MISSISSIPPI VALLEY CONSERVATION AUTHORITY

BOARD OF DIRECTORS TELECONFERENCE

Mississippi Valley Conservation Centre
Carleton Place

MINUTES

April 15, 2020

MEMBERS PARTICIPATING:

J. Mason, Chair
G. Gower, Vice-Chair;
J. Atkinson;
F. Campbell;
E. El-Chantiry;
T. Fritz;
B. Holmes;
J. Inglis;
J. Karau;
W. King;
P. Kehoe;
C. Lowry;
P. Sweetnam;
K. Thompson.

MEMBERS UNAVILABLE:

E. Burke;
R. Darling;
G. McEvoy.

STAFF PRESENT:

S. McIntyre, General Manager;
A. Millar, Treasurer;
M. Craig, Manager, Planning and Regulations;
J. Cunderlik, Director, Water Resource Engineering;
J. North, Water Resources Technologist;
E. Levi, Recording-Secretary.

J. Mason called the teleconference to order at 1:38 p.m.

BUSINESS:

J. Mason advised Item # 7 and Item # 5 would be switched to allow for the Board to go in-camera at the end of the meeting to discuss topics contained in Item # 5.

1. **B04/15/20-1**
   MOVED BY: C. Lowry
   SECONDED BY: F. Campbell
   Resolved, That the Agenda for the April 15, 2020 Board of Directors Meeting be adopted as amended.

   "CARRIED"

2. Watershed Condition and Outlook

   J. North noted that flows have peaked and are beginning to drop in the Mississippi River and

tributaries. She commented that it was an average spring. She advised that a flood watch was still in effect for Dalhousie Lake and that the water should recede in next couple weeks. She noted that the upper lakes are currently on track to achieve summer levels and that the Authority will do its best to maintain levels for spawning.

3. Approval of Minutes – Board of Directors Meeting February 19, 2020

B04/15/20-2
MOVED BY: J. Atkinson
SECONDED BY: C. Lowry
Resolved, That the Minutes of the Mississippi Valley Conservation Authority Board of Directors meeting held February 19, 2020 be received and approved as printed.

"CARRIED"

4. Business Arising

J. Karau asked for an update on the legal obligations of MVCA in regards to the Mill of Kintail. S. McIntyre advised that the courts have shut down for now so the judge's interpretation is somewhat in limbo at the moment. She advised that the lawyer has been contacted to provide a checklist of items that may be required by the courts when sessions do resume.

5. Kashwakamak Lake Dam Project

S. McIntyre introduced Juraj Cunderlik, the new Director of Water Resources Engineering.

J. Cunderlik reviewed Staff Report #3056/20, attached. He noted that the cost to repair the weir was found to have increased to $300,000 in 2019 from the original estimate of $96,000 in 2016. He advised that even if the repair went ahead with the new pricing, the whole structure would still need to be replaced within 5 years. Staff is seeking approval to proceed with a risk assessment study to help determine if the repair should proceed or if the Authority can move directly to replacement.

J. Inglis asked what the consulting firm had been paid in 2016. S. McIntyre advised that they had been paid roughly $19,000 to prepare the detailed design for repairing the dam. She noted that the same firm could not provide the risk assessment as it's not within the scope of the services offered by the consulting firm.

S. McIntyre advised that the Board will receive the results of the risk assessment at the meeting in May, as well as information on whether the province has approved the project for 50% funding through the WECI program.

B04/15/20-3
MOVED BY: J. Karau
SECONDED BY: T. Fritz
Resolved, That the Board approve allocation of $25,000 from the Kashwakamak Lake Dam capital budget towards completion of a Risk Assessment of the weir.

"CARRIED"

6. Lower Mississippi River Flood Plain Mapping Study

M. Craig reviewed Staff Report # 3054/20 summarizing the analysis completed and findings document in the study report. He reviewed maps addressing changes to the flood plain mapping in major tributaries and downstream of Carleton Place to the Mississippi River's confluence with the Ottawa River. He noted the study report was a very large document, so it was not on the MVCA website, but is available upon request.

B04/15/20-4
MOVED BY: C. Lowry
SECONDED BY: J. Inglis
Resolved, That the Board of Directors adopt the report Lower Mississippi River Flood Plain Mapping Study dated September 2019 and the associated GIS-based flood hazard limit lines and flood plain maps as the delineation of areas along the Lower Mississippi River system that are susceptible to flooding during the Regional flood standard as defined in Schedule 1 of the Ontario Regulation 153/06; and that the report, maps and Regulation Limit be used in the implementation of Ontario Regulation 153/06.

"CARRIED"

7. Epidemic/Pandemic Preparedness and Response Plan

S. McIntyre reviewed Staff Report #3052/20, attached. She noted this was a revision to the document provided at the March teleconference. She advised that the staff were seeking official approval of the pandemic management approach.

S. McIntyre commented on the regular monitoring of what the Authority can do to mitigate risk with the constant changes during the pandemic. She advised that the Eastern Ontario GMs are meeting twice weekly to keep up to date with what each authority is doing. She noted there is not a unanimous approach amongst Ontario CAs given different geographical locations, operational requirements and municipal responses.

S. McIntyre commented that most staff are working remotely, when possible. She advised field staff have divided into two teams and alternating work weeks. People who don't have productive time have been asked to exhaust their leave banks, but if they run out, they will be given paid leave as approved in-principle by the Board in March.

F. Campbell asked how many contract employees would benefit from the 2-week sick leave. S. McIntyre stated four, two of whom had already used days when they became symptomatic.

B04/15/20-5
MOVED BY: J. Karau
SECONDED BY: E. El-Chantiry
Resolved, That the Board

1. **Approve the Epidemic/Pandemic Preparedness and Response Plan set out in Staff Report 3052/20**
2. **Approve allocation of 2-weeks paid sick leave for 2020 to contract staff who do not have such leave**

3. Approve provision of one or more staff with Paid Declared Emergency Leave, as needed.
4. Direct the GM to review the scope of powers and actions of peers under emergency conditions and report back with recommendations to the Board.

"CARRIED"

8. Budget Control Report

A. Millar reviewed Staff Report #3053/20 that addressed year-to-date results compared to the approved 2020 budget and to provide initial year-end projections given the pandemic scenario. She noted the authority is on target for first quarter. Revenues were strong over the winter months and the province has confirmed that the Authority will receive the same amount of approximately $128,000 in 2020 as it did in 2019.

A. Millar highlighted the revenue areas that may be at risk due to the pandemic and compensating savings, as listed in the staff report. She advised that there is currently a projected deficit of $158,000. She advised that at the end of 2019 a surplus of $199,000 was placed into the operating reserve which could affect the predicted $15,000 deficit in 2020.

B04/15/20-6
MOVED BY: E. El-Chantiry
SECONDED BY: C. Lowry
Resolved, That the committee move to in-camera session for discussion of labour relations or employee negotiations.

"CARRIED"

B04/15/20-7
MOVED BY: E. El-Chantiry
SECONDED BY: T. Fritz
Resolved, That the committee move out of in-camera discussions.

"CARRIED"

J. Mason stated that a closed meeting was held. There was a discussion regarding labour or employee related matters and there is nothing to report.

ADJOURNMENT

The meeting was adjourned at 3:00 p.m.

B04/15/20-3
MOVED BY: F. Campbell
SECONDED BY: B. Holmes
Resolved, That the Board of Directors meeting be adjourned.

"CARRIED"

"E. Levi, Recording Secretary J. Mason, Chair"