

3.0 Declaration of Interest

There were no declarations of interest declared.

4.0 Approval of Minutes of April 26, 2018

Motion 2-180524 **Moved by:** Ray Scissons
Seconded by: Jeff Banks

That the Board of Directors of the Rideau Valley Conservation Authority approves the Minutes of the Board of Directors Meeting #04/18, April 26, 2018 as circulated.

Motion Carried

5.0 Business Arising from the Minutes

None.

6.0 Tay River Subwatershed Report, 2017

Martin Czarski, RVCA Watershed Ecologist, presented the *Tay River Subwatershed Report, 2017* to the Board and responded to board member inquiries. Mr. Czarski noted that more detailed information can be found in the related catchment reports.

Irving Dardick, President of the Eagle Lake Property Owners Association addressed the Board and spoke about the importance of the *Tay River Subwatershed Report* and other monitoring and lake planning products produced by RVCA in the past. He outlined the value of the information and recommendations to lake associations and local communities and commended staff and the Board for their work.

Lyle Pederson asked staff to consider the creation of a group or forum across multiple municipalities to replicate the successes in the Tay subwatershed regarding the implementation of recommended actions.

Motion 3-180524 **Moved by:** Mark Parliament
Seconded by: Barclay Cormack

That the Board of Directors of the Rideau Valley Conservation Authority receive the *Tay River Subwatershed Report, 2017* and direct staff to distribute it to all member municipalities, government agencies, non-government organizations and the community at large.

Motion Carried

7.0 State of Ontario’s Watersheds, Conservation Authority Watershed Report Cards

Jane Lewington, Marketing and Communications Specialist with Conservation Ontario, gave a presentation on the state of Ontario’s watersheds and conservation authority watershed report cards and responded to board member questions.

Ms. Lewington noted that Conservation Ontario rolls up the information found in conservation authority watershed reports to create a provincial picture. This information is then used in presentations to government agencies.

Ms. Lewington introduced board members to Conservation Ontario’s story map which is an easy-to-understand, interactive web application that can be found at www.stateofontariowatersheds.ca.

8.0 Flood Risk and Regulation Limits Mapping for Nichols Creek from Montague Boundary Road to the Jock River, City of Ottawa, for the purposes of administering Ontario Regulation 174/06 under Section 28 of the Conservation Authorities Act

Ferdous Ahmed, RVCA’s Senior Water Resources Engineer, presented new flood risk and regulation limits mapping for Nichols Creek and responded to board member inquiries. Mr. Ahmed confirmed that the mapping of Nichols Creek was part of the five-year agreement between the City of Ottawa and Mississippi Valley Conservation Authority, Rideau Valley Conservation Authority and South Nation Conservation to map a number of high priority rivers and streams within the boundaries of the City of Ottawa.

Motion 4-180524

Moved by:

Judy Brown

Seconded by:

Gerry Boyce

That the Board of Directors of the Rideau Valley Conservation Authority receive the flood mapping report (dated April 25, 2018);

That the report and associated maps be adopted as the best available information related to establishing flood risk limits along Nichols Creek;

That the reports and maps be used in RVCA’s planning advisory and regulation programs and other watershed management activities effective immediately;

That the report and maps be published and put on the RVCA web site for public use and information;

That a public open house be held in an expeditious manner to solicit input from the public on the reports and maps and to explain how the regulation limits were derived and how they are being administered;

That a final staff report be provided to the Board to inform them of the outcome of the public open house; and,

That any feedback from the open house that warrants a change to the reports or maps be done promptly and brought to the Board for approval.

Motion Carried

9.0 Appointment of Officers under the Conservation Authorities Act and Building Code Act

Terry Davidson, Director of Regulations, responded to questions from the Board regarding the roles and responsibilities of officers under the *Conservation Authorities Act* and the *Building Code Act*.

Motion 5-180524 **Moved by:** Pat Barr
Seconded by: Ray Scissons

That the Board of Directors of the Rideau Valley Conservation Authority appoint the following staff as “*officers*” for the purpose of enforcing Section 28 and Section 29 of the *Conservation Authorities Act* (R.S.O., 1990, Chapter 27 as amended) and the Ontario Building Code, Part 8 Sewage Systems as required under Section 3.1 (2) of the Ontario Building Code:

- *Conservation Authorities Act, Section 28 Officers*
 - Hal Stinson, Regulations Inspector
 - John Garrah, Regulations Inspector
 - Eric Kohlsmith, Regulations Inspector
 - Jamie Batchelor, Planner
 - Adam Dillon, Regulations Inspector
 - Megan Peacock, Resource Specialist
 - Shelley Macpherson, Regulations Inspector
- *Conservation Authorities Act, Section 29 Officer*
 - Shelley Macpherson, Regulations Inspector
- Ontario Building Code, Sewage System Inspectors
 - Terry Davidson, Director of Regulations
 - John Garrah, Septic Inspector
 - Eric Kohlsmith, Septic Inspector
 - Adam Dillon, Septic Inspector
 - Jason Hutton, Engineering Inspector

Motion Carried

10.0 Program Review: Additional Information

Glen McDonald, Director of Planning, presented a history and rationalization of RVCA's Planning and Regulations fees.

Mr. McDonald spoke to the higher costs associated with more complex planning applications adding that the RVCA, Mississippi Valley Conservation Authority and South Nation Conservation are exploring additional cost-recovery options for these files. Staff will report back to the Board with recommendations prior to the next update of the fee schedules.

Motion 6-180524 **Moved by:** Joe Gallipeau
Seconded by: Victor Heese

That the Board of Directors of the Rideau Valley Conservation Authority receive the attached information in response to questions and comments raised during the program review.

Motion Carried

11.0 Draft Administrative By-Law

Sommer Casgrain-Robertson explained that recent amendments to the *Conservation Authorities Act* require conservation authorities to have an administrative by-law in place by December 12, 2018 that complies with Section 19.1 of the Act.

Ms. Casgrain-Robertson confirmed that there are no substantial differences between the new administrative by-law and RVCA's current Administrative Resolutions and Procedures for Board Meetings approved by the Board in 2010. She added that the proposed by-law was based on a template developed by Conservation Ontario which has been vetted through a number of different agencies and reviewed by legal counsel.

Ms. Casgrain-Robertson asked that the Board provide any additional comments on the attached draft by-law to her by June 11, 2018 to allow time for revision before they are brought back to the Board in July.

Motion 7-180524 **Moved by:** Tom Scott
Seconded by: Judy Brown

That the Board of Directors of the Rideau Valley Conservation Authority receive the attached draft Administrative By-Law including Code of Conduct, Conflict of Interest and Procedure for Election of Officers appendices, for review and comment.

Motion Carried

12.0 Meetings

- a) Student Orientation Day: April 30, 2018 (Manotick)
The RVCA has hired 17 summer students this year and all received an orientation along with required health and safety training.
- b) RVC Foundation AGM: May 1, 2018 (Manotick)
Jason Kelly and Andrew Harkness were reelected as Chair and Vice-Chair respectively. Authority staff presented Foundation Board members with a list of RVCA funding priorities based on recent program review discussions.
- c) MVCA's 50th Anniversary: May 2, 2018 (Carleton Place)
Lyle Pederson and Sommer Casgrain-Robertson attended Mississippi Valley Conservation Authority's 50th Anniversary.
- d) Provincial General Manager's Meeting: May 7, 2018 (Mississauga)
Sommer Casgrain-Robertson attended this meeting and the draft Administrative By-Law template was a key discussion item.
- e) Visit to Credit Valley Conservation: May 8, 2018 (Mississauga)
Sommer Casgrain-Robertson and Paul Lehman, Mississippi Valley Conservation Authority General Manager, visited Credit Valley Conservation to learn how they have approached various programs, challenges and opportunities now facing the RVCA and MVCA
- f) Baxter Pond Celebration: May 24, 2018 (Baxter Conservation Area)
Prior to the Board meeting, members attended the Baxter Pond Celebration with key partners.

Upcoming:

- g) Septic Savvy 2 (Septic System Re-Inspection Program Workshop): May 26, 2018 (Perth)
- h) RVCA Board of Directors Watershed Tour: Thursday, June 28, 2018 (Perth Area)

Board Members were reminded that they are encouraged to invite a member of Council to join them on the tour or a municipal staff member. A draft itinerary for the tour will be circulated in early June.

13.0 Member Inquiries

There were no member inquiries.

14.0 New Business

There was no new business.

15.0 In-Camera Session (personnel matter)

Lyle Pederson asked Sommer Casgrain-Robertson and Sarah Wayne, Manager of Financial Services to remain in the room for the in-camera session. All other staff were asked to leave.

Motion 8-180524 **Moved by:** Joe Gallipeau
Seconded by: Pat Barr

That the Board of Directors of the Rideau Valley Conservation Authority move in-camera to discuss a personnel matter about identifiable individuals.

Motion Carried

Motion 9-180524 **Moved by:** Pat Barr
Seconded by: Joe Gallipeau

That the Board of Directors of the Rideau Valley Conservation Authority move out-of-camera.

Motion Carried

Motion 10-180524 **Moved by:** Ralph Pentland
Seconded by: Joe Gallipeau

That the Board of Directors of the Rideau Valley Conservation Authority direct the General Manager to proceed with the corporate restructuring as presented.

Motion Carried

16.0 Adjournment

The Chair adjourned the meeting at 9:15 p.m.

Lyle Pederson
Chair

Michelle Paton
Recording Secretary