

## **04-23-BOD**

Nottawasaga Valley Conservation Authority  
Apr 28, 2023 at 9:00 AM EDT to Apr 28, 2023 at 12:00 PM EDT  
8195 8th Line, Utopia ON, L0M 1T0

### **Agenda**

#### **1. Events**

##### **Tiffin Nature Program - Full Day**

**Date:** Every Thursday

**Location:** Tiffin Centre for Conservation

##### **Tiffin Nature Program (Session 5: Mar-May) - Half Day**

**Date:** Every Tuesday

**Location:** Tiffin Centre for Conservation

##### **PA/PD Day Camp**

**Date:** April 28, 2023 from 9 a.m. to 4 pm or until sold out

**Location:** Tiffin Conservation Area, 8195 8th Line, Utopia ON L0M 1T0

##### **Arbor Day Tree Sale**

**Date:** May 13, 2023 from 8 am – 12 pm or until sold out

**Location:** Tiffin Conservation Area, 8195 8th Line, Utopia ON L0M 1T0

##### **Volunteer to plant trees in Creemore along the Mad River**

**Date:** Saturday, May 6, 2023 9:00 AM - 12:00 PM

**Location:** 3391 Concession 3 Nottawasaga Road S, Creemore, ON

##### **Volunteer to plant trees in Hockley**

**Date:** Sunday, May 7, 2023 9:00 AM - 12:00 PM

**Location:** 308579 DUFFERIN COUNTY ROAD 7 (aka Hockley road). Coordinates go to 308579 Hockley Rd Mono, ON L9W 2Z2

##### **Volunteer to plant trees in Mansfield**

**Date:** Saturday, May 13, 2023 9:00 AM - 12:00 PM

**Location:** 937341 Airport Road, Dufferin County Rd 18, Township of Mulmur.

#### **2. Call to Order**

#### **3. Land Acknowledgement**

The Nottawasaga Valley Conservation Authority Board acknowledges that we are situated on the traditional land of the Anishinaabeg. The Anishinaabeg include the Odawa, Saulteaux, Anishinaabeg, Mississauga and Algonquin who spoke several languages including Anishinaabemowin and Potawatomi. We are dedicated to

honouring Indigenous history and culture and committed to moving forward in the spirit of reconciliation and respect with all First Nation, Métis and Inuit people.

#### **4. Declaration of Pecuniary and Conflict of Interest**

#### **5. Motion to Adopt the Agenda**

Recommendation:

**RESOLVED THAT:** the agenda for the Board of Directors meeting #04-23-BOD dated April 28, 2023 be approved.

#### **6. Announcements**

#### **7. Presentations**

##### **7.1. 2022 Audit from Tiffany Cecchetto, CPA, CA, KPMG LLP**

Tiffany Cecchetto, CPA, CA, KPMG LLP will conduct a presentation on NVCA's 2022 Audit.

Recommendation:

**RESOLVED THAT:** the Board receives the presentation regarding NVCA's 2022 Audit; and

**FURTHER THAT:** the Board approves the 2022 Draft Financial Statements.

##### **7.2. Watershed Health Checks from Ian Ockenden, Acting Watershed Science Supervisor**

Ian Ockenden, Acting Watershed Science Supervisor will conduct a presentation *Watershed Health Checks – The State of our Natural Resources*.

Recommendation:

**RESOLVED THAT:** the Board of Directors receive the presentation *Watershed Health Checks – The State of our Natural Resources*.

#### **8. Deputations**

#### **9. Hearings**

#### **10. Determination of Items Requiring Separate Discussion**

Board Members are requested to identify items from the Consent List that they wish to have considered for separate discussion.

#### **11. Adoption of Consent List and Identification of Items Requiring Separate Discussion**

Recommendation:

**RESOLVED THAT:** agenda item number(s), \_\_\_\_\_ was identified as requiring separate discussion, be referred for discussion under Agenda Item #9; and

**FURTHER THAT:** all Consent List Agenda Items not referred for separate discussion be adopted as submitted to the board and staff be authorized to take all necessary action required to give effect to same; and

**FURTHER THAT:** any items in the Consent List not referred for separate discussion, and for which conflict has been declared, are deemed not to have been voted on or discussed by the individual making the declaration.

#### **12. Consent List**

## **12.1. Adoption of Minutes**

Recommendation:

**RESOLVED THAT:** the minutes of the Board of Directors meeting 03-23-BOD dated on March 24, 2023 be approved.

### **12.1.1. Adoption of Agricultural Advisory Committee Meeting Minutes**

Recommendation:

**RESOLVED THAT:** the minutes of the Agricultural Advisory Committee meeting 01-23-AAC dated on March 30, 2023 be approved.

## **12.2. Staff Reports**

### **12.2.1. Staff Report No. 13-04-23-BOD from Kyra Howes, Manager, Lands & Operations**

Recommendation:

**RESOLVED THAT:** the Board of Directors receive Staff Report No. 13-04-23-BOD regarding the renaming of Minesing Wetland's Meadow Mouse Trail to the Harold Parker Memorial Trail

### **12.2.2. Staff Report No. 14-04-23-BOD from Sheryl Flannagan, Director, Corporate Services**

Recommendation:

**RESOLVED THAT:** the Board of Directors approve Staff Report No. 14-04-23-BOD regarding the Administrative Bylaws Update.

### **12.2.3. Staff Report No. 15-04-23-BOD from Sheryl Flannagan, Director, Corporate Services**

Recommendation:

**RESOLVED THAT:** the Board of Directors receive Staff Report No. 15-04-23-BOD regarding Board Member Per Diems; and

**FURTHER THAT:** the Board of Directors choose option #1.

### **12.2.4. Staff Report No. 16-04-23-BOD from Sheryl Flannagan, Director, Corporate Services**

Recommendation:

**RESOLVED THAT:** the Board of Directors receive Staff Report No. 16-04-23-BOD regarding the 2023 first quarter financials; and

**FURTHER THAT:** staff continue to monitor budget activities.

### **12.2.5. Staff Report No. 17-04-23-BOD from Doug Hevenor, Chief Administrative Officer**

Recommendation:

**RESOLVED THAT:** the NVCA recognizes the importance of the native maple tree, our arboreal emblem and we commit to always plant native maples whenever a maple is called for in any NVCA planting projects.

### **12.2.6. Staff Report No. 18-04-23-BOD from Maria Leung, Senior Communications Specialist**

Recommendation:

**RESOLVED THAT:** Staff Report No. 18-04-23-BOD regarding NVCA Communications – *March 11, 2023 – April 14, 2023*, be received.

### **13. Other Business**

### **14. In-Camera**

Recommendation:

**RESOLVED THAT:** this meeting of the Board of Directors No. 04-23-BOD move into closed session at \_\_\_\_\_ to address matters pertaining to:

A). Personal information regarding an identifiable individual, including authority staff, and

**FURTHER THAT:** the Director, Corporate Services, Chief Administrative Officer and Administrative Assistant be in attendance for item A) for recording and speaking purposes and;

**FURTHER THAT:** the Director, Corporate Services will be in attendance for item B) for recording and speaking purposes.

### **15. Out of In-Camera**

Recommendation:

**RESOLVED THAT:** the Board of Directors rise from in-camera at \_\_\_\_\_ and report progress.

#### **15.1. Staff Report No. 19-04-23-BOD from Doug Hevenor, Chief Administrative Officer**

**RESOLVED THAT:** the Board of Directors approve Staff Report No. 19-04-23-BOD as presented; and

**FURTHER THAT:** the Board approve the use of funds up to \$35,000 from our Reserve Fund.

#### **15.2. Doug Hevenor, Chief Administrative Officer 2022 Annual Performance Review**

Recommendation:

**RESOLVED THAT:** the Board of Directors receive the Chief Administrative Officer's 2022 annual performance review and 2023 review for implementation.

### **16. Adjourn**

Recommendation:

**RESOLVED THAT:** this meeting adjourn at \_\_\_\_\_ to meet again on May 26, 2023 or at the call of the Chair.



# Nottawasaga Valley Conservation Authority

**Audit Findings Report  
for the year ended  
December 31, 2022**

*KPMG LLP*

Prepared on March 30, 2023 for the Board meeting on April 28, 2023

[kpmg.ca/audit](https://kpmg.ca/audit)



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**Appendices**

The purpose of this report is to assist you, as a member of the Board of Directors in your review of the results of our audit of the financial statements as at and for the period ended December 31, 2022. This report is intended solely for the information and use of Management and the Board and should not be used for any other purpose or any other party. KPMG shall have no responsibility or liability for loss or damages or claims, if any, to or by any third party as this report has not been prepared for, and is not intended for, and should not be used by, any third party or for any other purpose.

# Audit highlights

## Status of the audit

We have completed the audit of the financial statements (“financial statements”), with the exception of certain remaining outstanding procedures, which are highlighted on page 4 of this report.

## Significant changes to our audit plan

There were no significant changes to our audit plan which was originally communicated to management prior to the commencement of the audit.

## Audit risks and results – going concern assessment

No matters to report.

## Corrected or uncorrected audit misstatements

There are no corrected or uncorrected misstatements to note.

## Control deficiencies

We did not identify any control deficiencies that we determined to be significant deficiencies in internal control over financial reporting. See page 5 for certain required communications regarding control deficiencies

## Significant unusual transactions

No matters to report.

## Accounting policies and practices

No matters to report.

## Other financial reporting matters

No matters to report

# Status of the audit

As of March 30, 2023, we have completed the audit of the financial statements, with the exception of certain remaining procedures, which include amongst others:

- Receipt of subsequent event verification to date of audit report, as necessary
- Receipt of signed management representation letter
- Completing our discussions with the Board of Directors
- Obtaining evidence of the Board's approval of the financial statements

We will update the Board, and not solely management, on significant matters, if any, arising from the completion of the audit, including the completion of the above procedures if required.

Our auditor's report, a draft of which is provided in Appendix: Draft Auditor's Report, will be dated upon the completion of any remaining procedures.



# Control deficiencies

## Consideration of internal control over financial reporting (ICFR)



In planning and performing our audit, we considered ICFR relevant to the Entity's preparation of the financial statements in order to design audit procedures that are appropriate in the circumstances for the purpose of expressing an opinion on the financial statements, but not for the purpose of expressing an opinion on ICFR.

Our understanding of internal control over financial reporting was for the limited purpose described above and was not designed to identify all control deficiencies that might be significant deficiencies. The matters being reported are limited to those deficiencies that we have identified during the audit that we have concluded are of sufficient importance to merit being reported to those charged with governance.

Our awareness of control deficiencies varies with each audit and is influenced by the nature, timing, and extent of audit procedures performed, as well as other factors. Had we performed more extensive procedures on internal control over financial reporting, we might have identified more significant deficiencies to be reported or concluded that some of the reported significant deficiencies need not, in fact, have been reported.

## A deficiency in internal control over financial reporting



A deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A deficiency in design exists when (a) a control necessary to meet the control objective is missing or (b) an existing control is not properly designed so that, even if the control operates as designed, the control objective would not be met. A deficiency in operation exists when a properly designed control does not operate as designed, or when the person performing the control does not possess the necessary authority or competence to perform the control effectively.

## Significant deficiencies in internal control over financial reporting



A significant deficiency in internal control over financial reporting is a deficiency, or combination of deficiencies, in internal control that, in the auditor's professional judgment, is of sufficient importance to merit the attention of those charged with governance.

There have been no significant internal control deficiencies noted that must be communicated to the Board.

# Significant accounting policies and practices



## Initial selections of significant accounting policies and practices

There were no new accounting standard changes noted for the 2022 year end.

Please review the information for the upcoming accounting standard changes impacting subsequent years, including the new Asset Retirement Obligation standard. This new standard is a significant change for municipalities and will require the assistance of individuals outside of finance, such as public works or external consultants should additional expertise be required.



## Description of new or revised significant accounting policies and practices

See note above with respect to the upcoming accounting standard changes. No new standards were adopted in the 2022 year end.




## Significant qualitative aspects of the Company's accounting policies and practices

No matters to report.

# Other financial reporting matters


We also highlight the following:



**Financial statement presentation - form, arrangement, and content**




No matters to report



**Concerns regarding application of new accounting pronouncements**



No matters to report



**Significant qualitative aspects of financial statement presentation and disclosure**



No matters to report



# Audit quality: How do we deliver audit quality?

**Quality** essentially means doing the right thing and remains our highest priority. Our **Global Quality Framework** outlines how we deliver quality and how every partner and staff member contributes to its delivery.

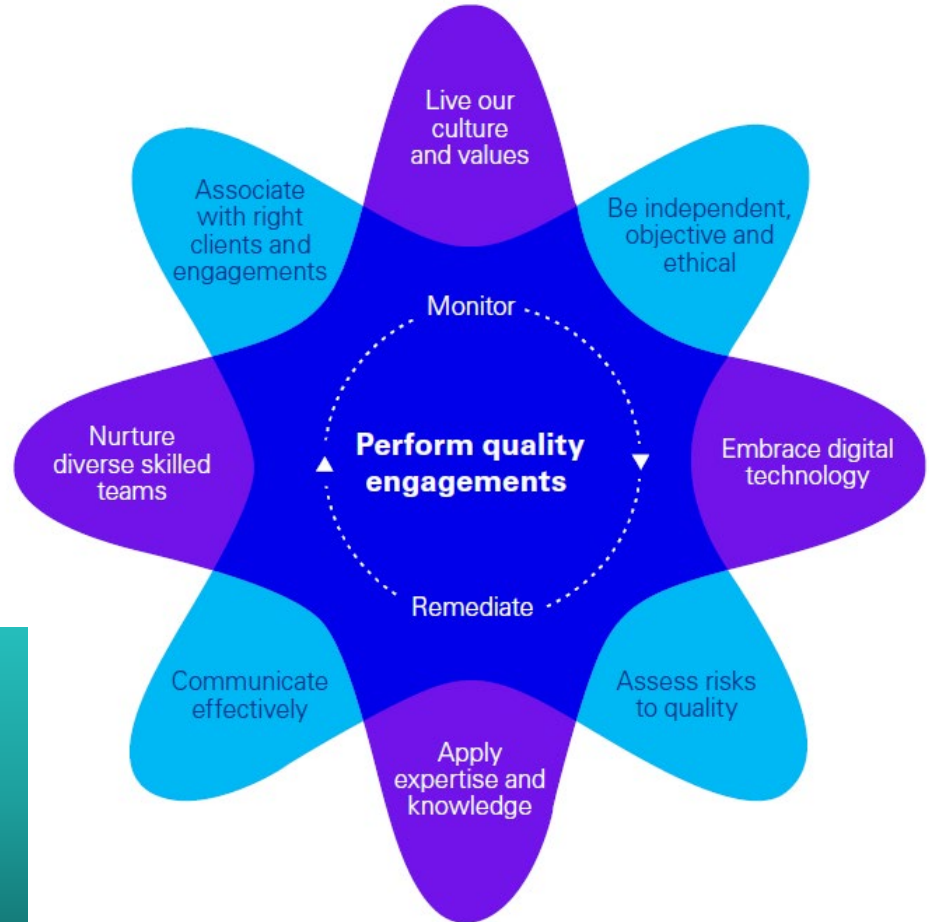
**Perform quality engagement** sits at the core along with our commitment to continually monitor and remediate to fulfil on our quality drivers.

Our **quality value drivers** are the cornerstones to our approach underpinned by the **supporting drivers** and give clear direction to encourage the right behaviours in delivering audit quality.

[KPMG 2022 Audit Quality and Transparency Report](#)

**We define ‘audit quality’ as being the outcome when:**

- audits are **executed consistently**, in line with the requirements and intent of **applicable professional standards** within a strong **system of quality controls**; and
- all of our related activities are undertaken in an environment of the utmost level of **objectivity, independence, ethics and integrity**.



# Appendices

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Draft auditor's report

B

Other required communications

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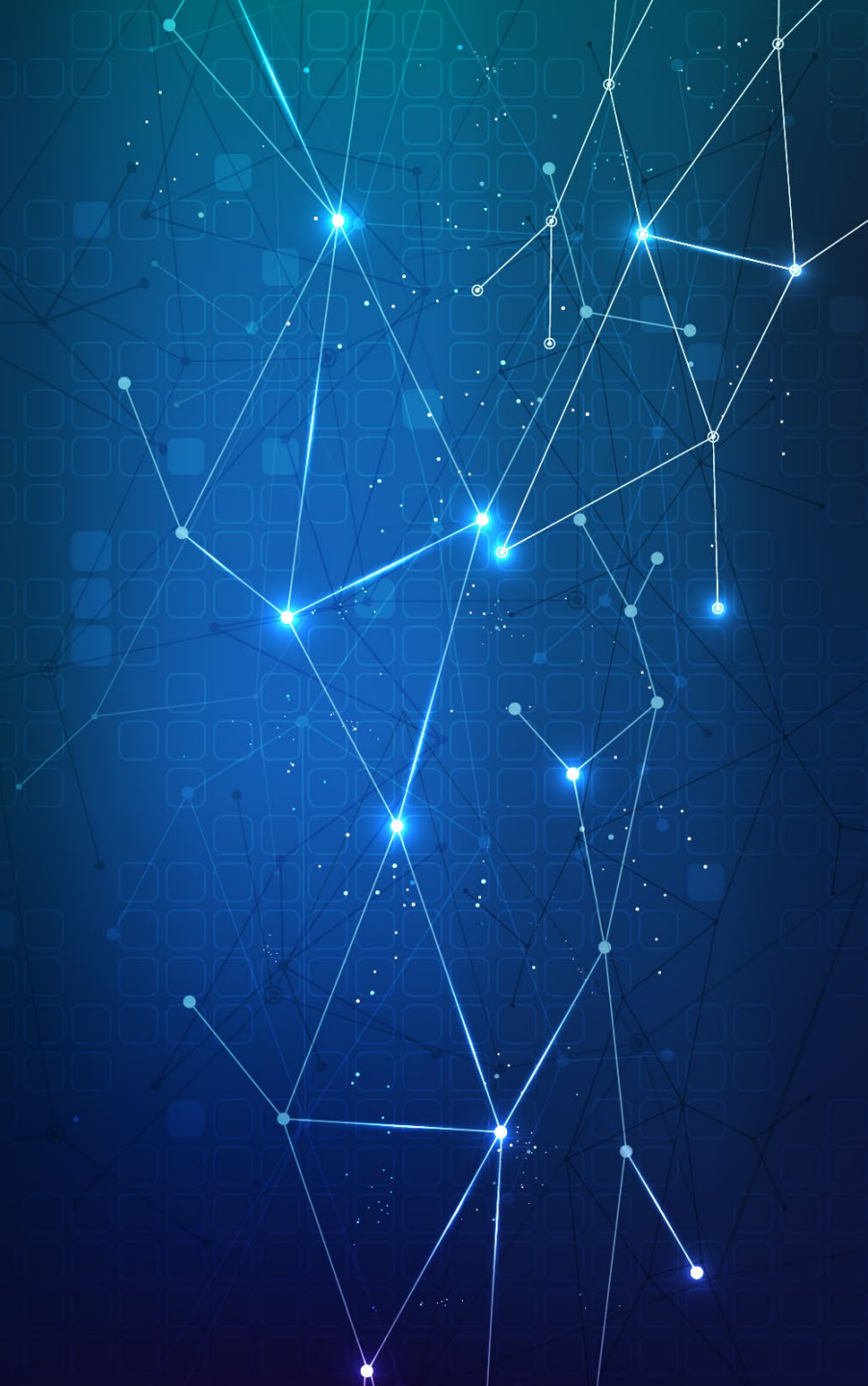
Management representation letter

D

Annual information return results

E

Financial statement presentation





# Appendix: Draft auditor's report

## INDEPENDENT AUDITORS' REPORT

To the Members of Nottawasaga Valley Conservation Authority

### Opinion

We have audited the accompanying financial statements of Nottawasaga Valley Conservation Authority (the "Authority"), which comprise:

- the statement of financial position as at December 31, 2022
- the statement of operations and accumulated surplus for the year then ended
- the statement of changes in net financial assets for the year then ended
- the statement of cash flows for the year then ended
- and notes and schedule to the financial statements, including a summary of significant accounting policies

(Hereinafter referred to as the "financial statements")

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Authority as at December 31, 2022, and its results of operations and accumulated surplus, its changes in net financial assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

### Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the "Auditors' Responsibilities for the Audit of the Financial Statements" section of our report.

We are independent of the Authority in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada and we have fulfilled our other responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

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

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

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

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

### Auditors' Responsibility for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

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

We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.
- The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Authority's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the Authority to cease to continue as a going concern.

# Appendix: Draft auditor's report

- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represents the underlying transactions and events in a manner that achieves fair presentation.
- Communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Chartered Professional Accountants, Licensed Public Accountants

Sudbury, Canada  
April 28, 2023

## Highlights

- Format and presentation of audit report is consistent with the prior year
- Unqualified or “clean” audit opinion
- Represents the highest level of assurance available under Canadian auditing standards
- Based on materiality of \$165,000 and posting threshold of \$8,250

# Appendix: Other required communications



## Engagement terms

A copy of the engagement letter and any subsequent amendments has been provided to the Audit Committee.



## CPAB communication protocol

The reports available through the following links were published by the Canadian Public Accountability Board to inform Audit Committees and other stakeholders about the results of quality inspections conducted over the past year:

- [CPAB Audit Quality Insights Report: 2021 Annual Inspections Results](#)
- [CPAB Audit Quality Insights Report: 2022 Interim Inspections Results](#)
- The 2022 Annual Inspection Results will be available in March 2023





# Appendix: Management representation letter

NOTTAWASAGA VALLEY CONSERVATION AUTHORITY  
8195 8TH LINE  
UTOPIA, ON L0M 1T0

KPMG LLP  
Times Square  
1760 Regent Street, Unit 4  
Sudbury, Ontario P3E 3Z8  
Canada

April 28, 2023

We are writing at your request to confirm our understanding that your audit was for the purpose of expressing an opinion on the financial statements (hereinafter referred to as "financial statements") of Nottawasaga Valley Conservation Authority ("the Entity") as at and for the period ended December 31, 2022.

## GENERAL:

We confirm that the representations we make in this letter are in accordance with the definitions as set out in **Attachment I** to this letter.

We also confirm that, to the best of our knowledge and belief, having made such inquiries as we considered necessary for the purpose of appropriately informing ourselves:

## RESPONSIBILITIES:

- 1) We have fulfilled our responsibilities, as set out in the terms of the engagement letter dated January 11, 2021, including for:
  - a) the preparation and fair presentation of the financial statements and believe that these financial statements have been prepared and present fairly in accordance with the relevant financial reporting framework.
  - b) providing you with all information of which we are aware that is relevant to the preparation of the financial statements ("relevant information"), such as financial records, documentation and other matters, including:
    - the names of all related parties and information regarding all relationships and transactions with related parties;
    - the complete minutes of meetings, or summaries of actions of recent meetings for which minutes have not yet been prepared, of shareholders, board of directors and committees of the board of directors that may affect the financial statements. All significant actions are included in summaries.
  - c) providing you with unrestricted access to such relevant information.
  - d) providing you with complete responses to all enquiries made by you during the engagement.
  - e) providing you with additional information that you may request from us for the purpose of the engagement.
  - f) providing you with unrestricted access to persons within the Entity from whom you determined it necessary to obtain audit evidence.

- g) such internal control as we determined is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. We also acknowledge and understand that we are responsible for the design, implementation and maintenance of internal control to prevent and detect fraud.
- h) ensuring that all transactions have been recorded in the accounting records and are reflected in the financial statements.
- i) ensuring that internal auditors providing direct assistance to you, if any, were instructed to follow your instructions and that we, and others within the entity, did not intervene in the work the internal auditors performed for you.

## INTERNAL CONTROL OVER FINANCIAL REPORTING:

- 2) We have communicated to you all deficiencies in the design and implementation or maintenance of internal control over financial reporting of which we are aware.

## FRAUD & NON-COMPLIANCE WITH LAWS AND REGULATIONS:

- 3) We have disclosed to you:
  - a) the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
  - b) all information in relation to fraud or suspected fraud that we are aware of that involves:
    - management;
    - employees who have significant roles in internal control over financial reporting; or
    - others
 where such fraud or suspected fraud could have a material effect on the financial statements.
  - c) all information in relation to allegations of fraud, or suspected fraud, affecting the financial statements, communicated by employees, former employees, analysts, regulators, or others.
  - d) all known instances of non-compliance or suspected non-compliance with laws and regulations, including all aspects of contractual agreements, whose effects should be considered when preparing financial statements.
  - e) all known actual or possible litigation and claims whose effects should be considered when preparing the financial statements.

## SUBSEQUENT EVENTS:

- 4) All events subsequent to the date of the financial statements and for which the relevant financial reporting framework requires adjustment or disclosure in the financial statements have been adjusted or disclosed.

## RELATED PARTIES:

- 5) We have disclosed to you the identity of the Entity's related parties.
- 6) We have disclosed to you all the related party relationships and transactions/balances of which we are aware.
- 7) All related party relationships and transactions/balances have been appropriately accounted for and disclosed in accordance with the relevant financial reporting framework.



# Appendix: Management representation letter

**ESTIMATES:**

- 8) The methods, the data and the significant assumptions used in making accounting estimates, and their related disclosures are appropriate to achieve recognition, measurement or disclosure that is reasonable in the context of the applicable financial reporting framework.

**GOING CONCERN:**

- 9) We have provided you with all information relevant to the use of the going concern assumption in the financial statements.
- 10) We confirm that we are not aware of material uncertainties related to events or conditions that may cast significant doubt upon the Entity's ability to continue as a going concern

**NON-SEC REGISTRANTS OR NON-REPORTING ISSUERS:**

- 11) We confirm that the Entity is not a Canadian reporting issuer (as defined under any applicable Canadian securities act) and is not a United States Securities and Exchange Commission ("SEC") Issuer (as defined by the Sarbanes-Oxley Act of 2002).
- 12) We also confirm that the financial statements of the Entity will not be included in the group financial statements of a Canadian reporting issuer audited by KPMG or an SEC Issuer audited by any member of the KPMG organization.

**EFFECTS OF COVID-19:**

- 13) The COVID-19 pandemic continues to have an ongoing impact on the operations of the Organization. At the current time the Organization has applied for a number of government funds related to the pandemic. Note disclosure has been included in the financial statements related to the COVID-19 pandemic.

Yours very truly,

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By: Ms. Sheryl Flannagan, Director Corporate Services

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By: Mr. Doug Hevenor, Chief Administrative Officer



# Financial Statement Presentation

## NOTTAWASAGA VALLEY CONSERVATION AUTHORITY

Statement of Financial Position

December 31, 2022, with comparative information for 2021

	2022	2021
<b>Financial Assets</b>		
Cash	\$ 2,494,435	\$ 3,925,434
Accounts receivable (note 2)	511,934	263,973
Investments (note 3)	2,040,932	-
	5,047,301	4,189,407
<b>Financial Liabilities</b>		
Accounts payable and accrued liabilities	547,155	500,328
Deferred revenue (note 5)	1,904,304	1,496,405
	2,451,459	1,996,733
Net financial assets	2,595,842	2,192,674
<b>Non-Financial Assets</b>		
Tangible capital assets (note 4)	8,682,506	8,712,545
Prepaid expenses	61,403	47,690
	8,743,909	8,760,235
Contingent liabilities (note 8)		
Commitments (note 14)		
Accumulated surplus (note 6)	\$ 11,339,751	\$ 10,952,909

### Highlights

- The cash balance has decreased at year end mainly as a result of the purchase of investments noted (investment balance as of December 31, 2022 is \$2.04 million)
- Accounts receivable has increased as of the year end date as a result of increased trade receivables including an increased receivable from Forests Ontario (\$61K) and additional grants owing from the Ministry of Environment and Climate Change (\$25K) and amounts owing from the Simcoe District School Board (\$23K)
- Investment balance has increased as a result of the purchase of GICs noted in the year.
- Accounts payable and accrued liabilities have increased as a result of an increase in trade accounts payable along with an increase in the payroll accrual as of the year end date.
- Deferred revenue has increased at year end mainly as a result of the Wetland Compensation funding that has been received in 2022 but is unspent as of year end (\$746K of additional funding has been received in 2022), additional unused funding for the Forests Ontario Grassland Stewardship funding and additional subdivision / condominium deferred revenue in 2022



# Financial Statement Presentation

## NOTTAWASAGA VALLEY CONSERVATION AUTHORITY

Statement of Financial Position

December 31, 2022, with comparative information for 2021

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Cash	\$ 2,494,435	\$ 3,925,434
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	<u>2,451,459</u>	<u>1,996,733</u>
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<b>Non-Financial Assets</b>		
Tangible capital assets (note 4)	8,682,506	8,712,545
Prepaid expenses	61,403	47,690
	<u>8,743,909</u>	<u>8,760,235</u>
Contingent liabilities (note 8)		
Commitments (note 14)		
Accumulated surplus (note 6)	<u>\$ 11,339,751</u>	<u>\$ 10,952,909</u>

### Highlights

- Tangible capital assets have decreased as the amortization exceeded the capital purchases noted in the year
  - Amortization expense of \$224K
  - Capital asset purchases noted in the year of \$197K
    - Surveyors \$58K
    - Module for remote data collection \$31K
    - Small equipment purchases (including laptops, scanners, monitors, projectors) and Kabota tractor - \$108K



# Financial Statement Presentation

## NOTTAWASAGA VALLEY CONSERVATION AUTHORITY

Statement of Operations and Accumulated Surplus

Year ended December 31, 2022, with comparative information for 2021

	2022	2022	2021
	Budget	Total	Total
	(note 12)		
<b>Revenue:</b>			
Municipal levies			
- general matching	\$ 97,307	\$ 97,307	\$ 97,307
- general non-matching	2,655,427	2,646,427	2,562,542
- special	11,000	3,000	3,000
<b>Municipal grants</b>	<b>49,000</b>	<b>142,110</b>	<b>100,122</b>
<b>Total municipal funding</b>	<b>2,812,734</b>	<b>2,888,844</b>	<b>2,762,971</b>
Government - provincial grants (schedule)	369,807	404,096	334,824
- federal grants (schedule)	125,100	233,893	947,388
User fees (schedule)	1,399,490	1,596,885	1,302,434
Contributions and donations	470,940	815,983	485,093
Interest income	25,000	74,479	11,903
Miscellaneous	-	77,624	755
Gain on disposition of capital assets	-	10,903	-
	5,203,071	6,102,707	5,845,368
<b>Expenses: (note 9)</b>			
Planning services	1,418,356	1,452,004	1,357,656
Administrative support	542,016	603,123	562,770
Healthy waters	602,433	843,888	608,578
Reforestation	417,564	398,407	343,232
Flood forecast and warning	327,582	297,693	271,833
Tiffin Centre infrastructure maintenance	340,476	357,023	300,556
Corporate governance	326,332	326,332	334,499
Watershed science	463,467	487,089	452,460
Environmental education	180,396	250,193	219,045
GIS technical support	275,410	294,492	266,175
Conservation lands	201,099	276,774	248,579
Workshop vehicles and equipment	-	-	168
Engineering and technical services	-	128,847	79,717
	5,095,131	5,715,865	5,045,268
<b>Annual surplus</b>	<b>107,940</b>	<b>386,842</b>	<b>800,100</b>
Accumulated surplus, beginning of year	10,952,909	10,952,909	10,152,809
<b>Accumulated surplus, end of year</b>	<b>\$ 11,060,849</b>	<b>\$ 11,339,751</b>	<b>\$ 10,952,909</b>

## Highlights

- Total municipal funding has increased 4.5% on a year over year basis as a result of an increase in the levies along with an increase in the municipal grants for the RMO (increased in 2022) and funding for the Boyne River monitoring
- Provincial grants have increased in 2022 as a result of additional funding from the Ministry of Northern Development, Mines, Natural Resources and Forestry for the Water and Erosion Control Infrastructure Program (WECI) (increase of \$50K) along with additional funding related to the Source Water Protection Program (increase of \$20K)
- Federal grants have decreased as the prior year included grants under the Canada Emergency Wage Subsidies (CEWS) in the amount of \$741K
- User fees have increased in 2022 as a result of additional revenues associated with section 28 permits (increase of \$157K) along with additional revenues relating to educational programming and summer camps (increase of \$65K)
- Contributions and donations have increased as a result of additional revenue recognized associated with the World Wildlife Fund Canada (for the restoring habitat and mitigating climate change project) (Increase of \$103K) along with additional revenues from Forests Ontario (regular reforestation projects along with the grassland projects) (increase of \$162K) along with miscellaneous other increases noted for various smaller funding streams
- Interest income has increased as a result of the GIC interest in 2022
- Miscellaneous income has increased as a result of a settlement received in 2022 (\$45K)



# Financial Statement Presentation

## NOTTAWASAGA VALLEY CONSERVATION AUTHORITY

Statement of Operations and Accumulated Surplus

Year ended December 31, 2022, with comparative information for 2021

	2022 Budget	2022 Total	2021 Total
	(note 12)		
<b>Revenue:</b>			
Municipal levies			
- general matching	\$ 97,307	\$ 97,307	\$ 97,307
- general non-matching	2,655,427	2,646,427	2,562,542
- special	11,000	3,000	3,000
<b>Municipal grants</b>	<b>49,000</b>	<b>142,110</b>	<b>100,122</b>
Total municipal funding	2,812,734	2,888,844	2,762,971
Government - provincial grants (schedule)	369,807	404,096	334,824
- federal grants (schedule)	125,100	233,893	947,388
User fees (schedule)	1,399,490	1,596,885	1,302,434
Contributions and donations	470,940	815,983	485,093
Interest income	25,000	74,479	11,903
Miscellaneous	-	77,624	755
Gain on disposition of capital assets	-	10,903	-
	5,203,071	6,102,707	5,845,368
<b>Expenses: (note 9)</b>			
Planning services	1,418,356	1,452,004	1,357,656
Administrative support	542,016	603,123	562,770
Healthy waters	602,433	843,888	608,578
Reforestation	417,564	398,407	343,232
Flood forecast and warning	327,582	297,693	271,833
Tiffin Centre infrastructure maintenance	340,476	357,023	300,556
Corporate governance	326,332	326,332	334,499
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Annual surplus	107,940	386,842	800,100
Accumulated surplus, beginning of year	10,952,909	10,952,909	10,152,809
Accumulated surplus, end of year	\$ 11,060,849	\$ 11,339,751	\$ 10,952,909

## Highlights

- Total expenses are 93.6% of total revenue compared with 86.3% in the prior year
- The main reason for the increase in expenses compared to revenue in the current year is the one-time federal subsidies received in 2021
- Planning services expenses have increased as a result of an increase in salaries and benefits within the department along with additional insurance costs noted in the year (additional E&O insurance premiums) along with additional general legal expenses
- Administrative expenses have increased as a result of increased amortization noted in 2022 (as a result of recent capital purchases in the previous years)
- Healthy waters has increased as a result of the additional project related expenses for the Forests Ontario grasslands project in 2022
- Reforestation expenses have increased as a result of increased outside contractor costs noted in 2022
- Flood forecast and warning is fairly comparable on a year over year basis



# Financial Statement Presentation

## NOTTAWASAGA VALLEY CONSERVATION AUTHORITY

Statement of Operations and Accumulated Surplus

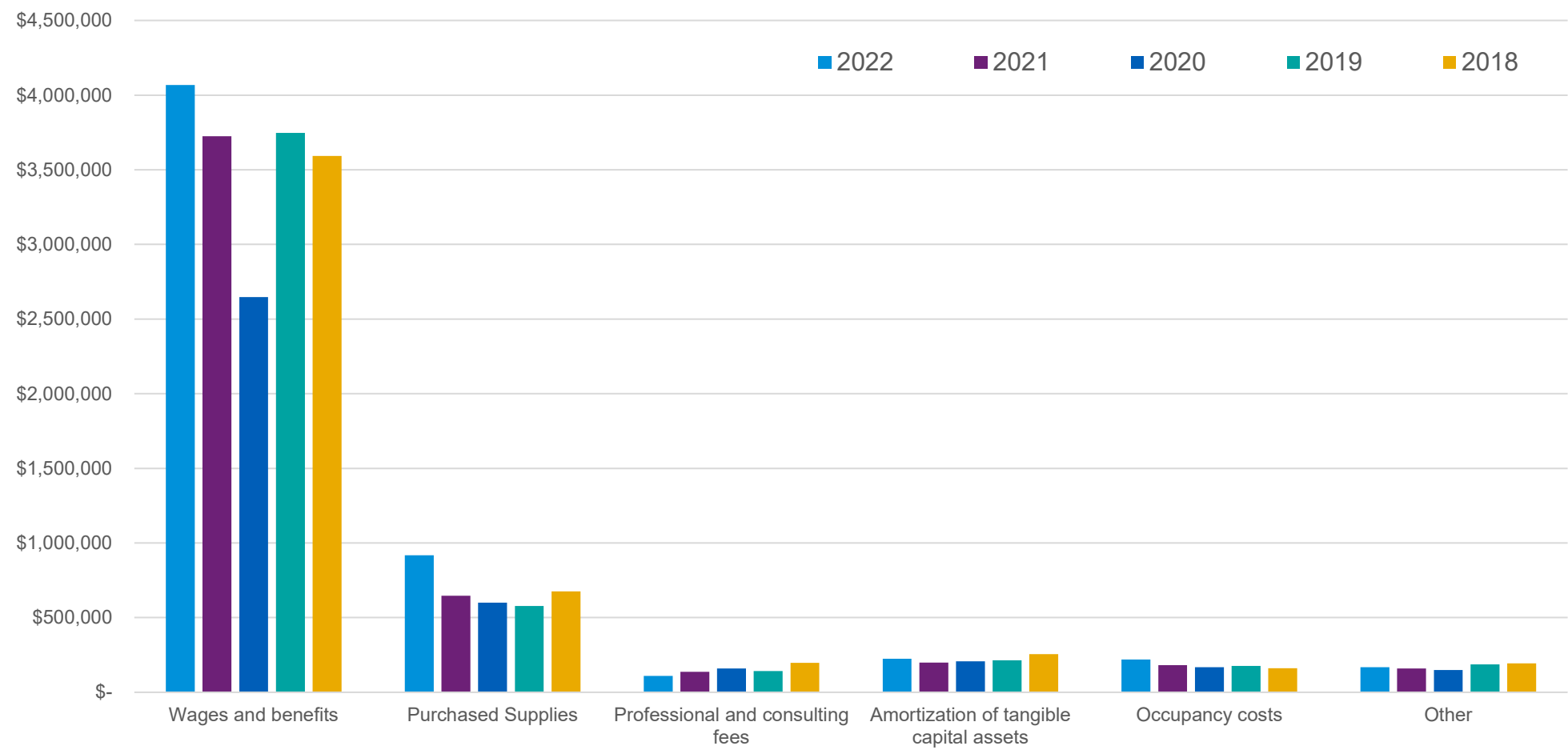
Year ended December 31, 2022, with comparative information for 2021

	2022	2022	2021
	Budget	Total	Total
	(note 12)		
<b>Revenue:</b>			
Municipal levies			
- general matching	\$ 97,307	\$ 97,307	\$ 97,307
- general non-matching	2,655,427	2,646,427	2,562,542
- special	11,000	3,000	3,000
<b>Municipal grants</b>	<b>49,000</b>	<b>142,110</b>	<b>100,122</b>
<b>Total municipal funding</b>	<b>2,812,734</b>	<b>2,888,844</b>	<b>2,762,971</b>
Government - provincial grants (schedule)	369,807	404,096	334,824
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Interest income	25,000	74,479	11,903
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Gain on disposition of capital assets	-	10,903	-
	5,203,071	6,102,707	5,845,368
<b>Expenses: (note 9)</b>			
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Accumulated surplus, beginning of year	10,952,909	10,952,909	10,152,809
<b>Accumulated surplus, end of year</b>	<b>\$ 11,060,849</b>	<b>\$ 11,339,751</b>	<b>\$ 10,952,909</b>

## Highlights

- Tiffin Centre infrastructure maintenance expenses have increased as a result of additional maintenance and salary costs noted in 2022
- Corporate governance expenses are fairly consistent on a year over year basis
- Watershed science expenses are fairly consistent on a year over year basis
- Environmental education expenses have increased in line with the noted increase in revenues related to additional programming completed with schools and summer camps given the lifting of pandemic restrictions
- GIS technical support has increased as a result of additional salaries and benefits noted in the year
- Conservation lands expenses have increased as a result of additional costs associated with the electric car charging station
- Engineering and technical services have increased as a result of additional costs associated with brush clearing and wood chipping

# Financial Statement Presentation





# Financial Statement Presentation

## NOTTAWASAGA VALLEY CONSERVATION AUTHORITY

### Statement of Changes in Net Financial Assets

Year ended December 31, 2022, with comparative information for 2021

	2022 Budget (note 12)	2022 Total	2021 Total
Annual surplus	\$ 107,940	\$ 386,842	\$ 800,100
Acquisition of tangible capital assets	(224,125)	(197,333)	(65,801)
Amortization of tangible capital assets	120,000	224,026	198,974
Proceeds on disposition of tangible capital assets	-	14,249	-
Loss (gain) on disposition of tangible capital assets	-	(10,903)	254
	3,815	416,881	933,527
Acquisition of prepaid expenses	-	(61,403)	(47,690)
Use of prepaid expenses	-	47,690	39,333
	-	(13,713)	(8,357)
Change in net financial assets	3,815	403,168	925,170
Net financial assets, beginning of year	2,192,674	2,192,674	1,267,504
Net financial assets, end of year	\$ 2,196,489	\$ 2,595,842	\$ 2,192,674

### Highlights

- The Authority's net financial assets increased by \$403K
- Capital asset additions were less than the amortization expense noted in the year
- Increase is mainly as a result of the increase in the cash and investment balance (given the increase in deferred revenue and positive operating results noted in the year)

# Financial Statement Presentation

## 9. Internally restricted reserve funds (continued):

The internally restricted reserve funds consist of the following:

	2022	2021
Operational reserve fund	\$ 721,136	\$ 628,160
Forestry reserve fund	26,046	21,576
Watershed reserve fund	36,208	35,219
Environmental education fund	27,616	14,412
Human resources reserve fund	699,931	606,956
New Lowell reserve fund	33,267	30,873
Capital repair and replacement reserve fund	915,472	813,601
Healthy waters reserve fund	78,152	61,123
Land management acquisition reserve fund	39,701	39,702
Site planning reserve fund	104,334	-
<b>Total internally restricted reserve funds</b>	<b>\$ 2,681,863</b>	<b>\$ 2,251,622</b>

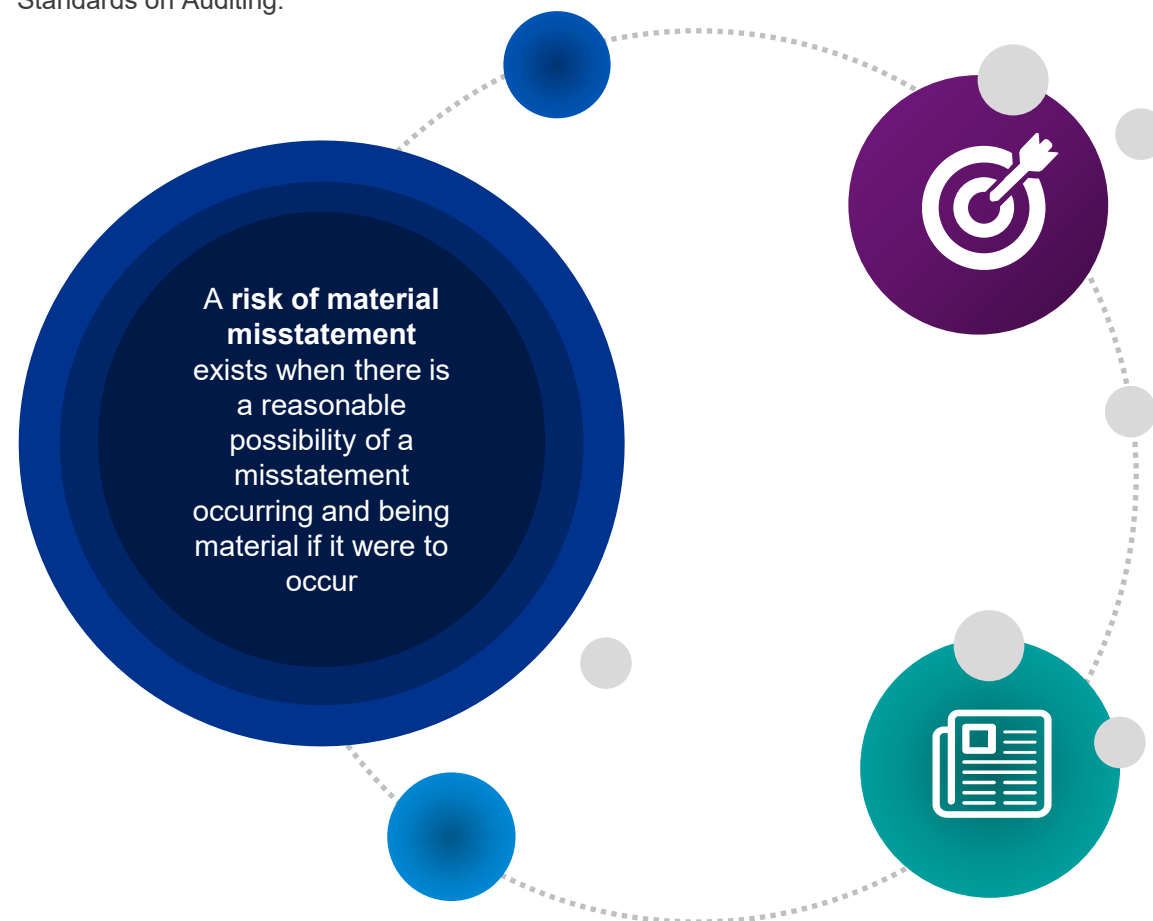
### Highlights

- Increase to the operational reserve in the year (per board resolution relating to the current year surplus)
- Increase to the human resource reserve as per Board resolution
- \$101K increase to the capital repair and replacement reserve as a result of a current year allocation of the surplus and the capital levy)
- Establishment of the site planning reserve in the year as per board resolution (relates to the net of the surplus / deficit in the year)



# Appendix: Newly effective auditing standards

**CAS 315 (Revised) Identifying and Assessing the Risks of Material Misstatement** has been revised, reorganized and modernized in response to challenges and issues with the previous standard. It aims to promote consistency in application, improve scalability, reduce complexity, support a more robust risk assessment and incorporate enhanced guidance material to respond to the evolving environment, including in relation to information technology. Conforming and consequential amendments have been made to other International Standards on Auditing.



Affects both preparers of financial statements and auditors

Applies to audits of financial statements for periods beginning on or after 15 December 2021

See here for more information from CPA Canada



**We design and perform risk assessment procedures to obtain an understanding of the:**

- entity and its environment;
- applicable financial reporting framework; and
- entity's system of internal control.

**The audit evidence obtained from this understanding provides a basis for:**

- identifying and assessing the risks of material misstatement, whether due to fraud or error; and
- the design of audit procedures that are responsive to the assessed risks of material misstatement.



# Appendix: Newly effective auditing standards

## Key change

### Overall, a more robust risk identification and assessment process, including:

- New requirement to take into account how, and the degree to which, 'inherent risk factors' affect the susceptibility of relevant assertions to misstatement
- New concept of significant classes of transactions, account balances and disclosures and relevant assertions to help us to identify and assess the risks of material misstatement
- New requirement to separately assess inherent risk and control risk for each risk of material misstatement
- Revised definition of significant risk for those risks which are close to the upper end of the spectrum of inherent risk

## Impact on the audit team

When assessing inherent risk for identified risks of material misstatement, we consider the degree to which inherent risk factors (such as complexity, subjectivity, uncertainty, change, susceptibility to management bias) affect the susceptibility of assertions to misstatement.

We use the concept of the spectrum of inherent risk to assist us in making a judgement, based on the likelihood and magnitude of a possible misstatement, on a range from higher to lower, when assessing risks of material misstatement

The changes may affect our assessments of the risks of material misstatement and the design of our planned audit procedures to respond to identified risks of material misstatement.

If we do not plan to test the operating effectiveness of controls, the risk of material misstatement is the same as the assessment of inherent risk.

## Impact on management

If the effect of this consideration is that our assessment of the risks of material misstatement is higher, then our audit approach may increase the number of controls tested and/or the extent of that testing, and/or our substantive procedures will be designed to be responsive to the higher risk.

We may perform different audit procedures and request different information compared to previous audits, as part of a more focused response to the effects identified inherent risk factors have on the assessed risks of material misstatement.



# Appendix: Newly effective auditing standards

## Key change

## Impact on the audit team

## Impact on management

**Overall, a more robust risk identification and assessment process, including evaluating whether the audit evidence obtained from risk assessment procedures provides an appropriate basis to identify and assess the risks of material misstatement**

When making this evaluation, we consider all audit evidence obtained, whether corroborative or contradictory to management assertions. If we conclude the audit evidence obtained does not provide an appropriate basis, then we perform additional risk assessment procedures until audit evidence has been obtained to provide such a basis.

In certain circumstances, we may perform additional risk assessment procedures, which may include further inquiries of management, analytical procedures, inspection and/or observation.

**Overall, a more robust risk identification and assessment process, including performing a 'stand back' at the end of the risk assessment process**

We evaluate whether our determination that certain material classes of transactions, account balances or disclosures have no identified risks of material misstatement remains appropriate.

In certain circumstances, this evaluation may result in the identification of additional risks of material misstatement, which will require us to perform additional audit work to respond to these risks.



# Appendix: Newly effective auditing standards

## Key change

### Modernized to recognize the evolving environment, including in relation to IT

New requirement to understand the extent to which the business model integrates the use of IT.

When obtaining an understanding of the IT environment, including IT applications and supporting IT infrastructure, it has been clarified that we also understand the IT processes and personnel involved in those processes relevant to the audit.

Based on the identified controls we plan to evaluate, we are required to identify the:

- IT applications and other aspects of the IT environment relevant to those controls
- related risks arising from the use of IT and the entity's general IT controls that address them.

Examples of risks that may arise from the use of IT include unauthorized access or program changes, inappropriate data changes, risks from the use of external or internal service providers for certain aspects of the entity's IT environment or cybersecurity risks.

### Enhanced requirements relating to exercising professional skepticism

New requirement to design and perform risk assessment procedures in a manner that is not biased toward obtaining audit evidence that may be corroborative or toward excluding audit evidence that may be contradictory. Strengthened documentation requirements to demonstrate the exercise of professional scepticism.

## Impact on the audit team

## Impact on management

We will expand our risk assessment procedures and are likely to engage more extensively with your IT and other relevant personnel when obtaining an understanding of the entity's use of IT, the IT environment and potential risks arising from IT. This might require increased involvement of IT audit professionals.

Changes in the entity's use of IT and/or the IT environment may require increased audit effort to understand those changes and affect our assessment of the risks of material misstatement and audit response.

Risks arising from the use of IT and our evaluation of general IT controls may affect our control risk assessments, and decisions about whether we test the operating effectiveness of controls for the purpose of placing reliance on them or obtain more audit evidence from substantive procedures. They may also affect our strategy for testing information that is produced by, or involves, the entity's IT applications.

We may make changes to the nature, timing and extent of our risk assessment procedures, such as our inquires of management, the activities we observe or the accounting records we inspect.



# Appendix: Newly effective auditing standards

## Key change

**Clarification of which controls need to be identified for the purpose of evaluating the design and implementation of a control**

## Impact on the audit team

We will evaluate the design and implementation of controls that address risks of material misstatement at the assertion level as follows:

- Controls that address a significant risk.
- Controls over journal entries, including non-standard journal entries.
- Other controls we consider appropriate to evaluate to enable us to identify and assess risks of material misstatement and design our audit procedures

## Impact on management

We may identify new or different controls that we plan to evaluate the design and implementation of, and possibly test the operating effectiveness to determine if we can place reliance on them.

We may also identify risks arising from IT relating to the controls we plan to evaluate, which may result in the identification of general IT controls that we also need to evaluate and possibly test whether they are operating effectively. This may require increased involvement of IT audit specialists.



# Appendix: Audit and assurance insights

Our latest thinking on the issues that matter most to Audit Committees, board of directors and management.

## [KPMG Audit & Assurance Insights](#)

Curated research and insights for Audit Committees and boards.

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Leading insights to help board members maximize boardroom opportunities.

## [Current Developments](#)

Series of quarterly publications for Canadian businesses including Spotlight on IFRS, Canadian Securities & Auditing Matters and US Outlook reports.

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Our climate change resource centre provides insights to help you identify the potential financial statement impacts to your business.

## [Momentum](#)

A quarterly newsletter providing curated insights for management, boards and Audit Committees.

## [Uncertain Times Financial Reporting Resource Centre](#)

Uncertain times resource center provides insights to support clients facing challenges relating to COVID-19, natural disasters and geopolitical events.

## [Environmental, social and governance \(ESG\)](#)

Building a sustainable, resilient and purpose-led organization

## [Accelerate 2022](#)

The key issues driving the Audit Committee agenda in 2022





# Appendix: Public Sector Accounting Update

## Matter

## Summary and implications

### Asset Retirement Obligations

- The new standard is effective for fiscal years beginning on or after April 1, 2022. The effective date was deferred by one year due to COVID-19.
- The new standard addresses the recognition, measurement, presentation and disclosure of legal obligations associated with retirement of tangible capital assets in productive use. Retirement costs will be recognized as an integral cost of owning and operating tangible capital assets. PSAB currently contains no specific guidance in this area.
- The ARO standard will require the public sector entity to record a liability related to future costs of any legal obligations to be incurred upon retirement of any controlled tangible capital assets (“TCA”). The amount of the initial liability will be added to the historical cost of the asset and amortized over its useful life.
- As a result of the new standard, the public sector entity will have to:
  - Consider how the additional liability will impact net debt, as a new liability will be recognized with no corresponding increase in a financial asset;
  - Carefully review legal agreements, senior government directives and legislation in relation to all controlled TCA to determine if any legal obligations exist with respect to asset retirements;
- Begin considering the potential effects on the organization as soon as possible to coordinate with resources outside the finance department to identify AROs and obtain information to estimate the value of potential AROs to avoid unexpected issues.

### Revenue

- The new standard is effective for fiscal years beginning on or after April 1, 2023. The effective date was deferred by one year due to COVID-19.
- The new standard establishes a single framework to categorize revenues to enhance the consistency of revenue recognition and its measurement.
- The standard notes that in the case of revenues arising from an exchange transaction, a public sector entity must ensure the recognition of revenue aligns with the satisfaction of related performance obligations.

### Employee Future Benefit Obligations

- PSAB has initiated a review of sections PS3250 Retirement Benefits and PS3255 Post-Employment Benefits, Compensated Absences and Termination Benefits. In July 2020, PSAB approved a revised project plan.
- PSAB intends to use principles from International Public Sector Accounting Standard 39 Employee Benefits as a starting point to develop the Canadian standard.
- Given the complexity of issues involved and potential implications of any changes that may arise from the review of the existing guidance, PSAB will implement a multi-release strategy for the new standards. The first standard will provide foundational guidance. Subsequent standards will provide additional guidance on current and emerging issues.



# Appendix: Public Sector Accounting Update

## Matter

## Summary and implications

### Concepts Underlying Financial Performance

- PSAB is in the process of reviewing the conceptual framework that provides the core concepts and objectives underlying Canadian public sector accounting standards.
- PSAB is proposing a revised, ten chapter conceptual framework intended to replace PS 1000 Financial Statement Concepts and PS 1100 Financial Statement Objectives. The revised conceptual framework would be defined and elaborate on the characteristics of public sector entities and their financial reporting objectives. Additional information would be provided about financial statement objectives, qualitative characteristics and elements. General recognition and measurement criteria, and presentation concepts would be introduced.
- In addition, PSAB is proposing:
  - Relocation of the net debt indicator to its own statement and the statement of net financial assets/liabilities, with the calculation of net debt refined to ensure its original meaning is retained.
  - Separating liabilities into financial liabilities and non-financial liabilities.
  - Restructuring the statement of financial position to present non-financial assets before liabilities.
  - Changes to common terminology used in the financial statements, including re-naming accumulated surplus (deficit) to net assets (liabilities).

### Purchased Intangibles

- In October 2019, PSAB approved a proposal to allow public sector entities to recognize intangibles purchased through an exchange transaction. Practitioners are expected to use the definition of an asset, the general recognition criteria and the GAAP hierarchy to account for purchased intangibles.
- PSAB has approved Public Sector Guideline 8 which allows recognition of intangibles purchased through an exchange transaction. Narrow-scope amendments were made to Section PS 1000 Financial statement concepts to remove prohibition on recognition of intangibles purchased through exchange transactions and PS 1201 Financial statement presentation to remove the requirement to disclose that purchased intangibles are not recognized.
- The effective date is April 1, 2023 with early adoption permitted. Application may be retroactive or prospective.



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Financial Statements of

**NOTTAWASAGA VALLEY  
CONSERVATION AUTHORITY**

And Independent Auditors' Report thereon

Year ended December 31, 2022

## INDEPENDENT AUDITORS' REPORT

To the Members of Nottawasaga Valley Conservation Authority

### ***Opinion***

We have audited the accompanying financial statements of Nottawasaga Valley Conservation Authority (the "Authority"), which comprise:

- the statement of financial position as at December 31, 2022
- the statement of operations and accumulated surplus for the year then ended
- the statement of changes in net financial assets for the year then ended
- the statement of cash flows for the year then ended
- and notes and schedule to the financial statements, including a summary of significant accounting policies

(Hereinafter referred to as the "financial statements")

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Authority as at December 31, 2022, and its results of operations and accumulated surplus, its changes in net financial assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

### ***Basis for Opinion***

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the "***Auditors' Responsibilities for the Audit of the Financial Statements***" section of our report.

We are independent of the Authority in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada and we have fulfilled our other responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

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

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

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

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

### ***Auditors' Responsibility for the Audit of the Financial Statements***

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

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

We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.

The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

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

Chartered Professional Accountants, Licensed Public Accountants  
Sudbury, Canada  
April 28, 2023

# NOTTAWASAGA VALLEY CONSERVATION AUTHORITY

## Statement of Financial Position

December 31, 2022, with comparative information for 2021

	2022	2021
<b>Financial Assets</b>		
Cash	\$ 2,494,435	\$ 3,925,434
Accounts receivable (note 2)	511,934	263,973
Investments (note 3)	2,040,932	-
	<u>5,047,301</u>	<u>4,189,407</u>
<b>Financial Liabilities</b>		
Accounts payable and accrued liabilities	547,156	500,328
Deferred revenue (note 5)	1,904,304	1,496,405
	<u>2,451,460</u>	<u>1,996,733</u>
Net financial assets	2,595,841	2,192,674
<b>Non-Financial Assets</b>		
Tangible capital assets (note 4)	8,682,506	8,712,545
Prepaid expenses	61,403	47,690
	<u>8,743,909</u>	<u>8,760,235</u>
Contingent liabilities (note 8)		
Commitments (note 14)		
Accumulated surplus (note 6)	\$ 11,339,750	\$ 10,952,909

See accompanying notes to financial statements.

On behalf of the Board:

\_\_\_\_\_ Chair

\_\_\_\_\_ CAO/Secretary - Treasurer



# NOTTAWASAGA VALLEY CONSERVATION AUTHORITY

## Statement of Operations and Accumulated Surplus

Year ended December 31, 2022, with comparative information for 2021

	2022 Budget (note 12)	2022 Total	2021 Total
<b>Revenue:</b>			
Municipal levies			
- general matching	\$ 97,307	\$ 97,307	\$ 97,307
- general non-matching	2,655,427	2,646,427	2,562,542
- special	11,000	3,000	3,000
Municipal grants	49,000	142,110	100,122
<b>Total municipal funding</b>	<b>2,812,734</b>	<b>2,888,844</b>	<b>2,762,971</b>
Government - provincial grants (schedule)	369,807	404,096	334,824
- federal grants (schedule)	125,100	233,893	947,388
User fees (schedule)	1,399,490	1,596,885	1,302,434
Contributions and donations	470,940	815,983	485,093
Interest income	25,000	74,479	11,903
Miscellaneous	-	77,624	755
Gain on disposition of capital assets	-	10,903	-
	5,203,071	6,102,707	5,845,368
<b>Expenses: (note 9)</b>			
Planning services	1,418,356	1,452,004	1,357,656
Administrative support	542,016	603,123	562,770
Healthy waters	602,433	843,888	608,578
Reforestation	417,564	398,407	343,232
Flood forecast and warning	327,582	297,693	271,833
Tiffin Centre infrastructure maintenance	340,476	357,023	300,556
Corporate governance	326,332	326,332	334,499
Watershed science	463,467	487,089	452,460
Environmental education	180,396	250,193	219,045
GIS technical support	275,410	294,492	266,175
Conservation lands	201,099	276,774	248,579
Workshop vehicles and equipment	-	-	168
Engineering and technical services	-	128,847	79,717
	5,095,131	5,715,865	5,045,268
<b>Annual surplus</b>	<b>107,940</b>	<b>386,842</b>	<b>800,100</b>
<b>Accumulated surplus, beginning of year</b>	<b>10,952,909</b>	<b>10,952,909</b>	<b>10,152,809</b>
<b>Accumulated surplus, end of year</b>	<b>\$ 11,060,849</b>	<b>\$ 11,339,751</b>	<b>\$ 10,952,909</b>

See accompanying notes to financial statements.

# NOTTAWASAGA VALLEY CONSERVATION AUTHORITY

## Statement of Changes in Net Financial Assets

Year ended December 31, 2022, with comparative information for 2021

	2022 Budget (note 12)	2022 Total	2021 Total
Annual surplus	\$ 107,940	\$ 386,842	\$ 800,100
Acquisition of tangible capital assets	(224,125)	(197,333)	(65,801)
Amortization of tangible capital assets	120,000	224,026	198,974
Proceeds on disposition of tangible capital assets	-	14,249	-
Loss (gain) on disposition of tangible capital assets	-	(10,903)	254
	3,815	416,881	933,527
Acquisition of prepaid expenses	-	(61,403)	(47,690)
Use of prepaid expenses	-	47,690	39,333
	-	(13,713)	(8,357)
Change in net financial assets	3,815	403,168	925,170
Net financial assets, beginning of year	2,192,674	2,192,674	1,267,504
Net financial assets, end of year	\$ 2,196,489	\$ 2,595,842	\$ 2,192,674

See accompanying notes to financial statements.

# NOTTAWASAGA VALLEY CONSERVATION AUTHORITY

## Statement of Cash Flows

Year ended December 31, 2022, with comparative information for 2021

	2022	2021
Cash flows from operating activities:		
Annual surplus	\$ 386,842	\$ 800,100
Items not involving cash:		
Amortization of tangible capital assets	224,026	198,974
Loss (gain) on disposition of capital assets	(10,903)	254
	599,965	999,328
Changes in non-cash working capital:		
Accounts receivable	(247,961)	(8,033)
Prepaid expenses	(13,713)	(8,357)
Accounts payable and accrued liabilities	46,828	18,942
Deferred revenue	407,899	337,698
	793,018	1,339,578
Investing activities:		
Redemption (purchase) of investments	(2,040,932)	522,186
	(2,040,932)	522,186
Capital activities:		
Purchase of tangible capital assets	(197,333)	(65,801)
Proceeds on disposition of tangible capital assets	14,249	-
	(183,084)	(65,801)
Increase (decrease) in cash	(1,430,998)	1,795,963
Cash, beginning of year	3,925,434	2,129,471
Cash, end of year	\$ 2,494,436	\$ 3,925,434

See accompanying notes to financial statements.

# NOTTAWASAGA VALLEY CONSERVATION AUTHORITY

## Notes to Financial Statements

Year ended December 31, 2022

Nottawasaga Valley Conservation Authority (the "Authority") is a land and water management agency established under the provisions of the Conservation Authorities Act of Ontario. The Authority is a registered charitable organization and is exempt from income taxes under the Canadian Income Tax Act.

### 1. Significant accounting policies:

The financial statements for the Authority are the responsibility of and prepared by management in accordance with the Chartered Professional Accountants of Canada Public Sector Accounting Handbook, that sets out generally accepted accounting principles for government not-for-profit organizations in Canada. The financial statements have been prepared in accordance with Canadian Public Sector Accounting Standards (PSAS), excluding Sections PS4200 and PS4270, with the following significant accounting policies:

(a) Basis of accounting:

The financial statements are prepared using an accrual basis of accounting which recognizes the effect of transactions and events in the period in which the transactions and events occur, regardless of whether there has been a receipt or payment of cash or its equivalent. Accrual accounting recognizes an asset until the future economic benefit underlying the asset is partly or wholly used or lost.

(b) Tangible capital assets:

Tangible capital assets are recorded at cost less accumulated amortization. Cost includes all costs directly attributable to acquisition or construction of the tangible capital asset including transportation costs, installation costs, designed and engineering fees, legal fees and site preparation costs. Contributed capital assets are recorded at fair value at the time of donation, with a corresponding amount recorded as revenue. Amortization is being recorded at the following rates and methods commencing once the asset is available for productive use as follows:

Asset	Basis	Rate
Small equipment	Declining-balance	20%
Equipment and vehicles	Declining-balance	25%
Computer equipment	Straight-line	5 years
Furniture and fixtures	Straight-line	10 years
Site utilities	Straight-line	15 years
Buildings	Straight-line	50 years
Dam and structures	Straight-line	50 years

Tangible capital assets are written down when conditions indicate they are no longer able to contribute to the Authority's ability to provide goods or services, or when the value of future economic benefits associated with the tangible capital asset are less than their net book value. The net write-downs are accounted for as expenses in the statement of operations and accumulated surplus.

# NOTTAWASAGA VALLEY CONSERVATION AUTHORITY

Notes to Financial Statements (continued)

Year ended December 31, 2022

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## 1. Significant accounting policies (continued):

(c) Cash:

Cash consists of cash on hand.

(d) Deferred revenue:

Funds received for specific purposes which are for future services are accounted for as deferred revenue on the statement of financial position. The revenue is recognized in the statement of operations in the year in which services are provided.

(e) Pension plan:

The Authority is an employer member of the Ontario Municipal Employees Retirement System (OMERS), which is a multi-employer, defined benefit pension plan. The Board of Trustees, representing plan members and employers, is responsible for overseeing the management of the pension plan, including investment of the assets and administration of the benefits. The Authority has adopted defined contribution plan accounting principles for this plan because insufficient information is available to apply defined benefit plan accounting principles. The Authority records as pension expense the current service cost, amortization of past service costs and interest costs related to the future employer contributions to the plan for the past employee service.

(f) Reserves:

The Authority internally allocates its accumulated surplus to capital reserves to finance the cost of tangible capital assets, purchases, maintenance and related expenditures and operating reserves in order to ensure funds are available for financial relief in the event of a significant loss of revenues or other financial emergency for which no other source of funding is available. These reserve allocations are directed by the Board of Directors of the Authority.

(g) Revenue recognition:

Provincial, federal and municipal grant funding revenues are recognized in the year to which the program relates and when the related expenses are incurred. Amounts unused at year end are deferred to subsequent years. Municipal levies are recognized in the year they are levied to member municipalities. User fees are recognized as revenue over the period the services are performed. Other revenues are recognized when they are received or receivable and collectability is reasonably assured.

# NOTTAWASAGA VALLEY CONSERVATION AUTHORITY

Notes to Financial Statements (continued)

Year ended December 31, 2022

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## 1. Significant accounting policies (continued):

### (h) Use of estimates:

The preparation of the financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the year. Significant items subject to such estimates and assumptions include the carrying amounts of tangible capital assets, the allowance for doubtful accounts and deferred revenue. Actual results could differ from those estimates.

## 2. Accounts receivable:

	2022	2021
HST recoverable	\$ 18,201	\$ 10,572
Fees for services and other	399,791	207,575
Government grants	107,492	59,376
Allowance for doubtful accounts	(13,550)	(13,550)
	<u>\$ 511,934</u>	<u>\$ 263,973</u>

## 3. Investments:

The investment bears interest at a rate of 3.78% with maturity date of January 23, 2023.

# NOTTAWASAGA VALLEY CONSERVATION AUTHORITY

Notes to Financial Statements

Year ended December 31, 2022

## 4. Tangible capital assets:

Cost	Balance at December 31, 2021	Additions and Transfers	Disposals and Write-offs	Balance at December 31, 2022
Land	\$ 6,499,787	\$ -	\$ -	\$ 6,499,787
Buildings	1,978,239	-	-	1,978,239
Dams and structures	3,063,418	-	-	3,063,418
Site utilities	642,149	-	-	642,149
Equipment and vehicles	457,667	49,598	23,903	483,362
Small equipment	273,181	96,871	31,834	338,218
Computer equipment	258,697	48,292	54,121	252,868
Furniture and fixtures	264,444	2,572	-	267,016
<b>Total</b>	<b>\$ 13,437,582</b>	<b>\$ 197,333</b>	<b>\$ 109,858</b>	<b>\$ 13,525,057</b>

Accumulated Amortization	Balance at December 31, 2021	Disposals and Write-offs	Amortization Expense	Balance at December 31, 2022
Land	\$ -	\$ -	\$ -	\$ -
Buildings	884,802	-	39,106	923,908
Dams and structures	2,293,807	-	54,910	2,348,717
Site utilities	557,059	-	16,440	573,499
Equipment and vehicles	372,085	(23,904)	33,794	381,975
Small equipment	204,655	(28,487)	32,412	208,580
Computer equipment	180,829	(54,121)	39,231	165,939
Furniture and fixtures	231,800	-	8,133	239,933
<b>Total</b>	<b>\$ 4,725,037</b>	<b>\$ (106,512)</b>	<b>\$ 224,026</b>	<b>\$ 4,842,551</b>

	Net book value, December 31, 2021	Net book value, December 31, 2022
Land	\$ 6,499,787	\$ 6,499,787
Buildings	1,093,437	1,054,331
Dams and structures	769,611	714,701
Site utilities	85,090	68,650
Equipment and vehicles	85,582	101,387
Small equipment	68,526	129,638
Computer equipment	77,868	86,929
Furniture and fixtures	32,644	27,083
<b>Total</b>	<b>\$ 8,712,545</b>	<b>\$ 8,682,506</b>

# NOTTAWASAGA VALLEY CONSERVATION AUTHORITY

Notes to Financial Statements (continued)

Year ended December 31, 2022

## 5. Deferred revenue:

Revenue from the following sources received that were unexpended for the year have been deferred:

	2022	2021
Unearned project revenue	\$ 63,930	\$ 65,738
Forestry – follow-up tending	38,744	42,639
Water and Erosion Control Infrastructure	35,886	–
Canada Healthy Communities	89,668	–
Health Waters Project Levy	69,551	60,551
Subdivision and condominium fees	539,275	496,133
Site planning	137,971	148,875
H John McDonald Foundation	78,280	73,110
Other	76,268	43,721
Department of Fisheries and Oceans	–	24,164
Compensation Funds	638,336	437,178
Forests Ontario	98,372	43,373
WWF	24,153	35,438
TD Friends of the Environment	13,870	25,485
	\$ 1,904,304	\$ 1,496,405

## 6. Accumulated surplus:

	2022	2021
Internally restricted reserves (note 9)	\$ 2,681,863	\$ 2,251,622
Investments in tangible capital assets	8,657,887	8,701,287
	\$ 11,339,750	\$ 10,952,909

## 7. Credit facilities:

The Authority has a demand loan facility with Scotiabank. This credit facility has an authorized credit limit of \$500,000 (2021 - \$500,000) and bears interest at the bank's prime rate less 0.5%. There is no balance outstanding on the demand loan facility as at December 31, 2022 (2021 - \$Nil).

## 8. Contingent liabilities:

### *Legal actions and claims:*

The Authority has received statements of claim as defendant under various legal actions resulting from its involvement in land purchases, fatalities, personal injuries and flooding on or adjacent to its properties. The Authority maintains insurance coverage against such risks and has notified its insurers of the legal actions and claims. It is not possible at this time to determine the outcome of these claims and, therefore, no provision has been made in these financial statements.



# NOTTAWASAGA VALLEY CONSERVATION AUTHORITY

Notes to Financial Statements (continued)

Year ended December 31, 2022

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## 9. Internally restricted reserve funds:

Appropriations are made from accumulated surplus to various reserve funds upon approval of the Board of Directors.

### *Operational Reserve:*

The Operational Reserve was established to provide funds to purchase equipment as required.

### *Forestry Reserve:*

The Forestry Reserve was established to provide funds to support the Forestry Program.

### *Watershed Science*

The Watershed Science Reserve was established to provide funds to the Watershed Science Program.

### *Environmental Education Reserve:*

The Environmental Education Reserve was established to cover future environmental equipment and material purchases.

### *Human Resources Reserve:*

The Human Resources Reserve was established to provide funds to cover human resource issues.

### *New Lowell Reserve Fund:*

The New Lowell Reserve Fund was established to cover future capital expenses for the New Lowell campground.

### *Capital Repair and Replacement Reserve:*

The Capital Repair and Replacement Reserve was established to cover future capital expenses.

### *Healthy Waters Reserve:*

The Healthy Waters Reserve was established to cover future expenses for the Healthy Waters program.

### *Land Management Acquisition Reserve:*

The Land Management Acquisition Reserve was established to assist with acquisitions of significant or environmentally sensitive lands. The reserve would compliment the ongoing acquisition program and partnership arrangements with Nature Conservancy Canada and the Ministry of Natural Resources for Minesing Swamp and Niagara Escarpment lands.

### *Planning Reserve:*

The Planning Reserve was established to cover legal activities and unexpected variations in planning revenue.

# NOTTAWASAGA VALLEY CONSERVATION AUTHORITY

Notes to Financial Statements (continued)

Year ended December 31, 2022

## 9. Internally restricted reserve funds (continued):

The internally restricted reserve funds consist of the following:

	2022	2021
Operational reserve fund	\$ 721,136	\$ 628,160
Forestry reserve fund	26,046	21,576
Watershed reserve fund	36,208	35,219
Environmental education fund	27,616	14,412
Human resources reserve fund	699,931	606,956
New Lowell reserve fund	33,267	30,873
Capital repair and replacement reserve fund	915,472	813,601
Healthy waters reserve fund	78,152	61,123
Land management acquisition reserve fund	39,701	39,702
Site planning reserve fund	104,334	—
Total internally restricted reserve funds	\$ 2,681,863	\$ 2,251,622

## 10. Expenses by object:

	2022	2021
Wages and benefits	\$ 4,067,401	\$ 3,724,338
Purchased supplies	928,992	645,820
Professional and consulting fees	108,844	136,683
Amortization of tangible capital assets	224,026	198,974
Occupancy costs	219,298	180,817
Travel and vehicle	37,617	37,648
Office supplies and expenses	27,520	27,340
Education and training	16,867	10,159
Licenses, memberships and dues	38,877	41,956
Advertising	11,710	12,465
Interest and bank	34,713	29,068
	\$ 5,715,865	\$ 5,045,268

# NOTTAWASAGA VALLEY CONSERVATION AUTHORITY

Notes to Financial Statements (continued)

Year ended December 31, 2022

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## 11. Pension plan:

OMERS provides pension services to more than 525,000 active and retired members and approximately 1,000 employers. Each year an independent actuary determines the funding status of OMERS Primary Pension Plan (the "Plan") by comparing the actuarial value of invested assets to the estimated present value of all pension benefits that members have earned to date. The most recent actuarial valuation of the Plan was conducted at December 31, 2022. The results of this valuation disclosed total going concern actuarial liabilities of \$130,306 million (2021 - \$120,796 million) in respect of benefits accrued for service with total going concern actuarial net assets at that date of \$123,628 million (2021 - \$117,665 million) indicating a going concern actuarial deficit of \$6,678 million (2021 - \$3,131 million). As OMERS is a multi-employer plan, any pension plan surpluses or deficits are a joint responsibility of Ontario municipal organizations and their employees and the Authority's share is not determinable. As a result, the Authority does not recognize any share of the OMERS pension surplus or deficit.

The amount contributed to OMERS for 2022 was \$285,290 (2021 - \$268,710) and is included as an expense in the statement of operations and accumulated surplus.

## 12. Budget figures:

The budget adopted by the Board on December 10, 2021 includes the annual budget for capital additions and reserve transfers which are not reflected in the 2022 actual figures within the statement of operations. As a result, the budget figures presented in the statement of operations and accumulated surplus and change in net financial assets represent the financial plan adopted by the Board with adjustment as follows:

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Annual Surplus per budget approved by the Board	\$ -
Less: Contributions to reserves	(116,185)
Add: Capital additions	224,125
Surplus per financial statements	\$ 107,940

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## 13. Segmented reporting:

The Chartered Professional Accountants of Canada Public Sector Accounting Handbook Section PS2700, Segment Disclosures, establishes standards on defining and disclosing segments in a government's financial statements. Government organizations that apply these standards are encouraged to provide disclosures established by this section when their operations are diverse enough to warrant such disclosures.

The presentation of the items on the statement of operations and included within note 9 are considered sufficient to meet the requirements of PS2700, Segment Disclosures.

# NOTTAWASAGA VALLEY CONSERVATION AUTHORITY

Notes to Financial Statements (continued)

Year ended December 31, 2022

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## 14. Commitments:

### *Lease obligations:*

The Authority is presently leasing equipment with a quarterly rental payment of \$2,485 which matures in 2026. The minimum lease payments required over the next five years are as follows:

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2023	9,940
2024	9,940
2025	9,940
2026	4,971
	<hr/>
	\$ 34,791

---

### *Rental arrangements:*

The Authority leases five pieces of property to three local municipalities and two not-for-profit organizations for no financial consideration. Under the terms of the agreements the municipalities and the not-for-profit organizations are responsible for all costs associated with their respective properties. The leases may be terminated by either party with written notice. The agreement with one local municipality extends to 2023 and the remaining two agreements with the local municipalities each extend to 2023 and 2025. The agreements with the two not-for-profit organizations extend to 2022 and 2023 respectively.

The Authority leases the New Lowell Campground and Conservation Park to two individuals who manage the park. Under the terms of the agreement which extends to April 14, 2023, the managers will pay the Authority a lease amount equal to \$18,815 plus HST per year with an additional 3% increase every year. The lease has a five year renewal option with the understanding that one year's notice must be given by either party to terminate the lease. The Authority is responsible for property taxes and property insurance while the managers are responsible for operational costs. Capital projects are paid for by the managers and become the property of the Authority.

The Authority leases various agricultural lands to farmers for minimal financial consideration under the terms of two agreements which both expire in 2024. The minimum future rental income to be received related to these leases varies depending on the tenant.

## 15. Comparative information:

Certain 2022 comparative information has been reclassified where necessary to conform to the current year presentation.

# NOTTAWASAGA VALLEY CONSERVATION AUTHORITY

Notes to Financial Statements (continued)

Year ended December 31, 2022

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## 16. Financial risks and concentration of risks:

Transaction in financial instruments may result in an entity assuming or transferring financial risks to or from another party. The Authority is exposed to the following risks associated with financial instruments and transactions it is a party to:

### a) Credit risk:

Credit risk is the risk that one party to a financial transaction will fail to discharge an obligation and cause the other party to incur a financial loss. The Authority is exposed to this risk relating to its cash and accounts receivable.

The Authority holds its cash accounts with large reputable financial institutions, from which management believes the risk of loss due to credit risk to be remote. Receivables consist of balances due from government agencies and the risk of loss is minimal.

There have been no significant changes from the previous year in the exposure to risk or policies, procedures and methods used to measure the risk.

### b) Liquidity risk:

Liquidity risk is the risk that the Authority cannot repay its obligations when they become due to its creditors. The Authority is exposed to this risk relating to its accounts payable and accrued liabilities.

The Authority reduces its exposure to liquidity risk by monitoring cash activities and expected outflow through extensive budgeting and maintaining enough cash to repay trade creditors as payables become due.

There have been no significant changes from the previous year in the exposure risk or policies, procedures and methods used to measure the risk.

# NOTTAWASAGA VALLEY CONSERVATION AUTHORITY

## Schedule of Revenue

Year ended December 31, 2022, with comparative information for 2021

	2022	2021
Provincial government grants:		
Ministry of Natural Resources - Flood operations	\$ 97,307	\$ 97,307
Source Water Protection Planning	234,479	214,810
Water and Erosion Control Infrastructure	50,364	-
Other	1,821	15,207
Nottawasaga Watershed Improvement Program	7,500	7,500
COA	12,625	-
<b>Total provincial funding</b>	<b>\$ 404,096</b>	<b>\$ 334,824</b>
Federal government grants	\$ 233,893	\$ 947,388
User fees:		
Planning	\$ 1,028,619	\$ 926,583
Environmental education	219,580	140,359
Conservation lands	83,045	111,599
Tiffin outreach	156,710	59,313
Stewardship services	85,007	57,910
GIS Technical Support	22,124	4,070
Watershed science	1,800	2,600
Healthy waters	-	-
Office and occupancy	-	-
	<b>\$ 1,596,885</b>	<b>\$ 1,302,434</b>



# Watershed Health Checks – The State of our Natural Resources

Ian Ockenden | Acting Watershed Science Supervisor | April 2023

# Watershed Health Checks

- » Natural resource evaluation
- » Subwatershed basis
- » Watershed Science communication



## INNISFIL CREEK SUBWATERSHED Health Check 2023

Adjala-Tosorontio | Bradford West Gwillimbury |  
Caledon | Essa | Innisfil | Mono | New Tecumseth



**Nottawasaga Valley**  
Conservation Authority

The Nottawasaga Valley Conservation Authority is your public agency dedicated to the preservation of a healthy environment. As your partner, the NVCA provides the expertise to help protect our water, our land, our future.





## WHAT IS A SUBWATERSHED HEALTH CHECK?

NVCA's subwatershed health checks provide an overview of forest, wetlands, stream and groundwater health within the larger NVCA watershed. They also identify stewardship priorities, future challenges and opportunities to improve environmental health.

Watershed health checks were completed for all nine of NVCA's subwatersheds in 2023, and are produced every five years. Our science monitoring staff collects samples from forests, wetlands, streams and groundwater for data analysis. Our stewardship staff uses this information to determine the success of past restoration projects and areas in need of improvement.

NVCA began producing Subwatershed Report Cards in 2007. In 2013, they were renamed to Watershed Health Checks in an effort to differentiate these reports from Conservation Ontario's province-wide Watershed Report Cards.

### What is a subwatershed?

A subwatershed is a smaller watershed within a larger basin. The water from the subwatershed contributes to a stream connected to the main river. In the NVCA watershed, this river is the Nottawasaga River. Everything in a subwatershed is connected, meaning our actions upstream can affect conditions downstream.

### Nottawasaga Valley Watershed's nine subwatersheds

- Blue Mountains Subwatershed
- Boyne River Subwatershed
- Innisfil Creek Subwatershed
- Lower Nottawasaga River Subwatershed
- Mad River Subwatershed
- Middle Nottawasaga River Subwatershed
- Pine River Subwatershed
- Upper Nottawasaga River Subwatershed
- Willow Creek Subwatershed



## WHAT WE MEASURED

We measured the status and health of the forests, wetlands, streams and groundwater in each subwatershed. We also reported the number of stewardship projects that were completed from 2002 to 2021.



### Why Measure?

Measuring helps us better understand our watershed. With this information, we can better target where planning and restoration is needed and track progress of watershed conditions.

## OUR GRADING SYSTEM

<b>VERY GOOD</b>	An environment that is at or close to natural conditions
<b>GOOD</b>	An environment close to natural conditions with minor disturbance
<b>FAIR</b>	A disturbed environment
<b>POOR</b>	A highly disturbed environment
<b>VERY POOR</b>	An environment that lacks natural features
<b>NO DATA</b>	Not enough data to make a conclusion

# Subwatersheds

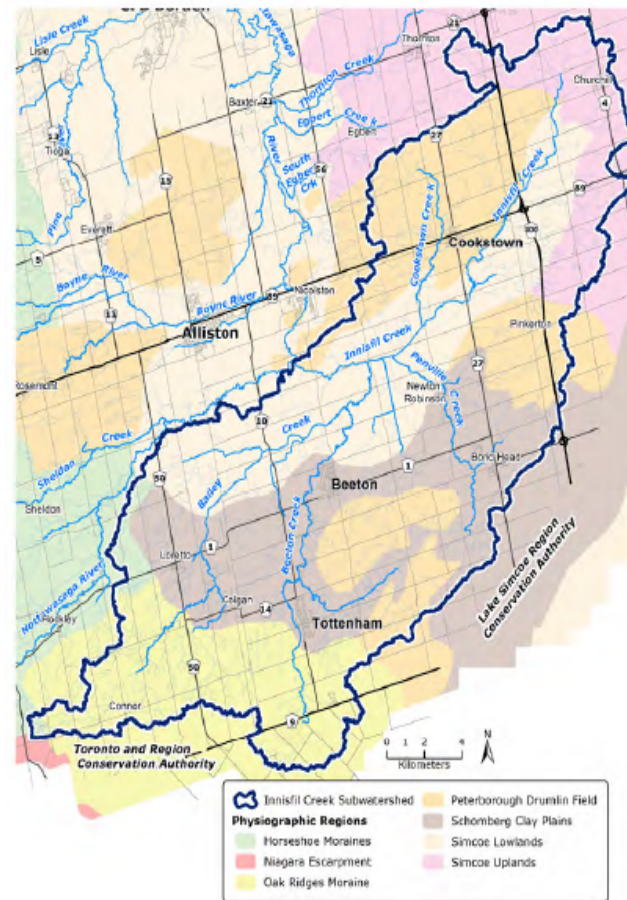
- » One watershed health check
- » 9 subwatershed health checks

## WHERE ARE WE?



# Info Page

- » Physiographic map
- » Natural & human history
- » Lay of the land



## ABOUT THE INNISFIL CREEK SUBWATERSHED

The Innisfil Creek subwatershed consists of four main creek systems – Innisfil Creek, Bailey Creek, Beaton Creek and Penville Creek – that drain the southeast portion of the Nottawasaga River watershed.

Innisfil Creek arises on the gently rolling sand-silt plains of the Simcoe Uplands south of Barrie. Emerging from headwater forests and wetlands, it flows south into intensively farmed lowlands that extend through Cookstown downstream to the Nottawasaga River.

Bailey Creek emerges on the Oak Ridges Moraine near the hamlet of Connor. It winds southeastward through rolling forests and farm fields. Bailey Creek descends into the Schomberg Clay Plains north of Colgan, passing through a mix of agricultural lands and swamp/lowland forest. Downstream, the creek enters an intensive agricultural area within the Simcoe Lowlands as it flows eastward toward Beaton Creek.

Beaton Creek arises on the Oak Ridges Moraine south of Tottenham. Flowing north, the creek enters a reservoir at the Tottenham Conservation Area and then continues downstream. An east branch, originating east of Tottenham, flows westward through agricultural lands and enters Beaton Creek north of Tottenham. Beaton Creek continues to flow northward through an agricultural landscape, skirting the west side of Beaton before joining Bailey Creek and then entering Innisfil Creek.

Penville Creek emerges within a mix of hills (drumlins) and clay plains near Bond Head, flowing northward through agricultural lands before entering Innisfil Creek north of Newton Robinson.





# FOREST CONDITIONS

Status: Good  
Trend: Neutral

Around 10,000 years ago, parts of the Blue Mountain subwatershed were occupied by the ancient Lake Algonquin. Around 4,000 years ago, today's nearshore areas were submerged under the Nipissing Transgression (when Georgian Bay was higher in elevation). As these lakes disappeared, they left behind the landscape we see now: bluffs along the Algonquin shoreline and troughs and ridges along the previous Nipissing shoreline. The Blue Mountain subwatershed supports moderate forest cover. Large forests provide significant habitat for wildlife species that require forest interior habitat (deep, undisturbed forests) to thrive.

Fragmented forests are present along the ancient Algonquin bluff and the ancient Nipissing shoreline. East of the Escarpment, forest cover is fragmented with land use generally dominated by agriculture while the Collingwood/Wasaga Beach urban areas dominate the Georgian Bay shoreline.

Wetlands form a large portion of forest cover in this watershed. Coastal wetland systems along Georgian Bay are globally and provincially rare, and consist of rich coastal fens along the shoreline. Away from the

shoreline, wetland features become more thicket-like before changing over to swamp forests.

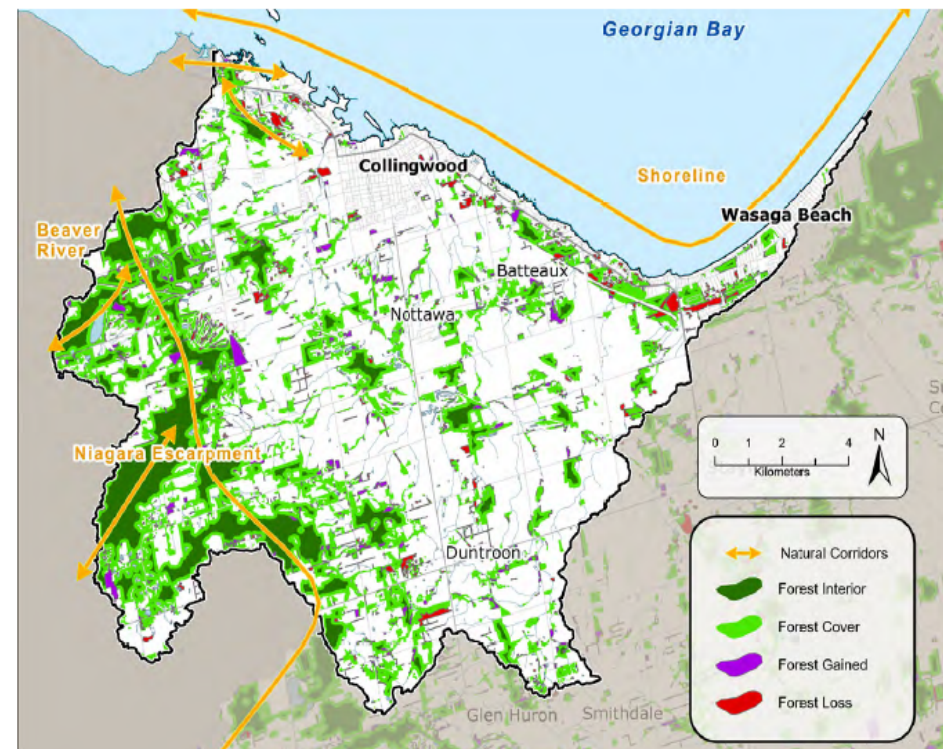
Large forests are common within the Niagara Escarpment headwaters (river source areas). These rich forests are provincially significant and support a number of rare plant and animal species including Hart's-tongue Fern and Louisiana Waterthrush. Coniferous and mixed forests in the Pretty River headwaters provide important winter habitat for deer.

The headwater forest cover in the Blue Mountain subwatershed forms an integral part of the Niagara Escarpment's natural corridor. It is also connected to nearby forests and wetlands within the Beaver River valley to the west as well as the Mad River subwatershed to the south. Lowland forests provide an important corridor for migrating waterfowl and shorebirds along the Collingwood and Town of Wasaga Beach shorelines.

Although forest conditions remain good, forest cover declined by 1.2% (83.3 ha) between 2008 and 2018. Forest interior increased by 3.5% (60.46 ha) over this time period. Remaining forest cover has likely been bolstered by adjacent forest regeneration, increasing forest interior.

Indicators	Blue Mountains Subwatershed	NVCA Watershed	Indicator Description	Trend (2008-2018)
Forest Cover	30.9% (6,871 ha)	32.2%	Forest cover is the percentage of the watershed that is forested. Environment Canada suggests that <b>30% forest cover</b> is the <b>minimum</b> needed to support healthy wildlife habitat; more coverage is beneficial.	-83.3 ha (-1.2%)
Forest Interior	8.1% (1,792 ha)	10.2%	Forest interior is the area of forest that lies more than 100 m from a forest edge – away from the windy, dry conditions and predators that are associated with the edge. Sensitive forest birds, mammals, reptiles and amphibians require deep forest habitat for survival. Environment Canada suggests that <b>10% forest interior cover</b> is the <b>minimum</b> needed to support a range of species.	+60.5 ha (+3.5%)
Riparian Cover	68.2% (1,658 ha)	68%	Streamside vegetation (riparian cover) filters pollutants and provides important fish and wildlife habitat. Environment Canada suggests that at least <b>30 m on each side of the stream</b> (over 75% of its length) should be in natural cover to support healthy streams.	Insufficient Data

Rating Scale:



# WETLAND CONDITIONS

Status: Good  
Trend: Improving

Wetlands play an important role in the ecological health of a subwatershed. They improve water quality by filtering runoff from agricultural and urban areas. Wetlands control flooding, reduce erosion and help maintain stream flows during dry periods by holding back water on the landscape. The wetland swamps, marshes and fens (an open wetland dominated by low shrubs, ferns, sedges and grasses) in the Willow Creek subwatershed provide habitat for a rich variety of plants and animals.

Wetland conditions within the Willow Creek subwatershed meet Environment Canada's wetland habitat guidelines, however, historical wetland loss has occurred. Ducks Unlimited Canada data indicate historical wetland loss in the subwatershed (1800-2002) is 17%. From 2002 to 2016, an additional net wetland loss of 0.2% (13.7 ha) occurred.

In the Willow Creek subwatershed, based on satellite photo interpretation, between 2016 and 2018 there was a net wetland gain of 5.4 hectares (ha). This represents a 0.1% increase in wetland cover since 2016. Natural wetland

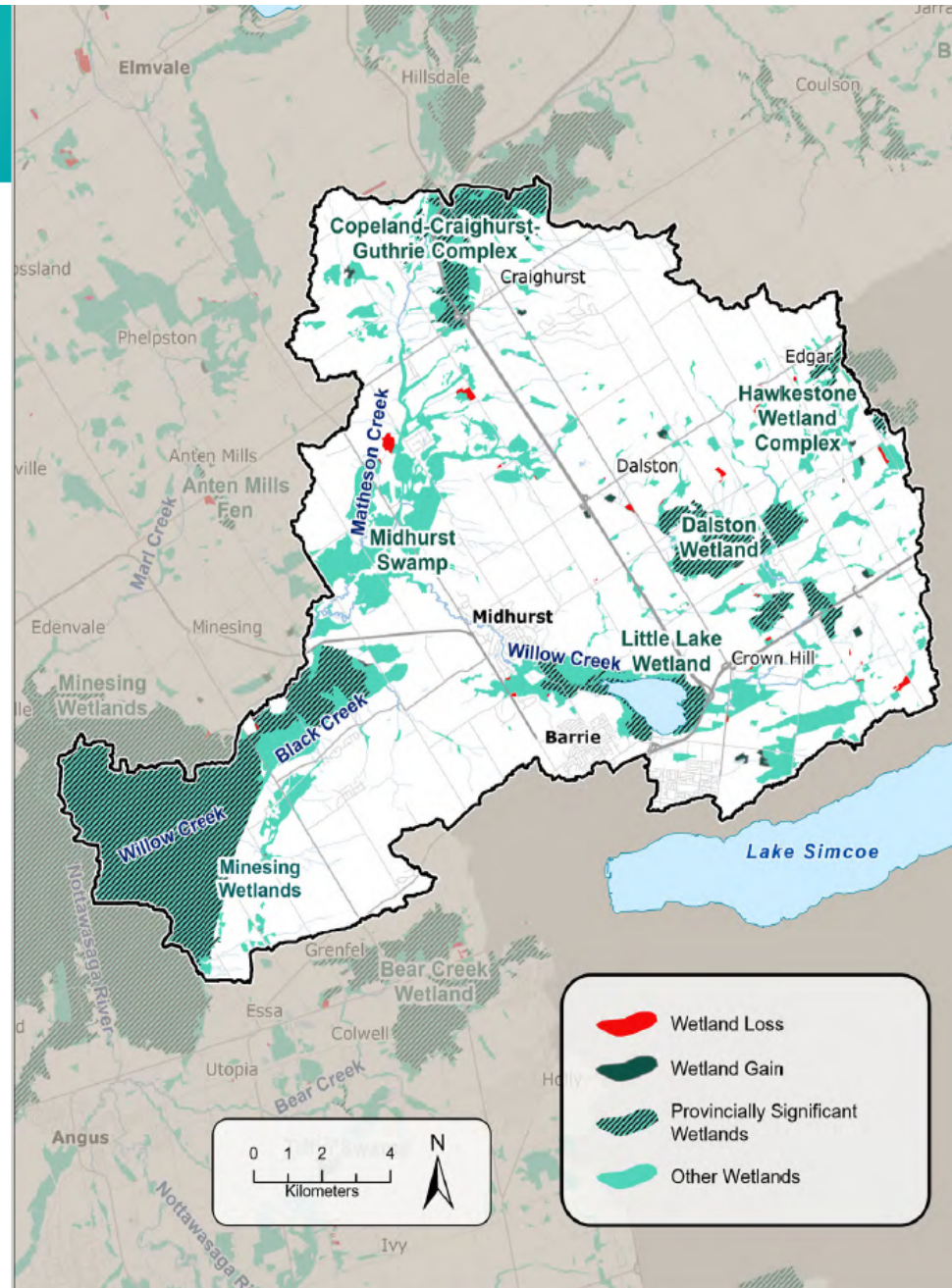
regeneration (53.8 ha) in low-lying areas accounted for all wetland gains. Wetland loss (48.4 ha) was dominated by agricultural conversion.

At over 6,000 hectares, the Minesing Wetlands is recognized as internationally significant because of its important ecological, economic and cultural values. Extensive marshes along Willow Creek in Minesing support a rich variety of marsh bird species including the threatened Least Bittern. The Minesing Wetlands provide critical flood control functions for Wasaga Beach, holding back upstream floodwaters for several days before releasing flows back into the Nottawasaga River. The Minesing Wetlands is also a great place to go paddling.

Five groups of wetlands within the Willow Creek subwatershed have been evaluated as provincially significant by the Ontario Ministry of Natural Resources and Forestry: Minesing Wetlands, Little Lake Wetland, Dalston Wetland, Hawkstone Wetland Complex and the Copeland-Craighurst-Guthrie Wetland Complex. Provincial and municipal planning policies help protect these wetlands from development and site alteration.

Indicators	Willow Creek Subwatershed	NVCA Watershed	Indicator Description	Trend (2016-2018)
Wetland Cover	23.7% (7,263 ha)	14.5%	10% wetland cover has been identified as a <b>minimum</b> guideline for healthy watersheds (Environment Canada).	+5.4 ha (+0.1%)
Wetland Buffer (100m buffer area)	54.8% (2,627 ha)	49.6%	A buffer is a vegetated area next to a wetland or stream. Many wetland wildlife species require nearby upland areas for foraging, nesting and other activities. Only forest cover was available for buffer assessment through the 2018 Watershed Health Check.	Insufficient Data

## Rating Scale:





# STREAM HEALTH

Status: Fair  
Trend: No Change

Stream health is determined by testing water chemistry and evaluating the health of benthic macroinvertebrates (water bugs). They are categorized as Unimpaired (very healthy), Below Potential (moderate health) and Impaired (very poor health). Final grades are determined by merging these two factors.

Stream health in the Mad River subwatershed ranges from Unimpaired to Impaired. The Mad and Noisy Rivers and their tributaries support healthy resident and migratory trout populations.

The Mad and Noisy Rivers alternate Below Potential and Unimpaired grading as they flow through wetland and rural areas west of the Niagara Escarpment. Stream sections that are graded Below Potential often coincide with stream channel alterations, agricultural drainage and the extensive clearing of trees and other natural cover. Stream health improves as these rivers enter the Escarpment area. Extensive forest cover and groundwater discharge (springs) through this zone support excellent trout habitat. Large online ponds on the Mad River in Singhampton and Glen Huron contribute to Impaired conditions by warming temperatures and promoting algae growth.

East of the Escarpment, Mad River stream health improves to Unimpaired through Creemore before declining to Below Potential as it enters an agricultural landscape with relatively sparse forest cover. The River remains in Below Potential

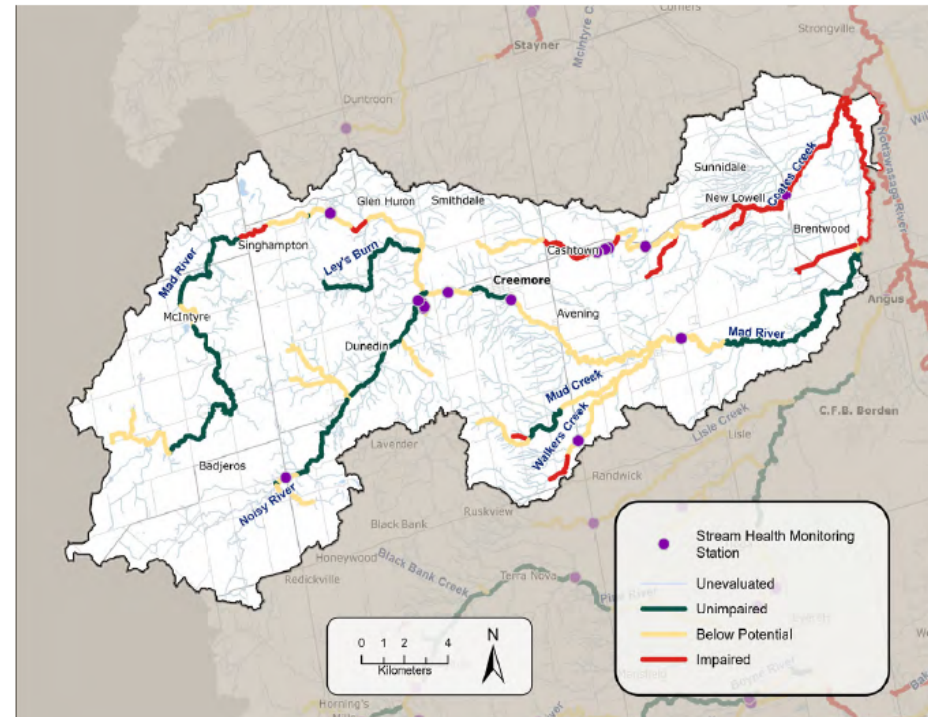
conditions further east through Glencairn, before improving to Unimpaired as the river flows through dense forest stands in Base Borden. Stream health rapidly declines to Impaired as the Mad River flows through Angus towards the agricultural fields to the north, before entering the Minesing Wetlands.

Coates Creek flows through an agricultural landscape and its health ranges from Below Potential to Impaired. This is due to sparse riparian (streambank) cover next to farm fields, extensive channel alteration, gravel pits and urban areas. A small forested valley system west of New Lowell provides enough groundwater inputs to raise the stream health in Coates Creek to Below Potential for a brief period. The dam at New Lowell Conservation Area and its head pond impacts stream health significantly lowering the grade to Impaired, a condition which persists downstream to the Minesing Wetlands.

Walkers Creek and Mud Creek are in good health through the Escarpment, except where online ponds cause impairment. Sparse riparian cover and livestock impacts degrade stream conditions downstream of the Escarpment.

Nutrient concentrations (total phosphorus) are generally low at the Glencairn water quality sampling station, however algae growth remains high, reflecting the Below Potential stream health grades in section of the river.

Overall, stream health has not changed in the Mad River since the 2013 Health Check. The 2018 Watershed Health Check assessed 21% of the river length in the Mad River subwatershed, down from 22% in 2013.



Indicators	Mad River Subwatershed	Indicator Description	Indicator Trend (2012-2021)
Benthic Grade	2.12	Insects and other "bugs" that inhabit the streambed are excellent indicators of stream health. Healthy streams receive a score of "3" while unhealthy streams receive a score of "1".	No Change
Total Phosphorus (low flow; mg/L)	0.018	Total phosphorus indicates nutrient levels within a stream. Our healthiest streams have levels less than 0.01 mg/L during low flow conditions. Mad River range in all conditions: 0.005–0.099 mg/L. Provincial Water Quality Guidelines suggest that <b>levels greater than 0.03 mg/L result in unhealthy stream conditions.</b>	No Change

### Rating Scale:





# GROUNDWATER QUALITY

Data availability:  
13 of 14 years  
(2008-2021)

Status: Very Good

Groundwater is water that is stored underground in soils and bedrock fractures. When it rains or when snow melts, water absorbs into the ground, eventually feeding local streams and wetlands or filter down into aquifers. Aquifers may be separated into different layers. Sediments that are relatively impermeable, such as clay and silt, offer protection by limiting the amount of water to flow into the aquifer. This layer is called an aquitard. Aquifers located below aquitards are preferred drinking water sources.

It is important to keep contaminants out of groundwater because it supports a variety of uses including municipal and private water supplies, agricultural irrigation, and is a source for rivers and streams. Contaminants can come from both urban and rural areas. Chloride and nitrate are used as indicators for groundwater quality. In urban areas, groundwater is susceptible to chloride due to excessive application of winter salt on roads and parking lots. In rural areas, nitrate in groundwater can be due to excessive and improper use of crop fertilizers.

Staff from the NVCA and the Province of Ontario have been working with municipalities, communities, and individual residents to reduce the potential for groundwater contamination. For opportunities to reduce these contaminants, please refer to the Watershed Stewardship section.

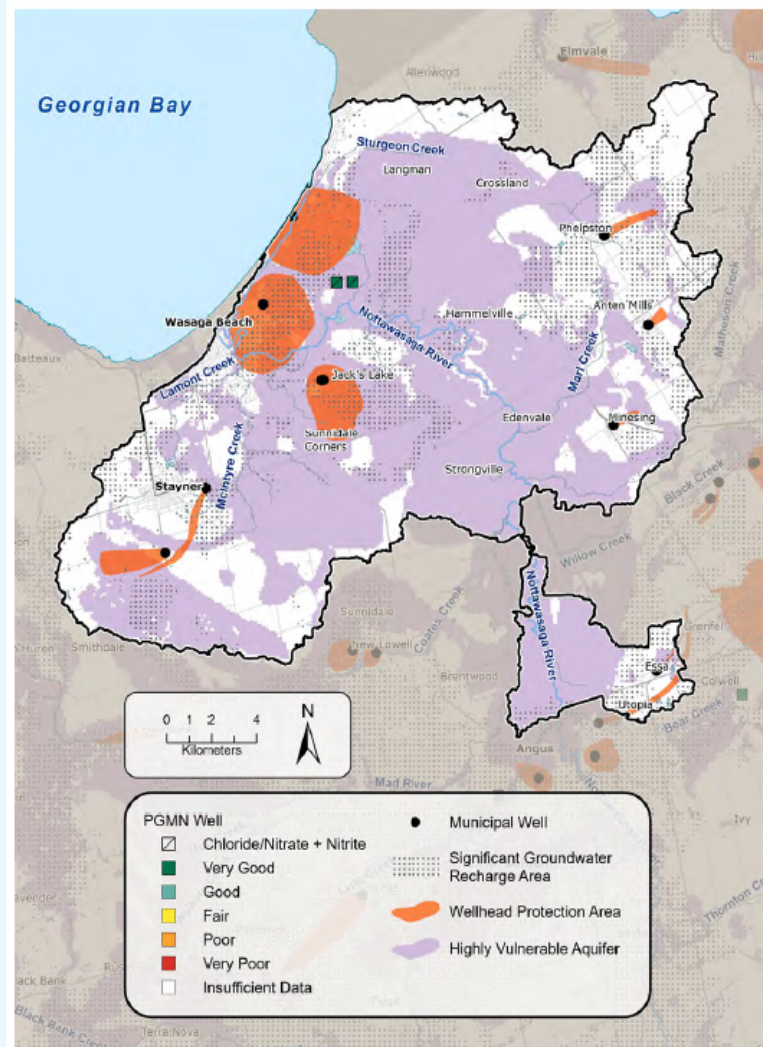
In the Lower Nottawasaga River subwatershed there are 21 municipal wells providing drinking water to residents. Through the Provincial Groundwater Monitoring Network (PGMN) partnership with the Ministry of the Environment, Conservation, and Parks, the NVCA monitors water levels and water quality at two PGMN wells in this subwatershed. Groundwater monitoring began in 2003 and sampling has been conducted annually since 2008, allowing the NVCA to track changes in groundwater levels and quality over time.

Results indicate that the PGMN monitoring wells meet Ontario Drinking Water Quality Standards. The NVCA requires additional data to interpret trends in groundwater quality at the sampled wells. Since some wells are deeper than others and water chemistry differs between aquifers, individual samples do not necessarily reflect the broader groundwater quality in the area.

Indicators	Shallow Wells (0-20m)	Intermediate Wells (21-60 m)	Deep Wells (>60m)	Indicator Description
Number of PGMN wells	1	1	0	
Chloride (mg/L)	1.2	6.6	No Data	The Ontario guideline for chlorides in drinking water is 250 mg/L and is based on aesthetic objectives. Drinking water should not exceed this level.
Nitrite & Nitrate (mg/L)	0.1	0.1	No Data	The Ontario standard for nitrite and nitrate is 10 mg/L and is based on the maximum allowable concentration. Drinking water should not exceed this level.

Results reflect health at the well and should not replace testing at private wells.

### Rating Scale:



## Ontario's Drinking Water Source Protection Program

Focuses on protecting municipal drinking water sources, including:

**Wellhead Protection Areas** areas that contribute water to municipal wells,

**Highly Vulnerable Aquifers** areas where groundwater is close to ground surface

**Significant Groundwater Recharge Areas** areas which feed the aquifers.

# WATERSHED STEWARDSHIP



## What is Watershed Stewardship?

Watershed Stewardship and Restoration is the responsible and sustainable care of our natural resources and wildlife within a watershed.

Protecting what we have, and enhancing and restoring where possible helps the environment, and protects human uses as well. As caretakers of our environment, we all need to implement stewardship practices that protect and restore natural resources.

We all depend on good stewardship of private and public lands to achieve healthy waters and sustainable ecosystems. With almost 96% of land in our watersheds privately owned, residents can play a critical role.



## Forestry Program

The NVCA's Forestry Program provides trees, planting services and forest management advice for landowners throughout the watershed. Between 2002 and 2021, more than 2.3 million trees have been planted on 669 properties, reforesting 1,384 hectares of land in the NVCA watershed. These future forests will help to moderate the effects of both drought and flooding, reduce soil erosion, provide habitat for wildlife, improve water quality and groundwater recharge, and mitigate climate change.

## Healthy Waters Program

The NVCA's Healthy Waters Program provides landowners with free site visits, technical and financial support for eligible projects, such as tree planting, well decommissioning, stream bank stabilization, exclusion of livestock from streams and wetlands, prevention of manure runoff and nutrient management. From 2002 to 2021, landowners in the Upper Nottawasaga River subwatershed have undertaken 97 stewardship projects on their properties through the support of this program. These projects have improved water quality, enhanced fish and wildlife habitat, protected species at risk, and prevented toxic algae blooms & fish kills.

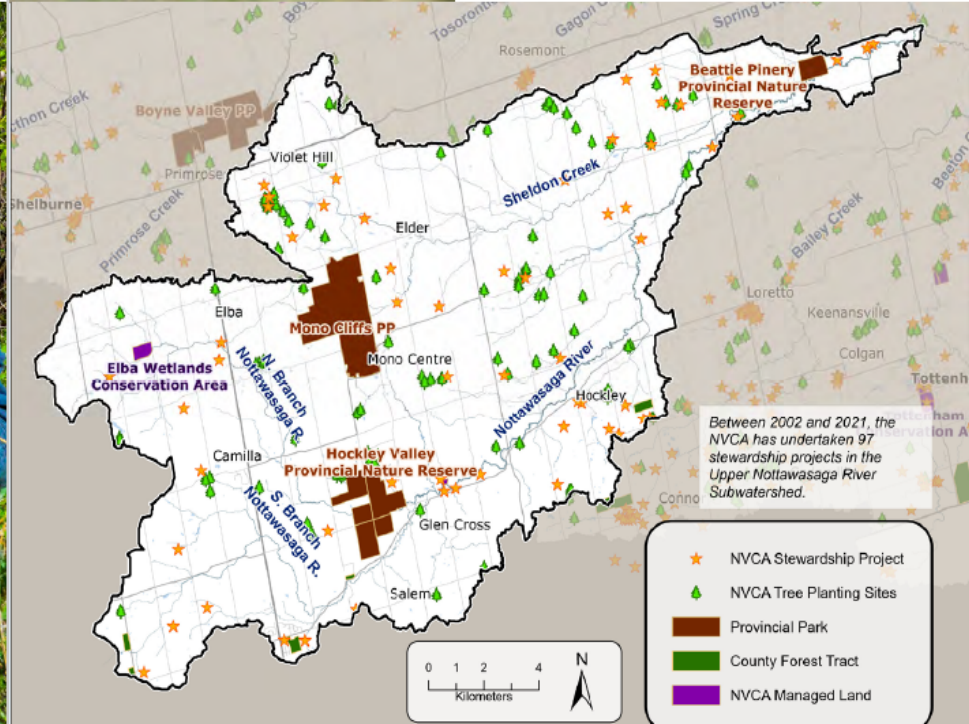
## Landowner Grant Assistance

To assist landowners with protecting the environment, NVCA's Stewardship and Forestry Programs provide technical assistance and a range of grant incentives to help offset the cost of projects on private property.

Grant rates range from 25% to 100% of eligible project costs.

To discuss your land management and stewardship goals

Call us at  
**705-424-1479**





# WATERSHED STEWARDSHIP

## RESTORATION PRIORITIES

Each subwatershed in the Nottawasaga Valley encompasses unique landforms and land uses. As a result, restoration priorities differ across subwatersheds to their local needs. Healthy waters depend on a healthy watershed; the lands that drain into them.

Engaging landowners, farmers and volunteers in voluntary, hands-on stewardship projects to restore and protect natural infrastructure creates climate resilient landscapes and communities. Habitat

restoration of wetlands, rivers, forests, native grasslands and certain farming practices help create carbon-rich, 'spongy' soils. Healthy soils increase flood attenuation, drought resilience, and reduce pollution-runoff. Other benefits include including reduced water pollution and maintaining cool river temperatures.

The implementation of the restoration priorities would not be possible without support from our partners including local municipalities, environmental groups, landowners and funders.

### Restoration Priorities for the Boyne River Subwatershed

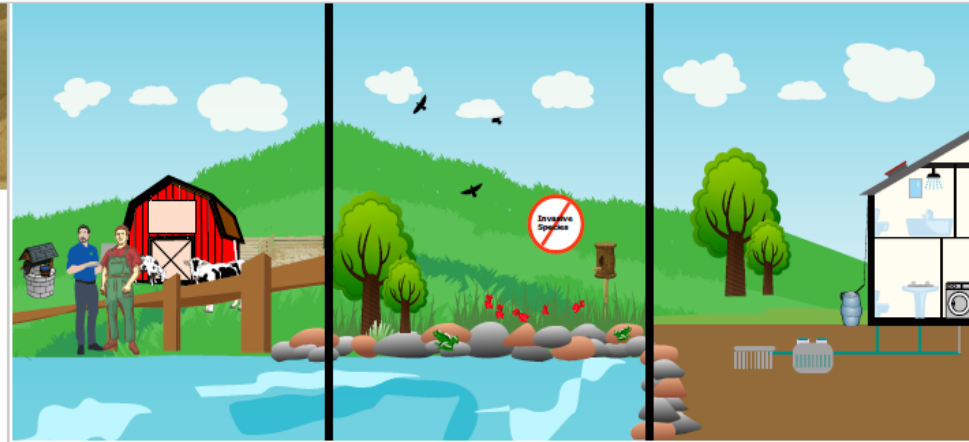
1. Complete river restoration projects including stream-side tree and shrub planting, bank stabilization using natural woody materials, livestock exclusion fencing and best management practices for dams/head ponds on the upper Boyne River and headwater tributary streams west of the Melancthon-Mulmur Townline. The goal of this work is to optimize water quality and coldwater trout habitat in the headwaters of the Boyne River.
2. Improve bank stability and water quality in the headwaters by creating natural stream buffers, planting stream-side with native trees, shrubs and meadows, and wetlands in the townships of Shelburne, Melancthon, Amaranth, Mulmur and Mono.
3. Reduce flooding by increasing soil infiltration rates across the watershed by increasing natural vegetation cover, protecting and restoring wetlands, encouraging farm soil health practices, and adopting low impact development techniques in urban areas.
4. Reduce soil erosion and runoff of nutrients (e.g. phosphorus) and fecal bacteria, to protect streams, lakes and groundwater through agricultural stewardship practices, streambank stabilization and good septic care.
5. Improve water quality and fish habitat by retrofitting dam structures to bottom discharge and removing dams in headwater reaches and tributary streams.

Before (2018)

After (2018)



An example of streambank restoration in the Boyne River subwatershed: Livestock exclusion fencing to protect the Boyne River, wetland and pond.



## HOW YOU CAN MAKE A DIFFERENCE

### Farm Stewardship

- Upgrade manure storages; divert clean water from barnyards with eaves and berms
- Improve stream health by fencing out livestock
- Buffer streams from cropland and pasture (5-30m)
- Reduce soil erosion through conservation tillage, residue management and cover crops
- Reduce nutrient runoff and save money by implementing nutrient management planning
- Use water conservation measures and work with neighbours to coordinate water takings
- Urban Stewardship
- Conserve water in the home – install low flow toilets and showerheads; and in the garden with rain barrels, mulch and rain gardens
- Reduce use of fertilizers
- Don't pour anything down storm drains as these drains flow untreated into rivers and lakes
- Plant neighbourhood trees to moderate the effect of extreme heat and enhance urban spaces
- Support Low Impact Development to increase groundwater recharge and reduce urban flooding

### Habitat Restoration

- Protect and create stream and wetland buffers
- Plant natural vegetation between the water and adjacent land use practices
- Stabilize eroding stream banks
- Plant native trees, shrubs, wildflowers and grasses to support birds, pollinators and wildlife
- Learn to identify, safely remove and reduce spread of invasive species

### Drinking Water Protection

- Decommission unused wells to prevent surface contaminants from reaching groundwater unfiltered
- Test your well for bacteria at least 3 times per year (your local health unit provides free testing)
- Regularly service your septic system (every 2-5 years) and avoid using cleaning products (like bleach) that kills the beneficial bacteria, on which your sewage treatment depends
- Properly dispose of household hazardous waste and pharmaceuticals
- Clean debris from around your well and ensure the lid is vermin proof
- Reduce micro-plastic contamination by installing a filter on you laundry machine

## NVCA'S EDUCATION PROGRAMS

The NVCA's Environmental Education program has been delivering high-quality programming for over 40 years. During 2009-2022, we have collectively interacted with more than 132,000 students whom we have visited us at the Tiffin Centre for Conservation, or we have been invited to visit school yards and green spaces to deliver outdoor programming within their communities.

Our current inventory of over 40 different programs cover topics of Science and Technology, Art, Cultural History, Geography, Survival Skills and Outdoor Recreation which increasingly incorporates Indigenous ways of knowing. Further, the NVCA Education Program has always kept step with provincial curriculum while addressing real time environmental issues, opportunities and solutions.

As such, the most recent program developments have included a climate change program for elementary students, and will soon include one for secondary schools.

We hire professionals from a wide variety of expertise including Ontario College of Teachers educators, and graduates from science, environmental studies, music, art and recreation, creating a team rich in diverse skills, abilities and knowledge. This enables the Nottawasaga Valley Conservation Authority to provide watershed students with the best knowledge and opportunities from the most qualified educator for the subject.

“Fostering a sense of wonder, appreciation and respect for the natural world through experiential learning and outdoor exploration”



## PUBLIC LANDS MANAGEMENT

NVCA's land acquisition program focuses on strategic land securement for the long-term protection of natural features and functions. These properties also provide valuable recreational opportunities to watershed residents. The NVCA manages three properties within the Middle Nottawasaga River subwatershed totaling 168 hectares (ha).

County Forests are managed for a variety of environmental, social and economic purposes. There are six Simcoe County Forest tracts, totaling 427 ha within the Middle Nottawasaga River subwatershed.

Ontario Parks' mandate is "to protect significant natural and cultural resources in a system of parks and protected areas that is sustainable and provides opportunities for inspiration, enjoyment and education: now and for future generations." Ontario Parks manages one park areas (119 ha) within this subwatershed.

Many local municipalities also acquire and manage lands in the public trust.

## IMPROVE YOUR ECOHEALTH IN OUR CONSERVATION AREAS

Natural areas clean our air, protect our water and can have a moderating effect on extreme weather. New research indicates that spending time in nature also provides important benefits that support mental health and emotional well-being.

NVCA owns and manages over 5,000 ha of land in the Nottawasaga River watershed, including 11 conservation areas with opportunities to hike, paddle, and fish. Here are some highlights of our conservation areas (in this sub-watershed?).

### Tiffin Centre for Conservation (in this subwatershed)

Located between Barrie and Angus, the Tiffin Conservation Area is home to NVCA's John Hix Conservation Administration Centre, and home to our Environmental Education Program. There are approximately 10 km of looped trails that meander through a mixture of wetlands, forests, and open meadows. The NVCA manages a portion of the Tiffin Conservation Area on behalf of its partner, Ontario Heritage Trust.

### Minesing Wetlands

Minesing Wetlands acts as an important natural flood control reservoir. During periods of high water levels, the wetland fills up with water and slowly releases it into downstream rivers and into Georgian Bay, protecting downstream communities including Wasaga Beach.

In addition to being a flood control mechanism, Minesing Wetlands is recognized as an internationally significant wetland because of its unique plant communities and diverse wildlife. Visitors can paddle, snowshoe or cross-country ski in this conservation area.

### Utopia Conservation Area (in this subwatershed)

Utopia Conservation Area is one of the properties NVCA owns within the Middle Nottawasaga River subwatershed. This property is managed in partnership with the Friends of the Utopia Mill and Park. Over the past few years, the 'Friends' have worked on the restoration of the mill and the development of a trail network on the property.

Through Section 28 of the Conservation Authorities Act, NVCA has the responsibility to regulate activities in natural and hazardous areas in order to prevent the loss of life and property due to flooding and erosion, and to conserve and enhance natural resources. For more information, please visit our website at [nvca.on.ca](http://nvca.on.ca).



## Did you know...

Land donations to Conservation Authorities may be eligible for tax benefits?

Contact NVCA about leaving a legacy gift of land.



Nottawasaga Valley  
Conservation Authority

Nottawasaga Valley Conservation Authority  
8195 8th Line, Utopia ON L0M 1T0  
705-424-1479 • admin@nvca.on.ca

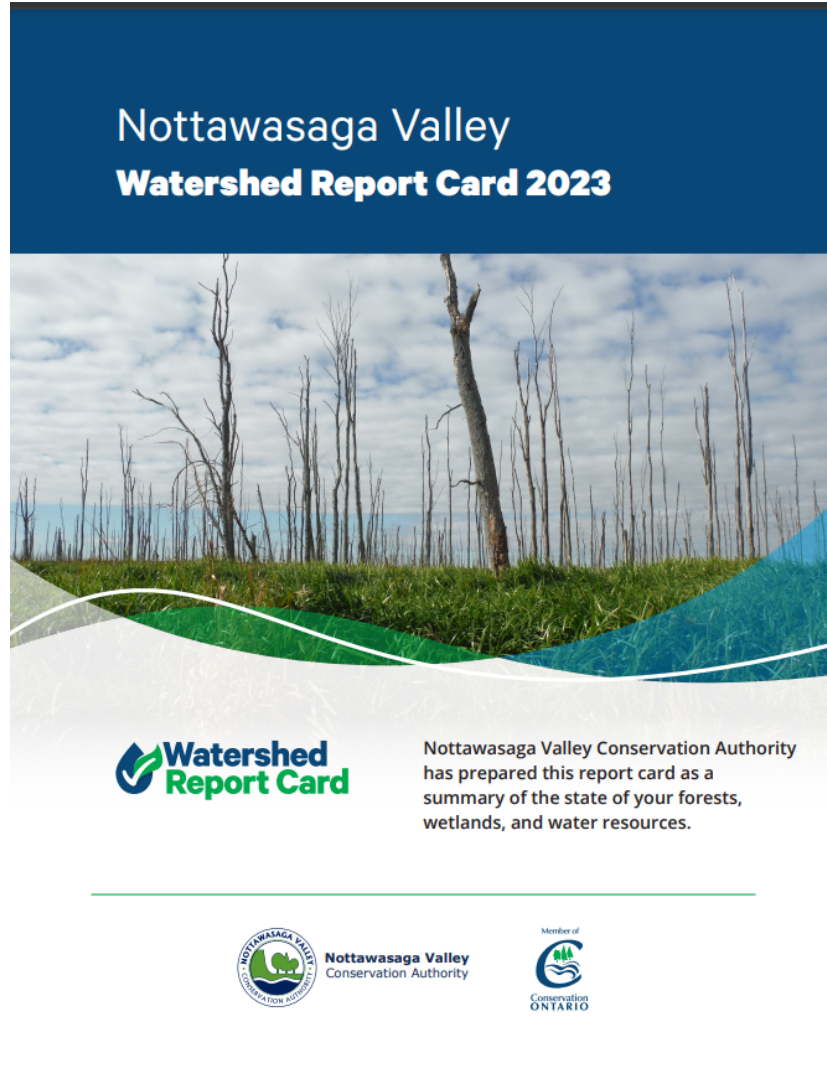
Member of



Conservation  
ONTARIO

Thank you to all of our landowners,  
community groups, schools, businesses,  
municipalities and other government agencies  
who support stewardship activities in our  
watershed!

# Watershed Report Cards



- » Conservation Ontario initiative
- » Released March 22
- » <https://watershedcheckup.ca/>



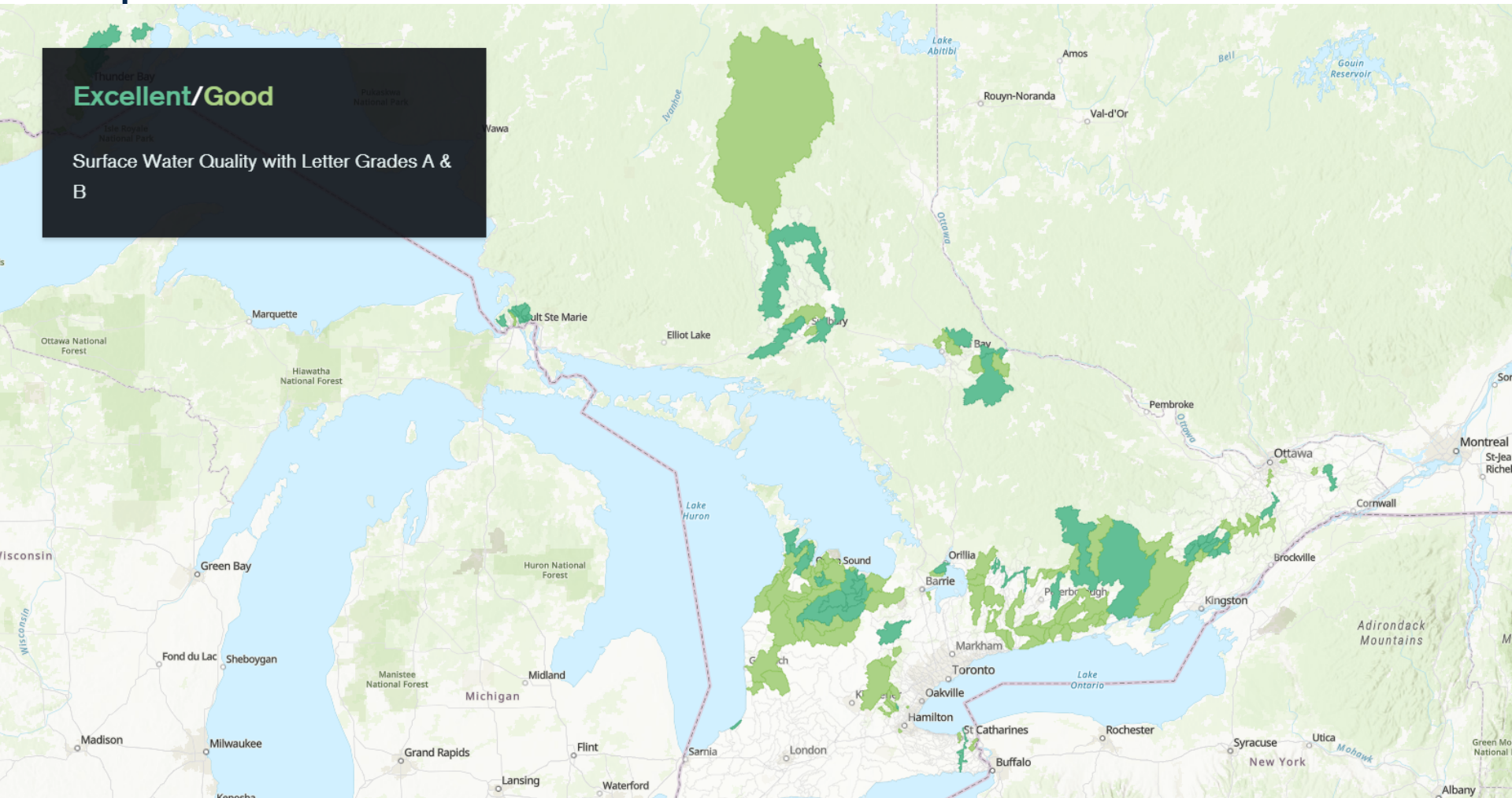
Nottawasaga Valley  
Conservation Authority



Member of  
Conservation  
ONTARIO

# StoryMap

<https://storymaps.arcgis.com/stories/14a8022345b145e3965b30e96197b134>





03-23-BOD Minutes (**Draft**)  
Nottawasaga Valley Conservation Authority  
March 24, 2023 at 9:00 AM EST

## **Attendance**

### **Present:**

Mayor Scott W. Anderson, Adjala-Tosorontio (Township); Cllr. Christopher Baines, Collingwood (Town); Cllr. Joe Belanger, Wasaga Beach (Town); Mayor Jennifer Coughlin, Springwater (Township); Cllr. Nicole Cox, New Tecumseth (Town); Cllr. Kyle Fegan, Shelburne (Town); Cllr. Gary Harvey, Barrie (City); Cllr. Pieter Kiezebrink, Essa (Township); Chair Gail Little, Amaranth (Township); Cllr. Ralph Manktelow, Mono (Town); Cllr. Richard Schell, Oro-Medonte (Township); Deputy Mayor Paul Van Staveren (*arrived at 9:17am*), Clearview (Township); Cllr. Kevin Eisses, Innisfil (Town); Mayor Janet Horner, Mulmur (Township); Mayor Darren White, Melancthon (Township); Cllr. Joel Loughead, Grey Highlands (Municipality); Cllr. June Porter, The Bule Mountains (Town); Vice-Chair Jonathan Scott, Bradford West Gwillimbury (Town)

### **NVCA Staff:**

Sheryl Flannagan, Director, Corporate Services; Doug Hevenor, Chief Administrative Officer; Chris Hibberd, Director, Watershed Management Services; Byron Wesson, Director, Conservation Services; Meagan Kieferle, Senior Regulations Officer; Ben Krul, Manager, Development Planning & Permits; Mark Hartley, Senior Engineer; Kerry Jenkins, Administrative Assistant/Recorder

## **1. Events**

### **Tiffin Nature Program - Full Day**

**Date:** Every Thursday

**Location:** Tiffin Centre for Conservation

### **Tiffin Nature Program (Session 4: Feb-Mar) - Half Day**

**Date:** Every Tuesday

**Location:** Tiffin Centre for Conservation

### **Spring Tonic Maple Syrup Festival**

**Date:** April 1-2, 9

**Location:** Tiffin Conservation Area, 8195 8th Line, Utopia ON L0M 1T0

## **2. Call to Order**

Chair Little called the meeting to order at 9:05am.

### **3. Land Acknowledgement**

The Nottawasaga Valley Conservation Authority Board acknowledges that we are situated on the traditional land of the Anishinaabeg. The Anishinaabeg include the Odawa, Saulteaux, Anishinaabeg, Mississauga and Algonquin who spoke several languages including Anishinaabemowin and Potawatomi. We are dedicated to honouring Indigenous history and culture and committed to moving forward in the spirit of reconciliation and respect with all First Nation, Métis and Inuit people.

### **4. Declaration of Pecuniary and Conflict of Interest**

Cllr. Pieter Kiezebrink declared impartiality for Agenda Item #15.

### **5. Motion to Adopt the Amended Agenda**

Recommendation:

*RES: 20-23*

Moved by: Cllr. June Porter

Seconded by: Mayor Janet Horner

**RESOLVED THAT:** the agenda for the Board of Directors meeting #03-23-BOD dated March 24, 2023 be approved as amended.

**Carried;**

### **6. Announcements**

The NVCA was pleased to announce that the 2022 Annual Report is available and posted on our website.

### **7. Presentations**

There were no presentations for this meeting.

### **8. Deputations**

There were no deputations for this meeting.

### **9. Hearings**

There were no hearings for this meeting.

### **10. Determination of Items Requiring Separate Discussion**

Board Members are requested to identify items from the Consent List that they wish to have considered for separate discussion.

### **11. Adoption of Consent List and Identification of Items Requiring Separate Discussion**

Recommendation:

*RES: 21-23*

Moved by: Mayor Darren White

Seconded by: Cllr. Joe Belanger

**RESOLVED THAT:** agenda item number(s), 12.2.1 was identified as requiring separate discussion, be referred for discussion under Agenda Item #9; and

**FURTHER THAT:** all Consent List Agenda Items not referred for separate discussion be adopted as submitted to the board and staff be authorized to take all necessary action required to give effect to same; and

**FURTHER THAT:** any items in the Consent List not referred for separate discussion, and for which conflict has been declared, are deemed not to have been voted on or discussed by the individual making the declaration.

**Carried;**

## 12. Consent List

### 12.1. Adoption of Minutes

Recommendation:

*Approved by Consent*

**RESOLVED THAT:** the minutes of the Board of Directors meeting 02-23-BOD dated on February 24, 2023 be approved.

### 12.2. Staff Reports

#### 12.2.1. Staff Report No. 08-03-23-BOD from Sheryl Flannagan, Director, Corporate Services

Recommendation:

*RES: 22-23*

Moved by: Cllr. Ralph Manktelow

Seconded by: Cllr. Kevin Eisses

**RESOLVED THAT:** Staff Report No. 08-03-23-BOD regarding the NVCA's 2023 Budget be received; and

**FURTHER THAT:** the 2023 budget, operational and capital, as presented in the 2023 Draft Budget booklet be approved; and

**FURTHER THAT:** each watershed member municipality be formally advised of their respective share of the levies, operational and capital.

Name	Municipality/Township	Percentage	Yea/Nay
Mayor Scott Anderson	Township of Adjala-Tosorontio	4.04%	yea
Chair/Deputy Mayor Gail Little	Township of Amaranth	0.22%	yea
Councillor Gary Harvey	City of Barrie	14.91%	yea
Councillor June Porter	Town of the Blue Mountains	1.44%	yea
Vice-Chair/Councillor Jonathan Scott	Town of Bradford West Gwillimbury	4.28%	yea
Deputy Mayor Paul Van Staveren	Clearview Township	4.94%	yea
Councillor Christopher Baines	Town of Collingwood	10.25%	yea
Councillor Pieter Kiezebrink	Township of Essa	6.91%	yea
Councillor Joel Loughhead	Municipality of Grey Highlands	0.34%	yea



<b>Name</b>	<b>Municipality/Township</b>	<b>Percentage</b>	<b>Yea/Nay</b>
Councillor Kevin Eisses	Town of Innisfil	7.24%	yea
Mayor Darren White	Township of Melancthon	0.47%	yea
Councillor Ralph Manktelow	Town of Mono	3.70%	yea
Mayor Janet Horner	Mulmur Township	1.61%	yea
Councillor Nicole Cox	Town of New Tecumseth	13.59%	yea
Councillor Richard Schell	Township of Oro-Medonte	7.37%	yea
Councillor Kyle Fegan	Town of Shelburne	2.11%	yea
Mayor Jennifer Coughlin	Township of Springwater	7.56%	yea
Councillor Joe Belanger	Town of Wasaga Beach	9.04%	yea

**Carried;**

**12.2.2. Staff Report No. 09-03-23-BOD from Doug Hevenor, Chief Administrative Officer**

Recommendation:

*Approved by Consent*

**RESOLVED THAT:** the update on Memorandums of Understanding and Nottawasaga Valley Conservation Authority's (NVCA) progress report, be received; and

**FURTHER THAT:** NVCA's Board of Directors approves this progress report in fulfillment of the fourth progress report to be submitted to the Province by April 1, 2023, as required by O.Reg. 687/21: Transition Plans and Agreements for Programs and Services under Section 21.1.2 of the Act.

**12.2.3. Staff Report No. 10-03-23-BOD from Mark Hartley, Senior Engineer**

Recommendation:

*Approved by Consent*

**RESOLVED THAT:** the Board of Directors receive Staff Report No. 10-03-23-BOD for information and;

**FURTHER THAT:** the Board of Directors approve a contract with Janalco Ltd., replacing Jim Collis for an upset limit of \$99,755.00.

**12.2.4. Staff Report No. 11-03-23-BOD from Maria Leung, Senior Communications Specialist**

Recommendation:

*Approved by Consent*

**RESOLVED THAT:** Staff Report No. 11-03-23-BOD regarding NVCA Communications – February 11, 2023 – March 10, 2023, be received.

**13. Other Business**

There was no other business.

**14. In-Camera**

Recommendation:

*RES: 23-23*

Moved by: Cllr. Gary Harvey

Seconded by: Cllr. Kevin Eisses

**RESOLVED THAT:** this meeting of the Board of Directors No. 03-23-BOD move into closed session at 9:20am to address matters pertaining to:  
a). Litigation, or potential litigation, including matters before administrative tribunals, affecting the authority.

**Carried;**

*Cllr. Pieter Kiezebrink departed the meeting at 9:20am for the closed session.*

**15. Out of In-Camera**

Recommendation:

*RES: 24-23*

Moved by: Mayor Darren White

Seconded by: Cllr. June Porter

**RESOLVED THAT:** the Board of Directors rise from in-camera at 10:30am and report progress.

**Carried;**

*Cllr Pieter Kiezebrink arrived back into the meeting at 10:30am for the remainder of the meeting.*

**15.1. Closed Session Staff Report No. 12-03-23-BOD Voting**

Recommendation:

*RES: 24-23*

Moved by: Cllr. Ralph Manktelow

Seconded by: Cllr. Kyle Fegan

**RESOLVED THAT:** The Board of Directors receive Staff Report No. 12-03-23-BOD regarding the referral of a Minor Variance Decision for 6888 County Road 10 to the Ontario Land Tribunal [OLT]; and

**FURTHER THAT:** The Board directs staff to engage NVCA legal counsel (Sarah Hahn of Barriston Law) to represent the NVCA along with staff at the OLT hearing.

**Carried;**

**16. Adjourn**

Recommendation:

*RES: 25-23*

Moved by: Cllr. Nicole Cox

Seconded by: Cllr. June Porter

**RESOLVED THAT:** this meeting adjourn at 10:35am to meet again on April 28, 2023 or at the call of the Chair.

**Carried;**



01-23-AAC Minutes (**Draft**)  
Nottawasaga Valley Conservation Authority  
March 30, 2023 at 10:00 AM EST

**Attendance**

**Members Present:**

Dave Ritchie, Simcoe County Federation of Agricultural  
Ted Woods, Christian Farmers Assoc.  
Dave Spring, Simcoe County Federation of Agricultural  
Chair, Donna Jebb, Simcoe County Federation of Agricultural  
Jody Mott, Holland Marsh Muck Farmers  
Deputy Mayor Paul Van Staveren, NVCA Member  
Vice-Chair, Cllr. Kevin Eisses, NVCA Member  
Cllr. Pieter Kiezebrink, NVCA Member

**Members Absent:**

Hugh Simpson, Grey County FA  
Colin Elliot, North Simcoe Soil and Crop Assoc.  
Andy Vanniekerk

**NVCA Staff:**

Doug Hevenor, Chief Administrative Officer  
Chris Hibberd, Director, Watershed Management Services  
Byron Wesson, Director, Conservation Services  
Meagan Kieferle, Senior Regulations Officer  
Sarah Campbell, Aquatic Biologist  
Kerry Jenkins, Administrative Assistant/Recorder

**1. Call to Order**

Doug Hevenor, Chief Administrative Officer called the meeting to order at 10:16am. He asked that everyone present introduce themselves.

Dave Ritchie put forth a motion to vote Donna Jebb in the committee.

Recommendation:

*RES: 01-23*

**RESOLVED THAT:** Previous member, Donna Jebb (Simcoe County Federation of Agricultural) be voted in as a member of the 2023 Agricultural Advisory Committee.

Moved by: Deputy Mayor Paul Van Staveren

Seconded by: Dave Ritchie

**Carried;**

## **2. Motion to Adopt the Agenda**

Recommendation:

*RES: 02-23*

Moved by: Cllr. Pieter Kiezebrink

Seconded by: Ted Woods

**RESOLVED THAT:** the agenda for the Agricultural Advisory Committee 01-23-AAC dated March 30, 2023 be approved.

**Carried;**

## **3. Declaration of Pecuniary and Conflict of Interest**

None declared.

## **4. Approved Minutes**

*Approved by Consent*

(Board of directors approved the minutes during the 11-22-BOD meeting)

## **5. Elections**

### **Chair**

Dave Ritchie nominated Donna Jebb for the position of Chair.

Donna Jebb accepted.

Donna Jebb nominated Cllr. Kevin Eisses for the position of Chair.

Cllr. Kevin Eisses accepted.

### **Donna Jebb was declared as Chair**

### **Vice-Chair**

Donna Jebb nominated Cllr. Kevin Eisses for the position of Vice-Chair.

Cllr. Kevin Eisses accepted.

### **Cllr. Kevin Eisses was declared as Vice-Chair**

Recommendation:

*RES: 03-23*

**RESOLVED THAT:** Donna Jebb be declared as Chair and Cllr. Kevin Eisses be declared as Vice-Chair.

Moved by: Dave Ritchie

Seconded by: Jody Mott

**Carried;**

## **6. Administration**

Chair Donna Jebb briefly went over the AAC Terms of Reference. It was noted that there is a vacant spot for Dufferin County Federal Agricultural.

## **7. Presentations**

### **7.1 Permitting Process including Agricultural Drain Cleanout**

Megan Kieferle, Senior Regulations Officer conducted a presentation regarding NVCA's Permitting Process including Agricultural Drain Cleanout.

#### **Discussion:**

NVCA staff informed members that permits are valid for 2 years. If a permit holder is requiring a renewal or amendment, kindly let staff know prior to the 30 day mark. The fee is ½ the original price of the permit and will be valid for another 2 years. If the permit is expired, the permit holder will need to re-apply and pay the full fees again.

It was noted from NVCA staff, that if farmers would like to put in their own drainage system and clean it every year, they would require a permit from the NVCA if it's regulated, even for the clean outs.

Questions were asked regarding the initial 21 days after permit applications get submitted. NVCA staff informed the members that permit applications do not go to a Regulations Technician/Officer right away. The Development Review Coordinator reviews all permits applications that get sent in to ensure the permit applications have all the necessary documents that the NVCA requires. If not, the Development Review Coordinator will reach out to the Applicant. Once the application is deemed complete, the Development Review Coordinator will then send the application to the appropriate Regulations Technician/Officer.

It was highly noted from NVCA staff to request a pre-consultation. Pre-Consultations can help prevent any bumps on the road as well as a potential faster application process.

### **7.2 NVCA's Role in Invasive Species**

Sarah Campbell, Aquatic Biologist, conducted a presentation regarding NVCA's Role in Invasive Species.

#### **Discussion:**

Questions were asked regarding if people should burn infested wood. NVCA staff are asking to help generalize the infested wood by leaving it where it is.

Members mentioned which invasive species affecting their farms:

Gypys Months (Lymantria Dispar Dispar)

Spotted lanternfly (Lycorma delicatula)

Canada Flea (Spiny Waterflea)

## **8. Tentative 2023 Meeting Dates**

Recommendation:

*Approved by Consent*

**RESOLVED THAT:** the meeting dates for 2023 will be as follows:

2<sup>nd</sup> Quarter Date: Thursday June 29, 2023

3<sup>rd</sup> Quarter Date: Thursday September 28, 2023

4<sup>th</sup> Quarter Date: Thursday December 7, 2023

*\*subject to change - majority vote is required\**

## **9. Other Business**

There was no other business.

## **10. Adjourn**

Recommendation:

*RES:04-23*

Moved by: Jody Mott

Seconded by: Dave Ritchie

**RESOLVED THAT:** this meeting adjourn at 12:12pm, to meet again on June 29, 2023 or at the call of the Chair.

**Carried;**



Staff Report: 13-04-23-BOD

Date: 28/04/2023

To: Chair and Members of the Board of Directors

From: Kyra Howes, Manager, Lands & Operations

---

**SUBJECT: Trail Renaming to honour Harold M. Parker**

---

**Recommendation**

**RESOLVED THAT: the Board of Directors receive Staff Report No. 13-04-23-BOD regarding the renaming of Minesing Wetland's Meadow Mouse Trail to the Harold Parker Memorial Trail**

---

Purpose of the Staff Report

The purpose of the staff report is to inform the Board of Directors of a trail name change in honour of Harold M. Parker.

Background

Harold Parker was a former Springwater Township Councillor, past-Chair of NVCA (2000-2002), was involved with the Friends of Minesing Wetlands and was life-long resident of the community of Minesing.

Harold had worked closely with NVCA for decades in support of the Conservation Lands and Stewardship Programs. He has undertaken many restoration projects on his property adjacent to Minesing Wetlands and has been a strong advocate of NVCA's programs and purpose.

When Harold passed away in September 2022, the Friends of Minesing Wetlands (FOMW) submitted a request to rename the Meadow Mouse Trail in his honour. FOMW will also be hosting a private sign and bench unveiling ceremony in June. Invitations with additional details will be sent to NVCA Board of Directors in May.

### Issues/Analysis

Within NVCA, renaming a trail in someone's honour is an infrequent occurrence, reserved for individuals who have had a significant impact on the organization. Harold Parker was one such individual.

His commitment to improving the ecological integrity of his property paired with his consistent support of NVCA provide an excellent rationale to support FOMW's request to change the name of the trail. NVCA staff support this request.

### Relevance to Authority Policy/Mandate

NVCA's 2020-2025 Strategic Plan notes a goal to "Foster awareness and appreciation of the watershed's natural features through outdoor experiences, opportunities and education".

Under the *Conservation Authorities Act*, 21 (1), the authority has the power:  
(m) to use lands owned or controlled by the authority for park or other recreational purposes, and to erect, or permit to be erected, buildings, booths and facilities for such purposes and to make charges for admission thereto and the use thereof.

### Impact on Authority Finances

Costs associated with the renaming of the trail (including sign, ceremony and website update) will be covered under NVCA's annual operational budget. The cost of the bench will be covered by the Friends of Minesing Wetlands.

### Climate Change Implications

This staff report does not result in an increase in green house gases, temperature or precipitation exposure.

Reviewed by:  
*Original Signed by*  
Byron Wesson  
Director, Conservation Services

Approved for submission by:  
*Original Signed by*  
Doug Hevenor  
Chief Administrative Officer





Staff Report: 14-04-23-BOD  
Date: 28/04/2023  
To: Chair and Members of the Board of Directors  
From: Sheryl Flannagan  
Director, Corporate Services

---

**SUBJECT: Administrative Bylaws Update**

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### **Recommendation**

**RESOLVED THAT: the Board of Directors approve Staff Report No. 14-04-23-BOD regarding the Administrative Bylaws Update.**

---

### Purpose of the Staff Report

The purpose of this Staff Report is to receive approval to update the Administrative Bylaws for the Board of Directors.

### Background

The Board of Directors approved the NVCA Administrative Bylaws August 24, 2018. There have been updates as required since then.

### Issues/Analysis

Conservation Ontario is responsible for maintaining the templated Administrative Bylaws and they have completed some housekeeping changes. Additionally, there have been some changes to reflect the possibility of an agricultural sector member and the changes within the *Ontario Not-for-Profit Corporations Act (ONCA)*.

The proposed changes are in red in the attached document.

Relevance to Authority Policy/Mandate

Good administrative bylaws are critical and essential for operating under the *Conservation Authorities Act*.

Impact on Authority Finances

Staff time to prepare this report is addressed in the 2023 budget.

Climate Change Implications

There are no climate change implications related to this report.

Reviewed by:  
*Original Signed by*  
Sheryl Flannagan  
Director, Corporate Services

Approved for submission by:  
*Original Signed by*  
Doug Hevenor  
Chief Administrative Officer

Attachment #1 – Administrative Bylaws - Draft



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# Nottawasaga Valley Conservation Authority

## Administrative Bylaws - Governance and Administrative Policies

Date Approved: August 24, 2018

Date of last Revision: March 26, 2021

*Alternative formats available upon request.*



**Nottawasaga Valley**  
Conservation Authority

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## Section 1 – Introduction

### 1.1 Welcome to the Nottawasaga Valley Conservation Authority

The Nottawasaga Valley Conservation Authority (NVCA) is a non-share corporation that was created in 1960 under The *Conservation Authorities Act*, R.S.O. 1990, c. C27 (the Act). Under Section 20 of the Act, our objects are “to establish and undertake, in the area over which [we] have jurisdiction, a program designed to further the conservation, restoration, development and management of natural resources other than gas, oil, coals and minerals”.

Under the Act, municipalities within a common watershed are enabled to petition the province to establish a Conservation Authority. The purpose of the Act is to provide for the organization and deliver programs and services that further the conservation, restoration, development and management of natural resources in watersheds in Ontario. The Authority is comprised of its 18 Members, 1 appointed as representatives by each Participating Municipality as per the following resolution:

Moved by: B. French

Seconded by: B. Meadows

RES: 113-16 RESOLVED THAT: Staff Report No. 78-11-16-BOD regarding a final NVCA Board reduction from 27 to 18 members be approved by the Board of Directors; and

FURTHER THAT: the NVCA/Municipal Memorandum of Agreement (MOA), appended to the Staff Report, for ongoing appointment of 18 members to the Board of Directors be approved; and

FURTHER THAT: the Chair and CAO be authorized to sign the MOA and circulate it to the 18 participating municipalities for approval and signature.

Carried Unanimously;

The NVCA has 18 member municipalities:

Township of Adjala-Tosorontio

Township of Amaranth

City of Barrie

Town of The Blue Mountains

Town of Bradford West Gwillimbury

Township of Clearview

Town of Collingwood

Township of Essa

Municipality of Grey Highlands

Town of Innisfil

Township of Melancthon

Town of Mono

Mulmur Township

Town of New Tecumseth

Township of Oro-Medonte

Town of Shelburne

Township of Springwater

Town of Wasaga Beach

**Our Vision:** Innovative watershed management supporting a healthy environment, communities and lifestyles.

**Our Mission:** Working together to lead, promote, support and inspire innovative watershed management.

**Our Guiding Principles:** We are committed to carrying out our responsibilities, providing services to our customers and working with our partners in a professional, accountable, responsible and dedicated manner.

**We are:**

- **an adaptive organization** - constantly striving to improve; committed to anticipating change and thinking strategically
- **a "can-do" organization** - collaborative, decisive and efficient, committed to finding solutions that work for all
- **a science-based organization** - committed to using the best available watershed science and knowledge to inform decisions
- **a professional organization** - authentic and credible, respectful of all and receptive to the ideas of others
- **an open organization** - approachable, committed to customer service excellence, honest, open, transparent and effective
- **a responsible organization** - trustworthy, committed to fiscal prudence and the responsible use of resources.

As an organization, we are committed to:

- protecting watershed communities from natural hazards
- promoting and protecting the value of the watershed and its resources
- working effectively with our municipal partners to deliver superb customer service
- partnering with the agricultural community to advance stewardship
- collaborating with the development industry to advance low impact development
- working with members of the environmental community to advance environmental sustainability
- developing watershed science, information and knowledge

The Members of the Conservation Authority form the General Membership of the Conservation Authority. The Members are bound by the Act and other applicable legislation. The Authority must always act within the scope of its powers. As a non-share corporation, the Authority has the capacity and, subject to the Act and other applicable legislation, the rights, powers and privileges of a natural person. The powers of a conservation authority to accomplish its objectives are set out in the Act, including those identified under subsection 21(1), see Appendix 1.

## 1.2 Definitions

**Act** means the *Conservation Authorities Act*, R.S.O. 1990, chapter C.27

**Ad-Hoc Committee** means a committee of Members established by the Board of Directors from among the Members to study, consider and report back and make recommendations to the Board of Directors on any subject on which the authority has jurisdiction. An Ad-Hoc Committee has a defined timeframe.

**Advisory Committee** means a committee of Members established by the Board of Directors to provide program strategic direction recommendations to the Board of Directors

**Authority** means the Nottawasaga Valley Conservation Authority

**Board of Directors** shall mean the 18 Members of the 18 watershed municipalities appointed by the watershed municipality and forming a Board of Directors according to the population of the municipality

**CAO/Secretary-Treasurer** means Chief Administrative Officer of the Authority

**Chair** means the Chairperson as referenced in the Act as elected by the Members of the Authority

**Fiscal Year** shall mean the period from January 1 through December 31

**General Membership** means all of the members, collectively and effectively acting as directors as specified in the Ontario Not-For-Profit Corporations Act (ONCA).

**Levy** means the amount of costs apportioned to participating municipalities in accordance with the Act and Regulations under the Act.

**Majority** shall mean half of the votes plus one

**Members** shall mean the members appointed to the Authority by the participating municipalities in the Authority's area of jurisdiction and a member appointed to the Authority by the Minister as a representative of the agricultural sector (if applicable) and effective act as directors as specified in the Ontario Not-For-Profit Corporations Act (ONCA).

**Non-matching Levy** means that portion of an Authority's levy that meets the definition of non-matching levy as found in Ontario Regulation 139/96.

**Officer** means an officer of the Authority empowered to sign contracts, agreements and other documents on behalf of the Authority in accordance with section 19.1 of the Act, which shall include the Chair, Vice-Chair, the CAO/Secretary Treasurer.

**Participating Municipality** means a municipality that is designated by or under the Act as a participating municipality in a conservation authority.

**Pecuniary Interest** includes the financial or material interests of a Member and the financial or material interests of a member of the Member's immediate family.

**Staff** means employees of the Authority as provided for under Section 19(1) of the Act.

**Vice-Chair** means the Vice-Chairperson as elected by the members of the Authority.



**Weighted Majority** means the votes of 51 percent of those represented after the votes are weighted by the percentage that applies under Ontario Regulation 139/96 for Municipal Levies.

## Section 2 – Governance Policies

### 2.0 Board of Directors

#### 2.0.1 Appointments

Participating Municipalities within the jurisdiction of the Nottawasaga Valley Conservation Authority may appoint Members in accordance with Section 14 of the Act.

~~Appointed~~ Members must reside in a Participating Municipality within the Authority's area of jurisdiction and must be an elected member of municipal councils unless approval from the Minister has been obtained.

Collectively, the appointed Members ~~comprise the Authority, and~~ for the purposes of this bylaw are also referred to as the General Membership.

#### 2.0.2 Term of Member Appointments

In accordance with Section 14 of the Act, a Member shall be appointed for a term of four years at the discretion of the appointing municipal council; such term beginning at the first meeting of the Authority following his or her appointment, and ending immediately before the first meeting of the Authority following the appointment of his or her replacement. The CAO/Secretary-Treasurer shall notify the appropriate municipality in advance of the expiration date of any Member's term, unless notified by the municipality of the Member's reappointment or the appointment of his or her replacement. A Member is eligible for reappointment. A Member can be replaced by a Participating Municipality at the municipality's discretion prior to the end of their term. The Minister will define the term for the Member they appoint as a representative of the agricultural sector.

#### 2.0.3 Powers of the General Membership

Subject to the Act and other applicable legislation, the General Membership is empowered without restriction to exercise all of the powers prescribed to the Authority under the Act. In addition to the powers of an authority under s.21 of the Act for the purposes of accomplishing its objects, as referenced in the introduction of this Bylaw model, the powers of the General Membership include but are not limited to:

- i. Approving by resolution, the creation of Committees and/or Advisory Boards, the members thereof and the terms of reference for these Committees and/or Advisory Boards;
- ii. Appointing a Chief Administrative Officer/Secretary-Treasurer;
- iii. Terminating the services of the Chief Administrative Officer/Secretary-Treasurer;
- iv. Approving establishing and implementing regulations, policies and programs;
- v. Awarding contracts or agreements where the approval of the Authority is required under the Authority's purchasing policy;
- vi. Approving by resolution, any new capital project of the Authority;
- vii. Approving by resolution, the method of financing any new capital projects;
- viii. Approving details on budget allocations on any new or existing capital projects;
- ix. Approving the total budget for the ensuing year, and approving the levies to be paid by the Participating Municipalities;
- x. Receiving and approving the Financial Statements and Report of the Auditor for the preceding year;
- xi. Authorizing the borrowing of funds on the promissory note of the Authority in accordance with subsection 3(5) of the Act;
- xii. Approving by resolution, any proposed expropriation of land or disposition of land, subject to the requirements under the Act;
- xiii. Approving permits or refusing permission as may be required under any regulations made under Section 28 of the Act;
- xiv. Holding hearings required for the purpose of reviewing permit applications, and advising every applicant of their right to appeal the decision to the Minister through the Mining and Lands Tribunal.

#### 2.0.4 **Member Accountability**

Participating Municipalities appoint Members to the Authority as their representatives. Members have the responsibilities of Directors of the corporation that is the Authority. While the ~~administration is~~ Chief Administrative Officer and/or Secretary-Treasurer and other staff of the Authority are responsible for the day-to-day operations, the General Membership is responsible for matters of governance, ensuring compliance with applicable legislation, and ensuring appropriate policies are in place and for financial soundness of the Authority.

All Members have the responsibility to be guided by and adhere to the Code of Conduct (Appendix 2) and Conflict of Interest Policy (Appendix 3), as adopted by the Authority. Additionally, the agricultural representative appointed by the Minister will be required to follow the provincial ethical framework set out for government public appointees in the Management Board of Cabinet's Agencies and Appointments Directive.

Members are responsible for:

- i. Attending all meetings of the Authority;

- ii. Understanding the purpose, function and responsibilities of the authority;
- iii. Being familiar with the Authority's statutory and other legal obligations;
- iv. With the administration, setting strategic direction for the Authority.

## 2.0.5 **Applicable Legislation**

In addition to the Act, the Members are subject to other legislation including, but not limited to:

- *Municipal Conflict of Interest Act*
- *Municipal Freedom of Information and Protection of Privacy Act*
- *Not-for-Profit Corporations Act, 2010*

If any part of the ~~is~~ bylaw conflicts with any provision of the Municipal Conflict of Interest Act or the Municipal Freedom of Information and Protection of Privacy Act or a provision of a regulation made under one of those acts, the provision of that act or regulation prevails. The same applies to conflict between these by-laws and the Not for Profit-Corporations Act except where dictated by the Conservation Authorities Act in which case the Act prevails.

## 2.0.6 **Relationship between Members and Staff**

The ~~General Membership relies on the~~ Chief Administrative Officer/Secretary-Treasurer ~~to shall~~ manage the operations of the organization, including all employees of the Authority. The Chief Administrative Officer/Secretary Treasurer is accountable to the Authority, working cooperatively to achieve the goals established by the AuthorityMembers.

The General Membership will ensure that a process exists for regular performance evaluations of the Chief Administrative Officer/Secretary-Treasurer.

## **2.1 Duties of Officers**

### 2.1.1 Responsibilities of the Chair of the Board include:

- i. Is a Member of the Authority;
- ii. Presides all meetings of the General Membership and ensures Meeting Procedures & Regulations are adhered to;
- iii. Calling special meetings if necessary;
- iv. Acting as a public spokesperson on behalf of the General Membership
- v. Reviewing and approving, time-sensitive grants/funding for special projects (not within the current budget) that cannot be presented to the BOD before the deadline date, has a value of less than \$100,000, and has no negative affect on the current budget or requires Board approval for additional levy funding;
- vi. Serves as signing officer for the Authority;
- vii. Ensures relevant information and policies are brought to the Authority's attention;

- viii. Represents the NVCA at Conservation Ontario Council meetings;
- ix. Keeps the General Membership apprised of significant issues in a timely fashion;
- x. Inspiring other Members with his/her own commitment of support, time and enthusiasm;
- xi. Performing other duties when directed to do so by resolution of the NVCA.
- xii. With input from the Board of Directors, complete the CAO's annual performance review process.

2.1.2 Responsibilities of the Vice-Chair of the Board include:

- xiii. Is a Member of the Authority;
- xiv. Attending all meetings of the Authority;
- xv. Carries out assignments as requested by the Chair;
- xvi. Understands the responsibilities of the Chair and acts as Chair immediately upon the death, incapacity to act, absence or resignation of the Chair until such time as a new Chair is appointed or until the Chair resumes his/her duties;
- xvii. Serves as a signing officer for NVCA.

2.1.3 Responsibilities of the Chief Administrative Officer/Secretary-Treasurer as assigned by the Authority include, but are not limited to the following:

- xviii. Is an employee of the Authority;
- xix. Attends all meetings of the General Membership or designates an acting CAO if not available;
- xx. Works in close collaboration with the Chair and Vice-Chair and keeps them apprised of relevant information and significant issues in a timely fashion;
- xxi. Develops a strategic plan for approval by the General Membership and implements short and long-range goals and objectives;
- xxii. Is responsible for the management of the operations of the Authority, including but not limited to; all staff, staffing requirements, staff performance, organizational structure and programs of the Authority;
- xxiii. Ensures resolutions of the Authority are implemented in a timely fashion;
- xxiv. Develops and maintains effective relationships and ensures good communications with Participating Municipalities, federal and provincial government ministries/agencies, Indigenous communities, other Conservation Authorities, Conservation Ontario, stakeholders, community groups and associations;
- xxv. Serves as a signing officer for the Authority;
- xxvi. Is the custodian of the Corporate Seal;
- xxvii. Fulfills the requirements of the Secretary-Treasurer as defined in the Act;
- xxviii. Keeps accurate records of meetings and accounts of the Authority;
- xxix. Acts as a public spokesperson for NVCA;
- xxx. Represents the NVCA at Conservation Ontario Council with the Board representative.

## 2.2 Absence of Chair and Vice-Chair

- 2.2.1 In the event of the absence of the Chair and Vice-Chair from any meeting, the members shall appoint an Acting Chair who, for the purposes of that meeting has all power and shall perform all of the duties of the Chair.

## 2.3 Maximum Term for Chair and Vice-Chair(s)

- 2.3.1 Both the Chair and Vice-Chair shall hold office for a term of one year and shall serve for no more than two consecutive terms. Notwithstanding these terms, the Minister may grant permission (upon application by an Authority or a participating municipality) for a Chair or Vice-Chair to serve for a term of more than one year or to hold office for more than two consecutive terms.

## 2.34 Representatives to Conservation Ontario Council

- 2.43.1 The Authority may appoint up to three Representatives to Conservation Ontario Council (“Council”), designated as Voting Delegate and Alternates(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. The NVCA shall appoint as per Section 2.1 above.

## 2.45 Election of Chair and Vice-Chair

- 2.45.1 The election of the Chair and one or more Vice-Chair shall be held at the annual general meeting in accordance with the Authority’s Procedures for Election of Officers (Appendix 4).
- 2.45.2 A chair or vice-chair appointed under subsection (1) shall hold office for a term of one year and shall serve for no more than two consecutive terms as per the *Conservation Authorities Act*
- 2.45.3 An authority in respect of which more than one participating municipality has been designated shall appoint chairs and vice-chairs from among the members appointed to the authority by each participating municipality on a rotating basis so as to ensure that a member appointed to the authority by a particular participating municipality cannot be appointed to succeed an outgoing chair or vice-chair appointed to the authority by the same participating municipality as per the *Conservation Authorities Act*.
- 2.45.4 Despite subsections 2.4.2 and 2.4.3, upon application using the template in Appendix 6, by an authority or a participating municipality, the Minister may grant permission to the authority or participating municipality to, subject to such conditions or restrictions as the Minister considers appropriate,  
(a) appoint a chair or vice-chair for a term of more than one year or to hold office for more than two consecutive terms; or

(b) appoint as chair or vice-chair of the authority a member who was appointed to the authority by the same participating municipality that appointed the outgoing chair or vice-chair.

## **2.56 Appointment of Auditor**

2.56.1 The General Membership shall appoint an auditor for the coming year at the annual general meeting in accordance with Section 38 of the Act.

## **2.67 Appointment of Financial Institution**

2.67.1 The General Membership shall appoint a financial institution to act as the Authority's banker by Resolution at the annual general meeting.

## **2.78 Appointment of Solicitor(s)**

2.78.1 The General Membership shall appoint a solicitor(s) to act as the Authority's legal counsel by Resolution at the annual general meeting. This will include all types of legal counsel required by the Authority.

## **2.89 Financial Statements and Report of the Auditor**

2.89.1 The General Membership shall receive and approve the Audited Financial Statements and Report of the auditor annually for the previous year at the April meeting (or if no meeting in April, at the next meeting).

2.89.2 The Authority shall forward copies of the Audited Financial Statements to the Minister and place them on the Authority's website for availability to the participating municipalities and to the public in accordance with Section 38 of the Act.

## **2.910 Borrowing Resolution**

2.910.1 The Authority shall establish a borrowing resolution at the annual general meeting each year and such resolution shall be in force until it is superseded by another borrowing resolution.

## **2.101 Levy Notice**

2.101.1 The levy due to the Authority from participating municipalities shall be communicated to those municipalities in accordance with the Act and any applicable Regulations.

## **2.1+2 Signing Officers**

- 2.1+2.1 All deeds, transfers, assignments, contracts, and obligations entered into by the Authority shall be signed by the signing officers of the Authority, as follows:
- i. Any two of the following officers are designated and empowered to sign banking documents and cheques on behalf of the Authority: Chair, Vice-Chair; CAO/Secretary-Treasurer and the Director, Corporate Services;
  - ii. Any two of the following officers are designated and empowered to sign contracts, agreements, and other documents on behalf of the Authority: Chair; Vice-Chair; CAO/Secretary-Treasurer or his/her designate in his/her absence and the Director, Corporate Services;
  - iii. If the contract, agreement or other document for works and/or operations is related to the approved budget, the program director is authorized to be the first signing authority and one of the signing authorities as identified in Section 2.11.2 as the second;
  - iv. Where the Chair considers there to be an emergency, the five signing officers of the Authority shall be empowered to act without approval of the General Membership.
- 2.1+2.2 Signing authority that was authorized by any previous Regulation or Bylaw is superseded by this bylaw.

## **2.1+3 Advisory/Ad Hoc and Other Committees**

- 2.1+3.1 In accordance with Section 18(2) of the Act, the Authority shall establish such advisory/ad hoc committees as required by regulation and may establish such other committees as it considers appropriate to study and report on specific matters.
- 2.1+3.2 The General Membership shall approve the terms of reference for all such advisory/ad hoc and other committees, which shall include the role, the frequency of meetings and the number of members required.
- 2.1+3.3 Resolutions and policies governing the operation of the Authority shall be observed in all committee meetings.
- 2.1+3.4 Each committee shall report to the General Membership, presenting any recommendations made by the advisory board or committee.
- 2.1+3.5 The dates of all advisory board and committee meetings shall be made available to the General Membership.

## 2.134 Remuneration of Members

- 2.134.1 The Authority shall establish a per diem rate at the beginning of each ~~four~~ yearfour-year term to be paid to Members for attendance at Authority meetings and committee meetings.
- 2.134.2 A per diem will be paid for each meeting attended. If two NVCA meetings are held the same day, the Member will receive one per diem.
- 2.134.3 The Members will be responsible for advising the Director, Corporate Services of any per diems and mileage incurred for other than Board of Directors meetings, within 30 days of the per diem or mileage being incurred.
- 2.134.4 The Authority will reimburse Members' travel expenses, based on current CRA rate, incurred for the purpose of attending meetings and/or functions on behalf of the Authority on a quarterly basis via direct deposit.
- 2.134.5 Mileage rates for the NVCA are based on the annual posted Canada Revenue Agency rate
- 2.134.6 Meal, accommodation, transportation and conference/workshop/seminar expenses for Members while on NVCA business that are approved by the Chair shall be reimbursed in accordance with the Authorities Expense Policy.
- 2.134.7 In the event of a scheduled meeting being adjourned for lack of quorum, those attending a meeting so adjourned shall be entitled to receive the per diem rate and expenses.
- 2.134.8 An honorarium for the Chair and Vice-Chair will cover expenses outside Authority approved committees, including related business meetings, cheque signing, contract signing, special events, etc. They shall receive an annual honorarium as follows:
- i. Chair - \$2,500
  - ii.      Vice-Chair - \$1,500

2.14.9 Remuneration of the Member appointed by the Minister as a representative of the agricultural sector is at the expense and discretion of the Province.

## 2.145 Records Retention

- 2.145.1 The Authority shall keep full and accurate records including, but not limited to:
- i. Minutes of all meetings of the Authority, including registries of statements of interest in accordance with the *Municipal Conflict of Interest Act*;
  - ii. Assets, liabilities, receipts and disbursements of the Authority and Financial Statements and Reports of the Auditors;



- iii. Human Resources files for all employees and Members as applicable;
- iv. Workplace Health & Safety documents including workplace inspections, workplace accidents, investigations, etc.;
- v. Electronic communications including emails;
- vi. Contracts and Agreements entered into by the Authority;
- vii. Strategic Plans and other documents providing organizational direction;
- viii. Projects of the Authority;
- ix. Technical studies and data gathered in support of Programs of the Authority;
- x. Legal proceedings involving the Authority;
- xi. Incidents of personal injury or property damage involving the Authority and members of the public.

2.145.2 Such records shall be retained and protected in accordance with all applicable laws and per the approved Records Retention Policy of the Authority.

## **2.156 Records Available to Public**

2.156.1 Records of the Authority shall be ~~made~~ available to the public as required pursuant to, subject to requirements of the *Municipal Freedom of Information and Protection of Personal Privacy Act* (MFIPPA) and further to *O.Regulation 400/22 Information Requirements*.

2.156.2 The Authority shall designate a head of the Authority, generally the Director, Corporate Services for the purposes of MFIPPA at the Annual General Meeting.

## **2.167 Bylaw Review**

2.167.1 In accordance with the Act, these bylaws shall be reviewed by the Authority to ensure the bylaws are in compliance with the Act and any other relevant law. The General Membership shall review the bylaws at a minimum of once per four year term to ensure best management practices in governance are being followed.

## **2.178 Bylaw Available to Public**

2.178.1 In accordance with the Act, the Authority shall make its bylaws available to the public on the Authority's website. Bylaws shall also be available for review by any member of the public at the Authority's Administration Centre or provided in alternative formats, in accordance with the *Accessibility for Ontarians with Disabilities Act*, if requested by interested parties

## **2.189 Enforcement of Bylaws and Policies**

- 2.189.1 The members shall respect and adhere to all applicable bylaws and policies (for example, the Code of Conduct and Conflict of Interest). The Authority may take reasonable measures to enforce its bylaws and policies, including the enforcement mechanisms under the *Municipal Conflict of Interest Act*.
- 2.189.2 Should a Member breach the Code of Conduct, they are responsible to advise the Chair and Vice-Chair, with a copy to the CAO/Secretary-Treasurer, as soon as possible after the breach.
- 2.189.3 The Chair will inform the Board of the breach and a letter will be forwarded to the Member's Mayor and Council advising of said breach. The decision for the Member to continue representing their municipality will be determined by the Member's Mayor and Council.
- 2.189.4 Should a Member of the Board of Directors allege that another Member has breached the Code of Conduct, the said breach will be communicated to the Chair or in his/her absence, the Vice-Chair, with a copy to the CAO/Secretary-Treasurer, in writing. The Chair will present the issue to the Board of Directors at an 'In-Camera' session.
- 2.189.5 The Member alleged to have breached the Code of Conduct will be given the opportunity to speak to the issue in accordance with the rules of meeting procedure as set out in these bylaws. The Member may be asked to leave the meeting so that the Board can deliberate the issue.
- 2.189.6 Should it be concluded, by two thirds majority vote, that a Member has breached the Code of Conduct and Confidentiality Agreement, a letter will be forwarded to the Members Mayor and Council or the appointing Minister, by the Chair or in his/her absence, the Vice-Chair, advising of said breach. The decision for the Member to continue representing their municipality will be determined by the Mayor and Council of that municipality.
- 2.189.7 A Member cannot appeal the decision of the Board.

## **2.4920 Indemnification of Members, Officers and Employees**

- 2.4920.1 The Authority undertakes and agrees to indemnify and save harmless its Members, Officers and Employees and their heirs and legal representatives, respectively, from and against all costs, charges and expenses, including all amounts paid to settle an action or satisfy any judgement, reasonable incurred by any such Member, Officer, or Employee in respect of any civil, criminal or administrative action or proceeding to which any such Member, Officer or Employee is made a party by reason of being a Member, Officer or Employee of the Authority (except in respect of an action by or on behalf of the Authority to procure a judgement in its favour) if as follows:

- i. Such Member, Officer or Employee acted honestly, in good faith with a view to the best interests of the Authority and within the scope of such Members, Officers or Employees duties and responsibilities;
- ii. In the case of a criminal or administrative action or proceeding that is enforced by a monetary penalty that such Member, Officer or Employee had reasonable grounds for believing that the conduct was lawful.

## Section 3 - Meeting Procedures

The Meeting Procedures below governing the procedure of the Authority shall be observed in all Advisory/Ad-Hoc and Other Committees, as far as they are applicable, and the name of the Committee may be substituted for the word Authority as applicable. . When the Authority is sitting as a Hearing Board, hearings will meet the requirements of the Statutory Powers and Procedures Act SPPA, the details of which are specified in the NVCA's Hearing Procedures.

### 3.1 Rules of Procedure

- 3.1.1 In all matters of procedure not specifically dealt with under the Act and this Bylaw, the current edition of Robert's Rules of Order ~~shall~~will be ~~binding~~followed.
- 3.1.2 The Authority will normally conduct its business as a committee of the whole.

### 3.2 Notice of Meeting

- 3.2.1 The General Membership shall approve a schedule for regular meetings in advance and shall be posted on the NVCA website.
- 3.2.2 Notice of regular meetings will be circulated by the Authority office and posted on the NVCA website at least five business days prior to the meeting date.
- 3.2.3 Notice of any meetings shall indicate the time and place of that meeting and the agenda for the meeting.
- 3.2.4 All material, correspondence and written notice of motion to be dealt with by the Authority at a meeting will be submitted to the CAO/Secretary-Treasurer at least fourteen (14) days in advance of the meeting in question.
- 3.2.5 The chair may, at his/her pleasure, call a special meeting of the Authority as necessary on a minimum of 72 hours' notice in writing or email. That notice shall state the business of the special meeting and only that business shall be considered at that special meeting.

- 3.2.6 Any Member of the Board, with 50% of the Members plus one other Member, may request the Chair to call a meeting of the Board and the Chair will proceed to give notice of a meeting within three days of such request. Such meeting shall be a special meeting and shall be held on three days' written notice.
- 3.2.7 The Chair or the CAO/Secretary-Treasurer may postpone or cancel any meeting until the next scheduled date for the specific committee affected provided notice in writing or email is delivered to the Members so as to be received by them at least 12 hours before the hour appointed for the meeting.
- 3.2.8 The Chair or the CAO/Secretary-Treasurer may if it appears that a storm or like occurrence will prevent the Members from attending a meeting, postpone that meeting by advising as many Members as can be reached or, if warranted, hold the meeting electronically provided quorum and public participation can be met. Postponement shall not be for any longer than the next regularly scheduled meeting date.

### 3.3 Meetings Open to Public

- 3.3.1 All meetings of the General Membership and committees, if applicable, shall be open to the public. Where possible, the Authority will provide for alternative means for the public to participate in meetings electronically.
- 3.3.2 A meeting or part of a meeting may be closed to the public if the subject matter being considered is identified in the closed meeting section of the Agenda or arises during a meeting requiring that it be closed to the public at the time that the matter is raised at a meeting, and subject matter meets the criteria for a closed meeting as defined in this bylaw.
- 3.3.3 Members of the public who constitute an audience during a Board of Directors meeting may not:
- i. Address the Board of Directors without permission;
  - ii. Interrupt any speech or action of the Members, or any other person addressing the Board of Directors;
  - iii. Display or have in their possession any picket signs, placards, or other forms of written messages deemed inappropriate by the Chair.

### 3.4 Agenda for Meetings

- 3.4.1 Authority staff, under the supervision of the CAO shall prepare, for the use of Members at all regular meetings of the Authority, an agenda which shall include, but not necessarily be limited to, the following headings:
- i. Adoption of the Agenda;
  - ii. Declarations of Pecuniary and Conflict of Interest;

- iii. Announcements;
- iv. Presentations;
- v. Deputations;
- vi. Hearings;
- vii. Consent Agenda List;
- viii. Adoption of Minutes;
- ix. Correspondence;
- x. Staff Reports;
- xi. Closed Session;
- xii. Other Business;
- xiii. Adjournment.

- 3.4.2 The agenda for special meetings of the Authority shall be prepared as directed by the Chair.
- 3.4.3 Agendas for meetings shall be shared/made available to all Members at least 5 calendar days in advance of the meeting. Such agendas shall be made available to the public on the Authority's website at the same time, unless the meeting is closed to the public in accordance with this bylaw. Such agendas shall also be available in alternative formats, in accordance with the *Accessibility for Ontarians with Disabilities Act*, if request by interested parties.

### 3.5 Quorum

- 3.5.1 At any meeting of the General Membership or committee, a quorum consists of one-half (1/2) of its appointed Members. The Member appointed by the Minister to represent agricultural interests is not part of quorum.
- 3.5.2 If there is no quorum within one-half hour after the time appointed for a meeting, the Chair for the meeting shall declare the meeting adjourned due to a lack of a quorum, or shall recess until quorum arrives and the recording secretary shall record the names of the Members present and absent.
- 3.5.3 If during the course of a meeting a quorum is lost, then the Chair shall declare that the meeting will stand adjourned, until the date of the next regular meeting or other meeting called in accordance with the provisions of this bylaw.
- 3.5.4 Agenda items including delegations present may be covered and presented and issues discussed, but no formal decisions may be taken by the remaining Members which do not constitute a quorum.
- 3.5.5 Where the number of Members who refrain from a meeting or part of a meeting, due to the declaration of a conflict of interest is such that at that meeting the remaining Members are not of sufficient number to constitute a quorum, the remaining number of Members shall be deemed to constitute a quorum.

### 3.6 Order of Business

- 3.6.1 The business of the Authority shall be taken up in the order in which it stands on the agenda unless otherwise decided by a majority of those Members present.
- 3.6.2 No Member shall present any matter to the Authority for its consideration unless the matter appears on the agenda for the meeting of the Authority or leave is granted to present the matter by the affirmative vote of a majority of the Members present.

### 3.7 Debate

- 3.7.1 The Authority shall observe the following procedures for discussion/debate on any matter coming before it:
- i. A Member shall be recognized by the Chair prior to speaking;
  - ii. Where two or more Members rise to speak, the Chair shall designate the Member who has the floor, who shall be the Member who in the opinion of the Chair was first recognized;
  - iii. All questions and points of discussion shall be directed through the Chair;
  - iv. Where a motion is presented, it shall be moved and seconded before debate;
  - v. No Member shall speak more than once to the same questions without leave from the Chair, except in explanation of a material part of the speech;
  - vi. No Member shall speak more than 5 minutes without leave of the Chair;
  - vii. Any Member who has presented a motion, other than a motion to amend or dispose of a motion, may speak again to the motion immediately before the Chair puts the motion to a vote;
  - viii. When a motion is under debate, no motion shall be received other than a motion to amend, to defer action, to refer the question, to take a vote, to adjourn, or to extend the hour of closing the proceedings;
  - ix. When a motion is under consideration, only one amendment is permitted at a time;
  - x. All other rules will be referred to Roberts Rules of Order.

### 3.8 Matters of Precedence

- 3.8.1 The following matters shall have precedence over the usual order of business:
- i. A point of order;
  - ii. A matter of privilege;
  - iii. A matter of clarification;
  - iv. A motion to suspend a rule of procedure or to request compliance with the rules of procedure;
  - v. A motion that the question be put to a vote;
  - vi. A motion to adjourn;
  - vii. All others as mentioned in Robert's Rules of Order.

### 3.9 Members Attendance

- 3.9.1 The Authority shall provide a listing of Members' attendance at scheduled meetings of the Authority to the Participating Municipalities annually with the remuneration received.
- 3.9.2 Upon a Member's vacancy due to death, incapacity or resignation occurring in any office of the Authority, the Authority shall request the municipality that was represented by that Member appoint a Member replacement.
- 3.9.3 In the event that a municipally appointed Member misses three consecutive meetings without due notice, the Authority will advise the Member's municipality of the unaccountable absences.
- 3.9.4 If a Member is unable to be in attendance at any regular scheduled meeting and wishes to bring to the attention of the General Membership any additional information or opinion pertaining to an agenda item, the Member shall address in writing to the Chair and CAO/Secretary-Treasurer such correspondence prior to the start of the meeting. The correspondence shall be read aloud by the CAO/Secretary-Treasurer without comment or explanations.

### 3.10 Electronic Meetings and Participation

- 3.10.1 Electronic meetings are permitted and ~~must follow/accommodate all Section 6-the Meeting Procedures identified in this by-law apply, or in the case of Hearings, the NVCA Hearing Procedures.~~
- 3.10.2 A Member can participate electronically in a meeting that is open or closed to the public and in either case may be counted in determining whether or not a quorum of members is present at any point in time.
- 3.10.3 Electronic meetings must permit all participants to communicate adequately with each other during the meeting. For open electronic meetings, the public

must be able to participate in the meeting electronically and be able to observe all that Members can hear and see at the meeting.

### 3.11 Electronic Participation during Emergencies

- 3.11.1 During any period where an emergency has been declared to exist, in all or part of an area over which the Authority has jurisdiction, under section 4 or 7.1 of the *Emergency Management and Civil Protection Act*, that may prevent the General Membership from meeting in person, a Member may participate in meetings electronically and shall have the ability to:
- i. Hold a special meeting to amend a bylaw.
  - ii. That members of the authority be permitted to participate in meetings electronically and register votes when participating electronically.
  - iii. That any member of the authority who is participating electronically in a meeting may be counted in determining whether a quorum of members is present at any point in time during the meeting.
  - iv. That any member of the authority can participate electronically in a meeting that is closed to the public.
    - i. At the beginning of the closed meeting a roll call will occur confirming the member's connection and ensuring all members are in a private setting.
- 3.11.2 During any period where an emergency has been declared to exist, in all or part of an area over which the Authority has jurisdiction, under Section 4 or 7.1 of the *Emergency Management and Civil Protection Act*, that may prevent the General Membership from meeting in person, any date or timeline requirement established under any Section in this By-law shall be postponed until such time as the General Membership can reasonably address the issue.
- 3.11.3 During any period where an emergency has been declared to exist, in all or part of an area over which the Authority has jurisdiction, under Section 4 or 7.1 of the *Emergency Management and Civil Protection Act*, the Authority shall implement best practices to make meetings of the Authority open to the public in accordance with Subsection 15(3) of the Act. Where possible, the Authority will provide for alternative means for the public to participate in meetings electronically.
- 3.11.4 During any period where an emergency has been declared to exist, in all or part of an area over which the Authority has jurisdiction, under Section 4 or 7.1 of the *Emergency Management and Civil Protection Act*, that may prevent the General Membership from meeting in person, any hearing or appeal dealt with in this By-law may be conducted electronically with provisions for applicants and their agents to participate if the Authority decides to hold any such hearing or appeal.



- 3.11.5 Voting during an electronic meeting will be done through the Board software (currently BoardBookIt) within a Chair specified timeframe and shall be binding.

### 3.12 Deputations

- 3.12.1 Any person or organization who wishes to address the Authority may make a request using the form found on the NVCA website and stating the preferred and alternate dates of the proposed deputation to the CAO/Secretary-Treasurer. The request should include a brief statement of the issue or matter involved and indicate the name of the proposed speaker(s).
- 3.12.2 The Chair and CAO/Secretary-Treasurer will discuss and determine the meeting for which the deputation will be included and notify the requester. It is not necessarily the preferred or alternate date due to the agenda size/matters already at hand.
- 3.12.3 Except by leave of the Chair or appeal by the leave of the meeting, delegations shall be limited to one (1) speaker for not more than ten (10) minutes.
- 3.12.4 Speakers will be requested to speak only to the matter of business as per the request on the submitted form and will be requested not to repeat what has been said by previous speakers regarding the same matter. A returning deputation will only be allowed to speak again if new, relevant information has become available since their previous presentation. The Chair may choose to end a returning deputation's presentation if, in the opinion of the Chair, the new information being presented is not relevant to a decision facing the General Membership.

### 3.13 Hearings

- 3.13.1 When a hearing is required under the *Conservation Authorities Act* Section 28, Subsections 12, 13, and 15, the Members shall form a tribunal for the purpose of such a hearing, and follow the guidelines and procedures as set out in the Authority's Planning Policy entitled, "Hearing Procedures for Applications Made Under the *Conservation Authorities Act*".

### 3.14 Annual Meeting

- 3.14.1 The Authority shall designate one meeting of the General Membership each year as the annual meeting, normally to be held on the 4<sup>th</sup> Friday of January and shall include the following items on the agenda, in addition to the normal course of business:
- i. Election of Officers (Chair, Vice-Chair);
  - ii. Appointments as per Sections 2.3, 2.4, 2.5, 2.6, 2.7, 2.9 of these bylaws;

- iii. The appointment of the Director, Corporate Services as the Head of the Authority for purposes of the *Municipal Freedom of Information and Protection of Privacy Act*.

### 3.15 Closed Session Meetings

3.15.1 Every meeting of the General Membership and committees shall be open to the public as per Section 15(2) of the Act, subject to the exceptions set out below.

3.15.2 Meetings may be closed to the public if the subject matter being considered relates to:

- i. The security of the property of the Authority;
- ii. Personal matters about an identifiable individual, including employees of the Authority;
- iii. A proposed or pending acquisition/disposition/leasing of land for Authority purposes;
- iv. Labour relations or employee negotiations;
- v. Advice that is subject to solicitor-client privilege;
- vi. A matter in respect of which the General Membership or committee or other body may hold a closed meeting under another Act;
- vii. Information explicitly supplied in confidence to the Authority by Canada, a province or territory or a Crown agency;
- viii. A trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the Authority, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of person, or organization;
- ix. A trade secret or scientific, technical, commercial or financial information that belongs to the Authority and has monetary value or potential monetary value;
- x. A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the Authority;
- xi. The subject matter relates to the consideration of a request under the *Municipal Freedom of Information and Protection of Privacy Act* (MFIPPA), and the ~~Authority is the designated~~ head of ~~an institution~~ the Authority for the purposes of MFIPPA is present.

3.15.3 Before holding a meeting or part of a meeting that is to be closed to the public, the Members shall state by resolution during the open session of the meeting that there will be a meeting closed to the public and the general nature of the matter to be considered at the closed meeting. Once matters have been dealt with in a closed meeting, the General Membership shall reconvene in an open session.

- 3.15.4 The General Membership shall not vote during a meeting that is closed to the public, unless:
- i. The meeting meets the criteria outlined in this bylaw to be closed to the public;
  - ii. The vote is for a procedural matter or for giving directions or instructions to officers, employees or agents of the Authority.
- 3.15.5 Any materials presented to the Board of Directors during a closed meeting will be returned by each Member of the Board to the CAO/Secretary-Treasurer (or other staff present) prior to departing from the meeting and shall be treated in accordance with the Authority's procedures for handling confidential material.
- 3.15.6 A meeting of the Authority or committee may also be closed to the public if:
- i. The meeting is held for the purpose of education or training the Members;
  - ii. At the meeting, no Member discusses or otherwise deals with any matter in a way that materially advances the business or decision-making of the Authority or committees.

### 3.16 Voting

- 3.16.1 In accordance with Section 16 of the Act:
- i. Each Member is entitled to one vote;
  - ii. A majority vote of the Members present at any meeting is required upon all matters coming before the meeting.
- 3.16.2 According to the above, the Chair is entitled to vote.
- 3.16.3 If any Member who is qualified to vote abstains from voting they will be deemed to have voted neither in favour nor opposed to the question, which will not alter the number of votes required for a majority.
- 3.16.4 On a tie vote, the motion is lost.
- 3.16.5 Interrelated motions shall be voted on in the order specified in Robert's Rules of Order.
- 3.16.6 Unless a Member requests a recorded vote, a vote shall be by a show of hands or such other means as the Chair may call. No question shall be voted upon more than once at any meeting, unless a recorded vote is requested.
- 3.16.7 If 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, each member present taken in alphabetical order of Municipality, except a member who is disqualified from voting by any Act, shall announce his or her vote openly

answering “yes” or “no” to the question, and the CAO/Secretary-Treasurer shall record each vote.

- 3.16.8 At the meeting of the Authority at which the non-matching levy is to be approved, the CAO/Secretary-Treasurer shall conduct the vote to approve the non-matching levy by a weighted majority of the Members present and eligible to vote, in accordance with Ontario Regulation 139/96.
- 3.16.9 Where a question under consideration contains more than one item, upon the request of any Member, a vote upon each item shall be taken separately.
- 3.16.10 Except as required for the election of Chair, Vice-Chair, no vote shall be taken by ballot or by any other method of secret voting and every vote so taken is of no effect.

### **3.17 Notice of Motion**

- 3.17.1 Written notice of motion to be made at an Authority or committee meeting may be given to the CAO/Secretary-Treasurer by any Member of the Authority not less than 15 days prior to the date and time of the meeting and shall be forthwith placed on the agenda of the next meeting. The CAO/Secretary-Treasurer shall include such notice of motion in full in the agenda for the meeting concerned.
- 3.17.2 Recommendations included in reports of committees that have been included in an agenda for a meeting of the General Membership, shall constitute notice of motion for that meeting.
- 3.17.3 Recommendations included in staff reports that have been included in an agenda for a meeting of the General Membership, shall constitute notice of motion for that meeting.
- 3.17.4 Notwithstanding the foregoing, any motion or other business may be introduced for consideration of the Authority provided that it is made clear that to delay such motion or other business for the consideration of an appropriate committee would not be in the best interest of the Authority and that the introduction of the motion or other business shall be upon an affirmative vote of a majority of the members of the Authority present.

### **3.18 Duties of the Chair**

- 3.18.1 It shall be the duty of the Chair, with respect to any meetings over which he/she presides, to:
  - i. Preserve order and decide all questions of order, subject to appeal and without argument or comment, state the rule applicable to any point of order if called upon to do so;

- ii. Ensure that the public in attendance does not in any way interfere or disrupt the proceedings of the Board;
- iii. Receive and submit to a vote all motions presented by the Members which do not contravene the rules and regulations of the Authority;
- iv. Announce the results of the vote on any motions so presented;
- v. Adjourn the meeting when business is concluded;
- vi. Adjourn the sitting without a question being put or suspend or recess the sitting for a time to be named if considered necessary.

### **3.19 Conduct of Members**

3.19.1 Members shall maintain a high standard for conduct and at all times comply with applicable laws and the Authority's Code of Conduct (Appendix 2).

3.19.2 No Member at any meeting of the Authority shall:

- i. Speak in a manner that is discriminatory in nature based on an individual's race, ancestry, place of origin, citizenship, creed, gender, sexual orientation, age, colour, marital status, family status or disability;
- ii. Leave their seat or make any noise or disturbance while a vote is being taken or until the result is declared;
- iii. Interrupt a Member while speaking, except to raise a point of order or a question of privilege;
- iv. Speak disrespectfully or use offensive words against the Authority, the Members, staff, or any member of the public;
- v. Speak beyond the question(s) under debate;
- vi. Resist the rules or disobey the decision of the Chair on the questions or order or practices or upon the interpretation of the Bylaws.

### **3.20 Minutes**

3.20.1 The CAO/Secretary-Treasurer will undertake to have a recording secretary in attendance at meetings of the Authority and committees. The recording secretary shall make a record in the form of minutes of the meeting proceedings and in particular shall record all motions considered at the meeting.

3.20.2 If a recording secretary is not present in a closed session, the CAO/Secretary-Treasurer or designated staff person shall take notes of any direction provided, for endorsement by the Chair.

3.20.3 Minutes of all meetings shall include the time and place of the meeting and a list of those present and shall state all motions presented together with the mover and seconder and voting results.

- 3.20.4 The CAO/Secretary-Treasurer or designate shall include draft minutes of the previous meeting available to each member of the Authority at the same time as agendas for the next meeting are distributed.
- 3.20.5 After the minutes have been approved by resolution, original copies shall be signed by the CAO/Secretary-Treasurer and copies of all non-confidential minutes shall be posted on the Authority's website. Such minutes shall also be available for review by any member of the public at the Authority's administration centre or provided in alternative formats, in accordance with the *Accessibility for Ontarians with Disabilities Act*, if requested by interested parties.

## Section 4 – Revocation

### 4.1 Revocation

- 4.1.1 Upon approval of these Administrative Regulations, all such previous administrative policies and procedures shall be revoked.

## Appendices

### Appendix 1

#### ***Conservation Authorities Act***

#### **Powers of authorities**

- 21 (1) For the purposes of accomplishing its objects, an authority has power,
- (a) to study and investigate the watershed and to determine programs and services whereby the natural resources of the watershed may be conserved, restored, developed and managed;
  - (b) for any purpose necessary to any project under consideration or undertaken by the authority, to enter into and upon any land and survey and take levels of it and make such borings or sink such trial pits as the authority considers necessary;
  - (c) to acquire by purchase, lease or otherwise and to expropriate any land that it may require, and, subject to subsection (2), to sell, lease or otherwise dispose of land so acquired;
  - (d) despite subsection (2), to lease for a term of five years or less land acquired by the authority;

- (e) to purchase or acquire any personal property that it may require and sell or otherwise deal therewith;
  - (f) to enter into agreements for the purchase of materials, employment of labour and other purposes as may be necessary for the due carrying out of any project or to further the authority's objects;
  - (g) to enter into agreements with owners of private lands to facilitate the due carrying out of any project;
  - (h) to determine the proportion of the total benefit afforded to all the participating municipalities that is afforded to each of them;
  - (i) to erect works and structures and create reservoirs by the construction of dams or otherwise;
  - (j) to control the flow of surface waters in order to prevent floods or pollution or to reduce the adverse effects thereof;
  - (k) to alter the course of any river, canal, brook, stream or watercourse, and divert or alter, as well temporarily as permanently, the course of any river, stream, road, street or way, or raise or sink its level in order to carry it over or under, on the level of or by the side of any work built or to be built by the authority, and to divert or alter the position of any water-pipe, gas-pipe, sewer, drain or any telegraph, telephone or electric wire or pole;
  - (l) to use lands that are owned or controlled by the authority for purposes, not inconsistent with its objects, as it considers proper;
  - (m) to use lands owned or controlled by the authority for park or other recreational purposes, and to erect, or permit to be erected, buildings, booths and facilities for such purposes and to make charges for admission thereto and the use thereof;
  - (m.1) to charge fees for services approved by the Minister;
- Note: On a day to be named by proclamation of the Lieutenant Governor, clause 21 (1) (m.1) of the Act is repealed. (See: 2017, c. 23, Sched. 4, s. 19 (3))*
- (n) to collaborate and enter into agreements with ministries and agencies of government, municipal councils and local boards and other organizations and individuals;
  - (o) to plant and produce trees on Crown lands with the consent of the Minister, and on other lands with the consent of the owner, for any purpose;
  - (p) to cause research to be done;
  - (q) generally to do all such acts as are necessary for the due carrying out of any project or as may be desirable to further the objects of the authority.





## Appendix 2

### Code of conduct

#### 1. Background

Since its inception, the NVCA has demanded a high level of integrity and ethical conduct from its General Membership. The Authority's reputation has relied upon the good judgement of individual Members. A written Code of Conduct helps to ensure that all Members share a common basis for acceptable conduct. In addition, the General Membership has formalized a "Member Job Description" which includes standards to provide a reference guide and a supplement to legislative parameters within which Members must operate. Further, these documents enhance public confidence that Members operate from a base of integrity, justice and courtesy.

The Code of Conduct and Job Description are general standards. They augment the laws which govern the behaviour of Members, and they are not intended to replace personal ethics.

This Code of Conduct and Board Job Description will also assist Members in dealing with situations that may be ambiguous in NVCA resolutions, regulations, or policies and procedures. Additionally, the agricultural representative appointed by the Minister will be required to follow the provincial ethical framework set out for government public appointees in the Management Board of Cabinet's Agencies and Appointments Directive.

#### 2. General

All Members, whether a municipal Councillor or an appointed representative of a municipality, or whether appointed by the Minister as a representative of the agricultural sector, are held in high esteem as representatives of the Nottawasaga Valley Conservation Authority and are expected to conduct themselves in a manner that reflects positively on the NVCA.

All Members shall serve in a conscientious and diligent manner. No Members shall use the influence of office for any purpose other than for the exercise of his/her official duties.

It is expected that Members adhere to a code of conduct that:

- i. Upholds the mandate, vision and mission of the Authority;
- ii. Considers the Authority's jurisdiction in its entirety, including their appointing municipality;
- iii. Respects and honors confidentiality;
- iv. Approaches all Authority issues with an open mind, with consideration for the organization as a whole;
- v. Exercises individual powers as a Member when acting in a meeting of the NVCA;
- vi. Respects the democratic process and supports and respects decisions of the General Membership and committees;
- vii. Declares any direct or indirect pecuniary and conflict of interests when one exists or may exist;

- viii. Conducts oneself in a manner which reflects respect and professional courtesy and does not use offensive language in or against the Authority or any Member or any Authority staff.

### **3. Gifts and Benefits**

Members shall not accept fees, gifts or personal benefits that are connected directly or indirectly with the performance of duties, ~~except compensation authorized by law.~~

### **4. Confidentiality**

The Members shall be governed at all times by the provisions of the *Municipal Freedom and Information and Protection of Privacy Act*.

All information, documentation or deliberations received, reviewed, or taken in closed session of the Authority and its committees are confidential.

Members shall not disclose or release by any means to any member of the public either in verbal or written form any confidential information acquired by virtue of their office, except when required by law to do so.

Members shall not permit any persons other than those who are entitled thereto to have access to information which is confidential.

In the instance where a Member vacates their position on the General Membership they will continue to be bound by MFIPPA requirements.

Particular care should be exercised in releasing information such as the following:

- i. Human resources matters;
- ii. Information about suppliers provided for evaluation which might be useful to other suppliers;
- iii. Matters relating to the legal affairs of the Authority;
- iv. Information provided in confidence from an Aboriginal community, or a record that if released could reasonably be expected to prejudice the conduct of relations between an Aboriginal community and the Authority;
- v. Sources of complaints where the identity of the complainant is given in confidence;
- vi. Items under negotiation;
- vii. Schedules of prices in contract tenders;
- viii. Information deemed to be "personal information" under the *Municipal Freedom of Information and Protection of Privacy Act*

The list above is provided for example and is not exhaustive.

### **5. Use of Authority Property**

No Member shall use for personal purposes any Authority property, equipment, supplies, or services of consequence other than for purposes connected with the discharge of Authority duties or associated community activities of which the Authority has been advised.

## **6. Work of a Political Nature**

No Member shall use Authority facilities, services or property for his/her re-election campaign to any position or office within the Authority or otherwise.

## **7. Conduct at Authority Meetings**

During meetings of the Authority, Members shall conduct themselves with decorum. Respect for deputations and for fellow Members requires that all Members show courtesy and not distract from the business of the Authority during presentations and when others have the floor.

## **8. Influence on Staff**

Members shall be respectful of the fact that staff work for the Authority and are charged with making recommendations that reflect their professional expertise and corporate perspective, without undue influence.

## **9. Business Relations**

No Members shall borrow money from any person who regularly does business with the Authority unless such person is an institution or company whose shares are publicly traded and who is regularly in the business of lending money.

No Member shall act as a paid agent before the Authority or a committee of the Authority, except in compliance with the terms of the *Municipal Conflict of Interest Act*.

## **10. Encouragement of Respect for Corporation and its Regulations**

Members shall represent the Authority in a respectful way and encourage public respect for the Authority and its Regulations.

## **11. Harassment**

It is the policy of the NVCA that all persons be treated fairly in the workplace in an environment free of discrimination and of personal and sexual harassment. Harassment of another Member, staff or any member of the public is misconduct. Members shall follow the Authority's Harassment Policy as approved.

Examples of harassment that will not be tolerated include: verbal or physical abuse, threats, derogatory remarks, jokes, innuendo or taunts related to an individual's race, religious beliefs, colour, gender, physical or mental disabilities, age, ancestry, place of origin, marital status, source of income, family status or sexual orientation. The NVCA will also not tolerate the display of pornographic, racist or offensive signs or images; practical jokes that result in awkwardness or embarrassment; unwelcome invitations or requests, whether indirect or explicit and any other prohibited grounds under the provisions of the Ontario Human Rights Code.

## **12. Breach of Code of Conduct**

Should a Member breach the Code of Conduct, they shall advise the Chair with a copy to the CAO/Secretary-Treasurer, as soon as possible after the breach.

Should a Member allege that another Member has breached the Code of Conduct, the said breach shall be communicated to the Chair, with a copy to the CAO/Secretary-Treasurer, in writing. In the absence of the Chair, or if a Member alleges that the Chair

has breached the Code of Conduct, the said breach shall be communicated to the Vice-Chair, with a copy to the Secretary-Treasurer, in writing.

Should a member of the public or a municipality allege that a Member has breached the Code of Conduct, the party making the allegation will be directed to follow the notification procedure outlined above.

Any breach, or alleged breach, of the Code of Conduct shall be investigated in accordance with the Enforcement of Bylaws and Policies procedure referred to in Section 2 of the Administrative Bylaws.

## Appendix 3

### Conflict of Interest

#### 1. Municipal Conflict of Interest Act

The Authority Members commit themselves and the Authority to ethical, businesslike, and lawful conduct when acting as the General Membership. The Authority ~~and the Members are~~ bound by the *Municipal Conflict of Interest Act*. This appendix to the bylaw is intended to assist Members in understanding their obligations. Members are required to review the *Municipal Conflict of Interest Act* on a regular basis. Additionally, the agricultural representative appointed by the Minister will be required to follow the provincial ethical framework set out for government public appointees in the Management Board of Cabinet's Agencies and Appointments Directive.

#### 2. Disclosure of Pecuniary Interest

Where a Member, either on his or her own behalf or while acting for, by, with or through another, has any pecuniary interest, direct or indirect, in any matter and is present at a meeting of the Authority or committee at which the matter is the subject of consideration, the Member:

- a) shall, prior to any consideration of the matter at the meeting, disclose the pecuniary interest and the general nature thereof;
- b) shall not take part in the discussion of, or vote on any question in respect of the matter; ~~and,~~
- c) shall not attempt in any way whether before, during or after the meeting to influence the voting on any such question-; ~~and,~~
- e)d) shall file a written statement of the Conflict of Interest and its general nature with the CAO/Secretary-Treasurer

#### 3. Chair's Conflict of Interest or Pecuniary Interest

Where the Chair of a meeting discloses a conflict of interest with respect to a matter under consideration at a meeting, another Member shall be appointed to chair that portion of the meeting by Resolution.

#### 4. Closed Meetings

Where a meeting is not open to the public, a Member who has declared a conflict of interest shall leave the meeting for the part of the meeting during which the matter is under consideration.

#### 5. Member Absent

Where the interest of a Member has not been disclosed by reason of their absence from the particular meeting, the Member shall disclose their interest and otherwise comply at the first meeting of the Authority, or Committee, as the case may be, attended by them after the particular meeting.

#### 6. Disclosure Recorded in Minutes

The recording secretary shall record in reasonable detail the particulars of any disclosure of conflict of interest or pecuniary interest made by Members and whether the Member withdrew from the discussion of the matter. Such record shall appear in the

minutes/notes of that particular meeting of the General Membership, committee, as the case may be.

The Authority shall maintain a registry in which the following shall be kept:

- a) A copy of each statement filed under Section 2d) of this policy; and,
- b) A Copy of each declaration recorded in the Minutes.

The registry shall be available for public inspection.

## **7. Breach of Conflict of Interest Policy**

Should a Member breach the Conflict of Interest Policy, they shall advise the Chair with a copy to the Secretary Treasurer, as soon as possible after the breach.

Should a Member allege that another Member has breached the Conflict of Interest Policy, the said breach shall be communicated to the Chair, with a copy to the Secretary Treasurer, in writing. In the absence of the Chair, or if a Member alleges that the Chair has breached the Conflict of Interest Policy, the said breach shall be communicated by the Vice-Chair, with a copy to the Secretary-Treasurer, in writing.

Should a member of the public or a municipality allege that a Member has breached the Conflict of Interest Policy, the party making the allegation will be directed to follow the notification procedure outlined above.

Any breach, or alleged breach, of the Conflict of Interest Policy shall be investigated in accordance with the Enforcement of Bylaws and Policies procedure referred to in Section 2 of the Administrative Bylaws.

## Appendix 4

### Election of Officers

#### 1. Voting

Voting shall be by secret ballot and no Members may vote by proxy.

#### 2. Acting Chair

The General Membership shall appoint the CAO/Secretary-Treasurer, as Acting Chair, for the purpose of Election of Officers.

#### 3. Scrutineer(s)

The appointment of one or more scrutineers is required for the purpose of counting ballots, should an election be required. All ballots shall be destroyed by the scrutineers afterwards. The Acting Chair shall call a motion for the appointment of one or more persons, who are not Members or employees of the Authority, to act as scrutineers. A Member, who will not stand for election, may be appointed as an additional scrutineer if requested.

#### 4. Election Procedures

The Acting Chair shall advise the Members that the election will be conducted in accordance with the Act and this Administrative By-law Section B: Governance subsection 4 'Maximum Term for Chair and Vice Chair(s)' as follows:

- a) The elections shall be conducted in the following order:
  - i. Election of the Chair, who shall be a Member appointed by a participating Municipality to ~~of~~ the Authority
  - ii. Election of the Vice-chair, who shall be Member appointed by a participating Municipality to ~~of~~ the Authority.
- b) The Acting Chair shall ask for nominations to each position;
- c) Only current Members of the Authority who are present may vote;
- d) Nominations shall be called three (3) times and will only require a mover;
- e) The closing of nominations shall require both a mover and a seconder;
- f) Each Member nominated shall be asked to accept the nomination. The Member must be present to accept the nomination unless the Member has advised the Secretary-Treasurer in writing or by email in advance of the election of their willingness to accept the nomination.

If one Nominee:

- g) If only one nominee the individual shall be declared into the position by acclamation.

If More than One Nominee:

- h) In the event of an election, each nominee shall be permitted not more than three (3) minutes to speak for the office, in the order of the alphabetical listing by surnames.
- i) Upon the acceptance by nominees to stand for election to the position of office, ballots shall be distributed to the Members by the scrutineers for the purpose of election and the Acting Chair shall ask the Members to write the name of one individual only on the ballot.
- j) The scrutineers shall collect the ballots, leave the meeting to count the ballots, return and advise the Acting Chair who was elected with more than 50% of the vote.

A majority vote shall be required for election. If there are more than two nominees, and upon the first vote no nominee receives the majority required for election, the name of the person with the least number of votes shall be removed from further consideration for the office and new ballots shall be distributed. In the case of a vote where no nominee receives the majority required for election and where two or more nominees are tied with the least number of votes, a special vote shall be taken to decide which one of such tied nominees' names shall be dropped from the list of names to be voted on in the next vote.

Should there be a tie vote between two remaining candidates, new ballots shall be distributed and a second vote held. Should there still be a tie after the second ballot a third vote shall be held. Should there be a tie after the third vote, the election of the office shall be decided by lot drawn by the Acting Chair or designate.

In the event of a vacancy, by death, resignation or otherwise, in the office of the Chair, or Vice Chair, the Board of Directors shall elect a person to fill the vacant position.



## Appendix 5

### Member Job Description

In 2015, the Nottawasaga Valley Conservation Authority received a *Service Delivery and Operational Review*. Recommendation 19 of this report suggested a Board Action Plan to strengthen Authority governance around three components:

- i. General Membership role;
- ii. General Membership set up, size and representation; and
- iii. General Membership operation.

The consultant recommended that the Members adopt a Job Description covering the five key roles that the Board has specific responsibilities for:

- i. NVCA strategic direction and implementation;
- ii. Financial stewardship;
- iii. Governance;
- iv. Legislative compliance; and
- v. Representation of member municipalities.

Specifically, the Board has responsibility for:

### Strategic Direction

- i. Formulating the NVCA's Strategic Plan – completing strategic visioning and long term planning;
- ii. Setting implementation priorities in an approved Business Plan;
- iii. Reviewing and approving NVCA policies.

### Financial Stewardship

- i. Establishing budget guidelines – both operating and capital;
- ii. Approving the NVCA budget and NVCA Asset Management Plan;
- iii. Monitoring the “big picture” budget progress;
- iv. Controlling and safeguarding expenditures;
- v. Appointing the external auditor and reviewing annual financial statements.

### Human Resources

- i. Selecting the Chief Administrative Officer and reviewing CAO performance;
- ii. Receiving a Succession Management Plan for the Senior Management Team;
- iii. Receiving the policy and program for the NVCA's Performance Management System.

### Legislation

- i. Monitoring compliance with federal and provincial legislation including the *Conservation Authorities Act*;
- ii. Approving updated NVCA regulations and Bylaws;
- iii. Tracking and influencing to the extent feasible, federal and provincial legislation impacting on NVCA.

## Representing Member Municipalities

- i. Members are reasonably expected to attend meetings, training and other Authority functions. It is understood that from time to time conflicts will occur which may result in occasional absences.
- ii. Where possible Members are encouraged to attend social, cultural and special NVCA events and affairs. Representation at such events is important to staff and stakeholder groups we are involved with.
- iii. From time to time, Members may be requested to represent the Authority at upper tier of government events and other Agencies and Commissions' functions with the Chair, Vice Chair or delegated NVCA spokesperson.
- iv. Members shall accurately and adequately communicate the attitudes and decisions of the Authority, even if they don't agree with a decision reached on a particular matter showing respect for the democratic process; showing a sense of teamwork within the membership; and showing respect for the majority opinion of the Members.
- v. Nothing in this Job Description is intended to prevent a Member from outlining their rationale for voting in a particular manner, which may have been contrary to a final Board decision. When so doing, the members shall be cautious not to make disparaging, accusatory or negative comments which calls into question the collective good faith decision of the Board.

## Governance

- i. Performing a Governance performance review on an annual basis.
- ii. Ensuring Committees are operating effectively.
- iii. Ensuring that Authority meetings are conducted in a professional, efficient and transparent manner – confidentiality is respected when required.
- iv. Ensuring that the Board is ethical, prudent and legal in all of its duties.
- v. Approving a Corporate Risk Assessment Plan.

## Appendix 6

### Template: Subsection 17(1.3) of the Conservation Authorities Act (CAA) Application for Minister’s Exception (Chair and Vice-Chair Provisions)

Please complete the following table and submit to the Minister at minister.mnrf@ontario.ca, along with:

- a covering letter, and
- clear statement of the request from the authority membership through a resolution of the authority or from the council of the participating municipality through a council resolution (as applicable)
- meeting minutes and details of a recorded vote on that resolution.

Item	Details from Applicant
Name of participating municipality or conservation authority submitting application	

Composition of Authority:

Item	Details from Applicant
Total number of the authority membership	
Number of participating municipalities in the authority	
For each participating municipality, the number of appointed municipal council members and non-municipal council members	

Proposal Details:

Item	Details from Applicant
Statement of the request for an exception (e.g. seeking an exception under clause 17(1.3) (a), 17(1.3) (b) of the CAA or both etc.). (see Appendix for these legislative provisions)	
Which participating municipality(ies) does the candidate for chair and/or vice-chair represent(s).	
Whether the candidates for chair and/or vice-chair are members of municipal council or non-elected municipal appointees.	
Service time to date of the chair and/or vice-chair incumbents in the role whose terms are proposed to be extended.	

<b>Item</b>	<b>Details from Applicant</b>
Detailed rationale, including local circumstances, for the Minister to consider as to why an exception is needed.	



Staff Report: 15-04-23-BOD  
Date: 28/04/2023  
To: Chair and Members of the Board of Directors  
From: Sheryl Flannagan  
Director, Corporate Services

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**SUBJECT: Board Member Per Diems**

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### **Recommendation**

**RESOLVED THAT: the Board of Directors receive Staff Report No. 15-04-23-BOD regarding Board Member Per Diems; and**

**FURTHER THAT: the Board of Directors choose option #1.**

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### Purpose of the Staff Report

The purpose of this Staff Report is to provide staff recommendation on the Board Member per diems.

### Background

Previously, to obtain an increase to the per diem, the Board had to apply to the Ontario Municipal Board for approval. With the recent changes to the *Conservation Authorities Act*, the individual Board could now set their own through their administrative bylaws. Therefore, as per the NVCA's Administrative Bylaws, section 2.13.1 (or 2.14.1 of the new draft changes), the Authority shall establish a per diem rate at the beginning of each four-year term to be paid to Members.

### Issues/Analysis

The NVCA's current per diem amount is \$82.03 per meeting. Conservation Ontario

completed research on the current per diems of other conservation authorities as of 2022. The chart is below and shows the CA's that participated. It also shows that the NVCA is higher than the median at \$75.00 and the average of \$70.47. This also shows that the Board is in the 70<sup>th</sup> percentile amongst CA's who participated in the survey.

<b>Conservation Authority</b>	<b>Per Diem Rate</b>
Ausable Bayfield	\$95.88
Cataraqui	\$ 0
Catfish Creek	\$50.00
Central Lake Ontario	\$50.00
Crowe Valley	\$ 0
Ganaraska Region	\$55.00
Grand River	\$156.71
Grey Sauble	\$76.00
Hamilton	\$75.00
Kawartha	\$60.00
Kettle Creek	\$86.09
Lake Simcoe Region	\$100.00
Long Point Region	\$100.00
Mississippi Valley	\$73.12
Niagara Peninsula	\$76.10
Conservation Sudbury	\$72.00
Nottawasaga Valley	\$82.03
Otonabee	\$65.00
Quinte	\$45.00
Raisin Region	\$81.60
Rideau Valley	\$70.00
Saugeen	\$75.00
Sault Ste Marie Region	\$40.00
South Nation	\$91.00
Toronto and Region	\$86.20

**Median** **\$75.00**  
**Average** **\$70.47**

The Board has two available options:

1. Keep the Per Diem rate the same at \$82.03, last increased in 2018, for this term, or
2. Apply an increase, amount to be determined by the Board, retroactive to January 1, 2023.

Staff are recommending option #1.

Relevance to Authority Policy/Mandate:

This report is in accordance with the NVCA's Administrative Bylaws.

Impact on Authority Finances

The 2023 budget was created based on the current amount of the per diem and an increase would result in additional financial pressures. In subsequent years, an increase would be covered through an increase to levy as per the *Conservation Authorities Act*.

Climate Change Implications

There are no climate change implications related to this report.

Reviewed by:  
*Original Signed by*  
Sheryl Flannagan  
Director, Corporate Services

Approved for submission by:  
*Original Signed by*  
Doug Hevenor  
Chief Administrative Officer



Staff Report: 16-04-23-BOD

Date: 28/04/2023

To: Chair and Members of the Board of Directors

From: Sheryl Flannagan  
Director, Corporate Services

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**SUBJECT: 2023 First Quarter Budget Report**

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**Recommendation**

**RESOLVED THAT: the Board of Directors receive Staff Report No. 16-04-23-BOD regarding the 2023 first quarter financials; and**

**FURTHER THAT: staff continue to monitor budget activities.**

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Purpose of the Staff Report

The purpose of this Staff Report is to provide quarterly information to the Board regarding the status of the budget activities.

Background

On March 24, 2023 the Board approved the NVCA's 2023 budget. Quarterly reports are given to the Board to update on the status of the budget activities and any variations expected.

Issues/Analysis

The following are the highlights for the first 3 months of operations of the NVCA:



- Expenditures to date are tracking on schedule, with 31.65% of the budgeted expenses (25% of budget year completed). This is normal for the first quarter of the year.
- Revenues are tracking well, with 21.97% of the budgeted revenues recognized. This includes the first 3 months of the general municipal levy of \$684,940. Again, it is normal for the revenues to be a bit lower to start the year.
- Currently, the NVCA is sitting in a deficit position, due to one reason, which should that not be the case, we would be in a slight surplus position:
  1. The NVCA had applied for and received CEWS money during the pandemic in the amount of \$740,879. There was always a chance that the CRA would ultimately decide that we were not eligible given that some CA's also received money, while others were declined. The CRA contacted staff near the end of 2022 to say that we were being audited and upon completion of said audit, it was determined that the NVCA was in fact not eligible for CEWS. Therefore, we were required to pay this money back. Thankfully, given that the NVCA knew that this was a possibility, the money has been sitting in reserves, untouched and earning interest so paying it back has no impact on our finances. Also, as the NVCA applied for CEWS off of the opinion of our auditors, KPMG, the CRA admitted that we applied in good faith and therefore were not required to pay penalties or interest which is rare for them to do.

## **Individual Program Updates**

### **Conservation Services:**

#### Forestry 110

- The 2023 plant is expected to start on April 24<sup>th</sup> and conclude (weather permitting) May 19<sup>th</sup>. The 2023 season will see the NVCA plant 78,000 trees.
- Forests Ontario has confirmed funding for the 2024 season, so our single biggest funding source has already been secured.
- Landowner interest in tree planting is strong for 2024. We anticipate another successful season. Site visits to meet with interested landowners for the 2024 plant will begin in May.
- The Arbour Day Tree Sale will be held on May 13<sup>th</sup>. We will have 5,000 trees for sale. We are expecting high interest this year.
- All expenses are on track and staff anticipate a balanced budget for 2023.

#### Conservation Lands – 150

- As anticipated, visitor trends continue to balance off after the pandemic high, resulting in lower year over year revenues for parking revenues. Staff

anticipate ongoing annual pass renewals and daily visits will continue to increase as the weather warms through Q2.

- A balanced budget is anticipated for years end.

#### Tiffin CA – 661

- Working collaboratively with the Environmental Education Program, staff continue to strive to enhance external revenues through bookings and events.
- NVCA's flagship public event, the Spring Tonic Maple Syrup Festival took place at the end of the first quarter and revenues are not yet reflected in the budget. This event continues to experience high visitor rates and strong community support. The Rotary Club of Barrie provides the volunteer resources and logistical support required for the success of this event.
- The weather was favourable for syrup production this spring, resulting in volunteers producing over 500L of syrup which will be available for sale throughout the year.
- Staff are currently developing plans to implement the capital asset purchases as per approved budget.
- Program expenditures will continue to be monitored to ensure a balanced budget for 2023.

#### Corporate Workshop-Vehicle and equipment – 650

- Staff are currently reviewing equipment and fleet repair and maintenance requirements in anticipation of the field season.
- Currently, there are no unanticipated expenses and staff anticipate a balanced budget.

#### Healthy Waters – 120

- Staffing revenue generated in the 1st quarter of 2023 was on-track.
- Staff delivery dollars linked to 2023 field projects including spring tree planting, Nottawasaga River Restoration, grasslands restoration, Georgian Bay Phragmites control, Pine River restoration and Mad River restoration are providing support to the Healthy Waters budget.
- Staff are still waiting to receive feedback on several funding applications (e.g. Midhurst Phosphorus Offsets) submitted this past fall and winter, but are projecting a balanced budget to the end of 2023.

#### Tiffin Education – 630

- Summer Camp Tiffin registration is 75% full. Winter, March Break and PD Day camps have been full so far.
- Senior Programming, sponsored by Retired Teachers of Ontario officially begins in May
- Preschool Nature Program has increased clientele and running for 1 half and 1 full day a week.

- Completed all SCDSB contracts for first and second rounds, bringing in \$45,410. Beginning on-site field trips to in April.

### **Watershed Management:**

#### Planning – 310

- Planning Services user fee revenues as of March 31st are approximately \$221,191 (excluding levy, federal funds, and reserve use).
- Based on the revenues received to date, the user fee revenues for subdivisions are currently trending slightly lower than anticipated for the second quarter.
- Revenues for legal inquiries and consents/minor variances are currently trending as anticipated for the year end.
- Section 28 permits are currently trending higher than anticipated for the first quarter and are expected to trend higher than anticipated for the second quarter.
- The program expenditures are currently lower than budgeted; however, the second quarter is expected to trend higher due to on-going enforcement activity and legal fees.
- Staff anticipates a balanced budget for the end of the year.

#### Engineering- 400

- The Engineering cost center is used to track engineering special projects.
- The NVCA has been awarded a five-year contract (2021-2025) with the City of Barrie to maintain their rain gauge network.

#### Watershed Science - 420

- This program incorporates Source Water Protection, Risk Management Office, Environmental Monitoring and Natural Heritage.
- Overall, the program at the end of the first quarter is in a deficit position, but this is anticipated as revenues from Source Water Protection and Risk Management Office are not billed quarterly.
- Source Water Protection revenue is a projected surplus in the first quarter.
- Delivery of the Risk Management Official program is anticipated to accelerate following staff transition with projected higher revenues expected in the remainder 2023.
- Additional program revenue from Environmental Monitoring is expected through the completion of a special benefitting projects with the Town of Collingwood and the Town of New Tecumseth.

#### Flood Program - 430-440

- Flood has issued 4 flood messages this year to date (2 Watershed Conditions Statement Water Safety; 1 Spring Safety (March 9<sup>th</sup>) and 1 Watershed Conditions Statement Flood Outlook).
- The actual year to date expenses are tracking below budget but are expected to match budget year to date by year end.

**Corporate Services: GIS/IT 410/Governance 670/Admin 660/680**

GIS/Tech support - 410

- Current revenues and expenditures are tracking as anticipated.
- A slight surplus is anticipated at this time.

Governance 670

- Expenses are tracking as anticipated.

Corporate Admin 660 & 680

- Staff and administrative expenditures are tracking above anticipated values due to the CEWS payback as mentioned above.
- A deficit is anticipated currently due to CEWS.

Impact on Authority Finances

The 2023 Approved Budget totals \$5,961,289 in revenue as compared to the 2022 approved budget of \$5,095,130. Additionally, staff time to prepare this report is addressed in the 2022 budget.

Climate Change Implications

This report has no climate change implications.

Reviewed by:  
*Original Signed by*  
Sheryl Flannagan  
Director, Corporate Services

Approved for submission by:  
*Original Signed by*  
Doug Hevenor  
Chief Administrative Officer

Attachments:

1. March 31, 2023 Statement of Operations

**SUMMARY OF NVCA BUDGETED PROGRAM ACTIVITY, March 31, 2023 (unaudited)**

	<b>PROPOSED OPERATIONS BUDGET</b>	<b>Program Expense</b>	<b>Cost Recovery</b>	<b>Capital Asset Purchases</b>	<b>Total Expense</b>	<b>Expense vs Budget</b>	<b>Program Levy</b>	<b>Other Program Revenues</b>	<b>Use of Reserves</b>	<b>Donated Land</b>	<b>Total Revenue</b>	<b>Total Revenue vs Budget</b>	<b>Surplus / Deficit</b>	
<b>LAND &amp; WATER &amp; STEWARDSHIP SERVICES</b>														
110	Reforestation	421,469.43	27,258.60	6,196.23	33,454.83	7.94%	19,867.36	3,080.00			22,947.36	5.44%	-10,507.47	
120	Healthy Waters	696,085.86	194,793.58	8,708.52	203,502.10	29.24%	42,521.46	187,382.07			229,903.53	33.03%	26,401.43	
150	Conservation Lands	215,264.84	13,925.92	8,431.26	22,357.18	10.39%	37,781.21	17,191.43			54,972.64	25.54%	32,615.46	
<b>PLANNING</b>														
310	Planning	1,578,111.44	273,976.66	22,513.66	296,490.32	18.79%	115,652.86	226,191.27			341,844.13	21.66%	45,353.81	
<b>ENGINEERING &amp; TECHNICAL SERVICES</b>														
400	Engineering - Special Projects	27,800.00	6,100.81		6,100.81			609.02			609.02		-5,491.79	
420	Watershed Science	579,113.13	79,428.47	10,531.23	89,959.70	15.53%	60,653.28	1,532.32			62,185.60	10.74%	-27,774.10	
430-442	Flood Control	424,930.42	55,106.31	5,490.96	60,597.27	14.26%	56,405.85	0.00			56,405.85	13.27%	-4,191.42	
<b>TIFFIN CENTRE</b>														
630	Tiffin Education	233,777.72	56,266.22	4,393.43	60,659.65	25.95%	2,194.43	118,756.91			120,951.34	51.74%	60,291.69	
661	Tiffin CA - Infrastructure	425,380.77	85,243.32	6,761.93	92,005.25	21.63%	53,445.19	14,007.08			67,452.27	15.86%	-24,552.98	
<b>COST RECOVERY CENTRES</b>														
410	GIS / IT Support	409,150.32	77,791.67		77,791.67		91,212.58	22,123.90			113,336.48		35,544.81	
650	Workshop Vehicle & Equip	37,500.00	28,025.27	-28,025.27	0.00			0.00			0.00		0.00	
660	Occupancy Costs		30,919.46	-30,919.46	0.00			0.00			0.00		0.00	
670	Governance	345,067.33	100,349.32	-14,082.49	86,266.83		75,796.71	0.00	10,470.12		86,266.83		0.00	
680	Corporate Admin Support	567,637.98	857,736.91		857,736.91		129,409.50	23,180.17			152,589.67	26.88%	-705,147.24	
	<b>Total Operations</b>	<b>5,961,289.24</b>	<b>1,886,922.52</b>	<b>0.00</b>	<b>0.00</b>	<b>1,886,922.52</b>	<b>31.65%</b>	<b>684,940.43</b>	<b>614,054.17</b>	<b>10,470.12</b>	<b>0.00</b>	<b>1,309,464.72</b>	<b>21.97%</b>	<b>-577,457.80</b>
	<b>Add Back: Transfer to Reserves</b>													
	<b>Net to be distributed to Reserves</b>												<b>-577,457.80</b>	

	<b>Budgeted Capital Expenditure</b>	<b>Approved Draw From Reserve*</b>	<b>Actual Use of Reserve</b>	<b>Actual Capital Expenditure</b>
110 Reforestation				
120 Healthy Waters				
150 Conservation Lands	-9,800.00	-9,800.00		
310 Planning Services				
BOD Mtg 06-22-BOD, Agenda 12.2.4		40,000.00		
400 Engineering - Special Projects				
BOD Mtg 05-22-BOD, Agenda 12.2.7		40,000.00		
410 GIS / IT Support	31,800.00	31,800.00		
420 Watershed Science	99,500.00	99,500.00		
430 Flood	100,000.00	100,000.00		
630 Education				
650 Workshop Vehicle & Equip	37,500.00	37,500.00		
660 Occupancy Costs				
661 Tiffin CA - Infrastructure	9,500.00	9,500.00		
670 Governance	41,880.49	41,880.49	10,470.12	
680 Corporate Admin Support				
	<b>310,380.49</b>	<b>390,380.49</b>	<b>10,470.12</b>	<b>0.00</b>

\*Approved Draw from Reserve--Budgeted and Board Approval

**Nottawasaga Valley Conservation Authority**  
**Unaudited Statement of Operations**  
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Division

110 Reforestation

	CURRENT QTR ACTUALS	CURRENT QTR BUDGET	ACTUAL YTD	BUDGET YTD	OVER (UNDER) YTD BUDGET	BUDGET 2023
<b>REVENUE:</b>						
Municipal Levy Non Match	19,867.36	19,867.36	19,867.36	19,867.36	-	79,469.43
Municipal Grants	-	-	-	-	-	13,000.00
Contributions	280.00	-	280.00	-	280.00	255,000.00
Federal Sources	-	-	-	-	-	5,000.00
User Fees	2,800.00	-	2,800.00	-	2,800.00	69,000.00
E	<u>22,947.36</u>	<u>19,867.36</u>	<u>22,947.36</u>	<u>19,867.36</u>	<u>3,080.00</u>	<u>421,469.43</u>
<b>EXPENSES:</b>						
Wa ges and Interprogram Charges	26,372.26	33,924.99	26,372.26	33,924.99	(7,552.73)	135,699.98
	<u>26,372.26</u>	<u>33,924.99</u>	<u>26,372.26</u>	<u>33,924.99</u>	<u>(7,552.73)</u>	<u>135,699.98</u>
<b>TOTAL REVENU</b>						
Other Interpro gram Charges						
Cost Recovery	6,196.23	9,779.86	6,196.23	9,779.86	(3,583.63)	39,119.45
	<u>6,196.23</u>	<u>9,779.86</u>	<u>6,196.23</u>	<u>9,779.86</u>	<u>(3,583.63)</u>	<u>39,119.45</u>
Other Expenses						
Staff Expense 110	-	-	-	-	-	300.00
Memberships Prof.Dues 110	795.83	450.00	795.83	450.00	345.83	750.00
Material&Supply 110	-	-	-	-	-	6,000.00
Cost of Trees 110	-	-	-	-	-	114,000.00
Equipment Costs 110 Reforestation	90.51	-	90.51	-	90.51	500.00
Consultant Fees 110 Outsource Cont	-	-	-	-	-	125,000.00
Uniform & Special Clothing Expense	-	-	-	-	-	100.00
	<u>886.34</u>	<u>450.00</u>	<u>886.34</u>	<u>450.00</u>	<u>436.34</u>	<u>246,650.00</u>
	<u>33,454.83</u>	<u>44,154.85</u>	<u>33,454.83</u>	<u>44,154.85</u>	<u>(10,700.02)</u>	<u>421,469.43</u>
<b>SURPLUS (DEFICIT)</b>	<u>(10,507.47)</u>	<u>(24,287.49)</u>	<u>(10,507.47)</u>	<u>(24,287.49)</u>	<u>13,780.02</u>	<u>-</u>
<b>TOTAL EXPENSES</b>						

**Nottawasaga Valley Conservation Authority**  
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Division

120 Healthy Waters

	CURRENT QTR ACTUALS	CURRENT QTR BUDGET	ACTUAL YTD	BUDGET YTD	OVER (UNDER) YTD BUDGET	BUDGET 2023
<b>REVENUE:</b>						
Municipal Levy Non Match	42,521.46	43,521.46	42,521.46	43,521.46	(1,000.00)	180,085.86
Provincial Grants	55,117.42	20,000.00	55,117.42	20,000.00	35,117.42	30,000.00
Municipal Grants	2,365.00	3,000.00	2,365.00	3,000.00	(635.00)	20,000.00
Contributions	104,061.15	49,512.50	104,061.15	49,512.50	54,548.65	350,000.00
Federal Sources	25,838.50	46,000.00	25,838.50	46,000.00	(20,161.50)	96,000.00
User Fees	-	5,000.00	-	5,000.00	(5,000.00)	20,000.00
E	<u>229,903.53</u>	<u>167,033.96</u>	<u>229,903.53</u>	<u>167,033.96</u>	<u>62,869.57</u>	<u>696,085.86</u>
<b>EXPENSES:</b>						
Wa ges and Interprogram Charges	85,009.09	95,335.02	85,009.09	95,335.02	(10,325.93)	381,340.09
	<u>85,009.09</u>	<u>95,335.02</u>	<u>85,009.09</u>	<u>95,335.02</u>	<u>(10,325.93)</u>	<u>381,340.09</u>
<b>TOTAL REVENU</b>						
Other Interpro gram Charges						
Cost Recovery	8,708.52	17,048.94	8,708.52	17,048.94	(8,340.42)	68,195.77
	<u>8,708.52</u>	<u>17,048.94</u>	<u>8,708.52</u>	<u>17,048.94</u>	<u>(8,340.42)</u>	<u>68,195.77</u>
<b>Other Expenses</b>						
Staff Expense 120 Healthy Waters	82.58	200.00	82.58	200.00	(117.42)	800.00
Material&Supply 120	109,701.91	54,000.00	109,701.91	54,000.00	55,701.91	244,000.00
Uniform & Special Clothing Expense	-	50.00	-	50.00	(50.00)	150.00
Advertisement 120	-	400.00	-	400.00	(400.00)	1,600.00
	<u>109,784.49</u>	<u>54,650.00</u>	<u>109,784.49</u>	<u>54,650.00</u>	<u>55,134.49</u>	<u>246,550.00</u>
	<u>203,502.10</u>	<u>167,033.96</u>	<u>203,502.10</u>	<u>167,033.96</u>	<u>36,468.14</u>	<u>696,085.86</u>
<b>SURPLUS (DEFICIT)</b>	<u>26,401.43</u>	<u>(0.00)</u>	<u>26,401.43</u>	<u>(0.00)</u>	<u>26,401.43</u>	<u>(0.00)</u>
<b>TOTAL EXPENSES</b>						

**Nottawasaga Valley Conservation Authority**  
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Division

150 Conservation Lands

	CURRENT QTR ACTUALS	CURRENT QTR BUDGET	ACTUAL YTD	BUDGET YTD	OVER (UNDER) YTD BUDGET	BUDGET 2023
<b>REVENUE:</b>						
Municipal Levy Non Match	37,781.21	37,781.21	37,781.21	37,781.21	-	151,124.84
Provincial Grants	-	-	-	-	-	2,500.00
Contributions	2,100.47	300.00	2,100.47	300.00	1,800.47	5,000.00
User Fees	15,090.96	12,900.00	15,090.96	12,900.00	2,190.96	66,440.00
Use of Reserves	-	-	-	-	-	(9,800.00)
E	<u>54,972.64</u>	<u>50,981.21</u>	<u>54,972.64</u>	<u>50,981.21</u>	<u>3,991.43</u>	<u>215,264.84</u>
<b>EXPENSES:</b>						
Wages and Interprogram Charges	2,032.86	29,484.63	2,032.86	29,484.63	(27,451.77)	117,938.53
	<u>2,032.86</u>	<u>29,484.63</u>	<u>2,032.86</u>	<u>29,484.63</u>	<u>(27,451.77)</u>	<u>117,938.53</u>
<b>TOTAL REVENUE</b>						
Other Interprogram Charges						
Cost Recovery	8,431.26	12,666.58	8,431.26	12,666.58	(4,235.32)	50,666.31
	<u>8,431.26</u>	<u>12,666.58</u>	<u>8,431.26</u>	<u>12,666.58</u>	<u>(4,235.32)</u>	<u>50,666.31</u>
<b>Other Expenses</b>						
Staff Expense 150 Conservation Lan	-	-	-	-	-	400.00
Material&Supply	2,854.18	1,000.00	2,854.18	1,000.00	1,854.18	10,000.00
Legal Costs 150	-	-	-	-	-	1,000.00
Insurance 150	2,970.74	3,000.00	2,970.74	3,000.00	(29.26)	12,000.00
Taxes	5,620.76	8,030.00	5,620.76	8,030.00	(2,409.24)	16,060.00
Hydro 150	45.62	50.00	45.62	50.00	(4.38)	200.00
Interest & Bank Chgs Lands	401.76	875.00	401.76	875.00	(473.24)	3,500.00
Maintenance Supplies 150	-	250.00	-	250.00	(250.00)	1,500.00
Advertisement 150	-	-	-	-	-	2,000.00
	<u>11,893.06</u>	<u>13,205.00</u>	<u>11,893.06</u>	<u>13,205.00</u>	<u>(1,311.94)</u>	<u>46,660.00</u>
	<u>22,357.18</u>	<u>55,356.21</u>	<u>22,357.18</u>	<u>55,356.21</u>	<u>(32,999.03)</u>	<u>215,264.84</u>
<b>SURPLUS (DEFICIT)</b>	<u>32,615.46</u>	<u>(4,375.00)</u>	<u>32,615.46</u>	<u>(4,375.00)</u>	<u>36,990.46</u>	<u>-</u>

TOTAL EXPENSES



**Nottawasaga Valley Conservation Authority**  
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Division

310 Planning

	CURRENT QTR ACTUALS	CURRENT QTR BUDGET	ACTUAL YTD	BUDGET YTD	OVER (UNDER) YTD BUDGET	BUDGET 2023
<b>REVENUE:</b>						
Municipal Levy Non Match	115,652.86	115,652.86	115,652.86	115,652.86	-	462,611.44
Federal Sources	5,000.00	-	5,000.00	-	5,000.00	-
User Fees	221,191.27	255,250.00	221,191.27	255,250.00	(34,058.73)	1,115,500.00
E	<u>341,844.13</u>	<u>370,902.86</u>	<u>341,844.13</u>	<u>370,902.86</u>	<u>(29,058.73)</u>	<u>1,578,111.44</u>
<b>EXPENSES:</b>						
Wa ges and Interprogram Charges	252,636.35	324,937.45	252,636.35	324,937.45	(72,301.10)	1,299,749.81
	<u>252,636.35</u>	<u>324,937.45</u>	<u>252,636.35</u>	<u>324,937.45</u>	<u>(72,301.10)</u>	<u>1,299,749.81</u>
<b>TOTAL REVENU</b>						
Other Interpro gram Charges						
Cost Recovery	22,513.66	47,940.41	22,513.66	47,940.41	(25,426.75)	191,761.63
	<u>22,513.66</u>	<u>47,940.41</u>	<u>22,513.66</u>	<u>47,940.41</u>	<u>(25,426.75)</u>	<u>191,761.63</u>
Other Expenses						
Staff Expense 310	-	125.00	-	125.00	(125.00)	500.00
Memberships Prof.Dues 310	3,938.72	4,600.00	3,938.72	4,600.00	(661.28)	4,600.00
Material&Supply 310	-	100.00	-	100.00	(100.00)	500.00
Legal Costs	1,620.73	4,750.00	1,620.73	4,750.00	(3,129.27)	20,000.00
Consultant Fees 310	-	625.00	-	625.00	(625.00)	2,500.00
Insurance 310 E&OLiability Premiurr	14,961.77	14,375.00	14,961.77	14,375.00	586.77	57,500.00
Office Expenses	-	125.00	-	125.00	(125.00)	500.00
Advertisement 310	819.09	-	819.09	-	819.09	-
Bad Debt Expense 310 Planning	-	125.00	-	125.00	(125.00)	500.00
	<u>21,340.31</u>	<u>24,825.00</u>	<u>21,340.31</u>	<u>24,825.00</u>	<u>(3,484.69)</u>	<u>86,600.00</u>
	<u>296,490.32</u>	<u>397,702.86</u>	<u>296,490.32</u>	<u>397,702.86</u>	<u>(101,212.54)</u>	<u>1,578,111.44</u>
<b>SURPLUS (DEFICIT)</b>	<u>45,353.81</u>	<u>(26,800.00)</u>	<u>45,353.81</u>	<u>(26,800.00)</u>	<u>72,153.81</u>	<u>-</u>
<b>TOTAL EXPENSES</b>						

**Nottawasaga Valley Conservation Authority**  
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Division

400 Engineering - Special Projects

	CURRENT QTR ACTUALS	CURRENT QTR BUDGET	ACTUAL YTD	BUDGET YTD	OVER (UNDER) YTD BUDGET	BUDGET 2023
REVENUE:						
Provincial Grants	116.01	-	116.01	-	116.01	-
Municipal Grants	493.01	6,950.00	493.01	6,950.00	(6,456.99)	27,800.00
E	<u>609.02</u>	<u>6,950.00</u>	<u>609.02</u>	<u>6,950.00</u>	<u>(6,340.98)</u>	<u>27,800.00</u>
EXPENSES:						
Wages and Interprogram Charges	5,491.79	5,491.79	5,491.79	5,491.79	-	21,967.16
	<u>5,491.79</u>	<u>5,491.79</u>	<u>5,491.79</u>	<u>5,491.79</u>	<u>-</u>	<u>21,967.16</u>
TOTAL REVENUE						
Other Interprogram Charges	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Other Expenses						
Material & Supply 400	609.02	1,458.21	609.02	1,458.21	(849.19)	5,832.84
	<u>609.02</u>	<u>1,458.21</u>	<u>609.02</u>	<u>1,458.21</u>	<u>(849.19)</u>	<u>5,832.84</u>
	<u>6,100.81</u>	<u>6,950.00</u>	<u>6,100.81</u>	<u>6,950.00</u>	<u>(849.19)</u>	<u>27,800.00</u>
SURPLUS (DEFICIT)	<u>(5,491.79)</u>	<u>-</u>	<u>(5,491.79)</u>	<u>-</u>	<u>(5,491.79)</u>	<u>-</u>
TOTAL EXPENSES						

**Nottawasaga Valley Conservation Authority**  
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Division

410 GIS/Tech Support

	CURRENT QTR ACTUALS	CURRENT QTR BUDGET	ACTUAL YTD	BUDGET YTD	OVER (UNDER) YTD BUDGET	BUDGET 2023
<b>REVENUE:</b>						
Municipal Levy Non Match	91,212.58	91,212.58	91,212.58	91,212.58	-	364,850.32
User Fees	22,123.90	3,125.00	22,123.90	3,125.00	18,998.90	12,500.00
Use of Reserves	-	-	-	-	-	31,800.00
E	<u>113,336.48</u>	<u>94,337.58</u>	<u>113,336.48</u>	<u>94,337.58</u>	<u>18,998.90</u>	<u>409,150.32</u>
<b>EXPENSES:</b>						
Wa ges and Interprogram Charges	72,760.20	91,212.58	72,760.20	91,212.58	(18,452.38)	364,850.32
	<u>72,760.20</u>	<u>91,212.58</u>	<u>72,760.20</u>	<u>91,212.58</u>	<u>(18,452.38)</u>	<u>364,850.32</u>
<b>TOTAL REVENU</b>						
Other Interpro gram Charges						
Cost Recovery	-	600.00	-	600.00	(600.00)	(10,600.00)
	<u>-</u>	<u>600.00</u>	<u>-</u>	<u>600.00</u>	<u>(600.00)</u>	<u>(10,600.00)</u>
<b>Other Expenses</b>						
Staff Expense 410 GIS	102.05	25.00	102.05	25.00	77.05	100.00
Memberships Prof.Dues 410	74.80	-	74.80	-	74.80	-
Material&Supply 410	4,854.62	2,500.00	4,854.62	2,500.00	2,354.62	27,000.00
Consultant Fees 410	-	-	-	-	-	1,000.00
Capital Asset Purchases	-	-	-	-	-	26,800.00
	<u>5,031.47</u>	<u>2,525.00</u>	<u>5,031.47</u>	<u>2,525.00</u>	<u>2,506.47</u>	<u>54,900.00</u>
	<u>77,791.67</u>	<u>94,337.58</u>	<u>77,791.67</u>	<u>94,337.58</u>	<u>(16,545.91)</u>	<u>409,150.32</u>
<b>SURPLUS (DEFICIT)</b>						
	<u>35,544.81</u>	<u>-</u>	<u>35,544.81</u>	<u>-</u>	<u>35,544.81</u>	<u>-</u>
<b>TOTAL EXPENSES</b>						

**Nottawasaga Valley Conservation Authority**  
**Unaudited Statement of Operations**  
**For The 3 Periods Ending March 31, 2023**

Division

420 Watershed Science

	CURRENT QTR ACTUALS	CURRENT QTR BUDGET	ACTUAL YTD	BUDGET YTD	OVER (UNDER) YTD BUDGET	BUDGET 2023
<b>REVENUE:</b>						
Municipal Levy Non Match	60,653.28	60,653.28	60,653.28	60,653.28	-	242,613.13
Provincial Grants	1,532.32	48,750.00	1,532.32	48,750.00	(47,217.68)	195,000.00
Municipal Grants	-	9,000.00	-	9,000.00	(9,000.00)	41,000.00
User Fees	-	-	-	-	-	1,000.00
Use of Reserves	-	-	-	-	-	99,500.00
E	<u>62,185.60</u>	<u>118,403.28</u>	<u>62,185.60</u>	<u>118,403.28</u>	<u>(56,217.68)</u>	<u>579,113.13</u>
<b>EXPENSES:</b>						
Wa ges and Interprogram Charges	75,627.68	96,699.63	75,627.68	96,699.63	(21,071.95)	386,798.51
	<u>75,627.68</u>	<u>96,699.63</u>	<u>75,627.68</u>	<u>96,699.63</u>	<u>(21,071.95)</u>	<u>386,798.51</u>
<b>TOTAL REVENU</b>						
Other Interpro gram Charges						
Cost Recovery	10,531.23	18,978.66	10,531.23	18,978.66	(8,447.43)	75,914.62
	<u>10,531.23</u>	<u>18,978.66</u>	<u>10,531.23</u>	<u>18,978.66</u>	<u>(8,447.43)</u>	<u>75,914.62</u>
<b>Other Expenses</b>						
Staff Expense 420	205.36	400.00	205.36	400.00	(194.64)	2,500.00
Memberships Prof.Dues 420	725.04	-	725.04	-	725.04	1,000.00
Material&Supply 420	2,399.45	500.00	2,399.45	500.00	1,899.45	6,500.00
Consultant Fees 420	-	-	-	-	-	5,000.00
Insurance 420 Water Source Prot Er	470.94	475.00	470.94	475.00	(4.06)	1,900.00
Maintenance Supplies 420 Equipmer	-	-	-	-	-	3,000.00
Capital Asset Purchases	-	-	-	-	-	96,500.00
	<u>3,800.79</u>	<u>1,375.00</u>	<u>3,800.79</u>	<u>1,375.00</u>	<u>2,425.79</u>	<u>116,400.00</u>
	<u>89,959.70</u>	<u>117,053.29</u>	<u>89,959.70</u>	<u>117,053.29</u>	<u>(27,093.59)</u>	<u>579,113.13</u>
<b>SURPLUS (DEFICIT)</b>	<u>(27,774.10)</u>	<u>1,349.99</u>	<u>(27,774.10)</u>	<u>1,349.99</u>	<u>(29,124.09)</u>	<u>-</u>
<b>TOTAL EXPENSES</b>						

**Nottawasaga Valley Conservation Authority**  
**Unaudited Statement of Operations**  
**For The 3 Periods Ending March 31, 2023**

**Consolidated**

From Division  
To Division

430 Flood Control Structures  
442 4.8 Administration

	CURRENT QTR ACTUALS	CURRENT QTR BUDGET	ACTUAL YTD	BUDGET YTD	OVER (UNDER) YTD BUDGET	BUDGET 2023
REVENUE:						
Municipal Levy Non Match	32,079.10	32,079.10	32,079.10	32,079.10	-	128,316.42
Matching Municipal Levy (Flood)	24,326.75	24,326.75	24,326.75	24,326.75	-	97,307.00
Provincial Grants	-	-	-	-	-	97,307.00
Municipal Grants	-	2,000.00	-	2,000.00	(2,000.00)	2,000.00
Use of Reserves	-	-	-	-	-	100,000.00
E	<u>56,405.85</u>	<u>58,405.85</u>	<u>56,405.85</u>	<u>58,405.85</u>	<u>(2,000.00)</u>	<u>424,930.42</u>
EXPENSES:						
Wa ges and Interprogram Charges	48,301.08	61,551.24	48,301.08	61,551.24	(13,250.16)	246,204.97
	<u>48,301.08</u>	<u>61,551.24</u>	<u>48,301.08</u>	<u>61,551.24</u>	<u>(13,250.16)</u>	<u>246,204.97</u>
TOTAL REVENU						
Other Interpro gram Charges						
Cost Recovery	3,529.19	8,191.29	3,529.19	8,191.29	(4,662.10)	32,765.17
	<u>3,529.19</u>	<u>8,191.29</u>	<u>3,529.19</u>	<u>8,191.29</u>	<u>(4,662.10)</u>	<u>32,765.17</u>
Other Expenses						
Material&Supply	3,223.37	4,000.00	3,223.37	4,000.00	(776.63)	107,000.00
Corp Fleet Charge 437	1,961.77	2,540.07	1,961.77	2,540.07	(578.30)	10,160.28
Insurance	3,150.00	3,150.00	3,150.00	3,150.00	-	12,600.00
Taxes	431.86	600.00	431.86	600.00	(168.14)	1,200.00
Capital Asset Purchases	-	-	-	-	-	15,000.00
	<u>8,767.00</u>	<u>10,290.07</u>	<u>8,767.00</u>	<u>10,290.07</u>	<u>(1,523.07)</u>	<u>145,960.28</u>
	<u>60,597.27</u>	<u>80,032.60</u>	<u>60,597.27</u>	<u>80,032.60</u>	<u>(19,435.33)</u>	<u>424,930.42</u>
SURPLUS (DEFICIT)	<u>(4,191.42)</u>	<u>(21,626.75)</u>	<u>(4,191.42)</u>	<u>(21,626.75)</u>	<u>17,435.33</u>	<u>(0.00)</u>

TOTAL EXPENSES

**Nottawasaga Valley Conservation Authority**  
**Unaudited Statement of Operations**  
**For The 3 Periods Ending March 31, 2023**

Division

630 Tiffin Education

	CURRENT QTR ACTUALS	CURRENT QTR BUDGET	ACTUAL YTD	BUDGET YTD	OVER (UNDER) YTD BUDGET	BUDGET 2023
REVENUE:						
Municipal Levy Non Match	2,194.43	2,194.43	2,194.43	2,194.43	-	8,777.72
Contributions	3,351.00	1,750.00	3,351.00	1,750.00	1,601.00	8,000.00
Federal Sources	-	-	-	-	-	3,000.00
User Fees	115,405.91	42,167.00	115,405.91	42,167.00	73,238.91	214,000.00
E	<u>120,951.34</u>	<u>46,111.43</u>	<u>120,951.34</u>	<u>46,111.43</u>	<u>74,839.91</u>	<u>233,777.72</u>
EXPENSES:						
Wages and Interprogram Charges	53,310.65	47,447.44	53,310.65	47,447.44	5,863.21	189,789.76
	<u>53,310.65</u>	<u>47,447.44</u>	<u>53,310.65</u>	<u>47,447.44</u>	<u>5,863.21</u>	<u>189,789.76</u>
TOTAL REVENU						
Other Interprogram Charges						
Cost Recovery	4,393.43	9,621.99	4,393.43	9,621.99	(5,228.56)	38,487.96
	<u>4,393.43</u>	<u>9,621.99</u>	<u>4,393.43</u>	<u>9,621.99</u>	<u>(5,228.56)</u>	<u>38,487.96</u>
Other Expenses						
Staff Expense 630 Education	64.79	-	64.79	-	64.79	-
Memberships Prof.Dues 630	-	-	-	-	-	500.00
Staff Education/Training	1,755.00	-	1,755.00	-	1,755.00	-
Material&Supply 630	1,135.78	1,300.00	1,135.78	1,300.00	(164.22)	5,000.00
	<u>2,955.57</u>	<u>1,300.00</u>	<u>2,955.57</u>	<u>1,300.00</u>	<u>1,655.57</u>	<u>5,500.00</u>
	<u>60,659.65</u>	<u>58,369.43</u>	<u>60,659.65</u>	<u>58,369.43</u>	<u>2,290.22</u>	<u>233,777.72</u>
SURPLUS (DEFICIT)	<u>60,291.69</u>	<u>(12,258.00)</u>	<u>60,291.69</u>	<u>(12,258.00)</u>	<u>72,549.69</u>	<u>-</u>
TOTAL EXPENSES						

**Nottawasaga Valley Conservation Authority**  
**Unaudited Statement of Operations**  
**For The 3 Periods Ending March 31, 2023**

Division

650 Corp-Workshop,Vehicle&Equip

	CURRENT QTR ACTUALS	CURRENT QTR BUDGET	ACTUAL YTD	BUDGET YTD	OVER (UNDER) YTD BUDGET	BUDGET 2023
REVENUE:						
Use of Reserves	-	-	-	-	-	37,500.00
E	-	-	-	-	-	37,500.00
EXPENSES:						
Wa ges and Interprogram Charges	21,211.68	21,211.68	21,211.68	21,211.68	-	84,846.73
	21,211.68	21,211.68	21,211.68	21,211.68	-	84,846.73
TOTAL REVENU						
Other Interpro gram Charges						
Cost Recovery	(28,025.27)	(33,761.68)	(28,025.27)	(33,761.68)	5,736.41	(145,146.73)
	(28,025.27)	(33,761.68)	(28,025.27)	(33,761.68)	5,736.41	(145,146.73)
Other Expenses						
Material&Supply 650 Wkshp	85.45	250.00	85.45	250.00	(164.55)	1,000.00
Equipment Costs 650	-	-	-	-	-	500.00
Insurance Corp 650	2,445.80	2,700.00	2,445.80	2,700.00	(254.20)	10,800.00
Hydro 650 Workshop	318.27	600.00	318.27	600.00	(281.73)	2,300.00
Fuel Oil Heating Propane Wksp	675.95	700.00	675.95	700.00	(24.05)	2,500.00
Maintenance Supplies 650	1,563.69	6,000.00	1,563.69	6,000.00	(4,436.31)	20,750.00
Uniform & Special Clothing Exp 650	-	-	-	-	-	250.00
Gas & Oil 650	1,724.43	2,300.00	1,724.43	2,300.00	(575.57)	22,200.00
Capital Asset Purchases	-	-	-	-	-	37,500.00
	6,813.59	12,550.00	6,813.59	12,550.00	(5,736.41)	97,800.00
	-	-	-	-	-	37,500.00
SURPLUS (DEFICIT)	-	-	-	-	-	0.00

TOTAL EXPENSES

**Nottawasaga Valley Conservation Authority**  
**Unaudited Statement of Operations**  
**For The 3 Periods Ending March 31, 2023**

Division

660 Corp. Office Infrastructure

	CURRENT QTR ACTUALS	CURRENT QTR BUDGET	ACTUAL YTD	BUDGET YTD	OVER (UNDER) YTD BUDGET	BUDGET 2023
REVENUE:						
E	-	-	-	-	-	-
EXPENSES:						
	-	-	-	-	-	-
TOTAL REVENUE						
Other Interprogram Charges	(30,919.46)	(38,575.00)	(30,919.46)	(38,575.00)	7,655.54	(146,400.00)
Cost Recovery	(30,919.46)	(38,575.00)	(30,919.46)	(38,575.00)	7,655.54	(146,400.00)
Other Expenses						
Material & Supply 660	2,457.50	2,500.00	2,457.50	2,500.00	(42.50)	3,000.00
Equipment Costs 660 Office	-	1,750.00	-	1,750.00	(1,750.00)	7,000.00
Insurance 660 Office	12,539.48	13,450.00	12,539.48	13,450.00	(910.52)	53,800.00
Taxes Corp Office	1,459.10	500.00	1,459.10	500.00	959.10	1,100.00
Hydro 660	6,826.99	6,250.00	6,826.99	6,250.00	576.99	25,000.00
Telephone 660 Corp Office	2,775.32	4,500.00	2,775.32	4,500.00	(1,724.68)	18,000.00
Office Expenses	995.43	3,875.00	995.43	3,875.00	(2,879.57)	15,500.00
Maintenance Supplies 660 Interior	428.66	1,500.00	428.66	1,500.00	(1,071.34)	6,000.00
Leases 660 Equipment	2,528.79	3,000.00	2,528.79	3,000.00	(471.21)	12,000.00
Internet Access 680 SCAN	908.19	1,250.00	908.19	1,250.00	(341.81)	5,000.00
	30,919.46	38,575.00	30,919.46	38,575.00	(7,655.54)	146,400.00
	-	-	-	-	-	-
SURPLUS (DEFICIT)	-	-	-	-	-	-
TOTAL EXPENSES						



**Nottawasaga Valley Conservation Authority**  
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Division

661 Tiffin CA & Maintenance

	CURRENT QTR ACTUALS	CURRENT QTR BUDGET	ACTUAL YTD	BUDGET YTD	OVER (UNDER) YTD BUDGET	BUDGET 2023
<b>REVENUE:</b>						
Municipal Levy Non Match	53,445.19	53,445.19	53,445.19	53,445.19	-	213,780.77
Contributions	4,800.00	6,375.00	4,800.00	6,375.00	(1,575.00)	25,500.00
User Fees	9,207.08	4,000.00	9,207.08	4,000.00	5,207.08	176,600.00
Use of Reserves	-	-	-	-	-	9,500.00
E	<u>67,452.27</u>	<u>63,820.19</u>	<u>67,452.27</u>	<u>63,820.19</u>	<u>3,632.08</u>	<u>425,380.77</u>
<b>EXPENSES:</b>						
Wages and Interprogram Charges	76,269.40	79,051.31	76,269.40	79,051.31	(2,781.91)	316,205.23
	<u>76,269.40</u>	<u>79,051.31</u>	<u>76,269.40</u>	<u>79,051.31</u>	<u>(2,781.91)</u>	<u>316,205.23</u>
<b>TOTAL REVENUE</b>						
Other Interprogram Charges						
Cost Recovery	6,761.93	13,968.88	6,761.93	13,968.88	(7,206.95)	55,875.54
	<u>6,761.93</u>	<u>13,968.88</u>	<u>6,761.93</u>	<u>13,968.88</u>	<u>(7,206.95)</u>	<u>55,875.54</u>
Other Expenses						
Material&Supply	5,151.74	5,675.00	5,151.74	5,675.00	(523.26)	23,000.00
Equipment Costs 661	-	-	-	-	-	1,000.00
Insurance 661 Tiffin Conservation A	301.92	325.00	301.92	325.00	(23.08)	1,300.00
Taxes Tiffin Conservation Area	-	-	-	-	-	500.00
Maintenance Supplies 661	2,863.61	3,600.00	2,863.61	3,600.00	(736.39)	20,700.00
Advertisement 661 Tiffin CA	-	-	-	-	-	1,000.00
Waste Services 661	656.65	550.00	656.65	550.00	106.65	2,800.00
Capital Asset Purchases	-	-	-	-	-	3,000.00
	<u>8,973.92</u>	<u>10,150.00</u>	<u>8,973.92</u>	<u>10,150.00</u>	<u>(1,176.08)</u>	<u>53,300.00</u>
	<u>92,005.25</u>	<u>103,170.19</u>	<u>92,005.25</u>	<u>103,170.19</u>	<u>(11,164.94)</u>	<u>425,380.77</u>
<b>SURPLUS (DEFICIT)</b>	<u>(24,552.98)</u>	<u>(39,350.00)</u>	<u>(24,552.98)</u>	<u>(39,350.00)</u>	<u>14,797.02</u>	<u>0.00</u>
<b>TOTAL EXPENSES</b>						

**Nottawasaga Valley Conservation Authority**  
**Unaudited Statement of Operations**  
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Division

670 Corporate Governance

	CURRENT QTR ACTUALS	CURRENT QTR BUDGET	ACTUAL YTD	BUDGET YTD	OVER (UNDER) YTD BUDGET	BUDGET 2023
<b>REVENUE:</b>						
Municipal Levy Non Match	75,796.71	75,796.71	75,796.71	75,796.71	-	303,186.84
Use of Reserves	10,470.12	10,470.12	10,470.12	10,470.12	-	41,880.49
E	<u>86,266.83</u>	<u>86,266.83</u>	<u>86,266.83</u>	<u>86,266.83</u>	-	<u>345,067.33</u>
<b>EXPENSES:</b>						
Wages and Interprogram Charges	81,766.83	81,766.83	81,766.83	81,766.83	-	349,567.33
	<u>81,766.83</u>	<u>81,766.83</u>	<u>81,766.83</u>	<u>81,766.83</u>	-	<u>349,567.33</u>
<b>TOTAL REVENU</b>						
Other Interpro gram Charges						
Cost Recovery	(14,082.49)	(17,950.00)	(14,082.49)	(17,950.00)	3,867.51	(60,800.00)
	<u>(14,082.49)</u>	<u>(17,950.00)</u>	<u>(14,082.49)</u>	<u>(17,950.00)</u>	<u>3,867.51</u>	<u>(60,800.00)</u>
<b>Other Expenses</b>						
Memberships Prof.Dues 670	15,716.00	18,000.00	15,716.00	18,000.00	(2,284.00)	38,500.00
Member Education/Training	590.00	625.00	590.00	625.00	(35.00)	2,500.00
Material&Supply 670	1,099.84	875.00	1,099.84	875.00	224.84	3,500.00
Transportation 670 Municipal Officer	-	1,750.00	-	1,750.00	(1,750.00)	7,000.00
Insurance 670 Directors Liab	1,176.65	1,200.00	1,176.65	1,200.00	(23.35)	4,800.00
	<u>18,582.49</u>	<u>22,450.00</u>	<u>18,582.49</u>	<u>22,450.00</u>	<u>(3,867.51)</u>	<u>56,300.00</u>
	<u>86,266.83</u>	<u>86,266.83</u>	<u>86,266.83</u>	<u>86,266.83</u>	-	<u>345,067.33</u>
<b>SURPLUS (DEFICIT)</b>						
	-	-	-	-	-	-
<b>TOTAL EXPENSES</b>						

**Nottawasaga Valley Conservation Authority**  
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Division

680 Corporate Administration

	CURRENT QTR ACTUALS	CURRENT QTR BUDGET	ACTUAL YTD	BUDGET YTD	OVER (UNDER) YTD BUDGET	BUDGET 2023
<b>REVENUE:</b>						
Municipal Levy Non Match	129,409.50	129,409.50	129,409.50	129,409.50	-	517,637.98
Contributions	67.77	-	67.77	-	67.77	-
Investment Income	23,048.90	12,500.00	23,048.90	12,500.00	10,548.90	50,000.00
Miscellaneous Revenue	63.50	-	63.50	-	63.50	-
<b>E</b>	<b>152,589.67</b>	<b>141,909.50</b>	<b>152,589.67</b>	<b>141,909.50</b>	<b>10,680.17</b>	<b>567,637.98</b>
<b>EXPENSES:</b>						
Wages and Interprogram Charges	85,932.61	129,409.50	85,932.61	129,409.50	(43,476.89)	517,637.98
	85,932.61	129,409.50	85,932.61	129,409.50	(43,476.89)	517,637.98
<b>TOTAL REVENU</b>						
Other Interprogram Charges						
Cost Recovery	-	(17,208.00)	-	(17,208.00)	17,208.00	(200,000.00)
	-	(17,208.00)	-	(17,208.00)	17,208.00	(200,000.00)
<b>Other Expenses</b>						
Staff Expense 680 Staff	318.44	1,500.00	318.44	1,500.00	(1,181.56)	6,000.00
Memberships Prof.Dues 680 Admin	1,092.45	2,500.00	1,092.45	2,500.00	(1,407.55)	4,000.00
Staff Education/Training	4,345.92	5,000.00	4,345.92	5,000.00	(654.08)	29,000.00
Material&Supply	748,479.88	7,333.00	748,479.88	7,333.00	741,146.88	17,500.00
Legal Costs	-	250.00	-	250.00	(250.00)	1,000.00
Consultant Fees	-	500.00	-	500.00	(500.00)	2,000.00
Audit Fees	-	-	-	-	-	20,000.00
Interest & Bank Chgs 680	7,149.85	7,500.00	7,149.85	7,500.00	(350.15)	30,000.00
Uniform & Special Clothing Expense	72.04	1,500.00	72.04	1,500.00	(1,427.96)	6,000.00
Advertisement 680	10,345.42	3,625.00	10,345.42	3,625.00	6,720.42	14,500.00
Bad Debt Expense 680 Write Off Sul	0.30	-	0.30	-	0.30	-
Transfer to Reserves	-	-	-	-	-	120,000.00
	771,804.30	29,708.00	771,804.30	29,708.00	742,096.30	250,000.00
	857,736.91	141,909.50	857,736.91	141,909.50	715,827.41	567,637.98
<b>SURPLUS (DEFICIT)</b>	<b>(705,147.24)</b>	<b>-</b>	<b>(705,147.24)</b>	<b>-</b>	<b>(705,147.24)</b>	<b>-</b>

TOTAL EXPENSES



Staff Report: 17-04-23-BOD

Date: 28/04/2023

To: Chair and Members of the Board of Directors

From: Doug Hevenor, Chief Administrative Officer

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**SUBJECT: Endorsing the use of only native maple trees for Nottawasaga Valley Conservation Authority (NVCA) plantings across our watershed.**

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### **Recommendation**

**RESOLVED THAT: the NVCA recognizes the importance of the native maple tree, our arboreal emblem and we commit to always plant native maples whenever a maple is called for in any NVCA planting projects.**

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### **Purpose of the Staff Report**

Staff are seeking board support in obtaining a commitment and approval to always plant native maples when a maple tree is called for in our NVCA planting plans.

### **Background**

The Maple family is a large group of trees and shrubs with only 6 species native to Ontario. Maples can be distinguished from other tree species by their wing-shaped fruit. Maples are an important symbol of Canada and have ecological and economic significance. Maple tree sap contains sugar and is boiled into syrup which was first discovered by Indigenous peoples. Canada is a leading producer of maple syrup and other maple products. Maple trees have also been used for their wood and medicinal properties and are known for their brilliant fall colours of red, orange and yellow. There are three non-native, invasive maples that are present in the NVCA watershed: Amur Maple (*Acer ginnala*), Manitoba Maple (*Acer negundo*), and Norway Maple (*Acer platanoides*). Manitoba and Norway maple are the most common types of invasive maples.

The Amur maple, is a plant species with woody stems native to northeastern Asia from easternmost Mongolia east to Korea and Japan, and north to the Russian Far East in the Amur River valley. It is a small maple with deciduous leaves that is sometimes grown as a garden subject or boulevard tree.

Manitoba maple is native to the Canadian prairies, however, in Ontario, it successfully naturalized and is considered invasive. Manitoba maple grows fast, is relatively short-lived and forms a dense canopy at maturity, shading out native plant species. Branches are brittle and often break during storms, creating a hazard.

The Norway Maple is an invasive tree that originates in Europe and western Asia. It was introduced to North America as an ornamental tree, and is now commonly planted as a street tree across Ontario. Norway Maple grows quicker than native maples and produces a dense canopy. It becomes a threat when it invades forests as it blocks sunlight from other native trees and plants. Its roots grow shallow which can also prevent native plant growth.

All three of the Maples described above have the potential to become serious invaders when they spread from planting sites into nearby natural habitats (e.g. intact deciduous forest) or urban areas (e.g. ravines, woodlots, subdivisions, hedges, culverts, and along fences). They have many competitive advantages over native maple and other tree species, including shade tolerance, prolific seed production, and ability to establish in a variety of soil types. Where it becomes naturalized.

In particular, once Norway maple is well established in a forest, it forms a dense forest canopy that shades out most species on the forest floor and in the canopy. In mesic deciduous forests of eastern North America, native plant species primarily evolved under the canopy of sugar maple and other native maple and tree species, which allow more light to penetrate into the forest canopy. Few native species can survive the dense shade of Norway maple, which then inhibits the regeneration of other native tree, shrub, and herbaceous plant species. In addition, Norway maples grow faster than native maples and their dense, shallow root system makes it difficult for any plant species to grow in the understory below. Norway maple seedlings germinate earlier grow faster and outcompete our native maples for space on the forest floor thereby reducing the successful establishment of native maples within natural areas.

#### Relevance to Authority Policy/Mandate

This resolution does not challenge or contravene any current NVCA policy or mandate.

#### Impact on Authority Finances

Planting only native maples species in NVCA planting projects will have no negative financial impact for the NVCA.

Climate Change Implications

This staff report does not result in an increase in green house gases, temperature or precipitation exposure.

*Original Approved and Signed by*

Name: Doug Hevenor

Title: Chief Administrative Officer



Staff Report: 18-04-23-BOD

Date: 28/04/2023

To: Chair and Members of the Board of Directors

From: Maria Leung, Senior Communications Specialist

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**SUBJECT: Communications Report – March 11, 2023 – April 14, 2023**

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**Recommendation**

**RESOLVED THAT: Staff Report No. 18-04-23-BOD regarding NVCA Communications – March 11, 2023 – April 14, 2023, be received.**

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Purpose of the Staff Report

This staff report presents a summary of NVCA media coverage and public outreach during the period of March 11, 2023 – April 14, 2023.

The following outlines the communications and media coverage during the period.

1. Flood Messages

Watershed Condition Statement: Flood Outlook, issued on April 4, 2023

Title	Media Outlet	Date
Conservation authority warns of 'moderate' flood risk	Barrie Today	April 4, 2023
Conservation authority warns of 'moderate' flood risk	Bradford Today	April 4, 2023
Conservation authority warns of 'moderate' flood risk	Collingwood Today	April 4, 2023
Conservation authority warns of 'moderate' flood risk	Innisfil Today	April 4, 2023

Title	Media Outlet	Date
Conservation authority warns of 'moderate' flood risk	Orillia Today	April 4, 2023
Simcoe County could mark record rainfall with 75 to 100mm in one day	CTV News Barrie	April 5, 2023

## 2. Media coverage of NVCA news releases

NVCA joins appeal to ask federal government honour \$1 billion commitment to protect the Great Lakes, issued on March 13

Title	Media Outlet	Date	Reference
'Critical': NVCA demands promised funding to restore Great Lakes	Barrie Today	March 14, 2023	Chair Little Vice Chair Scott
'Critical': NVCA demands promised funding to restore Great Lakes	Orillia Today	March 14, 2023	Chair Little Vice Chair Scott
NVCA Joins Appeal To Ask Federal Government To Protect the Great Lakes	Springwater News	March 16, 2023	Chair Little Vice Chair Scott
NVCA Joins Appeal to Ask Federal Government to Honour \$1 Billion Commitment to Protect the Great Lakes	Meaford Independent	March 23, 2023	Chair Little Vice Chair Scott
'We could always use more': Nottawasaga Valley Conservation Authority calls for more federal funding for Great Lakes	Alliston Herald	March 27, 2023	Chair Little Vice Chair Scott Fred Dobbs, Manager, Stewardship Services
Strengthened support for Freshwater Action Plan deemed 'big win'	Barrie Today	March 30, 2023	Vice Chair Scott
Strengthened support for Freshwater Action Plan deemed 'big win'	Bradford Today	March 30, 2023	Vice Chair Scott



Annual Spring Tonic Maple Syrup Festival welcomes two new activities, issued on March 16, 2023

Title	Media Outlet	Date	Reference
Tiffin Spring Tonic festival serving up pancakes and syrup	New Tecumseth Times	March 16, 2023	
Nottawasaga Valley Conservation Authority's annual Spring Tonic Maple Syrup Festival welcomes two new activities	Simcoe.com	March 16, 2023	Kyra Howes, Manager, Lands and Operations
Annual Spring Tonic Maple Syrup Festival	Springwater News	March 16, 2023	Kyra Howes, Manager, Lands and Operations
Spring Tonic Maple Syrup Festival on tap for early April	Barrie Today	March 18, 2023	Kyra Howes, Manager, Lands and Operations
Spring Tonic Maple Syrup Festival on tap for early April	Bradford Today	March 18, 2023	Kyra Howes, Manager, Lands and Operations
Spring Tonic Maple Syrup Festival on tap for early April	Innisfil Today	March 18, 2023	Kyra Howes, Manager, Lands and Operations
Spring Tonic Maple Syrup Festival on tap for early April	Orillia Matters Today	March 18, 2023	Kyra Howes, Manager, Lands and Operations
Annual Spring Tonic Maple Syrup Festival welcomes two new activities	Creemore Echo	March 24, 2023	Kyra Howes, Manager, Lands and Operations

NVCA reminds residents to apply for permits well ahead of projects start dates, issued on March 23, 2023

Title	Media Outlet	Date	Reference
Nottawasaga Valley Conservation Authority reminds residents to apply for permits well ahead of project start dates	Alliston Herald	March 24, 2023	Ben Krul, Manager, Development Planning & Permits

Title	Media Outlet	Date	Reference
Nottawasaga Valley Conservation Authority reminds residents to apply for permits well ahead of project start dates	Simcoe.com	March 24, 2023	Ben Krul, Manager, Development Planning & Permits
Apply for construction permits well ahead of time: NVCA	Innisfil Today	March 26, 2023	Ben Krul, Manager, Development Planning & Permits
Nottawasaga Conservation Authority reminds residents to apply early for permits	New Tecumseth Times	March 30, 2023	Ben Krul, Manager, Development Planning & Permits

All other media releases can be found on [NVCA website under "News."](#)

### 3. Other Media Coverage

Title	Media Outlet	Date	Reference
Conservation authority provides safety tips as ice melts	Midland Today	March 11, 2023	
Spring Safety: Be careful Near Waterways	Springwater News	March 9, 2023	
LETTER: More parking needed at Spring Tonic festival	Barrie Today	April 4, 2023	
ROOTED: Rescuing animals is a wild ride at Procyon	Barrie Today	April 10, 2023	
ROOTED: Rescuing animals is a wild ride at Procyon	Innisfil Today	April 10, 2023	
ROOTED: Rescuing animals is a wild ride at Procyon	Bradford Today	April 10, 2023	
Town ready to celebrate Earth Day with flag raising, fair	Collingwood Today	April 14, 2023	

Communications Report – March 11, 2023 – April 14, 2023  
Staff Report No. 18-04-23-BOD

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DISCLAIMER: NVCA does not allege that the information provided in the media articles depicts accurate statements or testimonies on behalf of any individual named, and is not responsible for any misinterpretation of information or misquoted statement(s).

2. Other Communication/Media Outreach

- Ongoing – social media outreach (Facebook, Twitter, Instagram, LinkedIn)

3. Presentations/Displays/Key Events by NVCA staff

- March 31, 2023 – CAO Doug Hevenor attended and judged at Simcoe County Science Fair
- March 13 – 17, 2023 – Camp Tiffin saw over 800 children during March Break camp
- April 1 – 2, 2023 – Spring Tonic Maple Syrup Festival

Issues/Analysis

In this reporting period, many articles covered flood messages and media releases issued by NVCA. One article covered concerns regarding parking at the Spring Tonic Maple Syrup Festival. All other media coverage and public outreach/communications were positive with regard to NVCA work and programs. There are no issues of concern at this time.

Impact on Authority Finances

Staff time to prepare this report is addressed in the 2023 budget.

Climate Change Implications

This staff report does not result in an increase in green house gases, temperature or precipitation exposure.

Reviewed by:

*Original Signed by*

Sheryl Flannagan

Director, Corporate Services

Approved for submission by:

*Original Signed by*

Doug Hevenor

Chief Administrative Officer

Attachment 1 – Media Clippings for the period

## Conservation authority provides safety tips as ice melts

Organization urges people to stay away from edges of waterways

March 11, 2023

Midland Today



*File photo Image supplied by Lake Simcoe Region Conservation Authority*

NEWS RELEASE  
LAKE SIMCOE REGION  
CONSERVATION AUTHORITY

\*\*\*\*\*

Lake Simcoe Region Conservation Authority is reminding residents of the dangers that exist near bodies of water, particularly around this time of year, and urges people to keep family and pets away from the edges of all waterways.

Spring is quickly approaching and with warmer temperatures, people look forward to getting outdoors. Warmer temperatures, however, also usually bring rain, melting snow and shifting ice, which can contribute to higher, faster-flowing water in watercourses.

There is still a significant amount of snow throughout the Lake Simcoe watershed. The ground remains frozen

and local rivers, streams and lakes may be partially covered in ice. With warmer weather comes melting snow and potential rain, which will contribute to higher water levels and increased velocities in local watercourses. As well, slippery and unstable streambanks and extremely cold-water temperatures can also lead to hazardous conditions close to bodies of water.

Be safe this spring and remember the following tips:

- Keep family and pets away from the edges of all bodies of water.
- Avoid all recreational activities in or around water, especially near ice jams or ice-covered watercourses and water bodies.
- Do not attempt to walk on ice-covered water bodies or drive through flooded roads or fast-moving water.
- If you live close to the water, move objects such as chairs or benches away from the water's edge to avoid losing them during potential spring high water.
- Avoid walking close to/across river banks and ice-covered water to prevent falling through. River banks can become unstable in the spring due to snowmelt and erosion.
- Rescuing another person or a pet from icy water is dangerous. If you see anyone that has fallen through the ice call 911 for help immediately.

For more information, contact your local conservation authority.

- Lake Simcoe Region Conservation Authority, 905-895-1281
- Toronto and Region Conservation Authority, 416-661-6514
- Conservation Halton, 905-336-1158
- Credit Valley Conservation, 905-670-1615
- Central Lake Ontario Conservation Authority, 905-579-0411
- Ganaraska Region Conservation Authority, 905-885-8173
- Nottawasaga Valley Conservation Authority, 705-424-1479
- Kawartha Conservation, 705-328-2271

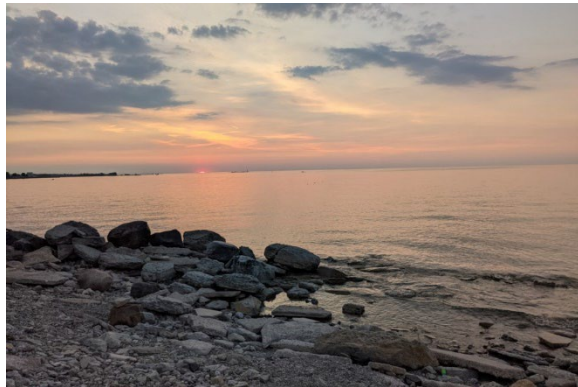
It is the mission of Lake Simcoe Region Conservation Authority to collaborate to protect and restore the Lake Simcoe watershed with innovative research, policy and action.

**'Critical': NVCA demands promised funding to restore Great Lakes**

'With accelerated growth ... water availability and quality will continue to decline, putting even more pressure on the Great Lakes,' says conservation authority official

March 14, 2023

Barrie Today



*Collingwood's shoreline along Georgian Bay in Lake Huron. Supplied photo*

NEWS RELEASE  
NOTTAWASAGA VALLEY  
CONSERVATION AUTHORITY  
\*\*\*\*\*

The Nottawasaga Valley Conservation Authority (NVCA) will join organizations across Canada to ask the federal government to keep its promise to invest \$1 billion to restore the Great Lakes.

"Nearly half of Canada's population lives in the Great Lakes and St. Lawrence River Basin, a region that includes our watershed," said Gail Little, NVCA chair. "With accelerated growth in these areas, water availability and quality will continue to decline, putting even more pressure on the Great Lakes.

"It is critical that the federal government takes their commitment seriously."

In 2017, the federal government committed \$44.84 million to protect the Great Lakes through the Freshwater Action Plan. The plan includes six program areas, including preventing toxic and nuisance algae and enhancing the resilience of coastal wetlands.

This commitment was renewed in 2021, and the government promised an investment of \$1 billion over ten years to restore major bodies of water across the country. However, only 19.6 million was budgeted for the Freshwater Action Plan in 2022.

"All the rivers and streams in the Nottawasaga Watershed eventually flow into Lake Huron," continued Little. "We are calling on the federal government to make conservation authorities and municipalities eligible for future funding and allocate a portion of this funding to our watershed."

NVCA has been restoring the Nottawasaga River for many decades. The current flagship project is the Nottawasaga River Restoration Project, where NVCA staff, partners and volunteers are extending high-quality sections of the Upper Nottawasaga River, Pine River and Sheldon Creek to improve water quality and restore fish and wildlife habitat.

"Member municipalities in the Nottawasaga Watershed have been clear about how invaluable federal investments are to the enhancement

of our watercourses, environment, quality of life and economies,” added Jonathan Scott, vice chair at NVCA. “We are hopeful this funding will proceed so we can all work together to protect our natural world.”

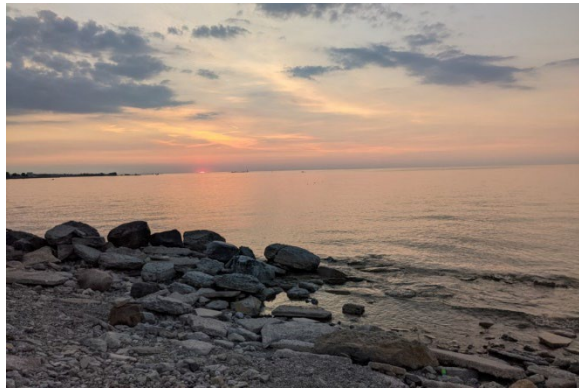
If the federal government commits to this funding, NVCA looks forward to protecting and building resiliency for the towns of Collingwood and Wasaga Beach by reducing nutrient runoff from rural and urban areas.

**'Critical': NVCA demands promised funding to restore Great Lakes**

'With accelerated growth ... water availability and quality will continue to decline, putting even more pressure on the Great Lakes,' says conservation authority official

March 14, 2023

Orillia Matters



*Collingwood's shoreline along Georgian Bay in Lake Huron. Supplied photo*

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## **Tiffin Spring Tonic festival serving up pancakes and syrup**

March 16, 2023 by Brian Lockhart

New Tecumseth Times

It's about as Canadian as you can get when the sap is flowing and another maple syrup production season begins in Ontario.

The annual Spring Tonic Maple Syrup Festival will again take place in the Tiffin Conservation area this spring.

Maple syrup is the festival's focus, but there will be plenty of other things to see and do when you visit.

Visitors can explore past and present methods of maple syrup production. A pancake and sausage breakfast will be available with fresh maple syrup, and Tiffin's own maple syrup will be available for sale on-site.

All proceeds from the event go towards the community and the maintenance of the Nottawasaga Valley Conservation Authority's conservation sites.

This event, hosted by the Rotary Club of Barrie, is a tradition spanning over three decades.

In addition to maple syrup production, you can learn about exotic animals at the zoo, take a horse-drawn wagon ride, listen to music performed by local musicians, and learn some outdoor skills with local cadets.

You can visit the sugar shack to learn how maple syrup is made and learn how to tap a tree with Tiffin's environmental educators.

While there, you can enjoy the outdoors by hiking through the Tiffin Centre's scenic trails.

The annual Spring Tonic Maple Syrup Festival is a rain-or-shine event, so make sure everyone is dressed appropriately for the weather.

The festival will occur on Saturday, Apr. 1 and Sunday, Apr. 2, from 9:00 a.m. to 3:00 p.m.

To help with overcrowding and parking, visitors are encouraged to follow a timed entry between 9:00 a.m. and 11:30 a.m.

Admission is \$20 for adults, \$15 for kids ages three to 12. Entry is free for children under two years old.

The Tiffin Conservation Area is located at 8195 8th Line in Utopia.

## **Nottawasaga Valley Conservation Authority's annual Spring Tonic Maple Syrup Festival welcomes two new activities**

'Families can learn how maple syrup is produced today and in the past'

March 16, 2023

Simcoe.com



The annual [Spring Tonic Maple Syrup Festival](#) will offer a wide range of family friendly activities on April 1 and 2. This year, visitors can enjoy new activities and longtime favourites, including animal exhibits with [Scales Nature Park](#) and [Zoo to You](#), and dog demonstrations by [Red Barn Event Centre](#).

Admission also includes a full pancake-and-sausage breakfast with fresh maple syrup, as well as activities including interaction with exotic animals, firefighters, paramedics, horse-drawn wagon rides, live music by Rob Watts, outdoor skills demonstrations and much more.

"We start preparations well in advance with volunteers tapping trees, collecting sap and producing maple syrup for the event," said [Kyra Howes](#), manager of lands and operations at the [Nottawasaga Valley Conservation Authority](#) (NVCA). "Families can learn how maple syrup is produced today

and in the past, as well as engage in a variety of activities to kick off the spring season. Tiffin's very own maple syrup will also be for sale in limited quantities."

The festival is jointly hosted by the NVCA and the [Rotary Club of Barrie](#). Rotary volunteers donate their time to organize Spring Tonic and manage different stations during the event.

"All proceeds from the festival go back to the community and helps maintain Tiffin Conservation Area," said John O'Brien, chairperson of the Spring Tonic Maple Syrup Festival at the Rotary Club of Barrie. "Some of this funding goes towards the Royal Victoria (Regional Health Centre), Salvation Amy, affordable housing and many other community enhancement projects throughout Simcoe County."

The Spring Tonic Maple Syrup Festival is held at the [Tiffin Conservation Area](#), 10 minutes from Barrie, Angus and Innisfil, and only one hour north of the Greater Toronto Area. Admission is \$20 for adults, \$15 for children between two and 12, and free for children two and under. Admission includes all activities, except for bird-box building and horse-drawn wagon rides.

## **Annual Spring Tonic Maple Syrup Festival**

March 16, 2023

Springwater News

UTOPIA, Ontario (March 16, 2023) – The annual Spring Tonic Maple Syrup Festival continues to offer a wide range of family friendly activities on April 1 & 2. This year, visitors can enjoy new activities and long-time favorites including animal exhibits with Scales Nature Park and Zoo to You, dog demonstrations by Red Barn Event Centre.

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## **NVCA Joins Appeal To Ask Federal Government To Protect the Great Lakes**

March 16, 2023

Springwater News

UTOPIA, Ontario (March 13, 2023) – The Nottawasaga Valley Conservation Authority (NVCA) will join organizations across Canada to ask the federal government to keep their promise to invest \$1 billion to restore the Great Lakes.

“Nearly half of Canada’s population lives in the Great Lakes and St Lawrence River Basin, a region that includes our watershed,” said Gail Little, NVCA Chair. “With accelerated growth in these areas, water availability and quality will continue to decline, putting even more pressure on the Great Lakes. It is critical that the federal government takes their commitment seriously.”

In 2017, the federal government committed \$44.84 million to protect the Great Lakes through the Freshwater Action Plan. The plan includes six program areas, including preventing toxic and nuisance algae and enhancing the resilience of coastal wetlands. This commitment was renewed in 2021 and the government promised an investment of \$1 billion over ten years to restore major bodies of water across the country. However, only 19.6 million was budgeted for the Freshwater Action Plan in 2022.

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If the federal government commits to this funding, NVCA looks forward to protect and build resiliency for the Towns of Collingwood and Wasaga Beach by reducing nutrient runoff from rural and urban areas.

## **Spring Safety: Be careful Near Waterways**

March 16, 2023

Springwater News

March 9, 2023 - The Nottawasaga Valley Conservation Authority reminds everyone to stay well back from waterways, ditches, ponds and lakes

this time of year.

With spring-like temperatures arriving soon, unsafe ice and slippery banks already exist. The onset of spring will bring rain and melting snow, which will cause the breakup of ice along watercourses and lakes as well as high stream flows. These hazardous conditions can cause life-threatening injury if a person falls into the extremely cold water.

Conservation authorities across the region remind residents to keep family and pets away from the edge of streams, rivers, ponds and lakes at this time of year. Especially during this transitional season, it is important to supervise children and help them understand the dangers of playing near creeks and streams. Anglers, canoeists, hikers hunters and other recreational users need to be aware of the dangerous conditions that could pose a risk to personal safety.

Play it safe and stay well back from waterways as the snow and ice melts. Help make this a safe and enjoyable spring.

- Keep family and pets away from the edges of all bodies of water.
- Avoid all recreational activities in or around water, especially near

ice jams or ice-covered watercourses and waterbodies—including municipally managed stormwater ponds.

- Do not attempt to walk on ice-covered waterbodies or drive through flooded roads or fast-moving water.
- If you live close to the water, move objects such as chairs or benches away from the water's edge to avoid losing them during potential spring high water.
- Avoid walking close to and across riverbanks and ice-covered water to prevent falling through.

The NVCA continues to monitor waterways and will issue flood messages as conditions warrant.

For more information, call your local conservation authority:

- Nottawasaga Valley Conservation Authority (705) 424-1479
- Lake Simcoe Region Conservation Authority (905) 895-1281
- Toronto & Region Conservation Authority (416) 661-6514
- Conservation Halton (905) 336-1158
- Credit Valley Conservation (905) 670-1615
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- Ganaraska Region Conservation Authority (905) 885-8173
- Kawartha Conservation (705) 328-2271

Submitted by Taryn Arsenault, Flood Operations Field Specialist

## Spring Tonic Maple Syrup Festival on tap for early April

March 18, 2023

Barrie Today



NEWS RELEASE  
NOTTAWASAGA VALLEY  
CONSERVATION AUTHORITY  
\*\*\*\*\*

The annual Spring Tonic Maple Syrup Festival continues to offer a wide

range of family-friendly activities on April 1 and 2.

This year, visitors can enjoy new activities and longtime favourites including animal exhibits with Scales Nature Park and Zoo to You, dog demonstrations by Red Barn Event Centre.

Admission also includes a full pancake and sausage breakfast with fresh maple syrup, as well as activities including interaction with exotic animals, firefighters, paramedics, horse drawn wagon rides, live music by Rob Watts, outdoor skills demonstrations by the Cadets and much more!

"We start preparations well in advance with volunteers tapping trees, collecting sap and producing maple syrup for the event," said Kyra Howes, manager of lands and operations at the Nottawasaga Valley Conservation Authority. "Families can learn how maple syrup is produced today and in the past, as well as engage in a variety of activities to kick off the Spring season.

"Tiffin's very own maple syrup will also be for sale in limited quantities."

The festival is jointly hosted by NVCA and the Rotary Club of Barrie. Volunteers from the Rotary Club generously donate their time to organize Spring Tonic and manage different stations during the event.

"All proceeds from the festival go back to the community and helps maintain Tiffin Conservation Area," said John O'Brien, chairperson of the Spring Tonic Maple Syrup Festival at the Rotary

Club of Barrie. "Some of this funding goes towards the Royal Victoria hospital, Salvation Army, affordable housing and many other community enhancement projects throughout Simcoe County."

The Spring Tonic Maple Syrup Festival is held at the Tiffin Conservation Area, 10 minutes from Barrie, Angus and Innisfil, and only one hour north of the Greater Toronto Area. Admission to the festival is \$20 for adults, \$15 for children between two and 12, and free for children two and under. Admission includes all activities, except for bird box building and horse-drawn wagon rides.



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March 18, 2023

Bradford Today



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NOTTAWASAGA VALLEY  
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The festival is jointly hosted by NVCA and the Rotary Club of Barrie. Volunteers from the Rotary Club generously donate their time to organize Spring Tonic and manage different stations during the event.

"All proceeds from the festival go back to the community and helps maintain Tiffin Conservation Area," said John O'Brien, chairperson of the Spring Tonic Maple Syrup Festival at the Rotary

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The Spring Tonic Maple Syrup Festival is held at the Tiffin Conservation Area, 10 minutes from Barrie, Angus and Innisfil, and only one hour north of the Greater Toronto Area. Admission to the festival is \$20 for adults, \$15 for children between two and 12, and free for children two and under. Admission includes all activities, except for bird box building and horse-drawn wagon rides.

## Spring Tonic Maple Syrup Festival on tap for early April

March 18, 2023

Innisfil Today



NEWS RELEASE  
NOTTAWASAGA VALLEY  
CONSERVATION AUTHORITY  
\*\*\*\*\*

The annual Spring Tonic Maple Syrup Festival continues to offer a wide

range of family-friendly activities on April 1 and 2.

This year, visitors can enjoy new activities and longtime favourites including animal exhibits with Scales Nature Park and Zoo to You, dog demonstrations by Red Barn Event Centre.

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## **NVCA Joins Appeal to Ask Federal Government to Honour \$1 Billion Commitment to Protect the Great Lakes**

March 23, 2023

Meaford Independent



The Nottawasaga Valley Conservation Authority (NVCA) will join organizations across Canada to ask the federal government to keep their promise to invest \$1 billion to restore the Great Lakes.

“Nearly half of Canada’s population lives in the Great Lakes and St. Lawrence River Basin, a region that includes our watershed,” said Gail Little, NVCA Chair. “With accelerated growth in these areas, water availability and quality will continue to decline, putting even more pressure on the Great Lakes. It is critical that the federal government takes their commitment seriously.”

In 2017, the federal government committed \$44.84 million to protect the Great Lakes through the Freshwater Action Plan. The plan includes six program areas, including preventing toxic and nuisance algae and enhancing the resilience of coastal

wetlands. This commitment was renewed in 2021 and the government promised an investment of \$1 billion over ten years to restore major bodies of water across the country. However, only \$19.6 million was budgeted for the Freshwater Action Plan in 2022.

“All the rivers and streams in the Nottawasaga Watershed eventually flow into Lake Huron,” continued Little. “We are calling on the federal government to make conservation authorities and municipalities eligible for future funding, and allocate a portion of this funding to our watershed.”

NVCA has been restoring the Nottawasaga River for many decades. The current flagship project is the Nottawasaga River Restoration Project, where NVCA staff, partners, and volunteers are extending high quality sections of the Upper Nottawasaga River, Pine River and Sheldon Creek to improve water quality and restore fish and wildlife habitat.

“Member municipalities in the Nottawasaga Watershed have been clear about how invaluable federal investments are to the enhancement of our watercourses, environment, quality of life, and economies,” added Jonathan Scott, Vice Chair at NVCA. “We are hopeful this funding will proceed so we can all work together to protect our natural world.”

If the federal government commits to this funding, NVCA looks forward to protect and build resiliency for the Towns of Collingwood and Wasaga

Beach by reducing nutrient runoff  
from rural and urban areas.



**Nottawasaga Valley Conservation Authority reminds residents to apply for permits well ahead of project start dates**

Pre-consultation meetings also recommended

Alliston Herald

March 24, 2023

The [Nottawasaga Valley Conservation Authority](#) (NVCA) is reminding property owners to apply for permits well ahead of construction schedules to avoid delays. Permits are required for development projects on properties within NVCA-regulated areas.

“Many property owners underestimate the amount of time it takes to prepare the required information for their permit application,” said Ben Krul, manager of development planning and permits. “Anyone planning a project should check our website to determine if their property is regulated by NVCA. If it is, we highly recommend they set up a pre-consultation meeting with our regulations technicians to determine what the next steps are.”

NVCA is responsible for directing development outside natural and hazardous areas to protect the public and properties from flooding and erosion. Through the permitting process, NVCA also ensures development does not impact sensitive environmental areas such as wetlands, shorelines, rivers and streams.

To ensure applications are processed in a timely manner, it is important to submit a complete application

package. This includes the mandatory minimum requirements and any additional information requested by NVCA. Once a complete application is submitted, it can take up to 90 days to determine if a permit is granted.

Visit NVCA’s [website](#) for more information.

## **Annual Spring Tonic Maple Syrup Festival welcomes two new activities**

Creemore Echo

March 24, 2023



The annual Spring Tonic Maple Syrup Festival continues to offer a wide range of family friendly activities on April 1-2.

This year, visitors can enjoy new activities and long-time favourites including animal exhibits with Scales Nature Park and Zoo to You, and dog demonstrations by Red Barn Event Centre.

Admission also includes a full pancake and sausage breakfast with fresh maple syrup, as well as activities including interaction with exotic animals, firefighters, paramedics, horse drawn wagon rides, live music by Rob Watts, outdoor skills demonstrations by the Cadets and much more!

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**Nottawasaga Valley Conservation Authority reminds residents to apply for permits well ahead of project start dates**

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Simcoe.com

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Visit NVCA’s [website](#) for more information.

**Apply for construction permits well ahead of time: NVCA**

Conservation authority says if your property is regulated, it's best to set up pre-consultation meeting

March 26, 2023

Innisfil Today

NEWS RELEASE  
NOTTAWASAGA VALLEY  
CONSERVATION AUTHORITY  
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Applying for permits well ahead of project start helps avoid costly delays.

Property owners can also help ensure the Nottawasaga Watershed remains healthy and sustainable for future generations. Visit NVCA's [website](#) for more information about permits from NVCA.

## **'We could always use more': Nottawasaga Valley Conservation Authority calls for more federal funding for Great Lakes**

NVCA says government needs to stand by \$1 billion commitment to freshwater protection

March 27, 2023 by Ian Adams

Alliston Herald



It is one of the world's largest sources of surface freshwater on Earth, and it needs the protection that would come with funding from Canada's federal government.

That's according to a growing group of organizations that now includes the [Nottawasaga Valley Conservation Authority](#), which is calling on the federal government to live up to a promise to spend \$1 billion to restore the Great Lakes.

"Nearly half of Canada's population lives in the Great Lakes and St. Lawrence River Basin, a region that includes our watershed," said NVCA chair Gail Little. "With accelerated growth in these areas, water availability and quality will continue to decline, putting even more pressure on the Great Lakes. It is critical that the federal government takes their commitment seriously."

The NVCA's manager of stewardship services Fred Dobbs sees the work of the NVCA firsthand, overseeing the conservation authorities stream rehabilitation projects throughout the watershed.

That includes work on the Nottawasaga River and its tributaries, as well as rivers — such as Pretty River and Black Ash Creek — that flow from the Niagara Escarpment through Collingwood, and into Georgian Bay, which is part of Lake Huron.

He noted both the federal and provincial governments contribute some funding to NVCA restoration programs, but more would always be welcome.

"They're willing to make the connection that the work we do in the inland watershed is important to the water quality and health of Georgian Bay," he said. "We're grateful for what we've got, but we could always use more."

In 2017, [the federal government committed \\$44.84 million to protect the Great Lakes](#) through the Freshwater Action Plan. The plan includes six program areas, including preventing toxic and nuisance algae and enhancing the resilience of coastal wetlands. This commitment was renewed in 2021 with the promise of an investment of \$1 billion over 10 years to restore major bodies of water across the country. However, only 19.6 million was budgeted for the plan in 2022.

In response to questions from Simcoe.com, a spokesperson for Environment Canada said the budget

allocation for 2022-23 was made to “sustain the Freshwater Action Plan, while decisions on the plan’s long-term direction are being considered.”

As part of the plan, [the federal government announced in September more than \\$3.9 million](#) would be spent over three years with 39 new projects in Ontario through the Great Lakes Protection Initiative.

They were unable to speak to the budget allocation for the coming year, as the federal budget is not scheduled to be released until March 28.

The NVCA restoration projects on the Nottawasaga River include the flagship project, the Nottawasaga River Restoration Project, where NVCA staff, partners and volunteers work on sections of the Upper Nottawasaga River, Pine River and Sheldon Creek to improve water quality and restore fish and wildlife habitat.

The restoration work on the Nottawasaga helps to support lake sturgeon, Canada’s largest freshwater fish and a species at risk, Dobbs said.

“The Nottawasaga, south of the Canadian Shield, is probably one of the best rivers in all of southern Ontario for supporting lake sturgeon,” he said. “As far as we can tell, we probably have the largest-scale river restoration programs going on in southern Ontario right now.”

NVCA vice-chairperson Jonathan Scott said the conservation authority remains hopeful the federal funding will proceed so that the work on habitat protection can continue.

“Member municipalities in the Nottawasaga Watershed have been clear about how invaluable federal investments are to the enhancement of our watercourses, environment, quality of life and economies,” he said. “If the federal government commits to this funding, NVCA looks forward to protect and build resiliency for the towns of Collingwood and Wasaga Beach by reducing nutrient runoff from rural and urban areas.”

## **Strengthened support for Freshwater Action Plan deemed 'big win'**

'Municipalities across our region have united together to call for renewed funding for Lake Simcoe and Nottawasaga watersheds, and we're pleased funding is in this year's budget,' says Bradford mayor

March 30, 2023

Barrie Today



*From left are Bradford West Gwillimbury Coun. Peter Ferragine, Mayor James Leduc and Coun. Jonathan Scott stand on the banks of the Holland River, which flows into Lake Simcoe. Patrick Bales*

This week's federal budget provided some good news for the Town of Bradford West Gwillimbury and surrounding municipalities with the announcement of additional support for the Freshwater Action Plan.

The government is proposing to invest \$650 million over 10 years, starting in 2023-24, to support significant bodies of water, along with another \$100 million to create the Canada Water Agency, which will oversee the management of this fund.

Over the past few years, a coalition of municipal mayors and councillors have been advocating that this funding be included in the federal budget and that programs from this funding proceed, in order to fulfill bipartisan commitments to protect our lakes and rivers.

"Municipalities across our region have united together to call for renewed funding for Lake Simcoe and Nottawasaga watersheds, and we're pleased funding is in this year's budget," said Bradford Mayor James Leduc. "We now need the government to quickly work with us and other stakeholders to put this funding to work."

Canada is home to 20 per cent of the world's freshwater supply. Healthy lakes and rivers are essential to Canadians, communities, and businesses across the country. Recognizing the threat to freshwater caused by climate change and pollution, the federal government is also proposing \$22.6 million over three years to support better coordination of efforts to protect freshwater.

Bradford Coun. Jonathan Scott, who was also recently elected vice-chair of the Nottawasaga Valley Conservation Authority (NVCA), said he's pleased with the funding.

"Quite frankly, it's more than we were expecting and our town was at the forefront of advocating for this funding to move forward for the past two years, so it's a big win," explained Scott, who says investing in the health

of our freshwater is imperative for a number of reasons.

"Ensuring healthy watersheds is critical to the fight against climate change and supports key economic drivers in our region, as well as maintaining healthy drinking water," he said. "Over the past few years, we've worked with a diverse group of municipal council members, parliamentarians and environmental activists to push the federal government to deliver renewed funding to restore the health of Lake Simcoe and the Great Lakes, in particular."

Scott said while these major investments is great news, the government needs to go further and quickly put in place a plan so that the funding can be put in action.

"These funds can support conservation, tree planting, environmental upgrades to waste systems, shoreline restoration and a whole host of other projects to improve the natural ecosystems in our watersheds — and there's not a moment to waste," Scott said.

Bradford Coun. Peter Ferragine, who was re-elected as vice-chair of the Lake Simcoe Region Conservation Authority (LSRCA), agrees. He said he looks forward to further details sooner rather than later.

"Now that the budget is out, I hope that plans with the funding are used efficiently, effectively and in a timely manner. It's one thing to commit funding, it's another to utilize it accordingly," he said. "Our watersheds and lakes

are not only important to nature, our municipalities, and our local economies, but also everyone's mental and physical health."

A statement from the government says strengthening the Freshwater Action Plan will benefit younger generations and people living around waterbodies who rely on them as their drinking water source, and people working in sectors such as tourism, agriculture, and fisheries that depend on freshwater.

Georgina Mayor Margaret Quirk says this money is needed now more than ever to go towards important environmental restoration projects.

"Last year, I said it was good news to see that Lake Simcoe is a national priority in the budget. This year's investments build on the good news and we are eager for the government to make clear how this money can be invested to restore the health of our lake," said Quirk.

Georgina Coun. Dave Neeson echoed that statement. He says the funding will go a long way to helping protect our watershed for generations to come.

"As we said this winter, putting the funds into the real world through tangible conservation and other environmental projects is critical."

More information on the the government's proposed funding can be found [here](#).



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More information on the the government's proposed funding can be found [here](#).

## **Nottawasaga Conservation Authority reminds residents to apply early for permits**

March 30, 2023 by Brian Lockhart

New Tecumseth Times

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Permits are required for development projects on properties within NVCA areas.

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Applying for permits well ahead of a project starts helps avoid costly delays.

You can visit the NVCA’s website for more information about permits from the NVCA.

## **Conservation authority warns of 'moderate' flood risk**

Water levels expected to rise with 25 mm of rain anticipated over next 36 hours

April 4, 2023

Barrie Today



The Nottawasaga Valley Conservation Authority (NVCA) advises of moderate rain across the watershed over the next 36 hours.

Although no major flooding is anticipated, local streams and rivers could become dangerous, especially around culverts, bridges, and dams.

The public and especially children are advised to stay away from all area water bodies as unstable ice cover, slippery banks and fast-flowing watercourses will result in dangerous conditions.

The NVCA watershed received 15 to 30 millimetres of precipitation this past weekend. As a result of recent warm temperatures, rainfall and snowmelt, rivers and creeks within the NVCA's watershed are experiencing higher-than-normal flows and water levels. While no widespread flooding is occurring, water levels of the Lower

Nottawasaga River are continuing to rise with 25 mm of rain expected, beginning tonight, Tuesday, April 4, until early morning Thursday, April 6.

Although no major flooding is anticipated, local conditions will vary. At this time of year there is always the potential for localized flooding and ice jams where river ice is present.

The Nottawasaga Valley Conservation Authority continues to monitor river and stream conditions and will issue additional messages as conditions warrant. This flood outlook statement will be in effect until (or updated before) 4 p.m. Friday, April 7, 2023.

For additional information, please check our website at [www.nvca.on.ca](http://www.nvca.on.ca).

## **LETTER: More parking needed at Spring Tonic festival**

'Let us not have the families discouraged from attending by a parking ticket at the end of an event,' says letter writer

April 4, 2023

Barrie Today



*The Tiffin Conservation Area is shown in a file photo. Supplied photo*

What a wonderful day for a family outing! The sun was shining, it was finally warm, and the wind calmed down.

The Nottawasaga Valley Conservation Authority (NVCA) had its annual Spring Tonic Maple Syrup Festival weekend on the 8th Line in Essa Township. There were pancakes to be eaten with maple syrup, horse wagon rides to be had and a first-hand look at how the sap was boiled down to the delicious syrup.

The place was packed with families! So packed that many had to park out on the 8th Line.

Yup. And in the afternoon, the Township of Essa came along and

ticketed all the vehicles parked on the 8th Line! That will teach them!

And it also earned a few bucks for the township.

True, there are no parking signs, so they shouldn't have parked there. But surely the conservation authority, the township and the Rotary Club could work out an arrangement that would ensure that all remained safe and within a reasonable spirit of the occasion.

With crowds of that proportion and the necessity of families to use a vehicle to access the out-of-town facility, some accommodations can be made to ensure this does not happen.

The conservation authority does important work that many of us do not see or appreciate. It is imperative that they get exposure through these events.

The conservation authority, the volunteers and the Rotary Club do an excellent job in hosting these events. Let us not have the families discouraged from attending by a parking ticket at the end of an event.

*Steve Oaks  
Barrie*

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Collingwood Today



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The NVCA watershed received 15 to 30 millimetres of precipitation this past weekend. As a result of recent warm temperatures, rainfall and snowmelt, rivers and creeks within the NVCA's watershed are experiencing higher-than-normal flows and water levels. While no widespread flooding is occurring, water levels of the Lower

Nottawasaga River are continuing to rise with 25 mm of rain expected, beginning tonight, Tuesday, April 4, until early morning Thursday, April 6.

Although no major flooding is anticipated, local conditions will vary. At this time of year there is always the potential for localized flooding and ice jams where river ice is present.

The Nottawasaga Valley Conservation Authority continues to monitor river and stream conditions and will issue additional messages as conditions warrant. This flood outlook statement will be in effect until (or updated before) 4 p.m. Friday, April 7, 2023.

For additional information, please check our website at [www.nvca.on.ca](http://www.nvca.on.ca).



## **Conservation authority warns of 'moderate' flood risk**

Water levels expected to rise with 25 mm of rain anticipated over next 36 hours

April 4, 2023

Orillia Matters



The Nottawasaga Valley Conservation Authority (NVCA) advises of moderate rain across the watershed over the next 36 hours.

Although no major flooding is anticipated, local streams and rivers could become dangerous, especially around culverts, bridges, and dams.

The public and especially children are advised to stay away from all area water bodies as unstable ice cover, slippery banks and fast-flowing watercourses will result in dangerous conditions.

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## **Simcoe County could mark record rainfall with 75 to 100mm in one day**

April 5, 2023 by Rob Cooper

[Watch the video here](#)

CTV News Barrie

Residents in Simcoe County were caught off-guard by a severe thunderstorm Mother Nature brewed up Wednesday, with heavy rainfall, hail and lightning.

Environment Canada's senior climatologist David Phillips said the Barrie area would receive 50 to 75 millimetres of rain Wednesday, surpassing the total average for the entire month of April, which is around 55 millimetres.

The rainfall caused water pooling on many roads, putting City of Barrie crews to work to clear clogged drains and prevent flooding.



*City of Barrie crews work to unclog drains amid heavy rainfall on Wed., April 5, 2023. (CTV News/Rob Cooper)*

The Nottawasaga Conservation Authority also issued a flood outlook warning for the area, with a risk of rising river levels posing a public safety concern.

"There is really a concern of flash flooding [with] too much rain in a short period of time, but also in swollen rivers, and that certainly is something we're going to have to deal with here," Phillips added.

According to Environment Canada, the wet weather event was caused by a Colorado low. However, temperatures are expected to warm up dramatically starting Thursday.

Phillips reminds residents April is typically a tumultuous month.

## **ROOTED: Rescuing animals is a wild ride at Procyon**

'If an animal needs help, I will always get involved. They can't help themselves,' says volunteer with local wildlife rehab and education centre

April 10, 2023 by Ricardo Vigliano

Barrie Today



Procyon Wildlife Rehabilitation and Education Centre has rescued many animals in need of help. Supplied photo

In 2021, Jennifer Howard and other Innisfil community members were busy trapping many foxes and taking them to Procyon Wildlife Rehabilitation and Education Centre in Beeton.

"If an animal needs help, I will always get involved. They can't help themselves," said Howard, who, for eight years, has been a volunteer with the centre.

The rescue effort in Innisfil and surrounding areas resulted in the rehabilitation and safe release of a record number of 26 foxes.

"It took almost two years to make them healthy again so they could go home," said Howard.

Founded in 2009, the wildlife rehab was initially just a small room to attend to injured animals — for the most part, raccoons, or *Procyon lotor* in Latin.

"A local veterinarian kept getting calls for wildlife in distress, mostly raccoons. That prompted her to get her wildlife licence, and she opened a rehab out of her basement," said Howard.

The initiative attracted the attention of the Nottawasaga Valley Conservation Authority, which made available a cottage it owned for the veterinarian to house the centre.

Over the years, Procyon has rescued many animals that were in need of help, whether orphaned, injured or sick. These have included mammals, birds, reptiles and amphibians.

Howard said sometimes animals are in need of care that costs much more than the centre can cover and, in those cases, it needs to step up and raise money. That's the case of a fawn that had ligament damage to her leg, and it needed to be repaired through a special orthopedic surgery.

"We went to the community online and raised \$2,300 so the wee fawn could have her surgery," she recalled.

More recently, the centre held a large, and successful, fundraiser to get a portable X-ray machine.

"Soon after training is complete, we will be able to do X-rays right away for animals coming in with bad injuries and possible broken bones," Howard said.

She also made note of the donation of a trailer provided by the Alliston Humane Society, which will be used as an admitting and education office.

“Working with the communities and putting the word out for various articles, food and other items and equipment we need has most always been successful in the end,” she said.

The centre is also challenged by the need for volunteers to look after the admitted animals.

“Our volunteers are special, caring people, but it takes a lot of them to make it work,” she said.

In addition to getting the animals the help they need, Procyon provides educational presentations that help people recognize wildlife health issues.

“More education is needed so that people know what they can do to help an animal in need,” she said.

While the mange now seems under control, Howard noted distemper — a raccoon-related disease — seems to be on the rise.

“Distemper affects the animal neurologically, is very painful, and can be tricky,” Howard said.

Raccoons with distemper become disoriented and often seek out help, she added.

“They appear as though they are friendly and will approach people, but they are still exceptionally dangerous, which can be confusing for residents, especially children.”

The wildlife centre is in talks with the Town of Innisfil to reinstate local

animal control services, particularly wildlife response. If reinstated, control officers will help by removing sick and injured animals in distress.

“The sick will be in care and not out there to spread the disease to healthy animals, which will give us healthier wildlife in the area,” Howard said.

The move, which is backed by a petition with more than 1,000 signatures, will be discussed by town council at its April 12 meeting.

Besides taking care of sick and injured wildlife, from mice to fawns, Procyon needs help to carry out tasks that do not require direct animal handling, such as laundry, dishes, and food preparation. Volunteers who take calls from people seeking help for an animal in distress from home are also valuable assets.

“No matter what you do, the rewards are endless when the day comes that you watch those animals who came in struggling running free again,” Howard said.

More information about Procyon can be found at [procyonwildlife.com](http://procyonwildlife.com).

## **ROOTED: Rescuing animals is a wild ride at Procyon**

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April 10, 2023 by Ricardo Vigliano

Innisfil Today



Procyon Wildlife Rehabilitation and Education Centre has rescued many animals in need of help. Supplied photo

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April 10, 2023 by Ricardo Vigliano

Newmarket Today



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**Town ready to celebrate Earth Day with flag raising, fair**

April 22 events will also include music, poetry, community clean-up

April 14, 2023

Collingwood Today



Collingwood Town Hall | Erika Engel/CollingwoodToday file photo

**NEWS RELEASE**

**TOWN OF COLLINGWOOD**

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Every April 22, Earth Day is celebrated globally, a time to join together and take collective action to protect the planet.

This year, the Town of Collingwood in partnership with the Collingwood Climate Action Team (CCAT) will be hosting an Earth Day flag raising at 10 a.m. followed by an Earth Day Fair.

Collingwood’s 2023 Earth Day flag, designed by Collingwood Collegiate Institute student Gabriela Vara Molino, will be unveiled and raised by the mayor, who will also make a proclamation. The second annual Earth Day Flag Competition, organized by CCAT in partnership with the Collingwood Youth Centre, invited

Collingwood youth to showcase their creativity and share their message for Earth Day through a flag design competition.

The flag raising will be held at the community flagpole (55 Ste. Marie St.) at 10 a.m. followed by the Earth Day Fair, which will take place outdoors at the Collingwood Museum (45 St. Paul St.) from 10:30 a.m. to 1 p.m.

“Come enjoy Earth Day-themed games, crafts, and family activities, measure your household carbon footprint with CCAT and learn about how you can reduce your footprint, and children can learn about their carbon footprint with a fun learning activity,” says the Collingwood Climate Action Team.

“Collingwood’s poet laureate, Jillian Morris, will share an Earth Day poem and local youth will also perform songs and poetry. Live music will be performed by Joanna Horning, who will be playing from her children’s album, *Little Tracks: Songs from the Forest*; Joanna will be accompanied by teachers from the Collingwood School of Music.”

Meet members of council and learn about the town’s corporate climate change action plan. Local environmental organizations including Blue Mountain Watershed Trust, Friends of Silver Creek, the Nature League, the Escarpment Corridor Alliance, Protect Our Winters, Pollinate Collingwood and the Nottawasaga Valley Conservation Authority will also be on site to engage with residents on their green initiatives.

Earth Day kicks off Community Clean-up Days, which runs from April 22 to May 9. Community Clean-up Days is an invitation to everyone, individually or in a group, to clean up areas of Collingwood, to remove trash from green spaces, along waterways or in the community. For more information and a map of drop-off locations visit [www.collingwood.ca/communitycleanup](http://www.collingwood.ca/communitycleanup).

To participate in Community Clean-up Days residents can pick up garbage bags and gloves during the Earth Day event and from the Collingwood Public Library, 55 Ste. Marie St., or at town hall, 97 Hurontario St., during regular business hours beginning April 19 until May 10.

Please review the safety tips located on the Community Clean-up Days web page and put safety first, protecting yourself and others from harm.

Let's gather together as a community and invest in our planet; join us in taking part in the largest environmental movement on Earth. For more information on the Earth Day Fair visit [www.collingwoodclimateaction.com/earthday](http://www.collingwoodclimateaction.com/earthday).