

RIDEAU VALLEY CONSERVATION AUTHORITY
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APPROVED MINUTES

Board of Directors 7/14
October 23, 2014

Present: Jim Anderton Lee Armstrong
Pat Barr Gerry Boyce
Brian Campbell Vince Carroll
Barclay Cormack Steve Curtis
Rob Dunfield Ken Graham
Rick Henderson Andy Jozefowicz
Magda Kubasiewicz Scott Moffatt
Sharon Mousseau Lyle Pederson
Ray Scissons

Staff: Ferdous Ahmed Sommer Casgrain-
Robertson Dan Cooper Terry Davidson
Rudy Dyck Ewan Hardie
Don Maciver Michelle Paton

Guests: Tom Scott, RVCA Alternate Board Member

Regrets: Jim Boldt David Chernushenko
Tom Dewey Ed Hand
Bradley Wing

1.0 Declaration of Interest None.

2.0 Consent Agenda

Motion 1-141023 Moved by: Jim Anderton
Seconded by: Brian Campbell

That Agenda items 3 and 6 be approved by mutual consent.

Motion Carried

3.0 Approval of Minutes of September 25, 2014

Motion 2-141023

That the RVCA Board of Directors approve the Minutes of the Board of Directors Meeting #6/14, September 25, 2014 as amended.

Ken Graham announced that the floodplain maps were available for review in the Small Atrium meeting room.
Ferdous Ahmed confirmed that changes to the flood and regulation limits mapping were minimal.

Motion 6-141023 **Moved by:** Sharon Mousseau
Seconded by: Andy Jozefowicz

That the Board of Directors of the Rideau Valley Conservation Authority receive this report (dated October 15, 2014);

That the report and associated maps be adopted as the best available information related to establishing flood and regulation limits across Cardinal Creek;

That the report 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; and

That the earlier report of March 2, 2012 and associated maps be superseded with the approval of this new report and maps.

Motion Carried

9.0 Flood and Regulation Limits Mapping for the Ottawa River from Shirley's Bay to Cumberland, City of Ottawa, for the purposes of administering Ontario Regulation 174/06 under Section 28 of the *Conservation Authorities Act of Ontario*

Ferdous Ahmed confirmed that changes to this stretch of flood and regulation limits mapping were also minimal. The 30 year old data was updated using new LiDAR mapping technology which provided much better topographical information.

Motion 7-141023 **Moved by:** Lyle Pederson
Seconded by: Jim Anderton

That the Board of Directors of the Rideau Valley Conservation Authority receive this report (dated October 14 2014);

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

That the report 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; and

That the 1984 flood mapping study by MacLaren and associated maps be superseded with the approval of this new report and maps.

Motion Carried

10.0 2015 Preliminary Budget

Sommer Casgrain-Robertson announced that a revised Budget and Levy Apportionment Sheet, dated October 23, 2014, had been prepared to replace the documents included in the Agenda package. Two revisions had to be made in the Watershed Science and Engineering section. Salary costs were miscalculated under Watershed information System and costs were refined under Water Control Structures (a preliminary cost for this year's Rideau River Ice Management program was received from the City of Ottawa).

Ms. Casgrain-Robertson then presented the attached slide deck and responded to questions as she went along.

Watershed Science and Engineering

Ms. Casgrain-Robertson cautioned that the increasing cost of the Rideau River Ice Management program could become too expensive for the RVCA to manage. The RVCA cash manages the program on behalf of the City of Ottawa. This year's invoice is expected to be \$1.1M.

Planning Advisory & Regulatory Services

In response to questions, Sommer Casgrain-Robertson agreed that the current fee schedule does not cover the work associated with increasingly complex files. Members indicated that a fee schedule which passes on more costs to the applicant may need to be developed.

Septic Re-Inspection Program

Terry Davidson, RVCA Director of Regulations, confirmed that projected Septic Re-Inspection Program revenues are down because fewer people are taking part in voluntary re-inspection programs (those who want to volunteer have) and some municipalities are cutting back on their programs. Only Tay Valley Township has implemented a mandatory program and it is administered around seven of its lakes.

Corporate

Sommer Casgrain-Robertson confirmed that acquiring new financial computer software, as recommended by RVCA's auditors, is not accommodated in the current version of the budget. The current budgeting and reporting process does not enable staff to easily break out salary and non-salary expenses.

Members noted that a large portion of the proposed increase in levy cost was related to salary. Ms. Casgrain-Robertson confirmed that the RVCA's operating budget is largely made up of staffing costs.

Ms. Casgrain-Robertson explained that historically the budget has accommodated the Consumer Price Index (CPI) for cost of living and a merit increase for eligible staff. Ms. Casgrain-Robertson explained how the RVCA's salary scale works.

Members stated that municipalities are facing increasing financial pressures from a number of sources, including policing, and are not likely to approve a levy increase of 3.8 per cent. Members discussed this year's CPI rate of 2.5 per cent and a proposed merit increase of 1 per cent. They noted recent collective bargaining was resulting in salary increases of 1.8 to 2.0 per cent.

Sommer Casgrain-Robertson calculated that a reduction in cost of living from 2.5 per cent to 2.0 and a merit increase of 0.5 per cent instead of 1.0 should reduce the municipal levy increase from 3.8 per cent to approximately 3.2 per cent.

Concern was expressed over whether non-salary budget lines were being reduced to cover salary costs.

Motion 8-141023

Moved by: Lyle Pederson
Seconded by: Jim Anderton

That the Rideau Valley Conservation Authority Board of Directors direct staff to revise the 2015 Preliminary Budget to accommodate a cost of living increase of 2.0 per cent and a merit increase of 0.5 per cent.

Motion Carried

Brian Campbell raised a point of order citing that the previous staff salary discussion should have taken place in-camera. Ken Graham responded that the salary discussion was not a negotiation nor was it about an identifiable individual so it did not need to be held in-camera.

Members reaffirmed their support for the RVCA's planned strategic review which would identify priorities and opportunities for reallocating staff resources. Sommer Casgrain-Robertson noted that the strategic review process has begun internally with staff being asked for their initial input. This will be followed with input from municipalities and the Board in 2015. It is hoped that preliminary information might be available in time for the 2016 budget process.

In response to a suggestion from a member regarding the use of reserve accounts, Ms. Casgrain-Robertson offered to bring to the Board in November, a more comprehensive description of the reserve accounts and their intended uses.

Members discussed the need for improved financial software that was identified by the auditors as a priority for the Authority.

Motion 9-141023 **Moved by:** Lyle Pederson
Seconded by: Sharon Mousseau

That the Rideau Valley Conservation Authority Board of Directors direct staff to revise the 2015 Preliminary Budget to include the purchase of financial software, in the amount of \$8,000.

Motion Carried

Members discussed that municipal councils give their staff and the Conservation Authorities a target to achieve when drafting their budgets; this year the City of Ottawa requested a tax increase of no more than 2 per cent. Members questioned the impact of a 2 per cent levy increase on the Authority and its programs. Sommer Casgrain-Robertson responded that it would be difficult to achieve a 2 per cent increase without reducing the proposed salary increase or cutting a program or service. Members stressed the importance of the exercise in identifying priorities and potential efficiencies.

Motion 10-141023 **Moved by:** Rob Dunfield
Seconded by: Barclay Cormack

That the Rideau Valley Conservation Authority Board of Directors direct staff to bring, for review in November 2014, a revised 2015 Preliminary Budget showing the impacts of a 2 per cent total levy increase.

Motion Carried

Members raised concerns with a 2 per cent levy increase and it was clarified that members want to understand what the potential impacts would be of a 2 per cent levy increase.

11.0 Meetings

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

Ken Graham and Sommer Casgrain-Robertson attended this meeting at which Steve Knechtel, of the Cataraqui Region Conservation Authority, was elected as Secretary.

A keynote speaker at this meeting was Dr. Blair Feltmate of the University of Waterloo who spoke to the increasing effects of climate change. Dr. Feltmate's video documentary "Weather Gone Wild" is being aired on the CBC and members are encouraged to watch it.

Upcoming:

b) Lake Links Workshop, October 25, 2014

The 2015 Lake Links Workshop will be held at the Perth Civitan on October 25, 2014 at 8:30 am. Members are welcome to attend.

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

d) RVCA Board of Directors Meeting: Thurs, November 27, 2014 (7 pm, Manotick)

12.0 Member Inquiries

None

13.0 New Business

Barclay Cormack reported on a recent tree planting day at Riverside Park in Kemptville. Mr. Cormack spoke highly of the value of this type of partnership which resulted in 150 trees being planted adjacent to Kemptville Creek. Ken Graham agreed and

spoke to a successful tree planting day in Smiths Falls on October 4 where 150 trees were planted in Lower Reach Park.

Sommer Casgrain-Robertson noted that there could be an opportunity for the RVCA to operate the sugar bush at Kemptville College for the 2015 syrup season. Ms. Casgrain-Robertson advised that the RVCA had operated a sugar bush at Mill Pond in the past but pushback from private maple syrup producers led to the cessation of the program. It was suggested that the Foundation could take the lead in investigating the feasibility of this initiative.

14.0 Adjournment

The Chair adjourned the meeting at 9:27 p.m. This was moved by Andy Jozefowicz and seconded by Sharon Mousseau.

Ken Graham
Chair

Michelle Paton
Recording Secretary