

**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** **2/18** **March 22, 2018**

<b>Present:</b>	Anne Barr Gerry Boyce Vince Carroll Erin Greco Victor Heese Pieter Leenhouts Sharon Mousseau Ralph Pentland Tom Scott	Pat Barr Judy Brown Barclay Cormack Ed Hand Andy Jozefowicz Dale McLenaghan Lyle Pederson Ray Scissons
<b>Staff:</b>	Ferdous Ahmed Dan Cooper Terry Davidson Ewan Hardie Sarah Wayne	Sommer Casgrain-Robertson Scott Danford Diane Downey Glen McDonald
<b>Regrets:</b>	Jeff Banks Joe Gallipeau Mark Parliament	Brian Campbell Scott Moffatt
<b>Guest:</b>	Howard Allan	

**1.0 Agenda Review**

Lyle Pederson called the meeting to order at 6:35 pm and reviewed the Agenda.

**2.0 Adoption of Agenda**

<b>Motion 1-180322</b>	<b>Moved by:</b>	Andy Jozefowicz
	<b>Seconded by:</b>	Barclay Cormack

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

**Motion Carried**

### **3.0 Declaration of Interest**

There were no declarations of interest declared.

### **4.0 Approval of Minutes of February 22, 2018**

**Motion 2-180322**

**Moved by:**

Judy Brown

**Seconded by:**

Sharon Mousseau

That the Board of Directors of the Rideau Valley Conservation Authority approves the Minutes of the Board of Directors Meeting #02/18, February 22, 2018 as circulated.

**Motion Carried**

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

None.

### **6.0 2017 Financial Statements**

RVCA Finance Services Manager, Sarah Wayne introduced Howard Allan of Allan Chartered Accountants Professional Corporation who presented the 2017 Financial Statements for the fiscal year ending December 31, 2017. Mr. Allan expressed his extreme satisfaction with the financial statements and audit process. He is pleased to see efforts made over the last year to address past auditor recommendations.

2017 was a good year with staff adhering the budget. The Finance Committee and staff continue to improve the overall financial position of the authority. Overall, Mr. Allan is please with the RVCA's financial management.

Mr. Allan responded to Board member inquiries.

Chair Pederson then thanked Mr. Allan for his presentation and for his firm's support and auditing services over the past year.

Following the auditor's presentation, members had a discussion about how best to set and reach reserve targets as recommended by the auditor. Ms. Wayne indicated to the Board that she would contact similar agencies such as municipalities and conservation authorities to find out how they address reserve growth.

**Motion 3-180322**

**Moved by:** Judy Brown  
**Seconded by:** Tom Scott

That the Board of Directors of the Rideau Valley Conservation Authority approve the attached 2017 Financial Statements.

**Motion Carried**

**7.0 2017 Annual Report**

Diane Downey presented the Board with copies of the 2017 Annual Report and Municipal Information Sheets for distribution to their respective councils and municipal offices.

A brief presentation was made highlighting some of the activities and accomplishments.

Annual reports will be distributed to other conservation authorities, politicians and other interested parties. A media release and social media posts will also be generated from information contained in the report.

**Motion 4-180322**

**Moved by:** Vince Carroll  
**Seconded by:** Pat Barr

That the Board of Directors of the Rideau Valley Conservation Authority receive the 2017 Annual Report.

**Motion Carried**

**8.0 2018 Budget and Municipal Levies**

Sommer Casgrain-Robertson advised that the proposed 2017 budget and levy apportionment information had been circulated to municipalities in December. No written comments had been received. In response to a request, Ms. Casgrain-Robertson will be presenting the North Grenville Council on March 27.

A recorded vote of all Board of Director members was taken to approve the 2017 budget dated December 4, 2017.

**Motion 5-180322**

**Moved by:**

Ralph Pentland

**Seconded by:**

Ray Scissons

That the Board of Directors of the Rideau Valley Conservation Authority approve the attached 2018 Budget in the amount of \$10,191,987 (dated December 4, 2017); and further

That the Board of Directors of the Rideau Valley Conservation Authority establish a 2018 general municipal levy of \$5,647,004; and further

That this levy be apportioned to the participating municipalities according to the attached sheet entitled "Rideau Valley Conservation Authority 2018 Municipal Levy Apportionment" (dated December 4, 2017); and further

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

1. \$10,000 – Ottawa Infrastructure Reserve for Emergency Repair (Capital – Water Control Structures);
2. \$23,500 – Routine Operation and Maintenance of Flood and Erosion Control Structures in Ottawa (Water Control Operations);
3. \$476,526 – Rideau River Ice Management (Water Control Operations).

Those in favour:

Anne Barr

Gerry Boyce

Vince Carroll

Erin Greco

Victor Heese

Pieter Leenhouts

Sharon Mousseau

Ralph Pentland

Tom Scott

Pat Barr

Judy Brown

Barclay Cormack

Ed Hand

Andy Jozefowicz

Dale McLenaghan

Lyle Pederson

Ray Scissons

Absent:

Jeff Banks

Joe Gallipeau

Mark Parliament

Brian Campbell

Scott Moffatt

**Motion Carried**

## **9.0 Ontario Tree Seed Facility Closure**

Dan Cooper, Director Conservation Lands and Stewardship, answered board questions regarding the tree seed facility closure.

**Motion 6-180322**                      **Moved by:**                      Sharon Mousseau  
**Seconded by:**                      Vince Carroll

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

**Motion Carried**

## **10.0 Program Review: Additional Information**

Sommer Casgrain-Robertson introduced the information being brought to the board. Additional business cares will be presented in the next few months as staff continue to deliver on program review content.

**Motion 7-180322**                      **Moved by:**                      Ray Scissons  
**Seconded by:**                      Pat Barr

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**

## **11.0 Meetings**

- a) RVCA Audit Committee: March 14, 2018 (Perth)  
Lyle Pederson reported that the meeting reflected much of what Mr. Allan presented. Lyle commented that he and the Audit Committee members are pleased with the ongoing work being completed by the finance team.
  
- b) South Nation Conservation AGM: March 15, 2018 (Finch)  
Gerry Boyce and Lyle Pederson attended the SNC's AGM. Mr. Boyce was impressed with SNC staff presentations and the opportunity to get to know the staff and the work they do.

- c) Friends of the Tay Watershed AGM: March 22, 2018 (Perth)  
Judy Brown reported that the meeting was well attended with RVCA and Parks Canada – Rideau Canal staff present as well.

Upcoming:

- d) North Grenville Council – RVCA Budget Presentation: March 26, 2018 (Kemptville)
- e) CO Council Meeting: April 16, 2018 (Toronto)
- f) Queen’s Park Day: April 17, 2018 (Toronto)
- g) RVC Foundation AGM: April 19, 2018 (Manotick)
- h) RVCA Board of Directors Meeting: Thursday, April 26, 2018 (Manotick)
- i) Baxter Pond Restoration Celebration: Thursday, May 24, 2018 (Baxter Conservation Area, Kars)
- j) RVCA Board of Directors Meeting: Thursday, May 24, 2018 (Baxter Conservation Area, Kars)

## **12.0 Member Inquiries**

Tom Scott inquired to the scheduling of the next hazard mapping open house. Staff confirmed that the Flowing Creek and Hobbs Drain open house is scheduled for April 10 at the Johnny Leroux Stittsville Community Arena Hall from 4:30 to 8:00 p.m.

## **13.0 New Business**

Dale McLenaghan reported that he is participating on the South Nation Conservation (SNC) Forest Conservation Working Group. This Working Group is looking to protect and increase forest cover in the watershed.

Pieter Leenhouts announced that the Lower Ottawa Valley Chapter of the Ontario Woodlot Association will be hosting its AGM on April 7 at the Grenville Mutual Insurance Building in Kemptville from 8:30 to 1:00 pm.

Vince Carroll highlighted the ongoing efforts to repair and rehabilitate the Burritts Rapids Swing Bridge. The bridge is now closed for the next 3-4 months depending on weather and the progress of work.

#### **14.0 Adjournment**

The Chair adjourned the meeting at 7:36 p.m. on a motion by Andy Jozefowicz which was seconded by Judy Brown.

---

**Lyle Pederson**  
**Chair**

---

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