

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

**MINUTES**

**Board of Directors** **February 17, 2005** **#2/05**

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<b>Present:</b>	Dwight Bennett Ken Graham Allan McCallum Maria McRae	Stephen Bird Cathy Willoughby Michael McEwen John H. Miller
<b>Staff:</b>	Don Maciver Dell Hallett	Cliff Craig Bruce Reid
<b>Regrets:</b>	Wendy Stewart Charles Long	Janet Stavinga Alan Arbuckle

John Miller welcomed members to the meeting.

**1. Delegation, Mike Christie, Pesticide Reduction, Ottawa**

Mike Christie and Meg Sears presented information on pesticides. Many cities have introduced pesticide reduction bylaws for cosmetic uses. The city of Ottawa is implementing a pesticide reduction strategy, based on education and awareness. Certain reduction targets may not be met based on the current strategy. A report will be produced in 2005. Mr. Christie and Ms. Sears asked the Board to consider requesting the city to implement a pesticide reduction (ban) for the cosmetic use of pesticides for lawns and gardens.

Future monitoring for pesticides will be a recommendation in the Lower Rideau Watershed Study. City staff are working on the pesticide issue and it was felt to be inappropriate for the CA Board and staff to follow through with the delegation's recommendation at this time.

**2. Declaration of Interest**

John Miller indicated that his son has an interest in applying for the RVCA position at Foley Mountain.

**3. Approval of Minutes, January 20, 2005**

<b>Motion 1</b>	<b>Moved by:</b>	Maria McRae
	<b>Seconded by:</b>	Stephen Bird

That the minutes of Board of Directors Meeting, #1/05, January 20, 2005, be approved as amended.

**Motion Carried**

**4. Business Arising from Minutes**

- a) Purchasing Policy – to be dealt with at a future meeting
- b) Details on the record rainfall experienced on September 9, 2004  
In progress

**5. Meetings**

- a) City of Ottawa Council Meeting Update

Dell Hallett and Maria McRae provided an update on the City of Ottawa Budget Meeting. The RVCA Budget and special levies were approved. Dell Hallett commented that feedback from other municipalities had been received informally through members and senior staff, and had generally been positive.

Dwight Bennett passed on comments from North Grenville Council. They are pleased with the work of the RVCA and mentioned the beaver management pilot project on Kemptville Creek specifically. Council recognizes the inefficiencies caused by the current RVCA head office in 6 old buildings and supports a new head office building. Council expressed two concerns. The RVCA should never again undertake the level of growth that resulted in municipal levy increases of the magnitude of the last three years. Council expressed concern over the sustainability of provincial grants for Source Water Protection Planning. As governments change priorities, they may reduce funding and leave the program to be implemented and funded locally.

Cliff Craig provided an update on the New Office. We are still waiting for a reply from the City of Ottawa.

**6. Accounts Paid, January 1 – 31, 2005**

Dell Hallett presented the accounts paid. Cheque # 10722 relates to a Natural Channels conference that RVCA provided administrative services for. 10726 is the quarterly lease amount. 10765 is a part of the contract with ComVida for software and training. 10842 is 50% of the sales tax recovery audit. It was suggested that staff should be able to achieve the savings without hiring a consultant in the future.

<b>Motion 2</b>	<b>Moved by:</b>	Dwight Bennett
	<b>Seconded by:</b>	Cathy Willoughby

That the Accounts Paid, January 1 – 31, 2005, be approved.

**Motion Carried**

**7. Draft Financial Statements**

The draft financial statements were not received in time for a presentation at the meeting. Dell Hallett informed the members that the year end position would be different than previously anticipated, due to a wage accrual. The RVCA has historically had a two week holdback on salary and accrued pay at the end of each pay period. That means that for 2004, there was three weeks of pay that would have been charged to 2005. According to accounting policies, wage accrual should be Jan 1 to Dec 31 each year.

**8. Staff Report – Consultant Appointment – Britannia Village Flood Control Project**

Bruce Reid presented the staff report.

<b>Motion 3</b>	<b>Moved by:</b>	Dwight Bennett
	<b>Seconded by:</b>	Stephen Bird

That Novatech Engineering Consultants Ltd. and Baird & Associates be retained to provide professional engineering services required to develop a conceptual design for needed flood damage reduction works in Britannia Village, and to prepare updated estimates of costs and benefits, in accordance with their proposal dated February 11, 2005 and in fulfillment of the tasks outlined in RVCA's invitation dated January 27, 2005, for a total cost that shall not exceed \$35,000 (including professional fees and disbursements).

**Motion Carried**

**9. Staff Report – Administrative Procedures for Cost Recovery**

Don Maciver presented the staff report.

<b>Motion 4</b>	<b>Moved by:</b>	Maria McRae
	<b>Seconded by:</b>	Cathy Willoughby

That the attached report "Administrative Procedures for Cost Recovery (User Fees) for Planning Act and delegated Regulatory Approvals" (January 2005) be approved for staff use.

**Motion Carried**

**10. Staff Report – Purchase of Three RVCA Vehicles**

Cliff Craig presented the staff report. Staff was encouraged to undertake the review of the purchasing policy and bring it forward to the Board for approval.

**Motion 5**                      **Moved by:**                      Dwight Bennett  
**Seconded by:**                      Allan McCallum

That the Rideau Valley Conservation Authority purchase through ARI (fleet management company) the following three vehicles:

- 1) 2005 Dodge Ram 3500 ST at \$29,765 plus tax
- 2) Two 2005 Ford Rangers SuperCab XL 4 x 2, for \$19,791 each plus tax

**Motion Carried**

**11. Staff Report – Possible Change of Date, Board of Directors Meeting in March 2005**

**Motion 6**                      **Moved by:**                      Maria McRae  
**Seconded by:**                      Ken Graham

That the March 2005 RVCA Board of Directors Meeting be scheduled for Thursday, March 31, 2005.

**Motion Carried**

**12. Member Inquiries**

None

**13. New Business**

Maria McRae mentioned that \$9 million has been included in the City of Ottawa's Budget for Sawmill Creek stormwater control, as specified in the Sawmill Creek Subwatershed Plan.

June 25 and 26 are the dates for the Dragon Boat Festival. The Dragon Boat festival will be a carbon neutral event this year. Maria and Charles Billington are working to find a sponsor.

Cathy Willoughby talked about the Ottawa Clean Water Program becoming more integrated with the programs in the MVC, SNC and RVCA.

**14. Upcoming Meetings**

- a) RVCA Joint Advisory Board and Board of Directors Vote on Levy, Thursday, February 24, 2005
- b) Board of Directors, March 31, 2005

**15. Adjournment**

The Chair adjourned the meeting at 10:10 pm on a motion by Allan McCallum.

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**Chair,  
John Miller**

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**Recording Secretary,  
Dell Hallett**

C:Board of Directors Minutes Feb 17 05