



Welcome to the RVCA!

Board of Directors
Orientation & Training

February 2023



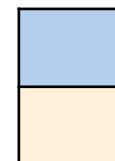
Welcome

- Housekeeping Items
- Agenda Review
- Roundtable Introductions



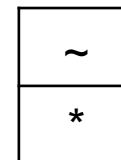
2023-2026 Board of Directors

Vacant	Athens
Adrian Wynands~	Augusta
Brian Dowdall~	Beckwith
Susan Irwin~	Central Frontenac
Vacant	Clarence-Rockland
Wilson Lo~	City of Ottawa
Theresa Kavanagh~	City of Ottawa
Shawn Menard~	City of Ottawa
Anne Robinson *	City of Ottawa
Pieter Leenhouts *	City of Ottawa
Steve Fournier~	Drummond/North Elmsley
Vacant	Elizabethtown-Kitley
Vacant	Merrickville-Wolford
Morgan Kenny~	Montague
Gerry Boyce *	North Dundas
Kristin Strackerjan~	North Grenville
Gary Waterfield~	Perth
Jeff Banks~	Rideau Lakes
Shawn Pankow~	Smiths Falls
Charlene Godfrey~	South Frontenac
Angela Pierman~	Tay Valley
Barry Card~	Westport
Mel Foster *	Agricultural Sector Representative



11 New Members

8 Returning Members



15 Elected Officials

4 Citizen Appointments

Part 1: Overview of Conservation Authorities



The *Conservation Authorities Act*

- Poor land, water & forestry practices in the 1930s and 1940s led to extensive drought, soil loss, deforestation & exacerbated flooding.

1932

Grand River Conservation Commission Act.

1944

A Report on the Ganaraska Watershed, 1944

1946

The Conservation Authorities Act was passed, incorporating 3 foundational principles:

**Watershed
Jurisdiction**

**Local
Initiative**

**Provincial-Municipal
Partnership**



The *Conservation Authorities Act*

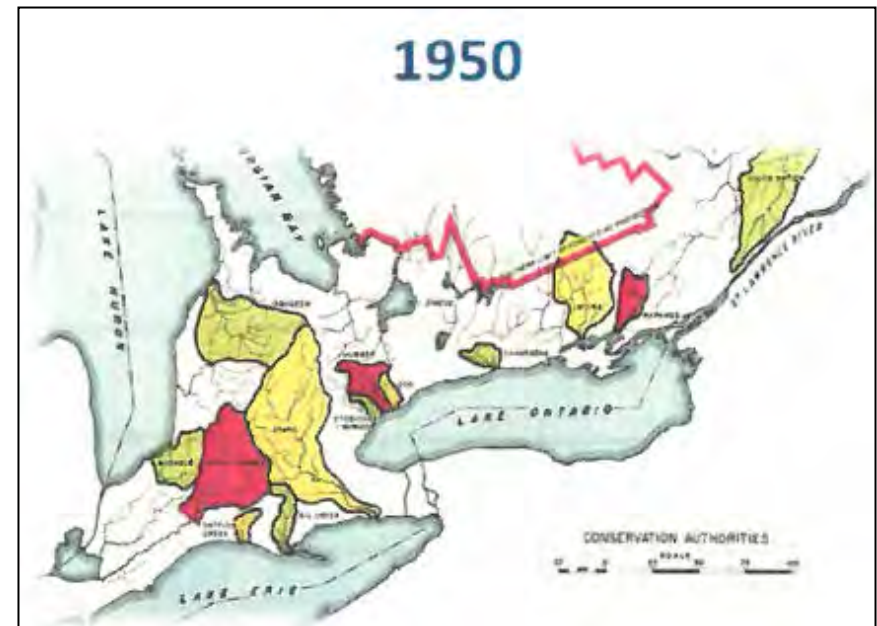
The Act is **enabling** and focuses on the process to establish and operate a CA

The Act **allows** municipalities in a watershed to petition the province to establish a CA and sets out the general objectives for CA programs and the powers to achieve these objectives

CAs are created as **corporate bodies** with boards of directors appointed by municipalities

CAs are not an agency, board, or commission of the Province

The Act is administered by MNRF



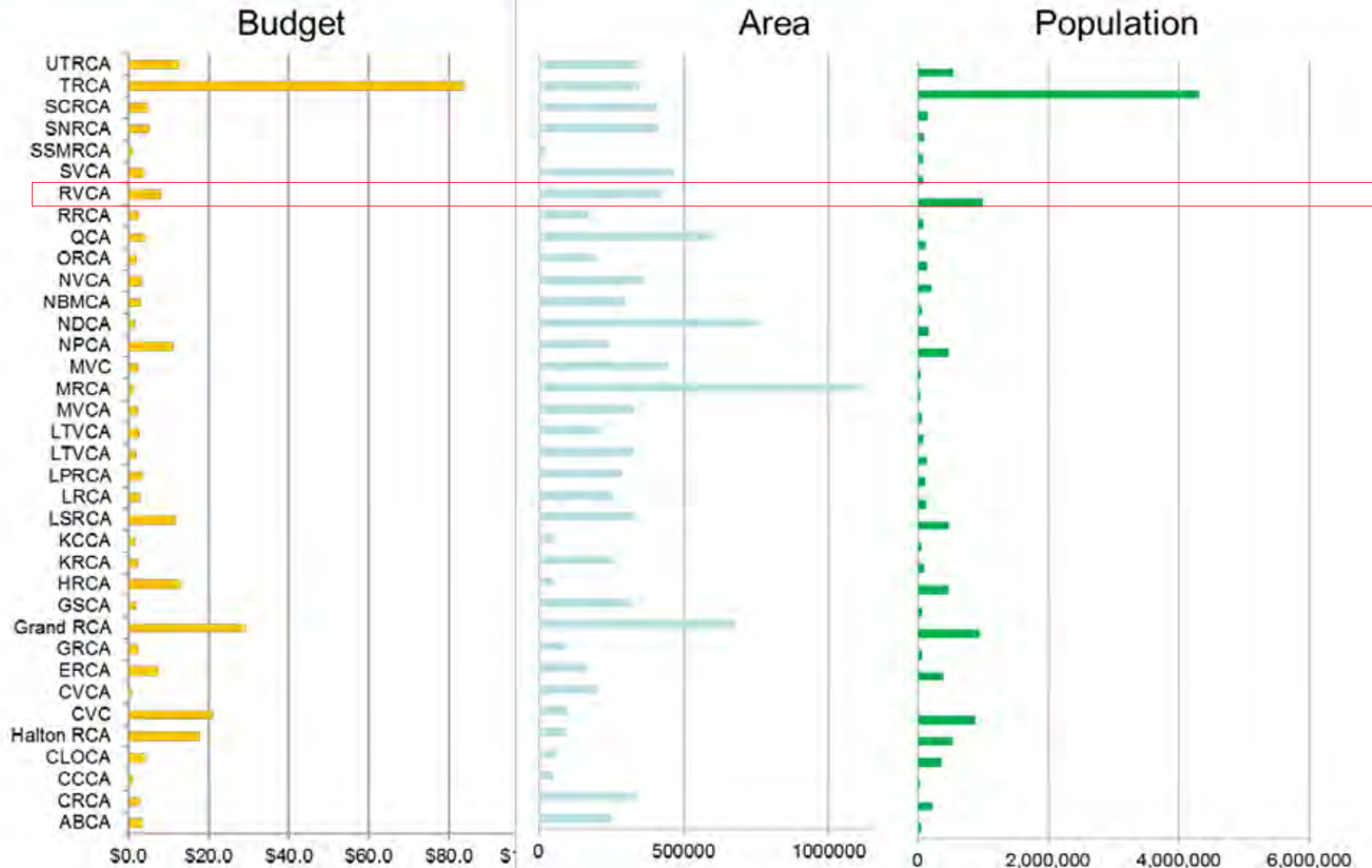
Today's Conservation Authorities



“...to provide for the organization and delivery of programs and services that further the conservation, restoration, development and management of natural resources in watersheds in Ontario.”

Conservation Authorities Act

Conservation Authorities across Ontario



Conservation Ontario

Vision

Conservation Ontario will engage Conservation Authorities in matters of common interest and shape effective policy relating to Conservation Authorities.

Mission

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

Business Functions

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

Part 2: Overview of Roles, Responsibilities & Funding

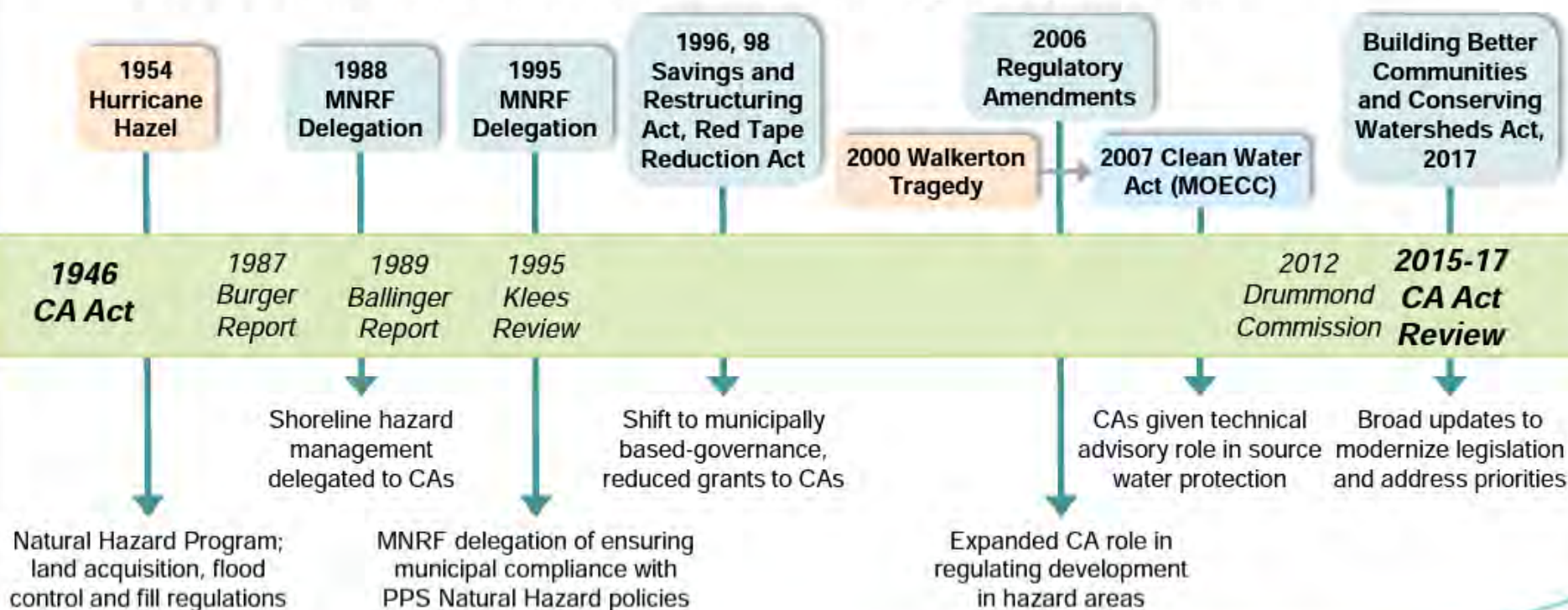


CONSERVING OUR FUTURE

A Modernized Conservation Authorities Act

Conservation Authority Roles and Responsibilities

- Roles and responsibilities of conservation authorities have been shaped by various events, legislative reviews and new regulatory initiatives



Roles & Responsibilities: Pre 2023

Provincial Priorities and Delegated Responsibilities

- Plan Review (natural hazards)
- Development Regulation (floodplains, unstable soils, steep slopes, watercourses, wetlands)
- Flood forecasting and warning
- Flood and erosion control infrastructure, ice management
- Conservation land acquisition and management
- Drinking water source protection (Clean Water Act)
- Groundwater and surface water quality monitoring

Municipal Service Agreements

- Plan Review (natural heritage, hydrogeology, stormwater management)
- Septic review and approval
- Septic re-inspection
- Drinking water source protection (risk management official / inspector)

Local Resource Management

- Environmental monitoring & reporting
- Landowner stewardship (tree planting, clean water grants, shoreline naturalization, wetland and habitat enhancement)
- Conservation areas
- Outdoor education

Changes in Funding

1946 to 1990s

- Focus was natural resource management (integrated watershed management)
- Funding was split between Province and municipalities

1990s

- Provincial funding cut by 84% (\$50 million annually to \$8 million)
 - Provincial funding limited to natural hazard management and protection of provincially significant conservation land
 - Province considered all other programs to only be in the local interest so municipalities should fund them if they want them to continue
 - Province provided CAs with new powers to charge fees and generate revenue to support programming

Changes in Funding

2000

- Provincial funding cut another 5% (\$8 million to \$7.6 million)

2004

- New provincial funding for drinking water source protection (100% of costs)

2012

- Provincial funding cut another 2% (\$76 million to \$7.448 million)


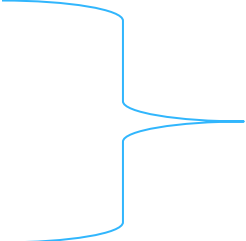
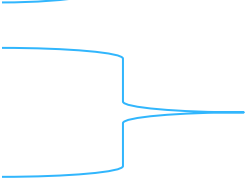
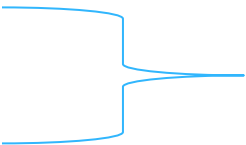
2019

- Provincial funding cut another 48% (\$7.448 million to \$3.58 million)

2023

- On average CA funding is 53% levy, 35% self-generated, 9% prov, 3% fed
- Minister has frozen CA fees for 2023 limiting our ability to generate revenue

Continued Changes to the Act

January	2023		Bill 23 (Schedule 2) <i>More Homes, Built Faster Act</i>
November	2022		
October	2021		Bill 229 (Schedule 6) <i>Protect, Support and Recover from COVID-19 Act</i>
June	2021		
April	2021		
February	2021		
December	2020		Bill 108 <i>More Homes, More Choice Act</i>
June	2019		
January	2019		
December	2018		
<hr/>			Bill 139 <i>Building Better Communities and Conserving Watersheds Act</i>
April	2018		
December	2017		
May	2017		
June	2011		

New Legislative Direction

Category 1 – Mandatory Programs

Risk of Natural Hazards

- Natural hazard studies, identification, monitoring...
- Climate change studies
- Flood forecasting and warning
- Drought or low water response
- Ice management
- Infrastructure
- Plan review & Section 28 regulation

Conservation and Management of Land

- Conservation area strategy
- Land inventory

Other

- Provincial groundwater monitoring
- Provincial stream monitoring
- Watershed-based resource management strategy
- Drinking water source protection

Category 2 – Municipal Programs

- May provide municipal programs & services on behalf of a municipality

* Requires an agreement with the municipality

Category 3 – Other Programs

- May provide any other programs & services that further the conservation, restoration, development and management of natural resources

* Requires a cost apportioning agreement with municipalities if supported by levy

Administrative Costs

- Administrative and governance costs required to operate the organization

Roles & Responsibilities: 2023+

Cat 1: Mandatory (Provincially Delegated)

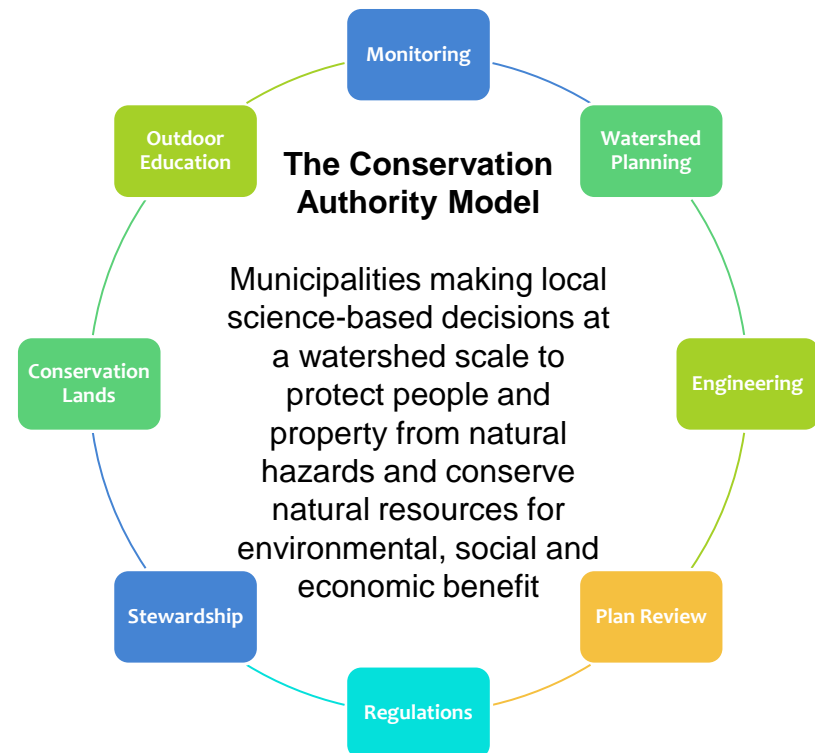
- Plan review (natural hazards)
- Section 28 development regulation
- Flood forecasting and warning
- Low water response
- Flood and erosion control infrastructure
- Ice management
- Drinking water source protection
- Groundwater and stream monitoring
- Conservation land management

Cat 2: Municipal Service Agreements

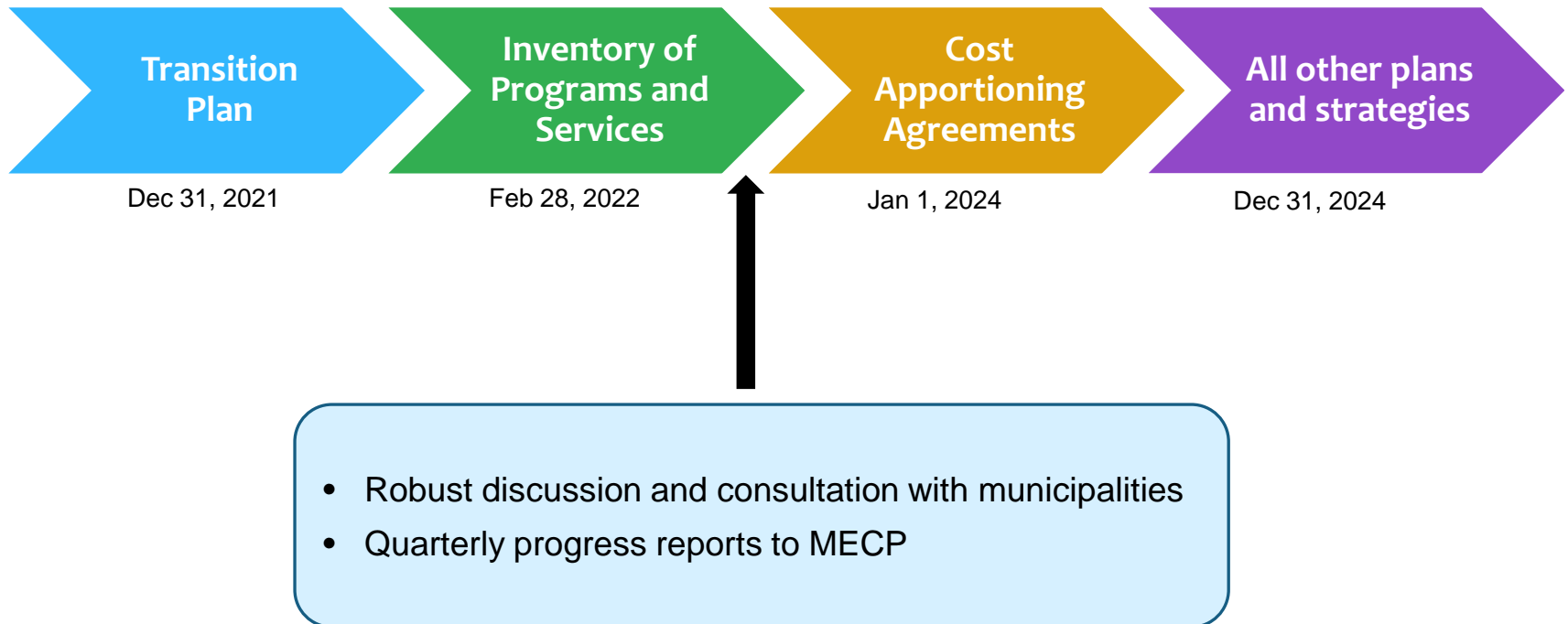
- ~~Plan review (other than natural hazards)~~
- Septic review and approval
- Septic re-inspection
- Drinking water source protection (Part 4)

Cat 3: Local Resource Management

- Environmental monitoring & reporting
- Landowner stewardship (tree planting, clean water grants, shoreline naturalization, wetland & habitat enhancement)
- Outdoor education



Implementation Timeline

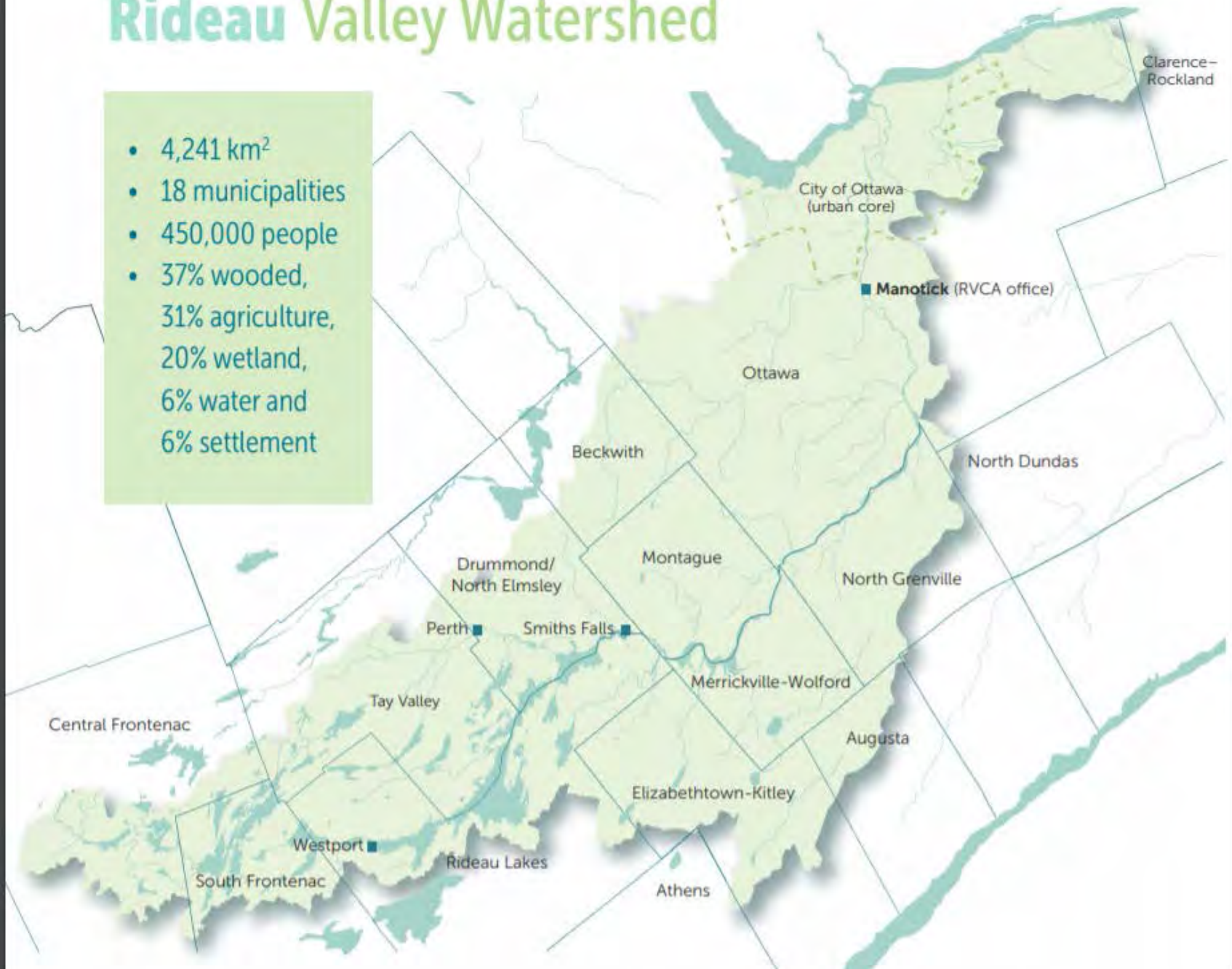


Part 3: Overview of the RVCA



Rideau Valley Watershed

- 4,241 km²
- 18 municipalities
- 450,000 people
- 37% wooded,
31% agriculture,
20% wetland,
6% water and
6% settlement



Vision & Mission

Our Vision

- A thriving watershed with clean abundant water, natural shorelines, rich forests and wetlands, diverse habitat and sustainable land use that is valued and protected by all.

Our Mission

- To understand, manage, protect, restore and enhance the Rideau watershed through science, stewardship, education, policy and leadership.



Values

Collaboration

To work closely with our municipalities, partners, and the community to achieve shared goals.

Balance

To balance human needs with the needs of the natural environment when managing the watershed's natural resources in a holistic and integrated manner.

Knowledge

To provide expertise in our field to meet our watershed's needs and use science and policies in our decision-making.

Integrity

To adhere to ethical standards, be transparent and accountable, and conduct ourselves professionally.

Excellence

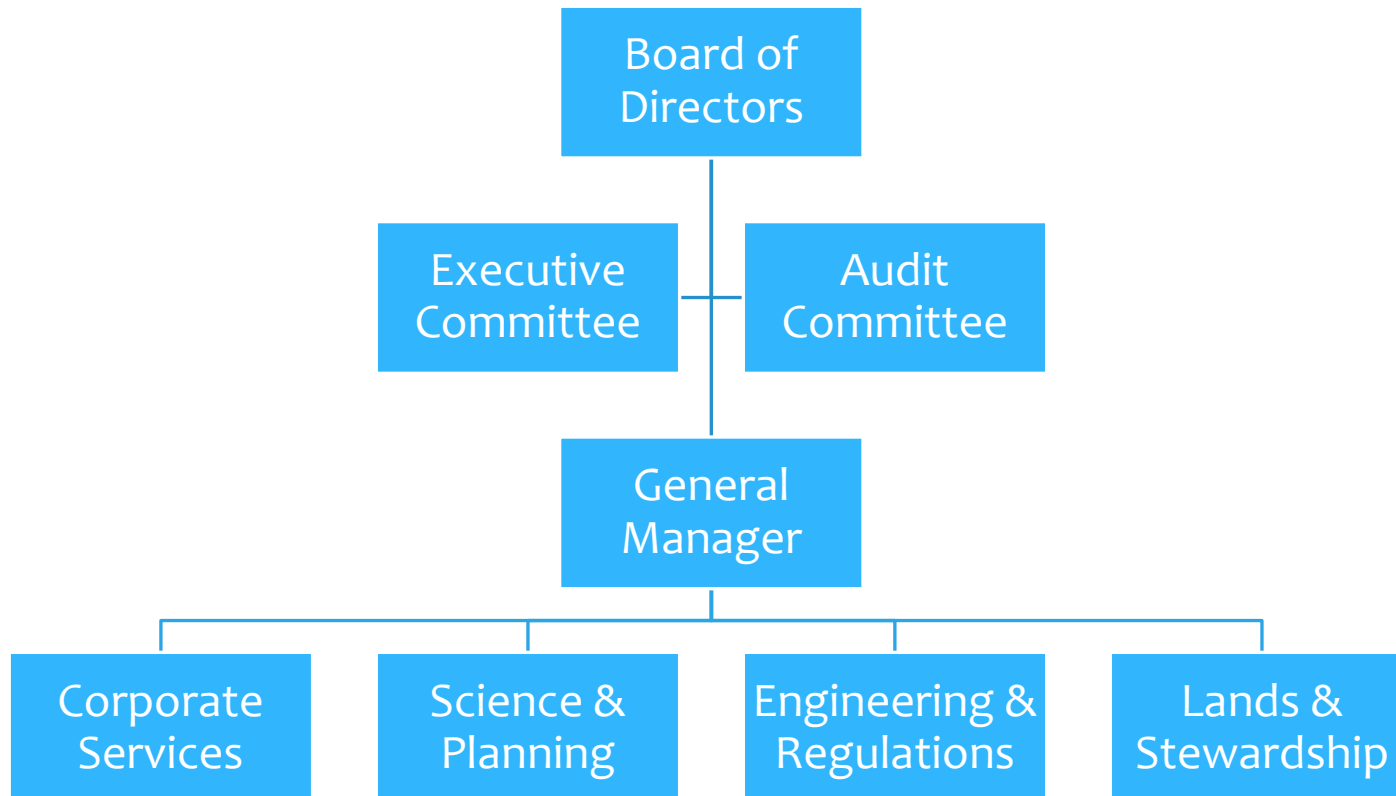
To embrace challenges, welcome new opportunities and develop creative and innovative ideas and solutions.

Strategic Plan Directions

- Develop & Share Watershed Knowledge that Advances Decision-Making and Leads to On-The-Ground Action
- Protect, Restore and Enhance Watershed Health and Safeguard People and Property from Natural Hazards
- Increase Watershed Awareness and Appreciation and Inspire Action in Others
- Operate a Sustainable, Well-Managed, Service-Driven Organization Fueled by Engaged Employees



Organizational Structure



Key Partners

- Municipalities
- Provincial Government
- Federal Government
- Property Owners
- Community Organizations
- Academia
- Volunteers
- RVCF & Other Funding Partners

Challenges & Opportunities

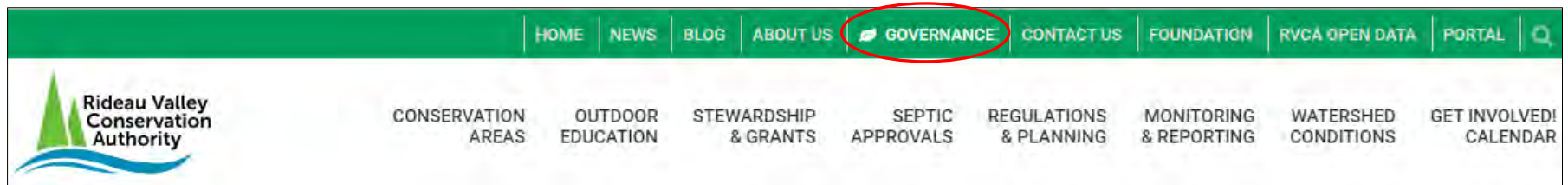
External Challenges

- Development pressure across the watershed
- Climate change impacts
- Continued legislative changes
- Diminished capacity within provincial and federal ministries

Internal Strengths

- Financially stable organization
- Strong staffing complement

More Training to Come!



Part 4: Overview of Governance & Procedures



Role of Board Members

- Attend meetings
- Understand the purpose, function & responsibilities of the CA (including statutory and other legal obligations)
- Uphold the mandate, vision and mission of the CA
- Set strategic direction, policies and budget
- Consider the watershed as a whole when making decisions
- Always act in the best interest of the CA (fiduciary duty)
- Abide by Codes of Conduct, Conflict of Interest Policies and other bylaws and policies
- Act as a liaison between the CA and member municipalities



Per diem of \$70 / meeting and mileage is currently \$0.61 / km

Chair & Vice-Chair

Chair

- Presides at all meetings including the Executive and Audit Committees
- Voting delegate at Conservation Ontario Council
- Calls special meetings if necessary
- Acts as a public spokesperson on behalf of the Board
- Serves as a signing officer for the Authority
- Ensures relevant information and policies are brought to the Authority's attention
- Keeps the General Membership apprised of significant issues
- Performs other duties when directed to do so by resolution of the Authority
- Annual honorarium of \$2000

Vice-Chair

- Attends all meetings including the Executive and Audit Committees
- Alternate voting delegate at Conservation Ontario Council
- Carries out assignments as requested by the Chair
- Understands the responsibilities of the Chair and acts as Chair in the absence of the Chair
- Serves as a signing officer for the Authority

Committees

Executive Committee

- Meetings are generally the second Thursday of the month at 7:00 pm
- Members are the Chair, Vice-Chair and three other members appointed by the Chair
- Acts as a tribunal for Hearings under Section 28 of the Act (development regulations)
- Oversees the General Manager's annual performance review

Audit Committee

- Members are the Chair, Vice-Chair and three other members appointed by the Chair
- Meets with the Auditors annually to review draft Financial Statements and Auditor's Report
- Works with management to address any audit recommendations

Ad Hoc Committees can also be formed when needed

Admin Bylaw

First Meeting of the Year

- Election of Chair and Vice-Chair
- Elected annually, maximum of 2 consecutive terms, must alternate municipalities

AGM

- Appointment of Voting Delegates to Conservation Ontario
- Appointment of Auditors
- Appointment of Solicitors
- Appointment of Signing Officers
- Appointment of Executive Committee
- Appointment of Audit Committee

By March 31

- Approval of Financial Statements
- Establish a Borrowing Resolution

Annual Budget Process

- **September** – Board provides general budget direction to staff
 - Staff prepare a preliminary budget that reflects Board direction & workplan priorities
- **October** – Preliminary Budget presented to the Board for discussion
 - Staff make revisions as directed by the Board
- **November** – Draft Budget presented to the Board (seek approval to circulate)
- **December** – Draft Budget circulated to all member municipalities
- **Dec / Jan / Feb** – Presentations to municipal councils if requested
- **February** – Board considers any municipal feedback prior to approving a Budget

Annual Budget Vote

- A recorded vote is undertaken for the budget
- Each Member's vote is weighted based on the percentage of assessment in their municipality
 - ❖ City of Ottawa assessment is 91% but weighted vote is capped at 50%
 - ❖ All other municipalities share 50% of the weighted vote based on their assessment

Levy Apportionment

Municipality	% in CA	Population	Population in CA	CVA (Modified)	CVA (Modified) in CA	CVA Based Apportionment Percentage
South Frontenac	13	15,231	1,980	3,518,520,033.35	457,407,604	0.3989
Central Frontenac	22	3,729	820	990,775,213.00	217,970,547	0.1901
Tay Valley	65	4,827	3,138	1,308,837,578.50	850,744,426	0.7420
Beckwith	64	7,066	4,522	1,371,307,603.00	877,636,866	0.7655
Drummond/North Elmsley	70	6,486	4,540	1,183,712,687.25	828,598,881	0.7227
Montague	100	3,011	3,011	438,443,929.40	438,443,929	0.3824
Perth	100	4,492	4,492	988,665,407.80	988,665,408	0.8623
Smiths Falls	100	6,211	6,211	1,052,314,560.60	1,052,314,561	0.9178
Augusta	19	6,110	1,161	868,718,935.00	165,056,598	0.1440
Elizabethtown-Kitley	61	7,694	4,693	1,194,087,383.00	728,393,304	0.6353
Merrickville-Wolford	100	2,528	2,528	426,082,853.75	426,082,854	0.3716
North Grenville	67	14,185	9,504	2,900,587,043.80	1,943,393,319	1.6950
Athens	4	2,397	96	331,238,275.10	13,249,531	0.0116
Rideau Lakes	51	8,699	4,436	2,449,599,676.30	1,249,295,835	1.0896
Westport	100	509	509	120,611,425.00	120,611,425	0.1052
Ottawa	46	792,200	364,412	226,472,261,402.90	104,177,240,245	90.8611
Clarence-Rockland	3	21,571	647	3,416,669,873.25	102,500,096	0.0894
North Dundas	1	9,122	91	1,788,636,734.50	17,886,367	0.0156
TOTAL		916,068	416,792		114,655,491,796	100

Meeting Schedule & Agendas

Meetings

- An annual meeting schedule is approved each fall for the coming year
- Monthly meetings are held the fourth Thursday of the month
- Usually no meetings in January, August or December
- Watershed Tour is held in June (usually in lieu of a meeting)

Agenda Packages

- Circulated 5 days in advance to Members
- Also posted on RVCA's website and a notice is sent to municipalities and interested members of the public

Meeting Notice

- Important that you RSVP so we can confirm quorum

Meeting Agendas

Typical Meeting Agenda

- Land Acknowledgement Statement
- Roll Call
- Agenda Review
- Adoption of Agenda
- Declaration of Interest
- Approval of Minutes of Previous Meeting
- Business Arising from Minutes
- Staff Reports / Activity Reports
- Other Meetings / Events (past & upcoming)
- Member Inquiries
- New Business
- Closed Session (if required)
- Adjournment

Material to be dealt with at a meeting must be submitted to the Secretary-Treasurer 14 days in advance if it is to be included in the published agenda, or two days if it is to be introduced at the meeting.

Meeting Procedure

Quorum

- 50% of members

Meeting Procedure

- Staff present their report
- Members ask questions and express initial thoughts
- Recommendation is moved & seconded
- Debate
- Vote

Rules of Order

- RVCA Administrative Bylaw
- Robert's Rules of Order

Meeting Procedure

Public Delegation Process

- 14 days notice to appear on the agenda
- 2 days notice to speak to an agenda item
- Maximum 10 minutes
- Process is on website (form, information)

Voting

- By show of hands unless a member present at a meeting at the time of the vote requests immediately before or after the taking of the vote that the vote be recorded

The End!



Questions?

- Submit your information sheet
- Submit your bio and headshot
- Submit your tax forms & EFT form
- Public contact information?
- Submit attendance and mileage
- Visit RVCA's website

Upcoming

- See you on February 23!
- Group photo
- Legal counsel presentation

