

MISSISSIPPI VALLEY CONSERVATION AUTHORITY

47th ANNUAL MEETING

Mississippi Valley Conservation Centre
Carleton Place

MINUTES

February 18, 2015

2015 MEMBERS PRESENT:

J. Karau, Chair;
D. Abbott, Vice-Chair;
M. Burnham;
G. Code;
B. Doucett;
E. El-Chantiry;
A. Gillis;
J. Hall;
G. Martin;
B. MacDonald;
G. McEvoy;
K. Thompson;
P. Sweetnam;
M. Wilkinson.

2015 MEMBERS ABSENT:

F. Campbell.

2014 MEMBERS PRESENT:

A. Jones;
W. Millar.

2014 MEMBERS ABSENT:

D. Black;
R. Kidd;
R. Sutcliffe;
H. Yanch.

INVITED MEMBERS PRESENT:

L. Antonakos.

STAFF PRESENT:

P. Lehman, P. Eng., General Manager;
J. Sargeant, Secretary-Treasurer;
M. Craig, Manager, Planning & Regulatory
Services;
C. Cunningham, Environmental Planner;
G. Mountenay, Water Management Supervisor;
J. Price, Director, Water Resource Engineering.

OTHERS PRESENT:

B. Stewart, Mayor, Lanark Highlands;
G. Street, Cross Street & Company;
C. Baker, Watershed Resident;
H. Ford-Robinson, Watershed Resident;
D. McNicol, Watershed Resident;
A. Seaman, Watershed Resident.

BUSINESS:

1. Minutes – Board of Directors Meeting – December 3, 2014

B02/18/15-1

MOVED BY: A. Jones

SECONDED BY: W. Millar

Resolved, That the Minutes of the Mississippi Valley Conservation Authority Board of Directors meeting held on December 3, 2014 be received and approved as printed.

“CARRIED”

2. Minutes – Policy and Priorities Advisory Committee Meeting – February 10, 2015

Mr. Karau advised that there was a discussion at the Policy and Priorities Advisory Committee Meeting regarding public notification and although the consensus was that MVCA has a good system in place for public notification, there were two areas that could benefit from additional enhancement. He noted that when the minutes come back to the next Policy and Priorities Advisory Committee, they may be enhanced to give a further reflection of the broader discussion held, the questions examined by Committee members and the observations made.

Mr. Gillis suggested that a list of upcoming events be included on the MVCA website along with agendas and minutes of meetings.

B02/18/15-2

MOVED BY: D. Abbott

SECONDED BY: W. Millar

Resolved, That the Minutes of the Mississippi Valley Conservation Authority Policy and Priorities Advisory Committee meeting held on February 10, 2015 be received.

“CARRIED”

3. Business Arising From the Minutes

The Secretary-Treasurer pointed out that the increase in the mileage rate from 55 to 57.5 cents approved at the Board of Directors meeting in December was not implemented because the Federal Government rate changed from 57.5 cents back to 55 cents effective January 1, 2015.

Mr. Karau outlined the motions arising from the Policy and Priorities Advisory Committee Meeting held on February 10, 2015.

B02/18/15-3

MOVED BY: G. Code
SECONDED BY: M. Burnham

Resolved, That staff be directed to apply to the Courts for an Order to determine the title and a direction to the Registrar to register the Order on the title to MVCA's land and the Bucci lands.

“CARRIED”

B02/18/15-4

MOVED BY: A. Gillis
SECONDED BY: G. McEvoy

Resolved, That the Planning Advisory and Regulations Program Fee Schedule as recommended by the Policy and Priorities Advisory Committee be adopted effective March 1, 2015.

“CARRIED”

B02/18/15-5

MOVED BY: M. Burnham
SECONDED BY: G. Martin

Resolved, That the Policy Revisions to the Section 28 Regulations Policy as recommended by the Policy and Priorities Advisory Committee be approved.

“CARRIED”

B02/18/15-6

MOVED BY: P. Sweetnam
SECONDED BY: D. Abbott

Resolved, That all permits be issued a sign for posting on the landowner property with the permit number, and further,
Resolved, That an activity list be provided to the Conservation Authority Board of Directors for Categories II-V.

“CARRIED”

4. 2014 Financial Statements

Mr. Street presented the MVCA Financial Statements for the period ending December 31, 2014. Mrs. Sargeant advised that Mr. Street will be attending the next Finance and Administration Advisory Committee meeting in the spring to discuss the audit review for 2014. He will also attend a fall Finance and Administration Advisory Committee meeting to address the members with regard to the role and responsibilities for the Board of Directors, management and the auditor in preparation for the 2015 audit.

B02/18/15-7

MOVED BY: E. El-Chantiry
SECONDED BY: P. Sweetnam

Resolved, That the audited Financial Statements for the period ended December 31, 2014 be received, and further,
Resolved, That the Financial Statements for the period ended December 31, 2014 be adopted.

“CARRIED”

5. Elections of Officers for 2015

B02/18/15-8

MOVED BY: M. Burnham

SECONDED BY: G. Code

Resolved, That Glenn Street be appointed as Chairman for the Election of Chairman for 2015.

“CARRIED”

B02/18/15-9

MOVED BY: M. Burnham

SECONDED BY: E. El-Chantiry

Resolved, That John Price and Gord Mountenay be appointed to serve as Scrutineers in the event of an election.

“CARRIED”

Mrs. Code nominated John Karau for the position of Chairman of the Conservation Authority for 2015.

Mr. Street asked three times for further nominations.

B02/18/15-10

MOVED BY: M. Burnham

SECONDED BY: G. Code

Resolved, That nominations for the position of Chairman be closed.

“CARRIED”

Mr. Karau agreed to stand for the position of Chairman and was duly elected by acclamation.

Mr. Burnham nominated Duncan Abbott for the position of Vice-Chairman of the Conservation Authority for 2015. Mr. Karau asked three times for further nominations.

B02/18/15-11

MOVED BY: J. Hall

SECONDED BY: B. McDonald

Resolved, That nominations for the position of Vice-Chairman be closed.

“CARRIED”

Mr. Abbott agreed to stand for the position of Vice-Chairman and was duly elected by acclamation.

6. Appointment of Auditors for 2015

B02/18/15-12

MOVED BY: J. Hall

SECONDED BY: E. El-Chantiry

Resolved, That the firm of Cross Street & Company be engaged as the Authority's Auditor for the year 2015.

“CARRIED”

7. 2015 Budget & Work Plan

Mr. Lehman presented Staff Report #2806/15 including the 2015 Budget and Work Plan. He commented on the significant factors affecting the 2015 Budget as outlined below:

Inflationary Expenses - Additional expenses as a result of inflationary pressures over 2014 estimated to be \$21,000.00;

Wage Adjustments -The 2015 Budget includes an average wage adjustment of 3.5% (2.5% COL plus average 1.0% merit) amounting to \$49,500.00. The CPI (Ontario/all-items) for September 2014 was 2.5% over 2013;

Interest Income - Interest income in 2015 available to offset operating expenses is projected to be \$4,000.00 less than 2014;

Operations - In 2014, a ¾ ton pick-up was ordered but was not delivered by year-end. As a result \$30,000.00 was allocated to the Vehicle and Equipment Reserve for use in 2015. Mr. Lehman further proposed that an additional \$15,000.00 be allocated from the Reserve in 2015 to offset the cost of two additional vehicle purchases;

Information Management - The acquisition of LiDAR data to update flood risk mapping along the lower Mississippi River in conjunction with the Town of Carleton Place and Mississippi Mills will be completed in 2015 at a cost of \$6,500.00 to MVCA;

Plan Review and Section 28 Regulations - Proposed increase in fees charged on planning application reviews and Section 28 Regulation permit applications of 4% to reflect Consumer Price Index over 2013 and 2014;

Flood Forecasting and Warning - Due to discontinuation of support for cellular coverage at various remote gauge locations, \$10,000.00 has been included in the 2015 Budget to convert one site to GOES coverage;

Land Management - Property taxes on the Administrative Office, estimated to be \$23,000.00 in 2015 have been included in the 2015 Budget. Mr. Lehman noted that staff are consulting with MPAC regarding the application of Section 33 of the Conservation Authorities Act which would exempt the building from taxation;

Water and Erosion Control Structures - The 2015 Budget includes two projects which were not funded in 2014 in addition to staff costs to coordinate and manage capital projects. Mr. Lehman proposed that \$24,000.00 from the general surplus and \$24,500.00 from the WCS Reserve be used to offset the 2015 levy requirement to advance the projects;

Conservation Area Development - The 2015 Budget has included \$5,000.00 in municipal levy for maintenance work on the K&P Trail. Mr. Lehman explained that the Eastern Ontario Trails Alliance has included the K&P Trail in a grant application for maintenance work on several trails in eastern Ontario. The application was successful and will contribute up to \$32,500.00 (50% matching funds) towards maintenance on the K&P Trail.

Mr. Lehman commented on the 2015 Operating Budget (\$3,178,784.00) and the 2015 Capital Budget (\$472,307.00) summaries included in the Work Plan as well as the 2015 Municipal Levy (general benefitting) breakdown for the total 2015 levy in the amount of \$2,534,246.00 representing an overall increase of \$81,000.00. Mr. Lehman explained that the total increase in levy represents 3.3% which includes 1.3% in assessment growth across the watershed and a 2% limit requested by the City of Ottawa as a guideline for budget preparations for 2015.

In response to a request, Mr. Lehman explained the apportionment breakdown calculation for each municipality based on assessment figures received from the Ministry of Natural Resources through the Municipal Property Assessment Corporation (MPAC). He noted that based on the assessment figures received and the relative assessment in the City of Ottawa, the City covers approximately 90% of the total municipal levy for the Conservation Authority.

Mrs. Wilkinson questioned the impact on staff resources for the property development activity in the Kanata North area of the City of Ottawa. Mr. Lehman pointed out that staff have not been consulted to date and will have to verify whether conservation authority permits are required for the immediate forest removal being proposed. Staff will have to handle the development activity as part of the day to day workload. He noted that additional resources have not been included in the budget.

B02/18/15-13

MOVED BY: E. El-Chantiry

SECONDED BY: A. Gillis

Resolved, That the total 2015 Operating and Capital expenditure in the amount of \$3,651,091.00 be approved; and furthermore,

Resolved, That the total 2015 Administration levy to be apportioned on a general benefitting basis be in the amount of \$2,534,246.00.

“CARRIED”

8. Ottawa River Regulatory Flood Plain Mapping Study

Mr. Price commented on Staff Report #2807/15 and advised that a Regulatory flood plain mapping study of the Ottawa River within the jurisdictional area of the Mississippi Valley Conservation Authority (MVCA) was initiated in 2013 as part of a partnership between the City of Ottawa and MVCA. LiDAR (Light Detection and Ranging laser technology) was used to derive a Digital Elevation Map (DEM). The high-quality DEM was suitable for “engineered” flood risk and hazard mapping of the study area. The current hazard mapping of the Ottawa River was produced as part of a joint study for the MVCA, Rideau Valley Conservation Authority (RVCA and the Regional Municipality of Ottawa-Carleton (RMOC – now the City of Ottawa) by MacLaren Plansearch in 1984. The current hazard mapping study represents an update of the original mapping.

Mr. Price commented on the major components of the project as follows:

- Preparation of topographic mapping based on 2008 LiDAR and 2008 DRAPE imagery overlay;

- Hydrologic analysis to estimate flood discharges for various return periods at key points along the river. The 1984 flood plain mapping study addressed the entire reach of the Ottawa River within the RMOC (now the City of Ottawa). For the update the MVCA and RVCA are addressing the reaches within their respective watershed areas. The hydrologic analysis was completed by the RVCA and the results were used by the MVCA since the two studies are related;
- Hydraulic calculations using the HEC-RAS backwater program to estimate flood levels associated with the flood discharges;
- The delineation and plotting of flood lines on the high-quality topographic mapping to delineate areas that are susceptible to flooding during the Regulatory (1:100 year) flood event and definition of the Regulation Limit based on provincial standards.

Mr. Price noted that an open house was held on December 4, 2014 at the City of Ottawa Client Service Centre in Kinburn to show draft maps to the public. The technical steps involved in the mapping process were explained. How the flood maps are used by the MVCA and the municipalities was also discussed. The open house was attended by 16 members of the public, two City of Ottawa staff members and one City of Ottawa councilor.

It was noted that the mapping and report was reviewed by staff from RVCA and a formal presentation was provided to City of Ottawa staff. The City also had an external technical review of the study, completed by J. F. Sabourin and Associates Inc., and comments and concerns were incorporated and addressed in the final report.

With acceptance of the final report the technical basis for the associated mapping should be accepted and considered as adequately defining areas subject to flood hazards along the Ottawa River, within the watershed area of the MVCA, during a Regulatory (1:100 year) flood event. The mapping will also be made available to the municipality for updating Official Plan and Zoning Schedules and in the review of other related *Planning Act* applications.

Mr. Price noted that maps were available for members to review. He noted that the report will be available to the public via the MVCA website and upon request. The model files will be available to anyone who wishes to obtain them, subject to their accepting the standard “terms of use” that apply to the release of MVCA data and information. The flood risk lines (shape files) will be maintained in MVCA’s GIS system and will be made available to anyone according to the data sharing protocol. The documentation folder will be maintained at the MVCA office and made available to anyone wishing to inspect them.

Mr. Price pointed out that all works for the project were completed by MVCA’s water resources engineering and GIS personnel.

B02/18/15-14

MOVED BY:

E. El-Chantiry

SECONDED BY: B. Doucett

Resolved, That Staff Report # 2807/15 be received, and furthermore;

Resolved, That the Board of Directors adopts the report Ottawa River Regulatory Flood Plain Mapping Report From the Mississippi River to Watts Creek dated February 2015 and the associated GIS-based flood risk limit lines as a reasonable and defensible delineation of areas along the Ottawa River, within the MVCA watershed, that are susceptible to flooding during the Regional flood standard as defined in Schedule 1 to Ontario Regulation 153/06, and furthermore;

Resolved, That the Board of Directors adopts the flood flows documented in the report Ottawa River Regulatory Flood Plain Mapping Report From the Mississippi River to Watts Creek dated February 2015 as the most suitable estimates for flood mapping purposes for the Ottawa River, within the MVCA watershed, and furthermore;

Resolved, That the report and maps be published in support of MVCA Regulatory limits mapping and be placed on the MVCA web site for agency and public reference.

“CARRIED”

9. Mill of Kintail Master Plan Amendment

Staff Report #2808/15 along with the Master Plan Amendment dated February 18, 2015 was reviewed. Mr. Cunningham advised that a local contingent of the Ottawa Mountain Biking Association, who spearheaded the Almonte Riverside Trail, has approached the Conservation Authority to request trail passage through the Mill of Kintail Conservation Area. The intent of the passage is to connect the current 8 km all-season multi-use Almonte Riverside Trail, which leads from Almonte to public Crown lands located north-west of the property.

It was noted that the multi-use Almonte Riverside Trail is open to the general public and supports non-motorized uses such as cycling, hiking, snowshoeing, and x-country skiing. The trail through the Mill of Kintail will be a single multi-purpose trail based primarily on existing trail infrastructure. A small new trail section will be added at the southern end of the site for access/egress purposes. There will be small areas of overlap involving the existing trail network and the multi-use trail. The remainder of the trail will be based on existing trails that are currently not utilized by the public and the access laneway to the observatory.

Mr. Cunningham advised that staff met with the Mill of Kintail Museum Committee to discuss the multi-use trail proposal. The Committee agreed in principle that the connection was a reasonable use of the site and fitting with the mandate of the conservation area while increasing the visitor audience and potentially generating more user fees with minimal stress on staff time and the site itself.

Mr. Cunningham noted that the Master Plan Amendment, as attached to the staff report, was prepared in response to the direction provided by the MVCA Board of Directors on October 15, 2014 for staff to proceed with the preparation of a plan amendment. Currently bicycles are only permitted on the same interior roads as motorized vehicular traffic. The plan amendment would allow a change in use to permit bicycles on the Almonte Riverside Trail and therefore also allow for the creation of a multi-use trail through the Mill of Kintail Conservation Area.

Concern was expressed about the use of bicycles and pedestrians at the same time on the bridge at the Conservation Area. Mr. Cunningham noted that signs can be used to instruct cyclists either to walk their bicycles across or direct them to another trail.

B02/18/15-15

MOVED BY: P. Sweetnam

SECONDED BY: M. Wilkinson

Resolved, That the Board of Directors approve the proposed Amendment to the Mill of Kintail Master Plan to allow the creation of a designated multi-purpose trail through the Mill of Kintail, and to allow the use of bicycles to be permitted on the multi-purpose trail.

“CARRIED”

10. 2015 Committee Appointments

Mrs. Sargeant requested that members complete the form to indicate their Committee of choice for 2015. She noted that a Committee list will be circulated with the minutes.

B02/18/15-16

MOVED BY: M. Burnham

SECONDED BY: B. MacDonald

Resolved, That the Mississippi Valley Conservation Authority hereby appoints the Chair, Vice-Chair, Eli-El-Chantiry, Gail Code, Phil Sweetnam, Mark Burnham, Alex Gillis and Kirby Thompson to the Regulations Committee to hear applications pursuant to Ontario Regulation 153/06, and furthermore;

Resolved, That the members of the Regulations Committee deliberate on the evidence presented at the hearing, and grant or deny such permission on behalf of the Mississippi Valley Conservation Authority and provide the applicant with reasons, in writing, thereof.

“CARRIED”

B02/18/15-17

MOVED BY: P. Sweetnam

SECONDED BY: J. Hall

Resolved, That the Mississippi Valley Conservation Authority hereby appoints Mark Burnham, as the Voting Delegate, John Karau as the first alternate and Paul Lehman as the second alternate to Conservation Ontario for 2015.

“CARRIED”

B02/18/15-18

MOVED BY: M. Burnham

SECONDED BY: B. Doucett

Resolved, That Louis Antonakos be an invited member to the Conservation Authority representing the Mississippi Valley Conservation Foundation for the year 2015.

“CARRIED”

11. Energy East Pipeline Update

Staff Report #2810/15 regarding the Trans Canada Corporation – Energy East Pipeline Conversion was reviewed and discussed. Mr. Craig noted that MVCA and RVCA staff will be meeting with Trans Canada personnel to discuss watershed constraints associated with the proposed Energy East pipeline conversion from gas to oil within the Authority's jurisdiction. MVCA staff has identified all water crossings and sensitive features within its watershed to inform the provincial commenting (OEB, Ontario Energy Board) and federal approval bodies (NEB, National Energy Board) of local

constraints where mitigation plans are of importance. The route crosses 43 km of the MVCA watershed and crosses 17 watercourses including the Mississippi River. The pipeline also crosses 11 km of highly vulnerable ground water recharge areas and approximately 3 km directly intersect Provincially Significant Wetlands. The majority of the pipeline is located within the City of Ottawa with the north section crossing through Mississippi Mills.

It was noted that almost the entire pipeline route is located in what has been determined in studies of the watershed to be a Highly Vulnerable Aquifer (HVA) area. The HVA area is identified in the provincially approved Assessment Reports for the Mississippi Valley and Rideau Valley Source Protection Areas.

Within the Mississippi Valley watershed, the pipeline route runs through an area known as the Intake Protection Zone 3 (IPZ 3) for the two City of Ottawa municipal water intakes. The IPZ 3 is identified in the Approved Assessment Reports for the Mississippi Valley and Rideau Valley Source Protection Areas. The surface water network within IPZ 3 drains into the Ottawa River, upstream of the City's two surface water intakes. In the event of an accidental oil release within the IPZ 3, there is a low potential (due to travel time) for impacts to the surface water entering the two City of Ottawa drinking water plants. MVCA staff is working with the RVCA on a joint submission which includes the following:

- Details on mitigation, particularly in the HVA and IPZ and other vulnerable areas, are lacking.
- What type of mitigation is planned for the Mississippi River Crossing (shut off valves, etc.)?
- Analysis on mitigation for the identified sensitive features (water crossings and wetlands).

It was noted that a submission will be filed to inform relevant agencies and Trans Canada of the nature of local conditions and constraints and the Authority's interest in ensuring that appropriate management plans are developed by Trans Canada.

Mr. Sweetnam pointed out that the oil has to come east somehow with train transportation no longer viable, however, the responsibility of the two Conservation Authorities is to ensure the protection of the significant rivers in the area including, the Rideau River, the Ottawa River, the Madawaska River and the Mississippi River. Concern was expressed that the entire project is managed out of Calgary, Alberta with no representatives located in Ontario. Mr. Gillis suggested that a request should be made for a monitoring station in Ontario.

Overall the Board of Directors supported the view that the Mississippi River should be considered a

significant river crossing.

B02/18/15-19

MOVED BY: M. Burnham

SECONDED BY: P. Sweetnam

Resolved, That the staff report # 2810/15 regarding the Trans Canada Corporation – Energy East Pipeline Conversion be received for information with a report to be provided at the next meeting.

“CARRIED”

12. Ontario Regulation 153/06 Permits

Ontario Regulation 153/06 Permits issued up to February 9, 2015 were reviewed and discussed.

13. Ottawa River Summit

Mr. Karau advised that he is on the steering committee for the Ottawa River Summit at the request of both the Mississippi Valley and Rideau Valley Conservation Authorities. He noted that the Ottawa River Summit has a primary focus on integrated watershed management and that he will keep members up to date on the summit.

14. 2015 Meeting Schedule

The 2015 meeting schedule was noted as follows:

Board of Directors Meeting – March 18, 2015 – 1:00 p.m.

Board of Directors Meeting – April 15, 2015 – 1:00 p.m.

Board of Directors Meeting – May 20, 2015 – 1:00 p.m.

Board of Directors Tour – June 17, 2015 – all day

Board of Directors Meeting – July 15, 2015 – 1:00 p.m.

Board of Directors Meeting – September 16, 2015 – 1:00 p.m.

Board of Directors Meeting – October 21, 2015 – 1:00 p.m.

Annual Christmas Meeting/Luncheon – December 2, 2015 – in the a.m.

15. Other Business

Mr. Karau advised that a discussion was held at the Policy and Priorities Advisory Committee meeting on February 10, 2015 about representation on the Board of Directors. He noted that the recommendation from the Committee is to use Census data as opposed to data provided through the Ministry of Natural Resources by the Municipal Property Assessment Corporation. It was noted that using the Census data would allow the City of Ottawa to have an additional representative on the Board of Directors. Based on 2011 Census data, the Town of Carleton Place is close to the 10,000 population threshold which would allow them to have an additional member. Mr. Doucett, member for Carleton Place, noted that the matter needs further consideration by council before deciding whether to request an additional member.

B02/18/15-20

MOVED BY: E. El-Chantiry

SECONDED BY: P. Sweetnam

Resolved, That membership on the Mississippi Valley Conservation Authority be based on Canadian Census Data effective immediately.

“CARRIED”

Mr. Doucett donated to the Authority two framed First Day of Issue R. Tait McKenzie Memorial Stamps owned by his family.

ADJOURNMENT

The meeting was adjourned at 3:20 p.m.

B02/18/15-21

MOVED BY: B. Doucett

SECONDED BY: B. MacDonald

Resolved, That the Mississippi Valley Conservation Authority Board of Directors meeting be adjourned.

“CARRIED”

“J. Sargeant, Recording Secretary

J. Karau, Chairman”