

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 **2/19** **March 28, 2019**

- | | | |
|-----------------|--------------------------------------|---------------------------|
| Present: | Pat Barr | Gerry Boyce |
| | Carolyn Bresee | Judy Brown |
| | Vince Carroll | Barclay Cormack |
| | Jamie Crawford | George Darouze |
| | Brian Dowdall | Don Halpenny |
| | Victor Heese | Andy Jozefowicz |
| | Pieter Leenhouts | Dale McLenaghan |
| | Gene Richardson | Anne Robinson |
| | Rob Rothgeb | George Sachs |
| | Melissa Sullivan | |
| Staff: | Ferdous Ahmed | Sommer Casgrain-Robertson |
| | Dan Cooper | Diane Downey |
| | Marika Livingston | Glen McDonald |
| | Michelle Paton | Brian Stratton |
| | Sarah Wayne | |
| Guests: | Howard Allan, Allan and Partners LLP | |
| | Sharon Mousseau | Lyle Pederson |
| | Ray Scissons | Tom Scott |
| Regrets: | Julie Graveline | Scott Moffatt |
| | Shawn Pankow | |

1.0 **Agenda Review**

Pieter Leenhouts called the meeting to order at 6:30 pm and noting that four previous Board members were in attendance asked for a round of introductions.

Chair Leenhouts reviewed the Agenda and recommended that Agenda Item 11 be moved up to Agenda Item 9.

2.0 Adoption of Agenda

Motion 1-190328

Moved by:

Gene Richardson

Seconded by:

Brian Dowdall

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

Motion Carried

3.0 Declaration of Interest

There were no declarations of interest declared.

4.0 Approval of Minutes of February 28, 2019

Motion 2-190328

Moved by:

Andy Jozefowicz

Seconded by:

Barclay Cormack

THAT the Board of Directors of the Rideau Valley Conservation Authority approves the Minutes of the Board of Directors Meeting #01/19, February 28, 2019 as circulated.

Motion Carried

5.0 Business Arising from the Minutes

None.

6.0 Recognition of Service: Past Chair and Board Members

Pieter Leenhouts welcomed former Chair Lyle Pederson, and former Members Sharon Mousseau, Ray Scissons and Tom Scott to the meeting.

Lyle Pederson spoke of his time as an RVCA Board Member and Chair. As outgoing Chair, Mr. Pederson was presented with a parting gift.

Mr. Pederson, Ms. Mousseau, Mr. Scissons, and Mr. Scott were also presented with Certificates of Service.

7.0 2018 Audited Financial Statements

Sarah Wayne, Manager of Finance, introduced Howard Allan of Allan and Partners LLP who presented RVCA's audited Financial Statements for the year ending December 31, 2018. Mr. Allan indicated that the RVCA continued to improve its overall financial position, closing the year with a surplus. He stressed that it was important to have reserves to plan for the future. He also indicated to the Board that under Sarah's leadership, RVCA staff were well prepared for the audit.

Mr. Allan responded to Board member inquiries.

Motion 3-190328 **Moved by:** Andy Jozefowicz
Seconded by: Carolyn Bresee

THAT the Board of Directors of the Rideau Valley Conservation Authority approve the attached Draft 2018 Audited Financial Statements and receive the Report of the Auditor.

Motion Carried

8.0 2018 Annual Report

Diane Downey, Director of Communications, Sarah Wayne, Manager of Finance and Human Resources, Dan Cooper, Director of Conservation Lands and Stewardship, and Glen McDonald, Director of Planning and Watershed Science spoke about their respective program areas and key 2018 accomplishments. Staff responded to questions from Members.

Motion 4-190328 **Moved by:** Gerry Boyce
Seconded by: Dale McLenaghan

THAT the Board of Directors of the Rideau Valley Conservation Authority receive the RVCA's 2018 Annual Report.

Motion Carried

11.0 Flood Forecasting and Warning Program – Status of 2019 Conditions

Brian Stratton gave a presentation (attached) about RVCA's flood forecasting and warning program and the status of 2019 flood conditions.

Mr. Stratton confirmed that municipal and agency contact information is updated annually.

9.0 Annual General Meeting

Sommer Casgrain-Robertson explained that the Executive Committee holds hearings under Section 28 of the *Conservation Authorities Act*.

a) Appointments to Executive Committee

Motion 5-190328 **Moved by:** Anne Robinson
Seconded by: Victor Heese

THAT the Board of Directors of the Rideau Valley Conservation Authority appoint the Chair, Vice-Chair, Barclay Cormack, Brian Dowdall and Melissa Sullivan to the RVCA Executive Committee for the year 2019.

Motion Carried

b) Appointments to Audit Committee

Sommer Casgrain-Robertson stated that the Audit Committee meets annually with the Auditors and sometimes once more with staff.

Motion 6-190328 **Moved by:** Brian Dowdall
Seconded by: Gerry Boyce

THAT the Board of Directors of the Rideau Valley Conservation Authority appoint the Chair, Vice-Chair, Andy Jozefowicz, Gene Richardson and Rob Rothgeb to the RVCA Audit Committee for the year 2019.

Motion Carried

c) Appointments to Conservation Ontario

Sommer Casgrain-Robertson explained that each conservation authority appoints a voting member to Conservation Ontario Council. In response to a question, Ms. Casgrain-Robertson confirmed that the RVCA receives good value for the levy they pay to Conservation Ontario.

Motion 7-190328 **Moved by:** George Darouze
Seconded by: Anne Robinson

THAT the Board of Directors of the Rideau Valley Conservation Authority appoint the Chair as RVCA's voting delegate for Conservation Ontario Council for 2019 and that the Vice-Chair and General Manager be appointed as first and second alternate respectively.

Motion Carried

d) Appointment of Auditors

Sarah Wayne explained that results of the RFP that was issued for auditing services and responded to questions from the Board.

Motion 8-190328 **Moved by:** Don Halpenny
Seconded by: Barclay Cormack

THAT the Board of Directors of the Rideau Valley Conservation Authority appoint MNP LLP as the auditor for the Rideau Valley Conservation Authority and Rideau Valley Conservation Foundation for 2019.

Motion Carried

e) Appointment of Legal Advisors

Motion 9-190328 **Moved by:** Gene Richardson
Seconded by: Rob Rothgeb

THAT the Board of Directors of the Rideau Valley Conservation Authority appoint the firm of Bell Baker LLP as legal advisors for the RVCA for the year 2019;

THAT the firm of Bird Richard be retained for employment issues;

THAT the firm of Wilson Law Partners be retained for land transfers; and

FURTHERMORE, that other legal counsel be retained as required.

Motion Carried

f) Appointment of Land Appraisers

Sommer Casgrain-Robertson explained that the RVCA needs land appraisers who are familiar with the Eco Gifts program.

Motion 10-190328 **Moved by:** Pat Barr
Seconded by: George Sachs

THAT the Board of Directors of the Rideau Valley Conservation Authority appoint the firms of S. Rayner & Associates of Kingston and Rivington & Associates of Perth as land appraisers for the RVCA for the year 2019.

Motion Carried

g) Borrowing Resolution

Sommer Casgrain-Robertson indicated that the borrowing by-law had not been used in recent years and responded to questions from Members.

Motion 11-190328 **Moved by:** Brian Dowdall
Seconded by: Victor Heese

THAT the signing officers of the RVCA be authorized to borrow up to a maximum of \$750,000, which may be required for the purpose of the RVCA to implement its program, until payment to the RVCA of any grants, levies or other revenues.

Motion Carried

10.0 Supporting Provincial Efforts to Reduce Regulatory Burden

Sommer Casgrain-Robertson gave an update on supporting provincial efforts to reduce regulatory burden and responded to questions about meeting timelines and the need for all conservation authorities to adhere to provincial standards.

Motion 12-190328 **Moved by:** Anne Robinson
Seconded by: Judy Brown

WHEREAS the provincial government intends to increase the supply of housing and streamline the land use planning and development approval process to achieve this goal;

AND WHEREAS, Conservation Authorities play an important role in the planning and development review process with respect to watershed protection and hazard lands;

AND WHEREAS, Conservation Authorities support and can help deliver the Government's objective not to jeopardize public health and safety or the environment;

THEREFORE, BE IT RESOLVED THAT the Board of Directors of the Rideau Valley Conservation Authority endorse three key solutions developed by Conservation Ontario's client service and streamlining initiative working group which are:

- Improve client service and accountability;
- Increase speed of approvals; and
- Reduce "red tape" and regulatory burden;

AND THAT staff be directed to work with Conservation Ontario and local clients to identify additional improvements;

AND THAT staff be directed to implement these solutions as soon as possible;

AND THAT this resolution be sent to all municipal councils and MPPs in the Rideau watershed.

Motion Carried

12.0 Meetings

- a) Visit from Rod Phillips, Minister of Environment, Conservation and Parks and Merrilee Fullerton, Minister of Training, Colleges and Universities: March 14, 2019 (Manotick)
Judy Brown attended on behalf of Chair Leenhouts and welcomed both Ministers to the RVCA. Ms. Casgrain-Robertson indicated that staff were able to demonstrate and highlight many key programs to the Ministers and that the Ministers showed genuine interest in the work of the RVCA.
- b) Meeting with Auditors: March 18, 2019 (Perth)
Pieter Leenhouts, Judy Brown, Sommer Casgrain-Robertson and Sarah Wayne met with the Auditors to review the draft Financial Statements and the Auditors Report.
- c) Foundation Board Meeting: March 21, 2019 (Manotick)
Sommer Casgrain-Robertson explained that this was Diane Downey's first meeting as the Foundation's Executive Director.
- d) Presentation to Lanark County Economic Development Committee: March 27, 2019 (Perth)
Judy Brown stated that Sommer Casgrain-Robertson did a good job of highlighting the work and importance of local conservation authorities along with staff from the Mississippi Valley Conservation Authority.

Upcoming:

- e) Conservation Ontario Council Meeting and AGM: April 1, 2019 (Toronto)
- f) Presentation to Perth Committee of the Whole: April 2, 2019 (Perth)
- g) Upper Watershed Information Day for Municipalities and Contractors: April 3, 2019 (Perth)
Board Members were encouraged to attend, staff will distribute details.
- h) Mississippi-Rideau Source Protection Committee Meeting: April 4, 2019 (Carleton Place)
- i) Presentation to Montague Council: April 16, 2019 (Montague)
- j) RVCA Board of Directors Meeting: Thursday, April 25, 2019
- k) Sommer Casgrain-Robertson advised that this year's Watershed Tour will take place at Baxter Conservation Area on Thursday, May 23. Board Members are encouraged to bring another member of Council or a senior staff member.

18.0 Member Inquiries

None.

19.0 New Business

None

20.0 Adjournment

The Chair adjourned the meeting at 8:45 p.m. on a motion by Andy Jozefowicz which was seconded by Melissa Sullivan.

Pieter Leenhouts
Chair

Michelle Paton
Recording Secretary

Sommer Casgrain-Robertson
General Manager/Secretary-Treasurer