700
- Supplies and Materials: (printing, IT accessories) decrease \$1,500: \$7,500
- Capital Expense: (replace aged computers, replace audio visual system, updated imagery) increase \$15,000: \$70,000

Revenue:

- Other: decrease \$160: \$0
- Project Recovery: decrease \$24,213: \$1,744

2019 Deliverables:

Expenses:

- Salaries and Benefits: 0.8 FTE, decrease \$22,533: \$79,000
- Travel and Training: increase \$1,600: \$4,400
- Equipment, Repairs and Maintenance: (computer and network repairs and maintenance, software licenses) increase \$1,042: \$43,000
- Professional Services: (end of network renewal and cloud project) decrease \$5,000: \$0
- GIS tasks and projects
 - Floodplain mapping
 - Continued improvements to the geoportal
 - imagery acquisition
- Backup and store approximately 1.2 million files
- Process and store approximately 400,000 emails annually
- Replace aged audio-visual equipment
- Develop file and data management software
- Replace 10-12 aged computers
- Acquire updated aerial imagery



Corporate Services

Information Management

Description	Budget 2018	Forecast 2018	Draft Budget 2019	Increase/ (Decrease) 2019	Reason For Change
Operating Expenses:					
Salaries and Benefits	82,587	101,533	79,000	(22,533)	Anticipated payroll, staff charge, and recovery in 2019
Travel, Training	6,600	2,800	4,400	1,600	
Equipment, Repairs and Maintenance	33,500	41,958	43,000	1,042	
Professional Services	5,000	5,000	-	(5,000)	Change in program scope
Phone and Internet	13,000	11,500	12,000	500	
Contracted Services	88,900	75,300	75,700	400	
Supplies and Materials	7,000	9,000	7,500	(1,500)	
Total Operating Expenses	236,587	247,091	221,600	(25,491)	
Revenue:					
Other	-	160	-	(160)	
Project Recovery	3,000	25,957	1,744	(24,213)	Funding recovered from another project in 2018
Total Revenue	3,000	26,117	1,744	(24,373)	
Net Operating Cost	233,587	220,974	219,856	(1,118)	
Capital					
Capital Expense	50,000	55,000	70,000	15,000	Audiovisual system and imagery
Overall Net	283,587	275,974	289,856	13,882	
Transfer To/(From) Reserve	-	-	(20,000)	(20,000)	Audiovisual system
Net Requirement	283,587	275,974	269,856	(6,118)	
Total Depreciation	49,228	61,778	60,605	(1,173)	



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Communications & Outreach

Department Overview

Purpose:

- Promote SNC programs, services and projects to member municipalities, residents, partner organizations, and other stakeholders.
- Ensure consistent use of corporate branding and identity in SNC communication products.
- The team develops and distributes SNC media and communications products, maintains SNC's website and social media outlets, delivers educational programs, promotes SNC at local events and supports funding applications.
- The Communications and Outreach team provides support to all SNC teams.

Subprograms:

- Corporate Communications
- Education & Events
- Partnership Development
- Media & Communications Products



Communications & Outreach

Corporate Communications

Purpose:

- Corporate communications support SNC standing committees as per approved terms of reference. Staff maintains SNC's corporate identity and provides business cards, uniforms and clothing. The team coordinates SNC corporate memberships and subscriptions for staff and programs. Staff support Corporate Services with maintaining SNC historical archives and the Pat Coyne Library.

Expenses:

- Salaries and Benefits: 2.9 FTE, increase \$40,805: \$272,119
- Committee: (4 standing committees for meetings and expenses) increase \$1,850: \$28,000
- Travel and Training: (travel and professional development for 4 staff) increase \$3,203: \$9,000
- Advertising and Promotion: (SNC memberships to professional organizations and subscriptions for magazines, journals and local newspapers, gifts and in memoriam donations on behalf of SNC, and SNC clothing and uniforms) increase \$3,728: \$36,000
- Contracted Services: (corporate product graphic design) decrease \$1,000: \$5,000
- Supplies and Materials: (business cards, name tags, name plates and SNC promotional items): \$8,000
- Program Support: (point of sale machine at front reception) increase \$100: \$200

Revenues:

- Other: (sale of SNC clothing) decrease \$1,500: \$500

2019 Deliverables:

- Hold 16 SNC standing committee meetings to provide stakeholder input on SNC programs and services to the board of directors
 - Clean Water Committee
 - Communications Committee
 - Fish and Wildlife Committee
 - Forestry Committee
- Distribute 20 SNC token and recognition gifts as per SNC's Personnel Policy
- Purchase and distribute 50 SNC uniforms and clothing for board, committees and staff
- Produce 20 staff business cards, name tags, and nameplates
- Renew 50 SNC subscriptions and membership
- Maintain historical archives and Pat Coyne Library



Communications & Outreach

Corporate Communications

Description	Budget 2018	Forecast 2018	Draft Budget 2019	Increase/ (Decrease) 2019	Reason For Change
Operating Expenses:					
Salaries and Benefits	229,323	231,314	272,119	40,805	Anticipated payroll, staff charge, and recovery in 2019
Committee	22,000	26,150	28,000	1,850	
Travel, Training	9,000	5,797	9,000	3,203	Conservation Authority workshop recovery
Advertising and Promotion	30,000	32,272	36,000	3,728	Memberships and subscriptions
Contracted Services	8,000	6,000	5,000	(1,000)	
Supplies and Materials	8,000	8,000	8,000	-	
Program Support	200	100	200	100	
Total Operating Expenses	306,523	309,633	358,319	48,686	
Revenue:					
Other	1,000	2,000	500	(1,500)	
Total Revenue	1,000	2,000	500	(1,500)	
Net Operating Cost	305,523	307,633	357,819	50,186	
Capital					
Capital Expense	-	-	-	-	
Overall Net	305,523	307,633	357,819	50,186	
Transfer To/(From) Reserve	-	-	-	-	
Net Requirement	305,523	307,633	357,819	50,186	
Total Depreciation	-	-	-	-	



Communication & Outreach

Education & Events

Purpose:

- Through attending events and delivering educational programming SNC works to promote the protection and proper management of natural resources. SNC delivers curriculum-based Watershed Adventures, a Geocaching Program, a Maple Syrup Education Program, Wildlife Education Days and delivers a Stream of Dreams Education Program to foster a lifelong appreciation of the environment. SNC also partners with many different groups to deliver programs including the First Hunt Program and Youth Fish Camps, among others.

Expenses:

- Salaries and Benefits: 0.1 FTE, decrease \$9,450: \$1,500
- Travel and Training: (parking and mileage to/from fairs, events, education programs) decrease \$158: \$4,250
- Advertising and Promotion: increase \$992: \$3,500
- Contracted Services: (SNC Youth Hunt delivered by Delta Waterfowl, Maple Education Program and representatives, staff support for geocaching events and products, and SNC golf tournament) increase \$22,270: \$42,000
- Supplies and Materials: (Geocaching, Fish Camp, SNC golf tournament, materials for SNC booth, Stream of Dreams Education Program, and Maple Syrup Education Program) decrease \$75,648: \$23,300

Revenues:

- Fees: (SNC annual bus tour, and Maple Syrup Education Program) increase \$4,201: \$11,000
- Provincial: decrease \$36,947: \$0
- Other: (revenue carried forward from donation: Fish Camp, Geocaching events, Youth Hunt Camp, and events, SNC golf tournament) decrease \$46,492: \$38,150

2019 Deliverables:

- Redevelop Maple Syrup Education Program at the new Oschmann Forest
- Deliver maple syrup education and loan out the maple syrup education kit
- Deliver watershed adventure programming to 150 youth at over 16 venues
- Hold a "Friends of the South Nation" golf tournament for over 100 participants
- Reach 25,000 residents at 20 local events
- Deliver 5 Youth Fish Camps (100 youth)
- Deliver 1 Healthy Hike
- Support Canoe and Kayak Runs on the South Nation River
- Support SNC and Delta Youth Hunt (15 youth)
- Deliver 2 geocaching events
- Coordinate open houses for floodplain mapping and stewardship projects
- Coordinate community tree planting events
- Coordinate high school stewardship certification training events
- Host and coordinate 8 photo opportunities and media days
- Deliver the Stream of Dreams Education Program at 3 schools



Communication & Outreach

Education & Events

Description	Budget 2018	Forecast 2018	Draft Budget 2019	Increase/ (Decrease) 2019	Reason For Change
Operating Expenses:					
Salaries and Benefits	8,500	10,950	1,500	(9,450)	Anticipated payroll, staff charge, and recovery in 2019
Travel, Training	4,250	4,408	4,250	(158)	
Advertising and Promotion	3,500	2,508	3,500	992	
Contracted Services	18,600	19,730	42,000	22,270	Education program work (Geocaching, Maple and Stream of Dreams) not in 2018 budget
Supplies and Materials	11,000	98,948	23,300	(75,648)	Education program work (Geocaching, Maple and Stream of Dreams) not in 2018 budget
Total Operating Expenses	45,850	136,544	74,550	(61,994)	
Revenue:					
Fees	8,350	6,799	11,000	4,201	Maple program returning in 2019
Provincial	-	36,947	-	(36,947)	Provincial funding for Stream of Dreams and Geocaching
Other	34,900	84,642	38,150	(46,492)	Maple syrup program redevelopment
Total Revenue	43,250	128,388	49,150	(79,238)	
Net Operating Cost	2,600	8,156	25,400	17,244	
Capital					
Capital Expense	-	-	-	-	
Overall Net	2,600	8,156	25,400	17,244	
Transfer To/(From) Reserve	-	-	-	-	
Net Requirement	2,600	8,156	25,400	17,244	
Total Depreciation	-	-	-	-	



Communications & Outreach

Partnership Development

Purpose:

- SNC awards grants to community groups to support events and projects throughout the SNC jurisdiction. These grants provide high profile for SNC at a low cost and encourage the use of our watercourses for recreation while supporting various environmental initiatives. The communications team also actively seeks funding partnerships, liaises with existing partner organizations, and provides support to SNC teams in developing and submitting funding applications.

2019 Deliverables:

- Deliver the Community Environmental Grants Program (River, Agri-Environmental, Heritage, and Community Environmental Outreach Grants), awarding 30 grants for community events and festivals that promote protection of the environment
- Facilitate 12 Board of Director Grants
- Support to 25 grant applications
- Engage with partners, stakeholders, staff and board members to create a strategic planning document: Beyond Vision 2020

Expenses:

- Travel and Training: (mileage and expenses for meetings with partners and potential funders) increase \$176: \$2,500
- Contracted Services: increase \$6,000: \$6,000
- Supplies and Materials: (signage and supplies for delivery of community grants) increase \$2,250: \$2,500
- Grants: (Board of Director Grants, and Community Environmental Grants): \$10,000

Revenues:

- Other: (donation to support Community Environmental Grants): \$0



Communications & Outreach

Partnership Development

Description	Budget 2018	Forecast 2018	Draft Budget 2019	Increase/ (Decrease) 2019	Reason For Change
Operating Expenses:					
Travel, Training	2,500	2,324	2,500	176	
Contracted Services	-	-	6,000	6,000	Beyond vision 2020 exercise
Supplies and Materials	500	250	2,500	2,250	
Grants	10,000	10,000	10,000	-	
Total Operating Expenses	13,000	12,574	21,000	8,426	
Revenue:					
Other	1,000	-	-	-	
Total Revenue	1,000	-	-	-	
Net Operating Cost	12,000	12,574	21,000	8,426	
Capital					
Capital Expense	-	-	-	-	
Overall Net	12,000	12,574	21,000	8,426	
Transfer To/(From) Reserve	-	-	-	-	
Net Requirement	12,000	12,574	21,000	8,426	
Total Depreciation	-	-	-	-	



Communications & Outreach

Media & Communications Products

Purpose:

- Staff promote SNC programs and services through the distribution of various media products, including press releases, watershed updates, and advertising. Staff maintain SNC's website and social media outlets (e.g. Facebook, Twitter, YouTube, and Instagram). SNC's programs and services are marketed by developing, producing and distributing various communication products including displays, postcards and interpretive signs.

Expenses:

- Advertising and Promotion: (paid ads, translation, and printing of brochures and fact sheets) increase \$800: \$24,500
- Contracted Services: (graphic design for communication products, promotional videos, maintenance and upgrades to SNC website, and press releases) increase \$4,000: \$18,000
- Supplies and Materials: (communication materials and non-capital signage): \$5,000

Revenues:

- Other: (sale of SNC books and Healthy Home Guidebooks) decrease: \$3,677: \$475

2019 Deliverables:

- Issue 50 press releases
- Email 12 SNC monthly updates
- SNC currents
- Purchase paid advertisements to promote SNC programs and services
- Engage contractors to provide graphic design and printing for:
 - communication materials
 - products for media events
 - updates to fact sheets, brochures, postcards
 - 1 subwatershed report card
 - 1 annual report
 - 2 technical reports
- Maintain and improve SNC's English and French websites
- Maintain and increase followers on SNC's 4 social media outlets
- Design 10 replacement signs
- Facilitate translation of approximately 300 documents



Communications & Outreach

Media & Communications Products

Description	Budget 2018	Forecast 2018	Draft Budget 2019	Increase/ (Decrease) 2019	Reason For Change
Operating Expenses:					
Advertising and Promotion	23,000	23,700	24,500	800	
Contracted Services	20,000	14,000	18,000	4,000	Cost savings from digital products produced by staff
Supplies and Materials	5,000	5,000	5,000	-	
Total Operating Expenses	48,000	42,700	47,500	4,800	
Revenue:					
Other	850	4,152	475	(3,677)	Grass buffer demonstration video
Total Revenue	850	4,152	475	(3,677)	
Net Operating Cost	47,150	38,548	47,025	8,477	
Capital					
Capital Expense	-	-	-	-	
Overall Net	47,150	38,548	47,025	8,477	
Transfer To/(From) Reserve	-	-	-	-	
Net Requirement	47,150	38,548	47,025	8,477	
Total Depreciation	-	-	-	-	



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