

AGM - Board Summary Report

April 14, 2025

Municipal Clerks/Chief Administrative Officers,

Re: FOR DISTRIBUTION TO COUNCIL

As a member of the Authority, please find below highlights from the April 14, 2025 Board of Directors Annual General Meeting for distribution. Attached are draft minutes of the meeting, and approved minutes of the March 10, 2025 Board of Directors Meeting.

Welcome & Closing Ceremonies and Land Acknowledgement

Staff provided a land acknowledgment recognizing First Nation ties to the land and to MVCA's work. Elder Roberta Della-Pica and Ross Saunders from the Bonnechere Algonquin First Nation provided opening and closing ceremonies that included an opportunity for a smudge, water ceremony, and traditional songs.

Election of Officers

The MVCA Board of Directors held an election for Chair and Vice-Chair for 2025-2026. Roy Huetl was elected as Chair and Paul Kehoe elected as Vice-Chair.

2025 Appointments

Appointments were confirmed as follows:

- Regulations Committee: Roy Huetl, Paul Kehoe, Richard Kidd, Jeff Atkinson, Taylor Popkie
- Mississippi Valley Conservation Foundation Board Representative: Janet Mason
- Mill of Kintail Museum Advisory Committee Board Representative: Bev Holmes
- Mississippi River Watershed Plan Implementation Public Advisory Committee Board Representative: Dena Comley
- The Board of Directors appoint the following to Conservation Ontario Council for 2025:
 - The 2025 Board Chair as Voting Delegate

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Your partner in natural hazard management, resource conservation, and stewardship

- The 2025 Board Vice Chair as First Alternate
- The General Manager as Second Alternate

Appointment of 2025 Auditor

The Board of Directors reappointed the firm of Baker Tilly REO as the Authority's auditor for the year 2025.

Auditors Report & Financial Statements

MVCA Auditor, Baker Tilly REO overviewed the audit process and reviewed key findings and the statement of financial position. The Board of Directors approved the *2024 Audited Financial Statements* and directed that they be posted and distributed in accordance with section 38 of the *Conservation Authorities Act*. They also authorized signing of the Auditor's Report.

2025 Workplan & Needs Assessment

Staff provided the latest version of the Corporate Needs Assessment and Workplan and reviewed key activities and projects to be carried out in 2025.

2024 Annual Report

The attached report was tabled.

GM Update

Highlights included:

- MVCA's new Manager of Planning and Stewardship, Ben Dopson was introduced to the Board.
- The Parklands and Trail Mini-Conference scheduled for May 28.
- A reduction in MVCA's annual insurance premium.
- Mississippi Valley Conservation Foundation 50/50 Raffle Fundraiser.

Corporate Strategic Plan Update

Results from a Board Member survey were provided regarding update of MVCA's *Corporate Strategic Plan*. Members discussed potential key themes and objectives.

Watershed Outlook

Warm temperatures and rainfall in mid-March triggered an early and short freshet and localized flooding of flood prone areas. Peaking on the Ottawa River was predicted for the first-second week of May.

Employee Presentation: 2024 *Planning Act* Reviews

Staff provided an overview of MVCA planning advisory services. They discussed the advisory role of MVCA in reviewing planning applications and reviewed the volume of applications by type and municipality. They reviewed provincial changes to planning regulations and areas with complex/challenging reviews.

Attachments:

- Draft minutes of the April 14, 2025 Board of Directors Annual General Meeting.
- Approved Minutes of the March 10, 2025 Board of Directors Meeting.
- MVCA 2024 *Annual Report*

Minutes: Board of Directors 57th Annual General Meeting

April 14, 2025

Hybrid Meeting via Zoom and MVCA Office Boardroom

Roll Call

Members Present

- Paul Kehoe, Chair
- Jeff Atkinson, Vice Chair
- Allan Hubley
- Bev Holmes
- Cathy Curry (Virtual)
- Clarke Kelly (Virtual)
- Dena Comley
- Glen Gower (Virtual)
- Helen Yanch
- Jeannie Kelso
- Mary Lou Souter
- Richard Kidd
- Roy Huetl
- Steven Lewis
- Taylor Popkie (1:15 p.m.)
- Wayne Baker
- Juraj Cunderlik, Director of Engineering
- Scott Lawryk, Property Manager,
- Alex Broadbent, Manager of IC&T
- Ben Dopson, Manager of Planning & Stewardship
- Diane Reid, Environmental Planner
- Mercedes Liedtke, Environmental Planner
- Jennifer North, Water Resources Technologist
- Bryan Flood, Water Resources Engineer (Virtual)
- Kelly Hollington, Recording Secretary

Members Absent

- Cindy Kelsey
- Janet Mason

Staff

- Sally McIntyre, General Manager
- Stacy Millard, Treasurer

Guests

- Donna Rotar, Baker Tilly REO
- Adrianna Martin, Baker Tilly REO
- Roberta Della-Pica, Bonnechere Algonquin First Nation
- Ross Saunders, Bonnechere Algonquin First Nation

P. Kehoe called the 57th Annual General Meeting to order at 1:00 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 comments on the agenda.

BOD25/04/14 - 1

MOVED BY: H. Yanch

SECONDED BY: R. Huetl

Resolved, that the agenda for the April 14, 2025 Board of Directors Meeting be adopted as presented.

“CARRIED”

Welcome Ceremony & Land Acknowledgement

S. McIntyre provided a land acknowledgement recognizing First Nation ties to the land and to MVCA’s work. S. McIntyre introduced R. Della-Pica and her partner, R. Saunders, Bonnechere Algonquins, and invited them to conduct the opening ceremony for the AGM.

R. Della-Pica explained the smudging ceremony, taking the smoke from the burning sage, sweetgrass, tobacco and cedar to cleanse the body, mind and spirit and to cleanse the space of any negative energies. Members were invited outside for the opportunity to be smudged. R. Della-Pica provided a water ceremony and sang the Water Song to conclude the opening ceremony. She highlighted the importance of slowing down, being intentional and being present.

P. Kehoe expressed thanks to R. Della-Pica and R. Saunders for their opening ceremony.

Main Business

1. Approval of Minutes: Board of Directors Meeting, March 10, 2025

There were no amendments or discussion on the minutes.

BOD25/04/14 - 2

MOVED BY: J. Atkinson

SECONDED BY: M. Souter

Resolved, that the minutes of the Board of Directors Meeting held on March 10, 2025 be received and approved as printed.

“CARRIED”

2. Receipt of Draft Minutes:

- a. Finance and Administration Advisory Committee Meeting, April 4, 2025.
- b. Executive Committee Meeting, October 25, 2025.

There was no amendment or discussion of the minutes.

3. Employee Presentation: 2024 Planning Act Reviews, Diane Reid & Mercedes Liedtke.

D. Reid and M. Liedtke provided an overview of MVCA planning advisory services. They discussed the advisory role of MVCA in reviewing planning applications and reviewed the volume of applications by type and municipality. They reviewed provincial changes to planning regulations and areas with complex/challenging reviews.

B. Holmes asked about the updated mapping for safe road access around Mississippi Lake. D. Reid explained that MVCA staff carried out ground truthing exercises using transit and GPS equipment to assess the elevation of various roads of potential concern within the area that could be below set standards for safe access for emergency services.

J. Kelso asked if residents were made aware of the safe road access mapping update. S. McIntyre explained that the information was shared with the Lake Association and with Municipal Public Works Offices and CAOs for emergency services purposes. Information and maps regarding safe access surrounding Mississippi Lake can be accessed on the MVCA website.

D. Reid noted that with up to one foot of flooding may still be considered safe access; however, flooding exceeding one foot is flagged as potentially unsafe.

R. Kidd asked about the role of the Conservation Authority in the expansion of community development areas. M. Liedtke explained that it is the same advisory role as described in the planning application process – MVCA is circulated planning applications to review in conformity to the Provincial Planning Statement (PPS) and provincial guidelines to mitigate impacts. MVCA continues to comment on concerns related to Natural Hazards (flooding, erosion and slope stability).

P. Kehoe commented that Lanark Highlands has a high number of severances. D. Reid responded that there has been a trend of a higher number of severances in Lanark Highlands. She noted that the higher activity in Mississippi Mills and Carleton Place is attributed to subdivision applications and the review of resubmissions.

4. Watershed Outlook (Verbal), Jennifer North.

J. North provided a verbal watershed outlook discussing current conditions. She explained that warm temperatures and rainfall in mid-March triggered a quick freshet, causing localized flooding due to the rapid water level increases. Staff issued flood outlook statement on March 14, followed by a Flood Watch Statement on March 27 and Flood Warning Statement on April 5. Staff operated dams strategically to lessen the impacts across the watershed. The Mississippi system peaked on April 10 and remains full but is being managed to release excess water and maintain stable levels.

Current flows of the Mississippi River at Fergusons Falls were compared to flows from the past two years and in 2019 when the watershed experienced an extreme event. She compared current flows on the Ottawa River at Constance Bay with flows from 2019. She noted that there are no flooding concerns currently, unless a significant rain event occurs in the next several weeks.

C. Kelly asked about snowpack conditions in the northern part of the watershed. J. North explained that snowmelt has begun but current conditions are uncertain. C. Kelly asked if there is a sense of timing when the second water level peak will happen. J. North commented that the second peak is not anticipated for another two weeks.

M. Souter asked for details regarding flood risk within the watershed. J. North explained that currently, the lakes in the upper watershed have peaked. Logs are being managed carefully to provide capacity and stability. She noted that the elevated water levels could be attributed to the unusually high amount of precipitation that occurred within the span of a week.

5. Auditor's Report, Baker Tilly REO

Presented with item 6, Financial Statements.

6. Financial Statements, Baker Tilly REO

D. Rotar summarized the audit process. She noted that there were no significant internal control concerns or other matters to address. Key findings included two unadjusted misstatements attributed to assets purchased by the Foundation in 2023

and that were not recorded until 2024. She highlighted a qualified opinion included in the audit report related to the Asset Retirement Obligation (ARO) estimate. The ARO estimate is a liability to remediate things such as asbestos and lead paint in older buildings. The auditors took the position that without the expert assessment of the remediation work that they were unable to obtain sufficient audit evidence to verify the ARO amount. She noted that it is in the budget for 2025 to have an assessment completed to determine the ARO amount.

R. Huetl asked how the amount of \$61,933 was determined for the ARO. S. Millard explained that she conducted research based on the size and age of the buildings. D. Rotar commented that the ARO is a difficult standard to implement. R. Huetl asked why an ARO is required if there are no plans to sell the buildings. D. Rotar explained that MVCA has a legal obligation to remediate the expenses before a building can be disposed of. The ARO is part of public sector accounting standards, put into effect in 2023.

D. Rotar reviewed the Statement of Financial Position including financial assets and liabilities and non-financial assets and the Statement of Changes in Net Financial Debt. Next steps include the approval of the Financial Statements by the Board and signing of the management representation letter and reporting letter. She noted that no significant events have occurred between December 31, 2024 and the date of issuance of the Financial Statements that would cause any impacts.

BOD25/04/14 - 3

MOVED BY: J. Kelso

SECONDED BY: T. Popkie

Resolved, That the Board of Directors:

- 1. Approve the 2024 Audited Financial Statements and direct that they be posted and distributed in accordance with section 38 of the Conservation Authorities Act; and**
- 2. Receive and authorize signing of the Auditor's Report.**

"CARRIED"

7. Financial Update – YTD December 31, 2024, Audited, Report 3484/25, Stacy Millard.

S. Millard provided the Financial Update – YTD December 31, 2024, Audited. She noted that the report was amended to include the unaudited YTD Actuals for comparison to

the audited version as per direction from the Finance and Administration Advisory Committee. She highlighted updates attributed to the City of Ottawa Floodplain Mapping Contract revenue and a WSIB rebate. She provided an update of MVCA reserve balances including the allocation of surplus funds to the Water Control Structure reserve. She highlighted that it is in the capital plan to undertake building condition assessments in 2025 to satisfy the ARO requirement.

8. Election of Officers, Report 3485/25, Sally McIntyre.

P. Kehoe expressed that it has been an honour to serve as Chair over the past two years, highlighting how much he has learned from both the MVCA staff and fellow Board members.

BOD25/04/14 - 4

MOVED BY: D. Comley

SECONDED BY: M. Souter

Resolved, That Sally McIntyre be appointed as Chair for the administration of the election of Board of Directors for 2025-2026.

“CARRIED”

S. McIntyre declared the positions of Chair and Vice Chair vacant and asked the Board for nominations for the position of Chair.

R. Kidd nominated R. Huetl for the position of Chair. M. Souter seconded the nomination.

S. McIntyre asked the Board for nominations, two more times. No other nominations were received.

S. McIntyre asked R. Huetl if he accepted the position of Chair. R. Huetl confirmed.

BOD25/04/14 - 5

MOVED BY: H. Yanch

SECONDED BY: J. Kelso

Resolved, That nominations for the position of Chair be closed.

“CARRIED”

S. McIntyre declared R. Huetl as Chair by acclamation.

R. Huetl assumed the position and asked the Board for nominations for the position of Vice Chair.

J. Atkinson nominated P. Kehoe for the position of Vice Chair. D. Comley seconded the nomination.

R. Huetl asked the Board for nominations, two more times. No other nominations were received.

R. Huetl asked P. Kehoe if he accepted the position of Vice Chair. P. Kehoe confirmed.

BOD25/04/14 - 6

MOVED BY: M. Souter

SECONDED BY: J. Atkinson

Resolved, That nominations for the position of Vice Chair be closed.

“CARRIED”

R. Kidd commented that an individual can only sit as chair for two years. He thanked P. Kehoe for leading the Board as Chair for the past two years and expressed confidence that R. Huetl will excel in the role moving forward. S. McIntyre expressed her thanks to P. Kehoe.

9. 2025 Regulations Committee and Other Appointments, Report 3486/25, Sally McIntyre.

S. McIntyre stated that Board representatives currently serving on the Mississippi Valley Conservation Foundation, the Mill of Kintail Museum Advisory Committee and the Mississippi River Watershed Plan Implementation Public Advisory Committee had all agreed to continue in this capacity; and that no requests to move between the Finance and Administration Advisory Committee and the Policy and Planning Committee had been received.

She highlighted that the members appointed to the Regulations Committee are being delegated authority under the *Conservation Authorities Act* to act on the Board's behalf in instances where a permit application results in an appeal. In such cases, the Regulations Committee is empowered by the Board to render a final decision on whether to approve the application and regarding any associated conditions.

She explained that the Regulations Committee is comprised of the Board Chair and Vice Chair and requires 3 more people on the committee. She noted that the Regulations

Committee did not receive any appeals in 2024. Previous members include R. Kidd, J. Mason and J. Atkinson.

S. McIntyre asked R. Kidd if he would be willing to serve on the committee again. R. Kidd confirmed.

J. Atkinson commented that he would be willing to serve on the committee again.

M. Souter nominated T. Popkie to sit on the Regulations Committee. P. Kehoe seconded the nomination. T. Popkie confirmed that he would be willing to serve on the Regulations Committee.

BOD25/04/14 - 7

MOVED BY: D. Comley

SECONDED BY: B. Holmes

Resolved:

- 1. That the Board of Directors:**
 - a. Appoint the Board members listed in Table 3, as amended, to the Regulations Committee to hear applications pursuant to Ontario Regulation 41/24 and MVCA's Administrative By-Law; and**
 - b. Direct members of the Regulations Committee to deliberate on the evidence presented at a hearing, and grant or deny such permission on behalf of Mississippi Valley Conservation Authority and provide the applicant with reasons, in writing, thereof.**
- 2. That the Board of Directors appoint Janet Mason as Board Representative on the Mississippi Valley Conservation Foundation.**
- 3. That the Board of Directors appoint Bev Holmes as Board Representative on the Mill of Kintail Museum Advisory Committee.**
- 4. That the Board of Directors appoint Dena Comley as Board Representative on the Mississippi River Watershed Plan Implementation Public Advisory Committee.**

"CARRIED"

10. 2025 Conservation Ontario Appointments, Report 3487/25, Sally McIntyre.

S. McIntyre explained that Conservation Ontario is the organization that represents the interest and facilitates collaboration amongst the 36 Conservation Authorities across the

province. She noted that they meet four times annually. Conservation Ontario asks for members to adopt policy at the Provincial level. Traditionally the Chair is the voting delegate, the Vice Chair is first alternate and the GM is the second alternate. She commented that participation in Conservation Ontario meetings can be facilitated for any members who express interest.

BOD25/04/14 - 8

MOVED BY: P. Kehoe

SECONDED BY: T. Popkie

Resolved, That the Board of Directors appoint the following to Conservation Ontario Council for 2025:

- **The 2025 Board Chair as Voting Delegate**
- **The 2025 Board Vice Chair as First Alternate**
- **The General Manager as Second Alternate**

“CARRIED”

11. Appointment of 2025 Auditor, Report 3488/25, Stacy Millard.

S. McIntyre commented that the recommendation is to retain Baker Tilly REO for the 2025 audit.

BOD25/04/14 - 9

MOVED BY: M. Souter

SECONDED BY: P. Kehoe

Resolved, That the Board of Directors appoint the firm of Baker Tilly REO as the Authority’s auditor for the year 2025.

“CARRIED”

12. GM Update, Report 3489/25, Sally McIntyre

S. McIntyre provided the GM Update. She highlighted:

- *The 2024 Annual Report.*
- The Parklands and Trail Mini-Conference to be held May 28.
- A reduction in insurance premiums.
- Staffing Changes, including introduction of MVCA’s new Manager of Planning and Stewardship, Ben Dopson.

- Mississippi Valley Conservation Foundation 50/50 Raffle Fundraiser.
 - She noted that fundraising by the Foundation helps to offset category 3 program costs and over time will help to reduce the amount of funding support required from the municipal levy.

M. Souter asked for information about how 50/50 tickets will be sold. S. McIntyre explained that tickets will be sold online. She noted that QR codes and social media posts with a direct link to the lottery website will be made available for Board members to share and encouraged them to distribute these within their networks.

J. Kelso asked if the aerial photography under the DRAPE program will be shared with municipal staff. A. Broadbent explained that staff have spent two weeks stitching together the photographs for integration into MVCA mapping. The photography is free and can be requested through open data. He expressed concerns regarding MVCA sharing the information without permission from MNR. S. McIntyre added that MVCA will notify municipal staff once the photo stitching has been completed for MVCA's jurisdiction and to determine the best way to share the information. She committed to following up with J. Kelso and A. Broadbent on this matter.

13. Retirement Gift Policy (In-Camera), Sally McIntyre.

The Board discussed the Retirement Gift Policy in-camera.

BOD25/04/14 - 10

MOVED BY: P. Kehoe

SECONDED BY: D. Comley

Resolved, That the Board of Directors move to in-camera session for the discussion of the following matter:

- Labour relations or employee negotiations

And further resolved, That:

- Sally McIntyre remain in the room; and
- MVCA Staff leave the room.

"CARRIED"

BOD25/04/14 - 11

MOVED BY: P. Kehoe

SECONDED BY: D. Comley

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

“CARRIED”

BOD25/04/14 - 12

MOVED BY: S. Lewis

SECONDED BY: T. Popkie

Resolved, That the Board of Directors:

- 1. Approve the retirement gift for a staff member; and**
- 2. Direct staff to review the existing Retirement Gift Policy and make recommendations for consideration by the Finance and Administration Advisory Committee.**

“CARRIED”

14. 2025 Workplan & Needs Assessment, Report 3490/25, Sally McIntyre.

S. McIntyre reviewed the 2025 workplan and needs assessment. The workplan lists the major projects that MVCA put forward to make progress against the *Corporate Strategic Plan*. She highlighted that staff timesheets shows that approximately 80% of staff effort is spent on Category 1 operational activities and 10% on Category 2 and 3 initiatives. The remaining 10% of staff time is allocated to major change initiatives as tabled in the annual workplan. She noted that most initiatives identified in the previous workplan have been completed, with only 2 outstanding items. She highlighted that MVCA has been successful in obtaining grant funding for the Fall River Floodplain Mapping Project, Lanark Dam Safety Enhancement and Kashwakamak Lake Dam Detailed Design.

B. Holmes asked why the Water/Sewer Connection is deemed high-risk on the Needs Assessment. S. McIntyre responded that the water storage tanks for fire services have a long-standing leaking issue and require refilling on a regular basis. She noted that MVCA also experienced an issue with the septic system over the winter.

15. Corporate Strategic Plan, Report 3491/25, Sally McIntyre.

S. McIntyre reviewed results of the corporate strategic plan survey sent to Board members. She asked the Board for feedback regarding MVCA’s communication and relationship with member municipalities.

B. Holmes commented that the survey is better suited to be sent to municipal staff for review at council meetings. J. Kelso agreed, noting that planning staff are connected to the local community.

J. Kelso commented that staff at the Lanark Highlands office, including herself, are new to their positions and did not feel comfortable with answering the survey questions.

W. Baker commented that he took the survey alongside Tay Valley planning staff. He explained that staff observed a decline in communications about climate change predictions and their impact on the watershed outlook. He noted that Tay Valley staff would like to see more communication on floodplain mapping, climate change adaptation, and emergency preparedness.

S. McIntyre highlighted key themes identified in the survey responses:

- Focus on core mandate,
- Modernize and strengthen asset management,
- Enhance community awareness and understanding of MVCA; and
- Build organizational capacity to respond to ongoing changes.

She asked the committee if they have any other key themes or major gaps to add to the list that MVCA should be focusing on.

J. Kelso highlighted the importance of enhancing community awareness and relationships.

R. Kidd disagreed with education and community awareness being a key theme. He commented that it is important to focus on the core mandate highlighted the importance of category 2 and 3 programming being fully cost-recoverable. P. Kehoe supported R. Kidd's comment.

J. Atkinson commented that Stewardship and Education are key aspects of conservation. He noted that there is a demand/need for stewardship and education services within the watershed. He commented that MVCA adds value to municipal recreation programs.

S. McIntyre emphasized that MVCA is working toward full cost recovery for Category 2 and 3 programs and services over the next 4-years. She noted that Stewardship is a subsidized program.

P. Kehoe commented that the City of Ottawa pays for the largest portion of the MVCA levy. S. McIntyre highlighted the importance of enhancing community awareness and understanding of MVCA specifically in the Ottawa area.

G. Gower commented that City of Ottawa staff are satisfied with the MVCA's fulfillment of its municipal responsibilities and view the partnership positively. He commented that the average resident in Ottawa is not aware of what conservation authorities do. He noted that the City of Ottawa interfaces with 3 conservation authorities within their jurisdiction.

Adjournment

R. Della-Pica provided a closing ceremony speech and sang the travelling song. She highlighted that we are the stewards of the water, land and air.

BOD25/04/14 – 13

MOVED BY: P. Kehoe

SECONDED BY: H. Yanch

Resolved, That the Board of Directors meeting be adjourned.

"CARRIED"

The meeting adjourned at 3:30 p.m.

K. Hollington, Recording Secretary

Minutes: Board of Directors Meeting

March 10, 2025, 1 p.m. – 3 p.m.

Hybrid Meeting Via Zoom and at MVCA Office

Roll Call

Members Present

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

Members Absent

- Cathy Curry
- Richard Kidd

Staff

- Sally McIntyre, General Manager
- Stacy Millard, Treasurer
- Juraj Cunderlik, Director of Engineering
- Scott Lawryk, Property Manager
- Alex Broadbent, Manager of IC&T
- Kelly Stiles, Biologist
- Jennifer North, Water Resources Technician
- Kelly Hollington, Recording Secretary

Guests

- Lorne Heslop

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

Declarations of Interest

Members were asked to declare any conflicts of interest. No declarations were received.

Agenda Review

There were no amendments or discussion on the agenda.

BOD25/03/10 - 1

MOVED BY: H. Yanch

SECONDED BY: R. Huetl

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

“CARRIED”

Main Business

1. Approval of Minutes: Board of Directors Meeting, February 10, 2025

There were no amendments or discussion on the minutes.

BOD25/03/10 - 2

MOVED BY: T. Popkie

SECONDED BY: J. Atkinson

Resolved, that the minutes of the Board of Directors Meeting held on February 10, 2025 be received and approved as printed.

“CARRIED”

2. Receipt of Finance and Administration Advisory Committee Meeting Minutes.

There was no discussion on the minutes.

3. Staff Presentation – Changes to the Boardroom Audio/Visual System, Alex Broadbent

A. Broadbent provided a presentation regarding updates to the MVCA Boardroom audio/visual system to improve the user experience during virtual meetings.

J. Kelso commented that improvements are needed in the room sound-lift.

M. Souter asked about the cost of improvements. A. Broadbent responded that the total after tax was ~\$57,000.

4. Watershed Conditions, Report 3480/25, Jennifer North.

J. North provided a watershed conditions update. Conditions are normal for this time of year. She highlighted the current operating objective of ensuring storage capacity in Crotch Lake for the spring freshet. She noted that the watershed could be at risk of a higher than normal spring peak on the Mississippi depending on weather conditions during March and April.

S. Lewis asked about ground frost conditions. J. North responded that due to a dry Fall, she expects there to be lots of ground penetration from the water run-off.

5. GM Update, Report 3481/25, Sally McIntyre.

S. McIntyre provided the GM Update. She highlighted:

- Board Elections – Elections for Chair and Vice Chair of the Board and Sub-committees will be held at MVCA's Annual General Meeting on April 14, 2025.
- Lanark Dam Safety Measures – MVCA is currently developing a detailed workplan to address safety deficiencies. MVCA anticipates initiating the design phase in later March.
- Flood Contingency Plans – An updated version of MVCA's Flood Contingency Plan was distributed to the Board and municipal staff.
- Financial Audit – Staff are working on the draft financial statements to table at the Finance and Administration Advisory Committee meeting in early April to come forward to the Board at the AGM.

B. Holmes asked if MVCA is taking any temporary measures to address safety concerns around the Lanark Dam. S. McIntyre explained that the deficiencies are due to changing regulations. J. Cunderlik added that deficiencies have been noted and prioritized accordingly. These concerns will be addressed during the design stage of the dam improvements. Public safety components will be ready for construction this summer.

R. Huetl asked if MVCA is still in communication with the Kashwakamak Lake Association in regards to the Kashwakamak Lake Dam replacement. S. McIntyre explained that the Kashwakamak Lake association received notification of the submission of the Environmental Assessment (EA). She noted that MVCA intends to continue to engage with the lake association on key milestones.

W. Baker asked for details regarding compliance to updated regulations as they relate to design codes and dam safety standards. S. McIntyre explained that the Canadian Dam

Association sets recommended industry standards. J. Cunderlik explained that design codes are updated at both the Provincial level through *the Lakes and Rivers Improvement Act* and at the Federal level by the Canadian Dam association.

W. Baker asked if all of MVCA's dam structures require upgrades. S. McIntyre explained that dam inspections are held annually and dam safety reviews (comprehensive examinations of dam structures) occur on a rotating basis. The results from these inspections and comprehensive reviews are used to prioritize works and are set out within the 10-Year capital plan.

Rising from the Finance & Administration Advisory Committee

6. MVCA 2025 Investment Policy & 2025 Strategy, Report 3475/25 (Amended), Stacy Millard.

S. Millard provided the proposed 2025 Investment Policy and 2025 Strategy. She reviewed MVCA's current state of investments. She reviewed policy highlights including annual board approval of the investment mix and strategy along coinciding with updating the 10-year Capital Plan. She reviewed the portfolio mix recommended by the broker ONE Investment. She provided a summary of ONE Investment's returns on portfolio options. She reviewed the 2025 Strategy, which differs from what is in the staff report, as follows:

- 50% in Canadian Government Bonds ~\$1,525,000;
- 25% in High Interest Savings Account (HISA) ~\$762,500;
- 20% in Canadian Corporate Bonds ~\$610, 000; and
- 5% in Canadian Equity Bonds ~\$152,500.

P. Kehoe commented that there have been amendments to the recommendation from the Finance and Administration Advisory Committee and asked whether the item should go back to the Finance and Administration Advisory Committee before being approved by the Board of Directors. S. McIntyre explained that, due to time limitations, the amended recommendation was brought to the Board. She asked if P. Kehoe wants to defer the item so it can go back to the Finance and Administration Advisory Committee and to the Board for approval in April. P. Kehoe asked for feedback from J. Mason, Chair of the Finance and Administration Advisory Committee.

J. Mason asked for clarification on what a Canadian Equity Bond is. S. Millard explained that those are the names of the portfolios as provided by One Investment. She will clarify with One Investment and provide an answer for J. Mason.

J. Mason commented that it is up to the Board if the item should be deferred and reviewed again by the Finance and Administration Advisory Committee. P. Kehoe asked if any members would like to make a motion that the item go back to the Finance and Administration Advisory Committee for review before being tabled with the Board.

BOD25/03/10 - 3

MOVED BY: M. Souter

SECONDED BY: J. Kelso

Resolved, That the 2025 Investment Strategy go to the Finance and Administration Advisory Committee for review before coming to the Board of Directors.

6 In Favour

10 Opposed

2 Absent

“DEFEATED”

BOD25/03/10 - 4

MOVED BY: T. Popkie

SECONDED BY: M. Souter

Resolved, That the Board of Directors approve:

- 1. The Investment Policy attached to this report.**
- 2. The 2025 Investment Strategy set out in this report.**
- 3. Transfer of investments to ONE Investment as set out in this report during fiscal years 2025-2026.**

As amended by the staff presentation.

“CARRIED”

P. Kehoe expressed his view that, ideally, these items would go back to the Finance and Administration Advisory Committee prior to Board approval.

7. Palmerston Beach Property Transfer, Report 3476/25, Scott Lawryk.

S. Lawryk provided an updated on the Palmerston Beach property transfer. He highlighted that title issues have been resolved and MVCA is in the position to transfer the property to the township of North Frontenac. He noted that a letter has been

submitted to the Minister of Natural Resources to inform them of the intended transfer of the property. It is recommended to request that the Township contribute 50% toward the legal fees incurred.

P. Kehoe stated that MVCA is looking for ~\$4,250 from North Frontenac. He asked if R. Huetl had any comments. R. Huetl stated that he has a meeting with the Chief Administrative Officer (CAO) from North Frontenac on Thursday to discuss the Palmerston Beach Property Transfer.

BOD25/03/10 - 5

MOVED BY: R. Huetl

SECONDED BY: H. Yanch

Resolved, That the Board of Directors direct the General Manager to petition the Township of North Frontenac to contribute 50% towards the legal fees incurred by MVCA to provide clear title of the Palmerston Beach property for the Township.

“CARRIED”

8. K&P Trail Transfer Agreements, Report 3477/25 (Amended), Scott Lawryk.

S. Lawryk provided an update regarding the K&P Trail transfer agreements with the Counties of Lanark, Frontenac and Renfrew. He reviewed the timeline of the trail’s management and current efforts to transfer ownership. He reviewed the agreement of purchase and sale (APS) and lease agreements and the related outstanding concerns. He highlighted the concerns relating to the potential termination of either the lease or APS. He reviewed a map that illustrates the land title issues along the trail, noting that approximately 70% of the trail has title issues.

S. Lewis asked what happens to the property after the lease agreement ends. S. Lawryk responded that this requires more research. He noted that a 10-year lease requires approval from the Minister of Natural Resources and that a renewal process will need to be determined.

S. Lewis commented that MVCA should transfer ownership of the trail as soon as possible to reduce liability as it relates to trail use. He expressed concerns regarding the timeline of the transfer. P. Kehoe commented that the end goal is to transfer ownership of the trail so that it can be best utilized and controlled.

S. McIntyre commented that the counties are looking to develop a trail loop system in Eastern Ontario. By signing a lease agreement and ultimately taking over ownership of the trail the Counties will be able to raise the trail to an acceptable standard.

S. Lewis asked if landowners in the area object to the transfer. S. McIntyre responded that to date, none of the landowners have objected. She noted that the County of Lanark commissioned legal council to do a title search. She clarified that it is clear that MVCA owns the K&P trail, but the title documents and surveys have issues and require updating.

BOD25/03/10 - 6

MOVED BY: J. Kelso

SECONDED BY: D. Comley

Resolved, That the Board of Directors authorize the General Manager and Board Chair to finalize and execute agreements with the counties of Lanark, Renfrew, and Frontenac for the lease and acquisition of the K&P Trail as set out in this report.

“CARRIED”

9. Tenant Agreements, Report 3478/25, Scott Lawryk.

S. Lawryk reviewed different partner organizations that are tenants of MVCA and the associated agreements in place. He noted that agreements with tenants at the Mill of Kintail site require updating and formalizing. He highlighted the importance of cost-recovery for expenses related to tenants. He noted that tenant organizations are an important part of community relations with MVCA and are mostly volunteer driven. A sharp rise in cost could impact their ability to deliver services. He asked the Board for feedback.

J. Mason described a recommendation from the Finance and Administration Committee discussion of having individual discussions with each of the organizations to gain an understanding of what they're able to provide with the goal of cost recovery of expenses incurred by that organization in their use of the facility.

J. Kelso added that tenants carrying insurance was another recommendation raised at the Finance and Administration Advisory Committee meeting. S. McIntyre commented that MVCA requires rentals to carry their own insurance and MVCA has insurance for the whole site. S. Lawryk added that agreements with the Men's Shed and the Fred

Lossing Observatory include the tenants carrying their own insurance. He highlighted that insurance needs to be addressed in the updates of tenant agreements.

J. Kelso commented that another item discussed at the Finance and Administration Advisory Committee meeting was the recovery of expenses related to staff time.

P. Kehoe summarized that the Board of Directors is directing staff to have individual meetings with the tenant organizations to gain an understanding of their ability to provide cost-recovery for expenses.

10. Financial Update – 2024 Q4, Report 3479/25 (Amended), Stacy Millard.

S. Millard explained that questions during the Finance and Administration Advisory Committee meeting led to an update of the reporting layout to separate Categories 1,2 and 3 capital reserves and their associated drawdowns and contributions. She reviewed the unaudited summaries for each category.

S. Millard stated that changes to the budget were due to various factors including: results of timesheet actuals and the reallocation of staff time; staff on short-term disability; staff severances; and grant funding and project delays. She noted a variance in Category 3 Capital budget associated with the update of windows at the Gatehouse being in 2024 instead of 2023 as planned. She reviewed reserve projections and target balances as set out in the *MVCA Reserve Policy*.

She noted that the Finance and Administration Advisory Committee removed the recommendation and did not approve or deny reallocation of Category 2 Operating Reserve surplus of \$100,000 to another reserve. She stated that the staff recommendation remains, as reallocation to the Category 3 Operating Reserve would help to provide staffing/programming in the case of grant uncertainty. She noted that the municipal program and service agreements allow for up to 14% of the operating levy to be allocated to Category 2 and 3, and the total allocation in 2024 was only 10.2%.

S. McIntyre explained that the Finance and Administration Advisory Committee was not comfortable making the recommendation to allocate the Category 2 surplus to Category 3. A decision must be made regarding allocation of the surplus. She asked the Board for recommendations, noting the Board can allocate the funds as they see fit, to any Category.

J. Mason explained that the Finance and Administration Advisory Committee discussed allocating the funds to Category 1 reserves to address the primary mandate of MVCA.

She noted that members felt some of the surplus could be allocated to Category 3, not the entire amount. She highlighted the importance of supporting water control infrastructure improvements.

P. Kehoe expressed that Category 3 programs are non-essential while Category 1 and 2 programs are essential. Category 3 funding requests can be brought to the Board for approval when needed. He noted the importance of supporting water control infrastructure.

J. Kelso commented that Category 3 programs are not priority and recommended supporting Capital projects that benefit all of the member municipalities.

H. Yanch commented that Category 3 programs are needed and expressed support in allocating funds to its reserve.

M. Souter expressed support in allocating the bulk of funds to Category 1 or 2. She highlighted the importance of supporting the expansion of Category 3 programs that are aiming to be fully cost-recoverable and self-sufficient. She noted that new programs carry more risk than the more established programs and require help. Category 3 programs are valued by the communities that they serve, bringing in tourism and encouraging goals set in MVCA's long-term planning. She suggested 80% of the surplus be allocated to Category 1 or 2 reserves and 20% be allocated to Category 3 reserves.

J. Atkinson commented that while Category 3 programs are non-essential, they are services that are MVCA is contracted to provide on behalf of the member municipalities over the next five years. He noted that he is comfortable with funds being allocated to support Category 3 programs. He suggested a 50-50 split of the surplus.

R. Huetl noted that he is comfortable with a 50-50 split of the surplus funds.

J. Mason asked for clarification if Category 3 programs are on the levy for 2025. S. McIntyre confirmed. She expressed support in the 80-20 split of surplus funds. She highlighted the importance of supporting the water control structures.

S. McIntyre explained that staff work within the budget envelope as set by the Board. In MVCA's agreements with the member municipalities, up to 14% can be allocated to Category 2 and 3 programs and services. Category 1 is prioritized when planning the annual budget which is why less than the 14% permitted was allocated to those other categories.

S. Millard added that 7% was charged as part of the 2025 Budget, and 10% in 2024, for Category 2 and 3. S. McIntyre explained that the funds are surplus after having already prioritized Category 1 programs when setting the budget. Staff are recommending funds be allocated to support Category 3 programs because they are more vulnerable due to swings in grant funding.

W. Baker asked if planned upgrades for water control structures are under-funded. S. McIntyre explained that in MVCA's *Reserve Policy*, all asset categories have a target reserve balance. A portion of the Capital levy goes towards planned annual works as well as to building reserves. The Board has approved a schedule of annual Capital Levy increases that provide for delivery of the 10-year Capital Plan. She noted that not all projects are paid in full but are debt financed and amortized over many years. MVCA's existing reserve policies do not provide for setting aside funds for longer-term capital investments.

P. Kehoe commented that MVCA did not receive WECl funding for 2024, the funds from two planned projects (Widow Lake Dam and Lanark Dam) were combined to complete one, the Widow Lake Dam project. He noted with extra funds, both projects could have been completed.

S. McIntyre explained that the recommendation by the Board was to re-apply for WECl funding to complete the project. WECl funding would cover 50% of the fees. She noted that there were reserve funds available to complete the Lanark Dam study.

S. Lewis suggested the Board motion to split the surplus funds 80% to Water Control Structure reserves and 20% to Category 3 reserves.

B. Holmes expressed support in the surplus funds being allocated to Operating reserves.

No motion was formally tabled regarding the allocation of the Category 2 surplus; and Recommendation 3 applies to all year-end surpluses regardless of category.

BOD25/03/10 - 7

MOVED BY: J. Mason

SECONDED BY: J. Kelso

Resolved, That the Board of Directors approve:

- 1. Drawdown of the Category 3 Operating Reserve by \$21,007 to cover a shortfall in daily parking pass revenues.**

~~2. Allocation of the Category 2 Operating Surplus of \$100,000 in accordance with Option 2 of this report.~~

3. Allocation of any remaining year-end surplus after audit adjustments to the Water Control Structure Reserve.

10 In Favour

6 Opposed

2 Absent

"CARRIED"

11. Advisory Committee Appointments, Report 3482/25, Sally McIntyre.

S. McIntyre explained that both the Mill of Kintail Museum Advisory Committee and Mississippi River Watershed Plan Public Advisory Committee have had resignations. She presented the applicants: Jill Moxley for the Mill of Kintail Museum Advisory Committee and Paul Frigon to the Mississippi River Watershed Plan Public Advisory Committee. She asked the Board to also re-confirm appointments of all existing members of the Public Advisory Committees.

BOD25/03/10 – 8

MOVED BY: J. Atkinson

SECONDED BY: M. Souter

Resolved, That the Board of Directors approve the appointment of members of the public to the Mill of Kintail Museum Advisory Committee and to the Mississippi River Watershed Plan Implementation Public Advisory Committee as set out in this report.

12. Corporate Strategic Plan Update, Report 3483/25, Sally McIntyre.

S. McIntyre provided the final results of the staff survey on the Corporate Strategic Plan update. She highlighted staff interest in community building to demonstrate MVCA's value and to build trust within the community. Staff want to maintain an engaging and involved workforce and to continue working on improving internal communications. Specific objectives that were highlighted by staff included working on erosion hazard mapping and enhanced stewardship community engagement, specifically as it relates to invasive species.

Management level staff highlighted objectives such as improving corporate identity and the community relations including the indigenous and agricultural communities. She noted that MVCA distributes an Indigenous newsletter and plans to launch an Agricultural newsletter in coming weeks to provide information on projects MVCA is doing.

A survey will be distributed to the Board in coming weeks to obtain feedback.

J. Mason highlighted the importance of participation from all members of the Board to gain an understanding of how MVCA can best deliver services to the municipalities.

13. Staff Presentation – Changes in Wetland Management in Ontario, Kelly Stiles.

K. Stiles provided a presentation regarding updates to wetland management regulations in Ontario since Bill-23 in 2022. She reviewed the roles of the Province, Municipality and Conservation Authority and the associated regulatory documents. She summarized the Provincial *Policy Planning Statement (PPS)*, 2024 as it relates to wetland management.

She summarized the *Ontario Wetland Evaluation System (OWES)*, the methodology for wetland identification, delineation, and evaluation. She highlighted changes to the OWES due to the Bill 23 update.

She reviewed the definition of wetland as described in the *Conservation Authorities Act*. She described activities that require Conservation Authority permit approval. She highlighted that the Conservation Authority review focus is on potential impacts to hydrologic functions. She reviewed situations where MVCA may issue permits in wetlands. She reviewed MVCA's offsetting policies and that offsetting the impacts of works in wetlands is the least preferred option. Slides are posted at: mvc.on.ca/meetings/.

J. Kelso asked if a wetland must have an intake and an outlet. K. Stiles responded that wetlands must have hydraulic connection. By definition, it must be connected to surface water. Ground water cannot be studied or regulated under current parameters.

J. Kelso asked if a body of water that is not connected is replenished from ground water. K. Stiles responded that there could be a groundwater connection but it can also come from rain water, overland flows or snow melt. She noted that it is difficult to trace and map groundwater.

B. Holmes asked if MVCA has received any offsetting requests and if they were successful. K. Stiles confirmed that we have and explained that MVCA is currently in negotiations and that plans have yet to be finalized. Applications for offsetting are typically for large subdivisions. She highlighted the focus on net gain in environmental quality of those sites.

Adjournment

BOD25/03/10 - 9

MOVED BY: R. Huetl

SECONDED BY: H. Yanch

Resolved, That the Board of Directors meeting be adjourned.

“CARRIED”

The meeting adjourned at 3:06 p.m.

K. Hollington, Recording Secretary

Annual Report

2024



Table of Contents

| | |
|---|----|
| Land Acknowledgement | 3 |
| Chair's Report | 4 |
| General Manager's Report | 5 |
| Ontario Regulation 686/21 Deliverables | 6 |
| Land Inventory | 6 |
| Land Conservation & Resource Strategy | 6 |
| Asset Management Plan (AMP) | 6 |
| Operational Plan | 6 |
| Hazard Management | 7 |
| Carp River Floodplain Mapping | 7 |
| Monitoring System Improvements | 7 |
| Kashwakamak Dam Class Environmental Assessment (EA) | 8 |
| Bathymetric Surveys & Stream Flow Monitoring | 9 |
| Farm Lake Dam Condition Assessment | 9 |
| Lanark Dam Safety Review (DSR) | 9 |
| 2024 Permit Applications & Reviews | 10 |
| Administrative Review Policy | 11 |
| Wetland Training | 11 |
| Provincial Flood Forecasting and Warning Workshop | 11 |
| Water Monitoring | 12 |
| Stewardship | 13 |
| Shoreline Plantings | 13 |
| Tree Planting | 13 |
| Poole Creek Clean-up | 13 |
| Invasive Species Removal | 14 |

| | |
|---|----|
| ALUS Mississippi-Rideau | 14 |
| Conservation Areas..... | 15 |
| Visitor Services..... | 16 |
| Kintail Country Christmas | 16 |
| Mill of Kintail Volunteer Appreciation BBQ | 16 |
| Education Programs..... | 16 |
| Corporate Services..... | 17 |
| 2024 Board Tour | 17 |
| 2024 Annual General Meeting..... | 17 |
| Staff Events | 18 |
| 2024 Christmas Luncheon..... | 18 |
| Grants & Donations | 18 |
| 2024 Financial Statements | 19 |
| Statement of Financial Position | 19 |
| Statement of Operations and Accumulated Surplus | 20 |
| 2024 Board of Directors | 21 |
| 2024 MVCA Staff..... | 22 |

Land Acknowledgement

Mississippi Valley Conservation Authority is charged by the Crown with the management of natural hazards and resource management in the watersheds of the Mississippi and Carp rivers and an area draining to the Ottawa River.

MVCA's jurisdiction includes land subject to treaties with Indigenous peoples: Treaty 27, the Williams Treaty, and the Crawford purchases of 1783. Our jurisdiction is also the traditional and unceded territory of the Algonquin Anishinaabeg people.

We offer our gratitude to the first peoples for their care of and teachings about our earth and our relations. As we move together along the path of reconciliation, may we learn and once again honour those teachings and bring them into the work that we do at MVCA.

Chair's Report

As you will see in this report the Conservation Authority has been incredibly busy this past year. I encourage you to take some time to peruse this report and think about how much the Authority means to you and your community. Without the Authority there are so many things that would be neglected or destroyed. Since its establishment, MVCA has and remains on the front line to protect waterfront properties, animal habitat, wet lands and support environmental protection.

Since this is the last opportunity for me to comment on the annual report, rather than dwell on a list of accomplishments that you can read about herein, I want to comment more on the people doing this amazing work.

My fellow members of the Board come from all walks to life and the thread that brings us together is their dedication to the Authority. It has been my experience that one could not ask for a better group of people to work with. It has been a great honour to serve as the Board Chair especially with such knowledgeable, caring and community minded leaders.

The Management of the Authority deserve special recognition for the work they do. Sally and her team continue to manage all expectations in what can be a most challenging time with Government induced changes and a young vibrant workforce. They are to a person superb.

Then there is the Staff as a whole—what an amazing group of people. I have learned so much from them over the past two years; things I thought I knew that were presented in a whole new light for me on a number of occasions. They are friendly, cooperative, helpful, professional and overall amazing.

To my successor I reluctantly hand over the Chair position but know that you will be in good hands with Sally and her staff. I hope you learn as much as I did in what I considered was a dream job.

Paul Kehoe,
Chair, MVCA Board of Directors



General Manager's Report

MVCA saw several accomplishments in 2024, including:

- Completion of the Kashwakamak Lake Dam Environmental Assessment for replacement of this 115-year-old dam;
- Preparation of the *Land Conservation & Resource Strategy*—a document that will help to guide MVCA for the next 10-20 years.
- Preparation of flood plain mapping and new regulatory limits for the Carp River;
- Completion of the Farm Lake Dam Condition Assessment—it's in good shape!
- Targeted water quality monitoring of the Clyde River subwatershed, Crotch Lake, Dalhousie Lake, Mississippi Lake; and habitat monitoring of Poole and Feedmill creeks;
- Repointing of stonework and replacement of windows at the Mill of Kintail Gate House;
- Expansion of the ALUS stewardship program with the help of Danbe Foundation, amongst others; and
- Reinstatement of summer camps at the Mill of Kintail Conservation Area, which sold out!

2024 was also the first year that we implemented funding agreements with our eleven municipalities to support Category 2 and 3 programs, as defined by sections 21.1.1 and 21.1.2 of the *Conservation Authorities Act* and *Ontario Regulation 687/21*. On behalf of myself and all employees, I extend sincere thanks to our member municipalities and the representatives that make up our Board for their ongoing partnership and support.

It was a bumper year for babies at MVCA! Congratulations to: Bryan Flood, Tim Yoon, Daniel Post, Jane Cho, and Alana Perez, who took time in 2024 to spend time with their recent arrivals! And, a warm welcome to several new employees who joined us this year: Amy Phillips, Elizabeth Clifffen-Gallant, Emma Higgins, Kayla Cuddy, Mike Way, and Shabab Islam.

The following sections profile key accomplishments of our team in 2024.

Sally McIntyre,
General Manager

Ontario Regulation 686/21 Deliverables

MVCA had six major deliverables to complete by the end of 2024 under *Ontario Regulation 686/21*. The *Ice Management Plan* was completed in 2023, with the remainder completed and approved by the Board in 2024. Two requirements: the Conservation Area Strategy and the Watershed-based Resource Management Strategy were combined under the title [Land Conservation & Resource Strategy](#).

Land Inventory

The Inventory lists all properties owned or leased by MVCA and notes which were bought with financial support from the province. It also notes whether a property is surplus and whether there is potential for housing development at a site.

Land Conservation & Resource Strategy

The Strategy documents current land uses at conservation areas and set policies for future acquisitions and disposals; and sets goals and objectives and the policies and actions needed to meet them.

Studies and consultation were carried out between 2022-2024 including presentations at the Lanark Planners Forum, to local agricultural groups, briefing of all municipalities and the County of Lanark, a workshop with ENGOs, and a public virtual Information Session.

Asset Management Plan (AMP)

The AMP contains high level goals, objectives and policies that will apply to all MVCA TCAs, but focuses on Water Control with additional chapters to be added as resources allow. Key goals are to ensure business continuity and public safety, establish service levels and performance expectations, optimize investments, and provide transparency in asset management.

Operational Plan

This is a high-level document that sets out MVCA's operational approach for both the Mississippi River and Carp River Watersheds, and summarizes key documents and processes that inform those operations.

Hazard Management

Carp River Floodplain Mapping

MVCA concluded the floodplain mapping study that began in 2022. The project expanded mapping to include the entire length, as well as identification of unstable slopes and meander belt hazards. Notices were sent to all affected landowners, and draft results discussed with City of Ottawa staff, area councillors, and landowners expressing concerns. A Public Open House was held in May, after which the floodplain and regulatory limits were finalized and approved by the Board in July.



Monitoring System Improvements

MVCA continues to expand and automate field data collection stations, most recently by bringing gauge stations at Buckshot Lake and Huntley Creek online. These additions are important for enhancing real-time data collection and help to provide a more fulsome understanding of flows and levels across the watershed.

At Silver Lake, an air temperature sensor was installed to support future ice monitoring. Other improvements made in 2024 included a grounding station at Shabomeka Lake, fine-tuning calibration of our Head Office weather station, and repair of various sensors across the network to ensure optimal functionality.



Kashwakamak Dam Class Environmental Assessment (EA)

Work on the environmental assessment began in late 2022 with notification of Indigenous communities of plans to undertake an EA, and completion of a GHG study in support of a federal Disaster Mitigation Abatement Fund grant. In March 2023, MVCA hired Egis consultants to carry-out the EA to determine how best to address dam deficiencies. Several studies were completed over 2023-2024, including:

- Cultural Heritage Evaluation
- Existing Environmental Conditions Investigation
- Hydraulic Analysis Memorandum
- Marine Archaeological Assessment
- Stage 1 & 2 and Stage 3 Archaeological Assessments
- Geotechnical Investigation and Design Recommendations



The Stage 3 Archeological Assessment identified an assemblage of artifacts, including chipped stone and small mammal bones. A Stage 4 mitigation plan recommended an “avoid and protect” approach, which was accepted by commenting First Nations.

Five options were considered during the EA, with Option 4 identified as the preferred:

1. Do Nothing
2. Decommission the Existing Dam and Construct Passive Control System
3. Rehabilitation of the Existing dam
4. Replace Existing Dam at the Same Location
5. Construct New Dam Downstream

A Community Liaison Committee (CLC) was established in 2023 to hear various perspectives and obtain input at key points in the study process, and had representation from local residents, North Frontenac Township Council, Kashwakamak Lake Association, and a member of a First Nation.

A virtual Public Information Centre was held in May 2024 to provide information to the public about the project and the preferred solution. Thereafter, results were finalized and the preferred alternative endorsed by the Board in September. The Project File Report was published in November and the EA deemed approved in early December. The concept design was completed at the end of 2024.



Bathymetric Surveys & Stream Flow Monitoring

In preparation for replacement of the Kashwakamak Lake Dam, a detailed elevation survey was conducted using our real-time kinematic positioning (RTK) system. Other survey work included a comprehensive topo-bathymetric survey of key sections of Feedmill Creek, Kinburn Drain, Joes Lake, and the Fall River.

Spring and summer streamflow monitoring in the Carp River and its major tributaries occurred during and after heavy rain events using our new Acoustic Doppler Current Profiler (ADCP) hydroacoustic instrument. Critical data was captured that allowed for update of stage-discharge rating curves and floodplain maps.

Farm Lake Dam Condition Assessment

MVCA retained Englobe Corp. in 2024 to undertake a condition assessment of the Farm Lake Dam. A detailed inspection carried out in September and further analytics concluded that the dam is in good overall condition. No remediation or repairs were recommended. No major upgrades or repairs are expected for the next 10-20 years assuming continued regular maintenance as recommended.

Lanark Dam Safety Review (DSR)

In November 2024, MVCA undertook a site inspection with D.M. Wills and topographic survey work with EGIS. The purpose of the work was to identify potential public safety deficiencies and review locations for anchors to secure a new safety boom to meet current standards and reduce future hazards.



2024 Permit Applications & Reviews

A key element of hazard management is administration of permits under the *Conservation Authorities Act*, and the review of planning applications under delegated authority from the Province. The following are our permit statistics for 2024.

| Number and Type of Permit | |
|---|-------------|
| Total Permits Issued (Overall) | 183 |
| Total Major Permits Issued | 31 |
| Total Minor Permits Issued | 149 |
| Total Applications Subject to Minister's Order (Minister's Review): | 0 |
| Permit Timelines | |
| COMPLETE APPLICATION REVIEW Total complete application reviews completed in 21 days: | 182 |
| PERMIT TIMELINES (MAJOR) Total Major Permits Issued <u>Within</u> Decision Timeline (90 Days): | 31 |
| PERMIT TIMELINES (MAJOR) Total Major Permits Issued <u>Outside</u> Decision Timeline (90 Days): | 0 |
| PERMIT TIMELINES (MINOR) Total Minor Permits Issued <u>Within</u> Decision Timeline (30 Days): | 149 |
| PERMIT TIMELINES (MINOR) Total Minor Permits Issued <u>Outside</u> Decision Timeline (30 Days): | 3 |
| PERMIT TIMELINES (AVERAGE – ALL) Overall Average Permit Review Timeline: | Avg. 6 days |
| PERMIT TIMELINES (AVERAGE – MAJOR – 90 DAYS) Average Major Permit Review Timeline: | Avg. 3 days |
| PERMIT TIMELINES (AVERAGE – MINOR – 30 DAYS) Average Minor Permit Review Timeline: | Avg. 7 days |
| Compliance with O. Reg. 41/24 | |
| ADMINISTRATIVE REVIEWS Total requests for administrative reviews made to the Authority: | 0 |
| ADMINISTRATIVE REVIEWS Total administrative reviews completed within 30 days | n/a |

Administrative Review Policy

New regulatory requirements set out in Section 8 of *O. Reg. 41/24* provides permit applicants the right to request a review of the contents of their application (“Administrative Review”). Staff developed an implementation policy for MVCA that is consistent with those endorsed by Conservation Ontario council.

Wetland Training

In June, MVCA organized and delivered wetland training to staff from local municipalities and other conservation authorities at our office in Carleton Place. The training covered wetland functions, boundary delineation, and wetland plant identification.

Provincial Flood Forecasting and Warning Workshop

Juraj Cunderlik, Director of Engineering, and Daniel Post, Data Systems Lead delivered a presentation titled *“From Data to Decisions: Advancements in Datalogging and DPC Tools”* at the 2024 provincial flood forecasting and warning meeting in Toronto. The presentation highlighted new monitoring, DPC and engineering tools developed at MVCA to aid in our flood forecasting and warning efforts and streamline everyday work.

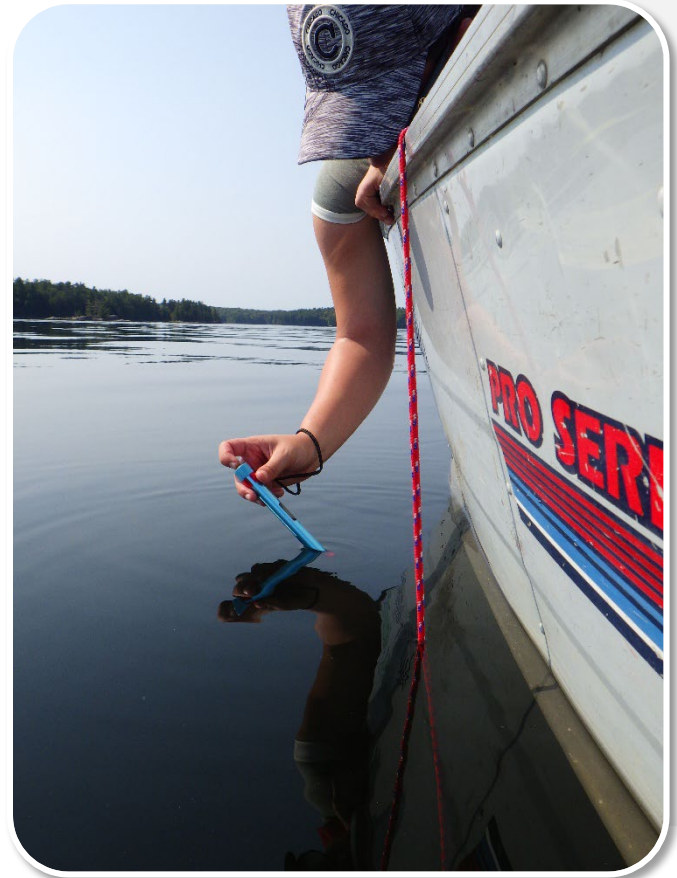


Water Monitoring

Field work ran from April to November and included the collection of water samples from provincial wells and 51 surface water sites under provincial water quality programs, the City of Ottawa's Baseline Monitoring Program, and MVCA's lake monitoring programs.

MVCA's 2024 lake and stream monitoring program focused on the Clyde River sub-watershed as well as Crotch Lake, Dalhousie Lake and Mississippi Lake.

MVCA is collaborating with Rideau Valley Conservation Authority (RVCA) and South Nation Conservation (SNC) on conducting a 5-year analysis of results in partnership with the City of Ottawa.



Stream Watch Program

Sampling for City Stream Watch program ran from June to August, twenty (20) volunteers working with staff to sample over 6km of Poole Creek and Feedmill Creek.

Stewardship

Shoreline Plantings

Staff completed 5 shoreline plantings in the spring and 7 in the fall in partnership with waterfront landowners. Over 1000 native trees, shrubs, and wildflowers were planted.

Staff distributed 702 shoreline plants in collaboration with the Kashwakamak Lake Association and Sunday Lake Association.



Tree Planting

MVCA organized a TD Tree Day planting event in October with 30 volunteers assisting in planting 125 trees and shrubs along Watts Creek.

MVCA assisted at a second event hosted by Watersheds Canada on Easton's Creek.

Poole Creek Clean-up

In October, approximately 180 kg (~400 lbs.) of litter and construction debris including several tires were removed from a section of Poole Creek along Sweetnam Drive by MVCA staff and local volunteers including Brad and Bruce Dudley of Your Forest Canada. Thank you to Unsmoke Canada, who supported this clean-up program and another clean-up along the Mississippi River in August.



Invasive Species Removal

Thanks to a \$1,725 grant from the Invasive Species Centre and in partnership with the National Capital Commission, stewardship staff and volunteers participated in an Invasive Species Pull at Watts Creek in July. Species pulled include Dog Strangling Vine and Garlic Mustard. The area was replanted with native species in the fall, and will be monitored over the coming years.



ALUS Mississippi-Rideau

In 2024, the ALUS Lanark program was expanded to include the entire jurisdictions of MVCA and Rideau Valley CA.

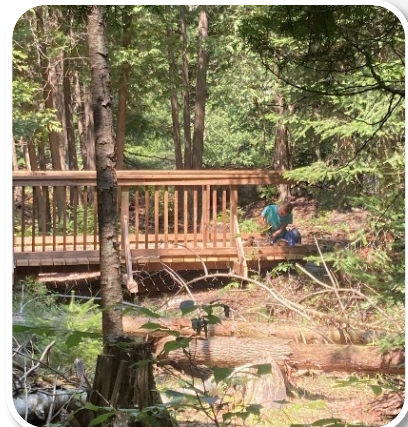
Six projects were completed in MVCA's watersheds in 2024 and included wetland creation and enhancement (with \$50k funding support from the Danbe Foundation), pollinator grassland, wetland creation, and tree planting.



Conservation Areas

Capital works at conservation areas were delayed in 2024 due to the extensive wet weather and above average dam operational requirements. Despite this, several improvements were made, including:

- Re-pointing of exterior stone on the Mill of Kintail (MOK) Museum and Gatehouse.
- Repairs to the MOK Gatehouse veranda.
- Windows on the MOK Gatehouse were replaced with Heritage models to help seal the building, and improve building heating and cooling, and energy efficiency.
- The Morris Island Conservation Area (MICA) roadway and parking lot were upgraded.
- A trail bridge was replaced at MICA.
- The license agreement with OPG and the City of Ottawa was renewed for a ten-year period. (MVCA has had a license at this site since the early 1980s.)
- Parking meters at the MOK and MICA were updated to be compliant with Payment Card Industry's standards to accept debit and credit card and enable the 'tap' function.
- Approximately 1/5 of the upper parking lot staircase at Purdon CA was rehabilitated with the remainder to be completed over the next four years.
- Almost the entire boardwalk at Purdon CA has been replaced and widened over a period of 4 years. Approximately 400 m of boardwalk is now fully accessible, with the remaining 60m to be completed in 2025.



Visitor Services



Kintail Country Christmas

Kintail Country Christmas took place on December 14th with approximately 800 people attending. The event was supported by several local organizations including Red Gate Arena Farm (horse and carriage); food vendors: El Patcho's Tacos, Smokebox, and Beavertails; Chad Clifford, Second Almonte Scouts, Fred Lossing Observatory, Mississippi Valley Field Naturalists, Ramsay Women's Institute donated cookies, and members of the Museum Advisory Committee and Naismith Men's Shed.

Mill of Kintail Volunteer Appreciation BBQ

In August, Staff hosted an appreciation BBQ for volunteers at the Mill of Kintail Conservation Area and Museum.

Education Programs

Camps at the Mill of Kintail

MVCA reintroduced educational programming in 2024 that provides for:

- School field trips and in-class visits,
- Guided tours of our properties, and
- PA Day, March Break, and Summer day-camps.

The 4-week pilot summer camp program was sold-out: 32 participants per week for a total of 128 campers.



Corporate Services

2024 Board Tour

The annual Board tour was held in June, with the highlight being a pontoon trip to Kashwakamak Lake Dam to view where future works are to be carried out; and a visit Purdon Conservation Area with the orchids in full bloom. We were pleased to have participation from members of our Foundation and the Watershed Public Advisory Committee. A big thank you to our hosts at Fernleigh Lodge for the great food and pontoon tour.



2024 Annual General Meeting

Elder Roberta Della-Pica, a Bonnechere Algonquin, and her partner Ross Saunders conducted an opening ceremony for the MVCA Annual General Meeting (AGM) in April.

R. Della-Pica extended welcome to MVCA staff and Board members on unceded, traditional land of the Algonquin peoples. She noted the mutual connection and importance of waterways.

Elder Della-Pica explained the smudging ceremony as Ross Saunders moved around the room providing MVCA staff and Board Members the opportunity to be smudged. The ceremony concluded with a traditional song sung by Elder Della-Pica.



Staff Events

During a server transition in March, MVCA staff participated in a watershed tour that included a tour of the High Falls Dam, breakfast at Wheelers Pancake House, a hike at Palmerston-Canonto Conservation Area and a dam operations demonstration at the Lanark Dam.

Staff also enjoyed what has become an annual staff-appreciation day at Robertson Lake. In the fall, our staff-appreciation event was held at Unlocked Ottawa Escape Rooms.

For the first time in several years, staff held an evening holiday season dinner at the Mill of Kintail Gatehouse in December, with several enjoying an outdoor fire and songs.

2024 Christmas Luncheon

MVCA hosted the Annual Christmas Luncheon after the final Board of Directors Meeting of 2024. Members of MVCA's advisory committees and Foundation attended alongside staff and Board members.

Grants & Donations

In 2024 MVCA was successful in obtaining just under \$300,000 in grants.

- Federal - \$60,500
- Provincial - \$117,000
- Non-Governmental - \$122,000, most notably significant contributions from ALUS Canada and the Danbe Foundation.



2024 Financial Statements

Statement of Financial Position

Year ended December 31, 2024, with comparative information for 2023.

| | 2024 | 2023 |
|--|---------------------|---------------------|
| FINANCIAL ASSETS | | |
| Cash | \$ 286,374 | \$ 964,957 |
| Investments (Note 4) | 3,035,933 | 2,620,945 |
| Accounts receivable (Notes 5, 16) | 421,887 | 590,261 |
| | <u>3,744,194</u> | <u>4,176,163</u> |
| FINANCIAL LIABILITIES | | |
| Accounts payable and accrued liabilities (Note 6) | 306,069 | 563,806 |
| Deferred revenue (Note 7) | 108,761 | 120,875 |
| Current portion of long term debt (Note 8) | 183,074 | 175,530 |
| Long-term debt (Note 8) | 3,794,463 | 3,977,401 |
| Retirement benefit liability (Note 9) | 141,864 | 146,346 |
| Asset retirement obligation (Note 15) | 61,933 | 61,933 |
| | <u>4,596,164</u> | <u>5,045,891</u> |
| NET FINANCIAL DEBT | <u>(851,970)</u> | <u>(869,728)</u> |
| NON-FINANCIAL ASSETS | | |
| Prepaid expenses | 36,282 | 36,450 |
| Intangible assets (Note 11) | 125,437 | 117,697 |
| Tangible capital assets (Note 10) | 7,861,542 | 7,754,038 |
| Tangible capital assets under construction (Note 10) | 306,756 | 138,972 |
| Intangible assets in development (Note 11) | 23,500 | - |
| | <u>8,353,517</u> | <u>8,047,157</u> |
| ACCUMULATED SURPLUS (Note 12) | <u>\$ 7,501,547</u> | <u>\$ 7,177,426</u> |

Statement of Operations and Accumulated Surplus

Year ended December 31, 2024, with comparative information for 2023.

| | Budget 2024 <i>Note 13</i> | Actual 2024 | Actual 2023 |
|--|----------------------------------|---------------------|---------------------|
| REVENUE | | | |
| Municipal levy - category 1 | \$ 2,817,071 | \$ 2,817,072 | \$ 2,962,451 |
| Municipal levy - category 2 | 178,536 | 178,537 | - |
| Municipal levy - category 3 | 144,590 | 144,590 | - |
| Municipal levy - special | 68,000 | 68,000 | 71,500 |
| Other revenue (<i>Schedule 1</i>) (<i>Note 16</i>) | 1,007,241 | 1,074,193 | 1,427,315 |
| Government grant - Ministry of Natural Resources Section 39 | 128,436 | 128,436 | 128,436 |
| Government grant - provincial (CMOG) | 13,445 | 13,445 | 13,445 |
| Conservation area - fees, sales and rentals | 101,000 | 88,843 | 96,148 |
| Supplementary programs - student grants | 30,235 | - | 26,774 |
| Donations | 27,000 | 56,761 | 36,500 |
| | <u>4,515,554</u> | <u>4,569,877</u> | <u>4,762,569</u> |
| EXPENSES | | | |
| Corporate services (<i>Schedule 2</i>) | 1,129,772 | 1,322,204 | 1,026,315 |
| Watershed management (<i>Schedule 2</i>) | 1,850,453 | 1,275,742 | 2,079,650 |
| Flood and erosion control (<i>Schedule 2</i>) | 482,130 | 880,679 | 487,905 |
| Conservation areas (<i>Schedule 2</i>) | 370,469 | 347,979 | 543,831 |
| Category 2 programs (<i>Schedule 2</i>) | 296,536 | 150,061 | 104,131 |
| Category 3 programs (<i>Schedule 2</i>) | 412,980 | 482,290 | 331,370 |
| | <u>4,542,340</u> | <u>4,458,955</u> | <u>4,573,202</u> |
| SURPLUS BEFORE CAPITAL ACTIVITIES | <u>(26,786)</u> | <u>110,922</u> | <u>189,367</u> |
| CAPITAL ACTIVITIES | | | |
| Municipal levy - capital | 691,745 | 691,745 | 634,628 |
| Amortization | - | (351,370) | (334,654) |
| Interest on long-term debt | - | (127,176) | (141,488) |
| | <u>691,745</u> | <u>213,199</u> | <u>158,486</u> |
| ANNUAL SURPLUS | <u>664,959</u> | <u>324,121</u> | <u>347,853</u> |
| ACCUMULATED SURPLUS - BEGINNING OF YEAR | <u>7,343,549</u> | <u>7,177,426</u> | <u>6,829,573</u> |
| ACCUMULATED SURPLUS - END OF YEAR (<i>Note 12</i>) | <u>\$ 8,008,508</u> | <u>\$ 7,501,547</u> | <u>\$ 7,177,426</u> |

2024 Board of Directors



Chair: Paul Kehoe – Drummond / North Elmsley

Vice Chair: Jeff Atkinson – Carleton Place

Allan Hubley – City of Ottawa

Bev Holmes – Mississippi Mills

Cathy Curry – City of Ottawa

Cindy Kelsey – Central Frontenac

Clarke Kelly – City of Ottawa

Dena Comley – Carleton Place

Glen Gower – City of Ottawa

Helen Yanch – Addington Highlands

Janet Mason – Citizen Representative, City of Ottawa

Jeannie Kelso/Alyson Vereyken – Lanark Highlands

Mary Lou Souter – Mississippi Mills

Richard Kidd – Beckwith

Roy Huetl – North Frontenac

Steven Lewis – Provincial Agricultural Representative

Taylor Popkie – Greater Madawaska

Wayne Baker/Andrew Kendrick – Tay Valley

2024 MVCA Staff

General Manager - Sally McIntyre

Executive Assist. - Kelly Hollington

Treasurer - Stacy Millard

Finance Assistant - Dana Doughty/
Elizabeth Clifffen Gallant

Admin. Assist. - Krista Simpson

I&CT Manager - Alex Broadbent

Director of Eng. - Juraj Cunderlik

Water Res. Eng. - Bryan Flood

Water Res. Eng. - Alana Perez

Data Systems Lead - Daniel Post

Water Res. Tech. - Jennifer North

Water Res. Specialist - Timothy Yoon

Water Res. Eng. Intern - Jane Cho

Water Res. Eng. Asst. - Shabab Islam

Civil/Geotechnical Engineer -
Christopher Stoddard

Eng. Tech. - Amy Philips

GIS Specialist - Lauren Elliot

Mgr. Planning & Regs. - Matt Craig

Enviro. Planner - Diane Reid

Enviro. Planner - Mercedes Liedtke

Junior Planner - Brittany Moy

Planning Tech. - Jacob Perkins

Biologist - Kelly Stiles

Steward. Coordinator - Marissa Okum

Steward. Tech. - Kayla Cuddy

Regulations Officer - Will Ernewein

Enforcement Officer - Rachel Clouthier

Property Manager - Scott Lawryk

Field Ops. Supervisor - John Hendry

Maintenance Tech. - Joe Arbour

Maintenance Tech. - Sarah Kirkham

Maintenance Tech. - Alex McClennan/
Rob King

Maintenance Tech. - Carson James/
Mike Way

Forest Tech. - Brian Anderson

Museum Curator - Stephanie Kolsters

Ed. Coordinator - Emma Higgins

Custodian - Colinda Beauregard

MRSSO CBO - Eric Kohlsmith

MRSSO Admin. - Jessica Corrigan

MRSSO Septic Inspector - Jacob Pruner

