

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

**APPROVED MINUTES**

**Board of Directors** **October 27, 2011** **08/11**

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**Present:**

Jim Anderton	Alan Arbuckle
Lee Armstrong	Gerry Boyce
John Campbell	Vince Carroll
Barclay Cormack	David Crowley
Steve Curtis	Steve Desroches
Tom Dewey	Ken Graham
Andy Jozefowicz	Magda Kubasiewicz
John H. Miller	Lyle Pederson
Ray Scissons	Bradley Wing

**Staff:**

Ferdous Ahmed	Terry Davidson
Diane Downey	Rudy Dyck
Dell Hallett	Don Maciver
Michelle Paton	Bruce Reid

**Regrets:**

David Chernushenko	Gary Davison
Rob Dunfield	Ed Hand

1. **Declaration of Interest** None.

2. **Consent Agenda**

<b>Motion 1</b>	<b>Moved by:</b>	Ken Graham
	<b>Seconded by:</b>	David Crowley

That items 3, 9, and 12 be approved on consent.

**Motion Carried**

3. **Approval of Minutes, September 22, 2011**

The minutes of Board of Directors Meeting, #7/11, September 22, 2011 were approved on consent.

4. **Business Arising from Minutes** None.

**5. Meetings**

**a) Conservation Ontario Meeting, Monday, October 3, 2011**

Alan Arbuckle represented the Rideau Valley Conservation Authority at this meeting. Mr. Arbuckle confirmed that Conservation Ontario had approved the 2012 Proposed Operating Budget which includes a 4.5% increase in levy for the Conservation Authorities.

Mr. Arbuckle commended the Regulatory Compliance Committee and, in particular, RVCA's Shelley Macpherson, for their work in drafting the *Conservation Authority Regulatory Compliance Guidelines: Sample Policies and Procedures*.

**b) Rideau Valley Conservation Foundation Meeting, Monday October 3, 2011**

Diane Downey provided an update on the Rideau Valley Conservation Foundation's Annual General Meeting held October 3. Ms. Downey confirmed that the Foundation Board now consists of ten members with the appointment of Rich Wilson. Jason Kelly, Mary Bryden, and Angela Deguire were re-elected as Chair, Vice Chair and Secretary-Treasurer respectively.

The 2010 audited Financial Statements, which show a contribution of \$179,700 and five new properties to the conservation areas network, were approved

The Foundation authorized the distribution of a donor based newsletter *The Trillium*

The Foundation will participate in upcoming discussions regarding the need for a Land Trust in the City of Ottawa.

The Foundation authorized participation in two high profile conservation land projects – the Chapman Mills Pedestrian Bridge and the trail improvements in Beryl Gaffney Park.

**6. Accounts Paid, September 1 - 30, 2011**

The Accounts Paid, September 1-30, 2011 were approved on consent.

**7. Staff Report – RVCA Expenditure and Revenue Summary,**

## **September 30, 2011**

Dell Hallett spoke to the Expenditure and Revenue Summary as at September 30, 2011.

In response to a question from Barclay Cormack, Mr. Hallett explained that the \$117,000 deficit in revenues indicated under Municipal Levy Surplus was offset by three internal accounts: Employee Leave Account (\$79,000), Vehicles/Equipment (\$28,000) and Common Costs Account (\$36,000).

Mr. Hallett confirmed that the variance in the numbers indicated under Capital Revenues – “Other \$ Budgeted” and “Other \$ To Date” was due to capital projects, such as the Britannia Village Flood Control Project, that have not yet gone ahead.

Tom Dewey suggested that the amount, \$201,000, shown under Watershed Planning, Monitoring & Reporting Program Revenues Province Year end was incorrect. The correct figure should be \$1,060,000 which would include \$859,000 in Drinking Water Source Protection Planning.

**Motion 3**                      **Moved by:**                      Tom Dewey  
   **Seconded by:**                      Ray Scissons

That the Expenditure and Revenue Summary at September 30, 2011 be received.

### **Motion Carried**

## **8. Staff Report – 2012 Preliminary Budget**

Dell Hallett spoke to the 2012 Preliminary Budget indicating that the draft Budget was essentially a “status quo” Budget. An increase to municipal levy of 5.1% is being proposed.

Mr. Hallett asked for direction from the Board. He added that staff would take this direction, make any necessary adjustments to the Budget, and present the revised version to the Board at the meeting on December 15. If approved, this Budget would then be forwarded to member municipalities for review and comment.

Ken Graham expressed concern that it would take 13 years for ½ the current staff to reach the maximum of their salary range. He suggested that this time period be shortened if at all possible.

Barclay Cormack suggested that, in response to the anticipated reduction in Drinking Water Source Protection Planning revenues, alternative funding sources be investigated to minimize potential impacts on municipal levy. Staff may also have to consider program cuts.

Lyle Pederson questioned the line items relating to management costs and suggested that, for the sake of clarity, only management costs be charged to these line items.

In response to a question from Vince Carroll, Dell Hallett responded that \$40,000 has been allocated to the Motts Mills restoration project. Ken Graham reminded members that this amount would only provide short-term relief.

Lyle Pederson asked staff to consider the direction provided by the Board and to incorporate as many suggestions as possible into the Budget to be presented in December.

**Motion 4**                      **Moved by:**                      David Crowley  
   **Seconded by:**                      Ken Graham

That the Board of Directors receive the preliminary 2012 Budget.

**Motion Carried**

**9.     Staff Report – PLF 1-12 Hand Plant Contract**

The following Motion was approved on consent:

“That RVCA accept the Hand Plant contract tender received from Michael A. Hayes Consulting to plant approximately 100,000 trees at a cost of \$28,750 or \$287.50/1000 trees for 2012 and 2013.”

**10.   Staff Report – RVCA Draft 2012 Meeting Schedule**

Members questioned the elimination of the January meeting suggesting that it provided a forum for budget discussions and the addressing of municipal concerns. Dell Hallett advised that the content of most January agendas is typically very light. He added that most Conservation Authorities schedule their Annual General Meetings to coincide with the February meeting.

Alan Arbuckle confirmed that additional meetings, as required, could be scheduled by the Chair

**Motion 6**                      **Moved by:**                      Lyle Pederson  
   **Seconded by:**                      John Campbell

That the RVCA Board of Directors approves the Draft 2012 Meeting Schedule as presented.

**Motion Carried**

**11. Staff Report – RVCA Purchasing Policy**

Dell Hallett spoke to the proposed RVCA Purchasing Policy revisions.

Lyle Pederson asked where hospitality or travel expenditures were discussed. Mr. Hallett explained that all expenditures were covered by Section 12.5 Authorized Buyers and added that Appendix A of the Purchasing Policy provides more detail.

**Motion 7**                      **Moved by:**                      Lyle Pederson  
**Seconded by:**                      John Miller

That the RVCA Board of Directors approves the revisions made to the Purchasing Policy last updated in May 2005.

**Motion Carried**

**12. Staff Report – RVCA Draft Accessibility for Ontarians with Disabilities Act Policy**

The following Motion was approved on consent:

That the Board of Directors approves the attached RVCA *Accessibility Standards for Customer Service Policy* and *Training Proposal* as per the requirements of *The Accessibility for Ontarians with Disabilities Act, 2005*.

**13. Staff Report – Analysis of Regulatory Flood Level of Bobs Lake, for the purposes of administering Ontario Regulation 174/06**

Ken Graham questioned when good quality topographical data would be available. Bruce Reid responded a lack of financial resources was hindering progress. He added that Conservation Authorities are absorbing the costs associated with base mapping the area from Glen Tay to Big Rideau but have asked municipalities to participate in the cost-sharing.

**Motion 9**                      **Moved by:**                      David Crowley  
**Seconded by:**                      Magda Kubasiewicz

1. That this report be received by the Board.
2. That, based on the hydrotechnical analysis that is described in the Technical Memorandum dated October 18, 2011, the RVCA adopt 163.07 to 163.87 metres above sea level as the appropriate range for Regulatory Flood Level (RFL) for Bobs Lake.
3. That the “Regulation Policy Recommendations” contained in the Technical Memorandum dated October 18, 2011 be given due consideration when developing RVCA policies and standards to be

applied in the evaluation and approval of development and site alteration proposals on the shorelines of Bobs Lake.

4. That the Technical Memorandum dated October 18, 2011 be published as soon as possible via the RVCA web site, and that copies be sent to the Greater Bobs and Crow Lakes Association.

**Motion Carried**

**14. Staff Report – Analysis of Regulatory Flood Level of Big Rideau / Lower Rideau Lake, for the purposes of administering Ontario Regulation 174/06**

**Motion 9**                      **Moved by:**                      Lyle Pederson  
**Seconded by:**                      Barclay Cormack

1. That this report be received by the Board.
2. That, based on the hydrotechnical analysis that is described in the Technical Memorandum dated October 18, 2011, the RVCA adopt 124.51 to 125.00 metres above sea level as the appropriate range for Regulatory Flood Level (RFL) for Big Rideau / Lower Rideau Lake.
3. That the “Regulation Policy Recommendations” contained in the Technical Memorandum dated October 18, 2011 be given due consideration when developing RVCA policies and standards to be applied in the evaluation and approval of development and site alteration proposals on the shorelines of Big Rideau / Lower Rideau Lake.
4. That the Technical Memorandum dated October 18, 2011 be published as soon as possible via the RVCA web site, and that copies be sent to the townships of Rideau Lakes, Tay Valley and Drummond-North Elmsley, Parks Canada, and to the Big Rideau Lake Association.

**Motion Carried**

**15. Staff Presentation – Solar Power Opportunities at the Rideau Valley Conservation Centre**

Terry Davidson gave a presentation highlighting solar power opportunities for the Rideau Valley Conservation Authority. He explained that the Ontario Power Authority is currently accepting applications for green energy projects, most of which are solar installations. The power produced by these solar projects is sold into the grid under the province’s feed-in-tariff program. Producers are paid a premium rate for the power they produce. Vince Carroll expressed concern with the implementation of this type of revenue generating system in light of the proposed increase to levy.

Mr. Davidson detailed the costs and potential revenues that would be associated with the installation of solar panels at the Rideau Valley Conservation Centre. He confirmed that no funding grants were available

but suggested that a funding/partnership agreement with the Rideau Valley Conservation Foundation might be mutually beneficial.

Mr. Davidson confirmed that there were no costs associated with the application process itself. The Board advised staff to investigate whether RVCA's insurance costs would increase. Steve Desroches emphasized the need for a comprehensive bidding process.

**Motion 8**                      **Moved by:**                      Ken Graham  
   **Seconded by:**                  David Crowley

That the RVCA Board of Directors direct staff to submit a solar power / green energy application to the Ontario Power Authority and continue to research solar power opportunities.

**Motion Carried**

**16. October Activity Reports**

**Heart's Desire Weir Decommissioning and Riparian Restoration Plan Report**

Steve Desroches stressed the need for community engagement as affected landowners are deeply concerned about the potential permanent removal of the weir. Mike Yee suggested that the draft report, entitled "*Heart's Desire Riparian Restoration Concept*" that was prepared by Kilgour and Associates, FD Fountain Landscape Architecture and Parish Geomorphic, be distributed to the ten affected landowners for review and comment prior to a potential "open house" on November 21. A staff recommendation could then be brought to the Board in December.

**Motts Mills Dam**

Bruce Reid agreed to provide updates on the Motts Mills Dam rehabilitation process to new members.

**Planning Advisory and Regulatory Services**

In response to questions by members regarding Board involvement in Ontario Municipal Board hearings, Don Maciver advised that staff would submit a report to the Board at the December meeting.

**Motion 9**                      **Moved by:**                      Jim Anderton  
   **Seconded by:**                  Ray Scissons

That the RVCA Board of Directors receive the October Activity Reports.

**Motion Carried**

**17. Member Inquiries**

Staff provided an update on the Drain Wolford delegation. Drain Wolford, the Village of Merrickville, the Municipality of North Grenville and the RVCA had all contributed financially to the hiring of a trapper. Ten of the thirteen identified dams have been breached and water levels are down approximately 3 feet.

**18. New Business      None**

**15. Upcoming Meetings**

- a) **Mississippi-Rideau Source Protection Committee Meeting, Thursday, November 3 2011**
- b) **A.D. Latornell Symposium, November 16-18, 2011**
- c) **Rideau Valley Conservation Foundation Meeting, Monday, November 21, 2011**
- d) **Conservation Ontario Meeting, Monday, December 3, 2011**
- e) **Mississippi-Rideau Source Protection Committee Meeting, 10 am, Thursday, December 15, 2011**
- f) **RVCA Board of Directors Meeting, 7 pm, Thursday, December 15, 2011**

**16. Adjournment**

The Chair adjourned the meeting at 8:50 p.m.

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**Alan Arbuckle**  
**Chair**

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**Michelle Paton**  
**Recording Secretary**

Saved As: Board of Directors Minutes October 27, 2011 Approved