

**Minutes**  
**Steering Committee Meeting #1**  
**Rideau Corridor Landscape Strategy**

**January 11, 2010**  
**Little Cataraqui Creek Outdoor Centre**

**Attendance:** Dan Grunig, Susan Freeman, Phil Gerrard, Dennis Staples, Sheldon Laidman, Bill Dobson, Brenda Hurle, Bill Thake, Bill Glover, Aubrey Churchill, Larry York, Doug Struthers, Frank Kinsella, Ed Hand, Steve Knetchel, Karen Currie, Pam Buell, Sandra Candow (*Heather Thomson, Don Marrin, Gord Giffin*)

Minutes: Melissa Francis

**1. Welcome and Introductions**

**2. Rideau Corridor Landscape Strategy Presentation**

**3. Discussion: How should alternates be designated?**

- a. Municipalities will decide individually: There is the suggestion that each municipality designate an alternate and send these names to Parks Canada. It would be beneficial for the alternate to possess voting ability at Steering Committee meetings, but this is not required. When alternates attend Steering Committee meetings, their voting ability should be made clear.

**4. Nominations and Elections:**

- a. self nomination, Doug Struthers for Chair
  - i. motioned by Frank Kinsella, seconded by Bill Thake Carried
- b. self nomination, Susan Freeman for Vice Chair
  - i. motioned by Bill Thake, seconded by Frank Kinsella Carried

**5. Ottawa representation on the Steering Committee:**

- a. There has been a formal recommendation to Ottawa City Council from Ottawa staff that 2 seats for Ottawa be created on the Steering Committee (1 rural and 1 urban). This recommendation has not gone to Council yet, nor has it been brought to the Steering Committee, the Steering Committee will therefore respond when the request has been formalized.
- b. Doug Struthers will call Doug Thompson to get an update on this matter.

**6. Funding Commitments:**

- a. Parks Canada is dedicating \$150K for the next 2 years to assist with joint studies, secretariat costs, public fora, etc. for this important project

**7. Advisory Groups:**

- a. Recommendations:
  - i. Each group needs to be defined-who will participate, roles and responsibilities etc.
  - ii. A tourism group/representative should be considered.
  - iii. There is an excellent list of interested individuals from the November Forum who want to become involved, this should be used.

- iv. A planning group, artists group, community -and economic development group should be considered.
- v. Technical and heritage advice is required.

**8. What is the role of the Steering Committee?**

- a. To create a strategy to uphold the unique qualities of the World Heritage Site.
- b. Step one should be to develop a Terms of Reference. Identify areas of interest in terms of key objectives.
- c. Doug Struthers and Parks Canada will present a draft Terms of Reference prior to the next Steering Committee meeting. They will use ideas from the Interim Steering Committee's Terms of Reference.
- d. Once a Terms of Reference has been drafted, the Rideau Planners Group will meet to determine what the municipalities have in common and the links of each municipality to the Rideau Canal.

**9. Media:**

- a. The Chair and Vice Chair will manage Media requests.

**10. Next Meeting:**

- a. An overview of the points/attractions that helped earn the Canal its designation should be presented.
- b. Review of the draft Terms of Reference (objectives, vision etc.)
- c. Discussion of potential advisory committees.
- d. Status of the initiatives started by the Interim Steering Committee should be presented.
- e. Meeting date will be sometime in March, 2010.