



MINUTES

Via Zoom

February 17, 2021

MEMBERS PRESENT

J. Mason, Chair
J. Atkinson, Vice-Chair
F. Campbell
R. Darling
E. El-Chantiry
G. Gower
B. Holmes
J. Inglis
J. Karau
P. Kehoe
C. Kelsey
B. King
P. Sweetnam
K. Thompson

MEMBERS ABSENT

C. Lowry

STAFF PRESENT

S. McIntyre, General Manager
A. Millar, Treasurer
M. Craig, Manager, Planning and Regulations
J. Cunderlik, Director, Water Resource Engineering
S. Gutoskie, Community Relations Coordinator
J. North, Water Resource Technologist
E. Levi, Recording Secretary

OTHERS PRESENT

G. Street, Cross Street and Company

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

B02/17/21-1

MOVED BY: E. El-Chantiry

SECONDED BY: B. King

Resolved, That the Agenda for the February 17, 2021 Board of Directors Annual General Meeting be adopted as presented.

“CARRIED”

S. McIntyre welcomed new member Cindy Kelsey from Central Frontenac.

J. Atkinson commented on the passing of Board Member Theresa Fritz on January 10, 2021. He advised she was a visible and very active presence in Carleton Place, working with the hospital board and the Junior Hockey League as well as having worked as an editor of Carleton Place Canadian. He thanked the Board for their donation to the Carleton Place Hospital Foundation in her memory.

P. Sweetnam was recognized for his 40 years of service on the MVCA Board of Directors. J. Mason gave a presentation outlining his accomplishments on the board to date. He was presented with a certificate and advised that his tenure will be commemorated with a bench next to his tree at the Mill of Kintail. P. Sweetnam expressed his gratitude to staff and members for the recognition and for all the knowledge he has gained over the years from his involvement with the authority.

BUSINESS

1. Approval of Minutes – Board of Directors

J. Atkinson noted the adjournment time should be changed from p.m. to a.m.

B02/17/21-2

MOVED BY: F. Campbell

SECONDED BY: P. Kehoe

Resolved, That the Minutes of the Mississippi Valley Board of Directors Meeting held on December 2, 2020 be received and approved as amended.

“CARRIED”

2. Receipt of Minutes – Finance & Administration Advisory Committee

B02/17/21-3

MOVED BY: F. Campbell

SECONDED BY: P. Kehoe

Resolved, That the Minutes of the Mississippi Valley Finance and Administration Advisory Committee meeting held on November 20, 2020 be received.

“CARRIED”

3. Spring Flood Outlook

J. North provided an early spring flood outlook for the Mississippi River watershed. She indicated that flows in all tributaries are close to normal for this time of year and all dams will be operated to maintain current levels. She noted that while it is still too early to make a long-range predication, based on current snow pack conditions and with no major weather events, the watershed could have a lower than normal to normal spring peak.

4. Update – Bill 229 – By-Law Amendments

S. McIntyre reviewed Staff Report 3110/21 regarding amendments to the *Conservation Authorities Act* under Bill 229.

E. El-Chantiry commented on the issues of having a minimum of 70% council members appointed to Board. He noted there are only so many members and numerous organizations which require municipal council to sit on their Boards.

P. Sweetnam commented that in lieu of cash offsets for wetland destruction, wetlands should be replaced with wetlands elsewhere.

J. Karau asked whether there were implications to the Authority from the Ministerial Zoning Order (MZO) in regard to its power to enter into agreements with municipalities for non-mandated programs. S. McIntyre advised that the type of agreements referenced under the MZO are tied to permits. She noted there were no limitations to stop the Authority from entering into other Memorandums of Understanding for services. The implication is financial if no agreement or MOU in place for non-mandated services.

B02/17/21-4

MOVED BY: J. Karau

SECONDED BY: R. Darling

Resolved, That:

- 1. That the Board amend the Administrative By-law as set out in this report to align with recent changes to sections 14, 15, 17 and 21 the Conservation Authorities Act.**
- 2. In the event that Janet Mason is re-elected as Chair at the February 17, 2021 AGM that the Board:**
 - a. Direct the General Manager to write to the Minister requesting up to a 2-year exemption to the 2-year limit on the Chair; and**
 - b. Appoint Janet Mason as the Interim Chair until such time as Ministerial approval of the exemption is received.**
- 3. That the Board direct the General Manager to write to member municipalities requesting that MVCA be contacted for comment prior to Council consideration of requests to endorse applications for a Ministerial Zoning Order (MZO) in relation to an MVCA permit application under Section 28 of the Conservation Authorities Act.**
- 4. That the Board direct staff to develop an offsetting program for the loss of ecological values that could be implemented through an Agreement mandated by an MZO.**
- 5. That the Board direct staff to develop a fee schedule for the management of MZO files.**

“CARRIED”

5. Chair's 2020 Report

J. Mason presented a report highlighting the Authority's achievements in 2020 including the Watershed Plan and Carp River Living Classroom.

The report acknowledged the hard work of the General Manager and MVCA staff during COVID-19. Recognitions were offered to Vice-Chair Glen Gower and Board/Committee members for their work at meetings and valuable discussions.

J. Mason suggested three focus areas for 2021. Firstly, the transition plan to implement changes per Bill 108 and Bill 229 to be ready for 2022. Secondly, continuation with the Mississippi River Watershed Plan for Board approval this summer. And thirdly, completion of the 5-year strategic plan.

She commended all the hard work of staff, members and partners through challenges this year and their ability to use them as opportunities in the year ahead.

B02/17/21-5

MOVED BY: E. El-Chantiry

SECONDED BY: J. Atkinson

Resolved, That the Chair's 2020 Report be received.

"CARRIED"

6. 2020 Financial Statements & Audit Report

G. Street reviewed the audited 2020 Financial Statements for the period ending December 31, 2020 and the Audit Findings Letter dated February 9, 2021. He noted they represent the Authority's financial position in accordance with the Canadian Public Sector Accounting Standards.

B02/17/21-6

MOVED BY: P. Sweetnam

SECONDED BY: E. El-Chantiry

Resolved, That the audit finding letter dated February 9, 2021 be received.

"CARRIED"

B02/17/21-7

MOVED BY: P. Kehoe

SECONDED BY: K. Thompson

Resolved, That the audited Financial Statements for the period ending December 31, 2020 be received, and further

Resolved, That the Financial Statements for the period ending December 31, 2020 be adopted.

"CARRIED"

7. Election of 2021 Officers

B02/17/21-8

MOVED BY: P. Sweetnam

SECONDED BY: E. El-Chantiry

Resolved, That Glenn Street be appointed as Chair for the Election of Chair for 2021.

“CARRIED”

G. Street declared all offices vacant. E. El-Chantiry nominated Janet Mason for the position of Chair of the Conservation Authority for 2021. G. Street asked three times for further nominations. No further nominations were received.

B02/17/21-9

MOVED BY: E. El-Chantiry

SECONDED BY: R. Darling

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.

E. El-Chantiry nominated Jeff Atkinson for the position of Vice-Chair of the Conservation Authority in 2021. J. Mason asked three times for any further nominations. No further nominations were received.

B02/17/21-10

MOVED BY: F. Campbell

SECONDED BY: G. Gower

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

“CARRIED”

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

8. Appointment of 2021 Auditor

B02/17/21-11

MOVED BY: J. Karau

SECONDED BY: G. Gower

Resolved, That the firm of Cross Street Professional Corporation be engaged as the Authority’s Auditor for the year 2021.

“CARRIED”

9. 2021 Regulation Committee Appointments and Confirmation of Advisory Committees

J. Mason reviewed the expectations of the Regulations Committee Members.

B02/17/21-12

MOVED BY: F. Campbell

SECONDED BY: E. El-Chantiry

Resolved, That the Board of Directors:

- a. **Appoint 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, Jeff Atkinson**
 - 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. **Direct member 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”

10. 2021 Conservation Ontario Appointments

B02/17/21-13

MOVED BY: P. Kehoe

SECONDED BY: R. Darling

Resolved, That the Board of Directors Appoint:

- i. **Janet Mason as Voting Delegate**
 - ii. **Jeff Atkinson as First Alternate**
 - iii. **Sally McIntyre as Second Alternate**
- to Conservation Ontario Council for 2021.**

“CARRIED”

11. 2021 Budget Report

S. McIntyre reviewed Staff Report 3113/21 regarding the 2021 Draft Budget. She noted that the budget was reviewed in detail at the December Board meeting and the modest changes suggested at that time were made. The draft budget indicating a 3.5% increase to levy was circulated to member municipalities and no comments were received.

A. Millar spoke to the option of debt financing the rehabilitation of Shabomeka Lake Dam. Through Infrastructure Ontario, the authority may borrow 50% of funds required and this would have to be managed through a member municipality having sufficient borrowing capacity. MVCA has informally reached out to some member municipalities to see if there is any interest. She noted that Scotiabank, the Authority's current bank, is also confident they can assist with financing the project. Findings will be brought to an upcoming Finance and Administration Advisory Committee meeting.

P. Sweetnam asked of the likelihood that WECI funding will be approved for the Shabomeka Dam project and what the implications may be if not. J. Cunderlik advised that the application was being finalized at this time and there is no way to know how many applications will be received and how our project will score relative to the other projects. If MVCA does not receive the WECI funding, we would have to look at emergency operations of dam. Specifically, water levels on the lake would need to be lowered as high summer levels could lead to seepage and pressure upstream of the dam increasing the chance of failure.

B02/17/21-14

MOVED BY: B. King

SECONDED BY: K. Thompson

Resolved, That the Board of Directors approve the 2021 Budget as presented.

"CARRIED"

12. 2021 Per Diem and Mileage Rates

S. McIntyre reviewed Staff Report 3114/21 where it was recommended that no changes be made to member per diems or honorariums and small decrease to mileage to be consistent with Joint National Council rate of \$0.55 for 2021.

B02/17/21-15

MOVED BY: F. Campbell

SECONDED BY: J. Atkinson

Resolved, That the Board approve:

a) A freeze in Board Member per diems and honorariums at the 2020 rates.

b) A decrease in the corporate mileage rate to \$0.55/km effective January 1, 2021.

"CARRIED"

13. COVID 19 Paid Sick Leave in 2021

S. McIntyre noted that in 2020 the Board approved 10 days paid sick leave for contract staff without sick leave to mitigate the spread of COVID-19. Given its continued presence in the community, it is recommended that this policy be renewed for 2021.

B02/17/21-16

MOVED BY: J. Inglis

SECONDED BY: B. Holmes

Resolved, That the Board of Directors approve allocation of 2-weeks paid sick leave to staff who do not have sick leave benefits in 2021.

“CARRIED”

14. Update – MOK Museum

J. Atkinson advised that he is serving as co-chair of the Special Advisory Committee for the Mill of Kintail. The committee is currently reviewing recommendations and will be engaging with the public in March. He noted that they are hoping to bring forward recommendations to the Board at the April meeting.

15. Update – Strategic Plan

J. Mason commented that three requests for proposals were sent out and 2 submissions were received (one of which was a joint submission from two of the firms). The firm selected will be reaching out to Board members, and other stakeholders, toward the end of February or early March. She advised that the draft plan will be reviewed by the Policy & Priorities committee prior to Board approval.

16. Update – Watershed Plan

S. McIntyre advised that the first in a series of Lunchtime Talks held online was very successful. The next one already has over 40 people registered. She encouraged all members to sign up if they wish to participate and also to share the information within their respective communities. She commented that the ability to share events online has really increased public input and participation.

ADJOURNMENT

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

B02/17/21-17

MOVED BY: K. Thompson

SECONDED BY: P. Kehoe

Resolved, That the Board of Directors meeting adjourned.

“CARRIED”

“E. Levi, Recording Secretary

J. Mason, Chair”