

MISSISSIPPI VALLEY CONSERVATION AUTHORITY

51st ANNUAL MEETING

Mississippi Valley Conservation Centre
Carleton Place

MINUTES

February 20, 2019

2019 MEMBERS PRESENT:

J. Mason, Chair
J. Hall, Vice-Chair
J. Atkinson;
E. Burke;
R. Darling;
E. El-Chantiry;
T. Fritz;
B. Holmes;
J. Inglis;
J. Karau;
P. Kehoe;
R. Kidd;
C. Lowry;
G. McEvoy;
K. Thompson;
P. Sweetnam.

2019 MEMBERS ABSENT:

G. Gower.

2018 MEMBERS PRESENT:

D. Abbott, Chair;
D. Black;
M. Burnham;
G. Code;
A. Gillis.

2018 MEMBERS ABSENT:

F. Campbell;
J. Flynn;
B. MacDonald;
G. Martin;
M. Wilkinson.

2018 INVITED MEMBERS PRESENT: L. Antonakos.

STAFF PRESENT:

P. Lehman, P. Eng., General Manager;
J. Sargeant, Secretary-Treasurer;
M. Craig, Manager, Planning and Regulations;
S. Gutoskie, Community Relations Coordinator;
G. Moutenay, Water Resources Supervisor;
A. Playfair, Recording Secretary;
J. Price, Director, Water Resource Engineering;
D. Reid, Environmental Planner.

OTHERS PRESENT:

R. Bell, Mississippi Lake Resident;
M. Kubasiewicz, South Nation Conservation Board;
S. McIntyre, General Manager Designate;
G. Street, Cross Street Professional Corporation;
C. Walton, office of City of Ottawa Councillor Glen Gower.

Mr. Abbott called the meeting to order at 1:02 p.m.

BUSINESS:

1. **B02/20/19-1**
MOVED BY: M. Burnham
SECONDED BY: A. Gillis
Resolved, That the Agenda for the Mississippi Valley Conservation Authority Board of Directors Annual General meeting be adopted as presented.

“CARRIED”

2. Minutes – Board of Directors Meeting – December 5, 2018

B02/20/19-2

MOVED BY: G. Code
SECONDED BY: K. Thompson

Resolved, That the Minutes of the Mississippi Valley Conservation Authority Board of Directors meeting held on December 5, 2018 be received and approved as printed.

“CARRIED”

3. Minutes – Finance and Administration Advisory Committee Meeting – February 14, 2019

B02/20/19-3

MOVED BY: J. Hall
SECONDED BY: E. El-Chantiry

Resolved, That the Minutes of the Mississippi Valley Conservation Authority Finance and Administration Advisory Committee meeting held on February 14, 2019 be received.

“CARRIED”

4. Presentation 2018 Financial Statements

Mr. Street presented the 2018 audited financial statements for the period ending December 31, 2018. He noted the authority had a strong year and the audit went well with no concerns to report.

B02/20/19- 4

MOVED BY: J. Karau

SECONDED BY: A. Gillis

Resolved, That the audited Financial Statements for the period ended December 31, 2018 be received, and further,

Resolved, That the Financial Statements for the period ended December 31, 2018 be adopted.

“CARRIED”

B02/20/19- 5

MOVED BY: M. Burnham

SECONDED BY: J. Hall

Resolved, That the audit findings letter dated February 8, 2019 be received.

“CARRIED”

5. Elections of Officers for 2019

B02/20/19-6

MOVED BY: E. El-Chantiry

SECONDED BY: G. McEvoy

Resolved, That Glenn Street be appointed as Chairman for the Election of Chairman for 2019.

“CARRIED”

B02/20/19-7

MOVED BY: J. Karau

SECONDED BY: P. Sweetnam

Resolved, That John Price, Sally McIntyre and Sommer Casgrain-Robertson be appointed to serve as Scrutineers in the event of an election.

“CARRIED”

All offices were declared vacant.

Mr. El-Chantiry nominated Janet Mason for the position of Chair of the Conservation Authority for 2019. Mr. Street asked three times for further nominations.

B02/20/19-8

MOVED BY: J. Atkinson

SECONDED BY: E. El-Chantiry

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

“CARRIED”

Ms. Mason agreed to let her name stand for the position of Chair. She was duly elected by acclamation. Mr. Sweetnam nominated John Hall for the position of Vice-Chair of the Conservation Authority. Ms. Mason asked three times for any further nominations.

B02/20/19-9

MOVED BY: T. Fritz

SECONDED BY: P. Kehoe

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

“CARRIED”

Mr. Hall agreed to let his name stand for the position of Vice-Chair. He was duly elected by acclamation.

6. Appointment of Auditors for 2019

B02/20/19-10

MOVED BY: E. El-Chantiry

SECONDED BY: R. Darling

Resolved, That the firm of Cross Street Professional Corporation be engaged as the Authority’s Auditor for the year 2019.

“CARRIED”

7. 2019 Budget & Work Plan

Mr. Lehman advised that the 2019 draft budget was circulated to all watershed municipalities with no comments received to date. Mr. Lehman presented the proposed 2019 Budget and Work Plan for the Mississippi Valley Conservation Authority. The 2019 Budget includes an Administration and Maintenance levy of \$2,500,845 and a Capital Project levy of \$527,005 amounting to a total municipal levy to be assessed on a general benefiting basis of \$3,027,850.

B02/20/19-11

MOVED BY: J. Hall

SECONDED BY: K. Thompson

Resolved, That the total 2019 Operating and Capital expenditure in the amount of \$4,471,369 be approved; and furthermore,

Resolved, That the 2019 Administration and Maintenance levy to be apportioned on a general benefiting basis be in the amount of \$2,500,845; and furthermore,

Resolved, That the 2019 Capital Project levy to be apportioned on a general benefiting basis be in the amount of \$527,005.

“CARRIED”

8. Member Per-Diems, Honorarium and Mileage Rates for 2019

Mrs. Sargeant reviewed Staff Report #2989/19. She noted that at the present time, the per diem paid to Board members is \$70.00 for one meeting and \$140.00 for two meetings in one day or for attendance on Authority business. The annual Honorarium for the Chair is currently \$1,750.00.

The Finance and Administration Advisory Committee has recommended that rates in 2019 be increased by the cost of living of 2.5%. The new amounts would be \$71.75 for one meeting and \$143.50 for two meetings in one day or for attendance on Authority business. The Chair Honorarium would be \$1,793.75.

Mrs. Sargeant noted the Finance and Administration Advisory Committee discussed the mileage rate

and it was agreed to keep the rate of \$0.55/km for 2019 as opposed to using the traditional increase for Ontario which was \$0.57/km effective January 1, 2019.

In response to a question, Mrs. Sargeant noted the City of Ottawa Councilors do not receive per diem and one other member does not accept a per diem.

B02/20/19-12

MOVED BY: R. Kidd
SECONDED BY: P. Kehoe

Whereas, the recommendation from the Finance and Administration Advisory Committee is that Per Diem and Honorarium be increased in 2019 by 2.5% as per the cost of living adjustment in the 2019 Budget,

Resolved, That the following be approved for MVCA members in 2019;

\$71.75 for attendance at one meeting;

\$143.50 for attendance at two meetings in one day or for attendance on Authority business as directed by the Chair and Board of Directors;

\$1793.75 for Chair Honorarium.

“CARRIED”

B02/20/19-13

MOVED BY: G. McEvoy
SECONDED BY: R. Darling

Resolved, That the mileage rate for 2019 be set at \$0.55 for members, staff and MVCA vehicles.

“CARRIED”

9. 2019 Committee Appointments

Mrs. Sargeant handed out a current committee list formed from email responses by the members. A final list will be circulated.

B02/20/19-14

MOVED BY: E. El-Chantiry
SECONDED BY: C. Lowry

Resolved, That the Mississippi Valley Conservation Authority hereby appoints the Chair, Vice-Chair, Eli El-Chantiry, Phil Sweetnam, Roxanne Darling, John Karau, Kirby Thompson and Christa Lowry 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”

A discussion was held regarding the appointments for Conservation Ontario voting delegates. It was agreed that Ms. Mason would be appointed as voting delegate for Conservation Ontario and members that are interested in becoming 1st and 2nd Alternate

voting delegates should contact the Authority.

It will be discussed at the next Board of Directors meeting in March.

B02/20/19-15

MOVED BY: E. El-Chantiry

SECONDED BY: J. Hall

Resolved, That the Mississippi Valley Conservation Authority hereby appoints Janet Mason as the Voting Delegate to Conservation Ontario for 2019.

“CARRIED”

Mr. Lehman informed the members that the current Administrative By-law does not include invited members to be part of the board. He noted the past Administrative By-laws had a motion to include invited members that provide expertise to the board. This matter will be brought to the Policy and Priorities Advisory Committee to be reviewed.

B02/20/19-16

MOVED BY: J. Atkinson

SECONDED BY: P. Sweetnam

Whereas, the Mississippi Valley Conservation Authority Administrative By-law adopted on September 19, 2018 is silent on the issue of invited members to the Board of Directors,

And Whereas, the Administrative By-law is silent on the issue of members voting by proxy,

Therefore, Be it Resolved, That the Administrative By-law adopted on September 19, 2018 be referred to the Policy & Priorities Advisory Committee for review and recommendation on these issues.

“CARRIED”

10. Presentation of Annual Report

The Annual Report will be presented at the March Board of Directors meeting.

11. Ontario Regulation 153/06 Permits

Staff Report #2991/19 regarding Ontario Regulation 153/06 permits up to February 12, 2019 was reviewed. Mr. Craig explained the permit reports are to keep the members informed of permits issued in the watershed.

12. Watershed Conditions Update

Mr. Mountenay presented staff report #2992/19. He commented on the watershed conditions up to February 13, 2019. He noted the drawdowns in the upper lake happened between September and mid-December. He advised the members that due to the fluctuating temperatures over the winter, ice conditions have been a concern, with frazil ice which occurred multiple times throughout the month of January.

Mr. Mountenay noted that it is too early to make predictions on flooding for the spring but snow conditions are above average. He also noted staff are operating the dams to maximize storage in the system.

Mr. Mountenay will provide updates on conditions to the members and staff as required.

13. Correspondence

- a. Letter to Minister McKenna, ECCC

Mr. Karau commented on the letter regarding the recently completed Ottawa River Watershed Study that underscores the need for enhanced collaboration. Mr. Karau offered to update the presentation for a future meeting.

14. Other Business

Ms. Mason noted that Mr. Lehman is retiring and Sally McIntyre will be the new General Manager as of Monday February 25th, 2019.

Ms. Mason also noted the Secretary-Treasurer, Mrs. Sargeant will be retiring on March 29th, 2019.

ADJOURNMENT

The meeting was adjourned at 2:40 p.m.

B02/20/19-17

MOVED BY: P. Kehoe

SECONDED BY: R. Darling

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

“CARRIED”

“A. Playfair, Recording Secretary

J. Mason, Chair”