

Municipal Clerks/Chief Administrative Officers,

Re: FOR DISTRIBUTION TO COUNCIL

As a member of the Authority, please find below highlights from the December 9, 2024 Board of Directors meeting for distribution. Attached are draft minutes of the meeting, and approved minutes of the October 21, 2024 Board of Directors Meeting.

Employee Presentation: MVCA's Drone Services

Staff presented on MVCA's Drone Services and opportunities. Drone applications that were highlighted include: dam inspections, viewing inaccessible areas for floodplain mapping/validation, ice monitoring and social media/community outreach.

Watershed Update

Flows in all tributaries are close to normal for this time of year, due to the average rainfall amounts received in October and November. The removal of stoplogs from the upper lakes to drawdown water levels is now complete. Crotch Lake is rising due to the release of water from the upper lakes. The dam will be operated to ensure there is enough water to maintain base flows downstream from mid-January to April while also ensuring there is adequate storage available to capture runoff from a typical January thaw. All dams will be operated through the winter to maintain levels within the normal operating rule curves for the structures.

GM Update

- **Farm Lake Dam Condition Assessment** - Based on the engineering review and inspection, the Farm Lake Dam was found into be in good overall condition. No remediation or repairs are required at this time.
- **Lanark Dam Safety Review** – A survey was completed to determine the positioning of the new safety boom anchors and the design of the dam's fence.
- **Kashwakamak Lake Dam Class EA Project** – The Class Environmental Assessment (EA) project has reached a milestone with the posting of the Notice of Completion on November 14, 2024, and the Project File Report on public record for a 30-day review period, until December 16, 2024.
- **K&P Trail Sale** - Staff are waiting on clear advice regarding regulatory requirements for entering into an agreement with the counties to lease/purchase the property for a period that extends beyond 5-years.
- **Palmerston-Canonto Beach Property** - Legal matters between MVCA and adjacent landowners are finally resolved and MVCA is now in a position to

transfer the property to the Township. As with the K&P Trail, staff are confirming new regulatory requirements for the sale of the property.

- **2025 Septic Fee Increases** - Rideau Valley Conservation Authority (RVCA) recently increased septic fees for 2025 by ~4% to reflect cost of living increases and ensure that the program continues to cover expenses. MVCA will be issuing a notice to affected municipalities on behalf of RVCA.
- **Kintail Country Christmas** – MVCA hosted the annual Kintail Country Christmas event on December 14th from 12:00 to 6:00 pm at the Mill of Kintail CA.

Management Salary Review

The Board approved updates to the Management Salary Scales and the 2024/2025 compensation for the General Manager as recommended by the Finance and Administration Advisory Committee.

Overtime Compensation

The Board approved update of section 2.3.2 *Overtime* of the MVCA's *Employee Manual*, and to implement the new program effective January 1, 2025.

Employee Merit Increases and Bonuses

The Board directed the General Manager to investigate options to improve the current system of merit increases and bonuses and to provide a recommendation for implementation in 2026.

Financial Update – YTD September 30, 2024

Year-to-date expenditures and revenues are on track and sit at 71.75% of budgeted.

Draft 2025 Budget

The Board approved circulation of the Draft 2025 Budget to member municipalities.

2025 Fee Schedule Update

As there has been no word from the province regarding a potential extension of the freeze of fees for planning, development and permitting, the Board approved update of Schedules A-C of MVCA's Fee Schedule.

2025 Mileage, Per Diem & Honorarium Rates

The Board approved 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.

Operational Plan – Water Control Infrastructure

The Board approved the *Operational Plan: Water Control Infrastructure*.

Land Conservation & Resource Strategy

The Board approved the *Land Conservation & Resource Management Strategy*.

ATTACHMENTS

- Draft minutes of the December 9, 2024 Board of Directors Meeting.
- Approved Minutes of the October 21, 2024 Board of Directors Meeting.



MINUTES

Hybrid Meeting Via Zoom
and at MVCA Office

Board of Directors Meeting

October 21, 2024

MEMBERS PRESENT

Paul Kehoe, Chair
Jeff Atkinson, Vice Chair
Allan Hubley
Allison Vereyken (Virtual)
Bev Holmes
Cathy Curry (Virtual)
Cindy Kelsey
Clarke Kelly (Virtual)
Dena Comley
Glen Gower
Helen Yanch (Virtual)
Janet Mason
Mary Lou Souter
Richard Kidd
Roy Huetl

MEMBERS ABSENT

Steven Lewis
Taylor Popkie

STAFF PRESENT

Sally McIntyre, General Manager
Juraj Cunderlik, Director of Engineering
Alex Broadbent, Manager of IC & T
Scott Lawryk, Properties Manager
Matt Craig, Manager of Planning & Regulations
Stacy Millard, Treasurer (Virtual)
Jennifer North, Water Resources Technologist
Marissa Okum, Stewardship Technician
Kayla Cuddy, Stewardship Field Assistant
Krista Simpson, Administrative Assistant (Virtual)
Kelly Hollington, Recording Secretary

GUESTS

Joanne Glaser, Cornerstones Management Solutions Ltd.

P. Kehoe called the meeting to order at 1:00 p.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.

BOD24/10/21 - 1

MOVED BY: D. Comley

SECONDED BY: R. Huetl

Resolved, that the agenda for the October 21, 2024 Board of Directors Meeting be adopted as presented.

“CARRIED”

MAIN BUSINESS

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

There were no additions or amendments to the minutes.

BOD24/10/21 - 2

MOVED BY: G. Gower

SECONDED BY: J. Atkinson

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

“CARRIED”

2. Employee Presentation: Review of Stewardship Program and Objectives, Marissa Okum & Kayla Cuddy

M. Okum and K. Cuddy presented a review of MVCA’s stewardship program for 2024. M. Okum highlighted the expansion of ALUS Lanark to ALUS Mississippi Rideau, covering 31 municipalities. She reviewed the stewardship projects for 2024 including: ALUS, Ottawa Rural Clean Water Program, and shoreline naturalization and planting. K. Cuddy reviewed community engagement and outreach projects including the City Stream Watch program, an invasive species removal from Watt’s Creek funded through the Invasive Species Action Fund, TD Tree days planting event and UnSmoke Canada litter removal event. M. Okum reviewed the program’s funding and partnerships and planned projects for 2025.

P. Kehoe asked about the current condition of Poole Creek and if it is still considered a cold-water creek. He noted that he has seen large amounts of litter in Poole Creek. M. Okum responded that there are indicators that Poole Creek is still a cold-water creek. MVCA staff are in the process of analysing 2024 temperature logger data and City Stream Watch results, with a report to be completed later this year. She noted that during the UnSmoke Canada litter removal event, large amounts of litter were removed from Poole Creek including construction debris.

3. Watershed Update, Report 3448/24, Jennifer North.

J. North recapped conditions from the end of 2023 until present. She highlighted the above average rain and higher flows seen throughout the watershed. Water safety bulletins were released in February, March, April, June, July and August regarding unsafe conditions and higher than normal flows. She reviewed significant spring and summer peak water levels throughout the system related to rainfall. She noted that the system has functioned as intended, reducing flooding impacts to the watershed. She reviewed the fall lake drawdown schedule.

4. GM Update, Report 3449/24, Sally McIntyre.

S. McIntyre presented the GM update. She highlighted the receipt of updated Agreement of Purchase & Sale of the K&P Trail from the three counties, with an appended Lease Agreement that would apply to the trail while land ownership issues are being resolved. She noted that under the new legislation, any lease agreements exceeding 5-years in duration must be approved by the Minister. She highlighted the renewal of Morris Island Conservation Area License of Occupancy for a 10-year period with the City of Ottawa. She highlighted Microsoft's discontinuation of support of Windows 10 by October 14, 2025 and the need to invest in new hardware.

M. Souter asked about the significance of the new regulation regarding lease agreements. S. McIntyre explained that this change falls under Ontario Regulation 686/21. She believes that the Province wants to ensure that Conservation Authorities are managing land assets appropriately.

R. Kidd asked if another organization leased MVCA-owned land if it would also fall under the regulation. S. McIntyre said that she believes the rule applies whether MVCA leases land to or from another organization/entity it would fall under the regulation, but that that she would confirm whether all types of lease agreements exceeding 5-years fall under the regulation.

5. Job Evaluation & Implementation Plan, Report 3439/24, Sally McIntyre.

6. Salary Review, Report 3440/24, Sally McIntyre & Stacy Millard.

Items 5 and 6 were considered together, in camera. P. Kehoe noted that Joanne Glaser from Cornerstones Management Solutions Ltd. will consult with the Board.

BOD24/10/21 - 3

MOVED BY: M. Souter

SECONDED BY: J. Mason

Resolved, That the committee move to in-camera session for discussions of the following matter:

- **Labour relations or employee negotiations**

And further resolved, that Sally McIntyre and Joanne Glaser remain in the room.

“CARRIED”

BOD24/10/21 - 4

MOVED BY: J. Atkinson

SECONDED BY: M. Souter

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

“CARRIED”

BOD24/10/21 - 5

MOVED BY: J. Atkinson

SECONDED BY: J. Mason

Resolved, That the Board of Directors approve the changes in job ratings as recommended and further resolved that the Board of Directors appoint the Executive Committee to review management compensation.

“CARRIED”

7. **Proposed Budget Assumptions, Report 3442/24, Stacy Millard.**

S. McIntyre reviewed the budget process and MVCA’s approach to establishing the municipal levy envelop and building the annual budget. She reviewed the Workforce Plan adjustment amount that has been in place since 2021. She explained that the Board approved investments in the workforce in 2021 that could not be accommodated by a municipal levy increase and that were paid using the operating reserve. Those costs are being phased onto the levy over time. The residual net pressure for 2025 is \$129,327 (based upon one position being deemed redundant.) It is recommended that 50% be phased onto the municipal levy in 2025 and the

balance onto the levy in 2026. She reviewed the recommended assumptions and levy impacts by municipality.

M. Souter asked if the recommended assumptions are parameters for MVCA to work within when developing the budget to fit project needs. S. McIntyre confirmed and explained that the recommended assumptions are referred to as the municipal levy funding envelope.

BOD24/10/21 – 6

MOVED BY: D. Comley

SECONDED BY: G. Gower

Resolved, That the Board of Directors direct staff to develop the 2025 budget and related documents in accordance with the following parameters:

- 1. An increase of 2.9% plus assessment growth to the Operating Levy;**
- 2. An increase of 8.5% plus assessment growth to the Capital Levy;**
- 3. An assumed assessment growth rate of 1.5%;**
- 4. A cost of living increase to the 2025 Pay Scale of 2.0%; and**
- 5. Transfer \$64,664 onto the Municipal Levy for Workforce Plan Adjustments.**

“CARRIED”

8. Draft Land Conservation and Resource Strategy, Report 3445/24, Sally McIntyre.

S. McIntyre reviewed process used to develop the draft Land Conservation & Resource Strategy including public consultation regarding the Discussion Paper and the recreational facilities survey. She highlighted that the most valued features by survey respondents at their top hiking sites can be found at MVCA’s conservation areas. She reviewed the programs and services that MVCA provides, their key goals and objectives within each program area. She highlighted her use of the term *conservation area-type parkland* and explained that this is referring to properties that have similar features/attributes to a conservation area but are not necessarily owned by MVCA.

J. Mason expressed concern that MVCA is going outside it’s mandate with some objectives related to land acquisition and conservation preserves and conservation areas. She commented that it is not MVCA’s responsibility to fill recreation gaps. She commented that the objectives are setting expectations among others that MVCA plans to acquire property to meet objectives. She commented that organizations such as Mississippi Madawaska Land Trust and Ducks Unlimited Canada are better set up to acquire and manage land for conservation purposes. S. McIntyre clarified that the regulation requires that MVCA consider the assets within the watershed as a whole and to determine the needs of the area and how MVCA fits in.

She stated that member municipalities and the counties have not conducted an analysis of large parks available to residents at this scale.

P. Kehoe commented that the LC&RS policies regarding these lands are not binding to the MVCA Board or future Boards. He noted that objectives are worded in a way that they are considerations to keep in mind but not prescriptive. He added that regulations may change in the future that will affect MVCA's mandate.

J. Mason commented that the most acceptable way to approach the recreational needs of the watershed is to work with organizations that are set up to manage and conservation area-type parklands.

B. Holmes expressed concerns that MVCA is taking on too much. She asked if the LC&RS could have a statement that highlights the partnering with organizations to within the watershed to meet objectives. S. McIntyre responded that the language would be amended in the next draft version of the document to clarify.

P. Kehoe suggested a definition of *conservation area-type parkland* could be added.

R. Kidd expressed concern regarding the expectations the document will set with the public. He commented that more information is needed to clarify that land acquisition is dependent on funding and available opportunities. S. McIntyre responded that she will amend the executive summary within the LC&RS to capture the changes discussed. She asked the Board if a statement should be added that MVCA would be willing to support other organizations in an operational sense in regards to *conservation area-type parklands*.

B. Holmes expressed concerns that MVCA does not have the funds or staff time to support other organizations in this way. P. Kehoe suggested that support could be offered on a cost-recovery basis to offset funding needs. M. Souter commented that the term *supporting* needs amending to co-operating with/partnering with. J. Mason added that the amendments need to clarify that MVCA will only partner/co-operate/support other organizations when it is financially viable.

M. Souter asked for a definition of *sterilization* as it relates to undevelopable land. S. McIntyre explained that in the 1990s, MVCA took advantage of a federal funding program to purchase lands in Cedardale that are within the floodplain to ensure development could not take place in the area; the lands were *sterilized* to prevent any future development within the floodplain.

S. McIntyre reviewed next steps to complete the LC&RS. P. Kehoe commended S. McIntyre and the MVCA team for the work that went into the development of the LC&RS.

BOD24/10/21 – 7

MOVED BY: B. Holmes

SECONDED BY: R. Huetl

Resolved, That the Board of Directors receive the Draft Land Conservation & Resource Strategy.

“CARRIED”

9. Education Program Review, Report 3451/24, Scott Lawryk.

S. Lawryk presented the education program review including analysis conducted by Bill Elgie and report recommendations. He presented the proposed 2025 education program plan and budget targets. He noted that the summer camp program is projected to operate on a full cost-recovery basis.

B. Holmes asked if the field trips mentioned in the 2025 plan would include trips to the Mill of Kintail museum. S. Lawryk responded that the field trip plan details have not been fully developed and that museum visits could be included. B. Holmes commented that field trips are an opportunity to educate the community on the programs that MVCA offers and operates.

B. Holmes asked if the FTE position is permanent, part-time or temporary. S. Lawryk responded that based on the program, the hope is that the position would be a 1-year contract. B. Holmes asked if there are available funds for the education program position. S. Lawryk responded that the current funding support for the education program comes from the \$20,000 set aside in the Category 3 MOUs. The long-term goal of the program is to have full cost-recovery by the end of Year 4 of the agreements. He noted that there are plans to include additional educational programming for adults

R. Kidd asked if there is a rental charge associated with the summer camp program and for the major costs that are being recovered. S. Lawryk responded that facility costs have not yet been incorporated into the education program budget. The major cost being recovered from the program is labour-related, including a program coordinator and support staff.

R. Kidd asked what the cost for a session of summer camp is. S. Lawryk responded that in 2023 a full week was \$250 and a short week was \$200. For 2024, the suggested fees are \$260 for a full week and \$210 for a short week. R. Kidd asked if summer students are hired for the summer camp program. S. Lawryk stated counsellor positions are open to anyone with an interest in applying, not just students and that MVCA aims to have a ratio of 1 camp counsellor per 8 campers for larger programs and 1:6 for smaller programs.

BOD24/10/21 – 8

MOVED BY: J. Atkinson

SECONDED BY: B. Holmes

Resolved, That the Board of Directors approve reinstatement of a Nature Education Program in 2025.

“CARRIED”

10. MVCA Asset Management Plan, Report 3450/24, Juraj Cunderlik.

Juraj Cunderlik reviewed the *Asset Management Plan* (AMP) goals and objectives. He outlined the contents of the AMP. He noted that in the future, the plan is to add more chapters for other MVCA assets including conservation areas and vehicles. He reviewed the water and erosion control infrastructure (WECI) asset inventory, operational objectives and considerations, and external considerations such as federal and provincial standards and guidelines for dam owners. He presented the proposed levels of service for MVCA’s WECI assets and the criteria descriptions and the classifications for each water control structure. He reviewed the AMP implementation plan.

BOD24/10/21 - 9

MOVED BY: J. Mason

SECONDED BY: M. Souter

Resolved, That the Board of Directors approve the *Asset Management Plan* attached to report 3450/24.

“CARRIED”

11. Fee Schedule Update, Report 3452/24, Stacy Millard.

S. McIntyre explained that the province imposed a freeze on planning and regulation fees in 20223 and 2024, and that it is unknown whether the freeze will extend to 2025. The updated fees being tabled are not planning and regulations related. Planning and regulation related fees will be tabled with the Board in December and take effect if the province does not extend the freeze into 2025.

S. McIntyre presented the proposed updates to schedules D and E of MVCA’s Fee Schedule. Schedule D is related to Conservation Areas, rentals, programs and administration; and Schedule E is related to stewardship services. She highlighted that in schedule D, under Information and Professional Services, the Field Crew (2 staff) plus mileage rate of \$85/hour is

related to enable cost recovery for providing conservation area type services to other organizations.

BOD24/10/21 – 10

MOVED BY: C. Kelsey

SECONDED BY: R. Huetl

Resolved, That the Board of Directors approve Schedules D and E of 2025 Fee Schedule as set out in report 3452/24.

“CARRIED”

CONSENT ITEMS

12. Receipt of Draft Minutes:

- a. Finance and Administration Advisory Committee Meeting, September 30, 2024.
- b. Policy and Planning Advisory Committee Meeting, October 7, 2024.

For information.

13. Staff Compensatory Benefits, Report 3441/24, Stacy Millard.

For information.

14. Appointment of 2024 Auditor, Report 3443/24, Stacy Millard.

BOD24/10/21 – 11

Resolved, That the Board of Directors appoint the firm Baker Tilley REO as the Authority’s Auditor for the year 2024.

“CARRIED”

Adopted by consent agenda

15. LC&RS Community Surveys & Recreational Findings, Report 3444/24, Sally McIntyre.

For information.

16. Portage Routes: History and Use, Report 3446/24, Alex Broadbent.

For information.

ADJOURNMENT

BOD24/10/21 - 12

MOVED BY: A. Vereyken

SECONDED BY: H. Yanch

Resolved, That the Board of Directors meeting be adjourned.

“CARRIED”

The meeting adjourned at 3:17 p.m.

K. Hollington, Recording Secretary



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 2024 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