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Board of Directors Meeting

Thursday, July 25, 2024
6:30 pm
3889 Rideau Valley Drive, Manotick ON
(RVCA Boardroom)

Members and the public are also welcome to join via Zoom.

Please contact Marissa Grondin at marissa.grondin@rvca.ca or 1-800-267-3504 ext. 1177 in advance of the meeting if you wish to receive instructions to join.

AGENDA

Meeting 6/24	Page
1.0 Roll Call	
2.0 Land Acknowledgement Statement	
3.0 Agenda Review	
4.0 Adoption of Agenda	
5.0 Declaration of Interest	
6.0 Approval of Minutes from May 23, 2024	
7.0 Business Arising from Minutes	
8.0 Updated Wetland Policies and Mapping Correspondence Attached (Sommer Casgrain-Robertson)	01
9.0 Floodplain & Erosion Hazard Study: Faulkner Drain and Sawmill Creek Staff Report Attached (Tyler Bauman)	02
10.0 Financial Reports for the period ending May 31, 2024 Staff Report Attached (Kathy Dallaire)	05
11.0 Replacement of Multi-Function Printers Staff Report Attached (Sommer Casgrain-Robertson)	19
12.0 Activity Report: May and June 2024 Staff Report Attached (Sommer Casgrain-Robertson)	21

13.0 Meetings

- a) Eastern Ontario Regional Housing Summit – May 28, 2024 (Ottawa)
- b) Municipal Engagement Session – June 7, 2024 (Perth)
- c) RVCF AGM and Board Meeting – June 12, 2024 (Manotick)
- d) Grenville Federation of Agriculture Meeting – June 13, 2024 (Spencerville)
- e) Leeds Federation of Agriculture Meeting – June 20, 2024 (virtual)
- f) Perth Open House – June 20, 2024
- g) RVCA Watershed Tour – June 21, 2024 (Baxter Conservation Area)
- h) CO Council Meeting – June 24, 2024 (virtual)
- i) Provincial General Managers Meeting – June 25 and 26, 2024 (Toronto)
- j) Cumberland Open House – June 25, 2024
- k) Manotick Open House – June 26, 2024 (cancelled)
- l) Quarterly City of Ottawa / CA General Managers Meeting – July 9, 2024

Upcoming

- m) AMO Conference (Ottawa) – August 18 to 21, 2024
- n) Quarterly City of Ottawa / CA General Managers Meeting – September 11, 2024
- o) RVCF Board of Directors Meeting – September 11, 2024
- p) General Manager’s Interim Performance Review – September 26, 2024
- q) Board of Directors Meeting – September 26, 2024 (no meeting in August)

14.0 Member Inquiries

15.0 New Business

16.0 Adjournment

Action Items from Previous Meetings:

Item	Lead Staff	Anticipated Timeline

**Proudly working in partnership
with our 18 watershed municipalities**

Athens, Augusta, Beckwith, Central Frontenac, Clarence-Rockland,
Drummond/North Elmsley, Elizabethtown-Kitley, Merrickville-Wolford, Montague,
North Dundas, North Grenville, Ottawa, Perth, Rideau Lakes, Smiths Falls, South Frontenac, Tay Valley, Westport

Development and Hazard Policy Branch
Policy Division
300 Water Street
Peterborough, ON K9J 3C7

Direction de la politique d'exploitation des
ressources et des risques naturels
Division de l'élaboration des politiques
300, rue Water
Peterborough (Ontario) K9J 3C7

June 25, 2024

Dear Ms. Casgrain-Robertson

On April 1, 2024, Ontario Regulation 41/24: Prohibited Activities, Exemptions and Permits (O.Reg. 41/24) came into effect and replaced 36 individual conservation authority regulations with a single provincial regulation that focuses conservation authority permit decisions on natural hazards and public safety and provides enhanced service standards and greater transparency regarding conservation authorities permitting processes. With regards to the regulation of wetlands under the new O.Reg. 41/24, updates were made to reduce the area around provincially significant wetlands (and wetlands two hectares or larger as applicable) where a permit is required from 120 metres to 30 metres.

The regulation provides clear and consistent rules while still accounting for local differences. Each conservation authority is required to implement the permitting framework based on provincial legislative and regulatory requirements and technical standards, as well as conservation authority member-approved policies that provide additional detail on how the conservation authority administers regulations locally.

I am reaching out regarding your conservation authority's current consultations to update wetland mapping and associated policies as part of the implementation of Ontario Regulation 41/24. On behalf of the Ministry of Natural Resources, I request that you immediately pause your current wetland policy and mapping update process.

During this interim pause, we will work with you and the membership of your conservation authority over the coming months to clarify the application of the regulation within your jurisdiction and develop any needed guidance or locally-responsive approaches to the regulation of wetlands, in consultation with municipalities, landowners, businesses, the agricultural community and the public.

If you have any questions, please reach out to me at any time.

Sincerely,



Jennifer Keyes



9.0 Floodplain & Erosion Hazard Study: Faulkner Drain and Sawmill Creek Report #: 01-240725

To: RVCA Board of Directors
From: Brian Stratton, P.Eng.
Manager, Engineering Services
Date: July 5, 2024

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Recommendation:

THAT the Board of Directors of the Rideau Valley Conservation Authority approves Aquafor Beech Limited to complete the City of Ottawa Floodplain Mapping and Erosion Study for Faulkner Drain and Sawmill Creek (Phase 2A) at a cost not to exceed \$152,000 plus any applicable taxes, with up to 50% being funded from RVCA's reserves.

Purpose

To seek approval to enter into an agreement with Aquafor Beech Limited to delineate floodplain and erosion hazards on Faulkner Drain and Sawmill Creek in the City of Ottawa, identified as Phase 2A in their proposal.

Background

In 2023, the RVCA entered into a six-year funding agreement with the City of Ottawa to delineate floodplain and erosion hazards on seven watercourses within the City of Ottawa ([Staff Report # 5-230727](#)). Six of these projects will result in new hazard mapping where none currently exists (Brassils Creek, Faulkner Drain, Graham Creek, Greens Creek, Sawmill Creek, and Stillwater Creek). The seventh project on Cardinal Creek will expand upon modeled events for an existing hazard mapping project and create additional products for the watercourse.

Work for the first six watercourses was divided into two phases: Phase 1 data collection and Phase 2 delineation of flooding and erosion hazards. For Phase 1, the RVCA prepared a Request for Proposals that was posted on Biddingo.com (a government contract portal). Following an evaluation of all the proposals received, the Board of Directors approved Aquafor Beach Limited to complete the data collection study for all six watercourses ([Staff Report # 11-230323](#)).

RVCA was also successful in obtaining funding through the federal Flood Hazard Identification and Mapping Program (FHIMP) for Phase 1 which means FHIMP funded 50% of the project and RVCA and the City of Ottawa each paid 25%.

Analysis

Following the successful completion of data acquisition under Phase 1, the RVCA is now ready to move forward with Phase 2A of the City of Ottawa Floodplain Mapping & Erosion Studies proposal which would delineate flooding and erosion hazards on Faulkner Drain and Sawmill Creek.

As stated in Section 5 of RVCA's Purchasing Policy (dated January 1, 2024):

Competitive bids and written quotations are not required under the following circumstances: [...]

- *When the current supplier of professional or technical services has been engaged and has prior knowledge of the project or services and it is determined to be in the best interest of the RVCA or project to retain the services of the same professional or technical consultant*

Since Aquafor Beach Limited completed the data collection phase of the project (Phase 1) to a very high standard, staff are recommending that they be retained to complete Phase 2A. The delineation of flood and erosion hazards is a natural progression following data acquisition, so Aquafor Beach is in a unique position given the extensive knowledge they gained of the study area, to be able to complete Phase 2 more efficiently and effectively than another consultant. They are also very experienced at natural hazard delineation and have completed numerous studies for other conservation authorities and municipalities. This, coupled with their work under Phase 1 being completed to a high standard, gives staff confidence in the work they would complete for Phase 2A.

At the request of staff, Aquafor Beach Limited submitted a proposal for Phase 2A on June 28, 2024, the details of which are summarized below:

The scope of work would include:

- Flood Hazard Mapping
- Erosion Hazard Mapping
- Public Consultation
- Project Wrap-up and Final Delivery
- Project Management

The total project cost would be:

- \$151,950 (includes 15% contingency) plus applicable taxes

The project timeline would be:

- Start date – August 2024
- End date – April 2025

Financial Considerations

Under RVCA's agreement with the City of Ottawa, the RVCA and the City will each provide 50% funding for this project. However, we anticipate another round of FHIMP

funding will open soon, so if the RVCA is successful in obtaining funding for this project, that would cover 50% of the cost with the City and RVCA each contributing 25%.

Legislative Considerations

Under the *Conservation Authorities Act* and Section 4 of *Ontario Regulation 41/24*, conservation authorities are responsible for:

- Delineating and mapping natural hazards including flooding and erosion.
- Commenting on planning files with respect to natural hazards. Municipalities must circulate official plans, comprehensive zoning bylaws and site-specific planning applications to conservation authorities who then provide comments on behalf of the province relating to Section 3.1 of the Provincial Policy Statement (natural hazards). The RVCA relies on mapping to inform these comments.
- Regulating development within hazard lands that could be unsafe for development because of naturally occurring processes associated with flooding, erosion, dynamic beaches or unstable soil or bedrock. Permits may be required prior to undertaking development activities within a regulated area. Mapping of regulated areas is undertaken by RVCA as resources permit and is reviewed and updated on a regular basis.

Adherence to RVCA Policy

This project adheres to RVCA's Purchasing Policy (dated January 1, 2024).

Link to Strategic Plan

This project supports Strategic Direction #2, Priority #6:

- Focus new or updated regulatory mapping in areas where there is development pressure.



**10.0 Financial Reports for the period ending May 31, 2024
Report #: 02-240725**

To: RVCA Board of Directors
From: Kathy Dallaire
Manager of Finance
Date: July 18, 2024

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<input checked="" type="checkbox"/>	For Adoption
<input checked="" type="checkbox"/>	Attachment – 5 pages

Recommendation:

THAT the Board of Directors of the Rideau Valley Conservation Authority approves the Statement of Operations for the period ending May 31, 2024 and Statement of Financial Position as at May 31 2024.

Purpose

To present financial statements and capital expenditure summary for the period ending May 31, 2024 for approval.

Background

Attached are four financial reports for the Board's review:

- Statement of Operations for the period ending May 31, 2024
- Side-by-side presentation of the Statement of Operations
- Statement of Financial Position as at May 31, 2024
- 2024 Reserve Continuity Schedule

Analysis

The Board approved RVCA's 2024 Budget at their February 22, 2024 meeting. The total approved 2024 budget was \$12,574,602 and is comprised of:

- Operating Expenses of \$11,580,419
- Capital Expenditures of \$ 994,185

Operations

The following table summarizes the operating revenues and expenses to May 31, 2024, compared to budget by department.

Statement of Revenues and Expenses	May 31 2024	2024 Budget	Variance Over (Under)
Revenues			
Watershed Sciences and Engineering Services	\$ 2,050,824	\$ 3,464,612	\$ 1,413,788
Plannning and Advisory Services	\$ 1,114,901	\$ 2,812,852	\$ 1,697,951
Stewardship Services	\$ 776,814	\$ 1,856,700	\$ 1,079,886
Conservation Land Management Services	\$ 685,220	\$ 1,630,659	\$ 945,439
Corporate	\$ 820,390	\$ 1,815,596	\$ 995,206
Internal Recoveries	\$ -	\$ -	\$ -
Total Revenues	\$ 5,448,149	\$ 11,580,419	\$ 6,132,270
Expenses			
Watershed Sciences and Engineering Services	\$ 1,968,422	\$ 3,464,612	\$ 1,496,190
Plannning and Advisory Services	\$ 1,136,719	\$ 2,812,852	\$ 1,676,133
Stewardship Services	\$ 790,250	\$ 1,856,700	\$ 1,066,450
Conservation Land Management Services	\$ 757,214	\$ 1,630,659	\$ 873,445
Corporate	\$ 789,094	\$ 1,815,596	\$ 1,026,502
Internal Recoveries	\$ 90,897	\$ -	\$ (90,897)
Total Expenses	\$ 5,532,596	\$ 11,580,419	\$ 6,047,823
Surplus (Deficit) May 31 2024	\$ (84,447)	\$ -	\$ 84,447

As at May 31, 2024, the RVCA has an operating deficit of \$84,447. Further details of the year-to-date deficit are explained below.

Watershed Science and Engineering Services

Statement of Revenues and Expenses Watershed Sciences and Engineering Services	May 31 2024	2024 Budget	Variance Over (Under)
Revenues			
Program Management	\$ 35,011	\$ 68,423	\$ 33,412
Watershed Report Cards	\$ 68,569	\$ 164,566	\$ 95,997
Drinking Water Source Protections	\$ -	\$ 233,323	\$ 233,323
Surface Water Quality Monitoring	\$ 203,221	\$ 487,730	\$ 284,509
Hydrometric Monitoring and Forecasting	\$ 201,045	\$ 460,633	\$ 259,588
Natural Hazard Studies	\$ 347,307	\$ 346,172	\$ (1,135)
Groundwater Monitoring	\$ 92,570	\$ 222,168	\$ 129,598
Aquatic and Terrestrial Habitat Monitoring	\$ 168,167	\$ 397,456	\$ 229,289
Water and Erosion Control Infrastructure	\$ 934,934	\$ 1,034,141	\$ 99,207
Engineering Projects	\$ -	\$ 50,000	\$ 50,000
	\$ 2,050,824	\$ 3,464,611	\$ 1,413,787
Expenses			
Program Management	\$ 39,959	68,423	\$ 28,464
Watershed Report Cards	\$ 62,851	164,566	\$ 101,715
Drinking Water Source Protections	\$ 241,847	233,323	\$ (8,524)
Surface Water Quality Monitoring	\$ 190,758	487,730	\$ 296,972
Hydrometric Monitoring and Forecasting	\$ 223,656	460,633	\$ 236,977
Natural Hazard Studies	\$ 176,714	346,172	\$ 169,458
Groundwater Monitoring	\$ 72,553	222,168	\$ 149,614
Aquatic and Terrestrial Habitat Monitoring	\$ 103,187	397,456	\$ 294,269
Water and Erosion Control Infrastructure	\$ 856,897	1,034,141	\$ 177,244
Engineering Projects	\$ -	50,000	\$ 50,000
	\$ 1,968,422	\$ 3,464,611	\$ 1,496,189
Surplus (Deficit) May 31 2024	\$ 82,402	-	\$ (82,402)

Watershed Science and Engineering Services has a surplus of \$82,402 to May 31, 2024. Programs within the departments have minor surpluses and deficits which partially offset one another, but of particular note are:

Drinking Water Source Protection: As at May 31, 2024, this program has an operating deficit of \$241,847. Provincial funding of \$231,187 for this program had not been received as of May 31, but was subsequently received in June.

Natural Hazard Studies: As at May 31, 2024, Natural Hazard Studies has an operating surplus of \$170,593. Federal FHIMP funding of \$196,441 was received through MNRF

for floodplain mapping data acquisition within the City of Ottawa and upper watershed for costs reflected in 2023 operating reports.

Aquatic and Terrestrial Habitat Monitoring: As of May 31, 2024, Aquatic and Terrestrial Habitat Monitoring reports a surplus of \$64,980. The program heavily relies on summer students to execute its work plan. Given that the program had not commenced fully by May, associated payroll costs have not yet been incurred.

Water and Erosion Control infrastructure: As at May 31 2024, Water and Erosion Control Infrastructure has an operating surplus of \$78,037. Funds are allocated to this program in the event that maintenance work is required on the infrastructure. To date work has not been done.

Planning Advisory and Regulatory Services

Statement of Revenues and Expenses			Variance
Planning and Regulations			Over
	May 31 2024	2024 Budget	(Under)
Revenues			
Program Management	\$ 61,190	146,856	\$ 85,666
Site Specific Plan Review	\$ 270,825	736,904	\$ 466,079
Non-Site Specific Plan Review	\$ 90,890	197,945	\$ 107,055
S. 28 Conservation Authorities Act	\$ 322,345	848,335	\$ 525,990
S. 28 Conservation Authorities Act - Program Dev.	\$ 7,826	18,783	\$ 10,957
Part 4 Clean Water Act	\$ -	47,173	\$ 47,173
Part 8 Ontario Building Code	\$ 341,156	714,013	\$ 372,857
Septic Reinspection	\$ 20,669	102,843	\$ 82,174
	\$ 1,114,901	\$ 2,812,852	\$ 1,697,951
Expenses			
Program Management	\$ 59,955	146,856	\$ 86,902
Site Specific Plan Review	\$ 185,545	736,904	\$ 551,359
Non-Site Specific Plan Review	\$ 59,542	197,945	\$ 138,403
S. 28 Conservation Authorities Act	\$ 425,263	848,335	\$ 423,072
S. 28 Conservation Authorities Act - Program Dev.	\$ 33,441	18,783	\$ (14,658)
Part 4 Clean Water Act	\$ 1,440	47,173	\$ 45,733
Part 8 Ontario Building Code	\$ 338,023	714,013	\$ 375,990
Septic Reinspection	\$ 33,510	102,843	\$ 69,333
	\$ 1,136,719	\$ 2,812,852	\$ 1,676,133
Surplus (Deficit) May 31 2024	\$ (21,818)	-	\$ 21,818

Planning Advisory and Regulatory Services has a surplus of \$21,818 at May 31. Specific programs within this department have minor surpluses and deficits which partially offset one another. It is important to note the following:

Site Specific Plan Review: As of May 31, 2024, the site-specific plan review indicates an operating surplus of \$85,280. The budget includes provisions for two full-time equivalent staff positions that were vacant as of May 31. However, since then, two staff members have been hired: one started in June, and the other is scheduled to join in August.

Section 28 Conservation Authorities Act: As of May 31, 2024 Section 28 has an operating deficit of \$102,918. This deficit is primarily due to staff time required to implement Ontario Regulation 41/24 and changes to Section 28 of the *Conservation Authorities Act*. Additionally, legal costs for enforcement to date have been higher than budgeted by \$15,000.

Septic Reinspection: As at May 31, 2024 the Septic Reinspection program has an operating deficit of \$12,842. Typically, septic reinspections are conducted during the latter half of the year. Therefore, administrative salary costs associated with the program accrue throughout the year but are not fully offset by revenue until the program becomes fully operational in the latter part of the year.

Stewardship Services

Statement of Revenues and Expenses Stewardship Services			Variance Over (Under)
	May 31 2024	2024 Budget	
Revenues			
Program Management	\$ 73,177	\$ 175,626	\$ 102,448
Tree Planting	\$ 291,311	\$ 853,390	\$ 562,079
Rural Clean Water Program	\$ 205,822	\$ 491,147	\$ 285,325
Shoreline Naturalization	\$ 99,047	\$ 263,140	\$ 164,093
Ontario Rural Wastewater Centre	\$ 107,457	\$ 73,398	\$ (34,059)
	\$ 776,814	\$ 1,856,700	\$ 1,079,886
Expenses			
Program Management	\$ 82,941	\$ 175,626	\$ 92,685
Tree Planting	\$ 355,796	\$ 853,390	\$ 497,594
Rural Clean Water Program	\$ 165,485	\$ 491,147	\$ 325,661
Shoreline Naturalization	\$ 116,056	\$ 263,140	\$ 147,084
Ontario Rural Wastewater Centre	\$ 69,973	\$ 73,398	\$ 3,425
	\$ 790,251	\$ 1,856,700	\$ 1,066,449
Surplus (Deficit) May 31 2024	\$ (13,437)	-	\$ 13,437

Stewardship Services has a deficit of \$13,437 to May 31, 2024. Specific programs within this department have surpluses and deficits which partially offset one another. It is important to note the following:

Tree Planting: The Tree Planting program currently operates with a deficit of \$64,485. It receives annual support from the Foundation's Species at Risk program, with funds transferred at year-end after finalizing results and determining the necessary amount. Additionally, the program holds funds in deferred revenue to ensure ongoing maintenance of seedlings in accordance with its commitments.

Rural Clean Water: As of May 31, 2024, the Rural Clean Water program reports an operating surplus of \$40,336. This surplus is attributed to payroll cost savings resulting from a staff vacancy. Furthermore, funding received from the ALUS program offsets a portion of the staff administrative costs.

Shoreline Naturalization: As of May 31, 2024, the Shoreline Naturalization program shows a deficit of \$17,009. This deficit is due to costs incurred for work done on multi-year projects where funds have been deferred. These funds will be drawn upon to cover the costs incurred in the current year.

Conservation Land Management Services

Statement of Revenues and Expenses Conservation Land Management Services			Variance Over
	May 31 2024	2024 Budget	(Under)
Revenues			
Program Management	\$ 34,796	\$ 83,510	\$ 48,714
Land Acquisition	\$ -	\$ 15,000	\$ 15,000
Conservation Areas	\$ 359,711	\$ 913,414	\$ 553,703
Conservation Lands	\$ 127,625	\$ 295,780	\$ 168,155
Outdoor Education	\$ 163,089	\$ 290,954	\$ 127,865
Lease and Management Agreements	\$ -	\$ 32,000	\$ 32,000
	\$ 685,221	\$ 1,630,659	\$ 945,438
Expenses			
Program Management	41,288	\$ 83,510	\$ 42,223
Land Acquisition	102	\$ 15,000	\$ 14,898
Conservation Areas	447,714	\$ 913,414	\$ 465,700
Conservation Lands	146,827	\$ 295,780	\$ 148,954
Outdoor Education	121,283	\$ 290,954	\$ 169,671
Lease and Management Agreements	-	\$ 32,000	\$ 32,000
	\$ 757,214	\$ 1,630,659	\$ 873,445
Surplus (Deficit) May 31 2024	\$ (71,993)	-	\$ 71,993

Conservation Land Management Services has a deficit of \$71,993 to May 31, 2024. It is important to note the following:

Conservation Areas: As of May 31, the Conservation Areas program reports a deficit of \$88,004. There were unplanned costs for resurfacing the floor at Baxter and tree trimming and removal.

Outdoor Education: As of May 31, the Outdoor Education program has a surplus of \$41,805. This surplus primarily reflects revenue received from January to May for summer and fall programming. Staffing for these programs will include contract staff, and associated costs will be recognized once the programs are fully staffed during the summer and fall months.

Corporate Services

Statement of Revenues and Expenses Corporate Services			Variance Over (Under)
	May 31 2024	2024 Budget	
Revenues			
Management and Members	\$ 145,111	\$ 346,407	\$ 201,296
Finance and Human Resources	\$ 306,187	\$ 591,315	\$ 285,128
Communications and Outreach	\$ 131,669	\$ 312,859	\$ 181,190
Fundraising and Partnerships	\$ 44,129	\$ 105,911	\$ 61,782
GIS and Information Management	\$ 127,556	\$ 301,334	\$ 173,778
Headquarter Lease and Management	\$ 65,738	\$ 157,771	\$ 92,033
	\$ 820,390	\$ 1,815,596	\$ 995,206
Expenses			
Management and Members	\$ 157,052	\$ 346,407	\$ 189,355
Finance and Human Resources	\$ 238,816	\$ 591,315	\$ 352,498
Communications and Outreach	\$ 123,958	\$ 312,859	\$ 188,901
Fundraising and Partnerships	\$ 56,970	\$ 105,911	\$ 48,941
GIS and Information Management	\$ 126,046	\$ 301,334	\$ 175,288
Headquarter Lease and Management	\$ 86,252	\$ 157,771	\$ 71,519
	\$ 789,094	\$ 1,815,596	\$ 1,026,502
Surplus (Deficit) May 31 2024	\$ 31,296	-	\$ (31,296)

Corporate Services has a deficit of \$31,296 to May 31, 2024. It is important to note the following:

Finance and Human Resources: As of May 31, 2024, Finance and Human Resources reports a surplus of \$67,371, driven by higher-than-expected interest revenue.

Capital Expenditures

RVCA's approved 2024 total capital budget amounts to \$994,185, comprising \$859,204 allocated for capital assets and planned transfers of \$134,981 to reserves.

As of May 31, 2024, actual capital expenditures total \$444,903, including \$327,610 for planned purchases and \$117,293 allocated for reserve transfers as budgeted. Funding for these expenditures comes from the general levy and external sources.

The table below details capital expenditures as of May 31, 2024, compared to the approved 2024 budget. It also lists revenue sources financing the 2024 capital expenditures.

Capital Expenditures				
Expenditures	Actual May 31 2024	2024 Budget	Variance Under (Over)	Forecast to Dec 31, 2024
Capital Purchases				
Headquarters Building - Exterior Cladding	\$ -	\$ 250,000	\$ 250,000	\$ 250,000
Principle Repayment on Building	\$ 84,460	\$ 202,704	\$ 118,244	\$ 202,704
Workshop Equipment (Skid Steer)	\$ 92,567	\$ 150,000	\$ 57,433	\$ 150,000
Vehicles (Hybrid SUV and Charging Station)	\$ 51,955	\$ 85,000	\$ 33,045	\$ 85,000
Building Demolition on Donated Site	\$ -	\$ 50,000	\$ 50,000	\$ 50,000
Hydrometrics Monitoring Equipment	\$ -	\$ 42,000	\$ 42,000	\$ 42,000
Office Furniture and AV -Office Chairs	\$ 33,167	\$ 31,500	\$ (1,667)	\$ 33,167
Watershed Control Infrastructure	\$ -	\$ 30,000	\$ 30,000	\$ 30,000
Baxter Conservation Area Generator	\$ -	\$ 10,000	\$ 10,000	\$ 10,000
Foley Conservation Area - Furnace	\$ -	\$ 8,000	\$ 8,000	\$ 8,000
Tools Machinery and Equipment	\$ 12,108	\$ -	\$ (12,108)	\$ 12,108
Work in Progress - Baxter (Nature for All)	\$ 27,763	\$ -	\$ (27,763)	\$ 27,763
Work in Progress - Baxter Accessible Washrooms	\$ 25,590	\$ -	\$ (25,590)	\$ 25,590
Total Capital Purchases	\$ 327,610	\$ 859,204	\$ 531,594	\$ 926,332
Transfers to Reserves				
Building Reserve	\$ 70,000	\$ 70,000	\$ -	\$ 70,000
Engineering Projects Water Control Infrastructure	\$ 31,500	\$ 31,500	\$ -	\$ 31,500
Hydrometrics & Monitoring Equipment	\$ 1,000	\$ 18,688	\$ 17,688	\$ 13,500
Vehicles	\$ 6,793	\$ 6,793	\$ -	\$ 6,793
Topographical Data	\$ 5,000	\$ 5,000	\$ -	\$ 5,000
Drape	\$ 3,000	\$ 3,000	\$ -	\$ 3,000
Total Transfers to Reserves	\$ 117,293	\$ 134,981	\$ 17,688	\$ 129,793
Total Capital Purchases and Transfers to Reserves	\$ 444,903	\$ 994,185	\$ (549,282)	\$ 1,056,125
Funding to Finance Capital Expenditures				
	Actual May 31 2024	2024 Budget	Variance (Under) Over	Forecast to Dec 31, 2024
General Municipal Levy	\$ 187,198	\$ 306,185	\$ (118,987)	\$ 317,942
Special Levy	\$ 31,500	\$ 31,500	\$ -	\$ 31,500
External Funding	\$ 48,516	\$ -	\$ 48,516	\$ 48,516
Transfers from Reserves	\$ 177,689	\$ 656,500	\$ (478,811)	\$ 658,167
Total Funding	\$ 444,903	\$ 994,185	(549,282)	1,056,125

Variance Explanations

Included in the 2024 capital budget was a skid steer for \$150,000. The unit cost of \$92,567 leaves a surplus of \$57,433.

Office chair expenditures were budgeted at \$35,000, but actual spending as of May 31, 2024, totaled \$33,167. The project exceeded budget by \$1,667 due to the purchase of additional chairs not initially accounted for.

Additionally, expenditures totaling \$12,108 were capitalized despite not being included in the 2024 capital budget. These costs—\$6,512 for a winch and \$5,598 for tracks for a Polaris—will be funded through the general levy.

Work in progress for the Baxter Nature for All project amounts to \$27,763 as of May 31, 2024. In 2023, \$100,000 was transferred from the Foundation to the Authority to fund this project. As of the end of 2023, \$22,926 in deferred revenue remained will cover the expenses incurred in 2024. The remaining \$4,837 will be funded from the general levy.

Work in Progress for Baxter Accessible Washrooms is \$25,590 to May 31, 2024. This project was approved in staff report 14-230323 for a total of \$260,000 with \$160,000 to be funded from reserves and \$100,000 through external resources. The costs in work in progress for the washrooms reflect studies and drawings done to date. This project will not move forward until external funding is secured.

Reserve Continuity Schedule Balances Forecasted to Dec 31, 2024

Please refer to the attachment 2024 RVCA Reserve Continuity Schedule. This schedule summarizes the reserve balances as of December 31, 2023, including required reserve transfers approved by the Board as part of the 2024 Budget, as well as proposed transfers based on results as of May 31, 2024, projected through December 31, 2024

Attachments:

- Statement of Operations for the period ending May 31, 2024
- Statement of Operations for the period ending May 31, 2024 (side-by-side)
- Statement of Financial Position as at May 31, 2024
- 2024 Reserve Continuity Schedule

For the period ending May 31, 2024	2024 Budget	May 31 2024
Revenue	11,580,419	5,447,374
Watershed Sciences and Engineering Services	3,464,612	2,050,824
Program Management	68,423	35,011
Watershed Report Cards	164,566	68,569
Drinking Water Source Protection	233,323	-
Surface Water Quality Monitoring	487,730	203,221
Hydrometric Monitoring and Forecasting	460,633	201,045
Natural Hazard Studies	346,172	347,307
Groundwater Monitoring	222,168	92,570
Aquatic and Terrestrial Habitat Monitoring	397,456	168,167
Water and Erosion Control Infrastructure	1,034,141	934,934
Engineering Projects	50,000	-
Planning Advisory and Regulatory Services	2,812,852	1,114,901
Program Management	146,856	61,190
Site Specific Plan Review	736,904	270,825
Non-Site Specific Plan Review	197,945	90,890
S. 28 Conservation Authorities Act	848,335	322,345
S. 28 Conservation Authorities Act - Program Dev.	18,783	7,826
Part 4 Clean Water Act	47,173	-
Part 8 Ontario Building Code	714,013	341,156
Septic Reinspection	102,843	20,669
Stewardship Services	1,856,700	776,814
Program Management	175,626	73,177
Tree Planting	853,390	291,311
Rural Clean Water Program	491,147	205,822
Shoreline Naturalization	263,140	99,047
Beaver Management	-	-
Ontario Rural Wastewater Centre	73,398	107,457
Conservation Land Management Services	1,630,659	685,220
Program Management	83,510	34,796
Land Acquisition	15,000	-
Conservation Areas	913,414	359,711
Conservation Lands	295,780	127,625
Outdoor Education	290,954	163,089
Lease and Management Agreements	32,000	-
Corporate Services	1,815,596	819,615
Management and Members	346,407	144,336
Finance and Human Resources	591,315	306,187
Communications and Outreach	312,859	131,669
Fundraising and Partnerships	105,911	44,129
GIS and Information Management	301,334	127,556
Headquarter Lease and Management	157,771	65,738
Internal Recoveries	-	-
Internal Recoveries	-	-
	-	-

Expenses	11,580,419	5,531,822
Watershed Sciences and Engineering Services	3,464,611	1,968,422
Program Management	68,423	39,959
Watershed Report Cards	164,566	62,851
Drinking Water Source Protections	233,323	241,847
Surface Water Quality Monitoring	487,730	190,758
Hydrometric Monitoring and Forecasting	460,633	223,656
Natural Hazard Studies	346,172	176,714
Groundwater Monitoring	222,168	72,553
Aquatic and Terrestrial Habitat Monitoring	397,456	103,187
Water and Erosion Control Infrastructure	1,034,141	856,897
Engineering Projects	50,000	-
Planning Advisory and Regulatory Services	2,812,852	1,136,719
Program Management	146,856	59,955
Site Specific Plan Review	736,904	185,545
Non-Site Specific Plan Review	197,945	59,542
S. 28 Conservation Authorities Act	848,335	425,263
S. 28 Conservation Authorities Act - Program Dev.	18,783	33,441
Part 4 Clean Water Act	47,173	1,440
Part 8 Ontario Building Code	714,013	338,023
Septic Reinspection	102,843	33,510
Stewardship Services	1,856,700	790,250
Program Management	175,626	82,941
Tree Planting	853,390	355,796
Rural Clean Water Program	491,147	165,485
Shoreline Naturalization	263,140	116,056
Beaver Management	-	-
Ontario Rural Wastewater Centre	73,398	69,973
Conservation Land Management Services	1,630,659	757,214
Program Management	83,510	41,288
Land Acquisition	15,000	102
Conservation Areas	913,414	447,714
Conservation Lands	295,780	146,827
Outdoor Education	290,954	121,283
Lease and Management Agreements	32,000	-
Corporate Services	1,815,597	795,428
Management and Members	346,407	163,386
Finance and Human Resources	591,316	238,816
Communications and Outreach	312,859	123,958
Fundraising and Partnerships	105,911	56,970
GIS and Information Management	301,334	126,046
Headquarter Lease and Management	157,771	86,252
Internal Recoveries	-	83,788
Common Cost	-	79,589
Vehicles and Equipment	-	4,199
Annual Surplus (Deficit)	(0)	(84,447)

Rideau Valley Conservation Authority
For the period ending May 31, 2024

Dept	Budget Line	Revenue	Expenses	Net Income
10-Watershed Sciences and Engineering Service	WSES Program Management	35,011	39,959	(4,948)
	Watershed Reporting	68,569	62,851	5,718
	Drinking Water Source Protection	-	241,847	(241,847)
	Surface Water Quality Monitoring	203,221	190,758	12,463
	Hydrometric Monitoring and Forecasting	201,045	223,656	(22,611)
	Natural Hazard Studies	347,307	176,714	170,593
	Groundwater Monitoring	92,570	72,553	20,017
	Aquatic and Terrestrial Habitat Monitoring	168,167	103,187	64,980
	Water and Erosion Control Infrastructure	934,934	856,897	78,037
	Engineering Projects	-	-	-
10-Watershed Sciences and Engineering Services Total	Total	2,050,824	1,968,422	82,402
20-Planning Advisory and Regulatory Services	PARS Program Management	61,190	59,955	1,236
	Site Specific Plan Review	270,825	185,545	85,280
	Non-Site Specific Plan Review	90,890	59,542	31,348
	Section 28 CA Act	322,345	425,263	(102,918)
	Section 28 CA Act - Prog Review	7,826	33,441	(25,615)
	Part 4 Clean Water Act	-	1,440	(1,440)
	Part 8 Ontario Building Code	341,156	338,023	3,133
	Septic Reinspection	20,669	33,510	(12,842)
20-Planning Advisory and Regulatory Services Total	Total	1,114,901	1,136,719	(21,818)
30-Stewardship Services	WSS Program Management	73,177	82,941	(9,764)
	Tree Planting	291,311	355,796	(64,485)
	Rural Clean Water Program	205,822	165,485	40,336
	Shoreline Naturalization	99,047	116,056	(17,009)
	Beaver Management	-	-	-
	Ontario Rural Wastewater Centre	107,457	69,973	37,484
30-Stewardship Services Total	Total	776,814	790,250	(13,437)
40-Conservation Land Management Services	CLS Program Management	34,796	41,288	(6,492)
	Land Acquisition	-	102	(102)
	Conservation Areas	359,711	447,714	(88,004)
	Conservation Lands	127,625	146,827	(19,202)
	Outdoor Education	163,089	121,283	41,805
	Lease and Management Agreements	-	-	-
40-Conservation Land Management Services Total	Total	685,220	757,214	(71,993)
50-Corporate Services & Internal Recoveries	Management and Members	145,111	157,052	(11,941)
	Finance and Human Resources	306,187	238,816	67,371
	Communications and Outreach	131,669	123,958	7,711
	Fundraising and Partnerships	44,129	56,970	(12,841)
	Headquarters and Lease	65,738	86,252	(20,515)
	GIS and Information Management	127,556	126,046	1,510
50-Corporate Services & Internal Recoveries Total	Total	820,390	789,094	31,296
60-Corporate Services & Internal Recoveries	Common Cost	-	79,589	(79,589)
	Vehicles and Equipment	-	4,199	(4,199)
60-Corporate Services & Internal Recoveries Total	Total	-	83,788	(83,788)
80-Corporate Services & Internal Recoveries	Management and Members	(775)	6,334	(7,109)
80-Corporate Services & Internal Recoveries Total	Total	(775)	6,334	(7,109)
Net Income		5,447,374	5,531,822	(84,447)

Rideau Valley Conservation Authority Statement of Financial Position	May 31, 2024	December 31, 2024 (Audited)
Financial Assets		
Cash	8,118,157	8,791,194
Short Term Investments	-	300,000
Accounts Receivable	5,663,830	1,508,248
Long Term Investments	1,750,913	1,450,913
	15,532,900	12,050,356
Liabilities	-	-
Accounts payable and accrued liabilities	6,015,495	1,674,009
Vacation pay and sick leave entitlements	334,180	171,436
Deferred revenues	1,611,376	2,453,244
Non pension post retirement benefits	470,947	464,613
Obligation under capital lease	1,617,859	1,702,319
	10,049,856	6,465,621
	-	-
	-	-
Net Financial Assets (Debt)	5,483,044	5,584,734
	-	-
Non-Financial Assets	-	-
Tangible capital assets	11,925,543	11,883,968
Prepaid expenses	292,462	156,908
	12,218,005	12,040,876
	-	-
Accumulated Surplus	17,701,049	17,625,610

Rideau Valley Conservation Authority Reserves						
2024 Reserve Continuity Schedule						
Description	Balance Dec 31 2023	Approved Transfers per 2024 Budget		Proposed Transfers May 31 2024		Forecasted Balance Dec 31 2024
		To	From	To	From	
Capital Asset Reserves						
Restricted Capital Reserves						
Vehicles	163,895	6,793	(85,000)	-	-	85,688
Workshop Equipment	39,166	-	(92,567)	-	-	(53,401)
Ottawa Water Control Structures	320,392	10,000	-	-	-	330,392
Britannia Water Control Structure	107,500	21,500	-	-	-	129,000
Building Life Cycle	923,550	70,000	(250,000)	-	-	743,550
Total Restricted Capital Reserves	1,554,503	108,293	(427,567)	-	-	1,235,229
Unrestricted Capital Reserves						
Trimble Equipment	28,261	-	-	-	-	28,261
Environmental Science Equipment	235,692	17,688	(42,000)	-	-	211,380
Conservation Areas Infrastructure	580,255	-	(68,000)	-	-	512,255
Topographical Data	105,000	5,000	-	-	-	110,000
Flood Event Aerial Imaging	66,000	1,000	-	-	-	67,000
Drape Imagery Acquisition	18,461	3,000	-	-	-	21,461
Water Control Infrastructure (outside Ottawa)	83,819	-	-	-	-	83,819
Information Management System	57,624	-	-	-	-	57,624
Solar Power	-	-	-	-	-	-
Watershed Modelling (formerly Mike 11)	60,000	-	-	-	-	60,000
Total Restricted Capital Reserves	1,235,112	26,688	(110,000)	-	-	1,151,800
Total Capital Asset Reserves	2,789,615	134,981	(537,567)	-	-	2,387,029
Program Reserves						
Restricted Program Reserves						
Septic Reinspection	12,130	-	-	-	-	12,130
Part 8 Septic Program	480,820	-	-	-	-	480,820
ORWC	248,848	-	-	-	-	248,848
Total Restricted Program Reserves	741,798	-	-	-	-	741,798
Unrestricted Program Reserves						
Watershed Science & Engineering	256,623	-	-	-	-	256,623
Stewardship	468,423	-	-	-	-	468,423
LRC Production Centre	100,800	-	-	-	-	100,800
Conservation Lands	214,495	-	-	-	-	214,495
Outdoor Education	100,000	-	-	-	-	100,000
Corporate Communications	119,227	-	-	-	-	119,227
Part IV	524	-	-	-	-	524
Planning & Regulations	699,999	-	-	-	-	699,999
Total Unrestricted Program Reserves	1,960,091	-	-	-	-	1,960,091
Total Program Reserves	2,701,889	-	-	-	-	2,701,889
Working Fund Reserve	1,728,456	-	(36,167)	-	-	1,692,289
Total Reserves	7,219,960	134,981	(573,734)	-	-	6,781,207



**11.0 Replacement of Multi-Function Printers
Report #: 03-240725**

To: RVCA Board of Directors
From: Terry K. Davidson, P.Eng.
Director of Engineering and Regulations
Date: July 18, 2024

<input type="checkbox"/>	For Information
<input type="checkbox"/>	For Direction
<input checked="" type="checkbox"/>	For Adoption
<input type="checkbox"/>	Attachment

Recommendation:

THAT the Board of Directors of the Rideau Valley Conservation Authority approves entering into a 60-month lease agreement with Canon Canada Inc. for three Canon C5840 Multi-Function Printers to replace RVCA's three existing multi-function printers.

Purpose

To seek approval to replace three multi-function printers (MFPs).

Background

RVCA has three MFPs in its main office building (first floor, second floor and reception). These machines are used by staff for photocopying, printing and scanning. RVCA's current machines have been leased from Konica Minolta since March 2015 and are now 9 years old. Due to their age, the present machines are now being leased on a month-to-month basis and repair frequency is increasing. RVCA's MFPs are usually replaced at the end of their 5-year lease, but with most staff working from home during the pandemic, this was deferred so RVCA could assess its needs and copy volumes post pandemic.

Analysis

This spring, staff issued a Request for Proposal (RFP) to three companies that produce and service MFPs. The RFP estimated RVCA's possible copy volume for black and white and colour copies based on previous usage and requested a quote for two higher speed machines (45 pages per minute) and one slower speed machine (35 pages per minute).

Quotes were received from all three companies: Toshiba, Konica Minolta and Canon, with Canon providing a quote for a 40 ppm and 50 ppm machine as they do not have a 45 ppm model. RVCA chose to consider the 40 ppm machine in its analysis.

To evaluate the cost of each quote, staff had to consider the lease amount as well as the charge per copy. After analyzing the quotes and applying the cost per copy to RVCA's average usage in 2019 and 2023, staff calculated an estimated annual cost for each quote as follows:

Company	Quantity	Make & Model	Quarterly Lease Cost / Machine	Cost / Colour copy	Cost / B&W Copy	Total Estimated Annual Cost
Konica Minolta	1	C360i	\$536.35	\$0.055	\$0.009	\$14,325.42
	2	C450i	\$731.80	\$0.055	\$0.009	
Toshiba	1	e-Studio 3525AC	\$480.49	\$0.07	\$0.00805 *	\$12,940.71
	2	e-Studio 4525AC	\$522.72	\$0.068	\$0.00795 *	
Canon	1	C3935	\$589.98	\$0.05569	\$0.00737	\$12,645.57
	2	C5840	\$583.78	\$0.04832	\$0.00655	

* One free black and white copy for every colour copy made

Based on the quotes received and the analysis above, the least expensive option is to acquire three machines from Canon at a total estimated annual cost of \$12,645.57. However, staff recommend leasing three C5840 machines from Canon rather than the initial combination of one 35 ppm machine and two 40 ppm machines, because the lease and copy rates for the faster machine are cheaper, which will lead to further savings.

Financial Considerations

This cost is already accounted for in RVCA's annual operating budget and will lead to overall cost savings over the next five years as the cost of the new machines is less than the cost of RVCA's existing machines (average annual cost of \$17,874 based on 2019 and 2023).

Adherence to RVCA Policy

This purchase adheres to RVCA's purchasing policy which requires three quotes and Board of Director approval for purchases over \$30,000 that were not included in RVCA's capital budget.



12.0 Activity Report: May and June 2024
Report #: 04-240725

To: RVCA Board of Directors
From: All Staff
Date: July 17, 2024

<input checked="" type="checkbox"/>	For Information
<input type="checkbox"/>	For Direction
<input type="checkbox"/>	For Adoption
<input type="checkbox"/>	Attachment

Purpose

To provide the Board with an update on program delivery, operations, events and news items including links to key items.

Program Highlights

Science and Engineering

Provincial Water Quality Monitoring: The official start to the 2024 program began in April and three rounds have been completed to the end of June. A round includes 10 sites, including six along the Rideau River, two along the Tay River, one along the Jock River and one along Kemptville Creek. Continuous monitoring equipment was launched in the Jock River in April in support of the Province’s continuous monitoring initiative. The turbidity and conductivity loggers will remain in the system until November. Logger downloads have occurred twice so far this year.

Baseline Water Quality Monitoring: Baseline monitoring began in April. Three sampling rounds have been completed to date at 50 sites along smaller tributaries to the Rideau and Ottawa Rivers within the City of Ottawa. The program also has completed two rounds of sampling at 59 sites on rivers and tributaries in the upper watershed.

At the request of City of Ottawa staff, RVCA, MVCA, and SNC staff submitted a draft *City Baseline Monitoring Summary Report* in May to update Ottawa Officials on water quality conditions within the City limits.

Lake Water Quality Monitoring (Watershed Watch Program): All 39 monitored lakes have been visited once so far this year. The second round of lake sampling began in late June and will continue until the end of July.

Maple Creek Estates Stormwater Monitoring: Monitoring equipment has been deployed and sampling has begun as part of the development agreement for Maple Creek Estates. This begins the second and final year of active monitoring at the stormwater outfall located within the development. Newly deployed equipment has successfully captured five major storm events so far this season. This monitoring project is funded by the City of Ottawa.

City Stream Watch: The 2024 City Stream Watch season is underway with a notable uptake in volunteers since the pandemic. This year, staff and volunteers are monitoring Brassils, McEwan, Graham and Greens Creek. This work includes stream surveys, fish community sampling, thermal monitoring, garbage cleanup events and invasive species removal events. With the help of volunteers, staff have already monitored 13 kilometres of stream this year, with about 19 kilometres remaining.

Ontario Benthos Biomonitoring Network: Staff completed benthic sampling at 44 sites across the watershed during the first three weeks of May. Staff are now working to identify these spring samples throughout the summer.

Milfoil Growth Monitoring - Long Lake (East): A project to monitor milfoil stand growth over the course of the sampling season has been initiated. Buoys were deployed in May and stand depth measurements have been taken twice. The goal of this project is to further our relationship with the lake association, while also gaining a better understanding of milfoil growth over the course of the summer season. Increasing concerns over stand growth in the lake have been identified over several years. The lake association will also be taking periodic measurements of stand growth over the course of the season to support the community initiative.

Wetland Restoration Projects: Staff are completing the final year of monitoring on the Jebbs Creek Wetland Embayment Project. The site is monitored for fish community, vegetation community and wetland health.

Landslide Inventory Program: Staff have started validating landslides along Greens Creek in Ottawa. Active and historical landslides, in the order of 50 meters, have been observed. Validation of landslides observed in the field, through desktop study and LiDAR imagery will continue throughout the fall.



Photo: RVCA's Hydrometric Data Coordinator, Justin Robert, observing local landslide debris.

Sustainable Drainage Project: Fact sheets developed as part of the pilot project were published on the RVCA website in late April. The fact sheets focus on reducing runoff risks at the landowner level and inform on the creation and application of rain barrels, rain gardens, permeable pavements, and downspout redirection and disconnection.

Staff have also been working to develop a “reduce your runoff resource book” as part of the pilot project. The goal is to publish this resource by late summer.



Working alongside township staff and RVCA’s Shoreline Naturalization team, a swale demonstration site was installed in the Village of Portland. Maintenance and modification of the swale are ongoing, and signage will be produced later this summer for posting at the demonstration site. The site is located on St. Mary’s Street near Water Street in the Village of Portland.

Monitoring equipment has been deployed in two catch basins located within the village of Portland. Sampling of each catch basin has begun, and five sampling events have been captured to date.

Drinking Water Source Protection: The Mississippi-Rideau Source Protection Region submitted their 7th *Annual Progress Report* to the Province,

highlighting progress made in 2023. In June, staff hosted its 5th Drinking Water Wise Webinar focusing on private drinking water treatment and testing, with guest expert John Levie of Clearford Water Systems. Staff also released a series of short educational videos about keeping your drinking water safe when drawing directly from a lake or river. The new four-part video series covers the pros and cons of available water treatment options and even takes viewers on a tour of a home water treatment setup.

Conservation Lands and Stewardship

Outdoor Education Programs: Both Baxter and Foley Mountain wrapped up successful spring forest school sessions and registration is now open for fall programming with Baxter’s program fully subscribed by the end-of June.

Education programs at both sites were fully booked for May and June. Baxter welcomed 2,340 students and had an extensive waiting list. Foley Mountain had several schools take advantage of education subsidies made possible through the Rideau Valley Conservation Foundation’s fundraising efforts.

Baxter’s interpretive centre was also fully booked on weekends throughout May and June and Foley Mountain hosted two more student teachers who supported both the forest school and school programs. Both sites are preparing for summer day camp programs and Foley Mountain is launching new family nature programs and summer forest school.

Conservation Areas: Summer season is underway with staff providing regular site maintenance at our 11 developed conservation areas. Amazon YOW staff, with help from our Shoreline Naturalization Program team, replanted the shoreline at the Richmond Conservation Area in response to beaver activity.

Conservation Lands Monitoring: Pre-construction monitoring has been completed for the proposed Baxter boardwalk extension. Forest bird surveys and stationary bat acoustic surveys at Baxter have confirmed Eastern Wood Pee-wee (Special Concern), and five out of the eight bat species found in Ontario; Big Brown Bat, Little Brown Myotis (Endangered), and the Hoary Bat, Silver-haired Bat, Eastern Red Bat, which will be added to the registry as Endangered in January 2025. Bobolink and Eastern Meadowlark surveys were conducted from the last week of May to the first week of July.

Stationary bat acoustic surveys have been conducted at two other Natural Areas and acoustic recorders were installed to record forest bird species. Acoustic recorders have been installed in potential Whippoorwill habitat.

Shoreline Naturalization Program: More than 400 native pollinator perennials were distributed this spring and staff are now booking site visits through November for 2025 projects. Staff hosted a discussion booth at the Friends of the Tay inaugural Tay Walk event and welcomed 20 Amazon YOW staff for a tree and shrub planting event at Richmond Conservation Area.

Staff will also continue with monitoring and maintenance activities at a 13.5-acre pollinator meadow in partnership with Hydro Ottawa.



Hydro Ottawa Pollinator Garden

Living Snow Fence Pilot Project: The City of Ottawa approved a pilot project to provide financial incentive payments to farmers who establish a living snow fence along roadways (a row of trees and shrubs designed and located to help reduce snow drifting). RVCA forestry staff will deliver the pilot project through the Rural Clean Water Program with existing funding and are aiming to plant 2 to 3 sites in spring 2025. The effectiveness of the pilot will then be evaluated and considered for inclusion in the clean water program.

Planning and Regulations

Property Inquiries: Staff have responded to 158 property inquiries and have provided 59 legal clearance letters.

Plan Review: Planners have reviewed 345 planning applications providing comments to municipalities: 344 with no objections (with or without conditions) and 1 with objections. Another 100 are under review and 1 is on hold.

Section 28 Regulation: Staff approved 99 Section 28 permit applications, another 56 are under review, and 18 are on hold.

Septic System Inspections: Staff issued 113 permits and 43 Certificates of Completion in May and June.

Septic System Re-inspections: Staff have completed 314 re-inspections in Rideau Lakes and 58 in Tay Valley. The goal is to complete 650 inspections in 2024. Re-inspection programs are taking place in Central Frontenac, North Frontenac, Rideau Lakes and Tay Valley.

Ontario Rural Wastewater Centre: Staff delivered a Soils Course in Peterborough on May 27 in partnership with the Ontario Onsite Wastewater Association. In June, the ORWC Demonstration Centre at Baxter Conservation Area gave a tour to MECP staff.

Corporate Services

Annual Board of Directors Tour and Baxter Accessible Bridge Boardwalk Opening: RVCA welcomed more than 30 guests (including municipal council members and staff, as well as board of director and foundation members) to its annual watershed tour at Baxter Conservation Area on June 21. More than 80 dignitaries, donors, and special guests joined staff and board members from the RVCA and RVCF to celebrate Baxter's new accessible bridge and education platforms.





Collection of photos from Watershed Tour / Opening of Accessible Bridge at Baxter Conservation Area

Rideau Valley Conservation Foundation: The RVCF hosted an orientation session for new and returning board members on May 28. On June 12, the RVCF held its 54th Annual General Meeting. The Foundation has recently confirmed donations and grants of over \$100,000 in support of outdoor education programming at Baxter and Foley Mountain for disadvantaged youth. Registration is now open for upcoming planned giving workshops scheduled for August 22 in Westport and September 12 in Ottawa. Everyone is invited to participate.

Staffing Updates

Arrivals:



- Stephen Bohan, Planner: Stephen is the newest member of RVCA's planning team. He will be handling pre-consultations and the review of planning applications in the City of Ottawa. Stephen comes to us from the Toronto Region Conservation Authority with many years of progressive planning experience.
- Eric Guitard, Acting City Stream Watch Coordinator: Eric is leading the City Stream Watch program for 2024. Eric has been with the RVCA since July 2022 as an Aquatic Resource Technician. Since then, he has been honing his skills in benthic invertebrate identification, City Stream Watch event coordination, fish sampling and stream habitat assessments. He will be in this acting role until Rosario Castanon Escobar returns in the fall.
- Mathew Panciuk, Septic Inspector: RVCA's septic team welcomed Matt to the team as a new Septic Inspector. Matt will be covering septic approvals and inspections within the Ottawa area. He joins the RVCA with many years of industry experience as an inspector with a local engineering firm.
- Dylan Pfaff, Engineering Technician: Dylan joined the engineering team in June. He will be helping with several RVCA programs including hydrometric monitoring, flood forecasting and warning, erosion hazard monitoring and the provincial groundwater monitoring network. He joins us with work experience in hand surveying and quality verification engineering in the geotechnical field.
- Ben Stewart, Acting Forestry Technician: Ben joined the RVCA at the height of the spring planting season. Ben is a graduate of the University of New Brunswick's Bachelor of Science in Forestry program and has worked for both the stewardship and conservation lands teams at RVCA for several summers.

Departures:

- Sarah MacLeod-Neilson, Planner: Sarah was with the RVCA for 16 years with the bulk of her time committed to lake monitoring, first as a Resource Technician and then Surface Water Quality Coordinator. Sarah was well-known and respected within the lake community and was instrumental in water quality testing and reporting throughout her career at the RVCA. In 2021, she brought her considerable expertise to RVCA's planning team becoming a Planner in the upper watershed. Sarah left the RVCA in March 2024 for a position at Defence Construction Canada.

Events and Training

RVCA Hosted

- City Stream Watch Events:
 - May 11: Cleanup on Tributary of Graham Creek

- May 14: Invasive species removal (Garlic Mustard) with a class from John McCrae High School
- May 25: New volunteer orientation day workshop
- June 5: Invasive species removal event (Garlic Mustard and European Frogbit) with a local Scouts group at Richmond Conservation Area
- June 9: Invasive species removal event (Dog Strangling Vine) along Sawmill Creek. This work is part of a partnership with the Alta Vista Community Association.
- European Water Chestnut removal from the Tay River at Port Elmsley - RVCA and Parks Canada (June 18)
- 2024 Watershed Tour, Baxter Conservation Area (June 21)
- Official Opening of the Baxter Accessible Bridge Boardwalk (June 21)
- Updated Development Policies and Wetland Mapping Open Houses
 - Perth (June 20)
 - Cumberland (June 25)
 - Manotick (June 26) – cancelled



- Amazon YOW Planting Event, Richmond Conservation Area (May 25)

Staff Presentations

- Tay Walk Event organized by Friends of the Tay Watershed (May 25):
 - RVCA staff from Aquatics, Water Quality and Shoreline Naturalization participated in the first Tay Walk event in Perth.
- International Association of Great Lakes Research (IAGLR) Conference in Windsor, ON (May 24)
 - Staff were selected to present "Creating community partnerships to support the foundation of water quality monitoring and environmental advocacy."
- Long Lake (East) AGM: Water Quality & Invasive Species Updates (June 15)

News

Newsletters:

- [RVCA Around the Rideau \(May/June 2024\)](#)

Media Releases:

- [Savour summer with Foley Mountain's new suite of family programming, June 24, 2024](#)
- [Accessible Bridge Officially Opens at Baxter Conservation Area, June 20, 2024](#)
- [Conservation Authorities seek public input on updated development policies and wetland mapping in Eastern Ontario, June 7, 2024](#)
- [Building Bridges: Annual Report highlights year of collaboration, connection, May 30, 2024](#)
- [Book your 2025 tree planting or shoreline visit today! May 30, 2024](#)
- [Drinking straight from the lake? New video series helps you manage risks, May 17, 2024](#)
- [Become a citizen scientist with City Stream Watch! May 13, 2024](#)
- [Book it to Baxter to visit new Storybook Trail, May 2, 2024](#)

Media Coverage:

- [Book it to Baxter to visit new Storybook Trail, The North Grenville Times, May 8](#)
- [They're called 'living snow fences' — and they could soon appear along rural Ottawa roads, Interview, Ian Cochrane, June 16, 2024](#)
- [Baxter Conservation Area unveils new accessible bridge, CityNews.ca, June 21, 2024](#)
- ['The culmination of a grand vision': Accessible bridge officially opens at Baxter Conservation Area, The Kemptville Advance/Inside Ottawa Valley, June 29, 2024](#)
- [LiVE 88.5 FM Morning Start Up interview with Mike Nemesvary, Nature for All Chair, June 21, 2024](#)

Save the Date:

- RVCF Planned Giving Workshops
 - August 22 (Westport)
 - September 12 (Ottawa)
- RVCA Board of Directors Meeting – September 26 (no meeting in August)