

RIDEAU VALLEY CONSERVATION AUTHORITY
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MINUTES

Board of Directors **April 17, 2003** **#4/03**

Present:	Dwight Bennett	Stephen Bird
	Charles Long	Allan McCallum
	Michael McEwen	John H. Miller
	Janet Stavinga	Bill Stevenson
	Wendy Stewart	Cathy Willoughby

Staff:	Charles Billington	Cliff Craig
	Terry Davidson	Dell Hallett
	Don Maciver	

Regrets:	Alan Arbuckle	Jan Harder
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John Miller welcomed members to the meeting.

1. Declaration of Interest None declared.

2. Approval of Minutes, March 20, 2003

Motion 1	Moved by:	Bill Stevenson
	Seconded by:	Dwight Bennett

That the minutes of Board of Directors Meeting, #3/03, March 20, 2003, be approved.

Motion Carried

3. Business Arising from Minutes

Dell Hallett s address to the Eastern Ontario Smart Growth Panel originally scheduled for April is now likely to be done in May.

4. Meetings

a) Conservation Ontario Council, March 24-25, 2003

John Miller discussed the highlights of the meeting. Topics included increased insurance rates for CAs; a proposed partnership with MOE to standardize the approach to quantify and report on streamflows and

instream environmental needs as part of the permit to take water process (the Tay and/or Jock may be useful rivers to use as models); expansion plans for the St. Lawrence Seaway by the US Army Corps of Engineers; the developing communication plan for the Water Resources Information Program (WRIP); potential groupings of CAs that would be useful in terms of delivering source protection programs (RVCA and MVC would work together); and West Nile Virus. The role of CAs and the ecosystem approach should not be lost as we develop West Nile protection strategies.

b) Upper RVCA Advisory Board, April 2, 2003

Allan McCallum presented the Minutes. There was discussion of implementation of the Tay River Watershed Plan; mention of Matt Craig's work with MVC on a brochure to guide expectations and uniformity in plan review functions in upper municipalities; and appreciation for Bruce Reid's work on preparing RVCA's approach to Tay River work in 2003.

5. Accounts Paid, March 1 — 31, 2003

Dell Hallett presented the report.

Motion 2	Moved by:	Bill Stevenson
	Seconded by:	Janet Stavinga

That the Accounts Paid, March 1 — 31, 2003 be approved.

Motion Carried

6. Expenditure and Revenue Summary, March 31, 2003

Dell Hallett reported that RVCA is in good financial shape; very little change in general picture. Report shows a carryover of 2002 funds in Watershed Planning and reduced expenditures as a result of some slippage in hiring dates.

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

That the Expenditure and Revenue Summary dated March 31, 2003 be approved.

Motion Carried

7. Executive Committee Rules of Procedure

Stephen Bird and Don Maciver presented the revised Executive Committee Rules of Procedure (revision 04/03). Several minor changes are still required and were noted.

Motion 4 **Moved by:** Stephen Bird
 Seconded by: Bill Stevenson

That the Executive Committee Rules of Procedure as revised be approved for use and, further, that staff be directed to have the document translated into French, and then published in sufficient quantities and otherwise made available to applicants (hard copy, electronic and web-based) as per the Statutory Powers Procedures Act.

Motion Carried

The Board of Directors expressed a sincere thank you to Stephen Bird and Bill Stevenson for their diligent work on this matter.

Now that the hard work of creating the Executive Committee Rules of Procedure is behind us, we may be able to help other CAs avoid difficulty by sharing it with them. Staff will look into how this can best be done.

8. Computers and Phones Purchase

a) Computer Purchase

The computers, furniture and lease costs of the new building on Clapp Lane are to be covered through common costs.

b) Phone System Purchase

Dell Hallett presented the background information to the Board.

Motion 5 **Moved by:** Wendy Stewart
 Seconded by: Janet Stavinga

That Bell Canada be contracted to provide and install the phone system in Dickinson Square and 1143 Clapp Lane, as provided for in the e-mail quote of April 9, 2003 for a total cost of \$40,912 plus tax.

Motion Carried

9. Well Inspection Program

Terry Davidson, Director of the Ottawa Septic System Office (OSSO), presented the outline of the recently-approved program. The program involves inspections and water quality testing of new wells in the City of Ottawa as a pilot project to ensure proper construction and siting of new wells according to provincial and local regulations. The Well Inspection Pilot program is funded by the Ontario Ministry of the Environment and the City of Ottawa, and undertaken by the professional staff of the OSSO.

The Well Inspection Program is voluntary and offered at no charge to participating homeowners. The program runs from June 15, 2003 to January 15, 2004. An information sheet is attached.

The Board suggested that staff consider adding a line to the ads and brochures seeking permission to have an annual re-inspection of the well (at homeowner s cost) and also encouraging existing well owners to consider upgrades and renovations to their older wells.

Congratulations to Mr Davidson and Mr Brian Stratton of the City of Ottawa for navigating this valuable program through on behalf of the people of Ottawa.

10. April Activity Reports

There were many questions and comments on the April Activity Reports. The proliferation of environmental groups in Eastern Ontario is causing some confusion among member municipalities. One suggestion is for members and councils to seek objective watershed-based information from RVCA when faced with decisions about supporting these groups. The imminent closure of Bill Mason and MacSkimming Outdoor Education Centres in Ottawa is under discussion. The Wellhead Protection Studies and the Regional Groundwater Study in the Mississippi-Renfrew-Rideau Valley area are wrapping up. Members were pleased with the paddles of appreciation offered recently to Roger Greenberg (Minto) and Kevin McCrann (Shenkman) for their pivotal roles in the Chapman Mills Conservation Area (Janet Stavinga and Steve Simmering represented RVCA and RVCF).

11. Members Inquiries

Directors had comments and questions on the in-water work restrictions in effect now until July 1; about the pending meeting between RVCA and Citizen reporters regarding the lack of science in the newspaper stories about the Tay River; about the city of Ottawa s Environmental Strategy and whether there is enough emphasis on water and watershed protection as opposed to land/greenspace protection; about the recent Watershed Watch meeting with the Trillium Review Committee in Smiths Falls (we re now awaiting news at the end of April); and about the co-publishing (Conservation Ontario and RVCA) of the Ontario version of On the Living Edge , the handbook for shoreline living in Ontario.

12. New Business

Several water-based events were mentioned including the Tay River Canoe run this weekend (April 19), the Jock River Canoe Race (awaiting a date announcement) and Canoe for Kids (Saturday, May 24; Wendy Stewart Honourary Chair for this fundraiser to help send kids to summer camp).

Dell Hallett reported on progress by staff Relocation Committee.

Motion 6 **Moved by:** Dwight Bennett
 Seconded by: Allan McCallum

That Alan Arbuckle, John Miller, Janet Stavinga and Bill Stevenson be appointed to work with staff on the business of relocating the RVCA office to a more appropriate site (Wendy Stewart to act as alternate).

Motion Carried

13. In Camera

Motion 7 **Moved by:** Stephen Bird
 Seconded by: Bill Stevenson

That the Board of Directors move in camera.

Motion Carried

Motion 8 **Moved by:** Stephen Bird
 Seconded by: Bill Stevenson

That the Board of Directors move out of camera.

14. Personnel Decisions

Motion 9 **Moved by:** Wendy Stewart
 Seconded by: Allan McCallum

That the Board approve the salary recommendations for RVCA salaried regular employees, and specifically that: (1) applicable merit increases and a cost of living increase of 2.25% be retroactive to January 1, 2003, and that: (2) salary increases bring employees to a minimum of 96% of the appropriate external salary comparison figure effective as of July 1, 2003.

Motion Carried

Motion 10 **Moved by:** Allan McCallum
 Seconded by: Wendy Stewart

That RVCA approve acceptance of the Tay River land donation through the Rideau Valley Conservation Foundation.

Motion Carried

15. Upcoming Meets

a) Middle RVCA Advisory Board, May 1, 2003

b) Board of Directors, May 15, 2003

16. **Adjournment** The Chair adjourned the meeting at 10 pm.

**Chair,
John Miller**

**Recording Secretary,
Charles Billington**

C:Board of Directors Minutes April 17 2003