

RIDEAU VALLEY CONSERVATION AUTHORITY
Box 599, 1128 Mill Street
Manotick, Ontario, K4M 1A5
(613) 692-3571, 1-800-267-3504

MINUTES

Board of Directors **January 20, 2005** **#1/05**

Present: Alan Arbuckle Dwight Bennett
 Stephen Bird Charles Long
 Allan McCallum Michael McEwen
 Maria McRae John H. Miller
 Janet Stavinga Wendy Stewart
 Cathy Willoughby

Staff: Charles Billington Cliff Craig
 Dell Hallett Bruce Reid
 Brian Stratton

Guests: Bill Stevenson, Middle Board member

Regrets: Ken Graham

John Miller welcomed members to the meeting.

1. **Declaration of Interest** None.

2. **Approval of Minutes, December 16, 2004**

Motion 1 **Moved by:** Dwight Bennett
 Seconded by: Michael McEwen

That the minutes of Board of Directors Meeting, #11/04, December 16, 2004, be approved.

Motion Carried

Dell Hallett introduced Brian Stratton, recently hired Source Protection Project Manager for the Mississippi-Rideau watershed region. Brian has extensive background in groundwater resources and much experience in the municipal sector having worked as Senior Project Manager with the City of Ottawa for many years.

3. **Business Arising from Minutes**

a) Purchasing Policy to be presented at a future meeting

- b) Details on the record rainfall experienced on September 9, 2004
In progress, to be presented at February Board of Directors meeting.

4. Election of Chair and Vice-Chair for 2005

Dell Hallett conducted the election for Authority Chair and Vice-Chair of the Rideau Valley Conservation Authority Board of Directors for 2005.

a) Chair

Motion 2 **Moved by:** Cathy Willoughby

That John Miller be nominated for Chair of the Rideau Valley Conservation Authority.

Following two further calls for nominations for the Chair,

Motion 3 **Moved by:** Wendy Stewart
Seconded by: Allan McCallum

That nominations for Chair be closed.

Motion Carried

John Miller was declared Authority Chair for 2005 by acclamation. John Miller thanked the Board members for their confidence.

b) Vice-Chair

Motion 4 **Moved by:** Dwight Bennett

That Janet Stavinga be nominated for Vice-Chair of the Rideau Valley Conservation Authority.

Following two further calls for nominations for Vice-Chair,

Motion 5 **Moved by:** Maria McRae
Seconded by: Allan McCallum

That nominations for Vice-Chair be closed.

Motion Carried

Janet Stavinga was declared Authority Vice-Chair for 2005 by acclamation. Janet also thanked Board members for their continuing confidence and looked forward to another year of progress.

5. Meetings

a) RVCA Upper Advisory Board Meeting – January 17, 2005

Chair Allan McCallum presented the highlights of the meeting held at the Tay Valley Municipal Office in Glen Tay.

b) RVCA Middle Advisory Board Meeting – January 19, 2005

Chair Cathy Willoughby presented the essentials of the meeting held in the Smiths Falls Council Chambers.

Motion 6 **Moved by:** Alan Arbuckle
 Seconded by: Charles Long

That the RVCA Upper Advisory Board Minutes 01/05 January 17, 2005, and the RVCA Middle Advisory Board Minutes 01/05, January 19, 2005 be received.

A special note of thanks was extended from the RVCA Board of Directors to Bill Stevenson for his valuable contribution over the years as Chair of the Middle RVCA Advisory Board, Member of the Board of Directors, member of the Executive Committee and member of various ad hoc committees, assisting in the work of the Rideau Valley Conservation Authority.

Motion Carried

6. Accounts Paid, December 1 – 31, 2004

Dell Hallett answered several questions on individual items in the Accounts Paid statement. It was requested that exceptionally large, non-standard items in the Royal Bank Visa account should be brought before the Board of Directors for approval.

Motion 7 **Moved by:** Dwight Bennett
 Seconded by: Stephen Bird

That the Accounts Paid, December 1 – 31, 2004, be approved.

Motion Carried

7. Expenditure and Revenue Summary, December 31, 2004

Dell Hallett presented the year-end Expenditure and Revenue Summary. The overall picture looks very good. RVCA is very close to a breakeven situation.

Motion 8 **Moved by:** Allan McCallum
 Seconded by: Cathy Willoughby

That the Expenditure and Revenue Summary dated December 31, 2004, be approved.

Motion Carried

8. Appointment of Auditors

Dell Hallett reported that four years ago, the RVCA tested the market for auditing services for the next five years. The proposal submitted by Allan and Partners was deemed to be the best evaluated proposal.

Motion 9 **Moved by:** Wendy Stewart
Seconded by: Alan Arbuckle

That the Board of Directors recommended that the firm of Allan and Partners be retained to provide auditing services to the RVCA for the year 2005.

Motion Carried

9. Appointment of Legal Advisors

Dell Hallett reported that the firm of Bell Baker has been the RVCA's legal advisors for a number of years. The authority also uses the services of other firms from time to time.

Motion 10 **Moved by:** Cathy Willoughby
Seconded by: Alan Arbuckle

That the Board of Directors recommended that the firm of Bell Baker, Barristers and Solicitors be retained as legal advisors for 2005 and furthermore that other legal counsel be retained as required.

Motion Carried

10. Borrowing By-Law

Dell Hallett report that as grants, levies and other revenues are outstanding, it may be necessary for the RVCA to borrow money from time to time to undertake its program.

Motion 11 **Moved by:** Charles Long
Seconded by: Dwight Bennett

That the Board of Directors recommend in 2005, the signing officers of the RVCA be authorized to borrow up to a maximum of \$500,000, which may be required for the purpose of the RVCA to

implement its program, until payment to the RVCA of any grants, levies or other revenues.

Motion Carried

11. Appointments to Executive Committee

Dell Hallett reported that the Executive Committee hears applications for permits associated with the RVCA Fill, Construction and Alteration to Waterways Regulation. Since the RVCA adopted a written policy, there have been approximately five hearings per year. The Executive Committee has five members. The Chair and Vice-Chair are automatically appointed.

Motion 12 **Moved by:** Dwight Bennett
Seconded by: Michael McEwen

That the Board of Directors recommend John Miller, Janet Stavinga, Cathy Willoughby, Alan Arbuckle and Stephen Bird be named to the RVCA Executive Committee and that Charles Long and Wendy Stewart be named as alternates, for 2005.

Motion Carried

12. Appointment to Conservation Ontario

Dell Hallett reported that in the past there have been different combinations of Members and the General Manager filling these positions.

Motion 13 **Moved by:** Janet Stavinga
Seconded by: Allan McCallum

That the Board of Directors recommend that John Miller and Dell Hallett be appointed as the Conservation Ontario representatives and that Wendy Stewart be appointed as alternate, for 2005.

Motion Carried

13. Staff Report – Award of Contract for Professional Services – Digital Terrain Model of the Kemptville Creek Corridor, County Road 43 to North Augusta

Bruce Reid presented a Staff Report and Recommendation regarding the award of a contract on the above-mentioned project.

Motion 14 **Moved by:** Wendy Stewart
Seconded by: Charles Long

That the firm of Base Mapping Ltd be appointed to provide professional photogrammetric and surveying services required to generate aerial-triangulated data from aerial photos along the Kemptville Creek from North Augusta to Rideau River, in accordance with their proposal dated December 17, 2004, and in fulfillment of the tasks outlined in RVCA's invitation to submit proposals dated December 8, 2004, for a total cost that shall not exceed \$16,075 (including professional fees and disbursements) plus applicable taxes.

Motion Carried

14. January Activity Reports

Motion 15 **Moved by:** Stephen Bird
Seconded by: Maria McRae

That the January Activity Reports be received.

Motion Carried

15. Member Inquiries

There was concern expressed about an e-mail sent to the Authority in January regarding pesticides detected in Rideau tributaries and requesting action. Preliminary investigation showed contradictory information. No action required by Board.

Information was provided to the Board on the staff approach to replacing Barry McQuay (retires in June 2005) at Foley Mountain Conservation Area.

A request was brought forward from Rideau Lakes Township for the Authority to undertake work on Otter Creek so that it could be restored as a navigable waterway. Details similar to the beaver pilot project on Kemptville Creek. Dell to respond.

The Board discussed the Centre for Sustainable Watersheds and the reports of confusion they are creating in some municipalities. CSW's mandate seems unclear. There is some conflict at the provincial level as they seek stewardship funding when CAs and other provincial networks have already heavily invested on behalf of our municipalities. RVCA sought to sign an MOU that would restrain CSW from seeking municipal resources. CSW has not signed. The Board encourages municipalities to contact RVCA before dealing with CSW requests. There are several other NGOs working on projects in our watershed.

16. New Business None.

17. Upcoming Meetings

a) RVCA Board of Directors Meeting, Thursday, February 17, 2005

- b) RVCA Joint Advisory Board Meeting, Thursday, February 24, 2005
- c) RVC Foundation Board of Directors, Monday, February 28, 2005

18. **Adjournment** The Chair adjourned the meeting at 9:15 pm.

**Chair,
John Miller**

**Recording Secretary,
Charles Billington**

C:Board of Directors Minutes Jan 20 05 Approved