

**RIDEAU VALLEY CONSERVATION AUTHORITY**  
**Box 599, 1128 Mill Street**  
**Manotick, Ontario, K4M 1A5**  
**(613) 692-3571, 1-800-267-3504**

**MINUTES**

**Board of Directors** **July 27, 2006** **#8/06**

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**Present:** Alan Arbuckle                      Dwight Bennett  
David Biggs                                  Ken Graham  
Magda Kubasiewicz                      Allan McCallum  
Michael McEwen                          John H. Miller  
Cathy Willoughby

**Staff:** Ferdous Ahmed                      Cliff Craig  
Bruce Reid

**Regrets:** Maria McRae                          Janet Stavinga  
Wendy Stewart

**Guests:** Christopher Simmonds, Architect  
Three residents of Britannia Village attended, however,  
they chose not to address the Board.

**1.    Declaration of Interest**

None.

**2.    Approval of Minutes, June 22, 2006**

**Motion 1**                      **Moved by:**                      Dwight Bennett  
                                         **Seconded by:**                      Michael McEwen

That the minutes of Board of Directors Meeting, #7/06, June 22, 2006,  
be approved.

**Motion Carried**

**3.    Business Arising from Minutes**

None.

**4.    Meetings**

a)    RVCA Joint Advisory Board Meeting, June 15, 2006

**Motion 2**                      **Moved by:**                      Cathy Willoughby  
                                         **Seconded by:**                      Alan Arbuckle

That the minutes of the Joint Advisory Board Meeting, June 15, 2006, be approved.

**Motion Carried**

b) CO Ontario Council Meeting, June 26, 2006

<b>Motion 3</b>	<b>Moved by:</b>	Ken Graham
	<b>Seconded by:</b>	Allan McCallum

That the Conservation Ontario update be received.

**Motion Carried**

**5. Staff Report – Update on Status of Britannia Village Flood Control Project**

Bruce Reid presented a staff report and update on the status of the Britannia Village Flood Control Project.

<b>Motion 4</b>	<b>Moved by:</b>	Alan Arbuckle
	<b>Seconded by:</b>	David Biggs

That this report be received for information purposes, and

That the Board of Directors confirm the RVCA's willingness to play a central role in the construction and long term maintenance and operation of the Britannia Village Flood Control Project as conceptually shown in Novatech Engineering Consultants Ltd. drawings 105025-GP1 (Rev.1), 105025-GP2 (Rev.1), and 105025-GP3, if the required funding is approved by the City of Ottawa (through any combination of funds raised from general property tax revenues or special service charges on selected properties), and further,

That the Board of Directors confirm that the RVCA is unwilling to be involved in the implementation of alternative concepts for the project in the Rowatt Street to Salina Avenue section of the project, which are referred to as "Option 2" and "Option 3" in the RVCA letter of July 6, 2006, for reasons that are outlined in said letter.

**Motion Carried**

**6. Staff Report – New Office Headquarters - Construction Manager Selection**

Cliff Craig and Christopher Simmonds presented an update and staff report regarding the selection of a construction manager for the new office project.

**Motion 5**                      **Moved by:**                      Alan Arbuckle  
**Seconded by:**                      Dwight Bennett

That the Board of Directors accept the Office Committee's recommendation to the enter into a Standard Form of Agreement between Owner and Construction Manager with M. P. Lundy Construction Limited for construction management services related to the construction of RVCA New Headquarters in Beryl Gaffney Park for a fixed construction management fee of \$243,000 (not including GST), plus reimbursable expenses not included in the fixed fee, at the rates defined in their proposal, plus tenders approved for subcontractors all within an overall upset limit of the \$5.6M construction cost.

**Motion Carried**

**7.     Accounts Paid, June 1 - 30, 2006**

Cliff Craig presented the accounts paid for June. Several requests for clarification followed.

**Motion 6**                      **Moved by:**                      Cathy Willoughby  
**Seconded by:**                      Ken Graham

That the Accounts Paid, June 1- 30, 2006 be approved.

**Motion Carried**

**8.     RVCA Expenditure and Revenue Summary, June 30, 2006**

Cliff Craig presented the Expenditure and Revenue summary to the end of June. The budget is still on target for 2006. The Board appreciated receiving the June Expenditure and Revenue statement with the agenda package. The Board also expressed the desire to cut back where we can and continue to look for savings at year end given our plans to build a new office.

**Motion 7**                      **Moved by:**                      Allan McCallum  
**Seconded by:**                      Alan Arbuckle

That the RVCA Expenditure and Revenue Summary, June 30, 2006 be approved.

**Motion Carried**

**9.     Staff Report – Richmond Conservation Area Consultant Hiring**

Cliff Craig presented a staff report on hiring a consultant to help with the preparation on a management plan for the corridor of public lands along the Jock River in Richmond.

**Motion 8**                      **Moved by:**                      Dwight Bennett  
**Seconded by:**                      Michael McEwen

That the RVCA enter into an agreement with David Lashley and Associates to complete the Richmond Conservation Area Management Plan at a cost of \$10,000 plus GST and disbursements.

**Motion Carried**

**10.     Staff Report – Kempville Creek Mapping, Award of Contract**

Ferdous Ahmed presented a staff report on hiring a consultant to prepare a Digital Elevation Model of the Kemptville Creek corridor. The Board requested that municipalities in the area affected be notified of the project.

**Motion 9**                      **Moved by:**                      Dwight Bennett  
**Seconded by:**                      Cathy Willoughby

That the firm of Base Mapping be appointed to provide professional photogrammetric and surveying services required to generate a Digital Elevation Model (DEM) from aerial photos along the Kemptville Creek from North Augusta to the Rideau River, in accordance with their proposal dated July 13, 2006, and in fulfillment of the tasks outlined in RVCA's invitation to submit proposals dated June 15, 2006, for a total cost that shall not exceed \$41,980 plus applicable taxes.

**Motion Carried**

**11.     Staff Report – New Office – Motion to go with Request for Minister's Approval**

Cliff Craig presented a staff report regarding the requirement to obtain Minister's approval for the construction of the RVCA new office.

**Motion 10**                      **Moved by:**                      Allan McCallum  
**Seconded by:**                      Michael McEwen

Whereas the Rideau Valley Conservation Authority (RVCA) has outgrown its administrative headquarters in Manotick; and

Whereas the RVCA conducted a Needs Analysis, Site Options and Business Case study in 2003 which identified building a new office in the City of Ottawa owned Beryl Gaffney Park as the preferred solution; and

Whereas City Council approved a report in July 2005, that authorized City staff to proceed with negotiations with the RVCA including financing options for the new headquarters; and

Whereas City Council approved a 2<sup>nd</sup> report on July 11, 2006 containing the Framework for Agreement between the City and the RVCA including the details of Financing and Lease Agreements authorizing staff to conclude and execute all necessary Agreements in accordance with the Framework document;

Therefore, be it resolved:

That the RVCA approve the construction of a new headquarters building on approximately 12.5 acres of land within Beryl Gaffney Park, in the City of Ottawa, at an estimated construction cost of \$5.6 million; and further

That all member municipalities be designated as benefiting in proportion to the equalized assessment of each within the watershed; and further

That a request for Minister's approval be submitted under Section 24 of the Conservation Authorities Act.

**Motion Carried**

**12. July Activity Reports**

There was discussion around the item dealing with the Ontario Landowner Association and South Nation Conservation. The consensus was that this item should be removed from the activity reports and presented as a stand alone information item.

<b>Motion 11</b>	<b>Moved by:</b>	Ken Graham
	<b>Seconded by:</b>	Dwight Bennett

That July Activity Reports be received, as amended.

**Motion Carried**

**13. New Business**

Ken Graham thanked staff for the presentation on Source Water Protection to the Smiths Falls Council.

Cathy Willoughby reported on the Eastern Ontario Economic Summit Meeting; a tour of the Rideau River (shoreline area with staff); and a tour of the Grand River watershed while visiting the area.

Cliff Craig informed the Board about the Public Meeting to present the Best Use Study Final Report to be held on August 3, 2006, at 7:00 pm, at the Manotick Arena.

**14. In-Camera**

**Motion 12**                      **Moved by:**                      Ken Graham  
                                         **Seconded by:**                  David Biggs

That the Board of Director move *in-camera*.

**Motion Carried**

**Motion 13**                      **Moved by:**                      Ken Graham  
                                         **Seconded by:**                  Dwight Bennett

That the Board of Directors move *out-of-camera*.

**Motion Carried**

**Motion 14**                      **Moved by:**                      Ken Graham  
                                         **Seconded by:**                  Alan Arbuckle

That the RVCA approve the "Property Acquisition Agreement" item, as discussed.

**Motion Carried**

David Biggs requested the minutes show he voted against the above motion.

**Motion 15**                      **Moved by:**                      Ken Graham  
                                         **Seconded by:**                  Alan Arbuckle

That the upset limit for "other professional fees" regarding the new office be increased to \$112,000.

**Motion Carried**

**15. Upcoming Meetings**

a) RVCA Board of Directors, Thursday, August 24, 2006

**16. Adjournment**                      The Chair adjourned the meeting at 10:00 pm.

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**Chair,  
John Miller**

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**Recording Secretary,  
Cliff Craig**