



Minutes: Board of Directors Meeting

December 8, 2025

Hybrid Meeting via Zoom and MVCA Office Boardroom

ROLL CALL

Members Present

- Roy Huetl, Chair
- Paul Kehoe, Vice Chair (11:45 a.m.)
- Bev Holmes
- Cindy Kelsey
- Clarke Kelly (Virtual)
- Dena Comley
- Glen Gower (Virtual)
- Helen Yanch
- Janet Mason
- Jeannie Kelso
- Jeff Atkinson
- Mary Lou Souter
- Richard Kidd
- Wayne Baker

Staff

- Sally McIntyre, General Manager
- Stacy Millard, Treasurer
- Juraj Cunderlik, Director of Engineering
- Scott Lawryk, Property Manager
- Alex Broadbent, Manager of I&CT
- Kelly Hollington, Recording Secretary

Guests

- Donna Rotar, Baker Tilly

Members Absent

- Allan Hubley
- Cathy Curry
- Taylor Popkie

Chair called the meeting to order at 10:04 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 amendments or discussion regarding the agenda.

BOD25/12/08 – 1

MOVED BY: M. Souter

SECONDED BY: D. Comley

Resolved, that the agenda for the December 8., 2025, Board of Directors Meeting be adopted as presented.

“CARRIED”

MAIN BUSINESS

1. Approval of Minutes: Board of Directors Meeting, October 20, 2025

There were no amendments or discussion regarding the minutes.

BOD25/12/08 – 2

MOVED BY: J. Kelso

SECONDED BY: W. Baker

Resolved, that the minutes of the Board of Directors Meeting held on October 20, 2025, be received and approved as printed.

“CARRIED”

2. Receipt of Draft Minutes: Finance and Administration Advisory Committee, November 27, 2025.

There was no discussion regarding the draft minutes.

3. GM Update, Report 3529/25, Sally McIntyre.

S. McIntyre provided the GM Update, she highlighted:

- Mill of Kintail Museum Update – A virtual public information session held on November 24th was attended by over 30 people. Staff received an expression of interest from North Lanark Historical Society regarding the potential relocation of their museum to the Mill of Kintail and co-management of the Mill of Kintail museum and collection. Organizations have confirmed their participation in the working group and a kickoff meeting is scheduled for January.

- K&P Trail Sale/Lease – MVCA is executing the agreements later today for the purchase and sale and the interim lease of the K&P Trail.
- MVCA's Director of Engineering, Juraj Cunderlik and summer student Violet French took 2nd prize at the annual Latornell conference for their poster presentation regarding the impacts of climate change on the magnitude of flood events in the Carp River.

J. Mason asked for a copy of the poster from the Latornell conference. S. McIntyre agreed.

4. Bill 68 and Conservation Authority Amalgamation, Report 3530/25, Sally McIntyre.

S. McIntyre reported that she attended a consultation session on Friday, December 5 hosted by the Province. She summarized the provincial proposal for the St. Lawrence Regional CA and noted that MVCA is the only CA in the region with significant infrastructure used to manage water levels and flows across an entire watershed. She also noted that Hassaan Basit, Chief Conservation Executive stated on December 5th that he is not interested in alternative boundaries that would split an existing CAs between two Regional CAs. She summarized the proposed boundary criteria and identified the following gaps: financial fairness, operational effectiveness, governance effectiveness, existing partnership agreements and regulatory differences.

S. McIntyre provided a brief overview of how conservation authorities were formed and highlighted that municipal levies constituted ~68% of MVCA's 2025 operating revenues. She reviewed the approved legislative changes regarding the proposed Ontario CA Agency and expressed concerns regarding its power to levy CAs to support Agency operations.

S. McIntyre reviewed several areas of risk, focusing on governance and funding including uncertainty regarding who will be responsible for the costs to amalgamate. She highlighted potential risks of moving to a province-wide permitting digital solution without phased implementation.

M. Souter asked what the motive is behind the provincial guidelines. S. McIntyre explained that the province wants a single window approach for developers, and potentially to allow for screening and for tracking key performance indicators. She noted that MVCA relies heavily on the pre-consultation process to engage with the public on the specifics of regulations for their property and questioned whether that might be diminished or lost.

J. Kelso asked when a permit timeline starts, at the point of application or other time. S. McIntyre explained that once a permit application is submitted, MVCA staff determine if all the requirements are met and the timeline starts once the package is deemed to be complete.

R. Kidd commented that the Provincial government is not afraid of change and developing new provincial policy statements to suit its needs.

S. McIntyre reviewed each of the key points from the draft response to ERO 025-1257 and asked for input from the Board.

R. Kidd asked if it's worth including the recommendation for the Lower Ottawa River Conservation Authority if Hassaan Basit has indicated that it is not in his interest to reallocate boundaries. S. McIntyre explained that the area recommended for reallocation is small—an area largely south of Highway 401.

B. Holmes asked if South Nation CA (SNCA) agrees with the provincial proposal. S. McIntyre explained that SNCA has rejected the provincial proposal in totality and objects to any amalgamation. She highlighted the SNCA is a bilingual CA, and they have concerns regarding continued service delivery in French if amalgamation occurs. She noted there would be costs associated with making the proposed Regional CA bilingual. S. McIntyre explained that the General Manager of Raisin Region CA was amenable to the recommendation of a Lower Ottawa River CA (LORCA).

S. McIntyre asked for feedback from C. Kelly and G. Gower regarding the City of Ottawa's intended approach.

G. Gower commented that City of Ottawa staff are preparing a response to the ERO. He explained that the Ottawa Councillors who sit on the Ottawa-area CA Boards are working on a motion to bring to council on Wednesday December 10. He noted that the motion opposes the amalgamation and raises issues around protecting municipal taxpayers, the reserves in place within the CAs, governance and boundaries. The motion will recommend the LORCA as an alternative to the St. Lawrence Regional CA.

S. McIntyre commented that it's worth recommending the LORCA in the submission as the province is looking for alternatives to its proposal. M. Souter agreed.

S. McIntyre reviewed the suggested municipal representation if the province moves forward with the LORCA model.

H. Yanch noted that the model does not include representation from Addington Highlands. S. McIntyre explained that the municipalities were determined based upon approximate assessment value percentages. She noted that North Frontenac is not on the Board for Quinte CA due to its size. She clarified that the values are an estimate and sought input from Board members.

J. Kelso asked that it be clarified in the submission that the municipal representation model is an estimate.

J. Mason asked if there is a way to include representation across the entire watershed. She highlighted that the upper Mississippi River is not fully represented. S. McIntyre agreed that representation from Lanark County would have to cover both the Rideau River watershed and the Mississippi river watershed.

R. Kidd commented that Lanark County would appoint its own representatives. J. Mason responded that the counties could be given guidelines to include all geographic areas.

M. Souter highlighted that the upper Mississippi River watershed contains important water control structures. S. McIntyre recommended adding two “Headwaters” representatives. J. Mason expressed her support for adding these positions. J. Atkinson expressed his support and noted that adding headwater representation supports the notion of a watershed-based regional CA.

S. McIntyre recommended that the positions be rotating seats amongst the headwater municipalities. H. Yanch expressed her support for the recommendation of two additional rotating seats.

C. Kelly asked how the rotating positions would be selected. S. McIntyre responded that the positions could be selected per term of council, or every two years. R. Kidd commented that the Heath Unit had rotating seats that were for 2-year terms.

H. Yanch expressed concerns regarding having to train new Board members every two years. S. McIntyre clarified that the rotation of positions would only be for the two headwater positions.

S. McIntyre highlighted the recommendation of a phased implementation approach to moving forward with amalgamation.

J. Mason suggested that MVCA recommend that amalgamations start in the Toronto area as it is an area of concern for the province. S. McIntyre noted that Hassaan Basit is

concerned about the smaller CAs that are unable to consistently deliver baseline levels of service. J. Mason recommended tailoring the recommendation to an area that appeals to Hassaan Basit, such as Nottawasaga CA.

J. Atkinson recommended highlighting the issues associated with changing to a bilingual organization in the proposed St. Lawrence Regional CA including cost and staff retention.

G. Gower expressed his support in the recommendations and thanked S. McIntyre and R. Huetl for their work dealing with the unexpected announcements, keeping the Board updated on information and developing a response.

S. McIntyre asked G. Gower and C. Kelly about bilingual service delivery. C. Kelly confirmed that everything at the City is offered in both official languages.

R. Kidd asked if there is a way to do comparative analysis of the assessment value per capita amongst the 5 CAs. He highlighted the importance of including capital assets such as MVCA's dams. S. McIntyre committed to sending the numbers for the CAs in the proposed St. Lawrence Region CA. He asked that the value of provincial grants per CA per capita also be included. S. McIntyre agreed.

R. Kidd suggested that the proposed regional CA could share the capital costs across all municipalities within the region. J. Mason noted that it would open the door for other capital project costs to be shared across all municipalities in the regional CA. J. Mason highlighted that the recommendations put forward support keeping municipal dollars within each municipality. S. McIntyre explained that the operating and capital budgets for each CA are unique.

BOD25/12/08 – 3

MOVED BY: D. Comley

SECONDED BY: M. Souter

Resolved, That the Board of Directors direct staff to submit the comments contained in Attachment 2 regarding the proposed amalgamation of Conservation Authorities per ERO posting 025-1257, as amended.

“CARRIED”

5. Draft 2026 Budget, Report 3527/25, Sally McIntyre & Stacy Millard.

S. McIntyre reviewed the 2026 budget direction per the October 20, 2025 Board of Directors meeting and the total budget percentage change between the 2025 budget and draft 2026 budget. She noted that differences are largely attributable to actual timesheet submissions in 2025 and consequent increase in staff time allocated to Category 1 services and reduction in time allocated to Category 3 services. She reviewed changes in staff compensation based on Cost-of-Living Adjustments (COLA) and merit increases. She reviewed the Category 1 operating budget and noted that MVCA will establish a cost centre for amalgamation costs (including legal and advisory services), to allow for their tracking and recovery from the province.

S. Millard highlighted a reassignment of Floodplain and Hazard Mapping project costs from the operating budget to the capital budget. She noted that data collected are asset used across several applications at MVCA.

J. Mason asked if the data is considered a depreciating asset. D. Rotar confirmed that the flood and erosion hazard mapping data is considered a depreciating asset. She noted that costs are incurred over the useful lifetime of the asset.

J. Kelso asked how the lifetime of an asset is determined. D. Rotar explained that she relies on the expertise of staff. She noted MOUs with the City of Ottawa speak to 10-year benchmarks. D. Rotar highlighted that the lifetime is an estimate.

S. McIntyre asked J. Cunderlik what the recommended benchmark is for updating floodplain and hazard mapping. J. Cunderlik confirmed that a 10-year benchmark is generally recommended. He explained that the lifetime of mapping data is subject to factors such as the amount of development that occurs in the area.

S. McIntyre reviewed the Category 1 Capital budget and planned capital projects for 2026. In follow-up to a query made at the Finance & Administration Advisory Committee meeting, she noted that MVCA is not well positioned to undertake additional dam safety reviews in 2026 because the preparatory work has not been completed. There may be potential to undertake an additional condition assessment at Big Gull Lake dam. She highlighted that the additional project would require additional staff resources and explained that the 2026 work plan uses all staff resources with little leeway for additional projects. J. Cunderlik explained that the dam safety review projects are data intensive and can necessitate years of preparatory work.

S. McIntyre provided an overview of the municipal levy and the percentage of change from 2025 to 2026. She reviewed the draft 2026 operating budget, operating revenues and the percentage of change from 2025 to 2026, and projected year-end reserve balance for 2026.

R. Kidd asked if all CAs have a watershed management category within their operating budget. S. McIntyre explained that all CAs would have a watershed management or similar category. She noted that the amounts would be different across the CAs.

BOD25/12/08 – 4

MOVED BY: J. Mason

SECONDED BY: B. Holmes

Resolved, That the Board of Directors approve the Draft Budget (as amended by the Finance and Administration Advisory Committee) for circulation to member municipalities for comment.

“CARRIED”

6. Duty Officer Compensation, Report 3528/25, Sally McIntyre & Juraj Cunderlik.

S. McIntyre reviewed the recommended change in service delivery from seasonal monitoring to 365 day/year system monitoring. She provided the proposed compensation structure for duty officers. She noted that amendments recommended by the Finance and Administration Advisory Committee have been included in the current draft.

BOD25/12/08 – 5

MOVED BY: J. Kelso

SECONDED BY: W. Baker

Resolved, That the Board of Directors approve the update of the MVCA Employee Manual to include the duty officer compensation table and related amendments recommended in Report 3528/25 as amended per direction of the Finance and Administration Advisory Committee.

“CARRIED”

7. Financial Update – YTD September 30, 2025, Report 3526/25, Stacy Millard.

S. Millard noted that finances are on track. Expenses are down ~\$83,000. She highlighted that the water and sewer connection has been delayed again and is projected to cost more due to the delay. She noted that the 10-year capital plan will be tabled with the Board in March or April 2026, leaving room for adjustments. She explained that investment earnings were ~\$53,000 over approximately 4 months.

8. In Camera – New Agency – Amalgamation, Verbal Report, Sally McIntyre & Roy Huetl.

Presentations and discussions for items 8 and 9 were held in camera, see resolution below.

9. In Camera – Labour Relations, Verbal Report, Roy Huetl.

BOD25/12/08 – 6

MOVED BY: D. Comley

SECONDED BY: C. Kelsey

a) Resolved, That the Board of Directors move to in-camera discussions regarding labour relations or employee negotiations.

And further resolved that Sally McIntyre remain in the room and MVCA staff leave the room for initial discussions.

And further resolved that Sally McIntyre leave the room upon request for further discussion.

b) Resolved that the Board of Directors move to in-camera discussions regarding personal matters about an identifiable individual, including employees of the Authority.

And further resolved that the Sally McIntyre and MVCA Staff leave the room.

“CARRIED”

BOD25/12/08 – 7

MOVED BY: P. Kehoe

SECONDED BY: W. Baker

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

“CARRIED”

CONSENT ITEMS

10. 2026 Mileage, Per Diem & Honorarium Rates, Report 3531/25, Sally McIntyre.

BOD25/12/08 – 8

Resolved, 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, 2026.

“CARRIED THROUGH CONSENT AGENDA”

11. 2026 MVCA Board Meeting Schedule, Report 3532/25, Sally McIntyre.

BOD25/12/08 – 9

Resolved, that the Board of Directors approve the proposed 2026 meeting schedule.

“CARRIED THROUGH CONSENT AGENDA”

ADJOURNMENT

BOD25/12/8 – 10

MOVED BY: P. Kehoe

SECONDED BY: H. Yanch

Resolved, That the Board of Directors meeting be adjourned.

“CARRIED”

The meeting adjourned at 12:00 p.m.

K. Hollington, Recording Secretary