



R i v e r D i s t r i c t

O W E N S O U N D

Presentation Overview

- River District Constitution
- Procedural By-law
- Code of Conduct
- River District Operating Agreement
- River District 2025 Budget
- River District Action Plan
- 2025 Workplan – River District Coordinator





River District Constitution

- Designated “Improvement Area” under the *Municipal Act, 2001*
- Governed by Board of Management
- Funded by the River District Levy
- Available on the River District [website](#)



RD Constitution – Board Directors

- 9 Directors, including 1 member of City Council
- Directors are elected at start of each new term of City Council
- When a vacancy arises, a new members is appointed
- Directors are not paid, but can be reimbursed for pre-approved and budgeted expenses



RD Constitution – Support from City Staff

- In accordance with the River District Operating Agreement
- Direction provided to staff by resolution:
 - **“THAT in consideration of Staff Report XX, the River District Board of Management directs staff to...”**



Procedural By-law – Overview

- By-law No. 2024-109
 - <https://www.owensound.ca/city-government/by-laws-and-policies/>
- Governs the calling, place, and proceedings of meetings



Procedural By-law – Notice and Agendas

- Notice
 - Agenda posted to website 72 hours prior to **Regular** Board Meetings
 - Agenda to include date, time and location of meetings, items of business and order of proceedings
- Supporting Materials and Archive



Procedural By-law – Attendance

- Quorum - the majority of the whole members
 - 9 Board members, quorum is 5
 - Required for every meeting
 - Required for the entire meeting
 - 15 minutes provided from meeting start time to reach quorum
- Deemed Resignation
 - A Director who misses 2 consecutive meetings without approval from the Chair will have been deemed to have resigned



Procedural By-law – Common Questions

- I have an idea – how do I bring it up?
 - Additional Business
 - Notice of Motion
- Are all meetings open to the public?
 - Yes, except for occasional Closed Sessions
 - Closed Sessions – limited to the exceptions laid out in the *Municipal Act, 2001*



Declarations of Interest

- Prior to a matter being addressed, Directors shall declare aloud any interests they may have, pecuniary or otherwise, and the general nature thereof
 - Example: “Through you Chair, I am declaring an interest with Item 12.a. on the agenda as my son is an employee of the company noted in the report.”
- If an interest is declared, Director is precluded from participating in any way regarding the matter in question
- Staff cannot advise about if a declaration is warranted, Integrity Commissioner can



Code of Conduct

- Applies to Board members
- Provides a common basis and understanding for acceptable conduct
- Contact the Integrity Commissioner for advice:
 - Principles Integrity
Jeff Abrams and Janice Atwood
postoffice@principlesintegrity.org (preferred) or 1-647-259-8697

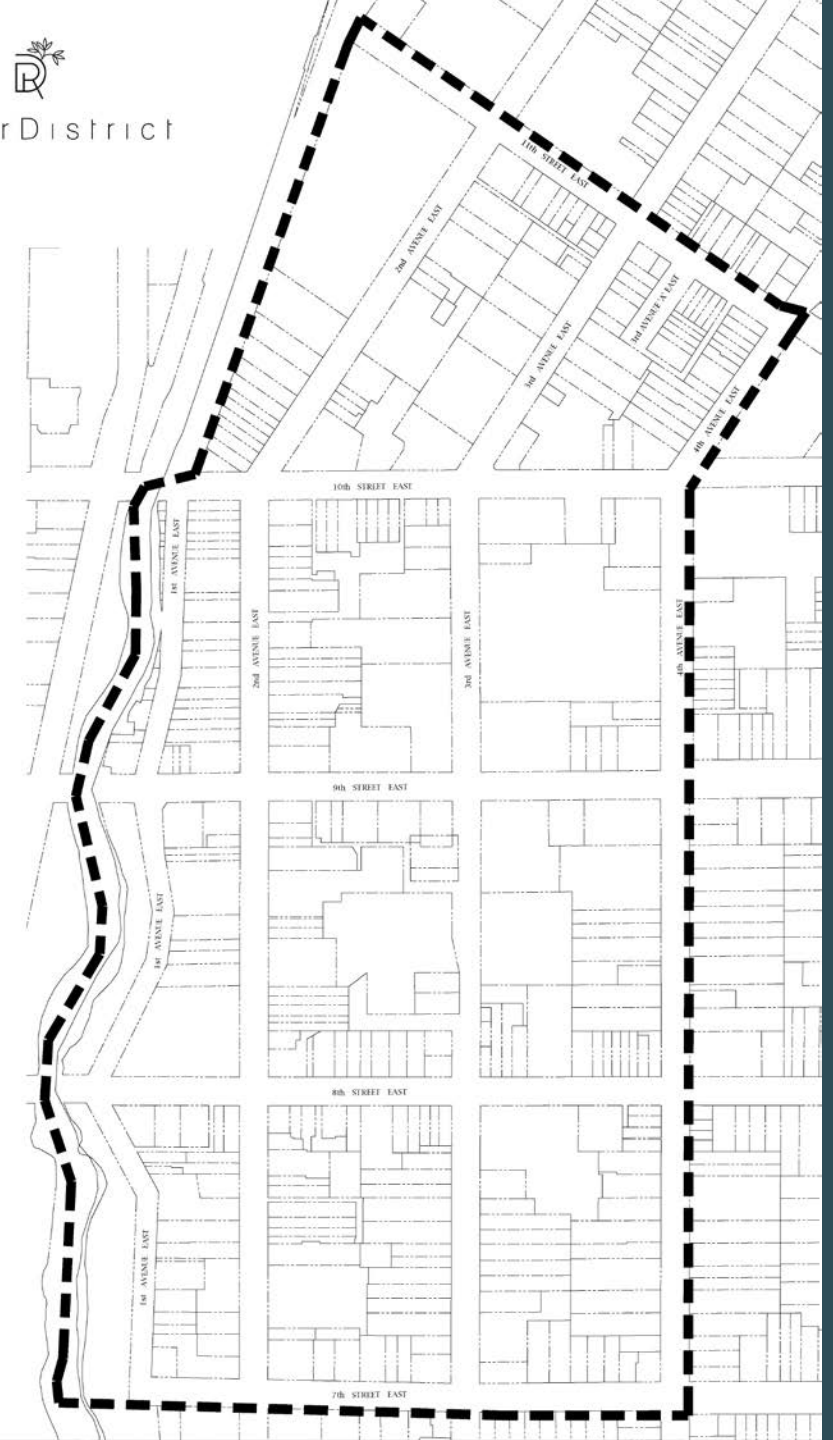


River District Boundaries

Established in 1973




RiverDistrict





**owen
sound**
where you *want* to live



RiverDistrict
OWEN SOUND

- City of Owen Sound Official Plan
- City of Owen Sound Strategic Plan
- 2019 Agreement





**owen
sound**
where you want to live


RiverDistrict
OWEN SOUND

Operating Agreement

Administration
Budget and Finance
Beautification
Banners
Watering
Street & sidewalk maintenance
Waste Removal
Events & Activations
Marketing & Promotion
Parking & Enforcement



2025 Budget

DIA Operating Costs	2025	2024		
Marketing Coordinator	94,075	87,284		
Marketing and Events	31,300	31,300		
Beautification and Maintenance	15,500	15,500		
Administration	6,700	6,700		
Parking	96,000	96,000		
Security	2,000	2,000		
Board Expenses	7,700	7,700		
Contribution to Capital	10,000	10,000		
Total Operating Program	263,275	256,484	6,791	3%
Plus Levy Adjustments for Rebates	2,000	2,000		
Actual Levy Requirement	265,275	258,484		
Actual Levy (limited to 2% over Prior Year)	265,275	260,208	5,067	1.95%
Budget (surplus) Deficit to added to reserves	-	-	1,724	



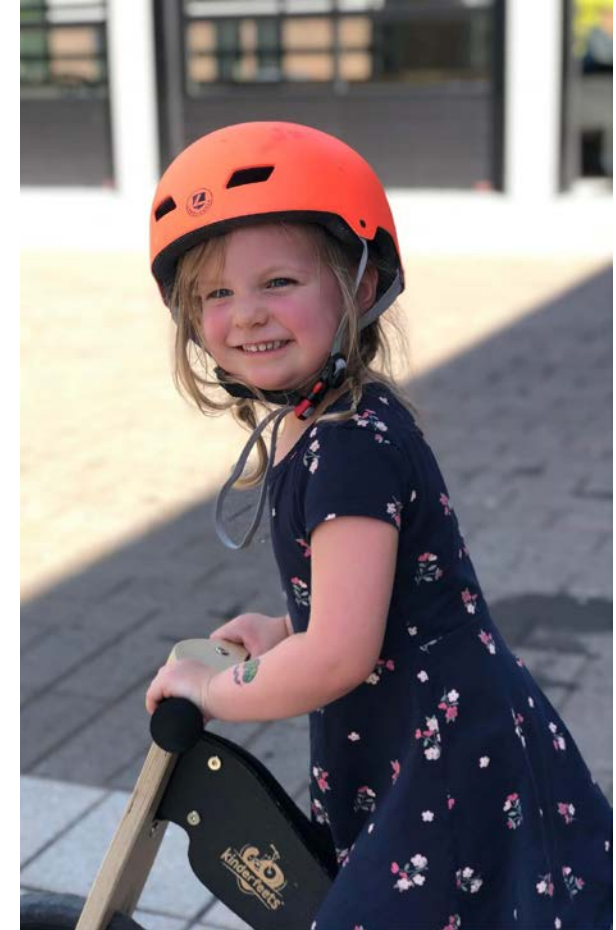


Downtown River Precinct Plan

Branding



Experience
Development



Management

River District Action Plan



Promotion

Beautification & Maintenance

Baskets



Banners



Watering



More





Fun Facts

- My River District Season 4
- Hottest Street Sale & Touch a Truck
- Bandit Fest
- Over 100 bikes go to new homes
- Just Say Yes cost per click \$0.14



2024 Highlights

- DRP2 Completion
- Winner of 2 Festival & Events Ontario Awards
- Vacancy rate drops to 9%
- More than 12 new business open
- Instagram page reach increase by 713.6%



Workplan

- Locals Love It Here Ambassador Program
- Alley way lighting enhancements
- DRP2 Opening Celebration
- River District Events & Activations
- Core Service Tasks

