

MISSISSIPPI VALLEY CONSERVATION AUTHORITY  
BOARD OF DIRECTORS

Mississippi Valley Conservation Centre  
Carleton Place

**MINUTES**

December 4, 2019

**MEMBERS PRESENT:**

J. Mason, Chair;  
J. Atkinson;  
E. Burke;  
F. Campbell;  
G. Gower;  
B. Holmes;  
J. Inglis;  
P. Kehoe;  
C. Lowry;  
G. McEvoy;  
P. Sweetnam;  
K. Thompson.

**MEMBERS ABSENT:**

J. Hall, Vice-Chair;  
R. Darling;  
E. El-Chantiry;  
T. Fritz;  
J. Karau.

**STAFF PRESENT:**

S. McIntyre, General Manager;  
A. Millar, Treasurer;  
A. Broadbent, Information Technology Supervisor;  
M. Craig, Manager, Planning and Regulations;  
R. Fergusson, Operations Supervisor;  
S. Gutoskie, Community Relations Coordinator;  
C. McGuire, Water Management Intern;  
J. Price, Director, Water Resource Engineering;  
E. Levi, Recording Secretary.

**VISITORS PRESENT:**

L. Hudson, Public Advisory Committee Member  
K. Tauro, Resident;  
P. Lehman, President, MVC Foundation.

J. Mason called the meeting to order at 10:00 a.m.

J. Mason noted that Items 2 & 3 regarding minutes from MVCA Standing Committees should be removed as they hadn't yet been approved by their respective committees. She also noted that a new agenda item regarding the Mill of Kintail, had been added following Item 7.

**B12/04/19-1**

**MOVED BY: F. Campbell**

**SECONDED BY: Bev Holmes**

**Resolved, That the agenda for the December 4, 2019 meeting of the Mississippi Valley Conservation Authority Board of Directors be adopted as amended.**

**“CARRIED”**

**BUSINESS:**

1. Minutes – Board of Directors Meeting – October 16, 2019

**B12/04/19-2**

**MOVED BY: P. Kehoe**

**SECONDED BY: C. Lowry**

**Resolved, That the Minutes of the Mississippi Valley Conservation Authority Board of Directors meeting held October 16, 2019 be received and approved as printed.**

**“CARRIED”**

2. Update: Budget Control

A. Millar gave a brief overview of the 2019 budget to date. She advised that spending is on course and preliminary year-end review projects a deficit of \$11,000 leaving the operational reserves untouched. She noted that the auditors were conducting an interim audit December 9 and that the final audit will occur the first week February 2020.

3. Recruitment Plan

**B12/04/19-3**

**MOVED BY: P. Kehoe**

**SECONDED BY: C. Lowry**

**Resolved, That the committee move to in-camera session for discussion of the following matter: Personal matters about an identifiable individual, including employees of the Authority; and further**

**Resolved, That Sally McIntyre remain in the room.**

**“CARRIED”**

**B12/04/19-4**

**MOVED BY: C. Lowry**

**SECONDED BY: J. Inglis**

**Resolved, That the Board of Directors move out of in-camera discussions.**

**“CARRIED”**

4. K & P Trail

S. McIntyre reviewed Staff Report #3035/19. Of concern is a 10m high concrete bridge crossing Peterson Creek that has not been inspected since the 1990s and represents an unknown liability. While the structure is believed to be sound, the railings do not meet current safety standards. She advised that both the Ottawa Valley Recreational Trail Partnership and Frontenac County may be interested in acquiring the MVCA section of the Trail, but would want to know the condition of the asset. In any event, the trail is currently the responsibility of MVCA and it is prudent that a condition assessment be carried out.

She explained that the Capital Program of the proposed 2020 budget report includes assessment of structure and railing, and possibly replacement of the railings.

P. Kehoe questioned why the Authority would spend money on the assessment when it could be made part of the sale agreement with potential buyers. He also suggested that the Authority has the option to close the trail if the risk is great. S. McIntyre explained that it will be easier to sell the property at a fair price if the risk is quantified; if MVCA is unable to sell the asset the assessment will demonstrate due diligence in monitoring risk; and that while closing the trail could mitigate physical risks it would increase risk to corporate credibility in the community. She added that under a worst-case scenario the payback on the investment would be four years assuming \$40k for the proposed works.

C. Lowry noted that if the bridge were a municipal structure, it would have to be inspected every other year. The Board is now aware of the risk and exposed to associated liabilities. If repairs were completed, then that cost of the repairs could be factored into the sale price.

P. Sweetnam commented that the trail was purchased at commercial rates, is a valuable asset, and should be sold at fair market price. When the trail was purchased, MVCA was the only one interested in preserving it as a community trail and public asset. He suggested the option of selling pieces of it to landowners who want access; or having loggers who currently use the trail pay for its use. He stated his support for conducting the assessment.

5. Draft 2020 Budget

Staff Report #3036/19, was presented by S. McIntyre. She highlighted the challenges brought on by anticipated changes under Bill 108 and reduced provincial transfer payments. She outlined the departure of long-term staff and reviewed capital projects. Activities and 2020 plans for corporate services, watershed services, flood & erosion control and conservation services were reviewed.

S. McIntyre advised that there will be an overall increase of 10.65% to the Authority budget for 2020, which includes capital expenditures under an approved 10 year plan, some of which will be paid by reserves and WECEI funding. The municipal levy rise is within the 3.5% increase authorized by the Board.

S. McIntyre offered to meet with municipalities regarding the proposed budget, if desired.

**B12/04/19-5**

**MOVED BY: J. Atkinson**

**SECONDED BY: B. Holmes**

**Resolved, That Draft 2020 Budget be received and circulated to member municipalities for comment.**

**“CARRIED”**

6. Mill of Kintail Special Advisory Committee

C. Lowry reviewed Report #3040/19. She advised that as a result of a meeting with Lisa McLeod, Minister of Tourism, Culture and Sport, Heritage Canada and Randy Hillier, opportunities have been identified to secure funding for museum operations and programming over multiple years. However, the window to take advantage of this is short and requires immediate attention. With the Board of Directors' support and commitment, the Museum Advisory Committee can continue to make headway with this option.

She noted that the Minister expressed personal interest in this matter and has the Premier's support to find long-term funding to support museum operations. In order to proceed, the Board needs to provide approval in principle for another party operating the museum.

S. McIntyre noted that a major issue is ownership of the asset, but that the proposed motion has been worded to address that concern. C. Lowry confirmed that the matter is not about ownership, but about potential private partner funding and operations by a third-party.

**B12/04/19-6**

**MOVED BY: G. Gower**

**SECONDED BY: B. Holmes**

**Resolved, That the Board of Directors endorse the following statement:**

*In anticipation of new regulations scheduled for release in early 2020 under Bill 108, the Mississippi Valley Conservation Authority struck a Special Advisory Committee to examine alternative models of support and direction for the Mill of Kintail Museum, home of the Naismith Basketball Museum and R. Tait McKenzie collections. One option under consideration is third-party curation and display of the museum's collections, including building operations, at no cost to the Authority. Barring legal impediments or negative impacts to existing or planned operations of the Conservation Area, the Board of the MVCA agrees in principal to allow a third party to manage the museum's collection and to operate, maintain, and ensure capital renewal of the Grist Mill building provided a sustainable source of funding is found.*

**“CARRIED”**

7. 2020 Board Meeting Time and Schedule

J. Mason reviewed Staff Report #3037/19. Meetings will continue to occur the third Wednesday of the month at 1:00 pm (with the exception of June December), as follows:

February 19, 2020 – 52nd Annual General Meeting  
March 18, 2020  
April 15, 2020  
May 20, 2020  
June 17, 2020  
July 15, 2020  
September 16, 2020  
October 21, 2020  
December 2, 2020 – Meeting followed by Christmas luncheon

**B12/04/19-7**

**MOVED BY: F. Campbell**

**SECONDED BY: J. Atkinson**

**Resolved, That Board of Directors approve the proposed 2020 meeting schedule.**

**“CARRIED”**

8. Holiday Season Office Closure

J. Mason noted the office is typically closed from noon, December 24 until December 31, as indicated in Staff Report #3038/19, attached.

**B12/04/19-8**

**MOVED BY: G. McEvoy**

**SECONDED BY: C. Lowry**

**Resolved, That the Mississippi Valley Conservation offices be closed for the holiday season from noon December 24 to end of business day December 31, 2019 inclusive.**

**“CARRIED”**

9. Update: State of the Watershed

C. McGuire explained that since the last meeting in October, when the water levels were low, there has been a lot of rain. He advised that the rain helped with the drought conditions and the timing was such that the water could pass through the system before the freeze. He advised that all lakes were within target winter levels with the exception of Mississagagon. He noted that draw down of Crotch Lake will start in January 2020.

10. Update: Regulatory Permits

Staff Report #3039/19 was presented outlining permits issued to November 27, 2019. M. Craig mentioned that disaster relief funds are currently being distributed, so the Authority may see more permits this year and into next year as well.

11. Update: Watershed Plan

S. McIntyre updated the Board on the state of the Watershed Plan. She noted the creation of a Public Advisory Committee (PAC) and that reports are prepared and reviewed by the Policy & Priorities Committee prior to distribution to the PAC for discussion. Completion of all reporting is scheduled for January 2020 for subsequent release to public.

S. McIntyre remarked that the goal is to table a discussion paper by Spring 2020. After the discussion paper, the Watershed Plan will be drafted.

12. Audit Plan Letter

J. Mason commented that the letter was just for information.

It was confirmed for P. Sweetnam that the audit fee is comparable to previous years.

13. Other Business

J. Mason briefly outlined next steps for the new year including appointment decisions to be taken at the Annual General Meeting February 20, 2020. She advised that John Hall was Vice-Chair but that Lanark Highlands has appointed a new member starting in January 2020, leaving the Vice-Chair position vacant.

She outlined succession planning goals for Board positions and the need for resiliency and continuity. Historically, the Vice-Chair position has had the same tenure as the Chair. She suggested an annual rotating Vice-Chair position to expose several members to the role. She noted there some members had expressed interest in this approach and position starting in 2020.

P. Sweetnam stressed the importance of the Vice-Chair being included as an active participant in meetings between the Chair and General Manager. J. Mason confirmed that is the current practice and the intent is to keep the Vice-Chair involved in those meetings.

**B12/04/19-9**

**MOVED BY: K. Thompson**

**SECONDED BY: P. Kehoe**

**Resolved, That the Board of Directors meeting be adjourned.**

**“CARRIED”**

**ADJOURNMENT**

The meeting was adjourned at 11:45 a.m.

“E. Levi, Recording Secretary  
Chair”

J. Mason,