

RIDEAU VALLEY CONSERVATION AUTHORITY
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Members and the public are also able to join via Zoom given the ongoing pandemic.

APPROVED MINUTES

<u>Board of Directors</u>	<u>7/22</u>	<u>October 27, 2022</u>
Present:	Gerry Boyce Vince Carroll Brian Dowdall Mel Foster Victor Heese Andy Jozefowicz John McDougall Anne Robinson Kristin Strackerjan	Judy Brown Jamie Crawford Bob Foster Steve Fournier Robin Jones Pieter Leenhouts Dale McLenaghan Rob Rothgeb Shawn Pankow
Staff:	Sommer Casgrain-Robertson Terry Davidson Marissa Grondin Justin Robert	Kathy Dallaire Diane Downey Glen McDonald Brian Stratton
Regrets:	George Darouze Julie Graveline	Carolyn Bresee Scott Moffat Gene Richardson

Chair called the meeting to order at 6:30 p.m.
General Manager/Secretary-Treasurer conducted a roll call.

1.0 Land Acknowledgement Statement

Chair Leenhouts gave the Land Acknowledgement statement.

2.0 Agenda Review

Chair Leenhouts reviewed the Agenda.

A member requested the General Manager comment on Bill 23 under New Business. A member also indicated they had a question pertaining to staff reviews that will be asked under Member Inquiries.

3.0 Adoption of Agenda

Motion 1-221027

Moved by: Brian Dowdall
Seconded by: Gerry Boyce

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

Motion Carried

4.0 Declaration of Interest

There were no declarations of interest.

5.0 Approval of Minutes of September 22, 2022

Motion 2- 221027

Moved by: Victor Heese
Seconded by: John McDougall

THAT the Board of Directors of the Rideau Valley Conservation Authority approves the Minutes of the Board of Directors Meeting #06/22, September 22, 2022 as circulated.

Motion Carried

6.0 Business Arising from the Minutes

There was no business arising.

7.0 Flood Hazard and Regulation Limits Mapping Amendment along van Gaal Drain

Terry Davidson, Director of Science and Engineering presented the flood hazard and regulation limits mapping amendment along the van Gaal Drain.

In response to questions from Members, Glen McDonald, Director of Science and Planning, clarified that this area was identified as additional development lands within Richmond in 2014. When developers became interested in the area, the City of Ottawa referred to the original community design plan and decided to update the van Gaal drain flood hazard area. Mr. McDonald confirmed that this area is not in the reach of the Jock River that flows through Barrhaven, that the drain realignment was paid for by the developers and that it followed the municipal process.

Motion 3- 221027

Moved by: Vince Carrol
Seconded by: Anne Robinson

THAT the Board of Directors of the Rideau Valley Conservation Authority receive the flood amendment report for the van Gaal Drain from Perth Street to 1.2 km upstream (*Richmond Village Development / Proposed Realignment of Van Gaal Drain*, prepared by Laura Pipkins, P.Eng., of J. F. Sabourin and Associates Inc., and dated April 20, 2017);

THAT the Board receive the amended flood risk and regulation maps (map sheet number 49), prepared by RVCA and based on the JFSA report and subsequent information provided by JFSA and DESL);

THAT the report and associated maps be adopted as the best available information related to establishing flood risk and regulation limits along van Gaal Drain from Perth Street to 1.2 km upstream; and

THAT the report and associated maps be used in RVCA's planning advisory and regulatory programs, including the administration of Ontario Regulation 174/06 under Section 28 of the *Conservation Authorities Act*, and other watershed management activities.

Motion Carried

8.0 Purchase of a Hydrometric ADCP Unit

Brian Stratton, Manager of Engineering, outlined staff's recommendation to purchase a mobile hydrometric ADCP discharge measuring system.

A cost comparison was conducted, and staff decided on the lower cost unit. In response to a question about the final decision, Justin Robert, Hydrometric Data Coordinator explained that the decision for the SonTek unit was not solely based on lower cost, but also due to the SonTek (RS5) unit having superior performance & accuracy in small stream/river application.

Mr. Robert informed Members that the SonTek unit is manufactured in the United States but would need to confirm the manufacturer of the StreamPro.

In response to a question about financial considerations, Ms. Casgrain-Robertson informed the Members that this purchase would be funded out of RVCA's 2022 operating budget.

In response to a question about flow measurements, Mr. Stratton explained that flow measurement data would be retrieved from multiple locations over a period of time in order to create an accurate average flow rate and water levels of river systems within the RVCA watershed.

Mr. Stratton explained that while data collected by other partners at fixed sites is good, this information would fill gaps within RVCA's watershed data,

allowing for development of site-specific flow and level models. He confirmed that the instrument is securely tethered during operation and sites are scoped for hazards in advance of use.

In response to a question about flood risk to landowners within the watershed, Mr. Stratton explained that this device cannot mitigate flood risks, but can collect data to enhance understanding of water flow and predict flood paths by creating a comprehensive model of the watershed.

Mr. Stratton confirmed that staff will use this technology to evolve the Flood Forecasting & Warning program.

Mr. Robert ensured reliability of the technology is verified through the GPS tracking system.

Ms. Casgrain-Robertson explained in response to a question that the data collected and the watershed model it will support could be used to better understand flood hazards in the watershed and identify potential mitigation measures.

Motion 4-221027

Moved by: Victor Heese
Seconded by: Anne Robinson

That the Board of Directors of the Rideau Valley Conservation Authority approve the purchase of an acoustic doppler current profiler (ADCP) unit at a cost of \$45,600.

Motion Carried

9.0 2023 Meeting Schedules

Sommer Casgrain-Robertson, General Manager, presented the 2023 Meeting Schedules and responded to questions.

Ms. Casgrain-Robertson confirmed that in accordance with the *Conservation Authorities Act*, current Members will continue to serve on the RVCA Board of Directors until a successor is appointed.

In response to a question about provincial changes only allowing for the appointment of councillors to conservation authority Boards, Ms. Casgrain-Robertson explained that staff sent letters to all member municipalities outlining the changes and the process to apply for an exemption request. Staff assist the City of Ottawa with their exemption request in June 2022 and are still waiting on a response from the Ministry.

Motion 5-221027

Moved by: Robin Jones
Seconded by: Gerry Boyce

That the Board of Directors of the Rideau Valley Conservation Authority approve the attached 2023 Meeting Schedules for the Board of Directors and Executive Committee.

Motion Carried

10.0 Fee Policy and 2023 Fee Schedules

Sommer Casgrain-Robertson, General Manager, presented the draft Fee Policy and 2023 Fee Schedules and responded to questions.

In response to a question, Mr. McDonald clarified that the 30 cm holding provision was a mechanism used by municipalities to place a hold on a development site to ensure development proceeds in a logical order following a planning approval.

Mr. McDonald confirmed that pre-consultation is still free and that pre-consultation discussions between the RVCA, applicants and municipalities are highly encouraged before the application is submitted to ensure all parties' expectations are clear and unnecessary costs and time are avoided.

In response to a member inquiry if many complaints are received about fees, Ms. Casgrain-Robertson indicated no, that RVCA has only received one request for a fee reconsideration and that landowners are aware of why fees are necessary.

A member noted a typo on page 25 of the agenda package for correction.

Dan Cooper arrived 7:14 p.m.

Motion 6-221027

Moved by: Vince Carroll
Seconded by: Brian Dowdall

THAT the Board of Directors of the Rideau Valley Conservation Authority approve the attached Fee Policy;

AND THAT the Board approve the following fee schedules to take effect January 1, 2023:

- Schedule A: Planning Advisory Program
- Schedule B: Conservation Authorities Act Applications
- Schedule C: Technical Report Review
- Schedule D: Information and Professional Services
- Schedule E: Onsite Sewage Disposal Systems

Motion Carried

11.0 2023 Draft Budget and Levy Apportionment

Ms. Casgrain-Robertson, General Manager presented the 2023 Draft Budget and Levy Apportionment and responded to questions.

In response to a member inquiry about assessment growth, Ms. Casgrain-Robertson explained that the data used to determine 1.5% assessment growth is based on modified current value assessment data provided to all conservation authorities by MNR and that the City of Ottawa is also budgeting based on 1.5% assessment growth. Staff were directed to amend the draft budget to reflect 1.5% as opposed to 1.4% which was the initial estimate.

A member proposed an alternative approach for cost-of-living which would provide staff with a lower percent increase but coupled with a one-time flat rate payment. This would more equitably address the impact of inflation on those staff in lower salary bands, while reducing future budget pressure and possibly lowering the required draw from reserves. Staff committed to reviewing the draft budget and providing a comparison of the current draft budget with alternative cost-of-living scenarios at the November meeting.

In response to an inquiry about private sector salary market comparison, Ms. Casgrain-Robertson explained that most conservation authorities do not compare salaries with the private sector, instead comparing salaries with municipalities and other conservation authorities of a similar size in a similar geographic area

A member noted that the City of Ottawa is seeing a budget increase in capital projects and inquired if the RVCA is experiencing similar cost increases. Ms. Casgrain-Robertson responded that to-date most tenders have come back close to what staff have budgeted for but other conservation authorities have had budget pressures resulting from projects involving large amounts of steel and concrete such as water control infrastructure.

A member inquired about the septic system upgrade at the Baxter Conservation Area interpretive centre and Mr. Davidson confirmed that the upgrade was required to meet the demand of increased visitors and use.

A member congratulated staff on a conservative budget and inquired about the type of assessment growth data received by conservation authorities. Ms. Casgrain-Robertson explained that conservation authorities receive current value assessment data that has been modified in accordance with a regulation under the Conservation Authorities Act. This makes the data different than assessment data received by municipalities and staff are happy to answer questions from municipal treasurers to explain the difference.

Ms. Casgrain-Robertson confirmed the budget is inclusive of all staffing costs.

Staff summarized that they would come back to the Board in November with revised draft budget figures reflecting assessment growth of 1.5% (instead of 1.4%) as well as scenarios showing budget impacts of a levy increase of 2.5% plus growth as well as cost-of-living increases that combine a one-time flat rate payment with a lower percentage.

Motion 7-221027

Moved by: Judy Brown
Seconded by: Victor Heese

THAT the Board of Directors of the Rideau Valley Conservation Authority receives the attached 2023 Draft Budget and Levy Apportionment sheet (dated October 20, 2022);

Motion Carried

12.0 Meetings

- a) Conservation Ontario Council Meeting: September 26, 2022
- b) Van Gaal Open House: October 4, 2022
- c) Lanark CAOs Meeting: October 11, 2022
 - Ms. Casgrain-Robertson noted that RVCA and MVCA were invited to attend these meetings on a more regular basis which was appreciated.
- d) Eastern General Manager's Meeting: October 12, 2022
- e) Conservation Ontario CA Act Implementation Overview: October 13, 2022
- f) Latonnell Conference: October 17-18, 2022
 - First time the Latonnell Symposium was held in-person since 2019 and three staff members attended from RVCA, including one who presented

Upcoming

- g) Source Protection Committee Meeting: November 2, 2022
- h) United Counties of Leeds and Grenville Council Training: November 5, 2022
- i) Frontenac County Council Training: November 9, 2022
- j) County of Lanark Council Training: TBD
- k) Provincial General Managers Meeting: November 15, 2022
- l) RVCA Board of Directors Meeting: November 24, 2022

In response to a question about whether the City of Ottawa holds council training sessions, Ms. Casgrain-Robertson explained that they do, however, due to the size it is harder for conservation authorities to get on the agenda. The RVCA usually holds a separate training session for City of Ottawa members appointed to conservation authority boards in late winter or early spring.

Shawn Pankow left the meeting 7:56 p.m.

13.0 Member Inquiries

A member inquired about the process of staff performance appraisals in relation to salary grid movement. Ms. Casgrain-Robertson explained the annual performance appraisal process and noted that grid movement is contingent on a positive performance appraisal.

A member inquired if hybrid meetings will continue into 2023. Ms. Casgrain-Robertson stated that that decision would be brought to the new Board of Directors once all appointments have taken place.

14.0 New Business

Ms. Casgrain-Robertson provided members with a verbal summary of key amendments proposed in Bill 23: *More Homes Built Faster Act* which was introduced in the legislature on October 25, 2022. The changes will limit the scope of plan review comments conservation authorities will be able to provide to municipalities, limit the scope of Section 28 permits, introduce development that will be exempt from requiring a Section 28 permit, weaken how wetlands are evaluated and protected, and give the Minister the ability to freeze conservation authority fees.

Scott Moffat joined the meeting at 8:03 p.m.

Ms. Casgrain-Robertson responded to a number of questions from members and indicated that the Board would be kept updated as staff learned more about the Bill and began to prepare messaging in response to the proposed changes. Members were encouraged to reach out to Ms. Casgrain-Robertson at any time with questions

15.0 Adjournment

The Chair adjourned the meeting at 8:16 p.m. on a motion by Andy Jozefowicz which was seconded by Vince Carroll.

Pieter Leenhouts
Chair

Marissa Grondin
Recording Secretary

Sommer Casgrain-Robertson
General Manager/Secretary-Treasurer