

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

APPROVED MINUTES

Board of Directors

8/19

November 28, 2019

Present:	Gerry Boyce Carolyn Bresee Barclay Cormack Brian Dowdall Andy Jozefowicz Dale McLenaghan Shawn Pankow Anne Robinson Melissa Sullivan	Judy Brown Vince Carroll Jamie Crawford Victor Heese Pieter Leenhouts Scott Moffatt Gene Richardson Rob Rothgeb
Staff:	Ferdous Ahmed Dan Cooper Glen McDonald Michelle Paton Rico Vipari	Sommer Casgrain-Robertson Terry Davidson Claire Milloy Brian Stratton Sarah Wayne
Regrets:	Pat Barr George Darouze Don Halpenny	Guy Desjardins Julie Graveline George Sachs

1.0 Agenda Review

Pieter Leenhouts, Chair, called the meeting to order at 6:50 pm and reviewed the Agenda.

2.0 Adoption of Agenda

Motion 1-191128

Moved by:

Carolyn Bresee

Seconded by:

Jamie Crawford

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

Motion Carried

3.0 Declaration of Interest

None.

4.0 Approval of Minutes of October 24, 2019

Motion 2-191128

Moved by:

Gene Richardson

Seconded by:

Scott Moffatt

THAT the Board of Directors of the Rideau Valley Conservation Authority approves the Minutes of the Board of Directors Meeting #07/19, October 24, 2019 as circulated.

Motion Carried

5.0 Business Arising from the Minutes

None.

6.0 Watershed Hazard Characterization Program Review

Claire Milloy, Groundwater Scientist, presented the Watershed Hazard Characterization Program review (presentation attached) and responded to questions.

Motion 3-191128

Moved by:

Melissa Sullivan

Seconded by:

Gerry Boyce

THAT the Board of Directors of the Rideau Valley Conservation Authority receive this report for information.

Motion Carried

7.0 RFP for Motts Mills Channel and Ponds Project (UCLG Site)

Dan Cooper, Director of Conservation Lands & Stewardship, provided an update on the Motts Mills Channel and Ponds Project (United Counties of Leeds and Grenville Site). Mr. Cooper explained that while RVCA is the lead on this project, staff have relied heavily on Ducks Unlimited Canada for their technical expertise in understanding the complexity of the project. Mr. Cooper added that it is the Motts Mills Steering Committee's intention to offer a similar opportunity to the other ten landowners.

In response to a question, Mr. Cooper confirmed that there has been regular communication with the Township regarding this project.

Motion 4-191128

Moved by:

Rob Rothgeb

Seconded by:

Shawn Pankow

THAT the Board of Directors of the Rideau Valley Conservation Authority approves Redpath Crane and Dragline to undertake the Motts Mills Channel & Ponds Project (United Counties of Leeds and Grenville site) at a cost of approximately \$79,382.50 plus HST.

Motion Carried

8.0 2020 Fee Schedule for Conservation Area Facilities

Dan Cooper confirmed that last year the Board of Directors approved a new fee schedule for education programs and day camps. This year, staff undertook a review of its current rental fee structure and it was determined that facility rental fees should increase to better cover costs and that a modest increase in fees would still keep facilities affordable for current users.

Motion 5-191128

Moved by:

Dale McLenaghan

Seconded by:

Victor Heese

THAT the Board of Directors of the Rideau Valley Conservation Authority approve the attached fee schedule for the rental of conservation facilities and that this fee schedule take effect January 1, 2020.

Motion Carried

9.0 Financial Reports for the Period Ending September 30, 2019

Sarah Wayne, Manager of Finance and Human Resources, presented the third quarter results along with a projection to year end and responded to questions.

Ms. Wayne advised that current tracking suggests a year end operating surplus of approximately \$310,000.

Motion 6-191128

Moved by:

Anne Robinson

Seconded by:

Rob Rothgeb

THAT the Board of Directors of the Rideau Valley Conservation Authority approve the Revenue and Expenditure Reports and Balance Sheet for the period ending September 30, 2019.

Motion Carried

10.0 2020 Draft Budget and Workplan

Sarah Wayne presented the 2020 Draft Budget and responded to questions.

Ms. Wayne confirmed that the 2020 Draft Budget incorporates third quarter results.

In response to a question regarding assessment growth, Sommer Casgrain-Robertson explained that in recent years the modified assessment growth data that conservation authorities receive from MNRF has not been able to be used for calculating annual assessment growth within the watershed. Therefore, RVCA, MVCA and SNC have been using assessment growth for the City of Ottawa for budgeting purposes.

Ms. Casgrain-Robertson also offered to present the budget to any municipal council who would like a presentation.

Motion 7-191128

Moved by:

Andy Jozefowicz

Seconded by:

Barclay Cormack

THAT the Board of Directors of the Rideau Valley Conservation Authority receives the attached 2020 Draft Budget and Levy Apportionment sheet and directs staff to circulate it to all member municipalities for review and comment along with RVCA's Workplan.

Motion Carried

11.0 Updated Personnel Policies

Sommer Casgrain-Robertson introduced Rico Vipari, RVCA's Human Resources Technician.

Mr. Vipari presented updated Personnel Regulations for all categories of employees to align with legislative and RVCA policy changes. Mr. Vipari responded to questions from Board Members.

In response to a question regarding the lack of any reference to vaping, Rico Vipari explained that wording should be added to the policies to address vaping and that staff would add wording that they recently received from RVCA's solicitor that would treat vaping the same as smoking.

Motion 8-191128

Moved by:
Seconded by:

Carolyn Bresee
Victor Heese

THAT the Board of Directors of the Rideau Valley Conservation Authority approves the attached updated Personnel Regulations for permanent and term employees, short-term and on-call employees, and student employees as amended.

Motion Carried

12.0 Provincial Updates and Comments to MECP

Sommer Casgrain-Robertson updated the Board on recent developments with the province.

Provincial Flood Advisor

Ms. Casgrain-Robertson advised that the Provincial Flood Advisor's report had been released earlier in the day. It included 66 recommendations and appeared to be very positive about the role of conservation authorities. Ms. Casgrain-Robertson proposed sending out a press release in support of the report.

Conservation Authority Regulations

Ms. Casgrain-Robertson confirmed that the RVCA had their consultation meeting with the MECP on November 5, 2019. Pieter Leenhouts, Scott Moffatt and Ms. Casgrain-Robertson attended the session in Toronto while Judy Brown and Melissa Sullivan participated by phone. Scott Moffatt advised that Ms. Casgrain-Robertson's report to the MECP was excellent and well prepared. Ms. Casgrain-Robertson explained that she had been able to put together a comprehensive resource binder highlighting RVCA's watershed, programs, governance and municipal communication. Melissa Sullivan added that she thought the MECP had learned that not all conservation authorities were the same.

Proposed Municipal Engagement Session

Sommer Casgrain-Robertson proposed setting up a municipal engagement session in late January to be held in Perth. Ms. Casgrain-Robertson suggested inviting members of municipal councils as well as municipal staff to talk about proposed provincial changes and the potential impact on conservation authorities. Breakout sessions could also solicit feedback from municipalities about RVCA's programs that would help in preparing RVCA's next Strategic Plan. The timing of the session would also fall within RVCA's budget consultation period so it would also be an opportunity for discussion about RVCA's 2020 proposed budget.

Motion 9-191128

Moved by:

Shawn Pankow

Seconded by:

Anne Robinson

THAT the Board of Directors of the Rideau Valley Conservation Authority directs staff to organize a municipal engagement session in January 2020 to discuss proposed provincial changes to conservation authorities, RVCA's current programs and services and RVCA's proposed 2020 budget.

Motion Carried

13.0 Meetings

- a) Lake Links Workshop: October 26, 2019 (Perth)
- b) Provincial General Managers Meeting: October 28, 2019 (Toronto)
- c) Consultation Session with MECP: Tuesday, November 5, 2019 (Toronto)
- d) Source Protection Committee Meeting: November 7, 2019 (Manotick)
- e) Latonell Conservation Symposium: November 19-21, 2019 (Alliston)
 - Anne Robinson stated that the Symposium was well organized with excellent speakers and topic streams. She noted that the presentations will be posted on the Latonell website.
 - Melissa Sullivan spoke to a very inspiring three days with a diverse group of people. She commended the Symposium on a good indigenous program.
 - Pieter Leenhouts saw his experience as an engagement exercise. He highly encouraged Board Members and staff to attend future Symposiums.
 - Sommer Casgrain-Robertson noted that she attends the Symposium frequently and sees it as a great learning and networking opportunity.
- f) Presentation to Augusta Council: November 25, 2019 (Prescott)
 - Dale McLenaghan advised that Sommer Casgrain-Robertson gave a great presentation to Council and covered a lot of information in a short amount of time. Mr. McLenaghan encouraged Board Members to have their municipalities invite Ms. Casgrain-Robertson to come out and present.
- g) Ottawa Riverkeeper Annual Public Meeting: November 27, 2019 (Ottawa)

Upcoming:

- h) Provincial General Manager's Meeting: December 8, 2019 (Toronto)
- i) Conservation Ontario Council Meeting: December 9, 2019 (Toronto)
- j) RVCA Board of Directors Meeting: January 23, 2020 (Manotick)
 - Sommer Casgrain-Robertson suggested that this meeting may be cancelled. Staff will confirm in early January.

14.0 Member Inquiries

There were no member inquiries.

15.0 New Business

There was no new business.

16.0 Adjournment

The Chair adjourned the meeting at 8:13 p.m. on a motion by Andy Jozefowicz which was seconded by Victor Heese.

Pieter Leenhouts
Chair

Michelle Paton
Recording Secretary

Sommer Casgrain-Robertson
General Manager/Secretary-Treasurer