

MISSISSIPPI VALLEY CONSERVATION AUTHORITY

52nd ANNUAL GENERAL MEETING

Mississippi Valley Conservation Centre
Carleton Place

MINUTES

February 19, 2020

MEMBERS PRESENT:

J. Mason, Chair
J. Atkinson;
E. Burke;
R. Darling;
E. El-Chantiry;
B. Holmes;
J. Inglis;
J. Karau;
W. King;
P. Kehoe;
C. Lowry;
G. McEvoy;
P. Sweetnam.

MEMBERS ABSENT:

F. Campbell;
T. Fritz;
G. Gower, Vice-Chair;
K. Thompson.

STAFF PRESENT:

S. McIntyre, General Manager;
A. Millar, Treasurer;
A. Broadbent, Information Technology Supervisor;
M. Craig, Manager, Planning and Regulations;
S. Gutoskie, Community Relations Coordinator;
J. North, Water Resources Technologist;
E. Levi, Recording-Secretary.

OTHERS PRESENT:

M. Kubasiewicz, South Nation Conservation Board;
G. Street, Cross Street Professional Corporation;
K. Wraggett, Mississippi-Rideau Source Protection.

J. Mason called the meeting to order at 1:00 p.m.

BUSINESS:

J. Mason advised that item 18 on the agenda will not be in-camera.

1. B02/19/20-1

MOVED BY:

P. Kehoe

SECONDED BY:

E. El-Chantiry

Resolved, That the Agenda for the Mississippi Valley Conservation Authority Board of Directors Annual General meeting be adopted as amended.

“CARRIED”

2. Minutes – Board of Directors Meeting – December 4, 2019

B02/19/20-2

MOVED BY: C. Lowry

SECONDED BY: J. Karau

Resolved, That the Minutes of the Mississippi Valley Conservation Authority Board of Directors meeting held on December 4, 2019 be received and approved as printed.

“CARRIED”

3. Minutes – Finance & Administration Advisory Committee Meeting – November 15, 2019

B02/19/20-3

MOVED BY: E. El-Chantiry

SECONDED BY: C. Lowry

Resolved, That the Minutes of the Mississippi Valley Conservation Authority Finance and Administration Advisory Committee meeting held on November 15, 2019 be received.

“CARRIED”

4. Minutes – Policy & Priorities Advisory Committee Meeting – November 14, 2019

B02/19/20-4

MOVED BY: J. Atkinson

SECONDED BY: J. Inglis

Resolved, That the Minutes of the Mississippi Valley Conservation Authority Policy & Priorities Advisory Committee meeting held on November 14, 2019 be received.

“CARRIED”

5. Business Arising

2020 Per Diem and Mileage Rates

A. Millar reviewed Staff Report # 3040/20 and the recommendation from the Finance & Administration Advisory Committee meeting February 7, 2020 (see attached).

B02/19/20-5

MOVED BY: P. Sweetnam

SECONDED BY: R. Darling

Resolved, That the Board approve:

a) a 1.9% cost of living increase in Board member per diems and honorariums effective the Annual General Meeting, February 19, 2020.

b) an increase in mileage rate to \$0.565/km effective January 1, 2020.

“CARRIED”

Update – WECI Projects

S. McIntyre reviewed Staff Report #3040/20 attached. There was a brief discussion regarding repair versus replacement of the Kashwakamak Lake Dam. A recommendation on that matter will be tabled at the April meeting.

6. Chair’s 2019 Report

J. Mason provided an overview of the work the CA did and challenges it faced in 2019. She thanked staff for their continued hard work and care of the well-being of the watershed. See attached report.

7. Presentation 2019 Financial Statements

G. Street presented the 2019 audited financial statements for the period ending December 31, 2019 and the Audit Findings Letter. He noted the authority had a successful year. He noted a clean audit and advised that it went very well thanks to staff preparations.

B02/19/20-6

MOVED BY: W. King

SECONDED BY: J. Karau

Resolved, That the audit findings letter dated January 31, 2020 be received.

“CARRIED”

B02/19/20-7

MOVED BY: R. Darling

SECONDED BY: E. El-Chantiry

Resolved, That the audited Financial Statements for the period ended December 31, 2019 be received, and further,

Resolved, That the Financial Statements for the period ended December 31, 2019 be adopted.

“CARRIED”

8. Elections of Officers for 2020

B02/19/20-8

MOVED BY: P. Kehoe

SECONDED BY: C. Lowry

Resolved, That Glenn Street be appointed as Chairman for the Election of Chairman for 2020.

“CARRIED”

B02/19/20-9

MOVED BY: P. Kehoe

SECONDED BY: E. El-Chantiry

Resolved, That Matt Craig, Sally McIntyre and Angela Millar be appointed to serve as Scrutineers in the event of an election.

“CARRIED”

All offices were declared vacant.

E. El-Chantiry nominated Janet Mason for the position of Chair of the Conservation Authority for 2020. G. Street asked three times for further nominations.

B02/19/20-10

MOVED BY: C. Lowry

SECONDED BY: E. El-Chantiry

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

“CARRIED”

J. Mason agreed to let her name stand for the position of Chair. She was duly elected by acclamation. John Karau was nominated for the position of Vice-Chair but declined to stand. J. Atkinson nominated Glen Gower for the position of Vice-Chair of the Conservation Authority. J. Mason asked three times for any further nominations. J. Mason explained that G. Gower had written a letter affirming his acceptance of the nomination for position of Vice-Chair.

B02/19/20-11

MOVED BY: C. Lowry

SECONDED BY: R. Darling

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

“CARRIED”

G. Gower was duly elected by acclamation.

9. Appointment of Auditors for 2020

B02/19/20-12

MOVED BY: P. Sweetnam

SECONDED BY: G. McEvoy

Resolved, That the firm of Cross Street Professional Corporation be engaged as the Authority’s Auditor for the year 2020.

“CARRIED”

10. Appointment of 2020 Committee Members

J. Mason advised the committee members for 2020 would remain the same as 2019 (with the exception of the Regulation Committee, which will be reduced in size) unless there was any requested change by members.

B02/19/20-13

MOVED BY: E. El-Chantiry

SECONDED BY: C. Lowry

Resolved, That the Board

- a. **Appoints the following Board members to the Regulations Committee to hear applications pursuant to Ontario Regulation 153/06 and the MVCA Administrative By-Law, as amended:**
 - i. **Chair, Janet Mason**

- ii. Vice-Chair, Glen Gower
- iii. Christa Lowry (Mississippi Mills)
- iv. Roxanne Darling (Tay Valley)
- v. Kirby Thompson (Addington Highlands); and
- vi. Paul Kehoe (Drummond/North Elmsley) as an alternate

- b. Directs members of the Regulations Committee to 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”

It was noted that Janet Mason would remain the Conservation Ontario Voting Delegate, Jeff Atkinson would remain the first alternate, and Sally McIntyre as the second alternate.

B02/19/20-14

MOVED BY: R. Darling

SECONDED BY: G. McEvoy

Resolved, That the Board appoint a Voting Delegate to Conservation Ontario Council for 2020, as well as a first and second alternate.

“CARRIED”

11. 2019 Annual Report

S. McIntyre gave a presentation regarding the Conservation Authority Programs and Services accomplishments and challenges for 2019.

12. 2020 Capital Budget Amendment

A. Millar presented Staff Report # 3046/20 (attached) regarding an amendment to the capital budget from December to provide for rebuild of an authority tractor.

B02/19/20-15

MOVED BY: J. Karau

SECONDED BY: J. Inglis

Resolved, That the Board approve the cost to rebuild and repair the New Holland tractor engine be added to the Final 2020 budget and funded from the Vehicle and Equipment Reserve resulting in no increase to the 2020 municipal levy as previously proposed in the Draft 2020 Budget.

“CARRIED”

13. 2020 Budget and Work Plan

Staff Report #3047/20 (attached) regarding the 2020 Budget and Work Plan was reviewed by S. McIntyre.

B02/19/20-15

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

Resolved, That the Board

- a) **Approve the 2020 Budget and Work Plan, as amended.**
- b) **Direct staff to return to the Board with updated costs and recommendations for the Shabomeka Lake Dam and Kashwakamak Lake Dam capital projects prior to tendering.**
- c) **Direct that any increase in capital costs be borne by capital reserves with no impact to the 2020 general levy.**

“CARRIED”

14. 2020 Meeting Schedule

S. McIntyre reviewed the meeting schedule for 2020 and proposed to change the July meeting with a meeting in November instead (see Staff Report #3048/20 attached). After committee discussion, it was determined that there were conflicts with the proposed change and that a new date would have to be recommended at the next meeting.

15. Mill of Kintail Museum Update

J. Atkinson briefed the Board on Staff Report #3043/20 (attached) which was reviewed at the Finance & Administration Advisory Committee on February 7, 2020. New information has come forward regarding potential funders of the Museum and collections that require a timely response and legal clarity of the Authority.

J. Karau asked for the timeline proposed for seeking the legal clarity. S. McIntyre advised that it would be end of May 2020.

B02/19/20-16

MOVED BY: J. Atkinson
SECONDED BY: C. Lowry

Resolved, That the Board of Directors approve the following:

- 1) **That the MVCA make application to a Judge for an interpretation regarding MVCA’s legal obligations as it pertains to operation of the museum and grounds, and**
- 2) **That legal counsel be sought regarding governance options for the McKenzie and Naismith collections including:**
 - a. **establishing a new charitable organization;**
 - b. **repurposing the Mill of Kintail Canadian Arts and Pioneer Museum Corporation;**
and
 - c. **repurposing the R. Tait McKenzie Memorial Trust.**

“CARRIED”

16. Mississippi River Watershed Plan Update

S. McIntyre gave a brief update regarding the four Backgrounder Reports and the Mississippi River Watershed Plan. She advised that the reports were available on the Authority website and that a Discussion Paper was to be prepared this spring. The intent is to have the plan tabled and approved by the Board before the end of 2020.

17. Watershed Conditions Update

J. North gave an update about current conditions in the watershed. She noted that snow conditions are currently above average for this time of year, but that there is limited correlation between snowpack and potential for flooding. She noted it was too early to make a long-term prediction for spring. She advised if regular precipitation occurs, we could experience higher flows than normal.

18. Land Disposition, Purchase & Easements

B02/19/20-17

MOVED BY: P. Sweetnam

SECONDED BY: B. Holmes

Resolved, That the committee move to in-camera session for discussion of a proposed or pending acquisition or disposition of land by the Authority, and further

Resolved, That Sally McIntyre remain in the room.

“CARRIED”

B02/19/20-19

MOVED BY: G. McEvoy

SECONDED BY: J. Atkinson

Resolved, That the committee move out of in-camera discussions.

“CARRIED”

J. Mason reported the following:

- A closed meeting was held.
- The item considered concerned the acquisition and sale of land.
- There is nothing further to report.

19. Recruitment for Director Position

S. McIntyre noted that interviews had been completed and that the Authority was currently in negotiations with the successful candidate. She advised that the intent was to have the position filled to commence work in April 2020.

ADJOURNMENT

The meeting was adjourned at 3:00 p.m.

B02/19/20-20

MOVED BY: C. Lowry

SECONDED BY: E. Burke

Resolved, That the Board of Directors meeting be adjourned.

“CARRIED”