

Seconded by: Allan McCallum

That the Accounts Paid, November 1 - 30, 2006 be approved.

Motion Carried

6. New Office Headquarters Update

Directors requested that this item be moved up on the Agenda. Cliff Craig presented a verbal update. All agreements are now in place; three tenders have been awarded; access, parking, excavation and granular fill and formwork for the foundations of both buildings are expected to proceed before year end. Office Committee has achieved significant savings on normal construction costs through elimination of some fees. Some unanticipated fees related to site plan development have arisen.

Motion 3 **Moved by:** Dwight Bennett
Seconded by: David Biggs

That the Office Committee recommend to the Board of Directors that an increase of \$54,000 for various permit fees related to Site Plan Approval, Development Charges, Water Connection Permit, Certificate of Approval Application to MOE, and Conditional Building Permit be approved.

Motion Carried

7. Staff Report – RVCA 2007 Budget

Dell Hallett presented the RVCA 2007 Budget for discussion. The budget as presented represents a 5% increase in programming from 2006. The main reasons are an additional staff person (second bookkeeper hired), lower than anticipated planning and regulation fee revenue, and two capital projects (new office and Haggart Island Dams).

Consensus of the Board was to direct staff to find an additional 2% in savings for the 2007 levy through reductions in programming, increased revenues or both and to bring budget scenarios for cost reductions back to the Board for further consideration. The goal is to circulate a letter, detailed budget sheets and *Making it Happen* workplan to municipalities before Christmas.

Motion 4 **Moved by:** Wendy Stewart
Seconded by: Magda Kubasiewicz

That, the RVCA Budget and Levy Apportionment Sheet be received and circulated to RVCA member municipalities for their consideration.

Motion Carried

8. Staff Report – RVCA Draft 2007 Meeting Schedule

Dell Hallett presented the RVCA draft 2007 Meeting Schedule which includes, for the first time, the September to April Board of Directors meetings to start at 1:30 pm.

Motion 5 **Moved by:** Wendy Stewart
 Seconded by: Dwight Bennett

That the Board of Directors refer the Draft 2007 Meeting Schedule to the Upper and Middle Advisory Boards for advice, input and direction with a final decision to be made at the January 25, 2007 Board of Directors meeting.

Motion Carried

9. December Activity Reports

December Activity Reports were received.

10. Member Inquiries

Janet Stavinga expressed thanks to Lynn Preston for her work on the Richmond Conservation Area Master Plan.

Janet would also appreciate a report from staff on environmental consequences of the removal of trees in the subdivision at the corner of Fernbank and Etta which appears to be close to a wetland purchased by the City in the past.

Cathy brought best holiday wishes from Ken Graham. Cathy also mentioned the Rideau Ferry Regatta story in the *Brockville Recorder and Times* this week.

Letters of congratulations to newly-elected members of municipal council went out from John Miller during the first week of December.

11. New Business None.

12. Upcoming Meetings

- a) RVCA Upper Advisory Board, Monday, January 15, 2007
- b) RVCA Middle Advisory Board, Wednesday, January 17, 2007
- c) Board of Directors, Thursday, January 25, 2007

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

**Chair,
John Miller**

**Recording Secretary,
Charles Billington**