



### **3.0 Declaration of Interest**

No declarations of interest were identified.

*Note: Pat Barr and Gerry Boyce left the meeting*

### **4.0 Approval of Minutes of November 26, 2020**

|                        |                     |               |
|------------------------|---------------------|---------------|
| <b>Motion 2-210225</b> | <b>Moved by:</b>    | Judy Brown    |
|                        | <b>Seconded by:</b> | Anne Robinson |

That the Board of Directors of the Rideau Valley Conservation Authority approves the Minutes of the Board of Directors Meeting #09/20, November 26, 2020 as circulated.

**Motion Carried**

### **5.0 Business Arising from the Minutes**

None.

### **6.0 Changes to the Conservation Authorities Act**

Sommer Casgrain-Robertson, General Manager, summarized the final amendments made to the *Conservation Authorities Act* with the passage of Bill 229 and responded to questions. Ms. Casgrain-Robertson indicated that Minister Yurek's formation of a Conservation Authority Working Group was positive and should enable conservation authorities and other stakeholders to have a voice at the table when implementing recent changes to the Act.

In response to a question from a member as to whether the number of Ministerial Zoning Orders is being tracked, Ms. Casgrain-Robertson indicated that she would enquire at the next General Managers meeting.

|                        |                     |                 |
|------------------------|---------------------|-----------------|
| <b>Motion 3-210225</b> | <b>Moved by:</b>    | Andy Jozefowicz |
|                        | <b>Seconded by:</b> | Gerry Boyce     |

That the Board of Directors of the Rideau Valley Conservation Authority receives this report for information.

**Motion Carried**

### **7.0 a) Election of Chair and Vice-Chair**

Sommer Casgrain-Robertson explained that recent changes to the *Conservation Authorities Act* introduced term limits for Chairs and Vice-Chairs. While the RVCA's Administrative By-law permitted five consecutive one-year terms, the Act now states that members cannot serve as Chair or Vice-Chair for more than two consecutive one-year terms. Pieter Leenhouts

and Judy Brown have now served as Chair and Vice-Chair respectively for two years having first been elected in 2019. Under the new Act, neither would be permitted to stand for re-election in 2021.

Ms. Casgrain-Robertson explained that the Board has two options:

- Seek an exception from the Minister to request that the current Chair and Vice-Chair be allowed to serve more than two terms.
- Proceed with elections in compliance with the new term limit.

*Note: Scott Moffatt joined the meeting*

Following a lengthy discussion by members on the merits of proceeding with Option 1, Ms. Casgrain-Robertson explained that a recorded vote of the members on the motion would be required to apply for the exception.

**Motion 4-210225**

**Moved by:**

Gene Richardson

**Seconded by:**

Carolyn Bresee

That the Board of Directors of the Rideau Valley Conservation Authority apply to the Minister of the Environment, Conservation and Parks under Section 17(1.3) of the *Conservation Authorities Act* to request an exception to Section 17(1.1) to allow the current Chair and Vice-Chair of the Rideau Valley Conservation Authority to serve up to four consecutive one-year terms subject to re-election;

And that the current Chair and Vice-Chair continue to serve in their roles until a response is received from the Minister and elections are held.

Those in favour:

Carolyn Bresee  
Vince Carroll  
Brian Dowdall  
Don Halpenny  
Andy Jozefowicz  
Dale McLenaghan  
Shawn Pankow  
Anne Robinson  
Kristin Strackerjan

Judy Brown  
Guy Desjardins  
Julie Graveline  
Victor Heese  
Pieter Leenhouts  
Scott Moffatt  
Gene Richardson  
George Sachs  
Melissa Sullivan

Those against:

None

Absent:

Pat Barr  
Jamie Crawford  
Rob Rothgeb

Gerry Boyce  
George Darouze

**Motion Carried**

**b) Appointments to Executive Committee**

**Motion 5-210225**                      **Moved by:**                      Dale McLenaghan  
**Seconded by:**                      Andy Jozefowicz

That the Board of Directors of the Rideau Valley Conservation Authority postpone the appointment of the Executive Committee until after the election of Chair and Vice-Chair;

And that the current members of the Executive Committee continue to serve until the appointment of a new Committee.

**Motion Carried**

**c) Appointments to Audit Committee**

**Motion 6-210225**                      **Moved by:**                      Victor Heese  
**Seconded by:**                      Julie Graveline

That the Board of Directors of the Rideau Valley Conservation Authority postpone the appointment of an Audit Committee until after the election of Chair and Vice-Chair;

And that the current members of the Audit Committee continue to serve until the appointment of a new Committee.

**Motion Carried**

**d) Appointments to Conservation Ontario**

**Motion 7-210225**                      **Moved by:**                      Anne Robinson  
**Seconded by:**                      Brian Dowdall

That the Board of Directors of the Rideau Valley Conservation Authority appoint the Chair as RVCA's voting delegate for Conservation Ontario Council for 2021 and that the Vice-Chair and General Manager be appointed as first and second alternate respectively.

**Motion Carried**

**e) Appointment of Auditors**

**Motion 8-210225**                      **Moved by:**                      Gene Richardson  
**Seconded by:**                      Judy Brown

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 2021; and

That the Board receive Audited Financial Statements and the Auditor's Report at its April meeting rather than March due to COVID related delays.

**Motion Carried**

**f) Appointment of Legal Advisors**

**Motion 9-210225**                      **Moved by:**                      Carolyn Bresee  
**Seconded by:**                      Julie Graveline

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 2021;

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**

**g) Appointment of Land Appraisers**

**Motion 10-210225**                      **Moved by:**                      Julie Graveline  
**Seconded by:**                      Anne Robinson

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 2021.

**Motion Carried**

**h) Appointment of Signing Authorities**

**Motion 11-210225**                      **Moved by:**                      Carolyn Bresee  
**Seconded by:**                      Victor Heese

That the Rideau Valley Conservation Authority Board of Directors appoint the following positions as RVCA's signing officers for 2021:

- General Manager / Secretary-Treasurer
- Manager of Finance
- Director of Communications and Outreach
- Chair of the Board of Directors
- Vice-Chair of the Board of Directors

**Motion Carried**

## 8.0 2021 Proposed Budget and Workplan Approval

Kathy Dallaire, Manager of Finance, presented the 2021 Proposed Budget and responded to questions.

Ms. Dallaire noted that the 2021 Proposed Budget only differed from the draft budget presented in November in two ways:

- A \$90,000 expenditure to replace a tractor has been removed from the capital budget as the purchase received Board approval in November.
- \$92,077 has been added to the City of Ottawa's Rideau River Ice Management Special Levy as staff were able to refine the cost estimate after receiving the 2020 program invoice in late 2020.

Ms. Dallaire noted that RVCA's draft budget and workplan had been circulated to member municipalities on December 22, 2020 for review and comment. As of February 17, 2021, no comments have been received.

In response to a question from a member, Diane Downey, the Rideau Valley Conservation Foundation's Executive Director, confirmed that the Foundation planned to apply to the Healthy Communities Initiative to replace an existing pedestrian bridge at Chapman Mills.

**Motion 12-210225**                      **Moved by:**                      Andy Jozefowicz  
**Seconded by:**                      Julie Graveline

THAT the Board of Directors of the Rideau Valley Conservation Authority approves the attached 2021 Budget in the amount of \$12,674,189 (dated February 17, 2021); and further

THAT the Board of Directors of the Rideau Valley Conservation Authority establishes a 2021 general municipal levy of \$6,248,836; and further

THAT this levy be apportioned to the participating municipalities according to the attached sheet entitled "2021 Proposed Municipal Levy Apportionment" (dated February 17, 2021); and further

THAT the Board of Directors of the Rideau Valley Conservation Authority establishes special levies payable by the City of Ottawa as sole benefitting municipality as follows:

1. \$10,000              Capital Reserve for Water Control Structures in Ottawa
2. \$21,500             Capital Reserve for Britannia Village Flood Control Project
3. \$40,000             Operation of Water Control Structures in Ottawa
4. \$1,038,292        Rideau River Ice Management in Ottawa
5. \$158,696            Aquatic Monitoring in Ottawa

Those in favour:

Carolyn Bresee  
Vince Carroll  
Brian Dowdall  
Don Halpenny  
Andy Jozefowicz  
Dale McLenaghan  
Shawn Pankow  
Anne Robinson  
Kristin Strackerjan

Judy Brown  
Guy Desjardins  
Julie Graveline  
Victor Heese  
Pieter Leenhouts  
Scott Moffatt  
Gene Richardson  
George Sachs  
Melissa Sullivan

Those against:

None

Absent:

Pat Barr  
Jamie Crawford  
Rob Rothgeb

Gerry Boyce  
George Darouze

**Motion Carried**

## **9.0 COVID-19 Pandemic Response Update**

Sommer Casgrain-Robertson provided an update on RVCA's response to the COVID-19 Pandemic.

**Motion 13-210225**

**Moved by:**

Julie Graveline

**Seconded by:**

Victor Heese

That the Board of Directors of the Rideau Valley Conservation Authority receive this report for information and approve RVCA's ongoing response to the COVID-19 pandemic.

**Motion Carried**

## **10.0 Meetings**

a) RVCF Board of Directors Meeting: December 9, 2020

Diane Downey, RVCF's Executive Director confirmed that the Foundation recently welcomed seven new members. In response to a question from a member, Ms. Downey explained that many members were from the Ottawa area while some were from the Kemptville and Merrickville areas. Ms. Downey also responded to questions about the impact of COVID-19 on fundraising, explaining that the RVCF is focussed on grant writing and select key projects while businesses and the public recover from the pandemic.

- b) Conservation Ontario Council Meeting: December 14, 2020  
Sommer Casgrain-Robertson noted that most of this meeting dealt with the impacts of Bill 229.
- c) Mississippi-Rideau Source Protection Committee Meeting: February 11, 2021
- d) RVCA's Annual Flood Forecasting and Warning Program Meeting for Stakeholders: February 22, 2021  
Diane Downey advised that attendance at this virtual meeting had been much higher than the in-person meetings held in previous years. Terry Davidson, Director of Engineering and Regulations, noted that the RVCA, Parks Canada and the Ottawa River Regulating Committee had made presentations and that substantial changes have been made to the Watershed Conditions web pages for both the RVCA and Ottawa River Regulating Committee. Links will be provided to members.

Pieter Leenhouts advised that he participated in meetings of Conservation Ontario's Strategic Planning Committee on January 25 and February 8, 2021.

Upcoming

- e) RVCF Board of Directors Meeting: March 10, 2021
- f) RVCA Board of Directors Meeting: March 25, 2021

## **11.0 Member Inquiries**

### Parks Canada

In response to a question from a member, staff confirmed that the RVCA is in regular contact with Parks Canada staff throughout the year regarding flood forecasting and warning and daily calls begin once a flood warning is issued.

### Haggart Island

In response to a question from a member, Judy Brown confirmed that the rocky ramps at Haggart Island seem to be working well. She noted that some residents were concerned that water levels may not be high enough but noted that we have had a couple of droughts in recent years and the water levels that some residents had grown accustomed to prior to the installation of the rocky ramps had been higher than normal because the dams at Haggart Island were leaking near the end of their life.

### Forest Certification

In response to a question from a member, staff explained that they are exploring forest certification options for RVCA properties and that it indicates that a woodlot is sustainably managed. Pieter Leenhouts added that he owns a woodlot that is FSC certified and confirmed that he works his woodlot according to a prescribed code of practices. He acknowledged that there is a cost involved with becoming certified and had recommended to staff that the RVCA secure a donor to cover the cost.



### Hearts Desire

In response to a question from a member, Terry Davidson confirmed that the stewardship work along the Jock River as part of the Hearts Desire rocky ramp project had been completed as per the project outline.

### Britannia

In response to a question from a member, Terry Davidson also confirmed that all necessary repairs to the Britannia flood control structure had been completed by Thanksgiving 2020.

### General Manager's Job Title

In response to a question from a member about why some conservation authorities use the job title "General Manager" while others use "Chief Administrative Officer", Sommer Casgrain-Robertson responded that General Manager was the traditional title, but that many conservation authorities now use the term CAO. It was noted that the term "General Manager" could cause some confusion as it is not well recognized and it is used by larger municipalities and conservation authorities for department heads. Judy Brown asked that a change in title be put on the Agenda for the next meeting. Melissa Sullivan advised that the title should be modernized and that she had intended to raise the issue during the General Manager's performance appraisal being undertaken by the Executive Committee on March 4. Ms. Casgrain-Robertson also indicated that she would reach out to neighbouring conservation authorities to determine if there is broader interest in changing the job title.

## **12.0 New Business**

None.

## **13.0 Adjournment**

The Chair adjourned the meeting at 8:09 p.m. on a motion by Andy Jozefowicz which was seconded by Anne Robinson.

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**Pieter Leenhouts**  
**Chair**

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**Michelle Paton**  
**Recording Secretary**

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