

MISSISSIPPI VALLEY CONSERVATION AUTHORITY

48th ANNUAL MEETING

Mississippi Valley Conservation Centre
Carleton Place

MINUTES

February 17, 2016

2016 MEMBERS PRESENT:

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

2016 MEMBERS ABSENT:

D. Abbott, Vice-Chair;
F. Campbell;
G. Code.

INVITED MEMBERS PRESENT:

L. Antonakos.

STAFF PRESENT:

P. Lehman, P. Eng., General Manager;
J. Sargeant, Secretary-Treasurer;
S. Gutoskie, Community Relations Coordinator;
V. Hard, Planning Assistant;
J. North, Water Resources Technologist;
A. Playfair, Recording Secretary;
J. Price, Director, Water Resource Engineering;
D. Reid, Environmental Planner.

OTHERS PRESENT:

G. Street, Cross Street and Company;
J. Ferrell, Carleton University Coop Student;
A. Jones, Watershed Resident;
J. Lowry, Watershed Resident.

BUSINESS:

1. Minutes – Board of Directors Meeting – December 2, 2015

B02/17/16-1

MOVED BY: M. Wilkinson

SECONDED BY: M. Burnham

Resolved, That the Minutes of the Mississippi Valley Conservation Authority Board of Directors meeting held on December 2, 2015 be received and approved as printed.

“CARRIED”

2. Minutes – Finance and Administration Advisory Committee Meeting – February 4, 2016

B02/17/16-2

MOVED BY: E. El-Chantiry

SECONDED BY: P. Sweetnam

Resolved, That the Minutes of the Mississippi Valley Conservation Authority Finance and Administration Advisory Committee meeting held on February 4, 2016 be received.

“CARRIED”

3. Presentation 2015 Financial Statements

Mr. Street presented the MVCA Financial Statements for the period ending December 31, 2015. Mr. Street noted the auditing process changed and he had the opportunity to meet with the Finance and Administration Advisory Committee twice during the past year to discuss the role and responsibilities for the Board of Directors, management and the auditor in preparation for the 2015 audit and to discuss the draft 2015 Financial Statements. The benefits of both meetings were noted by a number of members.

B02/17/16- 3

MOVED BY: B. Doucett

SECONDED BY: G. McEvoy

Resolved, That the audit review letter dated February 3, 2016 be received and further,

Resolved, That the Chairman sign the letter on behalf of the Board of Directors.

“CARRIED”

B02/17/16- 4

MOVED BY: J. Hall

SECONDED BY: P. Sweetnam

Resolved, That the audited Financial Statements for the period ended December 31, 2015 be received, and further,

Resolved, That the Financial Statements for the period ended December 31, 2015 be adopted.

“CARRIED”

Mr. Lehman commented on discussions held at the Finance and Administration Advisory Committee meeting regarding the recommendation to develop an Asset Management Plan. He noted MVCA could use some of the unrestricted surplus to move forward with the plan in 2016. He commented it would assist in determining long-term costs and realizations with regard to water control structures and buildings. Mr. Lehman also noted he would contact consultants to assist in preparation of an Asset Management Plan.

B02/17/16-5

MOVED BY: A. Gillis

SECONDED BY: M. Wilkinson

Resolved, That MVCA move forward with development of an Asset Management Plan in 2016 at an estimated cost of \$25,000.00 with funding to come from unrestricted surplus.

“CARRIED”

4. Elections of Officers for 2016

B02/17/16-6

MOVED BY: E. El-Chantiry

SECONDED BY: P. Sweetnam

Resolved, That Glenn Street be appointed as Chairman for the Election of Chairman for 2016.

“CARRIED”

B02/17/16-7

MOVED BY: B. Doucett

SECONDED BY: J. Hall

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

“CARRIED”

Mr. Burnham nominated John Karau for the position of Chairman of the Conservation Authority for 2016.

Mr. Street asked three times for further nominations.

B02/17/16-8

MOVED BY: E. El-Chantiry

SECONDED BY: P. Sweetnam

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

“CARRIED”

Mr. Karau agreed to let his name stand for the position of Chairman. He was duly elected by acclamation.

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

B02/17/16-9

MOVED BY: M. Burnham

SECONDED BY: B. Doucett

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

“CARRIED”

Mr. Karau advised that he spoke with Mr. Abbott and he did agree to stand for the position of Vice-Chairman. Duncan Abbott was duly elected by acclamation.

5. Appointment of Auditors for 2016

In response to a question, Mr. Street confirmed that the audit fee should be similar to the

fee for the previous year.

B02/17/16-10

MOVED BY: P. Sweetnam

SECONDED BY: A. Gillis

Resolved, That the firm of Cross Street & Company be engaged as the Authority's Auditor for the year 2016.

“CARRIED”

6. 2016 Budget & Work Plan

Mr. Lehman advised that the 2016 draft budget was circulated to all watershed municipalities with no concerns received. He presented the authority's Strategic Priorities for 2016-2019 and commented on the 2016 status of each strategic goal.

Mr. Lehman presented the Operating (\$3,194,202), Capital (\$387,744) and Levy (\$2,622,606) summaries for 2016. He noted that the Municipal Levy for 2016 in the amount of \$2,622,606 represents an overall increase of \$88,360. Mr. Lehman explained that the total increase in levy represents 3.5%, which includes a 1.58% increase in assessment and 1.88% increase in municipal levy/\$100,000 of assessment.

It was requested that staff circulate the budget summary presentation to members.

He noted the 2016 budget supports a majority of the goals in the strategic plan but the authority will need to focus on other goals in future budgets.

B02/17/16-11

MOVED BY: E. El-Chantiry

SECONDED BY: M. Burnham

Resolved, That the total 2016 Operating and Capital expenditure in the amount of \$3,581,946 be approved; and furthermore,

Resolved, That the total 2016 Administration levy to be apportioned on a general benefiting basis be in the amount of \$2,622,606.

“CARRIED”

7. Property Stewardship Agreement – Ontario Heritage Trust

Mr. Lehman presented staff report #2851/16. It was noted that in 2002, MVCA entered into a Stewardship Agreement with the Ontario Heritage Trust regarding a 25 acre parcel of land located within the Appleton Swamp. The Trust accepts property donations of ecologically significant property if they can partner with a local property steward to monitor the property and ensure security. In 2006, a second 20 acre property abutting the first property was accepted by the Trust and subsequently included in the Stewardship Agreement with MVCA.

Recently, a third 50 acre property was accepted by the Trust subject to MVCA agreeing to act as the property steward. The Property Stewardship Agreement attached to the staff report was reviewed. The proposed Term of the Agreement is for 25 years with potential for renewal. Either party may terminate the Agreement with 3 months written notice.

Mr. Lehman explained MVCA's obligations under the Agreement are to monitor the property and provide preventative or enforcement measures as may reasonably be required to prevent or stop unauthorized use of the Property, trespassing or vandalism. Each year, MVCA is to submit an Annual Report to the Trust identifying how the goals and objectives of the Stewardship Plan have been achieved and any significant changes to the condition of the property. The Trust is exempt from paying property taxes.

The Trust is interested in securing additional properties should they become available within the Appleton Swamp which is classified as a provincially significant wetland. With the third parcel approximately 100 acres of the wetland has been secured at little cost to MVCA other than periodically inspecting the properties and reporting to the Trust.

A question was asked if the authority has a policy in place for land donations. Mr. Lehman advised that the authority does not have a policy for land donations. Mr. Lehman noted that the Authority has expressed interest in lands like ragged chutes and has examined other heritage and conservation properties on a case by case basis. The possibility of forwarding land donation requests to the Mississippi Madawaska Land Trust was mentioned. It was suggested that staff obtain copies of policies and programs from other conservation authorities. It was agreed that a policy and program for land donations should be considered by the Policy and Priorities Advisory Committee.

B02/17/16-12

MOVED BY: A. Gillis

SECONDED BY: M. Burnham

Resolved, That the Property Stewardship Agreement with the Ontario Heritage Trust for the Gardiner, Grace and Neilson properties be approved for execution.

“CARRIED”

8. 2016 Committee Appointments

Mrs. Sargeant commented on Staff report #2852/16. She noted that there were no new members appointed to the Conservation Authority in 2016. Mrs. Sargeant proposed that the 2015 committee list be used again in 2016 unless any member would prefer to change to a different committee. She explained that every member is required to sit on either the Finance and Administration Advisory Committee or the Policy and Priorities Advisory Committee. She noted that a Committee list will be circulated with the minutes.

The members requested that agendas for all committee meetings be circulated to board members to keep them informed. It was also asked if the staff could indicate who is on the committee when sending meeting notifications to avoid confusion for the members.

B02/17/16-13

MOVED BY: M. Burnham

SECONDED BY: P. Sweetnam

Resolved, That the Mississippi Valley Conservation Authority hereby appoints the Chair, Vice-Chair, Alex Gillis, Mark Burnham. Kirby Thompson, Eli El-Chantiry, Gail Code and Phil Sweetnam 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”

B02/17/16-14

MOVED BY: P. Sweetnam

SECONDED BY: G. McEvoy

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 2016.

“CARRIED”

B02/17/16-15

MOVED BY: P. Sweetnam

SECONDED BY: M. Burnham

Resolved, That Louis Antonakos be an invited member to the Conservation Authority representing the Mississippi Valley Conservation Foundation for the year 2016.

“CARRIED”

9. Ontario Regulation 153/06 Permits

Ontario Regulation 153/06 Permits issued up to February 9, 2016 were reviewed and discussed.

10. 2016 Meeting Schedule

The 2016 meeting schedule was noted as follows:

Board of Directors Meeting – March 16, 2016 – 1:00 p.m.
Board of Directors Meeting – April 20, 2016 – 1:00 p.m.
Board of Directors Meeting – May 18, 2016 – 1:00 p.m.
Board of Directors Tour – June 15, 2016 – all day
Board of Directors Meeting – July 20, 2016 – 1:00 p.m.
Board of Directors Meeting – September 21, 2016 – 1:00 p.m.
Board of Directors Meeting – October 19, 2016 – 1:00 p.m.
Annual Christmas Meeting/Luncheon – December 7, 2016 – in the a.m.

Mr. Karau noted the meetings could be rescheduled for any unforeseen circumstances.

11. Watershed Conditions Update

Mrs. North presented the watershed conditions update. She noted that the authority changed their strategies slightly over the winter months due to lack of snow. Mrs. North noted that current

conditions will continue to be monitored.

12. General Manager's Update

Mr. Lehman presented the following information from Staff Report # 2854/16.

1. Conservation Authorities Act Review – Conservation Ontario continues to monitor progress and participated as an observer in several engagement sessions with different stakeholders. Observations from these sessions were shared with the CO CA Act Working Group to re-examine CO's key priorities for consideration by CO Council. As of December 7th, MNR staff were continuing to analyse comments received and were hopeful to be briefing the Minister's Office and the Parliamentary Assistant's office in the near future.
2. Wetlands Policy Review – Two open houses held to obtain feedback on revising MVCA wetland policies to incorporate non-PSW wetlands under Ontario Regulation 153/06. Provincial review of Ontario's Wetland Strategy is progressing with a draft Strategic Plan due for public review in early 2016. The Province's draft Strategic Plan will assist staff in preparing implementation policies which will be complementary to other provincial initiatives.
3. Conservation Ontario – Conservation Ontario presented a pre-budget submission to the Standing Committee on Finance and Economic Affairs on February 1, 2016 to outline the value which CA programs provide to the province and outline the need for provincial reinvestment, including;
 - Sustainable funding for implementation of approved Source Protection Plans
 - Maintain current \$5 million WECA program
 - One-time \$400,000 investment towards identifying priority flood risk mapping projects
 - Additional \$15.1 million/year (total of \$22.5 million) funding to support CA flood management operations

On March 10, a reception is being held at Queens Park to allow CA's an opportunity to showcase the excellent work of the Conservation Authorities and to meet and talk with elected members from the Legislature. Eleanor McMahon, Parliamentary Assistant to the Minister of Natural Resources and Forestry has agreed to be the MPP sponsor for this event. The Chairman and General Manager will be attending.

4. On January 18th, City of Ottawa representatives with the MVCA, RVCA and SNC met to discuss matters of common interest. The meeting allowed members to become acquainted with their colleagues on the other two conservation authorities and to understand how the CA's collaborate with each other along with a discussion on current priorities and challenges. This forum will provide further opportunities to provide collective input to the City of Ottawa Water Environment Strategy once it has been considered at Committee.
5. Glen Cairn Property Disposition – The necessary materials have been submitted to the province for Minister's approval. Staff anticipate hearing back from the Ministry by the end of February.
6. K&P Trail Conservation Area Property Dispute – Board members recently received a letter from the abutting property owner involved in the dispute. A mediation session was held on January 14th which proved to be unsuccessful. A pre-trial is scheduled for May 11, 2016 with a trial date of June 13, 2016.
7. On Tuesday, February 2, MVCA was pleased to welcome United States Ambassador to

Canada Bruce Heyman, and Minister of Sport and Persons with Disabilities Carla Qualtrough. Through collaboration between MVCA and the Naithsmith Foundation, the Mill of Kintail is now home to the James Naismith Museum. Dr. James Naismith was born and raised in Ramsay Township, now Mississippi Mills, and went on to become internationally recognized inventing the sport of basketball. Ambassador Heyman and Minister Qualtrough toured the museum and was accompanied by Canada Basketball's President and Chief Executive Officer Michele O'Keefe.

13. Other Business

Mr. Gillis thanked the Chair for his condolences on the death of Mississippi Mills Councillor Bernard Cameron.

Mr. Antonakos mentioned how great staff did representing the Authority at the Community Curling bonspiel that took place in January at the Carleton Place curling club.

ADJOURNMENT

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

B02/17/16-16

MOVED BY: B. Doucett

SECONDED BY: M. Burnham

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

“CARRIED”

“A. Playfair, Recording Secretary

J. Karau, Chairman”