



**FINANCE AND ADMINISTRATION ADVISORY COMMITTEE**

Via Zoom

**MINUTES**

June 8, 2021

**MEMBERS PRESENT:**

C. Lowry, Chair  
J. Atkinson  
B. King  
P. Kehoe  
J. Mason  
P. Sweetnam  
A. Tennant

**MEMBERS ABSENT:**

E. El-Chantiry

**STAFF PRESENT:**

S. McIntyre, General Manager  
J. Cunderlik, Director, Water Resources  
R. Fergusson, Operations Supervisor  
A. Millar, Treasurer  
E. Levi, Recording Secretary

**OTHERS PRESENT:**

C. Lowry called the meeting to order at 9:00 a.m.

**FAAC06/08/21-1**

**MOVED BY:** P. Kehoe  
**SECONDED BY:** A. Tennant

**Resolved, That the Agenda for the June 8, 2021 Finance & Administration Advisory Committee meeting be adopted as presented.**

**“CARRIED”**

**BUSINESS:**

1. Minutes – Finance & Administration Advisory Committee Meeting – April 9, 2021

**FAAC06/08/21-2**

**MOVED BY:** J. Mason  
**SECONDED BY:** B. King

**Resolved, That the minutes of the Mississippi Valley Finance & Administration Advisory Committee meeting held on April 9, 2021 be received and approved as printed.**

**“CARRIED”**

2. K&P Trail & Bridge: Status and Next Steps

S. McIntyre provided an update on the K&P Trail Bridge in Staff Report 3143/21 regarding findings and results to date, outlining issues of risk and liability, and to obtain direction regarding next steps.

J. Mason asked what the timeliest route to sell to the Counties for nominal value would be. S. McIntyre advised if the Counties accepted the lands as they are currently registered for \$1, then the transfer could be expeditious. J. Mason suggested adding disposition to the Counties as an option as it may be the simplest approach and allow the authority to focus on mandated program areas.

P. Sweetnam agreed with J. Mason and commented he would be in favour of the transfer. He also commented that he would support closing the trail as opposed to making repairs if deemed unsafe.

The committee discussed the option of converting the property to Land Titles prior to potential transfer to counties.

**FAAC06/08/21-3**

**MOVED BY: J. Mason**  
**SECONDED BY: P. Kehoe**

**Resolved, That the Finance and Administration Committee recommend that the Board authorize sale of the K&P Trail to the counties of Lanark, Renfrew, and Frontenac for a nominal sum with the understanding that it remain unconverted at the time of sale and that MVCA does not incur any additional costs.**

**“CARRIED”**

3. Carp River Erosion Control Project

S. McIntyre reviewed Staff Report 3144/21 seeking permission to proceed with contract tendering and award of the project which requires Board of Directors approval based on MVCA's Purchasing Policy. Construction is scheduled to start in July, therefore placing contract award between the June and July Board meetings.

**FAAC06/08/21-4**

**MOVED BY: P. Sweetnam**  
**SECONDED BY: J. Atkinson**

**Resolved, That the Finance and Administration Committee recommend that the Board authorize staff to award construction of the Carp Erosion Control project following**

**receipt of written approval of the preferred tender by the City of Ottawa.**

**“CARRIED”**

4. NDMP Flood Risk Assessment Project – contract award

S. McIntyre outlined Staff Report 3147/21 noting successful receipt of a grant under the National Disaster Mitigation Program (NDMP) for the completion of a Flood Risk Assessment prior to March 31, 2022. MVCA’s portion of the project is expected to exceed \$50,000 and requires Board approval. Given that the next Board meeting isn’t until the third week of July, permission is sought to delegate this responsibility to the Board Chair or Vice Chair.

**FAAC06/08/21-5**

**MOVED BY: P. Kehoe**  
**SECONDED BY: P. Sweetnam**

**Resolved, That the Finance and Administration Committee recommend that the Board delegate approval of the Purchase Order for completion of the Flood Risk Assessment project to the Board Chair or Vice Chair, for subsequent endorsement by the Board in accordance with MVCA’s Purchasing Policies and Procedures.**

**“CARRIED”**

5. Shabomeka Lake Dam Project – Status Update

S. McIntyre advised that permit approval has been received from MNRF, and MVCA is currently awaiting DFO, MECP and North Frontenac permits/approval before being able to move forward with the project (as outlined in Staff Report 3145/21). She advised that the process may need to be escalated with MECP and that political intervention may be required.

S. McIntyre noted that the WECI funding has been approved so the Authority is now able to proceed with negotiating the loan with the City of Ottawa and Infrastructure Ontario.

P. Kehoe suggested that C. Lowry reach out to Scott Reid in her capacity as Warden of Lanark County regarding this matter.

6. Preliminary Financial Impact Analysis of New Regulations

S. McIntyre reviewed Staff Report 3146/21 providing a preliminary assessment of potential funding impacts to existing programs and services given the proposed regulatory changes.

J. Mason commented that she and the General Manager have discussed the criticality of the City of Ottawa to be on board with financing. Meetings with E. El-Chantiry and G. Gower will be arranged to discuss how to proceed with non-mandatory programs and services. S. McIntyre commented that across all CAs, the hope is that things will remain status quo between municipalities as is the case with administration of shared services via the counties. She advised that there is intent to conduct a survey this summer so data is available to support conversations

moving forward regarding conservation area management.

There was a brief discussion regarding whether Conservation Ontario was opposing the proposed regulations in regard to existing versus new asset management and categorization.

**ADJOURNMENT**

The meeting was adjourned at 10:10 a.m.

**FAAC06/08/21-6**

**MOVED BY:** P. Kehoe  
**SECONDED BY:** P. Sweetnam

**Resolved, That the meeting be adjourned.**

**“CARRIED”**

“E. Levi, Recording Secretary

C. Lowry, Chair”