08-25-BOD (September's Meeting)
Nottawasaga Valley Conservation Authority
Friday, September 26, 2025 at 9:00 AM EDT to Friday, September 26, 2025 at 12:00 PM EDT

Agenda

1. Events

TD Tree Days – Angus - Bob Geddes Park
Join NVCA and TD to plant trees in Bob Geddes Park
Date: September 27, 2025 from 9 am to 12 pm. **Location:** Bob Geddes Park, 147 Centre St, Angus, ON
TD Tree Days – Wasaga Beach: Sports Park
Join NVCA and TD to plant trees in the Wasaga Beach Sports Park
Date: October 18, 2025 from 9 am – 12 pm **Location:** 1888 Klondike Park Road, Wasaga Beach, ON
TD Tree Days – Creemore: Carruthers Park
Join NVCA and TD to plant trees in Carruthers Park
Date: October 18, 2025 from 9 am – 12 pm **Location:** Carruthers Park, 3464 County Road 42, Avening, ON

2. Call to Order

3. Land Acknowledgement

The Nottawasaga Valley Conservation Authority Board acknowledges that we are situated on the traditional land of the Anishnaabeg people. The Anishnaabeg *(a-nish-i-na-beck)* include the Ojibwe *(o-jib-way)*, Odawa *(o-dah-wa)*, and Pottawatomi *(pot-a-wa-tom-ee)* nations, collectively known as the Three Fires Confederacy. 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 #08-25-BOD dated on September 26, 2025 be approved.

6. Chairs Update

Chair Scott will share his updates.

7. CAO's Updates

CAO, Jennifer Vincent will share her updates.

8. Announcements

9. Presentations

The presentation regarding NVCA's 2026 Draft Business Plan and Budget will be presented during the discussion in Agenda Item 12.2.7.

10. Deputations

There are no deputations at this time.

11. Hearings

There are no hearings at this time.

12. 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.

13. Adoption of Consent List and Identification of Items Requiring Separate Discussion

Recommendation:
RESOLVED THAT: agenda item number(s), 14.2.7 was identified as requiring separate discussion, be referred for discussion under Agenda Item #14; 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.

14. Consent List

14.1. Adoption of Minutes

Recommendation:
RESOLVED THAT: the minutes of the Board of Directors meetings 07-25-BOD dated on June 27, 2025 be approved.

14.2. Staff Reports

14.2.1. Staff Report No. 25-08-25-BOD from Tyler Mulhall, Planner & Ben Krul, Manager, Development Planning & Permits regarding Implementation Guidelines

Recommendation:
RESOLVED THAT: NVCA Board of Directors receive the Staff Report No. 25-08-25-BOD and approve the revised *Procedures for the Implementation of the Conservation Authorities Act and Associated Regulations.*

14.2.2. Staff Report No. 26-08-25-BOD from Dalia Al-Ali regarding Pretty River Dike Recommendations

Recommendation:

RESOLVED THAT: the Board of Directors receive Staff Report No. 26-08-25-BOD regarding the findings from the Phase 1 safety review of the Pretty River Dike system.

14.2.3. Staff Report No. 27-08-25-BOD from Sheryl Flannagan, Director, Corporate Services regarding Administrative Bylaws Update

Recommendation:
RESOLVED THAT: the Board of Directors approve Staff Report No. 27-08-25-BOD regarding the Administrative Bylaws Update.

14.2.4. Staff Report No. 28-08-25-BOD from Sheryl Flannagan, Director, Corporate Services regarding Employee Handbook Update

Recommendation:
RESOLVED THAT: the Board of Directors approve Staff Report No. 28-08-25-BOD regarding the Employee Handbook.

14.2.5. Staff Report No. 29-08-25-BOD from Sheryl Flannagan, Director, Corporate Services regarding Asset Management Plan Update

Recommendation:
RESOLVED THAT: the updated NVCA Asset Management Plan be approved.

14.2.6. Staff Report No. 30-08-25-BOD from Sheryl Flannagan, Director, Corporate Services regarding 2025 2nd Quarter Budget Report

Recommendation:
RESOLVED THAT: the Board of Directors receive Staff Report No. 30-08-25-BOD regarding the 2025 second quarter financials; and
FURTHER THAT: Management continues to monitor budget activities.

14.2.7. Staff Report No. 31-08-25-BOD from Jennifer Vincent, CAO & Sheryl Flannagan, Director, Corporate Services regarding NVCA's 2026 Draft Business Plan and Budget.

Recommendation:
RESOLVED THAT: Staff Report No. 31-08-25-BOD regarding the NVCA’s 2026 Draft Business Plan and Budget be approved; and
FURTHER THAT: the Board of Directors receive the 2026 draft Business Plan and Budget for consideration; and
FURTHER THAT: staff be directed to distribute the 2026 Draft Business Plan and Budget booklet to municipalities for the consultation period.

14.2.8. Staff Report No. 32-08-25-BOD from Kyra Howes, Director, Conservation Lands regarding Stewardship Recategorization

Recommendation:
RESOLVED THAT: The Board of Directors receive and approve Staff Report 32-08-25-BOD, regarding the categorization of services provided by the Healthy Waters Program; and
FURTHER THAT: the Board of Directors approve the revised categorization of services as per the Staff Report 32-08-25-BOD and directs these changes to be implemented starting January 1, 2026; and

FURTHER THAT: the Board of Directors approve the release of the legal opinion letter as required.

14.2.9. Staff Report No. 34-08-25-BOD from Maria Leung, Senior Communications Specialist regarding

Recommendation:
RESOLVED THAT: Staff Report No. 34-08-25-BOD regarding NVCA Communications – June 13, 2025 – September 13, 2025, be received.

15. In-Camera

Recommendation:
RESOLVED THAT: this meeting of the Board of Directors No. 08-25-BOD move into closed session at _____ to address matters pertaining to:
a) Litigation, or potential litigation, including matters before administrative tribunals, affecting the authority; and,
b) Personal information regarding an identifiable individual, including authority staff, and
FURTHER THAT: the Chief Administrative Officer; Director, Corporate Services; Director, Watershed Science; Director, Conservation Services; and Administrative Assistant be in attendance for recording and speaking purposes for items (1) and (2), and;
FURTHER THAT: the CAO be in attendance for recording and speaking purposes for item (3).

16. Out of In-Camera

Recommendation:
RESOLVED THAT: the Board of Directors rise from in-camera at _____ and report progress.

16.1. Out of In-Camera - Staff Report No. 33-08-25-BOD

Recommendation:
RESOLVED THAT: the Board of Directors receive Staff Report No. 33-08-25-BOD regarding the disposition of land to the Town of New Tecumseth known as 75 Fletcher Crescent, New Tecumseth (432402000313001) for road and infrastructure improvement purposes; and
FURTHER THAT: the Board confirms that the approval of this disposition furthers the objects of the NVCA under Section 21(1) of the *Conservation Authorities Act*; and
FURTHER THAT: that all associated costs with this transaction are incurred by the Town of New Tecumseth.

16.2. Out of In-Camera - CAO, Jennifer Vincent's Mid-Year Review

Recommendation:
RESOLVED THAT: the Board of Directors receive the Chief Administrative Officer's 2025 mid-year performance review.

17. Other Business

18. Adjourn

Recommendation:
RESOLVED THAT: this meeting adjourn at _____ to meet again on October 24, 2025 or at the call of the Chair.

To: NVCA Board of Directors
From: Councillor Jonathan Scott, Chair
Date: 8 September 2025
Subject: Chair's September 2025 Report

This is my first report to the Board since our June meeting, and I am pleased to provide an update on NVCA's advocacy, government relations, organizational modernization and staff engagement over the course of the summer.

Advocacy and Communications
Over the summer, NVCA remained visible in the public conversation around environmental protection and modernization. Myself, CAO, Jennifer Vincent and Manager, Watershed Science, Ian Ockenden spoke with Rogers TV on the critical issue of road salt reduction. I wrote a column in Village Media on the matter to explain the initiative further. I also authored a second Village Media column on NVCA modernization, underscoring how we are adapting to meet new expectations while continuing to deliver on our core mandate.

Government Relations
Together, with CAO Vincent and Councillor June Porter, we met with MPP Brian Saunderson and MP Terry Dowdall to discuss NVCA modernization priorities and our road salt advocacy. These conversations provided an opportunity to highlight the progress we've made and to reinforce our need for continued support at both the provincial and federal levels.

Organizational Modernization
A major milestone this summer was clearing the planning and permitting backlog. This is a significant accomplishment for staff and for the organization's reputation, ensuring that we are providing timely and responsive service to our municipalities and residents. I joined Manager, Development Planning & Permits, Ben Krul for a media interview on this achievement.

Budget 2026
Budget planning for 2026 was also well underway. Vice-Chair Gail Little and I met with CAO Vincent to review staff's draft. Staff initially presented a 3.5% levy increase, but through careful review we identified adjustments that bring the figure down to 3.3%. This figure is inline with our commitment to keep levy increases as close to 3% as possible. Importantly, the draft budget also includes significant reductions — up to -30% — in Category 3 charges, by reallocating many of these services into our core business of Category 1. This responds directly to concerns raised by municipalities such as Oro-Medonte and Springwater, and marks a key accomplishment in our modernization work.

Board and Staff Engagement
Vice-Chair Little and I attended the staff summer BBQ, where we recognized and celebrated the contributions of our summer camp counsellors and summer students working in various departments. Their work continues to make NVCA programming a success for local youth and families.

Looking Ahead
I will be attending the upcoming Conservation Ontario Board meeting later this month, and I will provide an update on those discussions at our October Board meeting.

Conclusion
The summer months have been productive ones for NVCA, marked by visible advocacy, strengthened government relations, the clearance of our permitting backlog, and meaningful steps toward a responsible and responsive 2026 budget. Thank you to staff and to my colleagues on the Board for your continued leadership and support in advancing the Authority's mission.

Respectfully submitted,
Councillor Jonathan Scott
Chair, NVCA

From: Jennifer Vincent
Re: CAO's Report – September 2025
Date: September 12, 2025

Before diving into broader updates, I have a request. NVCA staff are currently planning stewardship planting events for 2026. If there are tree planting opportunities within your municipality's NVCA watershed, I encourage you to connect with us. We'd welcome the chance to explore how NVCA can support these initiatives and collaborate on meaningful community engagement and environmental stewardship.

Over the summer, I continued engaging with CAOs, municipal Councils, elected officials, and fellow Conservation Authorities to strengthen relationships, better understand local priorities, and identify opportunities to enhance NVCA's service delivery and collaboration. I look forward to continuing these meetings to reach all member municipalities.

The season began with a productive two-day meeting of CAOs from all Conservation Authorities. This gathering provided me a valuable opportunity for connection, knowledge sharing, and collaboration.

In addition to the meetings I attended with the Chair as described in his de-brief, I also met with the Interim CAO from the Town of the Blue Mountains. We discussed common interests, priorities, and opportunities.

Operational Updates

2026 Budget and Integrated Work Planning Process

This summer, staff and management led a focused effort on 2026 budget and work planning, supported by a new integrated work planning tool. Through a thorough review with managers, senior staff, and the Board Chair/Vice-Chair, we've reduced Category 3 costs and held the operating levy increase to just over 3%.

I'm proud of the leadership and hard work our team has put into this process. The 2026 budget and business plan maintain core services, support strategic investments, and maximize value through grants, fees, partnerships, and revenue generation. NVCA is well positioned to deliver its mandate with confidence, relevance, and integrity.

E-Permitting System Enhancements

NVCA staff have been working on upgrades to our e-permitting system, set to launch in late Fall. The enhanced platform will allow applicants to create accounts, track permit progress, upload documents, and receive confirmation of receipt. These improvements will streamline the permitting process, enhance communication, and improve performance tracking.

A detailed overview will be shared at the upcoming NVCA/BILD meeting in September, with a Board presentation to follow in October.

Flood hazard mapping & modelling

NVCA received Flood Hazard Identification and Mapping Program (FHIMP) funding to update flood hazard mapping for Lamont Creek in Stayner. The project includes hydrologic and hydraulic modelling to support flood risk assessment and future planning. Costs are shared equally between Township of Clearview and FHIMP, with NVCA providing in-kind project management and reporting.

Summer Short Updates

Between July 1, 2025, and August 21, 2025, NVCA issued 57 permits.

Watershed Science staff conducted electrofishing surveys across Collingwood, Adjala-Tosorontio, Mono, and Springwater. A range of species were found, including brook, brown, and rainbow trout, chinook salmon, and the federally and provincially listed northern brook lamprey.

This summer, Camp Tiffin welcomed its largest number of campers ever! The program continues to be a favourite among families, with many returning campers and camp counselors helping to create a vibrant and memorable experience. We're thrilled to see such strong community support and enthusiasm for the camp, and we look forward to building on this success in seasons to come.

It's been the 2nd-best year for Monarch butterfly caterpillars we have had in 15 years at Tiffin! At least 30 chrysalis and 20 caterpillars so far.

The Lands program completed extensive hazard tree removal and ice storm cleanup across all Conservation Areas to ensure a safe experience for visitors. Following a successful spring tree planting season, the Forestry program finalized 30 new and renewed Managed Forest Plans (MFTIP) and is now conducting site visits for the 2026 planting season.

Couples will be tying the knot at Tiffin every weekend from July 5 until November 8! Our busy wedding season kicked off in July with four of the 23 wedding bookings of 2025.

Throughout June and July, the Tiffin Centre welcomed family gatherings, movie filming, a church retreat, Live Action Role Play, and a Barrie Canoe and Kayak Club paddle course. We also had the pleasure of hosting four unique trail runs across the watershed, including Ducks Unlimited Canada's *Duck and Run*.

As you see, it's been a busy summer with excellent progress made on several priorities.

Sincerely,
Jennifer Vincent, CAO

07-25-BOD Agenda Minutes **(Draft)**
Nottawasaga Valley Conservation Authority
Friday June 27, 2025 9:00 AM EST

Attendance
Present:
Cllr. Joe Belanger, Wasaga Beach (Town); Chair Jonathan Scott, Bradford West Gwillimbury (Town); Cllr. Joel Loughead, Grey Highlands (Municipality); Cllr. Pieter Kiezebrink, Essa (Township); Cllr. Christopher Baines, Collingwood (Town); Deputy Mayor Paul Van Staveren Clearview (Township); Cllr. Ralph Manktelow, Mono (Town); Vice-Chair Gail Little, Amaranth (Township); Cllr. Kevin Eisses, Innisfil (Town); Cllr. June Porter, The Blue Mountains (Town); Cllr. Nicole Cox, New Tecumseth (Town); Cllr. Patricia Clark, Mulmur (Township); Cllr. Kyle Fegan, Shelburne (Town); Mayor Darren White, Melancthon (Township)

NVCA Staff:
Jennifer Vincent, Chief Administrative Officer; Sheryl Flannagan, Director, Corporate Services; Chris Hibberd, Director, Watershed Management Services; Kyra Howes, Director, Conservation Services; Maria Leung, Senior Communications Specialist; Ben Krul, Manager, Development Planning & Permits; Tyler Mulhall, Planner; Katelyn Wardlaw, Planner; Ian Ockenden, Manager, Watershed Science; Kerry Jenkins, Administrative Assistant/Recorder

Absent:
Cllr. Phil Fisher, Springwater (Township); Mayor Scott W. Anderson, Adjala-Tosorontio (Township); Cllr. Richard Schell, Oro-Medonte (Township); Cllr. Gary Harvey, Barrie (City);

1. Events

River restoration and tree planting events
The stewardship team will be hosting volunteer river restoration and tree planting events this summer. Dates and locations will be posted soon
Date: June, July, August
Location: Throughout the Nottawasaga Watershed

2. Call to Order

Chair Scott called the meeting to order at 9:01am.

3. Land Acknowledgement

The Nottawasaga Valley Conservation Authority Board acknowledges that we are situated on the traditional land of the Anishnaabeg people. The Anishnaabeg *(a-nish-i-na-beck)* include the Ojibwe *(o-jib-way)*, Odawa *(o-dah-wa)*, and Pottawatomi *(pot-a-wa-tom-ee)* nations, collectively known as the Three Fires Confederacy. 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:
RES: 48-25
Moved by: Cllr. Christopher Baines
Seconded by: Cllr. Kevin Eisses
RESOLVED THAT: the agenda for the Board of Directors meeting #07-25-BOD dated on June 27, 2025 be approved.
Carried;

6. Chairs Update

Chair Scott shared his updates.

7. CAO's Updates

CAO, Jennifer Vincent shared her updates.

8. Announcements

There were no announcements at this time.

9. Deputations

There were no deputations at this time.

10. Hearings

There were no hearings at this time.

11. 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.

12. Adoption of Consent List and Identification of Items Requiring Separate Discussion

Recommendation:
RES: 49-25
Moved by: Cllr. Joe Belanger
Seconded by: Cllr. Joel Loughead

RESOLVED THAT: agenda item number(s), 13.4.1, 13.4.2, 13.4.4 and 13.4.6 was identified as requiring separate discussion, be referred for discussion under Agenda Item #13; 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;

13. Consent List

13.1. Adoption of Minutes

Recommendation:
Approved by Consent
RESOLVED THAT: the minutes of the Board of Directors meetings 06-25-BOD dated on May 23, 2025 be approved.

13.2. Correspondence

Recommendation:
Approved by Consent
RESOLVED THAT: the Board of Directors receives the correspondence from the Town of Shelburne.

Correspondence dated on May 14, 2025 from the Town of Shelburne regarding the passed resolution of Responsible Growth and Opposition to Element of Bill 5.

13.3. Correspondence

Recommendation:
Approved by Consent
RESOLVED THAT: the Board of Directors receives the correspondence from the Town of Georgina.

Correspondence from the Town of Georgina dated on April 2, 2025 regarding the carried resolution of amalgamation.

13.4. Staff Reports

13.4.1. Staff Report No. 18-07-25-BOD from Katelyn Wardlow, Planner, & Tyler Mulhall, Planner regarding Permits

Board of Directors have directed staff to add clearance letter information summarizing the number of clearance letters issued.

Recommendation:
RES: 50-25
Moved by: Cllr. Joe Belanger

Seconded by: Cllr. Patricia Clark
RESOLVED THAT: NVCA Board of Directors receive Staff Report No. 18-07-25-BOD that summarizes the permits issued by staff for the period of January 1, 2025 to May 31, 2025.
Carried;

13.4.2. Staff Report No. 19-07-25-BOD from Ben Krul, Manager, Development Planning & Permits & Chris Hibberd, Director, Watershed Management Services regarding Regulations Mapping Update

Recommendation:
RES: 51-25
Moved by: Deputy Mayor Paul Van Staveren
Seconded by: Cllr. June Porter
RESOLVED THAT: the Board of Directors approve Staff Report No. 19-07-25-BOD regarding the 2025 Updated Regulation Mapping and staff be directed to release the final updated mapping to NVCA watershed municipalities and stakeholders.
Carried;

13.4.3. Staff Report No. 20-07-25-BOD from Paul Tripodo, Manager, Stewardship & Restoration Services & Kyra Howes, Director, Conservation Services regarding Administrative Review of Programs and Services.

Recommendation:
Approved by Consent
RESOLVED THAT: The Board of Directors receive and approve Staff Report No. 20-07-25-BOD, regarding a potential future administrative update to the categorization of services provided by the Stewardship and Restoration Program.

13.4.4. Staff Report No. 21-07-25-BOD from Maria Leung, Senior Communications Specialist regarding Customer Satisfaction Report 2024

Recommendation:
RES: 52-25
Moved by: Cllr. Joe Belanger
Seconded by: Cllr. Christopher Baines
RESOLVED THAT: Staff Report No. 21-07-25-BOD regarding NVCA's Customer Satisfaction Report 2024 be received by Board of Directors.
Carried;

13.4.5. Staff Report No. 22-07-25-BOD from Maria Leung, Senor Communications Specialist regarding Communication Report

Recommendation:
Approved by Consent
RESOLVED THAT: Staff Report No. 22-07-25-BOD regarding NVCA Communications – May 9, 2025 – June 12, 2025*,* be received.

13.4.6. Staff Report No. 24-07-25-BOD from Ian Ockenden, Manager, Watershed Science & Jennifer Vincent, CAO regarding Chloride Concentrations

Recommendation:
Moved by: Cllr. Nicole Cox
Seconded by: Cllr. June Porter
WHEREAS: road salt is a designated toxic substance under the *Canadian Environmental Protection Act* due to its long-term harm to ecosystems, infrastructure and drinking water sources; and
WHEREAS: chloride levels in some local bodies of water have risen over 300% since the 1960s; and
WHEREAS: despite years of guidance and consultation efforts from conservation authorities, private road salt usage continues to rise, driven primarily by liability concerns faced by contractors and property owners; and
WHEREAS: businesses in the winter maintenance sector are seeing insurance and legal costs dramatically escalate to the point where many have failed, and some property owners have been unable to find winter maintenance contractors; and
WHEREAS: a liability-limiting framework can reduce salt use by up to 40% without compromising public safety and has broad support across municipalities, environmental groups and the winter maintenance industry, as proposed by the Ontario Road Salt Coalition and Rescue Lake Simcoe Coalition.
THEREFORE BE IT RESOLVED THAT:

1. The NVCA urges the Province of Ontario to adopt legislation that limits liability for certified snow and ice contractors following provincially endorsed best practices; and
2. The NVCA supports the creation of a provincial advisory committee—including municipal, industry, commercial property owners, insurance industry and environmental representatives—to guide salt reduction strategies and protect Ontario's freshwater resources; and
3. That this resolution be shared with Conservation Ontario, local MPPs, the Ontario Road Salt Coalition, and Minister McCarthy, Attorney General Downey, and Premier Ford."

Friendly Amendment:
Recommendation:

RES: 53-25
Moved by: Cllr. Nicole Cox
Seconded by: Cllr. June Porter
WHEREAS: road salt is a designated toxic substance under the Canadian Environmental Protection Act due to its long-term harm to ecosystems, infrastructure and drinking water sources; and
WHEREAS: chloride levels in some local bodies of water have risen over 300% since the 1960s; and
WHEREAS: despite years of guidance and consultation efforts from conservation authorities, private road salt usage continues to rise, driven primarily by liability concerns faced by contractors and property owners; and
WHEREAS: businesses in the winter maintenance sector are seeing insurance and legal costs dramatically escalate to the point where many have failed, and some property owners have been unable to find winter maintenance contractors; and
WHEREAS: a liability-limiting framework can reduce salt use by up to 40% without compromising public safety and has broad support across municipalities, environmental groups and the winter maintenance industry, as proposed by the Ontario Road Salt Coalition and Rescue Lake Simcoe Coalition.
THEREFORE BE IT RESOLVED THAT:
1. The NVCA urges the Province of Ontario to adopt legislation that limits liability and significantly reduces the statute of limitations timeline for claims related to slip & fall and ice related claims for certified snow and ice contractors following provincially endorsed best practices; and
2. The NVCA supports the creation of a provincial advisory committee—including municipal, industry, commercial property owners, insurance industry and environmental representatives—to guide salt reduction strategies and protect Ontario's freshwater resources; and
3. That this resolution be shared with Conservation Ontario, local MPPs, the Ontario Road Salt Coalition, and Minister McCarthy, Attorney General Downey, and Premier Ford."
Carried;

14. In-Camera

Board of Directors deemed it was unnecessary to go into closed session.

15. Out of In-Camera

Board of Directors deemed it was unnecessary to go into closed session.

15.1. Out of In Camera

Recommendation:
RES: 54-25
Moved by: Cllr. Joel Loughead
Seconded by: Cllr. Nicole Cox
RESOLVED THAT: The Board of Directors provide staff with approval to negotiate property acquisitions with landowners and funding partners for the potential acquisition of two properties located within the core of Minesing Wetlands for the purpose of flood, erosion, and water quality improvements,

And further, should negotiations be successful and fall within budged allocations, approve staff to pursue the acquisitions noted herein.
Carried;

16. Other Business

17. Adjourn

Recommendation:
RES: 55-25
Moved by: Cllr. June Porter
Seconded by: Cllr. Kevin Eisses
RESOLVED THAT: this meeting adjourn at 9:56am to meet again on September 26, 2025 or at the call of the Chair.
Carried;

Jonathan Scott, Chair

Jennifer Vincent, CAO

Staff Report: 25-08-25-BOD

Date: 26/09/2025

To: Chair and Members of the Board of Directors

From: Tyler Mulhall, Planner
Ben Krul, Manager, Development Planning and Permits

SUBJECT: **Revisions to the *Procedures for the Implementation of the Conservation Authorities Act and Associated Regulations***

Recommendation

RESOLVED THAT: NVCA Board of Directors receive the Staff Report No. 25-08-25-BOD and approve the revised *Procedures for the Implementation of the Conservation Authorities Act and Associated Regulations*.

Purpose of the Staff Report

The purpose of this staff report is to inform the Board of Directors and seek approval for proposed updates to NVCA's *Procedures for the Implementation of the Conservation Authorities Act and Associated Regulations* document.

Background

On April 1, 2024, changes to the *Conservation Authorities Act* and the introduction of Ontario Regulation 41/24 (Prohibited Activities, Exemptions and Permits) came into effect, standardizing how all 36 Conservation Authorities implement their responsibilities under the Act. NVCA's previous regulation (O. Reg 172/06) was revoked and replaced with O. Reg 41/24, aligning NVCA with the new province-wide framework.

Section 12 of O. Reg 41/24 requires Conservation Authorities to develop policies for reviewing permit applications, making decisions, and enforcing compliance. These policies must include a process for regular review and updates, as well as procedures for stakeholder and public consultation where appropriate. On October 25, 2024, the Board of Directors approved NVCA's implementation guideline document ensuring NVCA's procedures align with the updated legislative and regulatory framework.

As staff began applying the October 2024 Implementation Guidelines, they identified areas requiring updates to better clarify requirements under the Act and associated Regulations. These include improvements to the application process - including administrative review and fee reconsideration, an updated list of exemptions from requiring a permit, and new enforcement protocols for unauthorized works. We're seeking approval of the entire document. These revisions aim to ensure clear alignment with the Act and Regulations.

Public Consultation

As part of NVCA's commitment to regulatory compliance and continuous improvement, a formal review of the Implementation Guideline must include evaluating policy effectiveness, incorporating feedback from municipalities and partners, and assessing enforcement practices. Major amendments require public consultation, such as a 30-day written submission period, while technical or housekeeping updates may proceed without public input.

To meet these requirements, in early June 2025 NVCA held a 30-day consultation period where NVCA promoted public input on draft procedures on NVCA's website. In response, the NVCA received comments from two (2) municipalities and one (1) county. No members of the public or other notified agencies provided input. NVCA staff reviewed these comments and implemented changes where applicable.

Recommendation

It is recommended that the Board approve the *Procedures for the Implementation of the Conservation Authorities Act and Associated Regulations* in its entirety as found in Appendix A.

Relevance to Authority Policy

These revised Implementation Guidelines ensure NVCA's procedures align with the changes to the *Conservation Authorities Act* and the introduction of Ontario Regulation 41/24 (Prohibited Activities, Exemptions and Permits).

Impact on Authority Finances

There is no impact of these updates on Authority finances. Permit issuance and reporting is completed within the confines of the approved 2025 budget.

Climate Change Implications

There are no climate change implications related to this report.

Reviewed by:	Approved for Submission by:
Original Signed by	*Original Signed by*
Chris Hibberd, MCIP, RPP Director, Watershed Management Services	Jennifer Vincent Chief Administrative Officer

Attachments:

1. Procedures for the Implementation of the Conservation Authorities Act and Associated Regulations



Procedures for the Implementation of the Conservation Authorities Act and Associated Regulations

Last Approved by the NVCA Board of Directors: October 25, 2024

Date of Current Revision: September 2025

Nottawasaga Valley Conservation Authority

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Alternative Format - If you require this document in an alternative format, please contact NVCA at 705-424-1479, extension 228 or admin@nvca.on.ca.

Revision	Date	Comments
1	September 26, 2025	Approved by Board of Directors
2		

1.0 Introduction

This procedural manual was developed to aid landowners, developers, consultants and other stakeholders who are interested in obtaining *Conservation Authorities Act* (*CA Act*) approvals from the Nottawasaga Valley Conservation Authority (NVCA). This document will also assist staff in meeting NVCA's permitting responsibilities under Section 28.1 of the *CA Act*. Further, the procedural manual serves as a valuable source of information for the NVCA's Board of Directors, municipal staff, development industry and the public.

1.1 Document Updates

This document shall undergo a formal review every 5 years, at a minimum, to ensure it remains current and aligned with regulatory changes, environmental considerations, and the evolving needs of the watershed community. The review process will be led by the NVCA staff, in consultation with relevant stakeholders, and shall include:

- An assessment of the effectiveness of existing policies in managing natural hazards and development activities.
- Integration of feedback from municipalities, the province, and other relevant partners involved in land use planning and conservation efforts.
- Review of compliance records and any enforcement actions taken during the past year to identify areas for improvement in policy enforcement or clarity.

1.1.1 Amendment Procedures

If, during the review process, amendments or updates are deemed necessary, the following steps will be taken:

- Draft revisions will be prepared by NVCA staff and submitted to the NVCA Board of Directors for consideration and approval.
- Public consultation will be conducted for any major policy changes that affect development guidelines, environmental regulations, or stakeholder interests. This public consultation may be a written submission period of 30 calendar days. However, technical amendments—such as clarifications, minor adjustments, housekeeping, name changes, or updates that do not significantly alter the intent or application of the policies—will not require public consultation.
- Municipal partners, community organizations, Indigenous communities, the public and others, will be notified of proposed major changes and given the opportunity to provide feedback through consultation sessions and/or written submissions.

- Finalized amendments will be incorporated into the document, and the updated policy will be published on the NVCA's website and distributed to relevant parties.

1.1.2 Reporting and Documentation

Upon completion of the 5-year review, a report summarizing the review findings, any amendments made, and their rationale will be prepared and presented to the NVCA Board of Directors. This report will be made available to the public to ensure transparency and accountability in the policy update process.

1.2 Definitions

"Act" means the *Conservation Authorities Act,* R.S.O. 1990, c. C.27;

"Applicant" means a person who applies for a Permit to engage in an activity prohibited under the Act within the Authority's jurisdiction;

"Application" means a formal request for a Permit to engage in an activity prohibited under the Act within the Authority's jurisdiction;

"Authority" means the Board of Directors of the Nottawasaga Valley Conservation Authority;

"Executive Committee" means the Executive Committee appointed by the Authority;

"Hearing Board" means the Authority or Executive Committee while it is conducting hearings in accordance with the *Statutory Powers Procedure Act,* R.S.O. 1990, c. S.22. Further to section 28.4 of the *Conservation Authorities Act*, an Authority may also delegate any of its powers relating to the holding of hearings in relation to permits to any other person or body, subject to any limitations or requirements prescribed by regulation;

"Minister" means the Minister of Environment, Conservation and Parks;

"Party" means an Applicant, Permit Holder, or individual subject to a Stop Order;

"Permit" means a permit to engage in otherwise prohibited activities under the Act, issued by the Authority (s. 28.1 and s. 28.1.2 permits) or by the Minister (s. 28.1.1 permits).

"Permit Holder" means a person who holds an active Permit issued by the Authority or a Minister's Permit issued by the Minister;

"Staff" means the employees of the Nottawasaga Valley Conservation Authority;

"Stop Order" means a stop order issued under section 30.4 of the Act;

"Witness" means a person who is called to speak to evidence presented at a hearing.

2.0 Legislation

2.1 *Conservation Authorities Act*

The *CA Act*, enacted in 1946, established conservation authorities as local agencies that respond to flooding and erosion concerns and the management of natural resources. Their geographic jurisdictions are watershed- based ecological systems.

Section 28(1) of the *CA Act* prevents anyone from undertaking activities to straighten, change, divert, or interfere with an existing channel of a river, creek, stream or watercourse, or to change or interfere in any way with a wetland without a permit from NVCA. Additionally, no one may undertake development activities within the Authority's regulated area (hazardous lands, wetlands, and other areas as determined by the regulation) without a permit.

2.2 Ontario Regulation 41/24

NVCA administers Ontario Regulation 41/24: Prohibited Activities, Exemptions and Permits Regulation under the *CA Act*. This new regulation supersedes *Ontario Regulation 172/06: Nottawasaga Valley Conservation Authority: Regulation of Development, Interference with Wetlands and Alterations to Shorelines and Watercourses* as of April 1, 2024.

Section 12 of O. Reg. 41/24 allows conservation authorities to make policies that prohibit, regulate or allow otherwise prohibited activities in NVCA's regulated areas. Prohibited activities that are likely to affect the control of flooding, erosion, dynamic beaches, unstable soils or bedrock, and have the potential to create conditions or circumstances that, in the event of a natural hazard, might jeopardize the health or safety of persons or result in the damage or destruction of property will require a permit from the NVCA.

The enacted Regulation allows the NVCA to ensure that applications for a permit have regard for natural hazard features in order to:

- Prevent loss of life;
- Minimize property damage and social disruption;
- Reduce public and private expenditures related to emergency operations, evacuations and restoration;
- Minimize the hazards associated with development in floodplains and areas which are susceptible to erosion; and
- Promote a transparent and time conscious process for permitting and plan review.

2.3 Regulated Areas

Ontario Regulation 41/24 applies to **hazardous lands** that are defined in Section 1(1) of the Regulation. Hazardous lands are lands that may be unsafe for development due to naturally occurring processes associated with flooding, erosion, dynamic beaches or unstable soil or bedrock. These lands make up NVCA's regulated areas, and have been mapped in accordance with guidelines from the Ministry of Natural Resources (MNR) and Conservation Ontario. A cross-section through a typical regulated area is shown by Figure 1.

In addition, the description of the hazards in Section 2 and 3 of Ontario Regulation 41/24 shall prevail over the regulated areas shown on NVCA's regulation map.

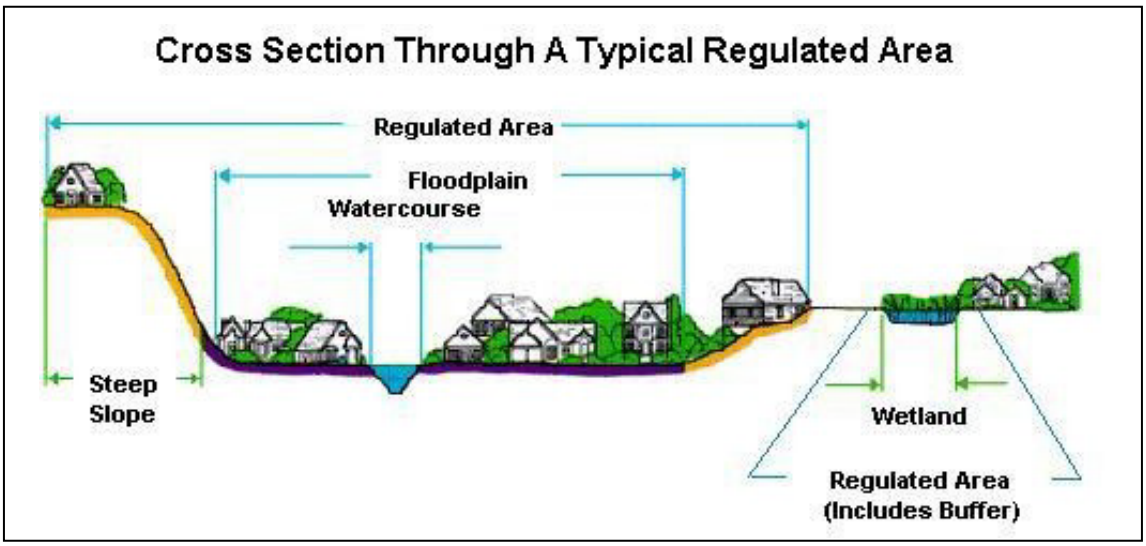


Figure 1 – *Cross-section through a typical regulated area under Ontario Regulation 41/24*

2.4 Regulated Activities

Under Section 28.1 of the *CA Act*, and as defined by Section 1(1) of Ontario Regulation 41/24, a permit from NVCA is required for the following activities conducted within regulated areas.

- The construction, reconstruction, erection or placing of a building or structure of any kind (see exceptions);
- Changes that would alter the use or potential use of a building or structure;
- Increasing the size of a building or structure, or increasing the number of dwelling units in the building or structure;
- Site grading;

- Temporary or permanent placing, dumping or removal of any material originating on the site or elsewhere;
- Straightening, changing or diverting or interfering with the existing channel of a river, creek, stream or watercourse; or
- Changing or interfering with a wetland.

2.5 Exceptions

Under Ontario Regulation 41/24, paragraph 2 of subsection 28 (1) of the *CA Act* does not apply to the activities below. Please pre-consult with NVCA's Planning staff on any development project prior to submitting permit applications.

a) the construction, reconstruction, erection or placement of,

(i) a seasonal or floating dock that,

(A) is 10 square metres or less,
(B) does not require permanent support structures, and
(C) can be removed in the event of flooding,

(ii) a rail, chain-link or panelled fence with a minimum of 75 millimetres of width between panels, that is not within a wetland or watercourse,

(iii) agricultural in-field erosion control structures that are not within and that do not have any outlet of water directed or connected to a watercourse, wetland or river or stream valley,

(iv) a non-habitable accessory building or structure that,

(A) is incidental or subordinate to the principal building or structure,
(B) is 15 square metres or less, and
(C) is not within a wetland or watercourse

(v) an unenclosed detached deck or patio that is 15 square metres or less, is not placed within a watercourse or wetland and does not utilize any method of cantilevering;

b) the installation of new tile drains that are not within a wetland or watercourse, within 30 metres of a wetland or within 15 metres of a watercourse, and that have an outlet of water that is not directed or connected to a watercourse, wetland or river or stream valley, or the maintenance or repair of existing tile drains;

c) the installation, maintenance or repair of a pond for watering livestock that is not connected to or within a watercourse or wetland, within 15 metres of a wetland or a watercourse, and where no excavated material is deposited within an area where subsection 28 (1) of the *CA Act* applies;

d) the maintenance or repair of a driveway or private lane that is outside of a wetland or the maintenance or repair of a public road, provided that the

driveway or road is not extended or widened and the elevation, bedding materials and existing culverts are not altered;

e) the maintenance or repair of municipal drains as described in, and conducted in accordance with the mitigation requirements set out in the *Drainage Act* and the *CA Act* Protocol, approved by the Minister of Natural Resources and Forestry and available on a government of Ontario website, as it may be amended from time to time;

f) the reconstruction of a non-habitable garage with no basement, if the reconstruction does not exceed the existing footprint of the garage and does not allow for a change in the potential use of the garage to create a habitable space;

2.5.1 NVCA-Specific Exceptions

a) Hot tubs, above ground pools and temporary pools;

b) Boreholes and test pits for geotechnical investigations that do not require the construction of an access road to complete sub-surface investigations;

c) Agricultural practices such as cropping and tilling of existing agricultural lands;

d) Holding tanks outside of natural hazards where the area is returned to the original grade and the fill is removed off site;

e) Top dressing of properties (0.1 metres of fill or less), 30 metres from a watercourse and/or a wetland;

f) Like for like deck replacements where they are to remain unenclosed and/or uncovered and:

(i) Not located in a steep slope;
(ii) Located greater than 6 metres from the long-term stable top of slope of an erosion hazard; and
(iii) Not located within 6 metres of a watercourse;

g) New attached decks that are:

(i) 5’11” and under in height (lowest grade to deck floor);
(ii) 35 square metres or less;
(iii) Unenclosed and/or uncovered;
(iv) Not located within a steep slope;
(v) Located greater than 6 metres from the long-term stable top of slope of an erosion hazard;
(vi) Not located within 6 metres of a watercourse; and
(vii) Does not cover a walkout; and

h) Replacement of failed septic systems that are like for like where:

(i) The elevations remain the same;
(ii) Did not fail as a result of flooding or erosion;
(iii) Not located within 6 metres of a watercourse;
(iv) Not located within a steep slope; and
(v) Located greater than 6 metres from the long-term stable top of slope of a slope erosion hazard.

3.0 Permit Process

3.1 Pre-Consultation

It is important for applicants to discuss their development proposal with NVCA staff prior to submitting a formal permit application. Pre-consultations can help identify how the proposal may be affected by NVCA's policies and guidelines and allow staff to confirm what constitutes a complete application.

NVCA staff will inform applicants of the general review and approval process, discuss application requirements, indicate whether the proposal is supported in principle and outline anticipated processing timelines.

Furthermore, NVCA has dedicated staff members that are available for pre-consultation on projects directly related to agricultural practices.

Before a pre-consultation, applicants are encouraged to visit the NVCA website and use the Interactive Property Map to check whether their property falls within a regulated area.

3.2 Completing a Permit Application Form

Permit application forms are available at the NVCA's administrative office and on the NVCA's website.

Before submitting an application, property owners should consult with NVCA staff to determine if an application is required, and if so, what information should be submitted with the application. NVCA can only determine if the works are permitted once a complete application and detailed plans have been submitted.

At the time an application is submitted, details of the proposed works must be provided. The checklist that is attached to the application form should also be submitted.

NVCA will notify the applicant in writing, within 21 days, whether or not the application complies with subsection 28.1 (3) of the *CA Act*, and whether the application is deemed complete. NVCA staff will advise applicants if additional information is required in order to complete their application. This may include

surveys and technical reports. The cost of these studies is the responsibility of the applicant.

Once an application is deemed complete, no further studies will be requested from the applicant. However, further studies can be submitted upon agreement of NVCA and the applicant.

NVCA will follow Conservation Ontario's Best Practice timelines which outlines decisions for minor permits within 30 days and major permits within 90 days.

3.2.1 Request for Administrative Review

Under Section 8 of Ontario Regulation 41/24, an applicant may request an Administrative Review. A review can be requested when:

- The applicant has not received a notice from staff within 21 days;
- The applicant disagrees with Authorities determination that the application is incomplete; or
- The applicant is of the view that a request by staff for other information, studies, or plans is not reasonable.

The administrative review process is not available for the following applications:

- Applications that have already commenced;
- Pre-consultation applications; or
- Applications with outstanding fees.

Only one administrative review is permitted per application. The administrative review does not determine the outcome of the permit but rather addresses the administrative process.

To request an Administrative Review, an applicant will fill out the appropriate request form and indicate the reason for the request.

Once the request is received, the delegated staff member will have 30 days to issue a decision on the request. The decision can be either:

- Confirmation that the application meets the requirements and is a complete application or provide reasons why the application is incomplete; or
- Provide reasons why the request for other information, studies, or plans is reasonable or withdraw the request for all or some of the information, studies, or plans.

Staff decision on this matter is final and there is no appeals process.

3.3 Payment of Processing Fees

NVCA has established a "Fee Policy & Fee Schedules" under Section 21.2(7) of the *CA Act*. This policy is based on the user-pay principle. Fees and revenues generated through this policy are designed to recover the costs associated with administering

and delivering the services on a program basis. This policy is reviewed on an annual basis to monitor the effectiveness of the schedule of fees.

The fee schedule identifies permit categories including: minor, intermediate, and major. The schedule also has separate categories addressing review fees for agricultural projects.

Processing fees for applications submitted under Section 28.1 of the *CA Act* must be paid at the time an application is submitted. If the associated processing fee has not been paid, the submitted application will be considered to be incomplete, and the applicant will be notified. The application will be placed on hold pending the submission of the processing fee.

3.3.1 Fee Reconsideration

Under subsection 21.2(11) of the *CA Act* an applicant may request a fee reconsideration.

An applicant can request a fee reconsideration if they believe the fee charged is contrary to the fees set out in the fee schedule, or that the fee set out in the fee schedule is excessive in relation to the services or program for which it charged.

The applicant will provide staff with the appropriate form to request a reconsideration, including any supporting documents, and request whether the fee be reduced or waived.

In line with subsection 21.2(13), once staff have received the request for a fee reconsideration for a permit application, the staff member delegated the powers to undertake Fee Reconsiderations will have 30 days to make a decision on the request.

A decision can be either:

- Staying the fee;
- Reducing the fee; or
- Waving the fee

An applicant may only appeal to the Ontario Land Tribunal (OLT) if no decision on the fee reconsideration has been made within 30 days of receiving the request. The appeal to the OLT is only for fee reconsideration requests related to permit applications.

3.3.2 Payment of Fee Under Protest and Appeal

Subsection 21.2(16) outlines that an applicant who pays the fee after an order under a fee reconsideration can, in writing at the time of payment, indicate to Staff that they are paying the fee under protest and, within 30 days, appeal the amount charged by the NVCA upon reconsideration to the OLT.

3.4 Timelines for Processing of Applications

Section 12 of Ontario Regulation 41/24 provides the ability for individual Conservation Authorities to establish "standard timelines for the authority to make a decision on permit applications following notification that an application is complete...as the authority determines advisable". Certain timelines are outlined in the CA Act (complete application review timelines, administrative review timelines, and appeal timelines for applicants), however the decision-making timeline for a CA is a local determination.

NVCA will follow Conservation Ontario's Best Practice timelines which outlines decisions for minor permits within 30 days and major permits within 90 days.

3.5 Validity of Permits

Under Section 11 of Ontario Regulation 41/24, the maximum period of validity of a permit issued under Sections 28.1, 28.1.1, and 28.1.2 of the *CA Act*, including any extensions, is 60 months.

- The first category of permit approvals (up to and including 24 months) is expected to address the majority of applications, where a proposed project can reasonably be expected to be completed within two years of receiving a permit from NVCA. Staff note that NVCA currently issues all permits for a length of 24 months. This time period has been sufficient for the implementation of the vast majority of permits granted by the authority.
- The second category of permit approvals is expected to address larger-scale projects, such as municipal infrastructure and subdivisions, which cannot reasonably be expected to be completed within 24 months of receiving a permit from NVCA. This could be due to the fact that the applicant may have to obtain approvals from other regulatory agencies and/or the project is of such a scale that the construction period will extend beyond 24 months. Permits for these types of development may be issued for up to 60 months.

3.6 Transfer of Permits

Permits issued under Section 28.1 of the *CA Act* are non-transferable. Permits will be issued to the registered property owner or an authorized agent unless otherwise authorized by the property owner.

3.7 Responsibility of the Applicant

Issuance of a permit under Section 28.1 of the *CA Act* does not relieve the applicant from the responsibility of obtaining approvals from all other appropriate agencies (e.g., municipalities, Niagara Escarpment Commission), or complying with all conditions that have been imposed by other agencies.

3.8 Cancellation of a Permit

NVCA may recommend the cancellation of a permit if it is of the opinion of NVCA that the information contained within the application for a permit is not accurate or the conditions of the permit have not been met.

Before cancelling a permit, NVCA shall give the written notice of the intent to cancel the permit to the permit holder. Any recommendation for cancellation of a permit shall follow the hearing process and be subject to Section 28.3(4) of the *CA Act*.

3.9 Applications Submitted Before April 1, 2024

Applications for a permit to develop in a regulated area or interfere with a wetland or watercourse received prior to April 1, 2024, will be subject to the provisions of the applicable Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation in effect at the time the application was received.

If the subject application for the proposed works is not within an area or an activity regulated under the new regulation (O. Reg. 41/24), then the applicant will be advised in writing that a permit is not required for the proposed works.

3.10 Applications Submitted After April 1, 2024

All applications received on or after April 1, 2024, will be subject to the provisions of O. Reg. 41/24.

3.11 Extension of Permits Issued under the Current Act

Permits issued prior to April 1, 2024, and have expiry dates beyond April 1, 2024 will remain valid for the duration identified on the permission. Inspections and conditions enforced under the Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation will continue until the permit expires.

A request for extension of a permit issued before April 1, 2024, that is received prior to April 1, 2024, will be considered in accordance with the Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation.

A request for an extension of a permit issued before April 1, 2024, that is received after April 1, 2024, will be considered in accordance with O. Reg. 41/24. An applicant requesting an extension will be notified in writing that an extension is not required if the permit is for a development activity or interference/alteration not within a regulated area established under O. Reg. 41/24 or is otherwise subject to an exception under the same.

Requests for an extension of the existing permit must be received by the Authority prior to the date of expiry shown on the permit.

4.0 Hearing and Appeal Process

There are various routes for appeal within the *CA Act*. A summary table can be found in Table 1: Summary of Hearing Requirements under the Conservation Authorities Act and O. Reg. 41/24 of Appendix B.

4.1 Requests for a Hearing

The NVCA Hearing Board is comprised of NVCA's Board of Directors.

The applicant has an opportunity to appeal and request a hearing before the NVCA Hearing Board when:

- An applicant does not agree with the conditions set by NVCA in a permit;
- NVCA staff recommends refusal of an application;
- A Stop Order has been issued to the landowner;
- NVCA staff recommend refusal of an extension of a permit; or
- A permit is cancelled

If a hearing is requested, NVCA will schedule a hearing in accordance with Section 28.1(5) of the *CA Act*. The applicant shall be advised of options that they may wish to pursue in order to bring the application into conformity. They will also be advised of NVCA's hearing process.

4.2 Refusal of Applications

Whenever possible, NVCA staff shall work with applicants in an attempt to find a solution to their proposal when an application is not in conformity with the following policies and legislation:

- O. Reg. 41/24: Prohibited Activities, Exemptions and Permits (Ontario Regulation 41/24);
- NVCA Planning and Regulation Guidelines (Aug 2009);
- NVCA Natural Hazards Technical Guide (Dec 2013);
- The Provincial Planning Statement and associated technical guidelines prepared by the MNR and MMAH; and
- All policy documents and guidelines approved by the NVCA Board of Directors.

However, there are occasions when a mutually agreeable solution cannot be reached. When this occurs, NVCA staff shall:

- Recommend refusal of the application to the Board of Directors, and based on the Board's decision, refuse to issue a permit for the application.

NVCA staff will recommend that an application be refused if:

- The application does not satisfy provincial legislation, NVCA guidelines and standards; or
- In the opinion of Staff, the application:
    - Is likely to affect the control of flooding, erosion, dynamic beaches, unstable soils or bedrock; or
    - Is likely to create conditions or circumstances that, in the event of a natural hazard, might jeopardize the health or safety of persons or result in the damage or destruction of property.

4.3 The Hearing Process

The *CA Act*, Section 28.1(5) requires that the applicant be party to a hearing by the local conservation authority board, or executive committee (sitting as a Hearing Board) as the case may be, for an application to be refused or approved with contentious conditions.

The NVCA Hearing Board is empowered by law to make a decision based on the *Statutory Powers Procedures Act* (*SPPA*). The NVCA Hearing Board shall evaluate the information presented at the hearing by both the conservation authority staff and the applicant and decide if the application should be approved with or without conditions or refused.

Refer to Appendix B for NVCA's Hearing Guidelines.

4.4 Appeal Process

In accordance with Section 28.1(8) of the *CA Act*, an applicant who has been refused a permit by the NVCA Hearing Board or who objects to conditions specified on a permit, may within **15 days**, appeal the decision to the Minister under Section 28.1(7) of the *CA Act*.

Additionally, in accordance with Section 28.1(20) of the *CA Act*, an applicant who has been refused a permit by the NVCA Hearing Board or who objects to conditions specified on a permit, may appeal the decision to the OLT may within **90 days** the decision, Section 28.1(7) of the *CA Act*. The OLT may refuse a permit or order NVCA to issue a permit with or without conditions.

Appeals should be forwarded to:

Ontario Land Tribunal
655 Bay Street, Suite 1500 Toronto
Ontario M5G 1E5

Please refer to the Ontario Land Tribunal website for the Appellant Form (A1) and more information on filing an appeal.

5.0 Enforcement

NVCA, by virtue of the *CA Act*, R.S.O. 1990 as amended, Section 30.1, appoints the officers to enforce Section 28 of the Conservation Authorities Act as well as any subsequent regulations.

Any work undertaken in an area which is regulated under Ontario Regulation 41/24 without a permit issued by NVCA is in contravention of the regulation.

NVCA officers shall inspect observed and reported violations of the regulation and may issue a violation notice, stop order, or an information letter to the owner of the property, and to the person undertaking the work, if different from the property owner.

In general, where a violation has been identified, property owners have two options:

1) Immediately stop activity and contact NVCA to obtain the necessary permits, provided the activity adheres to NVCA requirements; or

2) Remove the offending development or stop the activity and restore the area to its original condition by methods acceptable to NVCA.

If neither of these options are exercised to NVCA's satisfaction, the authority may proceed to take the matter to court. Every person who contravenes the regulation may be liable to a fine or a term of imprisonment. The courts may also order removal of development and/or rehabilitation of watercourses and wetlands.

It is the preference of NVCA to avoid having to proceed to court. Rather, NVCA staff prefer to work with applicants to find a mutually agreeable solution that is in alignment with NVCA policies and guidelines.

5.1 Stop Order

Further to Section 30.4 of the *CA Act,* NVCA's Provincial Offences Officers have the authority to issue Stop Orders in limited situations and are supplement to a violation notice. Generally, Stop Orders will be issued when there is imminent risk to the property in which the violation has occurred, an adjacent property, and/or will cause environmental impact. Staff will only issue Stop Orders after discussion and direction from management staff.

Appendix A: Relevant Legislation & Guidelines

Please note legislation and guidelines other than those listed below may be relevant in specific situations.

NVCA Guidelines & Policies

The most current version of NVCA's guidelines and regulations can be found on NVCA's website. This includes:

- Policies and Procedures for Conservation Authority Plan Review and Permitting Activities
- NVCA Planning and Regulation Guidelines
- NVCA Policy to Charge Fees for Services Related to Planning and Development Related Activities
- Procedural Guideline for the Placement of Large Quantities of Fill
- Ponds Policy
- Procedures for the Implementation of Ontario Regulation 41/24
- Links to NVCA's Development Review Guidelines and Guidelines for Stormwater Management Review and Approval Guide
    - NVCA Natural Hazards Technical Guide
    - NVCA Stormwater Technical Guide

Provincial Legislation and Policy

The most current versions of the following Acts and regulations can be found at ontario.ca/laws.

- *Conservation Authorities Act*
- *Evidence Act*
- Ontario Regulation 41/24 – Prohibited Activities, Exemptions, and Permits
- *Planning Act*
- Provincial Planning Statement, 2024
- *Statutory Powers Procedure Act*
- Oak Ridges Moraine Conservation Plan
- Niagara Escarpment Plan

Federal Legislation

The most current versions of the following Acts and regulations can be found on the Government of Canada's Justice Laws Website.

- *Canada Evidence Act*

Appendix B: NVCA Hearing Guidelines

Hearing Guidelines

For Applications made under Section 28 of the *Conservation Authorities Act*

In Conformity with *Conservation Authorities Act* Hearing Guidelines (October 2005, Amended 2021)
Prepared by Conservation Ontario and
the Ontario Ministry of Natural Resources (MNR)

1.0 Purpose of Hearing Guidelines

The Section 28.1(5) of the *Conservation Authorities Act* (*CA Act*) requires that the applicant be provided with an opportunity for a hearing by the local conservation authority board, or executive committee (sitting as a Hearing Board) as the case may be, for applications to be refused or approved with conditions. Typically, staff of a local conservation authority would recommend the refusal of an application if in their opinion, the proposal will adversely affect the control of flooding, erosion, dynamic beaches or unstable soil or bedrock.

The Nottawasaga Valley Conservation Authority (NVCA) Hearing Guidelines outline the step-by-step process for conducting hearings required under ss. 28.1 (5), ss. 28.1.2 (7), ss. 28.3 (2), (3) and (4), ss. 30.4 (6) of the CAA and ss.11(4), (5) and (6) of O. Reg. 41/24. Hearings provide due process and ensure the rights of the Party are upheld.

These guidelines ensure hearings meet the legal requirements of the *Statutory Powers Procedures Act* (SPPA) without being unduly legalistic or intimidating to the participants.

The Hearing Board is empowered by law to make a decision, governed by the SPPA. The Board's decision powers are governed by the CAA and O. Reg. 41/24.

Section 25.1 of the SPPA provides that "a tribunal may make rules governing the practice and procedure before it". The hearing rules are adopted under the authority of Section 25.1 of the *SPPA*. The *SPPA* applies to the exercise of a statutory power of decision where there is a requirement to hold or to afford the parties to the proceeding an opportunity for a hearing before making a decision. The *SPPA* sets out minimum procedural requirements governing such hearings and provides rule-making authority to establish rules to govern such proceedings.

Table 1 below summarizes the legislative and regulatory requirements where a Party is to be provided with an opportunity for a hearing before the Authority, or [where delegated further to s. 28.4 of the CAA] the Executive Committee, or any other person or body [sitting as the Hearing Board].

Table 1: Summary of Hearing Requirements under the Conservation Authorities Act and O. Reg. 41/24[1]

Hearing Scenario	Legislative or Regulatory Reference	Party	Hearing Intent	Appeal
Refusal Section 28.1 Permit	CAA, ss. 28.1 (5)	Applicant	Intent to refuse	OLT – Within 90 days of receiving the reasons for the Authority's decision Minister's Review – Within 15 days of receiving reasons for the Authority's decision
Attaching Conditions Section 28.1 Permit	CAA, ss. 28.1 (5)	Applicant	Intent to attach conditions	
Attaching Conditions Section 28.1.2 Permit	CAA, ss. 28.1.2 (7)	Applicant	Intent to attach conditions	
Cancellation Section 28.1 Permit	CAA, ss. 28.3 (2)	Permit Holder	Intent to cancel	OLT – Within 90 days of receiving notice of decision from Authority
Cancellation Section 28.1.1 Permit	CAA, ss. 28.3 (2)	Permit Holder	Intent to cancel	
Refuse Extension Section 28.1 Permit	O. Reg. 41/24, ss. 11(4), (5), and (6)	Permit Holder	Intent to refuse extensions	No appeal
Refuse Extension Section 28.1.2 Permit	O. Reg. 41/24, ss. 11(4), (5), and (6)	Permit Holder	Intent to refuse extensions	
Stop Order	CAA, ss. 30.4	Individual subject to Stop Order	Issuance of Stop Order	Minister or body prescribed by the regulations – Within 30 days of receiving reasons for the Authority's decision

[1] Note: The information presented in this table is a summary. For full details, please review the relevant sections of the *Conservation Authorities Act* and O. Reg. 41/24.

2.0 The NVCA Hearing Board

In any of the hearing scenarios listed in Table 1 above, the NVCA Hearing Board is empowered by law to make decisions and governed by the *SPPA*. It is the purpose of the NVCA Hearing Board to hear the information presented at the hearing by both the conservation authority staff and the applicant, and to decide whether the application will be approved with or without conditions or refused. In the case of hearings related to applications submitted purposed to Section 28.1(5), the Hearing Board shall determine what conditions, if any, will be attached to the permit. See Attachment 1 for further details.

Section 28.4 of the *CA Act* specifies that a hearing may be conducted by the authority or, if the authority so directs, before the authority's executive committee.

For NVCA, the Hearing Board shall be comprised of members of the Board of Directors. This will ensure that all municipal representatives are aware of permitting issues throughout the entire watershed area and that municipal representation is available for all applicants.

3.0 Pre-Hearing Procedures

3.1 Apprehension of Bias

In considering the application, the NVCA Hearing Board is a decision-making tribunal. The tribunal is to act fairly. Under general principles of administrative law relating to the duty of fairness, the tribunal is obliged not only to avoid any bias but also to avoid the appearance or reasonable apprehension of bias. The following are three examples of steps to be taken to avoid apprehension of bias where it is likely to arise.

a) No member of the NVCA Hearing Board taking part in the hearing should have prior involvement with the application or other hearing matter indicated in Table 1 that could lead to a reasonable apprehension of bias on the part of that member. Where a member has a personal interest, the test is whether a reasonably well-informed person would consider that the interest might have an influence on the exercise of the official's public duty. Where a member is a municipal councillor, the *Municipal Conflict of Interest Act* applies. In the case of a previously expressed opinion, the test is that of an open mind, i.e. is the member capable of persuasion in participating in the decision making.

b) If material relating to the merits of an application or other matter indicated in Table 1 that is the subject of a hearing is distributed by NVCA staff to the Hearing Board members before the hearing, the material shall be distributed to the applicant at the same time.

   The applicant shall be afforded an opportunity to distribute similar pre-hearing material. These materials can be distributed electronically.

c) In instances where NVCA requires a hearing to help it reach a determination as to whether to issue a permit with or without conditions or refuse a permit application, a final decision shall not be made until such time as a hearing is held. The applicant will be given an opportunity to attend the hearing before a decision is made; however, the applicant does not have to be present for a decision to be made.

3.2 Right to a NVCA Hearing

In accordance with Section 28.1(5), 28.1.2(7), or 28.3(4) of the *CA Act*, the right to a hearing arises when:

- NVCA staff are recommending refusal of an application to the full authority; or
- An applicant objects to the conditions of approval listed on the permit; or
- The authority has decided to cancel a permit; or
- A stop work order has been issued and written notice has been received within 30 days of the orders issuance; or
- A permit extension has been refused.

Note: If the applicant is not the registered owner of the property, they must have written authorization from the registered owner in order to request a hearing.

3.3 Notice of Hearing

Prior to setting the date for a hearing, the applicant shall be consulted to determine an agreeable date and time based on NVCA's regular meeting schedule. In establishing the date for the hearing, both the applicant and NVCA must be given sufficient time to prepare for the hearing.

The applicant is entitled to reasonable notice of the hearing pursuant to the *SPPA*. A Notice of Hearing shall be sent to the applicant and their agent at least 30 days prior to the date of the hearing, by registered mail.

The Notice of Hearing must contain or append the following information:

a) Reference to the applicable legislation under which the hearing is to be held (i.e., the *CA Act*). The date, time, and location of the hearing or manner in which the hearing will be held (i.e., intent to refuse Application or request for extension, intent to attach conditions, intent to cancel a Permit, and Stop Order).

   If the meeting is to be held electronically, the notice will also include "The Party should notify the Authority if they believe holding the hearing electronically is likely to cause them significant prejudice. The Authority shall

assume the Party has no objection to the electronic hearing if no such notification is received".

b) Identification of the Party, the location of the property and the nature of the matter that forms the subject of the hearing.

   For hearings related to the intent to refuse an Application or attach conditions to a Section 28.1 or 28.1.2 Permit, if the Applicant is not the landowner but the prospective owner, the Applicant must have written authorization from the registered landowner. In these circumstances, landowner authorization should be established further to being a requirement for submission of a complete application, as stated in subsection 7(1)(h) of O. Reg. 41/24.

c) The reasons for the proposed refusal or conditions of approval shall be specifically stated. Sufficient detail is to be provided to enable the Party to understand the issues so they can be adequately prepared for the hearing.

   It is sufficient to reference in the Notice of Hearing that the recommendation for refusal or conditions of approval is based on the reasons outlined in previous correspondence or a hearing report that will follow.

d) A statement notifying the Party that the hearing may proceed in the Party's absence and that the Party will not be entitled to any further notice of the proceedings.

   Except under extreme circumstances, a hearing before the NVCA Hearing Board shall not proceed in the absence of the Party.

e) Reminder that the Party is entitled to be represented at the hearing by a representative such as legal counsel, if desired. NVCA may be represented at the hearing by counsel and/or staff.

   Reminder of protections afforded to the Party under the *Evidence Act,* R.S.O 1990, c. E.23 and the *Canada Evidence Act,* R.S.C., 1985, c. C-5 regarding information provided during hearings (see s. 3.6(a)).

f) An electronic link to NVCA's Hearing Guidelines.

g) Copies of the Notice of Hearing to:

   - The Chair of NVCA;
   - Members of NVCA Board of Directors;
   - The clerk and chief building official of the municipality in which the site of the proposed work is located; and
   - The district offices of the provincial government (e.g., MNR, MECP) if appropriate.

An example of a Notice of Hearing can be found in Appendix 1.

4.0 Pre-submission of Reports

4.1 Disclosure to the Applicant

NVCA shall provide a copy of the following material to the applicant 14 days prior to the date of the hearing:

- Staff report;
- All documents to be entered as exhibits;
- A curriculum vitae for each person speaking at the hearing on behalf of NVCA;
- Witness statements; and
- Copy of the NVCA Hearing Procedures.

4.2 Disclosure to the NVCA

The applicant shall provide a copy of all material to be presented at the hearing to NVCA 14 days prior to the hearing. This will allow the applicant an opportunity to prepare a response once the reasons for the staff recommendation have been provided to them. If the Party does not wish to submit any material to NVCA, they must indicate this in writing to NVCA 14 days prior to the hearing.

4.3 Submission to Members of the Hearing Board

NVCA shall circulate copies of all material to be presented by staff and the applicant to members of the NVCA Hearing Board in advance of the hearing, with the agenda for the upcoming meeting.

5.0 The Hearing

5.1 Public Hearing

Pursuant to the *Statutory Powers Procedure Act*, hearings, including electronic hearings, are required to be held in public ("open to the public"). For electronic hearings, public attendance should be synchronous with the hearing.

A hearing or part of a hearing may be closed to the public in accordance with the SPPA or the Authority's Administrative By-Laws (e.g., where the Hearing Board is of the opinion that public security matters, intimate financial matters, personal matters, or other matters would be disclosed at the hearing).

5.2 Hearing Participants

The *CA Act* does not provide for third party status at a hearing. The hearing, however, is open to the public. While others may be advised of a hearing, any information related to the matter that forms the subject of the hearing provided by third parties must be incorporated within the presentation of information by, or on behalf of, the Party or Staff as appropriate.

5.3 Attendance of Hearing Board Members

In accordance with case law relating to the conduct of hearings, the members of the NVCA Hearing Board who will decide whether to grant or refuse the application must be present during the full course of the hearing. If it is necessary for a member to leave, the remaining members can continue with the hearing and render a decision, provided quorum is maintained.

5.4 Adjournments

The NVCA Hearing Board may adjourn a hearing on its own motion or that of the Party or authority staff where it is satisfied that an adjournment is necessary for an adequate hearing to be held. While adjourned, members of the Hearing Board shall not discuss the matter that is the subject of the hearing.

Any adjournments shall form part of the hearing record.

5.5 Orders and Directions

In accordance with ss. 9 (2) of the SPPA, the NVCA Hearing Board is entitled to make orders or directions to maintain order and prevent the abuse of its hearing processes. The NVCA's Hearing Procedures are included as Appendix 6.

5.6 Information Presented at Hearings

a) The *Statutory Powers Procedure Act* requires that a witness be informed of their rights pursuant to the *Evidence Act,* R.S.O. 1990, c. E.23 ("*Evidence Act*") and the *Canada Evidence Act*, R.S.C., 1985, c. C-5 ("*CEA*"). The *Evidence Act* and *CEA* indicate that any answers provided by a Witness during the hearing are not admissible against the Witness in any criminal trial or proceeding**.**
   This information shall be provided to the applicant as part of the Notice of Hearing.

b) Information presented at a hearing is to be presented under oath or affirmation. Witnesses taking part in the hearing must be informed of this requirement prior to the commencement of the hearing.

c) The NVCA Hearing Board may authorize receiving a copy rather than the original document. However, the Hearing Board may request certified copies of a document, if required.

d) Privileged information, such as solicitor/client correspondence, cannot be heard. Information that is not directly within the knowledge of the speaker (hearsay), can be heard if relevant to the issues of the hearing.

e) The NVCA Hearing Board may take into account matters of common knowledge such as geographic or historic facts, times measures, weights, etc. or generally recognized scientific or technical facts, information or opinions within its specialized knowledge without hearing specific information to inform their decision.

6.0 Conduct Hearing

6.1 Record of Attending Hearing Board Members

Attendance of the NVCA Hearing Board members shall be recorded at the opening of the hearing.

6.2 Opening Remarks

The Chair shall convene the hearing with opening remarks which:

- Identify the Party;
- The nature of the matter that forms the subject of the hearing (e.g., Application, Permit, Stop Order);
- The property location;
- Identify staff participating in the hearing;
- Outline the hearing procedures; and
- Advise participants of requirements under the *Evidence Act* and the *Canada Evidence Act*.

Refer to Appendix 6 for Hearing Procedures. In an electronic hearing, all the parties and the members of the Hearing Board must be able to clearly hear one another and any witnesses throughout the hearing.

6.3 Presentation of Information by NVCA Staff

NVCA staff shall present the reasons supporting their recommendation/decision associated with refusal or conditions of approval of the Permit Application, refusal of Permit extensions, cancellations or Stop Orders; in addition to providing legislative/regulatory background and case background. The time allowed for this presentation shall generally not exceed 15 minutes.

Any reports, documents or plans that form part of the presentation shall be provided to the applicant and members of the NVCA Hearing Board as outlined in Section 4 of this document.

NVCA staff shall not submit new technical information at the hearing as the applicant will not have had time to review and provide a professional opinion to the NVCA Hearing Board.

The Director or designate shall coordinate the presentation of information on behalf of authority staff and will ask questions on behalf of authority staff.

6.4 Presentation of Information by the Party

The Party has the opportunity to present information at the conclusion of the authority staff presentation. The time allowed for this presentation shall generally not exceed 15 minutes.

Any reports, documents or plans which form part of the submission by the Party are to be submitted to NVCA's Director of Watershed Management Services a minimum of 14 days prior to the hearing. This is to allow for the circulation of this material to the members of the Hearing Board and for the review of this material by NVCA staff.

It is recommended that the Party provide information regarding the application as it applies to the purpose of the hearing (e.g., related to activities covered by the permit application, permit conditions, activities subject to a Stop Order, etc.).

The NVCA Hearing Board will not consider the merits of the activity or appropriateness of such a use in terms of an application made under the *Planning Act*.

- The Party may be represented by legal counsel or agent, if desired.
- The Party may present information to the NVCA Hearing Board and/or have invited advisors to present information to the NVCA Hearing Board.
- The Party's presentation may include technical witnesses (e.g., engineer, ecologist, hydrogeologist).

The applicant should not submit new technical information at the hearing as NVCA staff will not have had time to review this material and to provide a professional opinion to the NVCA Hearing Board.

The NVCA Hearing Board shall allow both staff and the applicant an opportunity for rebuttal following these presentations. The time allowed for rebuttal shall not exceed 10 minutes.

6.5 Questions

Members of the Hearing Board may direct questions to each speaker as the information is being heard or pose their questions following the conclusion of the presentation.

The Party and NVCA staff shall also have the opportunity to pose questions at the end of the presentation of the other party.

Pursuant to the *SPPA*, the NVCA Hearing Board may limit questioning where it is satisfied that there has been full and fair disclosure of the facts presented. Please note that the courts have been particularly sensitive to the issue of limiting questions and there is a tendency to allow limiting of questions only where it has clearly gone beyond reasonable or proper bounds.

6.6 Deliberation

After all the information has been presented, the NVCA Hearing Board may debate and vote in open session or adjourn the hearing and retire to closed session to consider information presented by staff and the applicant. Legal counsel may be secured to advise the Hearing Board when conferring in private.

The NVCA Hearing Board may reconvene on the same date or at some later date to advise of their decision. Only those members of the Hearing Board who are present for the entire hearing may participate in the formulation of the decision. Members of the NVCA Hearing Board shall not discuss the hearing with others prior to the decision of the Board being finalized.

6.7 Orders and Directions

NVCA is entitled to make orders or directions to maintain order and prevent the abuse of its hearing processes. The hearing procedures are outlined in Appendix 6.

7.0 Hearing Decision

The NVCA Hearing Board shall hold a recorded vote in open session, to decide on the decision motion before the Hearing Board using simple majority rule. The applicant shall be provided with a written Notice of the Decision within 5 days of the date of the hearing by registered mail. The applicant shall be informed of the details on their right to appeal the decision within 30 days upon receipt of the written decision to the Ontario Land Tribunal or within 15 days to the Minister.

Table 2 below summarizes the Hearing Board decision powers in accordance with the Act and O. Reg. 41/24, as well as associated appeal rights for the Party.

Table 2: Hearing Board Decision Powers and Associated Appeal Mechanisms[2]

Hearing Scenario	Hearing Board Decision Powers	Appeal Rights
Considering Refusal or Attaching Conditions (Section 28.1 Permit)	(a) Issue the Permit; (b) Issue the Permit subject to conditions; or, (c) Refuse the Permit.	Request Minister's Review within 15 days after receiving Authority's decision *(CAA, ss. 28.1 (8)); or,* Appeal to the OLT within 90 days of receiving the Authority's decision (in accordance with CAA requirements) *(CAA, ss. 28.1 (20) (21)).*
Considering Attaching Conditions (Section 28.1.2 Permit)	(a) Issue the Permit; or, (b) Issue the Permit subject to conditions.	Request Minister's Review within 15 days after receiving Authority's reasons for conditions *(CAA, ss. 28.1.2 (9)); or,* Appeal to the OLT within 90 days of receiving the Authority's reasons for conditions (in accordance with CAA requirements) *(CAA, ss. 28.1.2(14) (15)).*
Considering Cancellation (Section 28.1 or 28.1.1 Permit)	(a) Confirm decision to cancel Permit; (b) Rescind decision to cancel Permit; or, (c) Vary decision to cancel Permit.	Appeal to the OLT within 90 days after receiving the Authority's decision *(CAA, ss.28.3(6))*
Considering Extension (Section 28.1 or 28.1.2 Permit)	(a) Confirm the refusal of the extension; or, (b) Grant an extension for such period of time as it deems appropriate, as long as the total period of validity of the Permit does not exceed the applicable	No appeal mechanism.

[2] Note: The information presented in this table is a summary. For full details, please review the relevant sections of the *Conservation Authorities Act* and O. Reg. 41/24

	maximum period specified in O. Reg. 41/24.	
Considering Stop Order (Section 30.4)	(a) Confirm the order; (b) Amend the order; or, (c) Remove the order, with or without conditions.	Appeal to the Minister or a body prescribed by the regulations within 30 days after receiving the Authority's decision *(CAA, ss. 30.4(9))*

7.1 Notice of Decision

It is important that the hearing participants be provided with a clear understanding of the reasons for the applications' refusal or approval. The NVCA Hearing Board shall itemize and record information of particular significance which led to their decision.

The Notice of Decision notice shall include the following information:

- The identification of the person who requested the hearing, property, and the purpose of the hearing (i.e., Application for a Permit, attaching Permit conditions, request for Permit extension, Stop Order, or cancellation of Permit).
- The decision to refuse or approve the application (as indicated in Table 2 above) and written reasons, in plain language, for the decision. A copy of the resolution by the NVCA Hearing Board shall be attached to the Notice of Decision.

The written Notice of Decision shall be forwarded to the applicant by registered mail. A sample Notice of Decision has been included as Appendices 12-16.

7.2 Adoption

A resolution advising of the Hearing Board's decision and the reasons for this decision should be adopted by the Hearing Board.

7.3 Record of the Hearing

NVCA shall compile a record of the hearing. In the event of an appeal, a copy of the record should be forwarded to the OLT or Minister (as appropriate). This record shall be comprised of the following documents:

i) As applicable, copies of the Application for the Permit, the Permit issued, notice of cancellation, or Stop Order that was the subject of the hearing;

ii) A copy of the Notice of Hearing;

iii) A copy of any orders made by the NVCA Hearing Board (i.e., for adjournments);

iv) Copies of all information/exhibits submitted to the NVCA Hearing Board;

v) Attendance of NVCA Hearing Board members;

vi) A copy of the decision of the Hearing Board and the written reasons for their decision; and

vii) A copy of the Notice of Decision sent to the Party.

Attachment 1: Hearings under Section 28.1.2 of the *Conservation Authorities Act* (Mandatory permits, zoning orders)

Section **28.1.2** of the *Conservation Authorities Act* (*CA Act*) came into force on April 1, 2024. This section applies to any application submitted to an authority under a regulation made under Section 28 of the *CA Act* for a permit to carry out all or part of a development project associated with an approved Minister's Zoning Order (MZO).

For such applications, an Authority **must** issue a permit to the applicant to carry out the activity, provided an MZO has been made by the Minister of Municipal Affairs and Housing, and provided that the authority's regulated area in which the development activity is proposed to take place is not located in the Greenbelt Area designated under Section 2 of the Greenbelt Act and such other requirements as may be prescribed are satisfied. A permit which is granted under s.28.1.2 of the *CA Act* may be subject to conditions as prescribed by the issuing Authority but limited to:

- Any effects the development project is likely to have on the control of flooding, erosion, dynamic beaches or unstable soil or bedrock;
- Any conditions or circumstances created by the development project that, in the event of a natural hazard, might jeopardize the health or safety of persons or result in the damage or destruction of property; or
- Any other matters that may be prescribed by regulation.

Understanding that an Authority **must** issue a permit for applications submitted pursuant to an approved MZO (pending the above-noted conditions are met), hearings for these applications differ from those under Section 28.1(5) and Section 28.3(4) of the *CA Act*, in that a hearing **cannot** be held to determine if a permit should be refused. The Authority may refuse to grant a permit only if:

i) a zoning order has not been made to authorize the development project;

ii) the project is proposed to be carried out in the Greenbelt Area; and

iii) if all other prescribed requirements have not been satisfied.

Per Section 28.1.2(7) of the *CA Act*, the applicant for a permit will be given the opportunity to be heard by the Authority prior to conditions being attached to the issued permit.

The following table is intended to provide a step-by-step process to conducting hearings required under Section 28.1.2(7) of the *CA Act*. It is recognized that much of the guidance provided in the body of the Section 28 Hearing Guidelines will be applicable to the Section 28.1.2(5) hearing process. Where processes differ, the table outlines the necessary considerations for the Section 28.1.2(7) processes. Where the processes are the same, the table refers to the appropriate sections of the hearing guidelines.

Sections of the Section 28 *CA Act* Hearing Guidelines	**Specific Guidance and/or Processes for Section 28 Hearings**
1.0 Purpose of Hearing Guidelines	The purpose of the Hearing Guidelines is to provide model hearing guidelines to be adopted by conservation authorities in respect to hearings under the *CA Act*. The *CA Act* requires that the applicant be provided with an opportunity for a hearing by the local Conservation Authority Board, or Executive Committee (sitting as a Hearing Board) as the case may be, for an application to be refused or approved with contentious conditions. In the case of hearings related to applications submitted pursuant to Section 28.1 of the *CA Act*, the Authority must issue a permit to the applicant, provided the requirements set out under this section are met. In this scenario, a hearing will only be held to determine the conditions which will be attached to a permit. Further, a permit may be refused if in the opinion of the Authority the proposal adversely affects the control of flooding, erosion, dynamic beaches, unstable soils or bedrock. In the case of applications submitted pursuant to Section 28.1 of the *CA Act*, the Authority may refuse to grant a permit only if i) a zoning order has not been made to authorize the development project; ii) the project is proposed to be carried out in the Greenbelt Area; and iii) if all other prescribed requirements have not been satisfied.

Sections of the Section 28 *CA Act* Hearing Guidelines	**Specific Guidance and/or Processes for Section 28 Hearings**
	The NVCA Hearing Board is empowered by law to make a decision, governed by the *Statutory Powers Procedures Act* (*SPPA*). The hearing rules are adopted under the authority of Section 25.1 of the *SPPA*. The *SPPA* applies to the exercise of a statutory power of decision where there is a requirement to hold or to afford the parties to the proceeding an opportunity for a hearing before making a decision. The *SPPA* sets out minimum procedural requirements governing such hearings and provides rule-making authority to establish rules to govern such proceedings. The NVCA Hearing Board shall hear and decide whether the application will be approved with or without conditions or refused. In the case of hearings related to applications submitted purposed to Section 28.0.1, the NVCA Hearing Board shall determine what conditions, if any, will be attached to the permit. These guidelines are intended to provide a step-by-step process to conducting hearings required under Section 28.1(5), Section 28.1.2(7) and Section 28.3(4) of the *CA Act*. It is hoped that the guidelines will promote the necessary consistency across the Province and ensure that hearings meet the legal requirements of the *SPPA* without being unduly legalistic or intimidating to the participants. Additional considerations have been included related to hearings under Section 28.1.2(7) in Appendix 2.
3.1 Apprehension of Bias	In considering the application, the NVCA Hearing Board is acting as a decision-making tribunal. The tribunal is to act fairly. Under general principles of administrative law relating to the duty of fairness, the tribunal is obliged not only to avoid any bias but also to avoid the appearance or reasonable apprehension of bias. The following are three examples of steps to be taken to avoid apprehension of bias where it is likely to arise. h) No member of the Authority taking part in the hearing should have prior involvement with the application that could lead to a reasonable apprehension of bias on the part of that member. Where a member has a

Sections of the Section 28 *CA Act* Hearing Guidelines	**Specific Guidance and/or Processes for Section 28 Hearings**
	personal interest, the test is whether a reasonably well-informed person would consider that the interest might have an influence on the exercise of the official's public duty. Where a member is a municipal councillor, the Municipal Conflict of Interest Act applies. In the case of a previously expressed opinion, the test is that of an open mind, i.e. is the member capable of persuasion in participating in the decision making a) If material relating to the merits of an application that is the subject of a hearing is distributed to Board members before the hearing, the material shall be distributed to the applicant at the same time. The applicant may be afforded an opportunity to distribute similar pre-hearing material. These materials can be distributed electronically. b) The applicant will be given an opportunity to attend the hearing before a decision is made; however, the applicant does not have to be present for a decision to be made. c) Where a hearing is required for applications submitted pursuant to Section 28.1.2(7) of the *CA Act* (e.g., to determine the conditions of the permit), final decisions on the conditions shall not be made until such a time as the applicant has been given the opportunity to attend a hearing.
3.2 Right to a Hearing	The right to a hearing arises where staff recommend refusal of an application or recommend conditions for the approval of an application. Additionally, in the case of applications submitted pursuant to Section 28.1.2(7) of the *CA Act*, the authority shall not attach conditions to a permit unless the applicant has been given an opportunity to be heard by the authority. The applicant is entitled to reasonable notice of the hearing pursuant to the *SPPA*.

Sections of the Section 28 *CA Act* Hearing Guidelines	**Specific Guidance and/or Processes for Section 28 Hearings**
7.1 Notice of Decision	The decision notice should include the following information: d) The identification of the applicant, property and the nature of the application was the subject of the hearing. e) The decision to refuse or approve the application, and in the case of applications under Section 28.1.2(7) of the *CA Act*, the decision to approve the application with or without conditions. A copy of the NVCA Hearing Board resolution should be attached. It is recommended that the written Notice of Decision be forwarded to the applicant by registered mail. A sample Notice of Decision has been included as Appendix 13.

Appendix 1: Notice of Hearing

NOTICE OF HEARING

IN THE MATTER OF
The *Conservation Authorities Act*,
R.S.O. 1990, Chapter 27

AND IN THE MATTER OF
a permit application by **<Name>**

MADE TO THE
NOTTAWASAGA VALLEY CONSERVATION AUTHORITY
Pursuant to Section 28.1, subsection 5 of the said Act

TAKE NOTICE THAT a hearing before the Hearing Board of NVCA will be held under Section 28.1, subsection 5 of the *Conservation Authorities Act* at the offices of the said authority, 8195 8th Line, Utopia, Ontario, at the hour of **<time>** on the **<date, month>** of **<year>**, [for electronic hearings, include details about the manner in which the hearing will be held]with respect to the application by **<name>** to permit development within an area regulated by the Authority in order to ensure the activity is not likely to **[affect the control of flooding, erosion, dynamic beaches or unstable soil or bedrock; create conditions or circumstances that, in the event of a natural hazard, might jeopardize the health or safety of persons or result in the damage or destruction of property]** on **<Lot , Concession , Municipality, County>**.

TAKE NOTICE THAT you have the opportunity to make a delegation and submit supporting written material to the Hearing Board for the meeting of **<date>**. If you intend to appear [For electronic hearings: or if you believe that holding the hearing electronically is likely to cause significant prejudice], please contact **<appropriate NVCA staff name and title>**. Written material will be required by **<date>**, to allow staff and members of the Hearing Board an opportunity to review the material prior to the meeting.

TAKE NOTICE THAT this hearing is governed by the provisions of the *Statutory Powers Procedures Act*. Under the Act, a witness is automatically afforded a protection that is similar to the protection of the *Ontario Evidence Act*. This means that the evidence that a witness gives may not be used in subsequent civil proceedings or in prosecutions against the witness under the Provincial Statute. It does not relieve the witness of the obligation of this oath since matters of perjury are not affected by the automatic affording of the protection. The significance is that the legislation is Provincial and cannot affect Federal matters. If a witness requires the protection of the *Canada Evidence Act* that protection must be

obtained in the usual manner. The Ontario Statute requires the tribunal to draw this matter to the attention of the witness, as the tribunal has no knowledge of the effect of any evidence that a witness may give.

AND FURTHER TAKE NOTICE that if you do not attend this Hearing, the Hearing Board of this conservation authority will proceed in your absence, and you will not be entitled to any further notice in the proceedings.

DATED this **<date. month>** of **<year>**

<Signature, Name>, Chief Administrative Officer

CC.NVCA Chair, Members of the Hearing Board, Clerk of the municipality in which the site of the proposed work is located, District Office MECP, MNR (if appropriate)

Appendix 2: Notice of Hearing – Section 28.1.2(7)

NOTICE OF HEARING

IN THE MATTER OF
The *Conservation Authorities Act*,
R.S.O. 1990, Chapter 27

AND IN THE MATTER OF
a permit application by

<Name>

MADE TO THE
NOTTAWASAGA VALLEY CONSERVATION AUTHORITY
Pursuant to section 28.1.2, subsection 7 of the said Act

TAKE NOTICE THAT a hearing before the Hearing Board of NVCA will be held under section 28.1.2, subsection 7 of the *Conservation Authorities Act* at the offices of the said authority, 8195 8th Line, Utopia, Ontario, at the hour of **<time>** on the **<date, month>** of **<year>**, [for electronic hearings, include details about the manner in which the hearing will be held]with respect to the application by **<name>** to permit **<description of work and waterway/sub-watershed>**, which is an area regulated by the authority in association with a Minister's Zoning Order **<REGULATION NUMBER>** on **<Lot, Concession , Municipality, County>**.

TAKE NOTICE THAT you have the opportunity to make a delegation and submit supporting written material to the Hearing Board for the meeting of **<date>**. If you intend to appear [For electronic hearings: or if you believe that holding the hearing electronically is likely to cause significant prejudice], please contact **<appropriate NVCA staff name and title>**. Written material will be required by **<date>**, to allow staff and members of the Hearing Board an opportunity to review the material prior to the meeting.

TAKE NOTICE THAT pursuant to 28.1.2, subsection 3 of the *Conservation Authorities Act*, a conservation authority is required to issue a permit applied for and may only impose conditions to the permit, provided all legislative requirements are met. The Hearing will therefore focus on the conditions to be imposed to the granting of a permit.

TAKE NOTICE THAT this hearing is governed by the provisions of the *Statutory Powers Procedures Act*. Under the Act, a witness is automatically afforded a protection that is similar to the protection of the *Ontario Evidence Act*. This

means that the evidence that a witness gives may not be used in subsequent civil proceedings or in prosecutions against the witness under the Provincial Statute. It does not relieve the witness of the obligation of this oath since matters of perjury are not affected by the automatic affording of the protection. The significance is that the legislation is Provincial and cannot affect Federal matters. If a witness requires the protection of the *Canada Evidence Act* that protection must be obtained in the usual manner. The Ontario Statute requires the tribunal to draw this matter to the attention of the witness, as the tribunal has no knowledge of the effect of any evidence that a witness may give.

AND FURTHER TAKE NOTICE that if you do not attend this Hearing, the Hearing Board of this conservation authority will proceed in your absence, and you will not be entitled to any further notice in the proceedings.

DATED this **<date. month>** of **<year>**

<Signature, Name>, Chief Administrative Officer

CC.NVCA Chair, Members of the Hearing Board, Clerk of the municipality in which the site of the proposed work is located, District Office MECP, MNR (if appropriate)

Appendix 3: Notice of Hearing – Stop Order

NOTICE OF HEARING

IN THE MATTER OF
The *Conservation Authorities Act*,
R.S.O. 1990, Chapter 27

AND IN THE MATTER OF
a Stop Order

Issued by the
NOTTAWASAGA VALLEY CONSERVATION AUTHORITY
Pursuant to Section 30.4, Subsection 6 of the said Act

TAKE NOTICE THAT a Hearing before the Hearing Board of NVCA will be held under section 30.4, subsection 6 of the *Conservation Authorities Act* at the offices of the said Authority, 8195 8th Line, Utopia, Ontario, at the hour of [TIME]**, on the day of [DATE], 202X,** [*for electronic hearings, include details about the manner in which the hearing will be held*] with respect to **a Stop Order** issued to [**NAME**] on [date Stop Order was issued]. The Stop Order requires [**NAME**] to [**stop engaging in or to not to engage**] in the following activity(ies) on Lot, Plan/Lot , Concession , [**STREET**] in the City of , Regional Municipality of , River Watershed.

TAKE NOTICE THAT you are invited to make a delegation and submit supporting written material to the Hearing Board for the meeting of [***meeting number***]. If you intend to appear [For electronic hearings: or if you believe that holding the hearing electronically is likely to cause significant prejudice], please contact [**NAME**]. Written material will be required by [**DATE**], to enable the Hearing Board members to review the material prior to the meeting.

TAKE NOTICE THAT this hearing is governed by the provisions of the *Statutory Powers Procedure Ac*t. Under the Act, a witness is automatically afforded a protection that is similar to the protection of the *Ontario Evidence Act*. This means that the evidence that a witness gives may not be used in subsequent civil proceedings or in prosecutions against the witness under a Provincial Statute. It does not relieve the witness of the obligation of this oath since matters of perjury are not affected by the automatic affording of the protection. The significance is that the legislation is Provincial and cannot affect Federal matters. If a witness requires the protection of the *Canada Evidence Act* that protection must be obtained in the usual manner. The Ontario Statute requires the tribunal to draw this matter to the attention of the witness, as this tribunal has no knowledge of the affect of any evidence that a witness may give.

AND FURTHER TAKE NOTICE that if you do not attend this Hearing, the Hearing Board of this Conservation Authority may proceed in your absence, and you will not be entitled to any further notice in the proceedings.

DATED this **<date. month>** of **<year>**

<Signature, Name>, Chief Administrative Officer

c.c. NVCA Chair, Members of the Hearing Board, Clerk of the municipality in which the site of the proposed work is located, District Office MECP, MNR (if appropriate)

Appendix 4: Notice of Hearing – Cancellation of Permit

NOTICE OF HEARING

IN THE MATTER OF
The *Conservation Authorities Act*,
R.S.O. 1990, Chapter 27

AND IN THE MATTER OF
Cancellation of Permit Number ##

Issued by the
NOTTAWASAGA VALLEY CONSERVATION AUTHORITY
Pursuant to Section 28.3, Subsections 2, 3, AND 4 of the said Act

TAKE NOTICE THAT a Hearing before the Hearing Board of NVCA will be held under Section 28.3, subsection 4 of the *Conservation Authorities Act* at the offices of the said Authority, 8195 8th Line, Utopia, Ontario, at the hour of [**TIME**]**, on the day of [DATE], 202X,** [*for electronic hearings, include details about the manner in which the hearing will be held*] with respect to the '**Notice of Intent to Cancel Permit Number XX'** issued to [**NAME**] on [**DATE the Intent to Cancel Notice was issued**] that permits development within an area regulated by the Authority on Lot , Plan/Lot , Concession , [**STREET**] in the City of , Regional Municipality of , River Watershed.

TAKE NOTICE THAT you are invited to make a delegation and submit supporting written material to the Hearing Board for the meeting of [***meeting number***]. If you intend to appear [*For electronic hearings: or if you believe that holding the hearing electronically is likely to cause significant prejudice*], please contact [**NAME**]. Written material will be required by [**DATE**], to enable the [Committee / Board] members to review the material prior to the meeting.

TAKE NOTICE THAT this hearing is governed by the provisions of the *Statutory Powers Procedure Ac*t. Under the Act, a witness is automatically afforded a protection that is similar to the protection of the *Ontario Evidence Act*. This means that the evidence that a witness gives may not be used in subsequent civil proceedings or in prosecutions against the witness under a Provincial Statute. It does not relieve the witness of the obligation of this oath since matters of perjury are not affected by the automatic affording of the protection. The significance is that the legislation is Provincial and cannot affect Federal matters. If a witness requires the protection of the *Canada Evidence Act* that protection must be obtained in the usual manner. The Ontario Statute requires the tribunal to draw this matter to the attention of the witness, as this tribunal has no knowledge of the affect of any evidence that a witness may give.

AND FURTHER TAKE NOTICE that if you do not attend this Hearing, the Hearing Board of this Conservation Authority may proceed in your absence, and you will not be entitled to any further notice in the proceedings.

DATED this **<date. month>** of **<year>**

<Signature, Name>, Chief Administrative Officer

c.c. NVCA Chair, Members of the Hearing Board, Clerk of the municipality in which the site of the proposed work is located, District Office MECP, MNR (if appropriate)

Appendix 5: Notice of Hearing – Refusal of Extension

NOTICE OF HEARING

IN THE MATTER OF
The *Conservation Authorities Act*,
R.S.O. 1990, Chapter 27

AND IN THE MATTER OF
refusal of a request for an extension to the period of validity for Permit Number ##

Issued by the
NOTTAWASAGA VALLEY CONSERVATION AUTHORITY
Pursuant to Section 11, Subsections. 4, 5, AND 6 of Ontario Regulation 41/24,
made pursuant to Section 40, Subsection 4
of the said Act

TAKE NOTICE THAT a Hearing before the Hearing Board of NVCA will be held under section 11, subsection 6 of O. Reg. 41/24 at the offices of the said Authority, 8195 8th Line, Utopia, Ontario, at the hour of [**TIME**]**, on the day of [DATE], 202X**, [for electronic hearings, include details about the manner in which the hearing will be held] with **respect to a 'Request for Permit Extension' for Permit Number ##** issued to [**NAME**] on [**DATE**] that permits development within an area regulated by the Authority on Lot , Plan/Lot , Concession , [**STREET**] in the City of , Regional Municipality of , River Watershed.

TAKE NOTICE THAT you are invited to make a delegation and submit supporting written material to the Hearing Board for the meeting of [***meeting number***]. If you intend to appear [*For electronic hearings: or if you believe that holding the hearing electronically is likely to cause significant prejudice*], please contact [**NAME**]. Written material will be required by [**DATE**], to enable the [Committee / Board] members to review the material prior to the meeting.

TAKE NOTICE THAT this hearing is governed by the provisions of the *Statutory Powers Procedure Act.* Under the Act, a witness is automatically afforded a protection that is similar to the protection of the *Ontario Evidence Act*. This means that the evidence that a witness gives may not be used in subsequent civil proceedings or in prosecutions against the witness under a Provincial Statute. It does not relieve the witness of the obligation of this oath since matters of perjury are not affected by the automatic affording of the protection. The significance is that the legislation is Provincial and cannot affect Federal matters. If a witness requires the protection of the *Canada Evidence Act* that protection must be obtained in the usual manner. The Ontario Statute requires the tribunal to draw this

matter to the attention of the witness, as this tribunal has no knowledge of the affect of any evidence that a witness may give.

AND FURTHER TAKE NOTICE that if you do not attend at this Hearing, the Hearing Board of this Conservation Authority may proceed in your absence, and you will not be entitled to any further notice in the proceedings.

DATED this **<date. month>** of **<year>**

<Signature, Name>, Chief Administrative Officer

c.c. NVCA Chair, Members of the Hearing Board, Clerk of the municipality in which the site of the proposed work is located, District Office MECP, MNR (if appropriate)

Appendix 6: Hearing Procedures

1. Motion for the full authority to sit as NVCA Hearing Board.
2. Roll call of the NVCA Hearing Board members. For electronic hearings, the Chair shall ensure that all parties and the NVCA Hearing Board are able to clearly hear one another and any witnesses throughout the hearing.
3. Chair's Opening Remarks (see Appendices 4 and 5).
4. The Chief Administrative Officer (CAO) shall introduce to the NVCA Hearing Board, the party, and their agent (if applicable) and NVCA staff who will be participating in the hearing.
5. NVCA staff shall introduce the nature and location of the subject matter **[Application / issued Permit / Stop Order]** and the conclusions.
6. NVCA staff shall present the staff report (the time allowed for this presentation shall generally not exceed 15 minutes).
7. Staff will provide a recommendation to the NVCA Hearing Board for the proposed application.
8. The Party and/or their agent will speak and also make any comments on the staff report, if they so desire (the time allowed for this presentation shall generally not exceed 15 minutes).
9. The NVCA Hearing Board shall allow NVCA staff an opportunity for rebuttal (the time allowed for rebuttal shall generally not exceed 10 minutes and shall be confirmed prior to the commencement of the hearing).
10. The NVCA Hearing Board shall allow the Party an opportunity for rebuttal (the time allowed for rebuttal shall generally not exceed 10 minutes and shall be confirmed prior to the commencement of the hearing).
11. The NVCA Hearing Board shall question, if necessary, both the staff and the Party/agent.
12. The NVCA Hearing Board shall move into deliberation. The Hearing Board may also adjourn the hearing and retire in private to confer. For electronic meetings, the NVCA Hearing Board will separate from other participants for deliberation.
13. Members of the NVCA Hearing Board shall consider the information presented by staff and the Party and formulate a decision motion.
14. The NVCA Hearing Board shall move out of deliberation/closed session. For electronic meetings, the NVCA Hearing Board will reconvene with other participants.

15. The NVCA Hearing Board shall hold a recorded, simple majority vote in open session to formalize the Hearing Board's decision.

16. The Chair shall advise the Party and NVCA staff of the Hearing Board's decision.

17. If there is a decision to "refuse permit" or "approve the application with conditions", the CAO shall notify the Party of their right to appeal the decision to the Minister of Natural Resources and Forestry within 15 days, or the Ontario Land Tribunal within 90 days of receipt of the reasons for the decision.

18. Motion to move out of NVCA Hearing Board and to sit as the full authority.

19. The CAO shall advise the Party in writing (Notice of Decision – see Appendices 6 and 7) of the Hearing Board's decision, the reasons for the decision as well as the owner/applicant of their right to appeal the decision.

Appendix 7: Chair's Remarks when Conducting Hearings (Section 28.1, Subsection 5 of the *Conservation Authorities Act*)

Permit Application, with or without conditions

We are now going to conduct a hearing under section 28.1, subsection 5 of the *Conservation Authorities Act* in respect of an application for a permit by [*applicant name*] to [*details of proposed works*].

Section 28.1, subsection 1 of the *Conservation Authorities Act* provides that an Authority may issue a permit to a person to engage in an activity that would otherwise be prohibited by section 28, subsection 1 of the Act, in an area regulated by the Authority, if in the opinion of the Authority, the activity is not likely to affect the control of flooding, erosion, dynamic beaches or unstable soil or bedrock; the activity is not likely to create conditions or circumstances that, in the event of a natural hazard, might jeopardize the health or safety of persons or result in the damage or destruction of property; and any other requirements that may be prescribed by the regulations are met.

Staff has reviewed this proposed work and a copy of the staff report has been given to the Party and the Board. The Party was invited to file material in response to the staff report, a copy of which has also been provided to the Board.

Under section 28.1, subsection (5) of the *Conservation Authorities Act*, the person applying for a permit has the right to a hearing before the Authority [or as delegated to the Authority's Executive Committee or any other person or body, subject to limitations or requirements that may be prescribed by the regulation].

In holding this hearing, the NVCA Hearing Board is to determine whether or not a permit is to be issued. In doing so, we can only consider the application in the form that is before us, the presentation by staff, and such evidence as may be given and the submissions to be made on behalf of the Party. Only information disclosed prior to the hearing is to be presented at the hearing.

The proceedings will be conducted according to the *Statutory Powers Procedure Act*.

Under section 9 of the *Evidence Act* and section 5 of the *Canada Evidence Act*, any witness called may object to answer any question on the ground that the answer may tend to incriminate the person or may tend to establish their liability to a civil proceeding at the instance of the Crown or of any person.

The procedure in general shall be informal without the evidence before it being given under oath or affirmation unless decided by the hearing members.

If the Party has any questions to ask of the NVCA Hearing Board or of the authority representatives, they must be directed to the Chair of the Board.

Appendix 8: Chair's Remarks when Conducting Hearings (Section 28.1.2, Subsection 7 of the *Conservation Authorities Act*)

Mandatory Permits, Zoning Orders

We are now going to conduct a hearing under section 28.1.2, subsection 7 of the *Conservation Authorities Act* in respect of an application for a permit by [*applicant name*] to [*details of proposed works*].

Under section 28.1.2, subsection 3 of the *Conservation Authorities Act*, an Authority that receives an application for a permit to carry out a development project in the Authority's area of jurisdiction shall issue the permit if an order has been made by the Minister of Municipal Affairs and Housing under section 47 of the *Planning Act* authorizing the development project under that Act; and the lands in the Authority's area of jurisdiction on which the development project is to be carried out are not located in the Greenbelt Area designated under section 2 of the *Greenbelt Act, 2005*; and such other requirements as may be prescribed are satisfied.

Furthermore, section 28.1.2, subsection 6 allows an Authority to attach conditions to such permits, including conditions to mitigate: any effects the development project is likely to have on the control of flooding, erosion, dynamic beaches or unstable soil or bedrock; circumstances created by the development project that, in the event of a natural hazard, might jeopardize the health or safety of persons or result in the damage or destruction of property; or any other matters that may be prescribed by regulation.

Staff has reviewed this proposed work and prepared a staff report, including the proposed conditions of approval for the proposed work, which has been given to the applicant and the Board. The applicant was invited to file material in response to the staff report, a copy of which has also been provided to the Board.

Under section 28.1.2, subsection 7 of the *Conservation Authorities Act*, the person applying for a permit has the right to a hearing before the Authority [or as delegated to the Authority's Executive Committee or any other person or body, subject to limitations or requirements that may be prescribed by the regulation].

In holding this hearing, the NVCA Hearing Board is to determine the prescribed conditions to be attached to the approved permit. In doing so, we can only consider the application in the form that is before us, the presentation by staff, and such evidence as may be given and the submissions to be made on behalf of the applicant. Only information disclosed prior to the hearing is to be presented at the hearing.

The proceedings will be conducted according to the *Statutory Powers Procedure Act*.

Under section 9 of the *Evidence Act* and section 5 of the *Canada Evidence Act*, any witness called may object to answer any question on the ground that the answer

may tend to incriminate the person or may tend to establish their liability to a civil proceeding at the instance of the Crown or of any person.

The procedure in general shall be informal without the evidence before it being given under oath or affirmation unless decided by the hearing members.

If the applicant has any questions to ask of the NVCA Hearing Board or of the authority representatives, they must be directed to the Chair of the Board.

Appendix 9: Chair's Remarks when Conducting Hearings (Section 30.4, Subsection 6 of the *Conservation Authorities Act*)

To Consider a Stop Order

We are now going to conduct a hearing under section 30.4, subsection 6 of the *Conservation Authorities Act* in respect to a Stop Order issued to [*Party*] on [*Date*], 20XX.

In accordance with section 30.4, subsection 1 of the Act, [NAME] was served with a Stop Order by an officer of the Authority because the officer believed [NAME] [**had engaged / was about to engage]** in an activity that [**has contravened/will contravene]** the Act or a regulation made under the Act; **and/or** the conditions of **Permit Number XXX**.

Furthermore, the officer believes that the activity **[has caused / is likely to cause]** significant damage and the damage [**affects / is likely to affect]** the control of flooding, erosion, dynamic beaches or unstable soil or bedrock **and/or** in the event of a natural hazard, the damage **has created / is likely** to create conditions or circumstances that might jeopardize the health and safety of persons or result in damage or destruction of property; and that, the order will prevent or reduce said damage.

Section 30.4, subsection 6 of the Act requires that a person who is served with a Stop Order be provided with an opportunity to request and attend a hearing before the Authority.

The Staff have prepared a report, a copy of which has been given to the **[APPELLANT NAME]** and the Board. The **[APPELLANT NAME]** was invited to file material in response to the staff report, a copy of which has also been provided to the Board.

In accordance with section 30.4, subsection 7 of the Act, after holding the hearing, the Authority shall confirm the order, amend the order, or remove the order with or without conditions. In doing so, we can only consider the information in the form that is before us, the staff report, such evidence as may be given, and the submissions to be made on behalf of **[APPELLANT NAME]**. Only information disclosed prior to the hearing is to be presented at the hearing.

The proceedings will be conducted according to the *Statutory Powers Procedure Act*. Under section 9 of the *Evidence Act* and section 5 of the *Canada Evidence Act*, any witness called may object to answer any question on the ground that the answer may tend to incriminate the person or may tend to establish their liability to a civil proceeding at the instance of the Crown or of any person.

The procedure in general shall be informal without the evidence before it being given under oath or affirmation unless decided by the hearing members.

If **[APPELLANT NAME]** has any questions to ask of the Hearing Board or of the Authority representative, they must be directed to the Chairperson of the board.

Appendix 10: Chair's Remarks when Conducting Hearings (Section 28.3, Subsections 4 of the *Conservation Authorities Act*)

To Consider the Cancellation of a Permit

We are now going to conduct a hearing under section 28.3, subsection 4 of the *Conservation Authorities Act* to consider the cancellation of permit number ## issued to [Permit Holder], on [*Date*], 20XX.

In accordance with section 28.3, subsection 1 of the Act, the Authority notified the permit holder of the intent to cancel permit number ### by [*Date*], 20## because, it is the opinion of the Authority, the conditions of the permit have not been met; **or** that the circumstances prescribed by regulation exist (**include detail here if applicable**).

Section 28.3, subsection 3 of the Act provides that a permit holder may request a hearing within 15 days of receiving the Authority's intent to cancel a permit.

The Staff have prepared a report, a copy of which has been given to the permit holder and the Board. The permit holder was invited to file material in response to the Staff report, a copy of which has also been provided to the Board.

In accordance with section 28.3, subsection 5 of the Act, after holding the hearing, the Authority may confirm, rescind or vary the decision to cancel the permit. In doing so, we can only consider the information in the form that is before us, the Staff report, such evidence as may be given, and the submissions to be made on behalf of the permit holder. Only information disclosed prior to the hearing is to be presented at the hearing.

The proceedings will be conducted according to the *Statutory Powers Procedure Act*. Under section 9 of the *Evidence Act* and section 5 of the *Canada Evidence Act*, any witness called may object to answer any question on the ground that the answer may tend to incriminate the person or may tend to establish his/her liability to a civil proceeding at the instance of the Crown or of any person.

The procedure in general shall be informal without the evidence before it being given under oath or affirmation unless decided by the hearing members.

If the permit holder has any questions to ask of the Hearing Board or of the Authority representative, they must be directed to the Chairperson of the board.

Appendix 11: Chair's Remarks when Conducting Hearings (Section 11, Subsection 6 of Ontario Regulation 41/24, made pursuant to Section 40, Subsection 4 of the *Conservation Authorities Act*)

To Consider an Extension to the Period of Validity of a Permit

We are now going to conduct a hearing under section 11, subsection 6 of Ontario Regulation 41/24, made under section 40, subsection 4 of the *Conservation Authorities Act* regarding a request for extension of permit number ## issued to [*Permit Holder*].

Section 11, subsections 4 and 5 of Ontario Regulation 41/24 provides that a permit holder may request a hearing to consider their request to extend the period of validity of a permit issued under section 28.1 or 28.1.2 of the Act within 15 days of receiving notice that the Authority intends to refuse a request for extension.

The Staff have prepared a report, a copy of which has been given to the permit holder and the Board. The permit holder was invited to file material in response to the Staff report, a copy of which has also been provided to the Board.

In accordance with section 11, subsection 7 of the Regulation, after holding the hearing, the Authority may confirm the refusal of the extension or grant an extension for a time deemed appropriate, provided the total period of validity of the permit does not exceed the applicable maximum period of 60 months prescribed by Regulation. In doing so, we can only consider the information in the form that is before us, the Staff report, such evidence as may be given, and the submissions to be made on behalf of the permit holder. Only information disclosed prior to the hearing is to be presented at the hearing.

The proceedings will be conducted according to the *Statutory Powers Procedure Act*. Under section 9 of the *Evidence Act* and section 5 of the *Canada Evidence Act*, any witness called may object to answer any question on the ground that the answer may tend to incriminate the person or may tend to establish his/her liability to a civil proceeding at the instance of the Crown or of any person.

The procedure in general shall be informal without the evidence before it being given under oath or affirmation unless decided by the hearing members.

If the permit holder has any questions to ask of the Hearing Board or of the Authority representative, they must be directed to the Chairperson of the board.

Appendix 12: Sample Notice of Decision (Refusal / Attaching Conditions)

<Date> BY REGISTERED MAIL

<Name>
<Mailing address>

Dear **<Name>**,

RE: NOTICE OF DECISION

Hearing Pursuant to Section 28.1, Subsection 5 of the *Conservation Authorities Act*
Proposed Residential Development
<Lot, Plan; Address; City>
<Application #>

In accordance with the requirements of the *Conservation Authorities Act*, the Nottawasaga Valley Conservation Authority provides the following Notice of Decision:

On **<meeting date>**, the Hearing Board of the Nottawasaga Valley Conservation Authority has **<refused/approved your application/approved your application with conditions>**. Please note that this decision is based on the following reasons: **<the proposed development/alteration to a watercourse or shoreline adversely affects the control of flooding, erosion, dynamic beaches or pollution or interference with a wetland or conservation of land>**.

In accordance with Section 28.1(8) of the *Conservation Authorities Act*, an applicant who has been refused a permit or a permit holder who objects to conditions imposed on a permit by the Authority may submit a request for a Minister's Review of this decision to the Minister of Natural Resources, or may appeal this decision to the Ontario Land Tribunal. These options are further described below:

1. Within 15 days of receiving the reasons for the Authority's decision, submit a request to the Minister to review the Authority's decision. If a request for a Minister's review is submitted, the Minister will indicate in writing whether or not they intend to conduct a review of the Authority's decision. This notice will be provided within 30 days of receiving the request. If the Minister does not reply within 30 days, this is deemed to be an indication that the Minister does not intend to review the Authority's decision.

The Minister may, in accordance with section 28.1 (15) of the Act, confirm or vary the Authority's decision, or make any decision the Minister considers appropriate, including issuing a permit subject to conditions. Per subsection 28.1(19) of the *Conservation Authorities Act*, a decision made by the Minister is final; or,

2. Appeal to the OLT within 90 days of receiving the reasons for the Authority's decision, provided that:
    a. the applicant/permit holder has not submitted a request for Minister's review; or,
    b. the applicant/permit holder has submitted a request for Minister's review, and;
        i. the Minister refused to conduct a review further to a request made under ss. 28.1 (8) of the Act; or,
        ii. 30 days have lapsed since the applicant/permit holder submitted a request for Minister's review and the Minister has not replied; or,
        iii. If, further to a request for review made under ss. 28.1 (8) of the Act, the Minister indicates their intent to review a decision and the Minister fails to make a decision within 90 days of giving the reply, the applicant/permit holder may, within the next 30 days, appeal the Authority's decision directly to the OLT.

For your information, should you wish to exercise your right for a Minister's review or appeal to the OLT, your requests can be forwarded to:

For Minister's Review:	**For Appeal to Ontario Land Tribunal:**
Minister of Environment, Conservation and Parks	Ontario Land Tribunal
College Park, 5th Floor	655 Bay Street, Suite 1500
777 Bay Street	Toronto ON M5G 1E5
Toronto ON M7A 2J3	Phone: 416-212-6349 or 866-448-2248
Phone: 416-314-6790	Email: OLT.General.Inquiry@ontario.ca
Email: minister.mecp@ontario.ca	Information on Filing an Appeal Link

A copy of this request should also be sent to this Conservation Authority. Should you require any further information, please do not hesitate to contact **<Name>**, Director, Watershed Management Services, or the undersigned.

Yours truly,

<Signature, Name>, Chief Administrative Officer

c.c. Members NVCA Hearing Board
Clerk of the Municipality in which the site of the proposed work is located
District Office MECP
MNR (if appropriate)

Appendix 13: Sample Notice of Decision (Attaching Conditions, Minister's Zoning Order Permits)

<Date> BY REGISTERED MAIL

<Name>
<Mailing address>

Dear <Name>,

RE: NOTICE OF DECISION
Hearing Pursuant to Section 28.1.2, Subsection 7 of the *Conservation Authorities Act*
Proposed Residential Development
<Lot, Plan; Address; City>
<Application #>

In accordance with the requirements of the *Conservation Authorities Act*, the Nottawasaga Valley Conservation Authority provides the following Notice of Decision:

On **<meeting date>**, the Hearing Board of the Nottawasaga Valley Conservation Authority has **<approved your application/approved your application with conditions>**. A copy of the NVCA Hearing Board resolution has been attached for your records. Please note that this decision is based on the following reasons:

<conditions are required to mitigate the effects of the development project on the control of flooding, erosion, dynamic beaches, unstable soils or bedrock; or conditions or circumstances created by the development project that, in the event of a natural hazard, might jeopardize the health or safety of persons or result in the damage or destruction of property>.

In accordance with the *Conservation Authorities Act*, a permit holder who objects to conditions imposed on a permit by the Authority may submit a request for a Minister's Review of this decision to the Minister of Natural Resources, or may appeal this decision to the Ontario Land Tribunal. These options are further described below:

1. Within 15 days of receiving the reasons for the Authority's decision, submit a request to the Minister to review the conditions. If a request for a Minister's review is submitted, the Minister will indicate in writing whether or not they intend to conduct a review of the conditions. This notice will be provided within 30 days of receiving the request. If the Minister does not reply within 30 days, this is deemed to be an indication that the Minister does not intend to review the Authority's decision.
   The Minister may, in accordance with section 28.1.2 (11) of the Act, confirm or vary the conditions attached by the Authority to a permit, including

removing conditions or requiring that such additional conditions be attached to the permit as the Minister considers appropriate. Per subsection 28.1.2 (13) of the *Conservation Authorities Act*, a decision made by the Minister is final; or,

2. Appeal to the OLT within 90 days of receiving the reasons for the Authority's decision, provided that:
    a) the permit holder has not submitted a request for Minister's review; or,
    b) the permit holder has submitted a request for Minister's review, and;
        i. the Minister refused to conduct a review further to a request made under ss. 28.1.2 (9) of the Act; or,
        ii. 30 days have lapsed since the permit holder submitted a request for Minister's review and the Minister has not replied; or,
        iii. If, further to a request for review made under ss. 28.1.2 (9) of the Act, the Minister indicates their intent to review a decision and the Minister fails to make a decision within 90 days of giving the reply, the permit holder may, within the next 30 days, appeal the conditions attached by the Authority directly to the OLT.

For your information, should you wish to exercise your right for a Minister's review, or appeal to the OLT, your requests can be forwarded to:

For Minister's Review:

Minister of Environment, Conservation and Parks

College Park, 5th Floor

777 Bay Street

Toronto ON M7A 2J3

Phone: 416-314-6790

Email:minister.mecp@ontario.ca

For Ontario Land Tribunal:

Ontario Land Tribunal
655 Bay Street, Suite 1500
Toronto ON M5G 1E5

Phone: 416-212-6349 or 866-448-2248
Email:
OLT.General.Inquiry@ontario.ca
Information on Filing an Appeal Link

A copy of this request should also be sent to this Conservation Authority. Should you require any further information, please do not hesitate to contact **<Name>**, Director, Watershed Management Services, or the undersigned.

Yours truly,

<Signature, Name>, Chief Administrative Officer

c.c. Members NVCA Hearing Board
Clerk of the Municipality in which the site of the proposed work is located
District Office MECP
MNR (if appropriate)

Appendix 14: Sample Notice of Decision (Stop Order)

(Date)

BY REGISTERED MAIL
(name)
(address)

Dear:

RE: NOTICE OF DECISION
Hearing Pursuant to Section 30.4, Subsection 6 of the *Conservation Authorities Act*
Stop Order
Lot , Plan ; [Address],
[City/Town]
[Application # or Permit #]
[Stop Order #]

In accordance with the requirements of the *Conservation Authorities Act*, the Nottawasaga Valley Conservation Authority provides the following Notice of Decision:

On [**meeting date and number**], the NVCA Hearing Board [**confirmed the Stop Order, amended the Stop Order, or removed the Stop Order, with or without conditions]**. A copy of the Hearing Board resolution has been attached for your records. Please note that this decision is based on the following reasons**:**

[*Provide specific and clear reasons for confirming, amending, or removing the order, with or without conditions in accordance with ss. 30.4 (8)*]

In accordance with the *Conservation Authorities Act*, the person who requested the hearing may appeal to the Minister for a review within 30 days after receiving the reasons for the Authority's decision. The Minister (or other prescribed body) may confirm, amend or remove the Stop Order, with or without conditions.

For your information, should you wish to exercise your right for a Minister's review, your request can be forwarded to:

Minister of Environment,
Conservation and Parks

College Park, 5th Floor

777 Bay Street

Toronto ON M7A 2J3

Phone: 416-314-6790

Email:
minister.mecp@ontario.ca

A copy of this request should also be sent to this Conservation Authority. Should you require any further information, please do not hesitate to contact [***staff contact***] or the undersigned.

Yours truly,

<Signature, Name>, Chief Administrative Officer

c.c. Members NVCA Hearing Board
Clerk of the Municipality in which the site of the proposed work is located
District Office MECP
MNR (if appropriate)

Appendix 15: Sample Notice of Decision (Cancellation of Permit)

(Date)

BY REGISTERED MAIL
(name)
(address)

Dear:

RE: NOTICE OF DECISION
Hearing Pursuant to Section 28.3 , Subsections (2), (3), and (4) of the *Conservation Authorities Act*
Cancellation of Permit
Lot, Plan ; [Address],
[City/Town] [Permit Number]

In accordance with the requirements of the *Conservation Authorities Act*, the Nottawasaga Valley Conservation Authority provides the following Notice of Decision:

On [**meeting date and number**] the NVCA Hearing Board [**confirmed / rescinded / varied] the decision to cancel permit number ##.** A copy of the Hearing Board resolution has been attached for your records. Please note that this decision is based on the following reasons**:**

[*Provide specific and clear reasons for confirming, rescinding or varying the decision to cancel the permit, in accordance with ss. 28.3 (5) of the Conservation Authorities Act*]

In accordance with the *Conservation Authorities Act*, the permit holder may, within 90 days after receiving the reasons for the Authority's decision, appeal the decision to the Ontario Land Tribunal (OLT). The OLT has the authority to take evidence, to confirm, rescind or vary the decision to cancel the permit, with or without conditions.

For your information, should you wish to exercise your right to appeal, section 28.3, subsection 7 of the Act requires that the notice shall be sent to the OLT and to the Authority by registered mail.

Ontario Land Tribunal
655 Bay Street, Suite 1500
Toronto ON M5G 1E5

Phone: 416-212-6349 or 866-448-2248
Email: OLT.General.Inquiry@ontario.ca
Information on Filing an Appeal Link

Should you require any further information, please do not hesitate to contact [***staff contact***] or the undersigned.

Yours truly,

<Signature, Name>, Chief Administrative Officer

c.c. Members NVCA Hearing Board
Clerk of the Municipality in which the site of the proposed work is located
District Office MECP
MNR (if appropriate)

Appendix 16: Sample Notice of Decision (Permit Extension)

(Date)

BY REGISTERED MAIL
(name)
(address)

Dear:

RE: NOTICE OF DECISION
Hearing Pursuant to Section 11, Subsections 4, 5, and 6 of O. Reg. 41/24, pursuant to Section 40, Subsection 4 of the *Conservation Authorities Act*
Request for Permit Extension
Lot, Plan ; [Address], [City/Town]
[Permit Number]

In accordance with the requirements of the *Conservation Authorities Act*, the Nottawasaga Valley Conservation Authority provides the following Notice of Decision:

On [**meeting date and number**], the NVCA Hearing Board [**confirmed the refusal of the permit extension / granted the permit extension]. Permit number ## shall be valid until [Date], 20##.** A copy of the Hearing Board resolution has been attached for your records. Please note that this decision is based on the following reasons:

[Provide specific and clear reasons relating to the application for refusing or granting the extension, if applicable. In either case, it is best practice to relate the decision to the Conservation Authorities Act tests in ss. 28.1 (1), and ss. 11 (7) of O. Reg. 41/24]

For your information, the Authority's decision is final; there is no legislated appeal process under the *Conservation Authorities Act*.

Should you require any further information, please do not hesitate to contact [***staff contact***] or the undersigned.

Yours truly,

<Signature, Name>, Chief Administrative Officer

c.c. Members NVCA Hearing Board
Clerk of the Municipality in which the site of the proposed work is located
District Office MECP
MNR (if appropriate)

Staff Report: 26-08-25-BOD

Date: 26/09/2025

To: Chair and Members of the Board of Directors

From: Dalia Al-Ali, P. Eng.
Manager, Engineering Services

SUBJECT: Pretty River Dike Safety Review Recommendations

Recommendation

RESOLVED THAT: the Board of Directors receive Staff Report No. 26-08-25-BOD regarding the findings from the Phase 1 safety review of the Pretty River Dike system.

Purpose of the Staff Report

The Staff Report inform the Board of Directors of key findings and recommendations from the Pretty River Dike safety inspection conducted in 2023-24 including next steps for this critical flood structure.

Background

The Pretty River Dike, located in the Town of Collingwood, is comprised of a series of earthen dikes along the east and west banks of the Pretty River, extending from the outlet at Georgian Bay to a point approximately 2.2 km upstream, and includes an ice control structure at the downstream end, a bypass weir, and bypass culverts.

Routine inspections are completed by NVCA Flood staff every other month, with a detailed annual inspection completed each fall during leaf-off conditions.

In 2019, NVCA began planning for vegetation removal along the Pretty River Dike by thoroughly inspecting existing conditions and assessing next steps, including funding. By 2022, the NVCA and Town of Collingwood initiated a vegetation management program. Vegetation management is vital to ensuring hydraulic function, preventing structural damage, preventing damage from wildlife, and supporting effective flood control. The program was partially funded by the Provincial Water & Erosion Control Infrastructure (WECI) grant. From 2022 to 2024, the program resulted in the clearing of brush and small woody vegetation from the east and west portions of sections 4, 5 and 6 of the dike system (the sections west and south of the Pretty River Parkway). The sections of the dike system are shown in Figure 1.



Figure 1. Sections of the Pretty River Dike system in Collingwood: Section 1 (purple), Section 2 (red), Section 3 (orange), Section 4 (yellow), Section 5 (light green), and Section 6 (dark green).

In 2023, NVCA retained D.M. Wills Associates Limited (the consultant) to complete Phase 1 of a two-phase Dike Safety Review for the Pretty River Dike in Collingwood. The third-party inspection assessed the condition of the flood control infrastructure through a visual inspection and topographic survey and provided prioritized recommendations to inform a long-term maintenance and repair strategy.

Analysis

In general, the Pretty River Dike system was observed to be in fair condition. The consultant observed significant tree growth across the majority of the earth embankments, moderate to severe erosion in a few areas, and missing rock protection in some areas.

The subsequent recommendations were ranked based on how likely that a specific event or hazard will happen, how serious the impact could be, and the cost, time, and effort required to address it.

The high and medium priority recommendations for which NVCA is responsible are listed in Table 1. High priority indicates that remedial action is required *within the next two (2) years* to meet current regulations; medium priority indicates that action is required *within five (5) years*. Cost estimates will be required for each recommendation prior to implementation.

Table 1. Medium and high priority recommendations from the consultant's 2023-24 inspection of the Pretty River Dike.

Recommendation	Priority
The NVCA should continue the ongoing brush removal program for the dike system. Ultimately, this will need to include the removal of all trees and woody vegetation, restoration of the embankment slopes, and restoration stable vegetative ground cover or rock protection. All woody debris should be cleaned up and removed from the site. Ongoing removal of trees and other woody vegetation will need to be undertaken by NVCA staff once the tree removal program is completed.	High
Remove the rocks and woody debris from the interior of the bypass culverts and the woody debris from the upstream ends of the bypass culverts.	High
Complete Phase 2 of the Dike Safety Review.	Medium

Confirm the location and the extent of the property and easements owned by the NVCA or Town of Collingwood. Develop communication tools to inform property owners about the presence of the easement on their property as well as acceptable uses of their lands within the easement. Where required, develop additional communication tools to inform property owners that they are encroaching on land owned by the NVCA or the Town of Collingwood.	Medium
Clear all trees and woody vegetation from the dike above the bypass culverts, restore the embankment slopes, and establish stable vegetative ground cover or rock protection.	Medium
Repair the deteriorated gabion basket slope protection upstream and downstream of the CNR Trail bridge.	Medium
Restore the rock protection above the flap gate headwall at Station 0+330 in Section 3 on the east side of the river.	Medium
Clear all vegetation, rocks, and other debris from in and around the flap gate / check valve headwalls at Station 0+330 in Section 3, Station 0+360 in Section 4, Station 0+920 in Section 5, and Station 1+880 in Section 6.	Medium

*It is assumed that this work would be completed by NVCA staff as part of their regular duties.

Two low priority recommendations are noted for NVCA to consider in the future including: (1) a review of the condition of the Oliver Crescent crossing structure – which provides protection from ice jam-related flooding and functions as an access point for residents and (2) confirmation of the location and extent of properties and easements owned by the NVCA or Town of Collingwood to better understand potential encroachments by property owners on either side of the dike system. It is understood that the majority of the lands on which the dike system is located are owned by NVCA.

Impacts of Woody Vegetation on Earthen Dams and Dikes

The impact of woody vegetation on earthen dam or dike performance is an issue that is underestimated by many. Root penetration from trees and woody vegetation loosens the soil of an embankment slope and creates a condition that is favourable for surface water seepage and slope failure. Ideally, trees and other deep-rooted vegetation are prevented from establishing on earthen dikes with only shallow-rooted vegetative cover allowed to reduce or prevent embankment slope erosion[1].

[1] FEMA (2005). Technical Manual for Dam Owners: Impacts of Plants on Earthen Dams https://www.fema.gov/sites/default/files/2020-08/fema-534.pdf

Tree and woody vegetation removal must follow a properly designed *dike remediation plan,* as root systems of numerous trees and woody vegetation can compromise the dike's integrity beyond what routine maintenance can restore to regain the original design life of the dike system.
The cost of removing all trees and woody vegetation from the embankments of the Pretty River Dike is influenced by a number of factors, including tree size, tree type/species, growth density, size of the removal area, location of growth (embankment toe, crest, etc.), embankment slope condition, and the degree and type of required surface treatment (backfilling, seeding, etc.).

Phase 2 will involve a geotechnical field investigation and engineering modeling/analysis and provide further direction on the prioritization of tree removal based on risk to the structure's stability.

Together, these Phases will inform the development of a dike remediation plan. Phase 2 of the dike safety review is included in the 2026 budget and work plan.

Relevance to Authority Policy/Mandate
NVCA is responsible for managing and maintaining flood structures within the watershed, including the Pretty River Dike in the Town of Collingwood.

The operation/management of flood and erosion infrastructure is a vital component of the Flood Forecasting & Warning Program, which is a mandatory Category 1 program under Ontario Regulation 686/21 of the Conservation Authorities Act.

Impact on Authority Finances
Phase 2 of the Pretty River Dike safety review is part of the NVCA Asset Management program for 2026.

It will be important to balance financial, liability, and reputational risks associated with the management of flood and erosion control structures—whether during a flood event or under normal operating conditions. Both historic and recent gaps in maintenance and oversight have contributed to the concerns outlined in the consultant's report. By proactively addressing the high and medium priority recommendations, the NVCA demonstrates strong governance, reduces risk, and reinforces NVCA's commitment to safety and accountability.

Engineering/Flood staff will develop a long-term strategic dike remediation plan to guide the management of NVCA's flood and erosion control structures. This

standalone plan, which will include and prioritize all recommendations from Phase 1 and 2 of the Pretty River Dike safety review, will prioritize actions based on urgency, budget, and other relevant factors. To ensure continued relevance and accountability, the plan will be updated at regular intervals, reflecting new assessments, operational needs, and evolving best practices.

Climate Change Implications

This report has no climate change implications.

Reviewed by:
Original Signed by
Chris Hibberd, MCIP, RPP
Director, Watershed Management Services

Approved for submission by:
Original Signed by
Jennifer Vincent
Chief Administrative Officer

Staff Report: 27-08-25-BOD

Date: 26/09/2025

To: Chair and Members of the Board of Directors

From: Sheryl Flannagan
Director, Corporate Services

SUBJECT: Administrative Bylaws Update

Recommendation

RESOLVED THAT: the Board of Directors approve Staff Report No. 27-08-25-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.

Conservation Ontario (CO) provides a template for Administrative Bylaws to all conservation authorities. The NVCA follows this template with amendments specific to the NVCA.

Issues/Analysis

At the request of the Chair, staff reviewed section 2.14 Remuneration of Members and section 3.20.5 under Minutes.

Section 2.14 speaks to the remuneration framework for Board members, specifically regarding per diems and honorariums. Under the current policy, the per diem rate is established at the outset of each four-year term and remains fixed for the duration of that term.

Staff are recommending an amendment to this section to introduce an annual adjustment mechanism. Specifically, it is proposed that the per diem be automatically increased each year by the same cost-of-living adjustment (COLA) percentage applied to staff compensation. This approach ensures consistency, reflects inflationary impacts, and maintains the fairness and relevance of Board member remuneration over time.

The COLA percentages are calculated through a Board approved methodology. This involves calculating the average monthly Consumer Price Index (CPI) for Ontario, covering the period from June of the previous year until May of the current year. For the 2026 budget, this is calculated at 2.1%.

To give an example, for 2026, per diems would increase from $82.03 to $83.75 and continue each year based on the COLA adjustment. For 2026 the Chair's honorarium would increase from $2,500 to $2,552.50 and the Vice-Chair's would increase from $1,500 to $1531.50.

Section 3.20.5 outlines the requirements for maintaining a formal record of meeting proceedings, including all motions considered. Under the current policy, once minutes are approved by the Board, the original copies are signed solely by the CAO/Secretary-Treasurer.

Staff are recommending an amendment to this section to require that both the Chair and the CAO/Secretary-Treasurer sign the approved minutes. This change aligns with current practice, where the Chair is required to sign every resolution. By shifting the Chair's signature responsibility from individual resolutions to final minutes, the process will be more efficient for both the Chair and staff, while maintaining appropriate oversight and accountability.

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 2025 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
Jennifer Vincent
Chief Administrative Officer

Attachment #1 – Administrative Bylaws



Nottawasaga Valley Conservation Authority

Administrative Bylaws - Governance and Administrative Policies

Date Approved: August 24, 2018
Date of last Revision: ~~April 25~~September 26, 2025

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;

An additional member may be appointed to the authority by the Minister as a representative of the agricultural sector.

The NVCA has 18 member municipalities:

Township of Adjala-Tosorontio	Town of Innisfil
Township of Amaranth	Township of Melancthon
City of Barrie	Town of Mono
Town of The Blue Mountains	Mulmur Township
Town of Bradford West Gwillimbury	Town of New Tecumseth
Township of Clearview	Township of Oro-Medonte
Town of Collingwood	Town of Shelburne
Township of Essa	Township of Springwater
Municipality of Grey Highlands	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 organizatio**n - 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)*.

Apportionment means the amount of net 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)*.

Minister means the Minister as defined in the Act.

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 Vote means the votes of 51 percent of those represented after the votes are weighted by the percentage that applies under Ontario Regulation 402/22: Budget and Apportionment.

Section 2 – Governance Policies

2.0 Board of Directors

2.0.1 Appointments

Participating Municipalities within the jurisdiction of the Nottawasaga Valley Conservation Authority shall appoint Members in accordance with Section 14 of the Act. An additional agricultural sector representative may be appointed to the Authority by the Minister.

Appointed members must reside in a Participating Municipality within the Authority's area of jurisdiction. Participating municipalities must ensure that at least 70 percent of its appointees are selected from among the municipal council or apply to the Minister for permission to appoint less than this percent. Additional appointees may include citizens as well as an additional member who may be appointed by the Minister as a representative of the agricultural sector.

Collectively, the appointed Members 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 participating municipality; 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 and they may be replaced at the Minister's discretion.

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 apportionment 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 acquisition 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 Ontario Land Tribunal.

If a member has been appointed representing the agricultural sector, they do not have a vote on items viii, ix, and x as per s.14 of the Act and s.2 of Ontario Regulation 402/22 Budget and Apportionment.

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 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 this 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 Chief Administrative Officer/Secretary-Treasurer 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 Members.

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.

2.4 Representatives to Conservation Ontario Council

2.4.1 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.

2.5 Election of Chair and Vice-Chair

2.5.1 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). Successors to the positions of Chair and Vice-Chair shall be a Member from a different participating municipality from the incumbent. Upon application by an Authority or a participating municipality, the Minister may grant permission for a member who was appointed to the Authority by the same participating municipality that appointed the outgoing Chair or Vice-Chair to serve as Chair or Vice-Chair.

2.5.2 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*

2.5.3 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.

2.5.4 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.

2.6 Appointment of Auditor

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

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

2.7 Appointment of Financial Institution

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

2.8 Appointment of Solicitor(s)

2.8.1 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.

2.9 Financial Statements and Report of the Auditor

2.9.1 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).

2.9.2 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, within sixty (60) days of receiving the Auditor's report.

2.10 Borrowing Resolution

2.10.1 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.

2.11 Apportionment Notice

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

2.12 Signing Officers

2.12.1 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.

2.12.2 Signing authority that was authorized by any previous Regulation or Bylaw is superseded by this bylaw.

2.13 Advisory/Ad Hoc and Other Committees

2.13.1 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.

2.13.2 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.

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

2.13.4 Each committee shall report to the General Membership, presenting any recommendations made by the advisory board or committee.

2.13.5 The dates of all advisory board and committee meetings shall be made available to the General Membership.

2.14 Remuneration of Members

2.14.1 The Authority has ~~shall~~ established a per diem rate ~~at the beginning of each four-year term~~ to be paid to Members for attendance at Authority meetings and committee meetings, and can be reviewed at any time, at the request of the Chair.

2.14.2 The per diem rate will increase by a cost-of-living factor each year, the same as is used for the NVCA staff.

2.14.~~2~~3 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.

2.14.~~3~~4 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.

2.14.~~4~~5 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.

2.14.~~5~~6 Mileage rates for the NVCA are based on the annual posted Canada Revenue Agency rate.

2.14.~~6~~7 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.

2.14.~~7~~8 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.

2.14.~~8~~9 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

~~ii.~~ Starting in 2026, these honorariums shall be increased by a cost-of-living factor, the same as section 2.14.2.

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2.14.~~9~~10 Remuneration of the Member appointed by the Minister as a representative of the agricultural sector is at the expense and discretion of the Province.

2.15 Records Retention

2.15.1 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.

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

2.16 Records Available to Public

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

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

2.17 Bylaw Review

2.17.1 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.

2.18 Bylaw Available to Public

2.18.1 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

2.19 Enforcement of Bylaws and Policies

2.19.1 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.*

2.19.2 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.

2.19.3 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.

2.19.4 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.

2.19.5 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.

2.19.6 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.

2.19.7 A Member cannot appeal the decision of the Board.

2.20 Indemnification of Members, Officers and Employees

2.20.1 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 will be 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 the Meeting Procedures identified in this by-law apply.

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 with 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 OnBoard) 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 4th 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. Litigation or potential litigation, including matters before administrative tribunals (e.g. Ontario Land Tribunal), affecting the Authority;
vi. Advice that is subject to solicitor-client privilege;
vii. A matter in respect of which the General Membership or committee or other body may hold a closed meeting under another Act;
viii. Information explicitly supplied in confidence to the Authority by Canada, a province or territory or a Crown agency;
ix. 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;
x. A trade secret or scientific, technical, commercial or financial information that belongs to the Authority and has monetary value or potential monetary value;
xi. 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;
xii. The subject matter relates to the consideration of a request under the *Municipal Freedom of Information and Protection of Privacy Act* (MFIPPA), and the designated head of 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 Where a member has been appointed by Minister as a representative of the agricultural sector, the member shall not vote on: a resolution to enlarge an authority's area of jurisdiction; a resolution to amalgamate the Authority with another conservation Authority; a resolution to dissolve the Authority; or a resolution related to any budgetary matter.

3.16.3 According to the above, the Chair is entitled to vote.

3.16.4 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.

3.16.5 On a tie vote, the motion is lost.

3.16.6 Interrelated motions shall be voted on in the order specified in Robert's Rules of Order.

3.16.7 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.

3.16.8 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.

3.16.9 At the meeting of the Authority at which the municipal apportionment is to be approved, the CAO/Secretary-Treasurer shall conduct the vote to approve the apportionment by a weighted majority of the Members present and eligible to vote, in accordance with Ontario Regulation 402/22 Budget and Apportionment.

3.16.10 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.

3.16.11 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~~they shall be signed by the Chair and CAO/Secretary-Treasurer and copies of all non-confidential minutes shall be posted on the Authority's website. Minutes shall be made available for review on the Authority's website within 30 days of the meeting. Minutes shall be made available 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 research, study and investigate the watershed and to support the development and implementation of programs and services intended to further the purposes of this Act;

(b) for any purpose necessary to any project under consideration or undertaken by the authority, to enter into and upon any land with the consent of the occupant or owner, 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 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;

(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.

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;

c) shall not attempt in any way whether before, during or after the meeting to influence the voting on any such question; and,

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 the Authority
   ii. Election of the Vice-chair, who shall be Member appointed by a participating Municipality to 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 the person making the nomination will be the mover, with no seconder required;

e) The closing of nominations shall require both a mover and a seconder;

f) Each Member nominated shall be asked to accept the nomination, in the order they were nominated and after the nominations are closed. The Member must be present to accept the nomination unless the Member has advised the CAO/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 they were nominated.

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.

k) The ballots will be destroyed by the scrutineers.

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.	

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

Appendix 7

Diversity, Equity, Inclusion, & Belonging Policy

Purpose and Commitment

The NVCA is committed to fostering, cultivating, and preserving a culture of equity, diversity, inclusion, and belonging. We embrace and encourage our employees' differences in age, color, disability, ethnicity, family or marital status, gender identity or expression, language, national origin, physical and mental ability, political affiliation, race, religion, sexual orientation, socio-economic status, veteran status, and other characteristics that make our employees unique. We believe we are stronger when we not only celebrate our many differences, values, and voices, but include them in practice. This means our organization will actively work to understand and remove barriers to equity and inclusion, be they systematic, physical, or otherwise. In addition, we are committed to ongoing learning and development in the areas of diversity, equity, and inclusion so that we can apply an “equity lens” in all areas of our business. Further, the NVCA will adhere to the *Ontario Human Rights Code* and the *Accessibility for Ontarians for Disabilities Act* at all times

Scope

This policy applies to all employees and representatives of the NVCA, across all levels and departments.

Definitions

The following definitions have been sourced directly from the Ontario Human Rights Code:

Cultural competence: an ability to interact effectively with people of different cultures, particularly in human resources, non-profit organizations, and government agencies whose employees work with persons from different cultural/ethnic backgrounds. Cultural competence has four components:

1. Awareness of one's own cultural worldview
2. Attitude towards cultural differences
3. Knowledge of different cultural practices and worldviews
4. Cross-cultural skills (developing cultural competence results in an ability to understand, communicate with and effectively interact with people across cultures.

Culturally competent organization: an organization that displays cultural competence, in both its systems and individual behaviour.

Diversity: the presence of a wide range of human qualities and attributes within an individual, group or organization. Diversity includes but not limited to, such factors as age, sex, race, ethnicity, physical and intellectual ability, religion, sexual orientation, educational background and expertise.

Equal opportunity: aims to ensure that all people have equal access, free of barriers, equal participation and equal benefit from whatever an organization has to offer. Note that equal opportunity extends beyond employment.

Equity: fairness, impartiality, even-handedness. A distinct process of recognizing differences within groups of individuals and using this understanding to achieve substantive equality in all aspects of a person's life.

Inclusion: appreciating and using our unique differences – strengths, talents, weaknesses and frailties – in a way that shows respect for the individual and ultimately creates a dynamic multi-dimensional organization.

Policy

At NVCA we strive to ensure all people are treated equally and to be a culturally competent organization. We value diversity and will continue to actively work to build a diverse workforce which is inclusive of people of various groups in terms of the definition of diversity above.

We believe in equal treatment and opportunity for employees. We will ensure the right to equal treatment is upheld in the areas of rate of pay, overtime, hours of work, holidays, benefits, shift work, discipline, performance evaluations, and advancement opportunities. Discrimination will not be tolerated.

Every person who works at NVCA has a responsibility to treat others with dignity and respect, and make sure all people feel included and have access to the same opportunities. We must actively strive to create an environment where all people are able to share their ideas, beliefs, and skills.

The organization is responsible for:

- Promoting a culture of respect, inclusion, and safety
- Examining its workforce and the various barriers (both physical and invisible) and biases (including unconscious) that are in place that work against equity, diversity, and inclusion and implementing strategies to overcome them such as:
    - Revising policies and procedures
    - Examining language and available supports
- Training staff members about the principles of equity, diversity, inclusion, and belonging and our policies
- Providing continuous learning opportunities to managers and employees
- Encouraging applications from people of various backgrounds
- Providing accommodation, upon request, at all stages of employment as required and to the point of undue hardship

Managers are responsible for:

- Leading by example
- Providing an open door so employees can voice any concerns or barriers they may be experiencing and acting on recommendations/concerns
- Providing support or accommodation to staff members as required
- Ensuring staff feel welcome and included
- Creating opportunities to ensure the ideas, talents and opinions of all team members are heard and that proper credit is given for ideas and accomplishments
- Being flexible such as allowing employees to observe various religious/spiritual practices or days of observance.

- Actively working to find ways to bring people together so they may share ideas and feel heard

Employees are responsible for:

- Complying with this policy
- Completing training as assigned
- Practicing respect and fostering inclusive behaviours

Policy Guidelines

1. Recruitment and Selection

Wherever possible we will:

- Post job positions to platforms that are barrier free, including those which target underrepresented groups
- Openly welcome and invite applications from persons with disabilities or those protected by the human rights code and provide accommodation during all stages of the recruitment and hiring process, upon request. We have statements to this effect in all job postings
- Train hiring managers about their own biases and how to utilize equitable hiring practices, including how to use an “equity lens” or “diversity lens” when recruiting
- Continue to utilize set interview questions based on the job description to help eliminate biases
- Ensure job posting focuses on essential requirements of the position

We are committed to hiring applicants on the basis of their individual merits such as their skills and knowledge.

2. Career Development and Advancement

- Equal access to training and development opportunities
- Mentorship programs that support all employees
- Regular review of promotion criteria and processes
- Clear communication of advancement opportunities

3. Workplace Culture and Environment (as part of our Corporate Culture Booklet)

- Zero tolerance for discrimination, harassment, or bullying
- Training for all employees
- Support for flexible work arrangements
- Accommodation of religious and cultural practices
- Celebration of diverse cultural events and observances through social committee

4. Communication and Education

- Regular updates and communications
- Mandatory DEIB training programs
- Resources for continuous learning
- Feedback mechanisms

5. Leadership Accountability

- Regular review of policies, initiatives and outcomes
- Active participation in DEIB initiatives

Complaint Resolution

Should an employee have a complaint, they are to go to the Director, Corporate Services to raise their concerns. They can also go to their manager, whom would then be responsible for going to the Director, Corporate Services.

There is protection from retaliation, similar to the harassment policy and will have the same investigation process as the harassment policy.

Consequences

Disciplinary action for violations of this Policy will take into consideration the nature and impact of the violations, and may include a verbal or written reprimand, suspension (with or without pay) or termination (with or without notice). Similarly, deliberate false accusations are of an equally serious nature and will also result in disciplinary action up to and including termination without notice for just cause.

Note, however, that an unproven allegation does not mean that unlawful discrimination and harassment did not occur or that there was a deliberate false allegation. It simply means that there is an insufficient evidentiary basis to proceed or that while the complainant may have genuinely had reason to believe that there was unlawful discrimination and harassment, investigation has not borne out the complaint.

Confidentiality of Complaints

The NVCA recognizes that employees may find it difficult to come forward with a complaint because of concerns of confidentiality. All complaints, as well as the names of parties involved, shall be treated as confidential. NVCA's obligation to conduct an investigation into the alleged complaint may require limited disclosure; therefore, confidentiality can be maintained only to the point at which it does not hinder the investigation, and all employees/witnesses will be cautioned about maintaining strict confidentiality.

No record of the complaint will be maintained in the employee file of the complainant. If there is a finding of improper conduct that results in disciplinary action, it will be reflected only on the employee file of the person who engaged in such conduct, in the same way as any other disciplinary action.

No Retaliation / Reprisal of Complaint

Retaliation or reprisals are prohibited against any employee who has complained under this Policy or has provided information regarding a complaint. Any retaliation or reprisals are subject to immediate corrective action, up to and including termination.

Any employee reporting alleged incidents can do so knowing that the matter will be treated confidentially and may be reported without fear of retaliation or reprisal.

Complaint Procedure:

Filing a complaint:

- If informal attempts at resolving the issue are not appropriate, or proving to be ineffective, a formal complaint may be filed. To file a formal complaint:
    - Inform your supervisor and/or the Director, Corporate Services. (Director, Corporate Services must be notified so Supervisor must do it if complainant wishes not to. If the complaint is about the Director, Corporate Services, the CAO is to be notified instead.)
    - Cooperate with those responsible for investigating the complaint.

Complaint Investigation

All formal complaints shall be investigated. The investigation process shall involve interviews of the complainant, the respondent and any witnesses named by either. Within fourteen (14) working days of the incident or notice thereof, the Director, Corporate Services and supervisor shall investigate the incident and prepare a written report of the investigation findings. The report shall be provided along with recommendations, if any, to the CAO/Secretary-Treasurer for action.

All complaints shall be handled in a confidential manner. Information concerning a complaint, or action taken as a result of the investigation, will not be released to anyone who is not involved with the investigation.

Review and Revision

This policy will be reviewed and updated as needed to ensure continued effectiveness and alignment with best practices and legislative requirements.

Compliance

This policy complies with:

- Ontario Human Rights Code
- Accessibility for Ontarians with Disabilities Act (AODA)
- Employment Equity Act
- Canadian Human Rights Act
- Other applicable federal and provincial legislation

Staff Report: 28-08-25-BOD

Date: 26/09/2025

To: Chair and Members of the Board of Directors

From: Sheryl Flannagan
Director, Corporate Services

SUBJECT: Employee Handbook Update

Recommendation

RESOLVED THAT: the Board of Directors approve Staff Report No. 28-08-25-BOD regarding the Employee Handbook.

Purpose of the Staff Report

The purpose of this Staff Report is to receive approval to update the Employee Handbook by including a new policy.

Background

The Board of Directors approved the NVCA Employee Handbook on November 28, 2014. There have been updates as required since then as policies are updated and/or new policies are introduced.

Issues/Analysis

As the NVCA continues to look forward with technology, artificial intelligence (AI) software is coming to the forefront. As such and given that there are a number of different AI softwares, to ensure that the NVCA is being responsible with its use, staff are recommending an AI safe usage policy to be added to the employee handbook.

Staff reached out to fellow conservation authorities to see what others are doing and received a template from Conservation Halton that was used to create ours.

Staff are requesting that this be added to the Employee Handbook as the new Section 5.7.

Relevance to Authority Policy/Mandate

Good employee policies are critical and essential for operating an organization and under the *Employment Standards Act* as well as the *Ontario Human Rights Code*.

Impact on Authority Finances

Staff time to prepare this report is addressed in the 2025 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
Jennifer Vincent
Interim Chief Administrative Officer

Attachments:

1. AI Safe Usage Policy

5.7 AI Safe Usage Policy

The use of Artificial Intelligence (AI) tools can augment human capabilities and create efficiencies in the way we work, through the automation of repetitive tasks, supporting data driven decision making, and enhancing customer experiences. This policy addresses the organization's compliance requirements when using any AI tool – cloud based or locally installed – for the purpose of performing work for the NVCA.

This policy applies to all NVCA employees and all AI tools both internal and external to the NVCA.

An AI Tool is a software application or system that utilizes artificial intelligence (AI) techniques to perform specific tasks or functions. These tools can range from simple algorithms that automate repetitive tasks to more complex systems capable of advanced pattern recognition, natural language process, or decision-making. Examples include, but are not limited to, ChatGPT, Midjourney, Gemini, Co-pilot and Grok.

NVCA employees are permitted to utilize AI tools while performing their work duties and it is recommended that they utilize Copilot which is part of the NVCA's Microsoft package. However, they must be aware of the risks that could be damaging to the organization or NVCA customers confidentiality, data security, privacy, and quality of outputs should be considered when using AI tools for providing input to, and when creating, products for work at the NVCA.

When using an AI tool, consider the following:

1. **Quality** – AI tools should be evaluated regarding their reputation of producing quality output and security features, as well as reviewing the terms of service and privacy policy. All outputs produced using AI tools are to be fact checked and verified by the user for accuracy, prior to being used in the intended capacity.
2. **Data Security** – Use of NVCA data within an AI tool should be considered carefully before being uploaded to the system. Sensitive, personally identifying data should not be used in external AI tools without explicit consent from the owner of the data, and consideration of MFIPPA, and other applicable privacy regulations. Other aspects to consider are data confidentiality and the proprietary nature of the data. This applies to data related to staff, customers, or partners.
3. **Disclosure of AI use** – in certain situations it is important and required by law to disclose that AI tools were used, to ensure transparency, build trust, and comply with ethical or legal standards. Scenarios include but are not limited to:
    - When the output impacts decision making
    - When using AI in customer interactions (e.g., chatbots, automated emails, virtual assistants)

- Substantial generation of reports, summaries, or analyses
- Public facing content that is generated or heavily assisted by AI
- When used to make decisions on sensitive topics (e.g., social or political issues), in order to ensure that potential biases in the AI tool's data can be examined, acknowledged, and addressed.

Compliance with other policies – use of an AI tool should be in accordance with this and other related policies at NVCA.

If there is a need to use sensitive or confidential data within an AI tool in the course of their work, the employee **must** engage the use of the IT department by explaining the business case, their manager's approval will be required, and each request will be considered on a case by case basis, notifying and receiving approval from the CAO if deemed required. If approved, Microsoft Copilot must be used as it is more secure and can be used with sensitive or confidential information.

NVCA employees have a responsibility to ensure that the use of AI tools in the course of performing work duties is safe, accurate, and conforms to all privacy and data protection requirements.

Staff Report: 29-08-25-BOD

Date: 26/09/2025

To: Chair and Members of the Board of Directors

From: Sheryl Flannagan
Director, Corporate Services

SUBJECT: NVCA Asset Management Plan – 2026 Update

Recommendation

RESOLVED THAT: the updated NVCA Asset Management Plan be approved.

Purpose of the Staff Report

The purpose of this Staff Report is to request the Board of Directors' approval of the updated Asset Management Plan.

Background

Recommendation 13 of the ***Service Delivery and Operational Review, 2014*** recommended the completion of an Asset Management Plan, as follows:

> "complete a best practices review with the assistance of a seconded financial expert of Asset Management Programs in place in Member Municipalities and CA's; prepare a report for the Finance & Administration Standing (or Ad Hoc) Committee on next steps for NVCA."

The NVCA completed a plan in 2016 for implementation in 2017.

The development of an asset management plan was an essential part of NVCA's ongoing liability and fiscal responsibility framework, as it guides the purchase, use, maintenance, and disposal of every asset NVCA needs to conduct business and reduce the NVCA's liability. The goal of every capital asset management plan is to define the use of assets to streamline productivity and delivery with minimal loss of capital.

As a starting point, staff reviewed information gathered to comply with the new **Public Sector Accounting Board** (PSAB) standards in 2009. Due to changes to PSAB standards that came into effect in 2009, Conservation Authorities are required to report on their tangible capital assets in their annual, audited Financial Statements. Under the new standards, the full cost of acquisition or construction of an asset is no longer recognized as expenditure in the year in which it occurs. Instead, the cost of the asset is spread over the asset's estimated useful life as an amortization expense.

The information required to be PSAB compliant at the end of 2009 considered historical costs (or a reasonable estimate where necessary), annual amortization, accumulated amortization, and the resultant current net book value of assets.

In 2019, staff created an online database to improve asset management practices at the NVCA going forward.

Issues/Analysis

As of the end of 2024, the NVCA holds a current book value of $8,536,226 (down slightly from $8,581,748 at end of 2023) worth of assets as can be seen on page 7 of the Asset Management Plan.

NVCA's infrastructure is aging (average 74.3% amortized). As the need for accommodation, transportation, recreation, and others increases, the existing infrastructure struggles to cope, increases to service disruptions and potentially higher costs. As well, maintaining and upgrading aging infrastructure is expensive. This increased demand for services creates competing priorities for limited public funds, potentially leading to deferred maintenance and risk of further infrastructure deterioration. This creates a cycle where inadequate infrastructure hinders the delivery of necessary services, while the increased demand further strains the infrastructure, accelerating its deterioration.

The Asset Management Plan identifies liability situations and supports NVCA's budgeting, planning, and forecasting processes. This will continue to bring efficiencies in the budgeting process; improve collaboration between user groups and enhance data quality and reliability. This Plan seeks to identify NVCA assets, what condition they are in, and what the anticipated needs are to maintain our

infrastructure as we move forward. It also addresses estimates regarding future needs both from the perspective of preserving existing infrastructure and anticipated future new asset acquisitions and capacity enhancements.

The Asset Management Plan was coordinated with the departments of the Authority as each department is accountable for the assets it controls.

A register of current assets is given to each department in June of each year. A determination was made of which assets need to be managed and/or replaced based on a 10-year cycle.

The Plan is then divided into subsections for each of the types of assets that the NVCA holds. At the end of each section are the financial implications for the next 10 years to maintain, repair and/or replace the current assets. While new assets are mentioned throughout the Plan, it does not address the need for new assets or the financial implications of those. If a new asset is required, not a replacement but a new asset completely, a request would come to the Board.

Continuing from 2025 and for the next 5-10 years, there will be increased asset management costs, estimated at over $1 million, due to major dam repair work that needs to be completed as per the dam safety reviews that we have had completed and continue to complete at all our dams. Staff prioritize the work so we can responsibly manage the financial implications against risk, however some work is listed as urgent and requires immediate attention. Staff will work to minimize the impact to our member municipalities, including applying for grants.

U.S. tariffs are impacting the cost of acquiring new assets. Staff continue to prioritize sourcing from Canadian suppliers; however certain specialized equipment (e.g. monitoring equipment) is only available from the USA and may be subjected to tariffs.

Staff have also identified all the assets as either a category 1 or 3 (there are no category 2 assets) and those are part of the financial implications of each section in the plan. Category 3 assets are assets that are exclusively used for category 3 work, such as washrooms at New Lowell Campground, certain monitoring equipment, etc.

Staff update the plan each year. It considers the ability to defer some projects depending on the need or the equipment lasting longer than anticipated.

Relevance to Authority Policy/Mandate

Municipalities are legislatively required to develop and maintain Asset Management Plans (AMPs). While Conservation Authorities (CAs) are not currently mandated to do so, many are adopting this best practice to enhance transparency and long-term planning.

In alignment with this approach, Conservation Authorities are increasingly working toward the development of formal Asset Management Plans. Additionally, they are incorporating 10-year capital forecasts into their annual budget discussions with member municipalities to support strategic financial planning.

The NVCA has been a leader in this area, being one of the first Conservation Authorities to complete an Asset Management Plan. This proactive step demonstrates NVCA's commitment to responsible asset stewardship and collaborative financial planning.

Impact on Authority Finances

For category 1 items, to maintain and/or replace current assets for the next ten years, $194,290 per year is required.

For category 3 items, to maintain and/or replace current assets for the next ten years, $39,715 per year is required.

As previously mentioned, the increase over 2025's amount is primarily attributable to several key factors: the initiation of major infrastructure projects required to address dam repairs following recent safety assessments, rising vehicles procurement costs, and the anticipated effects of potential tariffs.

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
Jennifer Vincent
Chief Administrative Officer

Attachments:

1. 2026 Updated Asset Management Plan



Asset Management Plan

Nottawasaga Valley Conservation Authority

Date Approved: August 2016

Date of last Revision: August 2025

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Introduction

Conservation Authorities are watershed-based, non-profit organizations, that are often located across multiple Municipalities. In Ontario there are 36 Conservation Authorities all of whom adhere to the *Conservation Authorities Act*. This includes the NVCA who works to manage natural hazards through planning comments, development permits, and flood forecasting as well as the management of natural resources that are essential to sustaining water quality and quantity through watershed planning, stewardship, environmental monitoring and research, and the management of conservation and natural areas.

The NVCA owns a variety of infrastructure assets that are used to support the services they deliver. The development of an asset management plan (AMP) is an essential part of NVCA's ongoing liability and fiscal responsibility framework, as it guides the purchase, use, maintenance, and disposal of every asset NVCA needs to conduct business and reduce the NVCA's liability. The goal of every capital asset management plan is to define the use of assets in order to streamline productivity and delivery with minimal loss of capital.

With the development of this AMP, NVCA has met the requirements of Section 21.1 of the Conservation Authorities Act and the supporting O. Reg. 402/22 Budget and Apportionment. While not legislatively required for the NVCA, this AMP meets, to the greatest extent reasonably possible, the reporting requirements of O. Reg. 588/17 Asset Management Planning for Municipal Infrastructure. Currently, this is Ontario's most rigorous legislative reporting requirement for Asset Management Planning and Reporting. By working to meet such requirements, the NVCA's asset management program aligns with best practices and proactively positions the Authority to meet their own potential future legislative requirements.

Background - Asset Management at NVCA

NVCA's infrastructure is aging while demand for better public services is growing in response to higher standards of safety, health, environmental protection, and growth.

Due to changes to **Public Sector Accounting Board (PSAB)** standards that came into effect in 2009, Conservation Authorities are required to report on their tangible capital assets in their audited Financial Statements.

Under the new standards, the full cost of acquisition or construction of an asset is no longer recognized as expenditure in the year in which it occurs. Instead, the cost of the asset is spread over the asset's estimated useful life as an amortization expense.

The information required to be PSAB compliant at the end of 2009 considered historical costs (or a reasonable estimate where necessary), annual amortization, accumulated amortization, and the resultant current netbook value of assets. As a result of the review, an excel spreadsheet was produced which tracks over 600 current assets. In 2019 an online database was added improving NVCA's asset management practices going forward.

The Asset Management Plan (AMP) identifies liability situations and supports NVCA's budgeting, planning, and forecasting processes. This will continue to bring

efficiencies in the budgeting process, improve collaboration between user groups, and enhance data quality and reliability. This Plan seeks to identify NVCA assets, what condition they are in, and what the anticipated needs are to maintain infrastructure going forward. It also addresses estimates regarding future needs both from the perspective of preserving existing infrastructure and anticipated future new asset acquisitions and capacity enhancements.

The Asset Management Plan was coordinated with the departments of the Authority as each department is accountable for the assets it controls.

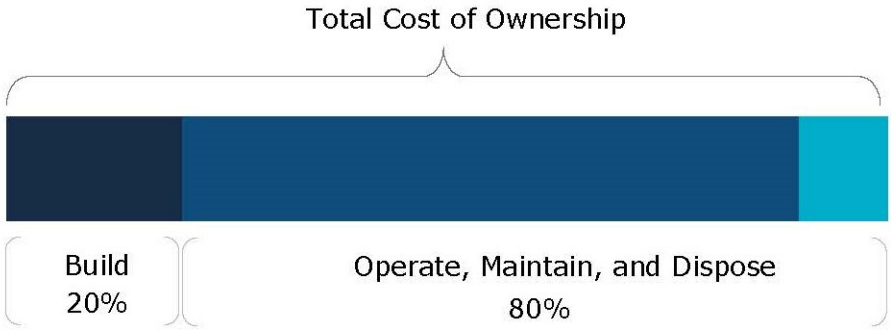
A register of current assets is given to each department in June of each year. A determination was made of which assets need to be managed and/or replaced based on a 10-year cycle.

The Plan is then divided into subsections for each of the types of assets that the NVCA holds. At the end of each section are the financial implications for the next 10 years to maintain, repair and/or replace the current assets. While new assets are mentioned throughout the Plan, it does not address the need for new assets or the financial implications of those.

An Overview of Asset Management

Many of the services provided by Conservation Authorities are supported by an underlying infrastructure. To deliver these services, the infrastructure used must be effectively managed and maintained, including identification of near- and short-term capital costs, asset risks, and asset performance. The goal of asset management is to minimize the lifecycle costs of delivering infrastructure services, manage the associated risks, while maximizing the value received from the asset portfolio.

Typically, the acquisition of capital assets accounts for only about 10-20% of their total cost of ownership. The remaining 80-90% derives from operations and maintenance. This AMP focuses its analysis on the capital costs only to maintain, rehabilitate, and replace existing assets under ownership.



These costs can span decades, requiring planning and foresight to ensure financial responsibility is spread equitably across generations. An AMP is critical to this planning, and an essential element of broader asset management program.

Key Concepts in Asset Management

Effective asset management integrates several key components, including lifecycle management, risk management, and levels of service. These concepts are applied throughout this AMP and are described below in greater detail.

The condition or performance of most assets will deteriorate over time. This process is affected by a range of factors including an asset's characteristics, location, utilization, maintenance history, and environment. Asset deterioration has a negative effect on the ability of an asset to fulfill its intended function, and may be characterized by increased cost, risk, and even service disruption.

To ensure that conservation authority assets are performing as expected and meeting the needs of customers, it is important to establish a lifecycle management strategy to proactively manage asset deterioration.

There are several field intervention activities that are available to extend the life of an asset. These activities can be generally placed into one of three categories: maintenance, rehabilitation, and replacement. The following table provides a description of each type of activity and the general difference in cost.

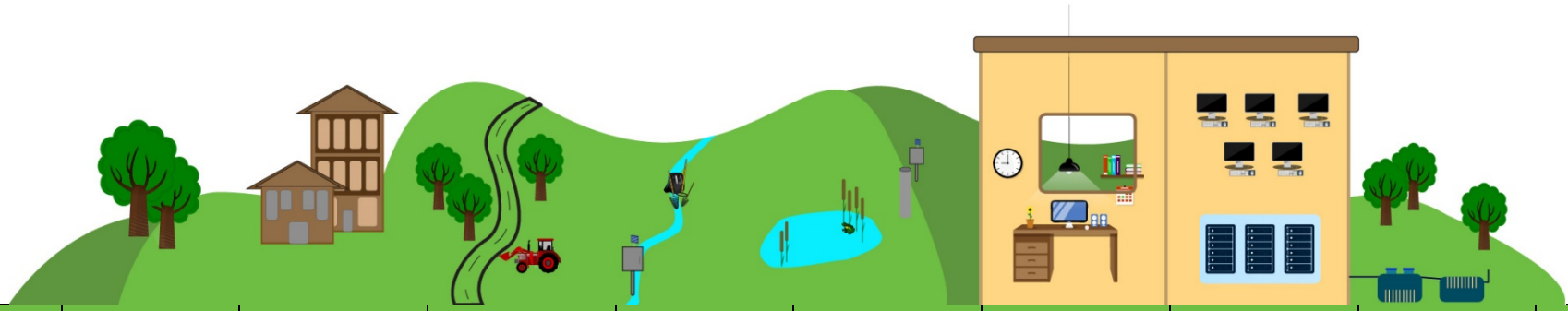
Lifecycle Activity (Typical Funding Source)	**Description**	**Example (Large Equipment)**	**Cost**
Maintenance (Operating)	Activities that prevent defects or deteriorations from occurring	Oil Change	$
Rehabilitation/ Renewal (Capital)	Activities that rectify defects or deficiencies that are already present and may be affecting asset performance	Engine Rebuild	$$
Replacement/ Reconstruction (Capital)	Asset end-of-life activities that often involve the complete replacement of assets	Full Replacement	$$$

NVCA's approach to lifecycle management is described within each asset category outlined in this AMP. Developing and implementing a proactive lifecycle strategy will help staff to determine which activities to perform on an asset and when they should be performed to maximize the useful life at the lowest total cost of ownership.

The NVCA uses a $1,000 threshold for capital asset classification. Routine maintenance activities are generally funded through operational budgets. For

example, regular maintenance of vehicles, such as oil changes, tire changes, etc., is managed through operational dollars. Items such as roof replacement or building siding refinishing are considered significant expenditures and are funded through the Asset Management Plan, ensuring long-term sustainability and financial planning.

Tangible Capital Assets as of December 31, 2024



Amortization	Land	Buildings	Large Equipment/ Vehicles	Small Equipment	Structures	Furniture/ Fixtures	Computers	Utility	Total
Cost	$6,547,257	$1,955,434	$560,050	$407,822	$3,050,263	$274,381	$243,530	$642,149	$13,680,886
Accumulated Amortization		$978,784	$448,707	$272,306	$2,433,441	$254,122	$159,620	$597,680	$5,144,660
Net Book Value	$6,547,257	$976,650	$111,343	$135,516	$616,822	$20,259	$83,910	$44,469	$8,536,226
Amortized %		50%	80%	58%	80%	93%	66%	93%	

Tangible Capital Assets are recorded at cost less accumulated amortization.

Cost includes all costs directly attributable to acquisition or construction of tangible capital assets.

Contributed tangible assets are recorded at fair value at the time of the donation, with a corresponding amount recorded as revenue.

Amortization is recorded on a straight-line or percentage declining basis over the estimated life of the tangible capital asset as follows:

Buildings: 50-year straight-line
Large Equipment/Vehicles: 25% declining
Computers: 5-year straight-line
Small Equipment: 20% declining
Utility: 15-year straight-line
Furniture/Fixture: 10-year straight-line
Structures: 50-year straight-line

Capitalization Threshold

Theoretically, any item that meets the $1,000 capital threshold would be accounted for as a tangible capital asset. In practical terms, NVCA has established capitalization thresholds or minimum amounts that expenditures must exceed before they are capitalized. Items not meeting that threshold are recorded as expenses in that period.

The AMP will identify liability situations and support NVCA's budgeting, planning, and forecasting processes which will bring benefits in the budgeting process, improving collaboration between user groups, and enhancing data quality and reliability.

This plan seeks to identify what we have, what condition it is in, and what the anticipated needs are to maintain our infrastructure as we move forward. It will also discuss estimates regarding future needs both from the perspective of preserving existing infrastructure and anticipated future new asset acquisitions and capacity enhancements.

The AMP was coordinated with departments of the Authority. Each department is accountable for the assets it controls.

A register of current assets was given to each department. A determination was made of which assets need to be managed and/or replaced based on a 10-year cycle.

The NVCA has also categorized assets in either category 1, 2 or 3 as per updates to the *Conservation Authorities Act* and these updates are reflected as part of the included information.



NVCA Lands

Since 1960, the NVCA has secured over 13,000 acres of land including: environmentally significant areas (wetlands, woodlands), flood susceptible lands and day use park lands for passive recreation and outdoor education.

The mandate of the NVCA under Section 20 of the *Conservation Authorities Act* is “to establish and undertake, in the area under which it has jurisdiction, a program designed to further the conservation, restoration, development and management of natural resources other than gas, oil, coal and minerals”.

The risks associated with not maintaining NVCA lands include:

- Disruption of services
- Increased maintenance and repair costs
- Health and safety concern for staff and public
- Liability concern

All lands are a category 1 asset.

Financial Implications

Through PSAB standards, land is not eligible to be amortized as the value of the land does not decrease in value with use. Therefore, the purchase price (or value of land on day of donation) is the current day value in accounting standards.

Despite this, land ownership carries a high risk if safety related repairs are not addressed. This includes such items as signs, parking lots, trails, hazard tree maintenance, etc. This can generally be done through operational budgets.



Buildings

NVCA buildings are 50% amortized, which shows that they are relatively newer and do not require major replacement in the next 10 years, however, some maintenance and rehabilitation will be required.

The risks associated with not upgrading the offices include:

- Disruption of services
- Increased maintenance and repair costs
- Health and safety concern for staff and public

Most of the buildings are a category 1 asset but there are a few category 3 items, such as buildings utilized only for category 3 operations (ex. Maple Syrup Shack).

Financial Implications

Category 1

The financial implications (estimated cost per year for the strategy described) are as follows:

2026	2027	2028	2029	2030
$29,000	$8,500	$3,000	$5,500	$6,000

2031	2032	2033	2034	2035	Total
$16,000	$ -	$15,000	$ -	$3,000	$86,000

The average capital replacement costs amount to $8,600 per year over the next 10 years excluding inflation.

Category 3

The financial implications (estimated cost per year for the strategy described) are as follows:

2026	2027	2028	2029	2030
$ -	$ -	$ -	$ -	$ -

2031	2032	2033	2034	2035	Total
$ -	$5,000	$ -	$ -	$ -	$5,000

The average capital replacement costs amount to $500 per year over the next 10 years excluding inflation.



Large Equipment & Vehicles

The NVCA owns and maintains a small fleet of vehicles to enable our work programs.

Five vehicles are provided for staff to use to attend meetings, carry out site inspections and/or investigations and field work including monitoring surface water, groundwater, invasive species and wetlands monitoring.

Further, there are six trucks in the fleet. Two trucks are specifically for the monitoring and stewardship programs due to the nature of the larger equipment they need to mobilize. The remaining trucks are primarily used for the Lands department to do maintenance around the NVCA's conservation lands (plowing, sanding, towing, etc.).

Also, the NVCA has several large equipment including but not limited to tractors, trailers, wood splitter, mower, snowmobile, snow blower/plow and a gator utility vehicle. This equipment is important in the maintenance and upkeep of our lands, specifically the Tiffin Centre where most of our programs take place.

With the management of twelve public Conservation Areas, NVCA makes steady use of large equipment in its inventory for everyday maintenance work.

Our extensive trail systems are maintained with the same equipment as well as utility vehicles and chainsaws for our staff to complete trail maintenance and hazard tree work.

Our hazard trees are cut and split into firewood to fuel our woodstoves/fireplaces within the Tiffin Centre and the maple syrup evaporator.

The risks associated with not replacing large equipment/vehicles include:

- High maintenance and repair costs
- Health and safety concern for staff and public
- Liability concern
- Disruption of service to not only staff but residents and visitors
- Disruption of work/contract to staff and contractors; increased costs

The NVCA's fleet of vehicles and large equipment is aging and considered to be in fair to poor condition and 85% amortized. Therefore, may be subject to higher maintenance and rehabilitation costs as they get closer to replacement.

Most of the equipment is a category 1 asset but there are a few items used only for category 3 operations.

Financial Implications

Category 1

The financial implications (estimated cost per year for the strategy described) are as follows:

2026	2027	2028	2029	2030
$130,000	$248,700	$135,000	$72,000	$ -

2031	2032	2033	2034	2035	Total
$9,000	$6,500	$ -	$100,000	$32,000	$733,200

The average capital replacement costs amount to $73,320 per year over the next 10 years excluding inflation.

Category 3

The financial implications (estimated cost per year for the strategy described) are as follows:

2026	2027	2028	2029	2030
$ -	$7,500	$ -	$ -	$ -

2031	2032	2033	2034	2035	Total
$ -	$ -	$ -	$ -	$ -	$7,500

The average capital replacement costs amount to $750 per year over the next 10 years excluding inflation.



Information Technology Infrastructure

The NVCA has a heavy operational dependency on Information Technology (IT), including Wide and Local Area Networks (WAN's and LAN's), database servers, intranet, internet and e-mail. The potential loss of operational control of essential services and impact upon stakeholders (e.g., clients or personnel – any person or organization with a *stake* in NVCA), that may occur in the event of an interruption in information technology services necessitates the need for continued preparation, implementation and maintenance.

NVCA's IT suite of software tools (including Virtual Machines, Veeam, and Security platforms) maintains the high availability IT network for its day-to-day operations. NVCA is currently running 13 virtual servers running the following applications: NVCA IIS Applications, MS Exchange, MS SQL Server, Data Centre File Servers, Veeam Backup and Replication, Active Directory, Domain Controllers, Sage 300 ERP. All these servers are critical to host the applications for the day-to-day operations of the Authority and play a vital role in key program areas such as flood forecasting and warning, the planning/development review process, and administration.

The Authority's core servers and storage area network are in good condition while the remainder of its network infrastructure is in fair condition and is at 66% amortized.

All Information Management Infrastructure items are a category 1 asset.

Network Infrastructure Replacement Initiative

In order to maintain the high availability of NVCA's infrastructure, critical components must be replaced within the predicted lifespan of the hardware. The initiative will see the network infrastructure reviewed annually and a maintenance schedule to ensure the Authority is on pace to meet the needs of its users and clients. The set schedule of replacement will ensure a continually sustainable work environment that is free from disruption and failure.

The risks associated with not renewing workstations include:

- Unplanned downtime leading to disruption of Authority business;
- Unplanned expenses related to unexpected server, switch and storage renewal;
- Loss of data;
- Increased negative perception of technology due to aging infrastructure.

Server Room Maintenance Initiative

To maintain the business continuity of our network infrastructure and communication systems the maintenance and repairs of the server room and on-site back-up location need to be reviewed on an annual basis. The maintenance and repairs include the following:

- Cooling system renewal for server room in main office (through the main HVAC system)
- Backup power systems renewal for both server room and the Jose Building

When server rooms are not maintained correctly, they present risks related to:

- Early failure of equipment due to inadequate cooling
- Disruption of service or loss of data due to power failures for power conditioning

The maintenance of these systems will ensure the longevity of the hardware and ensure sustainability and high tolerance

Workstation Replacement Initiative

The Authority has recognized a need to budget for the replacement of workstations to maintain business continuity. The initiative will see the renewal of workstations actively planned and executed on an annual basis. The set schedule of renewal will ensure a continually sustainable work environment that is free from disruption and failure. The risks associated with not renewing workstations include:

- Unplanned for downtime leading to disruption of Authority business;
- Unplanned expenses related to unexpected computer renewal;
- Loss of data;
- Increased negative perception of technology due to aging infrastructure.

Workstations have been budgeted for a five-year replacement cycle.

The workstations required by users at the Authority are dictated by their software and hardware requirements. Several resource intensive client-side applications are in use at the Authority are as follows: ESRI ArcGIS Suite of Software, Graphic software and Adobe InDesign. Users whose primary job function is the intensive use of the above-mentioned products are referred to as “Technical Workstation Usage”. Staff members who use the software on a periodic basis are referred to as “Business Standard Usage”. The remaining staff is “Structure Task Usage” and do not use resource intensive client-side applications and predominately rely on server-based applications.

Tiered System based on Software requirements (with examples of staff types)

- Technical Workstation Usage
  - ArcGIS Power Users
  - Graphic Design Users
  - Database and Application developer
- Business Standard Usage
  - ArcView Users

    - Database/Spreadsheet
- Structure Task Usage
    - Remaining staff

Technical Workstation Usage Replacement: Users will receive workstations that are extended core machines, those which have additional CPU's, RAM and dedicated graphic memory.

Business Standard Usage Replacement: Users will receive workstations that are extended core machines, those which have additional CPU's and RAM.

Structure Task Usage Replacement: Users will receive Thin Client machines managed on the Server.

Workstations coming out of full-time staff use will be set aside for students or employment programs.

Financial Implications

The financial implications (estimated cost per year for the strategy described) are as follows:

2026	2027	2028	2029	2030
$50,800	$54,700	$53,550	$90,400	$49,900

2031	2032	2033	2034	2035	Total
$42,900	$57,100	$36,050	$41,500	$23,700	$500,600

The average capital replacement costs amount to $50,060 per year over the next 10 years excluding inflation.



Small Equipment

Our equipment inventory includes but is not limited to, picnic tables, wood stoves and appliances used for the operation of our buildings and conservation areas as well as specific monitoring and flood program equipment.

The amortization rate for NVCA's inventory of machinery and equipment is at 59% and NVCA's inventory of equipment is in fair condition.

Small equipment is a mix of Category 1 and 3.

The risks associated with not replacing equipment include:

- High maintenance and repair costs;
- Health and safety concern for staff and public;
- Liability concern;
- Disruption of service to residents and visitors;
- Disruption of work/contract to staff and contractors; increased costs

Monitoring Equipment

NVCA's monitoring programs examine the biological components of the watershed and include fisheries, wildlife, wetland and terrestrial monitoring. The monitoring program provides important information used by the NVCA, and many watershed stakeholders including municipalities and other government agencies, developers, consultants, academia, ENGO's and residents.

Overall watershed health is evaluated as well as assessment of important indicators and components of the watershed. The data and information collected provide point-in-time information and identifies trends and changes over time in watershed health. The work we do not only informs the NVCA, but also informs federal and provincial programs. The information collected through some of the monitoring programs is submitted to provincial and federal databases in accordance with agreements, collection permits and licenses.

To carry out the various monitoring programs, a variety of equipment is necessary. This equipment includes highly specialized items.

There are many risks associated with a discontinuous monitoring program created by breaks in monitoring including:

- Inability to fulfill agreements associated with federal and provincial monitoring programs,
- Seriously disrupt continuous monitoring program which enables trend analysis to be conducted,
- Inability to assess relationship of change to land use and climate change impacts,
- Create gap in data, impacting system analysis and reliability of data to make decisions,
- Fragment data contributing to NVCA programs including watershed planning and plan review,

- Impact consistency, reliability and knowledge that is very important in maintaining and improving upon the NVCA's expertise regarding the health and management of our watersheds.

Flood Monitoring Equipment

The current network monitors all aspects of the hydrologic system and environmental parameters including surface water levels and flow in creeks, base flow measurements, precipitation, barometric pressure, air temperature, water temperature and snow accumulation.

NVCA operates 8 stream gauge stations located across our watershed. These gauges provide current information on flood conditions, low flow, and base flows. The actual type of measuring & recording equipment varies between stations but all record water level (stage) and converted to flow (discharge) using rating curves.

NVCA operates 13 weather and stream gauges located across our watershed. Many of these stations provide real-time information on the amount of precipitation (rain and/or snow) falling during an event. The majority of the gauges are tipping bucket rain gauges that accurately record rainfall between April and November. To measure total precipitation (including snow) we operate a weighing type gauge (Geonor).

To complement the rain and stream water level & flow data, NVCA monitors temperature at some of the weather and stream gauges.

The focus of the flood monitoring network has been to monitor and record high flow events as they pass through the NVCA's watershed. This information assists with flood forecasting and warning operations.

Hydrologic information can be used to generate an understanding of low flow and drought conditions, groundwater budgets, aquatic studies and climate change.

The risks associated with not replacing equipment include:

- Unreliable or lost data
- Disruption of service
- Increased maintenance and repair costs
- Health and safety concern for staff and public
- Liability concern

Financial Implications

Category 1

The financial implications (estimated cost per year for the strategy described) are as follows:

2026	2027	2028	2029	2030
$69,000	$41,700	$30,400	$1,000	$8,100

2031	2032	2033	2034	2035	Total
$22,000	$95,000	$2,000	$3,500	$31,000	$303,700

The average capital replacement costs amount to $30,370 per year over the next 10 years excluding inflation.

Category 3

The financial implications (estimated cost per year for the strategy described) are as follows:

2026	2027	2028	2029	2030
$20,000	$123,250	$38,000	$49,400	$7,250

2031	2032	2033	2034	2035	Total
$24,200	$7,000	$70,550	$15,000	$5,000	$359,650

The average capital replacement costs amount to $35,965 per year over the next 10 years excluding inflation.

Utilities

The NVCA utilities are the utilities related to the buildings and lands that we own. These include items like the septic systems, security system, generator backup, parking lots, lighting, campgrounds, etc.

The NVCA's utilities are in fair to poor condition at 92% amortized.

The risks associated with not replacing equipment include:

- High maintenance/repair costs
- Health and safety concern for staff and public
- Liability concern
- Disruption of service to residents and visitors

Most of the utility assets are Category 1 assets; however, a few are Category 3 related to our campgrounds.

Financial Implications

Category 1

The financial implications (estimated cost per year for the strategy described) are as follows:

2026	2027	2028	2029	2030
$15,000	$33,000	$10,000	$12,000	$29,500

2031	2032	2033	2034	2035	Total
$10,000	$ -	$ -	$ -	$50,000	$159,500

The average capital replacement costs amount to $15,950 per year over the next 10 years excluding inflation.

Category 3

The financial implications (estimated cost per year for the strategy described) are as follows:

2026	2027	2028	2029	2030
$5,500	$5,000	$ -	$1,000	$1,000

2031	2032	2033	2034	2035	Total
$ -	$ -	$ -	$ -	$ -	$12,500

The average capital replacement costs amount to $1,250 per year over the next 10 years excluding inflation.



Furniture & Fixtures

The NVCA's furniture and fixtures are considered to be in fair to poor condition and are currently amortized at 83%. The NVCA has a small budget in the operational budget to replace a few furniture items yearly so that is not reflected in the numbers below.

The risks associated with not repairing/replacing furniture & fixtures include:

- High maintenance and repair costs
- Health and safety concern for staff and public
- Liability concern
- Disruption of service to residents and visitors

Most of the furniture assets are Category 1 assets; however, a few are Category 3 related to our events and education.

Financial Implications

Category 1

The financial implications (estimated cost per year for the strategy described) are as follows:

2026	2027	2028	2029	2030
$ -	$18,500	$3,000	$ -	$1,500

2031	2032	2033	2034	2035	Total
$ -	$ -	$4,000	$ -	$ -	$27,000

The average capital replacement costs amount to $2,700 per year over the next 10 years excluding inflation.

Category 3

The financial implications (estimated cost per year for the strategy described) are as follows:

2026	2027	2028	2029	2030
$ -	$6,500	$1,000	$ -	$ -

2031	2032	2033	2034	2035	Total
$ -	$5,000	$ -	$ -	$ -	$12,500

The average capital replacement costs amount to $1,250 per year over the next 10 years excluding inflation.



Structures

The NVCA owns and/or maintains 8 flood control structures/dams and 28 groundwater monitoring wells.

The dams are a part of the flood management program as they help to control the flow of water. Each dam ranges in replacement cost from just over $900,000 to over $1,100,000. Therefore, it is crucial to perform regular maintenance to ensure that the dams stay useful over the course of their 50–75-year life.

The groundwater monitoring wells (not drinking water wells) that the NVCA owns have a very long life with little to no maintenance costs. They are not scheduled to have a budgetary impact until 2064.

The NVCA's structures are in fair to poor condition and at 79% amortized. Their fair condition will be maintained if the maintenance schedule with the below financial implications is followed.

The risks associated with not maintaining the structures include:

- High maintenance and repair costs
- Health and safety concern for staff and public
- Liability concern
- Disruption of service to residents and visitors

All Structures items are a Category 1 asset.

Financial Implication

The financial implications (estimated cost per year for the strategy described) are as follows:

2026	2027	2028	2029	2030
$561,500	$70,000	$ -	$ -	$ -

2031	2032	2033	2034	2035	Total
$ -	$ -	$ -	$ -	$ -	$631,500

The average capital replacement costs amount to $63,150 per year over the next 10 years excluding inflation.



Conclusion

The development of this plan was an essential part of NVCA's ongoing liability and fiscal responsibility. Timely maintenance, repair and replacement of assets is necessary to ensure our liability and costs are reduced.

It is recognized that this AMP is a "high level" document and has been completed without the benefit of a qualified asset management staff or consultant. In addition, the assessment of risks outlined in Appendix 1 has been completed without the benefit of an operational risk expert.

Category 1

To adequately maintain Category 1 infrastructure over the next ten years, a total investment of $2,441,500 is required, which equates to $244,150 per year.

Staff have assessed the capacity to support these costs through operational fund contributions and determined that $78,600 or $7,860 per year can be contributed from operational dollars over the ten-year period

Additionally, $420,000 in expenditures planned for 2025 have been deferred to 2026. As a result, $42,000 was collected in 2025 to support this future expense. This pre-collected amount effectively reduces the annual funding requirement by $42,000, helping to offset the overall financial need.

The revised annual funding requirement is $194,290, and is the amount of the 2026 category 1 asset levy. This reflects an increase from the 2025 value of $176,035. This increase is attributable to two key factors: inflation and rising cost of capital asset maintenance. For example, the cost of pickup truck has risen significantly from approximately $40,000 and to nearly $75,000.

Continuing from 2025 and for the next 5-10 years, there will be increased asset maintenance costs, due to major dam repair work that needs to be completed.

Category 3

To adequately maintain Category 3 infrastructure over the next 10 years, a total investment of $397,150 is required which equates to $39,715 per year and is the amount of the 2026 category 3 asset levy.

This revised annual funding requirement is an increase from 2025 ($30,373) and is attributable to inflation and tariffs.

Certain asset replacements will be at higher costs than previously purchased due to inflation and some equipment that can only be acquired in the USA. Staff continue to find efficiency with capital assets and extend their life, along with the ability to find savings wherever possible.

Appendix 1

Insignificant	**Minor**	**Moderate**	**Major**	**Catastrophic**	
No Injuries/First Aid No Environmental Damage <$1,000 damage	Some First Aid required Low Environmental Damage <$10,000 damage	External Medical Medium Environmental Damage < $100,000 damage	Extensive injuries High Environmental Damage <<$1,000,000	Death or Major Injuries Toxic Environmental Damage >$1,000,000	Rate Each as: Low Risk Moderate Risk High Risk Critical Risk
Furniture/Fixtures		Lands			Rare Only in exceptional circumstances (0.01%)
Computers					Unlikely/Occasional Might occur at some time (1-9%)
	Large Equipment/Vehicles Small Equipment				Moderate (10%)
		Utilities			Likely (20%)
			Buildings		Probable (50%)
				Structures	Almost Certain Expected in normal circumstances (100%)

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Conservation Authority

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If you require this document in an alternative format, please contact us at 705-424-1479.

Staff Report: 30-08-25-BOD

Date: 26/09/2025

To: Chair and Members of the Board of Directors

From: Sheryl Flannagan
Director, Corporate Services

SUBJECT: 2025 Second Quarter Budget Report

Recommendation

RESOLVED THAT: the Board of Directors receive Staff Report No. 30-08-25-BOD regarding the 2025 second quarter financials; and

FURTHER THAT: Management continues to monitor budget activities.

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 December 13, 2024 the Board approved the NVCA's 2025 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 6 months of operations of the NVCA:

- Expenditures to date are tracking slightly lower, with 39.41% of the budgeted expenses (50% of budget year completed). Revenues are also tracking just slightly behind, with 42.23% of the budgeted revenues recognized. This includes the first 6 months of the general municipal levy of $1,780,968.36. At mid-year, with both revenues and expenditures tracking lower than budgeted for, the NVCA is in a modest surplus position.

- The revenue shortfall is primarily due to fewer permitting and planning requests. This is partially offset by increased revenues from Camp Tiffin and events.
    - Planning Services user fee revenues as of June 30th are approximately $434,454 (excluding levy).
    - Based on the revenues received to date, the user-fee revenues for planning applications and Section 28 permit applications are trending below budget.
    - Pre-consultation user fee revenues are trending higher than budgeted.
    - Program expenditures are generally trending as budgeted
    - Staff anticipate a deficit for the end of the year with less than budgeted revenues partially due to the residual impact of legislative changes from 2024 and a slow housing economy in 2025.

- In response to the reduced revenues, staff have examined opportunities to reduce expenditures through deferral of filling vacant Senior Planner position as well as not backfilling for an upcoming maternity leave. To also aid in this matter, staff modernized the review fee recognition milestones to better reflect when the work is being carried out.

- Should this financial trend continue to year-end, the NVCA is forecasted to end the fiscal year in a neutral position, supported by ongoing mitigation measures.

Relevance to Authority Policy/Mandate

This report directly supports the NVCA's mandate under the *Conservation Authorities Act* by ensuring proper financial management.

Impact on Authority Finances

The 2025 Approved Budget totals $6,972,209 in revenue, up from the $6,444,677 in 2024. While revenues are currently not expected to meet targets as mentioned earlier, mitigation efforts are underway to reduce expenditures accordingly. As a

result, while actuals may fall below budgeted figures with the mitigation efforts, a near-balanced budget is anticipated. Preparation of this report is accounted for in the 2025 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
Jennifer Vincent
Chief Administrative Officer

Attachments:

1. June 30, 2025 Statement of Operations
2. Work progress update

SUMMARY OF NVCA BUDGETED PROGRAM ACTIVITY, JUNE 30 2025 (unaudited)

	PROPOSED OPERATIONS BUDGET	Program Expense	Cost Recovery	Capital Asset Purchases	Total Expense	Expense vs Budget	Program Levy	Other Program Revenues	Use of Reserves	Donated Land	Total Revenue	Total Revenue vs Budget	Surplus / Deficit
LAND & WATER & STEWARDSHIP SERVICES													
Reforestation	**389,363.19**	200,380.01	16,256.13	0.00	216,636.14	55.64%	42,556.60	26,108.71	0.00	0.00	68,665.31	17.64%	-147,970.83
Stewardship Services	**777,631.24**	246,944.26	20,256.38	0.00	267,200.64	34.36%	82,818.62	244,130.18	0.00	0.00	326,948.80	42.04%	59,748.16
Conservation Lands	**296,798.43**	89,085.26	24,275.48	0.00	113,360.74	38.19%	103,863.52	101,501.94	0.00	0.00	205,365.46	69.19%	92,004.72
PLANNING													
Planning	**2,243,774.56**	866,881.59	62,060.98	0.00	928,942.57	41.40%	438,262.28	434,454.05	0.00	0.00	872,716.33	38.90%	-56,226.24
ENGINEERING & TECHNICAL SERVICES													
Watershed Science	**568,917.44**	211,031.27	27,050.28	0.00	238,081.55	41.85%	125,258.72	98,933.93	0.00	0.00	224,192.65	39.41%	-13,888.90
Flood Control	**901,013.48**	161,638.66	15,630.77	5,433.98	182,703.41	20.28%	158,103.44	3,481.90	5,433.98	0.00	167,019.32	17.93%	-15,684.09
Engineering - Special Projects	**27,800.00**	36,077.73	0.00	3,366.22	39,443.95		0.00	23,694.97	0.00	0.00	23,694.97		-15,748.98
TIFFIN CENTRE													
Tiffin Education	**370,605.67**	187,577.41	13,422.46	0.00	200,999.87	54.24%	8,552.84	354,169.96	0.00	0.00	362,722.80	97.87%	161,722.93
Tiffin CA - Infrastructure	**390,039.41**	164,600.69	13,083.44	0.00	177,684.13	45.56%	98,219.72	64,224.10	0.00	0.00	162,443.82	41.65%	-15,240.31
COST RECOVERY CENTRES													
GIS / IT Support	**469,360.50**	193,510.37	0.00	24,925.82	218,436.19		213,180.26	18,726.60	24,925.82	0.00	256,832.68		38,396.49
Workshop Vehicle & Equip	**106,000.00**	79,459.53	-79,409.53	12,166.43	12,216.43		0.00	50.00	12,166.43	0.00	12,216.43		0.00
Occupancy Costs	**0.00**	76,717.77	-76,717.77	0.00	0.00		0.00	0.00	0.00	0.00	0.00		0.00
Governance	**377,209.62**	224,513.44	-35,908.62	0.00	188,604.82		188,604.82	0.00	0.00	0.00	188,604.82		0.00
Corporate Admin Support	**743,095.08**	235,314.10	0.00	0.00	235,314.10		321,547.54	42,414.29	0.00	0.00	363,961.83	48.98%	128,647.73
Total Operations	**7,661,608.63**	**2,973,732.09**	**0.00**	**45,892.45**	**3,019,624.54**	**39.41%**	**1,780,968.36**	**1,411,890.63**	**42,526.23**	**0.00**	**3,235,385.22**	**42.23%**	**215,760.68**

	Budgeted Capital Expenditure	Approved Draw From Reserve*	Actual Use of Reserve	Actual Capital Expenditure
Conservation Lands	**-9,800.00**	**-9,800.00**	0.00	0.00
Planning Services	**0.00**	**0.00**	0.00	0.00
Engineering - Special Projects			0.00	3,366.22
GIS / IT Support	**33,000.00**	**33,000.00**	24,925.82	24,925.82
Watershed Science	**50,400.00**	**50,400.00**	0.00	0.00
Flood	**485,500.00**	**485,500.00**	5,433.98	5,433.98
Workshop Vehicle & Equip	**106,000.00**	**106,000.00**	12,166.43	12,166.43
Occupancy Costs	**0.00**	**0.00**	0.00	0.00
Tiffin CA - Infrastructure	**14,500.00**	**14,500.00**	0.00	0.00
Corporate Admin Support	**0.00**	**0.00**	0.00	0.00
	679,600.00	**679,600.00**	**42,526.23**	**45,892.45**

*Approved Draw from Reserve--Budgeted and Board Approval

Category 1, June 2025		PROPOSED OPERATIONS BUDGET	Program Expense	Cost Recovery	Capital Asset Purchases	Total Expense	Expense vs Budget	Program Levy	Other Program Revenues	Use of Reserves	Donated Land	Total Revenue	Total Revenue vs Budget	Surplus / Deficit
LAND & WATER & STEWARDSHIP SERVICES														
120	Stewardship Services	**97,463.80**	-15,084.20	10,416.15		-4,668.05	-4.79%	26,231.90	11,290.12			37,522.02	38.50%	42,190.07
150	Conservation Lands	**243,025.63**	67,099.10	23,116.11		90,215.21	37.12%	97,187.82	57,279.94			154,467.76	63.56%	64,252.55
PLANNING														
310	Planning	**2,243,774.56**	866,881.59	62,060.98		928,942.57	41.40%	438,262.28	434,454.05			872,716.33	38.90%	-56,226.24
ENGINEERING & TECHNICAL SERVICES														
420	Watershed Science	**412,579.16**	149,583.55	23,469.42		173,052.97	41.94%	78,289.58	75,542.79			153,832.37	37.29%	-19,220.60
430-442	Flood Control	**901,013.48**	161,638.66	15,630.77	5,433.98	182,703.41	20.28%	158,103.44	3,481.90	5,433.98		167,019.32	17.93%	-15,684.09
TIFFIN CENTRE														
661	Tiffin CA - Infrastructure	**204,651.18**	77,663.39	8,445.92		86,109.31	42.08%	90,825.60	4,280.17			95,105.77	46.47%	8,996.46
COST RECOVERY CENTRES														
410	GIS / IT Support	**469,360.50**	193,510.37		24,925.82	218,436.19		213,180.26	18,726.60	24,925.82		256,832.68		38,396.49
650	Workshop Vehicle & Equip	**106,000.00**	79,459.53	-79,409.53	12,166.43	12,216.43			50.00	12,166.43		12,216.43		0.00
660	Occupancy Costs		76,717.77	-76,717.77		0.00						0.00		0.00
670	Governance	**377,209.62**	224,513.44	-35,908.62		188,604.82		188,604.82				188,604.82		0.00
680	Corporate Admin Support	**743,095.08**	235,314.10			235,314.10		321,547.54	42,414.29			363,961.83	48.98%	128,647.73
	Total Operations	**5,798,173.01**	**2,117,297.30**	**-48,896.57**	**42,526.23**	**2,110,926.96**	**36.41%**	**1,612,233.24**	**647,519.86**	**42,526.23**	**0.00**	**2,302,279.33**	**39.71%**	**191,352.37**

	Budgeted Capital Expenditure	Approved Draw From Reserve*	Actual Use of Reserve	Actual Capital Expenditure
150 Conservation Lands				
310 Planning Services				
410 GIS / IT Support	**33,000.00**	**33,000.00**	24,925.82	24,925.82
420 Watershed Science	**31,000.00**	**31,000.00**		
430 Flood	**485,500.00**	**485,500.00**	5,433.98	5,433.98
BOD Mtg 07-24-BOD, Agenda 11.3.1		**15,000.00**		
650 Workshop Vehicle & Equip	**106,000.00**	**106,000.00**	12,166.43	12,166.43
660 Occupancy Costs				
661 Tiffin CA - Infrastructure	**13,000.00**	**13,000.00**		
680 Corporate Admin Support				
	668,500.00	**683,500.00**	**42,526.23**	**42,526.23**

Category 2 & 3, June 2025		PROPOSED OPERATIONS BUDGET	Program Expense	Cost Recovery	Capital Asset Purchases	Total Expense	Expense vs Budget	Program Levy	Other Program Revenues	Use of Reserves	Donated Land	Total Revenue	Total Revenue vs Budget	Surplus / Deficit
LAND & WATER & STEWARDSHIP SERVICES														
110	Reforestation	**389,363.19**	200,380.01	16,256.13		216,636.14	55.64%	42,556.60	26,108.71			68,665.31	17.64%	-147,970.83
121	Stewardship Services	**680,167.44**	262,028.46	9,840.23		271,868.69	39.97%	56,586.72	232,840.06			289,426.78	42.55%	17,558.09
151	Conservation Lands	**53,772.80**	21,986.16	1,159.37		23,145.53	43.04%	6,675.70	44,222.00			50,897.70	94.65%	27,752.17
ENGINEERING & TECHNICAL SERVICES														
421	Watershed Science	**156,338.28**	61,447.72	3,580.86		65,028.58	41.59%	46,969.14	23,391.14			70,360.28	45.01%	5,331.70
443	Engineering - Special Projects	**27,800.00**	36,077.73		3,366.22	39,443.95	25.23%		23,694.97			23,694.97	15.16%	-15,748.98
TIFFIN CENTRE														
630	Tiffin Education	**370,605.67**	187,577.41	13,422.46		200,999.87	54.24%	8,552.84	354,169.96			362,722.80	97.87%	161,722.93
662	Tiffin CA - Infrastructure	**185,388.23**	86,937.30	4,637.52		91,574.82	49.40%	7,394.12	59,943.93			67,338.05	36.32%	-24,236.77
	Total Operations	**1,863,435.61**	**856,434.79**	**48,896.57**	**3,366.22**	**908,697.58**	**48.76%**	**168,735.12**	**764,370.77**	**0.00**	**0.00**	**933,105.89**	**50.07%**	**24,408.31**

	Budgeted Capital Expenditure	Approved Draw From Reserve*	Actual Use of Reserve	Actual Capital Expenditure
151 Conservation Lands	**-9,800.00**	**-9,800.00**		
421 Watershed Science	**19,400.00**	**19,400.00**		
443 Engineering - Special Projects				3,366.22
662 Tiffin CA - Infrastructure	**1,500.00**	**1,500.00**		
	11,100.00	**11,100.00**	**0.00**	**3,366.22**

Nottawasaga Valley Conservation Authority
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Division 110 Reforestation - Category 2 & 3

	CURRENT QTR ACTUALS	CURRENT QTR BUDGET	ACTUAL YTD	BUDGET YTD	OVER (UNDER) YTD BUDGET	BUDGET 2025
REVENUE:						
Municipal Levy Non Match	21,278.30	21,278.30	42,556.60	42,556.60	-	85,113.20
Municipal Grants	-	-	-	-	-	14,250.00
Contributions	38.00	215,000.00	38.00	215,000.00	(214,962.00)	245,000.00
Federal Sources	-	-	-	-	-	5,000.00
User Fees	24,467.43	22,000.00	24,467.43	40,000.00	(15,532.57)	40,000.00
Miscellaneous Revenue	-	-	1,603.28	-	1,603.28	-
E	45,783.73	258,278.30	68,665.31	297,556.60	(228,891.29)	389,363.20
EXPENSES:						
Wa ges and Interprogram Charges	35,971.82	38,116.72	66,542.78	76,233.44	(9,690.66)	152,466.88
TOTAL REVENU	35,971.82	38,116.72	66,542.78	76,233.44	(9,690.66)	152,466.88
Other Inter program Charges						
Cost Recovery	8,918.70	9,811.58	16,256.13	19,623.16	(3,367.03)	39,246.32
	8,918.70	9,811.58	16,256.13	19,623.16	(3,367.03)	39,246.32
Other Ex penses						
Staff Expense 110	-	-	-	300.00	(300.00)	300.00
Memberships Prof.Dues 110	90.00	-	913.33	450.00	463.33	750.00
Material&Supply 110	1,860.65	2,000.00	1,860.65	4,000.00	(2,139.35)	6,000.00
Cost of Trees 110	64,275.67	65,000.00	64,275.67	65,000.00	(724.33)	65,000.00
Equipment Costs 110 Reforestation	517.22	-	517.22	-	517.22	500.00
Consultant Fees 110 Outsource Contract	66,270.36	125,000.00	66,270.36	125,000.00	(58,729.64)	125,000.00
Uniform & Special Clothing Expense 110	-	-	-	-	-	100.00
	133,013.90	192,000.00	133,837.23	194,750.00	(60,912.77)	197,650.00
S	177,904.42	239,928.30	216,636.14	290,606.60	(73,970.46)	389,363.20
SURPLUS (DEFICIT)	(132,120.69)	18,350.00	(147,970.83)	6,950.00	(154,920.83)	-

TOTAL EXPENSE

Nottawasaga Valley Conservation Authority
Unaudited Statement of Operations
For The 6 Periods Ending June 30, 2025

Division 120 Stewardship Services - Category 1

	CURRENT QTR ACTUALS	CURRENT QTR BUDGET	ACTUAL YTD	BUDGET YTD	OVER (UNDER) YTD BUDGET	BUDGET 2025
REVENUE:						
Municipal Levy Non Match	13,115.95	13,115.95	26,231.90	26,231.90	-	52,463.80
Provincial Grants	-	-	1,998.00	-	1,998.00	-
Municipal Grants	-	500.00	1,599.82	1,000.00	599.82	2,000.00
Contributions	500.00	7,500.00	1,000.00	15,500.00	(14,500.00)	30,000.00
Federal Sources	-	3,000.00	990.00	5,000.00	(4,010.00)	10,000.00
User Fees	-	1,000.00	-	1,500.00	(1,500.00)	3,000.00
Miscellaneous Revenue	-	-	5,702.30	-	5,702.30	-
E	13,615.95	25,115.95	37,522.02	49,231.90	(11,709.88)	97,463.80
EXPENSES:						
Wages and Interprogram Charges	9,082.83	15,345.40	(19,787.95)	30,690.80	(50,478.75)	61,381.60
TOTAL REVENU	9,082.83	15,345.40	(19,787.95)	30,690.80	(50,478.75)	61,381.60
Other Interprogram Charges						
Cost Recovery	5,687.16	6,133.05	10,416.15	12,266.10	(1,849.95)	24,532.20
	5,687.16	6,133.05	10,416.15	12,266.10	(1,849.95)	24,532.20
Other Expenses						
Staff Expense 120 Healthy Waters	58.91	200.00	115.93	400.00	(284.07)	800.00
Material&Supply 120	-	3,500.00	4,587.82	4,500.00	87.82	9,000.00
Uniform & Special Clothing Expense 120	-	50.00	-	100.00	(100.00)	150.00
Advertisement 120	-	400.00	-	800.00	(800.00)	1,600.00
	58.91	4,150.00	4,703.75	5,800.00	(1,096.25)	11,550.00
S	14,828.90	25,628.45	(4,668.05)	48,756.90	(53,424.95)	97,463.80
SURPLUS (DEFICIT)	(1,212.95)	(512.50)	42,190.07	475.00	41,715.07	-
TOTAL EXPENSE						

Nottawasaga Valley Conservation Authority
Unaudited Statement of Operations
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Division 121 Stewardship Services - Category 2 & 3

	CURRENT QTR ACTUALS	CURRENT QTR BUDGET	ACTUAL YTD	BUDGET YTD	OVER (UNDER) YTD BUDGET	BUDGET 2025
REVENUE:						
Municipal Levy Non Match	31,291.86	31,291.86	59,583.72	60,583.72	(1,000.00)	123,167.44
Provincial Grants	17,099.70	5,000.00	33,403.94	10,000.00	23,403.94	20,000.00
Municipal Grants	5,403.39	4,000.00	7,637.20	8,000.00	(362.80)	15,000.00
Contributions	90,488.87	91,000.00	116,528.23	160,500.00	(43,971.77)	367,000.00
Federal Sources	11,846.25	37,000.00	72,273.69	65,000.00	7,273.69	140,000.00
User Fees	-	5,000.00	-	8,000.00	(8,000.00)	15,000.00
E	156,130.07	173,291.86	289,426.78	312,083.72	(22,656.94)	680,167.44
EXPENSES:						
Wages and Interprogram Charges	94,424.63	89,749.39	190,088.43	179,498.78	10,589.65	358,997.56
TOTAL REVENU	94,424.63	89,749.39	190,088.43	179,498.78	10,589.65	358,997.56
Other Interprogram Charges						
Cost Recovery	5,754.99	7,929.97	9,840.23	15,859.94	(6,019.71)	31,719.88
	5,754.99	7,929.97	9,840.23	15,859.94	(6,019.71)	31,719.88
Other Expenses						
Material&Supply 121	29,715.94	47,000.00	71,940.03	78,000.00	(6,059.97)	289,450.00
	29,715.94	47,000.00	71,940.03	78,000.00	(6,059.97)	289,450.00
S	129,895.56	144,679.36	271,868.69	273,358.72	(1,490.03)	680,167.44
SURPLUS (DEFICIT)	26,234.51	28,612.50	17,558.09	38,725.00	(21,166.91)	-
TOTAL EXPENSE						

Nottawasaga Valley Conservation Authority
Unaudited Statement of Operations
For The 6 Periods Ending June 30, 2025

Division 150 Conservation Lands - Category 1

	CURRENT QTR ACTUALS	CURRENT QTR BUDGET	ACTUAL YTD	BUDGET YTD	OVER (UNDER) YTD BUDGET	BUDGET 2025
REVENUE:						
Municipal Levy Non Match	48,593.91	48,593.91	97,187.82	97,187.82	-	194,375.63
Provincial Grants	-	-	-	-	-	2,000.00
Contributions	4,176.50	900.00	17,626.64	1,100.00	16,526.64	2,150.00
User Fees	12,753.36	10,500.00	31,949.04	28,400.00	3,549.04	44,500.00
Miscellaneous Revenue	-	-	7,704.26	-	7,704.26	-
E	65,523.77	59,993.91	154,467.76	126,687.82	27,779.94	243,025.63
EXPENSES:						
Wa ges and Interprogram Charges	19,874.51	37,815.94	32,404.39	75,631.88	(43,227.49)	151,263.76
TOTAL REVENU	19,874.51	37,815.94	32,404.39	75,631.88	(43,227.49)	151,263.76
Other Inter program Charges						
Cost Recovery	12,636.42	13,695.47	23,116.11	27,390.94	(4,274.83)	54,781.88
	12,636.42	13,695.47	23,116.11	27,390.94	(4,274.83)	54,781.88
Other Ex penses						
Staff Expense 150 Conservation Lands	-	100.00	-	100.00	(100.00)	200.00
Material&Supply	13,425.87	3,500.00	14,260.45	4,500.00	9,760.45	9,000.00
Legal Costs 150	-	1,000.00	-	1,000.00	(1,000.00)	1,000.00
Insurance 150	4,786.58	9,600.00	7,847.82	12,800.00	(4,952.18)	12,800.00
Taxes	4,755.95	-	10,594.32	8,030.00	2,564.32	16,060.00
Interest & Bank Chgs Lands	1,992.12	875.00	1,992.12	1,750.00	242.12	3,500.00
Maintenance Supplies 150	-	500.00	-	750.00	(750.00)	1,500.00
Advertisement 150	-	250.00	-	250.00	(250.00)	500.00
	24,960.52	15,825.00	34,694.71	29,180.00	5,514.71	44,560.00
S	57,471.45	67,336.41	90,215.21	132,202.82	(41,987.61)	250,605.64
SURPLUS (DEFICIT)	8,052.32	(7,342.50)	64,252.55	(5,515.00)	69,767.55	(7,580.01)
TOTAL EXPENSE						

Nottawasaga Valley Conservation Authority
Unaudited Statement of Operations
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Division 151 Conservation Lands - Category 2 & 3

	CURRENT QTR ACTUALS	CURRENT QTR BUDGET	ACTUAL YTD	BUDGET YTD	OVER (UNDER) YTD BUDGET	BUDGET 2025
REVENUE:						
Municipal Levy Non Match	6,675.70	6,675.70	13,351.40	13,351.40	-	26,702.80
Provincial Grants	-	-	-	-	-	500.00
Contributions	-	850.00	6,967.50	950.00	6,017.50	2,130.00
User Fees	27,322.25	29,800.00	30,578.80	31,640.00	(1,061.20)	34,240.00
Use of Reserves	-	-	-	-	-	(9,800.00)
E	33,997.95	37,325.70	50,897.70	45,941.40	4,956.30	53,772.80
EXPENSES:						
Wa ges and Interprogram Charges	10,313.89	10,313.89	20,627.78	20,627.78	-	41,255.56
TOTAL REVENU	10,313.89	10,313.89	20,627.78	20,627.78	-	41,255.56
Other Inter program Charges						
Cost Recovery	678.05	934.31	1,159.37	1,868.62	(709.25)	3,737.24
	678.05	934.31	1,159.37	1,868.62	(709.25)	3,737.24
Other Ex penses						
Material&Supply 151	-	500.00	1,218.36	500.00	718.36	1,000.00
Hydro 151 NewLowell	69.77	50.00	140.02	100.00	40.02	200.00
	69.77	550.00	1,358.38	600.00	758.38	1,200.00
S	11,061.71	11,798.20	23,145.53	23,096.40	49.13	46,192.80
SURPLUS (DEFICIT)	22,936.24	25,527.50	27,752.17	22,845.00	4,907.17	7,580.00
TOTAL EXPENSE						

Nottawasaga Valley Conservation Authority
Unaudited Statement of Operations
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Division 310 Planning - Category 1

	CURRENT QTR ACTUALS	CURRENT QTR BUDGET	ACTUAL YTD	BUDGET YTD	OVER (UNDER) YTD BUDGET	BUDGET 2025
REVENUE:						
Municipal Levy Non Match	219,131.14	219,131.14	438,262.28	438,262.28	-	876,524.56
User Fees	250,540.19	454,500.00	417,657.57	749,500.00	(331,842.43)	1,367,250.00
Miscellaneous Revenue	-	-	16,796.48	-	16,796.48	-
E	469,671.33	673,631.14	872,716.33	1,187,762.28	(315,045.95)	2,243,774.56
EXPENSES:						
Wa ges and Interprogram Charges	389,883.01	491,488.66	769,744.14	982,977.32	(213,233.18)	1,965,954.62
TOTAL REVENU	389,883.01	491,488.66	769,744.14	982,977.32	(213,233.18)	1,965,954.62
Other Inter program Charges						
Cost Recovery	35,744.12	46,929.99	62,060.98	93,859.98	(31,799.00)	187,719.94
	35,744.12	46,929.99	62,060.98	93,859.98	(31,799.00)	187,719.94
Other Ex penses						
Staff Expense 310	781.52	-	953.76	-	953.76	500.00
Memberships Prof.Dues 310	503.72	-	5,101.74	-	5,101.74	4,600.00
Material&Supply 310	-	250.00	-	500.00	(500.00)	1,000.00
Legal Costs	3,230.88	5,000.00	7,230.62	9,750.00	(2,519.38)	20,000.00
Consultant Fees 310	26,824.10	1,500.00	30,939.47	3,000.00	27,939.47	5,500.00
Insurance 310 E&OLiability Premium	36,788.47	43,125.00	51,966.05	57,500.00	(5,533.95)	57,500.00
Office Expenses	-	100.00	-	250.00	(250.00)	500.00
Interest & Bank Chgs 310	-	-	945.81	-	945.81	-
Bad Debt Expense 310 Planning	-	100.00	-	250.00	(250.00)	500.00
	68,128.69	50,075.00	97,137.45	71,250.00	25,887.45	90,100.00
S	493,755.82	588,493.65	928,942.57	1,148,087.30	(219,144.73)	2,243,774.56
SURPLUS (DEFICIT)	(24,084.49)	85,137.49	(56,226.24)	39,674.98	(95,901.22)	-

TOTAL EXPENSE

Nottawasaga Valley Conservation Authority
Unaudited Statement of Operations
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Division 410 Information Management Services - Category 1

	CURRENT QTR ACTUALS	CURRENT QTR BUDGET	ACTUAL YTD	BUDGET YTD	OVER (UNDER) YTD BUDGET	BUDGET 2025
REVENUE:						
Municipal Levy Non Match	106,590.13	106,590.13	213,180.26	213,180.26	-	426,360.52
User Fees	-	-	13,274.34	10,000.00	3,274.34	10,000.00
Miscellaneous Revenue	-	-	5,452.26	-	5,452.26	-
Use of Reserves	24,925.82	5,000.00	24,925.82	25,000.00	(74.18)	33,000.00
E	131,515.95	111,590.13	256,832.68	248,180.26	8,652.42	469,360.52
EXPENSES:						
Wa ges and Interprogram Charges	97,857.03	106,590.13	182,610.51	213,180.26	(30,569.75)	426,360.52
TOTAL REVENU	97,857.03	106,590.13	182,610.51	213,180.26	(30,569.75)	426,360.52
Other Inter program Charges						
Cost Recovery	-	(3,275.00)	-	3,450.00	(3,450.00)	(13,600.00)
	-	(3,275.00)	-	3,450.00	(3,450.00)	(13,600.00)
Other Ex penses						
Staff Expense 410 GIS	72.79	25.00	157.86	50.00	107.86	100.00
Material&Supply 410	6,335.61	3,000.00	10,523.91	6,000.00	4,523.91	22,500.00
Consultant Fees 410	218.09	250.00	218.09	500.00	(281.91)	1,000.00
Capital Asset Purchases	24,925.82	5,000.00	24,925.82	25,000.00	(74.18)	33,000.00
	31,552.31	8,275.00	35,825.68	31,550.00	4,275.68	56,600.00
S	129,409.34	111,590.13	218,436.19	248,180.26	(29,744.07)	469,360.52
SURPLUS (DEFICIT)	2,106.61	-	38,396.49	-	38,396.49	-
TOTAL EXPENSE						

Nottawasaga Valley Conservation Authority
Unaudited Statement of Operations
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Division 420 Watershed Science - Category 1

	CURRENT QTR ACTUALS	CURRENT QTR BUDGET	ACTUAL YTD	BUDGET YTD	OVER (UNDER) YTD BUDGET	BUDGET 2025
REVENUE:						
Municipal Levy Non Match	39,144.79	39,144.79	78,289.58	78,289.58	-	156,579.16
Provincial Grants	69,512.71	56,250.00	69,512.71	112,500.00	(42,987.29)	225,000.00
Miscellaneous Revenue	-	-	6,030.08	-	6,030.08	-
Use of Reserves	-	31,000.00	-	31,000.00	(31,000.00)	31,000.00
E	108,657.50	126,394.79	153,832.37	221,789.58	(67,957.21)	412,579.16
EXPENSES:						
Wa ges and Interprogram Charges	76,542.09	77,361.86	146,553.93	154,723.72	(8,169.79)	309,447.42
TOTAL REVENU	76,542.09	77,361.86	146,553.93	154,723.72	(8,169.79)	309,447.42
Other Inter program Charges						
Cost Recovery	13,026.98	15,007.94	23,469.42	30,015.88	(6,546.46)	60,031.74
	13,026.98	15,007.94	23,469.42	30,015.88	(6,546.46)	60,031.74
Other Ex penses						
Staff Expense 420	161.41	750.00	238.95	1,250.00	(1,011.05)	2,500.00
Memberships Prof.Dues 420	-	750.00	318.51	1,000.00	(681.49)	1,000.00
Material&Supply 420	849.40	2,000.00	900.12	3,500.00	(2,599.88)	6,500.00
Insurance 420 Water Source Prot Endor	1,099.74	1,575.00	1,572.04	2,100.00	(527.96)	2,100.00
Capital Asset Purchases	-	31,000.00	-	31,000.00	(31,000.00)	31,000.00
	2,110.55	36,075.00	3,029.62	38,850.00	(35,820.38)	43,100.00
S	91,679.62	128,444.80	173,052.97	223,589.60	(50,536.63)	412,579.16
SURPLUS (DEFICIT)	16,977.88	(2,050.01)	(19,220.60)	(1,800.02)	(17,420.58)	0.00

TOTAL EXPENSE

Nottawasaga Valley Conservation Authority
Unaudited Statement of Operations
For The 6 Periods Ending June 30, 2025

Division 421 Watershed Science - Category 2 & 3

	CURRENT QTR ACTUALS	CURRENT QTR BUDGET	ACTUAL YTD	BUDGET YTD	OVER (UNDER) YTD BUDGET	BUDGET 2025
REVENUE:						
Municipal Levy Non Match	23,484.57	23,484.57	46,969.14	46,969.14	-	93,938.28
Municipal Grants	10,305.14	7,500.00	10,305.14	15,000.00	(4,694.86)	35,000.00
Contributions	10,586.00	-	10,586.00	-	10,586.00	-
User Fees	1,000.00	3,500.00	2,500.00	4,500.00	(2,000.00)	8,000.00
Use of Reserves	-	19,400.00	-	19,400.00	(19,400.00)	19,400.00
E	45,375.71	53,884.57	70,360.28	85,869.14	(15,508.86)	156,338.28
EXPENSES:						
Wa ges and Interprogram Charges	30,723.86	30,723.86	61,447.72	61,447.72	-	122,895.42
TOTAL REVENU	30,723.86	30,723.86	61,447.72	61,447.72	-	122,895.42
Other Inter program Charges						
Cost Recovery	2,094.24	2,885.72	3,580.86	5,771.44	(2,190.58)	11,542.86
	2,094.24	2,885.72	3,580.86	5,771.44	(2,190.58)	11,542.86
Other Ex penses						
Consultant Fees 421 Outsource Lab Cost	-	750.00	-	1,250.00	(1,250.00)	2,500.00
Capital Asset Purchases	-	19,400.00	-	19,400.00	(19,400.00)	19,400.00
	-	20,150.00	-	20,650.00	(20,650.00)	21,900.00
S	32,818.10	53,759.58	65,028.58	87,869.16	(22,840.58)	156,338.28
SURPLUS (DEFICIT)	12,557.61	124.99	5,331.70	(2,000.02)	7,331.72	-
TOTAL EXPENSE						

Nottawasaga Valley Conservation Authority
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For The 6 Periods Ending June 30, 2025

Consolidated
From Division 430 Flood Control Structures - Category 1
To Division 442 4.8 Administration

	CURRENT QTR ACTUALS	CURRENT QTR BUDGET	ACTUAL YTD	BUDGET YTD	OVER (UNDER) YTD BUDGET	BUDGET 2025
REVENUE:						
Municipal Levy Non Match	30,398.12	54,724.87	109,449.74	109,449.74	-	218,899.48
Matching Municipal Levy (Flood)	48,653.50	24,326.75	48,653.50	48,653.50	-	97,307.00
Provincial Grants	-	-	-	-	-	97,307.00
Municipal Grants	1,793.74	-	1,793.74	1,000.00	793.74	2,000.00
Miscellaneous Revenue	-	-	1,688.36	-	1,688.36	-
Use of Reserves	5,433.98	110,000.00	5,433.98	110,000.00	(104,566.02)	485,500.00
E	86,279.34	189,051.62	167,019.32	269,103.24	(102,083.92)	901,013.48
EXPENSES:						
Wa ges and Interprogram Charges	75,678.17	83,770.81	134,004.15	167,541.62	(33,537.47)	335,083.20
TOTAL REVENU	75,678.17	83,770.81	134,004.15	167,541.62	(33,537.47)	335,083.20
Other Inter program Charges						
Cost Recovery	5,890.60	8,116.84	10,072.11	16,233.68	(6,161.57)	32,467.34
	5,890.60	8,116.84	10,072.11	16,233.68	(6,161.57)	32,467.34
Other Ex penses						
Material&Supply	9,146.56	110,500.00	14,583.11	113,500.00	(98,916.89)	472,000.00
Corp Fleet Charge 437	2,993.44	3,040.74	5,558.66	6,081.48	(522.82)	12,162.94
Insurance	9,450.00	9,450.00	12,600.00	12,600.00	-	12,600.00
Taxes	-	-	451.40	600.00	(148.60)	1,200.00
Capital Asset Purchases	5,433.98	10,000.00	5,433.98	10,000.00	(4,566.02)	35,500.00
	27,023.98	132,990.74	38,627.15	142,781.48	(104,154.33)	533,462.94
S	108,592.75	224,878.39	182,703.41	326,556.78	(143,853.37)	901,013.48
SURPLUS (DEFICIT)	(22,313.41)	(35,826.77)	(15,684.09)	(57,453.54)	41,769.45	-
TOTAL EXPENSE						

Nottawasaga Valley Conservation Authority
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Division 443 Engineering Projects - Category 2 & 3

	CURRENT QTR ACTUALS	CURRENT QTR BUDGET	ACTUAL YTD	BUDGET YTD	OVER (UNDER) YTD BUDGET	BUDGET 2025
REVENUE:						
Provincial Grants	-	-	21,632.47	-	21,632.47	-
Municipal Grants	1,641.81	800.00	2,062.50	1,600.00	462.50	27,800.00
E	1,641.81	800.00	23,694.97	1,600.00	22,094.97	27,800.00
EXPENSES:						
Wa ges and Interprogram Charges	6,191.38	6,191.39	12,382.76	12,382.78	(0.02)	24,765.54
TOTAL REVENU	6,191.38	6,191.39	12,382.76	12,382.78	(0.02)	24,765.54
Other Inter program Charges	-	-	-	-	-	-
Other Ex penses						
Material&Supply 443	1,641.81	1,517.22	23,694.97	1,517.22	22,177.75	3,034.46
Capital Asset Purchases	3,366.22	-	3,366.22	-	3,366.22	-
	5,008.03	1,517.22	27,061.19	1,517.22	25,543.97	3,034.46
S	11,199.41	7,708.61	39,443.95	13,900.00	25,543.95	27,800.00
SURPLUS (DEFICIT)	(9,557.60)	(6,908.61)	(15,748.98)	(12,300.00)	(3,448.98)	-
TOTAL EXPENSE						

Nottawasaga Valley Conservation Authority
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Division 630 Tiffin Education - Category 2 & 3

	CURRENT QTR ACTUALS	CURRENT QTR BUDGET	ACTUAL YTD	BUDGET YTD	OVER (UNDER) YTD BUDGET	BUDGET 2025
REVENUE:						
Municipal Levy Non Match	4,276.42	4,276.42	8,552.84	8,552.84	-	17,105.67
Provincial Grants	-	-	7,000.00	-	7,000.00	-
Contributions	734.50	5,100.00	1,454.50	10,000.00	(8,545.50)	20,000.00
Federal Sources	-	-	-	-	-	10,000.00
User Fees	151,792.80	104,958.33	340,581.53	177,916.66	162,664.87	323,500.00
Miscellaneous Revenue	-	-	5,133.93	-	5,133.93	-
E	156,803.72	114,334.75	362,722.80	196,469.50	166,253.30	370,605.67
EXPENSES:						
Wa ges and Interprogram Charges	93,056.91	80,495.73	163,613.17	160,991.46	2,621.71	321,982.90
TOTAL REVENU	93,056.91	80,495.73	163,613.17	160,991.46	2,621.71	321,982.90
Other Inter program Charges						
Cost Recovery	7,776.46	10,405.69	13,422.46	20,811.38	(7,388.92)	41,622.77
	7,776.46	10,405.69	13,422.46	20,811.38	(7,388.92)	41,622.77
Other Ex penses						
Staff Expense 630 Education	381.25	-	409.78	-	409.78	-
Memberships Prof.Dues 630	200.00	500.00	200.00	500.00	(300.00)	500.00
Staff Education/Training	304.79	-	304.79	-	304.79	-
Material&Supply 630	17,658.93	1,950.00	23,049.67	3,300.00	19,749.67	6,500.00
	18,544.97	2,450.00	23,964.24	3,800.00	20,164.24	7,000.00
S	119,378.34	93,351.42	200,999.87	185,602.84	15,397.03	370,605.67
SURPLUS (DEFICIT)	37,425.38	20,983.33	161,722.93	10,866.66	150,856.27	(0.00)
TOTAL EXPENSE						

Nottawasaga Valley Conservation Authority
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Division 650 Workshop,Vehicle&Equip - Category 1

	CURRENT QTR ACTUALS	CURRENT QTR BUDGET	ACTUAL YTD	BUDGET YTD	OVER (UNDER) YTD BUDGET	BUDGET 2025
REVENUE:						
Miscellaneous Revenue	-	-	50.00	-	50.00	-
Use of Reserves	-	16,000.00	12,166.43	31,000.00	(18,833.57)	106,000.00
E	-	16,000.00	12,216.43	31,000.00	(18,783.57)	106,000.00
EXPENSES:						
Wa ges and Interprogram Charges	27,289.07	27,289.07	54,578.14	54,578.14	-	109,156.29
TOTAL REVENU	27,289.07	27,289.07	54,578.14	54,578.14	-	109,156.29
Other Inter program Charges						
Cost Recovery	(42,763.46)	(52,839.07)	(79,409.53)	(94,378.14)	14,968.61	(173,756.29)
	(42,763.46)	(52,839.07)	(79,409.53)	(94,378.14)	14,968.61	(173,756.29)
Other Ex penses						
Material&Supply 650	-	375.00	-	750.00	(750.00)	1,500.00
Insurance Corp 650	5,923.67	8,100.00	8,001.52	10,800.00	(2,798.48)	10,800.00
Hydro 650 Workshop	780.63	700.00	1,234.79	1,300.00	(65.21)	2,300.00
Fuel Oil Heating Propane Wksp	541.66	300.00	1,135.66	1,000.00	135.66	2,500.00
Maintenance Supplies 650	4,739.03	5,700.00	8,261.27	12,200.00	(3,938.73)	22,750.00
Uniform & Special Clothing Exp 650	-	-	-	-	-	250.00
Gas & Oil 650	3,489.40	10,375.00	6,248.15	13,750.00	(7,501.85)	24,500.00
Capital Asset Purchases	-	16,000.00	12,166.43	31,000.00	(18,833.57)	106,000.00
	15,474.39	41,550.00	37,047.82	70,800.00	(33,752.18)	170,600.00
S	-	16,000.00	12,216.43	31,000.00	(18,783.57)	106,000.00
SURPLUS (DEFICIT)	-	-	-	-	-	0.00
TOTAL EXPENSE						

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Division 660 Office Infrastructure - Category 1

	CURRENT QTR ACTUALS	CURRENT QTR BUDGET	ACTUAL YTD	BUDGET YTD	OVER (UNDER) YTD BUDGET	BUDGET 2025
REVENUE:						
E	-	-	-	-	-	-
EXPENSES:						
	-	-	-	-	-	-
TOTAL REVENU						
Other Inter program Charges						
Cost Recovery	(42,153.47)	(61,350.00)	(76,717.77)	(98,800.00)	22,082.23	(141,900.00)
	(42,153.47)	(61,350.00)	(76,717.77)	(98,800.00)	22,082.23	(141,900.00)
Other Ex penses						
Material&Supply 660	-	-	2,991.74	2,500.00	491.74	3,000.00
Equipment Costs 660 Office	-	1,500.00	-	3,000.00	(3,000.00)	6,000.00
Insurance 660 Office	24,942.20	40,350.00	37,341.59	53,800.00	(16,458.41)	53,800.00
Taxes Corp Office	-	-	1,644.24	500.00	1,144.24	1,100.00
Hydro 660	7,420.30	6,500.00	14,475.55	13,000.00	1,475.55	26,000.00
Telephone 660 Corp Office	3,508.90	4,000.00	6,431.05	8,000.00	(1,568.95)	16,000.00
Office Expenses	1,459.25	3,500.00	5,099.25	7,000.00	(1,900.75)	14,000.00
Maintenance Supplies 660 Interior	1,385.83	1,250.00	1,860.35	2,500.00	(639.65)	5,000.00
Leases 660 Equipment	2,528.79	3,000.00	5,057.58	6,000.00	(942.42)	12,000.00
Internet Access 680 SCAN	908.20	1,250.00	1,816.42	2,500.00	(683.58)	5,000.00
	42,153.47	61,350.00	76,717.77	98,800.00	(22,082.23)	141,900.00
S	-	-	-	-	-	-
SURPLUS (DEFICIT)	-	-	-	-	-	-
TOTAL EXPENSE						

Nottawasaga Valley Conservation Authority
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Division 661 Tiffin CA & Maintenance - Category 1

	CURRENT QTR ACTUALS	CURRENT QTR BUDGET	ACTUAL YTD	BUDGET YTD	OVER (UNDER) YTD BUDGET	BUDGET 2025
REVENUE:						
Municipal Levy Non Match	45,412.80	45,412.80	90,825.60	90,825.60	-	181,651.18
User Fees	2,890.00	2,500.00	3,360.00	5,000.00	(1,640.00)	10,000.00
Miscellaneous Revenue	-	-	920.17	-	920.17	-
Use of Reserves	-	8,000.00	-	8,000.00	(8,000.00)	13,000.00
E	48,302.80	55,912.80	95,105.77	103,825.60	(8,719.83)	204,651.18
EXPENSES:						
Wa ges and Interprogram Charges	31,413.14	33,289.75	60,549.98	66,579.50	(6,029.52)	133,159.01
TOTAL REVENU	31,413.14	33,289.75	60,549.98	66,579.50	(6,029.52)	133,159.01
Other Inter program Charges						
Cost Recovery	4,718.82	5,573.04	8,445.92	11,146.08	(2,700.16)	22,292.17
	4,718.82	5,573.04	8,445.92	11,146.08	(2,700.16)	22,292.17
Other Ex penses						
Material&Supply	152.65	3,775.00	579.21	4,500.00	(3,920.79)	12,700.00
Equipment Costs 661	167.88	-	167.88	-	167.88	1,000.00
Insurance 661 Tiffin Conservation Area	835.97	1,050.00	1,145.88	1,400.00	(254.12)	1,400.00
Taxes Tiffin Conservation Area	-	200.00	-	200.00	(200.00)	500.00
Maintenance Supplies 661	9,446.28	8,400.00	11,985.52	13,800.00	(1,814.48)	24,300.00
Advertisement 661 Tiffin CA	-	500.00	-	500.00	(500.00)	500.00
Waste Services 661	1,370.15	750.00	3,234.92	1,300.00	1,934.92	2,800.00
Capital Asset Purchases	-	6,000.00	-	6,000.00	(6,000.00)	6,000.00
	11,972.93	20,675.00	17,113.41	27,700.00	(10,586.59)	49,200.00
S	48,104.89	59,537.79	86,109.31	105,425.58	(19,316.27)	204,651.18
SURPLUS (DEFICIT)	197.91	(3,624.99)	8,996.46	(1,599.98)	10,596.44	-

TOTAL EXPENSE

Nottawasaga Valley Conservation Authority
Unaudited Statement of Operations
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Division 662 Tiffin CA & Maintenance - Category 2 & 3

	CURRENT QTR ACTUALS	CURRENT QTR BUDGET	ACTUAL YTD	BUDGET YTD	OVER (UNDER) YTD BUDGET	BUDGET 2025
REVENUE:						
Municipal Levy Non Match	3,697.06	3,697.06	7,394.12	7,394.12	-	14,788.23
Contributions	880.00	-	6,880.00	-	6,880.00	-
User Fees	31,554.66	44,100.00	53,063.93	46,600.00	6,463.93	169,100.00
Use of Reserves	-	1,500.00	-	1,500.00	(1,500.00)	1,500.00
E	36,131.72	49,297.06	67,338.05	55,494.12	11,843.93	185,388.23
EXPENSES:						
Wa ges and Interprogram Charges	38,959.81	38,959.81	77,919.62	77,919.62	-	155,839.24
TOTAL REVENU	38,959.81	38,959.81	77,919.62	77,919.62	-	155,839.24
Other Inter program Charges						
Cost Recovery	2,712.22	3,737.25	4,637.52	7,474.50	(2,836.98)	14,948.99
	2,712.22	3,737.25	4,637.52	7,474.50	(2,836.98)	14,948.99
Other Ex penses						
Material&Supply 662	4,913.64	4,100.00	9,017.68	9,050.00	(32.32)	12,300.00
Maintenance Supplies 662	-	850.00	-	1,150.00	(1,150.00)	2,300.00
	4,913.64	4,950.00	9,017.68	10,200.00	(1,182.32)	14,600.00
S	46,585.67	47,647.06	91,574.82	95,594.12	(4,019.30)	185,388.23
SURPLUS (DEFICIT)	(10,453.95)	1,650.00	(24,236.77)	(40,100.00)	15,863.23	0.00
TOTAL EXPENSE						

Nottawasaga Valley Conservation Authority
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Division 670 Corporate Governance - Category 1

	CURRENT QTR ACTUALS	CURRENT QTR BUDGET	ACTUAL YTD	BUDGET YTD	OVER (UNDER) YTD BUDGET	BUDGET 2025
REVENUE:						
Municipal Levy Non Match	94,302.41	94,302.41	188,604.82	188,604.82	-	377,209.64
E	94,302.41	94,302.41	188,604.82	188,604.82	-	377,209.64
EXPENSES:						
Wages and Interprogram Charges	95,507.86	94,177.41	184,560.27	183,229.82	1,330.45	377,209.64
TOTAL REVENU	95,507.86	94,177.41	184,560.27	183,229.82	1,330.45	377,209.64
Other Inter program Charges						
Cost Recovery	(23,715.27)	(24,475.00)	(35,908.62)	(39,925.00)	4,016.38	(52,800.00)
	(23,715.27)	(24,475.00)	(35,908.62)	(39,925.00)	4,016.38	(52,800.00)
Other Expenses						
Memberships Prof.Dues 670	16,257.00	18,000.00	32,514.00	36,000.00	(3,486.00)	36,000.00
Member Education/Training	-	625.00	-	1,250.00	(1,250.00)	2,500.00
Material&Supply 670	257.63	875.00	542.67	1,750.00	(1,207.33)	3,500.00
Transportation 670 Municipal Officer Exp	2,603.81	1,500.00	2,603.81	1,500.00	1,103.81	6,000.00
Insurance 670 Directors Liab	3,391.38	3,600.00	4,292.69	4,800.00	(507.31)	4,800.00
	22,509.82	24,600.00	39,953.17	45,300.00	(5,346.83)	52,800.00
S	94,302.41	94,302.41	188,604.82	188,604.82	(0.00)	377,209.64
SURPLUS (DEFICIT)	-	-	-	-	0.00	-

TOTAL EXPENSE

Nottawasaga Valley Conservation Authority
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Division 680 Corporate Administration - Category 1

	CURRENT QTR ACTUALS	CURRENT QTR BUDGET	ACTUAL YTD	BUDGET YTD	OVER (UNDER) YTD BUDGET	BUDGET 2025
REVENUE:						
Municipal Levy Non Match	160,773.77	160,773.77	321,547.54	321,547.54	-	643,095.08
Contributions	25.00	-	76.68	-	76.68	-
Investment Income	13,094.75	25,000.00	31,782.95	50,000.00	(18,217.05)	100,000.00
User Fees	99.95	-	196.32	-	196.32	-
Miscellaneous Revenue	141.90	-	10,358.34	-	10,358.34	-
E	174,135.37	185,773.77	363,961.83	371,547.54	(7,585.71)	743,095.08
EXPENSES:						
Wa ges and Interprogram Charges	116,981.21	160,773.77	178,385.36	321,547.54	(143,162.18)	643,095.08
TOTAL REVENU	116,981.21	160,773.77	178,385.36	321,547.54	(143,162.18)	643,095.08
Other Inter program Charges						
Cost Recovery	-	(8,875.00)	-	(15,167.00)	15,167.00	(154,750.00)
	-	(8,875.00)	-	(15,167.00)	15,167.00	(154,750.00)
Other Ex penses						
Staff Expense 680 Staff	586.56	1,500.00	1,370.51	3,000.00	(1,629.49)	6,000.00
Memberships Prof.Dues 680 Admin Staf	1,571.95	1,000.00	2,779.04	3,500.00	(720.96)	4,000.00
Staff Education/Training	7,378.73	12,000.00	14,205.84	17,000.00	(2,794.16)	29,000.00
Material&Supply	2,025.66	4,750.00	10,110.43	12,417.00	(2,306.57)	16,500.00
Legal Costs	103.80	250.00	103.80	500.00	(396.20)	1,000.00
Consultant Fees	1,763.01	-	3,526.00	2,000.00	1,526.00	2,000.00
Audit Fees	2,986.66	-	2,986.66	-	2,986.66	20,750.00
Interest & Bank Chgs 680	5,558.72	8,750.00	15,623.99	17,500.00	(1,876.01)	35,000.00
Uniform & Special Clothing Expense 680	214.59	1,500.00	214.59	3,000.00	(2,785.41)	6,000.00
Advertisement 680	514.38	3,625.00	6,007.88	7,250.00	(1,242.12)	14,500.00
Transfer to Reserves	-	-	-	-	-	120,000.00
	22,704.06	33,375.00	56,928.74	66,167.00	(9,238.26)	254,750.00
S	139,685.27	185,273.77	235,314.10	372,547.54	(137,233.44)	743,095.08
SURPLUS (DEFICIT)	34,450.10	500.00	128,647.73	(1,000.00)	129,647.73	-
TOTAL EXPENSE						

Attachment 2:

Please find attached a detailed mid-year analysis of budget variations, broken down by individual department. This provides a more granular view of spending and variances to support our ongoing budget planning and review.

Conservation Services:

Forestry 110

- The 2025 plant started on April 28th and concluded May 10th. For the 2025 season the NVCA planted approximately 74,000 trees.

Conservation Lands – 150/151

- Staff have completed the installation of new interpretive signage and self-guided audio tour at the Fort Willow Conservation Area. Phase 1 of this project was supported by Tourism Simcoe County.
- Staff continue to see year over year increase in visitors at most Conservation Areas. Recent CA improvements to trails, washrooms and signage has been well received.
- Staff continue to undertake trail maintenance and clean-up after the March ice storm. Properties that were most impacted were the Nottawasaga Bluffs and the Petun Conservation which had significant tree and trail damage.
- St. Joe's Secondary School (Barrie) successfully completed a 6-week archeology field course at the Fort Willow Conservation Area. This program, led by licensed archeologist, Trevor Carter, was in its 20th year. Artifacts will be processed through the summer with the assistance of an archeology summer student.

Tiffin CA – 661/662

- The Tiffin wedding season is now in full swing and is fully booked until mid-November. Staff are currently securing bookings for the 2026 and 2027 seasons.
- Staff incurred unexpected costs due to paper products which has been negatively impacting the education building septic system. Staff are working to resolve issues with new supplier for.
- The new fire/security system has been successfully installed on the property. Video surveillance is now in place providing a more reliable system.
- Program expenditures will continue to be monitored to ensure a balanced budget for 2025.

Corporate Workshop-Vehicle and equipment – 650

- Staff are continuing to complete in-house repairs and maintenance on equipment to reduce costs.
- Currently, there are no unanticipated expenses and staff anticipate a balanced budget.

Stewardship & Restoration – 120/121

- The Stewardship team has received confirmation of support from a variety sources, including the Invasive Species Centre, Ontario Federation of Anglers and Hunters, Cabela's – Bass Pro Shop, Blue Mountain Watershed Trust and Nature Canada.
- Grassland restoration monitoring was successfully completed in Q2 with noticeable water infiltration benefits observed in restored sites. Grassland bird monitoring was also completed at over 30 sites.
- Staff continue to investigate external funding opportunities for program delivery of 2025 projects and create a roster for 2026 projects.
- Staff continue to work with partners to finalize 2025 projects and program delivery and anticipate a balanced budget by year-end.

Tiffin Education – 630

- Summer Camp Tiffin is well underway. Staff have opened additional camp spots to increase program revenues.
- Camp is running mostly at full capacity with a waitlist. Camp registration takes place during Q1 and 2, with expenses coming through in Q2 & 3.
- Student numbers doubled year over year for the Simcoe County District School Board's Grade 5 Indigenous programming and was very well received by students and teachers.
- The Tiffin Homeschool program will be on hiatus for the summer; however, the Nature School will continue to provide programming for students aged 2.5 to 10.
- Georgian Bay Forever will be continuing to support micro-plastics program delivery across the watershed. Staff are striving to reach all corners of the watershed with this program offering.

Watershed Management:

Planning – 310

- Planning Services user fee revenues as of June 30th are approximately $434,454 (excluding levy).
- Based on the revenues received to date, the user-fee revenues for planning applications and Section 28 permit applications are trending below budget.
- Pre-consultation user fee revenues are trending higher than budgeted.
- Program expenditures are generally trending as budgeted

- Staff anticipate a deficit for the end of the year with less than budgeted revenues partially due to the residual impact of legislative changes from 2024 and a slow housing economy in 2025.

Engineering- 443

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

Watershed Science – 420/421

- This program incorporates Source Water Protection, Risk Management Office, Environmental Monitoring and Natural Heritage.
- Overall, the program at the end of the second quarter is in a deficit position, but this is anticipated as revenues from Source Water Protection and Risk Management Office have not been invoiced yet.
- Environmental monitoring and natural heritage are also in a deficit due to fee service projects having not been invoiced to date.
- Staff anticipates a balanced budget with a small surplus for the end of the year.

Flood Program - 430-440

- Flood has issued 10 flood messages this year to date. This includes: 1 spring safety message, 1 water safety message, 3 flood outlook, 3 flood watch, and 2 flood warning.
- The Flood budget is currently running on budget and is expected to balance at 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 small surplus is expected.

Governance 670

- A balanced budget is anticipated.

Corporate Admin 660 & 680

- Staff and administrative expenditures are tracking slightly below anticipated values, specifically in wages but are anticipated to even out by end of year with a slight surplus expected.
- The current wage surplus is due the timing of the hiring of the new CAO, Short Term disability claims, and the large payroll accrual at the end of 2024 that was reversed in 2025 and will be offset with the 2025-year end payroll accrual again.

Staff Report: 31-08-25-BOD

Date: 26/09/2025

To: Chair and Members of the Board of Directors

From: Jennifer Vincent, Chief Administrative Officer & Sheryl Flannagan, Director, Corporate Services

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SUBJECT: 2026 Draft Business Plan and Budget

Recommendation

RESOLVED THAT: Staff Report No. 31-08-25-BOD regarding the NVCA's 2026 Draft Business Plan and Budget be approved; and

FURTHER THAT: the Board of Directors receive the 2026 draft Business Plan and Budget for consideration; and

FURTHER THAT: staff be directed to distribute the 2026 Draft Business Plan and Budget booklet to municipalities for the consultation period.

Purpose of the Staff Report

The purpose of this Staff Report is to obtain approval to distribute the 2026 Draft Business Plan and Budget for consideration.

Background

In early 2025, NVCA reaffirmed its commitment to continued organizational growth while adopting a more moderate approach to levy increases, following two consecutive years of significant growth and substantial levy adjustments.

Reflecting this commitment, the 2026 Draft Business Plan and Budget propose a levy increase of $119,307.36, a notable reduction from the $399,981.36 increase approved for 2025. This corresponds to $17.45 per resident, slightly up from $17.09 in 2025, and $15.31 in 2024. In terms of property assessment, this increase represents a $0.05 rise per $100,000 of assessed property value, bringing up the average annual cost to $6.13, compared to $6.08 in 2025 and $5.54 in 2024.

The 2026 Draft Business Plan and Budget support the costs necessary to meet legislative obligations, address local environmental priorities, and uphold municipal and public service standards. It aligns with the programs and services identified in NVCA's *Conservation Authorities Act* Programs & Services Inventory and memorandums of understanding and service delivery agreements developed with member municipalities.

Development of the 2026 Draft Business Plan and Budget began in June, with staff working throughout the summer to complete the Business Plan, which was subsequently approved by the CAO. Work then progressed on the Draft Budget. The Chair, Vice-Chair, and CAO met August 22, 2025, to review staff's draft, identifying additional adjustments that brought the levy increase down further to $119,307.36.

Staff are pleased to present the 2026 Draft Business Plan and Budget as a single, integrated document (Attachment #1), streamlining the format from previous years where the documents were presented separately.

To support the Board deliberation and discussion, additional budget details are provided:

- Attachment #2 provides a breakdown of the consolidated operating budget.
- Attachments #3 and #4 detail the operating budget by category—Category 1 and Categories 2 & 3—ensuring alignment with Section 21 of the Conservation Authorities Act and the requirements of O. Reg. 686/21. This structure promotes transparency, accountability, and consistency with provincial legislation and municipal agreements.
- Attachment #5 outlines the proposed budget by department, including both operating and capital expenditures.
- Attachment #6 – Detailed Draft Work Plan (September 10, 2025)

<u>Business Plan and Budget Assumptions and Challenges</u>

There are some notable changes in this year's consolidated plan because of a comprehensive review of programs and priorities to ensure investments are

delivering maximum value and impact. The review determined that several restoration services previously categorized as Category 3, deliver direct, site-specific and watershed-scale benefits that support hazard mitigation, including flood, erosion, and drought protection. Additionally, workshop operations were separated from fleet vehicle operations and relocated to the Tiffin Centre cost structure. These changes more accurately reflect services delivered, program costs, and enhance fiscal transparency.

The following assumptions are built into the draft budget, many of which highlight NVCA's proactive approach to financial planning and its commitment to navigating a complex fiscal environment with resilience and strategic foresight.

- The provincial transfer payment to the NVCA through the Ministry of Natural Resources (MNR) remains at $97,307. This reflects a reduction of almost 50% from 2018 levels. The future of this funding is uncertain. NVCA faces limitations in its ability to adjust to further reductions.

- Source Water Protection funding is decreasing in alignment with a decrease in planned work.

- Inflation continues to drive up costs, and while efforts will be made to align expenses with inflationary trends, there remains a risk that rising costs may outpace available resources.

- Canada Pension Plan (CPP) enhancement started in 2019 continues to be phased in for the next few years. The 2026 impact is forecasted to be an additional $12,000. Other employment costs like WSIB, EI, OMERS, etc. increase annually.

- Benefits & Insurance – The NVCA is part of the Conservation Ontario group with approximately 29 other CAs to obtain the best prices. Insurance and benefit employer costs continue to rise. It is forecast that an additional $20,000 is required.

- As per a Board resolution, the Consumer Price Index (CPI) for Ontario average from June 2024 to May 2025 is used to calculate cost of living increases and is at 2.1% or $88,000 in increased salaries for 2026.

- Software Support – the NVCA benefits from several software programs, such as accounting and HR systems, to support efficient operations and high-quality service delivery. These programs typically experience annual subscription fee increases of 10-15%.

- Wages are the largest single expenditure category, accounting for 81% of the consolidated budget.

The implementation of Categories 1, 2, and 3 in 2024 significantly reshaped how the Budget is developed and interpreted, with a stronger emphasis on transparency regarding the services provided.

- Category 1 includes the mandatory services that NVCA is legislatively required to deliver.
- Category 2 are municipality-specific services delivered on a fee-for-service basis, such as Risk Management services provided to select partner municipalities.
- Category 3 consists of non-mandatory services that benefit all partner municipalities. These require a signed Memorandum of Understanding (MOU) with each municipality to confirm participation and support.

The impact of these considerations is a Category 1 operations increase of $231,765.12 in municipal levy. This Category 1 increase is offset by a reduction of $112,457.76 to Category 3 services for a net total increase in all categories of $119,307.36.

NVCA has been proactive in generating funding through various sources to mitigate the financial impact on member municipalities. Additionally, all revenue-generating departments contribute to NVCA's overhead costs through a system of cross charges. These charges are allocated based on the number of full-time equivalent (FTE) employees in each department. As staffing levels change, the distribution of overhead costs shifts accordingly, impacting the share borne by each department.

For the Board's review, staff have provided a detailed breakdown of each department's budget in Attachment #5, as referenced above.

Draft Business Plan and Budget 2025 vs 2026 Analysis

The following highlights the impacts and percentage changes to the 2026 draft operating budget. A $5,000 swing in either direction was used as a threshold for explanations.

REVENUES – GENERAL OBSERVATIONS

Municipal Projects – costs have increased almost $17,000 due to an increase of Category 2 monitoring being completed by our watershed science team.

Federal and Provincial Contributions - Provincial revenue has increased $132,500 due to anticipated grants for stewardship work scheduled for 2026. Federal revenues have decreased $67,000 following the completion of prior stewardship grants and lower expectations for new contributions compared to 2025.

Private Contributions – Revenues from private sources have increased $20,000 due to an anticipated grant for restoration services.

Stewardship Services – The $8,000 decrease is related to anticipated changes in contracted services for projects.

Conservation Lands – The increase of $6,250 related to planned increases in day-use parking fees (annual fees are unchanged) and hunting permits.

Planning – The projected decrease of $330,000 is primarily attributed to the ongoing decline in planning fees revenue, reflecting the continued slowdown in the housing market. This is further impacted by the provincial directive to freeze planning fees, which limits NVCA's ability to adjust fees in response to rising costs. At this time, it remains uncertain whether the planning fee freeze will extend into 2026.

Education – The $45,000 increase in revenue is primarily driven by the expansion of Camp Tiffin, initiated by staff in 2024 and expected to continue moving forward. This growth reflects the success of recent program enhancements and supports ongoing efforts to broaden community engagement and educational offerings.

Tiffin Operations – This $10,500 increase is due to expected increases in revenue from events such as weddings, trail runs, movie filming, etc. NVCA will be investigating opportunities to expand these types of events to other NVCA properties.

Investment Income – The increase of $35,000 is due to the continued higher than expected returns on the GIC investments, expected to continue into 2026.

EXPENSES – GENERAL OBSERVATIONS

Wages – While there has been a 4.1% year-over-year increase in cost per employee, driven by compensation adjustments and rising employment-related expenses, overall wages and employment costs are projected to decrease by $9,000 in 2026. This is largely due to a reduction in full-time equivalent (FTE) positions. With the planning and permitting backlog now cleared and a prolonged

slowdown in housing development anticipated, NVCA has opted to hold select vacancies in the planning department. These positions may be reinstated as planning and permitting revenues begin to recover. The potential impacts to operational efficiency are being partially offset through technology upgrades and expanded use of online services. This approach allows the organization to remain agile while maintaining service levels.

Education & Training – This budget line has increased by $5,000 to support staff access to education and training opportunities, ensuring they remain current in their roles. This investment aligns with NVCA's broader goals including developing a human resources strategy, scheduled for completion in 2026, and contributes to the organization becoming an employer of choice with an emphasis on early career development and seasonal/contract opportunities.

Materials & Supplies – General – The increase of almost $23,000 is primarily due to the development of the *Priority Lands Framework for Watershed Health* a strategic roadmap to identify, secure, and restore lands identified as critical to the long-term resilience of the watershed.

Relevance to Authority Policy/Mandate

The ***Conservation Authorities Act*** (CAA) outlines NVCA's authority to raise funds. Since 2018, the NVCA has separated its annual operating (general levy) and capital (asset levy) programs. Sections 24, 25, 26, and 27 of the CAA govern cost apportionment for administration, maintenance, and capital expenditures, allowing the NVCA to work with municipalities to fund both operating and capital (and benefitting) needs through different and distinct budget requests. Special apportionment for capital (benefitting) projects, surveys, and studies is based on each municipality's Current Value Assessment (CVA) apportionment. For multi-municipal initiatives, such as new flood plain mapping, apportionment costs are distributed proportionally using the CVA.

Impact on Authority Finances

In 2025, NVCA committed to continued growth yet with a more moderate levy increase following two consecutive years of growth and significant levy increases. Reflecting this commitment, the 2026 business plan and budget propose a levy increase of $119,307.36, substantially lower than the $399,981.36 increase approved for 2025.

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
Jennifer Vincent
Chief Administrative Officer

Attachments:
#1 – 2026 Draft Budget & Business Plan Booklet
#2 – 2026 Consolidated Operating Budget
#3 – 2026 Category 1 Operating Budget
#4 – 2026 Category 2&3 Operating Budget
#5 – 2026 Individual Department Operating & Capital Budgets
#6 – 2026 Draft Detailed Draft Work Plan (September 10, 2025)



2026 DRAFT BUSINESS PLAN AND BUDGET

VISION

A sustainable watershed that is resilient to the effects of climate change, urban growth and other stressors and provides for safe, healthy and prosperous people and communities.

MISSION

Working together to deliver innovative, integrated watershed management that is responsive to the environmental, economic and social sustainability of the Nottawasaga Watershed.

WHAT WE VALUE

An abundance of clean water, clean air and fertile soils that provide for healthy people and ecosystems.

Natural heritage systems and the ecosystem services they provide, particularly as they support resilience to the effects of a changing climate.

Quality recreational opportunities that our hills, forests, meadows, wetlands, waterways and coastline provide for residents and tourists alike.

Distinctive landforms and waterways including the Georgian Bay coastline, Niagara Escarpment, Minesing Wetlands and others that give our watershed a unique sense of place.

A wealth of resources within the capacity of our watershed to provide for thriving communities, successful economies and sustainable agriculture, now and in the future.

Message from our Chair

I am pleased to present the Nottawasaga Valley Conservation Authority (NVCA)’s 2026 Business Plan and Budget. This document reflects our strong commitment to prudent financial management, transparent oversight, and responsible stewardship of both the natural environment and the public funds entrusted to us.

From the outset, the Board has been clear that this balanced budget must be responsive to the needs of our member municipalities. We have delivered on that direction by significantly reducing “Category 3” costs, as requested, and by holding our overall operating levy increase to approximately 3 per cent, as we committed. These results were achieved not by deferring our responsibilities, but by undertaking a rigorous review process with our new CAO, senior staff, and the Board Chair and Vice-Chair to ensure NVCA is operating as a leaner, more efficient organization.

At the same time, this Business Plan and Budget safeguards what our communities value most – a safe, healthy and prosperous watershed. It protects fair and competitive wages for our dedicated staff; invests in responsible asset management; continues our award-winning environmental education programmes; and prioritizes NVCA’s vital role in managing floods, protecting natural heritage, and supporting the resilience of our watershed in the face of growth and climate change. Through grants, user fees, strong partnerships and our own revenue-generating activities, we continue to leverage all financial resources to ensure the highest possible value for every municipal dollar.

With careful financial planning, expert operational management, strong governance and a clear focus on efficiency, NVCA is well-positioned to deliver its mandate with integrity. I am confident this Business Plan and Budget reflect both the responsibility we owe to our member municipalities and the trust placed in us by the residents of the watershed.

Sincerely yours,

Jonathan Scott

Councillor, Town of Bradford West Gwillimbury

Chair, Nottawasaga Valley Conservation Authority



Message from our CAO

As the new Chief Administrative Officer, I'm pleased to present NVCA's 2026 Business Plan and Budget. This marks my first contribution to this important process, and I'm proud of the leadership, insight, and dedication shown by NVCA staff and senior management throughout its development.

This year's planning process was shaped by a strong commitment to deliver high-quality services to our 18 member municipalities and our many partners. Using a new integrated planning tool, staff undertook a thorough review of programs and priorities to ensure we are investing wisely in what matters most – working together to deliver innovative, integrated watershed management that is responsive to the environmental, economic, and social sustainability of the Nottawasaga Watershed.

The Nottawasaga Watershed is a remarkable landscape with over 40% natural cover and a thriving agricultural sector. Yet it faces growing pressures from urban expansion and climate change. NVCA's work helps ensure that development is balanced with natural hazard risk reduction, and that communities are safeguarded from the impacts of flooding and erosion. Our restoration efforts - rivers, streams, wetlands, grasslands and forests – deliver co-benefits to water quantity and quality, fish and wildlife habitat, and long-term resilience across the region.

We also continue to provide environmental education and recreational opportunities that connect people to nature and support physical and mental well-being. These programs, along with our core services, are made possible through a combination of municipal support, grants, user fees, partnerships, and revenue-generating activities – all designed to deliver maximum value for every dollar invested.

With clear direction from the Board of Directors and a talented, committed team, NVCA is well-positioned to deliver its mandate with confidence, relevance, and integrity.

Jennifer Vincent

CAO, NVCA



2025 accomplishments

In 2025, NVCA made meaningful progress in advancing its mission and laying the groundwork for continued success. Through innovation, collaboration, and a renewed focus on service excellence, NVCA delivered impactful results in environmental stewardship, engineering, planning, and community engagement – setting the stage for the priorities outlined in the 2026 Business Plan and Budget.

Operational improvements were a key focus. Enhanced internal processes, increased staffing capacity, and the launch of a new e-permitting platform enabled NVCA to clear a backlog of over 100 planning and permitting applications. These achievements reflect our commitment to a strong culture of client service and collaboration, and position NVCA to continue delivering timely, transparent, and responsive service in 2026.

To support effective, integrated, and informed decision support systems, NVCA updated regulation mapping, modernized its rain gauge network, reviewed its restoration services delivery model, and initiated a watershed-wide study to better understand how rainfall and snowmelt contribute to downstream impacts. These efforts are critical to inform flood forecasting and watershed management strategies, helping reduce the risk of flooding and erosion across our communities.

Following the March ice storm, NVCA's Lands team cleared over 15 km of trails across Nottawasaga Bluffs, Petun and Edenvale Conservation Areas — reinforcing our commitment to safe, accessible natural spaces. In addition, restoration work continued with over 74,000 trees planted, approximately 300 hectares of Phragmites mapped along with targeted removal, and six stream and wetland projects implemented, completed, and monitored.

Community engagement was strengthened through events such as the Spring Tonic Maple Syrup Festival, displays at community events, and the launch of an interactive self-guided tour at the Fort Willow Conservation Area. A new communications strategy will further enhance public understanding and support for NVCA's programs and services in 2026.

Residents and visitors connected with nature through NVCA's conservation areas and environmental education programs. Increased capacity at Camp Tiffin welcomed more children and families, while partnerships with the Simcoe County District School Board and Indigenous community members brought meaningful, land-based teachings into classrooms. Together, these experiences fostered a deeper connection to the watershed and a shared sense of responsibility for its care.

Internally, NVCA continued to invest in its people and culture, reinforcing its aspiration to become an employer of choice in the region, a workplace where staff are empowered to lead, innovate, and grow.

These accomplishments provide a strong foundation from which the 2026 Business Plan and Budget were developed. For more detailed updates, look for NVCA's 2025 Annual Report available in Spring 2026!

Executive Summary

NVCA's 2026 draft budget totals $7,859,981, reflecting a year-over-year increase of $198,372.36, including a $119,307.36 increase in municipal levy. This budget ensures NVCA has the resources needed to sustainably manage the Nottawasaga Watershed while balancing environmental, social, and economic priorities.

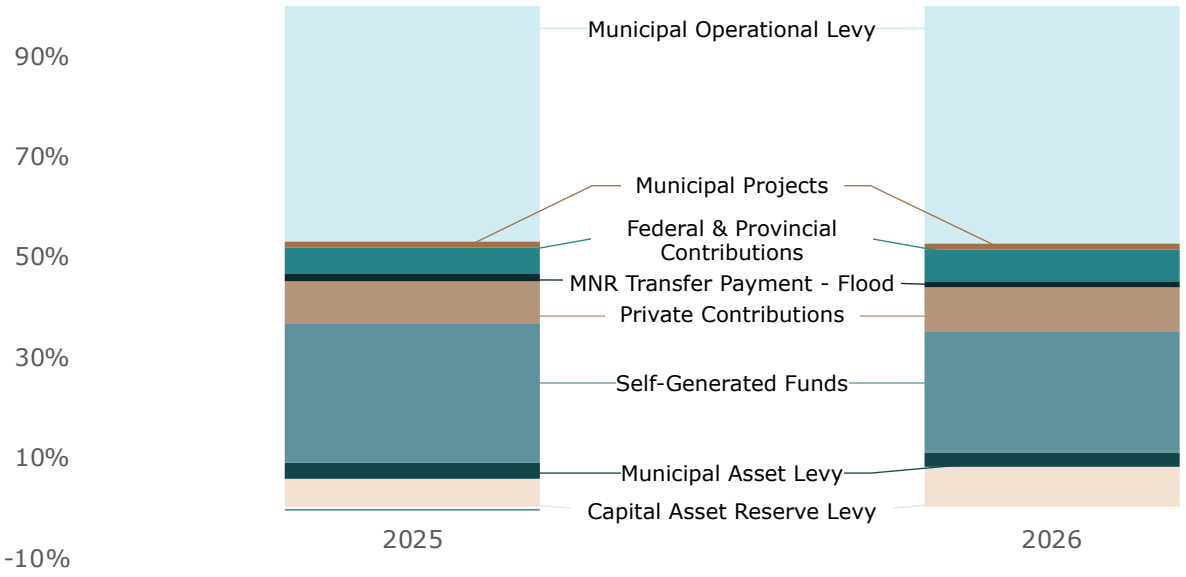
The 2026 Business Plan and Budget was developed through a comprehensive review of programs and priorities to ensure investments deliver maximum value and impact. This review resulted in service delivery efficiencies, better alignment of service categories, increased non-levy revenues, and a significant reduction in Category 3 costs. These changes demonstrate NVCA's commitment to fiscal responsibility and responsiveness to municipal needs, while continuing to support core services and programs.

NVCA's Board of Directors leads the formal budget approval process. Staff prepare a draft aligned with strategic, legislative, and municipal priorities. After consultation and revisions, the Board approves the Business Plan and Budget using a weighted vote based on Modified Current Value Assessment (MCVA) apportionment, ensuring alignment with watershed community needs.

The municipal levy represents approximately 53% of total funding, with the remainder sourced from grants, fees, and other revenue streams.

1. Strategic development of Business Plan and Budget by senior management & staff
   June 2025
2. CAO approved draft Business Plan and Budget
   August 2025
3. Board of Directors approves circulation of draft Business Plan and Budget
   September 26, 2025
4. Business Plan and Budget shared with Municipal partners
   October 1, 2025
5. Municipal review period ends
   November 28, 2025
6. Board of Directors' weighted vote based on the Modified Current Value Assessment levy apportionment
   December 12, 2025

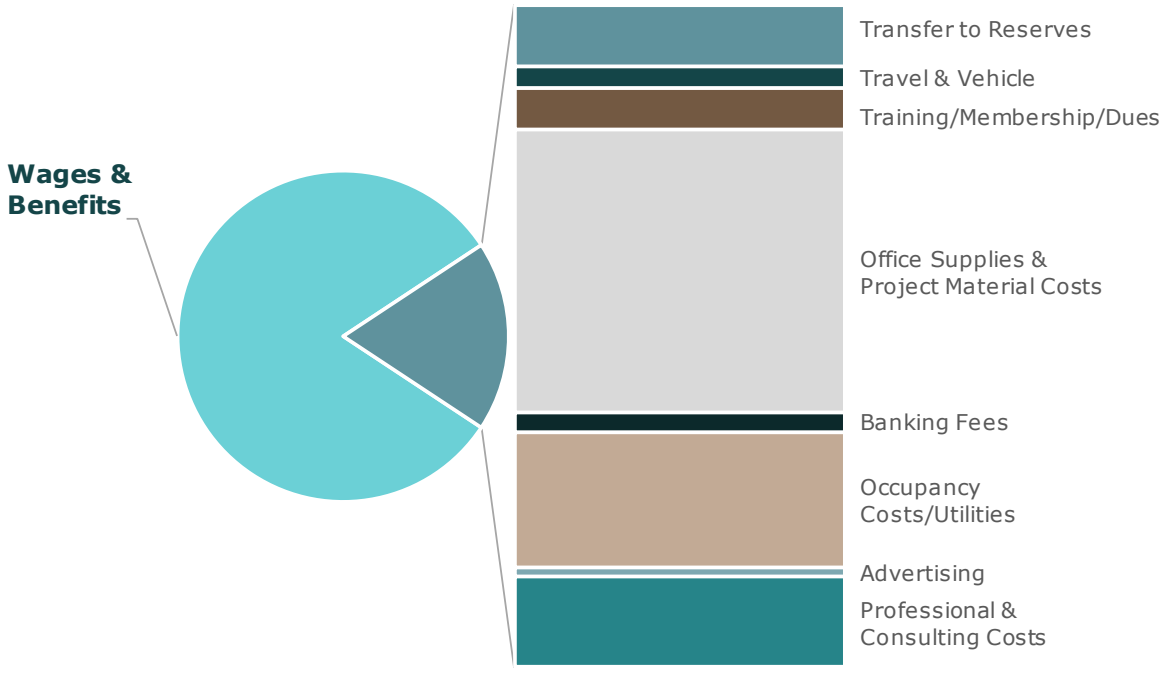
Total NVCA Budget



2026 Operating Budget

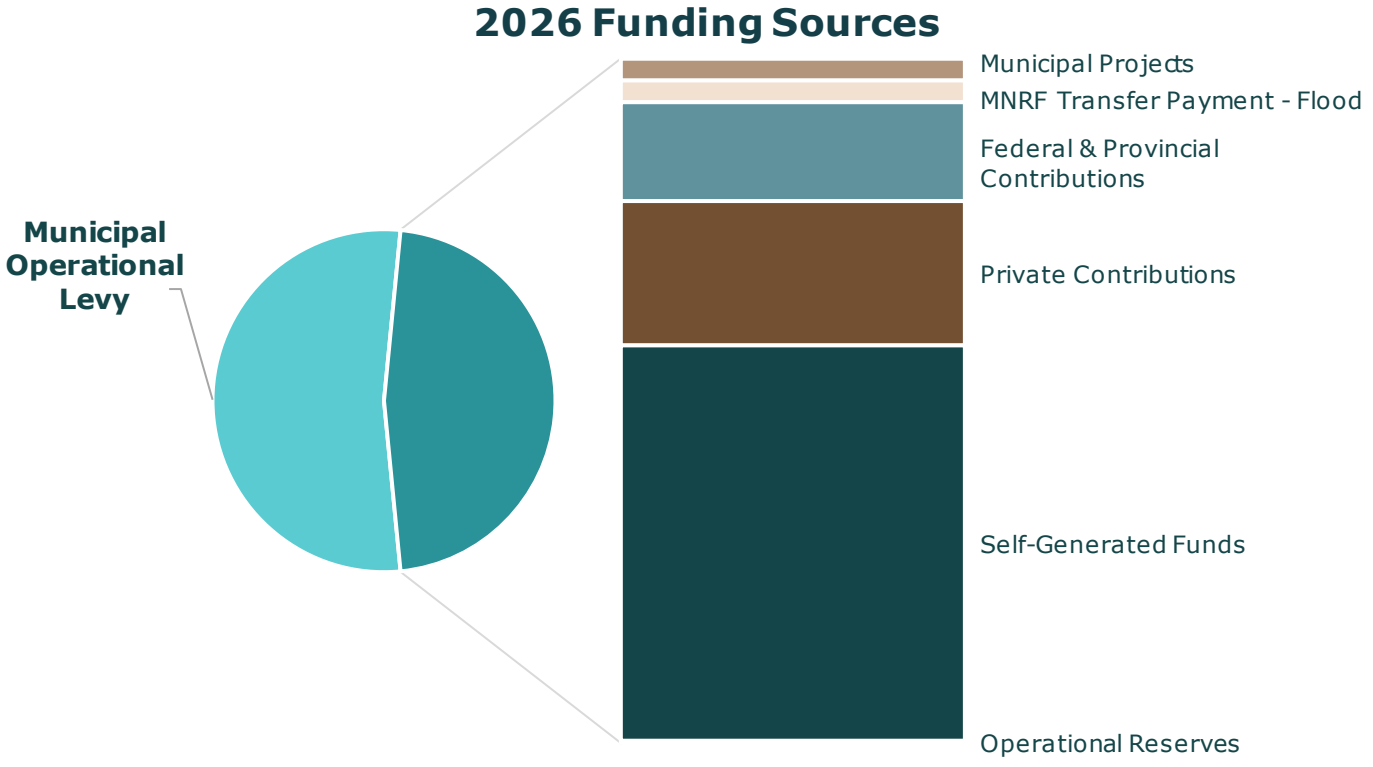
Operating Budget	2025	2026	% of 2026 Operating Budget
Wages & Benefits	$5,690,314.17	$5,681,268.84	81%
Transfer to Reserves	$120,000.00	$120,000.00	2%
Advertising	$19,100.00	$19,100.00	0%
Travel & Vehicle	$51,250.00	$41,500.00	1%
Banking Fees	$38,500.00	$38,500.00	1%
Training/Membership/Dues	$78,350.00	$83,750.00	1%
Office Supplies & Project Material Costs	$532,884.46	$551,652.16	8%
Occupancy Costs/Utilities	$263,060.00	$265,410.00	4%
Professional & Consulting Costs	$178,750.00	$177,000.00	3%

2026 Operating Budget



2026 Operational Funding Sources

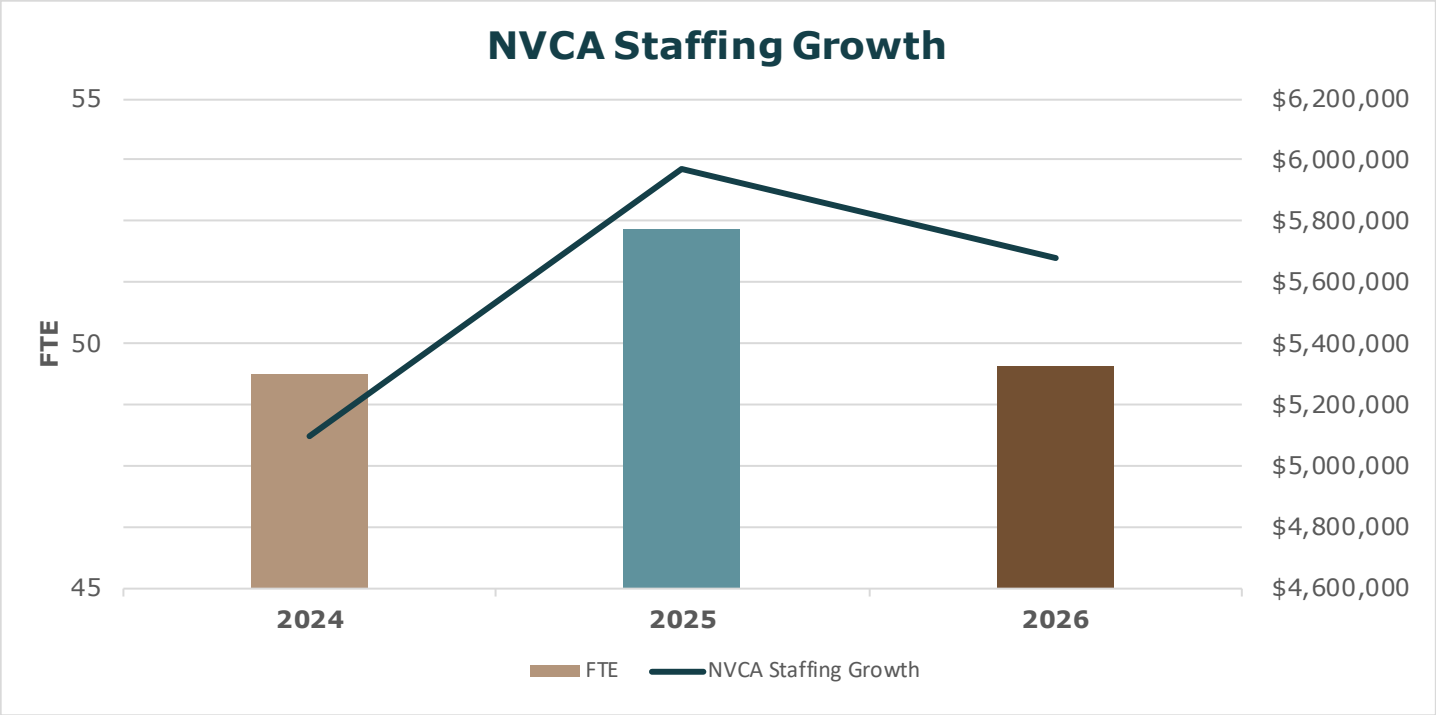
Funding Sources	2025	2026	% of 2026 Funding Sources
Municipal Operational Levy	$3,585,281.63	$3,704,589.00	53%
Municipal Projects	$96,050.00	$112,715.00	2%
MNR Transfer Payment - Flood	$97,307.00	$97,307.00	1%
Federal & Provincial Contributions	$412,500.00	$477,500.00	7%
Private Contributions	$666,280.00	$686,280.00	10%
Self-Generated Funds	$2,124,590.00	$1,889,590.00	27%
Operational Reserves	-$9,800.00	$10,200.00	0%



Staffing changes

In 2024, NVCA operated with approximately 49 full-time equivalent (FTE) positions. To address a backlog in regulation and planning files, in 2025, three FTEs were added. With the backlog now resolved and a forecasted slowdown in housing development for 2026, NVCA has proactively managed staffing levels by holding select vacancies. These positions may be reinstated as planning and permitting revenues increase, ensuring NVCA continues to meet its obligations under the *Conservation Authorities Act*. In addition, operational efficiency is being enhanced through technology upgrades and expanded use of online services. This approach allows the organization to remain agile while maintaining service levels.

While the total FTEs have decreased year-over-year, compensation per employee increased 4.1% for 2026. NVCA will also develop a human resources strategy focused on advancing NVCA as an employer of choice, with an emphasis on early career development and support for seasonal/ contract staff and summer students.





2026 Commitments

The 2026 Commitments section outlines NVCA's strategic priorities and planned initiatives that support the delivery of core services and the advancement of watershed health. These commitments reflect NVCA's dedication to good governance, operational transparency, and service excellence.

Developed in alignment with legislative requirements, municipal expectations, and strategic goals, the commitments guide departmental actions across conservation, hazard management, education, and stewardship. They are foundational to NVCA's continued responsiveness to the needs of our watershed communities.





















Flooding, Erosion & Stormwater Management

Enhance watershed knowledge to support decision making for the improvement & maintenance of watershed health

Natural Hazards Management

Maintain and enhance the flood forecasting network to provide timely monitoring of weather conditions and river flows to determine if there is a risk of flooding.

Review *Conservation Authorities Act* and *Planning Act* applications as well as technical documents to meet legislated, Conservation Ontario, and municipal timelines.

Post timely flood messages to NVCA's website and issue timely flood messages to municipalities, school boards, emergency response agencies, health units, and other relevant organizations as needed.

All flood structures are in a state of good repair and operated by following NVCA's Flood Structure Safety Review recommendations, NVCA's Natural Hazard Infrastructure Operational Plan, and legislative requirements.

Update NVCA's hydrology model to better understand the amount of rain/ snowmelt that different areas contribute to the larger Nottawasaga Watershed, and as funding opportunities permit, update NVCA's hydraulic models to better understand depths of flooding throughout the Nottawasaga Watershed.

Watershed studies, plans, & strategies

Develop five-year and ten-year strategies for New Lowell Conservation Area.

Evaluate Pretty River Dike at Oliver Crescent for public safety and the function of the Pretty River Dike.

Water and land-based stewardship, restoration, & rehabilitation

Engage with landowners to implement wetland focused restoration projects that prioritize wetland offsetting projects.

Promote resiliency & capacity in the face of dynamic conditions within the watershed

Water and land-based stewardship, restoration, & rehabilitation

Establish strategic delivery of stewardship and restoration programs across all watershed municipalities on a five-year rotation.

Implement the Nottawasaga River Restoration Program and phosphorus offsetting projects by securing funding for three restoration projects and planting 7,000 trees with watershed communities.

Implement flooding and erosion focused restoration projects.

Natural Hazards Management

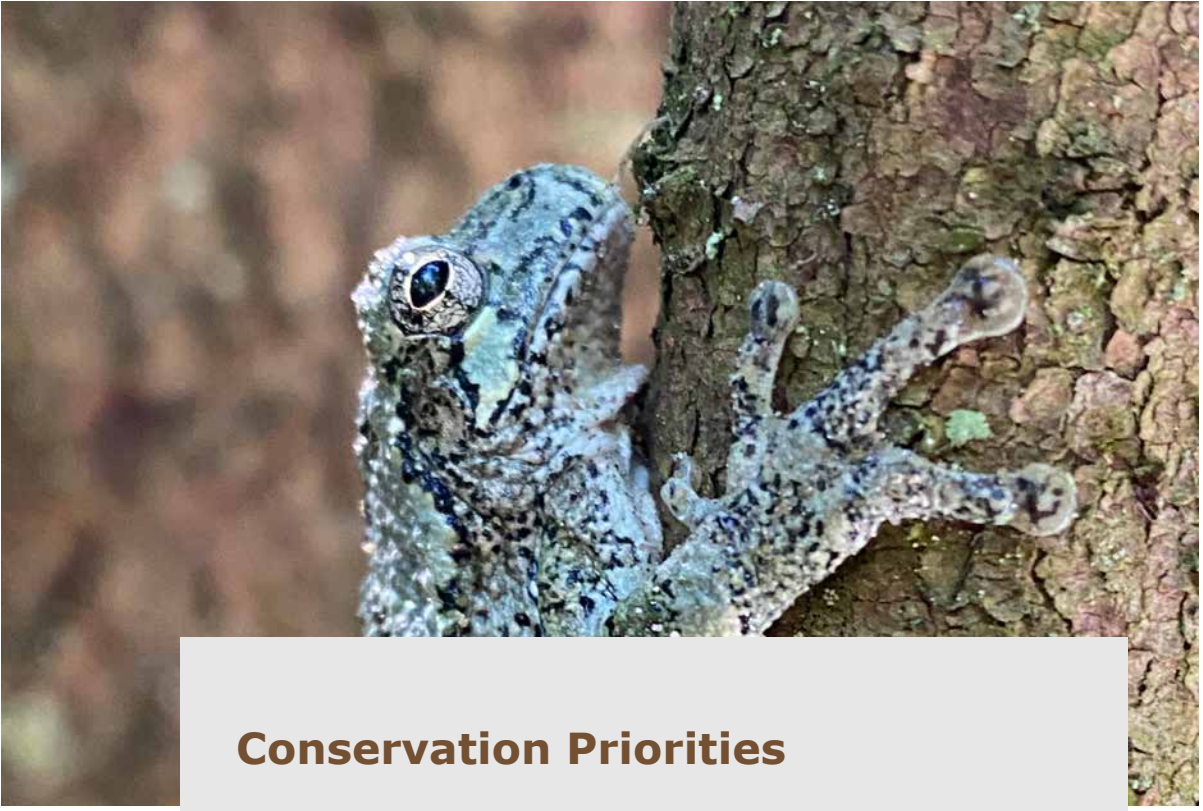
Assist municipal partners in delivering on their infrastructure/assets management programs.

Enhance business excellence through governance & technology, creating a well-managed organization that provides transparency & efficient operations

Natural Hazards Management

Develop a dashboard to improve efficiency, transparency and communication of planning and permit applications.





Conservation Priorities

Enhance watershed knowledge to support decision making for the improvement & maintenance of watershed health

Conservation & Management of Conservation Lands

Draft the Priority Lands Framework for Watershed Health, a strategic roadmap to identify, secure, and restore lands identified as critical to the long-term resilience of the watershed.

Complete initial assessments of the natural environment on NVCA properties.

Natural Hazards Management

Complete all scheduled wetland compensation project monitoring activities.

Promote resiliency & capacity in the face of dynamic conditions within the watershed

Water and land-based stewardship, restoration, & rehabilitation

Reforest approximately 40 hectares of forest by planting 70,000 trees.

Celebrate 3 million trees planted by NVCA's Forestry program.

Watershed studies, plans, & strategies

Develop a Watershed-based Stewardship Strategy to ensure the Nottawasaga Watershed is resilient to future change, and long-term funding model is secured.

Communication, outreach, & education

Inspire conservation through outdoor experiences & education.

Launch animal of the year campaign.

Continue Nature School, Camp Tiffin, school board programming, & external bookings.



Policies & Protocols

Enhance business excellence through governance and technology, creating a well-managed organization that provides transparency and efficient operations

Governance

Prepare the NVCA 2026 – 2030 Strategic Plan.

Develop a human resources strategic plan to advance NVCA as an employer of choice.

Enhance support and collaboration across NVCA departments.

Natural Hazards Management

Complete the update of the Planning and Regulation Guidelines.

Complete the update of the 2013 Natural Hazards Technical Guide and Stormwater Technical Guide.

Enhance watershed knowledge to support decision making for the improvement & maintenance of watershed health

Natural Hazards Management

Review and update NVCA regulation mapping.

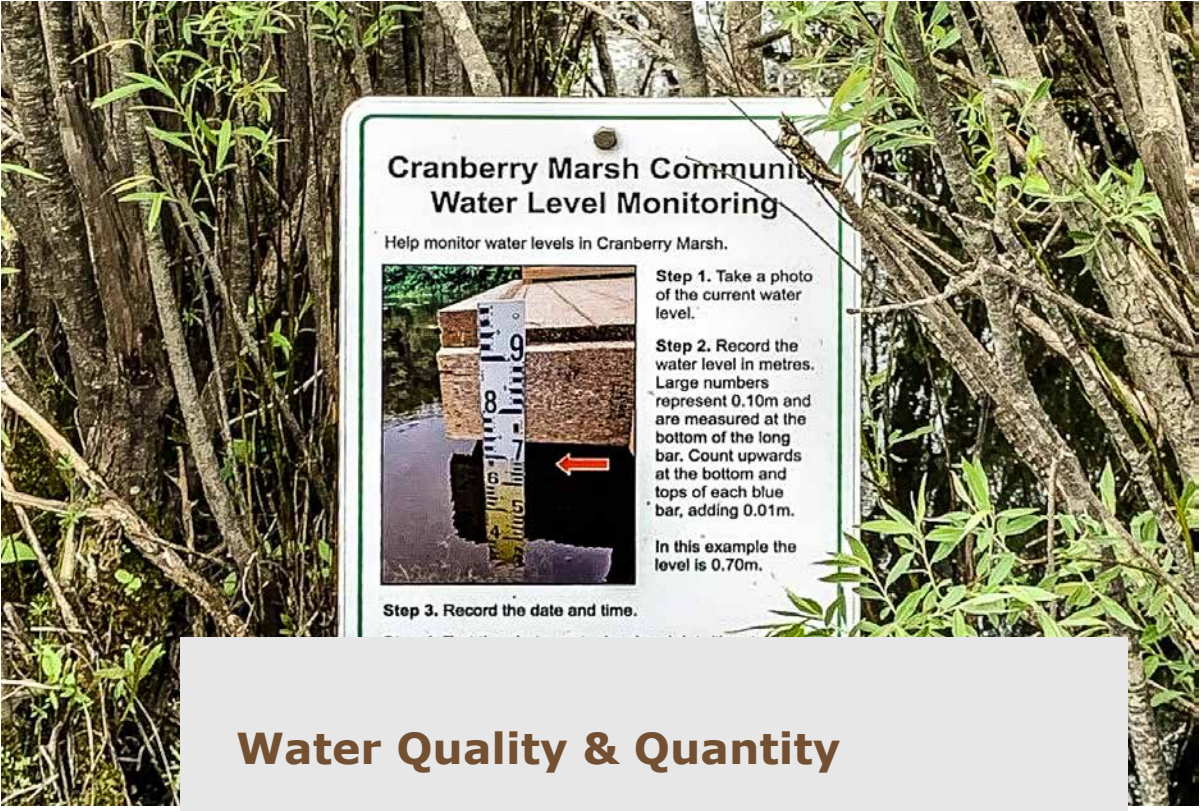
Conservation & Management of Conservation Lands

Develop a framework for property management plans to understand the ecology, threats, recreational and conservation opportunities on NVCA-owned lands.

Become a destination for recreation and increase visitors at key NVCA properties by improving infrastructure at one conservation area per year.

Develop a framework for public engagement to track issues, infrastructure and properties on NVCA lands.

Develop property management plans that balance ecological and recreational priorities to complete at least one property management plan.



Water Quality & Quantity

Enhance business excellence through governance & technology, creating a well-managed organization that provides transparency & efficient operations

Drinking Water Source Protection

Use enhanced GIS technology to aid in the management of significant drinking water threats efficiently.

Watershed-scale data collection, management & modelling

Improve the efficiency and security of watershed monitoring data by advancing a watershed monitoring database.

Communication, outreach, & education

Enhance knowledge transmission and translation by initiating development of a watershed monitoring dashboard.

Enhance watershed knowledge to support decision making for the improvement & maintenance of watershed health

Drinking Water Source Protection

Timely completion and acquisition of drinking water permits under the *Clean Water Act*.

Manage significant drinking water threats by completing inspections and Risk Management Plans in accordance with legislative timelines.

Watershed-scale data collection, management & modelling

Deliver monitoring activities as per the Watershed Monitoring Strategy.

Promote resiliency & capacity in the face of dynamic conditions within the watershed

Water and land-based stewardship, restoration, & rehabilitation

Implement NVCA's Healthy Waters programs, monitoring, and services.





Engagement & Education

Enhance watershed knowledge to support decision making for the improvement & maintenance of watershed health

Engage and share information with watershed communities through public engagement booths, website updates, social media and newsletters.

Continue to build NVCA photo and video library

Communication, outreach, & education

Host community engagement opportunities

Inspire conservation through outdoor experiences & education through hosting community engagement opportunities, offering high quality, nature-based rental experiences and becoming a desirable nature-based filming location.

Deliver high quality, curriculum-based programming for local school boards, Tiffin Nature School and Camp Tiffin offerings.



Governance

Enhance business excellence through governance and technology, creating a well-managed organization that provides transparency and efficient operations

Governance

The NVCA Board is supported to effectively and efficiently discharge their responsibilities.

Update NVCA website with relevant, timely, and accurate information about NVCA services and programs.

Deliver the 2026 Business Plan and Budget on time and within budget by applying continuous improvement practices, tracking performance metrics, and fostering collaboration across teams to ensure efficient, accountable service delivery.

Municipal Funding

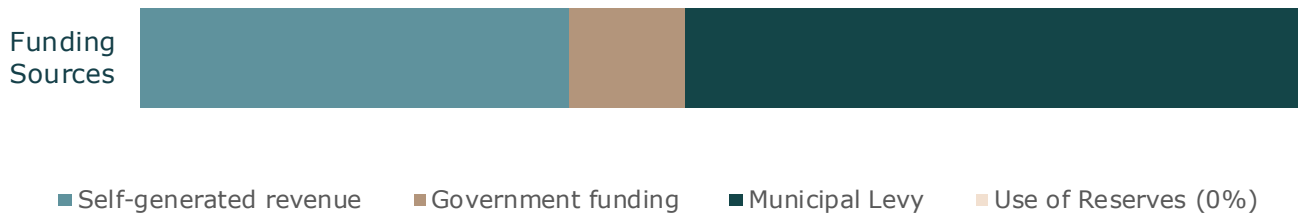
In 2025, NVCA committed to continued growth, but with a more moderate levy increase following two consecutive years of growth and significant levy increases. Reflecting on this commitment, the 2026 Business Plan and Budget propose a levy increase of $119,307.36, substantially lower than the $399,981.36 increase approved for 2025.

NVCA's 2026 budget supports the costs required to meet legislative obligations, address local environmental needs, and meet municipal and public service standards.

It complies with O. Reg. 402/22 and continues to use the MCVA for general levy apportionment and benefit-based distribution for water and erosion control structures.

NVCA's Business Plan and Budget framework organizes programs and services into three categories, consistent with Section 21 of the *Conservation Authorities Act* and the requirements of O. Reg. 686/21. This structure ensures transparency, accountability, and alignment with provincial legislation and municipal agreements.

2026 Funding Sources for Program Delivery



Category 1

Mandatory programs and services defined in O. Reg. 686/21 that may be funded with municipal levy.

Some of the funding sources for Category 1 programs include:

- Municipal levy
- User fees, such as fees collected through Development Planning & Permits applications
- Drinking Water Source Protection
- Provincial transfer payments for flood forecasting and flood control structure expenses

Category 2

Programs and services delivered at the request of a municipality, with funding under agreement with the benefiting municipality.

Category 3

Other programs and services that the Authority determines are advisable to implement within our watershed jurisdiction.

To carry out these programs under Categories 2 & 3, NVCA draws revenues from a variety of sources:

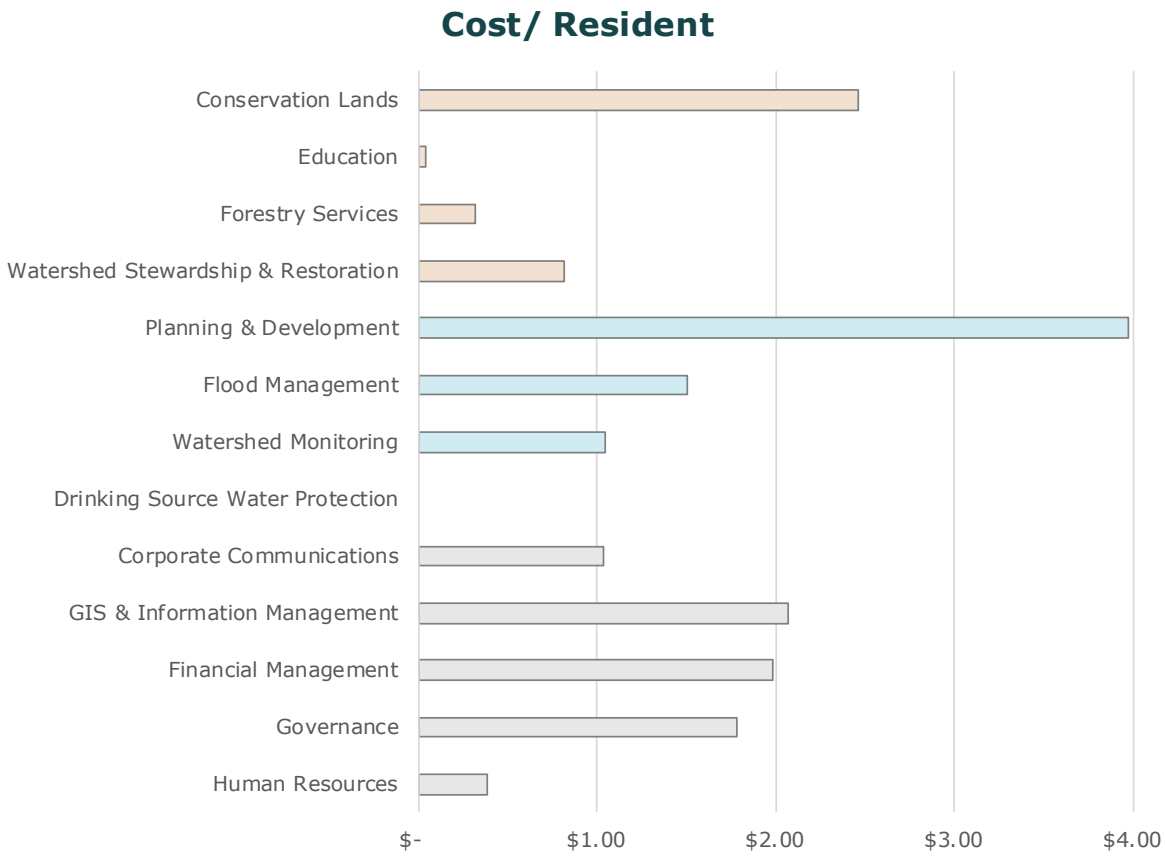
- Funded through cost apportionment agreements with participating municipalities
- User fees, such as conservation area admissions, environmental education programs, tree planting, and property rentals, among other sources
- Donations and in-kind contributions
- Program and capital projects
- Provincial and Federal contributions
- Foundations,

Cost per resident

NVCA's 2026 budget represents an investment of $17.45 of levy per watershed resident, aligning with the provincial average for conservation authorities. For every dollar contributed through the municipal levy, NVCA delivers an estimated $34 in value through programs that reduce flood and erosion risks, restore and protect natural areas, and provide hands-on environmental experiences to thousands of students, residents, and families.

This return on investment reflects NVCA's commitment to delivering high-impact, cost-effective programs that benefit watershed residents today and into the future.

Program Name	Cost/ Resident
Conservation Lands	$2.46
Education	$0.04
Forestry Services	$0.32
Watershed Stewardship & Restoration	$0.82
Planning & Development	$3.98
Flood Management	$1.51
Watershed Science	$1.05
Drinking Source Water Protection	$-
Corporate Communications	$1.04
GIS & Information Management	$2.08
Financial Management	$1.98
Governance	$1.79
Human Resources	$0.39



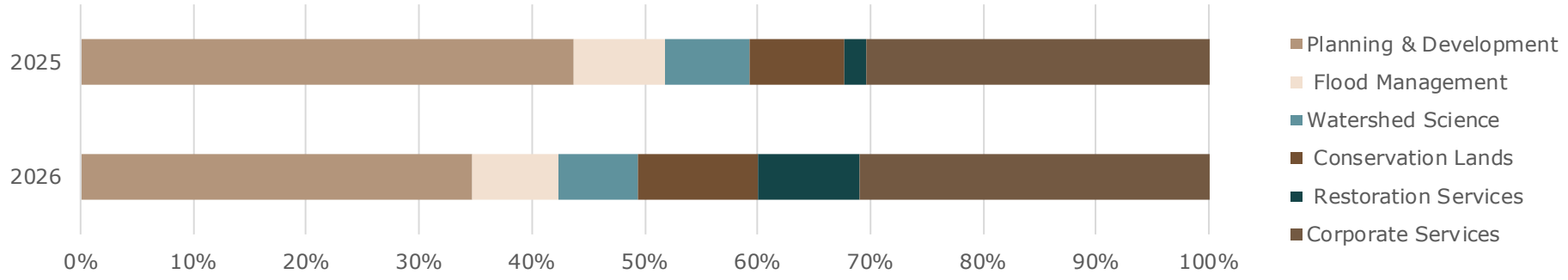
2026 Category 1 Draft Budget

As outlined in NVCA's Inventory of Programs and Services, Category 1 includes provincially mandated services under the *Conservation Authorities Act* that support watershed management and natural hazard protection. The 2026 operating budget for Category 1 is organized by business units to reflect all associated costs.

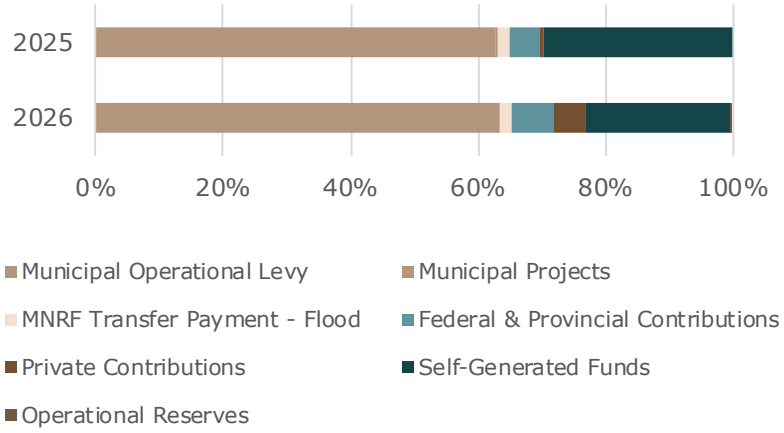
A review of programs led to reclassifying certain restoration services from Category 3 to Category 1, recognizing their direct benefits to hazard mitigation.

Fleet services were also restructured, separating workshop operations and relocating them to the Tiffin Centre cost structure for improved transparency. To support the expanded scope of Category 1, a municipal levy increase of $231,765.12 is proposed, offset by a $112,457.76 reduction in Category 3, resulting in a net increase of $119,307.36. This levy is apportioned among NVCA member municipalities using MCVA percentages provided by the Ministry of Natural Resources.

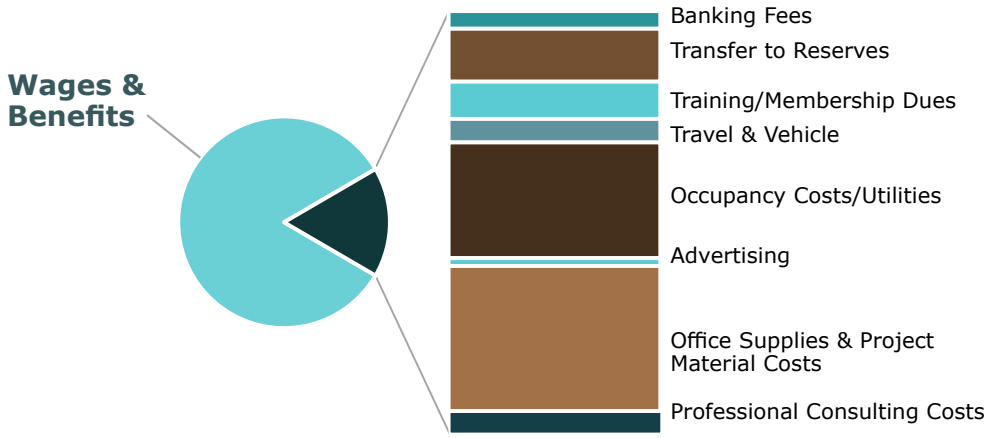
Category 1 Operating Budget by Department



Category 1 Funding Sources



Category 1 Operating Budget



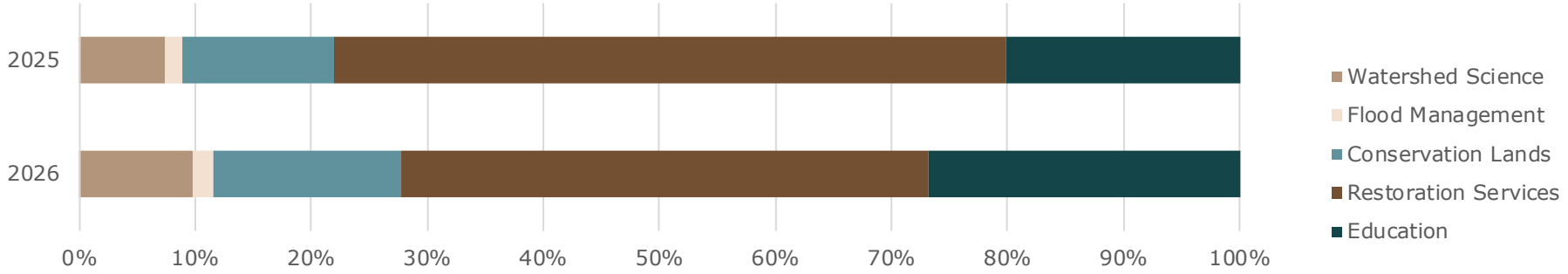
2026 Categories 2 & 3 Draft Budget

For the 2026 budget, NVCA is reducing municipal levy support for Category 2 and 3 programs by $112,457.76. This is primarily due to the reclassification of certain restoration services—previously under Category 3—that now fall under Category 1 due to their direct hazard mitigation benefits, as approved by the NVCA Board of Directors.

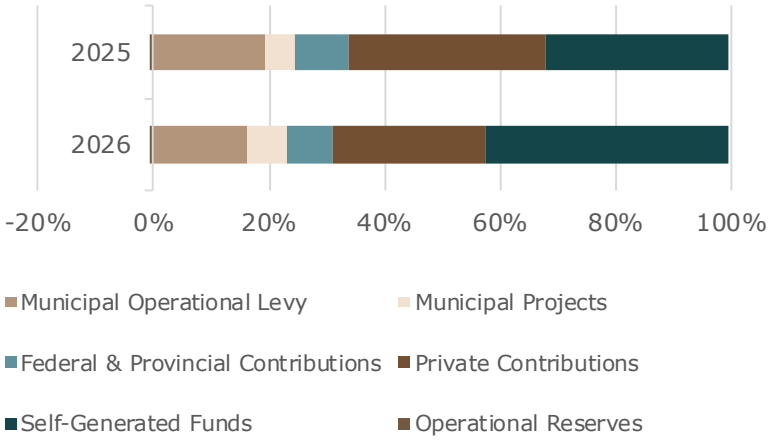
Like Category 1, this levy is apportioned among member municipalities using MCVA percentages from the Ministry of Natural Resources. Categories 2 and 3 generate about 84% of their budgets from external sources. Levy support remains vital to leverage these funds, covering staff hours that qualify as matching contributions and non-billable time.

For every levy dollar invested in Category 3, NVCA secures approximately $5.10 in additional funding. These contributions help offset costs and have enabled the reduction in the 2026 Category 3 levy requirement.

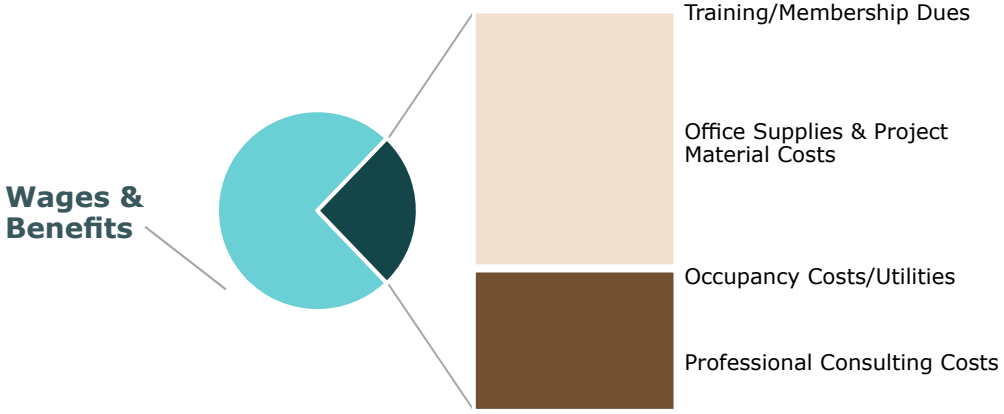
Category 3 Operating Budget by Department



Category 3 Funding Sources



Category 3 Operating Budget



Summary of Municipal Contribution

Municipality	2025 MCVA Apportionment Percentage	2026 MCVA Apportionment Percentage	2025 Operating Levy	2026 Draft Operating Levy	$ Increase
			$3,585,281.63	**$3,704,589.00**	
Township of Adjala-Tosorontio	4.04%	4.23%	$144,967.28	$156,859.71	$11,892.43
Township of Amaranth	0.22%	0.22%	$7,826.67	$8,205.66	$378.99
City of Barrie	14.75%	14.74%	$528,796.77	$546,104.58	$17,307.80
Town of The Blue Mountains	1.47%	1.49%	$52,631.93	$55,335.45	$2,703.51
Town of Bradford West Gwillimbury	4.28%	4.27%	$153,292.30	$158,093.34	$4,801.03
Clearview Township	4.93%	5.00%	$176,897.80	$185,296.13	$8,398.34
Town of Collingwood	10.27%	10.29%	$368,186.91	$381,213.32	$13,026.41
Township of Essa	6.80%	6.74%	$243,627.06	$249,704.12	$6,077.06
Municipality of Grey Highlands	0.34%	0.34%	$12,017.86	$12,421.49	$403.62
Town of Innisfil	7.30%	7.28%	$261,851.04	$269,794.10	$7,943.06
Township of Melancthon	0.48%	0.47%	$17,013.33	$17,448.61	$429.28
Town of Mono	3.58%	3.52%	$128,496.49	$130,227.42	$1,730.92
Mulmur Township	1.59%	1.56%	$56,851.81	$57,880.50	$1,028.69
Town of New Tecumseth	13.40%	13.17%	$480,320.18	$487,872.14	$7,551.96
Township of Oro-Medonte	7.36%	7.26%	$263,901.83	$268,797.57	$4,895.74
Town of Shelburne	2.17%	2.21%	$77,951.19	$81,975.15	$4,023.95
Township of Springwater	7.76%	7.82%	$278,117.47	$289,865.57	$11,748.10
Town of Wasaga Beach	9.28%	9.38%	$332,527.70	$347,497.86	$14,970.16

Asset Management

The capital asset levy, which funds the Asset Management Plan (AMP), is shared by the municipal partners based on their modified apportionment percentage.

The AMP is based on the annual approval of the asset management plan by the Board of Directors.

Capital Asset Levy

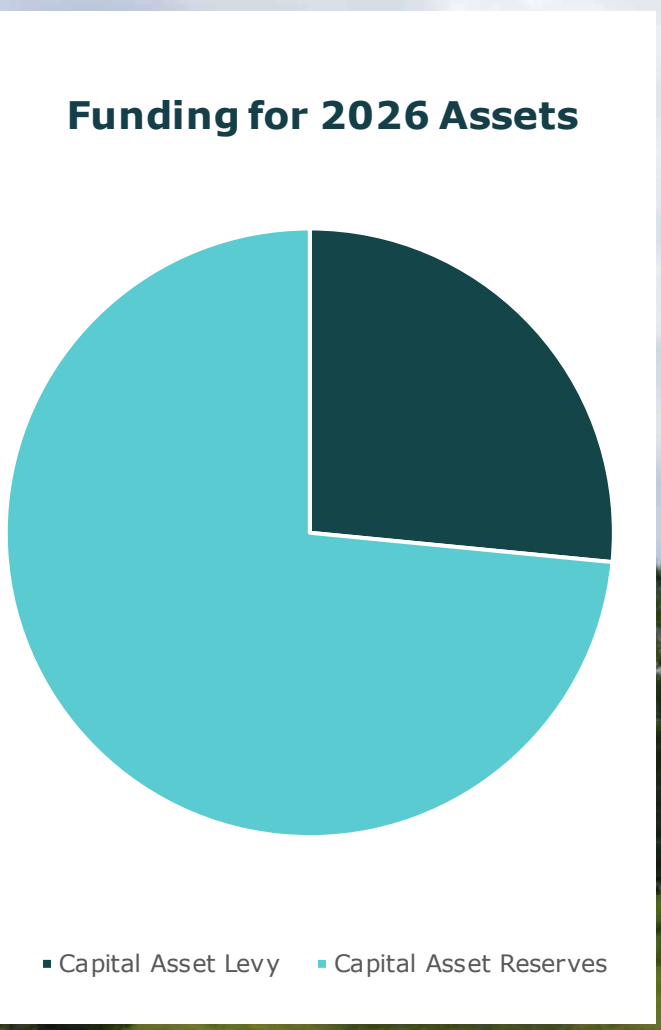
Municipality	2026 MCVA Apportionment Percentage	2026 Asset Levy	Category 1	Category 3
		$234,005.00	**$194,290.00**	**$39,715.00**
Township of Adjala-Tosorontio	4.23%	$9,898.41	$8,218.47	$1,679.94
Township of Amaranth	0.22%	$514.81	$427.44	$87.37
City of Barrie	14.74%	$34,492.34	$28,638.35	$5,853.99
Town of The Blue Mountains	1.49%	$3,486.67	$2,894.92	$591.75
Town of Bradford West Gwillimbury	4.27%	$9,992.01	$8,296.18	$1,695.83
Clearview Township	5.00%	$11,700.25	$9,714.50	$1,985.75
Town of Collingwood	10.29%	$24,079.11	$19,992.44	$4,086.67
Township of Essa	6.74%	$15,771.94	$13,095.15	$2,676.79
Municipality of Grey Highlands	0.34%	$795.62	$660.59	$135.03
Town of Innisfil	7.28%	$17,035.56	$14,144.31	$2,891.25
Township of Melancthon	0.47%	$1,099.82	$913.16	$186.66
Town of Mono	3.52%	$8,236.98	$6,839.01	$1,397.97
Mulmur Township	1.56%	$3,650.48	$3,030.92	$619.55
Town of New Tecumseth	13.17%	$30,818.46	$25,587.99	$5,230.47
Township of Oro-Medonte	7.26%	$16,988.76	$14,105.45	$2,883.31
Town of Shelburne	2.21%	$5,171.51	$4,293.81	$877.70
Township of Springwater	7.82%	$18,299.19	$15,193.48	$3,105.71
Town of Wasaga Beach	9.38%	$21,949.67	$18,224.40	$3,725.27

Reserves

These amounts will be put into reserves to help pay for the repair, maintenance and replacement of the assets as identified in the AMP.

Some of the 2026 expenditures as per the AMP:

- Dam safety review for Utopia Dam, urgent repair work to be completed at Tottenham and New Lowell Dams
- Parts replacement on lands, flood and monitoring equipment to extend life, as well as replacement of some end-of-life equipment, specifically some flood loggers & communicators due to cellular upgrade requirements
- Computers, server upgrades and network hardware
- Replacement of 2 vehicles.



Looking Ahead to 2026

NVCA's 2026 Business Plan and Budget reflect our ongoing commitment to responsible financial management, strategic planning, and transparent operations. With targeted investments and service enhancements, we continue to protect watershed health and build resilient communities. Guided by our Board of Directors and supported by our municipal partners, NVCA is ready to deliver meaningful results for the people and ecosystems of the Nottawasaga Watershed.



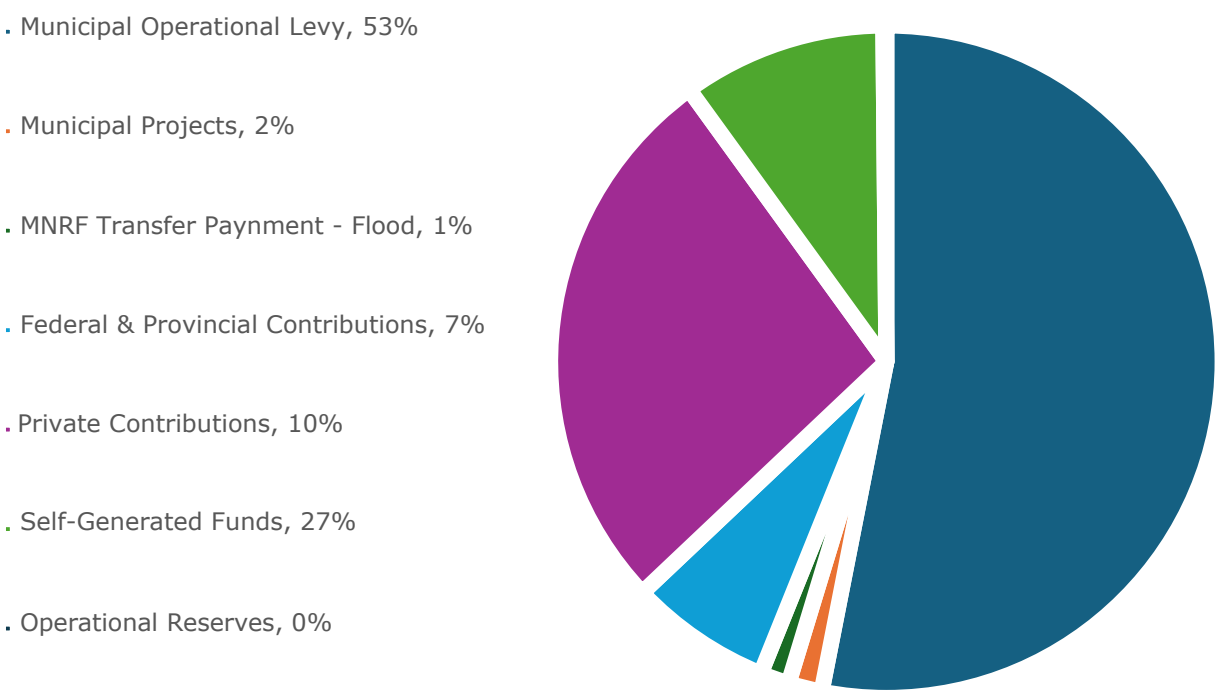


Nottawasaga Valley Conservation Authority
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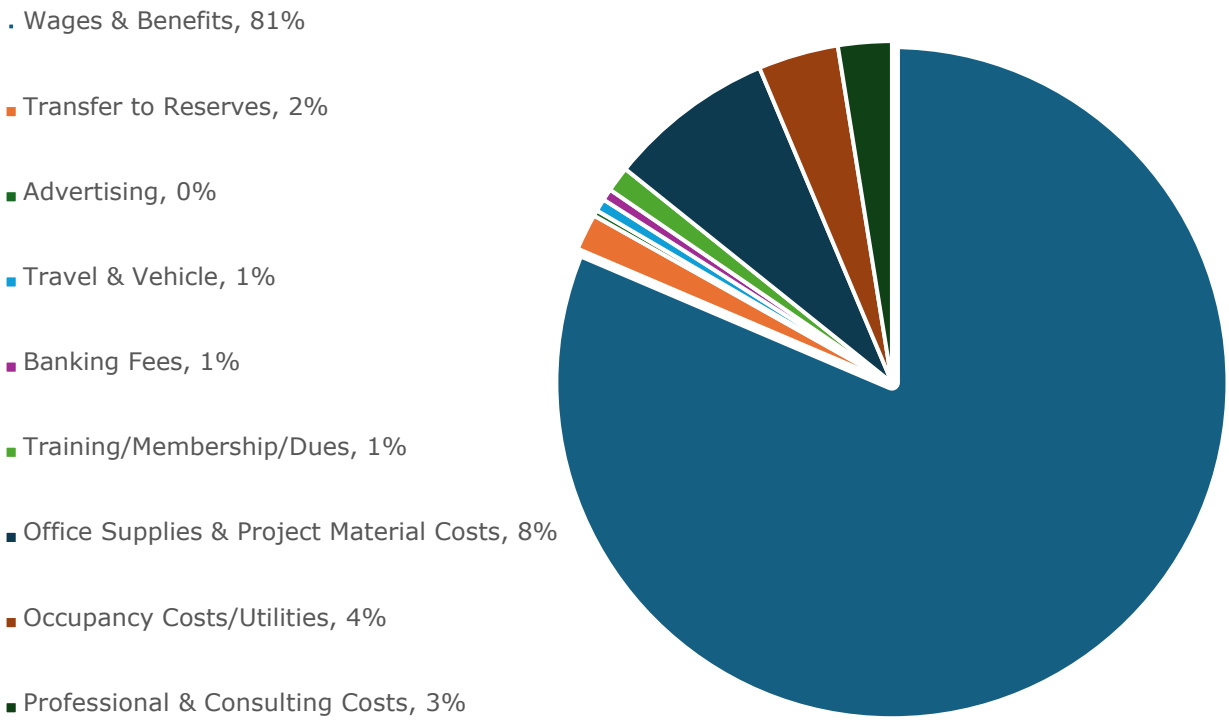
@nottawasagaca

Attachment #1 – Consolidated

Total Operating Budget
Funding Sources



Total Operating Budget
Operating Expenses



Nottawasaga Valley Conservation Authority
Proposed 2026 Budget

Consolidated

	BUDGET 2025	BUDGET 2026	$ CHANGE
REVENUE:			
Municipal Levy	3,585,281.63	3,704,589.00	119,307.37
Municipal Projects	66,050.00	82,715.00	16,665.00
Municipal Project - RMO	30,000.00	30,000.00	-
Total Municipal Revenue	3,681,331.62	3,817,304.00	135,972.38
MNR Transfer Payment-Flood	97,307.00	97,307.00	-
Other Provincial Sources	247,500.00	380,000.00	132,500.00
Federal Sources	165,000.00	97,500.00	(67,500.00)
Total Government Contributions	509,807.00	574,807.00	65,000.00
Private Contributions	666,280.00	686,280.00	20,000.00
User Fees			
Reforestation	40,000.00	40,000.00	-
Stewardship Services	18,000.00	10,000.00	(8,000.00)
Conservation Lands	44,500.00	50,750.00	6,250.00
Planning	1,367,250.00	1,037,250.00	(330,000.00)
Watershed Science	8,000.00	11,500.00	3,500.00
Environmental Education	323,500.00	368,500.00	45,000.00
Tiffin Operations	179,100.00	191,350.00	12,250.00
Conservation Land Leases	34,240.00	35,240.00	1,000.00
GIS & Technical Support	10,000.00	10,000.00	-
Investment Income	100,000.00	135,000.00	35,000.00
Total Contributions and User Fees	2,790,870.00	2,575,870.00	(215,000.00)
Operational Reserves	(9,800.00)	10,200.00	20,000.00
TOTAL REVENUE	6,972,208.63	6,978,181.00	5,972.37
EXPENSES:			
Wages and Interprogram Charges	5,690,314.17	5,681,268.84	(9,045.33)
	5,690,314.17	5,681,268.84	(9,045.33)
Other Expenses			
Staff Cost	10,400.00	10,200.00	(200.00)
Memberships/Professional Dues	46,850.00	47,250.00	400.00
Educations and Training	31,500.00	36,500.00	5,000.00
Materials & Supplies - General	414,984.46	437,952.16	22,967.70
Materials & Supplies - Cost of Trees	65,000.00	65,000.00	-
Vehicles & Large Equipment Costs	45,250.00	42,250.00	(3,000.00)
Office Expenses	14,500.00	11,500.00	(3,000.00)
Equipment Costs	7,500.00	7,500.00	-
Transportation Costs	6,000.00	6,000.00	-
Legal	22,000.00	21,000.00	(1,000.00)
Consultants	136,000.00	134,000.00	(2,000.00)
Insurance	155,800.00	151,300.00	(4,500.00)
Taxes	18,860.00	19,160.00	300.00
Heat and Hydro	31,000.00	32,000.00	1,000.00
Telephones and Internet Access	21,000.00	20,500.00	(500.00)

Nottawasaga Valley Conservation Authority
Proposed 2026 Budget

Consolidated

	BUDGET 2025	BUDGET 2026	$ CHANGE
Audit Fees	20,750.00	22,000.00	1,250.00
Interest and Bank Charges	38,500.00	38,500.00	-
Maintenance Expense	37,900.00	36,700.00	(1,200.00)
Uniform Expense	6,500.00	6,500.00	-
Leases	12,000.00	12,000.00	-
Advertisement and Communications	19,100.00	19,100.00	-
Bad Debt Expense	500.00	-	(500.00)
Transfer to Reserves	120,000.00	120,000.00	-
	1,281,894.46	1,296,912.16	15,017.70
TOTAL EXPENSES	6,972,208.63	6,978,181.00	5,972.37
SURPLUS (DEFICIT)	-	-	-

Attachment #2 – Category 1 Operating Budget

Municipality	2025 MCVA Apportionment Percentage	2026 MCVA Apportionment Percentage	2025 Operating Levy	2026 Draft Operating Levy	$ Increase
			$ 3,224,466.02	$ 3,456,231.14	
Township of Adjala-Tosorontio	4.04%	4.23%	$ 130,378.06	$ 146,343.74	$ 15,965.68
Township of Amaranth	0.22%	0.22%	$ 7,039.01	$ 7,655.55	$ 616.54
City of Barrie	14.75%	14.74%	$ 475,579.72	$ 509,493.40	$ 33,913.68
Town of The Blue Mountains	1.47%	1.49%	$ 47,335.16	$ 51,625.72	$ 4,290.56
Town of Bradford West Gwillimbury	4.28%	4.27%	$ 137,865.27	$ 147,494.66	$ 9,629.39
Clearview Township	4.93%	5.00%	$ 159,095.15	$ 172,873.77	$ 13,778.62
Town of Collingwood	10.27%	10.29%	$ 331,133.31	$ 355,656.55	$ 24,523.24
Township of Essa	6.80%	6.74%	$ 219,108.92	$ 232,963.80	$ 13,854.88
Municipality of Grey Highlands	0.34%	0.34%	$ 10,808.41	$ 11,588.74	$ 780.33
Town of Innisfil	7.30%	7.28%	$ 235,498.88	$ 251,706.95	$ 16,208.07
Township of Melancthon	0.48%	0.47%	$ 15,306.54	$ 16,278.85	$ 972.31
Town of Mono	3.58%	3.52%	$ 115,564.86	$ 121,496.89	$ 5,932.03
Mulmur Township	1.59%	1.56%	$ 51,130.36	$ 54,000.16	$ 2,869.80
Town of New Tecumseth	13.40%	13.17%	$ 431,981.71	$ 455,164.90	$ 23,183.19
Township of Oro-Medonte	7.36%	7.26%	$ 237,343.27	$ 250,777.22	$ 13,433.95
Town of Shelburne	2.17%	2.21%	$ 70,106.34	$ 76,479.48	$ 6,373.14
Township of Springwater	7.76%	7.82%	$ 250,128.28	$ 270,432.81	$ 20,304.53
Town of Wasaga Beach	9.28%	9.38%	$ 299,062.77	$ 324,201.39	$ 25,138.62

Nottawasaga Valley Conservation Authority
Proposed 2026 Budget - Category 1

Consolidated

	BUDGET 2025	BUDGET 2026	$ CHANGE
REVENUE:			
Municipal Levy	3,224,466.02	3,456,231.14	231,765.12
Municipal Projects	4,000.00	7,000.00	3,000.00
Total Municipal Revenue	3,228,466.01	3,463,231.14	234,765.13
MNR Transfer Payment-Flood	97,307.00	97,307.00	-
Provincial Contributions	227,000.00	290,000.00	63,000.00
Federal Contributions	10,000.00	65,000.00	55,000.00
Total Government Contributions	334,307.00	452,307.00	118,000.00
Contributions	32,150.00	282,150.00	250,000.00
Stewardship Services	3,000.00	-	(3,000.00)
Conservation Lands	44,500.00	50,750.00	6,250.00
Planning	1,367,250.00	1,037,250.00	(330,000.00)
Tiffin Operations	10,000.00	11,750.00	1,750.00
GIS & Technical Support	10,000.00	10,000.00	-
Investment Income	100,000.00	135,000.00	35,000.00
Total Contributions and User Fees	1,566,900.00	1,526,900.00	(40,000.00)
Operational Reserves	-	20,000.00	20,000.00
TOTAL REVENUE	5,129,673.02	5,462,438.14	332,765.12
EXPENSES:			
Wages and Interprogram Charges	4,512,111.11	4,633,047.72	120,936.61
	4,512,111.11	4,633,047.72	120,936.61
Other Expenses			
Staff Cost	10,100.00	9,900.00	(200.00)
Memberships/Professional Dues	45,600.00	46,000.00	400.00
Educations and Training	31,500.00	36,500.00	5,000.00
Materials & Supplies - General	98,200.00	273,100.00	174,900.00
Vehicles & Large Equipment Costs	45,250.00	42,250.00	(3,000.00)
Office Expenses	14,500.00	11,500.00	(3,000.00)
Equipment Costs	7,000.00	7,000.00	-
Transportation Costs	6,000.00	6,000.00	-
Legal	22,000.00	21,000.00	(1,000.00)
Consultants	8,500.00	6,500.00	(2,000.00)
Insurance	155,800.00	151,300.00	(4,500.00)
Taxes	18,860.00	19,160.00	300.00
Heat and Hydro	30,800.00	31,800.00	1,000.00
Telephones and Internet Access	21,000.00	20,500.00	(500.00)
Audit Fees	20,750.00	22,000.00	1,250.00
Interest and Bank Charges	38,500.00	38,500.00	-
Maintenance Expense	35,600.00	34,400.00	(1,200.00)
Uniform Expense	6,400.00	6,400.00	-
Leases	12,000.00	12,000.00	-
Advertisement and Communications	19,100.00	19,100.00	-
Bad Debt Expense	500.00	-	(500.00)

Nottawasaga Valley Conservation Authority
Proposed 2026 Budget - Category 1

Consolidated

	BUDGET 2025	BUDGET 2026	$ CHANGE
Transfer to Reserves	120,000.00	120,000.00	-
	767,960.00	934,910.00	166,950.00
TOTAL EXPENSES	5,280,071.11	5,567,957.72	287,886.61
SURPLUS (DEFICIT)	(150,398.09)	(105,519.58)	44,878.51

Attachment #3 – Category 3 Operating Budget

Municipality	2025 MCVA Apportionment Percentage	2026 MCVA Apportionment Percentage	2025 Operating Levy	2026 Draft Operating Levy	$ Increase
			$ 360,815.61	$ 248,357.86	
Township of Adjala-Tosorontio	4.04%	4.23%	$ 14,589.22	$ 10,515.97	-$ 4,073.25
Township of Amaranth	0.22%	0.22%	$ 787.66	$ 550.11	-$ 237.55
City of Barrie	14.75%	14.74%	$ 53,217.06	$ 36,611.18	-$16,605.88
Town of The Blue Mountains	1.47%	1.49%	$ 5,296.77	$ 3,709.72	-$ 1,587.05
Town of Bradford West Gwillimbury	4.28%	4.27%	$ 15,427.03	$ 10,598.67	-$ 4,828.36
Clearview Township	4.93%	5.00%	$ 17,802.64	$ 12,422.36	-$ 5,380.28
Town of Collingwood	10.27%	10.29%	$ 37,053.60	$ 25,556.77	-$11,496.83
Township of Essa	6.80%	6.74%	$ 24,518.14	$ 16,740.31	-$ 7,777.83
Municipality of Grey Highlands	0.34%	0.34%	$ 1,209.45	$ 832.74	-$ 376.71
Town of Innisfil	7.30%	7.28%	$ 26,352.17	$ 18,087.16	-$ 8,265.01
Township of Melancthon	0.48%	0.47%	$ 1,712.79	$ 1,169.77	-$ 543.02
Town of Mono	3.58%	3.52%	$ 12,931.63	$ 8,730.52	-$ 4,201.11
Mulmur Township	1.59%	1.56%	$ 5,721.45	$ 3,880.34	-$ 1,841.11
Town of New Tecumseth	13.40%	13.17%	$ 48,338.47	$ 32,707.24	-$15,631.23
Township of Oro-Medonte	7.36%	7.26%	$ 26,558.55	$ 18,020.35	-$ 8,538.20
Town of Shelburne	2.17%	2.21%	$ 7,844.85	$ 5,495.66	-$ 2,349.19
Township of Springwater	7.76%	7.82%	$ 27,989.19	$ 19,432.76	-$ 8,556.43
Town of Wasaga Beach	9.28%	9.38%	$ 33,464.93	$ 23,296.46	-$10,168.47

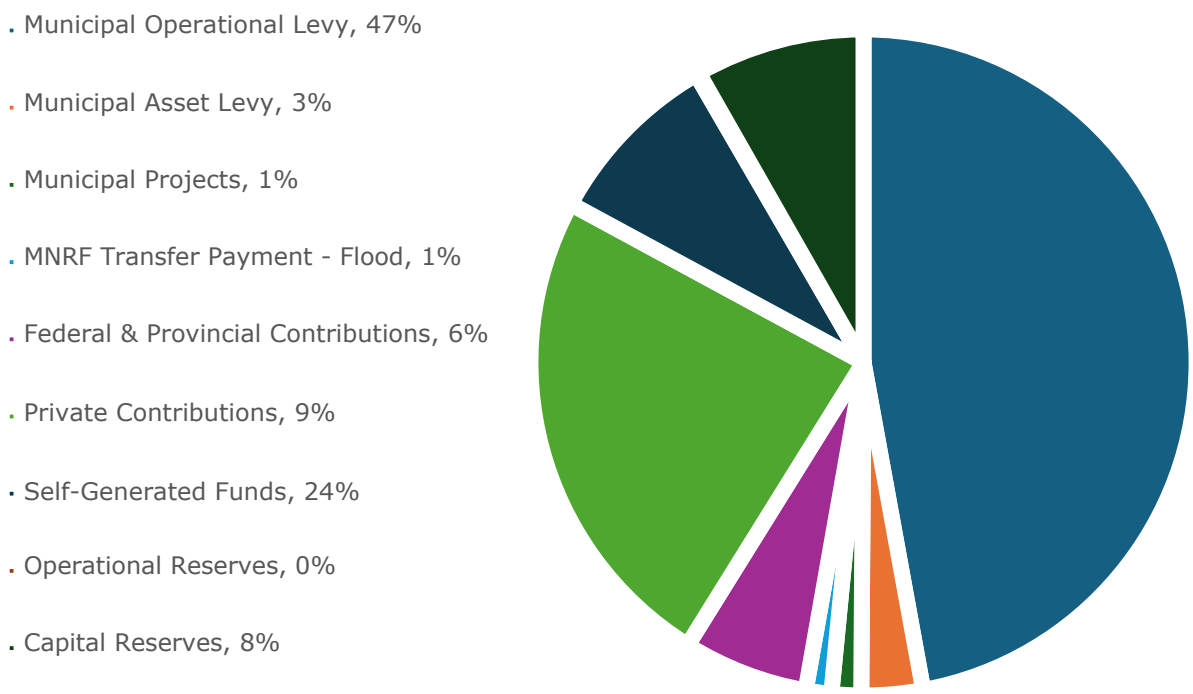
Nottawasaga Valley Conservation Authority
Proposed 2026 Budget - Category 2 and 3

Consolidated

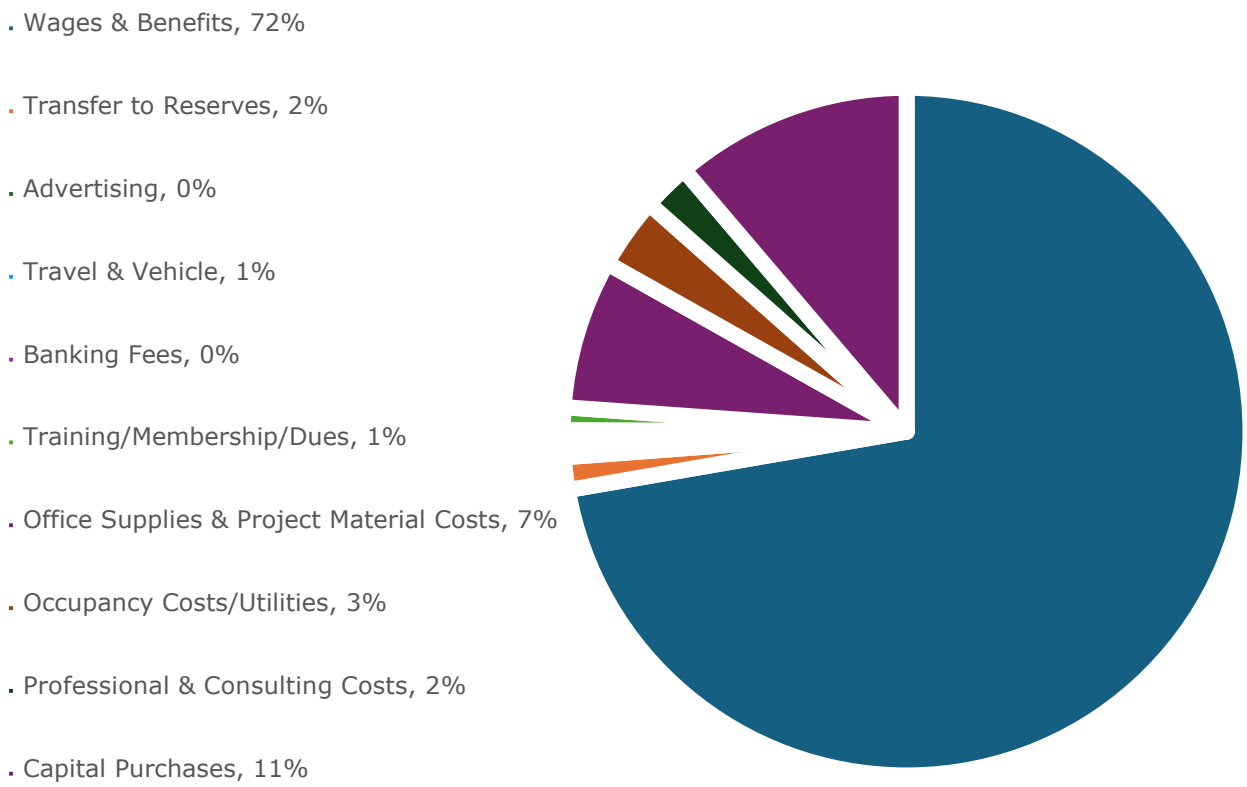
	BUDGET 2025	BUDGET 2026	$ CHANGE
REVENUE:			
Municipal Levy	360,815.61	248,357.86	(112,457.75)
Municipal Projects	62,050.00	75,715.00	13,665.00
Municipal Project - RMO	30,000.00	30,000.00	-
Total Municipal Revenue	452,865.60	354,072.86	(98,792.74)
Provincial Contributions	20,500.00	90,000.00	69,500.00
Federal Federal Contributions	155,000.00	32,500.00	(122,500.00)
Total Government Contributions	175,500.00	122,500.00	(53,000.00)
Contributions	634,130.00	404,130.00	(230,000.00)
User Fees			
Reforestation	40,000.00	40,000.00	-
Stewardship Services	15,000.00	10,000.00	(5,000.00)
Watershed Science	8,000.00	11,500.00	3,500.00
Environmental Education	323,500.00	368,500.00	45,000.00
Tiffin Operations	169,100.00	179,600.00	10,500.00
Conservation Land Leases	34,240.00	35,240.00	1,000.00
Total Contributions and User Fees	1,223,970.00	1,048,970.00	(175,000.00)
Operational Reserves	(9,800.00)	(9,800.00)	-
TOTAL REVENUE	1,842,535.61	1,515,742.86	(326,792.75)
EXPENSES:			
Wages and Interprogram Charges	1,178,203.06	1,048,221.12	(129,981.94)
	1,178,203.06	1,048,221.12	(129,981.94)
Other Expenses			
Staff Cost	300.00	300.00	-
Memberships/Professional Dues	1,250.00	1,250.00	-
Materials & Supplies - General	316,784.46	164,852.16	(151,932.30)
Materials & Supplies - Cost of Trees	65,000.00	65,000.00	-
Equipment Costs	500.00	500.00	-
Consultants	127,500.00	127,500.00	-
Heat and Hydro	200.00	200.00	-
Maintenance Expense	2,300.00	2,300.00	-
Uniform Expense	100.00	100.00	-
	513,934.46	362,002.16	(151,932.30)
TOTAL EXPENSES	1,692,137.52	1,410,223.28	(281,914.24)
SURPLUS (DEFICIT)	150,398.09	105,519.58	(44,878.51)

Attachment #4 – Individual Departments

Total Operating & Capital Budget Funding Sources



Total Operating & Capital Budget Operating Expenses



Nottawasaga Valley Conservation Authority
Proposed 2026 Budget

Division 110 Reforestation - Category 2 & 3

	BUDGET 2025	BUDGET 2026	$ CHANGE
REVENUE: Municipal Levy			
Municipal Projects	85,113.20	67,344.86	(17,768.34)
Private Contributions	14,250.00	14,250.00	-
Federal & Provincial Contributions	245,000.00	245,000.00	-
User Fees	5,000.00	5,000.00	-
	40,000.00	40,000.00	-
TOTAL REVENUE	389,363.20	371,594.86	(17,768.34)
EXPENSES:			
Wages and Interprogram Charges	152,466.88	157,256.92	4,790.04
	152,466.88	157,256.92	4,790.04
Other Interprogram Charges			
Cost Recovery	39,246.32	16,687.94	(22,558.38)
	39,246.32	16,687.94	(22,558.38)
Other Expenses			
Staff Cost	300.00	300.00	-
Memberships/Professional Dues	750.00	750.00	-
Materials & Supplies - General	6,000.00	6,000.00	-
Materials & Supplies - Cost of Trees	65,000.00	65,000.00	-
Equipment Costs	500.00	500.00	-
Consultants	125,000.00	125,000.00	-
Uniform Expense	100.00	100.00	-
	197,650.00	197,650.00	-
TOTAL EXPENSES	389,363.20	371,594.86	(17,768.34)
SURPLUS (DEFICIT)	-	-	-

Nottawasaga Valley Conservation Authority
Proposed 2026 Budget

Division 120 Stewardship Services - Category 1

	BUDGET 2025	BUDGET 2026	$ CHANGE
REVENUE:			
Municipal Levy	52,463.80	116,306.94	63,843.14
Provincial Contributions	-	63,000.00	63,000.00
Municipal Projects	2,000.00	5,000.00	3,000.00
Private Contributions	30,000.00	270,000.00	240,000.00
Federal Conbtributions	10,000.00	40,000.00	30,000.00
User Fees	3,000.00	-	(3,000.00)
TOTAL REVENUE	97,463.80	494,306.94	396,843.14
EXPENSES:			
Wages and Interprogram Charges	61,381.60	275,775.49	214,393.89
	61,381.60	275,775.49	214,393.89
Other Interprogram Charges			
Cost Recovery	24,532.20	34,481.45	9,949.25
	24,532.20	34,481.45	9,949.25
Other Expenses			
Staff Cost	800.00	800.00	-
Materials & Supplies - General	9,000.00	181,500.00	172,500.00
Uniform Expense	150.00	150.00	-
Advertisement and Communications	1,600.00	1,600.00	-
	11,550.00	184,050.00	172,500.00
TOTAL EXPENSES	97,463.80	494,306.94	396,843.14
SURPLUS (DEFICIT)	-	-	-

Nottawasaga Valley Conservation Authority
Proposed 2026 Budget

Division 121 Stewardship Services - Category 2 & 3

	BUDGET 2025	BUDGET 2026	$ CHANGE
REVENUE:			
Municipal Levy	123,167.44	57,124.39	(66,043.05)
Provincial Contributions	20,000.00	90,000.00	70,000.00
Municipal Projects	15,000.00	5,000.00	(10,000.00)
Private Contributions	367,000.00	137,000.00	(230,000.00)
Federal Contributions	140,000.00	17,500.00	(122,500.00)
User Fees	15,000.00	10,000.00	(5,000.00)
TOTAL REVENUE	680,167.44	316,624.39	(363,543.05)
EXPENSES:			
Wages and Interprogram Charges	358,997.56	173,986.14	(185,011.42)
	358,997.56	173,986.14	(185,011.42)
Other Interprogram Charges			
Cost Recovery	31,719.88	14,138.25	(17,581.63)
	31,719.88	14,138.25	(17,581.63)
Other Expenses			
Materials & Supplies - General	289,450.00	128,500.00	(160,950.00)
	289,450.00	128,500.00	(160,950.00)
TOTAL EXPENSES	680,167.44	316,624.39	(363,543.05)
SURPLUS (DEFICIT)	-	-	-

Nottawasaga Valley Conservation Authority
Proposed 2026 Budget

Division 150 Conservation Lands - Category 1

	BUDGET 2025	BUDGET 2026	$ CHANGE
REVENUE:			
Municipal Levy	194,375.63	179,842.29	(14,533.34)
Provincial Contributions	2,000.00	2,000.00	-
Private Contributions	2,150.00	2,150.00	-
Federal Contributions	-	12,500.00	12,500.00
User Fees	44,500.00	50,750.00	6,250.00
Use of Reserves	-	40,000.00	40,000.00
TOTAL REVENUE	243,025.63	287,242.29	44,216.66
EXPENSES:			
Wages and Interprogram Charges	151,263.76	206,496.07	55,232.31
	151,263.76	206,496.07	55,232.31
Other Interprogram Charges			
Cost Recovery	54,781.88	23,766.22	(31,015.66)
	54,781.88	23,766.22	(31,015.66)
Other Expenses			
Staff Cost	200.00	200.00	-
Materials & Supplies - General	9,000.00	29,000.00	20,000.00
Legal	1,000.00	1,000.00	-
Insurance	12,800.00	12,800.00	-
Taxes	16,060.00	16,060.00	-
Interest and Bank Charges	3,500.00	3,500.00	-
Maintenance Expenses	1,500.00	1,500.00	-
Advertisement and Communications	500.00	500.00	-
	44,560.00	64,560.00	20,000.00
TOTAL EXPENSES	250,605.64	294,822.29	44,216.65
SURPLUS (DEFICIT)	(7,580.01)	(7,580.00)	0.01

Nottawasaga Valley Conservation Authority
Proposed 2026 Budget

Division 151 Conservation Lands - Category 2 & 3

	BUDGET 2025	BUDGET 2026	$ CHANGE
REVENUE:			
Municipal Levy	26,702.80	31,616.61	4,913.81
Provincial Contributions	500.00	-	(500.00)
Private Contributions	2,130.00	2,130.00	-
User Fees	34,240.00	35,240.00	1,000.00
Use of Reserves	(9,800.00)	(4,300.00)	5,500.00
TOTAL REVENUE	53,772.80	64,686.61	10,913.81
EXPENSES:			
Wages and Interprogram Charges	41,255.56	46,469.68	5,214.12
	41,255.56	46,469.68	5,214.12
Other Interprogram Charges			
Cost Recovery	3,737.24	3,936.93	199.69
	3,737.24	3,936.93	199.69
Other Expenses			
Materials & Supplies - General	1,000.00	6,500.00	5,500.00
Hydo	200.00	200.00	-
	1,200.00	6,700.00	5,500.00
TOTAL EXPENSES	46,192.80	57,106.61	10,913.81
SURPLUS (DEFICIT)	7,580.00	7,580.00	(0.00)

Nottawasaga Valley Conservation Authority
Proposed 2026 Budget

Division 310 Planning - Category 1

	BUDGET 2025	BUDGET 2026	$ CHANGE
REVENUE:			
Municipal Levy	876,524.56	844,429.90	(32,094.66)
Federal Contributions	-	12,500.00	12,500.00
User Fees	1,367,250.00	1,037,250.00	(330,000.00)
TOTAL REVENUE	2,243,774.56	1,894,179.90	(349,594.66)
EXPENSES:			
Wages and Interprogram Charges	1,965,954.62	1,674,099.11	(291,855.51)
	1,965,954.62	1,674,099.11	(291,855.51)
Other Interprogram Charges			
Cost Recovery	187,719.94	132,580.79	(55,139.15)
	187,719.94	132,580.79	(55,139.15)
Other Expenses			
Staff Cost	500.00	500.00	-
Memberships/Professional Dues	4,600.00	5,000.00	400.00
Materials & Supplies - General	1,000.00	1,000.00	-
Legal	20,000.00	19,000.00	(1,000.00)
Consultants	5,500.00	4,000.00	(1,500.00)
Insurance	57,500.00	57,500.00	-
Office Expenses	500.00	500.00	-
Bad Dept Expense	500.00	-	(500.00)
	90,100.00	87,500.00	(2,600.00)
TOTAL EXPENSES	2,243,774.56	1,894,179.90	(349,594.66)
SURPLUS (DEFICIT)	-	(0.00)	(0.00)

Nottawasaga Valley Conservation Authority
Proposed 2026 Budget

Division 410 Information Management Services - Ca

	BUDGET 2025	BUDGET 2026	$ CHANGE
REVENUE:			
Municipal Levy	426,360.52	440,580.69	14,220.17
User Fees	10,000.00	10,000.00	-
Use of Reserves	33,000.00	50,800.00	17,800.00
TOTAL REVENUE	469,360.52	501,380.69	32,020.17
EXPENSES:			
Wages and Interprogram Charges	426,360.52	440,580.69	14,220.17
	426,360.52	440,580.69	14,220.17
Other Interprogram Charges			
Cost Recovery	(13,600.00)	(14,100.00)	(500.00)
	(13,600.00)	(14,100.00)	(500.00)
Other Expenses			
Staff Cost	100.00	100.00	-
Materials & Supplies - General	22,500.00	23,500.00	1,000.00
Consultants	1,000.00	500.00	(500.00)
Capital Asset Purchases	33,000.00	50,800.00	17,800.00
	56,600.00	74,900.00	18,300.00
TOTAL EXPENSES	469,360.52	501,380.69	32,020.17
SURPLUS (DEFICIT)	-	-	-

Nottawasaga Valley Conservation Authority
Proposed 2026 Budget

Division 420 Watershed Science - Category 1

	BUDGET 2025	BUDGET 2026	$ CHANGE
REVENUE:			
Municipal Levy	156,579.16	146,612.69	(9,966.47)
Provincial Contributions	225,000.00	225,000.00	-
Private Contributions	-	10,000.00	10,000.00
Use of Reserves	31,000.00	-	(31,000.00)
TOTAL REVENUE	412,579.16	381,612.69	(30,966.47)
EXPENSES:			
Wages and Interprogram Charges	309,447.42	332,958.30	23,510.88
	309,447.42	332,958.30	23,510.88
Other Interprogram Charges			
Cost Recovery	60,031.74	36,754.39	(23,277.35)
	60,031.74	36,754.39	(23,277.35)
Other Expenses			
Staff Cost	2,500.00	2,500.00	-
Memberships/Professional Dues	1,000.00	1,000.00	-
Materials & Supplies - General	6,500.00	6,500.00	-
Insurance	2,100.00	1,900.00	(200.00)
Capital Asset Purchases	31,000.00	-	(31,000.00)
	43,100.00	11,900.00	(31,200.00)
TOTAL EXPENSES	412,579.16	381,612.69	(30,966.47)
SURPLUS (DEFICIT)	0.00	-	(0.00)

Nottawasaga Valley Conservation Authority
Proposed 2026 Budget

Division 421 Watershed Science - Category 2 & 3

	BUDGET 2025	BUDGET 2026	$ CHANGE
REVENUE:			
Municipal Levy	93,938.28	76,320.72	(17,617.56)
Municipal Projects	35,000.00	60,000.00	25,000.00
User Fees	8,000.00	11,500.00	3,500.00
Use of Reserves	19,400.00	20,000.00	600.00
TOTAL REVENUE	156,338.28	167,820.72	11,482.44
EXPENSES:			
Wages and Interprogram Charges	122,895.42	126,515.25	3,619.83
	122,895.42	126,515.25	3,619.83
Other Interprogram Charges			
Cost Recovery	11,542.86	11,305.47	(237.39)
	11,542.86	11,305.47	(237.39)
Other Expenses			
Materials & Supplies - General	-	7,500.00	7,500.00
Consultants	2,500.00	2,500.00	-
Maintenance Expenses	-	15,000.00	15,000.00
Capital Asset Purchases	19,400.00	5,000.00	(14,400.00)
	21,900.00	30,000.00	8,100.00
TOTAL EXPENSES	156,338.28	167,820.72	11,482.44
SURPLUS (DEFICIT)	-	-	-

Nottawasaga Valley Conservation Authority
Proposed 2026 Budget

Consolidated

From Division	430	Flood Control Structures - Category 1
To Division	442	4.8 Administration

	BUDGET 2025	BUDGET 2026	$ CHANGE
REVENUE:			
Municipal Levy	316,206.48	320,197.82	3,991.34
Provincial Contributions	97,307.00	97,307.00	-
Municipal Projects	2,000.00	2,000.00	-
Use of Reserves	485,500.00	628,000.00	142,500.00
TOTAL REVENUE	901,013.48	1,047,504.82	146,491.34
EXPENSES:			
Wages and Interprogram Charges	335,083.20	350,362.20	15,279.00
	335,083.20	350,362.20	15,279.00
Other Interprogram Charges			
Corp Fleet Charge	12,162.94	1,743.00	(10,419.94)
Cost Recovery	32,467.34	31,799.62	(667.72)
	44,630.28	33,542.62	(11,087.66)
Other Expenses			
Materials & Supplies - General	472,000.00	568,500.00	96,500.00
Insurance	12,600.00	12,600.00	-
Taxes	1,200.00	1,000.00	(200.00)
Capital Asset Purchases	35,500.00	81,500.00	46,000.00
	521,300.00	663,600.00	142,300.00
TOTAL EXPENSES	901,013.48	1,047,504.82	146,491.34
SURPLUS (DEFICIT)	-	-	-

Nottawasaga Valley Conservation Authority
Proposed 2026 Budget

Division 443 Engineering Projects - Category 2 & 3

	BUDGET 2025	BUDGET 2026	$ CHANGE
REVENUE:			
Municipal Projects	27,800.00	26,465.00	(1,335.00)
TOTAL REVENUE	27,800.00	26,465.00	(1,335.00)
EXPENSES:			
Wages and Interprogram Charges	24,765.54	23,412.84	(1,352.70)
	24,765.54	23,412.84	(1,352.70)
Other Interprogram Charges			
	-	-	-
Other Expenses			
Materials & Supplies - General	3,034.46	3,052.16	17.70
	3,034.46	3,052.16	17.70
TOTAL EXPENSES	27,800.00	26,465.00	(1,335.00)
SURPLUS (DEFICIT)	-	-	-

Nottawasaga Valley Conservation Authority
Proposed 2026 Budget

Division 630 Tiffin Education - Category 2 & 3

	BUDGET 2025	BUDGET 2026	$ CHANGE
REVENUE:			
Municipal Levy	17,105.67	9,187.23	(7,918.44)
Private Contributions	20,000.00	20,000.00	-
Federal Contributions	10,000.00	10,000.00	-
User Fees	323,500.00	368,500.00	45,000.00
TOTAL REVENUE	370,605.67	407,687.23	37,081.56
EXPENSES:			
Wages and Interprogram Charges	321,982.90	362,457.79	40,474.89
	321,982.90	362,457.79	40,474.89
Other Interprogram Charges			
Cost Recovery	41,622.77	37,229.44	(4,393.33)
	41,622.77	37,229.44	(4,393.33)
Other Expenses			
Memberships/Professional Dues	500.00	500.00	-
Materials & Supplies - General	6,500.00	7,500.00	1,000.00
	7,000.00	8,000.00	1,000.00
TOTAL EXPENSES	370,605.67	407,687.23	37,081.56
SURPLUS (DEFICIT)	(0.00)	-	0.00

Nottawasaga Valley Conservation Authority
Proposed 2026 Budget

Division 650 Workshop,Vehicle&Equip - Category 1

	BUDGET 2025	BUDGET 2026	$ CHANGE
REVENUE:			
Municipal Levy	-	84,934.02	84,934.02
Use of Reserves	106,000.00	132,500.00	26,500.00
TOTAL REVENUE	106,000.00	217,434.02	111,434.02
EXPENSES:			
Wages and Interprogram Charges	109,156.29	84,934.02	(24,222.27)
	109,156.29	84,934.02	(24,222.27)
Other Interprogram Charges			
Cost Recovery	(173,756.29)	(41,500.00)	132,256.29
	(173,756.29)	(41,500.00)	132,256.29
Other Expenses			
Materials & Supplies - General	1,500.00	-	(1,500.00)
Insurance	10,800.00	7,000.00	(3,800.00)
Hydo	2,300.00	-	(2,300.00)
Heat	2,500.00	-	(2,500.00)
Maintenance Expenses	22,750.00	14,500.00	(8,250.00)
Uniform Expense	250.00	-	(250.00)
Gas & Oil	24,500.00	20,000.00	(4,500.00)
Capital Asset Purchases	106,000.00	132,500.00	26,500.00
	170,600.00	174,000.00	3,400.00
TOTAL EXPENSES	106,000.00	217,434.02	111,434.02
SURPLUS (DEFICIT)	0.00	-	(0.00)

Nottawasaga Valley Conservation Authority
Proposed 2026 Budget

Division 660 Office Infrastructure - Category 1

	BUDGET 2025	BUDGET 2026	$ CHANGE
REVENUE:			
TOTAL REVENUE	-	-	-
EXPENSES:			
	-	-	-
Other Interprogram Charges			
Cost Recovery	(141,900.00)	(138,100.00)	3,800.00
	(141,900.00)	(138,100.00)	3,800.00
Other Expenses			
Materials & Supplies - General	3,000.00	3,000.00	-
Equipment Costs	6,000.00	6,000.00	-
Insurance	53,800.00	52,000.00	(1,800.00)
Taxes	1,100.00	1,600.00	500.00
Hydo	26,000.00	27,000.00	1,000.00
Telephone	16,000.00	16,000.00	-
Office Expenses	14,000.00	11,000.00	(3,000.00)
Maintenance Expenses	5,000.00	5,000.00	-
Leases	12,000.00	12,000.00	-
Internet Access	5,000.00	4,500.00	(500.00)
	141,900.00	138,100.00	(3,800.00)
TOTAL EXPENSES	-	-	-
SURPLUS (DEFICIT)	-	-	-

Nottawasaga Valley Conservation Authority
Proposed 2026 Budget

Division 661 Tiffin CA & Maintenance - Category 1

	BUDGET 2025	BUDGET 2026	$ CHANGE
REVENUE:			
Municipal Levy	181,651.18	219,974.06	38,322.88
User Fees	10,000.00	11,750.00	1,750.00
Use of Reserves	13,000.00	25,000.00	12,000.00
TOTAL REVENUE	204,651.18	256,724.06	52,072.88
EXPENSES:			
Wages and Interprogram Charges	133,159.01	164,489.11	31,330.10
	133,159.01	164,489.11	31,330.10
Other Interprogram Charges			
Cost Recovery	22,292.17	13,634.95	(8,657.22)
	22,292.17	13,634.95	(8,657.22)
Other Expenses			
Materials & Supplies - General	12,700.00	29,200.00	16,500.00
Equipment Costs	1,000.00	1,000.00	-
Insurance	1,400.00	2,700.00	1,300.00
Taxes	500.00	500.00	-
Hydo	-	2,300.00	2,300.00
Heat	-	2,500.00	2,500.00
Maintenance Expenses	24,300.00	31,350.00	7,050.00
Uniform Expense	-	250.00	250.00
Gas & Oil	-	1,500.00	1,500.00
Advertisement and Communications	500.00	500.00	-
Waste Services	2,800.00	2,800.00	-
Capital Asset Purchases	6,000.00	4,000.00	(2,000.00)
	49,200.00	78,600.00	29,400.00
TOTAL EXPENSES	204,651.18	256,724.06	52,072.88
SURPLUS (DEFICIT)	-	-	-

Nottawasaga Valley Conservation Authority
Proposed 2026 Budget

Division 662 Tiffin CA & Maintenance - Category 2 &

	BUDGET 2025	BUDGET 2026	$ CHANGE
REVENUE:			
Municipal Levy	14,788.23	6,764.05	(8,024.18)
User Fees	169,100.00	179,600.00	10,500.00
Use of Reserves	1,500.00	-	(1,500.00)
TOTAL REVENUE	185,388.23	186,364.05	975.82
EXPENSES:			
Wages and Interprogram Charges	155,839.24	158,122.50	2,283.26
	155,839.24	158,122.50	2,283.26
Other Interprogram Charges			
Cost Recovery	14,948.99	14,641.55	(307.44)
	14,948.99	14,641.55	(307.44)
Other Expenses			
Materials & Supplies - General	12,300.00	11,300.00	(1,000.00)
Maintenance Expenses	2,300.00	2,300.00	-
	14,600.00	13,600.00	(1,000.00)
TOTAL EXPENSES	185,388.23	186,364.05	975.82
SURPLUS (DEFICIT)	0.00	-	(0.00)

Nottawasaga Valley Conservation Authority
Proposed 2026 Budget

Division 670 Corporate Governance - Category 1

	BUDGET 2025	BUDGET 2026	$ CHANGE
REVENUE:			
Municipal Levy	377,209.64	379,430.24	2,220.60
TOTAL REVENUE	377,209.64	379,430.24	2,220.60
EXPENSES:			
Wages and Interprogram Charges	377,209.64	379,430.24	2,220.60
	377,209.64	379,430.24	2,220.60
Other Interprogram Charges			
Cost Recovery	(52,800.00)	(52,800.00)	-
	(52,800.00)	(52,800.00)	-
Other Expenses			
Memberships/Professional Dues	36,000.00	36,000.00	-
Education and Training	2,500.00	2,500.00	-
Materials & Supplies - General	3,500.00	3,500.00	-
Transportation Costs	6,000.00	6,000.00	-
Insurance	4,800.00	4,800.00	-
	52,800.00	52,800.00	-
TOTAL EXPENSES	377,209.64	379,430.24	2,220.60
SURPLUS (DEFICIT)	-	-	-

Nottawasaga Valley Conservation Authority
Proposed 2026 Budget

Division 680 Corporate Administration - Category 1

	BUDGET 2025	BUDGET 2026	$ CHANGE
REVENUE:			
Municipal Levy	643,095.08	723,922.48	80,827.40
Investment Income	100,000.00	135,000.00	35,000.00
TOTAL REVENUE	743,095.08	858,922.48	115,827.40
EXPENSES:			
Wages and Interprogram Charges	643,095.08	723,922.48	80,827.40
	643,095.08	723,922.48	80,827.40
Other Interprogram Charges			
Cost Recovery	(154,750.00)	(126,200.00)	28,550.00
	(154,750.00)	(126,200.00)	28,550.00
Other Expenses			
Staff Cost	6,000.00	5,800.00	(200.00)
Memberships/Professional Dues	4,000.00	4,000.00	-
Education and Training	29,000.00	34,000.00	5,000.00
Materials & Supplies - General	16,500.00	16,900.00	400.00
Legal	1,000.00	1,000.00	-
Consultants	2,000.00	2,000.00	-
Audit Fees	20,750.00	22,000.00	1,250.00
Interest and Bank Charges	35,000.00	35,000.00	-
Uniform Expense	6,000.00	6,000.00	-
Advertisement and Communications	14,500.00	14,500.00	-
Transfer to Reservies	120,000.00	120,000.00	-
	254,750.00	261,200.00	6,450.00
TOTAL EXPENSES	743,095.08	858,922.48	115,827.40
SURPLUS (DEFICIT)	-	-	-

NVCA 2026 DRAFT Detailed Work Plan

Last Updated - September 10, 2025

	A	B	C	D	E	F	G	M
5	Integrated Watershed Management Plan Issues	Strategic Plan Outcomes	Foundational Activities	NVCA Department	Deliverable	Outcome	Performance Indicator / Metric (proposed)	Corporate Services Requested
6								
7								
8	Governance	Enhance business excellence through governance & technology creating a well-managed organization that provides transparency & efficient operations	Governance	CAO Office	NVCA Board is supported to effectively and efficiently discharge their responsibilities	Effective NVCA leadership	Workplan & Budget varience	Admin - OnBoard software support Comms - NVCA Website pg
9	Policy & Protocols	Enhance business excellence through governance & technology creating a well-managed organization that provides transparency & efficient operations	Governance	CAO Office	NVCA Strategic Plan 2026-2030	NVCA is advancing it's mandate strategically	Plan approved	Communications - virtual engagement, publishing, final posting of Plan IM/IT - virtual engagement
10	Policy & Protocols	Enhance business excellence through governance & technology creating a well-managed organization that provides transparency & efficient operations	Governance	CAO Office	NVCA staff are supported, appreciated, have the required tools for their position, and able to contribute to the objectives of the NVCA	NVCA is an employer of choice	# NVCA Social Committee events/yr Staff Recognized # of Training opportunities	
11	Engagement & Education	Inspire conservation through outdoor experiences & education	Communication, outreach, & education	Conservation Services	Host community engagement opportunities	Priority of community engagement (over $ focus), with good reach/dollar value	Pavilion Rentals$6,624 Campground$3,630 Jose Building (non-weddings)$800 Fort Willow Pavilion$1,087 Spring Tonic ~2,100 visitors	Comms- community engagement, media releases, website, registration, processing fees, etc.
12	Engagement & Education	Inspire conservation through outdoor experiences & education	Communication, outreach, & education	Conservation Services	Host external bookings (revenue generating)	Offer high quality, desireable, nature-based rental experiences, extend the season	Weddings- $150,000 Pavilion $7,000	Comms- marketing/promotional material

	A	B	C	D	E	F	G	M
13	Engagement & Education	Inspire conservation through outdoor experiences & education	Communication, outreach, & education	Conservation Services	Become a location of choice for the local film industry	Offer desireable, nature-based filming locations	# contracts & locations used $ revenue trend through time	Comms- continue to develop marketing material to increase reach/awareness into targeted community
14	Engagement & Education	Inspire conservation through outdoor experiences & education	Communication, outreach, & education	Conservation Services	Deliver high quality, curriculum-based programming for local school boards, continue expanding French/Catholic programsSchool Board Programming Nature School # revenue generating	Develop next generation of conservation leaders. Organizationally create a staff-supported system to ensure consistent staffing levels and higher retention rate.	# students engaged Survey feedback is excellent	Comms- community engagement for project recruitment; finance
15	Engagement & Education	Inspire conservation through outdoor experiences & education	Communication, outreach, & education	Conservation Services	Camp Tiffin (summer, winter, spring, PA, Nature School)	Develop next generation of conservation leaders. Develop revenue generating model to support year-round staffing needs.	# attendees $ revenues positive survey results	Comms- community engagement for project recruitment; finance
16	Engagement & Education	Inspire conservation through outdoor experiences & education	Communication, outreach, & education	Conservation Services	Continue with program development for Nature School and external bookings	Develop next generation of conservation leaders	$ revenues All member municipalities engaged in 5-yr rotation.	Comms- community engagement for project recruitment; finance
17	Flooding & Erosion	Promote resiliency & capacity in the face of dynamic conditions witihn the watershed	Water and land-based stewardship, restoration, & rehabilitation	Conservation Services	Implementation of watershed restoration; Continue NRRP implemementation; continue P-offsetting projects;	Strategic delivery for all watershed municipalities on 5-year rotation.	Funding secured to support 3 stewardship/ restoration projects; 7,000 trees planted via community tree planting,	Comms - Volunteer recruitment, grant media coverage requirements, 'telling the story' of the stew/resto efforts
18	Flooding & Erosion	Enhance watershed knowledge to support decision making for the improvement & maintenance of watershed health	Water and land-based stewardship, restoration, & rehabilitation	Conservation Services	Initiate implementation of Wetland focused restoration projects	Prioritize Wetland Offsetting project delivery	Initiate 2 wetland offsetting projects; engage with 10 landowners re. wetland projects; initiate 1 funding application to supplement offsetting funds	Comms- landowner engagement
19	Flooding & Erosion	Promote resiliency & capacity in the face of dynamic conditions witihn the watershed	Water and land-based stewardship, restoration, & rehabilitation	Conservation Services	Implementation of flood/erosion focused stewardship/restoration projects throughout the watershed	Improved flood and erosion protection from natural infrastructure restoration /improvements	TBD - flood and erosion improvement measures	Comms- community engagement, media releases, etc

	A	B	C	D	E	F	G	M
20	Flooding & Erosion	Enhance watershed knowledge to support decision making for the improvement & maintenance of watershed health	Watershed studies, plans, & strategies	Conservation Services	Watershed-based Stewardship Strategy 2027	Ensure Nottawasaga Watershed is resilent to future change	Stewardship Strategy framework; Foundation of a long-term, secure funding model	Corporate- GIS (mapping) & Comms (support public cons); Stew- main implementation
21	Natural Heritage	Enhance watershed knowledge to support decision making for the improvement & maintenance of watershed health	Conservation & Management of Conservation Lands	Conservation Services	Watershed Landscape Acquisition Strategy	Develop a better understanding of the acquisition opportunities across the watershed aligned with NVCA mandate	Framework completed, draft plan underway	Corporate- GIS & Comms; Cons. Serv- main implementation
22	Natural Heritage	Promote resiliency & capacity in the face of dynamic conditions witihn the watershed	Water and land-based stewardship, restoration, & rehabilitation	Conservation Services	Commercial Tree Planting	Increased forest cover across watershed, as per GIS mapping	~40 ha of reforestation (~70,000 trees planted)	Comms- community engagement for project recruitment; finance; promotion of 3B trees planted
23	Policy & Protocols	Inspire conservation through outdoor experiences & education	Conservation & Management of Conservation Lands	Conservation Services	Develop watershed framework for PMPs, initiate baseline documentation reports for priority properties to feed into individual PMP developments	Develop a better understanding of the ecology, threats, opportunities (recreational/conservation) of the NVCA Lands portfolio	Target at least one PMP for completion/year.	
24	Policy & Protocols	Inspire conservation through outdoor experiences & education	Conservation & Management of Conservation Lands	Conservation Services	Focus on 1 CA/year for targeted infrastructure improvements. Take an 'all abilities' approach to all project implementation	Become a desitnation for all abilities recreation	Increased visitors at key NVCA CAs User survey indicates high standards at active CAs met	
25	Policy & Protocols	Inspire conservation through outdoor experiences & education	Conservation & Management of Conservation Lands	Conservation Services	Develop staff/public CA tracking/reporting feature	Engage the public in CAs; enable tracking of issues, infrastructure and priorities on CA Lands (if not implemnted in 2024 as expected)	Develop framework for public engagement.	Comms- public engagement GIS/IT- linking system
26	Water Quality & Quantity	Promote resiliency & capacity in the face of dynamic conditions witihn the watershed	Water and land-based stewardship, restoration, & rehabilitation	Conservation Services	Marketing our suite of Healthy Waters+ programs/services to municipal partners	Engage 5 municipalities	Initiate 1 Category 2 service delivery project	Comms support development of marketing materials suitable for municipal audience.

	A	B	C	D	E	F	G	M
27	Water Quality & Quantity	Promote resiliency & capacity in the face of dynamic conditions witihn the watershed	Water and land-based stewardship, restoration, & rehabilitation	Conservation Services	Initiate partnership discussions on urban Healthy Waters and Watershed Sciences services	Develop innovative services program to support watershed resiliency in urban settings	Engage 2 urban centres	Comms support development of marketing materials suitable for municipal audience.
28	Water Quality & Quantity	Promote resiliency & capacity in the face of dynamic conditions witihn the watershed	Water and land-based stewardship, restoration, & rehabilitation	Conservation Services	Continue with the delivery of the Rural Healthy Waters Program	Resilient watershed and engaged community partners	Engage 10 agricultural landowners, Fund/develop 5 rural	Comms support with landowner outreach, marketing, promotion of program.
29	Flooding & Erosion	Enhance business excellence through governance & technology creating a well-managed organization that provides transparency & efficient operations	Natural Hazards Management	Corporate Services	Continued partnerships with Conservation Ontario buy hosting, development, and maintenence of CO WECI data application/platform	Technical leadership and partnership, developing skill sets that are applied internally while supporting CO business. Revenue opportunity and IT goverenance	CO WECI applications/platform performing within parameters	IM/comms
30	Governance	Enhance watershed knowledge to support decision making for the improvement & maintenance of watershed health	Communication, outreach, & education	Corporate Services	Outline a framework of what is needed for a CRM system and a work plan for 2027	Develop a contact and project database to support future fundraising and project tracking efforts	Ability to track external communications and projects to easily report to funders, partners, BOD, etc	Corporate- IM/IT; All-feed into
31	Governance	Enhance watershed knowledge to support decision making for the improvement & maintenance of watershed health	Communication, outreach, & education	Corporate Services	Develop and implement a mechanism to measure and track public awareness of NVCA's core purpose	Report that lays out the public awareness of NVCA's services and recommendations for how to proceed	Complete survey and recommendations	
32	Engagement & Education	Enhance watershed knowledge to support decision making for the improvement & maintenance of watershed health	Communication, outreach, & education	Corporate Services	Public engagement	Implementation of Stategic Communications Strategy	Engage with 1,000 people through engagement booths	

	A	B	C	D	E	F	G	M
33	Governance	Enhance business excellence through governance & technology creating a well-managed organization that provides transparency & efficient operations	Communication, outreach, & education	Corporate Services	Update NVCA website with relevant, timely, and accurate information about NVCA services and programs.	NVCA website updated	Feedback and implement changes from all departments	
34	Engagement & Education	Enhance watershed knowledge to support decision making for the improvement & maintenance of watershed health	Communication, outreach, & education	Corporate Services	Continue to build photo and video library	Implementation of Stategic Communications Strategy	Accompany staff from forestry, stewardship, watershed science, lands, flood and education at least once to take photos of staff at work	
35	Engagement & Education	Enhance watershed knowledge to support decision making for the improvement & maintenance of watershed health	Communication, outreach, & education	Corporate Services	Monthly news update	Implementation of Stategic Communications Strategy	12 news updates	
36	Governance	Enhance business excellence through governance & technology creating a well-managed organization that provides transparency & efficient operations	Governance	Corporate Services	Clean 2025 Audit	PSAB accounting standards are being followed	clean 2025 audit approved by Board	
37	Governance	Enhance business excellence through governance & technology creating a well-managed organization that provides transparency & efficient operations	Governance	Corporate Services	Responsibly managed budget cycle	Demonstrated fiscal responsibility by ensuring compliance with approved budget allocations	Workplan/ Budget variance	Comms
38	Governance	Enhance business excellence through governance & technology creating a well-managed organization that provides transparency & efficient operations	Governance	Corporate Services	Ensure appropriate IT equipment is working and available to staff	Staff are equipped with the necessary IT tools and equipment to perfrom their roles efficiently and effectively.	low down time	can we add- ensure staff have the tools and equipment they require to effectively/efficiently do their jobs (ex mobile phones, field equipment)

	A	B	C	D	E	F	G	M
39	Governance	Enhance business excellence through governance & technology creating a well-managed organization that provides transparency & efficient operations	Governance	Corporate Services	Replace DR Site Server; Purchase new server, migrate data over, wipe old sever, repupose old server as on-site BU/Replication storage	Maintain a industry compliant data and operational back-up system for NVCA information		
40	Natural Heritage	Inspire conservation through outdoor experiences & education	Communication, outreach, & education	Corporate Services	Develop and launch animal of the year campaign (snake)	Implementation of Stategic Communications Strategy	Develop communications plan (include objective, goal, timeline, key messages, strategy, tactics, KPIs) Launch campaign	
41	Policy & Protocols	Enhance business excellence through governance & technology creating a well-managed organization that provides transparency & efficient operations	Communication, outreach, & education	Corporate Services	Develop Communications Toolkit and training module	Implementation of Stategic Communications Strategy	Completion of communication toolkit	
42	Policy & Protocols	Enhance watershed knowledge to support decision making for the improvement & maintenance of watershed health	Communication, outreach, & education	Corporate Services	Develop organizational and department specific key messages for diverse audiences	Implementation of Stategic Communications Strategy	Development of three key messages for NVCA as a whole. Development of three key messages for lands, community engagement, education, stewardship, forestry, planning, regulations, flood and watershed monitoring Find opportunities to show how each department is integrated. Add key messages to toolkit	
43	Policy & Protocols	Enhance watershed knowledge to support decision making for the improvement & maintenance of watershed health	Communication, outreach, & education	Corporate Services	A communications adversity plan and response procedures for program areas	Staff are trained and supported for difficult conversations Implement Strategic Communications Strategy	Formalized process and templates	

	A	B	C	D	E	F	G	M
44	Policy & Protocols	Enhance business excellence through governance & technology creating a well-managed organization that provides transparency & efficient operations	Governance	Corporate Services	Human Resources Strategic Plan to attract, retain, and support a diverse, inclusive, and engaged workforce	NVCA is an employer of choice	Plan Board approved	
45	Policy & Protocols	Enhance business excellence through governance & technology creating a well-managed organization that provides transparency & efficient operations	Governance	Corporate Services	Review and update the employee handbook to ensure policy consistency and incorporate an AI usage policy	NVCA is committed to transparency, innovation, and positioning as an employer of choice	Employee handbook policies updated & approved by the Boad	
46	Policy & Protocols	Enhance business excellence through governance & technology creating a well-managed organization that provides transparency & efficient operations	Governance	Corporate Services	Implement and maintain effective onboarding and offboarding processes	NVCA is an employer of choice with seamless transitions and organizational continuity		
47	Policy & Protocols	Enhance business excellence through governance & technology creating a well-managed organization that provides transparency & efficient operations	Governance	Corporate Services	Checklist for Departments to ensure they are getting corporate services signoff on needs for grants/projects, etc.	ensure conversations are being had prior to grants/projects starting to ensure that corporate services has time to commit	Corporate Services support to other Departments rated by staff as excellent.	
48	Flooding	Promote resiliency & capacity in the face of dynamic conditions witihn the watershed	Watershed studies, plans, & strategies	Watershed Management Services	Develop 5/10 year strategy for New Lowell CA	Balance community and organizational priorities (safety/recreation/strea m health)	New Lowell CA strategy approved	Comms (public communication/engagem ent/surveys)
49	Flooding	Promote resiliency & capacity in the face of dynamic conditions witihn the watershed	Watershed studies, plans, & strategies	Watershed Management Services	Develop/implement short & long-term priorities for Oliver Cres	Ensure public safety while maintaining the function of the system	Oliver Cres plan approved	

	A	B	C	D	E	F	G	M
50	Flooding & Erosion	Enhance watershed knowledge to support decision making for the improvement & maintenance of watershed health	Natural Hazards Management	Watershed Management Services	Maintain and enhance flood forecasting network to provide timely monitoring of weather conditions and river flows to determine if there is a risk of flooding.	Post timely flood messages to NVCA's website and issue timely flood messages to municipalities, school boards, emergency response agencies, health units, and other relevant organizations.	Timely flood messages issued, as needed Work plan developed for existing gauge-related assets. Detailed work plan developed for expansion of gauge network.	IM/comms
51	Flooding & Erosion	Enhance watershed knowledge to support decision making for the improvement & maintenance of watershed health	Natural Hazards Management	Watershed Management Services	Maintain flood structures in accordance with CA mandate, Provincial/Section 39 clauses, and other legislative requirements and guidance (LRIA, Canadian Dam Association guidelines, etc.)	All flood structures maintained in a state of good repair and operated per NVCA's Natural Hazard Infrastructure Operational Plan.	Safety Review recommendations addressed in a timely manner per the level of urgency assigned by third-party structure reviews.	IM for drone survey post-processing/ comms/ CS for RFP support/lands
52	Flooding & Erosion	Enhance watershed knowledge to support decision making for the improvement & maintenance of watershed health	Natural Hazards Management	Watershed Management Services	Through collaboration with IM and external consultant update watershed-wide hydrology model	Updated watershed hydrology model	New hydrology model developed per industry best practices and guidance.	IM/comms
53	Flooding & Erosion	Enhance watershed knowledge to support decision making for the improvement & maintenance of watershed health	Natural Hazards Management	Watershed Management Services	Through collaboration with IM and external consultant for specific FHIMP project support	Updated watershed hydraulics as opportunities arise for municipal/FHIMP funding	Targeted hydraulic model(s) developed per industry best practices and guidance.	IM/comms

	A	B	C	D	E	F	G	M
54	Flooding & Erosion	Enhance watershed knowledge to support decision making for the improvement & maintenance of watershed health	Natural Hazards Management	Watershed Management Services	Permits issued in accordance Legislative and CO timelines. Investigate non compliances as per legislative requirements and CO/NVCA guideaince documents.	Erosion and flood risk managed	Customer service permit standards met 90% of the time. 500 permit applications reviewed 100 legal and general inquiries reviewed 100 pre-consultation inquiries received	IM/Comms/finance
55	Natural Heritage	Enhance watershed knowledge to support decision making for the improvement & maintenance of watershed health	Conservation & Management of Conservation Lands	Watershed Management Services	Complete initial assessments of the natural environment on NVCA properties	Improved understanding of NVCA natural assets and property potential	One Baseline Documentation Report per year (2 years for large properties)	IM (GIS)/comms/lands
56	Natural Heritage	Enhance watershed knowledge to support decision making for the improvement & maintenance of watershed health	Natural Hazards Management	Watershed Management Services	Complete performance monitoring of all NVCA wetland offsetting projects	Accountability for wetland offset program Enhancing knowledge of wetland creation/restoration techniques for stewardship services	Complete 100% of scheduled offset monitoring activities # of offset projects monitored	IM (GIS)/comms/ stewardship
57	Policy & Protocols	Enhance business excellence through governance & technology creating a well-managed organization that provides transparency & efficient operations	Natural Hazards Management	Watershed Management Services	Complete the update of the 2009 Planning and Regulation Guidelnes	Policies and procedures are consistent with current legislation	Planning and Regulation Guidelines update approved	IM/comms
58	Policy & Protocols	Enhance business excellence through governance & technology creating a well-managed organization that provides transparency & efficient operations	Natural Hazards Management	Watershed Management Services	Complete the update of the 2013 Natural Hazards Technical Guide and Stormwater Technical Guide.	Guidance is consistent with current practices.	Natural Hazards Technical Guide and Stormwater Technical Guide updated and approved by Board of Directors.	IM/comms

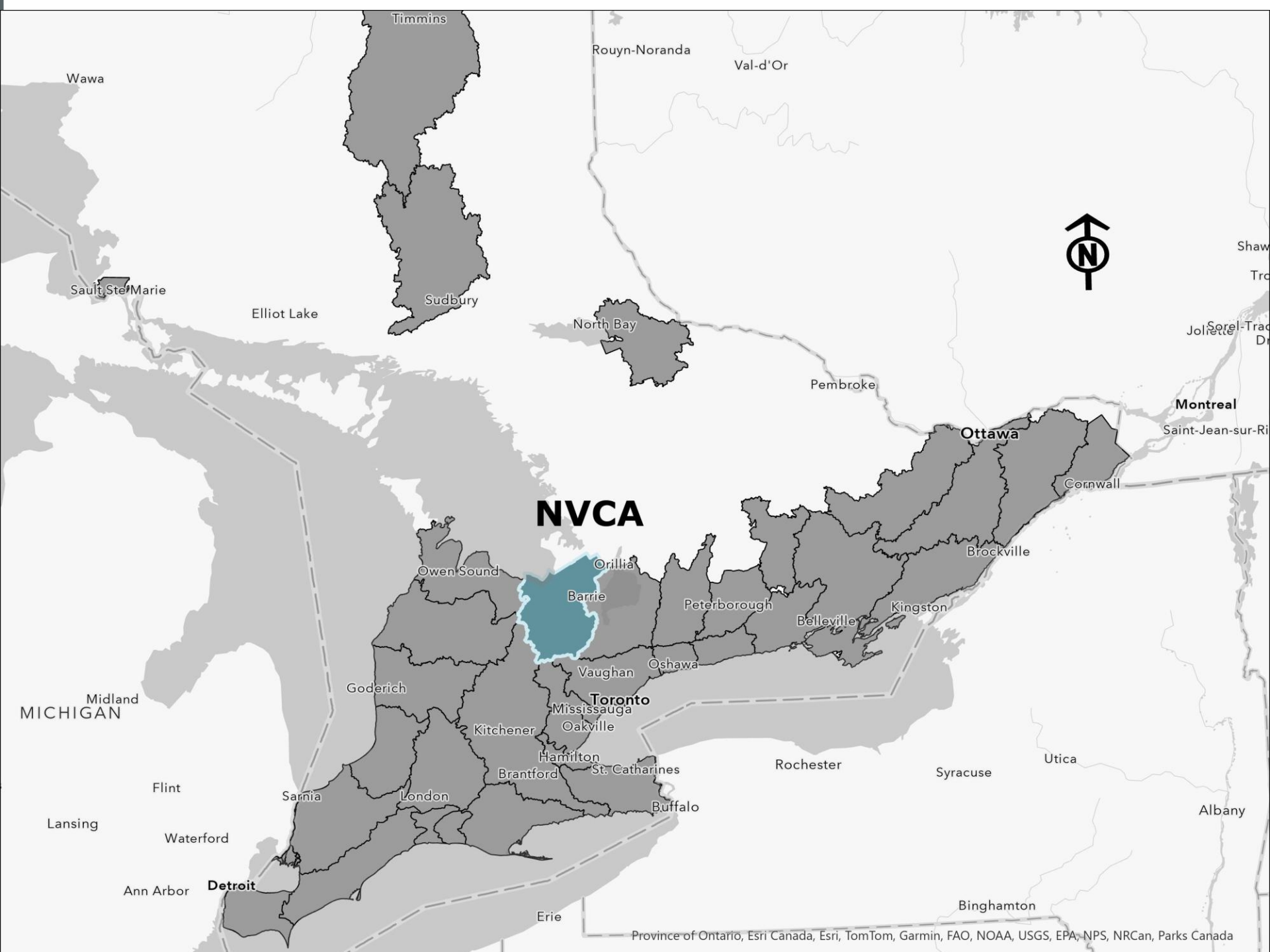
	A	B	C	D	E	F	G	M
59	Policy & Protocols	Enhance watershed knowledge to support decision making for the improvement & maintenance of watershed health	Natural Hazards Management	Watershed Management Services	Review and update NVCA Regulation Mapping as per O. Reg 41/24	Improved knowledge of the Watershed and application of policies based on the best availble information.	Updated regulation mapping approved/received and updated and released to the public and stakholders.	Comms (public communication/engagement), IM, Engineering, Ecology, WS
60	Stormwater Management	Enhance watershed knowledge to support decision making for the improvement & maintenance of watershed health	Natural Hazards Management	Watershed Management Services	Review of planning and permitting systems to prevent file backlogs	Timely, relevant technical reviews on planning and permitting applications	Backlog status	im/comms
61	Stormwater Management	Enhance business excellence through governance & technology creating a well-managed organization that provides transparency & efficient operations	Natural Hazards Management	Watershed Management Services	Planning and Permit applications dash board developed	Improved efficiency, transparency, and communication of planning and permitting applications process/tracking	Dashboard created	IM/IT
62	Stormwater Management	Promote resiliency & capacity in the face of dynamic conditions witihn the watershed	Natural Hazards Management	Watershed Management Services	Continued growth of municipal services program	Assisting muncipal partners deliver on their infrastructure/assets management programs	# of municipal services projects	IM for drone survey post-processing, SWM calc & mapping/ comms/ Office of the CAO/Board support
63	Water Quality & Quantity	Enhance business excellence through governance & technology creating a well-managed organization that provides transparency & efficient operations	Communication, outreach, & education	Watershed Management Services	Working with IM completion of a Watershed Monitoring dashboard	Enhanced communication with watershed residents & municipal partners	Dashboard complete, in regular use Dashboard data updated annually	IM/comms
64	Water Quality & Quantity	Enhance watershed knowledge to support decision making for the improvement & maintenance of watershed health	Drinking Water Source Protection	Watershed Management Services	Municipal drinking water applications completed under section 34	Support municipalities in timely acquisition of drinking water permits	Section 34 timelines met 100% of the time # of s.34 applications completed	IM(GIS)/comms
65	Water Quality & Quantity	Enhance watershed knowledge to support decision making for the improvement & maintenance of watershed health	Drinking Water Source Protection	Watershed Management Services	Risk Management Plans signed, inspections completed & section 59 reviews completed in accordance with Legislative timelines	Significant drinking water threats managed	RMP timelines met 100% of the time # of RMPs outstanding # of annual inspections completed # of section 59 reviews completed	IM(GIS)

	A	B	C	D	E	F	G	M
66	Water Quality & Quantity	Enhance business excellence through governance & technology creating a well-managed organization that provides transparency & efficient operations	Drinking Water Source Protection	Watershed Management Services	GIS layer of Restricted Land Use properties & updated management actions	Use of technology to manage significant drinking water threats efficiently	Layer developed Layer annually updated	IM(GIS)
67	Water Quality & Quantity	Enhance watershed knowledge to support decision making for the improvement & maintenance of watershed health	Watershed-scale data collection, management & modelling	Watershed Management Services	Deliver all monitoring as per the Watershed Monitoring Strategy	Knowledge of watershed environmental resources	Complete 100% of scheduled monitoring activities # of benthic macroinvertebrate stations completed # of fisheries stations completed # of water temperature stations completed # of fluvial geomorphology stations completed # of water chemistry stations completed # of groundwater wells	IM(GIS)/comms
68	Water Quality & Quantity	Enhance business excellence through governance & technology creating a well-managed organization that provides transparency & efficient operations	Watershed-scale data collection, management & modelling	Watershed Management Services	Working with IM completion of a Watershed Monitoring database	Improved efficiency, accessibility & security of watershed monitoring data	Database complete & in regular use	IM



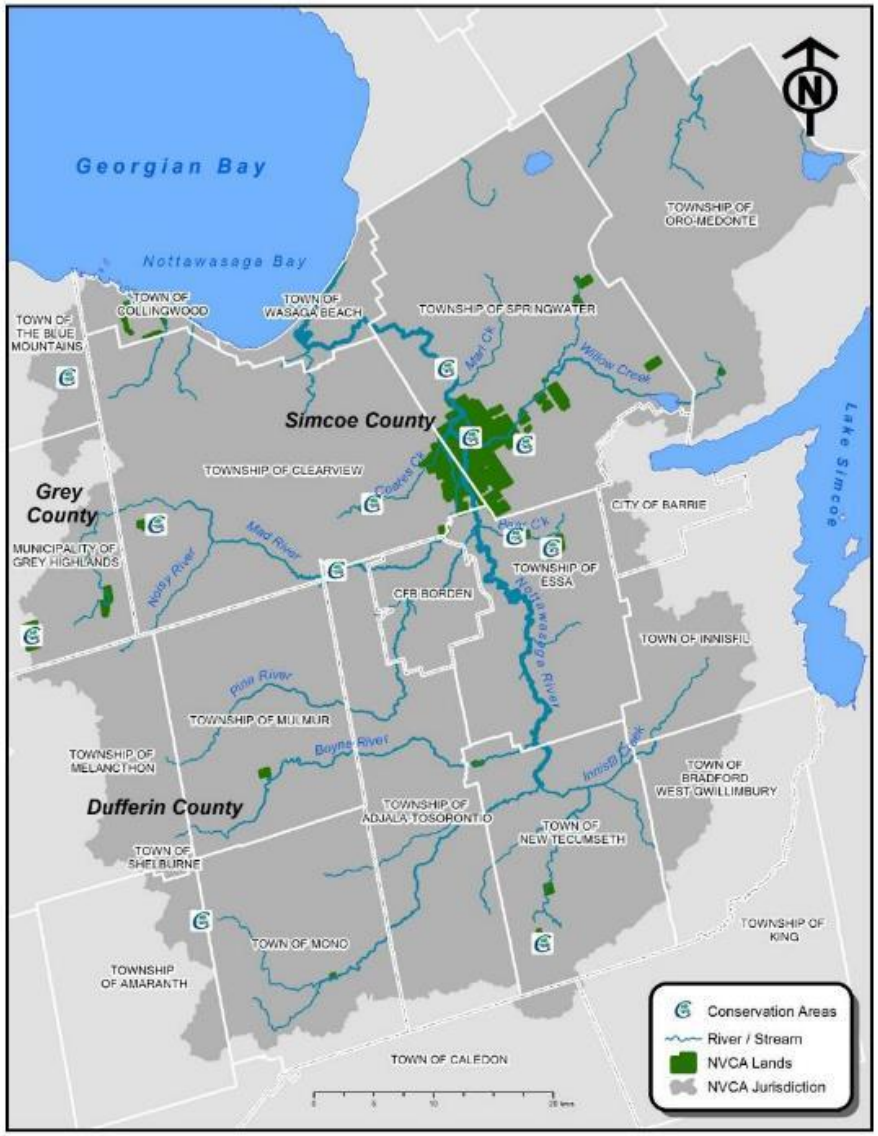
NVCA 2026 Draft Budget

Jennifer Vincent, CAO | NVCA | SEPTEMBER 26, 2025


NVCA
Timmins
Rouyn-Noranda
Val-d'Or
Wawa
Sault Ste Marie
Elliot Lake
Sudbury
North Bay
Pembroke
Ottawa
Montreal
Cornwall
Brockville
Orillia
Owen Sound
Barrie
Peterborough
Kingston
Belleville
Oshawa
Vaughan
Goderich
Midland
MICHIGAN
Toronto
Mississauga
Oakville
Kitchener
Hamilton
Brantford
St. Catharines
Rochester
Syracuse
Utica
Albany
Flint
Sarnia
London
Buffalo
Lansing
Waterford
Ann Arbor
Detroit
Erie
Binghamton
Province of Ontario, Esri Canada, Esri, TomTom, Garmin, FAO, NOAA, USGS, EPA, NPS, NRCan, Parks Canada

NVCA QUICK FACTS

- Created May 5, 1960
- 18 municipalities represented
- Population: ~ 200,000
- Watershed size: 3,700 km^2
- Significant natural areas:
  - Oak Ridges Moraine
  - Niagara Escarpment
  - Minesing Wetlands
  - Oro Moraine
  - Wasaga Beach Dunes



2024 NVCA ACCOMPLISHMENTS



638
CA Act Approvals

20
Subdivision & Condominium Reviews



390
General Inquiries

1,892
Planning & Permitting Inquiries



266
Monitoring Projects

7
Flood Messages Issued



$497,128
Stewardship Grants

130
Ecological Restoration Projects



78,000
Trees Planted

$220,607
Forestry Grants



5292 ha
Land Protected

9 km
Rivers & Streams Restored



1,469
Volunteers

6,050
Volunteer Hours



58
Schools Hosted

9,881
Children Attended Programs

2026 STRATEGIC PRIORITIES



Client Service Excellence

Efficient, timely, and agile Planning & Permitting processes

Client-centred service standards and systems



Strong partnerships

Municipalities

Other CAs

Provincial & Federal governments

Non-governmental organizations



Decision support systems

Budget, outcomes, deliverables, KPIs & and goals

Integrated Watershed Management Plan, Strategic Plan, HR/Comms/Asset management plans, etc.

2026 DRAFT BUSINESS PLAN & BUDGET

2026 draft budget: $7,859,981

- Year-over-year operational levy increase of $119,307.36.
- $17.45 of levy / resident
- 53% of budget from Levy
- 47% of budget from grants, fees & self-generated funds

Completed comprehensive review of programs & services

- Deliver timely, relevant service
- Align service categories
- Modernize systems & processes
- Increase non-levy revenues, and
- Reduce Category 3 costs

1. Strategic development of Business Plan and Budget by senior management & staff
   June 2025
2. CAO approved draft Business Plan and Budget
   August 2025
3. Board of Directors approves circulation of draft Business Plan and Budget
   September 26, 2025
4. Business Plan and Budget shared with Municipal partners
   October 1, 2025
5. Municipal review period ends
   November 28, 2025
6. Board of Directors' weighted vote based on the Modified Current Value Assessment levy apportionment
   December 12, 2025



NVCA Natural Hazard Management Program

Protects people and property from flooding and natural hazards.

Reduces liability by regulating floodplains, protecting wetlands, and calculating cumulative flood impacts between municipalities.

Program/Service	Category
Section 28.1 Permit Administration and compliance activities	1
Municipal Plan Input and Review	1
Flood & Low Water Forecasting and Warning	1
Flood and Erosion Control Infrastructure Operation and Management	1
Flood and Erosion Control Infrastructure Major Maintenance	1
Ice Management Services	1
Technical Studies and Policy Review	1
Natural Hazards Communications, Outreach and Education	1



NVCA Watershed Science Program

Monitors ground and surface waters to maintain instream requirements, ensure sustainable water supplies, and alert the NVCA municipal members to potential environmental concerns.

Program/Service	Category
Provincial Water Quality Monitoring Network (PWQMN)	1
Provincial Groundwater Monitoring Network (PGMN)	1
Drinking Water Source Protection (DWSP)	1
DWSP Risk Management Official	2
Wetland & Natural Heritage Evaluations	1
Wetland Regulation Mapping	1
Surface Water Quality / Stream Health Monitoring Program	3
Watershed Report Card	3
Natural Heritage Systems	3



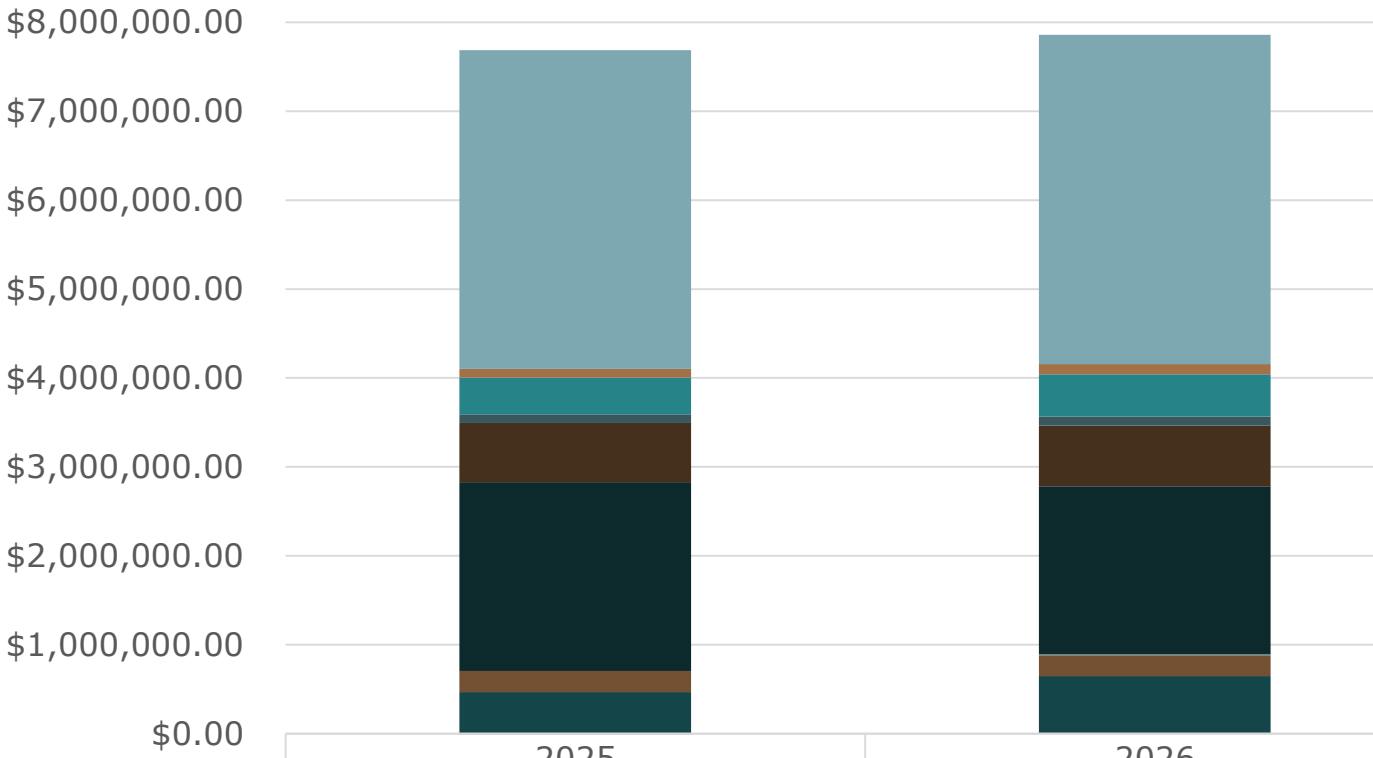
NVCA Land Management and Stewardship Programs

Conserve natural resources for economic, social, and environmental benefits

Protect and restore watershed lands and waters, promote sustainable land management practices, and create education opportunities

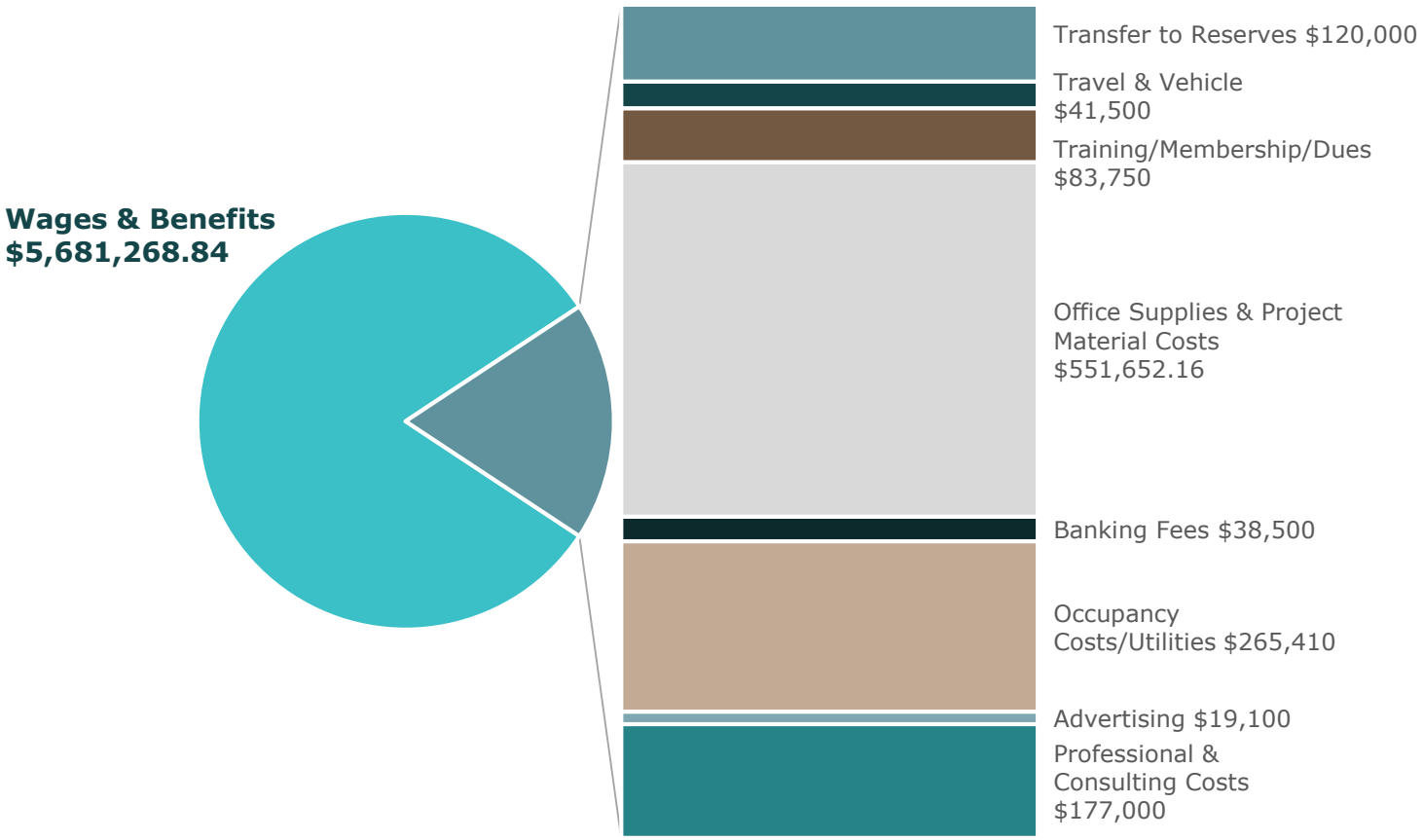
Program/Service	Category
CA owned Land Stewardship Program	1
Section 29 Minister's regulation for Conservation Areas	1
NVCA forests and management areas (not Conservation Areas)	1
Conservation Areas	1
Conservation Area Major Maintenance	1
Conservation Areas (Leased)	2 & 3
Inventory of Conservation Authority lands	1
Strategy for CA owned or controlled lands and management plans	1
Land Acquisition and Disposition Strategy	1
Private Land Stewardship Program	3
Private Land Tree Planting & Forestry Program	3
Events & Festivals	3
School Programs	3

Total NVCA Budget



	2025	2026
Municipal Operational Levy	$3,585,281.63	$3,704,589.00
Municipal Projects	$96,050.00	$112,715.00
Federal & Provincial Contributions	$412,500.00	$477,500.00
MNRF Transfer Payment - Flood	$97,307.00	$97,307.00
Private Contributions	$666,280.00	$686,280.00
Self-Generated Funds	$2,124,590.00	$1,889,590.00
Operational Reserves	($9,800.00)	$10,200.00
Municipal Asset Levy	$236,965.00	$234,005.00
Capital Asset Reserve	$467,935.00	$647,295.00

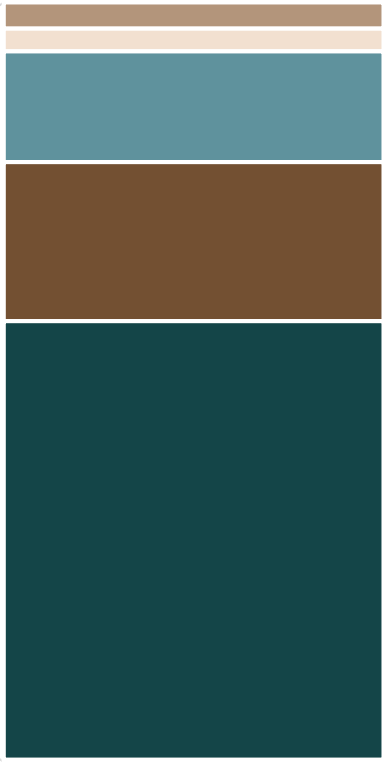
2026 Operating Budget



2026 Operational Funding Sources

Municipal Operational Levy $3,704,589





Municipal Projects $112,715

MNRF Transfer Payment - Flood $97,307

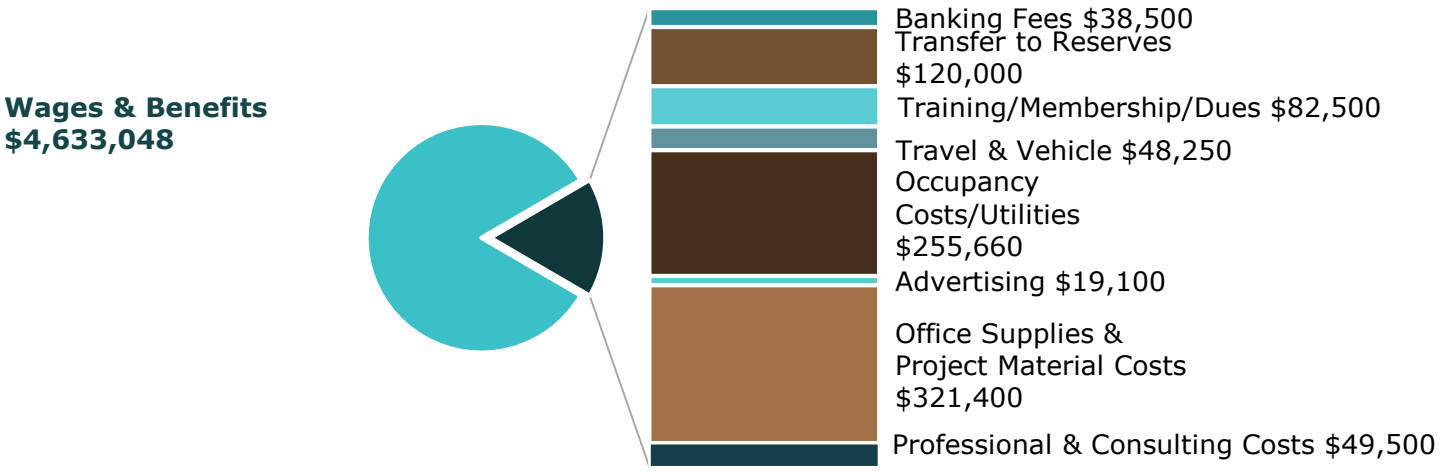
Federal & Provincial Contributions $477,500

Private Contributions $686,280

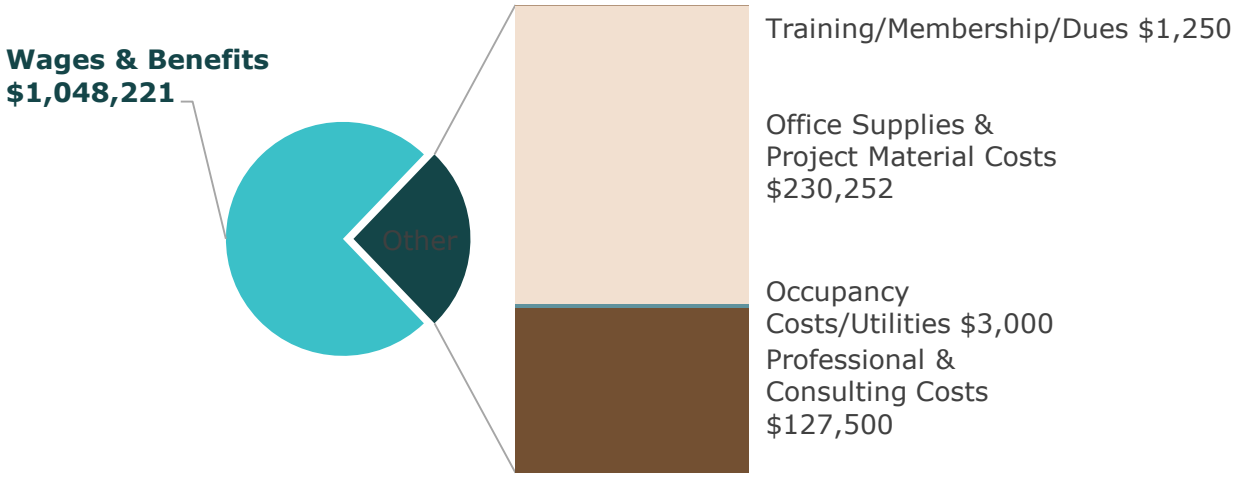
Self-Generated Funds $1,889,590

Operational Reserves $10,200

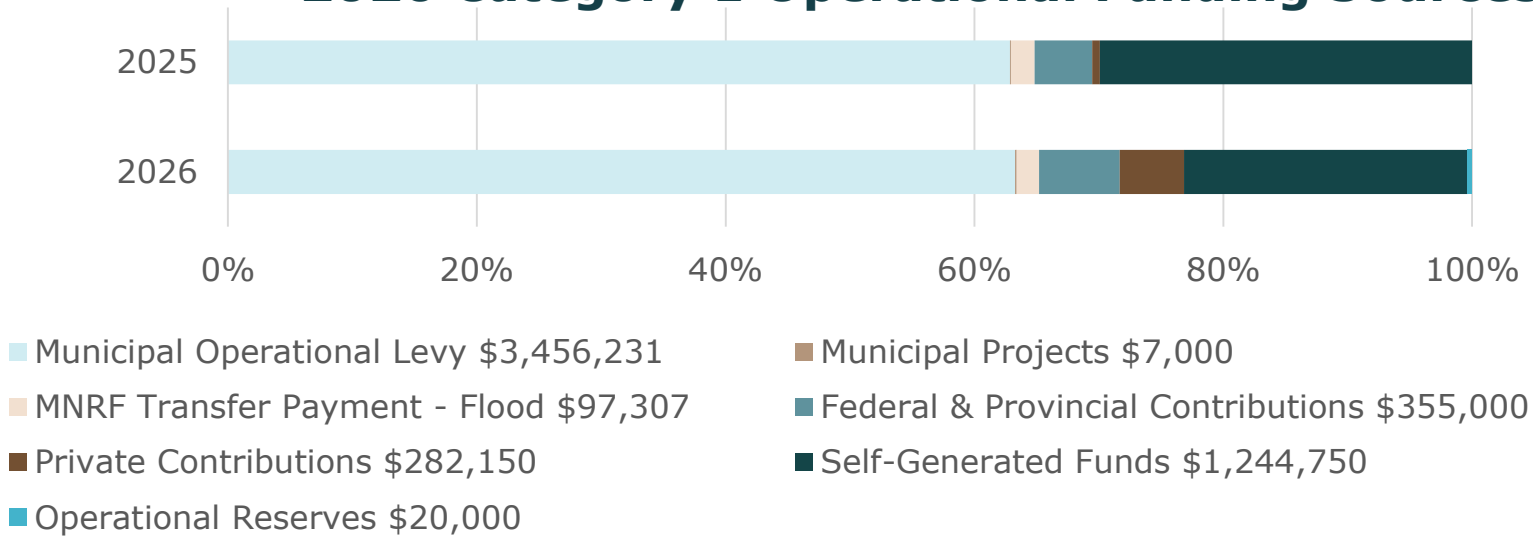
2026 Category 1 Operating Budget



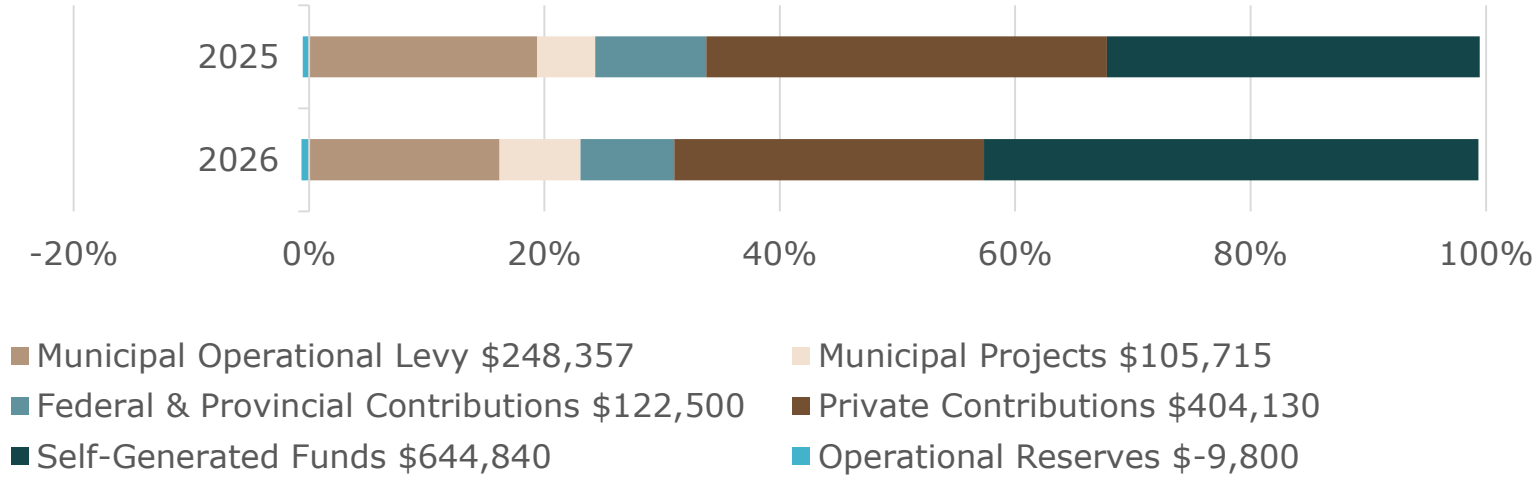
2026 Category 3 Operating Budget



2026 Category 1 Operational Funding Sources



2026 Category 3 Operational Funding Sources





2026 NVCA LEVY BUDGET OVERVIEW

	Operating Levy Increase	Operating Levy
2026 Proposed Category 1	$231,765	$3,456,231.14
2026 Proposed Categories 2&3	-$112,457	$248,357.86
Total 2026 Operating Levy Request	$119,307	$3,704,589.00

	Asset Levy
2026 Proposed Category 1	$194,290
2026 Proposed Categories 2&3	$39,715
Total 2026 Asset Levy Request	$234,005

QUESTIONS?

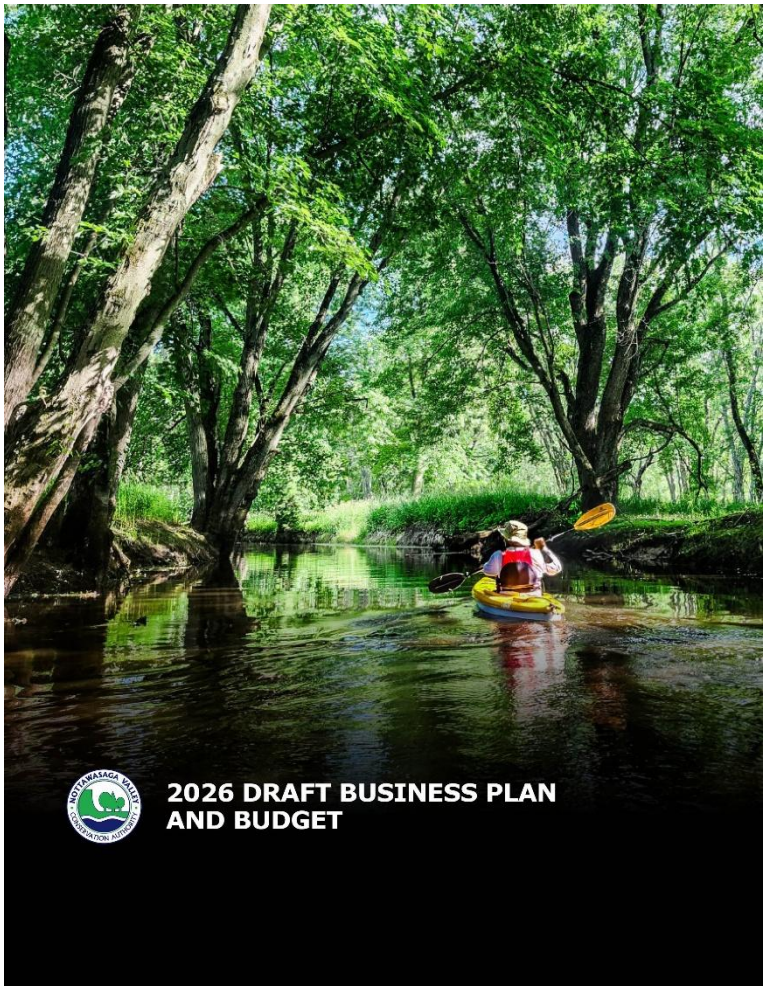
Jennifer Vincent, CAO

705-424-1479 ext. 225

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@nottawasagaca



Staff Report: 32-08-25-BOD

Date: 26/09/2025

To: Chair and Members of the Board of Directors

From: Kyra Howes
Director, Conservation Services

SUBJECT: Results of Administrative Review of Programs and Services – Healthy Waters Program for Decision – CLOSED SESSION

Recommendation

RESOLVED THAT: The Board of Directors receive and approve Staff Report 32-08-25-BOD, regarding the categorization of services provided by the Healthy Waters Program; and

FURTHER THAT: the Board of Directors approve the revised categorization of services as per the Staff Report 32-08-25-BOD and directs these changes to be implemented starting January 1, 2026; and

FURTHER THAT: the Board of Directors approve the release of the legal opinion letter as required.

Purpose of the Staff Report

The purpose of this report is to

- Provide the results and recommendations of the review of the programs and services provided by the Healthy Waters Program and how they are categorized under the *Conservation Authorities Act* (and associated regulations).

- Seek Board of Directors approval of the recommended changes to the categorization of Healthy Waters Program services under the *Conservation Authorities Act* (and associated regulations).

Background

Staff Report No. 20-07-25-BOD directed staff to review the programs and services currently provided by the Healthy Waters Program and evaluate how they are categorized under the *Conservation Authorities Act* (and associated regulations).

As per the *Conservation Authorities Act*, program and service categories are defined as follows:

- Category 1: Mandatory Programs and Services described in O. Reg. 686/21; funded through municipal levy, user fees, or grants.
- Category 2: Programs and Services that are at the request of a municipality; funded through municipal levy, user fees, or grants; MOU/service agreement required.
- Category 3: Programs and Services that the CA considers advisable to further the purposes of the CA Act; funded through user fees, or grants; use of municipal funding requires MOU/service agreement.

The current categorization of NVCA stewardship and restoration programs and services is exclusively based on land ownership, specifically activities conducted on NVCA-owned lands are Category 1 and activities conducted on non-NVCA lands, including private properties, are Category 3.

This categorization, implemented since 2024, does not fully reflect the complexity and breadth of services provided by NVCA's Healthy Waters Program. Many initiatives deliver both site-specific and watershed-scale benefits that support hazard mitigation – such as flooding, erosion, and drought – and are integral to NVCA's core mandate. Where a clear connection to hazard management exists, these services may be more appropriately categorized as Category 1 under the Regulation. The 2024 framework, based solely on land ownership, does not adequately capture this functional connection or legislative intent.

Issues/Analysis

The *Conservation Authorities Act* and Ontario Regulation 686/21 do not specifically reference terms like "restoration" or "stewardship". NVCA has requested a legal review of the Conservation Authorities Act pertaining to this reclassification. NVCA's solicitor has provided an opinion letter (Appendix B) stating the following: "In my view, there are certain activities that could cut across categorizations 1, 2

and 3 as identified. Certainly, if a stewardship or restoration program was aimed at managing or preventing natural hazards, then that activity could be characterized as a category 1 activity within the mandate of the Conservation Authority..."

Several of NVCA's restoration services directly support the Authority's core mandate to manage and mitigate natural hazards. NVCA's work in natural channel design plays a critical role in enhancing stream stability, improving flood resilience, and reducing erosion risks. This includes activities such as geomorphic assessment and monitoring, bank stabilization, riparian zone and wetland restoration, channel reconfiguration, and floodplain re-connectivity. Where these services have a clear and demonstrable connection to hazard mitigation, they should be appropriately categorized as Category 1 under Ontario Regulation 686/21.

The Nottawasaga River Restoration Program (NRRP), led by NVCA, is one of the largest river restoration programs in southern Ontario. This program exemplifies NVCA's capacity to deliver large-scale, technically complex restoration projects that directly support flood and erosion hazard mitigation.

In consultation with other conservation authorities, staff observed that few offer a suite of services comparable in scope and specialization. Most authorities tend to focus more narrowly on outreach activities, tree planting, and grant distribution. This distinction underscores the challenge in identifying comparable services for a comparative analysis, particularly in terms of scale and specialization.

The analysis found that several conservation authorities categorize these services having a clear and demonstrable connection to hazard mitigation at Category 1. Notably, Credit Valley Conservation (CVC) has recently restructured its restoration activities, integrating them directly within their flood and erosion program to better reflect the watershed benefits of these services.

The recommended categorization of NVCA stewardship and restoration services, identified in Appendix A, aligns and is consistent with the approach taken by several other conservation authorities, including Credit Valley Conservation (CVC) and Conservation Halton, and is supported by Conservation Ontario.

Programs primarily focused on biodiversity conservation (e.g. pollinator gardens) and agricultural best management practices (BMPs) (e.g. manure storage programs), while important to the overall health of the watershed, are not clearly

linked to mitigating hazards as defined in the regulation and therefore remain classified as Category 3.

Stewardship and restoration activities that take place on NVCA-owned lands remain Category 1.

It is recommended that the Board approve reclassifying stewardship and restoration program services as Category 1, 2, and 3 - as identified in Appendix A. This revised list of Category 1 activities directly links to the mitigation of natural hazard risks, aligning with the mandatory requirements set out under Ontario Regulation 686/21.

Relevance to Authority Policy/Mandate

Under Ontario Regulation 686/21, all CAs are required to develop an inventory of programs and services, including costs and funding sources, and classify all programs and services based on the categories established under the *Conservation Authorities Act*.

Impact on Authority Finances

As per the draft 2026 Budget (Staff Report 31-08-25-BOD), there is a modest net reduction in the total levy that supports the Healthy Waters Program (2025-$165, 631.24 vs 2026- $164,018.82).

There is a shift in levy distribution across categories. Specifically, there is a 122.43% increase in Category 1 levy and a 58.18% reduction in Category 3 levy, reflecting the anticipated service breakdown and alignment with regulatory categorization discussed above.

In the 2026 draft budget, an anticipated $647,500, or ~80%, of revenue is generated through external sources.

Climate Change Implications

Restoration projects play a critical role in both mitigating and adapting to climate change. By restoring forests, wetlands, and riparian zones, these projects help remove carbon dioxide from the atmosphere through carbon sequestration in vegetation and soils. Healthy ecosystems also reduce greenhouse gas emissions from degraded lands and improve overall soil health.

At the same time, restoration enhances climate resilience by reducing flood and erosion risks, improving drought tolerance, and supporting biodiversity, which

strengthens ecosystem stability. Restored wetlands and floodplains absorb and slow floodwaters, while tree planting and riparian vegetation help cool local microclimates and protect water resources. NVCA's work, such as the Nottawasaga River Restoration Program, demonstrates how nature-based solutions can deliver both environmental and climate benefits by increasing watershed resilience and reducing climate-related hazards.

Reviewed by:
Original Signed by
Kyra Howes
Director, Conservation Services

Approved for submission by:
Original Signed by
Jennifer Vincent
Chief Administrative Officer

Attachments:
Appendix A. Recommended Category Classification
Appendix B. Opinion Letter from C. Brown

Appendix A. Recommended Category Classification

Current Criteria	Recommended Criteria	Current Category Classification	Recommended Category Classification
Private Land Stewardship Program	Private Land Stewardship Program a) Restoration and stewardship projects that manage the risks related to natural hazards including preventing or mitigating those risks, including: • Dynamic beach hazards • Erosion hazards • Flooding hazards • Hazardous lands • Hazardous sites • Low water or drought conditions For example: river bank stabilization, floodplain creation, riparian tree planting etc. b) Restoration and stewardship projects designed to develop an awareness of the areas that are important for the management of natural hazards identified in (a) that are within NVCA's area of jurisdiction and their risks including: • Wetlands • River or stream valleys • Areas adjacent to or close to the shoreline of the Great Lakes or an inland lake • Lands with unstable soils or bedrock c) Restoration and stewardship projects on non-hazard lands, or not	3	1, 2 O. Reg. 686/21 s.1(1) & s.1(2)3 1, 2 O.Reg. 686/21 s.1.(2)1 & s.1(2)4 2, 3

Current Criteria	Recommended Criteria	Current Category Classification	Recommended Category Classification
	related to managing or mitigating natural hazards. For example: • administering private land grant incentive programs • managing most invasive species • Providing landowner assistance and technical advice on environmental best practices and stewardship and restoration opportunities • Habitat or species-specific restoration without a focus on natural hazards. • Water quality improvement projects • Ground water protection projects		CAA s.21.1.1
CA owned Land Stewardship Program	CA-owned Land Stewardship Program	1	1 No change

Staff Report: 34-08-25-BOD

Date: 26/09/2025

To: Chair and Members of the Board of Directors

From: Maria Leung
Senior Communications Specialist

SUBJECT: Communications Report – June 13, 2025 – September 13, 2025

Recommendation

RESOLVED THAT: Staff Report No. 34-08-25-BOD regarding NVCA Communications – June 13, 2025 – September 13, 2025, be received.

Purpose of the Staff Report
This staff report presents a summary of NVCA media coverage and public outreach during the period of June 13, 2025 – September 13, 2025.

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

1. Flood Messages

No flood messages were issued in this reporting period.

2. Media coverage of NVCA news releases

NVCA and BILD Establish Working Group to Support Ontario's Housing and Economic Development Goals, issued on June 17, 2025

Title	Media Outlet	Date	Reference
NVCA launches working group with development industry association	Collingwood Today	June 17, 2025	Chair Scott

Title	Media Outlet	Date	Reference
NVCA, development industry join forces to address home-building targets	Barrie Today	June 18, 2025	Chair Scott
'Strong step': NVCA launches working group with development industry	Bradford Today	June 18, 2025	
'Strong step': NVCA launches working group with development industry	Innisfil Today	June 18, 2025	
NVCA, BILD unveil working group to strengthen conservation, homebuilding and development	Daily Commercial News	June 23, 2025	Chair Scott

NVCA Calls on Province to Act with Pro-Business Reforms to Prevent Rising Salt Pollution Threatening Local Waterways, issued on July 4, 2025. A letter regarding chloride pollution in Ontario was also sent to the Minister of the Environment, Conservation and Parks.

Title	Media Outlet	Date	Reference
NVCA urges province to address 'rising threat' of road salt pollution	Barrie Today	July 4, 2025	Chair Scott
NVCA urges province to address 'rising threat' of road salt pollution	Collingwood Today	July 5, 2025	Chair Scott
Province urged to address 'rising threat' of road salt pollution	Orillia Matters	July 5, 2025	Chair Scott
NVCA urges province to address 'rising threat' of road salt pollution	Bradford Today	July 6, 2025	Chair Scott

Title	Media Outlet	Date	Reference
NVCA urges province to address 'rising threat' of road salt pollution	Innisfil Today	July 6, 2025	Chair Scott
NVCA calls on province to prevent rising salt pollution in local waterways	New Tecumseth Times	July 17, 2025	Chair Scott
NVCA calls on province to prevent rising salt pollution in local waterways	St. Catharines Standard	July 17, 2025	Chair Scott
NVCA calls on province to prevent rising salt pollution in local waterways	Waterloo Region Record	July 17, 2025	Chair Scott
Area conservation authority urges province to address 'rising threat' of road salt pollution	Midland Today	July 20, 2025	Chair Scott
Municipal leaders advocating for province to take action on salt pollution	Cambridge Today	August 14, 2025	Chair Scott
Municipal leaders advocating for province to take action on salt pollution	Collingwood Today	August 14, 2025	Chair Scott
Municipal leaders advocating for province to take action on salt pollution	Elliot Lake Today	August 14, 2025	Chair Scott
Municipal leaders advocating for province to take action on salt pollution	Halton Hills Today	August 14, 2025	Chair Scott
Municipal leaders advocating for province to take action on salt pollution	Milton Today	August 15, 2025	Chair Scott

Title	Media Outlet	Date	Reference
Municipal leaders advocating for province to take action on salt pollution	Oakville News	August 18, 2025	Chair Scott

NVCA Customer Satisfaction Hits New High in 2024, issued on July 9, 2025

Title	Media Outlet	Date	Reference
NVCA nearly clears triple-digit permit backlog with 'safe and sustainable' approach	Bradford Today	July 10, 2025	Chair Scott Chris Hibberd, Director, Watershed Management Services Ben Krul, Manager, Development Planning & Permits
NVCA nearly clears triple-digit permit backlog with 'safe and sustainable' approach	Innisfil Today	July 10, 2025	Chair Scott Chris Hibberd, Director, Watershed Management Services Ben Krul, Manager, Development Planning & Permits
Conservation authority nearly clears triple-digit permit backlog with 'safe and sustainable' approach	Orillia Matters	July 10, 2025	Chair Scott Chris Hibberd, Director, Watershed Management Services Ben Krul, Manager, Development Planning & Permits

Title	Media Outlet	Date	Reference
Conservation authority nearly clears triple-digit permit backlog with 'safe and sustainable' approach	Barrie Today	July 11, 2025	Chair Scott Chris Hibberd, Director, Watershed Management Services Ben Krul, Manager, Development Planning & Permits
NVCA customer satisfaction hits new high in 2024, survey shows	Bradford Today	July 11, 2025	
NVCA customer satisfaction hits new high in 2024, survey shows	Innisfil Today	July 11, 2025	
NVCA reports an increase in customer satisfaction after survey	New Tecumseth Times	July 17, 2025	Chair Scott CAO Vincent

Column: Building a better, faster, more transparent conservation authority, issued on July 16, 2025

Title	Media Outlet	Date	Reference
COLUMN: Environmental protection meets progress at conservation authority	Orillia Matters	July 20, 2025	Chair Scott
COLUMN: NVCA continuing on path to 'protection and progress'	Barrie Today	July 21, 2025	Chair Scott
COLUMN: NVCA continuing on path to 'protection and progress'	Bradford Today	July 21, 2025	Chair Scott
COLUMN: Environmental protection meets progress at conservation authority	Collingwood Today	July 21, 2025	Chair Scott

Title	Media Outlet	Date	Reference
COLUMN: NVCA continuing on path to 'protection and progress'	Innisfil Today	July 21, 2025	Chair Scott
COLUMN: NVCA continuing on path to 'protection and progress'	Midland Today	July 21, 2025	Chair Scott
COLUMN: NVCA continuing on path to 'protection and progress'	Orillia Matters	July 21, 2025	Chair Scott

Column: Cutting Salt, Cutting Red Tape: A Smarter Winter Strategy for Ontario, issued on August 19, 2025

Title	Media Outlet	Date	Reference
COLUMN: Legal changes could help reduce environmental damage from road salt	Barrie Today	August 20, 2025	Chair Scott
COLUMN: Legal changes could help reduce environmental damage from road salt	Bradford Today	August 20, 2025	Chair Scott
COLUMN: Legal changes could help reduce environmental damage from road salt	Collingwood Today	August 20, 2025	Chair Scott
COLUMN: Legal changes could help reduce environmental damage from road salt	Innisfil Today	August 20, 2025	Chair Scott
COLUMN: Winter is inevitable; salt pollution doesn't have to be	Orillia Matters	August 20, 2025	Chair Scott
COLUMN: Winter is inevitable; salt pollution doesn't have to be	Midland Today	August 23, 2025	Chair Scott

Title	Media Outlet	Date	Reference
OPINION: Eliminating legal risk could help reduce damage from road salt	Newmarket Today	August 23, 2025	Chair Scott

NVCA Chair Calls for Provincial Action on Recycling and Waste Diversion, issued on September 10, 2025. A letter regarding IC&I Recycling was also sent to the Minister of the Environment, Conservation and Parks.

Title	Media Outlet	Date	Reference
Conservation authority calls for stronger recycling regulations in Ontario	Barrie Today	September 10, 2025	Chair Scott
Nottawasaga Valley Conservation Authority calling for stronger recycling regulations	Bradford Today	September 11, 2025	Chair Scott
Local conservation authority demanding change in recycling regulations	FM 92 South Simcoe	September 11, 2025	Chair Scott
Nottawasaga Valley Conservation Authority calling for stronger recycling regulations	Innisfil Today	September 11, 2025	
Local conservation authority demanding change in recycling regulations	FM 101 Milton	September 11, 2025	

All media releases can be found on NVCA website under "News."

3. Other Media Coverage

Title	Media Outlet	Date	Reference
Ombudsman received 253 complaints from Simcoe-Grey last year	Collingwood Today	June 30, 2025	
Bond Head subdivision on track to break ground this summer	Bradford Today	July 2, 2025	
NVCA releases highlights from recent June board meeting	New Tecumseth Times	July 10, 2025	
County OKs agricultural expansion over woodland in Midhurst	Midland Today	July 15, 2025	
Bradford councillor tapped as new executive director at Rescue Lake Simcoe Coalition	Barrie Today	July 21, 2025	Chair Scott
Bradford councillor named new Rescue Lake Simcoe Coalition executive director	Bradford Today	July 21, 2025	Chair Scott
Bradford councillor appointed executive director of Rescue Lake Simcoe Coalition	Newmarket Today	July 21, 2025	Chair Scott
New Rescue Lake Simcoe Coalition head vows to turn 'concern into collective action'	Orillia Matters	July 21, 2025	Chair Scott
New Rescue Lake Simcoe Coalition head vows to turn 'concern into collective action'	Innisfil Today	July 22, 2025	Chair Scott

Title	Media Outlet	Date	Reference
Rescue Lake Simcoe Coalition appoints Bradford councillor as new face of leading voice for lake	Simcoe.com	July 22, 2025	Chair Scott
Proposed NORAD receiving site on the radar for Barrie area	Barrie Today	August 4, 2025	
Proposed NORAD receiving site on the radar for Barrie area	Bradford Today	August 5, 2025	
Proposed NORAD receiving site on the radar for Barrie area	Innisfil Today	August 5, 2025	
Proposed NORAD receiving site on the radar for Clearview	Orillia Matters	August 5, 2025	
Proposed NORAD receiving site on the radar for Barrie area	Bay Today	August 6, 2025	
Proposed NORAD receiving site on the radar for Clearview	Collingwood Today	August 7, 2025	
COUNCIL NOTES: Development charges set to rise, new event venue planned	Bradford Today	August 11, 2025	
Healthy wetlands and stream banks the legacy of Norm Wingrove	Collingwood Today	August 15, 2025	

Title	Media Outlet	Date	Reference
Chestnut Creek seeking proper zoning for 'beautiful venue' that's already open	Bradford Today	August 20, 2025	
Chestnut Creek seeks proper zoning for 'beautiful venue' that's already open	Barrie Today	August 22, 2025	
New program builds wetlands on farms for ducks' sake	Barrie Today	August 30, 2025	
New program builds wetlands on farms for ducks' sake	Bradford Today	September 2, 2025	
New program builds wetlands on farms for ducks' sake	Innisfil Today	September 2, 2025	
‘Cuts would directly impact freshwater restoration’: Leaked texts hint that Carney’s cuts will target water protection agency	The Field & Shutter Press	September 3, 2025	
Dufferin residents invited to plant 200 native trees at Splitrock Narrows	Orangeville Citizen	September 11, 2025	
Dufferin residents invited to plant 200 native trees at Splitrock Narrows Nature Reserve for TD Tree Days	Shelburne Free Press	September 11, 2025	

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

   - June 21, 2025 – Duck and Run at the Tiffin Centre for Conservation
   - June 21, 2025 – NVCA's Communications Team attended Melancthon Day
   - July 3 - 4, 2025 – Hop in and help restore Sheldon Creek in Adjala-Tosorontio
   - July 1, 2025 – NVCA's Communications Team attended the Canada Day event in Shelburne
   - July 12, 2025 - Let's restore Sheldon Creek in Adjala-Tosorontio!
   - July 2 – August 29, 2025 – Camp Tiffin
   - August 14, 2025 - Help us restore Willow Creek in Oro-Medonte
   - August 21 – 25, 2025 – NVCA's Communications Team attended the Barrie Fair in Essa
   - August 27 – 29, 2025 - Volunteer opportunity: Real Rivers have Curves in Springwater
   - September 5, 2025 - Phragmites cutting at Tiffin Centre for Conservation

Issues/Analysis

Media coverage regarding NVCA focused on watershed health and NVCA's efforts in improving customer service. There are no issues of concern at this time.

Impact on Authority Finances

Staff time to prepare this report is addressed in the 2025 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
Jennifer Vincent
Chief Administrative Officer

Attachment 1 – Media Clippings for the period

NVCA launches working group with development industry association

Collaboration with Building Industry and Land Development Association 'is about getting things done in a positive way,' says official

June 17, 2025

Collingwood Today



The restored bank of the Mad River is shown.Photo supplied by the Nottawasaga Valley Conservation Authority

NEWS RELEASE
NOTTAWASAGA VALLEY
CONSERVATION AUTHORITY
****
The Nottawasaga Valley Conservation Authority (NVCA) and the Building Industry and Land Development Association (BILD) have launched a new working group to strengthen collaboration between the conservation authority and the development industry, with a shared focus on supporting Ontario's home-building targets and local economic development in a safe, sustainable manner.

In the development review process, NVCA's focus is on ensuring that development moves forward in a safe manner and avoids the loss of life and damage to property due to flooding, erosion, and other natural hazards.

The initiative reflects NVCA's ongoing work to ensure modern, timely, and co-ordinated review processes. The new working group will focus on improving service timelines, clarifying technical expectations, and ensuring a consistent and efficient approach to development applications.

"BILD appreciates NVCA's leadership in establishing this new forum," said Paula Tenuta, senior vice-president of policy and advocacy of BILD. "We are encouraged by the NVCA's commitment to work directly with our industry to help get more housing and employment lands built, faster and more predictably. We all have a role to play in reaching Ontario's housing goals while protecting our natural environment. This partnership is a strong step in that direction."

The NVCA-BILD working group will meet regularly, bringing together NVCA staff, BILD members, and municipal leaders to proactively identify and resolve issues, modernize internal systems, and ensure that review processes keep pace with the growth pressures facing communities across the watershed.

“This is about getting things done in a positive way,” said Coun. Jonathan Scott, chair of NVCA’s board. “We’re focused on working constructively with the development industry to meet the challenges before us. That means improving timelines, reducing red tape, and being clear and consistent in our technical reviews, all while ensuring we protect people, property, and the planet.”

The working group aligns with broader efforts to modernize NVCA operations and reflects a growing culture of outcome-focused service delivery.

“This partnership reinforces our commitment to working alongside industry, municipalities, and stakeholders to help communities grow responsibly,” said Jennifer Vincent, chief administrative officer of the NVCA. “We know that home building and economic development depend on timely approvals. Our goal is to help projects move forward efficiently and without compromising public safety.”

The initiative supports the province’s broader housing and economic priorities while demonstrating how conservation authorities and the development sector can work together in good faith to get things done.

“Ontarians want housing, jobs and livable communities — and they want systems that work,” said Scott. “This is about coming together to deliver that in a safe, sustainable way.”

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NVCA, development industry join forces to address home-building targets

Collaboration with Building Industry and Land Development Association 'is about getting things done in a positive way,' says official

June 18, 2025

Barrie Today



The restored bank of the Mad River is shown.Photo supplied by the Nottawasaga Valley Conservation Authority

NEWS RELEASE
NOTTAWASAGA VALLEY
CONSERVATION AUTHORITY
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The Nottawasaga Valley Conservation Authority (NVCA) and the Building Industry and Land Development Association (BILD) have launched a new working group to strengthen collaboration between the conservation authority and the development industry, with a shared focus on supporting Ontario's home-building targets and local economic development in a safe, sustainable manner.

In the development review process, NVCA's focus is on ensuring that development moves forward in a safe manner and avoids the loss of life and damage to property due to flooding, erosion, and other natural hazards.

The initiative reflects NVCA's ongoing work to ensure modern, timely, and co-ordinated review processes. The new working group will focus on improving service timelines, clarifying technical expectations, and ensuring a consistent and efficient approach to development applications.

"BILD appreciates NVCA's leadership in establishing this new forum," said Paula Tenuta, senior vice-president of policy and advocacy of BILD. "We are encouraged by the NVCA's commitment to work directly with our industry to help get more housing and employment lands built, faster and more predictably. We all have a role to play in reaching Ontario's housing goals while protecting our natural environment. This partnership is a strong step in that direction."

The NVCA-BILD working group will meet regularly, bringing together NVCA staff, BILD members, and municipal leaders to proactively identify and resolve issues, modernize internal systems, and ensure that review processes keep pace with the growth pressures facing communities across the watershed.

“This is about getting things done in a positive way,” said Bradford Coun. Jonathan Scott, chair of NVCA’s board. “We’re focused on working constructively with the development industry to meet the challenges before us. That means improving timelines, reducing red tape, and being clear and consistent in our technical reviews, all while ensuring we protect people, property, and the planet.”

The working group aligns with broader efforts to modernize NVCA operations and reflects a growing culture of outcome-focused service delivery.

“This partnership reinforces our commitment to working alongside industry, municipalities, and stakeholders to help communities grow responsibly,” said Jennifer Vincent, chief administrative officer of the NVCA. “We know that home building and economic development depend on timely approvals. Our goal is to help projects move forward efficiently and without compromising public safety.”

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NVCA, BILD unveil working group to strengthen conservation, homebuilding and development

June 23, 2025

Daily Commercial News



UTOPIA, ONT. — The Nottawasaga Valley Conservation Authority (NVCA) and the Building Industry and Land Development Association (BILD) have launched a new working group to strengthen collaboration between the conservation authority and the development industry.

The focus is on Ontario's homebuilding targets and development that's sustainable.

NVCA's focus is on ensuring development moves forward in a safe manner and avoids the loss of life and damage to property due to flooding, erosion and other natural hazards, explains a release.

The working group will focus on improving service timelines, clarifying technical expectations and ensuring a consistent and efficient approach to development applications.

"BILD appreciates NVCA's leadership in establishing this new forum," said Paula Tenuta, senior vice-president of policy and advocacy of BILD, in a statement. "We are encouraged by the NVCA's commitment to work directly with our industry to help get more housing and employment lands built, faster and more predictably. We all have a role to play in reaching Ontario's housing goals while protecting our natural environment. This partnership is a strong step in that direction."

The group will meet regularly with municipalities as well.

"This is about getting things done in a positive way," said Coun. Jonathan Scott, chair of NVCA's board. "We're focused on working constructively with the development industry to meet the challenges before us. That means improving timelines, reducing red tape, and being clear and consistent in our technical reviews, all while ensuring we protect people, property, and the planet."

"This partnership reinforces our commitment to working alongside industry, municipalities, and stakeholders to help communities grow responsibly," added Jennifer Vincent, Chief Administrative Officer of the NVCA. "We know that homebuilding and economic development depend on timely approvals. Our goal is to help projects move forward efficiently and without compromising public safety."

Ombudsman received 253 complaints from Simcoe-Grey last year

Annual report shows 3 cases investigated in Collingwood, and 6 in the Town of the Blue Mountains

June 30, 2025 by Jessica Owen

Collingwood Today



Ombudsman Paul Dube, with a public display case in Toronto showing the 50-year history of the Ontario ombudsman's office.Contributed photo

In 2024/2025, the Ontario ombudsman's office investigated 253 cases in Simcoe-Grey against municipalities, school boards and provincially run agencies – the most of any provincial riding.

For comparison, neighbouring Bruce-Grey-Owen Sound saw 166 cases, while York-Simcoe saw 142.

The Ontario ombudsman investigates complaints against more than 1,000 public sector organizations, which include municipalities, provincial ministries/programs, Crown corporations, school boards, universities and colleges.

Their recently released annual report covers the period between April 1, 2024 and March 31, 2025.

This year's report shows there were three cases in Collingwood, 18 in Wasaga Beach, six in the Town of the Blue Mountains and four in Clearview Township within the same timeframe.

The Nottawasaga Valley Conservation Authority had two cases. The Simcoe County District School Board had 45 cases, while the Simcoe Muskoka Catholic District School Board had 16. Georgian College had 18 cases.

For children's aid societies, Simcoe Muskoka Family Connexions had 51 cases, while Bruce-Grey Child and Family Services had 22.

The nature of the Simcoe-Grey complaints isn't described in the ombudsman's report, however when reached for comment this week for more details, Linda Williamson, the communications director for the Ontario Ombudsman, said complaint trends, also outlined in the report, tend to be consistent across ridings.

"We are limited in what we can say about individual cases beyond what is published in the report, mainly for reasons of confidentiality," she said in an email.

Overall, the office received 30,675 cases province-wide last year, with 95 per cent resolved within two weeks.

The top 10 case topics this past year were:

1. Correctional facilities (6,870)
2. Municipalities/municipal meetings (3,908)
3. Children and youth (2,129)
4. School boards (1,261)
5. Tribunals Ontario (1,237)
6. Ontario Disability Support Program (1,038)
7. Universities/colleges (708)
8. Family Responsibility Office (423)
9. French language services (281)
10. ServiceOntario (218)

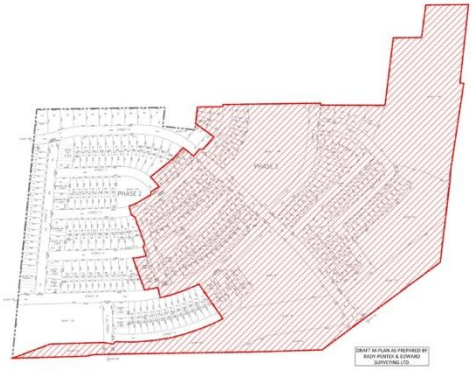
The organization is marking its 50th anniversary this year. Over those 50 years, the office has received 1,080,824 cases.

Bond Head subdivision on track to break ground this summer

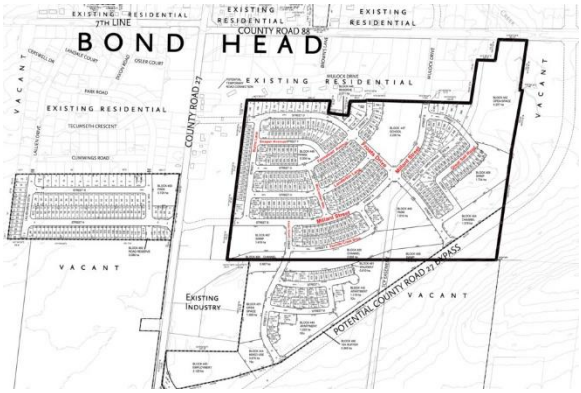
Phase 1 set to include 186 of 704 total residential units proposed for development

July 2, 2025 by Michael Owen

Bradford Today



1 / 3 A diagram shows Phase 1 of Lindvest's Bond Head South subdivision in red.Supplied



2 / 3 A diagram shows the proposed Bond Head South subdivision.Supplied



3 / 3 An aerial photo shows the locations of the proposed Bond Head South subdivision.Supplied

Crews could break ground on preliminary works for the new Bond Head South subdivision as early as this summer.

Based on a report from senior engineering technologist Tom Wheeler, council approved June 17 a pre-servicing agreement for Phase 1 of Lindvest's Bond Head development proposed to include 44 townhouses, 14 semi-detached houses, 128 fully-detached houses, and one block each for a school, park and stormwater detention.

The developer is still completing the remaining requirements to enter into a full plan of subdivison with the town, but in the meantime, the pre-servicing agreement would allow them to be begin underground work, such as water and sewers, and road construction once the necessary permits are issued by the Nottawasaga Valley Conservation Authority and others.

Council approved a list of street names for the future subdivision last May.

Based on previous reports, the full development is proposed to be located mostly on 51.93 hectares southeast of the existing properties which extend from the southeast corner of the intersection with County Road 27 and County Road 88, but some is also proposed to be built on 9.58 hectares on the west side of 27, south of the existing residential properties.

In total, it is proposed to include 375 detached houses, 56 semi-detached houses, 171 townhouses, 102 apartments and 19 mixed-use units, with space also being set aside for parkland and the future school.

The town originally received the application for the development's draft plan of subdivision in 2010, and it was approved by council in 2012, but was later appealed to the Ontario Land Tribunal (then the Ontario Municipal Board), according to previous reports.

The last appeal was resolved in 2019 and in 2020 the town received an application to rezone the lands, which was approved. Then in 2023, the developer requested and council approved a three-year extension of draft approvals, meaning the developer has until Oct. 29, 2026 to register a final plan.

Council approved the pre-servicing agreement without discussion.

NVCA urges province to address 'rising threat' of road salt pollution

Nottawasaga Valley Conservation Authority calling for 'common-sense, pro-business action'

July 4, 2025

Barrie Today



The Nottawasaga Valley Conservation Authority is calling on the province to take steps to address road salt pollution.Image supplied by the Nottawasaga Valley Conservation Authority

NEWS RELEASE
NOTTAWASAGA VALLEY
CONSERVATION AUTHORITY
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The Nottawasaga Valley Conservation Authority (NVCA) is calling on the Ontario government to take common-sense, pro-business action to address the rising threat of chloride pollution in local rivers and streams, which has increased by more than 300 per cent in parts of the watershed since the 1970s.

In a formal letter sent this week to the Hon. Todd McCarthy, minister of the environment, conservation and parks, NVCA board chair Jonathan Scott asked the province to introduce limited-liability protections for certified snow and ice contractors who follow best practices, and to strike a provincial advisory committee to guide long-term salt-reduction strategies.

"Local municipalities and conservation authorities have made significant investments in salt reduction," said chair Scott. "For instance, my own municipality of Bradford West Gwillimbury is investing over $2 million in a snow filtration facility to help remove contaminants before they enter our watershed. Nonetheless, we continue to see rising chloride levels, especially from private properties, due to fears around liability and a lack of consistent standards, which leads to oversalting parking lots. We need the province to step in and provide pro-business reforms to help solve this problem."

Excessive road salt in winter maintenance has become one of the fastest-growing pollutants in Ontario's urban watersheds. When salt dissolves, it breaks down into chloride, which can accumulate in groundwater, harm aquatic ecosystems and increase corrosion in infrastructure. In the Nottawasaga watershed, without a change to reduce road salt use, these elevated levels will exceed federal water quality guidelines, and pose serious risks to aquatic ecosystems, drinking and agricultural water

sources, and long-term watershed health.

At its most recent meeting, the NVCA board unanimously passed a resolution highlighting this growing concern and encouraging a provincial response with a limited-liability framework.

“Salt reduction isn’t about compromising safety; it’s about smarter, more affordable, pro-business practices,” said Scott. “Other jurisdictions like New Hampshire have proven that you can protect both the public and the environment, with their limited-liability approach reducing salt pollution by as much as 40 per cent. Ontario can lead the way, too.”

NVCA is committed to working collaboratively with the province, municipalities, industry, and environmental partners to develop effective, evidence-based solutions that protect watershed health.

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NVCA urges province to address 'rising threat' of road salt pollution

Conservation authority calling for 'common-sense, pro-business action'

July 5, 2025

Collingwood Today



The Nottawasaga Valley Conservation Authority is calling on the province to take steps to address road salt pollution.Image supplied by the Nottawasaga Valley Conservation Authority

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July 5, 2025

Orillia Matters



The Nottawasaga Valley Conservation Authority is calling on the province to take steps to address road salt pollution.Image supplied by the Nottawasaga Valley Conservation Authority

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July 6, 2025

Bradford Today



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July 6, 2025

Innisfil Today



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NVCA nearly clears triple-digit permit backlog with 'safe and sustainable' approach

'What we're trying to do is recognize that the province has home-building and economic-development goals, and so do our municipalities,' says Nottawasaga Valley Conservation Authority board chair

July 10, 2025 by Michael Owen

Bradford Today



1 / 2 From left, Jonathan Scott the Nottawasaga Valley Conservation Authority board's chair and Ben Krul development planning and permits manager can be seen in the authority's John Hix Administration Centre in Essa on July 7.Michael Owen/BradfordToday



2 / 2 The Nottawasaga Valley Conservation Authority's John Hix Administration Centre stands in Essa on July 7.Michael Owen/BradfordToday

The Nottawasaga Valley Conservation Authority (NVCA) has found ways to say yes to development while still protecting the local watershed — all while upgrading their processes to handle increased demand.

As a result, the NVCA has nearly cleared out the backlog of permit applications which peaked with more than 100 delayed applications at the beginning of the year and is now down to just 11 still awaiting further action.

"The role of conservation authorities has to be to facilitate safe and sustainable development," NVCA board chair and Bradford Ward 2 Coun. Jonathan Scott said.

Between Jan. 1 and June 30 this year, staff said the NVCA issued a total of 258 permits within about 18 days, on average, from when the applications were completed.

Following best practices from Conservation Ontario, the NVCA reported issuing major permits within 90 days 98 per cent of the time, and minor permits 100 per cent of the time.

Ben Krul, development planning and permits manager, explained major permits typically include larger developments — such as building a new house — that involve erosion or flood hazards and generally require multiple technical studies.

Meanwhile, minor applications are typically smaller projects — such as building a deck — that have limited to no impact on natural hazards.

The NVCA's website has a list of which projects are likely to require permits and which are likely to be exempt.

While the total volume of permit applications varies, Chris Hibberd, watershed management services director, estimated they see between 500 to 600 applications per year.

Much of the newfound success in processing those permits comes down to three key steps the board and staff implemented over the last year or so in response to a surge in demand that began during the COVID-19 pandemic, Hibberd said.

In spring 2024, the NVCA started pre-screening applications to quickly identify missing information and determine if any permits can be issued directly. That frees up technical staff to focus on the more complex files and decreases review timelines, Krul said.

They also created an online permitting system that allows applicants the ease of filing electronically while further freeing up staff time.

Staff also began holding weekly triage meetings to determine the risks of each application and their proximity to natural hazards. For those with lower risk, the NVCA can issue certain conditions to move the application along, and for those facing higher risk, they can work with applicants to investigate what other options are available or if part of the application needs to be deferred in order to move ahead with the rest.

Meanwhile, Hibberd explained they continue efforts to streamline and standardize procedures for both staff and customers, including updates to make the e-permitting system more user-friendly, and checking in with applicants within 21 days to make sure there's a clear understanding of what might still be needed and if they're still interested in proceeding.

"It's always an iterative process," Hibberd said of the improvements.

In light of those efforts, Scott noted customers reported just 68 per cent satisfaction in 2022, but 73 per cent in 2023 and most recently 90 per cent in 2024.

Scott also highlighted the board's 2023 decision to hire additional planning and engineering staff, which

he said has helped with more sophisticated developments in places like Innisfil, New Tecumseth and Bradford West Gwillimbury.

"That shows the value of spending money to make money," Scott said.

They also hired an outside consultant to help ensure they had the "leanest systems possible."

Established under the provincial Conservation Authorities Act in May 1960, the NVCA was part of a response to development without much concern for environmental impacts or flood planes, but that doesn't mean they're automatically opposed to construction.

"What we're trying to do is recognize that the province has home-building and economic-development goals, and so do our municipalities," Scott said. "Our role is not to say no to that happening — it's just to figure out how to make it happen in a safe and sustainable way."

As one example, development in both the north and south of Bond Head near the Pennville Creek included realigning the water course while adding more pockets for wetlands, which created a "huge benefit" for the environment, Krul said.

Last summer also saw improvements to the Innisfil Creek related to economic development along Highway 400.

Overall, Scott said the NVCA is in a time of transition, with a "fantastic" new chief administrative officer, Jennifer Vincent, continuing the plan for continuous improvement, and last month the NVCA announced a new working group to strengthen collaboration with the development industry.

"This is an organization that wants to do better every day, that wants to be able to be accountable to our member municipalities and our levy taxpayers," Scott said.

The NVCA is a public agency covering a 3,600-square-kilometre jurisdiction, which includes the Nottawasaga Valley watershed, the Oak Ridges Moraine, Niagara Escarpment, Minesing Wetlands and Georgian Bay.

The board is comprised of representatives appointed from each of the NVCA's member municipalities.

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The board is comprised of representatives appointed from each of the NVCA's member municipalities.

NVCA releases highlights from recent June board meeting

July 10, 2025 by Brian Lockhart

New Tecumseth Times

The Nottawasaga Valley Conservation Authority (NVCA) has released the following highlights from its June 2025 board meeting.

Stewardship

The NVCA's stewardship services include the Nottawasaga River Restoration Program, the Healthy Waters Grant Program, and other projects to protect and enhance the watershed.

Through working with funders, land owners, volunteers and local partners, over 16,000 trees and 7.6 kilometres of rivers and streams were restored by the stewardship services team.

Chloride concentrations and road salt issues in the Nottawasaga watershed

Despite years of guidance and consultation efforts from conservation authorities, private road salt usage continues to rise, driven primarily by liability concerns faced by contractors and property owners.

Data published by the Ontario Ministry of the Environment, Conservation and Parks in 2022 implicates road salting activities for winter safety as a primary contributor to elevated chloride concentrations.

NVCA's Board of Directors passed a resolution urging the province to adopt legislation to limit liability for certified snow and ice contractors following provincially endorsed best practices.

Weddings

In 2024, the Tiffin Centre for Conservation hosted 25 wedding celebrations.

Eleven of those couples responded to a wedding feedback survey. Of those responding, 100 per cent rated NVCA's customer service as excellent and 100 per cent said they would recommend the Tiffin Centre as a wedding venue to others.

Events/public programming/facility rentals

The NVCA hosts the Spring Tonic Maple Syrup Festival and the Festival at Fort Willow in 2024.

Approximately 2,500 visitors went to the Spring Tonic Maple Syrup Festival to learn past and present methods of maple syrup production.

Re-enactor groups at the Festival at Fort Willow shared the history of the local area.

Organizations that rented facilities with the NVCA commented that NVCA staff provided excellent customer service and that the properties were well maintained.

Permits approvals under the CA Act
Between Jan. 1, and May 31, 2025, the NVCA issued 211 permits.

On average, the NVCA issued minor and major permits within 18 days of a complete application.

Applicants were notified about the status of their applications within 21 days, 91 per cent of the time.

Conservation authority nearly clears triple-digit permit backlog with 'safe and sustainable' approach

'What we're trying to do is recognize that the province has home-building and economic-development goals, and so do our municipalities,' says agency official

July 10, 2025 by Michael Owen

Orillia Matters



From left, Jonathan Scott the Nottawasaga Valley Conservation Authority board's chair and Ben Krul development planning and permits manager can be seen in the authority's John Hix Administration Centre in Essa on July 7.Michael Owen/BradfordToday

The Nottawasaga Valley Conservation Authority (NVCA) has found ways to say yes to development while still protecting the local watershed — all while upgrading their processes to handle increased demand.

As a result, the NVCA has nearly cleared out the backlog of permit applications which peaked with more than 100 delayed applications at the beginning of the year and is now down to just 11 still awaiting further action.

"The role of conservation authorities has to be to facilitate safe and sustainable development," NVCA board chair Jonathan Scott said.

Between Jan. 1 and June 30 this year, staff said the NVCA issued a total of 258 permits within about 18 days, on average, from when the applications were completed.

Following best practices from Conservation Ontario, the NVCA reported issuing major permits within 90 days 98 per cent of the time, and minor permits 100 per cent of the time.

Ben Krul, development planning and permits manager, explained major permits typically include larger developments — such as building a new house — that involve erosion or flood hazards and generally require multiple technical studies.

Meanwhile, minor applications are typically smaller projects — such as building a deck — that have limited to no impact on natural hazards.

The NVCA's website has a list of which projects are likely to require permits and which are likely to be exempt.

While the total volume of permit applications varies, Chris Hibberd, watershed management services

director, estimated they see between 500 to 600 applications per year.

Much of the newfound success in processing those permits comes down to three key steps the board and staff implemented over the last year or so in response to a surge in demand that began during the COVID-19 pandemic, Hibberd said.

In spring 2024, the NVCA started pre-screening applications to quickly identify missing information and determine if any permits can be issued directly. That frees up technical staff to focus on the more complex files and decreases review timelines, Krul said.

They also created an online permitting system that allows applicants the ease of filing electronically while further freeing up staff time.

Staff also began holding weekly triage meetings to determine the risks of each application and their proximity to natural hazards. For those with lower risk, the NVCA can issue certain conditions to move the application along, and for those facing higher risk, they can work with applicants to investigate what other options are available or if part of the application needs to be deferred in order to move ahead with the rest.

Meanwhile, Hibberd explained they continue efforts to streamline and standardize procedures for both staff and customers, including updates to make the e-permitting system more user-friendly, and checking in with applicants within 21 days to make sure there's a clear understanding of what might still be needed and if they're still interested in proceeding.

"It's always an iterative process," Hibberd said of the improvements.

In light of those efforts, Scott noted customers reported just 68 per cent satisfaction in 2022, but 73 per cent in 2023 and most recently 90 per cent in 2024.

Scott also highlighted the board's 2023 decision to hire additional planning and engineering staff, which he said has helped with more sophisticated developments in places like Innisfil, New Tecumseth and Bradford West Gwillimbury.

"That shows the value of spending money to make money," Scott said.

They also hired an outside consultant to help ensure they had the "leanest systems possible."

Established under the provincial Conservation Authorities Act in May 1960, the NVCA was part of a response to development without much concern for environmental impacts or flood planes, but that doesn't mean they're automatically opposed to construction.

"What we're trying to do is recognize that the province has home-building and economic-development goals, and so do our municipalities," Scott said. "Our role is not to say no to that happening — it's just to figure out

how to make it happen in a safe and sustainable way."

Overall, Scott said the NVCA is in a time of transition, with a "fantastic" new chief administrative officer, Jennifer Vincent, continuing the plan for continuous improvement, and last month the NVCA announced a new working group to strengthen collaboration with the development industry.

"This is an organization that wants to do better every day, that wants to be able to be accountable to our member municipalities and our levy taxpayers," Scott said.

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NVCA customer satisfaction hits new high in 2024, survey shows

Over 500 permits were issued in 2024, and 90 per cent of survey respondents rated their experience with the permitting process as good or excellent — up from 68 and 73 per cent in 2022 and 2023, respectively

July 11, 2025

Bradford Today



NVCA educator helping students visualize how water flows through a landscape and how pollution spreads.Nottawasaga Valley Conservation Authority

NEWS RELEASE
NOTTAWASAGA VALLEY
CONSERVATION AUTHORITY
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UTOPIA – The Nottawasaga Valley Conservation Authority (NVCA) is pleased to report a significant increase in customer satisfaction across its services in 2024.

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"This year's results reflect the hard work our team has put into streamlining and modernizing our services," said Jonathan Scott, Chair of the NVCA Board of Directors. "We've heard clearly that clients value efficient, knowledgeable and accessible service, and we're proud to deliver just that."

Notable improvements in 2024 include the launch of a permit pre-screening process, procedure and guidelines update, better tracking tools and the use of external peer reviewers to expedite approvals. The team also began developing an e-permitting platform that was launched earlier this year.

Customer satisfaction was also strong across NVCA's stewardship, education, lands and events programs. The Tiffin Centre for Conservation received perfect ratings for its wedding venue services, and community events like the Festival at Fort Willow drew widespread praise.

"Our staff are deeply committed to public service and it shows in the feedback received," said Jennifer Vincent, NVCA's new Chief Administrative Officer. "From permits to public programming, we are focused on continuous improvement to serve our watershed communities better."

The full 2024 Customer Satisfaction Report is available at nvca.on.ca.

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County OKs agricultural expansion over woodland in Midhurst

Council members approved removal of protected trees from Forbes Road property, raising questions about future development plans and environmental impact

July 15, 2025 by Nikki Cole

Midland Today



Simcoe County council has approved an exemption request that will allow the removal of woodland at this property, located at 1895 Forbes Rd., in Springwater Township, currently protected under forest conservation.Nikki Cole/BarrieToday

SPRINGWATER — Simcoe County council has approved an exemption request that will allow the removal of woodland in Springwater Township currently protected under forest conservation.

The nearly 16-hectare (40-acre) property, located in Midhurst at 1895 Forbes Rd., is described as "mixed woodland," with the remainder primarily used for agriculture.

The application was made to remove the remaining woodlands in order to expand productive acreage and allow for more efficient agricultural use of the property, according to a report presented to county council on Tuesday.

While staff recommended approving the request, they also proposed several conditions to ensure identified endangered species and a specific habitat feature are properly addressed.

The property is currently designated as "agricultural" — including the proposed woodland clearing area — and the area slated for clearing does not fall within a regulated zone mapped by the Nottawasaga Valley Conservation Authority (NVCA).

"As it relates to natural heritage features, there are two small areas of provincially mapped unevaluated wetlands located within the area proposed for tree removal," stated the report.

County planning staff initially suggested a supporting environmental impact study (EIS) be considered to determine the impacts to any wetland features and their functions because of the proposed clearing, as well as considering whether the tree clearing should be directed away from these features to minimize any impact.

After a site inspection by county forestry staff, it was determined the woodland consists primarily of mature

native hardwood trees, with a minor component of conifer species.

“The areas mapped as unevaluated wetland within the woodland were inspected, and it was confirmed that these areas were incorrectly mapped as they did not exhibit wetland conditions," the report stated.

Forestry staff also reviewed the NVCA’s wetland mapping, which does not indicate any wetlands within the area proposed for clearing.

While staff did identify an endangered species and a wildlife habitat feature within the proposed clearing area during the site inspection — which is protected under Ontario’s Endangered Species Act — the legislation and its regulations do allow the removal of the species though an authorization or conditional exemption with specific conditions from the provincial Ministry of Environment Conservation and Parks (MECP).

As a result, forestry officials consulted with staff from the provincial Ministry of Natural Resources (MNR), who advised that no authorization is required under the Fish and Wildlife Conservation Act if clearing occurred when the habitat feature is not in use, or if an adequate buffer was retained around the feature.

Although staff did not recommend an EIS be completed, they did note that approving the request for an exemption will result in a significant loss of woodland cover.

According to the staff report, the township has already reviewed the proposed woodland clearing and has no concerns with the request.

Severn Deputy Mayor Judith Cox questioned how the land will be used and if the exemption was for expanding the property for agricultural purposes.

“I read an email from someone … stating it’s part of a future development and then when I was reading further on in the agenda … regarding implications of future boundary expansion, that (this) was also an area," she said. "So is this going to be agricultural or is this going to be for future development?”

Rob Elliott, the county’s general manager of engineering, planning and environment, responded by reiterating that “at this point, the lands remain agricultural.”

“Any speculation or postulation for future use is for further consideration down the road,” he added.

NVCA calls on province to prevent rising salt pollution in local waterways

July 17, 2025 by Brian Lockhart

New Tecumseth Times

The Nottawasaga Valley Conservation Authority is calling on the Ontario government to take a common-sense, pro-business action to address the rising threat of chloride pollution in local rivers and streams.

The level of salt in the watershed has increased by more than 300 per cent since the 1970s.

The NVCA issued a letter to Todd McCarthy, Minister of the Environment, Conservation and Parks, asking the province to introduce limited-liability protection for certified snow and ice contractors who follow best practices. The letter also requests that the minister create a provincial advisory committee to guide long-term salt reduction strategies.

"Local municipalities and conservation authorities have made significant investments in salt reduction," said NVCA board chair Jonathan Scott. "For instance, my own municipality of Bradford West Gwillimbury is investing over $2 million in a snow filtration facility to help remove contaminants before they enter our watershed. Nonetheless, we continue to see rising chloride levels, especially from private properties, due to fears around liability and a lack of consistent standards, which leads to oversalting parking lots. We need the province to step in and provide pro-business reforms to help solve this problem."

Excessive road salt in winter maintenance has become one of the fastest-growing pollutants in Ontario's urban watersheds.

When salt dissolves, it breaks down into chloride, which can accumulate in groundwater, harm aquatic ecosystems and increase the corrosion of infrastructure.

In the Nottawasaga Watershed, without a change to reduce road salt use, these elevated levels will exceed federal water quality guidelines and pose serious risks to aquatic ecosystems, drinking and agricultural water sources, and long-term watershed health.

"Salt reduction isn't about compromising safety; it's about smarter, more affordable, pro-business practices," said Scott. "Other jurisdictions like New Hampshire have proven that you can protect both the public and the environment, with their limited-liability approach reducing salt pollution by as much as 40 per cent. Ontario can lead the way too."

NVCA is committed to working collaboratively with the province, municipalities, industry, and environmental partners to develop effective, evidence-based solutions that protect watershed health.

NVCA reports an increase in customer satisfaction after survey

July 17, 2025 by Brian Lockhart

New Tecumseth Times

The Nottawasaga Conservation Authority is reporting a significant increase in customer satisfaction after a 2024 survey of people who had an interaction with the Conservation Authority.

Over 500 permits were issued in 2024.

Over 90 per cent of survey respondents rated their experience with the permitting processes to be good or excellent. That's up from 68 per cent in 2022 and 73 per cent in 2023.

"This year's results reflect the hard work our team has put into streamlining and modernizing our services," said Jonathan Scott, chair of the NVCA Board of Directors. "We've heard clearly that clients value efficient, knowledgeable and accessible service, and we're proud to deliver just that."

Notable improvements in 2024 included the launch of a permit pre-screening process, procedure and guidelines update, better tracking tools, and the use of external peer reviewers to expedite approvals.

The team also began developing an e-permitting platform that launched earlier this year.

Customer satisfaction was also strong across NVCA's stewardship, education, and lands and events programs. The Tiffin Centre for Conservation received perfect ratings for its wedding venue services. Community events like the Festival at Fort Willow also received high marks from residents.

"Our staff are deeply committed to public service and it shows in the feedback received," said Jennifer Vincent, CAO of NVCA. "From permits to public programming, we are focused on continuous improvement to serve our watershed communities better."

The full 2024 Customer Satisfaction Report is available online at nvcal.on.ca.

NVCA calls on province to prevent rising salt pollution in local waterways

July 17, 2025 by Brian Lockhart

St. Catharines Standard

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Waterloo Region Record

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'Strong step': NVCA launches working group with development industry

Collaboration with Building Industry and Land Development Association 'is about getting things done in a positive way,' says official

June 18, 2025

Bradford Today



The restored bank of the Mad River is shown.Photo supplied by the Nottawasaga Valley Conservation Authority

NEWS RELEASE
NOTTAWASAGA VALLEY
CONSERVATION AUTHORITY
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The Nottawasaga Valley Conservation Authority (NVCA) and the Building Industry and Land Development Association (BILD) have launched a new working group to strengthen collaboration between the conservation authority and the development industry, with a shared focus on supporting Ontario's home-building targets and local economic development in a safe, sustainable manner.

In the development review process, NVCA's focus is on ensuring that development moves forward in a safe manner and avoids the loss of life and damage to property due to flooding, erosion, and other natural hazards.

The initiative reflects NVCA's ongoing work to ensure modern, timely, and co-ordinated review processes. The new working group will focus on improving service timelines, clarifying technical expectations, and ensuring a consistent and efficient approach to development applications.

"BILD appreciates NVCA's leadership in establishing this new forum," said Paula Tenuta, senior vice-president of policy and advocacy of BILD. "We are encouraged by the NVCA's commitment to work directly with our industry to help get more housing and employment lands built, faster and more predictably. We all have a role to play in reaching Ontario's housing goals while protecting our natural environment. This partnership is a strong step in that direction."

The NVCA-BILD working group will meet regularly, bringing together NVCA staff, BILD members, and municipal leaders to proactively identify and resolve issues, modernize internal systems, and ensure that review processes keep pace with the growth pressures facing communities across the watershed.

“This is about getting things done in a positive way,” said Coun. Jonathan Scott, chair of NVCA’s board. “We’re focused on working constructively with the development industry to meet the challenges before us. That means improving timelines, reducing red tape, and being clear and consistent in our technical reviews, all while ensuring we protect people, property, and the planet.”

The working group aligns with broader efforts to modernize NVCA operations and reflects a growing culture of outcome-focused service delivery.

“This partnership reinforces our commitment to working alongside industry, municipalities, and stakeholders to help communities grow responsibly,” said Jennifer Vincent, chief administrative officer of the NVCA. “We know that home building and economic development depend on timely approvals. Our goal is to help projects move forward efficiently and without compromising public safety.”

The initiative supports the province’s broader housing and economic priorities while demonstrating how conservation authorities and the development sector can work together in good faith to get things done.

“Ontarians want housing, jobs and livable communities — and they want systems that work,” said Scott. “This is about coming together to deliver that in a safe, sustainable way.”

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Area conservation authority urges province to address 'rising threat' of road salt pollution

Conservation authority calling for 'common-sense, pro-business action'

July 20, 2025

Midland Today



The Nottawasaga Valley Conservation Authority is calling on the province to take steps to address road salt pollution.Image supplied by the Nottawasaga Valley Conservation Authority

NEWS RELEASE
NOTTAWASAGA VALLEY
CONSERVATION AUTHORITY
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The Nottawasaga Valley Conservation Authority (NVCA) is calling on the Ontario government to take common-sense, pro-business action to address the rising threat of chloride pollution in local rivers and streams, which has increased by more than 300 per cent in parts of the watershed since the 1970s.

In a formal letter sent this week to the Hon. Todd McCarthy, minister of the environment, conservation and parks, NVCA board chair Jonathan Scott asked the province to introduce limited-liability protections for certified snow and ice contractors who follow best practices, and to strike a provincial advisory committee to guide long-term salt-reduction strategies.

"Local municipalities and conservation authorities have made significant investments in salt reduction," said chair Scott. "For instance, my own municipality of Bradford West Gwillimbury is investing over $2 million in a snow filtration facility to help remove contaminants before they enter our watershed. Nonetheless, we continue to see rising chloride levels, especially from private properties, due to fears around liability and a lack of consistent standards, which leads to oversalting parking lots. We need the province to step in and provide pro-business reforms to help solve this problem."

Excessive road salt in winter maintenance has become one of the fastest-growing pollutants in Ontario's urban watersheds. When salt dissolves, it breaks down into chloride, which can accumulate in groundwater, harm aquatic ecosystems and increase corrosion in infrastructure. In the Nottawasaga watershed, without a change to reduce road salt use, these elevated levels will exceed federal water quality guidelines, and pose serious risks to aquatic ecosystems, drinking and agricultural water

sources, and long-term watershed health.

At its most recent meeting, the NVCA board unanimously passed a resolution highlighting this growing concern and encouraging a provincial response with a limited-liability framework.

“Salt reduction isn’t about compromising safety; it’s about smarter, more affordable, pro-business practices,” said Scott. “Other jurisdictions like New Hampshire have proven that you can protect both the public and the environment, with their limited-liability approach reducing salt pollution by as much as 40 per cent. Ontario can lead the way, too.”

NVCA is committed to working collaboratively with the province, municipalities, industry, and environmental partners to develop effective, evidence-based solutions that protect watershed health.

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COLUMN: Environmental protection meets progress at conservation authority

July 20, 2025

Orillia Matters

In response to increasing housing demand, conservation authority working to protect 'what matters while helping communities grow safely and sustainably'



A new development is shown outside of natural hazards in the Nottawasaga watershed.Image supplied by the Nottawasaga Valley Conservation Authority

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Bradford councillor tapped as new executive director at Rescue Lake Simcoe Coalition

'There's no shortage of concern for Lake Simcoe. What we need now is to turn that concern into collective action,' says Jonathan Scott

July 21, 2025

Barrie Today



Bradford-West Gwillimbury Councillor Jonathan Scott takes the helm as executive director of the Rescue Lake Simcoe Coalition.Village Media file photo

NEWS RELEASE
RESCUE LAKE SIMCOE COALITION
****

The Rescue Lake Simcoe Coalition (RLSC) is pleased to announce the appointment of Jonathan Scott as its new executive director. A longtime environmental advocate and public policy leader, Jonathan brings a deep record of community service, environmental leadership and strategic communications to the role.

"Jonathan understands both the science and the politics of watershed protection," said Jennie Ucar, chair of the RLSC board of directors. "He has proven experience getting things done — whether it's advocating for infrastructure, organizing communities or pushing for better policy. We're thrilled to welcome him at this moment of renewal for our organization."

Jonathan Scott is a councillor in the Town of Bradford West Gwillimbury, where he has led transformative efforts to protect our natural environment. His advocacy helped secure over $40-million investment to build a phosphorous reduction facility, $2.9 million to build a snow filtration system to remove contaminants, the installation of litter traps in older stormwater basins and nature-based solutions in partnership with local farmers.

In 2024, Bradford's Green Initiatives Advisory Committee, which he chairs, received the Lake Simcoe Watershed Heroes Award for advancing practical, community-based environmental solutions.

He serves as chair of the Nottawasaga Valley Conservation Authority and was vice-chair of Conservation Ontario, where he helped navigate major governance and policy shifts affecting Ontario's conservation authorities. As a consultant, he has worked with environmental NGOs to support their advocacy efforts and operational improvements.

A former director of communications for the Ontario government caucus at Queen's Park, Scott brings strong experience in legislative affairs, stakeholder engagement and government relations — skills that will support the Coalition's renewed focus on local action and policy impact. He holds both an MBA and a law degree.

Scott takes the helm following the departure of Claire Malcolmson, whose decade-long leadership helped build RLSC into a leading voice for Lake Simcoe.

"Claire leaves a legacy that commands respect," said Scott. "She helped hold governments accountable and showed how grassroots groups can influence big decisions. I feel incredibly honoured to build on that work."

Looking ahead, Jonathan will lead a strategic pivot toward empowering municipalities, residents and local groups to take tangible action: reducing phosphorus pollution, advancing climate adaptation and protecting shoreline health.

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The RLSC will continue its advocacy for the Lake Simcoe Protection Plan while growing its capacity to support on-the-ground solutions across the watershed.

"We know this lake, and we know what's at stake," said Scott. "I'm excited to work with partners across the region to protect what we love, and to prove that local action can still make a difference."

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COLUMN: NVCA continuing on path to 'protection and progress'

In response to increasing housing demand, conservation authority working to protect 'what matters while helping communities grow safely and sustainably'

July 21, 2025

Barrie Today



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Bradford councillor named new Rescue Lake Simcoe Coalition executive director

Jonathan Scott 'understands both the science and the politics of watershed protection,' coalition board chair says

July 21, 2025

Bradford Today



Bradford-West Gwillimbury Coun. Jonathan Scott takes over as Executive Director for the Rescue Lake Simcoe Coalition.Village Media file photo

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July 21, 2025

Bradford Today



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Collingwood Today



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July 21, 2025

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Midland Today



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Bradford councillor appointed executive director of Rescue Lake Simcoe Coalition

'We know this lake, and we know what's at stake. I'm excited to work with partners across the region to protect what we love, and to prove that local action can still make a difference,' Jonathan Scott says

July 21, 2025

Newmarket Today



Bradford-West Gwillimbury Councillor Jonathan Scott takes the helm as executive director of the Rescue Lake Simcoe Coalition.Village Media file photo

The Rescue Lake Simcoe Coalition has appointed Jonathan Scott as its new executive director, following the departure of longtime leader Claire Malcolmson.

Scott brings a deep record of community service, environmental leadership and strategic communications to the role, a Rescue Lake Simcoe Coalition news release said.

"Jonathan understands both the science and the politics of watershed protection," said Jennie Ucar, chair of the coalitions's board of directors. "He has proven experience getting things done—whether it's advocating for infrastructure, organizing communities or pushing for better policy. We're thrilled to welcome him at this moment of renewal for our organization."

Scott is a councillor in Bradford West Gwillimbury, where he has led "transformative efforts to protect our natural environment," the release said.

"His advocacy helped secure over $40-million investment to build a phosphorous reduction facility, $2.9 million to build a snow filtration system to remove contaminants, the installation of litter traps in older stormwater basins and nature-based solutions in partnership with local farmers. In 2024, Bradford's green initiatives advisory committee, which he chairs, received the Lake Simcoe Watershed Heroes Award for advancing practical, community-based environmental solutions."

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July 21, 2025

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New Rescue Lake Simcoe Coalition head vows to turn 'concern into collective action'

Jonathan Scott brings a record of community service, environmental leadership and strategic communications to the role, official says

July 21, 2025

Orillia Matters



Bradford-West Gwillimbury Coun. Jonathan Scott takes over as Executive Director for the Rescue Lake Simcoe Coalition.Village Media file photo

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A former Director of Communications for the Ontario government caucus at Queen's Park, Scott brings strong experience in legislative affairs, stakeholder engagement and government relations—skills that will support the Coalition's renewed focus on local action and policy impact. He holds both an MBA and a law degree.

Scott takes the helm following the departure of Claire Malcolmson, whose decade-long leadership helped build RLSC into a leading voice for Lake Simcoe.

"Claire leaves a legacy that commands respect," said Scott. "She helped hold governments accountable and showed how grassroots groups can influence big decisions. I feel incredibly honoured to build on that work."

Looking ahead, Jonathan will lead a strategic pivot toward empowering municipalities, residents and local groups to take tangible action: reducing phosphorus pollution, advancing climate adaptation and protecting shoreline health.

"There's no shortage of concern for Lake Simcoe," said Scott. "What we need now is to turn that concern into collective action. That means meeting people where they are by helping municipalities and residents take the next step toward healthier water and more resilient communities."

The RLSC will continue its advocacy for the Lake Simcoe Protection Plan while growing its capacity to support on-the-ground solutions across the watershed.

"We know this lake, and we know what's at stake," said Scott. "I'm excited to work with partners across the region to protect what we love, and to prove that local action can still make a difference."

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New Rescue Lake Simcoe Coalition head vows to turn 'concern into collective action'

Bradford Coun. Jonathan Scott 'understands both the science and the politics of watershed protection,' coalition board chair says

July 22, 2025

Innisfil Today



Bradford-West Gwillimbury Coun. Jonathan Scott takes over as Executive Director for the Rescue Lake Simcoe Coalition.Village Media file photo

NEWS RELEASE
RESCUE LAKE SIMCOE COALITION
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The Rescue Lake Simcoe Coalition (RLSC) is pleased to announce the appointment of Jonathan Scott as its new Executive Director. A long-time environmental advocate and public policy leader, Jonathan brings a deep record of community service, environmental leadership and strategic communications to the role.

"Jonathan understands both the science and the politics of watershed protection," said Jennie Ucar, Chair of the RLSC Board of Directors. "He has proven experience getting things done—whether it's advocating for infrastructure, organizing communities or pushing for better policy. We're thrilled to welcome him at this moment of renewal for our organization."

Jonathan Scott is a Councillor in the Town of Bradford West Gwillimbury, where he has led transformative efforts to protect our natural environment. His advocacy helped secure over $40-million investment to build a phosphorous reduction facility, $2.9 million to build a snow filtration system to remove contaminants, the installation of litter traps in older stormwater basins and nature-based solutions in partnership with local farmers.\

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Rescue Lake Simcoe Coalition appoints Bradford councillor as new face of leading voice for lake

"We know this lake, and we know what's at stake," says new RSLC executive director Jonathan Scott.

July 22, 2025

Simcoe.com



Jonathan Scott, a municipal councillor in Bradford, has been chosen to lead the Rescue Lake Simcoe Coalition.

Steve Somerville/Metroland file photo

Lake Simcoe has a new champion.

Jonathan Scott is the new executive director of Rescue Lake Simcoe Coalition (RLSC), the coalition, a leading voice for people fighting to protect the lake, said in a release.

Scott, a town councillor in Bradford West Gwillimbury, replaces Claire Malcolmson, who led RLSC for a decade.

"There's no shortage of concern for Lake Simcoe. What we need now is to turn that concern into collective action," Scott said in the July 21 release.

"We know this lake, and we know what's at stake," he added.

"I'm excited to work with partners across the region to protect what we love, and to prove that local action can still make a difference."

The organization said Scott is a longtime environmental advocate and public policy leader experienced at "getting things done."

RLSC has fought since forming in 2003 to reduce the amounts of phosphorus, road salt and other pollutants flowing into the lake as suburban development continues in municipalities surrounding it.

In recent years, the organization opposed the proposed eight-lane Bradford Bypass while calling on the province to build the Holland Marsh Phosphorus Recycling Facility and to reach the goals in its Lake Simcoe Protection Plan.

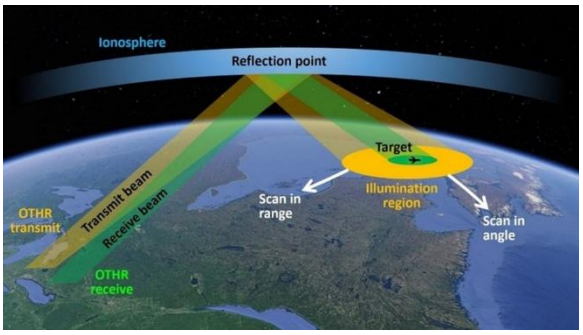
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Proposed NORAD receiving site on the radar for Barrie area

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August 4, 2025 by Kevin Lamb

Barrie Today



This illustration from the Department of National Defence (DND) shows how a NORAD radar system works. The department has proposed a radar receiving site in Clearview Township, about 30 minutes west of Barrie.Image supplied

Farmland in Clearview Township could be the future home of an aerospace defence radar receiving station, according to Canada's Department of National Defence (DND), with the system possibly completed by 2029.

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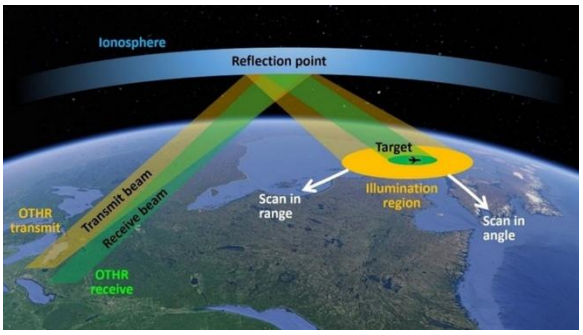
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Bradford Today



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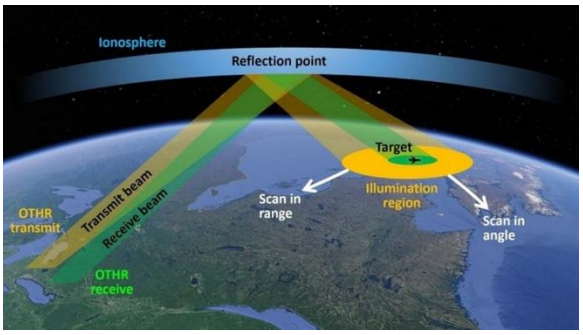
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Innisfil Today



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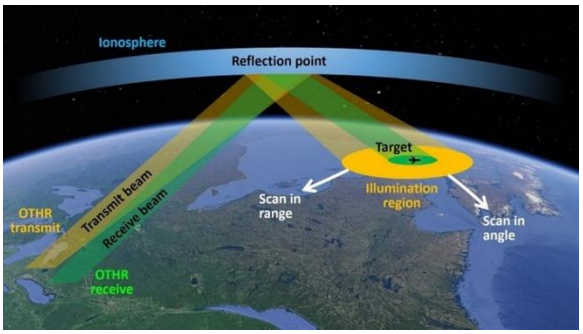
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August 5, 2025 by Kevin Lamb

Orillia Matters



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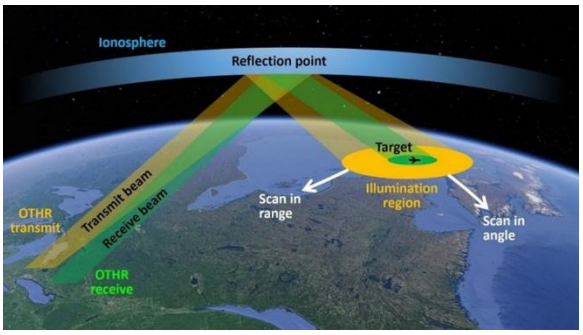
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The preliminary receiving site acquired by the DND is located at 2225 Sideroad 15 and 16, about 30 minutes west of Barrie. It includes 288 hectares of agricultural land. The property also consists of some wooded areas on the east side and is bisected by a creek.

On the DND's website requesting public feedback on the project, the proposed site "overlaps with provincial Areas of Natural and Scientific Interest (ANSI)" and "falls within the regulated area of the Nottawasaga Valley Conservation Authority."

The surrounding area consists predominately of agricultural land with "limited" recreational and commercial uses, the DND says.

As part of Canada's $38.6-billion plan announced in 2022 to modernize North American Aerospace Defense Command (NORAD) over the next two decades, the DND announced the selection of the first transmit and receive sites for the Arctic Over-the-Horizon Radar (A-OTHR) project on July 17.

Three years ago, then Nipissing-Timiskaming MP Anthony Rota told BayToday that new NOTAD investment will not only benefit North Bay but it will be felt across the country.

"When we look at what's going on in North Bay, NORAD gets much more importance because it is gaining much more of the headlines and it is something we realize how important it is with the Russians looking at expansion and looking at different things," admitted Rota.

"When you talk to the people that work in NORAD here in North Bay, and on a regular basis, they are monitoring and noticing these Russian planes, and they see they are encroaching on Canadian airspace, and that is something that is very important to keep safe.

"One of the other things, too is that a lot of the new equipment and investment is going into innovation, and as we see innovation increase, what we are seeing is new products and new technology being developed right here in Canada and that is something that not only benefits the military, but it benefits all of us."

Rota believes the NORAD funding could lead to expansion at CFB North Bay, which could mean more personnel calling the North Bay area home.

"CFB North Bay is very important, it is a crucial part of our defence system, and the extra funds will help NORAD expand, and that expansion will take place in part in North Bay, and as far as new personnel, as you expand and get bigger, it seems to be a logical progression," said Rota.

"We're committed to investing in infrastructure at CFB North Bay as well, and it remains an important hub of CAF operations and key to the continental defence mission," National Defense Press Secretary Simon Lafortune told BayToday last year.

Meanwhile, "The selection of the first two sites sets the foundation for further development and expansion and is a major milestone toward reinforcing Canada's security and sovereignty in the Arctic," the DND says.

The mission of the Canadian NORAD Region (CANR) is to provide aerospace surveillance, identification, control, and warning for the defence of Canada and North America.

Meanwhile, there is no working relationship between the local government in the area and the defence department.

"Council has very little, if anything, to do with the radar site," Clearwater Mayor Doug Measures told *BarrieToday*.

He said council is not part of the process at this time, because it's a DND project.

"They purchased the land, and they notified us that that's what they are going to be doing," he said. "So, there is no input from the municipality specific to the site that they've chosen."

The A-OTHR project is anticipated to reach "initial operational capability" by the end of 2029.

The project will ultimately require four sites to be fully operational: two transmission sites and two receiving sites, according to the DND.

For a permanent transmission site, the DND acquired 163 hectares of vacant

property in the northern part of Thistle Trail, slightly north of Bexley Township in the City of Kawartha Lakes.

The DND began a public engagement period, which included virtual and in-person information sessions and townhall meetings. It runs until Sept. 15.

"These sessions will provide more in-depth information about the sites and allow the public to provide feedback and ask questions about the A-OTHR project," the DND says.

Additional information and registration details will be available on the DND website.

It says initial work is anticipated to begin at the Kawartha Lakes and Clearview sites in the winter of 2026.

The public feedback website also supplied information reassuring the safety of residents and visitors in the proposed Clearview area.

"The areas surrounding the sites will comply with the national safety standards for human exposure to radiofrequency electromagnetic fields established by Health Canada," the DND says.

This includes fencing being installed around the sites to ensure the public is not exposed to potential hazards.

"There are no known adverse human health effects associated with the receive sites," the DND says.

According to the DND, at ground level for the transmission sites, "hazardous radiation zones will be contained within the perimeter of the fences and away from human exposure" and "there are no known adverse human health effects associated with this type of technology at distances beyond the perimeter fence.

"Up higher, (at aircraft altitudes), the program will work with transportation authorities to put in place guidance and restrictions for affected airspace to keep human exposure to electromagnetic fields within the safe levels per the Health Canada standards," the DND explained.



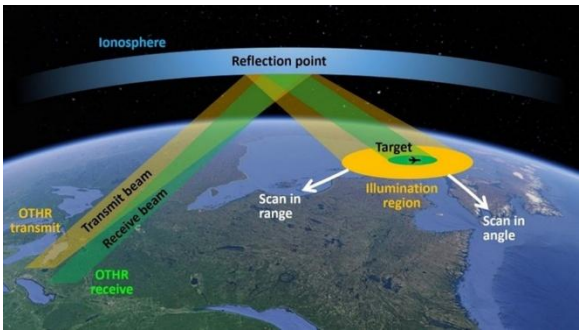
An area of farmland in Clearview Township slated for a proposed radar receiving site to be built by the Department of National Defence as part of Canada's NORAD security commitments. | Image supplied

Proposed NORAD receiving site on the radar for Clearview

Farmland west of Barrie slated as future home of aerospace defence radar receiving station, with system possibly completed by 2029

August 7, 2025 by Kevin Lamb

Collingwood Today



This illumination from the Department of National Defence (DND) shows how a NORAD radar system works. The department has proposed a radar receiving site in Clearview Township, about 30 minutes west of Barrie.Image supplied

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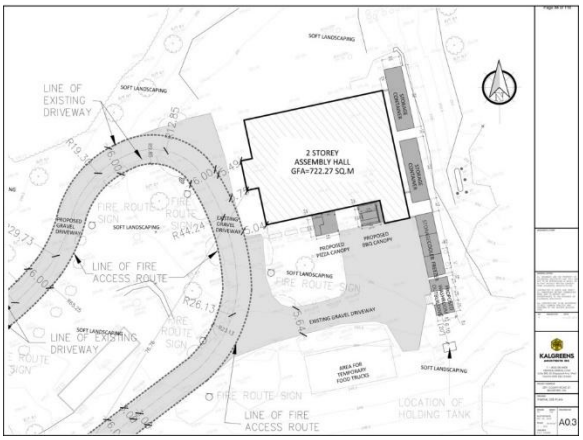
An area of farmland in Clearview Township slated for a proposed radar receiving site to be built by the Department of National Defence as part of Canada's NORAD security commitments. | Image supplied

COUNCIL NOTES: Development charges set to rise, new event venue planned

Town of Bradford West Gwillimbury to host special meeting pertaining to several matters on Tuesday at 7 p.m. at library

August 11, 2025

Bradford Today



A diagram shows the proposed plan to convert an existing barn into an event venue at 4264 Line 8, in Bradford West Gwillimbury.Supplied

A new event venue, expanding a long-delayed project, and updates to the town's development charges are up for debate tomorrow evening.

Bradford West Gwillimbury residents can attend a special council meeting on Aug. 12, at 7 p.m. in the Zima Room at the Bradford West Gwillimbury Public Library, 425 Holland St. W., to hear about and provide feedback on those plans.

In all cases, council is not expected to make a decision until after staff review the public feedback and provide future reports.

New event venue



An aerial image shows the property at 4264 Line 8, in Bradford West Gwillimbury. | The County of Simcoe Geographical Information Systems

An application submitted in December by Powell Planning and Associates, on behalf of Joseph Lanno, calls for the conversion of an existing barn at 4264 Line 8 into an event centre.

That's set to include a two-storey event centre with roughly 722.3 square metres (7,775-sq.-ft.) of floor space, temporary food truck location, temporary washroom, and 110 gravel parking spaces on the eastern portion of the 37.3-hectare property, which itself is located to the north and east of the intersection with Line 8 and County Road 27, outside of the town's urban boundary.

The property fronts about 434 metres along Line 8; the entrance is located about 90 metres from County Road 27.

The farm property is currently used for agriculture and occasional events, but also has a forested area and creek on the northeast portion, and is partially regulated by the Nottawasaga Valley Conservation Authority, according to a report on the matter submitted by town planner Priscilla Lan.

It is also surrounded by other agricultural properties.

The property is currently zoned as a mix of Environmental Protection and Agricultural where "prime agricultural lands are the predominant land type" and "shall be protected for long-term agricultural uses," according to the report.

Lanno is requesting to have the property rezoned to Agricultural with exceptions to allow the event venue.

The County of Simcoe has commented to say on-farm diversified use should be no more than two per cent of the property and/or one hectare as opposed to the 18 per cent requested, and suggest the area to which the rezoning would apply must be scaled down.

The town's capital engineering department also noted that Line 8 will eventually require widening, though Highway 400 severs it from the project proposed to the east.

Updated proposal



An aerial image shows the property at 690 Simcoe Rd., in Bradford. | The County of Simcoe Geographical Information Systems

According to a separate report by Lan, a request has also been made for a "red line revision" to modify the long-proposed development at 690 Simcoe Rd.

This request was submitted by Frank Orsi in late December on behalf of Milford Development and Bearinvest (Mod Aire Homes).

If approved, it would remove the proposed commercial block that was previously planned to front Simcoe Road, just north of the entrance to St. Charles Catholic School, and instead set it aside for future development. The changes would also expand the proposed residential development to 16 from 13 single-detached family homes on a cul-de-sac off Gibson Circle, directly across from Lewis Avenue.

As previously reported, Millford Development originally applied for approval to develop the 1.51-hectare property in July 2011, but the town didn't consider the application

complete until March 2016, with a public meeting held a few months later.

The development was originally approved by a previous council on March 6, 2018, including rezoning of the property to Residential One (R1-2) with exceptions, and Neighbourhood Commercial (C2) with exceptions.

The original approval was set to expire on March 6, 2021, and in December 2020 council granted a three-year extension to March 6, 2024.

On March 5, 2024, council deferred approving a second three-year extension, which led the developer to appeal council's lack of decision to the Ontario Land Tribunal (OLT), but the OLT lists no record of that proceeding past the initial stages and the case is now considered closed.

On Feb. 4, council approved a second three-year extension that is retroactive to 2024 and set to last until March 4, 2027.

Development Charges

Daryl Abbs of Watson & Associates Economists is set to make a presentation to council about the town's development charges background study which was published on the town's website on May 2.

Under the Development Charges Act, municipalities charge builders development charges (DCs) on new developments to help the cover the costs associated with new growth, such as fire protection, policing, public works, parks, recreation, libraries, growth studies, transit services, and parking.

While there are different types of DCs with rates varying across different areas, the total residential rates are projected to increase about 11.62 per cent for the Bradford settlement area, and about seven per cent for the Bond Head and BWG strategic settlement employment area.

The non-residential rates are expected to increase about 11.39 per cent for the Bradford settlement area, and about 12.78 per cent for the Bond Head and BWG strategic settlement employment area.

Those changes are expected to help the town keep up with the costs of growth as its population and jobs are expected to hit about 84,370 and 30,900, respectively, by 2051.

The update is also in response to several changes in provincial legislation over the last several years which altered regulations for payments, deductions, exemptions, eligible services and more.

Municipal leaders advocating for province to take action on salt pollution

A growing coalition of municipalities, environmental groups, and businesses across Ontario is calling on the provincial government to take urgent action against the widespread use of road salt, which they say is polluting freshwater ecosystems and driving up infrastructure costs

August 14, 2025

Cambridge Today



Photo supplied by the Nottawasaga Valley Conservation Authority

NEWS RELEASE
ONTARIO SALT POLLUTION COALITION
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Ontarians are well aware of wintry conditions on our roads and the use of salt to melt away the ice. Recently, awareness has been growing about the impact of salt on Ontario's iconic freshwater ecosystems, and diverse groups have been advocating for a solution to salt pollution. This includes nineteen municipalities, two Conservation Authorities, and counting that support an approach to curbing winter salt impacts called "limited liability" - a solution proposed by the snow and ice management industry, locally represented by Landscape Ontario.

As snow plowing businesses face steep insurance costs to cover the possibility of slip and fall lawsuits, some are getting out of the business. Landscape Ontario and the Ontario Salt Pollution Coalition are advocating for a suite of tools that have been used effectively in other wintry places called "limited liability". In a limited liability regime, snow plow operators and site owners both would follow prescribed rules to standardized operational best management practices, as well as participate in annual contractor certification programs. In return, they would have their liability for slip and fall lawsuits limited. This would reduce salt application rates, save money on salt expenditures, and reverse skyrocketing insurance costs for contractors. Currently, there are no provincial standards for salt use.

Nineteen municipalities have passed a resolution calling on the Province of Ontario to convene a key stakeholder committee to inform better provincial policy on salt pollution, including exploring limited liability approaches and establishing provincially endorsed Best Management Practices (BMPs). Reduced winter contractor costs from following provincially-endorsed BMPs

would also reduce the number of unwarranted slip and fall claims.

Eighteen businesses and business professionals have already supported the Ontario Salt Pollution Coalition's advocacy for provincial action through a business sign on letter.

"The requested changes could save independent business, municipalities, and taxpayers money, while protecting the environment. We call that a win - win, if Ontario acts," says Councillor Jonathan Scott, Chair of Bradford West Gwillimbury's (BWG) Green Initiatives Advisory Committee.

BWG Council passed a resolution calling on the provincial government to act on salt pollution this spring.

Municipal leaders also care about the millions of dollars per year of infrastructure damage caused by road salt, such as accelerated deterioration of roads and bridges. The EcoFiscal Commission has estimated the economic and environmental damage of winter salt to Canada at $4.8 billion per year, which would prorate to about $2 billion per year in Ontario.

"Reducing salt pollution has long-term environmental cost savings, which we should all support, but it also would reduce the cost of infrastructure repair, which is a significant concern for municipalities," says City of Waterloo Councillor Julie Wright, who led the charge to pass a resolution for provincial salt pollution action in Waterloo earlier this year.

The Council passed the resolution in April unanimously.

But it's more than dollar savings and common sense. Municipal leaders care about the health of their local waters for recreation, drinking water, and for nature - and their residents do, too.

Thousands of Ontarians have sent emails to Premier Doug Ford, Minister of Environment, Conservation and Parks Todd McCarthy, and Attorney General Doug Downey asking the province to take action on salt pollution.

In February, the District of Muskoka was the first to pass a municipal salt pollution action resolution, under the leadership of District Chair Jeff Lehman.

"Residents in Muskoka are passionate about the environment and water quality, as am I," says Lehman.

"This is an important initiative, and a simple ask with much public support and upsides for small town economies and municipalities alike."

Salt affects the creatures at the bottom of the food chain, which has negative ripple effects across water-based ecosystems, including weakening fish stocks and impacts to sensitive, endangered species like mussels. Ontario's chloride levels have doubled since the 1960's in the 400 streams and lakes monitored by the province. The Lake Simcoe Region Conservation Authority has been studying chloride since the 1980's as a

contaminant of concern. Following current chloride trajectories, Lake Simcoe - one of Ontario's largest freshwater lakes - would reach chronic salinity levels in just over 30 years, effectively collapsing the local food chain and making the lake uninhabitable for most species. As a source of drinking water and a recreational hub, this is an extremely worrying trend, reflected in lakes, rivers, and groundwater sources across the province. Lake Simcoe is just one example of many areas where ignoring this problem will lead to devastating consequences for people and species.

Members of the Ontario Salt Pollution Coalition (OSPC) have been coordinating a provincial advocacy campaign for nearly two years and will be in Ottawa for the Association of Municipalities of Ontario's annual meeting, Aug. 17-20 to meet interested municipal officials.

"Municipal officials have more power than they think, especially when we act together. The Province is hearing us. The more cities and townships who pass resolutions calling for provincial action on salt pollution, the closer we'll get to real policy action," said Dani Lindamood, who is the Campaigns & Communications Director for Water Watchers and one of the lead organizers of the Ontario Salt Pollution Coalition.

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A growing coalition of municipalities, environmental groups, and businesses across Ontario is calling on the provincial government to take urgent action against the widespread use of road salt, which they say is polluting freshwater ecosystems and driving up infrastructure costs

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Elliot Lake Today



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Halton Hills Today



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"Reducing salt pollution has long-term environmental cost savings, which we should all support, but it also would reduce the cost of infrastructure repair, which is a significant concern for municipalities," says City of Waterloo Councillor Julie Wright, who led the charge to pass a resolution for provincial salt pollution action in Waterloo earlier this year.

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Healthy wetlands and stream banks the legacy of Norm Wingrove

The Blue Mountain Watershed Trust Foundation is celebrating one of its founders with a drop-in event on Aug. 22

August 15, 2025

Collingwood Today



Norm Wingrove was a champion for local environment and conservation causes. Contributed photo

The wetlands, streambanks, and conservation areas in and around Collingwood are better thanks to the work of the late Norm Wingrove, whose work is being remembered fondly since the news of his passing last week.

Wingrove spent much of his time protecting the natural environment in southern Ontario working with conservation authorities, Ontario Nature, EcoJustice, Aware Simcoe and Environmental Defence. He was president of the Blue Mountain Watershed Trust for 25 years.

"There are leaders with big personalities who make headlines and 'lead' from in front. Norm was the other kind of leader: quietly building consensus and advancing initiatives, shepherding along ideas and mentoring newer Watershed Trust members," states a news release from the Watershed Trust. "Soft-spoken and always affable, Norm was a bulwark of our organization and of others, notably the Nottawasaga Valley Conservation Authority where he held the post of financial Controller, and of the Bruce Trail Club, where he served as trail section captain until his passing."

Wingrove moved to Collingwood in the 1970s and helped start the Blue Mountain Watershed Trust Foundation in 1994 as Ontario's first watershed trust.

Wingrove achieved the Order of Collingwood and Companion to the Order of Collingwood, and was honoured by the Bruce Trail Conservancy with a plaque installed in the section of the trail that Wingrove took care of as part of his 50 years as a volunteer for the Bruce Trail.

Through his work at the Watershed Trust, Wingrove was central in the campaigns to advocate for preserving wild spaces, including:

- Establishing the Silver Creek Wetland as "Provincially Significant" (2002)
- Organizing the planting of 1000s of trees along our stream banks (1990s to present)

- Spearheading the Save Silver Creek initiative (it's still a Class A trout/salmon stream) (2016-2017)
- Organizing the removal of tens of tons of invasive phragmites from our waterfront (2016-2018)
- Enabling the removal of an artificial pond detrimental to Black Ash Creek (2020)

Wingrove died on Aug. 6, he was 87.

His fellow environmental advocates at the Blue Mountain Watershed Trust will be celebrating Wingrove's legacy with a new fund in his name and a drop-in event on Aug. 22.

The event is open to anyone wishing to celebrate Wingrove's life, and will run from 2 p.m. to 4 p.m. at the Collingwood Public Library in Community Room B on the third floor.

Donations can be made online in Wingrove's memory to the Blue Mountain Watershed Trust for the Norm Wingrove Fund.

Municipal leaders advocating for province to take action on salt pollution

A growing coalition of municipalities, environmental groups, and businesses across Ontario is calling on the provincial government to take urgent action against the widespread use of road salt, which they say is polluting freshwater ecosystems and driving up infrastructure costs

August 15, 2025

Milton Today



Image supplied by the Nottawasaga Valley Conservation Authority

NEWS RELEASE
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August 18, 2025

Oakville News



Image supplied by the Nottawasaga Valley Conservation Authority

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COLUMN: Legal changes could help reduce environmental damage from road salt

Property owners using extra salt 'not because they don't care about our environment. It's fear of being sued,' says conservation authority chair

August 20, 2025

Barrie Today



The Nottawasaga Valley Conservation Authority is calling on the province to take steps to address road salt pollution.Image supplied by the Nottawasaga Valley Conservation Authority

It’s been such a hot summer, it may seem odd to read a column about winter maintenance in August.

But, as the Stark motto goes, winter is coming.

Every winter in Ontario, our roads, parking lots and sidewalks are covered with road salt. It’s an ingrained habit. For decades, we’ve equated “safe” with “salted,” and our winter maintenance culture has leaned toward the idea that more salt is always better. The problem is it’s costing us the health of our lakes, rivers, and drinking water sources. Road salt is polluting our water.

In the Nottawasaga watershed, which stretches from Georgian Bay to the north edge of the Greater Toronto Area, chloride concentrations in some watercourses have more than tripled since the 1970s. Left unchecked, these levels will exceed federal water-quality guidelines. That means serious risks to aquatic life, the health of our streams and wetlands, and, potentially, the safety of our drinking water and agricultural lands.

Using less salt is not just an environmental win. It’s an economic one. Less salt means lower material costs, fewer truckloads, and less wear and tear on infrastructure. It means extending the life span of roads, sidewalks and vehicles. And it means less corrosion, fewer potholes, and lower costs for taxpayers.

Local municipalities aren’t ignoring the problem. Many have invested in new technology, alternative de-icing mixtures and more precise application methods. My municipality of Bradford West Gwillimbury uses a mix of sand and salt, innovative application guidelines and technology, and we’re investing more than $2.1 million to create a snow storage and filtration system, to help filter pollutants out of snow meltwater before it leeches into our riverway.

These measures help. But a larger driver of chloride increases in our watershed isn't the salt spread by municipalities — it's the salt used by private contractors and property owners on their parking lots. And it's not because they don't care about our environment. It's fear of being sued.

In Ontario, if someone slips and falls, the contractor or property owner can be sued, even if they follow best practices for winter maintenance. Without clear legal protection, the safest business decision often seems to be "use more salt than you think you need, just to be sure." More salt means more perceived protection from lawsuits. But it also means more pollution, higher costs and unnecessary strain on infrastructure.

This is why the Nottawasaga Valley Conservation Authority's board of directors joined other municipalities and conservation authorities to call on the province to change the law for better environmental conservation by introducing a limited-liability framework.

That means we're urging the government to create a legal protection system that reduces legal risks for certified snow and ice contractors who follow salt management best practices. We're also asking for a provincial advisory committee — bringing together municipalities, the environmental sector, business and industry, and the insurance community — to design and promote those best practices.

This isn't an untested idea. In New Hampshire, where a similar program offers a defence for contractors who are certified and in compliance with state-endorsed practices, salt use has dropped by as much as 40 per cent in some areas, without any rise in accidents.

Most importantly, this isn't about imposing new regulations. It's the opposite: It's about cutting red tape by giving contractors and property owners a clear, voluntary path to manage risk responsibly. If you follow the best practices, you get legal protection and peace of mind. If you choose not to, you may continue as you are today, but without the added protection.

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As winter approaches, we at the Nottawasaga Valley Conservation Authority will be working with our partners at the Ontario Salt Pollution Coalition to take this message to Queen's Park. We've already met some of our local MPPs to advocate on this issue. If we act now, we can protect our waterways, support responsible contractors and save money — all without compromising winter safety.

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Jonathan Scott is chair of the Nottawasaga Valley Conservation Authority and a councillor in Bradford West Gwillimbury.

Chestnut Creek seeking proper zoning for 'beautiful venue' that's already open

Event centre has been operating and contributing to charity for at least three years already despite not being permitted on agricultural property in Bradford West Gwillimbury

August 20, 2025 by Michael Owen

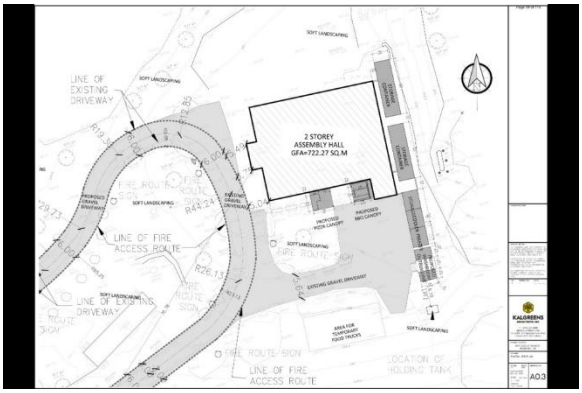
Bradford Today



1 / 5 Chestnut Creek event venue can be seen at 4264 Line 8 in Bradford West Gwillimbury on Aug. 11, 2025.Michael Owen/BradfordToday



2 / 5 An aerial image shows the property at 4264 Line 8, in Bradford West Gwillimbury.The County of Simcoe Geographical Information Systems



3 / 5 A diagram shows the proposed plan to convert an existing barn into an event venue at 4264 Line 8, in Bradford West Gwillimbury.Supplied



4 / 5 A diagram shows the portion of 4264 Line 8 in Bradford West Gwillimbury proposed to be rezoned from agricultural to agricultural with exceptions.Supplied



5 / 5 About 20 people attended a public planning meeting about three separate matters at the Bradford West Gwillimbury Public Library on Aug. 12, 2025.Michael Owen/BradfordToday

A local event venue is looking to pull their chestnuts out of the fire.

More than 20 people attended an Aug. 12 public planning meeting at the Bradford West Gwillimbury Public Library related to a bylaw exception for Chestnut Creek at 4264 Line 8.

That was met with generally positive reactions from councillors and attendees, especially local photographer, event organizer and volunteer, Cassidy Hilliard, who was in full support.

She called the owners "unwavering supporters" of the community who "generously open their doors and their hearts for countless fundraisers," including WOW Living's Pumpkins and Pearls Gala, an event benefiting CrossTrainers Canada and others.

"Their dedication goes beyond business. It's a genuine commitment to making Bradford stronger, more connected and more compassionate," Hilliard said.

Mayor James Leduc was similarly enthusiastic, noting there isn't expected to be any removal of agricultural land.

"It's a beautiful venue," he said. "I look forward to this moving through the process."

An application submitted on Dec. 23 by Aimee Powell of Powell Planning and Associates on behalf of property owner Joseph Lanno requested a zoning bylaw exception to allow the event venue on the farm property, most of which is currently used for agriculture, with occasional events held on the eastern portion.

While he supports on-farm diversified uses to support the farming community, Ward 3 Coun. Ben Verkaik criticized Lanno's approach of opening the venue before getting the zoning exceptions as "putting the cart before the horse."

Lanno declined to answer questions from *BradfordToday* about when Chestnut Creek first opened, but posts on their social media claim they hosted their first wedding on Sept. 24, 2022.

Deputy Mayor Raj Sandhu agreed with Verkaik and implored others to file an application for rezoning before bylaw enforcement pays them a visit, but also noted the desire for more event spaces in town.

"There's an appetite around our municipality for venues like this," he said. "We lack good venues for weddings and other events."

According to a report and presentation from town planner Priscilla Lan, the property is currently zoned a mixed of Environmental Protection and Agricultural where "prime agricultural lands are the predominant land type" and "shall be protected for long-term agricultural uses."

The exception would allow the existing two-storey event centre in a converted barn with roughly 722.3 square metres (7,775 square feet) of floor space, as well as the addition of temporary food truck locations, temporary washrooms, 110 gravel parking spaces and a widened driveway.

All of that would take up less than two per cent of the 37.3-hectare property, in keeping with requirements from the County of Simcoe, according to Carly Murphy of Powell Planning, who spoke on behalf of Lanno at the meeting.

Lan clarified the rezoning would apply to 18 per cent of the total property, but any building permits for that section would be subject to the total two-per-cent limitation.

Ward 4 Coun. Joseph Giordano praised the property and event space as "a gem," but questioned what sort of precedent the approval might create for other properties in town.

"This council has heard from numerous residents time and time again that protecting our agricultural land is absolutely paramount," he said.

Some of those comments came earlier this year as council approved changes to the town's special events bylaw limiting "mega events" of more than 2,000 people on farm properties, but Chestnut Creek's website lists the seating capacity for their venue at just 220.

The property is located to the north and east of the intersection with Line 8 and County Road 27, outside the town's urban boundary, and fronts about 434 metres along Line 8, off of which the entrance is located about 90 metres from County Road 27.

It is surrounded by other agricultural properties, contains a forested area and creek on the northeast portion, and is partially regulated by the Nottawasaga Valley Conservation Authority, according to the report.

While the town's finance department noted an outstanding balance on the property, Lanno clarified that it was just $166 in property taxes, which are expected to be paid as part of the application.

The town's capital engineering department also noted that Line 8 will eventually require widening, though Highway 400 severs it from the project proposed to the east.

Council is not expected to make a decision until after staff provide a future report based on both the public feedback and the applicant's response.

Until council does make a decision, residents can still request information or provide input about planning file D14-25-01 (zoning bylaw amendment) by contacting the Office of Community Planning at 905-778-2055, ext. 1407, or plan@townofbwg.com.

COLUMN: Legal changes could help reduce environmental damage from road salt

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August 20, 2025

Bradford Today



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COLUMN: Legal changes could help reduce environmental damage from road salt

Property owners using extra salt 'not because they don't care about our environment. It's fear of being sued,' says conservation authority chair

August 20, 2025

Innisfil Today



The Nottawasaga Valley Conservation Authority is calling on the province to take steps to address road salt pollution.Image supplied by the Nottawasaga Valley Conservation Authority

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Chestnut Creek seeks proper zoning for 'beautiful venue' that's already open

Event centre has been operating and contributing to charity for at least three years, despite not being permitted on agricultural property in Bradford

August 22, 2025 by Michael Owen

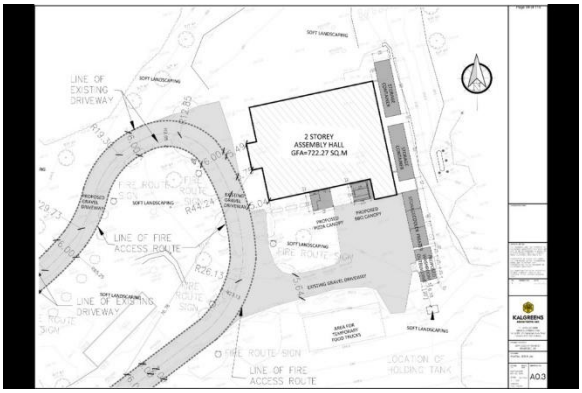
Barrie Today



1 / 5 Chestnut Creek event venue can be seen at 4264 Line 8 in Bradford West Gwillimbury on Aug. 11, 2025.Michael Owen/BradfordToday



2 / 5 An aerial image shows the property at 4264 Line 8, in Bradford West Gwillimbury.The County of Simcoe Geographical Information Systems



3 / 5 A diagram shows the proposed plan to convert an existing barn into an event venue at 4264 Line 8, in Bradford West Gwillimbury.Supplied



4 / 5 A diagram shows the portion of 4264 Line 8 in Bradford West Gwillimbury proposed to be rezoned from agricultural to agricultural with exceptions.Supplied



5 / 5 About 20 people attended a public planning meeting about three separate matters at the Bradford West Gwillimbury Public Library on Aug. 12, 2025.Michael Owen/BradfordToday

A local event venue is looking to pull their chestnuts out of the fire.

More than 20 people attended an Aug. 12 public planning meeting at the Bradford West Gwillimbury Public Library related to a bylaw exception for Chestnut Creek at 4264 Line 8.

That was met with generally positive reactions from councillors and attendees, especially local photographer, event organizer and volunteer, Cassidy Hilliard, who was in full support.

She called the owners "unwavering supporters" of the community who "generously open their doors and their hearts for countless fundraisers," including WOW Living's Pumpkins and Pearls Gala, an event benefiting CrossTrainers Canada and others.

"Their dedication goes beyond business. It's a genuine commitment to making Bradford stronger, more connected and more compassionate," Hilliard said.

Mayor James Leduc was similarly enthusiastic, noting there isn't expected to be any removal of agricultural land.

"It's a beautiful venue," he said. "I look forward to this moving through the process."

An application submitted on Dec. 23 by Aimee Powell of Powell Planning and Associates on behalf of property owner Joseph Lanno requested a zoning bylaw exception to allow the event venue on the farm property, most of which is currently used for agriculture, with occasional events held on the eastern portion.

While he supports on-farm diversified uses to support the farming community, Ward 3 Coun. Ben Verkaik criticized Lanno's approach of opening the venue before getting the zoning exceptions as "putting the cart before the horse."

Lanno declined to answer questions from *BradfordToday* about when Chestnut Creek first opened, but posts on their social media claim they hosted their first wedding on Sept. 24, 2022.

Deputy Mayor Raj Sandhu agreed with Verkaik and implored others to file an application for rezoning before bylaw enforcement pays them a visit, but also noted the desire for more event spaces in town.

"There's an appetite around our municipality for venues like this," he said. "We lack good venues for weddings and other events."

According to a report and presentation from town planner Priscilla Lan, the property is currently zoned a mixed of Environmental Protection and Agricultural where "prime agricultural lands are the predominant land type" and "shall be protected for long-term agricultural uses."

The exception would allow the existing two-storey event centre in a converted barn with roughly 722.3 square metres (7,775 square feet) of floor space, as well as the addition of temporary food truck locations, temporary washrooms, 110 gravel parking spaces and a widened driveway.

All of that would take up less than two per cent of the 37.3-hectare property, in keeping with requirements from the County of Simcoe, according to Carly Murphy of Powell Planning, who spoke on behalf of Lanno at the meeting.

Lan clarified the rezoning would apply to 18 per cent of the total property, but any building permits for that section would be subject to the total two-per-cent limitation.

Ward 4 Coun. Joseph Giordano praised the property and event space as "a gem," but questioned what sort of precedent the approval might create for other properties in town.

"This council has heard from numerous residents time and time again that protecting our agricultural land is absolutely paramount," he said.

Some of those comments came earlier this year as council approved changes to the town's special events bylaw limiting "mega events" of more than 2,000 people on farm properties, but Chestnut Creek's website lists the seating capacity for their venue at just 220.

The property is located to the north and east of the intersection with Line 8 and County Road 27, outside the town's urban boundary, and fronts about 434 metres along Line 8, off of which the entrance is located about 90 metres from County Road 27.

It is surrounded by other agricultural properties, contains a forested area and creek on the northeast portion, and is partially regulated by the Nottawasaga Valley Conservation Authority, according to the report.

While the town's finance department noted an outstanding balance on the property, Lanno clarified that it was just $166 in property taxes, which are expected to be paid as part of the application.

The town's capital engineering department also noted that Line 8 will eventually require widening, though Highway 400 severs it from the project proposed to the east.

Council is not expected to make a decision until after staff provide a future report based on both the public feedback and the applicant's response.

Until council does make a decision, residents can still request information or provide input about planning file D14-25-01 (zoning bylaw amendment) by contacting the Office of Community Planning at 905-778-2055, ext. 1407, or plan@townofbwg.com.

COLUMN: Winter is inevitable; salt pollution doesn't have to be

Property owners using extra salt 'not because they don't care about our environment. It's fear of being sued,' says conservation authority chair

August 23, 2025

Midland Today



The Nottawasaga Valley Conservation Authority is calling on the province to take steps to address road salt pollution.Image supplied by the Nottawasaga Valley Conservation Authority

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OPINION: Eliminating legal risk could help reduce damage from road salt

Property owners are using extra salt 'not because they don't care about our environment. It's fear of being sued,' says Nottawasaga Valley Conservation Authority chair

August 23, 2025

Newmarket Today



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New program builds wetlands on farms for ducks' sake

Ducks Unlimited is looking for five farmers willing to have a half-acre wetland dug into their land

August 30, 2025 by Erika Engel

Barrie Today



1 / 3 Wetland restoration in Ontario, in partnership with the Rural Lambton Stewardship Network.Contributed photo



2 / 3 A new program administered by Ducks Unlimited Canada puts wetlands onto farms in the Grey Sauble, Nottawasaga Valley, and Saugeen Valley regions. Contributed photo



3 / 3 Ducks Unlimited is offering to do the work of planning, getting permits, and building a wetland for farmers who are willing. Contributed photo

A new program from Ducks Unlimited Canada will bring five new wetlands to this corner of Ontario.

The idea is to identify "marginal land" on farms, places where crops don't do well and water tends to pool, and turn them into thriving habitats and ecosystems with a pond, native plants, and natural space.

Specifically, Ducks Unlimited is looking for farmers within the boundaries of the Nottawasaga Valley Conservation Authority, the Grey Sauble Conservation Authority and the Saugeen Valley Conservation Authority.

Dubbed the Marginal Land Initiative, the program is funded enough to offer five farmers a full-package deal. Ducks Unlimited will lead the project through site selection, permitting, and excavation and hand over a finished wetland to the farmer/landowner.

"This program has allowed Ducks Unlimited Canada to go above and beyond for farmers, specifically where we can alleviate some of the stressors that can come with implementing these slightly complex projects," said Linda Warren, Ontario Conservation Programs Specialist with Ducks Unlimited, who is overseeing the program delivery.

"Farmers are busy providing essential services," she said. "This initiative ... lets us take the lead ... it's a nice little packaged process for farmers ... we wanted to make it as easy as possible."

The project doesn't come with any restrictions to farming use around the wetland.

"Farm practices are encouraged to continue because wildlife and waterfowl will continue to use crop fields around the wetlands," said Warren.

If there are livestock grazing in the area, the wetland project would be fenced in as part of construction to keep the livestock out of the wetland.

Funding for the program comes from both the province and the federal government, with Ducks Unlimited also putting in cash. Each project is funded up to $20,000, but Warren said that's usually enough for a project of this size.

At a minimum, the Marginal Land Initiative requires half an acre plus some buffer space for the wetland.

"That's based on science, because the half-acre area is the minimum size area for a pair of ducks to nest," said Warren. "That's one of the primary reasons we love these small wetlands, but they also provide a variety of benefits that include anything from providing climate resilience, and flood and drought mitigation to water quality improvements."

There's also a positive impact on biodiversity in the area.

The program has limited capacity available.

To qualify, applicants must have a farm business number, a 4th or 5th edition Environmental Farm Plan, and a conservation agreement with Ducks Unlimited Canada.

Those interested should apply online at ducks.ca, and indicate they are interested in the Marginal Lands Initiative on the application so it can be fast-tracked.

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August 30, 2025 by Erika Engel

Collingwood Today



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"This program has allowed Ducks Unlimited Canada to go above and beyond for farmers, specifically where we can alleviate some of the stressors that can come with implementing these slightly complex projects," said Linda Warren, Ontario Conservation Programs Specialist with Ducks Unlimited, who is overseeing the program delivery.

"Farmers are busy providing essential services," she said. "This initiative ... lets us take the lead ... it's a nice little packaged process for farmers ... we wanted to make it as easy as possible."

The project doesn't come with any restrictions to farming use around the wetland.

"Farm practices are encouraged to continue because wildlife and waterfowl will continue to use crop fields around the wetlands," said Warren.

If there are livestock grazing in the area, the wetland project would be fenced in as part of construction to keep the livestock out of the wetland.

Funding for the program comes from both the province and the federal government, with Ducks Unlimited also putting in cash. Each project is funded up to $20,000, but Warren said that's usually enough for a project of this size.

At a minimum, the Marginal Land Initiative requires half an acre plus some buffer space for the wetland.

"That's based on science, because the half-acre area is the minimum size area for a pair of ducks to nest," said Warren. "That's one of the primary reasons we love these small wetlands, but they also provide a variety of benefits that include anything from providing climate resilience, and flood and drought mitigation to water quality improvements."

There's also a positive impact on biodiversity in the area.

The program has limited capacity available.

To qualify, applicants must have a farm business number, a 4th or 5th edition Environmental Farm Plan, and a conservation agreement with Ducks Unlimited Canada.

Those interested should apply online at ducks.ca, and indicate they are interested in the Marginal Lands Initiative on the application so it can be fast-tracked.

New program builds wetlands on farms for ducks' sake

Ducks Unlimited is looking for five farmers willing to have a half-acre wetland dug into their land

September 2, 2025 by Erika Engel

Bradford Today



1 / 3 Wetland restoration in Ontario, in partnership with the Rural Lambton Stewardship Network.Contributed photo



2 / 3 A new program administered by Ducks Unlimited Canada puts wetlands onto farms in the Grey Sauble, Nottawasaga Valley, and Saugeen Valley regions. Contributed photo



3 / 3 Ducks Unlimited is offering to do the work of planning, getting permits, and building a wetland for farmers who are willing. Contributed photo

A new program from Ducks Unlimited Canada will bring five new wetlands to this corner of Ontario.

The idea is to identify "marginal land" on farms, places where crops don't do well and water tends to pool, and turn them into thriving habitats and ecosystems with a pond, native plants, and natural space.

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'Cuts would directly impact freshwater restoration': Leaked texts hint that Carney's cuts will target water protection agency

September 3, 2025 by Anushka Yadav

The Field & Shutter Press



Lake Simcoe (Photo by Ronin on Unsplash)

CANADA – As the federal government eyes billions in spending cuts, internal messages leaked from Environment and Climate Change minister Julie Dabrusin's office reveal the Canada Water Agency, tasked with protecting the country's lakes and rivers, could see its funding slashed, raising alarm over the future of freshwater protection.

The revelation came just days ahead of the August 28 deadline for federal ministers to present detailed plans to reduce departmental spending by 15 percent, as part of Prime Minister Mark Carney's pledge to bring more fiscal discipline to Ottawa. The PM wants to free up roughly $9 billion to meet Canada's North Atlantic Treaty Organization (NATO) defence spending commitments, while also funding other big ticket spending items and finding savings for new tax cuts.

The cuts are expected to roll out in stages: 7.5 percent next fiscal year, 2.5 percent the year after, and five percent in 2028–29.

This isn't a new development. The Liberal government has been eyeing "refocusing" government spending for some time now.

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In Budget 2023, the government committed to reducing spending by $15.4 billion over five years, and by $4.5 billion annually thereafter. That effort included scaling back travel, trimming professional services and cutting internal operations.

To meet these targets, Environment and Climate Change Canada (ECCC) plans to reduce its budget by $43 million in 2024–25, $63 million in 2025–26, and $91 million annually starting 2026-27.

But this time, the Clean Water Agency (CWA) appears to be in the direct line of fire.

"Organizations are being asked to bring forward ambitious savings proposals to spend less on the day-to-day running of government by targeting programs and activities that are underperforming, not core to the federal mandate, duplicative, or

misaligned with government priorities," a statement by the CWA explained.

In a group chat accidentally shared with a National Post reporter, a senior policy adviser in Dabrusin's office warned that the proposed cuts could result in "less algal bloom restoration work across the country", though the Great Lakes region would be spared from reductions.

"It would be inappropriate for the Department of Finance to speculate on what may or may not be under consideration for Budget 2025," a statement shared with The Pointer by the Department of Finance noted.

Ontario Tech University's Professor of Biological Science, Andrea Kirkwood, emphasizes the importance of the CWA's role, not just as a researcher who receives grant funding from the agency, but as a "Canadian who cares very deeply about the health of freshwater ecosystems across Canada".

"It took a very long time to finally create this agency, and it's really all about action…It's not just about the Great Lakes…inland waters are just as important. The CWA is critical for understanding and restoring freshwater ecosystems across the country," Kirkwood told The Pointer.

It took five years of steady groundwork and political maneuvering to bring the CWA to life as a standalone institution.

What began as a directive from former Prime Minister Justin Trudeau in 2019 slowly took shape, first as a branch within ECCC in June 2023, then finally gaining full independence when the Canada Water Agency Act received Royal Assent on June 20, 2024.

After years of promises, the country finally had a national agency dedicated solely to protecting its freshwater.

Kirkwood warns that cuts to the Canada Water Agency would have serious ripple effects, particularly on vulnerable water bodies like Lake Winnipeg, where algal bloom research and restoration efforts could be scaled back.

"If the CWA suffers any severe cuts, it's going to directly impact freshwater restoration," she says.

"Canada doesn't really have another agency with the same resources or mandate to do this kind of work. The CWA was created to fill that gap, to build an efficient pipeline for getting resources to where they're needed most to protect our freshwater ecosystems."

In the leaked text messages, the staffer also highlights this critical gap, pointing out that while other agencies contribute through scientific research and monitoring, none are equipped to carry out the restoration projects currently led by the Canada Water Agency.

Jonathan Scott, the newly appointed executive director of The Rescue Lake Simcoe Coalition, a watershed-wide charity representing 30 member groups, was preparing to launch a renewed vision for protecting Lake Simcoe beginning this September, but did not expect to start his tenure under such uncertainty.

"It was alarming, the leak confirmed our worries," Scott, who is also a councillor for Ward 2 in Bradford West Gwillimbury and Chair of the Nottawasaga Valley Conservation Authority, told The Pointer.

"The funding wasn't negotiable; it was already less than what we were hoping for based on the Liberal Party's promises in the election. We can't take away funding that already feels insufficient and expect the lake's health to improve. The reality is we need more support, not less."

Scott says Lake Simcoe is facing serious threats from phosphorus pollution and eutrophication, conditions that trigger toxic algae blooms and frequent beach closures, both of which are being intensified by climate change.

Hot summers provide a breeding ground for phosphorus pollution, over-fertilizing blue-green algae and starving the lake of oxygen by covering the water's surface and blocking light and oxygen from reaching the lake's bottom, damaging ecosystems.

"It's affecting the fish stocks and the natural environment. In this part of the world, it's people's homes, drinking water, and farms. Our economy depends on tourism, ice fishing in the winter, and cottaging in the summer. So it's both an environmental, economic, and quality of life issue all at once," he explained.

"Indicators are worsening; things aren't getting better. Is it the worst ever? That's hard to say."

He acknowledged some progress: reductions in specific pollutants, the tackling of some invasive species, and targeted risk mitigation.

But new threats continue to emerge.

Population growth and development pressures are fueling increases in phosphorus runoff and road salt pollution. While some battles have been won, others are just beginning. The construction of the Bradford Bypass threatens to exacerbate many of these issues.

"It's not like the pollution of the 1950s or 1960s, but it's not where it needs to be according to the Lake Simcoe Protection Plan. Funding without fixes means we risk losing momentum. Right now, we're basically treading water and slowly sinking despite the efforts," he added.

Coalition officials pointed out that under the previous federal government, Lake Simcoe received nearly $60 million over 10 years through the dedicated Lake Simcoe

Clean-Up Fund. After the program ended, advocates pushed to include the lake in the Freshwater Action Fund.

But the funding is less than the $40 million over four years promised, and now, even that progress could be rolled back.

Concerns are not limited to environmental groups. Public service unions are also raising the alarm.

“This government ran on a promise of "caps, not cuts." That promise has been torched. These aren't caps or "efficiencies" – they're deep, dangerous cuts that put jobs and critical public services at risk. What we're seeing is the most devastating attack on the federal public service in a generation – Harper-style austerity with a red logo slapped on,” the Professional Institute of the Public Service of Canada (PIPSC) warns in a press release, following an emergency meeting of its Board of Directors in July.

“This government is doing this without a budget, without a vote in Parliament, and without a shred of transparency or democratic accountability. No debate. No public input. No consultation with unions. Just a backroom directive.”

The full impact of the proposed funding reductions is expected to become clearer in October, when Finance Minister François-Philippe Champagne tables the Carney government’s first federal budget.

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But to get an idea, let’s go back to the early 2010s, when environmental programs were heavily cut under Stephen Harper’s Conservative government.

In 2011, Environment Canada’s budget was slashed by $222 million, eliminating over 1,200 jobs, directly impacting core programs for water quality, contaminated site remediation, and climate and air quality research, including funding for the Canadian Foundation for Climate and Atmospheric Sciences. Fisheries and Oceans Canada was also heavily hit, with more than $100 million cut from its water protection work, including coastal monitoring and conservation programs.

The Harper government didn’t just reduce funding, it also reshaped federal environmental oversight.

In 2012, sweeping changes to the Canadian Environmental Assessment Act shrank the number of agencies allowed to conduct environmental reviews from 40 to just three, and cancelled roughly 3,000 active assessments. Major legislation like the Fisheries Act and Navigable Waters Protection Act were gutted, removing habitat protections and allowing industrial projects like pipelines and dams to bypass federal scrutiny across thousands of lakes and rivers.

By March 2013, more than 5,300 scientists and professionals had either been laid off or reassigned, a 2014

report by the PIPSC notes. This included 139 scientists at Environment Canada, whose budget had already been slashed by $253.8 million since 2011, and 436 at Fisheries and Oceans Canada, with an additional $100 million in cuts still to come.

In total, between 2008 and 2013, $596 million was cut from science and technology budgets across federal departments, and over 2,100 science positions were eliminated.

Entire programs vanished, including the National Roundtable on the Environment and the Economy, Canada's lead federal advisory body on sustainable development, and the Ocean Contaminants and Marine Toxicology Program.

The government also shuttered libraries, ended the Hazardous Materials Information Review Commission, and pulled funding from the world-renowned Experimental Lakes Area, forcing provincial governments to step in.

Between 2013 and 2016, another $2.6 billion was scheduled to be slashed from 10 science-based departments and agencies, with more than 5,000 additional positions expected to be lost.

As one survey commissioned by PIPSC revealed, 91 percent of federal scientists believed these cuts would have a detrimental impact on the government's ability to serve the public interest.

For many, the Harper era marked not just a fiscal tightening, but a systematic dismantling of Canada's environmental science infrastructure.

Kirkwood says programs and protections lost during that period "never fully recovered", and Canada's environmental science capacity suffered a blow from which it is still recovering.

Now, with the Canada Water Agency (CWA) staring down the barrel of potential funding cuts, she and others fear the country's about to repeat a very costly mistake.

"There's been a few improvements with the Trudeau government…allowing for better communication, but with respect to resources, they didn't really dramatically increase, and so, it would just be a real shame, especially when our neighbours to the south are completely gutting environmental protections. It's on Canada to be more vigilant with our freshwaters," Kirkwood told The Pointer.

As previously reported by The Pointer, U.S. President Donald Trump's budget cuts have severely weakened the NOAA lab responsible for monitoring the Great Lakes, jeopardizing not only American environmental oversight but also Canada's ability to safeguard drinking water, track climate change impacts, and respond to algal blooms and pollution.

Scientists on both sides of the border have sounded the alarm, warning that

a breakdown in monitoring and data sharing could have lasting consequences for over 40 million people who rely on the lakes for freshwater.

Canada's ability to respond effectively depends heavily on federal and provincial coordination as well as sustained funding.

But with the anticipated funding cuts, the country might be moving in the opposite direction.

ECCC is already among the lowest-funded ministries in Ottawa. In the 2024 federal budget, ECCC was allocated a total of $2.76 billion for the fiscal year 2024–25.

Within this budget, $63.2 million was specifically dedicated to implementing a strengthened Freshwater Action Plan, historic investments aimed at tackling pressing freshwater issues, supporting clean-up efforts across multiple lakes and rivers and advancing the establishment and operational capacity of the CWA.

In stark contrast, the Department of National Defence (DND) received a monumental $33.8 billion for the same fiscal year, more than twelve times the budget of ECCC.

Andrew Van Iterson, spokesperson for the Green Budget Coalition, worries the federal budget reviews could jeopardize crucial environmental efforts at a time when Canada and the world are urgently trying to address challenges posed by climate change.

The Green Budget Coalition (GBC), a consortium of more than 20 prominent Canadian environmental organizations, has called for a minimum $1 billion investment over five years to protect Canada's freshwater systems.

It includes expanding the Freshwater Action Plan with $700 million to reach more water bodies, improve water quality and quantity, restore aquatic ecosystems, support climate resilience and strengthen watershed governance.

The group also recommends creating a Strategic Water Security Technology Fund, with $100 million to support the development and deployment of Canadian-made research and development, artificial intelligence tools and monitoring systems to collaboratively confront the water crisis.

The GBC also suggests bolstering British Columbia's Watershed Security Fund by $200 million to complement the Pacific Salmon Strategy Initiative and fund Indigenous-led restoration and climate adaptation efforts across the Pacific region.

Finally, it has been calling for enhanced funding for the CWA to ensure the agency can fulfill its full mandate and responsibilities effectively.

"I don't fault the government for looking for efficiencies or savings, but we fought long and hard for the Freshwater Action Fund because it's

desperately needed. I hope they find efficiencies elsewhere, even if it makes their job harder. Good things are hard and worth doing," Scott noted.

"What I love about Lake Simcoe is it's one of those issues where even Conservative MPs want a Liberal government to spend more. I hope the federal government looks at this and says, 'Even though we don't hold these seats, we still want to do the right thing.'"

Ultimately, he says, "all levels of government need to row in the same direction; no pun intended."

Conservation authority calls for stronger recycling regulations in Ontario

NVCA says there's an increased risk of illegal dumping, blocked stormwater systems, degraded water quality, as well as heightened flood and erosion hazards

September 10, 2025

Barrie Today



The Nottawasaga Valley Conservation Authority (NVCA) is urging Ontario's environment minister to strengthen recycling regulations that affect small businesses, community organizations and local infrastructure.Nottawasaga Valley Conservation Authority

The Nottawasaga Valley Conservation Authority (NVCA) is urging Minister of the Environment, Conservation and Parks Todd McCarthy to strengthen recycling regulations that affect small businesses, community organizations and local infrastructure.

In a letter sent this week, NVCA chair Jonathan Scott, who's also a Bradford West Gwillimbury councillor, raised concerns about "gaps" in the provincial recycling framework.

Without accessible services for smaller industrial, commercial and institutional (IC&I) locations, the NVCA says there is an increased risk of illegal dumping, blocked stormwater systems, degraded water quality, as well as heightened flood and erosion hazards.

"Conservation authorities are on the front lines of protecting people, property and ecosystems from flooding and pollution," Scott said in a release. "When recycling isn't accessible, the environmental costs show up directly in our creeks, rivers and stormwater systems."

The NVCA's board of directors has endorsed the call for provincial changes.

The letter specifically urges the province to:

- Amend Ontario's recycling regulations to include small IC&I locations under producer responsibility
- Expand IC&I waste separation requirements to more businesses and institutions
- Extend the Ontario deposit return program to cover non-alcoholic beverage containers.

"Alongside our member municipalities, we are worried about a loss of recycling services to our downtown small businesses and places of

worship resulting from unintended consequences in provincial regulations," said Scott. "We hope the province will address these concerns."

Nottawasaga Valley Conservation Authority calling for stronger recycling regulations

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September 11, 2025

Bradford Today



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NEWS RELEASE
NOTTAWASAGA VALLEY
CONSERVATION AUTHORITY
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Local conservation authority demanding change in recycling regulations

September 11, 2025 by Cameron Wilkinson

FM 92 South Simcoe



Image courtesy of the Nottawasaga Valley Conservation Authority

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Wasaga Beach Selects Ontario-based firm, Urban Strategies, to Help Design and Build Destination Wasaga; Here's What Happens Next

September 11, 2025

Globe and Mail

Award-winning team includes urban designers, engineers, ecologists, Indigenous design advisors, and more

WASAGA BEACH, ON, Sept. 11, 2025 /CNW/ - The Town of Wasaga Beach has selected Ontario-based firm, Urban Strategies, to lead the design and deliver Destination Wasaga—a bold, once-in-a-generation planning effort that will re-imagine the community's iconic waterfront, downtown, and tourism economy.

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Innisfil Today



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September 11, 2025 by Cameron Wilkinson

FM 101 Milton



Image courtesy of the Nottawasaga Valley Conservation Authority

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Dufferin residents invited to plant 200 native trees at Splitrock Narrows

September 11, 2025 by Paula Brown

Orangeville Citizen

Dufferin County residents have the chance to help plant native vegetation in a well-known local part of the Bruce Trail system.

TD Friends of the Environment Foundation is working with the Nottawasaga Valley Conservation Authority (NVCA) to host TD Tree Days. The planting event is scheduled for Sept. 20 from 1 p.m. to 3 p.m.

"This is a really great opportunity to come out and help increase and enhance your local green space while meeting your neighbours, colleagues, and friends. It's also a really great way to just spend time out in nature," said Carolyn Scotchmer, executive director of TD Friends of the Environment Foundation.

TD Tree Days is a volunteer program created by TD Friends of the Environment Foundation, a charity affiliated with the financial institution that has been supporting urban greening programs for 35 years.

Each year, the TD Friends of the Environment Foundation works with local not-for-profits, municipalities, conservation authorities, and Indigenous communities to bring a variety of planting events to life in green spaces.

The goal of TD Tree Days is to bring employees, friends, families, and members of the community together to plant new vegetation in local green spaces within the TD North American footprint.

This year marks the 15th anniversary of TD Tree Days, and the foundation has set an ambitious goal of planting a total of 30,000 trees and shrubs across Canada.

"TD really recognizes that our local green spaces are of critical importance to our communities. These are spaces that support mental and physical health in communities as well as spaces that provide a place for communities to come together, interact and connect with the people around them," said Scotchmer.

TD Friends of the Environment Foundation previously worked with the NVCA in 2018 to plant a total of 300 native trees and shrubs at Splitrock Narrows Nature Reserve, with more than 40 volunteers participating.

This year, the foundation is planning to plant a total of 200 native trees and shrubs at Splitrock Narrows Nature Reserve, located near Mono and Shelburne.

Ahead of the event, volunteers are recommended to dress in appropriate clothing such as layers for flexible weather conditions, sturdy footwear, hats, sunglasses, sunscreen, insect repellent, and gardening gloves.

Students looking to use the event towards their volunteer hours are required to bring their official volunteer form for the TD site leader to complete and sign.

“The event goes rain and shine,” said Scotchmer. “With the work of our supporting organization as well as the TD site leader, it’s really a fantastic day.”

For more information about TD Tree Days or to register for the upcoming event at Splitrock Narrows Nature Reserve, visit: https://www.tdtreedays.com/en-ca/mono-splitrock-narrows-nature-reserve.

Dufferin residents invited to plant 200 native trees at Splitrock Narrows Nature Reserve for TD Tree Days

September 11, 2025 by Paula Brown

Shelburne Free Press

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TD Tree Days is a volunteer program created by TD Friends of the Environment Foundation, a charity affiliated with the financial institution that has been supporting urban greening programs for 35 years.

Each year, the TD Friends of the Environment Foundation works with local not-for-profits, municipalities, conservation authorities, and Indigenous communities to bring a variety of planting events to life in green spaces.

The goal of TD Tree Days is to bring employees, friends, families, and members of the community together to plant new vegetation in local green spaces within the TD North American footprint.

This year marks the 15th anniversary of TD Tree Days, and the foundation has set an ambitious goal of planting a total of 30,000 trees and shrubs across Canada.

"TD really recognizes that our local green spaces are of critical importance to our communities. These are spaces that support mental and physical health in communities as well as spaces that provide a place for communities to come together, interact and connect with the people around them," said Scotchmer.

TD Friends of the Environment Foundation previously worked with the NVCA in 2018 to plant a total of 300 native trees and shrubs at Splitrock Narrows Nature Reserve, with more than 40 volunteers participating.

This year, the foundation is planning to plant a total of 200 native trees and shrubs at Splitrock Narrows Nature Reserve, located near Mono and Shelburne.

Ahead of the event, volunteers are recommended to dress in appropriate clothing such as layers for flexible weather conditions, sturdy footwear,

hats, sunglasses, sunscreen, insect repellent, and gardening gloves.

Students looking to use the event towards their volunteer hours are required to bring their official volunteer form for the TD site leader to complete and sign.

“The event goes rain and shine,” said Scotchmer. “With the work of our supporting organization as well as the TD site leader, it’s really a fantastic day.”

For more information about TD Tree Days or to register for the upcoming event at Splitrock Narrows Nature Reserve, visit: www.tdtreedays.com/en-ca/mono-splitrock-narrows-nature-reserve.