

RIDEAU VALLEY CONSERVATION AUTHORITY
Box 599, 3889 Rideau Valley Drive
Manotick, Ontario, K4M 1A5
(613) 692-3571, 1-800-267-3504

Hybrid meeting held in-person and electronically

APPROVED MINUTES

Board of Directors	6/24	Thursday, July 25, 2024
Present:	Anne Barr Barry Card Brian Dowdall Susan Irwin Wilson Lo Adam Turcotte	David Brown Sean Devine Steve Fournier Trevor Johnson Shawn Pankow
Regrets:	Jeff Banks Theresa Kavanagh Kristin Strackerjan Gary Waterfield	Mel Foster Anne Robinson Angela Pierman Adrian Wynands
Staff:	Sommer Casgrain-Robertson Dan Cooper Marissa Grondin	Tyler Bauman Kathy Dallaire Glen McDonald

1.0 Roll Call

The meeting commenced at 6:30 p.m., with the General Manager/Secretary-Treasurer conducting a roll call.

Ms. Sommer Casgrain-Robertson informed the members that both Chair Strackerjan and Vice Chair Robinson were unavailable to attend the meeting. Consequently, in accordance with Section B.3 of the RVCA's Administrative Bylaw, an Acting Chair must be appointed.

Resolution 1-240725	Moved by:	Trevor Johnson
	Seconded by:	Shawn Pankow

THAT the Board of Directors of the Rideau Valley Conservation Authority appoint Anne Barr as Acting Chair for the purposes of this meeting in accordance with Section B. 3. of RVCA's Administrative Bylaw.

Resolution Carried

2.0 Land Acknowledgement Statement

Acting Chair Barr gave the Land Acknowledgement statement.

3.0 Agenda Review

Acting Chair Barr reviewed the Agenda.

4.0 Adoption of Agenda

Resolution 2-240725

Moved by:

Brian Dowdall

Seconded by:

Wilson Lo

THAT the Board of Directors of the Rideau Valley Conservation Authority adopts the Agenda as circulated.

Resolution Carried

5.0 Declaration of Interest

There were no declarations of interest.

6.0 Approval of Minutes of May 23, 2024

Resolution 3-240725

Moved by:

Trevor Johnson

Seconded by:

Bary Card

THAT the Board of Directors of the Rideau Valley Conservation Authority approves the Minutes of the Board of Directors Meeting #05/24, May 23, 2024 as circulated.

Resolution Carried

7.0 Business Arising from the Minutes

Ms. Casgrain-Robertson provided a response to a question that had been raised at the previous meeting informing members that TrueSky (financial software company) has been in operation since 2014.

Steve Fournier joined the meeting at 6:41 p.m.

8.0 Updated Wetland Policies and Mapping

Ms. Casgrain-Robertson reviewed the letter received from the Ministry of Natural Resources and indicated that further messaging issued by the

Minister indicated that the RVCA, SNC and RRCA had been instructed to permanently stop their implementation plans regarding their wetland policy and mapping updates.

A member asked if the mapping updates had not been anticipated by the Province. Ms. Casgrain-Robertson indicated that the province did not expect any changes beyond the amendments they made to the regulation which included reducing the regulated buffer around wetlands from 120 m to 30 m. In introducing a consistent regulation across all conservation authorities, they did not anticipate the RVCA, SNC and RRCA needing to update their wetland mapping to comply with the regulation because our conservation authorities had made a local policy decision under the previous regulation to only regulate provincially significant wetlands and those included in municipal official plans or zoning.

A member asked how the open house went in Perth. Ms. Casgrain-Robertson reported that both open houses were well attended, and staff indicated that while some attendees were concerned about what the mapping would mean, everyone was respectful towards staff, took the opportunity to ask questions and many requested that staff visit their property to review wetland boundaries and refine the mapping which was a key objective of the consultation.

Another member indicated that they think most people do not attend open houses and once the wetland mapping was released and people became concerned that some areas were incorrectly mapped, that that concern just snowballed.

9.0 Floodplain & Erosion Hazard Study: Faulkner Drain and Sawmill Creek

Tyler Bauman, Water Resources Engineer, made a recommendation to the Board that Aquafor Beech Limited be retained to delineate floodplain and erosion hazards on Faulkner Drain and Sawmill Creek in the City of Ottawa.

A member asked if the RVCA checks labour rates when sole-sourcing. Mr. Bauman and Ms. Casgrain-Robertson indicated that the first phase of the project undertaken last year went through a competitive bid process and that the consultant's rates remained unchanged for phase two and were considered by staff to be reasonable based on the previous bid process.

The ward councillor for the project area asked if the RVCA knows which properties will be impacted yet. Ms. Casgrain-Robertson explained that until the RVCA receives draft mapping from the consultant it will not know which properties may be impacted by the floodplain. However, she confirmed that at that stage, the area councillor is briefed in advance of any public consultation.

Resolution 4-240725

Moved by:

Shawn Pankow

Seconded by: Brian Dowdall

THAT the Board of Directors of the Rideau Valley Conservation Authority approves Aquafor Beech Limited to complete the City of Ottawa Floodplain Mapping and Erosion Study for Faulkner Drain and Sawmill Creek (Phase 2A) at a cost not to exceed \$152,000 plus any applicable taxes, with up to 50% being funded from RVCA's reserves.

Resolution Carried

10.0 Financial Reports for the period ending May 31, 2024

Kathy Dallaire presented the operating budget and capital expenditure summary for the period ending May 31, 2024.

A member questioned if there was a surplus or deficit in corporate services. Ms. Dallaire indicated that it was a surplus and that the staff report contained an error.

Another member noted a correction on page 17 where the chart heading should read "December 31, 2023 (audited)" instead of 2024.

Resolution 5-240725

Moved by: Steve Fournier
Seconded by: Wilson Lo

THAT the Board of Directors of the Rideau Valley Conservation Authority approves the Statement of Operations for the period ending May 31, 2024 and Statement of Financial Position as at May 31 2024.

Resolution Carried

11.0 Replacement of Multi-Function Printers

Ms. Casgrain-Robertson requested approval to replace three multi-function printers at the main office.

In response to a question from a member, Ms. Casgrain-Robertson confirmed that the lease cost includes all maintenance expenses.

Another member asked if reception required its own machine. Ms. Casgrain-Robertson explained that staff had assessed whether that machine could be eliminated but determined that the main machine on the first floor is heavily used by planning, septic and regulations staff and that staff at reception often scan and photocopy at the front counter while clients are waiting or while continuing to serve clients.

Resolutions 6-240725

Moved by: Brian Dowdall

Seconded by: Shawn Pankow

THAT the Board of Directors of the Rideau Valley Conservation Authority approves entering into a 60-month lease agreement with Canon Canada Inc. for three Canon C5840 Multi-Function Printers to replace RVCA's three existing multi-function printers.

Resolution Carried

12.0 Activity Report: May and June 2024

Ms. Casgrain-Robertson provided an overview of program delivery, operations, events and recent developments for May and June.

Ms. Casgrain-Robertson invited Councillor David Brown to update the Board about a Living Snow Fence Pilot Project he initiated which RVCA is delivering. The Councillor explained that the program will offer financial incentives to farmers who establish a living snow fence along roadways to help reduce snow drifting. If the pilot is effective, the City of Ottawa will then consider incorporating it as an additional eligible project under the Rural Clean Water Program. Councillor Brown encouraged members to refer interested landowners to the RVCA.

Ms. Casgrain-Robertson also thanked members for attending the Watershed Tour on June 21 and for encouraging municipal staff and other members of council to attend. She noted that the event was well attended by a mix of municipal staff and council members as well as Foundation members and donors.

A member commented that the Watershed Tour was well done. They also indicated that the information boards at the Perth open house were great and that there was a lot of positive feedback from people who attended the open house. The member then asked what caused the Rideau Ferry Yacht Club beach closure this summer and if future activity reports could indicate how many septic systems required remedial work as a result of the septic reinspection program. Ms. Casgrain-Robertson thanked the member for their comments regarding the watershed tour and open house. She then explained that many beaches in the watershed experienced closures this summer speculating that high temperatures and heavy rainfall events which cause significant runoff were likely a contributing factor. She then indicated that staff are exploring the potential use of microbial source tracking to better understand the source of E.coli when there is a high reading. She also confirmed that staff will add additional details to the staff report regarding results of the septic reinspection program when staff prepare their year-end reports.

13.0 Meetings

- a) Eastern Ontario Regional Housing Summit – May 28, 2024 (Ottawa)
- b) Municipal Engagement Session – June 7, 2024 (Perth)
- c) RVCF AGM and Board Meeting – June 12, 2024 (Manotick)
- d) Grenville Federation of Agriculture Meeting – June 13, 2024 (Spencerville)
- e) Leeds Federation of Agriculture Meeting – June 20, 2024 (virtual)
- f) Perth Open House – June 20, 2024
- g) RVCA Watershed Tour – June 21, 2024 (Baxter Conservation Area)
- h) CO Council Meeting – June 24, 2024 (virtual)
- i) Provincial General Managers Meeting – June 25 and 26, 2024 (Toronto)
- j) Cumberland Open House – June 25, 2024
- k) Manotick Open House – June 26, 2024 (cancelled)
- l) Quarterly City of Ottawa / CA General Managers Meeting – July 9, 2024

Upcoming

- m) AMO Conference (Ottawa) – August 18 to 21, 2024
- n) Quarterly City of Ottawa / CA General Managers Meeting – Sept 11, 2024
- o) RVCF Board of Directors Meeting – September 11, 2024
- p) General Manager's Interim Performance Review – September 26, 2024
- q) Board of Directors Meeting – September 26, 2024 (no meeting in August)

14.0 Member Inquiries

None.

15.0 New Business

None.

16.0 Adjournment

The Acting Chair adjourned the meeting at 7:33 p.m. on a resolution by Trevor Johnson which was seconded by Brian Dowdall.

Anne Barr
Acting Chair

Marissa Grondin
Recording Secretary

Sommer Casgrain-Robertson
General Manager/Secretary-Treasurer