

October 24, 2022

To: The Municipal Clerk/Chief Administrative Officer

The North Bay-Mattawa Conservation Authority (NBMCA) is governed by its Board of Directors (members), per the Conservation Authorities Act. A member shall be appointed for a term of up to four years, as may be determined by the municipal council that appoints the member(s).

Please be advised that new appointments by municipal councils to the NBMCA Board of Directors are required before January 25, 2023, the inaugural meeting date of the NBMCA. The individual(s) appointed are to be residents of the member municipality. When appointing members of an authority, the council of a municipality shall ensure that at least 70 per cent of its appointees are selected from among the members of the municipal council. It is important to note that the members who are appointed by their municipality to the NBMCA Board of Directors should also be appointed to the North Bay-Mattawa Source Protection Authority Board of Directors.

The number of appointments by each municipality is based on population size as indicated below.

- Township of Bonfield: one member
- Municipality of Callander: one member
- Municipality of Calvin: one member
- Township of Chisholm: one member
- Municipality of East Ferris: one member
- Town of Mattawa: one member
- Township of Mattawan: one member
- Township of Papineau-Cameron: one member
- Municipality of Powassan: one member
- City of North Bay: three members.

The NBMCA Administrative By-Laws includes a Code of Conduct and Conflict of Interest for all members who are appointed. For your information, the Administrative By-Laws document is attached. For more information on NBMCA governance, please visit our website at www.nbmca.on.ca

As we navigate recent changes to the Conservation Authorities Act to meet new deliverables and requirements through 2024, the strategic governance provided by the NBMCA Board of Directors is key to our watershed management programs supporting communities.

I look forward to hearing from you on municipal council appointed members to the NBMCA. Please feel free to contact me for further information.

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