

**RIDEAU VALLEY CONSERVATION AUTHORITY**  
**Box 599, 3889 Rideau Valley Drive**  
**Manotick, Ontario, K4M 1A5**  
**(613) 692-3571, 1-800-267-3504**

*Hybrid meeting held in-person and electronically*

**APPROVED MINUTES**

<b>Board of Directors</b>	<b>7/24</b>	<b>Thursday, September 26, 2024</b>
<b>Present:</b>	Jeff Banks Brian Dowdall Susan Irwin Shawn Pankow Kristin Strackerjan Gary Waterfield	David Brown Steve Fournier Trevor Johnson Angela Pierman Adam Turcotte Adrian Wynands
<b>Regrets:</b>	Anne Barr Sean Devine Theresa Kavanagh	Barry Card Mel Foster Wilson Lo
<b>Staff:</b>	Sommer Casgrain-Robertson Kathy Dallaire Marissa Grondin Ryan Hiemstra	Dan Cooper Diane Downey Terry Davidson

Chair Strackerjan called the meeting to order at 6:33 p.m.

**1.0 Roll Call**

General Manager/Secretary-Treasurer conducted a roll call.

Chair Strackerjan informed the members of Anne Robinson's resignation from the Board and indicated an electronic card would be circulated to members to thank her for her valuable service.

**2.0 Land Acknowledgement Statement**

Chair Strackerjan gave the Land Acknowledgement statement.

**3.0 Agenda Review**

Chair Strackerjan reviewed the Agenda and made note of an additional agenda item that staff requested to be added.

**Resolution 1-240926**

**Moved by:**

Susan Irwin

**Seconded by:**

Adrian Wynands

THAT the Board of Directors of the Rideau Valley Conservation Authority permit an additional item to be added to the agenda for consideration regarding the purchase of a new vehicle, and that this additional staff report become agenda item 11.0.

**Resolution Carried**

**4.0 Adoption of Agenda**

**Resolution 2-240926**

**Moved by:**

Gary Waterfield

**Seconded by:**

Brian Dowdall

THAT the Board of Directors of the Rideau Valley Conservation Authority adopts the Agenda as amended.

**Resolution Carried**

**5.0 Declaration of Interest**

There were no declarations of interest.

**6.0 Approval of Minutes of July 25, 2024**

**Resolution 3-240926**

**Moved by:**

Trevor Johnson

**Seconded by:**

Jeff Banks

THAT the Board of Directors of the Rideau Valley Conservation Authority approves the Minutes of the Board of Directors Meeting #06/24, July 25, 2024 as circulated.

**Resolution Carried**

**7.0 Business Arising from the Minutes**

There was no business arising.

**8.0 2025 Meeting Schedules**

Sommer Casgrain-Robertson, General Manager, reviewed the proposed 2025 meeting schedules for the Board of Directors and Executive Committee.

Chair Strackerjan noted the potential of an Executive Committee meeting prior to the January Board meeting for the General Manager's performance review, as well as an additional meeting before the June Executive Committee session for a mid-year review. Marissa Grondin will send meeting invites for these meetings to members of the Executive Committee and amend the meeting schedule on the website as necessary.

**Resolution 4-240926**

**Moved by:** Adrian Wynands  
**Seconded by:** Shawn Pankow

THAT the Board of Directors of the Rideau Valley Conservation Authority approve the attached 2025 Meeting Schedules for the Board of Directors and Executive Committee.

**Resolution Carried**

*Steve Fournier joined the meeting 6:42 p.m.*

**9.0 Appointment of Staff to Issue Permits on Conservation Lands**

Ms. Casgrain-Robertson reviewed Ontario Regulation 688/21, highlighting the requirement for permits to conduct activities on Conservation Lands. She explained the need to delegate permit issuance to additional staff for efficiency and that this delegation is in line with Section 3(1) of the regulation, which allows for permits to be issued by staff appointed by the authority.

**Resolution 5-240926**

**Moved by:** Susan Irwin  
**Seconded by:** Steve Fournier

THAT the Board of Directors of the Rideau Valley Conservation Authority appoint the following staff to issue permits on behalf of the authority under Ontario Regulation 688/21:

- General Manager / Secretary-Treasurer
- Director of Conservation Lands and Stewardship
- Conservation Lands Planner
- Baxter Area Supervisor
  - restricted to activities taking place at Baxter Conservation Area
- Foley Mountain Area Supervisor
  - restricted to activities taking place at Foley Mountain Conservation Area

**Resolution Carried**

**10.0 Activity Report: July and August 2024**

Ms. Casgrain-Robertson provided a brief update on key programs and events from July and August.

A member inquired about the timing of water monitoring reports and if RVCA would be continuing its six-year cycle. Ms. Casgrain-Robertson confirmed that subwatershed reporting which operated on a six-year cycle had been paused while staff focused on the completion of a watershed wide Conditions Report that was issued in January 2024. Staff are now undertaking a review of all RVCA monitoring programs which will involve consulting with key stakeholders, including municipalities and lake associations, to determine what information would be most useful in future reports. Subwatershed reporting will not resume until the review is complete, although staff continue to publish City Stream Watch reports and annual water quality monitoring results.

A member asked about the spike in E. coli levels at Conservation Area beaches. Ms. Casgrain-Robertson acknowledged the higher-than-normal number of beach closures, noting that this trend is not unique to the RVCA, with municipalities experiencing similar issues. She noted that the combination of a hot summer and frequency of intense rain events could have contributed because of increased runoff. To better understand the cause, the RVCA is exploring DNA tracing to identify the source species of the E. coli, with plans to potentially implement this approach next summer to address the root cause.

**Resolution 6-240926**

**Moved by:**

Trevor Johnson

**Seconded by:**

Jeff Banks

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

**Resolution Carried**

#### **11.0 Vehicle Purchase**

Terry Davidson, Director of Engineering and Regulations, presented a report recommending the purchase of a small truck to replace two older fleet vehicles.

A member sought clarification on the vehicle's year, to which Mr. Davidson confirmed it is a 2022 model. A member then inquired about funding, prompting Mr. Davidson to explain that the purchase will be covered by RVCA's vehicle reserve, with Ms. Casgrain-Robertson further clarifying that the cost would not impact RVCA's operational budget as the cost would be fully funded through reserves.

**Resolution 7-240926**

**Moved by:**

Steve Fournier

**Seconded by:**

Adrian Wynands

THAT the Board of Directors of the Rideau Valley Conservation Authority approves the purchase of a used Ford Maverick truck from Barrhaven Ford,

not to exceed \$31,139 plus applicable taxes with the purchase funded from RVCA's vehicle reserve.

## **Resolution Carried**

### **12.0 2025 Budget Direction**

Ms. Casgrain-Robertson presented the attached slides and sought direction from the Board regarding RVCA's 2025 budget.

A member noted that their municipality would review year-to-date figures in October or November, with any potential tax increase dependent on the presence of a surplus.

Another member mentioned that their municipality had not yet provided budget direction to staff.

A third member asked how the municipal levy increase would be determined. Ms. Casgrain-Robertson explained that the decision rests with the Board and is usually kept within budget direction received annually from City of Ottawa Council. She also explained assessment growth and how that factors into the levy increase.

No additional direction was given, so staff indicated that a preliminary budget would be prepared by staff for the October Board meeting based on the figures presented in the slides.

### **13.0 Meetings**

- a) AMO Conference (Ottawa) – August 18 to 21, 2024
- b) Developing a City/CA RACI Matrix for Natural Hazards – September 9, 2024
- c) Quarterly City of Ottawa / CA General Managers Meeting – Sept 11, 2024
- d) RVCF Board of Directors Meeting – September 11, 2024
- e) City / CA Municipal Drain meeting – September 13, 2024
- f) OFA Ottawa AGM – September 17, 2024
- g) Conservation Ontario Council Meeting - September 23, 2024
- h) General Manager's Interim Performance Review – September 26, 2024

#### **Upcoming**

- i) Source Protection Committee Meeting – October 3, 2024
- j) Reconciliation and Thanksgiving Harvest – October 3, 2024
  - Chair Strackerjan and Ms. Casgrain-Robertson spoke highly of the event in past years and encourage members to attend if available.

- k) Latornell Conservation Symposium – October 8 & 9, 2024
- l) Eastern General Managers meeting – October 24, 2024
- m) Next Board of Directors Meeting – October 24, 2024

**14.0 Member Inquiries**

None.

**15.0 New Business**

Ms. Casgrain-Robertson shared the sad news of the passing of Glenn Tunnock, President of Friends of the Tay Watershed and acknowledged his many contributions to the Rideau watershed and the lasting impact of his work. She also confirmed that a card would be sent to the family.

Gary Waterfield added that he spoke at the funeral for Mr. Tunnock and expressed gratitude to the RVCA for their thoughtful words of recognition. He indicated that he would pass them along to Mr. Tunnock's partner.

**16.0 Adjournment**

The Chair adjourned the meeting at 7:24 p.m. on a resolution by Adrian Wynands which was seconded by Steve Fournier.

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**Kristin Strackerjan**  
**Chair**

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**Marissa Grondin**  
**Recording Secretary**

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**Sommer Casgrain-Robertson**  
**General Manager/Secretary-Treasurer**