



Board of Directors

MINUTES

Via Zoom

April 21, 2021

**MEMBERS PRESENT**

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

**MEMBERS ABSENT**

R. Darling  
C. Kelsey  
A. Tennant

**STAFF PRESENT**

S. McIntyre, General Manager  
A. Millar, Treasurer  
A. Broadbent, IT Supervisor  
M. Craig, Manager of Planning and Regulations  
J. Cunderlik, Director, Water Resource Engineering  
R. Fergusson, Operations Supervisor  
S. Gutoskie, Community Relations Coordinator  
C. McGuire, Water Resource Engineer  
E. Levi, Recording Secretary

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

**B04/21/21-1**

**MOVED BY: K. Thompson**

**SECONDED BY: J. Karau**

**Resolved, That the Agenda for the April 21, 2021 Board of Directors meeting be adopted as presented.**

**“CARRIED”**

**BUSINESS**

1. Approval of Minutes – Board of Directors

**B04/21/21-2**

**MOVED BY: E. El-Chantiry**

**SECONDED BY: F. Campbell**

**Resolved, That the Minutes of the Mississippi Valley Board of Directors Meeting held on March 17, 2021 be received and approved as printed.**

**“CARRIED”**

2. Receipt of Standing Committee Minutes

**B04/21/21-3**

**MOVED BY: J. Atkinson**

**SECONDED BY: C. Lowry**

**Resolved, That the following Minutes of the Mississippi Valley Standing Committees be received:**

1. **Finance and Administration Advisory Committee, February 8, 2021**
2. **Policy and Priorities Advisory Committee, November 13, 2020**
3. **Executive Committee, October 14, 2020**
4. **Executive Committee, November 25, 2020**
5. **Executive Committee, February 8, 2021**

**“CARRIED”**

3. Watershed Conditions

C. McGuire discussed the below average freshet in the upper watershed as a result of snow sublimation and below average precipitation. He advised that water control structures are being operated more often and more aggressively this spring in order to achieve target summer levels. He noted that if current conditions persist, a low water level one condition may be announced.

4. Chair Report – Conservation Ontario Council Meeting

J. Mason advised Report 3126/21 was provided in the package and could speak to it if there were any questions.

5. Report of the MOK Museum Special Advisory Committee

C. Lowry reviewed Report 3127/21. Revenues and expenditures were reviewed with one correction noted: yearly operating expenses should read \$134,000, not \$156,000. She advised that the Special Advisory Committee met 4 times over 2019-2020 and twice in 2021; and that the options presented in the report reflect the outcome of those meeting.

J. Atkinson explained that all options forwarded by the committee keep the McKenzie and Naismith collections and museum at the Mill of Kintail as they are integrated with the site. Options will be put to the public for comment, with findings provided to the Board.

J. Karau asked whether the National Capital Commission had been contacted for feedback on the collection. C. Lowry advised that they had not been, but staff could reach out at this juncture.

In the event that a new owner/operator of the collections is secured, P. Sweetnam asked what would be deemed appropriate for the minimum amount of rent. S. McIntyre advised that a suitable rent had not yet been determined but would cover facility costs to the extend deemed appropriate by the Board.

**B04/21/21-4**

**MOVED BY: J. Atkinson**

**SECONDED BY: B. Holmes**

**Resolved, That the Board direct staff to:**

- 1. Carry-out a public consultation program for the options set out in this report.**
- 2. Undertake further investigations to assess the viability of the options contained in this report, and report back to the Board with findings and recommendations.**

**“CARRIED”**

6. Policy & Priority Advisory Committee reports:

a) PPAC Report- Consent Agenda

S. McIntyre reviewed Report 3119/21 and recommendations from the Policy & Priorities Advisory Committee regarding potential use of consent agendas.

P. Sweetnam commented that he was in favour of consent agendas and also lengthening meetings by 30 minutes to allow staff to present their items to the Board.

J. Inglis did not support use of a consent agenda given the reluctance of members who may feel that they have to explain why they wish to move an item out of the consent portion of the agenda. He suggested cutting down meeting times by reducing duplication in the form of providing a written report and also providing a presentation explaining the report.

B. King supported use of consent agendas and reinforced the point of report reading ahead of the meeting so there is no requirement to present the same information again at the meeting. He would prefer more discussion of items amongst members.

C. Lowry and J. Karau both expressed interest in making use of consent agendas, extending meetings to 2.5 hours where appropriate, and for presentations to simply provide an executive summary of reports, which are generally fulsome and don't require repeating.

Staff were asked to provide advance notice if a meeting is expected to go beyond 2 hours.

**B04/21/21-5**

**MOVED BY: P. Kehoe**

**SECONDED BY: B. Holmes**

**Resolved, That the Board direct staff to:**

- 1. Draft amendments to the MVCA Administrative By-law to allow for consent agenda.**
- 2. Include item summaries or PowerPoints in Board Agenda Packages for verbal updates**

**“CARRIED”**

b) PPAC Report - Committees Structure and Mandate

S. McIntyre reviewed Report 3120/21 and the recommendation brought forward from the Policy & Priorities Advisory Committee regarding committee structure, governance and mandate.

J. Inglis asked for confirmation that the Policy and Priorities Committee would be tasked with governance work instead of a new ad hoc committee. S. McIntyre confirmed his understanding.

**B04/21/21-6**

**MOVED BY: E. El-Chantiry**

**SECONDED BY: B. King**

**Resolved, That Terms of Reference for the Policy & Priorities Advisory Committee be amended to clarify its ability to consider and make recommendations concerning committee structures.**

**“CARRIED”**

7. Finance & Administration Advisory Committee reports:

a) FAAC Report - Amendment to the 2021 Fee Schedule

A. Millar highlighted Report 3122/21 proposing a new fee for models and digital copies due to increased demands for items. She noted that the proposed fees are consistent with those of South Nation Conservation and Rideau Valley Conservation Authorities.

**B04/21/21-7**

**MOVED BY: P. Sweetnam**

**SECONDED BY: J. Inglis**

**Resolved, That the Board approve amendment of Schedule D of the 2021 Fee Schedule, as presented.**

**“CARRIED”**

b) FAAC Report - Amendment of Wage Scales

**B04/21/21-8**

**MOVED BY: F. Campbell**

**SECONDED BY: K. Thompson**

**Resolved, That the Board of Directors move to in-camera session for discussion of the following matter:**

- **Labour relations or employee negotiations;**

**And Further Resolved, That Sally McIntyre and Angela Millar remain in the meeting.**

**“CARRIED”**

**B04/21/21-9**

**MOVED BY: P. Sweetnam**

**SECONDED BY: G. Gower**

**Resolved, That the Board of Directors move out of “in-camera” discussion.**

**“CARRIED”**

8. O.Reg. 153/06 Permits Update

M. Craig presented Report 3128/21. He advised that permit numbers were consistently high in recent years, reflective of past flood damage and a building boom during pandemic.

P. Sweetnam asked about pooling of permit applications. M. Craig explained that MVCA will combine where appropriate, for example the City of Ottawa submits bulk permit applications.

9. General Manager Update Report

S. McIntyre offered to elaborate and answer questions about Staff Report 3129/21 that is itself a summary document.

P. Sweetnam asked for an update regarding WECl funding for Shabomeka Dam repair. S. McIntyre advised that a complete WECl application package was submitted to MNRF with a detailed design and MVCA is awaiting funding results by late April.

E. El-Chantiry asked for an update regarding projects in partnership with the City’s Planning, Infrastructure and Economic Development Department under allocations to municipalities. S. McIntyre explained that MVCA did not have shovel-ready projects within City of Ottawa for use of those funds, but understand that projects are being pursued by RVCA.

E. El-Chantiry asked whether flood mapping is a good investment by and in municipalities. S. McIntyre agreed, and advised that MVCA has been speaking with local municipalities and the counties to secure funds to support expanded mapping in the Mississippi.

J. Karau requested that some overview of reports be provided despite a general request for brevity in presentations.

**ADJOURNMENT**

The meeting was adjourned at 2:30p.m.

**B04/21/21-10**

**MOVED BY: P. Sweetnam**

**SECONDED BY: P. Kehoe**

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

**“CARRIED”**

**“E. Levi, Recording Secretary**

**J. Mason, Chair”**