



### **3.0 Declaration of Interest**

There were no declarations of interest declared.

### **4.0 Approval of Minutes of January 25, 2018**

**Motion 2-180222**                      **Moved by:**                      Ralph Pentland  
**Seconded by:**                      Judy Brown

That the Board of Directors of the Rideau Valley Conservation Authority approves the Minutes of the Board of Directors Meeting #01/18, January 25, 2018 as circulated.

**Motion Carried**

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

None.

### **6.0 Amendments to “Policies Regarding Development Including the Construction/Reconstruction of Buildings and Structures, Placing of Fill and Alterations to Waterways Under Section 28 of the Conservation Authorities Act of Ontario”**

RVCA Director of Planning, Glen McDonald summarized his written report for the board and answered member questions.

**Motion 3-180222**                      **Moved by:**                      Victor Heese  
**Seconded by:**                      Barclay Cormack

That the Board of Directors of the Rideau Valley Conservation Authority approve the attached amendments to “Policies Regarding Development Including the Construction/Reconstruction of Buildings and Structures, Placing of Fill and Alterations to Waterways Under Section 28 of the *Conservation Authorities Act* of Ontario”:

1. Section 1.5 Areas of Reduced Flood Risk/Flood Fringe is amended by:
  - i. Removing the reference to “access standards” at the end of subsection “a”.
  - ii. Deleting subsection “c” in its entirety and renumbering the subsequent subsections accordingly.

iii. Add Britannia Village to the list of “areas of reduced flood risk”.

2. Adding a new Section 1.6 Floodplain Spill Areas and renumbering the subsequent section accordingly.

3. Adding a new Section 1.7 Areas of Shallow Flooding and renumbering the subsequent section accordingly.

### **Motion Carried**

#### **7.0 Flood Risk and Regulation Limits Mapping for Hobbs Drain from Fallowfield Road to the Jock River, City of Ottawa, for the purposes of administering Ontario Regulation 174/06 under Section 28 of the Conservation Authorities Act of Ontario**

Ferdous Ahmed, RVCA’s Senior Water Resources Engineer, explained how flood mapping reports are developed. He also responded to member inquiries regarding the ongoing agreement with the City of Ottawa, Mississippi Valley Conservation Authority and South Nation Conservation to develop these reports.

**Motion 4-180222**

**Moved by:**

Ray Scissons

**Seconded by:**

Erin Greco

That the Board of Directors of the Rideau Valley Conservation Authority receive the flood mapping report (dated June 20, 2017);

That the report and associated maps be adopted as the best available information related to establishing flood risk limits along Hobbs Drain;

That the reports and maps be used in RVCA’s planning advisory and regulation programs and other watershed management activities effective immediately;

That the report and maps be published and put on the RVCA web site for public use and information;

That a public open house be held in an expeditious manner to solicit input from the public on the reports and maps and to explain how the regulation limits were derived and how they are being administered;

That a final staff report be provided to the Board to inform them of the outcome of the public open house; and

That any feedback from the open house that warrants a change to the reports or maps be done promptly and brought to the Board for approval.

**Motion Carried**

**8.0 Flood Risk and Regulation Limits Mapping for Flowing Creek from Flewellyn Road to the Jock River, City of Ottawa, for the purposes of administering Ontario Regulation 174/06 under Section 28 of the Conservation Authorities Act of Ontario**

Chair Pederson presented the motion.

**Motion 5-180222**                      **Moved by:**                      Brian Campbell  
**Seconded by:**                      Victor Heese

That the Board of Directors of the Rideau Valley Conservation Authority receive the flood mapping report (dated May 8, 2017);

That the report and associated maps be adopted as the best available information related to establishing flood risk limits along Flowing Creek;

That the reports and maps be used in RVCA's planning advisory and regulation programs and other watershed management activities effective immediately;

That the report and maps be published and put on the RVCA web site for public use and information;

That a public open house be held in an expeditious manner to solicit input from the public on the reports and maps and to explain how the regulation limits were derived and how they are being administered;

That a final staff report be provided to the Board to inform them of the outcome of the public open house; and

That any feedback from the open house that warrants a change to the reports or maps be done promptly and brought to the Board for approval.

**Motion Carried**

**9.0 Revenue and Expenditure Report as at December 31, 2017**

Sarah Wayne, RVCA Manager of Financial Services, presented the preliminary, unaudited statements for 2017. She verbally highlighted some adjustments that were a result of the audit fieldwork that took place earlier in the week. Sarah responded to Board member inquiries.

**Motion 6-180222**                      **Moved by:**                      Tom Scott  
**Seconded by:**                      Judy Brown

That the Board of Directors of the Rideau Valley Conservation Authority approve the Unaudited Revenue and Expenditure Report for the year ended December 31, 2017.

**Motion Carried**

**10.0 Proposed Year-End Reserve Transfers for 2017**

Sarah Wayne walked through the proposed year-end reserve transfers and responded to questions. Sarah clarified, in response to a Board member inquiry, that there is no prescribed amount or policy regarding the capital reserves that would require an increase in levy. She asked the Board to consider these recommendations and provide feedback as audited financial statements (including reserve transfers) will be presented at the March 2018 meeting.

**Motion 7-180222**                      **Moved by:**                      Tom Scott  
**Seconded by:**                      Victor Heese

That the Board of Directors of the Rideau Valley Conservation Authority receive and review the attached 2017 Proposed Reserve Transfers. (Amounts are subject to change pending completion of the 2017 audit.)

**Motion Carried**

**11.0 2018 Ottawa Septic System Office Fee Schedule**

Director of Regulations, Terry Davidson, presented the proposed fee schedule to the Board. He explained that the 2 percent increase is in keeping with the City of Ottawa's Building Department and City staff were supportive of this increase.

It was recommended that staff work to reduce credit card service fees to make payments more convenient and lessen administrative costs.

**Motion 8-180222**                      **Moved by:**                      Vince Carroll  
**Seconded by:**                      Barclay Cormack

That the Board of Directors of the Rideau Valley Conservation Authority approves the attached Ottawa Septic System Office Proposed 2018 Fee Schedule as per the requirements of the Building Code Act, S.O. 1992, c.23 as amended by S.O. 2010, c.19, schedule 2, section 7. (1)(c), and section 7.(6) BCA; and that the proposed 2018 Fee Schedule take effect April 2, 2018.

**Motion Carried**

**12.0 Truck Purchases**

Terry Davidson summarized the report and responded to board member inquiries.

**Motion 9-180222**                      **Moved by:**                      Judy Brown  
**Seconded by:**                      Brian Campbell

That the Board of Directors of the Rideau Valley Conservation Authority approves a purchase order to Surgenor Barrhaven (GMC) for the acquisition of a 2018 Chevrolet Silverado 2500 in the amount of \$33,700, plus all applicable taxes with the purchase funded through the vehicle reserve; and

Approves a purchase order to Surgenor Barrhaven (GMC) for the acquisition of a 2018 Chevrolet Silverado 1500 in the amount of \$32,819, plus all applicable taxes with the purchase funded through the vehicle reserve.

**Motion Carried**

### **13.0 Program Review: Additional Information**

Sommer Casgrain-Robertson, RVCA General Manager, presented an update on the continuing efforts surrounding the program review.

Scott Danford, Forestry Program Manager, was present to answer questions regarding his report on RVCA's forestry programs. Chair Pederson remarked how impressed he was with the materials submitted regarding the Forestry Program and thanked Scott for his efforts.

**Motion 10-180222**

**Moved by:**

Victor Heese

**Seconded by:**

Dale McLenaghan

That the Board of Directors of the Rideau Valley Conservation Authority receive the attached information in response to questions raised during the program review.

**Motion Carried**

### **14.0 Meetings**

- a) RVC Foundation Meeting: Thursday, February 1, 2018 (Manotick)
- b) Lower Ottawa Valley Winter Woodlot Conference, February 3, 2018, (Kemptville)
- c) Kemptville Woodlot Conference: Wednesday, February 21, 2018 (Kemptville)

Upcoming:

- d) RVCA Board of Directors Meeting: Thursday, March 22, 2018

### **15.0 Member Inquiries**

None.

### **16.0 New Business**

None.

**17.0 In-Camera Session (Follow-up regarding General Manager's Annual Performance Appraisal)**

Staff were asked to leave the meeting.

**Motion 11-180222**                      **Moved by:** Mark Parliament  
**Seconded by:** Judy Brown

That the Board of Directors of the Rideau Valley Conservation Authority move in-camera to receive follow-up information regarding the General Manager's annual performance appraisal undertaken by the Chair.

**Motion Carried**

**Motion 12-180222**                      **Moved by:** Mark Parliament  
**Seconded by:** Victor Heese

That the Board of Directors of the Rideau Valley Conservation Authority move out-of-camera.

**Motion Carried**

The Chair reported that he provided follow-up information to the Board regarding Sommer Casgrain-Robertson's performance appraisal.

**18.0 Adjournment**

The Chair adjourned the meeting at 8:30 p.m. on a motion by Tom Scott which was seconded by Victor Heese.

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**Lyle Pederson**  
**Chair**

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**Diane Downey**  
**Recording Secretary**