

**RIDEAU VALLEY SOURCE PROTECTION 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*

**DRAFT MINUTES**

**RVCSPA Board of Directors** **1/24** **April 25, 2024**

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<b>Present:</b>	Anne Barr Brian Dowdall Steve Fournier Trevor Johnson Wilson Lo Angela Pierman Kristin Strackerjan Gary Waterfield	Sean Devine Mel Foster Susan Irwin Theresa Kavanagh Shawn Pankow Anne Robinson Adam Turcotte Adrian Wynands
<b>Staff:</b>	Sommer Casgrain-Robertson Kathy Dallaire Marissa Grondin Glen McDonald	Dan Cooper Diane Downey Marika Livingston Terry Davidson
<b>Regrets:</b>	Jeff Banks Barry Card	David Brown

Chair Strackerjan called the meeting to order at 6:34 p.m.

**1.0 Agenda Review**

Chair Strackerjan reviewed the agenda.

**2.0 Adoption of Agenda**

**Resolution SPA-1/240425**

**Moved by:** Brian Dowdall  
**Seconded by:** Anne Robinson

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

**Resolution Carried**

**3.0 Declaration of Interest**

There were no declarations of interest.

#### 4.0 **Approval of Minutes of November 23, 2023**

**Resolution SPA-2/240425**                      **Moved by:**                      Gary Waterfield  
**Seconded by:**                      Adrian Wynands

THAT the minutes of the Rideau Valley Source Protection Authority Board of Directors meeting 3/23, November 23, 2023 be approved as presented.

**Resolution Carried**

#### 5.0 **Source Protection Committee Appointments**

Marika Livingston, Source Water Project Manager gave an overview of the Source Protection Committee appointments.

**Resolution SPA-3/240425**                      **Moved by:**                      Adrian Wynands  
**Seconded by:**                      Brian Dowdall

That the Rideau Valley Source Protection Authority re-appoint the following individuals to the Mississippi-Rideau Source Protection Committee for a 5-year term:

Michel Kearney to represent the City of Ottawa, Municipal Sector;

Scott Bryce to represent the Groundwater Systems, Municipal Sector;

Peter McLaren and Drew Lampman to represent the Economic Sector;  
and,

Eleanor Renaud to represent the Municipalities with No Systems, Municipal Sector.

**Resolution Carried**

#### 6.0 **Annual Progress Report 2023**

Ms. Livingston presented the 2023 annual progress report and opened the floor to questions.

A member inquired about the fuel oil tank replacement rebate program. Ms. Livingston provided an overview of the program's eligibility and the status of the upgrades. She committed to sharing precise numbers and providing a detailed report at a later date.

**Resolution SPA-4/240425**                      **Moved by:**                      Anne Barr  
**Seconded by:**                      Theresa Kavanagh

That the Rideau Valley Source Protection Authority receive the 2023 Source Protection Annual Progress Report (public facing report and supplemental form), including the Source Protection Committee comments and grading;

And further, that the Rideau Valley Source Protection Authority direct staff to submit the Annual Progress Report (public and supplemental form) to the Ministry of the Environment, Conservation and Parks as required by the Clean Water Act and Regulations.

**Resolution Carried**

**7.0 RMO Annual Reports 2023**

Ms. Livingston presented the 2023 Risk Management Official (RMO) Annual Report for Section 81 of the *Clean Water Act* outlining the actions taken by risk management staff. She provided an overview of the two reports included in the agenda package. Ms. Livingston then invited questions from members, but there were none.

**Resolution SPA-5/240425**

**Moved by:**

Brian Dowdall

**Seconded by:**

Adrian Wynands

That the Rideau Valley Source Protection Authority receive for information the Risk Management Official Annual Reports for the 2023 calendar year.

**Resolution Carried**

**8.0 Governing Policies Update**

Ms. Livingston provided a brief overview and history of the Mississippi Rideau Source Protection Committee's (MR SPC) Rules of Procedure, Code of Conduct and Conflict of Interest Policies specifically regarding Chair appointments. She highlighted the situation in 2022 when the longtime MR SPC Chair did not seek reappointment after his term expired, and emphasized that the Minister of Environment, Conservation and Parks (MECP) has not appointed a new Chair since then. Ms. Livingston explained the challenges of managing a Chair absence, which has resulted in time-consuming procedures and uncertainty in handling Chair duties between meetings.

To address these issues, Ms. Livingston presented a policy amendment proposing the election of an Interim Acting Chair in the absence of a Ministerial appointment.

In response to a member's inquiry, Ms. Livingston noted that this is the first time that there has been a Chair vacancy on the MR SPC. She discussed

the challenges and disadvantages associated with not having a Chair, including inconsistent Chair Pro Tempore appointments and a lack of representation at provincial meetings.

**Resolution SPA-6/240425**

**Moved by:**

Wilson Lo

**Seconded by:**

Anne Robinson

THAT the Rideau Valley Source Protection Authority approve the revised Governing Rules of Procedure, Code of Conduct and Conflict of Interest, as presented.

**Resolution Carried**

**9.0 Member Inquiries**

None.

**10.0 New Business**

None.

**11.0 Upcoming Meetings**

To be determined.

**12.0 Adjournment**

The Chair adjourned the meeting at 6:57 p.m. on a motion by Gary Waterfield which was seconded by Theresa Kavanagh.

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**Kristin Strackerjan**  
Chair

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**Marissa Grondin**  
Recording Secretary

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