

WANT TO SPEAK TO THE RIDEAU VALLEY CONSERVATION AUTHORITY (RVCA) BOARD OF DIRECTORS?

The Board welcomes the opportunity to hear from watershed residents and community groups on questions of conservation interest. If you wish to address the Board of Directors, you may attend as a “delegation”.

RVCA Board of Directors meetings are generally held at 7 pm on the fourth Thursday of every month. Most meetings will be held in the Monterey Boardroom at the Rideau Valley Conservation Centre at 3889 Rideau Valley Drive, north of Manotick. Please refer to the RVCA website for confirmation of meeting times, dates and location.

WHAT TO EXPECT AT THE BOARD MEETING?

Delegations are usually scheduled at the beginning of meetings. Please arrive 15 minutes before the meeting starts and introduce yourself.

Presentations by delegations are limited to ten minutes. The Board of Directors may ask questions after the presentation. Groups are asked to have one appointed spokesperson. Comments from members of the delegation, other than the spokesperson, are not permitted unless authorized by the Chair.

The Board may not respond to your request at the meeting and may request additional information from you or RVCA staff.

After completing your presentation you are free to leave the meeting.

HOW TO BECOME A DELEGATION?

1. Submit your request to speak to the Board by letter, fax, email or delegation request form (available on the RVCA website) to the RVCA Executive Assistant by 4:30 pm on the Tuesday preceding the Board of Directors meeting.
2. Your request should include the agenda item you wish to speak to and the name, address and telephone number of the contact person and spokesperson for the delegation.
3. Power point presentations and 23 copies of any handouts should also be provided.

To schedule a delegation or for more information, contact:

Michelle Paton, Executive Assistant
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Fax : 613 692 0831
Email : michelle.paton@rvca.ca