



Hybrid Meeting Via Zoom
and at MVCA Office

Board of Directors Meeting

December 9, 2024

MEMBERS PRESENT

Paul Kehoe, Chair
Jeff Atkinson, Vice Chair
Bev Holmes
Cindy Kelsey (Virtual)
Clarke Kelly
Dena Comley
Janet Mason
Richard Kidd (10:00a.m. – 11:20a.m.)
Roy Huetl
Steven Lewis
Taylor Popkie
Wayne Baker

MEMBERS ABSENT

Allan Hubley
Cathy Curry
Glen Gower
Helen Yanch
Jeannie Kelso
Mary Lou Souter

STAFF PRESENT

Sally McIntyre, General Manager
Stacy Millard, Treasurer
Juraj Cunderlik, Director of Engineering
Matt Craig, Manager of Planning and Regulations
Scott Lawryk, Properties Manager
Alex Broadbent, Manager of IC&T
Jennifer North, Water Resources Technician
Tim Yoon, Water Resources E.I.T.
Lauren Shupe, GIS Specialist,
Will Ernewein, Regulations Officer
Krista Simpson, Administrative Assistant (Virtual)
Kelly Hollington, Recording Secretary

P. Kehoe called the meeting to order at 10:00 a.m.

Declarations of Interest (Written)

Members were asked to declare any conflicts of interest and informed that they may declare a conflict at any time during the session. No declarations were received.

Agenda Review

There were no additions or amendments to the agenda.

BOD24/12/09 - 1

MOVED BY: T. Popkie

SECONDED BY: R. Huetl

Resolved, that the agenda for the December 9, 2024 Board of Directors Meeting be adopted as presented.

“CARRIED”

MAIN BUSINESS

1. Approval of Minutes: Board of Directors Meeting, October 21, 2024

BOD24/12/09 - 2

MOVED BY: J. Atkinson

SECONDED BY: D. Comley

Resolved, that the minutes of the Board of Directors Meeting held on October 21, 2024 be received and approved as printed.

“CARRIED”

2. Draft Finance and Administration Advisory Committee Meeting Minutes, November 28, 2024.

Included for information. P. Kehoe asked if there were any questions arising from the draft minutes. No questions were received.

3. Staff Presentation – MVCA’s Drone Services, Lauren Shupe & Tim Yoon.

Tim Yoon reviewed background and regulations relating to drone use. He noted that Transport Canada regulates RPAS type drones. He summarized the specifications of MVCA’s DJI-Mavic 3E drone. He highlighted the capability of the drone to do aerial surveying. L. Shupe reviewed MVCA’s drone applications. She demonstrated MVCA’s drone applications of dam inspections, investigating inaccessible areas, floodplain mapping validation, ice monitoring and social media/community outreach. She reviewed next steps for drone use including: The

opportunities for expanding the drone's capabilities with a LiDAR and/or Sonar attachment(s), new types of projects such as erosion hazard mapping, bathymetry collection and elevation data acquisition and collaborating with other Conservation Authorities.

S. Lewis commented that many people are not happy with drones flying over private property and there are potential problems that could arise surrounding public perception of drone use. He asked about the regulations regarding drone use and privacy. He acknowledged that MVCA's applications of drones are useful for their intended purposes. T. Yoon responded that MVCA asks permission from homeowners to fly over their property. He acknowledged that the public has concerns regarding photos being taken of their property. He noted that MVCA has received mixed responses from the public regarding drone use, some supporting its applications and some comments of concern regarding photos of their property.

R. Kidd asked if there is a policy regarding drone use and contacting private property owners. T. Yoon responded that there is no policy, but it is an MVCA best-practice for drone use to contact property owners prior to flying over their property. R. Kidd asked if the drone is restricted from flying over Mississippi Lake. T. Yoon responded that Natural Resources Canada regulates where drones can be used and he confirmed that MVCA uses the drone on Mississippi Lake.

R. Kidd commented that drones have a negative public perception in the area and that social media perpetuates fear and negativity. He acknowledged the usefulness of drone technology. He asked about the cost of the MVCA drone. T. Yoon responded that the MVCA drone and battery package cost approximately \$5,000. R. Kidd commented that EGIS has used drones for surveying in Beckwith and the local OPP test their drone weekly at Beckwith Park. He summarized that drones are great tools but are very controversial.

B. Holmes asked if MVCA is integrating AI capabilities with drone services to improve forecasting/predictive capabilities. T. Yoon responded that currently, MVCA does not use any AI integration.

S. McIntyre added that floodplain analysis is improved by being able to access previously inaccessible areas, providing a more robust model to work from. Drone use helps to enhance the model and improve predictive capabilities.

4. Watershed Conditions, Report 3459/24, Jennifer North.

Jennifer North provided an update on the watershed conditions. She highlighted that flows and water levels are close to normal for this time of year. She noted that Mazinaw has a later drawdown than the other upper lakes, and still has two logs to be removed. She reviewed planned operations at Crotch Lake to maintain downstream flows and provide maximum storage for early 2025.

5. GM Update, Report 3460/24, Sally McIntyre.

Sally McIntyre provided the GM update. She highlighted completed projects including:

- The Farm Lake Dam Condition Assessment, the Lanark Dam Safety Review, and the Kashwakamak Lake Dam Class EA project.
- The K&P Trail dispute and sale, and Palmerston-Canonto Beach Property. She explained that at the October 21, 2024 Board of Directors Meeting, R. Kidd asked if all lease agreements that exceed 5-years fall under Ontario Regulation 686/21. She noted that MVCA is the first organization to proceed with a lease agreement exceeding 5-years post-regulation. Staff are working to confirm whether the regulatory requirements apply to the lease at Palmerston-Canonto and the K&P Trail.
- 2025 Septic Fee Increases and the Municipal Flood Resilience Action Training that is available in 2025.

P. Kehoe asked S. McIntyre to provide an update regarding WECI Funding and application. S. McIntyre explained that she and P. Kehoe met with MPP J. Jordan to discuss the constraints surrounding WECI applications and funding uses. A generic response was received from the Ministry of Natural Resources (MNR) that the situation is being monitored.

C. Kelly stated that RVCA sends a delegation to the Rural Ontario Municipal Association (ROMA) Conference. He asked if MVCA sends a delegation or representative to the ROMA Conference. S. McIntyre responded MVCA does not send a delegation to the ROMA conference but Angela Coleman from Conservation Ontario advocates for Conservation Authorities at Queens Park. P. Kehoe commented that MPP J. Jordan was receptive of MVCA's problems with WECI funding.

6. Management Salary Review, Report 3456/24, Paul Kehoe & Sally McIntyre.

7. Overtime Compensation, Report 3457/24, Sally McIntyre.

8. Employee Merit Increases and Bonuses, Report 3458/24, Sally McIntyre.

Items 6, 7 and 8 were discussed in-camera.

BOD 24/12/09 - 3

MOVED BY: R. Huetl

SECONDED BY: C. Kelly

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 Stacy Millard remain in the room.

And further resolved, That Sally McIntyre and Stacy Millard leave the room before final discussions regarding management compensation.

“CARRIED”

BOD24/12/09 - 4

MOVED BY: B. Holmes

SECONDED BY: C. Kelly

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

“CARRIED”

BOD24/12/09 - 5

MOVED BY: J. Mason

SECONDED BY: D. Comley

Resolved, That the Board of Directors approve updates to the Management Salary Scales and the 2024/2025 compensation for the General Manager as recommended by the Finance and Administration Advisory Committee.

Resolved, That the Board of Directors approve update of section 2.3.2 Overtime of the MVCA’s Employee Manual as set out herein, and to implement the new program effective January 1, 2025.

Resolved, That the Board of Directors direct the General Manager to investigate options to improve the current system of merit increases and bonuses and provide a recommendation for implementation in Fiscal 2026.

“CARRIED”

9. Financial Update – YTD September 30, 2024, Report 3453/24, Stacy Millard.

S. Millard provided the Financial Update. She reviewed the operating budget, noting that expenditures and revenues are on track. She reviewed the changes in cost allocations.

10. Draft 2025 Budget, Report 3454/24, Stacy Millard & Sally McIntyre

S. McIntyre presented the 2025 Draft Budget. She reviewed the year-over-year changes between the 2023, 2024 and 2025 budgets. She noted the expansion of MVCA’s Education Program is considered under Category 3 Operating budget. She highlighted that while the budget is increasing, it does not necessarily mean an increase in the municipal levy due to offsetting revenues. She reviewed the operating budget by program/service. She compared the 2024 and 2025 municipal levy budgets by program/service. She reviewed the workforce plan adjustment to the municipal levy and the municipal levy allocations as prescribed by the province.

BOD24/12/09 - 6

MOVED BY: T. Popkie

SECONDED BY: B. Holmes

Resolved, That the Draft 2025 Budget be received and circulated to member municipalities for comment.

“CARRIED”

11. 10-Year Capital Plan Update, Report 3455/24, Sally McIntyre & Stacy Millard

S. McIntyre provided the 10-Year capital plan update. She highlighted the schedule of projected annual capital levy increases.

BOD24/12/09 - 7

MOVED BY: S. Lewis

SECONDED BY: J. Atkinson

Resolved, That the Board of Directors approve the 10-year Capital Plan update and schedule of capital levy increases presented herein.

“CARRIED”

12. 2025 Fee Schedule Update, Report 3468/24, Matt Craig

P. Kehoe explained that there have been no updates received regarding an extension of the provincial freeze of planning, development and permitting fees. The proposed updates to Fee Schedules A-C assume that the freeze is not extended.

S. Lewis asked if all fees were raised by a specific percentage. M. Craig responded that all fees were increased by 3% and rounded to the nearest dollar.

C. Kelly asked about the budget pressures if the fees remain frozen. M. Craig explained that the freeze in fees results in not keeping up with cost-of-living and planning and regulation program expenses. He noted that overall, there may be greater implications. S. McIntyre explained that MVCA had planned to take an estimated \$16,000 from reserves on the assumption that the fees remain frozen.

BOD24/12/09 - 8

MOVED BY: T. Popkie

SECONDED BY: S. Lewis

Resolved, That the Board of Directors approve update of Schedules A through C of MVCA’s Fee Schedule as set out in this report.

“CARRIED”

13. 2025 Mileage, Per Diem & Honorarium Rates, Report 3461/24, Sally McIntyre

S. McIntyre explained that the Board approved a 2% cost-of-living increase to staff wages and recommended the same increase for Board compensation in regards to per diems and honorariums. She noted that the same mileage rates is applied to staff and Board members, and is recommended to be increased.

W. Baker noted a keying error to the proposed increase in corporate mileage rate, the amount should read \$0.6018/km rather than \$60.18/km. S. McIntyre confirmed.

BOD24/12/09 - 9

MOVED BY: R. Huetl

SECONDED BY: C. Kelly

Resolved, That the Board of Directors approve That the Board of Directors approve a 2% increase to Board member per diems, the honorariums paid to the Chair and Vice Chair, and the mileage rates paid to employees and Board members, to take effect January 1, 2025.

“CARRIED”

14. Operational Plan: Water Control Infrastructure, Report 3462/24, Juraj Cunderlik

J. Cunderlik reviewed the guidelines and regulations relating to the operation of water control infrastructure. He highlighted that operational plans for water control infrastructure were required to be developed and implemented by the end of 2024. He reviewed the guiding principals and operational objectives of the *Mississippi River Water Management Plan* (MRWMP). He reviewed the water control structure inventory within the watershed. He highlighted that 12 structures are included in the MRWMP of which 6 are owned by MVCA.

J. North reviewed dam operation objectives within the watershed including: flood and drought mitigation, fisheries and wildlife, recreation and tourism, navigation, erosion, ice, low flow augmentation and power generation. J. North summarized the history of management and development of dams within the watershed. She explained that from the MRWMP, preferred operating plans were developed for each dam with a set target level and upper and lower operating range. She noted that revisions are required as the needs of the watershed change. She reviewed a typical dam operating cycle within the watershed. She reviewed adaptive management practices in response to annual variations and extreme weather events and gave examples.

J. Mason asked what kind of model MVCA has of the Mississippi River and whether scenarios can be ran based on forecasts. J. Cunderlik responded that MVCA has watershed models for

the Mississippi River and Carp River watersheds. Staff are currently working to upgrade the watershed model to be able to run scenarios. He noted that staff are hopeful to have a draft forecasting system ready to test in spring of 2025. J. Mason expressed her support in the development of a forecasting system and asked for a demonstration when it's prepared.

W. Baker asked how the fall drawdown affects water levels. J. Cunderlik responded that it depends from lake-to-lake, each lake has a different target and threshold. W. Baker asked if fish spawning is considered when determining drawdown dates and amounts. J. Cunderlik confirmed that fish habitat and spawning periods are taken into consideration within the MRWMP.

BOD24/12/09 - 10

MOVED BY: D. Comley

SECONDED BY: B. Holmes

Resolved, That the Board of Directors approve the Operational Plan: Water Control Infrastructure attached to this report.

15. Land Conservation & Resource Strategy, Report 3463/24, Sally McIntyre.

S. McIntyre presented the proposed final draft of the *Land Conservation & Resource Strategy*. She noted that changes made over the consultation period are in red. She highlighted some policy changes including: adjustments to wording regarding working with and facilitating cooperation with other public agencies and organizations in the planning, development and maintenance of large conservation parklands; and MVCA continuing to promote the Mississippi River canoe route and advocate for its maintenance and protection. She noted that MVCA will not assume the responsibilities of maintenance and protection of the canoe route.

J. Atkinson asked how often this strategy will be updated. S. McIntyre responded that an implementation section has been included in the strategy that prescribes an update a minimum of every 10-years. The implementation section includes all targets and reporting schedules mentioned in the document.

BOD24/12/09 - 11

MOVED BY: J. Mason

SECONDED BY: B. Holmes

Resolved, That the Board of Directors approve the Land Conservation & Resource Management Plan.

CONSENT ITEMS

16. License Renewal – Carp River CA, Report 3464/24, Sally McIntyre

BOD24/12/09 - 12

Resolved, That the Board of Directors approve renewal of the Licence of Occupancy for the Carp River Conservation Area.

CARRIED – CONSENT AGENDA

17. Regulatory Enforcement Strategy, Report 3465/24, W. Ernewein

Will Ernewein provided a presentation summarizing the Regulatory Enforcement Strategy and the basis for its development. He reviewed the roles and responsibilities of the MVCA Regulations Technician and Regulations Officer and the public. He reviewed enforcement of Section 28 and 29 violations. He highlighted that only in egregious cases does MVCA pursue legal action to resolve enforcement files. He noted that the strategy is fluid and subject to change over time based on the needs of the organization and legislative changes.

P. Kehoe commented that the matrixes presented in the strategy are similar to the informed judgement matrix used by the Ministry of Environment when he worked for the Ministry. W. Ernewein agreed and noted that it is still relevant and valid and a reliable tool for general enforcement purposes.

P. Kehoe asked if a motion is required for consent items. S. McIntyre explained that consent items are approved concurrent to approval of the Agenda. J. Mason commented that the Regulatory Enforcement Strategy presentation was moved out of the consent agenda and has a recommendation associated with it. S. McIntyre asked if J. Mason would like a motion to approve the strategy. J. Mason commented any method is acceptable, as long as the strategy is approved. S. McIntyre confirmed that it is best practice to approve the recommendation on the report. P. Kehoe asked for a member to move the motion.

BOD24/12/09 - 13

MOVED BY: J. Mason

SECONDED BY: R. Huetl

Resolved, That the Board of Directors approve the attached Regulatory Enforcement Strategy.

“CARRIED”

18. Corporate Strategic Plan Update, Report 3466/24, Sally McIntyre.

BOD24/12/09 - 14

Resolved, That the Board of Directors approve the methodology for updating the Corporate Strategic Plan and Implementation Plan as set out in this report.

CARRIED – CONSENT AGENDA

19. 2025 Board Meeting Schedule, Report 3467/24, Sally McIntyre.

BOD24/12/09 - 15

Resolved, That the Board of Directors approve the proposed 2025 meeting schedule.

CARRIED – CONSENT AGENDA

ADJOURNMENT

BOD24/12/09 - 16

MOVED BY: R. Huetl

SECONDED BY: W. Baker

Resolved, That the Board of Directors meeting be adjourned.

“CARRIED”

The meeting adjourned at 12:03 p.m.

K. Hollington, Recording Secretary