



**4.0 Adoption of Agenda**

**Resolution 1-240523**

**Moved by:**

Brian Dowdall

**Seconded by:**

Adrian Wynands

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 25, 2024**

**Resolution 2-240523**

**Moved by:**

Gary Waterfield

**Seconded by:**

Susan Irwin

THAT the Board of Directors of the Rideau Valley Conservation Authority approves the Minutes of the Board of Directors Meeting #04/24, April 25, 2024 as circulated.

**Resolution Carried**

**7.0 Business Arising from the Minutes**

There was no business arising.

**8.0 Financial Management Software**

Kathy Dallaire, Manager of Finance, sought approval to purchase budget and reporting software to meet RVCA's evolving operational needs and ensure efficient and effective financial management.

A member indicated that they were impressed with the thorough and systematic approach taken by staff in selecting a preferred software. They also inquired if the cost would be covered by RVCA's current operations budget, which Ms. Dallaire confirmed it would be.

A member also asked how many years True Sky had been operating. Ms. Dallaire indicated that she would need to confirm and could report back to the board.

In response to a question, Ms. Dallaire also confirmed that after the initial three-year agreement, there would be ongoing licensing costs for the software, but staff anticipated that increases would be minimal.

**Resolution 3-240523**

**Moved by:**

Anne Robinson

**Seconded by:**

Anne Barr

THAT the Board of Directors of the Rideau Valley Conservation Authority approves True Sky to provide and implement a corporate management system software at a total cost of \$84,794 which is broken down into \$48,794 for software and \$36,000 for software maintenance costs for three years.

**Resolution Carried**

## **9.0 Development Activity Policies and Procedures**

Sommer Casgrain-Robertson, General Manager, provided an overview of legislative changes, the process RVCA followed to update its *Development Activities Policies and Procedures* and next steps. She also thanked staff who were involved in drafting the policies, in particular, Eric Lalande, Senior Planner who led the initiative. Glen McDonald, Director of Science and Planning, then summarized key changes between the proposed policies and RVCA's current development policies.

In response to a question, Mr. McDonald explained that the RVCA will only comment on development within 30 metres of a watercourse where there is a natural hazard concern as conservation authorities can no longer address ecological concerns like water quality. This responsibility has now shifted solely to municipalities. Mr. McDonald also confirmed that the RVCA generally permits fill for a septic system within the 30-metre setback if no other area is available and natural hazard policies can be met.

In response to a question about safe access, Mr. McDonald explained that under the new proposed policies, safe access is determined based on the elevation of a road as well as the velocity of flood waters. On a private road, it would be the owner's responsibility to provide elevation data to determine safe access and they would have to apply for a permit from the RVCA if they wanted to raise the road. On a municipal road, the RVCA and municipality would work together to address the issue.

Ms. Casgrain-Robertson responded to a question by acknowledging that usually the RVCA would avoid consultation with agricultural communities in the spring and early summer, but that this policy update was precipitated by the legislative changes in February. Ms. Casgrain-Robertson added that preliminary consultation has already begun with local representatives of the Ontario Federation of Agriculture (OFA).

The member also asked if a summary of comments received will be provided to the Board. Ms. Casgrain-Robertson confirmed that a summary of comments will be prepared for the board and it will indicate how they were addressed or resolved by staff.

In response to a member, Ms. Casgrain-Robertson indicated that details regarding the Municipal Information Session on June 7, 2024 will be circulated shortly. She confirmed the session will be held at the Perth Civitan Hall from 9 am to 12:30 pm and that staff are currently finalizing an agenda. Both staff and elected officials are invited to attend.

**Resolution 4-240523**

**Moved by:**

Adrian Wynands

**Seconded by:**

Gary Waterfield

THAT the Board of Directors of the Rideau Valley Conservation Authority receives the attached draft *Development Activity Policies and Procedures* document and directs staff to undertake public consultation.

**Resolution Carried**

## **10.0 Updated Wetland Mapping**

Ms. Casgrain-Robertson provided a summary of legislative changes, the current regulation of wetlands by RVCA, SNC and RRCA, new proposed mapping and a joint consultation process to be undertaken by all three conservation authorities. Mr. McDonald then summarized the policies that would apply in wetlands and within 30 metres of a wetland.

In response to a member, Ms. Casgrain-Robertson indicated that the regulation does not set a minimum size for wetlands.

The member then asked about specific lots of record in his municipality and if they could be built on, Ms. Casgrain-Robertson indicated that it would depend on whether any other natural hazard concerns were present like flooding or erosion.

The member then asked how lawyers know about changes in regulated areas. Mr. McDonald responded that lawyers will be informed in response to the standard clearance letters they request for property transactions. Also, when new regulation mapping is released, the RVCA informs local Real Estate Boards.

In response to a member who had concerns about staff resources, Ms. Casgrain-Robertson indicated that the proposed change in regulated wetlands is not expected to lead to a noticeable increase in permits as these

lands are generally not well suited for development but that workloads would be monitored.

A member noted that the term "marine facility" when used by municipalities includes boat storage on land. Mr. McDonald responded that staff would review the term to try and avoid confusion and that other sections of the policy address accessory structures such as boat houses.

**Resolution 5-240325**

**Moved by:**

Anne Robinson

**Seconded by:**

Trevor Johnson

THAT the Board of Directors of the Rideau Valley Conservation Authority receives this report and directs staff to undertake public consultation on draft wetland mapping.

**Resolution Carried**

## **11.0 Activity Report: March & April**

Ms. Casgrain-Robertson provided a summary of program and event highlights from March and April 2024.

## **12.0 Meetings**

- a) Summer Student Orientation – April 29, 2024
- b) Climate Network Lanark Natural Heritage Systems Workshop – May 8, 2024
  - Gary Waterfield noted that he attended the session and thought it was excellent
- c) RVCF Governance Committee Meeting – May 14, 2024
- d) RVCF Finance Committee Meeting – May 23, 2024

### Upcoming

- e) Eastern Ontario Regional Housing Summit – May 28, 2024
  - Chair Strackerjan noted that she will be in attendance.
- f) Municipal Information Session – moved to June 7, 2024
  - Members were encouraged to attend with municipal staff and fellow members of council.
- g) RVCF AGM and Board Meeting – June 12, 2024
- h) RVCA Watershed Tour – June 21, 2024
  - Members were encouraged to attend with municipal staff and fellow members of council.
- i) CO Council Meeting – June 24, 2024
- j) Provincial GMs Meeting – June 25-26, 2024
- k) Next Board Meeting – July 25, 2025 (no meeting in June)

**13.0 Member Inquiries**

None.

**14.0 New Business**

Ms. Casgrain-Robertson informed members that:

- Cataraqui Conservation appointed David Ellingwood, former Director of Water Resources and Deputy CAO of North Bay-Mattawa Conservation Authority as their new General Manager; and
- Raisin Region Conservation Authority appointed Alison McDonald, former Managing Director of Approvals at South Nation Conservation as their new General Manager.

**15.0 Adjournment**

The Chair adjourned the meeting at 7:40 p.m. on a resolution by Trevor Johnson which was seconded by Anne Barr.

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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