

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

*Hybrid meeting held in-person and electronically.*

**APPROVED MINUTES**

<b>Board of Directors</b>	<b>5/23</b>	<b>Thursday, July 27, 2023</b>
<b>Present:</b>	Anne Barr David Brown Brian Dowdall Charlene Godfrey Wilson Lo Anne Robinson Adrian Wynands	Riley Brockington Barry Card Steve Fournier Susan Irwin Angela Pierman Gary Waterfield
<b>Staff:</b>	Sommer Casgrain-Robertson Diane Downey Glen McDonald	Kathy Dallaire Terry Davidson Marissa Grondin
<b>Regrets:</b>	Jeff Banks Theresa Kavanagh Kristin Strackerjan	Mel Foster Morgan Kenny Shawn Pankow

The Vice Chair called the meeting to order at 6:42 p.m. following a Rideau Valley Source Protection Authority meeting. New board member, Councillor David Brown, was introduced as part of the Source Protection Authority meeting.

**1.0 Roll Call**

Roll call was conducted at the Source Protection Authority meeting directly preceding the Board of Directors meeting.

**2.0 Land Acknowledgement Statement**

The Land Acknowledgement statement was read at the Source Protection Authority meeting directly preceding the Board of Directors meeting.

**3.0 Agenda Review**

Vice Chair Robinson reviewed the Agenda.

**4.0 Adoption of Agenda**

**Resolution 1-230727**

**Moved by:**

Susan Irwin

**Seconded by:**

Gary Waterfield

THAT the Board of Directors of the Rideau Valley Conservation Authority adopts the Agenda as circulated.

**Resolution Carried**

**5.0 Declaration of Interest**

Steve Fournier declared a potential indirect conflict with agenda item #14.

Vice Chair Robinson introduced new board member Councillor Riley Brockington and welcomed him to the RVCA Board of Directors.

**6.0 Approval of Minutes of May 25, 2023**

**Resolution 2-230727**

**Moved by:** Adrian Wynands  
**Seconded by:** Barry Card

THAT the Board of Directors of the Rideau Valley Conservation Authority approves the Minutes of the Board of Directors Meeting #04/23, May 25, 2023 as circulated.

**Resolution Carried**

**7.0 Business Arising from the Minutes**

There was no business arising.

**8.0 Financial Reports for the period ending June 30, 2023**

Kathy Dallaire presented the financial reports for the period ending June 30, 2023 and responded to questions.

In response to a member inquiry regarding RVCA's net financial assets, Ms. Dallaire confirmed that the RVCA is not in a position of risk and that the liability for funds received in advance of work being done as represented by deferred revenue on the balance sheet would only need to be repaid in the unusual circumstance that a project could not be completed.

Ms. Casgrain-Robertson responded to a member inquiry about post-retirement benefits and indicated that she could poll other conservation authorities to determine if this continues to be a common practice amongst other authorities.

**Resolution 3-230727**

**Moved by:** Charlene Godfrey  
**Seconded by:** Susan Irwin

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.

**Resolution Carried**

**9.0 Website Update**

Diane Downey, Director of Communications and Outreach provided historical information on the current website and why updates are required. She explained that due to changing technology, adding increased accessibility for AODA compliance, adapting to mobile users, and integrating advanced plug-ins are needed for the public facing resource. Ms. Downey provided further details on the RFP process and explained why the chosen client was selected.

Ms. Downey responded to a member inquiry about quote expectations by stating that staff expected the cost to be approximately fifty-five thousand dollars.

In response to a member inquiry regarding annual fees, Ms. Downey confirmed that there would be an annual maintenance cost for the website as there is now.

**Resolution 4-230727**

**Moved by:**

Adrian Wynands

**Seconded by:**

Brian Dowdall

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.

**Resolution Carried**

**10.0 Updated RVCF Bylaws and Letters Patent**

Diane Downey, who is also Executive Director of the Rideau Valley Conservation Foundation explained the need to update the Foundation's Bylaws and that consent is required from the Rideau Valley Conservation Authority's Board of Directors under the Foundation's Articles of Amendment.

There were no questions.

**Resolution 5-230727**

**Moved by:**

Barry Card

**Seconded by:**

Steve Fournier

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.

**Resolution Carried**

**11.0 Comments on Proposed Provincial Planning Statement**

Glen McDonald, Director of Science and Planning presented draft comments on the Proposed Provincial Planning Statement and provided a summary of the timeline and actions staff have taken since spring 2023. He noted that the deadline to submit comments to the province is August 4, 2023, and that the draft cover letter in the agenda package requires one correction so it references “3” counties instead of “2”.

In response to an inquiry, Mr. McDonald confirmed that RVCA’s draft comments had been circulated to Conservation Ontario and municipal planning staff, but that RVCA had not received comments directly from other conservation authorities. The member commented that they would be interested in reading what other authorities have to say across the province and that sharing the comments may provide additional insight.

A member commented that sitting on Council for a municipality that is in both the Mississippi and Rideau watersheds, they had the opportunity to view comments submitted by both authorities and can confirm consistency between the two.

**Resolution 6-230727**

**Moved by:**

Anne Barr

**Seconded by:**

Gary Waterfield

THAT the Board of Directors of the Rideau Valley Conservation Authority approves the attached comments as amended 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.

**Resolution Carried**

**12.0 Ottawa Floodplain Mapping Agreement**

Sommer Casgrain-Robertson, General Manager provided information on the proposed floodplain mapping agreement with the City of Ottawa. She explained the City of Ottawa’s desire to expedite mapping within the city has led to a third agreement with the conservation authorities that will provide fifty percent funding.

There were no questions.

A member informed the Board that during the RVCA's 7 millionth tree planting event earlier this year, City of Ottawa Mayor Mark Sutcliff thanked the RVCA for its flood hazard work and for helping keep Ottawa safe from flooding.

**Resolution 7-230727**

**Moved by:**

Wilson Lo

**Seconded by:**

Steve Fournier

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.

**Resolution Carried**

### **13.0 Wetland Regulation**

Terry Davidson, Director of Engineering and Regulations outlined what wetlands are currently subject to Ontario Regulation 174/06 and how it relates to the Ontario Wetland Evaluation System that was recently updated.

In response to questions from Members, Ms. Casgrain-Robertson clarified that the RVCA currently regulates all wetlands that are evaluated as Provincially Significant and any additional wetlands identified in municipal Official Plans or zoning. She then confirmed that the recommendation presented in the staff report would have the effect of ensuring that all wetlands evaluated as Provincially Significant as of July 27, 2023 would continue to be subject to Ontario Regulation 174/06 regardless of whether or not they become reclassified. This would not change which properties are subject to the regulation, rather it would maintain the status quo. She then confirmed that the regulation would also continue to apply to additional wetlands identified in municipal Official Plans and zoning.

A Member asked staff if they intended for the recommendation to ensure that Ontario Regulation 174/06 would continue to apply to wetlands identified in municipal planning documents as of July 27, 2023 as these documents can be subject to change.

Ms. Casgrain-Robertson requested a short recess to confer with staff before responding. Vice Chair Robinson called a short recess at 7:37 p.m.

Vice Chair Robinson reconvened the meeting at 7:44 p.m. with quorum.

Ms. Casgrain-Robertson confirmed that staff intended for the recommendation to have the effect of ensuring that the regulation would continue to apply to any additional wetlands identified in municipal Official

Plans or zoning, including updated documents, and acknowledged that these can change over time at the discretion of Council. She noted that should municipalities change which wetlands are identified in their municipal planning documents, public consultation is usually required.

**Resolution 8-230727**

**Moved by:**

Anne Barr

**Seconded by:**

Charlene Godfrey

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.

**Resolution Carried**

**14.0 Rideau Ferry Yacht Club Road**

Vice Chair Robinson asked Steve Fournier to confirm his declaration of interest. Reeve Fournier stated that as the Reeve of Drummond/North Elmsley he was declaring a potential indirect pecuniary interest as the municipality he represents could be transferred ownership of Yacht Club Road. Reeve Fournier submitted his declaration in writing to the General Manager prior to the meeting and did not participate in discussion or voting of agenda item 14.0.

Ms. Casgrain-Robertson provided background information on the original land donation, the arrangement whereby snow clearing is undertaken by the township, that three property owners access their properties via the section of road owned by RVCA and the Township’s inquiry into whether or not RVCA would consider transferring ownership of the road to the municipality. After assessing the situation carefully, staff are recommending that ownership of the road be transferred to the township subject to the conditions outlined in the recommendation.

A member commented that they do not see any potential negative impacts to the RVCA, and stressed the importance of ensuring all conditions are reflected in the final agreement. Ms. Casgrain-Robertson concurred that staff do not foresee any negative impacts to the RVCA so long as the conditions in the recommendation can be fulfilled.

A member commented that they support the recommendation and believe it to be a step in the right direction.

**Resolution 9-230727**

**Moved by:**

Brian Dowdall

**Seconded by:**

Adrian Wynands

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.

**Resolution Carried**

**15.0 Activity Report**

Sommer Casgrain-Robertson updated members on RVCA activities throughout June and July 2023.

*Riley Brockington left the meeting at 8:01 p.m.*

Members expressed their enthusiasm and support for a well-planned and educational Watershed Tour and congratulated all staff involved for a successful event. Members noted that not only the knowledge of staff but their passion for what they do came through. Steve Fournier made special mention of Rebecca Whitman, Foley Mountain Site Supervisor who conveyed her passion for teaching and outdoor education and was able to captivate Members with the reading of a children's book.

**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

Upcoming

- e) Ontario East Municipal Conference (OEMC): September 6-8, 2023
- f) RVCF Board of Directors Meeting: September 13, 2023
- g) Foley Mountain 50<sup>th</sup> Anniversary Celebration: September 22, 2023
- h) Conservation Ontario Council Meeting: September 25, 2023
- i) RVCA Board of Directors Meeting: September 28, 2023
- j) Latornell Conservation Symposium: October 23 & 24, 2023

**17.0 Member Inquiries**

None.

**18.0 New Business**

None.

**19.0 Adjournment**

The Vice Chair adjourned the meeting at 8:08 p.m. on a resolution by David Brown which was seconded by Wilson Lo.

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**Anne Robinson**  
**Vice Chair**

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**Marissa Grondin**  
**Recording Secretary**

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**Sommer Casgrain-Robertson**  
**General Manager/Secretary-Treasurer**



**Wifi:**

RVCA Guest

WaterRiver00!



# **RVCA**

## **Source Protection Authority & Board of Directors Meetings**

Thursday, July 27, 2023

**DRINKING WATER**  
**SOURCE PROTECTION**

Our Actions Matter



# Rideau Valley Source Protection Authority

July 27, 2023



# 1. Agenda Review



## 2. Adoption of Agenda

### Resolution:

THAT the Rideau Valley Source Protection Authority adopts the Agenda as circulated.



# 3. Declaration of Interest



## 4. Approval of Minutes from April 27, 2023

Resolution:

THAT the minutes of the Rideau Valley Source Protection Authority Board of Directors meeting, #1-23, April 27, 2023 be approved as presented.



## 5. Source Protection Committee Appointment

### Resolution:

That the Rideau Valley Source Protection Authority officially appoint Alex Clark to represent the Public Sector on the Mississippi-Rideau Source Protection Committee.



# 6. Member Inquiries





# 7. New Business



# 8. Upcoming Meetings



# 9. Adjournment



# RVCA Board of Directors Meeting

Thursday, July 27, 2023

# 1.0 Roll Call



## **2.0 Land Acknowledgement Statement**



## **3.0 Agenda Review**



## 4.0 Adoption of Agenda

Resolution:

That the Board of Directors of the Rideau Valley Conservation Authority adopts the Agenda as circulated.



# **5.0 Declaration of Interest**

Current or past meeting



## **6.0 Approval of Minutes from May 25, 2023**

### Resolution:

That the Board of Directors of the Rideau Valley Conservation Authority approves the Minutes of the Board of Directors Meeting #04/23, May 25, 2023 as circulated.

# **7.0 Business Arising From Minutes**



# 8.0 Financial Reports for the period ending June 30, 2023

Resolution:

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.

# 9.0 Website Update

Resolution:

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.

# 10.0 Updated RVCF Bylaws and Letters Patent

Resolution:

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.

# 11.0 Comments on Proposed Provincial Planning Statement

Resolution:

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.

# 12.0 Ottawa Floodplain Mapping Agreement

Resolution:

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.



# 13.0 Wetland Regulation

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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.

# 14.0 Rideau Ferry Yacht Club

## Resolution:

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- That no costs or expenses are incurred by the RVCA;
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# 15.0 Activity Report



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  - c) RVCA Board of Directors Meeting: September 28, 2023
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# 17.0 Member Inquiries



# 18.0 New Business



# 19.0 Adjournment

