

Hybrid meeting held in-person and electronically

Board of Directors **5/25** **Thursday, May 22, 2025**

Chair Waterfield called the meeting to order at 6:30 p.m.

General Manager/Secretary-Treasurer conducted a roll call.

Anne Barr gave the Land Acknowledgement statement.

Chair Strackerjan reviewed the Agenda.

Adrian Wynands
Theresa Kavanagh

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

Resolution Carried

5.0 Declaration of Interest

There were no declarations of interest.

6.0 Approval of Minutes of April 24, 2025

Resolution 2-250522

Moved by:

Steve Fournier

Seconded by:

Adam Turcotte

THAT the Board of Directors of the Rideau Valley Conservation Authority approves the Minutes of the Board of Directors Meeting #04/25, April 24, 2025 as circulated.

Resolution Carried

7.0 Business Arising from the Minutes

There was no business arising.

8.0 Updated Hearing Procedures

Ms. Casgrain-Robertson presented proposed amendments to RVCA's Hearing Procedure document, developed in accordance with updated provincial guidelines, recent legislative changes and legal counsel input.

A member asked if there are any special considerations that need to be given for storing an audio recording if it needs to be used in a legal proceeding down the road. Ms. Casgrain-Robertson responded that she would consult legal counsel, but that legal counsel had not indicated any concerns with the RVCA storing the audio recording.

A member asked if there was any concern with the RVCA recording the hearing rather than a third party. Ms. Casgrain-Robertson explained that legal counsel had advised that the RVCA could record the hearing and then use software to prepare a transcript if needed.

A member asked whether there would still be a set of minutes for hearings. Ms. Casgrain-Robertson responded that there would still be a formal set of approved minutes but that the audio recording could be used to capture verbal evidence provided by staff or the proponent and would be used if a

transcript needed to be produced in the event of an appeal or other circumstance.

Resolution 3-250522

Moved by:

Brian Dowdall

Seconded by:

Steve Fournier

THAT the Board of Directors of the Rideau Valley Conservation Authority approve the attached updated Hearing Procedures.

Resolution Carried

9.0 Administrative By-Law Amendments

Ms. Casgrain-Robertson presented proposed amendments to RVCA's Administrative By-law including options for consideration regarding the enforcement of the bylaw.

In response to a question from a member, Ms. Casgrain-Robertson clarified that members are expected to adhere to the entirety of the Bylaw, in particular, Appendices 1 and 2 which are the Code of Conduct and Conflict of Interest Policy.

Members then shared their views and perspectives as they discussed the benefits of an enforcement procedure that would require all allegations of a breach of the Bylaw to be sent to an Integrity Commissioner versus a procedure that would allow RVCA's legal counsel to advise which allegations should be referred to an Integrity Commissioner. Members who favoured the later approach cited efficiency, cost-effectiveness and flexibility as the reasons, another member cited potential duplication of effort as a reason to support the first approach.

The Chair concluded the discussion.

Resolution 4-250522

Moved by:

Steve Fournier

Seconded by:

Kristin Strackerjan

THAT the Board of Directors of the Rideau Valley Conservation Authority approves the attached amended Administrative By-Law including appendices.

AND THAT the Board further amend RVCA's Administrative By-Law by replacing Section B. 21 *Enforcement of By-laws and Policies* with the amended wording proposed as option 2 on page 20 of staff report #02-250522.

Resolution Carried

10.0 Memory Lane Tree Dedication

Diane Downey, Executive Director of the Rideau Valley Conservation Foundation (RVCF), provided a brief overview of the Foundation's Memory Lane program which recognizes individuals, programs and events that have made a significant contribution to the Rideau watershed.

Ms. Downey proposed the dedication of a commemorative tree in honour of former RVCF Chair Jason Kelly, recognizing his leadership and long-standing commitment to the Foundation. Members expressed their appreciation for Mr. Kelly's service and supported the proposed recognition.

Resolution 5-250522

Moved by: Adrian Wynands
Seconded by: Anne Barr

THAT the Board of Directors of the Rideau Valley Conservation Authority approves the dedication of a tree on Memory Lane in honour of Jason Kelly.

Resolution Carried

11.0 Activity Report March and April 2025

Each Director presented updates and highlights regarding activities and projects within their respective departments.

In response to questions from members:

- Mr. Cooper confirmed that the markers on the shoal out from Rideau Ferry Yacht Club are not installed or maintained by the RVCA and indicated that they may be installed by a member of the local community.
- Ms. Casgrain-Robertson indicated that staff will send members an email with links to the new guidebooks that are referenced in the Activity Report
- Mr. Cooper and Ms. Downey indicated that while the disbandment of the Friends of Foley Mountain is unfortunate, the RVCF is working with them on the transition to ensure current and future donors can continue to support Foley Mountain through a dedicated fund set up by the RVCF.

12.0 Meetings

- a) 88.1 myFM radio interview (Annual Report) – April 26, 2025
- b) Summer Student Orientation Session – April 28, 2025
- c) Meeting with MPP Darouze (Annual Report) – May 2, 2025

Upcoming

- d) Perth COW delegation (Annual Report) – June 10, 2025
- e) RVCF Board of Directors Meeting & Annual General Meeting – June 11, 2025
- f) Annual Watershed Tour – June 20, 2025
- g) Jason Kelly Recognition Event – June 22, 2025
- h) Conservation Ontario Council – June 23, 2025
- i) Westport COW delegation (Annual Report) – July 8, 2025
- j) Provincial General Managers Meeting – June 24 & 25, 2025
- k) General Managers Interim Performance Review – July 24, 2025
- l) Next Board of Directors meeting – July 24, 2025
- m) RVCA's 60th Anniversary – 2026

13.0 Member Inquiries

None.

14.0 New Business

Chair Waterfield encouraged Members to attend the upcoming Watershed Tour and emphasized the importance of strong participation. Members were also encouraged to invite Sommer to present RVCA's Annual Report to their municipal Council. Members were also reminded that they are welcome to job shadow staff and to contact Sommer if interested.

15.0 Adjournment

The Chair adjourned the meeting at 7:31 p.m. on a resolution by Wilson Lo which was seconded by Anne Barr.

Gary Waterfield
Chair

Marissa Grondin
Recording Secretary

Sommer Casgrain-Robertson
General Manager/Secretary-Treasurer