

RIDEAU VALLEY CONSERVATION AUTHORITY
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APPROVED MINUTES

Board of Directors 7/18 September 27, 2018

Present:	Jeff Banks Gerry Boyce Vince Carroll Joe Gallipeau Ed Hand Andy Jozefowicz Dale McLenaghan Sharon Mousseau Tom Scott	Pat Barr Judy Brown Barclay Cormack Erin Greco Victor Heese Pieter Leenhouts Scott Moffatt Ralph Pentland Ray Scissons
Staff:	Ferdous Ahmed Dan Cooper Glen McDonald	Sommer Casgrain-Robertson Terry Davidson Michelle Paton
Regrets:	Anne Barr Mark Parliament	Brian Campbell Lyle Pederson

1.0 Agenda Review

Vice-Chair Pieter Leenhouts called the meeting to order at 6:30 pm advising that Chair Lyle Pederson would not be attending the meeting due to illness. Acting Chair Leenhouts then reviewed the Agenda.

2.0 Adoption of Agenda

Motion 1-180927	Moved by:	Sharon Mousseau
	Seconded by:	Erin Greco

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

Motion Carried

3.0 Declaration of Interest

There were no declarations of interest declared.

4.0 Approval of Minutes of July 26, 2018

Motion 2-180927 **Moved by:** Judy Brown
Seconded by: Ray Scissons

That the Board of Directors of the Rideau Valley Conservation Authority approves the Minutes of the Board of Directors Meeting #06/18, July 26, 2018 as circulated.

Motion Carried

5.0 Business Arising from the Minutes

None.

6.0 Administrative By-Law – Final Draft

Sommer Casgrain-Robertson reviewed the changes to the final draft of the Administrative By-Law. These changes were highlighted in yellow in the Board agenda package. The original draft document was presented to the Board for review in May 2018.

Ms. Casgrain-Robertson responded to questions from the Board and confirmed that the Administrative By-Law can be updated by the Board as needed but is to be reviewed at least every four years.

Motion 3-180927 **Moved by:** Sharon Mousseau
Seconded by: Judy Brown

That the Board of Directors of the Rideau Valley Conservation Authority repeal RVCA's *Administrative Resolutions and Procedures for Board Meetings* and adopt By-Law No. 1 (Administrative By-Law) including Appendices 1, 2, 3, 4-A and 4-B (Member Code of Conduct, Member Conflict of Interest Policy, Procedure for Election of Officers, Terms of Reference for Executive Committee and Terms of Reference for Audit Committee).

Motion Carried

7.0 Wetland Policies

Glen McDonald, Director of Science and Planning, explained that the draft Wetlands Policy had been brought to the Board in July 2018 for review and comment and that he had not received any additional comments from Board members since the meeting.

Mr. McDonald reiterated that the new Wetland Policy does not change which wetlands are regulated by the Authority. Mr. McDonald then responded to questions from members.

An error in numbering in Section 1.7 was identified and staff were directed to review and correct all document numbering.

Motion 4-180927 **Moved by:** Sharon Mousseau
Seconded by: Barclay Cormack

That the Board of Directors of the Rideau Valley Conservation Authority approve as amended the attached wetland policies for the administration of the “Interference with Wetlands” component of RVCA’s “Development, Interference with Wetlands and Alterations to Shorelines and Watercourses” Regulation (Ontario Regulation 174/06 under Section 28 of the *Conservation Authorities*).

Motion Carried

8.0 Heart’s Desire Rocky Ramp Update

Terry Davidson, Director of Regulations and Engineering, provided an update on construction of the Heart’s Desire Rocky Ramp which was just completed. Mr. Davidson confirmed that project costs should be finalized by the end of October.

Motion 5-180927 **Moved by:** Tom Scott
Seconded by: Gerry Boyce

That the Board of Directors of the Rideau Valley Conservation Authority receive the staff report on the Heart’s Desire Rocky Ramp construction.

Motion Carried

9.0 Program Business Cases

Sommer Casgrain-Robertson explained that one of the deliverables coming out of the program review was the creation of business cases for each program area. The full package of business case fact sheets is to be completed by the end of 2018.

Ms. Casgrain-Robertson then presented a sample Business Case Fact Sheet about RVCA’s Forestry Program. She explained that the fact sheets were written to be concise and provide key information to municipalities, the

public and new RVCA board members and that more in-depth program information could be provided to Board members including risk analysis.

In response to a suggestion from a Board Member, Ms. Casgrain-Robertson agreed that the Business Case Fact Sheets should clearly indicate which programs are mandatory, which are provided on behalf of municipalities under a memorandum of understanding, and which are undertaken because they further the objects of the RVCA.

Motion 6-180927

Moved by:

Joe Gallipeau

Seconded by:

Victor Heese

That the Board of Directors of the Rideau Valley Conservation Authority receive this report and attached sample program business case.

Motion Carried

10.0 Meetings

- a) Mississippi-Rideau Source Protection Committee: August 9, 2018
Sommer Casgrain-Robertson updated the Board on the recent Source Protection Committee meeting at which proposed amendments to the Source Protection Plan were discussed including the inclusion of new municipal wells in Richmond. Ms. Casgrain-Robertson noted that a Source Protection Authority meeting will take place in October.
- b) Jeremy Roberts, MPP Ottawa West-Nepean: August 24, 2018
Sommer Casgrain-Robertson met with newly elected MPP Jeremy Roberts to highlight the work of the Authority and discuss areas of common interest.
- c) Lake Networking Group: September 7, 2018 (Tay Valley)
Phil Mosher, RVCA Planner for the upper watershed, represented the RVCA at this meeting and took part in a three CA update to the group about pertinent work taking place in MVCA, CRCA and RVCA's watersheds.
- d) Ontario East Municipal Conference: September 12-14, 2018 (Cornwall)
This conference, held at the NAV Centre in Cornwall, was attended by Sommer Casgrain-Robertson, Gerry Boyce and Ray Scissons.
- e) Conservation Ontario Council: Monday, September 24, 2018 (Toronto)
Sommer Casgrain-Robertson provided an update on the meeting and indicated that not much is known yet about the transition of Conservation Authorities from the Ministry of Natural Resources and Forestry (MNRF) to the Ministry of Environment, Conservation and Parks (MECP).

Upcoming:

- f) RVC Foundation Board of Directors Meeting: October 1, 2018 (Manotick)
- g) Mississippi-Rideau Source Protection Committee Meeting: Thursday,

- October 4, 2018 (Manotick)
- h) Provincial General Managers Meeting: October 15, 2018 (Toronto)
 - i) Lake Links Workshop: Saturday, October 20, 2018 (Perth)
 - j) RVCA Board of Directors Meeting: Thursday, October 25, 2018 (Manotick)
 - k) Eastern Ontario General Managers Meeting: October 29, 2018 (Kingston)
 - l) Latonell Conservation Symposium: November 13-15, 2018 (Alliston)

11.0 Member Inquiries

A member asked if any RVCA staff were familiar with the work of the NSERC Canadian LakePulse Network. Ms. Casgrain-Robertson said that she was not but would ask staff more involved in watershed monitoring.

12.0 New Business

Sommer Casgrain-Robertson highlighted that this would be the last Board meeting before municipal elections on October 22. Ms. Casgrain-Robertson reminded members that their terms do not end with the election. Members should continue to serve on the Board until reappointed or until a new representative is appointed by their municipality which may not happen until early 2019.

Ms. Casgrain-Robertson also indicated that RVCA Board Member training is planned for January 24, 2019 and it is hoped that all municipalities will have made their appointments to the Board by then so all new and returning members can attend.

Ms. Casgrain-Robertson also informed members that the Eastern Ontario Conservation Authorities have secured a place on the Agenda for the Leeds and Grenville county-wide Council Orientation session scheduled for November 10, 2018. Ms. Casgrain-Robertson also hopes they can secure a place on the agenda for similar training being organized in Lanark County. Pat Barr advised that Frontenac County is also planning a similar session so Ms. Casgrain-Robertson indicated she would work to get on that agenda as well.

19.0 Adjournment

The Chair adjourned the meeting at 7:30 p.m. on a motion by Andy Jozefowicz which was seconded by Judy Brown.

Pieter Leenhouts
Acting Chair

Michelle Paton
Recording Secretary