

Minutes: Board of Directors Meeting

February 10, 2025

Hybrid Meeting Via Zoom and at MVCA Office

Roll Call

Members Present

- Paul Kehoe, Chair
- Jeff Atkinson, Vice Chair
- Bev Holmes (Virtual)
- Cindy Kelsey
- Clarke Kelly (Virtual)
- Dena Comley
- Glen Gower (Virtual)
- Helen Yanch
- Janet Mason
- Jeannie Kelso (Virtual)
- Mary Lou Souter
- Richard Kidd
- Taylor Popkie
- Wayne Baker

Members Absent

- Allan Hubley
- Cathy Curry
- Roy Huetl
- Steven Lewis

Staff Present

- Sally McIntyre, General Manager
- Juraj Cunderlik, Director of Engineering
- Stacy Millard, Treasurer
- Matt Craig, Manager of Planning & Regulations
- Scott Lawryk, Properties Manager
- Alex Broadbent, Manager of IC&T
- Brian Anderson, Forestry Technician
- Kelly Hollington, Recording Secretary

Guests

- Marika Livingston, Project Manager, Drinking Water Source Protection, Mississippi-Rideau Source Protection Region
- Isabelle Maltais, Director Watershed Science & Engineering, Rideau Valley CA

P. Kehoe called the meeting to order at 1:07 p.m.

Declarations of Interest

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.

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MOVED BY: D. Comley

SECONDED BY: T. Popkie

Resolved, that the agenda for the February 10, 2025 Board of Directors Meeting be adopted as presented.

“CARRIED”

Main Business

1. Approval of Minutes: Board of Directors Meeting, December 9, 2024

There were no additions, amendments or discussion relating to the minutes.

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MOVED BY: R. Kidd

SECONDED BY: J. Atkinson

Resolved, that the minutes of the Board of Directors Meeting held on December 9, 2024 be received and approved as printed.

“CARRIED”

2. Employee Presentation: County Forest Presentation, Brian Anderson

B. Anderson provided background on the Lanark County Community Forest program and properties within the watershed. He explained that the Program is cooperatively managed by MVCA, Upper Canada Forest Service and Lanark County under a 5-year Memorandum of Understanding (MOU). He reviewed forestry management standards. He gave an overview of the activities within the Community Forest Program. He reviewed future opportunities for the program including establishing recreational trails at county forest properties.

W. Baker asked if there are maps available to show the County forest locations. B. Anderson responded that individual maps of all the properties are on the Lanark County website under Forest Management.

J. Mason asked if County Forest properties are treated the same as provincial crown land in regards to public use. B. Anderson explained that Crown land belongs to the province of Ontario. County forests are in private ownership by the County, which sets recreation policy and standards for what is allowed on each property. J. Mason clarified that rules surrounding uses like camping are determined by the County, and that Crown land laws do not apply. B. Anderson confirmed.

J. Kelso asked if there are financial benefits from tree harvesting on these properties and if the county would receive the funds. B. Anderson responded that under the 5-year operating plan includes tree harvesting. Harvesting tenders are issued and any profits from harvesting of forest resources go back to the County as non-tax revenue to provide funds for trails and other forestry-related activities.

C. Kelly expressed support for sustainable harvesting and asked if any of the lands are still used for agricultural purposes. B. Anderson responded that Lanark County Forest properties are not used for agricultural purposes. C. Kelly highlighted the opportunities for generating revenue with the harvesting utility poles.

R. Kidd confirmed that county forests are owned by the county and that a Forestry Committee advises Lanark County Council on forestry management matters. Funds generated from the County forests are allocated to a forestry reserve for the management and maintenance of the properties.

M. Souter asked if any of the County forests are being used in partnership with non-profits such as Mississippi Madawaska Land Trust (MMLT) or Mississippi Valley Field Naturalists (MVFN). B. Anderson explained that other organizations have previously completed environmental surveys on some properties but that there is no long-term coordination.

R. Kidd asked if any properties are used for maple syrup production. B. Anderson responded that a property behind Wheelers Maple Syrup is rented on a per-tap basis for maple syrup production.

1. GM Update, Report 3470/25, Sally McIntyre

S. McIntyre spoke to the GM Update and highlighted the following matters:

- Kashwakamak Lake Dam Environmental Assessment (EA) – The EA was successfully tabled at the end of 2024. MVCA is proceeding with development of the Terms of Reference for request for proposals (RFP) with the goal of completion of detailed design in 2025.

- Kintail Country Christmas – The event was a success and saw a small loss of \$500. She noted that the event is considered a promotional community event rather than an income source.
- Boardroom AV System Replacement – Installation of a new AV system is planned for February 18-21, which should improve virtual meetings.
- Staffing Changes – She highlighted recent organizational adjustments and the posting of 2025 summer student positions.

J. Kelso asked when MVCA expects to receive the draft Lanark Dam Safety Review (DSR) report from Egis. J. Cunderlik responded that the draft report is expected this month (February). S. McIntyre explained that once the draft DSR is received, staff can scope the works needed and move forward with a request for proposals (RFP).

J. Kelso asked about the land ownership investigation at the Lanark Dam and if she should be in contact with the township. S. McIntyre explained that the land ownership of the area is complex. Historically, land transfers were not always accompanied by accurate surveyed drawings and only had meets and bounds descriptions. Staff identified a parcel of interest that is possibly owned by Lanark Highlands Township. S. McIntyre stated that she will follow up with J. Kelso on this matter.

J. Kelso asked S. McIntyre to elaborate on the new regulations regarding governing ministerial powers. S. McIntyre explained that the Minister of Municipal Affairs & Housing is able to execute powers to issue or refuse a permit if deemed of provincial interest. J. Kelso asked if there is an opportunity for a tribunal or discussion if the governing Conservation Authority does not agree with minister's decision. S. McIntyre responded that she believed the only option would be to go to court.

B. Holmes asked if any sensitive information was accessed due to the MailChimp hack. S. McIntyre responded that staff were able to close the account shortly after the hack and to the best of staff's knowledge, there was no breach beyond attempts to manipulate the account. She highlighted difficulties in dealing with MailChimp to recover funds required to close the account.

3. 2025 Budget, Report 3471/25, Stacy Millard & Sally McIntyre

S. McIntyre provided the revised MVCA 2025 Budget. She outlined the circulation process and stated that no comments were received. She reviewed the adjustments made since the December meeting and stated that the proposed levies had not changed. There was no further discussion and no questions were received.

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MOVED BY: B. Holmes

SECONDED BY: J. Mason

Resolved, That the Board of Directors approve the 2025 Budget as submitted.

“CARRIED”

4. Foundation Update, Report 3472/25, Sally McIntyre

S. McIntyre summarized the history and purpose of the Foundation and current board membership, noting the recent retirement of Chair, Paul Lehman. She reviewed Foundation activities and highlighted the approval of a 50/50 raffle this year with the goal of developing a consistent revenue source for category 3 programs. She highlighted the importance of Board outreach and recruitment.

J. Mason added that the Foundation needs more board members. She stated the need for members with a connection to the local business community who have an interest in philanthropy and the watershed. She noted the need for representation from all areas of the watershed, specifically Mississippi Mills and North Kanata area.

5. Section 28 Permits – Status Update 2024, Report 3473/24, Matt Craig

M. Craig provided background on the Section 28 reporting process and a summary of results for 2024. He explained that the format of the attached activity report has been recently updated by Conservation Ontario through discussions with the province. He noted a correction to the total minor permits issued in 2024 as 152 rather than 149. He noted that mapping will be updated as works are completed. A report from April – December, 2024 will be submitted at the end of the week to Conservation Ontario.

P. Kehoe asked about the repercussions for not meeting timelines on permits. M. Craig commented that MVCA’s timelines are exceptionally good due to an emphasis on pre-consultation, and the pausing of the clock while applicants address issues raised. He explained that issues regarding timelines are greater in the GTA, and he is unaware of any repercussions for not meeting timeline targets.

B. Holmes noted several permits issued in Mississippi Mills at the same property address. She asked if all permits would be associated with the same project. M. Craig explained that there are many reasons for multiple permits at the same property

address including multiple stages of development, permits submitted at different times of year, and permits for different types of work. He noted that the property could be associated with the telecommunications industry. Companies sometimes submit mass permit information which is divided up to better manage the project and conduct compliance. B. Holmes asked for information regarding the replacement of the Blakeney Bridge structure. M. Craig commented that he will follow up with B. Holmes in regards to her questions regarding specific properties and permits.

W. Baker asked if there is a reason for the decline in permits since a peak in 2021. M. Craig explained that MVCA was inundated with permits for works following the floods of 2017 and 2019, and that they took a period of time to address due to a lack of contractors, materials and technical professionals to complete home builds and shoreline works. The number of permits requests has stabilized since peaking in 2021.

6. Ferry Road Property, Report 3475/25, Sally McIntyre

S. McIntyre introduced the Ferry Road Property Report by explaining that MVCA applied for funding under a Conservation Ontario partnership program with Environment Canada to help offset administrative costs associated with the City's acquisition of the property. She also stated that there have been informal discussions within the City of Ottawa regarding the potential assumption of site management and operations by MVCA, and that approval by the Board would be needed for that to occur.

C. Kelly provided background and description of the project in his ward. He highlighted the opportunity of a potential partnership between MVCA and the City of Ottawa in the management of the property.

7. Corporate Strategic Plan Update, Report 3474/25, Sally McIntyre

S. McIntyre reviewed preliminary results from staff surveys on the current corporate strategic plan. She noted that the current themes did not resonate with staff that had responded to date. She looked to the Board for feedback regarding themes that resonate with them. P. Kehoe asked the Board to review the strategic plan and to provide feedback.

J. Mason commented that the current corporate strategic plan is not inspiring. She highlighted the importance of identifying MVCA's future aspirations.

B. Holmes suggested climate change and financial stability as important items to be considered in the update.

J. Atkinson concurred with prior comments and suggested that "community building" could be replaced with "strategic partnerships" to give greater operational direction. He further suggested that a writer be retained to give the Strategy inspirational polish.

M. Souter explained that the plan may not have resonated with staff due to workload. She noted that MVCA has endured an increase in demand as it relates to the development of regulatory documents. She expressed support in setting inspiring and ambitious goals to engage staff.

J. Kelso highlighted the importance in engaging the public who are not living on the water and to involve the public who may not have access to recreational activities.

P. Kehoe asked the Board to review the current [Corporate Strategic Plan](#) and to provide feedback to S. McIntyre for further discussion at the March Board meeting.

S. McIntyre noted that the majority of items raised are category 3 programs, which is not core mandate of the organization which is focused on natural hazard management and land conservation.

G. Gower asked S. McIntyre for more details regarding feedback received from staff. S. McIntyre explained that there was inconsistency in the responses received with no clear direction in the themes to carry forward in the update.

R. Kidd commented that the strategic plan should reflect that MVCA operates under provincial government restrictions. He noted the importance of full cost recovery for all category 3 programs. He highlighted the opportunity to generate funds from category 3 programs to support activities/events like Kintail Country Christmas.

J. Mason highlighted the goal of a modern automated watershed model to predict future scenarios.

Adjournment

BOD25/02/10 - 4

MOVED BY: W. Baker

SECONDED BY: C. Kelsey

Resolved, That the Board of Directors meeting be adjourned.

“CARRIED”

The meeting adjourned at 2:17 p.m.

K. Hollington, Recording Secretary

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