

Board of Directors Meeting

Thursday, February 22, 2024
6:30 pm
3889 Rideau Valley Drive, Manotick ON
(RVCA Boardroom)

Members and the public are also welcome to join via Zoom.

Please contact Marissa Grondin at marissa.grondin@rvca.ca or 1-800-267-3504 ext. 1177 in advance of the meeting if you wish to receive instructions to join.

AGENDA

Meeting 2/24	Page
1.0 Roll Call	
2.0 Land Acknowledgement Statement	
3.0 Agenda Review	
4.0 Adoption of Agenda	
5.0 Declaration of Interest	
6.0 Approval of Minutes from January 25, 2024	
7.0 Business Arising from Minutes	
8.0 Annual General Meeting (Staff Reports Attached)	
a) Appointments to Executive Committee	01
b) Appointments to Audit Committee	05
c) Appointments to Conservation Ontario	09
d) Appointment of Auditors	11
e) Appointment of Legal Counsel	13
f) Appointment of Land Appraisers	15
g) Appointment of Signing Authorities	16
9.0 Timeline Reporting for Section 28 Applications	
Staff Report Attached (Glen McDonald).....	18
10.0 2024 Budget Approval	
Staff Report Attached (Sommer Casgrain-Robertson)	21

11.0 Overview of RVCA and RVCF Conservation Lands

Staff Presentation To Be Provided

12.0 Meetings

- a) Lanark County Wetland Workshop for Municipal Planners – February 1, 2024
- b) Source Protection Committee Meeting – February 8, 2024
- c) RVCA Executive Committee Hearing – February 8, 2024
- d) RVCA Annual Flood Forecasting and Warning meeting (outside City of Ottawa) – February 16, 2024

Upcoming

- e) RVCA Executive Committee Meeting (General Manager's Performance Appraisal) – March 4, 2024
- f) MVCA / RVCA / SNC Annual Flood Forecasting & Warning Meeting within City of Ottawa – March 5, 2024
- g) Conservation Ontario: General Managers' Meeting – March 18, 2024
- h) RVCF Board of Directors Meeting – March 19, 2024
- i) RVCA Board of Directors Meeting – March 28, 2024
- j) RVCA Annual Watershed Tour – June 21, 2024 (Baxter Conservation Area)

13.0 Member Inquiries

14.0 New Business

15.0 Adjournment

Action Items from Previous Meetings:

Item	Lead Staff	Anticipated Timeline

**Proudly working in partnership
with our 18 watershed municipalities**

Athens, Augusta, Beckwith, Central Frontenac, Clarence-Rockland,
Drummond/North Elmsley, Elizabethtown-Kitley, Merrickville-Wolford, Montague,
North Dundas, North Grenville, Ottawa, Perth, Rideau Lakes, Smiths Falls, South Frontenac, Tay Valley, Westport

**8.0a Appointment of Executive Committee
Report #: 1-240222**

To: RVCA Board of Directors
From: Sommer Casgrain-Robertson
General Manager
Date: February 15, 2024

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Recommendation:

That the Board of Directors of the Rideau Valley Conservation Authority appoints the Chair, Vice-Chair, Anne Barr, Brian Dowdall, and Gary Waterfield to the RVCA’s Executive Committee for the year 2024.

Purpose

To appoint an Executive Committee for 2024.

Background

As outlined in RVCA’s Administrative By-Law, an Executive Committee shall be appointed to hold hearings under Section 28 of the *Conservation Authorities Act*.

- The Executive Committee hears applications for permission associated with Ontario Regulation 174/06 (“Development, Interference with Wetlands and Alteration to Shorelines and Watercourses” Regulation) under Section 28 of the Act.
- The Executive Committee shall evaluate the information presented at a hearing by both Conservation Authority staff and the applicant and decide whether the application will be approved with or without conditions or refused, or if a permit will be cancelled. Applicants can appeal decisions of the Executive Committee to the Ontario Land Tribunal.

The Executive Committee will also:

- Hear requests for fee reconsiderations in accordance with RVCA’s Fee Policy.
- Undertake an annual performance appraisal of the General Manager / Secretary-Treasurer. The Executive Committee shall work collaboratively with the General Manager / Secretary-Treasurer to set annual performance objectives and then review the General Manager / Secretary-Treasurer’s performance in achieving those objectives.

Appointment of members to the Executive Committee:

- Shall be made by the Chair, subject to approval by the General Membership
- Shall be made at the Annual meeting of the General Membership each year

- Shall consist of the Chair, Vice-Chair and three other Members, such that the Committee is comprised of at least one Member from the City of Ottawa. The Chair and Vice-Chair of the Authority shall be the Chair and Vice-Chair of the Executive Committee in accordance with the *Conservation Authorities Act*.

Appendix 4-A of By-law No.1 is attached as it outlines the Terms of Reference for the Executive Committee.

Analysis

The Chair will appoint members to the Executive Committee subject to the Board's approval. The Chair will appoint members who will represent the Board well on the Executive Committee and represent a mix of small, medium and large municipalities from across the watershed.

Financial Considerations

Members of the Executive Committee receive a per diem and mileage for meetings. The RVCA's 2024 budget accounts for these costs.

Legal Considerations

The appointment of an Executive Committee is in accordance with Section 19 of the *Conservation Authorities Act* which states:

- 19 (1) The authority may appoint an executive committee from among the members of the authority. R.S.O. 1990, c. C.27, s. 19 (1).

Chair, vice-chair

- (2) The chair and vice-chair of the Authority shall be the chair and vice-chair of the executive committee

Adherence to RVCA Policy

The appointment of an Executive Committee is in accordance with Section B.1 (c) of RVCA's Administrative By-law which states:

- 1 (c) ...the powers of the General Membership include but are not limited to:
- (vi) Appointing an Executive Committee and delegating to the Committee any of its powers except:
 - i. The termination of the services of the General Manager and/or Secretary-Treasurer,
 - ii. The power to raise money, and
 - iii. The power to enter into contracts or agreements other than those contracts or agreements as are necessarily incidental to the works approved by the Authority.

- (xv). Delegating to the Executive Committee the holding of hearings as may be required under any regulations made under Section 28 of the Act.

Attachment:

- Terms of Reference for the Executive Committee (Appendix 4-A of RVCA's Administrative By-law)

Appendix 4-A – Terms of Reference for Executive Committee

1. Purpose

The Authority shall maintain a standing Executive Committee to:

- Hold hearings under Section 28 of the Act. The Executive Committee shall evaluate the information presented at a hearing by both Conservation Authority staff and the applicant and decide whether the application will be approved with or without conditions or refused, or if a permit will be cancelled. Applicants can appeal decisions of the Executive Committee to the Minister.
- Undertake an annual performance appraisal of the General Manager / Secretary-Treasurer. The Executive Committee shall work collaboratively with the General Manager / Secretary-Treasurer to set annual performance objectives and then review the General Manager / Secretary-Treasurer's performance in achieving those objectives.
- Hear requests for fee reconsiderations in accordance with RVCA's Fee Policy.

2. Membership

The Executive Committee shall consist of the Chair, Vice-Chair and three other Members, such that the Committee is comprised of at least one Member from the City of Ottawa. The Chair and Vice-Chair of the Authority shall be the Chair and Vice-Chair of the Executive Committee in accordance with Section 19(2) of the Act.

Appointment of Members to the Executive Committee shall be made by the Chair, subject to approval by the General Membership.

The Authority shall appoint an Executive Committee at the Annual meeting of the General Membership each year.

3. Meeting Procedures

Resolutions and policies governing the operation of the Authority shall be observed in all Executive Committee meetings.

The Executive Committee shall hold hearings in accordance with the Authority's Rules of Procedure for hearings as approved by the General Membership from time-to-time as well as other applicable laws including the *Statutory Powers Procedure Act* under which the Executive Committee is considered an Administrative Tribunal.

4. Frequency of Meetings

Meetings shall generally be held the second Thursday of the month as required.

**8.0b Appointment of Audit Committee
Report #: 2-240222**

To: RVCA Board of Directors
From: Sommer Casgrain-Robertson
General Manager
Date: February 15, 2024

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Recommendation:

THAT the Board of Directors of the Rideau Valley Conservation Authority appoint the Chair, Vice-Chair, Barry Card, Steve Fournier, and _____ to the RVCA Audit Committee for the year 2024.

Purpose

To appoint an Audit Committee for 2024.

Background

As outlined in RVCA's Administrative By-Law, an Audit Committee shall be appointed to:

- Ensure adequate financial systems, internal controls and reporting are in place for financial soundness of the Authority;
- To meet annually with the auditors before the General Membership receives and approves the Financial Statements and Report of the Auditor for the preceding year; and
- To address other specific financial matters as required.

The Audit Committee shall report to the General Membership, presenting any recommendations made by the Committee.

Appointment of members to the Audit Committee:

- Shall be made by the Chair, subject to approval by the General Membership
- Shall be made at the Annual meeting of the General Membership each year
- Shall consist of the Chair, Vice-Chair and three other Members, such that the Committee is comprised of at least one Member from the City of Ottawa. The Chair and Vice-Chair of the Authority shall be the Chair and Vice-Chair of the Audit Committee.

Appendix 4-B of RVCA's Administrative By-law is attached as it outlines the Terms of Reference for the Audit Committee.

Analysis

The Chair will appoint members to the Audit Committee subject to the Board's approval. The members selected by the Chair will represent the Board well on the Audit Committee and represent a mix of small, medium and large municipalities from across the watershed.

Financial Considerations

Members of the Audit Committee receive a per diem and mileage for meetings. The RVCA's 2024 budget accounts for these costs.

Legal Considerations

The appointment of an advisory board is in accordance with the *Conservation Authorities Act*.

Specifically, Section 18 of the Act states:

- 18 (2) An authority shall establish such advisory boards as may be required by regulation and may establish such other advisory boards as it considers appropriate. 2017, c. 23, Sched. 4, s. 15.
- (3) An advisory board shall comply with any requirements that may be prescribed by regulation with respect to its composition, functions, power, duties, activities and procedures. 2017, c. 23, Sched. 4, s. 15.

Adherence to RVCA Policy

The appointment of an advisory board is in accordance with Section B.16 of RVCA's Administrative By-law.

Specifically, Section B.16 of RVCA's Administrative By-law (By-law No.1) states:

In accordance with Section 18(2) of the Act, the Authority shall establish such Advisory Boards as required by regulation and may establish such other Advisory Boards or committees as it considers appropriate to study and report on specific matters.

The General Membership shall approve the terms of reference for all such Advisory Boards and committees, which shall include the role, the frequency of meetings and the number of members required.

Terms of Reference for current Advisory Boards and committees include:

- Audit Committee (Appendix 4-B).

Appointment of members to Advisory Boards and committees shall be made by the Chair, subject to approval by the General Membership.

Resolutions and policies governing the operation of the Authority shall be observed in all Advisory Board and committee meetings.

Each Advisory Board or committee shall report to the General Membership, presenting any recommendations made by the Advisory Board or committee.

Attachment:

- Terms of Reference for Audit Committee (RVCA's Administrative By-law Appendix 4-B)

Appendix 4-B – Terms of Reference for Audit Committee

1. Purpose

The Authority shall maintain a standing Audit Committee to ensure adequate financial systems, internal controls and reporting are in place for financial soundness of the Authority, to meet annually with the auditors before the General Membership receives and approves the Financial Statements and Report of the Auditor for the preceding year, and to address other specific financial matters as required.

The Audit Committee shall report to the General Membership, presenting any recommendations made by the Committee.

2. Membership

The Audit Committee shall consist of the Chair, Vice-Chair and three other Members, such that the Committee is comprised of at least one Member from the City of Ottawa. The Chair and Vice-Chair of the Authority shall be the Chair and Vice-Chair of the Audit Committee.

Appointment of Members to the Audit Committee shall be made by the Chair, subject to approval by the General Membership.

The Authority shall appoint an Audit Committee at the Annual meeting of the General Membership each year.

3. Meeting Procedures

Resolutions and policies governing the operation of the Authority shall be observed in all Audit Committee meetings.

4. Frequency of Meetings

Meetings shall be held at the call of the Chair. The Committee shall normally meet in February or March with the Auditors to review draft Financial Statements and Report of the Auditor, and thereafter as required.

**8.0c Appointments to Conservation Ontario
Report #: 3-240222**

To: RVCA Board of Directors
From: Sommer Casgrain-Robertson
General Manager
Date: February 15, 2024

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Recommendation:

THAT the Board of Directors of the Rideau Valley Conservation Authority appoints the Chair as RVCA's voting delegate for Conservation Ontario Council for 2024 and that the Vice-Chair and General Manager be appointed as first and second alternate respectively.

Purpose

To appoint RVCA's voting delegate to Conservation Ontario Council for 2024.

Background

Conservation Ontario is a non-profit association that represents Ontario's 36 Conservation Authorities.

Its core business functions are:

- Policy and Program Development
- Business Development and Partnerships
- Communications
- Education and Training
- Collective Corporate Services
- Government Relations
- Information Management and Research

Its Vision is:

- Engage Conservation Authorities in matters of common interest and shape effective policy relating to Conservation Authorities.

Its Mission is:

- To promote and continually strengthen a watershed-based conservation coalition in Ontario.

Conservation Ontario is directed by a Council comprised of one voting delegate from each conservation authority. This Council meets four times a year and voting delegates are usually accompanied by their conservation authority's General Manager.

The Council also elects a six-member Board of Directors who is responsible for governing Conservation Ontario. Conservation Ontario's main source of funding is from levies to each conservation authority supplemented by project funding and contracts.

As outlined in RVCA's Administrative By-Law, appointments to Conservation Ontario Council are made annually.

Analysis

Conservation Ontario strongly encourages conservation authorities to appoint a member of their Board of Directors as their voting delegate on Conservation Ontario Council. The RVCA has always appointed the Chair as its voting delegate with the Vice-Chair and General Manager acting as alternates.

Financial Considerations

RVCA's levy to Conservation Ontario for 2024 is \$45,453 which is an increase of \$385 over 2023. This levy, as well as costs associated with attending Conservation Ontario Council meetings (per diems and travel costs) are accounted for in RVCA's 2024 budget.

Adherence to RVCA Policy

Appointments to Conservation Ontario Council are in accordance with Section 6 of RVCA's Administrative By-law which states:

The Authority may appoint up to three Representatives to Conservation Ontario Council ("Council"), designated as Voting Delegate and Alternate(s). Council will consist of the Voting Delegates appointed by each Member Conservation Authority. The Voting Delegate and Alternates shall be registered with Conservation Ontario annually. Appointment of Voting Delegate and Alternate(s) to Council shall be made by the Chair at the Annual meeting of the General Membership, subject to approval by the General Membership.



**8.0d Appointment of Auditors
Report #: 4-240222**

To: RVCA Board of Directors
From: Sommer Casgrain-Robertson
General Manager
Date: February 15, 2024

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Recommendation:

THAT the Board of Directors of the Rideau Valley Conservation Authority appoints MNP LLP as the auditor for the Rideau Valley Conservation Authority and Rideau Valley Conservation Foundation for 2024.

Purpose

To appoint Auditors for the year 2024.

Background

In 2018, the RVCA issued an RFP for auditing services to six firms. Based on the results of that process, the firm of MNP was appointed as RVCA's auditors for 2019 and has been subsequently reappointed each year since.

Analysis

The RVCA was satisfied with the auditing service provided by MNP in 2022.

Financial Considerations

Audit fees for 2022 were \$31,164 which was an increase of \$13,939 over the prior year. RVCA's audit for 2023 is not yet complete, but it is estimated that the fees will be \$31,685 which is an increase of \$521 over 2022.

Legal Considerations

Section 38 of the *Conservation Authorities Act* states:

Annual audit

38 (1) Every authority shall cause its accounts and transactions to be audited annually by a person licensed under the Public Accounting Act, 2004 and shall ensure that the annual audit is prepared in accordance with generally accepted accounting principles for local governments recommended by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada, as they exist from time to time. 2020, c. 36, Sched. 6, s. 24 (1).

Auditor

(2) No person shall be appointed as auditor of an authority who is or during the preceding year was a member of the authority or who has or during the preceding year had any direct or indirect interest in any contract or any employment with the authority other than for services within his or her professional capacity. R.S.O. 1990, c. C.27, s. 38 (2).

Auditor's report

(3) An authority shall, upon receipt of the auditor's report of the examination of its accounts and transactions, forthwith forward a copy of the report to each participating municipality and to the Minister. R.S.O. 1990, c. C.27, s. 38 (3).

Report made publicly available

(4) Within 60 days of receiving the auditor's report, an authority shall make the report available to the public on its website and by any other means that the authority considers appropriate. 2020, c. 36, Sched. 6, s. 24 (2).

Adherence to RVCA Policy

RVCA's Administrative By-law states:

B.7. Appointment of Auditor

The General Membership shall appoint an auditor for the coming year at the Annual Meeting in accordance with Section 38 of the Act.

B.11. Financial Statements and Report of the Auditor

The Authority's accounts and transactions will be audited annually by a person licensed under the Public Accounting Act, 2004 and shall ensure that the annual audit is prepared in accordance with generally accepted accounting principles for local governments recommended by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada.

The General Membership shall receive and approve the Audited Financial Statements and Report of the Auditor by May 31 of each year for the previous year.

The Authority shall forward copies of the Audited Financial Statements and Report of the Auditor to Participating Municipalities and the Minister in accordance with Section 38 of the Act and will make the Audited Financial Statements available to the public on the Authority's website within sixty (60) days of receiving the Auditor's Report.



**8.0e Appointment of Legal Counsel
Report #: 5-240222**

To: RVCA Board of Directors
From: Sommer Casgrain-Robertson
General Manager
Date: February 15, 2024

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Recommendation:

THAT the Board of Directors of the Rideau Valley Conservation Authority appoints the firm of Bell Baker LLP as legal counsel for the RVCA for the year 2024;

THAT the firm of Bird Richard be retained for employment issues;

THAT the firm of Wilson Law Partners LLP be retained for land transfers;

AND THAT other legal counsel be retained as required.

Purpose

To appoint legal counsel for the year 2024.

Background

The firm of Bell Baker has advised and represented the RVCA since its formation in 1966 on matters of general counsel as well as the administration and enforcement of RVCA's planning and regulations programs.

The firm of Bird Richard has advised and represented the RVCA since 2007 on matters pertaining to human resources and other matters as applicable.

The firm of Wilson Law Partners has advised and represented the RVCA since 2006 on matters pertaining to land acquisitions, donations and easements.

From time to time, the RVCA also engages the services of other firms as needed.

Analysis

The three firms appointed as legal counsel to the RVCA provide exceptional service and have developed an understanding and depth of knowledge about RVCA and its operations.

Financial Considerations

The legal fees incurred in 2023 were \$101,640 which is an increase of \$24,554 over 2022. Fees in 2023 were distributed as follows:

- Bell Baker: \$82,440
- Bird Richard: \$ 2,188
- Wilson Law Partners: \$17,012

Fees can vary widely among the three firms from year to year depending on the nature of the issues that the RVCA is dealing with (personnel, Freedom of Information requests, regulatory enforcement, land donations).

The firm of Bird Richard is paid an annual flat fee retainer of \$2,000 for which they provide unlimited advice via telephone and email. If a third party becomes involved in a matter, then the firm provides their services at their current rates discounted by 20%.

The firms of Bell Baker, Wilson Law Partners and any other legal counsel engaged by the RVCA provides their services at an hourly rate, which is sometimes discounted.

Adherence to RVCA Policy

The RVCA's Administrative By-law states:

9. Appointment of Solicitor

The General Membership shall appoint a solicitor(s) to act as the Authority's legal counsel for the coming year at the Annual Meeting.

**8.0f Appointment of Land Appraisers
Report #: 6-240222**

To: RVCA Board of Directors
From: Sommer Casgrain-Robertson
General Manager
Date: February 15, 2024

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Recommendation:

THAT the Board of Directors of the Rideau Valley Conservation Authority appoint the firms of S. Rayner & Associates of Kingston and Rivington & Associates of Perth as land appraisers for the RVCA for the year 2024.

Purpose

To appoint land appraisers for the year 2024.

Background

In order to appraise land for conservation purposes it is critical that firms have experience or training with the Eco Gifts program delivered by Environment Canada's Canadian Wildlife Service. Given the complexity of Environment Canada's Eco Gifts program and the potential tax and legal complications for both the RVCA and the donor if the land donation is not processed properly, it is important to engage land appraisers who are knowledgeable and experienced with this program.

The two firms identified as land appraisers for the RVCA have demonstrated a thorough understanding in the past with the appraisal requirements outlined in the Eco Gifts program.

Analysis

The Board of Directors appoints land appraisers annually to enable staff to contract the services of either firm as needed to facilitate the timely processing of potential land donations on behalf of donors.

Financial Considerations

Both land appraisers provide services to the RVCA at their current rate and land appraisal fees incurred in 2023 were \$14,860.



**8.0g Appointment of Signing Authorities
Report #: 7-240222**

To: RVCA Board of Directors
From: Sommer Casgrain-Robertson
General Manager
Date: February 15, 2024

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Recommendation:

THAT the Board of Directors of the Rideau Valley Conservation Authority appoints the following positions as RVCA's signing officers for 2024:

- General Manager / Secretary-Treasurer
 - Manager of Finance
 - Director of Communications and Outreach
 - Chair of the Board of Directors
 - Vice-Chair of the Board of Directors
-

Purpose

To appoint signing officers for the year 2024.

Background

The RVCA operates with five signing officers made up of the:

- General Manager / Secretary-Treasurer
- Manager of Finance
- Director of Communications and Outreach
- Board Chair
- Board Vice-Chair

The General Manager / Secretary-Treasurer acts as the primary signing officer for contracts and agreements while the General Manager / Secretary-Treasurer and Manager of Finance act as the primary signing officers for cheques and land transfers which require two signatures.

The Director of Communications and Outreach acts as a backup signing officer in the event that either of the two primary signing officers are unavailable.

The Chair acts as a signing officer for documents requiring the signature of the Board Chair and the Chair and Vice-Chair are also available as backup signing officers in extenuating circumstances.

Adherence to RVCA Policy

RVCA's Administrative By-law states:

14. Signing Officers

All deeds, transfers, assignments, contracts, and obligations entered into by the Authority shall be signed by the signing officers of the Authority as specified by the General Membership for the coming year at the Annual Meeting. Signing authority that was authorized by any previous Administration Regulation or by-law is superseded by this by-law.

9.0 Timeline Reporting for Section 28 Applications
Report #: 08-240222

To: RVCA Board of Directors
 From: Glen McDonald
 Director of Planning and Science
 Date: February 15, 2024

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Recommendation:

THAT the Board of Directors of the Rideau Valley Conservation Authority receive this report for information.

Purpose

To report on approval timelines for permits under Section 28 of the *Conservation Authorities Act*.

Background

Under section 28 of the *Conservation Authorities Act*, the RVCA administers Ontario Regulation 174/06 (*Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation*). Proponents require the permission of the Conservation Authority to undertake development and site alterations within the areas subject to the regulation, as defined on map schedules which have been approved by the Board. Regulated areas include hazard lands such as floodplains, steep slopes and unstable soils as well as wetlands, watercourses and shorelines.

In 2010, the Ministry of Natural Resources and Forestry (MNRF) issued *Policies and Procedures for Conservation Authority Plan Review and Permitting Activities*. This document outlines service standards including timelines for issuing Section 28 approvals. In 2019, Conservation Ontario led a client service and streamlining initiative aimed at improving conservation authority client service and accountability, increasing the speed of approvals and reducing red tape and regulatory burden. One of the recommended actions was for conservation authorities to adopt voluntary reduced timelines for reviewing Section 28 applications and to report annually on performance timelines and make this information available to the public. This initiative was endorsed by RVCA's Board of Directors (Staff Report #5-190725).

Analysis

Table 1 shows the 2010 MNRF review timelines as well as the 2019 Conservation Ontario voluntary timelines. The latter adds “routine” as an application category.

Table 1 Comparison of Timeline Standards

Permit Category	Provincial Guideline (2010)	Conservation Ontario Voluntary Guideline (2019)
Major	90 days	28 days
Minor	30 days	21 days
Routine	N/A	14 days

- Major – highly complex projects requiring technical review supported by comprehensive analysis, significant natural hazards issues and risk of environmental impact.
- Minor – less complex projects with lower and mitigatable risk with respect to natural hazards.
- Routine – small projects with minimal natural hazards issues that are easily managed with standard conditions.

Review timelines start from the date the application is deemed complete and includes weekends but excludes statutory holidays.

Table 2 shows the RVCA timeline performance for 2023. The report is for the number of permits issued. Permits deemed incomplete are placed on hold (the clock stops) and are not included in the report.

Table 2: RVCA Timelines for Permissions under Section 28 of the *Conservation Authorities Act*, January 1 to December 31, 2023

Rideau Valley Conservation Authority	Number of Permits Issued Within Provincial Policy and Procedure Timeline (2010)			Number of Permits Issued Outside of Policy and Procedure Timeline (2010)				
	Major		Minor	Major		Minor		
	29		267	0		2		
	Number of Permits Issued Within CO Guideline Timeline (2019)			Number of Permits Issued Outside of CO Guideline Timeline (2019)				
	Major		Minor	Routine	Major		Minor	Routine
	27		166	82	2		13	8

In 2023, a total of 298 permits were issued.

- All but 2 of those permits were issued within the 2010 MNRF timelines
- 275 permits were issued within the voluntary 2019 CO timelines and 23 permits were issued outside the timeline.

Ninety-nine percent of the permits issued met the service standards for timelines specified by the Ministry of Natural Resources. The permits that were not issued within the MNRF timeline and the CO voluntary guideline required discussions with applicants and consultants to bring the proposal into conformity with RVCA development policies.

Staff monitor workload and performance timelines and adjust resources and processes in response to changing needs to ensure improved compliance with timing guidelines.

Input from Other Sources

This reporting is based on the recommendations and guidance in Conservation Ontario's *Annual Reporting on Timelines Template for Permissions under Section 28 of the Conservation Authorities Act*, December 9, 2019.

Adherence to RVCA Policy

The RVCA has adopted a Customer Service Charter (Staff Report #2-190926) which specifies our commitment to meet timelines for permissions under the Section 28 regulation and to make this information publicly available.

Link to Strategic Plan

Annual timeline reporting supports Priority Action #2 under Strategic Direction #4:

- Review delivery costs, revenue generation and value to the watershed for all programs and implement changes that improve efficiency, effectiveness and client service.



10.0 2024 Budget Approval
Report #: 09-240222

To: RVCA Board of Directors
From: Sommer Casgrain-Robertson
 General Manager
Date: February 15, 2024

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Recommendation:

THAT the Board of Directors of the Rideau Valley Conservation Authority approves the attached 2024 Budget in the amount of \$12,574,602 (dated February 12, 2024);

AND THAT a total of \$6,988,536 in operating and capital expenses be apportioned to municipalities using the MCVA apportionment method in accordance with the attached budget and the *Conservation Authorities Act* and its regulations;

AND THAT the following operating and capital expenses be apportioned to the City of Ottawa using the benefit-based apportionment method in accordance with the attached budget and the *Conservation Authorities Act* and its regulations:

- | | |
|--------------|---|
| 1. \$10,000 | Capital Reserve for Water Control Structures in Ottawa |
| 2. \$21,500 | Capital Reserve for Britannia Village Flood Control Project |
| 3. \$40,000 | Operation of Water Control Structures in Ottawa |
| 4. \$795,717 | Rideau River Ice Management in Ottawa |
| 5. \$163,457 | Enhanced Water Quality Monitoring in Ottawa |
| 6. \$65,000 | Operation of Windsor and Brewer Park Water Control Structures |

Purpose

To approve an operations and capital budget for the RVCA for the year 2024.

Background

RVCA's annual budget process involves the following steps:

1. September – Staff provide a summary of budget factors and seek direction from the Board
2. October – Staff present a preliminary draft budget for review and comment.
3. November – Staff present a draft budget based on Board input and further staff refinement. Staff requests approval from the Board to circulate this draft budget to member municipalities for review and comment.

4. February – Staff presents a final budget for Board approval taking into consideration any comments received from municipalities.

At their September 28, 2023 meeting, the Board received an overview of 2024 budget factors and pressures. The Board directed staff to prepare a preliminary draft budget for 2024 based on the following direction:

- Municipal levy increase of 2.5% plus assessment growth of 1.5%
- A cost-of-living increase for salaries of 3.0%.
- Fee increase of 3% for planning advisory and regulatory services

At their October 26, 2023 meeting, the Board received the 2024 Preliminary Draft Operations and Capital Budgets for the RVCA for 2024 which reflected the direction provided in September.

At their November 23, 2023 meeting, the Board directed staff to circulate RVCA's draft workplan and revised 2024 Draft Budget to member municipalities for review and comment.

Analysis

On December 12, 2023 staff circulated RVCA's 2024 draft workplan and budget to member municipalities for review and comment. Comments were requested by February 12, 2024, and as of February 15, no comments had been received.

The attached budget for 2024, being presented for approval, has been updated since the November version that was circulated to municipalities to reflect:

- A reduction of the special levy to the City of Ottawa for Rideau River Ice Management as the invoice for 2023 has since been received from the City which allows staff to better estimate costs for 2024. Since this is a cost recovery program, the change does not have any impact on the general municipal levy.
- A 3% increase to the special levy to the City of Ottawa for Water Quality Monitoring. This special levy was not adjusted in 2023 and the increase proposed for 2024 was done in consultation with MVCA, SNC and City staff.
- An increase to the budgeted interest income to \$128,445 to reflect higher earnings on investments.
- Removal of \$5,200 operating levy allocated to the Beaver Management program as this program is no longer active.

The 2024 Final Budget includes operating expenses of \$11,580,417 and capital expenditures of \$994,185 totaling \$12,562,602 summarized as follows:

2024 Draft Budget Overview			
	2024 Budget	2023 Budget	Variance
Operating Expenses			
Staffing	\$ 5,517,924	\$ 5,457,033	\$ 60,891
Payroll taxes and benefits	\$ 1,545,019	\$ 1,498,831	\$ 46,188
Total Staffing Expenses	\$ 7,062,943	\$ 6,955,864	\$ 107,079
Non Labour Operating Expenses			
Non-Labour Operating Expenses	\$ 3,604,757	\$ 3,360,354	\$ 244,403
Rideau River Ice Management	\$ 900,717	\$ 1,027,648	\$ (126,931)
Total Non Labour Operating Expenses	\$ 4,505,474	\$ 4,388,002	\$ 117,472
Total Operating Expenses	\$ 11,568,417	\$ 11,343,866	\$ 224,551
Capital Expenditures			
Water Control Infrastructure TCA's	\$ -	\$ -	\$ -
Capital Projects	\$ 674,188	\$ 160,000	\$ 514,188
Transfers to Reserve	\$ 117,293	\$ 129,793	\$ (12,500)
Office Building Debenture Repayment	\$ 202,704	\$ 202,704	\$ -
Total Capital Expenditures	\$ 994,185	\$ 492,497	\$ 501,688
Total Operating Expenses and Capital Expenditures	\$ 12,562,602	\$ 11,836,363	\$ 726,239

Funding for the 2024 Final Operating Budget will come from a variety of sources as summarized below:

2024 Draft Operating Budget - Revenue	2024	% of Total	2023	Variance
Municipal Operating Levy	\$ 6,682,351	58%	\$ 6,418,749	\$ 263,602
Special Levies	\$ 1,064,174	9%	\$ 1,186,344	\$ (122,170)
Provincial Funding	\$ 358,609	3%	\$ 355,862	\$ 2,747
Rideau Valley Conservation Foundation	\$ 181,000	2%	\$ 179,000	\$ 2,000
Other Revenue	\$ 3,294,283	28%	\$ 3,203,910	\$ 90,373
Total Revenues	\$ 11,580,417	100%	\$ 11,343,865	\$ 236,552

The Final Capital Budget is unchanged from the version presented at the November 23, 2023 Board meeting and is summarized below:

2024 Draft Capital Budget Expenditures	
Capital Purchases	Amount
Headquarters - Exterior Building Cladding	\$250,000
Principle Repayment on Building	\$202,704
Workshop Equipment - Skid Steer	\$150,000
Vehicles - Hybrid SUV and Charging Station	\$ 85,000
Building Demolition on Donated Property	\$ 50,000
Hydrometrics Monitoring Equipment	\$ 42,000
Office Chairs	\$ 31,500
Watershed Control Infrastructure	\$ 30,000
Baxter - Generator	\$ 10,000
Foley - Furnace Replacement	\$ 8,000
Total Capital Purchases	\$859,204
Transfers to Capital Reserves	
Building Reserve	\$ 70,000
Water Control Infrastructure	\$ 31,500
Hydrometrics & Monitoring Equipment	\$ 18,688
Vehicles	\$ 6,793
Topographical Data	\$ 5,000
Drape	\$ 3,000
Total Transfers to Capital Reserves	\$134,981
Total Capital Expenditures	\$994,185

Funding for the 2024 Final Capital Budget will come from a variety of sources and is summarized below:

Sources of Revenue	2024	% of Total	2023	Variance
Municipal Operating Levy	\$ 306,185	31%	\$ 300,997	\$ 5,188
Special Levies	\$ 31,500	3%	\$ 31,500	\$ -
Transfers from Reserves	\$ 656,500	66%	\$ 60,000	\$ 596,500
External Funding	\$ -	0%	\$ 100,000	\$ (100,000)
Total Revenues	\$ 994,185	100%	\$ 492,497	\$ 501,688

Municipal Levy Highlights

- The Municipal Levy will increase to \$6,988,536 (4.0% increase from 2023)
- Included in the Board package is the 2024 Final Municipal Levy Apportionment summarizing the levy apportionment to member municipalities.
- Below is a chart depicting how the proposed levy increase compares to prior years.

Budget Year	Assessment Growth	Municipal Levy	Levy Increase	Levy / \$100,000 of Assessment*
2024	1.50%	\$6,988,536	4.0%	\$5.95
2023	1.50%	\$ 6,719,748	4.0 %	\$ 5.86
2022	1.40 %	\$ 6,461,296	3.4 %	\$ 5.72
2021	1.50 %	\$ 6,248,836	3.5 %	\$ 5.60
2020	1.50 %	\$ 6,037,523	3.5 %	\$ 5.62
2019	1.30 %	\$ 5,833,355	3.3 %	\$ 5.62
2018	1.30 %	\$ 5,647,004	3.3 %	\$ 5.66
2017	1.30 %	\$ 5,466,606	3.3 %	\$ 5.50
2016	1.55 %	\$ 5,289,763	3.6 %	\$ 5.31
2015	1.28 %	\$ 5,118,419	3.2 %	\$ 5.22
2014	n/a	\$ 4,943,500	3.6 %	\$ 5.11
2013	2.07 %	\$ 4,770,000	3.9 %	\$ 6.17
2012	1.31 %	\$ 4,589,000	4.6 %	\$ 6.05
2011	2.27 %	\$ 4,387,000	4.7 %	\$ 5.86
2010	n/a	\$ 4,190,000	2.7 %	\$ 5.73
2009	1.63 %	\$ 4,081,000	5.6 %	\$ 6.74
2008		\$ 3,865,000	5.4 %	\$ 6.48

* Based on Current Value Assessment (modified) provided by the Ministry of Natural Resources

Assessment is the value of a property for taxation purposes (calculated by MPAC) while assessment growth is how much new assessment there is in an area from the previous year (e.g., new construction). Assessment growth automatically adds to a municipality's tax revenue from one year to the next and Council can then decide whether to increase the tax rate on top of that.

Input From Other Sources

No comments were received from municipalities following circulation of the draft budget and workplan in December.

Financial Considerations

See analysis section

Legal Considerations

RVCA's 2024 Draft Budget and municipal levies are in accordance with:

- *Conservation Authorities Act*, R.S.O. 1990, c. C.27
- O. Reg.402/22 Budget and Apportionment Regulation

Section 14 of the Conservation Authorities Act also stipulates that:

Member from agricultural sector appointed

(4) In addition to the members of an authority appointed in accordance with subsections (1) to (2.1), an additional member may be appointed to the authority by the Minister as a representative of the agricultural sector. 2020, c. 36, Sched. 6, s. 2 (5).

Limitation on voting

(4.0.1) The member of an authority appointed under subsection (4) shall not vote on, [...]

(d) a resolution relating to any budgetary matter that is presented at a meeting held under section 16. 2020, c. 36, Sched. 6, s. 2 (5).

Section 19 of O. Reg 402/22 also stipulates that:

Weighted majority vote

19. The following rules apply to a vote that is to be carried by a weighted majority:

1. Each member's vote shall be weighted according to the ratio that the modified current value assessment for the municipality that appointed the member bears to the authority's modified current value assessment.
2. A weighted majority requires 51 per cent or more of the total weighted value for all of the votes cast.
3. In the case of tie vote, the vote is lost.
4. If a municipality appoints more than one member to the authority, each of those members' votes shall be equal to the municipality's weighted vote divided by the number of members the municipality appoints to the authority.
5. A municipality shall not have a weighted vote of more than 50 per cent of the total weighted value for all of the votes to be cast unless the municipality appoints more than 50 per cent of the members to the authority.

Section 23 of O. Reg 402/22 also stipulates that:

Vote

23. (1) The vote to approve the final budget shall be carried by a majority of votes.

(2) Despite subsection (1), the vote to approve the final budget shall be carried by a weighted majority in accordance with section 19 if required to do so by the authority's by-laws.

(3) A vote held to approve the final budget shall be recorded.

Attachment:

- 2024 Final Budget (dated February 12, 2024)



2024 Final Budget

February 12, 2024

Table Of Contents

1. Final Operations and Capital Budget	2
2. Revenue Breakdown: Final Operating Budget	5
3. Revenue Breakdown: Final Capital Budget	6
4. Revenue Breakdown: Provincial Categories	7
5. Final Municipal Levy Apportionment.....	9

Rideau Valley Conservation Authority			
2024 Final Budget (dated February 12 2024)			
	Fiscal 2022 (Audited)	2023 Budget	2024 Budget
Operating Revenue			
Municipal levy	\$ 6,166,799	\$ 6,418,749	\$ 6,682,351
Special levies	\$ 1,093,470	\$ 1,186,344	\$ 1,064,174
Rideau River Ice Management	\$ 894,774	\$ 987,648	\$ 795,717
Water Quality Monitoring	\$ 158,696	\$ 158,696	\$ 163,457
Brewer/Windsor Parks	\$ -	\$ -	\$ 65,000
Water Control Operations	\$ 40,000	\$ 40,000	\$ 40,000
Provincial funding	\$ 343,858	\$ 355,862	\$ 358,609
MNRF Operating Grant	\$ 125,286	\$ 107,422	\$ 125,286
Drinking Water Source Protection	\$ 218,572	\$ 248,440	\$ 233,323
Program Revenues			
Watershed Science and Engineering Services	\$ 291,843	\$ 131,292	\$ 147,800
Watershed Reporting	\$ -	\$ -	\$ -
Drinking Water Source Protection	\$ -	\$ -	\$ -
Surface Water Quality Monitoring	\$ 70,774	\$ -	\$ -
Hydrometric Monitoring and Forecasting	\$ 36,113	\$ 2,974	\$ 132,800
Natural Hazard Studies	\$ 149,651	\$ 92,048	\$ 15,000
Groundwater Monitoring	\$ 1,204	\$ 10,075	\$ -
Aquatic and Terrestrial Habitat Monitoring	\$ 34,103	\$ 26,195	\$ -
Water and Erosion Control Infrastructure	\$ -	\$ -	\$ -
Planning Advisory and Regulatory Services	\$ 1,620,645	\$ 1,629,203	\$ 1,554,029
Site Specific Plan Review	\$ 406,829	\$ 400,000	\$ 400,000
Section 28 Conservation Authorities Act	\$ 293,190	\$ 311,401	\$ 290,000
Part 4 Clean Water Act	\$ 1,544	\$ 47,003	\$ 47,173
Part 8 Ontario Building Code	\$ 797,943	\$ 785,324	\$ 714,013
Septic Reinspection	\$ 121,138	\$ 85,475	\$ 102,843
Stewardship Services	\$ 1,155,962	\$ 1,070,817	\$ 1,075,262
Tree Planting	\$ 662,799	\$ 720,000	\$ 726,864
Rural Clean Water Program	\$ 354,537	\$ 206,000	\$ 220,000
Shoreline Naturalization	\$ 28,302	\$ 71,419	\$ 55,000
Beaver Management	\$ -	\$ -	\$ -
Ontario Rural Wastewater Centre	\$ 110,324	\$ 73,398	\$ 73,398
Conservation Land Management Services	\$ 436,222	\$ 421,598	\$ 519,748
Land Acquisition	\$ 30,950	\$ 15,000	\$ 15,000
Conservation Areas	\$ 158,968	\$ 141,903	\$ 162,794
Conservation Lands	\$ 18,987	\$ 22,809	\$ 19,000
Outdoor Education	\$ 193,423	\$ 209,886	\$ 290,954
Lease and Management Agreements	\$ 33,893	\$ 32,000	\$ 32,000
Corporate Services	\$ 239,201	\$ 80,000	\$ 128,445
Finance and Human Resources	\$ 159,236	\$ 65,000	\$ 128,445
Communications and Outreach	\$ 7,873	\$ 15,000	\$ -
GIS and Information Management	\$ 72,092	\$ -	\$ -
Engineering Projects	\$ -	\$ 50,000	\$ 50,000
Water Control Structures/Engineering	\$ -	\$ 50,000	\$ 50,000
TOTAL REVENUES - OPERATING	\$ 11,348,001	\$ 11,343,866	\$ 11,580,417

	Fiscal 2021 (Audited)	2023 Budget	2024 Budget
Expense			
Watershed Science and Engineering Services	\$ 3,267,433	\$ 3,397,076	\$ 3,414,611
Program Management	\$ 101,139	\$ 74,994	\$ 68,423
Watershed Reporting	\$ 228,856	\$ 164,468	\$ 164,566
Drinking Water Source Protection	\$ 218,572	\$ 248,440	\$ 233,323
Surface Water Quality Monitoring	\$ 440,554	\$ 465,780	\$ 487,730
Hydrometric Monitoring and Forecasting	\$ 273,437	\$ 294,906	\$ 460,633
Natural Hazard Studies	\$ 558,881	\$ 482,747	\$ 346,172
Groundwater Monitoring	\$ 161,746	\$ 174,897	\$ 222,168
Aquatic and Terrestrial Habitat Monitoring	\$ 184,022	\$ 380,606	\$ 397,456
Water and Erosion Control Infrastructure	\$ 971,149	\$ 1,110,236	\$ 1,034,141
Amortization	\$ 129,077	\$ -	\$ -
Planning Advisory and Regulatory Services	\$ 2,644,683	\$ 2,872,527	\$ 2,812,852
Program Management	\$ 118,758	\$ 143,037	\$ 146,856
Site Specific Plan Review	\$ 689,513	\$ 730,550	\$ 736,904
Non-Site Specific Plan Input	\$ 154,478	\$ 173,884	\$ 197,945
Section 28 Conservation Authorities Act	\$ 840,220	\$ 890,893	\$ 848,335
S. 28 Conservation Authorities Act - Program Dev.	\$ 49,631	\$ 16,361	\$ 18,783
Part 4 Clean Water Act	\$ 1,544	\$ 47,003	\$ 47,173
Part 8 Ontario Building Code	\$ 711,911	\$ 785,324	\$ 714,013
Septic Reinspection	\$ 75,890	\$ 85,475	\$ 102,843
Amortization	\$ 2,736	\$ -	\$ -
Stewardship Services	\$ 1,639,510	\$ 1,796,745	\$ 1,856,699
Program Management	\$ 166,277	\$ 167,360	\$ 175,626
Tree Planting	\$ 711,045	\$ 841,660	\$ 853,390
Rural Clean Water Program	\$ 488,721	\$ 466,718	\$ 491,147
Shoreline Naturalization	\$ 192,133	\$ 242,610	\$ 263,140
Beaver Management	\$ 3,218	\$ 5,000	\$ (0)
Ontario Rural Wastewater Centre	\$ 75,448	\$ 73,398	\$ 73,398
Amortization	\$ 2,667	\$ -	\$ -
Conservation Land Management Services	\$ 1,352,278	\$ 1,535,687	\$ 1,630,659
Program Management	\$ 65,108	\$ 89,240	\$ 83,510
Land Acquisition	\$ 30,950	\$ 15,000	\$ 15,000
Conservation Areas	\$ 742,743	\$ 836,899	\$ 913,414
Conservation Lands	\$ 239,405	\$ 276,190	\$ 295,780
Outdoor Education	\$ 194,588	\$ 286,358	\$ 290,954
Lease and Management Agreements	\$ 33,893	\$ 32,000	\$ 32,000
Amortization	\$ 45,590	\$ -	\$ -
Corporate Services	\$ 1,548,341	\$ 1,687,845	\$ 1,817,456
Management and Members	\$ 301,438	\$ 330,278	\$ 348,267
Finance and Human Resources	\$ 485,426	\$ 553,443	\$ 591,315
Communications and Outreach	\$ 247,868	\$ 269,055	\$ 312,859
Fundraising and Partnerships	\$ 102,703	\$ 101,618	\$ 105,911
GIS and Information Management	\$ 253,136	\$ 275,681	\$ 301,334
Headquarter Lease and Management	\$ 157,771	\$ 157,771	\$ 157,771
Internal Cost (Recoveries)	\$ 236,372	\$ 0	\$ (0)
Common Cost	\$ (28,052)	\$ 0	\$ (0)
Vehicles and Equipment	\$ (23,058)	\$ 0	\$ 0
Amortization	\$ 268,258	\$ -	\$ -
Contingency	\$ -	\$ -	\$ -
Gain on Disposal	\$ 19,225	\$ -	\$ -
Engineering Projects	\$ (111)	\$ 50,000	\$ 50,000
Water Control Structures/Engineering	\$ (111)	\$ 50,000	\$ 50,000
Non Pension Post Retirement Benefit Obligation	\$ 33,188	\$ 3,986	\$ (1,860)
Non pension post retirement benefit obligation	\$ 33,188	\$ 3,986	\$ (1,860)
TOTAL EXPENSES - OPERATING	\$ 10,721,693	\$ 11,343,866	\$ 11,580,417
ANNUAL SURPLUS/(DEFICIT) - OPERATING	\$ 626,307	\$ 0	\$ 0
Capital Budget			
Municipal levy	\$ 294,497	\$ 300,997	\$ 306,185
Headquarters Building - Capital (repayments)	\$ 202,704	\$ 202,704	\$ 202,704

Building Life Cycle Reserve Investment	\$ 70,000	\$ 70,000	\$ 70,000
Other Asset Management - Capital - see schedule		\$ -	\$ -
Transfers to Reserves	\$ 21,793	\$ 28,293	\$ 33,481
Special levies	\$ 31,500	\$ 31,500	\$ 31,500
Britannia Water Control Structure - Capital	\$ 21,500	\$ 21,500	\$ 21,500
Other Water Control Structures - Capital	\$ 10,000	\$ 10,000	\$ 10,000
Province - Capital	\$ -	\$ -	\$ -
Foundation - Capital	\$ -	\$ 0	\$ 0
Funded Capital Projects	\$ -	\$ 100,000	\$ -
Transfers from Capital Reserves - see schedule	\$ -	\$ 60,000	\$ 656,500
TOTAL REVENUES - CAPITAL	\$ 325,997	\$ 492,497	\$ 994,185
Capital Expenses	\$ -	\$ 432,704	\$ 946,892
Principle Repayment of Obligation under Capital Lease HQ	\$ -	\$ 202,704	\$ 202,704
Capital Projects/Purchases - see schedule	\$ -	\$ 160,000	\$ 674,188
Transfer to Building Life Cycle Reserve	\$ -	\$ 70,000	\$ 70,000
Net Transfers to Reserves - see schedule	\$ -	\$ 59,793	\$ 47,293
TOTAL EXPENSES - CAPITAL	\$ -	\$ 492,497	\$ 994,185
ANNUAL SURPLUS/(DEFICIT) - CAPITAL	\$ 325,997	\$ 0	\$ 0
ANNUAL SURPLUS - OPERATING & CAPITAL	\$ 952,304	\$ 0	\$ 0
Accounting Reconciling Items			
	Fiscal 2022	2023 Budget	2024 Budget
TCA, Reserves, and Debenture Activity			
Assets Capitalized as TCA	\$ (497,261)	\$ (160,000)	\$ (626,500)
Gain on Disposal of Tangible Capital Assets	\$ 19,225	\$ -	\$ -
Amortization	\$ 448,328	\$ 448,400	\$ 448,400
Proceeds on Disposal of Tangible Capital Assets	\$ -	\$ -	\$ -
Repayment of obligation under capital lease	\$ (202,704)	\$ (202,704)	\$ (202,704)
Transfers from reserves	\$ 41,218	\$ 160,000	\$ 742,768
Transfers to reserves	\$ (788,877)	\$ (129,793)	\$ (117,293)
Accounting Surplus/(Deficit)	\$ (27,767)	\$ 115,903	\$ 244,671

Rideau Valley Conservation Authority		REVENUE												EXPENSES	
Revenue Breakdown		Municipal Levy		Special Levy		Province		Foundation		Other Revenue		TOTAL REVENUE		TOTAL EXPENSES	
2024 Final Operating Budget (dated February 12, 2024)	Cat.	2023 Budget	2024 Budget	2023 Budget	2024 Budget	2023 Budget	2024 Budget	2023 Budget	2024 Budget	2023 Budget	2024 Budget	2023 Budget	2024 Budget	2023 Budget	2024 Budget
Watershed Science and Engineering Services															
Program Management	1	\$ 66,494	\$ 57,279	\$ -	\$ -	\$ 8,500	\$ 11,144	\$ -	\$ -	\$ -	\$ -	\$ 74,994	\$ 68,423	\$ 74,994	\$ 68,423
Watershed Reporting	1	\$ 164,468	\$ 164,566	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 164,468	\$ 164,566	\$ 164,468	\$ 164,566
Drinking Water Source Protection	1	\$ -	\$ -	\$ -	\$ -	\$ 248,440	\$ 233,323	\$ -	\$ -	\$ -	\$ -	\$ 248,440	\$ 233,323	\$ 248,440	\$ 233,323
Surface Water Quality Monitoring	1/2/3	\$ 307,084	\$ 324,273	\$ 158,696	\$ 163,457	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 465,780	\$ 487,730	\$ 465,780	\$ 487,730
Hydrometric Monitoring and Forecasting	1	\$ 281,932	\$ 314,722	\$ -	\$ -	\$ 10,000	\$ 13,111	\$ -	\$ -	\$ 2,974	\$ 132,800	\$ 294,906	\$ 460,633	\$ 294,906	\$ 460,633
Natural Hazard Studies	1	\$ 376,776	\$ 312,919	\$ -	\$ -	\$ 13,922	\$ 18,253	\$ -	\$ -	\$ 92,048	\$ 15,000	\$ 482,747	\$ 346,172	\$ 482,747	\$ 346,172
Groundwater Monitoring	1	\$ 164,823	\$ 222,168	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,075	\$ -	\$ 174,897	\$ 222,168	\$ 174,897	\$ 222,168
Aquatic and Terrestrial Habitat Monitoring	3	\$ 354,411	\$ 397,456	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 26,195	\$ -	\$ 380,606	\$ 397,456	\$ 380,606	\$ 397,456
Water and Erosion Control Infrastructure	1	\$ 18,588	\$ 65,069	\$ 1,027,648	\$ 900,717	\$ 64,000	\$ 68,355	\$ -	\$ -	\$ -	\$ -	\$ 1,110,236	\$ 1,034,141	\$ 1,110,236	\$ 1,034,141
		\$ 1,734,578	\$ 1,858,451	\$ 1,186,344	\$ 1,064,174	\$ 344,862	\$ 344,187	\$ -	\$ -	\$ 131,292	\$ 147,800	\$ 3,397,076	\$ 3,414,611	\$ 3,397,076	\$ 3,414,611
Planning Advisory and Regulatory Services															
Program Management	1	\$ 143,037	\$ 146,856	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 143,037	\$ 146,856	\$ 143,037	\$ 146,856
Site Specific Plan Review	1	\$ 330,550	\$ 336,904	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400,000	\$ 400,000	\$ 730,550	\$ 736,904	\$ 730,550	\$ 736,904
Non-Site Specific Plan Input	1	\$ 162,884	\$ 183,523	\$ -	\$ -	\$ 11,000	\$ 14,422	\$ -	\$ -	\$ -	\$ -	\$ 173,884	\$ 197,945	\$ 173,884	\$ 197,945
Section 28 Conservation Authorities Act	1	\$ 579,492	\$ 558,335	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 311,401	\$ 290,000	\$ 890,893	\$ 848,335	\$ 890,893	\$ 848,335
S. 28 Conservation Authorities Act - Program Dev.	1	\$ 16,361	\$ 18,783	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,361	\$ 18,783	\$ 16,361	\$ 18,783
Part 4 Clean Water Act	2	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 47,003	\$ 47,173	\$ 47,003	\$ 47,173	\$ 47,003	\$ 47,173
Part 8 Ontario Building Code	2	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 785,324	\$ 714,013	\$ 785,324	\$ 714,013	\$ 785,324	\$ 714,013
Septic Reinspection	2	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 85,475	\$ 102,843	\$ 85,475	\$ 102,843	\$ 85,475	\$ 102,843
		\$ 1,232,324	\$ 1,244,401	\$ -	\$ -	\$ 11,000	\$ 14,422	\$ -	\$ -	\$ 1,629,203	\$ 1,554,029	\$ 2,872,527	\$ 2,812,852	\$ 2,872,527	\$ 2,812,852
Stewardship Services															
Program Management	3	\$ 167,360	\$ 175,626	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 167,360	\$ 175,626	\$ 167,360	\$ 175,626
Tree Planting	2/3	\$ 121,660	\$ 126,526	\$ -	\$ -	\$ -	\$ -	\$ 120,000	\$ 120,000	\$ 600,000	\$ 606,864	\$ 841,660	\$ 853,390	\$ 841,660	\$ 853,390
Rural Clean Water Program	2/3	\$ 260,718	\$ 271,147	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 206,000	\$ 220,000	\$ 466,718	\$ 491,147	\$ 466,718	\$ 491,147
Shoreline Naturalization	3	\$ 171,191	\$ 208,140	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ 25,000	\$ 46,419	\$ 30,000	\$ 242,610	\$ 263,140	\$ 242,610	\$ 263,140
Beaver Management	3	\$ 5,000	\$ (0)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ (0)	\$ 5,000	\$ (0)
Ontario Rural Wastewater Centre	3	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 73,398	\$ 73,398	\$ 73,398	\$ 73,398	\$ 73,398	\$ 73,398
		\$ 725,928	\$ 781,437	\$ -	\$ -	\$ -	\$ -	\$ 145,000	\$ 145,000	\$ 925,817	\$ 930,262	\$ 1,796,745	\$ 1,856,699	\$ 1,796,745	\$ 1,856,699
Conservation Land Management Services															
Program Management	1	\$ 89,240	\$ 83,510	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 89,240	\$ 83,510	\$ 89,240	\$ 83,510
Land Acquisition	1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000	\$ 15,000	\$ -	\$ -	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
Conservation Areas	1	\$ 694,996	\$ 750,620	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 141,903	\$ 162,794	\$ 836,899	\$ 913,414	\$ 836,899	\$ 913,414
Conservation Lands	1	\$ 253,381	\$ 276,780	\$ -	\$ -	\$ -	\$ -	\$ 8,000	\$ 8,000	\$ 14,809	\$ 11,000	\$ 276,190	\$ 295,780	\$ 276,190	\$ 295,780
Outdoor Education	3	\$ 76,472	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,000	\$ 13,000	\$ 198,886	\$ 277,954	\$ 286,358	\$ 290,954	\$ 286,358	\$ 290,954
Lease and Management Agreements	1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 32,000	\$ 32,000	\$ 32,000	\$ 32,000	\$ 32,000	\$ 32,000
		\$ 1,114,089	\$ 1,110,911	\$ -	\$ -	\$ -	\$ -	\$ 34,000	\$ 36,000	\$ 387,598	\$ 483,748	\$ 1,535,687	\$ 1,630,659	\$ 1,535,687	\$ 1,630,659
Corporate Services															
Management and Members	4	\$ 330,278	\$ 348,267	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 330,278	\$ 348,267	\$ 330,278	\$ 348,267
Finance and Human Resources	4	\$ 488,443	\$ 462,870	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 65,000	\$ 128,445	\$ 553,443	\$ 591,315	\$ 553,443	\$ 591,315
Communications and Outreach	4	\$ 254,055	\$ 312,859	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000	\$ -	\$ 269,055	\$ 312,859	\$ 269,055	\$ 312,859
Fundraising and Partnerships	4	\$ 101,618	\$ 105,911	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 101,618	\$ 105,911	\$ 101,618	\$ 105,911
GIS and Information Management	1/4	\$ 275,681	\$ 301,334	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 275,681	\$ 301,334	\$ 275,681	\$ 301,334
Headquarter Lease and Management	4	\$ 157,771	\$ 157,771	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 157,771	\$ 157,771	\$ 157,771	\$ 157,771
		\$ 1,607,845	\$ 1,689,011	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 80,000	\$ 128,445	\$ 1,687,845	\$ 1,817,456	\$ 1,687,845	\$ 1,817,456
Internal Cost (Recoveries)															
Common Cost	4	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0	\$ (0)
Vehicles and Equipment	4	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0	\$ 0
Contingency	4	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Gain on Disposal	4	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0	\$ (0)
Engineering Projects															
Water Control Structures/Engineering	1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
Non Pension Post Retirement Benefit Obligation															
Non pension post retirement benefit obligation	4	\$ 3,986	\$ (1,860)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,986	\$ (1,860)	\$ 3,986	\$ (1,860)
		\$ 3,986	\$ (1,860)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,986	\$ (1,860)	\$ 3,986	\$ (1,860)
OPERATING SURPLUS/(DEFICIT)		\$ 6,418,749	\$ 6,682,351	\$ 1,186,344	\$ 1,064,174	\$ 355,862	\$ 358,609	\$ 179,000	\$ 181,000	\$ 3,203,910	\$ 3,294,283	\$ 11,343,866	\$ 11,580,417	\$ 11,343,866	\$ 11,580,417

Rideau Valley Conservation Authority		REVENUE												EXPENSES	
Revenue Breakdown		Municipal Levy		Special Levy		Province		Foundation		Other Revenue		TOTAL REVENUE		TOTAL EXPENSES	
2024 Final Capital Budget (dated February 12, 2024)	Cat.	2023 Budget	2024 Budget	2023 Budget	2024 Budget	2023 Budget	2024 Budget	2023 Budget	2024 Budget	2023 Budget	2024 Budget	2023 Budget	2024 Budget	2023 Budget	2024 Budget
Watershed Science and Engineering Services															
Program Management	1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Watershed Reporting	1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Drinking Water Source Protection	1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Surface Water Quality Monitoring	1/2/3	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Hydrometric Monitoring and Forecasting	1	\$ 13,500	\$ 18,688	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ 42,000	\$ 43,500	\$ 60,688	\$ 43,500	\$ 60,688
Natural Hazard Studies	1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Groundwater Monitoring	1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Aquatic and Terrestrial Habitat Monitoring	3	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Water and Erosion Control Infrastructure	1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ 13,500	\$ 18,688	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ 42,000	\$ 43,500	\$ 60,688	\$ 43,500	\$ 60,688
Planning Advisory and Regulatory Services															
Program Management	1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Site Specific Plan Review	1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Site Specific Plan Input	1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Section 28 Conservation Authorities Act	1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
S. 28 Conservation Authorities Act - Program Dev.	1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Part 4 Clean Water Act	2	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Part 8 Ontario Building Code	2	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Septic Reinspection	2	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Stewardship Services															
Program Management	3	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Tree Planting	2/3	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Rural Clean Water Program	2/3	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Shoreline Naturalization	3	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Beaver Management	3	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Ontario Rural Wastewater Centre	3	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Conservation Land Management Services															
Program Management	1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Land Acquisition	1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Conservation Areas	1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 18,000	\$ 100,000	\$ 18,000	\$ 100,000	\$ 18,000
Conservation Lands	1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ -	\$ 50,000	\$ -	\$ 50,000
Outdoor Education	3	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Lease and Management Agreements	1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 68,000	\$ 100,000	\$ 68,000	\$ 100,000	\$ 68,000
Corporate Services															
Management and Members	4	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Finance and Human Resources	4	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Communications and Outreach	4	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fundraising and Partnerships	4	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GIS and Information Management	1/4	\$ 8,000	\$ 8,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000
Headquarter Lease and Management	4	\$ 272,704	\$ 272,704	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250,000	\$ 272,704	\$ 522,704	\$ 272,704	\$ 522,704
		\$ 280,704	\$ 280,704	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250,000	\$ 280,704	\$ 530,704	\$ 280,704	\$ 530,704
Internal Cost (Recoveries)															
Common Cost	4	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 31,500	\$ -	\$ 31,500	\$ -	\$ 31,500
Vehicles and Equipment	4	\$ 6,793	\$ 6,793	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 235,000	\$ 6,793	\$ 241,793	\$ 6,793	\$ 241,793
Contingency	4	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Gain on Disposal	4	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ 6,793	\$ 6,793	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 266,500	\$ 6,793	\$ 273,293	\$ 6,793	\$ 273,293
Engineering Projects															
Water Control Structures/Engineering	1	\$ -	\$ -	\$ 31,500	\$ 31,500	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ 30,000	\$ 61,500	\$ 61,500	\$ 61,500	\$ 61,500
		\$ -	\$ -	\$ 31,500	\$ 31,500	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ 30,000	\$ 61,500	\$ 61,500	\$ 61,500	\$ 61,500
Non Pension Post Retirement Benefit Obligation															
Non pension post retirement benefit obligation	4	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CAPITAL SURPLUS/(DEFICIT)		\$ 300,997	\$ 306,185	\$ 31,500	\$ 31,500	\$ -	\$ -	\$ -	\$ -	\$ 160,000	\$ 656,500	\$ 492,497	\$ 994,185	\$ 492,497	\$ 994,185

Revenue Breakdown: Provincial Categories

Changes to the *Conservation Authorities Act* also require conservation authorities to now classify their programs and services into the following four categories. These categories are referenced on the prior two pages by a notation in the second column.

- **Category 1: Mandatory Programs and Services** – These are programs undertaken by all conservation authorities and are usually supported by municipal levy along with other sources of revenue. They include programs and services related to natural hazards, conservation land management, drinking water source protection and provincial groundwater and surface water monitoring.
- **Category 2: Municipal Programs and Services** – These are programs provided at the request of a municipality and are usually funded through fees or by individual municipalities through an agreement or special levy.
- **Category 3: Other Programs and Services** – These are other programs that a conservation authority may deliver to further the conservation, restoration, development and management of natural resources in its watershed. They are often funded through a variety of revenue sources, but any use of municipal levy now requires a written agreement with municipalities. All municipalities in the Rideau watershed have approved the use of up to 20% of the municipal levy to support category 3 programs.
- **General Costs** – These are general operating expenses or capital costs that do not relate to a specific program or service. They are generally supported by municipal levy. These costs are noted as “Cat.4” on the previous two pages.

2024 Final Operating Budget: \$11,580,417

Revenue Source	Category 1 Programs	Category 2 Programs	Category 3 Programs	General Costs
Fees & Charges	\$852,794	\$702,000	\$361,726	
Donations & Grants	\$15,000		\$459,603	
Agreements	\$506,409	\$570,016		
Self-Generated	\$19,000		\$100,000	
Reserve Funds		\$14,013	\$54,887	
Other	\$50,000			\$128,445
Special Levy ¹	\$900,717	\$163,457		
Municipal Levy ²	\$3,555,548		\$1,394,759	\$1,732,043*
Total:	\$5,899,468	\$1,449,486	\$2,370,976	\$1,860,488

* This expense includes the interest payment for the debenture on the office building

2024 Final Capital Budget: \$994,185

Revenue Source	Category 1 Programs	Category 2 Programs	Category 3 Programs	General Costs
Fees & Charges				
Donations & Grants				
Agreements				
Self-Generated				
Reserve Funds	\$272,000		\$18,000	\$366,500
Other				
Special Levy ¹	\$31,500			
Municipal Levy ²	\$26,688			\$279,497
Total:	\$330,188		\$18,000	\$645,997

¹ Special Levy has the meaning of “benefit-based appointment method” which is used to apportion the cost of programs and services that only benefit certain municipalities

² General Levy has the meaning of “MCVA appointment method” which is used to apportion the cost of programs and services that benefit all municipalities in the watershed

* This expense includes the principal repayment for the debenture on the office building

Special Levy Summary:

Based on this budget, the City of Ottawa would receive six special levies to support programs and services that solely benefit their municipality:

Operating Expenses

- \$40,000 – Operation of Water Control Structures in Ottawa
- \$795,717 – Rideau River Ice Management in Ottawa
- \$163,457 – Enhanced Water Quality Monitoring in Ottawa
- \$65,000 – Operation of Windsor and Brewer Park Water Control Structures

Capital Expenses

- \$10,000 – Capital Reserve for Water Control Structures in Ottawa
- \$21,500 – Capital Reserve for Britannia Village Flood Control Project

Municipal Levy Summary:

Based on this draft budget, a total of \$6,988,536 would be apportioned to member municipalities based on modified current value assessment data provided by the province. This apportionment is shown on the following page and includes:

- \$6,682,351 for operating expenses
- \$306,185 for capital expenses

It should be noted that only \$1,394,759 of this levy would support Category 3 programs which is 19.96% of the levy. This complies with new cost-apportionment agreements approved by municipalities which cap this contribution at 20%.

Rideau Valley Conservation Authority - 2024 Final Municipal Levy Apportionment (February 12, 2024)

RVCA Member Municipality	Percentage in Watershed	Population	Population in Watershed	Current Value Assessment (modified) in Watershed			Levy Portion Based on CVA (modified)			Municipal Levy		
				For 2023	For 2024	Difference	For 2023	For 2024	Difference	For 2023	For 2024	Difference
Athens*	4	2,374	95	\$ 13,249,531	\$ 13,473,229	\$ 223,698	0.0116	0.0115	-0.0001	\$ 1,900	\$ 1,900	\$ -
North Dundas*	1	9,195	92	\$ 17,886,367	\$ 18,637,372	\$ 751,005	0.0156	0.0159	0.0003	\$ 1,900	\$ 1,900	\$ -
Clarence-Rockland	3	21,841	655	\$ 102,500,096	\$ 106,657,710	\$ 4,157,614	0.0894	0.0908	0.0014	\$ 6,006	\$ 6,345	\$ 339
Westport	100	541	541	\$ 120,611,425	\$ 127,713,404	\$ 7,101,979	0.1052	0.1087	0.0035	\$ 7,067	\$ 7,597	\$ 530
Augusta	19	6,048	1,149	\$ 165,056,598	\$ 166,388,989	\$ 1,332,391	0.1440	0.1417	-0.0023	\$ 9,671	\$ 9,898	\$ 227
Central Frontenac	22	3,696	813	\$ 217,970,547	\$ 220,938,674	\$ 2,968,127	0.1901	0.1881	-0.0020	\$ 12,771	\$ 13,143	\$ 371
Merrickville-Wolford	100	2,528	2,528	\$ 426,082,854	\$ 431,950,979	\$ 5,868,125	0.3716	0.3678	-0.0039	\$ 24,965	\$ 25,695	\$ 730
Montague	100	3,049	3,049	\$ 438,443,929	\$ 448,713,799	\$ 10,269,870	0.3824	0.3820	-0.0004	\$ 25,689	\$ 26,692	\$ 1,003
South Frontenac	13	15,326	1,992	\$ 457,407,604	\$ 463,712,161	\$ 6,304,557	0.3989	0.3948	-0.0041	\$ 26,800	\$ 27,584	\$ 784
Elizabethtown - Kitley	61	7,677	4,683	\$ 728,393,304	\$ 737,355,274	\$ 8,961,970	0.6353	0.6278	-0.0075	\$ 42,677	\$ 43,861	\$ 1,184
Beckwith	64	7,150	4,576	\$ 877,636,866	\$ 918,981,599	\$ 41,344,733	0.7655	0.7824	0.0170	\$ 51,422	\$ 54,665	\$ 3,244
Drummond/North Elmsley	70	6,539	4,577	\$ 828,598,881	\$ 848,637,306	\$ 20,038,425	0.7227	0.7225	-0.0001	\$ 48,548	\$ 50,481	\$ 1,933
Tay Valley	65	4,861	3,160	\$ 850,744,426	\$ 863,472,631	\$ 12,728,205	0.7420	0.7352	-0.0068	\$ 49,846	\$ 51,364	\$ 1,518
Smiths Falls	100	6,188	6,188	\$ 1,052,314,561	\$ 1,074,804,601	\$ 22,490,040	0.9178	0.9151	-0.0027	\$ 61,656	\$ 63,935	\$ 2,279
Perth	100	4,468	4,468	\$ 988,665,408	\$ 1,018,832,048	\$ 30,166,640	0.8623	0.8674	0.0051	\$ 57,927	\$ 60,605	\$ 2,678
Rideau Lakes	51	8,733	4,454	\$ 1,249,295,835	\$ 1,263,392,536	\$ 14,096,701	1.0896	1.0757	-0.0139	\$ 73,197	\$ 75,153	\$ 1,955
North Grenville	67	14,404	9,651	\$ 1,943,393,319	\$ 1,994,123,658	\$ 50,730,339	1.6950	1.6978	0.0028	\$ 113,865	\$ 118,620	\$ 4,755
Ottawa	46	793,743	365,122	\$ 104,177,240,245	\$ 106,734,718,086	\$ 2,557,477,841	90.8611	90.8748	0.0137	\$ 6,103,842	\$ 6,349,100	\$ 245,258
TOTALS:		918,361	417,793	\$ 114,655,491,796	\$ 117,452,504,054	\$ 2,797,012,258	100	100	0	\$ 6,719,748	\$ 6,988,536	\$ 268,788
											Levy Increase	4.0%

*Athens and North Dundas are charged our minimum levy amount which is \$1,900 for 2024.