

**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** **6/14** **September 25, 2014**

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**Present:**

Jim Anderton	Lee Armstrong
Pat Barr	Gerry Boyce
Brian Campbell	Vince Carroll
David Chernushenko	Barclay Cormack
Steve Curtis	Ken Graham
Ed Hand	
Rick Henderson	Andy Jozefowicz
Magda Kubasiewicz	Scott Moffatt
Sharon Mousseau	Ray Scissons

**Staff:** Sommer Casgrain-Robertson Terry Davidson  
Michelle Paton

**Guests:** Tom Scott, RVCA Alternate Board Member

**Regrets:**

Jim Boldt	Tom Dewey
Rob Dunfield	Lyle Pederson
Bradley Wing	

1. **Declaration of Interest** None.

2. **Consent Agenda**

<b>Motion 1-140925</b>	<b>Moved by:</b>	Jim Anderton
	<b>Seconded by:</b>	Gerry Boyce

That Agenda items 5 and 7 be approved by mutual consent.

**Motion Carried**

3. **Approval of Minutes of July 24, 2014**

Two grammatical errors were identified in the draft Minutes of July 24, 2014

**Motion 2-140925**

**Moved by:**

Jim Anderton

**Seconded by:**

Ed Hand

That the RVCA Board of Directors approve the Minutes of the Board of Directors Meeting #6/14, July 24, 2014 as amended.

**Motion Carried**

**4. Business Arising from the Minutes**

**Foley Mountain Road Repair**

Sommer Casgrain-Robertson reported that the first phase of the road repairs at Foley Mountain have been completed allowing the road to open. RVCA's insurance company covered the \$36,000 cost less the \$2,500 deductible.

Terry Davidson, RVCA's Director of Regulations, and Kristy Giles, Manager of Conservation Lands, visited the site and confirmed that further repairs are necessary to stabilize the hill. Guardrails may also have to be installed. Two quotes have been requested to address the stabilization work and it is hoped that the insurance company will cover some of this cost.

Ms. Casgrain-Robertson stated that signs had been posted at Foley Mountain advising visitors not to pay but, in the event that some patrons did pay, refunds would be issued.

Terry Davidson confirmed that the municipality also had to repair roads in the area as a result of this intense, localized rain event.

**Motion 3-140925**

**Moved by:**

Andy Josefowicz

**Seconded by:**

Steve Curtis

That the RVCA Board of Directors receive the verbal report on Business Arising from the Minutes.

**Motion Carried**

**5. Employee Group Benefit Renewal**

**Motion 4-140925**

That the RVCA accept the 2014 Group Benefit Renewal, the terms of which have already been accepted by the Group Insurance and Benefits Committee.

**Received on Consent**

**6. Water Control Infrastructure Projects Update**

**Heart's Desire Weir – Jock River**

In response to a question from a Member regarding the rocky ramp design, Sommer Casgrain-Robertson responded that the proposed design was similar to the solution proposed for the Haggart Island Dams and satisfies previous direction received from the Board to investigate decommissioning of the weir.

**Britannia Village Flood Control Project**

Members expressed concern with the delays associated with this project. Sommer Casgrain-Robertson agreed that the project was complicated and explained that the City of Ottawa has experienced delays in obtaining easements from landowners. As these easements are being negotiated they are resulting in changes to the flood control structure design prepared by Parsons. Continued revisions to the design is why Parsons has exceeded their original design budget.

In response to a question from a Member regarding the timelines associated with the project, Terry Davidson stated that the Technical Committee, comprised of RVCA staff, City of Ottawa staff, and Parsons staff, is also concerned. Although RVCA proceeded with the tendering process, a construction contract cannot be awarded until all required easements are signed and the construction drawings are finalized. The tendering process included a 60-day bid bond with a projected start date of the first week of September. As it is almost October, some negotiation with the lowest bidder is likely.

**Motion 5-140925**

That the RVCA Board of Directors receive the Water Control Infrastructure Projects Update.

**Received on Consent**

**7. Britannia Village Flood Control Project**

**Motion 6-1409254**

That the Board of Directors of the Rideau Valley Conservation Authority approve the issuance of a revised purchase order and authorization to Parsons (formerly Delcan) Corp. to continue the delivery of "Part A – Design Services" within the revised scope of professional services as set out in September 15, 2014 correspondence, to a new revised upset limit of \$214,517 plus taxes.

**Received on Consent**

**8. Motts Mills Dam Replacement Capital Budget**

In response to a question from a Member, Sommer Casgrain-Robertson explained that the 21 percent surcharge being applied by Ducks Unlimited is their normal per diem rate.

**Motion 6-140925**

**Moved by:**

Jim Anderton

**Seconded by:**

Ed Hand

That the Board of Directors of the Rideau Valley Conservation Authority approve a Capital Budget of \$365,000 for the Motts Mills Water Control Infrastructure Project and that the Board approve the allocation of \$19,000 from the RVCA's deferred revenue account for WECl projects towards the Motts Mills project.

**Motion Carried**

**9. 2015 Budget Highlights**

Sommer Casgrain-Robertson provided the 2015 budget highlights (attached).

Ms. Casgrain-Robertson asked for Board input regarding merit increases for staff. The Board asked staff to prepare scenarios showing the impacts of merit increases of both one percent and two percent.

Discussion on the timing of the budget during an election year followed. Members discussed if it was appropriate for the current Board to prepare a draft budget for circulation to municipalities or more appropriate for the new Board to prepare the draft budget. Ms. Casgrain-Robertson explained that municipalities have asked the RVCA to provide its draft budget earlier in the year to enable them to prepare their municipal budgets (RVCA normally circulates its draft budget to municipalities in December). This means the draft budget needs to be circulated by the Board in October or November. In previous election years some municipal appointments were not confirmed until December or the new year which would present a challenge. Some members also noted that a new Board might find it challenging to prepare a draft budget if they are unfamiliar with the RVCA. The new Board will still hold the responsibility of approving a final budget in February at their AGM.

**Motion 7-140925**

**Moved by:**

Ray Scissons

**Seconded by:**

David Chernusnenko

That the Board of Directors of the Rideau Valley Conservation Authority receive the 2015 Budget Highlights.

**Motion Carried**

**10. Meetings**

a) Ontario East Municipal Conference: September 9-11, 2014

Sommer Casgrain-Robertson reported that no RVCA staff had attended this year's conference but that the eastern Ontario Conservation Authorities were represented at a joint booth sponsored by Conservation Ontario.

b) RVC Foundation Board of Directors Meeting: September 22, 2014

c) Pat McManus Celebration of Life

Ken Graham and Sommer Casgrain-Robertson attended the Celebration of Life for Pat McManus, a founding Member of the Authority.

Upcoming:

c) Conservation Ontario Council Meeting: September 29, 2014 (Toronto)

d) RVCA Board of Directors Meeting: Thurs, October 23, 2014 (7 pm, Manotick)

Sommer Casgrain-Robertson stressed the importance of quorum for the October Board meeting as the lack of it would impact the budget process. She added that quorum for the November meeting would also be important.

e) A.D. Latornell Conference: November 18-20, 2014

With early-bird registration ending on October 6, Members interested in attending this year's conference were asked to submit their names to Michelle Paton as soon as possible.

**11. Member Inquiries**

**Westport Lagoons**

RVCA staff have talked to municipal staff to facilitate an exchange of data and water sampling in the area has increased. RVCA staff have

responded to numerous phone calls regarding the algae bloom. When there is a blue-green algae bloom it is handled by the local Health Unit and the Ministry of the Environment and Climate Change due to the potential health risk involved.

The next Watershed Report will highlight Rideau Lakes. Staff will try to incorporate as much recent data as possible.

**Stewart Park**

A Member requested an update on this issue, originally discussed in-camera on July 24, 2014. Sommer Casgrain-Robertson advised that the parties involved were working quickly and collaboratively to resolve all issues to the satisfaction of the RVCA.

**Source Protection Meeting – October 2**

The Source Protection meeting tentatively scheduled for October 2 has been cancelled and has not been rescheduled.

**12. Adjournment**

The Chair adjourned the meeting at 8:00 p.m. This was moved by Brian Campbell and seconded by Ed Hand.

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**Ken Graham**  
Chair

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**Michelle Paton**  
Recording Secretary