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Board of Directors Meeting

Thursday, July 27, 2023
6:30 pm
3889 Rideau Valley Drive, Manotick ON
(RVCA Boardroom)

Members and the public are also welcome to join via Zoom.

Please contact Marissa Grondin at marissa.grondin@rvca.ca or 1-800-267-3504 ext. 1177 in advance of the meeting if you wish to receive instructions to join virtually.

AGENDA

Meeting 5/23	Page
1.0 Roll Call	
2.0 Land Acknowledgement Statement	
3.0 Agenda Review	
4.0 Adoption of Agenda	
5.0 Declaration of Interest	
6.0 Approval of Minutes from May 25, 2023	
7.0 Business Arising from Minutes	
8.0 Financial Reports for the period ending June 30, 2023	
Staff Report Attached (Kathy Dallaire).....	01
9.0 Website Update	
Staff Report Attached (Diane Downey)	14
10.0 Updated RVCF Bylaws and Letters Patent	
Staff Report Attached (Diane Downey).....	16
11.0 Comments on Proposed Provincial Planning Statement	
Staff Report Attached (Glen McDonald)	35
12.0 Ottawa Floodplain Mapping Agreement	
Staff Report Attached (Brian Stratton)	44

13.0 Wetland Regulation	
Staff Report Attached (Terry K. Davidson)	50
14.0 Rideau Ferry Yacht Club Road	
Staff Report Attached (Sommer Casgrain-Robertson)	54
15.0 Activity Report	
Staff Report Attached (Sommer Casgrain-Robertson)	59
16.0 Meetings	
a) RVCF AGM and Meeting: June 14, 2023	
b) RVCA Watershed Tour: June 22, 2023	
c) Conservation Ontario Council Meeting: June 26, 2023	
d) General Managers Meeting: June 27 & 28, 2023	
<u>Upcoming</u>	
e) Ontario East Municipal Conference (OEMC): September 6-8, 2023	
f) Foley Mountain 50 th Anniversary Celebration: September 22, 2023	
g) RVCA Board of Directors Meeting: September 28, 2023	
h) Latonell Conservation Symposium: October 23 & 24, 2023	
17.0 Member Inquiries	
18.0 New Business	
19.0 Adjournment	

Action Items from Previous Meetings:

Item	Lead Staff	Anticipated Timeline
Cost Analysis of Electric Vehicles	Terry Davidson	September, 2023 October, 2023
Update Purchasing Policy (staff signing limit)	Kathy Dallaire	October, 2023 September, 2023



8.0 Financial Reports for the period ending June 30, 2023
Report #: 01-230727

To: RVCA Board of Directors
From: Kathy Dallaire
Manager of Finance
Date: July 19, 2023

<input type="checkbox"/>	For Information
<input type="checkbox"/>	For Direction
<input checked="" type="checkbox"/>	For Adoption
<input checked="" type="checkbox"/>	Attachment – 5 pages

Recommendation:

THAT the Board of Directors of the Rideau Valley Conservation Authority approves the Revenue and Expenditure Reports and Balance Sheet for the period ending June 30, 2023.

Purpose

To present financial reports for the period ending June 30, 2023 for review and approval.

Background

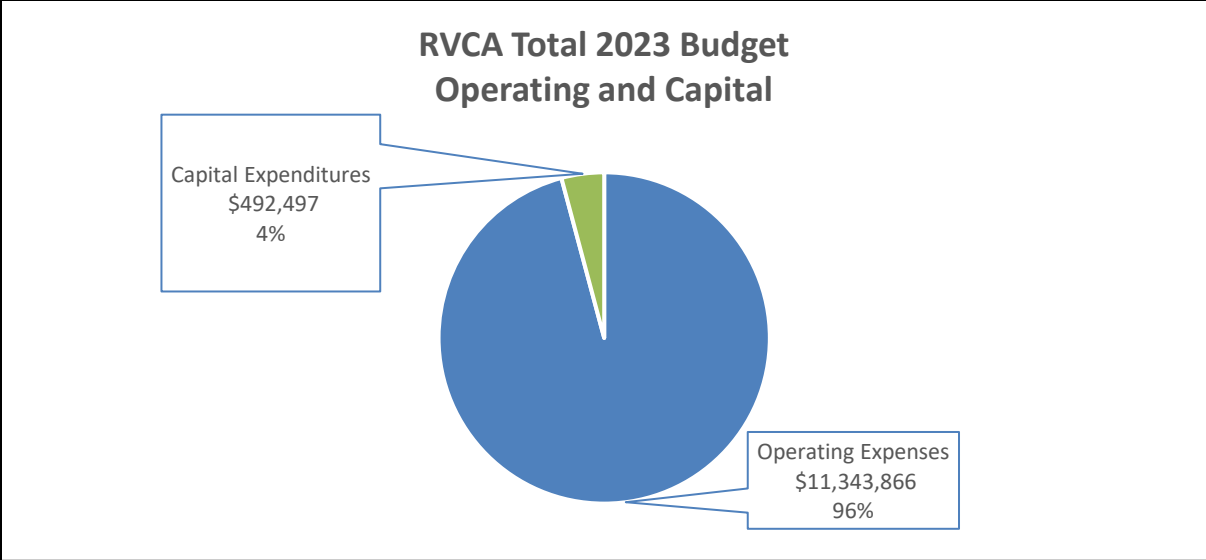
Attached are three financial reports for your review:

- Statement of Operations for the period ending June 30, 2023
- Side-by-side presentation of the Statement of Operations for the period ending June 30, 2023
- Balance Sheet as at June 30, 2023

Analysis

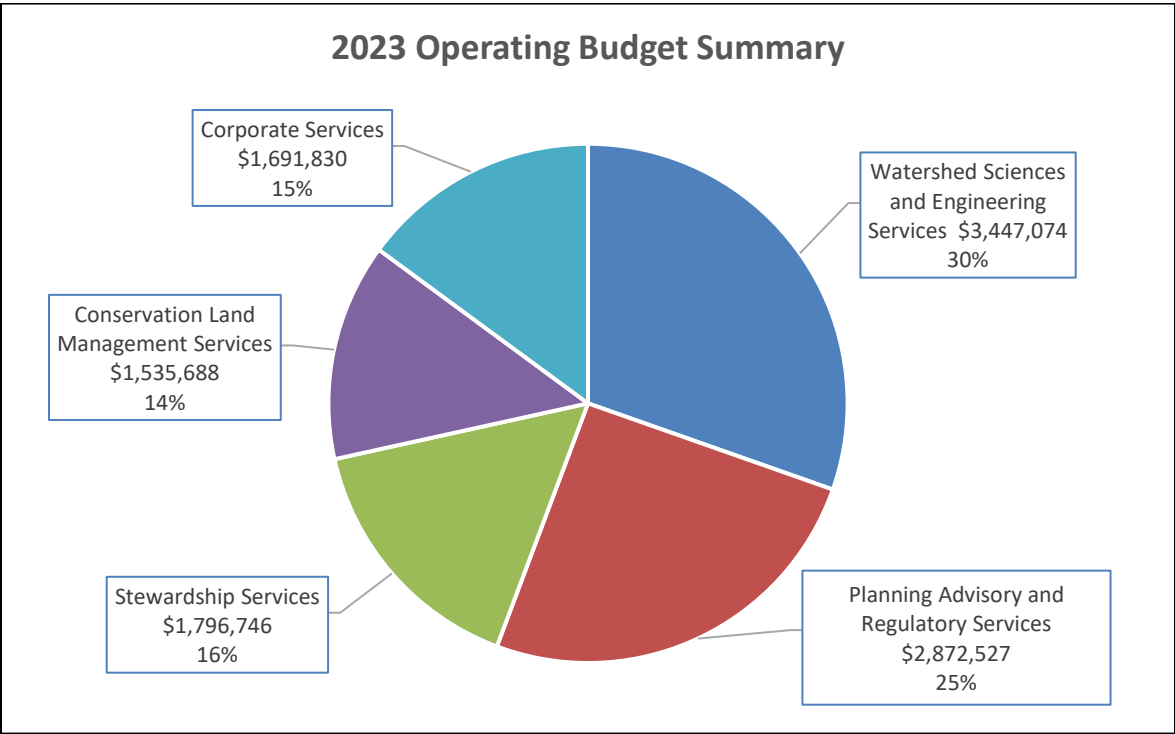
The Board approved RVCA's 2023 Budget at their February 23, 2023 meeting (Report# 05-230223). The total approved 2023 budget is \$11,836,363 and is broken down between:

1. Operating Expenses of \$11,343,866
2. Capital Expenditures of \$492,497



Operations

RVCA’s total 2023 operating expense budget of \$11,836,363 is split between departments as shown.



As at June 30, 2023, RVCA is reporting an operating surplus of \$568,923. This surplus reflects the recognition of six months of 2023 operating general levy revenue. The monthly allocation of the levy provides a better matching of revenues to operating expenses incurred to date.

The following table summarizes operating results to June 30 by department.

Department	Revenues 30-Jun	Actual Expenses 30-Jun	Net Income 30-Jun
Watershed Sciences and Engineering Services	\$ 2,244,151	\$ 2,366,220	\$ (122,069)
Planning and Advisory Services	\$ 1,340,370	\$ 1,276,120	\$ 64,250
Stewardship Services	\$ 1,184,409	\$ 970,308	\$ 214,101
Conservation Land Management Services	\$ 1,434,513	\$ 802,263	\$ 632,250
Corporate Services and Internal Recoveries	\$ 994,542	\$ 1,214,151	\$ (219,609)
Total	\$ 7,197,985	\$ 6,629,062	\$ 568,923

Within each department, program activity is proceeding as expected. Many of the programs are seasonal and therefore incur most operating expenses in the last six months of the fiscal year. This trend partially explains the surplus reflected to date.

Watershed Sciences and Engineering Services

Watershed Science and Engineering Services has a deficit of \$122,069 as at June 30. Various programs have minor variances to date, but of note is a \$104,572 deficit in hydrometric monitoring and forecasting. Hydrometrics have incurred costs to June 30 to develop a new flood forecasting and warning model for the Rideau Watershed. This project was approved at the February 2023 Board Meeting, report # 04-230223. The total cost of the project is expected to be \$249,200. RVCA's maximum financial contribution to the project will be \$144,200 to be transferred from RVCA's working fund reserve should external funding not be sufficient to cover the cost of the project. RVCA is expecting external funding from the City of Ottawa in 2023 of \$130,000, but it is not reflected in the revenues of the operating statements in Q2.

Additionally, there is a deficit of \$54,972 in water control infrastructure resulting from the accrual of expenses from the City of Ottawa for maintenance on the Brewer and Winsdor Park structures.

Planning and Advisory Services

Planning and Advisory Services has a surplus at June 30 of \$64,250. Specific programs within this department have minor surpluses and deficits which partially offset one another. Of note, there is a surplus of \$93,894 in Site Specific Plan Review. The revenues in this program area are very close to budget but the staff costs are lower than anticipated. This is largely due to a staff vacancy and in part to fewer technical staff

charging time to the program resulting from changes to the scope of planning work. The time spent by staff to complete applications can vary depending upon the complexity of the file.

Stewardship Services

Stewardship Services has a surplus of \$214,101 to June 30. The Private Land Forestry Assistance program has a surplus of \$120,593 due to funding of \$165,000 reflected in revenue for Forestry work to be done later in 2023.

The Clean Water Program has a surplus of \$88,132 to June 30. This is due to funding received that partially covers staff costs to support the ALUS Program. The ALUS program is a farmer delivered program that involves the modification/improvement of the unproductive, inefficient or environmentally sensitive lands in Lanark County. This revenue was not included in the 2023 budget.

Conservation Land Management Services

Conservation Land Management Services has a departmental surplus of \$632,250 to June 30. While various programs within the department are running minor surpluses and deficits that partially offset one another, there are a few program areas that require further explanation.

Land Donations and Acquisitions has a surplus of \$665,578 which is funding received to finance the purchase of a property near Motts Mills. The transaction to take ownership of the property is in process, but not fully approved at June 30. Once the purchase takes place the property will be capitalized and the offsetting expenditure will eliminate the surplus.

Other Developed Conservation lands has a deficit of \$98,811. This is due to the contractor costs incurred to June 30 of the Motts Mills Channel and Ponds Project Phase II. This project was approved at the November 24, 2022 Board Meeting report # 01-221124 for a total estimated cost of \$111,000 to be funded through contributions from a number of groups, including the Rideau Valley Conservation Foundation. To date, funding of \$15,000 has been received.

Corporate Services and Internal Recoveries

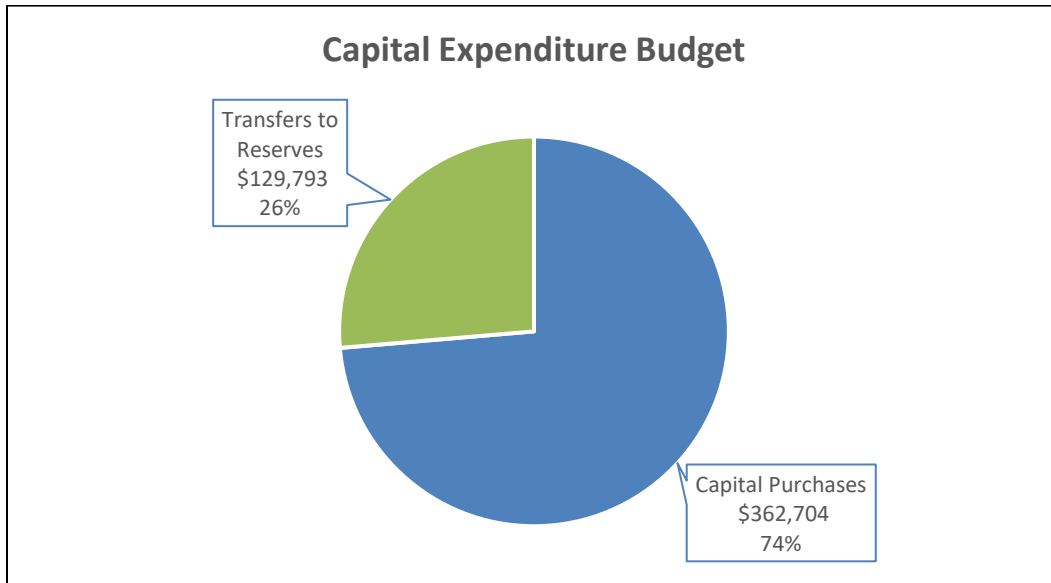
Corporate Services and Internal Recoveries has a departmental of \$219,609 deficit to June 30. While various programs within the department have minor surpluses and deficits, there are a few program areas that require further explanation.

Finance and Administration has a surplus of \$101,719 due to higher earnings on investments and deposit accounts resulting from increasing interest rates.

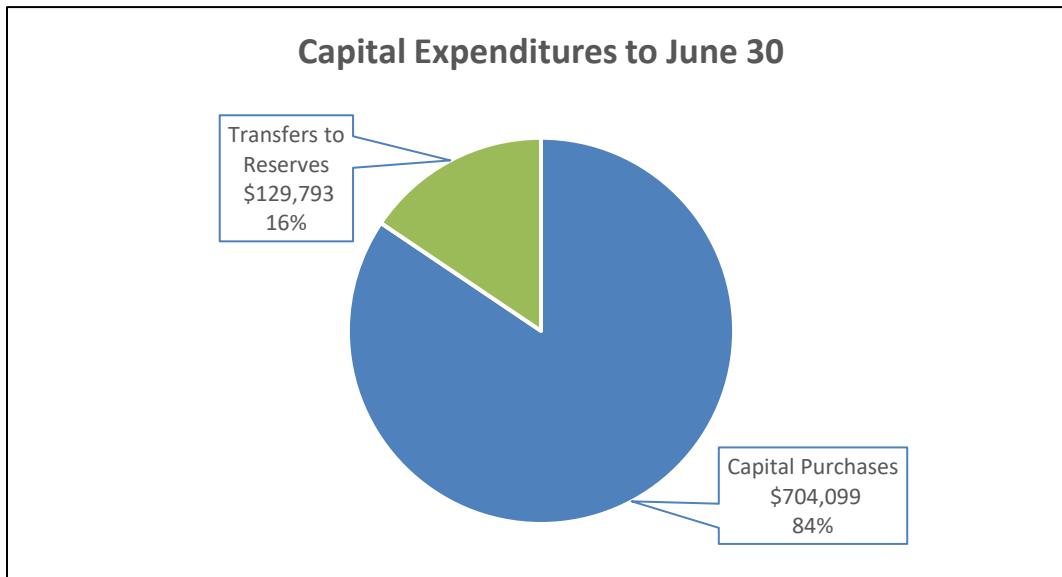
Internal recoveries have a deficit of \$230,676 due to the allocation of amortization of \$137,351 to June 30 and under recovered common costs of \$81,700 resulting from staff vacancies.

Capital

RVCA's 2023 approved capital budget includes total expenditures of \$492,497 which is split between capital purchases of \$362,704 and transfers to reserves of \$129,793.



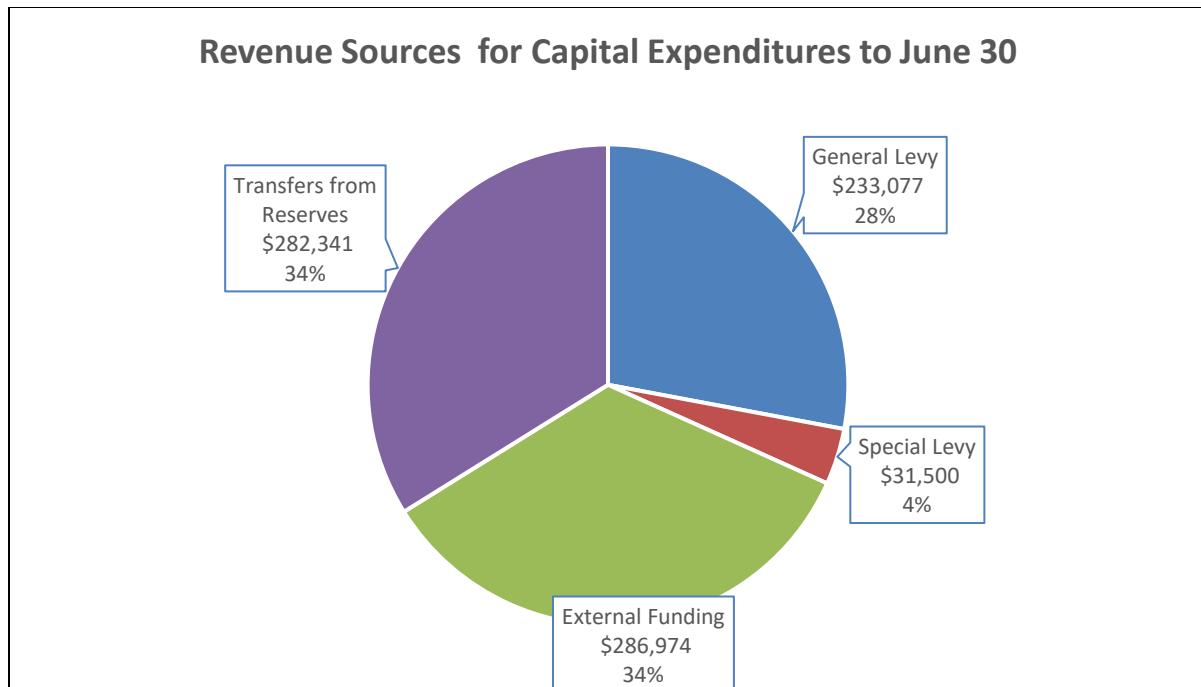
Actual capital expenditures to June 30 are \$833,892 which are split between capital purchases of \$704,099 and transfers to reserves of \$129,793.



The following table summarizes the actual expenditures to June 30, compares them to the 2023 approved budget, and illustrates where revenues will come from to support the expenditures.

Actual capital expenditures incurred to June 30 total \$833,892 which is \$362,395 over the approved 2023 capital budget.

2023 Capital Budget Summary			
Expenditures	Actual June 30	2023 Budget	Variance
Capital Purchases			
Principle Repayment on Building	\$ 101,353	\$ 202,704	\$ (101,351)
Hydrometrics & Monitoring Equipment	\$ -	\$ 30,000	\$ (30,000)
Acoustic Doppler Current Profiler	\$ 46,358	\$ -	\$ 46,358
Pontoon Boat - Septic Program	\$ 47,140	\$ -	\$ 47,140
Baxter Conservation Area Bridge and Boardwalk	\$ 192,489	\$ 100,000	\$ 92,489
Baxter Conservation Area Accessible Washrooms	\$ 8,139	\$ -	\$ 8,139
Chapman Mills Conservation Area Bridge Replacement	\$ 94,485	\$ -	\$ 94,485
Watershed Control Infrastructure	\$ -	\$ 30,000	\$ (30,000)
Deer Fence	\$ 14,851	\$ -	\$ 14,851
Wood Splitter	\$ 6,298	\$ -	\$ 6,298
Computer Equipment	\$ 12,282	\$ -	\$ 12,282
Vehicles - 3 Trucks	\$ 180,704	\$ -	\$ 180,704
Total Capital Purchases	\$ 704,099	\$ 362,704	\$ 341,395
Transfers to Reserves			
Building Reserve	\$ 70,000	\$ 70,000	\$ -
Water Control Infrastructure	\$ 31,500	\$ 31,500	\$ -
Hydrometrics & Monitoring Equipment	\$ 13,500	\$ 13,500	\$ -
Vehicles	\$ 6,793	\$ 6,793	\$ -
Topographical Data	\$ 5,000	\$ 5,000	\$ -
Drape	\$ 3,000	\$ 3,000	\$ -
Total Transfers to Reserves	\$ 129,793	\$ 129,793	\$ -
Total Expenditures	\$ 833,892	\$ 492,497	\$ 341,395
Revenue			
General Municipal Levy	\$ 233,077	\$ 300,997	\$ (67,920)
Special Levy	\$ 31,500	\$ 31,500	\$ -
External Funding	\$ 286,974		\$ 286,974
Transfers from Reserves	\$ 282,341	\$ 160,000	\$ 122,341
Total Revenue	\$ 833,892	\$ 492,497	\$ 341,395



Variance Explanations

The capital expenditure of \$101,353 to June 20 for the principle repayment on the building capital loan represents 6 months of payments. The total budget is allocated monthly.

The Board approved the purchase of an acoustic doppler current profiler at its October 2022 meeting (report # 2-221027) funded from 2022 operations, but RVCA did not receive the equipment until 2023, so an operating reserve was set up in 2022 to be used to cover the purchase. The revenue from the reserve is not reflected in the Q2 financial results, but will be reduced at year end.

The Board approved the purchase of a pontoon boat for septic inspection and reinspection to be funded from the Septic operating reserve at its May 2023 meeting (report #01-230525).

The Board approved the purchase of three trucks at its March 2023 meeting (report #13-230323) funded from the vehicle reserve.

To June 30, RVCA spent \$192,489 on the Baxter Conservation Area boardwalk. External funding secured by the Rideau Valley Conservation Foundation exceeds the costs to date.

At its May 2022 meeting, the Board approved the purchase and installation of a prefabricated bridge. The total cost to replace the Chapman Mills Conservation Area bridge is approximately \$200,000. RVCA and RVCF have successfully secured external

funding of \$200,000 which will cover the expenditures of \$94,485 on the Chapman Bridge.

Expenditures for the deer fence, wood splitter, and computer equipment were planned to be funded through operational revenues, but due to their value they have been capitalized.

Input From Other Sources

N/A

Financial Considerations

N/A

Legal Considerations

N/A

Adherence to RVCA Policy

Link to Strategic Plan

N/A

Attachments:

- Statement of Operations for the period ending June 30, 2023
- Statement of Operations for the period ending June 30, 2023 – side-by-side format.
- Balance Sheet as at June 30, 2023

Rideau Valley Conservation Authority
Statement of Operations
For the period ending June 30, 2023

Revenue	11,673,998	11,343,866	7,197,985	(4,145,881)
Watershed Sciences and Engineering Services	3,377,067	3,397,076	2,212,651	(1,184,425)
Program Management	67,213	74,994	44,391	(30,603)
Watershed Report Cards	165,160	164,468	82,234	(82,234)
Drinking Water Source Protection	218,572	248,440	144,628	(103,812)
Surface Water Quality Monitoring	517,885	465,780	232,890	(232,890)
Hydrometric Monitoring and Forecasting	324,310	294,906	154,077	(140,829)
Flood Erosion and Drought Studies	524,544	482,746	218,513	(264,234)
Groundwater Monitoring	157,665	174,898	86,394	(88,504)
Aquatic and Terrestrial Habitat Monitoring	376,490	380,606	177,206	(203,401)
Water Control Infrastructure Operations	1,025,229	1,110,236	1,072,318	(37,918)
Amortization	-	-	-	-
Planning Advisory and Regulatory Services	2,777,769	2,872,527	1,340,370	(1,532,157)
Program Management	138,997	143,037	71,518	(71,518)
Site Specific Plan Review	695,108	730,550	365,526	(365,024)
Non-Site Specific Plan Input	181,829	173,884	95,864	(78,020)
S. 28 Conservation Authorities Act	804,197	890,893	430,075	(460,818)
S. 28 Conservation Authorities Act - Program Development	37,013	16,361	8,180	(8,180)
Part IV Clean Water Act	1,544	47,003	-	(47,003)
Part VIII Building Code Act	797,943	785,324	348,124	(437,200)
Septic Re-Inspection Program	121,138	85,475	21,083	(64,393)
Amortization	-	-	-	-
Stewardship Services	1,861,233	1,796,745	1,184,409	(612,336)
Program Management	162,603	167,360	83,680	(83,680)
LRC - Storefront\General Stewardship	-	-	-	-
Private Land Forestry Assistance	784,612	841,660	676,523	(165,137)
Clean Water Program	606,681	466,718	238,040	(228,678)
Shoreline Stewardship Program	190,591	242,610	99,789	(142,821)
Beaver Management	6,421	5,000	2,500	(2,500)
Ontario Rural Wastewater Centre	110,324	73,398	83,878	10,480
Amortization	-	-	-	-
Conservation Land Management Services	1,475,331	1,535,687	1,434,513	(101,174)
Program Management	86,847	89,240	44,620	(44,620)
Land Donations / Acquisitions	30,950	15,000	669,000	654,000
Baxter Conservation Area	387,901	423,132	217,579	(205,553)
Foley Mountain Conservation Area	360,279	349,256	178,783	(170,474)
Other Developed Conservation Areas	311,966	350,868	184,340	(166,528)
Other Conservation Lands	263,495	276,190	140,191	(136,000)
Lease and Management Agreements	33,893	32,000	-	(32,000)
Amortization	-	-	-	-
Corporate Services	2,136,073	1,687,845	983,624	(704,221)
Management and Members	331,171	330,278	165,140	(165,138)
Finance and Administration	647,306	553,443	386,159	(167,283)
Communications	302,742	269,055	129,600	(139,455)
Foundation	98,598	101,618	50,809	(50,809)
Watershed Information Management System	325,783	275,681	173,030	(102,650)
Headquarter Lease and Management	430,475	157,771	78,885	(78,886)
Internal Recoveries	11,038	-	8,925	8,925
Amortization	-	-	-	-
Internal Recoveries	11,038	-	8,925	8,925
Engineering Projects	31,500	50,000	31,500	(18,500)

Water Control Structures/Engineering	31,500	50,000	31,500	(18,500)
Non Pension Benefit Obligation	3,986	3,986	1,993	(1,993)
Non-Pension Benefit Obligation	3,986	3,986	1,993	(1,993)
Expenses	10,721,692	11,343,866	6,629,062	(4,714,803)
Watershed Sciences and Engineering Services	3,267,432	3,397,074	2,366,220	(1,030,854)
Program Management	101,139	74,994	72,811	(2,183)
Watershed Report Cards	228,856	164,469	105,975	(58,494)
Drinking Water Source Protections	218,572	248,440	140,300	(108,140)
Surface Water Quality Monitoring	440,554	465,780	224,143	(241,636)
Hydrometric Monitoring and Forecasting	273,438	294,907	258,649	(36,257)
Flood Erosion and Drought Studies	558,881	482,745	174,459	(308,286)
Ground Water Monitoring	161,746	174,897	56,343	(118,554)
Aquatic and Terrestrial Habitat Monitoring	184,022	380,607	188,819	(191,788)
Water Control Infrastructure Operations	971,149	1,110,236	1,077,291	(32,945)
Amortization	129,077	-	67,431	67,431
Planning Advisory and Regulatory Services	2,644,683	2,872,527	1,276,120	(1,596,407)
Program Management	118,758	143,037	77,688	(65,349)
Site Specific Plan Review	689,513	730,550	271,632	(458,918)
Non-Site Specific Plan Input	154,478	173,884	65,939	(107,944)
S.28 Conservation Authorities Act	840,221	890,893	399,064	(491,829)
S.28 Conservation Authorities Act - Program Development	49,631	16,360	11,639	(4,722)
Part IV Clean Water Act -E	1,544	47,003	445	(46,558)
Part VIII Building Code Act	711,911	785,324	410,071	(375,252)
Septic Re-Inspection Program	75,890	85,475	37,880	(47,595)
Amortization	2,736	-	1,761	1,761
Stewardship Services	1,639,510	1,796,746	970,308	(826,438)
Program Management	166,277	167,360	87,196	(80,164)
LRC - Storefront\General Stewardship	-	-	-	-
LRC - Production Centre	-	-	-	-
Private Land Forestry Assistance	711,045	841,660	555,929	(285,731)
Clean Water Program	488,721	466,718	149,908	(316,810)
Shoreline Stewardship Program	192,133	242,610	125,452	(117,157)
Beaver Management	3,218	5,000	1,009	(3,991)
Ontario Rural Wastewater Centre	75,448	73,398	49,109	(24,290)
Amortization	2,667	-	1,705	1,705
Conservation Land Management Services	1,352,279	1,535,688	802,263	(733,425)
Program Management	65,108	89,240	56,308	(32,932)
Land Donations/Acquisitions	30,950	15,000	3,422	(11,578)
Baxter Conservation Area	336,375	423,133	161,481	(261,652)
Foley Mountain Conservation Area	309,062	349,257	177,284	(171,973)
Other Developed Conservation Areas	291,895	350,868	283,151	(67,717)
Other Conservation Lands	239,405	276,190	97,626	(178,564)
Lease and Management Agreements	33,893	32,000	1,990	(30,010)
Amortization	45,590	-	21,001	21,001
Corporate Services	1,548,341	1,687,844	971,416	(716,428)
Management and Members	301,438	330,278	183,038	(147,240)
Finance and Administration	485,426	553,443	284,440	(269,002)
Communications	247,867	269,055	128,425	(140,630)
Foundation	102,703	101,618	62,561	(39,056)
Watershed Information Management System	253,137	275,681	218,067	(57,614)
Headquarter Lease and Management	157,771	157,771	94,885	(62,885)
Internal Recoveries	265,573	0	239,601	239,601
Common Cost	1,148	(0)	90,625	90,625
Vehicles and Equipment	(23,058)	0	14,776	14,776
Amortization	268,258	-	137,351	137,351

Gain on Disposal	19,225	-	(3,150)	(3,150)
Engineering Projects	(113)	50,000	-	(50,000)
Water Control Structures/Engineering	(113)	50,000	-	(50,000)
Non Pension Benefit Obligation	3,987	3,986	3,132	(854)
Non-Pension Benefit Obligation	3,987	3,986	3,132	(854)
Annual Surplus (Deficit)	952,306	(0)	568,923	568,923

Rideau Valley Conservation Authority				
Statement of Operations				
For the period ending June 30, 2023				
Dept	Budget Line	Revenue	Expense	Net Income
10-Watershed Sciences and Engineering Services	WSES Program Management	44,391	72,811	(28,419)
	Watershed Report Cards	82,234	105,975	(23,741)
	Drinking Water Source Protection	144,628	140,300	4,328
	Surface Water Quality Monitoring	232,890	224,143	8,747
	Hydrometric Monitoring and Forecasting	154,077	258,649	(104,572)
	Flood Erosion and Drought Studies	218,513	174,459	44,054
	Groundwater Monitoring	86,394	56,343	30,051
	Aquatic and Terrestrial Habitat Monitoring	177,206	188,819	(11,613)
	Water Control Infrastructure Operations	47,649	102,622	(54,972)
	Watershed Information Mgmt System	-	-	-
	Ice Management - Rideau River	1,024,669	974,669	50,000
	WSES Amortization	-	67,431	(67,431)
10-Watershed Sciences and Engineering Services Total		2,212,651	2,366,220	(153,569)
20-Planning Advisory and Regulatory Services	PARS Program Management	71,518	77,688	(6,169)
	Site Specific Plan Review	365,526	271,632	93,894
	Non-Site Specific Plan Input	95,864	65,939	29,925
	S. 28 Conservation Authorities Act	430,075	399,064	31,011
	S.28 Conservation Authorities Act - Program Development	8,180	11,639	(3,458)
	Part IV-Clean Water Act	-	445	(445)
	Part VIII - Building Code Act	348,124	410,071	(61,948)
	Septic Re-Inspection Program	21,083	37,880	(16,798)
	PARS Amortization	-	1,761	(1,761)
20-Planning Advisory and Regulatory Services Total		1,340,370	1,276,120	64,250
30-Stewardship Services	WSS Program Management	83,680	87,196	(3,516)
	LRC Storefront/General Stewardship	-	-	-
	Private Land Forestry Assistance	676,523	555,929	120,593
	Clean Water Program	238,040	149,908	88,132
	Shoreline Stewardship Program	99,789	125,452	(25,663)
	Beaver Management	2,500	1,009	1,491
	Ontario Rural Wastewater Centre	83,878	49,109	34,769
	WSS Amortization	-	1,705	(1,705)
30-Stewardship Services Total		1,184,409	970,308	214,101
40-Conservation Land Management Services	CLMS Program Management	44,620	56,308	(11,688)
	Land Donations / Acquisitions	669,000	3,422	665,578
	Baxter Conservation Area	217,579	161,481	56,099
	Foley Mountain Conservation Area	178,783	177,284	1,499
	Other Developed Conservation Areas	184,340	283,151	(98,811)
	Other Conservation Lands	140,191	97,626	42,564
	Lease and Management Agreements	-	1,990	(1,990)
	CLMS Amortization	-	21,001	(21,001)
40-Conservation Land Management Services Total		1,434,513	802,263	632,250
50-Corporate Services & Internal Recoveries	Management and Members	165,140	183,038	(17,898)
	Finance and Administration	386,159	284,440	101,719
	Communications	129,600	128,425	1,175
	Foundation	50,809	62,561	(11,752)
	GIS	173,030	218,067	(45,037)
	Headquarters & Lease	78,885	94,885	(16,000)
50-Corporate Services & Internal Recoveries Total		983,624	971,416	12,207
60-Corporate Services & Internal Recoveries	Common Cost	8,925	90,625	(81,700)
	Vehicles and Equipment	-	14,776	(14,776)
	Amortization	-	137,351	(137,351)
	Gain on Disposal	-	(3,150)	3,150
60-Corporate Services & Internal Recoveries Total		8,925	239,601	(230,676)
80-Corporate Services & Internal Recoveries	Non-Pension Post Retirement Benefit Obligation	1,993	3,132	(1,139)
80-Corporate Services & Internal Recoveries Total		1,993	3,132	(1,139)
90-Watershed Sciences and Engineering Services	Water Control Structures	31,500	-	31,500
90-Watershed Sciences and Engineering Services Total		31,500	-	31,500
Net Income		7,197,985	6,629,062	568,923

Rideau Valley Conservation Authority		December 31,
Balance Sheet	30-Jun-23	2022 (Audited)
Financial Assets	-	-
Cash	8,748,133	8,714,813
Short Term Investments	-	400,000
Accounts Receivable	3,381,575	862,712
Long Term Investments	1,750,913	1,350,913
	13,880,621	11,328,438
Liabilities	-	-
Accounts payable and accrued liabilities	1,830,476	2,048,454
Vacation pay and sick leave entitlements	388,499	198,325
Deferred revenues	5,334,411	2,152,425
Non pension post retirement benefits	461,480	458,348
Obligation under capital lease	1,803,671	1,905,023
	9,818,537	6,762,574
	-	-
	-	-
Net Financial Assets (Debt)	4,062,084	4,565,864
Non-Financial Assets	-	-
Tangible capital assets	11,045,221	10,674,722
Prepaid expenses	882,022	179,818
	11,927,243	10,854,541
	-	-
Accumulated Surplus	15,989,327	15,420,405

Accumulated Surplus consists of:	-	-
Unrestricted Surplus(Deficit)	217,853	217,853
Reserves	6,432,853	6,432,853
Invested in Tangible Capital Assets	8,769,699	8,769,699
Year-to-date Surplus	568,923	-
Accumulated Surplus (Check)	15,989,327	15,420,405

**9.0 Website Update
Report #: 02-230727**

To: RVCA Board of Directors
From: Diane Downey
Director of Communications and Outreach
Date: June 30, 2023

<input type="checkbox"/>	For Information
<input type="checkbox"/>	For Direction
<input checked="" type="checkbox"/>	For Adoption
<input type="checkbox"/>	Attachment

Recommendation:

THAT the Board of Directors of the Rideau Valley Conservation Authority approves the retention of Probase Web Creative Solutions to redesign RVCA's website for \$33,500 plus applicable taxes

Purpose

To award a contract to update and upgrade RVCA's website.

Background

In June 2016, RVCA staff sought qualified website services to provide consulting, design and implementation and maintenance services for RVCA's website. Prior to this time, all design was done in-house by RVCA staff. Probase Web Creative Solutions based in North Grenville was awarded the contract and RVCA's current website using a Content Management System (CMS) was launched in June 2017.

Since that time, communications staff have successfully worked with Probase to oversee RVCA's website and other affiliated websites including the Rideau Valley Conservation Foundation, Mississippi-Rideau Source Protection Region and Ottawa Septic System Office. Staff are able to quickly and efficiently update content within the CMS, turning to Probase to assist with more technically challenging issues or more in-depth site upgrades. Probase has provided exceptional training and service and is quick to respond to any requests for support.

The current site is more than six years old and has exceeded its life expectancy. The average lifespan of a website is between two to five years, although that isn't a hard and fast rule as it varies by industry. Small, incremental updates have helped the RVCA's site maintain the user's experience, however, the site is now in need of an update based on the following:

- Changing technology requiring necessary upgrades to the Joomla 4 CMS (or equivalent) platform to ensure ongoing functionality and responsiveness

- Increased accessibility design standards required through *Accessibility for Ontarians with Disability Act* legislation
- Required responsiveness and mobile-friendly design allowing the site to operate equally on hand-held devices, tablets and desktops
- Refreshed navigation through enhanced menus and update to existing content
- Modernized themes and new design standards
- Addition of plugins and other integrations including online payment portal

Staff anticipate launching the new website in summer 2024.

Analysis

A Request for Proposal was circulated to five local web agencies. Two proposals were received with others not responding or declining the opportunity.

The two submissions were reviewed by staff following a selection criterion that considered the firms' technical capabilities (qualifications, experience, understanding of objectives and references) and the overall budget (system support, maintenance and staff training).

Based on this criterion, RVCA communications staff are recommending Probase Web Creative Solutions based on overall value, their sound technical qualifications, and their demonstrated experience in working with RVCA staff on web design. Their quote was a total cost of \$33,500 plus applicable taxes which was also lower than the other proposal received from Cyan Solutions Ltd. for \$67,590.

Input From Other Sources

n/a

Financial Considerations

The cost of updating RVCA's website was accounted for in RVCA's 2023 budget.

Legal Considerations

Updating RVCA's website will help comply with changing legislative requirements including AODA Standards (WCAG 2.1).

Adherence to RVCA Policy

This purchase adheres to RVCA's purchasing policy which requires three quotes and Board of Director approval for purchases over \$25,000.

Link to Strategic Plan

This project supports Strategic Direction #4, Priority #6:

- Redesign our website to be user-friendly and provide easy access to our programs and services



**10.0 Updated RVCF Bylaws and Letters Patent
Report #: 03-230727**

To: RVCA Board of Directors
From: Diane Downey
RVCF Executive Director
Date: July 18, 2023

<input type="checkbox"/>	For Information
<input type="checkbox"/>	For Direction
<input checked="" type="checkbox"/>	For Adoption
<input type="checkbox"/>	Attachment – 16 pages

Recommendation:

THAT the Board of Directors of the Rideau Valley Conservation Authority approves the attached updated bylaws of the Rideau Valley Conservation Foundation and articles of amendment and directs the General Manager to complete the RVCA Letter of Consent as presented.

Purpose

To amend the Bylaws of the Rideau Valley Conservation Foundation to comply with legislation and reflect proposed changes to the RVCF's practices and procedures.

Background

The Rideau Valley Conservation Foundation was founded in 1970 and revitalized in 2001 with updated direction, strategy and bylaws.

For the past several years the Board of Directors of the Foundation and support staff have expressed an interest in reviewing and updating the bylaws in response to the changing needs of the organization and modernizing the document to reflect current language and formatting. Moreover, this effort would provide an opportunity to review content against the *Not-for-Profit Corporations Act* that was proclaimed on October 19, 2021 and bring the RVCF into compliance.

Michael Leaver of Kelly Santini LLP was retained to prepare a set of modernized by-laws that are clear and simple, yet address information required by the *Not-for-Profit Charities Act* and the specific needs and interests of the RVCF as a charity and land trust.

Mr. Leaver worked closely with the RVCF Executive Director, the RVCF Governance Committee and subsequently, the RVCF Board of Directors to complete the following:

- 1) Amended RVCF Bylaws: The attached bylaws were approved by the RVCF Board of Directors at their June 2023 meeting (Motion 17-230614)

- 2) Articles of Amendment: Formerly known as the Supplementary Letters Patent, the Articles of Amendment will be filed with the Ministry of Government and Consumer Services upon approval of the RVCF membership
- 3) RVCA Letter of Consent: The RVCF may not amend its Letters Patent or the Supplementary Letters Patent without the prior written consent of the Rideau Valley Conservation Authority
- 4) Special Resolution for the RVCF Membership: Following consent from the RVCA, a special meeting of the RVCF membership would be called to address the special resolution to update the RVCF Bylaws. Once approved, the bylaws will take effect immediately.

Analysis

The updated RVCF Bylaws:

- Bring the RVCF into compliance with the updated Ontario *Not-for-Profit Corporations Act* and follow more modern language and formatting,
- Restate the terms of membership terms (see below),
- Use gender-neutral language (e.g., Chairman to Chair, Vice-Chairman to Vice-Chair, removal of specific pronouns),
- Allow provisions for online and hybrid meetings,
- Remove proxy voting by directors,
- Allow the Secretary-Treasurer (a position typically held by RVCA's Manager of Finance) to be neither a director nor member and therefore a non-voting position.

Amendments to bylaws can typically be made through ordinary resolutions of the members; however, when there are bylaw changes addressing certain matters relating to membership, the agency must submit Articles for Amendment to the Ministry of Government and Consumer Services. Due to the update noted below, Articles for Amendment have been prepared.

The current 2001 bylaw states:

3. MEMBERSHIP: Membership in the Corporation shall be limited to those persons who shall be approved by the Rideau Valley Conservation Foundation and such approval shall be for a period of three (3) years subject to re-approval for further three (3) year terms.

The amended 2023 bylaw states:

3. MEMBERSHIP: There shall be one (1) class of members in the Foundation. Membership of the Foundation shall be limited to those persons who have been duly elected by existing members of the Foundation to serve as a director of the Foundation. The term of membership shall be three (3) years from the date of admission as a member, or for as long as the member remains a director of the Foundation in good standing. Members may be readmitted as members if they have been re-elected as Directors of the Foundation.

Input From Other Sources

N/A

Financial Considerations

N/A

Legal Considerations

This amended document was prepared by Michael Leaver, Kelly Santini LLP who has extensive knowledge and understanding of Not-For-Profit (NFP) board governance and as such, advises many provincial and federal NFP organizations and charities on the drafting of their by-laws.

Adherence to RVCA Policy

This review and consent satisfy the existing 2001 RVCF Letters Patent which state:

4. AMENDMENT

The Corporation may not further amend the Corporation's Letters Patent or the Supplementary Letters Patent without the prior written consent of the Rideau Valley Conservation Authority.

Link to Strategic Plan

This effort supports the RVCF's *2023-2025 Strategic Priorities*:

Strengthen Organization Governance

- Review and uphold Foundation bylaws and maintain a robust agreement between the Foundation and Rideau Valley Conservation Authority

Attachment

- RVCF Draft Bylaws, June 2023
- Articles of Amendment, *Not-for-Corporations Act, 2010*
- RVCA Letter of Consent

By-laws relating generally to the conduct of the affairs of
The Rideau Valley Conservation Foundation
(the "**Foundation**")

BE IT ENACTED as by-laws of the Foundation as follows:

1. Definitions

In this by-law and all other by-laws of the Foundation, unless the context otherwise requires:

"**Act**" means the *Corporations Act (Ontario)*, or any successor legislation including, when proclaimed into force, the *Not-for-Profit Corporations Act, 2010 (Ontario)*, including all regulations made pursuant to the Act, and any statute or regulations that may be substituted, as amended from time to time;

"**articles**" means the original letters patent, supplementary letters patent, or restated articles of incorporation, articles of amendment, amalgamation, continuance, reorganization, arrangement or revival of the Foundation;

"**board**" means the board of directors of the Foundation and "director" means a member of the board;

"**by-laws**" means these by-laws and any other by-laws of the Foundation as amended and which are, from time to time, in force and effect;

"**meeting of members**" includes an annual meeting of members or a special meeting of members; "special meeting of members" includes a meeting of any class or classes of members and a special meeting of all members entitled to vote at an annual meeting of members;

"**ordinary resolution**" means a resolution passed by a majority of not less than 50% plus 1 of the votes cast on that resolution;

"**Regulations**" means the regulations made under the Act, as amended, restated or in effect from time to time; and

"**special resolution**" means a resolution passed by a majority of not less than two-thirds (2/3) of the votes cast on that resolution.

2. Interpretation

In the interpretation of these by-laws, words in the singular include the plural and vice-versa, words in one gender include all genders, and "person" includes an individual, body corporate, partnership, trust and unincorporated organization.

Other than as specified above, words and expressions defined in the Act have the same meanings when used in these by-laws.

3. Head Office

The registered office of the Foundation shall be located within the Province of Ontario.

4. Corporate Seal

The Foundation may have a corporate seal in the form approved from time to time by the board. If a corporate seal is approved by the board, the secretary-treasurer of the Foundation shall be the custodian of the corporate seal.

5. Execution of Documents

Deeds, transfers, assignments, contracts, obligations and other instruments in writing requiring execution by the Foundation may be signed by the Chair or Vice-Chair and the Secretary-Treasurer. In addition, the board may from time to time direct the manner in which and the person or persons by whom a particular document or type of document shall be executed. Any person authorized to sign any document may affix the corporate seal (if any) to the document. Any signing officer may certify a copy of any instrument, resolution, by-law or other document of the Foundation to be a true copy thereof.

6. Financial Year End

The financial year-end of the Foundation shall be December 31 in each year.

7. Banking Arrangements

The banking business of the Foundation, or any part thereof, shall be transacted with such chartered bank of Canada, trust company or other firm or corporation carrying on a banking business as the board may designate, appoint or authorize from time to time by resolution and all such banking business, or any part thereof, shall be transacted on the Foundation's behalf by any two directors and/or other persons as the board may designate, direct or authorize from time to time by resolution and to the extent therein provided, including, but without restricting the generality of the foregoing, the operation of the Foundation's accounts, the making, signing, drawing, accepting, endorsing, negotiating, lodging, depositing and transferring of any cheques, promissory notes, drafts, acceptance, bills of exchange, and orders relating to any property of the Foundation; the execution of any agreement relating to any such banking business and defining the rights and powers of the parties thereto; and the authorizing of any officer of such banker to do any act or thing on the Foundation's behalf to facilitate such banking business.

8. Securities

The Chair or Executive Director, acting with the Secretary-Treasurer are authorized and empowered to sell, assign and transfer shares, bonds, stocks debentures, debenture stocks and other securities on behalf of the foundation with full power to appoint an attorney or attorneys (with full power of substitution) for the purpose of completing any such sale, transfer, assignment or acceptance on records. The securities of the Foundation shall be deposited for safe-keeping with one or more bankers, trust companies or other financial institutions to be selected by the Board of Directors. Any and all securities so deposited may be withdrawn from time to time, only upon the written order of the Foundation signed by such Officer or Officers, agent or agents of the Corporation and in such manner, as shall from time to time be determined by resolution of the Board of Directors and such authority may be general or confined to specific instances. The institutions which may be so selected as custodians by the Board of Directors shall be fully protected in acting in accordance with the directions of the Board of Directors and shall in no event be liable for the due application of the securities so withdrawn from deposit or the proceeds thereof.

9. Borrowing Powers

Subject to the restrictions set out in the articles of the Foundation or in the Act, the directors of the Foundation may, without authorization of the members,

- a. borrow money on the credit of the Foundation;
- b. issue, sell or pledge securities (including bonds, debentures, debenture stock or other like liabilities) of the Foundation but no invitation shall be extended to the public to subscribe for any such securities; charge, mortgage, hypothecate or pledge all or any of the real or personal property of the Foundation, including book debts and unpaid calls, rights, powers, franchises and undertaking, to secure any such securities or any money borrowed, or other debt, or any other obligation or liability of the Foundation;
- c. give indemnities to any Director or other person who has undertaken or is about to undertake any liability on behalf of the Foundation or any company controlled by it, and secure any such Director or other person against loss by giving him by way of security a mortgage or charge upon the whole or any part of the real and personal property, undertaking and rights of the Foundation.

10. Annual Financial Statements

The Foundation shall send to the members a copy of the annual financial statements and other documents required under the Act.

11. Membership Conditions

Subject to the articles, there shall be one (1) class of members in the Foundation. Membership in the Foundation shall be limited to those persons who have been duly elected by existing members of the Foundation to serve as a director of the Foundation. The term of membership shall be three (3) years from the date of admission as a member, or for as long as the member remains a director of the Foundation in good standing. Members may be readmitted as members if they have been re-elected as Directors of the Foundation. Each member shall be entitled to receive notice of, attend and vote at all meetings of the members of the Foundation.

12. Notice of Members Meeting

Notice of the time and place of a meeting of members shall be given to each member entitled to vote at the meeting by the following means:

- a. by mail, courier or personal delivery to each member entitled to vote at the meeting, during a period of 21 to 60 days before the day on which the meeting is to be held; or
- b. by telephonic, electronic or other communication facility to each member entitled to vote at the meeting, during a period of 21 to 35 days before the day on which the meeting is to be held.

13. Members Calling a Members' Meeting

The board of directors may call a special meeting of members at anytime, or upon the written requisition of members carrying not less than 5% of the voting rights. If the directors do not call a meeting within twenty-one (21) days of receiving the requisition, any member who signed the requisition may call the special meeting of members.

14. Termination of Membership

A membership in the Foundation is terminated when:

- a. the Voting Member ceases to be a director of the Rideau Valley Conservation Foundation;
- b. a member fails to maintain any qualifications for membership described in the section on membership conditions of these by-laws;
- c. the member resigns by delivering a written resignation to the chair of the board of the Foundation in which case such resignation shall be effective on the date specified in the resignation;
- d. the member is expelled in accordance with any discipline of members section or is otherwise terminated in accordance with the articles or by-laws;
- e. the member's term of membership expires;

- f. the member dies, or in the case of a member that is a corporation, the Foundation is dissolved; or
- g. the Foundation is liquidated or dissolved under the Act.

15. Effect of Termination of Membership

Subject to the articles, upon any termination of membership, the rights of the member, including any rights in the property of the Foundation, automatically cease to exist.

16. Discipline of Members

The board shall have authority to suspend or expel any member from the Foundation for any one or more of the following grounds:

- a. violating any provision of the articles, by-laws, or written policies of the Foundation;
- b. carrying out any conduct which may be detrimental to the Foundation as determined by the board in its sole discretion;
- c. for any other reason that the board in its sole and absolute discretion considers to be reasonable, having regard to the purpose of the Foundation.

In the event that the board determines that a member should be expelled or suspended from membership in the Foundation, the Chair or such other officer as may be designated by the board, shall provide twenty (20) days notice of suspension or expulsion to the member and shall provide reasons for the proposed suspension or expulsion. The member may make written submissions to the Chair, or such other officer as may be designated by the board, in response to the notice received within such twenty (20) day period. In the event that no written submissions are received by the Chair, the Chair, or such other officer as may be designated by the board, may proceed to notify the member that the member is suspended or expelled from membership in the Foundation. If written submissions are received in accordance with this section, the board will consider such submissions in arriving at a final decision and shall notify the member concerning such final decision within a further twenty (20) days from the date of receipt of the submissions. The board's decision shall be final and binding on the member, without any further right of appeal.

17. Place of Members' Meeting

Meetings of the members may be held at any time and place within Ontario as the board may determine from time to time.

18. Persons Entitled to be PRESENT at Members' Meetings

The only persons entitled to be present at a meeting of members shall be those entitled to receive notice of and attend the meeting, the directors and the public

accountant of the Foundation and such other persons who are entitled or required under any provision of the Act, articles or by-laws of the Foundation to be present at the meeting. Any other person may be admitted only on the invitation of the chair of the meeting or by resolution of the members. Any meeting of members may be adjourned to anytime and from time to time and such business may be transacted at such adjourned meeting as might have been transacted at the original meeting from which such adjournment took place. No notice shall be required of any such adjournment. Such motion of adjournment may be made notwithstanding that no quorum is present.

19. Chair of Members' Meetings

In the event that the chair of the board and the vice-chair of the board are absent, the members who are present and entitled to vote at the meeting shall choose one of their number to chair the meeting.

20. Quorum at Members' Meetings

A quorum at any meeting of the members (unless a greater number of members are required to be present by the Act) shall be a majority of the members entitled to vote at the meeting. If a quorum is present at the opening of a meeting of members, the members present may proceed with the business of the meeting even if a quorum is not present throughout the meeting.

21. Voting at Members' Meetings

At any meeting of members every question shall, unless otherwise provided by the articles or by-laws or by the Act, be determined by a majority of the votes cast on the question.

22. Participation by Electronic Means at Members' Meetings

If the Foundation chooses to make available a telephonic, electronic or other communication facility that permits all participants to communicate adequately with each other during a meeting of members, any person entitled to attend such meeting may participate in the meeting by means of such telephonic, electronic or other communication facility. A person participating in a meeting by such means is deemed to be present at the meeting. Notwithstanding any other provision of these by-laws, any person participating in a meeting of members pursuant to this section who is entitled to vote at that meeting may vote by means of any telephonic, electronic or other communication facility that the Foundation has made available for that purpose.

23. Members' Meeting Held Entirely by Electronic Means

If the directors or members of the Foundation call a meeting of members, those directors or members, as the case may be, may determine that the meeting shall be held, in accordance with the Act and the Regulations, entirely by means of a

telephonic, electronic or other communication facility that permits all participants to communicate adequately with each other during the meeting.

24. Number of Directors

The board shall consist of the number of directors specified in the articles. If the articles provide for a minimum and maximum number of directors, the board shall be comprised of the fixed number of directors as determined from time to time by the members by ordinary resolution or, if the ordinary resolution empowers the directors to determine the number, by resolution of the board.

25. Term of Office of Directors

At each annual meeting of members, directors shall be elected to hold office until the next annual meeting of members, or until their successors have been duly elected. Any director whose term has expired may be eligible for re-election. Each election for the directors of the Foundation shall be completed by a show of hands unless a ballot is requested by any single member of the Foundation.

26. Removal of Directors

The members may, by special resolution at any special meeting of members of which notice specifies the intention to pass such resolution, remove any director before the expiration of the current term of office. The remaining directors may exercise all the powers of the board so long as a quorum remains in place. Vacancies on the board may be filled in the sole discretion of the remaining directors for the remainder of the term of office by a member of the Foundation in good standing.

27. Calling of Meetings of Board of Directors

Meetings of the board may be called by the chair of the board, the vice-chair of the board or any two (2) directors at any time. Five (5) directors shall form a quorum for the transaction of any business of the Foundation.

28. Notice of Meeting of Board of Directors

Notice of the time and place for the holding of a meeting of the board shall be given in the manner provided in the section on giving notice of meeting of directors of these by-laws to every director of the Foundation not less than five (5) days before the time when the meeting is to be held. Notice of a meeting shall not be necessary if all of the directors are present, and none objects to the holding of the meeting, or if those absent have waived notice of or have otherwise signified their consent to the holding of such meeting. Notice of an adjourned meeting is not required if the time and place of the adjourned meeting is announced at the original meeting.

29. Regular Meetings of the Board of Directors

The board may appoint a day or days in any month or months for regular meetings of the board at a place and hour to be named. A copy of any resolution of the board fixing the place and time of such regular meetings of the board shall be sent to each director forthwith after being passed, but no other notice shall be required for any such regular meeting except as otherwise required by the Act.

30. Voting at Meetings of the Board of Directors

At all meetings of the board, every question shall be decided by a majority of the votes cast on the question. In case of an equality of votes, the chair of the meeting in addition to an original vote shall have a second or casting vote. Directors shall not be permitted to vote by proxy. A director may participate in a meeting by telephonic or other electronic means that permits all participants to communicate adequately with each other during the meeting. A director so participating shall be deemed to be present at the meeting for quorum and voting purposes.

If during the course of a meeting of the Directors a quorum is lost, then the meeting will stand adjourned, not ended, to reconvene at such other time and place as the Chair will then announce.

However, where a Director is unable to participate in an agenda item due to a conflict of interest, the remaining number of Directors shall be deemed to constitute a quorum, provided such a number is not less than five. If the remaining number of directors is less than five, the item will be deferred until the next meeting.

31. Committees of the Board of Directors

The board may from time to time appoint any committee or other advisory body, as it deems necessary or appropriate for such purposes and, subject to the Act, with such powers as the board shall see fit. Any such committee may formulate its own rules of procedure, subject to such regulations or directions as the board may from time to time make. Any committee member may be removed by resolution of the board of directors. Each committee or other advisory body may include non-members but must at all times have at least one (1) director.

32. Appointment of Officers

The board shall, at the first directors meeting following the annual meeting of members, designate the offices of the Foundation, and elect from among the directors an executive committee comprising of a Chair, Vice-Chair and Past-Chair. The directors may also during this meeting specify each officer's duties and, subject to the Act, delegate to such officers the power to manage the affairs of the Foundation. A director may be appointed to any office of the Foundation. An officer may, but need not be, a director unless these by-laws otherwise provide. Two or more offices may be held by the same person.

33. Officers of the Foundation

Unless otherwise specified by the board (which may, subject to the Act modify, restrict or supplement such duties and powers), the offices of the Foundation, if designated and if officers are appointed, shall have the following duties and powers associated with their positions:

- a. Chair of the Board – The chair of the board, if one is to be appointed, shall be a director. The chair of the board, if any, shall, when present, preside at all meetings of the board of directors and of the members. The chair shall have such other duties and powers as the board may specify.
- b. Vice-Chair of the Board – The vice-chair of the board, if one is to be appointed, shall be a director. If the chair of the board is absent or is unable or refuses to act, the vice-chair of the board, if any, shall, when present, preside at all meetings of the board of directors and of the members. The vice-chair shall have such other duties and powers as the board may specify.
- c. Past Chair of the Board – The past-chair of the board, if one is to be appointed, shall be a director. If the chair and vice-chair of the board is absent or is unable or refuses to act, the past-chair of the board, if any, shall, when present, preside at all meetings of the board of directors and of the members. The past-chair shall have such other duties and powers as the board may specify.
- d. Secretary-Treasurer – the secretary-treasurer shall be a staff member of the Rideau Valley Conservation Authority. The secretary-treasurer shall:
 1. enter or cause to be entered in the Foundation's minute book, minutes of all meetings of the board and members;
 2. give, or cause to be given, as and when instructed, notices to members, directors, the public accountant and members of committees;
 3. be the custodian of all books, papers, records, documents and other instruments belonging to the Foundation;
 4. ensure that full and accurate books of account in which shall be recorded all receipts and disbursements of the Foundation shall be kept under the direction of the Board,
 5. control the deposit of money, the safe-keeping of securities and the disbursement of the funds of the Foundation;
 6. render to the board at the meetings thereof, or whenever required, an account of all transactions and of the financial positions of the Foundation; and

7. perform such other duties as may from time to time be prescribed by the board.

34. Officer Vacancies

In the absence of a written agreement to the contrary, the board may remove, whether for cause or without cause, any officer of the Foundation. Unless so removed, an officer shall hold office until the earlier of:

- a. the officer's successor being appointed,
- b. the officer's resignation,
- c. such officer ceasing to be a director (if a necessary qualification of appointment) or
- d. such officer's death.

If the office of any officer of the Foundation shall be or become vacant, the directors may, by resolution, appoint a person to fill such vacancy.

35. Compensation

No member of the Foundation, whether a director or officer, shall be entitled to receive from the Foundation any remuneration or compensation, except for repayment of reasonable out-of-pocket expenses incurred in the performance of duties undertaken at the request of the Foundation and pre-approved in advance in writing.

36. Method of Giving Notice

Any notice (which term includes any communication or document), other than notice of a meeting of members or a meeting of the board of directors, to be given (which term includes sent, delivered or served) pursuant to the Act, the articles, the by-laws or otherwise to a member, director, officer or member of a committee of the board or to the public accountant shall be sufficiently given:

- a. if delivered personally to the person to whom it is to be given or if delivered to such person's address as shown in the records of the Foundation or in the case of notice to a director to the latest address as shown in the last notice that was sent by the Foundation;
- b. if mailed to such person at such person's recorded address by prepaid ordinary or air mail;
- c. if sent to such person by telephonic, electronic or other communication facility at such person's recorded address for that purpose; or
- d. if provided in the form of an electronic document in accordance with the Act.

A notice so delivered shall be deemed to have been given when it is delivered personally or to the recorded address as aforesaid; a notice so mailed shall be

deemed to have been given when deposited in a post office or public letter box; and a notice so sent by any means of transmitted or recorded communication shall be deemed to have been given when dispatched or delivered to the appropriate communication company or agency or its representative for dispatch. The secretary may change or cause to be changed the recorded address of any member, director, officer, public accountant or member of a committee of the board in accordance with any information believed by the secretary to be reliable. The declaration by the secretary that notice has been given pursuant to this by-law shall be sufficient and conclusive evidence of the giving of such notice. The signature of any director or officer of the Foundation to any notice or other document to be given by the Foundation may be written, stamped, type-written or printed or partly written, stamped, type-written or printed.

37. Invalidity of Provisions of this By-law

The invalidity or unenforceability of any provision of these By-laws shall not affect the validity or enforceability of the remaining provisions.

38. Omissions and Errors

The accidental omission to give any notice to any member, director, officer, member of a committee of the board or public accountant, or the non-receipt of any notice by any such person where the Foundation has provided notice in accordance with the by-laws or any error in any notice not affecting its substance shall not invalidate any action taken at any meeting to which the notice pertained or otherwise founded on such notice.

39. Indemnification

No director or officer of the Foundation shall be liable for the acts, receipts, neglects or defaults of any other director or officer, or for joining in any receipts or other act for conformity, or for any loss or expense happening to the Foundation through the insufficiency or deficiency of title to any property acquired by order of the board for or on behalf of the Foundation or for the insufficiency or deficiency of any security in or upon which any of the monies of the Foundation shall be invested, or any loss or damage arising from the bankruptcy, insolvency or tortious act of any person with whom any of the monies, securities or effects of the Foundation shall be deposited, or for any loss occasioned by any error of judgement or oversight on the part of the director, or for any other loss, damage or misfortune whatever which shall happen in the execution of the duties of office or in relation thereto unless the same shall happen through his/her own dishonesty.

Every director or officer of the Foundation and their heirs, executors, and administrators shall, from time to time and at all times, be indemnified and saved harmless out of the funds of the Foundation from and against:

- (a) all costs, charges and expenses whatsoever which such director or officer sustains or incurs in or about any action, suit or proceeding which is

- brought, commenced or prosecuted against them, for or in respect of any act, deed, matter or thing whatsoever made, done or permitted by them, in or about the execution of the duties of the office;
- (b) all other costs, charges and expenses which a director or officer sustains or incurs in or about or in relation to the affairs thereof, except such costs, charges or expenses as are occasioned through wilful neglect or default.

The Foundation shall not indemnify a director, officer or any individual who acts at the Foundation's request in a similar capacity for acts of fraud, dishonesty, bad faith, breach of any statutory duty or responsibility imposed upon him or her under the Act. For further clarity, the Foundation will not indemnify an individual unless:

- a) the individual acted honestly and in good faith with a view to the best interests of the Foundation; and
- b) if the matter is a criminal or administrative proceeding that is enforced by a monetary penalty, the individual had reasonable grounds for believing that his or her conduct was lawful.

40. Mediation and Arbitration

Disputes or controversies among members, directors, officers, committee members, or volunteers of the Foundation are as much as possible to be resolved in accordance with mediation and/or arbitration as provided in the section on dispute resolution mechanism of this by-law.

41. Dispute Resolution Mechanism

In the event that a dispute or controversy among members, directors, officers, committee members or volunteers of the Foundation arising out of or related to the articles or by-laws, or out of any aspect of the operations of the Foundation is not resolved in private meetings between the parties then without prejudice to or in any other way derogating from the rights of the members, directors, officers, committee members, employees or volunteers of the Foundation as set out in the articles, by-laws or the Act, and as an alternative to such person instituting a law suit or legal action, such dispute or controversy shall be settled by a process of dispute resolution as follows:

- a. The dispute or controversy shall first be submitted to a panel of mediators whereby the one party appoints one mediator, the other party (or if applicable the board of the Foundation) appoints one mediator, and the two mediators so appointed jointly appoint a third mediator. The three mediators will then meet with the parties in question in an attempt to mediate a resolution between the parties.
- b. The number of mediators may be reduced from three to one or two upon agreement of the parties.

- c. If the parties are not successful in resolving the dispute through mediation, then the parties agree that the dispute shall be settled by arbitration before a single arbitrator, who shall not be any one of the mediators referred to above, in accordance with the provincial or territorial legislation governing domestic arbitrations in force in the province or territory where the registered office of the Foundation is situated or as otherwise agreed upon by the parties to the dispute. The parties agree that all proceedings relating to arbitration shall be kept confidential and there shall be no disclosure of any kind. The decision of the arbitrator shall be final and binding and shall not be subject to appeal on a question of fact, law or mixed fact and law.

All costs of the mediators appointed in accordance with this section shall be borne equally by the parties to the dispute or the controversy. All costs of the arbitrators appointed in accordance with this section shall be borne by such parties as may be determined by the arbitrators.

42. Dissolution

In the event of dissolution or winding up of the Foundation, and after payment of all debts and liabilities, the remaining assets shall be distributed to the Rideau Valley Conservation Authority (so long as they are a qualified donee as such term is defined in the *Income Tax Act*) or to other charities registered with the Canada Revenue Agency as qualified donees. In the case of properties which were accepted under the Ecological Gifts Program, the properties will be distributed to Rideau Valley Conservation Authority or one or more other eligible Ecological Gifts Program recipients before or separate from any payment of the organization's debts and liabilities.

43. By-laws and Effective Date

Subject to the articles, the board of directors may, by resolution, make, amend or repeal any by-laws that regulate the activities or affairs of the Foundation. Any such by-law, amendment or repeal shall be effective from the date of the resolution of directors until the next meeting of members where it may be confirmed, rejected or amended by the members by ordinary resolution. If the by-law, amendment or repeal is confirmed or confirmed as amended by the members it remains effective in the form in which it was confirmed. The by-law, amendment or repeal ceases to have effect if it is not submitted to the members at the next meeting of members or if it is rejected by the members at the meeting.

For questions or more information to complete this form, please refer to the instruction page.

Fields marked with an asterisk (*) are mandatory.

1. Corporation Information

Corporation Name *

Rideau Valley Conservation Foundation

Ontario Corporation Number (OCN) *

123456789

Company Key *

123456789

Official Email Address *

diane.downey@rvca.ca

2. Contact Information

Please provide the following information for the person we should contact regarding this filing. This person will receive official documents or notices and correspondence related to this filing. By proceeding with this filing, you are confirming that you have been duly authorized to do so.

First Name *

Diane

Middle Name

Last Name *

Downey

Telephone Country Code

1

Telephone Number *

613-698-9453

Extension

Email Address *

diane.downey@rvca.ca

3. Corporation Name

Complete this section only if you are changing the corporation name

The corporation will have:

☐ an English name (example: "Green Institute Inc.")

☐ a French name (example: "Institut Green Inc.")

☐ a combination of English and French name (example: "Institut Green Institute Inc.")

☐ an English and French name that are equivalent but used separately (example: "Green Institute Inc./Institut Green Inc.")

4. Number of Directors (if applicable)

Complete this section only if you are changing the number of directors

A minimum of three directors are required. Please specify the number of directors for your Corporation

☐ Fixed Number

☐ Minimum/Maximum

5. Purposes and Provisions (if applicable) (Maximum limit is 100,000 characters per text box)

Complete this section only if you are amending the Purposes and Provisions

Is the corporation a charity or does it intend to operate as a charity?

☒ Yes ☐ No

Does the corporation have consent from the Public Guardian and Trustee not to include an "After Acquired" clause?

☐ Yes ☒ No

Description of Changes to Purposes

Please describe any amendments to the corporation's purposes in the area below (please be specific):

Enter the Text

Description of Changes to Special Provisions

Please describe any amendments to the corporation's special provisions in the area below (please be specific):

Enter the Text

Section 2 (Special Provisions), Section 3 (Membership) and Section 4 (Amendment) of the original Letters Patent of the Corporation, as amended by Supplementary Letters Patent dated November 16, 2001, is hereby revoked and restated as follows:

SPECIAL PROVISIONS

a. There shall be one (1) class of members in the Corporation. Membership in the Corporation shall be limited to those persons who have been duly elected by existing members of the Corporation to serve as a director of the Corporation. The term of membership shall be three (3) years from the date of admission as a member, or for as long as the member remains a director of the Corporation in good standing. Members may be readmitted as members if they have been re-elected as Directors of the Corporation. Each member shall be entitled to receive notice of, attend and vote at all meetings of the members of the Corporation.

b. The Corporation may not further amend the Corporation's Articles without the prior written consent of the Rideau Valley Conservation Authority.

6. Members Authorization and Effective Date

The resolution authorizing the amendment was approved by the members of the corporation on *
July 18, 2023

Requested Date for Amendment *
July 18, 2023

Authorization

☒ * I, Diane Downey

confirm that:

- This amendment has been duly authorized as required by section 103 of the *Not-For-Profit Corporations Act, 2010*.
- This form has been signed by all the required persons.

Caution:

The Act sets out penalties, including fines, for submitting false or misleading information.

Required Signatures

Name	Position	Signature
Diane Downey	Director	
Name	Position	Signature

11.0 Comments on Proposed Provincial Planning Statement Report #: 04-230727

To: RVCA Board of Directors
From: Glen McDonald
Director of Planning and Science
Date: June 28, 2023

<input type="checkbox"/>	For Information
<input type="checkbox"/>	For Direction
<input checked="" type="checkbox"/>	For Adoption
<input checked="" type="checkbox"/>	Attachment - 6 pages

Recommendation:

THAT the Board of Directors of the Rideau Valley Conservation Authority approves the attached comments to be submitted to the Ministry of Municipal Affairs and Housing on the province's proposed combined policies for a province wide land use planning policy under Section 3 of the Planning Act.

Purpose

To seek approval of comments to be submitted to the Ministry of Municipal Affairs and Housing in response to the newly proposed Provincial Planning Statement (PPS).

Background

The Board adopted Report No. 02-230525 at the May 25, 2023 meeting which provided an overview of the proposed new PPS that will replace housing supportive policies from the *Provincial Policy Statement* (2020) and *A Place to Grow: Growth Plan for the Greater Golden Horseshoe* (2019). This initiative is concurrent with proposed changes to the *Planning Act* through Bill 97 and the *Helping Home Buyers, Protecting Tenants Act*. The report also identified changes and omissions to existing policies that diminish the values of watershed-based planning and fail to recognize the complex interrelationships between development, water resources, climate change, natural hazards and natural heritage.

The proposal was posted on the Environmental Registry of Ontario No. 019-6813 on April 6, 2023. The comment period was to close on June 5, 2023, and the Board directed staff to provide comments on the proposal to the Province. Staff were to report back to the Board at the July meeting by providing a copy of the submitted comments. However, in early June, the Province extended the closing date to August 4, 2023. Natural heritage policies and related definitions were not included in the original posting but were added to the proposal on June 16, 2023. The extension of the closing date and the inclusion of the natural heritage policies enabled staff to prepare draft comments on the complete proposal and to seek the Board's endorsement of the comments before submission to the Province.

The proposed policies are grouped within five themes to streamline the policy setting that will guide the review and approval of development applications under the Planning Act:

- generate an appropriate housing supply
- make land available for development
- provide infrastructure to support development
- balance housing with resources
- implementation

The planning statement continues to recognize that all relevant policies must be applied to each situation to achieve an integrated policy driven approach to land use planning and development. If the proposed provincial planning statement is approved, the Provincial Policy Statement and A Place to Grow policy documents will be revoked.

Analysis

The proposed provincial planning statement has been reviewed in its entirety. Current natural hazards and natural heritage policies in the PPS have been retained, which reflects the province's commitment to high standards for the protection of public health and safety and natural heritage features and functions. However, other policy protections have been diminished:

- The policy statement vision emphasizes mitigation of natural hazards rather than the long standing policy principle of avoidance.
- Removal of policy requiring municipalities to determine feasibility of development by avoiding, minimizing and mitigating potential negative impacts on watershed conditions, the water resource system including the quantity and quality of water;
- Elimination of policy for retention or establishment of vegetative landcover in settlement areas;
- Stormwater quantity (controlling stormwater runoff volume) has been removed;
- Planning for water, wastewater and stormwater is currently to be informed by watershed planning, whereas the proposed policy "encourages" municipalities to undertake watershed planning;
- The absence of reference to conservation authorities as a municipal partner in watershed planning;
- PPS policy 2.2.1 (c) which ensures planning authorities protect, improve or restore water quality and quantity by evaluating and preparing for the impacts of a changing climate to water resource systems at the watershed level, has been removed;
- The absence of reference to collaboration between municipalities and CAs for the identification of natural hazards and hazardous sites.

RVCA's draft comments and recommendations on the proposed provincial planning statement are provided in Attachment 1. The comments emphasize:

- Maintaining the watershed as the most meaningful scale for integrated long-term planning that balances growth with environmental protections that are currently provided in A Place to Grow and the PPS.
- That the retention of existing policies in the proposed statement that recognize the complex interrelationships between development, climate change, water resources, natural hazards and natural heritage features will maintain a comprehensive planning policy framework that will support achievement of the province's housing and environmental protection objectives.

Input from Other Sources

RVCA staff have consulted with our neighbouring conservation authorities and Conservation Ontario who are also reviewing the ERO posting and preparing comments.

Financial Considerations

Legal Considerations

Adherence to RVCA Policy

If the proposed Provincial Planning Statement is adopted by the province, staff will undertake a review of our planning policies (currently draft) to ensure that they are aligned with the statement and then bring them to the Board for approval.

Link to Strategic Plan

This initiative supports the following strategic priority:

- Update development review policies to guide development away from natural hazards (areas prone to flooding, erosion or slope failure) and natural features (wetlands, shorelines and watercourses). Ensure updated policies are effective, balanced and user-friendly.

XXXXXXXXXX, 2023

Ministry of Municipal Affairs and Housing
Provincial Land Use Plans Branch
13th Floor, 777 Bay Street
Toronto, Ontario
M7A 2J3

Subject: **Comments on the Environmental Registry of Ontario Posting No. 019-6813: Review of Proposed Policies adapted from A Place to Grow and Provincial Policy Statement to form a new provincial planning policy instrument.**

Thank you for the opportunity to comment on the “*Review of Proposed Policies adapted from A Place to Grow and Provincial Policy Statement to form a new provincial planning policy instrument.*” Please find attached, comments approved by the RVCA’s Board of Directors on July 27, 2023.

The Rideau Valley Conservation Authority (RVCA) supports the Province’s objective to have streamlined, comprehensive and integrated land use planning policies in place that further the achievement of goals for timely and affordable housing supply, a robust economy, livable communities and a healthy, sustainable environment that benefits all Ontarians.

The RVCA has a collaborative partnership with eighteen lower tier municipalities and **two** counties for which we have provided plan input and review services for over twenty years as defined in formal memorandums of understanding. We provide this service to assist our municipalities in meeting our collective obligations to ensure that recommendations and decisions on planning matters are consistent with the Provincial Policy Statement (2020) and local official plan policies. We also strive to ensure that planning decisions are aligned and coordinated with requirements under our *Conservation Authorities Act* Section 28 regulation to achieve efficient and timely approvals.

Ontario’s policy led planning system, as set forth in the PPS (2020), has achieved an effective balance between multiple equally important interests including:

- Growth management, economic development and housing;
- Efficient and cost-effective infrastructure for sewage, water and stormwater management services, transportation, transit, energy supply and corridor protection;
- Protection and management of resources, including prime agricultural areas, aggregates, natural heritage, surface water, groundwater and cultural heritage;
- Protection of public health and safety from natural and human-made hazards;
- Building resiliency and adaptation for climate change.

The proposed provincial planning instrument brings many of these good policies forward and the document continues to recognize that all relevant policies must be applied to each situation to achieve an integrated policy driven approach to land use planning and development. Current natural hazards policies in the PPS have been retained, which reflects the Province's commitment to high standards for the protection of public health and safety. However, other effective policy that supports the objectives of comprehensive and integrated land use planning and development, together with the desired outcomes of livable communities, economic development, housing and environmental protections, have been diminished.

Table 1 (attached) provides our comments and recommendations for each identified policy section that corresponds to the numbering in the proposed provincial planning statement. The recommendations are to bring forward components of existing policies that will provide a high degree of integration and coordination across all policies interests to achieve the Province's objectives for timely planning and development approvals, housing supply, economic growth, public health and safety and environmental protections. The Province has consistently demonstrated commitment to these environmental protections in the *"More Homes, More Choice: Ontario's Housing Supply Action Plan"* (May 2019) and the *"Report of the Ontario Housing Affordability Task Force"* (February 8, 2022).

Thank you for the opportunity to comment on the proposed provincial planning statement. The Province, municipalities and conservation authorities have worked collaboratively and effectively to implement successive PPS and Growth Plan policies, which has resulted in a well-balanced approach to land use planning and development. This approach has and continues to achieve our collective objectives for economic development, housing, the management of natural hazards, protection of public health and safety and the environmental protections that are valued by Ontarians.

Yours truly,

Glen McDonald, MCIP RPP
Director of Planning and Science

Attached: Table 1

Table 1. Comments and Recommendations on the Proposed Provincial Planning Statement

Policy Section	Policy	Comment / Recommendation
Vision		<p>The vision statement in the current PPS emphasizes a preventative approach that directs development away from natural hazards, with a view to minimizing financial risk to the Province and municipalities, protection of public health and safety and preventing social disruption. The vision is founded on the principle of avoiding the need for costly remedial actions to correct problems. Avoidance has been the Province's longstanding approach to the management of natural hazards. This direction has, and continues to serve Ontarians well, as it is a prudent approach to development that effectively manages risk.</p> <ul style="list-style-type: none"> • The recommendation is to reinstate this principle in the proposed planning statement, which currently emphasizes mitigation over avoidance.
2.3	Settlement Areas and Settlement Area Boundary Expansion	<p>The physical characteristics of a site are significant considerations that influence the feasibility of development. These characteristics also define how a site functions within its broader watershed setting, including development impacts both on and off site.</p> <ul style="list-style-type: none"> • The recommendation is to bring forward existing policy in the Place to Grow document that requires municipalities to determine feasibility of development by avoiding, minimizing and mitigating potential negative impacts on watershed conditions, the water resource system including the quantity and quality of water.
2.9	Energy Conservation, Air Quality and Climate Change	<p>The proposed policy requires planning authorities to promote green infrastructure. This policy would be strengthened by the inclusion of wording from the existing policy that provides for the establishment or maintaining natural vegetative cover on the landscape. This recognizes the significant function of natural vegetation to support the objectives of energy conservation, air quality improvement and climate change mitigation.</p> <ul style="list-style-type: none"> • The recommendation is to bring forward policy 1.8.1. (g) in the current PPS that requires planning authorities to <i>"maximize vegetation cover within settlement areas where feasible."</i>
3.6	Sewage, Water and Stormwater	<p>Climate change has a direct and observable impact on sewage, water and stormwater services. Combined sewage overflows, pluvial and fluvial flooding, erosion, washouts and slope failures with concurrent damage to</p>

		<p>private property and municipal infrastructure are frequently observed during extreme precipitation events. It is in the public interest to ensure that water, sewage and stormwater infrastructure are provided in a manner that is resilient to climate change impacts.</p> <ul style="list-style-type: none"> • The recommendation is to restore current PPS policy 1.6.6.1 b) 2. “Ensure that these systems are provided: in a manner that prepares for the impacts of a changing climate.” This would be consistent with and reinforces the policies of section 2.9 Energy Conservation, Air Quality and Climate Change. <p>Proposed policy 3.6.8 (g) would require planning for stormwater management to “align with any comprehensive municipal plans for stormwater management that consider cumulative impacts of stormwater from development on a watershed scale”. However, policy 3.6.8 (b) in the current PPS which requires planning authorities to protect, improve or restore the quality and quantity of water by “ensuring stormwater management practices minimize stormwater volume and contaminant loads, and maintain or increase the extent of vegetative and pervious surfaces” has not been included.</p> <ul style="list-style-type: none"> • Minimizing stormwater volume should remain a priority policy for the provincial government to ensure planning authorities account for increased stormwater volumes which may contribute to pluvial and fluvial flooding and erosion within and downstream of developed areas. <p>Current Growth plan policies 3.2.6 (Water and Wastewater Systems) and 3.2.7 (Stormwater Management) <u>require</u> that watershed planning be undertaken to inform municipal water, wastewater and stormwater masterplans. Proposed policy 4.2.3 <u>encourages</u> municipalities to undertake watershed planning in large and fast-growing municipalities. This shift in language is not consistent with the Province’s objective for a streamlined, comprehensive and coordinated approach to infrastructure planning and diminishes the concept of the watershed as the ecologically meaningful scale for integrated long-term planning.</p> <ul style="list-style-type: none"> • The recommendation is to restore the commitment to watershed planning in large and fast-growing municipalities and to strongly encourage it for all other municipalities.
4.1	Natural Heritage	<p>The RVCA supports the Province’s policy approach to the protection of natural features and natural areas. The current natural heritage policies in section 2.1 of the PPS (2020) have not been changed, which demonstrates the Province’s commitment to protect natural heritage</p>

		systems and the collective features, functions and linkages that comprise these systems. The policy continues to recognize the critical linkages and interdependencies between natural heritage features and areas, surface water features and groundwater features.
4.2	Water	<p>RVCA is pleased that the policy requiring municipalities to identify water resource systems has been retained and that a definition has been included.</p> <p>The Province is proposing to remove the requirement for planning authorities to evaluate and prepare for the impacts of a changing climate to water resource systems at the watershed level (PPS 2020 policy 2.2.1 (c)). This diminishes the Province's existing standard of requiring watershed planning to be the basis for infrastructure, stormwater, water resource and comprehensive planning for large and fast-growing municipalities.</p> <p>The recommendation is that the watershed planning policy direction in proposed policy 4.2.3 be improved by:</p> <ul style="list-style-type: none"> • requiring “large and fast-growing municipalities” to undertake watershed planning, while continuing to encourage all other municipalities to do so; • retaining PPS 2020 policy 2.2.1 (c) to ensure planning authorities protect, improve or restore water quality and quantity by evaluating and preparing for the impacts of a changing climate to water resource systems at the watershed level; • reference that the purposes of watershed planning is to prepare for the impacts of a changing climate, and to inform planning for sewage and water services and stormwater management, and to protect, improve or restore of the quality and quantity of water and, • reference partnerships with CAs to undertake watershed planning. <p>Ont. Reg. 686/21 (Conservation Authorities Act, Mandatory Programs and Services) includes low water or drought as a natural hazard risk. The proposed planning statement is silent on this hazard.</p> <ul style="list-style-type: none"> • The recommendation is to amend policy 4.2 1 f) to read <i>planning for efficient and sustainable use of water resources, through practices for water conservation, sustaining water quality and low water and drought management.</i>
5.2	Natural Hazards	Current natural hazards policies in the PPS have been retained, which reflects the Province's commitment to high standards for the protection of

		<p>public health and safety. A new policy is proposed which states that “planning authorities shall identify hazardous lands and hazardous sites and manage development in these areas, in accordance with provincial guidance” (5.2.1). and associated regulations.</p> <ul style="list-style-type: none"> • The recommendation is that the policy be modified to include collaboration with conservation authorities. <p>Such an amendment would be consistent with recommendation #3 from the “Independent Review of the 2019 Flood Events in Ontario” Report, O. Reg. 686/21 which identifies natural hazards as a conservation authority mandatory program and service, and with the vision as described in the proposed planning statement that mitigation of natural and human made hazards “<i>will require the Province, planning authorities and conservation authorities to work together.</i>”</p>
6.2.1	Coordination	<p>Policy 1.2.1 from the PPS 2020 (now proposed policy 6.2.1) states a “coordinated, integrated and comprehensive approach should be used when dealing with planning matters within municipalities...”, including coordination of water, ecosystem, shoreline, watershed and Great Lakes related issues, as well as natural and human-made hazards.</p> <ul style="list-style-type: none"> • The recommendation is that Conservation Authorities be included in the list of agencies involved in this coordinated approach given our leadership role in the implementation of provincial natural hazard policies and our regulatory role under Section 28 of the Conservation Authorities Act. <p>As specified in the Act, Conservation Authorities provide coordinated services to municipalities on a watershed basis.</p>
Definitions	Water Resource Systems	<p>RVCA is pleased to see that a definition has been added for “water resource system”.</p>
General	Technical Support and Guidance	<ul style="list-style-type: none"> • Recommend that technical support and implementation guidance from the Province be provided to assist with accelerating development and construction approvals. <p>The provision of comprehensive and up-to-date implementation guidance would support a predictable, consistent, and streamlined process. This technical guidance would recognize advancement in science and technology used to undertake supporting studies which inform land use planning decisions.</p>

**12.0 Ottawa Floodplain Mapping Agreement
Report #: 05-230727**

To: RVCA Board of Directors
From: Brian Stratton, P.Eng
Manager, Engineering Services
Date: June 15, 2023

<input type="checkbox"/>	For Information
<input type="checkbox"/>	For Direction
<input checked="" type="checkbox"/>	For Adoption
<input checked="" type="checkbox"/>	Attachment – 3 pages

Recommendation:

THAT the Board of Directors of the Rideau Valley Conservation Authority approves entering into a six-year agreement with the City of Ottawa to complete the delineation of floodplain and erosion hazards on six watercourses and additional products on a seventh watercourse within the City of Ottawa to an upset limit of \$760,540 for RVCA’s contribution with matching contributions from the City of Ottawa.

Purpose

To seek approval to enter into an agreement with the City of Ottawa to complete the delineation of floodplain and erosion hazards on six watercourses and additional products on a seventh watercourse, within the City of Ottawa.

Background

Under the *Conservation Authorities Act*, conservation authorities are responsible for:

- Delineating and mapping natural hazards including flooding. Figure 1 (attached) shows the current status of floodplain mapping across the Rideau watershed.
- Commenting on planning files with respect to natural hazards. Municipalities must circulate official plans, comprehensive zoning bylaws and site-specific planning applications to conservation authorities who then provide comments on behalf of the province relating to Section 3.1 of the Provincial Policy Statement (natural hazards). The RVCA relies on mapping to inform these comments.
- Regulating development within hazard lands like floodplains, unstable slopes and wetlands. Property owners must obtain permission from the RVCA before beginning any development, site alteration, construction, or placement of fill within a regulated area or for any wetland interference, or for straightening, changing, diverting, or interfering in any way with the existing channel of a watercourse. The RVCA relies on mapping to administer its “Development,

Interference with Wetlands and Alterations to Shorelines and Waterways” regulation.

In 2012, a 5-year agreement was signed by MVCA, RVCA and SNC with the City of Ottawa to work collaboratively on several floodplain mapping studies within the city on a 50/50 cost-shared basis. A second similar 5-year agreement was signed in 2017. The deliverables included delineation of floodplain, flood inventory of vulnerable areas and emergency tools.

After the completion of two successful agreements, a third agreement has been developed for the delineation of floodplain, flood inventory of vulnerable areas, emergency tools, and at the City’s request, the delineation of erosion hazard for the proposed watercourses. Although this work is a partnership between the three conservation authorities and the City of Ottawa, each conservation authority has a separate agreement with the city.

Analysis

The proposed work covered by RVCA’s Contribution Agreement with the City of Ottawa is outlined in Table 1. There are seven watercourses within the Rideau watershed that have projects associated with them under the agreement. Six of these projects will result in new hazard mapping where none currently exists (Brassils Creek, Faulkner Drain, Graham Creek, Greens Creek, Sawmill Creek, and Stillwater Creek). The seventh project on Cardinal Creek will expand upon modeled events for an existing hazard mapping project and create additional products for the watercourse.

The total budget for these projects is projected to be \$1,521,080 over 6 years. Through this Contribution Agreement the City of Ottawa is agreeing to provide 50% of the funding, a commitment of up to \$760,540 over the life of the agreement. Most of the budget is allocated towards floodplain hazard mapping with progressively smaller allocations for additional products, erosion hazard mapping and maintenance (Table 2).

Input From Other Sources

Financial Considerations

RVCA’s 50% contribution is accounted for in RVCA’s annual operating budget with some coming from reserves. Additional funding is also being provided by the federal government’s Flood Hazard Identification and Mapping Program (FHIMP).

Legal Considerations

Adherence to RVCA Policy

Link to Strategic Plan

This project supports Strategic Direction #2, Priority #6:

- Focus new or updated regulatory mapping in areas where there is development pressure.

Attachments

- Table 1: Project Details
- Table 2: Budget and Schedule
- Figure 1: Floodplain Mapping Status (March 13, 2023)

Table 1: Project Details						
Watercourse Name	Coverage	Length of Watercourse (km)	Length of Floodplain Mapping Reach (km)	Watercourse Drainage Area (km ²)	# of Structures within Floodplain Mapping Reach	Previous Floodplain Mapping?
Sawmill Creek	Rideau River to Lester Road	20	18	21	35	No
Graham Creek	Ottawa River to Hunt Club Road	16	13	25	15	No
Stillwater Creek	Ottawa River to Robertson Road	16	13	24	10	No
Greens Creek	Ottawa River to Ramsayville Road	38	32	114	15	No
Faulkner Drain	Flowing Creek to Flewellyn Road	7	6	14	5	No
Brassils Creek	Rideau River to Roger Stevens Drive	25	23	68	6	No
Cardinal Creek	Ottawa River to O'Toole Road	14	12	34	8	Yes

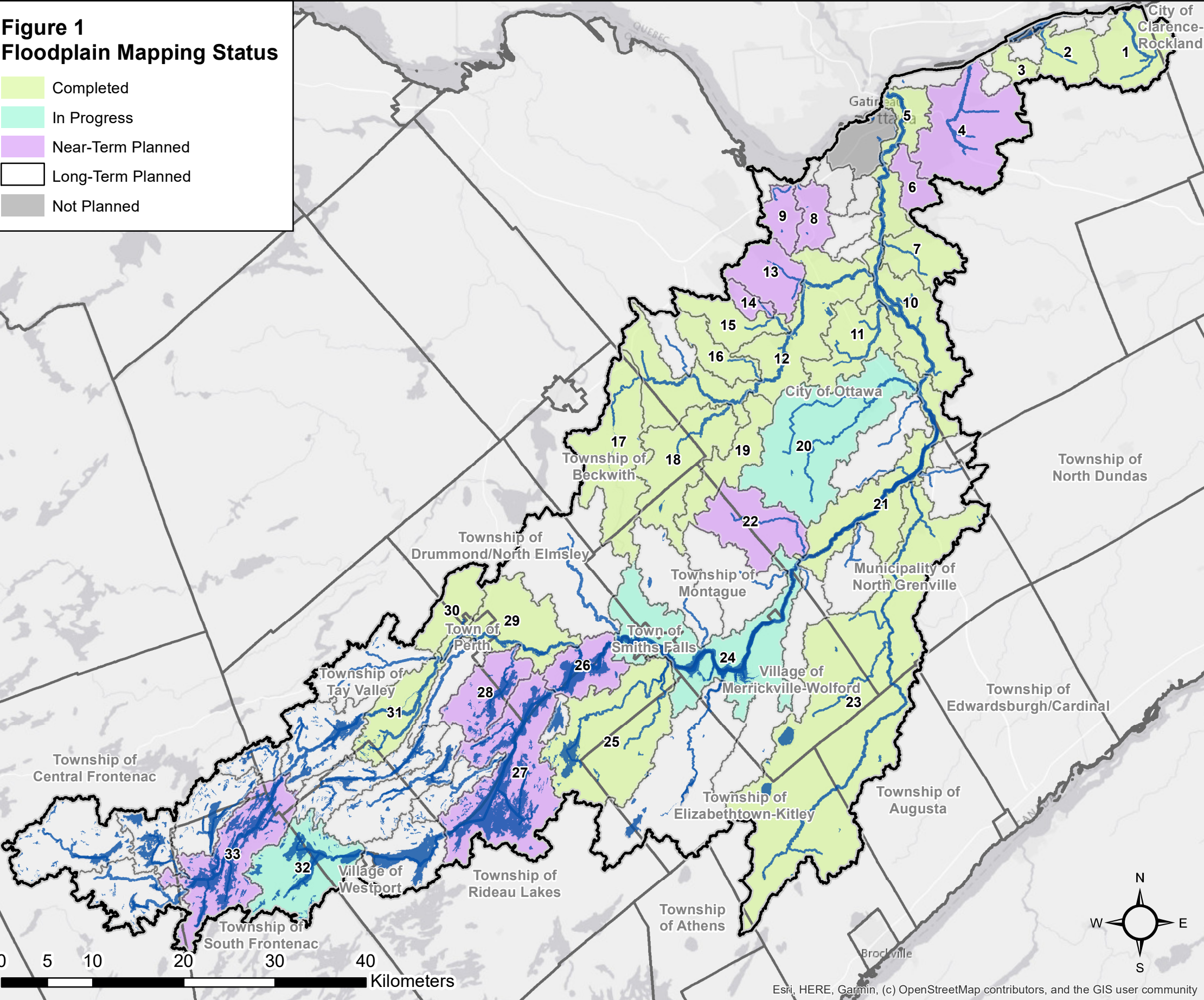
Table 2: Budget and Schedule						
Year	Floodplain Hazard Mapping	Additional Products	Erosion Hazard Mapping	Maintenance	Total	50% Funding
1 (2023)	\$230,000	\$20,000	\$0	\$0	\$250,000	\$125,000
2 (2024)	\$230,000	\$0	\$0	\$0	\$230,000	\$115,000
3 (2025)	\$230,000	\$0	\$0	\$0	\$230,000	\$115,000
4 (2026)	\$199,000	\$37,000	\$34,560	\$20,000	\$290,560	\$145,280
5 (2027)	\$205,000	\$37,800	\$28,560	\$20,000	\$291,360	\$145,680
6 (2028)	\$152,000	\$38,600	\$28,560	\$10,000	\$229,160	\$114,580
Total	\$1,246,000	\$133,400	\$91,680	\$50,000	\$1,521,080	\$760,540

**Figure 1
Floodplain Mapping Status**

- Completed
- In Progress
- Near-Term Planned
- Long-Term Planned
- Not Planned

Floodplain Mapping Projects

1. Becketts Creek (2019)
2. Cardinal Creek (2014)
3. Bilberry Creek (2018)
4. Greens Creek (TBD)
5. Rideau River - Hogs Back to Rideau Falls (2016)
6. Sawmill Creek (TBD)
7. Mosquito Creek (2022)
8. Graham Creek (TBD)
9. Stillwater Creek (TBD)
10. Rideau River - Hogs Back to Kars (2017)
11. Mud Creek (2019)
12. Jock River (2004)
13. Monahan Drain (TBD)
14. Faulkners Drain (TBD)
15. Flowing Creek (2018)
16. Hobbs Drain (2018)
17. Upper Jock River (2022)
18. Kings Creek (2017)
19. Nichols Creek (2018)
20. Stevens Creek (TBD)
21. Rideau River - Kars to Burritts Rapids (2017)
22. Brassils Creek (TBD)
23. Kemptville Creek (2009)
24. Middle Rideau River (TBD)
25. Otter and Hutton Creeks (2016)
26. Lower Rideau Lake (TBD)
27. Big Rideau Lake (TBD)
28. Otty Lake (TBD)
29. Tay River - Glen Tay Road to Lower Rideau Lake (2013)
30. Blueberry Creek (2011)
31. Tay River - Christie Lake to Glen Tay (2010)
32. Wolf and Westport Lakes (TBD)
33. Bobs Lake (TBD)



Date: 13Mar2023

**13.0 Wetland Regulation
Report #: 06-230727**

To: RVCA Board of Directors
From: Terry K. Davidson, P. Eng.
Director of Regulations
Date: July 18, 2023

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<input type="checkbox"/>	Attachment

Recommendation:

That the Board of Directors of the Rideau Valley Conservation Authority direct staff to apply Ontario Regulation 174/06 to all wetlands in the jurisdiction of the RVCA that are identified as “Provincially Significant” on July 27, 2023, or that are identified in municipal Official Plans or Zoning;

THAT these wetlands continue to be subject to any policies or guidelines approved by the Board of Directors as applying to “Provincially Significant” wetlands;

AND THAT this direction take effect immediately.

Purpose

To clarify what wetlands are subject to Ontario Regulation 174/06 following changes to the Ontario Wetland Evaluation System guideline.

Background

In 1956, amendments to the *Conservation Authorities Act* first empowered Conservation Authorities to make Regulations to prohibit filling in floodplains in response to the severe economic and human losses associated with Hurricane Hazel. Following that:

- In 1960, these Regulations were broadened to prohibit or regulate the placing or dumping of fill in defined areas where, in the opinion of the Conservation Authority, the control of flooding, pollution or the conservation of land may be affected.
- In 1968, amendments to the *Act* further extended the Regulations to prohibit or control construction and alteration to waterways, in addition to filling.
- In 1998, the *Act* was amended again to ensure regulations were consistent across all Conservation Authorities and that they complemented provincial

policies like those under the *Planning Act*. This led to conservation authorities regulating Great Lakes shorelines, interconnecting channels, inland lakes and wetlands in addition to the areas and features they were already regulating.

- In 2004, the “Fill, Construction and Alteration to Waterways” Regulation was replaced with the current “Development, Interference with Wetlands and Alterations to Shorelines and Watercourses” Regulation (O. Reg. 97/04)
- In 2006, the Minister approved individual regulations for each Conservation Authority conforming with O. Reg 97/04 and RVCA’s regulation was Ontario Regulation 174/06.

Current Act and Regulations

Section 28 of the *Conservation Authorities Act*, currently states in part:

- 28 (1) Subject to the approval of the Minister, an authority may make regulations applicable in the area under its jurisdiction,
- (a) restricting and regulating the use of water in or from rivers, streams, inland lakes, ponds, wetlands and natural or artificially constructed depressions in rivers or streams;
 - (b) prohibiting, regulating or requiring the permission of the authority for straightening, changing, diverting or interfering in any way with the existing channel of a river, creek, stream or watercourse, or for changing or interfering in any way with a wetland;
 - (c) prohibiting, regulating or requiring the permission of the authority for development if, in the opinion of the authority, the control of flooding, erosion, dynamic beaches or pollution or the conservation of land may be affected by the development;

RVCA’s current Regulation (O. Reg 174/06) further states in part:

- 2. (1) Subject to section 3, no person shall undertake development or permit another person to undertake development in or on the areas within the jurisdiction of the Authority that are,
 - (d) wetlands; or
 - (d) other areas where development could interfere with the hydrologic function of a wetland, including areas within 120 metres of all provincially significant wetlands and wetlands greater than 2 hectares in size, and areas within 30 metres of wetlands less than 2 hectares in size. O. Reg. 174/06, s. 2 (1); O. Reg. 78/13, s. 1 (1, 2).
- 3. (1) The Authority may grant permission for development in or on the areas described in subsection 2 (1) if, in its opinion, the control of flooding, erosion,

dynamic beaches, pollution or the conservation of land will not be affected by the development. O. Reg. 174/06, s. 3 (1).

Analysis

When wetlands were added to the regulation in 2006, the RVCA did not proceed with regulating all wetlands and adjacent lands in its jurisdiction due to the large number of wetlands in the Rideau watershed. Instead, the RVCA Board of Directors began by regulating all wetlands evaluated as "Provincially Significant" by the MNRF where the wetland appeared in approved municipal official plan schedules. In 2009, the Board broadened its application of the regulation to all wetlands that are evaluated by MNRF as being "Provincially Significant" as well as other wetlands identified in local municipal Official Plans and /or zoning.

Today, staff still only apply Ontario Regulation 174/06 to wetlands evaluated by MNRF as "Provincially Significant" or those identified in municipal OPs and/or zoning. RVCA's current regulatory mapping shows those wetlands as being subject to the regulation.

Unfortunately, the MNRF is no longer evaluating wetlands on behalf of the province and recent changes to the Ontario Wetland Evaluation System guideline has altered how wetlands are now evaluated and which ones would be considered "Provincially Significant". This means that going forward, the provincial designation of wetlands is no longer a tool that the RVCA can rely upon to identify those wetlands that are most hydrologically significant and should be regulated. It is therefore recommended that wetlands currently under regulation 174/06 continue to be regulated by the RVCA as well as any wetlands identified by municipalities through their Official Plans or zoning. RVCA's policies and guidelines that apply to provincially significant wetlands would also continue to apply to these wetlands. This will have the effect of maintaining RVCA's current wetland regulation mapping meaning no change to which property owners are affected or how they are affected. Affected property owners would change if municipalities added other wetlands to their OPs or zoning which would require public consultation led by the municipality.

If RVCA does not change the wording of how its wetland regulation is administered and existing wetlands are reevaluated and lose their "Provincially Significant" wetland designation, these wetlands would not be protected and could be lost or destroyed. This would not be compliant with our provincial regulation and would cause an increase in local flooding, as a study completed by RVCA in 2009 demonstrated that existing wetland features in the Rideau watershed play a quantifiable role in the control of seasonal flooding (wetlands mitigate peak flood conditions by 10%). The loss of these wetlands would also exacerbate low flow and drought conditions.

Financial Considerations

None

Legal Considerations

This direction would support the continued implementation of Ontario Regulation 174/06.

Adherence to RVCA Policy**Link to Strategic Plan**

This direction supports the following strategic priority:

- Update development review policies to guide development away from natural hazards (areas prone to flooding, erosion or slope failure) and natural features (wetlands, shorelines and watercourses). Ensure updated policies are effective, balanced and user-friendly.

14.0 Rideau Ferry Yacht Club Road Report #: 07-230727

To: RVCA Board of Directors
From: Sommer Casgrain-Robertson
General Manager
Date: July 19, 2023

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Recommendation:

THAT the Board of Directors of the Rideau Valley Conservation Authority directs staff to negotiate the transfer of Yacht Club Road to the Township of Drummond / North Elmsley subject to the following conditions:

- That no costs or expenses are incurred by the RVCA;
- That the operation and use of the conservation area is not negatively impacted; and
- That the Rideau Ferry Yacht Club supports the transfer.

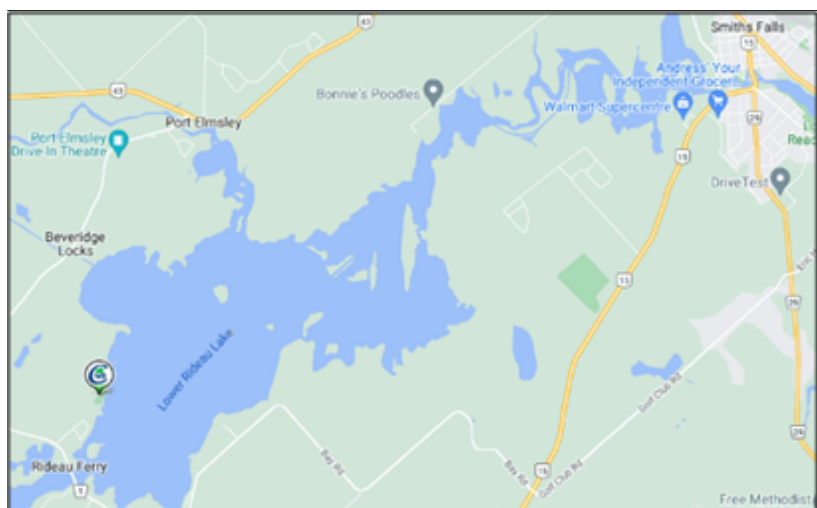
Purpose

To seek approval to transfer ownership of Yacht Club Road to the Township of Drummond/North Elmsley.

Background

Rideau Ferry Yacht Club conservation area is one of 11 [conservation areas](#) operated by the RVCA.

The Yacht Club donated this 10 acre shoreline property to RVCA in 1976 for the purpose of providing a public day use recreation area with access to Lower Rideau Lake. RVCA maintains a public beach, boat launch and picnic area at this popular summer park located near Rideau Ferry, southwest of Smiths Falls.



Part of Yacht Club Road runs through the west side of the property owned by RVCA and provides access to the conservation area as well as three residential properties located at the end of the road. Currently, these properties cannot apply for planning approvals or regulatory permits because they do not have road frontage on a municipal road. Despite RVCA's ownership, the entire length of the road has always been maintained by the municipality as a municipal road including winter maintenance and snow removal.

Analysis

The Township of Drummond/North Elmsley has approached the RVCA to see if it would consider transferring ownership of the road to the municipality to provide road frontage to the adjacent property owners. Staff have had preliminary discussions with the municipality and have assessed the potential impact of the request. Our assessment is as follows:

- Transferring ownership of the road to the municipality would reduce risk, liability and costs for the RVCA as maintenance and operation of the road would become the responsibility of the municipality.
- Currently there is a gate across the road at the entrance of the site that is closed at night, this would have to be removed
- There is currently a pay machine located in the middle of the road at the entrance of the site that would need to be relocated to the boat launch parking lot
- A second pay machine would need to be installed at the beach parking lot
- The municipality would need to erect no parking signs along Yacht Club Road in front of the conservation area
- The beach parking lot may need to be expanded to accommodate turn around at the end of the road
- The road would have to be surveyed and legal documents drawn up to transfer the ownership of the road
- The road allowance would need to be reduced and/or located in its entirety on the west side of the road to ensure no impact, limitations or encumbrances on RVCA's use and operation of the conservation area
- Written confirmation should be obtained from the original land donor (Rideau Ferry Yacht Club) indicating that this transfer would be in keeping with the original intent of their donation
- The municipality should consult with the three property owners who use this section of Yacht Club Road to access their properties regarding any concerns

Input From Other Sources

Financial Considerations

No costs resulting from the transfer of road ownership to the municipality would be incurred by the RVCA.

Legal Considerations

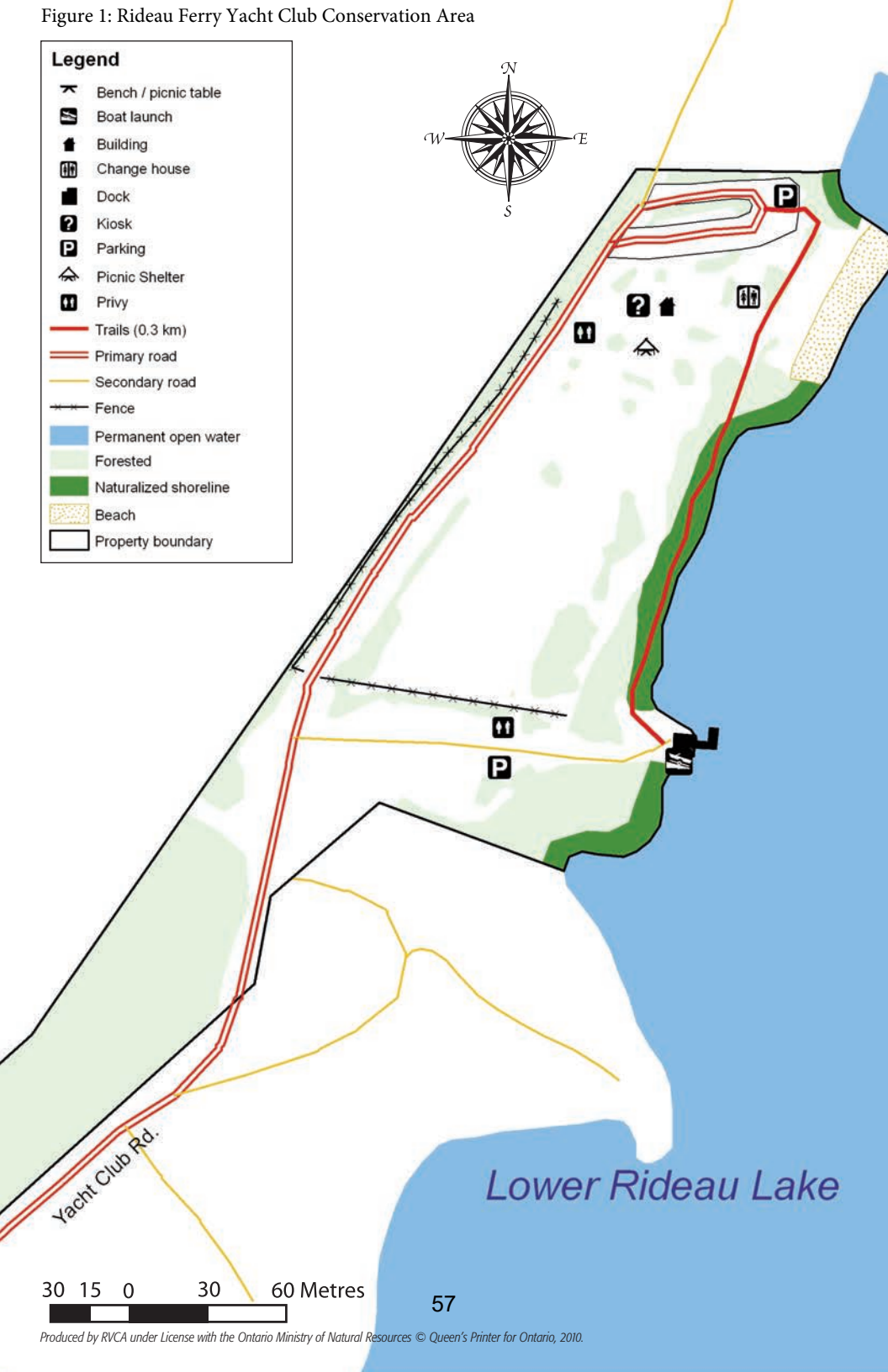
All necessary legal reviews would be undertaken as part of the land transfer.

Strategic Plan

Attachments

- Figure 1: Map of Rideau Ferry Yacht Club Conservation Area
- Figure 2: Property Survey of Rideau Ferry Yacht Club Conservation Area (1976)

Figure 1: Rideau Ferry Yacht Club Conservation Area



PLAN OF SURVEY OF
PART OF LOT 19, CONCESSION V AND
PART OF LOTS 19 AND 20 CONCESSION VI AND
PART OF THE UNOPEN ROAD ALLOWANCE BETWEEN CONCESSIONS V & VI
TOWNSHIP OF NORTH ELMSLEY
COUNTY OF LANARK
SCALE 1 INCH = 100 FEET
1976

I REQUIRE THIS PLAN TO BE
DEPOSITED UNDER PART II OF
THE REGISTRY ACT

May 21st 1976
GEO W BRACKEN
ONTARIO LAND SURVEYOR

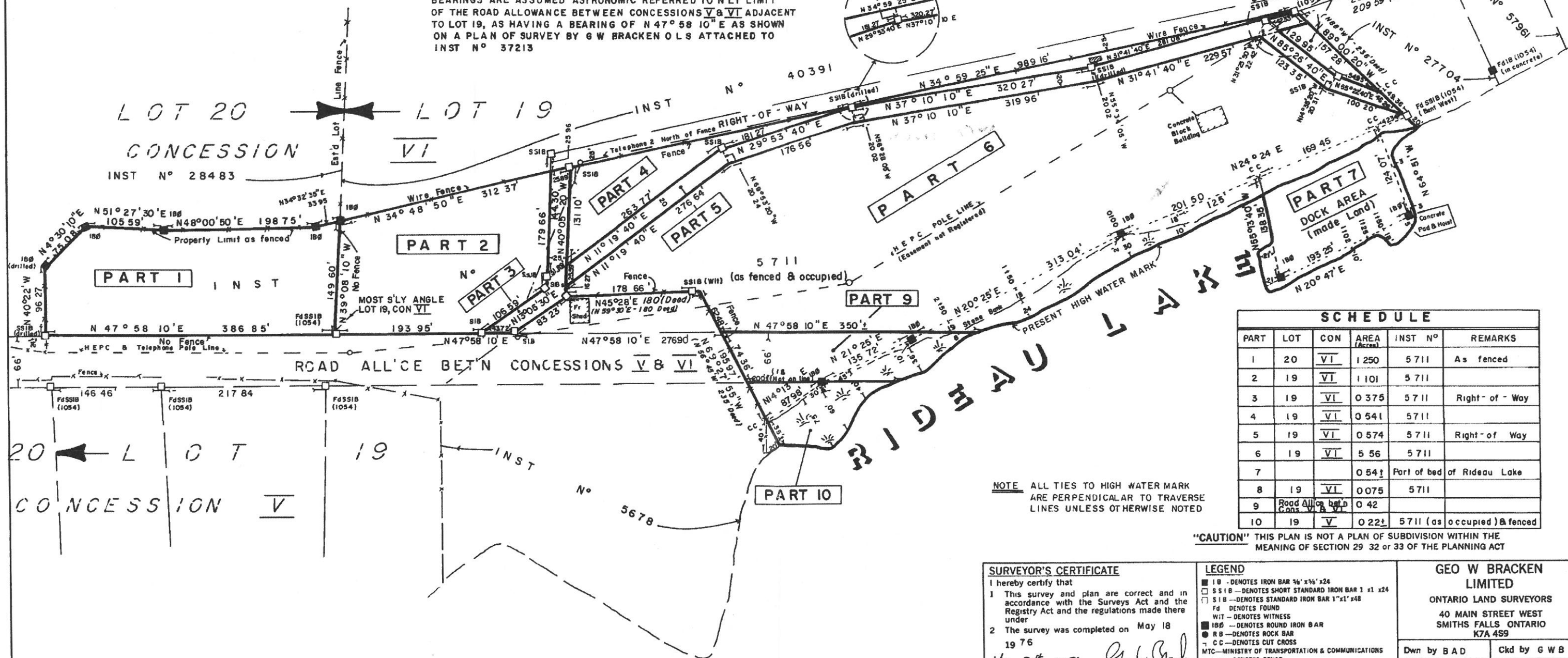
RECEIVED AND DEPOSITED AS

PLAN 27 R 830

June 3, 1976

Wayne E. Gilles, Deputy
LAND REGISTRAR FOR THE
REGISTRY DIVISION OF
LANARK SOUTH (N° 27)

BEARINGS ARE ASSUMED ASTRONOMIC REFERRED TO N'LY LIMIT
OF THE ROAD ALLOWANCE BETWEEN CONCESSIONS V & VI ADJACENT
TO LOT 19, AS HAVING A BEARING OF N 47° 58' 10" E AS SHOWN
ON A PLAN OF SURVEY BY G W BRACKEN OLS ATTACHED TO
INST N° 37213



NOTE ALL TIES TO HIGH WATER MARK
ARE PERPENDICULAR TO TRAVERSE
LINES UNLESS OTHERWISE NOTED

SCHEDULE					
PART	LOT	CON	AREA (Acres)	INST N°	REMARKS
1	20	VI	1.250	5711	As fenced
2	19	VI	1.101	5711	
3	19	VI	0.375	5711	Right-of-Way
4	19	VI	0.541	5711	
5	19	VI	0.574	5711	Right-of-Way
6	19	VI	5.56	5711	
7			0.541		Part of bed of Rideau Lake
8	19	VI	0.075	5711	
9	Road Allowance bet'n Con. V & VI		0.42		
10	19	V	0.221	5711 (as occupied) & fenced	

"CAUTION" THIS PLAN IS NOT A PLAN OF SUBDIVISION WITHIN THE
MEANING OF SECTION 29, 32 OR 33 OF THE PLANNING ACT

SURVEYOR'S CERTIFICATE

I hereby certify that

1 This survey and plan are correct and in
accordance with the Surveys Act and the
Registry Act and the regulations made there
under

2 The survey was completed on May 18
1976

May 21st 1976
GEO W BRACKEN
Ontario Land Surveyor

LEGEND

1/8" - DENOTES IRON BAR 3/4" x 3/4" x 24"
SSIB - DENOTES SHORT STANDARD IRON BAR 1" x 1" x 24"
SIB - DENOTES STANDARD IRON BAR 1" x 1" x 48"
Fd - DENOTES FOUND
WIT - DENOTES WITNESS
1/8" - DENOTES ROUND IRON BAR
RB - DENOTES ROCK BAR
CC - DENOTES CUT CROSS
MTC - MINISTRY OF TRANSPORTATION & COMMUNICATIONS
X - DENOTES FENCE

NOTE ALL HANGING LINES HAVE BEEN VERIFIED

**GEO W BRACKEN
LIMITED**

ONTARIO LAND SURVEYORS
40 MAIN STREET WEST
SMITHS FALLS, ONTARIO
K7A 4S9

Dwn by BAD

Ckd by G W B

File N ELY - 71

Ref 7183

**15.0 Activity Report: June and July
Report #: 08-230727**

To: RVCA Board of Directors
From: All Staff
Date: July 18, 2023

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Purpose

To provide the Board with an update on program delivery, operations, events and news items including links to key items.

Program Highlights

Science and Engineering

Rideau Valley Low Water Response Team: Staff have engaged with municipalities and provincial and federal agencies to assist the RVCA with low water messaging. The RVCA monitors stream flow information and precipitation and issues low water condition statements in response to local conditions. [A “minor low water conditions” statement](#) in the Tay River and Rideau Lakes Watersheds was issued on July 11, 2023. Updates to this message will be issued as conditions warrant.

Provincial Water Quality Monitoring: Routine sampling continues on behalf of the province. The 10 sites assigned to RVCA are on major waterways and will be sampled monthly until November.

Baseline Water Quality Monitoring: Sample collection and monitoring continues at 104 sites mostly located on smaller streams and tributaries. Sites in the City of Ottawa (45) will be visited monthly until December and sites in the remainder of the watershed (59) will be visited three more times before December.

Lake Water Quality Monitoring (Watershed Watch Program): All 39 monitored lakes have been visited twice. Two more samples at each lake will be collected prior to year-end.

Headwater Drainage Feature Monitoring:
Staff sampled 107 headwater drainage features in four catchments this spring: Mud Creek (Manotick), Mosquito Creek, Bilberry Creek, and Stillwater Creek. This is the return of this sampling program following the pandemic.

City Stream Watch:

With the help of volunteers, staff are surveying four creeks within the City of Ottawa: Mud Creek (Manotick), Mosquito Creek, Bilberry Creek, and Stillwater Creek. In addition to biological monitoring, staff are collecting thermal data and fish community data. The program has also held several events this year, including invasive species removals, garbage cleanups, and public information workshops. The program has sparked the interest of several dedicated volunteers who support and assist with our work.

Ontario Benthos Biomonitoring Network:

In May staff sampled 44 stream sites across the watershed for benthic invertebrates. Over the next several months, staff will work through the samples to identify thousands of macroinvertebrates. These sites will be visited once again in October.

Wetland Restoration Projects:

Staff are monitoring two wetland restoration projects in 2023: Stillwater Wetland and Jebbs Wetland Embayment. Routine monitoring will take place monthly into the fall. The aim of the monitoring is to determine how the projects have progressed since their construction in 2018.

Drinking Source Water Protection:

The Mississippi-Rideau Source Protection Region released the [Phase 1 Summary Document](#) for their multi-phased pilot project on private drinking water systems in the Upper-Middle Rideau Valley Watershed. This milestone has been achieved through collaborative efforts and valuable contributions from all stakeholders involved. Staff will be proceeding with Phase 2 of the project in the coming months.

Conservation Lands and Stewardship

Tree Planting: Staff have completed 30 site visits across the watershed in preparation for next year with 81 landowners expressing interest in planting trees. Agreements to plant 60,000 trees are in place with more to follow.

Rural Clean Water Program: Seventy-five new projects have been approved in 2023. A total of \$180,000 in funding has been allocated to projects valued at over \$380,000. These projects will be implemented on farms and rural properties throughout the watershed, helping to protect and improve local water quality.

Outdoor Education Programs: Summer camp is fully booked with six weeks of Forest Explorers Camp being offered at Baxter and four weeks of Nature Day Camp being offered at Foley Mountain. Each week welcomes 24 campers for hands-on, nature-based play, learning, adventure and more. Registration is also open for the fall session of Forest School at Foley where staff are launching a new program called Family Forest School for children aged 2-5 accompanied by a caregiver. Baxter Forest School registration will be opening later in the summer.

Conservation Areas: Summer season is underway with staff providing regular site maintenance at our 11 developed conservation areas. Beaches also opened on June 21 and includes recreational water quality monitoring by staff or the local health unit. Tree cleanup is also now complete following the ice storm in April.

Conservation Lands Monitoring: Staff continue to monitor RVCA and RVCF lands for Species at Risk and the general species list for Conservation Areas and Natural Areas to help lower property taxes. Staff are also completing post-effectiveness monitoring where restoration projects were undertaken. Efforts include:

- Species of Concern inventory ongoing throughout summer and fall months
- Bobolink monitoring and eastern meadowlark monitoring were completed in June and July
- Amphibian breeding surveys, Blanding's turtle survey, and marsh bird monitoring at Baxter and Motts Mills Conservation Areas were completed in June over three sessions.

Planning and Regulations

Property Inquiries: Staff responded to 321 property inquiries and provided 48 legal clearance letters.

Plan Review: 519 applications received in 2023. Staff reviewed 442 planning applications and provided comments to municipalities: 439 with no objections, 3 with objections, 72 under review, and 5 on hold.

Section 28 Regulation: Staff reviewed 164 Section 28 permit applications: 121 approved, 25 under review, and 10 on hold.

Septic System Inspections: Staff reviewed 246 septic permit applications: 175 permits issued and 20 Certificates of Completion issued.

Septic System Re-inspections: Re-inspections continue for Rideau Lakes, Tay Valley, Central Frontenac, and North Frontenac with 326 complete and approximately 650 scheduled for 2023.

Sustainable Drainage Pilot Project: A hybrid "Lunch and Learn" session with Roddy Bolivar from Make Way Technologies was held on June 14, 2023. More than 115 Conservation Authority and municipal staff learned about the evolution of stormwater management and new opportunities through reuse and recharge. Site visits continue to find suitable Low Impact Development demonstration sites. This project is a collaboration through the Township of Rideau Lakes, Big Rideau Lake Association, CRCA, and RVCA.

Corporate Services

Annual Watershed Tour: RVCA welcomed more than 30 guests (including Indigenous leaders, members of council, board and foundation members and municipal staff) to its annual tour held this year at Foley Mountain Conservation Area on June 22, 2023.



Rideau Valley Conservation Foundation: The Foundation held its 53rd Annual General Meeting on June 14, 2023. Annual elections saw Andrew Harkness return as Chair for his third term and Tom Scott return as Vice-Chair for his second term.

Staffing Updates

New Arrivals:

Isabelle Maltais, Natural Hazards Water Resources Engineer

Isabelle Maltais holds an undergraduate degree in Geological Engineering from Laval University and is currently completing her Master of Engineering at Carleton University. She has over 15 years of experience in civil and geotechnical engineering and is recognized as a Professional Engineer in three provinces: Ontario, Quebec, and British Columbia. Her portfolio includes a wide range of projects such as stability and dynamic analyses, roadway infrastructure projects, and geological hazard assessments with mitigation design. Notable achievements in her career include working on rock tunnel stability and the assessment of the Manic 5 dam (Hydro-Québec), conducting geotechnical feasibility studies for BC Ferries, Trois-Rivières and Sept-Îles jetty extensions, and designing dikes to protect against floods for the City of Montreal.

At the RVCA, Isabelle will provide technical reviews of applications regarding hazardous lands and sites. She will also update and prepare geotechnical and landslide risk assessment guidelines and review programs for mapping hazardous lands (erosion) and sites (marine clay & karst).

Bharti Yadav, Groundwater and Source Water Protection Intern

Bharti is a recent graduate of the Algonquin College GIS certificate program where she completed a special project with the Counties of Lennox and Addington and completed a co-op with the Department of National Defense. Bharti joins us for six months as Groundwater and Source Water Protection intern.

Departures:

Jamie Batchelor, Planner

Jamie started as an Information Specialist in the Landowner Resource Centre in 2006. In 2008 he became an RVCA Planner where he worked closely with the City of Ottawa Committee of Adjustment processing minor variance and severance applications while also attending Committee meetings routinely. He was also responsible for reviewing *Planning Act* applications (subdivisions, site plan, zoning by-law amendments, official plan amendments, etc.) and CA Regulatory approvals in the Middle Watershed (from Smiths Falls to the City of Ottawa boundary). Since 2017, Jamie has maintained the same responsibilities within North Grenville and was the primary lead for all *Planning Act* applications within the City of Ottawa (east of the Rideau River) as well as the primary lead for several Environmental Assessment files, Community Design Plans, and Master Servicing Studies. During this time, Jamie received his accreditation as a Registered Professional Planner. Over his 17 years with the RVCA, Jamie's

professionalism and commitment to the work of the RVCA were much valued. Jamie has embarked on an opportunity in the private sector.

Jennifer Lamoureux, Aquatic and Fish Habitat Biologist

Jennifer was with the RVCA for 23 years. During this time, she was the RVCA's designated biologist under our previous agreement with DFO to screen projects and provide advice for avoidance and mitigation under Section 35 of the *Fisheries Act*. Jennifer initiated our aquatic monitoring programs, including stream characterization, headwater drainage features, City Stream Watch and the Ontario Benthos Biomonitoring Network. Jennifer contributed significantly through data analysis and report writing. Working collaboratively with the NCC, lake associations and other NGOs, she managed many habitat restoration and compensation projects, which have been widely recognized for their success. Over the years, Jennifer reviewed countless development proposals and provided advice and guidance to planning and regulations staff for the protection of aquatic features and the habitats they provide. Jennifer is leaving the RVCA to pursue an opportunity with the National Capital Commission.

Retirements:

Hal Stimson, Regulations Inspector

Hal joined the RVCA in 1998 as the Ice Storm Project Manager where he coordinated RVCA's cleanup and restoration efforts including the management of 15 staff. His previous work experience with municipal, provincial and federal agencies, quickly led to his transition to the Regulations Department in 2002. As an appointed Provincial Offences Officer (Level II) for the *Conservation Authorities Act* and Certified Inspector in Sediment and Erosion Control (CISEC designated), Hal ensured compliance with Section 28 regulations, implementation policies and associated environmental legislation. Much of Hal's work focused on watercourse alterations, wetlands and slopes in the city of Ottawa. He also reviewed municipal drain permits across the entire watershed and permits for culverts and bridges, shoreline work, creek realignments, and even docks and slope stability work on private properties. Hal has undertaken many investigations in response to complaints. He has also represented the RVCA in pre-consultation and on Technical Advisory Committees.

We wish Hal all the best and know he will find great pleasure in pursuing other interests including umpiring baseball, playing hockey, and tromping around on the family farm.

Events

RVCA Hosted

- Jock River Invasive Species Removal and Garbage Cleanup at Richmond Conservation Area (City Stream Watch volunteers, June 3)
- Graham Creek Invasive Species and Benthos Workshop & Invasive Buckthorn/Honeysuckle Removal and Garbage Cleanup (City Stream Watch volunteers, June 17)

- Sawmill Creek Invasive Japanese Knotweed Removal (City Stream Watch volunteers, June 24)
- Mud Creek Invasive Himalayan Balsam Removal (City Stream Watch volunteers, July 8)
- Bilberry Creek Invasive Himalayan Balsam Removal (City Stream Watch volunteers, July 22)
- Invasive Species Identification Workshop (City Stream Watch and Stream Monitoring Programs, July 28)

Staff Presentations

- Long Lake East AGM: Water Quality Update (June 17)
- Pike Lake AGM: Water Quality and Invasive Species Presentation (June 24)
- Help Protect Stittsville's Wetlands Community Meeting: RVCF presentation "Your Local Land Trust" (June 26)
- Black Lake Property Owner Association AGM: Water Quality Update and Septic Inspections (July 8)
- Lower Beverley Lake Association AGM: Septic Inspections (July 12)

Information Booths

- Ecofest Westport: Water Quality and Stewardship Programs (June 3)

News

Newsletters:

- [RVCA Around the Rideau](#) (May/June 2023)

YouTube Videos:

- [Stillwater Wetland: Transformation in Nepean, ON](#)

Media Releases:

- [Celebrate Your Roots: Plant a Tree For Dad](#), June 1, 2023
- [2022 Annual Report highlights RVCA successes across the watershed](#), June 6, 2023
- [Foley Mountain launching new Family Forest School this fall](#), July 14, 2023

Media Coverage:

- [Natural shorelines emerge victorious at Last Duel Park in Perth](#), May 20, 2023

Blog:

- [10 things to do at our conservation areas this summer](#), June 28, 2023
- [Many happy childhoods forged on Foley Mountain](#), June 29, 2023