



Board of Directors Meeting

By Zoom

1:00 pm

March 17, 2021

AGENDA

ROLL CALL

Agenda Review

Introduction and Welcome – New Carleton Place Member

Declarations of Interest (written)

1. Approval of Minutes – Annual General Meeting, February 17, 2021
2. Spring flood outlook, verbal (Jen North)
3. Loan for Shabomeka Lake Dam, Report #3116/21 to follow - IN CAMERA (Angela Millar)
4. Dogs at Conservation Areas, Report #3117/21 (Sally McIntyre)
5. Update – Grants, verbal (Sally McIntyre)
6. 2020 Annual Report, verbal (Sally McIntyre)
 - a. Poole Creek Project, verbal (Kelly Stiles)
 - b. Planning and Permitting, verbal (Diane Reid and Erica Ogden)
 - c. Compliance Management Program, verbal (Andy Moore)

Other Business

ADJOURNMENT



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 prediction, 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 the Board. He noted there are only so many councilors 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 the attached 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 the 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”

MVCA Chair's Report for 2020 17 February 2021

My theme for this year's report is: Opportunity Knocks.

Let's quickly review the highlights from 2020

First, we had to direct significant time and resources to operate effectively under the constraints of the pandemic. That's all I'm going to say about this topic.

The board reviewed and approved an updated, multi-million dollar 10 year capital plan to renew the Authority's aging water control structures, and ensure renewal of other assets such as conservation areas and our office building. We also committed to developing a long term asset management plan to address capital renewal over the long term.

We continued to develop the Mississippi River Watershed Management Plan under the leadership of Alyson Symon working with a Public Advisory Committee. More on that later.

And finally I must mention the Carp River! In November MVCA launched a new conservation area in Kanata - the Carp River Conservation Area. It showcases how a degraded system can be restored into functional and beautiful green infrastructure in a high density suburban area, offering recreation for people and habitat for wildlife. MVCA also launched Phase 1 of the Carp River Living Classroom, an education and discovery program at the conservation area that will be enjoyed by residents and used by schools.

This conservation area with its Living Classroom program is a strategic asset. It will highlight MVCA's profile in Ottawa with goals of attracting partners and donors.

A few acknowledgements are in order.

- Thank you to Sally and staff at MVCA for having the flexibility and fortitude to get the job done while dealing with inconveniences and health concerns and family life disruptions. And all those planning permits!
- Thank you to Glen Gower for serving as Vice Chair and offering valuable feedback and advice, especially during the early stages of the pandemic.
- Thank you to the board committee chairs and vice chairs for all the work you did to prepare for and lead the many meetings and discussions. Your work made the work of the board so much easier. Finance and Admin: Chair Christa Lowry and Vice Chair Phil Sweetnam. P&P: Chair Jeff Atkinson and Vice Chair Kirby Thompson.
- Thank you to John Karau for the many hours of guidance and advice as our board representative and as the Chair of the Public Advisory Committee for the Watershed Management Plan.
- Thank you to Bev Homles, Jeff Atkinson, and Christa Lowry for your leadership in exploring options for preserving the Naismith and McKenzie museum collections at the Mill of Kintail.

Enough of 2020.

I'm a forward looking individual so let's look at what's in store for MVCA in 2021. Three big focus areas.

First, this will be a Transition Year in capital letters. We will move to implement Bills 108 and 229 with respect to the core mandate to be ready for 2022. We had hoped that the Province would wait until 2023 to align with the municipal election cycle, but it looks like they will push forward with 2022 as the implementation year.

- Transition means that municipalities will need to decide what non-core services they will opt into. MOUs with MVCA will be developed.
- It means that MVCA will need to review its bylaws and processes to ensure they reflect changes in the regulations.
- It means we must rethink our budget as there will be an impact on levy revenue. Sally already began this process with the 2020 budget by separating out core and non-core line items.
- And it means we will need to have a plan for ensuring that the Naismith and McKenzie museum collections remain available for public enjoyment under new stewardship. They are part of our local cultural heritage and Canadian treasures. Their preservation is of national significance.

Second we will be completing the Mississippi River's Watershed Management Plan, which the board will review for approval this summer. The plan has been informed by input from a Public Advisory Committee with representation from stakeholders across the watershed: Agriculture, Aggregates & Mining Development, Environmental Groups, Forestry, Hydro Producers, Lake Associations, Tourism, and Watershed Ratepayers.

- As board members, you are stewards of this 200 km long river and its 3750 km² watershed. The WMP will guide your municipalities' plans and activities over many years.
- Our plan must deal with the unpredictability of future conditions resulting from climate change: drought, floods, temperature extremes, flora and fauna diseases and extirpation. We need resilience in our green infrastructure and team work from our municipalities to manage our watershed for the future of all our stakeholders. As I said last year, **we are all neighbours** sharing a valuable natural resource.
- We just published eight Discussion papers and are currently holding public webinars. I encourage you to read these papers as they provide three or four page summaries about the key components of our watershed: [Agriculture, Growth & Development](#), [Forestry](#), [Municipal Infrastructure](#), [Natural Systems](#), [Tourism](#), [Water Management](#), and [Waterfront Properties](#).

Third and finally, we will be developing a new 5 year strategic plan. I am glad this was delayed a year, because it means that the goals and objectives of the organization will be informed by the new legislation, new regulations, and the watershed management plan.

I am a pragmatic optimist. I think we can view the new legislation and the watershed management plan as opportunities to transform the organization for the future. I have two quotes that capture my thinking. They both use the word "crisis", which may be too strong a word for our situation, but the sentiment is valid.

1. "When written in Chinese, the word crisis is composed of two characters -- one represents danger, and the other represents opportunity." *John F. Kennedy*
2. "Never let a serious crisis go to waste. And what I mean by that it's an opportunity to do things you think you could not do before." *Rahm Emanuel*

All this means that there will be lots of work for MVCA and for the board. So buckle up, it's going to another wild ride. Opportunity is knocking!

REPORT

#3117/21

TO:	Board of Directors
FROM:	Sally McIntyre, General Manager and Ross Fergusson, Operations Manager
RE:	Dogs at Conservation Areas
DATE:	March 10, 2021

Recommendation:

That the Board approve:

1. public engagement regarding potential installation of an off-leash dog-walk area at the Mill of Kintail Conservation Area and/or the Morris Island Conservation Area.
2. a period of enhanced compliance promotion followed by an enforcement blitz at the above conservation areas to curb off-leash dog walking.

1.0 BACKGROUND

Section 10 of Regulation 120 under the *Conservation Authorities Act* prohibits dogs at conservation areas unless permitted by the Authority; and specifies that an animal is considered to be “at large” unless on a leash 2 metres or less.

The MVCA allows dogs at all of the conservation areas but requires them to be on-leash for the following reasons:

- Disruption to the enjoyment and use of our facilities by others;
- Disturbance and harm to wildlife;
- Destruction of wildlife habitat, nests, dens, shoreline shelters etc.;
- Improper pet waste management and risks to public health;
- Potential harm to the dogs (e.g. porcupines and skunks); and
- Potential transmission of invasive species into undisturbed off-path areas (e.g. wild parsnip.)

While site signage and our website clearly indicate that dogs must be kept on-leash, many owners allow their dogs off-leash. This problem has grown during the pandemic with an increased number of visitors to both the Mill of Kintail and Morris Island sites.

2.0 DISCUSSION

With a growing population and increasing dog ownership, pressures on and conflicts at our conservation areas will continue. A three-prong approach is recommended to encourage compliance and mitigate conflicts.

2.1 Compliance Promotion

Begin by developing and implementing a compliance promotion program that informs pet owners of the reasons why on-leash pet walking is required. This could include tips and tricks for training dogs in proper on-leash behaviour. As well, it would inform people of the applicable by-law and fines.

2.2 Enforcement Blitz

After a reasonable period of education and outreach, carry-out a time-limited enforcement blitz at the two conservation areas. Depending on workload, it may be necessary to obtain temporary support from local by-law officers, another conservation authority, or other provincial offences officer(s) to carryout. The cost of the enforcement effort would be paid for from our annual Professional Service budget. It should be noted that fines issued under the *Provincial Offences Act* are paid to the Province, not the Authority.

2.3 Consultation Regarding Designation of Off-leash Areas

Staff have undertaken a preliminary review of both conservation areas and identified areas where it may be suitable to establish a partially or fully enclosed off-leash dog park. While these areas would generally be removed for use by non-dog owners, they could help to reduce the number of conflicts in shared areas.

Consultation with users at both sites is recommended to determine interest in and concerns with establishing one or more off-leash dog walks. It is recommended that this occur concurrent to the compliance promotion period and enforcement blitz to further heighten awareness of this issue and encourage dialogue.

It is recommended that the above occur this spring and that staff report back with findings in early summer.

2.4 Next Steps

Staff will undertake greater field investigations to confirm the suitability and potential risks of establishing an off-leash area at each site; and determine whether they could be developed in a manner that minimizes impacts to the natural environment. As well, the experience of other CAs will be sought to determine the efficacy of dog parks in mitigating off-leash behaviour elsewhere at a conservation area. And, cost estimates will be prepared and potential funding sources identified where potentially suitable sites are identified and of interest to the public.