



**Township of South Frontenac
Council Meeting Agenda**



TIME: 6:00 PM,
DATE: Tuesday, January 14, 2025
PLACE: 3910 Battersea Road/Virtual Via Zoom .

1. Call to Order

- a) Resolution

That the Council meeting of January 14, 2025 be called to order at ____ p.m.

2. Declaration of pecuniary interest and the general nature thereof

3. Approval of Agenda and Addendum

- a) Resolution

That the agenda be approved, as presented.

4. Scheduled Closed Session

- a) Resolution

That Council resolve itself into the Committee of the Whole "Closed Meeting" to consider the following item:

1. 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 municipality or local board - Verona Housing Project.

- b) 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 municipality or local board - Verona Housing Project.

- c) Resolution

That Council rise from the Committee of the Whole "Closed Meeting" without reporting.

5. Recess

6. Deputy Mayor - Oath of Office

7. Public Meeting

8. Delegations

9. Briefings

10. Approval of Minutes

- a) Resolution

4 - 12

That the minutes of the December 13, 2024 and the December 17, 2024 Council meetings be approved.

11. Reports Requiring Action

- a) Appointment of Members of Council to Committee of Adjustment

13 - 14

That the following members of Council be appointed to the Committee of Adjustment for a term concluding December 31, 2025:

1. *Bedford District Councillor _____ ;*
2. *Portland District Councillor _____ ;*
3. *Loughborough District Councillor _____ ; and*
4. *Storrington District Councillor _____ .*

- b) Firesmart Communities Transfer Payment Program 15 - 16

That Council authorize the Mayor and Clerk to sign off on a grant agreement for the Ontario Fire Smart Communities Program.

12. *Advisory Committee Reports or Minutes*

13. *Reports Requiring Approval of By-laws*

14. *Reports for Information*

15. *Committee of the Whole*

16. *Tabling of Documents*

- a) Documents received from Marissa Grondin dated December 17, 2024 regarding the Rideau Valley Conservation Authority 2025 draft budget. 17 - 32

17. *Communications*

18. *Notice of Motions*

19. *Rise and Report regarding County Council and External Boards*

- a) County Council
- b) Police Services Board
- c) Cataraqui Conservation
- d) Quinte Conservation
- e) Rideau Valley Conservation Authority
- f) Frontenac Community Arena Board

20. *Announcements/Statements by Councillors*

21. *Closed Session (if requested)*

- a) Resolution

That Council resolve itself into the Committee of the Whole "Closed Meeting" to consider the following items:

1. *Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board - A proposed or pending acquisition or disposition of land by the municipality or local board - Loughborough District*
2. *Labour relations or employee negotiations*
3. *Approval of the November 19, 2024 and December 17, 2024 Committee of the Whole "Closed Meeting" Minutes.*

- b) Approval of the November 19, 2024 and December 17, 2024 Committee of the Whole "Closed Meeting" Minutes.
- c) Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board -A proposed or pending acquisition or disposition of land by the

municipality or local board - Loughborough District

- d) Labour relations or employee negotiations
- e) Resolution

That Council rise from the Committee of the Whole "Closed Meeting" without reporting.

22. Confirmatory By-law

- a) Resolution 33

That By-law 2025-1, being a by-law to confirm generally all actions and proceedings of the Council of the Township of South Frontenac, be given first and second reading.

That By-law 2025-1, being the confirmatory by-law, be given third reading, signed and sealed.

23. Adjournment

- a) Resolution

That the Council meeting of January 14, 2025 be adjourned at ____ p.m.

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Minutes of Council
December, 13, 2024



Township of South Frontenac Council Meeting Minutes



Meeting #2024-21

Time: 9:00 AM

Location: 3910 Battersea Road/Virtual Via Zoom

Present: Ray Leonard, Doug Morey, Steve Pegrum, Norm Roberts, Randy Ruttan, Ron Sleeth, Scott Trueman (withdrew from the meeting at 11:00 a.m. and returned to the meeting at 12:45 p.m.), Adam Turcotte, Mayor Ron Vandewal

Staff: Louise Fragnito - Chief Administrative Officer, James Thompson - Clerk, Brad Wright - Director of Development Services, Kyle Bolton - Director of Public Services, Delbert Blakney - Director of Fire and Emergency Services, Troy Dunlop - Manager of Engineering and Capital Projects, Tim Laprade - Recreation and Facilities Manager, Brian Kirk - Manager of Operations and Fleet, Jan Minaker - Manager of Human Resources, Stephanie Kuca -Deputy Treasurer, Ronnie Joslin - Construction Technologist, Amanda Pantrey - Recreation and Events Coordinator

1 Call to Order

a) Resolution

Resolution No. 2024-21-01

Moved by Councillor Roberts

Seconded by Councillor Morey

That the Special Council meeting of December 13, 2024 be called to order at 9:00 a.m.

Carried

2 Declaration of pecuniary interest and the general nature thereof

a) There were none.

3 Approval of Agenda and Addendum

a) Resolution

Resolution No. 2024-21-02

Moved by Councillor Turcotte

Seconded by Councillor Ruttan

That the agenda be approved, as presented.

Carried

4 Reports for Information

a) Departmental Presentations

The following staff provided departmental presentations to Council:

- Human Resources - Jan Minaker
- Communications - Heather Grosney
- Treasury - Louise Fragnito
- Clerk's - James Thompson
- Fire & Emergency Services - Del Blakney
- Development Services - Brad Wright

Minutes of Council
December, 13, 2024

- Public Services - Kyle Bolton

Council recessed from 11:17 a.m. to 11:30 a.m.

b) Budget Summary Presentation and Deliberation

Louise Fragnito presented the 2025 draft budget.

Council recessed from 12:33 p.m. to 12:36 p.m.

Resolution No. 2024-21-03

Moved by Councillor Sleeth

Seconded by Councillor Leonard

That Council direct staff to bring forward the draft 2025 Budget as presented on December 13, 2024 to the December 17, 2024 Council meeting for approval.

Carried

5 Communications

- a) Correspondence received from the Recreation & Leisure Services Advisory Committee regarding 2025 Capital Budget & Long-Term Plan.

6 Notice of Motions

7 Confirmatory By-law

- a) Resolution

Resolution No. 2024-21-04

Moved by Councillor Pegrum

Seconded by Councillor Leonard

That By-law 2024-79, being a by-law to confirm generally all actions and proceedings of the Council of the Township of South Frontenac, be given first and second reading.

Carried

Resolution No. 2024-21-05

Moved by Councillor Ruttan

Seconded by Councillor Morey

That By-law 2024-79, being the confirmatory by-law, be given third reading, signed and sealed.

Carried

8 Adjournment

- a) Resolution

Resolution No. 2024-21-06

Moved by Councillor Roberts

Seconded by Councillor Sleeth

That the Special Council meeting of December 13, 2024 be adjourned at 1:16 p.m.

Carried

Ron Vandewal, Mayor

James Thompson, Clerk

Minutes of Council
December, 13, 2024

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Minutes of Council
December, 17, 2024



Township of South Frontenac Council Meeting Minutes



Meeting

Time: 6:00 PM

Location: 3910 Battersea Road/Virtual Via Zoom

Present: Ray Leonard, Doug Morey (arrived at 6:40 p.m.), Steve Pegrum, Norm Roberts, Randy Ruttan, Ron Sleeth, Adam Turcotte, Mayor Ron Vandewal

Regrets: Scott Trueman

Staff: Louise Fragnito - Chief Administrative Officer, James Thompson - Clerk, Heather Woodland - Deputy Clerk, Brad Wright - Director of Development Services, Kyle Bolton - Director of Public Services, Delbert Blakney - Director of Fire and Emergency Services, Troy Dunlop - Manager of Engineering and Capital Projects, Christine Woods - Manager of Planning Services, Jan Minaker, Manager - Human Resources, Tom Fehr - Planner

1 Call to Order

a) Resolution

Resolution No. 2024-21-01

Moved by Councillor Turcotte

Seconded by Councillor Leonard

That the Council meeting of December 17, 2024 be called to order at 6:01 p.m.

Carried

2 Declaration of pecuniary interest and the general nature thereof

a) There were none.

3 Approval of Agenda and Addendum

a) Resolution

Resolution No. 2024-21-02

Moved by Councillor Roberts

Seconded by Councillor Pegrum

That the agenda be amended to include Business Item 10. (e), 2025 Budget Approval.

Carried

Resolution No. 2024-21-03

Moved by Councillor Sleeth

Seconded by Councillor Ruttan

That the agenda, as amended, be approved.

Carried

4 Scheduled Closed Session

a) Resolution

Minutes of Council
December, 17, 2024

Resolution No. 2024-21-04

Moved by Councillor Sleeth

Seconded by Councillor Turcotte

That Council resolve itself into the Committee of the Whole "Closed Meeting" to consider the following item:

1. 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 municipality or local board - Compensation

Carried

b) Resolution

Resolution No. 2024-21-05

Moved by Councillor Roberts

Seconded by Councillor Leonard

That Council rise from the Committee of the Whole "Closed Meeting" and the Clerk report.

Carried

c) Resolution

Resolution No. 2024-21-06

Moved by Councillor Turcotte

Seconded by Councillor Ruttan

That Council authorize and delegate to the Chief Administrative Officer the authority to execute the direction received in closed session.

Carried

5 Recess

a)

Council recessed from 6:53 p.m. to 7:03 p.m.

6 Public Meeting

a) Resolution

Resolution No. 2024-21-07

Moved by Councillor Pegrum

Seconded by Councillor Leonard

That the public meeting regarding PL-ZBA-2024-0127 be called to order.

Carried

b) Notice of Collection

The Clerk spoke to the Notice of Collection.

c) Public Meeting: Zoning By-law Amendment Application PL-ZBA-2024-0127, Rosnak, 102903002094800 and 102903002094802, Bob's Lake, Bedford District

Christine Woods conducted a PowerPoint presentation regarding PL-ZBA-2024-0127.

Members of Council did not provide comment.

The Mayor afforded members of the public with an opportunity to provide comment.

Members of the Public did not provide comment.

Minutes of Council
December, 17, 2024

d) Resolution

Resolution No. 2024-21-08
Moved by Deputy Mayor Morey
Seconded by Councillor Sleeth
That the public meeting be closed.

Carried

7 Delegations

a) There were none.

8 Briefings

a) There were none.

9 Approval of Minutes

a) Resolution

Resolution No. 2024-21-09
Moved by Councillor Ruttan
Seconded by Councillor Turcotte
That the minutes of the December 3, 2024 Council meeting be approved.

Carried

10 Reports Requiring Action

a) Unopened Road Allowance Closure Request RC-24-05

Resolution No. 2024-21-10
Moved by Councillor Leonard
Seconded by Councillor Ruttan
That Council direct staff to proceed with the process of closing, selling and transferring the portion of Unopened Road Allowance shown as Part 2 and Part 3 of Plan 13R19516; and

That Council waive the normal process to consider an Unopened Road Allowance closure application to allow the By-law to be considered on the same agenda as the public meeting.

Carried

b) Summer Program Registration Fees and Model

Resolution No. 2024-21-11
Moved by Councillor Sleeth
Seconded by Councillor Roberts
That Council endorse the Summer Program Fee Schedule outlined in Exhibit A of Report Number 2024-210 in order to advance a public meeting to held in accordance with By-law 2016-73.

Carried

c) Contract Extension - Verona Housing Communal Servicing EA Study

Resolution No. 2024-21-12
Moved by Councillor Pegrum
Seconded by Councillor Sleeth

Minutes of Council
December, 17, 2024

That Council accept the proposal from J. L. Richards & Associates dated October 30th, 2024, for an upset limit of \$348,485 plus HST;

That Council authorize the execution of a contract extension with J. L. Richards & Associates for the next phases of the Municipal Class Environmental Assessment for water and wastewater solutions for the Verona Housing Project.

Carried

- d) Request for relief from cash-in-lieu of parkland requirements for consent application PL-BDJ-2024-0032

Resolution No. 2024-21-13

Moved by Councillor Pegrum

Seconded by Councillor Turcotte

That Council approve the cash-in-lieu of Parkland relief request on consent application PLBDJ-2024-0032.

Carried

- e) 2025 Budget Approval

Resolution No. 2024-21-14

Moved by Councillor Pegrum

Seconded by Councillor Roberts

That Council approve the 2025 Budget provided under Exhibit A of Report 2024-212.

Carried

11 Advisory Committee Reports or Minutes

- a) There were none.

12 Reports Requiring Approval of By-laws

- a) Zoning By-law Amendment Application PL-ZBA-2024-0127, Rosnak, 102903002094800 and 102903002094802, Bob's Lake, Bedford District

Resolution No. 2024-21-15

Moved by Deputy Mayor Morey

Seconded by Councillor Turcotte

That By-law 2024-80 to amend the zoning on lands with Assessment Roll Numbers 102903002094800 and 102903002094802, Part of Lot 36, Concession 8 and Part of Lot 36, Concession 9, District of Bedford, Township of South Frontenac be given first and second reading.

Carried

Resolution No. 2024-21-16

Moved by Councillor Pegrum

Seconded by Councillor Leonard

That By-law 2024-80 be given third reading, signed and sealed.

Carried

13 Reports for Information

- a) 2024 Year to Date Financial Report

14 Committee of the Whole

- a) Not applicable.

15 Tabling of Documents

Minutes of Council
December, 17, 2024

- a) There were none.

16 Communications

- a) There were none.

17 Notice of Motions

- a) There were none.

18 Rise and Report regarding County Council and External Boards

- a) Cataraqui Conservation

Councillor Sleeth provided a brief update regarding the meeting held on December 4, 2024.

- b) Frontenac Community Arena Board

Councillor Roberts noted that there are no issues to report regarding the Frontenac Community Arena.

19 Announcements/Statements by Councillors

- a) Mayor Vandewal provided an update regarding the recent Regional Mayors meeting. He provided additional updates regarding the Burrige Santa Claus Parade and a transit pilot project.
- b) Councillor Ruttan provided an updated regarding an awards presentation at the "Youth Imagine the Future" event.
- c) Councillor Sleeth provided an update regarding the breakfast with Santa event at the Storrington Lion's Club Hall.

20 Closed Session (if requested)

- a) Not applicable.

21 Confirmatory By-law

- a) Resolution

Resolution No. 2024-21-17

Moved by Councillor Ruttan

Seconded by Councillor Sleeth

That By-law 2024-81, being a by-law to confirm generally all actions and proceedings of the Council of the Township of South Frontenac, be given first and second reading.

Carried

Resolution No. 2024-21-18

Moved by Councillor Pegrum

Seconded by Deputy Mayor Morey

That By-law 2024-81, being the confirmatory by-law, be given third reading, signed and sealed.

Carried

22 Adjournment

- a) Resolution

Minutes of Council
December, 17, 2024

Resolution No. 2024-21-19

Moved by Councillor Leonard

Seconded by Councillor Ruttan

That the Council meeting of December 17, 2024 be adjourned at 7:37 p.m.

Carried

Ron Vandewal, Mayor

James Thompson, Clerk

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Township of South Frontenac Staff Report



To: Council

From: Office of the Clerk

Date of Meeting: January 14, 2025

Subject: Appointment of Members of Council to Committee of Adjustment

Report Number: 2025-004

Summary

The purpose of the report is to provide Council with required background information regarding the appointment of members of Council to the Committee of Adjustment for 2025.

Recommendation

That the following members of Council be appointed to the Committee of Adjustment for a term concluding December 31, 2025:

1. Bedford District Councillor _____ ;
2. Portland District Councillor _____ ;
3. Loughborough District Councillor _____ ; and
4. Storrington District Councillor _____ .

Background

In accordance with [Committee By-law 2023-04](#), Council is required to appoint four members of Council to the Committee of Adjustment annually.

Discussion/Analysis

Detailed information regarding the operation and mandate of committees and boards can be found in the Committee By-law 2023-04.

A high-level summary of the mandate of the boards and committees requiring appointment of members of Council is as follows:

Committee of Adjustment:

The Committee of Adjustment is a quasi-judicial body. As legislated by the *Planning Act*, the Committee of Adjustment shall hold public hearings and to make decisions on applications for:

- Minor variances
- Enlargements or extensions of legal non-conforming uses
- Consents (severances)

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Remuneration is paid based on By-law 2007-15, "A By-Law to Provide for the Remuneration for Members of Council". Council remuneration was reviewed and updated under resolution 2018-18-06 and 2019-18-17.

Relationship to Strategic Plans

- Not applicable to this report.
- This initiative adheres to the following guiding principle of the 2023-2026 Strategic Plan.
- Priority: Choose an item.
 - Action Item (If Applicable): Insert Text

Climate Considerations

- Not applicable to this report.
- This initiative supports climate change mitigation/adaption efforts in South Frontenac; and/or impacts the Township's resilience to climate change.

Notice/Consultation

None.

Attachments

None.

Approvals

Prepared By: Heather Woodland, Deputy Clerk

Submitted By:



James Thompson, Clerk

Approved By:



Louise Fragnito, Chief Administrative Officer

Township of South Frontenac Staff Report



To: Council

From: Office of the Chief Administrative Officer

Date of Meeting: January 14, 2025

Subject: Firesmart Communities Transfer Payment Program

Report Number: 2025-002

Summary

The report seeks Council approval to move forward with a grant agreement for the Ontario Fire Smart Communities Transfer Program.

Recommendation

That Council authorize the Mayor and Clerk to sign off on a grant agreement for the Ontario Fire Smart Communities Program.

Background

In the fall of 2024, the Township applied for a grant for the Ontario FireSmart Communities Transfer Payment program. Due to a short turnaround window of just under two weeks and not in line with Council meetings, staff submitted the application with the understanding that if successful, it would be brought forward for Council approval.

The Ministry of Natural Resources and Forestry (MNRF) issued an opportunity to support municipalities with the FireSmart Community initiative. The priorities of the grant are to support the development of a community Wildland Fire Protection Plan that includes a wildland fire hazard risk assessment and fire mitigation strategy. It also supports the development of forest hazard maps for wildland fire hazards. The maximum allowance per municipality is \$15,000 over a 2-year period.

Discussion/Analysis

On December 12th, 2024, the Township received notification that it was successful in its application for the full \$15,000 to support the development of community wildland fire protection plan that includes a hazard identification and risk assessment as well as hazard mapping.

Financial Implications

The funding amount of \$15,000 does not require any further financial commitment from the Township and will provide for the completion of the deliverables of the grant.

Relationship to Strategic Plan

- Not applicable to this report.
- This initiative adheres to the following strategic pillars and directions of the 2023-2026 Strategic Plan.
 - Pillars: Choose an item.

Climate Considerations

- Not applicable to this report.
- This initiative supports climate change mitigation/adaption efforts in South Frontenac; and/or impacts the Township's resilience to climate change.

Notice/Consultation

N/A

Attachments

None

Approvals

Approved By:



Louise Fragnito, Chief Administrative Officer

From: [Marissa Grondin](#)
To: [James Thompson](#)
Cc: [Arundhati Mohile](#); [Adam Turcotte](#)
Subject: RVCA 2025 Draft Budget, Municipal Levy and Work Plan for Municipal Consultation
Date: December 17, 2024 9:12:54 AM
Attachments: [image001.png](#)
[image002.png](#)
[image003.jpg](#)
[image004.jpg](#)
[image005.jpg](#)
[241217 lt_SouthFrontenac_DraftBudget.pdf](#)
[2025_RVCA_DraftBudget.pdf](#)

Sent on behalf of Sommer Casgrain-Robertson

Dear Mr. Thompson,

Please find enclosed, RVCA's Draft Budget, Municipal Levy and Work Plan for 2025 for municipal consultation. The Draft Budget and Levy are attached while our work plan can be found on our website at the following link:

- [2025 RVCA Work Plan](#)

If you would like to receive a hard copy of this package or if you have any questions, please do not hesitate to contact me.

Our Board will be voting on this budget and municipal levy at their February 27, 2025 meeting so we welcome any feedback you may have before February 13, 2025.

On behalf of our Board and Staff, we wish everyone at your municipality a very happy holiday season and we thank you for your ongoing support and partnership, which we value and appreciate!

Sommer

Sommer Casgrain-Robertson
General Manager/Secretary Treasurer
sommer.casgrain-robertson@rvca.ca ext. 1214

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2025 Draft Budget

Dated: November 28, 2024

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RIDEAU VALLEY CONSERVATION AUTHORITY
Draft 2025 Operating Budget - Statement of Operation

	2025 Budget	2024 Budget
REVENUE	12,548,033	11,580,419
Watershed Sciences and Engineering Services	3,957,856	3,464,612
Program Management	176,355	68,423
Watershed Reporting	171,807	164,566
Drinking Water Source Protection	277,227	233,323
Surface Water Quality Monitoring	500,146	487,730
Hydrometric Monitoring and Forecasting	454,481	460,633
Natural Hazard Studies	790,204	346,172
Groundwater Monitoring	214,156	222,168
Aquatic and Terrestrial Habitat Monitoring	392,411	397,456
Water and Erosion Control Infrastructure Operations	863,905	1,034,141
Engineering Projects	117,164	50,000
Planning Advisory and Regulatory Services	3,157,208	2,812,852
Program Management	179,969	146,856
Site Specific Plan Review	739,597	736,904
Non-Site Specific Plan Review	198,182	197,945
S. 28 Conservation Authorities Act	863,251	848,335
S. 28 Conservation Authorities Act - Program Dev	19,609	18,783
Part 4 Clean Water Act	35,340	47,173
Part 8 Ontario Building Code	1,001,595	714,013
Septic Re-Inspection	119,665	102,843
Stewardship Services	1,670,811	1,856,701
Program Management	92,843	175,626
Tree Planting	702,093	853,390
Rural Clean Water Program	503,077	491,147
Shoreline Naturalization	270,798	263,140
Ontario Rural Wastewater Centre	102,000	73,398
Conservation Land Management Services	1,803,699	1,630,657
Program Management	91,923	83,510
Land Acquisition	15,000	15,000
Conservation Areas	961,129	913,413
Conservation Lands	387,636	295,780
Outdoor Education	316,011	290,954
Lease and Management Agreements	32,000	32,000
Corporate Services	1,947,460	1,815,597
Management and Members	378,631	346,407
Finance and Human Resources	610,706	591,315
Communications and Outreach	290,593	312,859
Fundraising and Partnerships	108,813	105,911
GIS and Information Management	400,946	301,334
Headquarter Lease and Management	157,771	157,771
Internal Recoveries	11,000	-
Internal Recoveries	11,000	-

EXPENSES	12,548,033	11,580,419
Watershed Sciences and Engineering Services	3,957,856	3,464,613
Program Management	176,355	68,423
Watershed Reporting	171,807	164,566
Drinking Water Source Protection	277,227	233,323
Surface Water Quality Monitoring	500,146	487,730
Hydrometric Monitoring and Forecasting	454,481	460,633
Natural Hazard Studies	790,204	346,172
Groundwater Monitoring	214,156	222,168
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Water and Erosion Control Infrastructure Operations	863,905	1,034,141
Engineering Projects	117,164	50,000
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Site Specific Plan Review	739,597	736,904
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S. 28 Conservation Authorities Act - Program Dev	19,609	18,783
Part 4 Clean Water Act	35,340	47,173
Part 8 Ontario Building Code	1,001,595	714,013
Septic Re-Inspection	119,665	102,843
Stewardship Services	1,670,811	1,856,699
Program Management	92,843	175,626
Tree Planting	702,093	853,390
Rural Clean Water Program	503,077	491,145
Shoreline Naturalization	270,798	263,140
Ontario Rural Wastewater Centre	102,000	73,398
Conservation Land Management Services	1,803,699	1,630,658
Program Management	91,923	83,511
Land Acquisition	15,000	15,000
Conservation Areas	961,129	913,413
Conservation Lands	387,636	295,780
Outdoor Education	316,011	290,954
Lease and Management Agreements	32,000	32,000
Corporate Services	1,947,460	1,815,596
Management and Members	378,631	346,407
Finance and Human Resources	610,706	591,315
Communications and Outreach	290,593	312,859
Fundraising and Partnerships	108,813	105,911
GIS and Information Management	400,946	301,334
Headquarter Lease and Management	157,771	157,771
Internal Recoveries	11,000	0
Common Cost	11,000	(0)
Vehicles and Equipment	0	0
ANNUAL SURPLUS (DEFICIT)	0	0

RIDEAU VALLEY CONSERVATION AUTHORITY
Draft 2025 Capital Budget - Statement of Capital

	2025 Budget	2024 Budget
REVENUE	914,204	994,185
Watershed Sciences and Engineering Services	89,500	122,188
Program Management	-	-
Watershed Reporting	-	-
Drinking Water Source Protection	-	-
Surface Water Quality Monitoring	33,000	-
Hydrometric Monitoring and Forecasting	25,000	60,688
Natural Hazard Studies	-	-
Groundwater Monitoring	-	-
Aquatic and Terrestrial Habitat Monitoring	-	-
Water and Erosion Control Infrastructure Operations	31,500	-
Engineering Projects	-	61,500
Planning Advisory and Regulatory Services	-	-
Program Management	-	-
Site Specific Plan Review	-	-
Non-Site Specific Plan Review	-	-
S. 28 Conservation Authorities Act	-	-
S. 28 Conservation Authorities Act - Program Dev	-	-
Part 4 Clean Water Act	-	-
Part 8 Ontario Building Code	-	-
Septic Re-Inspection	-	-
Stewardship Services	-	-
Program Management	-	-
Tree Planting	-	-
Rural Clean Water Program	-	-
Shoreline Naturalization	-	-
Ontario Rural Wastewater Centre	-	-
Conservation Land Management Services	69,000	68,000
Program Management	-	-
Land Acquisition	-	-
Conservation Areas	69,000	18,000
Conservation Lands	-	50,000
Outdoor Education	-	-
Lease and Management Agreements	-	-
Corporate Services	545,704	530,704
Management and Members	-	-
Finance and Human Resources	-	-
Communications and Outreach	-	-
Fundraising and Partnerships	-	-
GIS and Information Management	8,000	8,000
Headquarter Lease and Management	537,704	522,704
Internal Recoveries	210,000	273,293
Internal Recoveries	210,000	273,293

EXPENSES	914,204	994,185
Watershed Sciences and Engineering Services	89,500	122,188
Program Management	-	-
Watershed Reporting	-	-
Drinking Water Source Protection	-	-
Surface Water Quality Monitoring	33,000	-
Hydrometric Monitoring and Forecasting	25,000	60,688
Natural Hazard Studies	-	-
Groundwater Monitoring	-	-
Aquatic and Terrestrial Habitat Monitoring	-	-
Water and Erosion Control Infrastructure Operations	31,500	-
Engineering Projects	-	61,500
Planning Advisory and Regulatory Services	-	-
Program Management	-	-
Site Specific Plan Review	-	-
Non-Site Specific Plan Review	-	-
S. 28 Conservation Authorities Act	-	-
S. 28 Conservation Authorities Act - Program Dev	-	-
Part 4 Clean Water Act	-	-
Part 8 Ontario Building Code	-	-
Septic Re-Inspection	-	-
Stewardship Services	-	-
Program Management	-	-
Tree Planting	-	-
Rural Clean Water Program	-	-
Shoreline Naturalization	-	-
Ontario Rural Wastewater Centre	-	-
Conservation Land Management Services	69,000	68,000
Program Management	-	-
Land Acquisition	-	-
Conservation Areas	69,000	18,000
Conservation Lands	-	50,000
Outdoor Education	-	-
Lease and Management Agreements	-	-
Corporate Services	545,704	530,704
Management and Members	-	-
Finance and Human Resources	-	-
Communications and Outreach	-	-
Fundraising and Partnerships	-	-
GIS and Information Management	8,000	8,000
Headquarter Lease and Management	537,704	522,704
Internal Recoveries	210,000	273,293
Common Cost	-	31,500
Vehicles and Equipment	210,000	241,793
ANNUAL SURPLUS (DEFICIT)	-	-

RIDEAU VALLEY CONSERVATION AUTHORITY

Revenue Breakdown: Draft 2025 Operating Budget

Department	Municipal Levy		Special Levy		Province		Foundation		Other Revenue		Total Revenue		Total Expenses	
	2025	2024	2025	2024	2025	2024	2025	2024	2025	2024	2025	2024	2025	2024
Watershed Sciences and Engineering Services	1,864,727	1,858,452	891,075	1,064,174	388,090	344,186	-	-	813,964	197,800	3,957,856	3,464,612	3,957,856	3,464,613
Program Management	165,211	57,279	-	-	11,144	11,144	-	-	-	-	176,355	68,423	176,355	68,423
Watershed Reporting	171,807	164,566	-	-	-	-	-	-	-	-	171,807	164,566	171,807	164,566
Drinking Water Source Protection	-	-	-	-	277,227	233,323	-	-	-	-	277,227	233,323	277,227	233,323
Surface Water Quality Monitoring	336,689	324,273	163,457	163,457	-	-	-	-	-	-	500,146	487,730	500,146	487,730
Hydrometric Monitoring and Forecasting	328,570	314,722	-	-	13,111	13,111	-	-	112,800	132,800	454,481	460,633	454,481	460,633
Natural Hazard Studies	199,951	312,919	-	-	18,253	18,253	-	-	572,000	15,000	790,204	346,172	790,204	346,172
Groundwater Monitoring	214,156	222,168	-	-	-	-	-	-	-	-	214,156	222,168	214,156	222,168
Aquatic and Terrestrial Habitat Monitoring	380,411	397,456	-	-	-	-	-	-	12,000	-	392,411	397,456	392,411	397,456
Water and Erosion Control Infrastructure Operations	67,932	65,069	727,618	900,717	68,355	68,355	-	-	-	-	863,905	1,034,141	863,905	1,034,141
Engineering Projects	-	-	-	-	-	-	-	-	117,164	50,000	117,164	50,000	117,164	50,000
Planning Advisory and Regulatory Services	1,379,155	1,244,401	-	-	14,422	14,422	-	-	1,763,631	1,554,029	3,157,208	2,812,852	3,157,208	2,812,852
Program Management	179,969	146,856	-	-	-	-	-	-	-	-	179,969	146,856	179,969	146,856
Site Specific Plan Review	359,566	336,904	-	-	-	-	-	-	380,031	400,000	739,597	736,904	739,597	736,904
Non-Site Specific Plan Review	183,760	183,523	-	-	14,422	14,422	-	-	-	-	198,182	197,945	198,182	197,945
S. 28 Conservation Authorities Act	636,251	558,335	-	-	-	-	-	-	227,000	290,000	863,251	848,335	863,251	848,335
S. 28 Conservation Authorities Act - Program Dev	19,609	18,783	-	-	-	-	-	-	-	-	19,609	18,783	19,609	18,783
Part 4 Clean Water Act	-	-	-	-	-	-	-	-	35,340	47,173	35,340	47,173	35,340	47,173
Part 8 Ontario Building Code	-	-	-	-	-	-	-	-	1,001,595	714,013	1,001,595	714,013	1,001,595	714,013
Septic Re-Inspection	-	-	-	-	-	-	-	-	119,665	102,843	119,665	102,843	119,665	102,843
Stewardship Services	725,311	781,439	-	-	-	-	143,500	145,000	802,000	930,262	1,670,811	1,856,701	1,670,811	1,856,699
Program Management	92,843	175,626	-	-	-	-	-	-	-	-	92,843	175,626	92,843	175,626
Tree Planting	132,093	126,526	-	-	-	-	120,000	120,000	450,000	606,864	702,093	853,390	702,093	853,390
Rural Clean Water Program	283,077	271,147	-	-	-	-	-	-	220,000	220,000	503,077	491,147	503,077	491,145
Shoreline Naturalization	217,298	208,140	-	-	-	-	23,500	25,000	30,000	30,000	270,798	263,140	270,798	263,140
Ontario Rural Wastewater Centre	-	-	-	-	-	-	-	-	102,000	73,398	102,000	73,398	102,000	73,398
Conservation Land Management Services	1,287,154	1,110,909	-	-	-	-	84,011	36,000	432,534	483,748	1,803,699	1,630,657	1,803,699	1,630,658
Program Management	91,923	83,510	-	-	-	-	-	-	-	-	91,923	83,510	91,923	83,511
Land Acquisition	-	-	-	-	-	-	15,000	15,000	-	-	15,000	15,000	15,000	15,000
Conservation Areas	828,595	750,619	-	-	-	-	-	-	132,534	162,794	961,129	913,413	961,129	913,413
Conservation Lands	366,636	276,780	-	-	-	-	8,000	8,000	13,000	11,000	387,636	295,780	387,636	295,780
Outdoor Education	-	-	-	-	-	-	61,011	13,000	255,000	277,954	316,011	290,954	316,011	290,954
Lease and Management Agreements	-	-	-	-	-	-	-	-	32,000	32,000	32,000	32,000	32,000	32,000
Corporate Services	1,711,685	1,687,152	-	-	-	-	-	-	235,775	128,445	1,947,460	1,815,597	1,947,460	1,815,596
Management and Members	378,631	346,407	-	-	-	-	-	-	-	-	378,631	346,407	378,631	346,407
Finance and Human Resources	483,236	462,870	-	-	-	-	-	-	127,470	128,445	610,706	591,315	610,706	591,315
Communications and Outreach	281,681	312,859	-	-	-	-	-	-	8,912	-	290,593	312,859	290,593	312,859
Fundraising and Partnerships	108,813	105,911	-	-	-	-	-	-	-	-	108,813	105,911	108,813	105,911
GIS and Information Management	301,553	301,334	-	-	-	-	-	-	99,393	-	400,946	301,334	400,946	301,334
Headquarter Lease and Management	157,771	157,771	-	-	-	-	-	-	-	-	157,771	157,771	157,771	157,771
Internal Recoveries	-	-	-	-	-	-	-	-	11,000	-	11,000	-	11,000	0
Common Cost	-	-	-	-	-	-	-	-	11,000	-	11,000	-	11,000	(0)
Vehicles and Equipment	-	-	-	-	-	-	-	-	-	-	-	-	0	0
Total	6,968,031	6,682,353	891,075	1,064,174	402,512	358,608	227,511	181,000	4,058,904	3,294,284	12,548,033	11,580,419	12,548,033	11,580,419

RIDEAU VALLEY CONSERVATION AUTHORITY Revenue Breakdown: Draft 2025 Capital Budget

Department	Municipal Levy		Special Levy		Province		Foundation		Other Revenue		Total Revenue		Total Expenses	
	2025	2024	2025	2024	Year	Year	2025	2024	2025	2024	2025	2024	2025	2024
Watershed Sciences and Engineering Services	47,298	18,688	31,500	31,500	-	-	-	-	10,702	72,000	89,500	122,188	89,500	122,188
Program Management	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Watershed Reporting	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Drinking Water Source Protection	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Surface Water Quality Monitoring	22,298	-	-	-	-	-	-	-	10,702	-	33,000	-	33,000	-
Hydrometric Monitoring and Forecasting	25,000	18,688	-	-	-	-	-	-	-	42,000	25,000	60,688	25,000	60,688
Natural Hazard Studies	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Groundwater Monitoring	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Aquatic and Terrestrial Habitat Monitoring	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Water and Erosion Control Infrastructure Operations	-	-	31,500	-	-	-	-	-	-	-	31,500	-	31,500	-
Engineering Projects	-	-	-	31,500	-	-	-	-	-	30,000	-	61,500	-	61,500
Planning Advisory and Regulatory Services	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Program Management	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Site Specific Plan Review	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Non-Site Specific Plan Review	-	-	-	-	-	-	-	-	-	-	-	-	-	-
S. 28 Conservation Authorities Act	-	-	-	-	-	-	-	-	-	-	-	-	-	-
S. 28 Conservation Authorities Act - Program Dev	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Part 4 Clean Water Act	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Part 8 Ontario Building Code	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Septic Re-Inspection	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Stewardship Services	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Program Management	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Tree Planting	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Rural Clean Water Program	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Shoreline Naturalization	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Ontario Rural Wastewater Centre	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Conservation Land Management Services	-	-	-	-	-	-	-	-	69,000	68,000	69,000	68,000	69,000	68,000
Program Management	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Conservation Areas	-	-	-	-	-	-	-	-	69,000	18,000	69,000	18,000	69,000	18,000
Conservation Lands	-	-	-	-	-	-	-	-	-	50,000	-	50,000	-	50,000
Outdoor Education	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Lease and Management Agreements	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Corporate Services	280,704	280,704	-	-	-	-	-	-	265,000	250,000	545,704	530,704	545,704	530,704
Management and Members	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Finance and Human Resources	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Communications and Outreach	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Fundraising and Partnerships	-	-	-	-	-	-	-	-	-	-	-	-	-	-
GIS and Information Management	8,000	8,000	-	-	-	-	-	-	-	-	8,000	8,000	8,000	8,000
Headquarter Lease and Management	272,704	272,704	-	-	-	-	-	-	265,000	250,000	537,704	522,704	537,704	522,704
Internal Recoveries	-	6,793	-	-	-	-	-	-	210,000	266,500	210,000	273,293	210,000	273,293
Common Cost	-	-	-	-	-	-	-	-	-	31,500	-	31,500	-	31,500
Vehicles and Equipment	-	6,793	-	-	-	-	-	-	210,000	235,000	210,000	241,793	210,000	241,793
Total	328,002	306,185	31,500	31,500	-	-	-	-	554,702	656,500	914,204	994,185	914,204	994,185

Revenue Breakdown: Provincial Categories

The *Conservation Authorities Act* now requires conservation authorities to classify their programs and services into the following four categories:

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

2025 Draft Operating Budget: \$12,548,033

Revenue Source	Category 1 Programs	Category 2 Programs	Category 3 Programs	General Costs
Fees & Charges	\$ 738,065	\$1,526,600	\$ 699,000	\$ 19,162
Donations & Grants	\$ 23,000		\$ 204,511	
Agreements	\$ 790,312			
Self-Generated	\$ 14,500			\$ 750
Reserve Funds	\$ 446,164			\$ 99,393
Other				\$ 127,470
Special Levy ¹	\$ 727,618	\$ 163,457		
Municipal Levy ²	\$3,931,866		\$1,324,481	\$1,711,685
Total:	\$6,671,525	\$1,690,057	\$2,227,992	\$1,958,460

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

2025 Draft Capital Budget: \$914,204

Revenue Source	Category 1 Programs	Category 2 Programs	Category 3 Programs	General Costs
Fees & Charges				
Donations & Grants				
Agreements				
Self-Generated				
Reserve Funds	\$ 79,702			\$ 475,000
Other				
Special Levy ¹	\$ 31,500			
Municipal Levy ²	\$ 47,298			\$ 280,704
Total:	\$ 158,500	\$ -	\$ -	\$ 755,704

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

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

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

Special Levy Summary:

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

Operating Expenses

- \$40,000 – Operation of Water Control Structures in Ottawa
- \$672,618 – Rideau River Ice Management in Ottawa
- \$163,457 – Enhanced Water Quality Monitoring in Ottawa

Capital Costs

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

Municipal Levy Summary:

Based on this draft budget, a total of \$7,296,033 would be apportioned to member municipalities based on modified current value assessment data provided by the province. This apportionment is shown on the following page and includes:

- \$6,968,031 for operating expenses
- \$328,002 for capital costs

It should be noted that only \$1,324,481 of this levy would support Category 3 programs which is 19.96% of the levy. This complies with new cost-apportionment agreements approved by municipalities which now cap this contribution at 20%.

Rideau Valley Conservation Authority - 2025 Proposed Municipal Levy Apportionment

RVCA Member Municipality	Percentage in Watershed	Population	Population in Watershed	Current Value Assessment (modified) in Watershed			Levy Portion Based on CVA (modified)			Municipal Levy		
				For 2024	For 2025	Difference	For 2024	For 2025	Difference	For 2024	For 2025	Difference
Athens*	4	2,359	94	\$ 13,473,229	\$ 13,548,421	\$ 75,193	0.0115	0.0113	-0.0001	\$ 1,900	\$ 2,000	\$ 100
North Dundas*	1	9,225	92	\$ 18,637,372	\$ 18,615,436	\$ (21,936)	0.0159	0.0156	-0.0003	\$ 1,900	\$ 2,000	\$ 100
Clarence-Rockland	3	22,143	664	\$ 106,657,710	\$ 109,169,745	\$ 2,512,035	0.0908	0.0912	0.0004	\$ 6,345	\$ 6,655	\$ 311
Westport	100	548	548	\$ 127,713,404	\$ 131,681,868	\$ 3,968,464	0.1087	0.1101	0.0013	\$ 7,597	\$ 8,028	\$ 431
Augusta	19	6,019	1,144	\$ 166,388,989	\$ 169,387,214	\$ 2,998,225	0.1417	0.1416	-0.0001	\$ 9,898	\$ 10,326	\$ 429
Central Frontenac	22	3,678	809	\$ 220,938,674	\$ 224,230,835	\$ 3,292,161	0.1881	0.1874	-0.0007	\$ 13,143	\$ 13,670	\$ 527
Merrickville-Wolford	100	2,579	2,579	\$ 431,950,979	\$ 446,005,202	\$ 14,054,223	0.3678	0.3728	0.0050	\$ 25,695	\$ 27,189	\$ 1,495
Montague	100	3,077	3,077	\$ 448,713,799	\$ 458,859,844	\$ 10,146,045	0.3820	0.3835	0.0015	\$ 26,692	\$ 27,973	\$ 1,281
South Frontenac	13	15,393	2,001	\$ 463,712,161	\$ 469,044,298	\$ 5,332,137	0.3948	0.3920	-0.0028	\$ 27,584	\$ 28,594	\$ 1,010
Elizabethtown - Kitley	61	7,688	4,690	\$ 737,355,274	\$ 745,775,618	\$ 8,420,344	0.6278	0.6233	-0.0045	\$ 43,861	\$ 45,464	\$ 1,602
Beckwith	64	7,158	4,581	\$ 918,981,599	\$ 945,822,850	\$ 26,841,251	0.7824	0.7905	0.0081	\$ 54,665	\$ 57,659	\$ 2,994
Drummond/North Elmsley	70	6,586	4,610	\$ 848,637,306	\$ 861,443,855	\$ 12,806,549	0.7225	0.7200	-0.0026	\$ 50,481	\$ 52,515	\$ 2,034
Tay Valley	65	4,887	3,177	\$ 863,472,631	\$ 874,304,495	\$ 10,831,864	0.7352	0.7307	-0.0044	\$ 51,364	\$ 53,299	\$ 1,936
Smiths Falls	100	6,264	6,264	\$ 1,074,804,601	\$ 1,124,788,035	\$ 49,983,435	0.9151	0.9401	0.0250	\$ 63,935	\$ 68,569	\$ 4,634
Perth	100	4,459	4,459	\$ 1,018,832,048	\$ 1,022,078,748	\$ 3,246,700	0.8674	0.8542	-0.0132	\$ 60,605	\$ 62,308	\$ 1,703
Rideau Lakes	51	8,737	4,456	\$ 1,263,392,536	\$ 1,283,420,831	\$ 20,028,295	1.0757	1.0727	-0.0030	\$ 75,153	\$ 78,240	\$ 3,087
North Grenville	67	14,618	9,794	\$ 1,994,123,658	\$ 2,081,192,828	\$ 87,069,170	1.6978	1.7394	0.0416	\$ 118,620	\$ 126,873	\$ 8,253
Ottawa	46	795,792	366,064	\$ 106,734,718,086	\$ 108,669,311,727	\$ 1,934,593,641	90.8748	90.8237	-0.0511	\$ 6,349,100	\$ 6,624,671	\$ 275,571
TOTALS:		921,210	419,103	\$ 117,452,504,054	\$ 119,648,681,849	\$ 2,196,177,795	100.00	100.00	0.00	\$ 6,988,536	\$ 7,296,032	\$ 307,496

*Athens and North Dundas are charged our minimum levy amount which is \$2,000 for 2025.

Levy Increase 4.4%



3889 Rideau Valley Drive
PO Box 599, Manotick ON K4M 1A5
T 613-692-3571 | 1-800-267-3504
F 613-692-0831 | www.rvca.ca

December 17, 2024

Township of South Frontenac
James Thompson, Clerk
PO Box 100, 4432 George St.
Sydenham, ON K0H 2T0

Re: RVCA Draft 2025 Budget for Municipal Consultation

Dear Mr. Thompson,

It has been another exciting year filled with accomplishments, opportunities and challenges and the Rideau Valley Conservation Authority (RVCA) is grateful to the many partners who make our work possible, particularly our member municipalities. The ongoing support of Councils and the work of municipal staff has enabled us to adapt to legislative changes and changing watershed needs while maintaining service levels for residents and municipal partners.

We look forward to providing you with our 2024 Annual Report in the spring where we will highlight the important work we were able to accomplish in partnership with you this year. In the meantime, we have attached our draft work plan and budget for 2025 for your review, which lays out our priorities for the year ahead. As always, RVCA's budget is designed to continue improving client service and program delivery, while addressing the evolving needs of our municipalities and the watershed. With inflation continuing to impact all levels of government and taxpayers, we also want to support municipalities in their efforts to maintain modest tax increases by continuing to find ways to reduce our costs and maximize other revenue like grants, fundraising, program revenue and user fees.

Budget Process

Each fall, the RVCA's Board of Directors oversees the preparation of a draft budget for the coming year and circulates it to member municipalities for review and comment. Any comments received from municipalities are considered by the Board before approving a budget. The draft budget for 2025 (operations and capital) as well as the municipal levy apportionment sheet is attached for your review. Accompanying the budget is also RVCA's work plan for 2025. The RVCA Board of Directors, comprised of representatives from our member municipalities, will vote on the budget and its associated municipal levy at their meeting on February 27, 2025. At this meeting, the Board will consider any comments received from municipalities.

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

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

To facilitate this process:

- We request any comments from your municipality by February 13, 2025
- We are also available to present to your council about our budget and work plan

Budget Overview

The attached *2025 Annual Work Plan* document provides a summary of our draft budget and gives an overview of the programs, services and priorities that it will support.

The attached *2025 Draft Budget* then includes the following components:

- Draft Operations and Capital Budgets
- Revenue Breakdowns by program to provide additional information
- *Revenue Breakdown by Provincial Categories* to comply with new regulatory budget requirements.
- Draft Municipal Levy Apportionment which shows the apportionment of our municipal levy across all member municipalities.

The RVCA has kept its municipal levy increase for 2025 at a 2.9% tax increase plus assessment growth which was 1.5% in our watershed. We know there is ongoing financial pressure on municipalities, so we wanted to respect local budget direction from municipalities while still maintaining program and service levels for municipalities and residents.

Apportioning the Municipal Levy

The municipal levy is divided amongst all municipalities in the Rideau watershed based on modified Current Value Assessment data received from the Ministry of Natural Resources and Forestry, a process that is prescribed under the *Conservation Authorities Act*. This means the more assessment value a municipality has in the watershed in comparison to other municipalities, the more levy they pay. Based on assessment value, the City of Ottawa pays nearly 91 percent of RVCA's levy leaving our other 17 municipalities to cover the remaining 9 percent.

Attached is a levy apportionment sheet which identifies each municipality's levy.

- **The Township of South Frontenac's proposed municipal levy for 2025 is \$28,594.00**

Special Levies

In addition to the municipal levy, special levies are applied to certain municipalities for projects that only benefit their municipality. This year, there are five special levies applied to the City of Ottawa:

Operations

- | | |
|---|-----------|
| • Rideau River Ice Management | \$672,618 |
| • Water Quality Monitoring (augmented monitoring within the City) | \$163,457 |
| • Routine operation and maintenance of flood & erosion control structures | \$40,000 |

Capital

- Ottawa Infrastructure Reserve (to repair water control structures) \$10,000
- Britannia Village Flood Control Project Infrastructure Reserve \$21,500

Municipal Input

We hope you find the attached information regarding RVCA's draft budget, municipal levy apportionment and work plan helpful and clear as it is designed to provide municipalities with a transparent understanding of the programs we deliver on your behalf and how they are funded. Municipalities also play a key role in the preparation of our budget as our Board is composed of municipal appointees, nearly all of whom sit on council. This ensures all municipalities are represented around the decision-making table.

You are also welcome to attend our February 27, 2025 meeting when the budget and municipal levy will be considered for approval. This meeting will be held at 6:30 pm at the Rideau Valley Conservation Authority located at 3889 Rideau Valley Drive, just north of Manotick. You are also welcome to join virtually, login instructions can be obtained by contacting Marissa Grondin at marissa.grondin@rvca.ca or 1-800-267-3504 ext 1177 in advance of the meeting.

Thank you for your ongoing support and for the close working relationship we have with your municipality. If you have any questions about our draft budget or work plan, please do not hesitate to contact me or your municipal representative on our Board of Directors.

Happy holidays,



Sommer Casgrain-Robertson
General Manager / Secretary-Treasurer

Enclosed: - RVCA 2025 Annual Work Plan
 - RVCA 2025 Draft Budget and Levy Apportionment Sheet

By-Law Number 2025-1

A By-Law to Confirm generally all actions and proceedings of the Council meeting of the corporation of the Township of South Frontenac on January 14, 2025

Whereas Section 8 of the *Municipal Act*, S.O. 2001 c. 25 and amendments thereto provides that a municipality has the capacity, rights powers and privileges of a natural person for the purpose of exercising its authority under the *Municipal Act* of any other *Act* and;

Whereas Subsection 2 of Section 11 of the *Municipal Act* S.O. 2001, c. 25 and amendments thereto provides that a lower-tier municipality and an upper-tier municipality may pass by-laws respecting matters within the spheres of the jurisdiction described in the Table to Subsection 2, subject to certain provisions, and;

Whereas Section 5 of the *Municipal Act*, S.O 2001 c. 25 and amendments thereto provides that a municipal power, including a municipality's capacity, rights, powers and privileges under Section 8 shall be exercised by its council and by by-law unless the municipality is specifically authorized to do otherwise, and;

Whereas the Council of the Township of South Frontenac deems it expedient to confirm its actions and proceedings;

Therefore, be it resolved that the Council of the Corporation of the Township of South Frontenac hereby enacts as follows:

1. The all actions and proceedings of the Council of the Corporation of the Township of South Frontenac taken at its regular meeting held on January 14, 2025, be confirmed as actions for which the municipality has the capacity, rights, powers and privileges of a natural person.
2. That all actions and proceedings of the Council of the Corporation of the Township of South Frontenac held January 14, 2025, be confirmed as being matters within the spheres of jurisdiction described in Subsection 2 of Section 11 of the *Municipal Act*, S.O. 2001, c.25 and amendments thereto.
3. That all actions and proceedings of the Council of the Corporation of the Township of South Frontenac taken at its regular meeting held on January 14, 2025, except those taken by by-law and those required by bylaw to be done by resolution are hereby sanctioned, ratified and confirmed as though set out within and forming part of this by-law.
4. Execution by the Mayor and the Clerk of all Deeds, Instruments and other Documents necessary to give effect to any such Resolution, Motion or other action and the affixing of the Corporate Seal to any such Deed, Instruments or other Documents is hereby authorized and confirmed.
5. This By-law shall come into force and take effect on the date of its passage.

Given First and Second Readings: Tuesday, January 14, 2025

Given Third Reading and Passed: Tuesday, January 14, 2025

James Thompson, Clerk

Ron Vandewal, Mayor