Tuesday, February 19th, 2019, 6:00 p.m.
Lanark Highlands Municipal Office
75 George Street, Lanark, Ontario

Committee of the Whole – 6:00 p.m., immediately followed by Council.
Chair, Deputy Reeve John Hall

1. CALL TO ORDER

2. DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF

3. APPROVAL OF AGENDA

   Suggested Motion:
   “THAT, the agenda be adopted as presented.”

4. APPROVAL OF MINUTES

   Suggested Motion:
   “THAT, the Committee of the Whole meeting minutes of February 5th, 2019, be
   approved as circulated.”

5. DELEGATIONS & PRESENTATIONS

   i) Karen Kelly, Perth & Smiths Falls District Hospital – Core Capital
   ii) Gerald Van Loon, Board President, Lanark Animal Welfare Society (LAWS) –
       Grant Request and Pound Services for Cats

6. COMMUNICATIONS

   i) Mississippi Valley Conservation Authority – 2019 Draft Budget
   ii) Perth and Smiths Falls District Hospital – Core Capital Campaign, Municipal
       Support
   iii) Ministry of Municipal Affairs and Housing – Consultation on Joint and Several
       Liability
   iv) Lanark County Media Release – Community Forests Demonstrate Sustainable Management
   v) Leeds, Grenville and Lanark District Health Unit (LGLDHU) – Board of Health Meeting Summary
   vi) Perth and Smiths Falls District Hospital – Second Quarter Report
Suggested Motion:
“THAT, the communications dated February 19th, 2019, be received as information.”

7. REPORTS

Corporate Services

i) Pregnancy and Parental Leave for Members of Council Policy
Cynthia Moyle, Acting Clerk/Deputy Treasurer

Suggested Motion:
“THAT, Committee of the Whole recommends to Council to adopt the Pregnancy and Parental Leave for Members of Council Policy.”

Community Services

ii) Animal Care & Control Services 2018 Year End Report
Anita Stuart, Animal Control/By-Law Enforcement Officer

Suggested Motion:
“THAT, the Animal Care and Control Services 2018 Year End Report be received as information.”

Building, Planning & Protective Services

iv) Recruitment and Retention of Volunteer Fire Fighters - Verbal
Councillor Ron Closs

Suggested Motion:
“THAT, the Recruitment and Retention of Volunteer Fire Fighters verbal report be received as information.”

7. INCAMERA ITEMS

8. NEW AND OTHER BUSINESS

9. DEFERRED ITEMS

10. ADJOURNMENT
Tuesday, February 5th, 2019
6:00 p.m.
Lanark Highlands Municipal Office - 75 George Street, Lanark, Ontario
Council Chambers

Members Present: Chair, Deputy Reeve John Hall
Councillor Ron Closs
Councillor Steve Roberts
Councillor Peter Rodger
Councillor Bill King
Councillor Jeannie Kelso

Regrets: Reeve Peter McLaren

Staff Present: Cynthia Moyle, Acting Clerk
Amanda Noël, Planning Administrator/Deputy Clerk

1. CALL TO ORDER
The meeting was called to order at 6:00 p.m.

2. DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF
None

3. APPROVAL OF AGENDA
ADDITION –
Under Reports
v) Councillor Kelso – Rural Ontario Municipal Association (ROMA) - Verbal

Motion #COW-2019-018
Moved by Councillor Closs
Seconded by Councillor Rodger
THAT, the agenda be adopted as amended.

CARRIED
4. APPROVAL OF MINUTES

Motion #COW-2019-019
Moved by Councillor Kelso
Seconded by Councillor Closs
THAT, the Committee of the Whole meeting minutes of January 22nd, 2019, be approved as circulated.

CARRIED

5. DELEGATIONS & PRESENTATIONS

6. COMMUNICATIONS

Councillor Kelso requested that items one and three be pulled for discussion.

Motion #COW-2019-020
Moved by Councillor Rodger
Seconded by Councillor Kelso
THAT, the communications dated February 5th, 2019, be received as information.

CARRIED

7. REPORTS

Corporate Services
i) Treasurer and Fire Chief Recruitment Update - Verbal
Cynthia Moyle, Acting Clerk/Deputy Treasurer

Motion #COW-2019-021
Moved by Councillor Kelso
Seconded by Councillor Closs
THAT, the Treasurer and Fire Chief recruitment update be received as information.

CARRIED

ii) Declaration of Interest Registry
Cynthia Moyle, Acting Clerk/Deputy Treasurer

Motion #COW-2019-022
Moved by Councillor Kelso
Seconded by Councillor King
THAT, report CA-06-2019, Declaration of Interest Registry be accepted as information.

CARRIED
iii) **Ontario’s Main Street Revitalization Initiative (MSRI)**  
Cynthia Moyle, Acting Clerk/Deputy Treasurer  

**Motion #COW-2019-023**  
Moved by Councillor King  
Seconded by Councillor Closs  
THAT, Committee of the Whole recommends to Council to proceed with the purchase of five (5) single and two (2) dual compartment refuse & recycling containers under the Main Street Revitalization Initiative.  

CARRIED

iv) **Rural Ontario Municipal Association (ROMA) - Verbal**  
Councillor Jeannie Kelso  

**Motion #COW-2019-024**  
Moved by Councillor Roberts  
Seconded by Councillor King  
THAT, the Rural Ontario Municipal Association (ROMA) report be received as information.  

CARRIED

**Building, Planning & Protective Services**

v) **Monthly Building Department Report**  
Phil Borrowman, Chief Building Official  

**Motion #COW-2019-025**  
Moved by Councillor Kelso  
Seconded by Councillor Roberts  
THAT, the monthly Building Department Report for December be received as information.  

CARRIED

**Public Works & Waste Management**

vi) **Assumption of Road Allowance on Campbell’s Road**  
Thomas McCarthy, Superintendent of Public Works  

**Motion #COW-2019-026**  
Moved by Councillor Rodger  
Seconded by Councillor Closs
THAT, Lanark Highlands Council agrees to assume a 66’ road allowance at Lavant Concession 1, Part Lot 19 and Lavant Concession 1 East Part Lot 18 (Campbell’s Road).

CARRIED

8. INCAMERA ITEMS

9. NEW AND OTHER BUSINESS

10. DEFERRED ITEMS

11. ADJOURNMENT
On a motion of Councillor Kelso and seconded by Councillor Closs the meeting adjourned at 6:40 p.m.

______________________________ Amanda Noël, Deputy Clerk

______________________________ John Hall, Deputy Reeve
Hospital Core Capital Program

Presented to: Township of Lanark Highlands
Presented by: Core Capital Program Representatives
Date: February 19, 2019
Smiths Falls Site

GWM Site
Our Approach To Care

**Our Mission:**
*Providing high quality patient- and family-centred care built on collaboration and partnerships*

**Our Vision:**
*Exceptional care and patient experience*
  - *Every Patient – Every Time*
Patient & Family Centred Care

“It isn’t about the treatments, it’s about the treatment.”

Regional Patient Experience Advisor, South East LHIN
April 15, 2015

• Patient and family centered care is working with patients and families rather than just doing to or for them

• Patient and family centered care is designed to improve the experience of care and enhance safety, quality and efficiency.
Who We Are...

- **Exemplary** accredited community hospital serving a catchment of 60,000+
- Two hospital sites:
  - Smiths Falls (38 beds)
  - GWM Perth (47 beds)
- Sponsor of three community organizations
  - Lanark County Support Services
  - Lanark County Mental Health
  - Lanark County Sexual Assault & Domestic Violence
- Two supportive Foundations & Two Auxiliaries:
  - Great War Memorial Hospital Foundation
  - Smiths Falls Community Hospital Foundation
  - Great War Memorial Hospital Auxiliary
  - Smiths Falls Community Hospital Auxiliary
Who We Are...

- 2018/19 hospital budget – $62.5 million.
- We employ 535 staff.
- We have a Medical staff of 191 physicians.
- We have a volunteer base of 300.
- 92% of PSFDH employees live in the counties of Lanark or Leeds & Grenville.
What We Do...

**Acute Care Services**
- In-Patient Services
  - Medicine/Surgery
  - Intensive In-Patient Therapy Program
  - Palliative Care
  - Intensive Care
  - Obstetrics
- Surgical Programs
  - General Surgery
  - Urology
  - Orthopedic
  - Obstetrics & Gynecology
  - Anaesthesiology
  - Ophthalmology & Cataract
  - Endoscopy
  - Pre-operative Clinic
- Emergency x2 – 24/7/365
- Pharmacy Services

**Collaborative Clinics & Specialty Services**
- Dialysis (KHSC program based at PSFDH)
- Vascular Protection
- Psychiatry
- Ontario Telemedicine Network
- Chronic Pain Clinic
- Systemic Therapy (Chemotherapy Clinic)
- Pediatrics
- Respirology
- Colposcopy
- Community Mental Health Injection Clinic
- Dietetic Services
- Prosthetics and Orthotics
- Plastic Surgery (Oct. 2018)
What We Do...

**Diagnostic Services**
- Laboratory
- Infection Prevention & Control
- Radiology (“PACS” enabled)
- Bone Mineral Densitometry
- Ultrasound and Doppler Ultrasound
- Echocardiography
- Mammography - OBSP
- CT Scan
- Cardiac Stress Testing/Holter Monitoring
- Full Pulmonary Function Testing

**Rehabilitation Services**
- Out-Patient Rehabilitation Services (Physio, Speech, Occupational Therapies)
- Intensive Out-Patient Therapy (Day Hospital)
Physician Recruitment & Retention

• One of the key enablers to maintaining and expanding our programs and services is physician recruitment and retention.
• This requires a sustained and ongoing effort from the hospital and its partners.
• Offering state of the art equipment, and a robust IT system is essential to successfully recruiting and retaining physicians at our hospitals.
• Recruitment and retention is a responsibility of the community.
How PSFDH Operations are Funded?
Operating Budget 2018/19

<table>
<thead>
<tr>
<th>Funding Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Provincial Funding Sources (LHIN/MOHLTC/CCO/OHIP)*</td>
<td>$49,623,486</td>
</tr>
<tr>
<td>Patient Revenue</td>
<td>1,432,350</td>
</tr>
<tr>
<td>Equipment Donation/Grant Amortization</td>
<td>1,367,914</td>
</tr>
<tr>
<td>Other Revenue (Parking, Cafeteria, Rent etc..)</td>
<td>1,389,163</td>
</tr>
<tr>
<td>Hospital Operating Funding</td>
<td>53,812,913</td>
</tr>
<tr>
<td>LCMH/LCSS/Building*</td>
<td>8,768,747</td>
</tr>
<tr>
<td><strong>Total Funding</strong></td>
<td><strong>$62,581,660</strong></td>
</tr>
</tbody>
</table>

* see notes for definitions
How PSFDH Capital Equipment is Funded?

• The Ministry of Health and Long Term Care and the LHIN do not fund annual equipment needs of a Hospital.

• Hospitals are required to identify funding sources to purchase needed equipment each year.

• Traditionally Hospital Foundations and Auxiliaries are the main funding sources for hospital equipment.
How PSFDH Capital Equipment is Funded?

Annual Equipment Funding Challenge = $3.1 million

- Projected Equipment Requirements is $3.1 million per year
- Health Information Technology System – Electronic Hospital Records, MRI and ongoing annual capital equipment needs such as:
  - Ultrasound Machines
  - Central Monitoring System (Telemetry)
  - Laporoascopic Towers
  - Colonoscopes
  - Pharmacy Equipment
How PSFDH Capital Equipment is Funded?

Annual Equipment Funding

- Annual Equipment Funding Needed: $3,100,000

Projected Annual Funding

- Foundations/Auxiliaries: $1,200,000
- Hospital Funds: 300,000
- Provincial Funding Sources: 0

Projected Annual Shortfall: $1,600,000
The “Ask” of Our Municipalities:

- The "ask" is based on a formula
  - a 50% weight is given to the number of people from each municipality who use the hospital each year (actual users)
  - a 25% weight is given to equalised assessment
  - a 25% weight is given to the total municipal population (potential users)
# The Municipal “Ask”

<table>
<thead>
<tr>
<th>Municipality</th>
<th>Total Municipal “Ask”</th>
<th>“Ask” Per Capita</th>
<th>% of the Tax Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Frontenac</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>North Frontenac</td>
<td>$33,266</td>
<td>17.53</td>
<td>0.38%</td>
</tr>
<tr>
<td>Central Frontenac</td>
<td>$63,073</td>
<td>14.42</td>
<td>0.62%</td>
</tr>
</tbody>
</table>
# The Municipal “Ask”

<table>
<thead>
<tr>
<th>Municipality</th>
<th>Total Municipal “Ask”</th>
<th>“Ask” Per Capita</th>
<th>% of the Tax Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lanark County + Smiths Falls</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Montague</td>
<td>$48,383</td>
<td>12.86</td>
<td>1.10%</td>
</tr>
<tr>
<td>Tay Valley</td>
<td>$95,019</td>
<td>16.77</td>
<td>0.89%</td>
</tr>
<tr>
<td>Drummond North Elmsley</td>
<td>$120,738</td>
<td>15.53</td>
<td>1.29%</td>
</tr>
<tr>
<td>Perth</td>
<td>$136,666</td>
<td>23.05</td>
<td>1.74%</td>
</tr>
<tr>
<td>Beckwith</td>
<td>$51,054</td>
<td>6.68</td>
<td>0.55%</td>
</tr>
<tr>
<td>Lanark Highlands</td>
<td>$74,454</td>
<td>13.95</td>
<td>0.87%</td>
</tr>
<tr>
<td>Smiths Falls</td>
<td>$174,341</td>
<td>19.86</td>
<td>1.75%</td>
</tr>
</tbody>
</table>
# The Municipal “Ask”

<table>
<thead>
<tr>
<th>Municipality</th>
<th>Total Municipal “Ask”</th>
<th>“Ask” Per Capita</th>
<th>% of the Tax Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>United Counties of Leeds &amp; Grenville</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Rideau Lakes</td>
<td>$166,583</td>
<td>16.13</td>
<td>0.80%</td>
</tr>
<tr>
<td>Elizabethtown-Kitley</td>
<td>$84,009</td>
<td>8.53</td>
<td>0.81%</td>
</tr>
<tr>
<td>Merrickville-Wolford</td>
<td>$36,733</td>
<td>11.98</td>
<td>0.86%</td>
</tr>
<tr>
<td>Westport</td>
<td>$11,776</td>
<td>19.96</td>
<td>1.12%</td>
</tr>
</tbody>
</table>
Impacts of Not Moving Forward...

...would result in:

- Reduced services locally
  - Higher costs of travel to centres
  - Challenges for families to support patients
- Longer wait times
Testimonials

• “I just wanted to thank your staff, the nurses and the Doctors in the emergency room for their compassion, their smiles, humour and amazing care that he received.”

• “Thank you 1 million times over.”

• “We’re so grateful. “

• “The best care I have ever received.”
Questions?

PSFDH funding is provided by the South East Local Health Integration Network, the Ministry of Health & Long Term Care, Cancer Care Ontario and by the communities and people we serve. The opinions expressed in this document are those of the Hospital and do not necessarily represent the views of the funders noted.
Notes: Hospital Funding

- Quality Based Procedures (QBPs):
  - Reimburses health care providers for the types and quantities of patients they treat, using evidence-informed rates that are associated with the quality of care delivered.

  - Ex.: a patient who has a total knee replacement needs both surgery and rehabilitation. Quality-Based Procedures set out how much money each health care provider receives for their contribution to that patient's care journey.

  - Over the next three years, base funding (PSFDH Base- 18.5 million) will be reduced in proportion as funding for Quality-Based Procedures increases.
Notes: Funding Breakdown

- Provincial Funding Sources:
  - LHIN – Local Health Integration Network
  - MOHLTC – Ministry of Health & Long-Term Care
  - OHIP – Ontario Health Insurance Plan
  - CCO – Cancer Care Ontario
Notes: Health System Funding

• Hospital funding is legislated and accountable.

• No deficit submissions are allowed.

• Medium sized hospitals are subject to financial volatility due to the current funding model.
Our Approach To Care

Our Values:

- Participation and partnerships that build an integrated health system with patients and families at the centre.
- Dedication to the recruitment, retention and development of our great people.
- Commitment to the excellence in the provision of safe, high quality care.
- Responsible stewardship of all our resources.
- Dignity and respect in every interaction we have.
- Accountability to our stakeholders.
- Collaboration and information sharing with our patients and families, our partners and each other.
LANARK HIGHLANDS TOWNSHIP LAWNS GRANT REQUEST & POUND SERVICES FOR CATS
CHANGES AT LAWS

• NO-KILL ANIMAL SHELTER & CAT POUND

• WORKING BOARD

• FINANCIAL CONTROLS

• ASSETS $247.3 K
  NET INCOME $103.2 K
OTHER PROGRAMS

• FOSTERS/TRANSPORT

• LOST PETS & SURRENDERS

• SPAY/NEUTER

• ADOPTIONS (576 - 2017/18)
• NO REGIONAL POUND – CAT POUND SERVICES CP/SF/PERTH

• LANARK HIGHLANDS ACO & DOG POUND

• UP TO 34 STRAY CATS (AVG 25)
GRANTS FOR STRAYS

• $10,000 COUNTY ($3,000 approved)

• $1,000 – 10 MUNIC.

• 3 DAYS AT POUND VACC. & FLEA/WORMER
LAWS’ FUTURE FOCUS

- SHELTER RENOS
- EDUCATION
- C/N/R PROGRAMS
- SPAY/NEUTER
RATIONALE

- PUBLIC APPEAL
- SOCIAL WELFARE
- HUMANE SOLUTION
- POPULATION CONTROL
FUND POUND SERVICES FOR CATS

• PUBLIC FUNDING NEEDED

• LAWS’ LIMITED CAPACITY

• $1,000 GRANT

• POUND SERVICES FOR STRAY CATS $4,000
# Table of Contents

## Section
- Introduction
- Description of Operating Significant Budgetary Pressures

## List of Tables
- Table 1 - 2019 Operating Budget Summary
- Table 2 - 2019 Capital Budget Summary
- Table 3a - 2019 Administration and Maintenance Levy
- Table 3b - 2019 Capital Project Levy
- Table 3c - 2019 Municipal Levy

## List of Figures
- Figure 1 - Mississippi Valley Conservation Watershed

## 2019 Work Plan
- Corporate Services
- Watershed Planning
- Watershed Monitoring
- Information Management
- Planning Advisory and Regulations
- Flood Forecasting and Warning
- Operation and Maintenance of Water and Erosion Control Structures
- Conservation Services
- Land Management
- Conservation Awareness
Introduction

The Mississippi Valley Conservation Authority (MVCA) is a watershed based agency which supports an integrated approach to the management and protection of our water resources in collaboration with watershed stakeholders.

In 2017, historic flood conditions were experienced across much of Ontario including the Mississippi and Ottawa Rivers which was in stark contrast to the severe drought affecting eastern Ontario in 2016 which impacted water supplies, agriculture, water quality conditions and hydroelectricity production. Climate projections indicate that these conditions will become more prevalent in the future. Maintaining the resiliency of the watershed’s natural systems and infrastructure to mitigate the resulting impacts is an important part of MVCA’s broader integrated watershed management program.

The programs and services delivered by MVCA are designed to assist our municipal partners and other stakeholders in protecting people and property from natural hazards while protecting our water resources through a collaborative approach. The Mississippi Valley Conservation Authority 2019 Draft Budget, as presented herein focuses on planning for the future to effectively deliver integrated watershed management services on behalf of the municipalities and residents of the Mississippi Valley (Figure 1).

MVCA is in the process of completing its Asset Management Plan focusing on high risk assets such as water control structures, buildings and public use areas. As presented on Page 3 – Asset Management and Capital Financing a ten year financing plan is proposed to address significant infrastructure investment needs beginning in 2019.

Figure 1 – Mississippi Valley Conservation Authority Watershed
Description of Significant Budgetary Pressures

A description of the significant factors affecting the 2019 Budget is outlined below. Please refer to:
- Table 1 – 2019 Operating Budget Summary (Page 5)
- Table 2 – 2019 Capital Budget Summary (Page 6)
- Table 3a – 2019 Administration and Maintenance Levy (Page 7)
- Table 3b – 2019 Capital Project Levy (Page 7)
- Table 3c – 2019 Total Municipal Levy (Page 7)

<table>
<thead>
<tr>
<th>Operating Budget Pressures</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries and Wages</td>
</tr>
<tr>
<td>• The 2019 Budget has included an average wage adjustment of 4.0% (2.5% COL plus average 1.5% merit) amounting to $71,900. The CPI (Ontario/all-items) for October 2018 was 2.5% over 2017.</td>
</tr>
</tbody>
</table>

| Administration (Page 4)     |
| • Consulting fees in the amount of $8,000 has been included to assist in recruitment for Secretary-Treasurer and conducting a Salary Review in 2019. |

| Watershed Planning (Page 8) |
| • Portions of the Mississippi River Watershed Plan are eligible for provincial support however, due to additional support being unavailable from the typical annual allocation, staff propose to use a portion of the Glen Cairn proceeds (which represent the provincial share of the original project) to support the watershed plan in the amount of $35,500. |
| • In an effort to address high levels of sedimentation in the Carp River downstream of Richardson Side-road, staff propose to collaborate with the University of Ottawa in conducting a geomorphological assessment of the Carp River with funding support from the Glen Cairn reserve in the amount of $14,000. |

| Studies (Page 10)            |
| • In 2019, two flood plain mapping projects will be undertaken with funding support from the National Disaster Mitigation Program which will be $15,000 less than in 1918. |

| Plan Review Program (Page 11) |
| • Based on projected revenues in 2018, revenues in 2019 are projected to be $10,000 more than budgeted in 2018. This includes a projected increase in fees of 2% to reflect the cost of living. |

| Preventative Maintenance of Flood Control Structures (Page 15) |
| • With continued erosion of eligible expenditures receiving provincial support, it is proposed that the Glen Cairn reserve be used to support the shortfall in provincial support in the amount of $68,728. |

| Conservation Services (Page 16) |
| • In an effort to initiate and support a broad stewardship program across MVCA, the 2019 draft Budget includes a 9 month Stewardship Technician position at a cost of $42,000. |
Asset Management and Capital Financing

As a part of MVCA’s asset management planning, a ten year projection of capital expenditures was completed for water control structures, buildings and conservation area infrastructure as described below:

**Water Control Structures**

MVCA currently operates and maintains 12 water control structures of various types and ages. Structures are inspected annually to identify emerging maintenance issues and are subjected to more detailed dam safety and engineering assessments on a priority basis. These assessments identify potential issues associated with structural integrity along with operator and public safety considerations. Based on these assessments, it has been determined that two structures have exceeded their life cycle and are in need of reconstruction and a third structure is in need of rehabilitation to address operator and public safety issues. Four dam safety assessments are scheduled for additional structures over the next ten years of which one is anticipated will indicate rehabilitation or reconstruction of the structure is required. Failure to address these deficiencies will likely result in the existing levels of service not being met and operator and public safety could be placed at risk, exposing MVCA to liability.

Major maintenance of these flood control structures continues to be eligible for 50% provincial funding under the Water and Erosion Control Infrastructure (WECI) program. Due to the importance of these structures to mitigate flood risk and maintain downstream water supplies, the benefits are considered to apply watershed wide and are therefore assessed on a general benefitting basis. Total expenditures eligible for provincial WECI funding support amount to $3,562,300 requiring a municipal share of $1,781,150 or an average of $178,115/year over the next ten years. By comparison, the average municipal share of WECI eligible projects over the previous ten years was $41,100. MVCA currently holds $75,395 in a restricted Water Control Structure reserve.

**Administration Office Building**

In 2013 MVCA completed construction of a new administration office building through a financing agreement with the Town of Carleton Place whereby MVCA is required to repay the construction cost of $4,580,378 over a 25 year period with annual payments of $277,005. The Development Permit Agreement for the Administration Office Building specifies that when municipal sewer and water services are available, which is anticipated to be by 2022, MVCA will be required to connect to those services at an estimated cost of $348,000. Including a building condition assessment and projected repairs and restoration over the next ten years, expenditures on the Administration Office Building will total $3,193,000 or an average of $319,300/year. This amount includes the $277,005 annual repayment. MVCA currently holds $298,701 in a restricted Administration Building reserve.

**Conservation Area Infrastructure**

MVCA currently operates and maintains three conservation areas in addition to the 40 km K&P Trail and is in the process of completing a trail in Roy Brawn Park in cooperation with the Town of Carleton Place. These conservation areas include nine buildings, washroom facilities and other
amenities such as the 400 m boardwalk at the Purdon Conservation Area.

Projected expenditures over the next 7-10 years for asset condition assessments, maintenance and upgrades beyond that which can be achieved through the Land Management maintenance budget will require municipal levy support of $272,000. In 2018 $13,000 in municipal levy was allocated to Conservation Area capital development and upgrades. There is no dedicated reserve for conservation area development and the necessary investments in infrastructure is hindered due to uncertainty as to when sufficient funding may become available. Without on-going investment in upgrading the infrastructure supporting these significant public areas, facilities will continue to deteriorate and risk being closed to the public.

**Capital Financing**

Over the next ten years, projected capital expenditures will require municipal levy support in the amount of $5,246,150 as follows:

<table>
<thead>
<tr>
<th>Asset Type</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Water Control Structures</td>
<td>$1,781,150</td>
</tr>
<tr>
<td>Administration Office Building</td>
<td>$3,193,000</td>
</tr>
<tr>
<td>Conservation Area Infrastructure</td>
<td>$272,000</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$5,246,150</strong></td>
</tr>
</tbody>
</table>

In 2018, the municipal levy required to support capital expenditures on these assets was $355,872. Based on the anticipated schedule of projected expenditures, the municipal levy required in 2019 will be $455,327 and over the next ten years will fluctuate considerably from year to year, with a high of $856,505 in 2023 to a low of $277,005 in 2028. To moderate these fluctuations, the MVCA Board of Directors propose to assess capital project levies on a general benefitting basis in 2019 as follows and maintain this amount over a ten year period:

<table>
<thead>
<tr>
<th>Asset Type</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Water Control Structures</td>
<td>$180,000</td>
</tr>
<tr>
<td>Administration Office Building</td>
<td>$317,000</td>
</tr>
<tr>
<td>Conservation Area Infrastructure</td>
<td>$30,000</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$527,005</strong></td>
</tr>
</tbody>
</table>

By implementing the proposed ten-year capital financing plan, any surplus in a given year would be directed to a capital reserve for future year projects and the Authority’s unrestricted operating surplus would be used to temporarily finance projects when sufficient reserve funds are not available in a particular year.

The resulting change from 2018 in municipal levy support for capital infrastructure spending is **$171,133**.
**Table 1 – 2019 Operating Budget Summary**

<table>
<thead>
<tr>
<th></th>
<th></th>
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<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Corporate Services</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<td><strong>Flood and Erosion Control</strong></td>
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<td>$3,385,756</td>
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<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Municipal Levy</td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>- General benefiting</td>
<td>$2,381,259</td>
<td>$2,442,682</td>
<td>$2,442,682</td>
<td>$2,492,845</td>
<td>$50,163</td>
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<tr>
<td>- Special benefiting</td>
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<td>$0</td>
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<tr>
<td><strong>Sub-total</strong></td>
<td>$2,381,259</td>
<td>$2,442,682</td>
<td>$2,442,682</td>
<td>$2,492,845</td>
<td>$50,163</td>
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<tr>
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<td>$3,398,341</td>
<td>$3,837,721</td>
<td>$489,606</td>
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Table 2 – 2019 Capital Budget Summary

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<tr>
<th>Water &amp; Erosion Control Infrastructure</th>
<th>2017 Actual</th>
<th>2018 Budget</th>
<th>2018 Projected</th>
<th>2019 Budget</th>
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</thead>
<tbody>
<tr>
<td>Water &amp; Erosion Control Infrastructure</td>
<td>$83,943</td>
<td>$104,567</td>
<td>$126,095</td>
<td>$330,643</td>
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</table>

<table>
<thead>
<tr>
<th>Revenues</th>
<th>2016 Actual</th>
<th>2017 Budget</th>
<th>2017 Projected</th>
<th>2018 Budget</th>
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</thead>
<tbody>
<tr>
<td>WECI Grant</td>
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<td>$38,700</td>
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<tr>
<td>Deferred Revenue - WECI</td>
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<td>Water Control Structure Reserve</td>
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<tr>
<td>Other</td>
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<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td><strong>Total Revenue</strong></td>
<td><strong>$83,943</strong></td>
<td><strong>$104,567</strong></td>
<td><strong>$126,095</strong></td>
<td><strong>$330,643</strong></td>
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<table>
<thead>
<tr>
<th>Administration Office</th>
<th>2011-17 Actual</th>
<th>2018 Budget</th>
<th>2018 Projected</th>
<th>2019 Budget</th>
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<th>2018 Budget</th>
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<td>Provincial Transfer Payment</td>
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<td>$0</td>
<td>$0</td>
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<td>General benefiting levy</td>
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<td>$287,593</td>
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<tr>
<td>Special Reserves</td>
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<table>
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<th>Conservation Areas Development</th>
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<th>2019 Budget</th>
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<tr>
<td>Conservation Areas</td>
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<table>
<thead>
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<th>Revenues</th>
<th>2017 Actual</th>
<th>2018 Budget</th>
<th>2018 Projected</th>
<th>2019 Budget</th>
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<tbody>
<tr>
<td>General benefiting levy</td>
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<td>MVCF - Trails (DR)</td>
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Table 3a – 2019 Administration and Maintenance Levy (General Benefiting)

<table>
<thead>
<tr>
<th>Municipality</th>
<th>2018 Apportionment %</th>
<th>2018 Levy</th>
<th>2019 Apportionment %</th>
<th>2019 Levy</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>North Frontenac Tp</td>
<td>0.9815</td>
<td>$23,975</td>
<td>0.9648</td>
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<tr>
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<tr>
<td>Tay Valley Tp</td>
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<td>$16,356</td>
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<td>$199</td>
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<tr>
<td>Beckwith Tp</td>
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<td>$15,479</td>
<td>0.6476</td>
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<tr>
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Table 3b – 2019 Capital Project Levy (General Benefiting)

<table>
<thead>
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<th>Municipality</th>
<th>2018 Apportionment %</th>
<th>2018 Levy</th>
<th>2019 Apportionment %</th>
<th>2019 Levy</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
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<td>$4,597</td>
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Table 3c – 2019 Total Municipal Levy (General Benefiting)

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<tr>
<th>Municipality</th>
<th>2018 Apportionment %</th>
<th>2018 Levy</th>
<th>2019 Apportionment %</th>
<th>2019 Levy</th>
<th>Variance</th>
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</thead>
<tbody>
<tr>
<td>North Frontenac Tp</td>
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<tr>
<td>Beckwith Tp</td>
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<td>0.6476</td>
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<td>$1,874</td>
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<tr>
<td>Carleton Place</td>
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<tr>
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</table>
### Corporate Services (administration/operations/communications)

#### Program Objectives

- Provide financial management and accounting of MVCA expenditures and revenues
- Manage MVCA human resources including staff training to achieve MVCA resource management objectives
- Maintain effective relationships with government, Conservation Authorities and other partners and stakeholders
- Maintain commitment to Occupational Health & Safety
- Provide cost effective administrative support and office accommodations
- Maintain effective support and dialogue with the Board of Directors and committees
- Manage MVCA vehicle and field equipment resources
- Maintain all vehicles and equipment in safe and sound condition
- Secure and disperse equipment and supplies to staff
- Operate workshop facilities
- Recover operating and maintenance costs through usage charges
- Raise awareness of MVCA programs and provide effective communications support to all program areas

#### 2018 Accomplishments

- Continued to provide financial and human resource management
- Recruited new General Manager to commence duties in February 2019
- Continued active participation in Conservation Ontario
- Provided training opportunities for Board of Directors through the Latornell Conservation Symposium
- Continued to update electronic document management system
- Continued development of a comprehensive Asset Management program
- Acquired vehicle and equipment replacements
- Coordinated MVCA 50th Anniversary recognition
- Prepared and distributed Annual Report and quarterly newsletter as well as a number of media releases including engagement and outreach using social media.

#### 2019 Work Plan

- Continue enhancements to MVCA Health and Safety Program
- Continue implementation of electronic document management system
- Enhance partnership opportunities with private business and environmental organizations to promote stewardship efforts
- Complete Asset Management Program report and initiate implementation
- Undertake fund raising initiatives
- Facilitate Asset Management training in collaboration with eastern Ontario Conservation Authorities and FCM
### Watershed Planning

#### Program Objectives
- Undertake watershed level planning studies and policy development to manage and conserve watershed resources
- Develop program implementation plans to direct stewardship efforts
- Participate and provide advice on municipally led sub-watershed studies
- Review and advise on comprehensive municipal planning documents
- Provide advice to federal/provincial approval authorities for large scale infrastructure projects

#### 2018 Accomplishments
- Completed inventory of Cody Creek and Poole Creek using City Stream Watch Protocol
- Conducted review and provided advice on Official Plan amendments and Environmental Assessments
- Completed additional flood line and depth maps for Poole Creek and the Ottawa River
- Completed assessment of local climate change impacts associated with water management infrastructure and waterpower facilities to identify potential adaptation response measures
- Assisted in the implementation of the Mississippi Lake, Kashwakamak Lake and Malcolm/Ardoch Lake Plans
- Collaborated in delivering a Septic System Awareness Workshop and a Lake Plan Workshop
- Continued work on the Mississippi River Watershed Plan including hydrologic and hydraulic analysis.
- Continued Mississippi Lake and Tributaries Water Quality study in collaboration with Queen’s University and the Mississippi Lakes Association.
- Assisted in organization of Lake Links Workshop and participated in the Lake Networking Group
- Initiated flood plain mapping studies for Harwood Creek and an update for the lower Mississippi River watershed.

#### 2019 Work Plan
- Coordinate review and monitoring of Carp River Restoration Project
- Continue development of the Mississippi River Watershed Plan
- Assist in implementation of Lake Plans for Mississippi Lake, Kashwakamak Lake, Malcolm /Ardoch Lakes
- Initiate new flood hazard mapping on an additional tributary to Constance Lake
- Complete update to flood hazard mapping for the lower Mississippi River watershed and new mapping for Harwood Creek
- Launch new watershed wide Algae Monitoring/Reporting tool.
- Initiate new flood hazard mapping on Harwood Creek
- Initiate update to flood hazard mapping for the lower Mississippi River watershed
- Initiate additional floodrisk analyses and depth mapping for previously completed mapping
- Complete assessment of Carp Creek A, Carp Creek B, Carp Creek C and Constance Creek using City Stream Watch Protocol
- Implement Carp River Action Plan in cooperation with Friends of the Carp
<table>
<thead>
<tr>
<th>Watershed Monitoring</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Program Objectives</strong></td>
</tr>
<tr>
<td>• Monitor nutrient enrichment of recreational lakes and rivers.</td>
</tr>
<tr>
<td>• Assess trophic status and assimilative capacity of recreational lakes.</td>
</tr>
<tr>
<td>• Raise awareness of lake sensitivity to nutrient enrichment and encourage stewardship efforts.</td>
</tr>
<tr>
<td>• Conduct comprehensive water quality monitoring in accordance with the Mississippi Valley Conservation Environmental Monitoring Strategy.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>2018 Accomplishments</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Published the 2017 Integrated Monitoring Report</td>
</tr>
<tr>
<td>• Published the 2018 Watershed Report Card</td>
</tr>
<tr>
<td>• MVCA completed nutrient monitoring on 12 Watershed Watch lakes including Kashwakamak, Mississippi, Mosque, Big Gull, Clayton, Taylor, Ardoch, Pine, McCauseland and Fawn Lakes</td>
</tr>
<tr>
<td>• The Invasive Species Hit Squad student attended lake association meetings as part of education and outreach. Sightings of aquatic and terrestrial invasive species within the MVCA jurisdiction were noted and reported to OFAH.</td>
</tr>
<tr>
<td>• 8 groundwater monitoring wells were pumped for water samples (only 5 wells have pumps) under the Provincial Groundwater Monitoring Network. Year-long monitoring of 9 wells</td>
</tr>
<tr>
<td>• 16 surface water monitoring stations were sampled under the Provincial Water Quality Monitoring Program</td>
</tr>
<tr>
<td>• 15 surface water quality sites were adopted from the City of Ottawa</td>
</tr>
<tr>
<td>• Sampled 27 sites for fish communities and 12 sites for benthic communities</td>
</tr>
<tr>
<td>• Completed assessment of Upper Mississippi and Indian River Subwatersheds Completed City Stream Watch (CSW) on 2 systems, Cody Creek and Poole Creek</td>
</tr>
<tr>
<td>• Completed temperature monitoring on the 2 CSW systems (5 sites) as well loggers were launched at 15 stream and in 5 lakes (Canonto, Sharbot, Dalhousie, Kashwakamak, and Mississippi) for a total of 25 loggers deployed.</td>
</tr>
<tr>
<td>• Completed Headwater Drainage feature inventory on 22 sites in the Cody Creek, Poole Creek and Carp River watersheds.</td>
</tr>
<tr>
<td>• Partnered with Silver Lake and Area Environmental Association and Carleton University to study chloride levels in Silver Lake and potential impacts on biota</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>2019 Work Plan</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Publish the 2018 Integrated Monitoring Report based on data collected from Watershed Watch and stream surveys.</td>
</tr>
<tr>
<td>• Publish 2018 City Stream Watch reports for Cody Creek and Poole Creek</td>
</tr>
<tr>
<td>• Continue water quality monitoring of 12 lakes through the Watershed Watch program</td>
</tr>
<tr>
<td>• Continue monitoring of 20 water quality monitoring stations under the Provincial Water Quality Monitoring Network</td>
</tr>
<tr>
<td>• Continue monitoring of 9 groundwater monitoring stations under the Provincial Groundwater Monitoring Program, pumping 5 wells (as directed by MOECC)</td>
</tr>
<tr>
<td>• Continue benthic, fish and stream assessments throughout the watershed</td>
</tr>
<tr>
<td>• Continue City Stream Watch Program in Carp A, B, C and Constance Creek</td>
</tr>
<tr>
<td>• Continue conducting Headwater Drainage feature inventories</td>
</tr>
<tr>
<td>• Maintain water temperature monitoring on 5 lakes and 20 stream sites</td>
</tr>
<tr>
<td>• Host a spring Lake Stewards update meeting</td>
</tr>
<tr>
<td>• Engage local groups to expand communication of citizen science efforts</td>
</tr>
</tbody>
</table>
### Information Management

#### Program Objectives
- The delivery of an efficient and effective information system and services based on a single focal point for all information services and organized to ensure the satisfaction of all user needs
- Improved workflow for the acquisition and dissemination of information that will support the needs of MVCA’s programs, staff and managers who deal with our clients, as well as fulfill our roles and responsibilities to our funding partners and stakeholders
- Provide IT support to all programs
- To enhance the information management system; including file and database management, internet mapping capability, upgraded hardware and software and associated training

#### 2017 Accomplishments
- Comprehensive review and edit to the watershed NHS features - stream network, wetlands, waterbodies and forest layers
- Established a GIS server to facilitate a central geographic database and online mapping capabilities
- Launched Sharepoint for collaboration of office resources
- Created the environment for the Authority’s document management system
- Supported the update of Huntley and Constance Creek floodplain mapping
- Update all computer to Windows 10 operating systems

#### 2018 Work Plan
- Complete large scale updates to the watershed NHS features.
- Complete a comprehensive land use coverage project that conforms with local stakeholder efforts
- GIS analysis for Watershed Report Card
- Implement document management through other departments
- Support the Watershed Plan
- Support flood risk mapping updates on priority watersheds in City of Ottawa, Mississippi and Indian Rivers and Clayton Taylor Lakes
- Enhance views and information to the public and stakeholders - GIS Mapping Portal
- Support source water protection planning activities
### Planning Advisory and Regulations

#### Program Objectives
- Achieve MVCA watershed management objectives through the provision of advice to municipal planning authorities on land use and infrastructure planning matters
- Fulfill obligations for delegated responsibilities under the Planning act to address natural hazards issues
- Provide advice to municipal planning authorities on natural heritage issues regarding site-specific applications through cost recovery
- Minimize the risk to life, property damage and social disruption due to flooding, erosion and slope failure
- Prevent pollution/degradation of aquifers, rivers and other water bodies
- Ensure the wise use of regulated lands

#### 2018 Accomplishments
- Completed 126 compliance inspections
- Reviewed and commented on approximately 200 planning applications with respect to natural hazard and natural heritage issues including property clearances and septic reviews
- Processed 140 applications for permission to undertake work subject to Ontario Regulation 153/06
- Investigated 33 violations of Ontario Regulation 153/06 resulting in 1 charge being laid
- Responded to public inquiries regarding potential development impacts and beneficial management practices
- Delivered the Tay Valley Septic Inspection/Re-Inspection program in partnership with the Ottawa Septic System Office (RVCA)
- Delivered the North Frontenac, Central Frontenac and Rideau Lakes Septic Re-Inspection programs in partnership with the Ottawa Septic System Office (RVCA)

#### 2019 Work Plan
- Continue providing a streamlined service for commenting and advice on development applications and review projects subject to Ontario Regulation 153/06
- Continue responding to public inquiries regarding potential development impacts and beneficial management practices
- Provide public access to information regarding natural hazard and natural heritage issues through the MVC web-site
- Implement policies related to unevaluated wetlands
- Continue delivery of the Tay Valley Septic Inspection/Re-inspection program in partnership with the Ottawa Septic System Office (RVCA)
- Continue delivery of the North Frontenac, Central Frontenac and Rideau Lakes Septic Re-Inspection programs in partnership with the Ottawa Septic System Office (RVCA)
- Conduct a review and update to Regulation 153/06 policies.
### Flood Forecasting and Warning / Low Water Response

#### Program Objectives
- Provide early warning of significant flood events to watershed municipalities
- Advise operators/owners of significant dams on watershed conditions and forecasts
- Monitor watershed conditions and assess flood potential
- Operate emergency communications centre during Class 3 or greater flood events
- Assist municipalities in emergency response preparedness planning and exercises
- Update watershed modeling capabilities
- Improve meteorological data access
- Develop backup support in forecasting and warning capabilities
- Coordinate local drought response efforts

#### 2018 Accomplishments
- Monitored snow cover water content at 16 sites bi-monthly (added High Falls snow course through contract with OPG)
- Monitored 10 streamflow, 15 precipitation and 17 hourly water level gauges (added Widow Lake) throughout the watershed including 32 manual water level gauges and 6 volunteer precipitation recorders
- Continued with CoCoRaHS project to develop a volunteer precipitation monitoring network that inputs their data directly to a web site covering north America.
- Continuously monitored weather conditions and issued 3 watershed conditions – Low water bulletins, 3 watershed condition – ice safety bulletins, 4 watershed conditions – High water safety, 3 Flood Watch bulletins and 5 Flood Warning statements
- Maintained a web-based water level and stream flow reporting system and enhanced existing Daily Planning cycle capabilities
- Continued to collaborate with the Eastern Ontario WISKI HUB (10 CA’s in eastern Ontario) providing improved access and analytical capability to water resource data
- Developed and calibrated forecast models (HEC-HMS) for six locations.
- Coupled forecast models with reservoir simulation model HEC-ResSim

#### 2019 Work Plan
- Develop automated data input tools / templates for use with other departments and other C.A.’s
- Monitor weather, stream flow and water level conditions on a daily basis and report on conditions through MVCA web-site, develop enhancements to web site to be more user friendly and interactive
- Continue development of a drought response emergency preparedness manual
- Finish installing an all weather station at the MVCA office
- Install automated gauges at Constance Bay, Ottawa River at Galetta, Pine Lake Dam, Little Marble Lake, Ardoch Bridge and Buckshot Lake
- Undertaking pilot program with MNRF regarding soil moisture data used as a parameter for Low Water Response program
- Undertake pilot program with MNRF regarding soil moisture data used as a parameter for Low Water Response program
- Continue to investigate enhancements to flood forecast procedures
- Conduct repairs to stream gauge shelters / equipment as required
- Continue compiling water quality / benthic data into the WISKI data collection platform
- Continue to integrate KIWIS module of WISKI with MVC website to allow automatic updates of DPC
## Operation and Maintenance of Water and Erosion Control Structures

### Program Objectives
- Operate MVCA flood and erosion control structures in accordance with established operating policies and procedures
- Update operating policies and procedures as required
- Provide an integrated approach to stream flow regulation and reservoir management in cooperation with other watershed dam operators
- Undertake routine maintenance of MVC structures to provide safe and efficient operation
- Develop a Dam Safety Program and associated policies for MVCA structures
- Develop backup support for operations planning
- Perform annual inspections of all MVCA structures to document maintenance issues
- Undertake maintenance of MVCA flood and erosion control structures to maintain long term integrity and ensure continued safe operation of facilities

### 2018 Accomplishments
- Continued to operate and maintain 18 water and erosion control structures including annual spring and fall inspections
- Average number of operations with approximately 290 trips to operate the structures
- Conducted day-to-day operations of the Crotch Lake Dam and the High Falls G.S. under contract with OPG
- Conducted day-to-day operations of Mosque, Summit, Palmerston, Canonto and Malcolm Lake dams under contract with MNRF Bancroft
- Liaised with other watershed dam operators on an on-going basis
- Significant minor maintenance project list completed, highlighted by extensive brushing and debris removal at all dams, replacing cable connections with heavy duty chain in boom at Canonto Lake Dam, repaired wooden walkway to Summit Lake dam, repaired rust spots at all gantry locations.

### 2019 Work Plan
- Continue to operate and maintain 18 water and erosion control structures including annual inspections
- Conduct day-to-day operations of the Crotch Lake Dam and the High Falls G.S. under contract with OPG
- Conduct day-to-day operations of Mosque, Summit, Palmerston, Canonto and Malcolm Lake dams under contract with MNRF Bancroft
- Undertake spring and fall dam inspections at all structures
- Liaise with other watershed dam operators on an on-going basis
- Annual review of the Dam Operator Safety guidelines for all MVCA owned and operated dams
- Update MVCA website with full description of dams, operating plans and rule curves
- Complete the Class EA for Shabomeka Lake Dam rehabilitation
- Installation of the overhead gantry system at Mazinaw Lake Dam
- Undertake the preferred retrofit option to replace deck slabs and railings at Widow Lake dam
<table>
<thead>
<tr>
<th>Conservation Services</th>
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<tbody>
<tr>
<td>Program Objectives</td>
</tr>
<tr>
<td>- Promote implementation of Beneficial Management Practices on private land</td>
</tr>
<tr>
<td>- Achieve watershed management objectives through targeted financial incentives to private landowners</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>2018 Accomplishments</th>
</tr>
</thead>
<tbody>
<tr>
<td>- Delivered the City of Ottawa Rural Clean Water Grants Program within the Mississippi Valley.</td>
</tr>
<tr>
<td>- MVCA continued to implement the five-year MOU with the County of Lanark to provide forest management services on County Forests, providing a range of professional forest management expertise including administering selective timber harvest, routine property inspections and maintaining Forest Stewardship Council Certification.</td>
</tr>
<tr>
<td>- Continued with Shoreline Naturalization planting program on Mississippi watershed, 10 properties with over 817 shoreline plants planted. Monitored previous plantings.</td>
</tr>
<tr>
<td>- Coordinated with Center for Sustainable Watersheds to plant 3 properties</td>
</tr>
<tr>
<td>- Participated in the Ottawa Green Acres program and RVCA/Trees Ontario tree planting program; with 121,000 trees planted in the Mississippi Valley watershed</td>
</tr>
<tr>
<td>- Assisted MVCA staff with Forestry related issues.</td>
</tr>
<tr>
<td>- Responded to numerous public calls and inquiries.</td>
</tr>
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<table>
<thead>
<tr>
<th>2019 Work Plan</th>
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</thead>
<tbody>
<tr>
<td>- Deliver City of Ottawa Rural Clean Water Program in MVCA area</td>
</tr>
<tr>
<td>- Coordinate with RVCA tree planting program</td>
</tr>
<tr>
<td>- Establish contract Stewardship Technician position to develop and delivery landowner stewardship programs</td>
</tr>
<tr>
<td>- Provide Forest Management Services on Lanark County Community Forest.</td>
</tr>
<tr>
<td>- Coordinate habitat improvements and Low Impact Development measures along Upper Poole Creek</td>
</tr>
<tr>
<td>- Continue to deliver Shoreline Naturalization program throughout the watershed in partnership with lake associations, private landowners and corporations</td>
</tr>
</tbody>
</table>
### Land Management

#### Program Objectives
- Maintain MVC properties and facilities including security and risk management
- Pay property taxes and utility costs

#### 2018 Accomplishments
- Continued work on new nature trail at MVC Centre
- Operated and maintained Mississippi Valley Conservation Centre
- Complete routine maintenance of MVC Conservation Areas and facilities as required
- Continue hazard tree abatement program at all CA’s
- Continued with Trail surface improvements at MOK and MICA
- Successfully concluded legal action on K&P trail

#### 2019 Work Plan
- Operate and maintain Mississippi Valley Conservation Centre
- Continue with tree thinning at Purdon.
- Continue hazard tree abatement program at all CA’s
- Complete routine maintenance of MVC Conservation Areas and facilities as required
- Finish phase 2 of new nature trail at Mississippi Valley Conservation Centre
- Initiate building condition reports on Stone buildings at MOK and develop a repointing strategy/plan.
- Finalize implementation plan and costing for the items identified in the new MOK Master Plan
- Complete bridge deck replacement at MICA
- Continue participation in LCMTC meeting concerning management of the K&P Trail Conservation Area.
- Continue with stone dusting trail surface and brushing at MICA and MOK
- Continue with new Site Signage at MOK.
- Replace picnic tables at MICA and Purdon
- Continue MOK Museum interior upgrades.
- Finalize design of new washroom facilities at MOK
- Initiate asset management condition reports for buildings and structures at CA’s
### Conservation Awareness

#### Program Objectives

- Foster an appreciation for the natural environment in the general public through the provision of day use Conservation Areas, interpretive programs, and public outreach.
- Promote the values and life of Drs. R. Tait McKenzie and James Naismith through the operation and maintenance of the grist mill museum and artifacts.
- Foster an appreciation for the natural environment in youth through curriculum-based outdoor education programs.
- Promote environmental stewardship and conservation through outdoor education, day camps and community outreach initiatives.
- Educate elementary students about the dangers of playing near fast moving, cold water in the spring (Spring Water Awareness Program - SWAP).
- Encourage use of conservation areas from an environmental and healthy living perspective.

#### 2018 Accomplishments

- Close to 9,000 visitors to the museum with 1150 attending special events and weddings held on site. Approximately 16,000 visitors to the conservation area in 2017.
- Transfer of Assets from the Naismith Basketball Foundation to the MVCA.
- Hosted the first-ever Pioneer Day in June. Worked in partnership with North Lanark Regional Museum and Town of Mississippi Mills.
- The children’s show “Mystery Files” filmed an episode on site about basketball which aired in April 2017.
- 4th Annual exhibit of Almonte & Area Artists Association, including annual “Without Exception - Beautiful Art From Exceptional Minds;” artwork created by students with special needs from the Catholic District School Board of Eastern Ontario.
- Participated in Beckwith’s Harvest Festival.
- 11th annual Kintail Country Christmas – one of the most successful years to date.
- Volunteers continue to accession and digitize both McKenzie’s and Naismith’s collections.
- Delivered curriculum-based outdoor education programs to more than 2000 students.
- Provided conservation-based nature exploration summer camps for 6 weeks at maximum capacity
- Delivered the SWAP safety message to more than 3000 students in 13 schools.
- Provided MVCF transportation grants to 6 schools for winter outdoor education field trips.
- Continued Night Sky Conservation spring programming and added a fall session.
- Increased communications with educators and public through new Mill of Kintail Outdoor Education page on Facebook.

#### 2019 Work Plan

- Continue provision of curriculum-based outdoor education programs with a focus to increase fall programming.
- Continue to offer MVCF bus grant program to encourage winter field trip bookings.
- Continue provision of the Spring Water Awareness Program.
- Work with partners to help develop and raise public awareness about app for the Carp River Restoration Area.
- Continue to offer Wildlife Watchers Day Camp for 6 weeks.
- Create a new watershed conservation program for in-school delivery.
- Continue operation of Mill of Kintail Conservation Area and Museum programming.
- Conduct Children’s Water Festival at the Mill of Kintail Conservation Area.
- Continue digitizing and accessioning both collections.
- Increase awareness of ‘Brothers of the Wind’
- Continue attending Mississippi Mills Museums Group meetings facilitated by Mississippi Mills
January 23, 2019

Reeve Peter McLaren  
Corporation of the Township of Lanark Highlands  
75 George Street, PO BOX 340  
Lanark, Ontario  
K0G 1K0

Dear Reeve and Council:

RE: Core Capital Campaign – Municipal Support

The Liaison Committee of the Perth and Smiths Falls District Hospital (the “Hospital”) was pleased to learn of a proposed grant by the County of Lanark (the “County”) to the Hospital towards its core capital needs in 2019. We understand that proposal will be going before County Council soon.

The request to municipalities to assist the Hospital meet its significant core capital needs was made to the six local municipalities in the County. Similar requests were made to municipalities in neighbouring counties. These communities are together the service area of the Perth and Smiths Falls District Hospital.

If the County does provide the 2019 grant proposed by the budget committee of the whole, it will have the effect of reducing our request to local municipalities. The County proposal is to grant the Hospital $150,000 or about 28.5% of the request we made to Lanark local municipalities. The chart below outlines the reduction in the Hospital’s municipal ask which will result if the County proceeds as proposed.

Perth and Smiths Falls District Hospital "Ask" of Local Municipalities in Lanark County

<table>
<thead>
<tr>
<th>Local Municipality</th>
<th>Initial Request $</th>
<th>%</th>
<th>County’s Proposed Grant $</th>
<th>Balance of PSFDH Request of Local Municipalities</th>
</tr>
</thead>
<tbody>
<tr>
<td>Montague</td>
<td>48,383</td>
<td>9.19%</td>
<td>13,785</td>
<td>34,598</td>
</tr>
<tr>
<td>Tay Valley</td>
<td>95,019</td>
<td>18.05%</td>
<td>27,075</td>
<td>67,944</td>
</tr>
<tr>
<td>Drummond/North Elmsley</td>
<td>120,738</td>
<td>22.94%</td>
<td>34,410</td>
<td>86,328</td>
</tr>
<tr>
<td>Perth</td>
<td>136,666</td>
<td>25.97%</td>
<td>38,955</td>
<td>97,711</td>
</tr>
<tr>
<td>Beckwith</td>
<td>51,054</td>
<td>9.70%</td>
<td>14,550</td>
<td>36,504</td>
</tr>
<tr>
<td>Lanark Highlands</td>
<td>74,454</td>
<td>14.15%</td>
<td>21,225</td>
<td>53,229</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>526,314</strong></td>
<td><strong>100%</strong></td>
<td><strong>150,000</strong></td>
<td><strong>376,314</strong></td>
</tr>
</tbody>
</table>
If the County proceeds as proposed, please take this reduction into account in considering the Hospital “ask” in your 2019 budget deliberations.

Sincerely,

Gardner Church
Chair, PSFDH Liaison Committee

GC/kk
January 31, 2019

Dear Head of Council:

On Monday at the ROMA conference, Premier Doug Ford announced the Ministry of Municipal Affairs and Housing and the Ministry of the Attorney General intend to launch a consultation on the long-standing issues surrounding joint and several liability.

We have listened to our municipal partners across the province and have heard the concerns about insurance costs and a "liability chill" affecting the delivery of everyday public services.

We want to gather the facts, so we are going to consult with you. We’ll need to look at the evidence and develop solutions that make sense for the people and ensure that vulnerable, injured Ontarians are compensated fairly. This will be an honest conversation, and our decisions must be based on hard facts and evidence.

Minister Mulroney and I look forward to these important discussions. Details related to the consultation process and timing will be shared in the near future.

Sincerely,

Steve Clark
Minister
Lanark County’s Community Forests demonstrate sustainable management

Lanark County’s Community Forests continue to be an excellent example of professional, sustainable forest management enjoyed by the public.

The forests consist of 4,583 hectares across 40 properties. The first land was purchased in 1938 under the provincial Lands and Forests (which later became the Ministry of Natural Resources) “Agreement Forest” program. Under the program, many acres of properties are available for public access across southern Ontario. They were purchased for forest management purposes.

“Many properties were pioneer farms that were not practical after farmers moved to mechanized machinery,” explains Brian Anderson, advisory services coordinator with Mississippi Valley Conservation.

The Baird property was purchased in 1963 from the Baird family. It consisted of former fields and pasture. Lands and Forests planted red pine and white spruce using local tree planters. Tamarack was also planted.

“Red pine is planted as a ‘nurse crop’ to capture the site and shade out invading species,” Mr. Anderson explained. “Over time, the red pine is thinned for forest products. The resulting opening of the crown allows for regeneration of ‘tolerant hardwoods,’ which are species requiring some shade to thrive.”

Examples of tolerant hardwoods include native hard maple. “Over time and with successive thinnings, the plantations will revert to pre-settlement hardwoods or natural forests,” Mr. Anderson added.

Over the years, Lanark County developed trails, boardwalks and forest interpretive signage for the Baird property, and it is used as a demonstration site for forest management for school groups and youth groups. It is used daily by the public.

“Many groups helped the county with the project,” said Jonathan Allen, Lanark County Public Works facilities coordinator. “These groups include the Junior Rangers, Stewardship Rangers, conservation authorities, the Lanark County Stewardship Council and others.”

Forest management today is undertaken by the county through an agreement with the Mississippi Valley Conservation Authority. “We use modern professional forestry standards, have a 20-year forest management plan and five-year operating plans,” Mr. Allen said. “The Lanark County Community Forest is also Forest Stewardship Council certified.”

In natural forests, life science studies carried out by consulting ecologists help guide harvesting and management planning to ensure natural heritage values are preserved or enhanced.

“Responsible use maintains the overall health and ecological integrity of the forests,” Mr. Anderson said. “
Recent red pine thinning of the Baird Trail property was carried out by Lavern Heideman & Sons Limited, which is a forest products company that also handles forest management for company holdings, private and Crown properties. It has been certified as a “Safe Workplace of Ontario” by the Ontario Forestry Safe Workplace Association, has been a family-owned business since 1974 and is a partner in the Eastern Ontario Model Forest.

The next thinning on the Baird property will take place in 15 to 20 years. Commercial thinnings on red pine plantations have been taking place for the last 10 years.

“We invite everyone to come out and enjoy the property and see forest management at work from 1963 to today and beyond,” Mr. Anderson said.

– 30 –

For more information, contact:
Jonathan Allen,
Facilities Coordinator
Lanark County
613-812-0097
Board of Health Meeting January 24, 2019

Summary

Election of Officers

Doug Malanka, Mayor of Augusta Township and United Counties’ representative, was elected Chair and Candace Kaine, Provincial Appointee, was elected Vice Chair. Both members have provided strong leadership on the Board and its subcommittees.

Year in Review - 2018 Program Update

A summary of program accomplishments in 2018 was presented by staff. Key highlights of work to improve organizational excellence include:

- Implemented a new organizational structure based on the modernized Ontario Public Health Standards
- Developed and implemented an Annual Service Plan and Budget based on new Ontario Public Health Standards
- Implemented Health Unit wide risks and mitigating plans
- Participated in Public Health Ontario’s Locally Driven Collaborative project on Quality Improvement in Public Health
- Working on LGBTQ Positive Space initiative for staff and clients
- Developed an internal Public Health Practice Committee to support excellence in practice
- Completed 2019-2022 Strategic Plans for Population Health and Organizational Excellence

Looking forward to 2019, priorities will include:

- Develop an electronic clinical record system, using the File Hold platform
- Develop a Leeds, Grenville and Lanark Seniors Dental Health Community Plan
- Provide support to municipalities with the development of cannabis related bylaws
- Support the Champlain and SE LHIN sub region work
- Support development of the Community Safety and Well-being Plan for Leeds and Grenville, Brockville, Gananoque and Prescott
- Support development of the Child and Youth Mental Health and Addictions Health Hub for North Grenville
• Plan for Sustainability of the Best Practice Spotlight Organization designation, by implementing best practice guidelines on Embracing Cultural Diversity in Health Care: Developing Cultural Competence and Adopting eHealth Solutions: Implementation Strategies
• Develop climate change mitigation plans and radon community plan
• Continue to facilitate Leeds, Grenville and Lanark opioid response and develop a Crystal Methamphetamine awareness and knowledge building campaign
• Implement the Ontario Harm Reduction database
• Normalize regulatory changes to the Health Protection and Promotion Act and the regulations: Public Pools, Food Premises, Personal Service Settings

More details on Board of Health Meetings can be found at https://healthunit.org/about/board-of-health/
Motivated. Engaged. Inspired.
The Perth and Smiths Falls District Hospital is a fully accredited acute care health care organization located on two state-of-the-art sites in the heart of the Rideau-Tay-Highlands region. The hospital delivers a broad range of primary and secondary services and programs such as emergency care, diagnostic imaging, obstetrics, general and specialty surgical services, dialysis as well as laboratory and infection control services.

PSFDH delivers quality care and sector leading value for money. It has recently been awarded Exemplary Status by a national accreditation body and based on Provincial data it is one of the most cost effective medium-sized hospitals in the Province.
Message from the Board Chair

Welcome to our second edition of the Perth and Smiths Falls District Hospital Quarterly Review—a review intended to open a window to the community that PSFDH serves—to inform, to educate and to engage—a window that we hope will help us in turn better understand the perspective of the community and ultimately enhance our ability to continuously improve the already high quality of our patient and family-centered care.

Since our last review, the 2018-2021 Strategic Plan has been successfully rolled out and significant progress has been made in support of the long-term sustainability of the hospital in a period of financial pressures: plans to bolster our capital, plans to modernize our technology and plans to better partner with our fellow health service providers. And the hospital has continued to provide service in the exemplary manner to which the community has become accustomed.

This progress continued despite the departure of our CEO, Bev McFarlane on medical leave, beginning in April. Brian Allen, Michele Bellows and Nancy Shaw, rotated through the position of Acting CEO with the support of Kate Stolee, Chief of Staff and Karen Kelly, continuing to lead the organization in a manner consistent with the Exemplary status of the organization. As Bev’s treatment plan extended beyond original estimates, the four person complement was re-established with Vickie Kaminski joining the hospital in November as Acting CEO over the short term. With her extensive background in health care organizations across 3 provinces and in Australia, she brings different experience and perspectives to us.

The focus of this review is on the hospital’s outreach to both our municipal partners (for core capital support) and to individual donors (for equipment purchases), a two-track approach to addressing the needs for state of the art equipment—such as the Hana bed which reduces recovery times following hip surgery and our upcoming major reinvestment in technology. However, the challenges for funds are not isolated to capital requirements. Ongoing operational funding is provided by the Province, either directly or through the local health integration network. Future editions will go into more detail of advocacy efforts in conjunction with the Ontario Hospital Association for medium-sized hospital funding. These efforts are designed to allow PSFDH to continue to meet its requirements to achieve a balanced budget and to pay down outstanding debt.

As you go through this review, please let us know what you would like to see more of (or less of) so that future editions evolve to appropriately engage with you. Please email kkelly@psfdh.on.ca.

Donna Howard,
Chair PSFDH Board of Directors
How is PSFDH capital equipment funded?

The Ministry of Health & Long-Term Care and the LHIN do NOT fund the annual equipment needs of hospitals in Ontario. The hospital does NOT receive funding from outside our community for its ongoing equipment needs – not from the Province, not from the federal government. IT depends on you to provide the means to acquire and renew virtually everything our doctors and nurses touch to help our patients.

This means that annually, hospitals must identify funding sources to purchase new and updated hospital equipment. Traditionally, hospital foundations and auxiliaries are the main funding sources for hospital equipment.

On average, the Perth and Smiths Falls District Hospital requires a projected $3.1 million to purchase new and updated medical equipment such as health information system, ultrasound machines, central monitoring systems, laparoscopic towers and colonoscopes.

The projected annual funding that the hospital receives totals an average $1.5 million each year. This means that there is a projected shortfall of $1.6 million.

To fill this gap, we are undertaking two initiatives:
1. We are asking the municipalities within the hospital service area to contribute just over $1 million each year.
2. We are working with our hospital foundation partners to seek increased donations from the public.

In an effort to bridge this funding gap, we are visiting local municipalities to outline this shortfall to council members. We hope to bring communities together and introduce methods to increase our funds through municipal support.

We are basing this ask on the following formula:
- 50% of the weight is given to the number of people from each municipality who use the hospital each year (actual users).
- 25% of the weight is given to equalised assessment.
- 25% of the weight is given to the total municipal population.

To assist the foundations with the task of deepening and broadening public support of the hospital, we are undertaking a joint fundraising need assessment and developing a plan to significantly increase donations for hospital equipment.

These initiatives to increase the capital funds for the hospital will allow the hospital to continue to meet our community’s health needs. Failure would result in diminished capacity to serve patients resulting in increased travel and costs for many patients and their families and longer waits for service. So…failure is not an option.

Let’s continue a legacy of excellent patient care.
Capital Program

60,000+ constituents served by PSFDH

The local healthcare industry directly benefits our economic prosperity by ensuring good population health, which drives workforce participation and enables productivity and growth.

PSFDH is the largest healthcare employer in the County of Lanark with a total payroll of $32 million

535 jobs

Equipment at the PSFDH is 100% FUNDED BY OUR COMMUNITY
The Ministry of Health & Long Term Care does NOT fund annual equipment needs

$31 million is the core capital equipment needs for next 10 years

3.1 million is needed annually to purchase new equipment, such as MRI, heart monitors & newborn incubators

The investment in the PSFDH is vital to continue service within the catchment area. Ask your Local Municipal Councillor to support the PSFDH Core Capital Program.
**Frequently Asked Questions**

Q: What is the Hospital’s catchment area?
A: The catchment area is far reaching and includes but is not limited to residents of Town of Smiths Falls, Town of Perth, Townships of Beckwith, Lanark Highlands, Tay Valley, Merrickville-Wolford, Montague, Elizabethtown-Kitley, Rideau Lakes, Drummond-North Elmsley, Westport, and portions of Central Frontenac and North Frontenac.

Q: How are hospital operations funded?
A: Hospitals in Ontario are provided funding through the Local Health Integration Network (LHIN), Ministry of Health & Long Term Care, OHIP and Cancer Care Ontario. The funding is for operations only.

Q: What is the operating budget of the Perth and Smiths Falls District Hospital?
A: The 2018/19 hospital budget is approximately $62.5 million with 535 employees and close to 300 volunteers. There are also 191 physicians that make up the PSFDH Medical Staff. 92% of PSFDH employees live in the counties of Lanark or Leeds & Grenville.

Q: What is the proposed vision for the Hospital Core Capital Campaign?
A: Our proposed vision is to continue to provide a fully equipped, modern hospital that can keep up with the needs of our patients and families.

Q: How is PSFDH capital equipment funded?
A: The Ministry of Health and Long Term Care and the LHIN do not fund annual equipment needs of a Hospital. Hospitals are required to identify funding sources to purchase needed equipment each year. The main funding sources for hospital equipment are traditionally through public donations to the Hospital Foundations and Auxiliaries.

Q: What impacts may there be if the community does not support the hospital core capital campaign?
A: Without the support of our community, the hospital may need to impose changes which may impact services and/or limit access to services. This could mean reduced services locally resulting in higher costs of travel to other centres, challenges for families to support patients and longer wait times.

Q: What are the immediate needs of the hospital in terms of capital equipment? What are the big projects that will need to be addressed?
A: The average projected capital equipment requirement over the next 10 years is projected to be approximately $3.1 million per year. The large projects that the hospital will need to support are electronic health records and possibly MRI machine. There are ongoing capital needs for items such as ultrasounds machines, central monitoring system (telemetry), laparoscopic towers, colonoscopies, and pharmacy equipment.
Q2–April-September 2018 Financials

Revenue
- Local Health Integration Network: 80%
- Patient Revenues: 15%
- Recoveries & Other: 3%
- Amortize Grants: 3%

Expenses
- Salaries & Benefits: 60%
- Medical Staff: 18%
- Medical Supplies: 7%
- Amortize Equipment: 3%
- Other: 12%

Q2 Year to Date Surplus is $298,089.
Notes

PSFDH funding is provided by the South East Local Health Integration Network, the Ministry of Health & Long Term Care, Cancer Care Ontario and by the communities and people we serve. The opinions expressed in this document are those of the Hospital and do not necessarily represent the views of the funders noted.

Smiths Falls Site
60 Cornelia Street West
Smiths Falls, ON, K7A 2H9
613-283-2330

Great War Memorial Site
33 Drummond Street West
Perth, ON, K7H 2K1
613-267-1500
February 13, 2019

Dear Head of Council:

We are writing to provide you with an update on the 2019 Ontario Municipal Partnership Fund (OMPF).

Recognizing that we are already well into the municipal budget year, the government will be maintaining the current structure of the OMPF for 2019 as well as Transitional Assistance. This means that the program and funding will remain virtually the same as in 2018, while allowing for annual data updates and related adjustments. We heard the concerns of municipalities and that is why we are now providing the certainty they need to begin finalizing their budgets.

Ministry staff are working to finalize data updates to ensure the OMPF continues to be responsive to changing municipal circumstances as is the case under the current program. Allocation notices with funding details for each municipality, as well as supporting material, will be available in mid-March. At that time, the final 2019 funding envelope will also be announced. Consistent with prior years, Transitional Assistance will continue to gradually decline as fewer municipalities require this funding.

As we communicated previously, Ontario inherited a $15 billion deficit. The rising cost of servicing our massive debt, if left unchecked, will imperil our hospitals, schools and other public services. We cannot allow this to happen. We continue to review government transfer payments, including the OMPF, as we work to put our province back on a sustainable and responsible fiscal path.

In the coming months, we will continue to consult with municipalities to ensure the OMPF program is sustainable and focused on the Northern and rural municipalities that need this funding the most. As we noted in December, the OMPF will be reviewed. For this reason, we are committed to announcing 2020 allocations well in advance of the municipal budget year so that municipalities have appropriate time to plan.

.../cont’d
We respect our municipal partners and remain committed to listening and working together constructively to find smarter and more efficient ways to make life better for our communities.

Sincerely,

Original Signed by

Vic Fedeli
Minister of Finance

c: The Honourable Steve Clark, Minister, Municipal Affairs and Housing
   Jamie McGarvey, President, Association of Municipalities of Ontario
THE CORPORATION OF THE
TOWNSHIP OF LANARK HIGHLANDS

COMMITTEE OF THE WHOLE
February 19th, 2019

CA-08-2019
Cynthia Moyle, Acting Clerk/Deputy Treasurer

Pregnancy and Parental Leave for Members of Council Policy

STAFF RECOMMENDATION:
“THAT, Committee of the Whole recommends to Council to adopt the Pregnancy and Parental Leave for Members of Council Policy.”

PURPOSE
The purpose of this report is to seek approval on the Pregnancy and Parental Leave Policy for Council Members in accordance with Bill 68, Modernizing Ontario’s Municipal Legislation Act. This policy provides guidance on how the Municipality addresses a Member’s pregnancy or parental leave in a manner that respects a Member’s statutory role as an elected representative.

BACKGROUND
In accordance with Bill 68, every Municipality shall pass a Pregnancy and Parental Leave Policy for Council Members by March 1st, 2019.

DISCUSSION
The Township of Lanark Highlands recognizes a member of Council’s right to take leave for the member’s pregnancy, the birth of the member’s child or the adoption of a child by the member as required by and in accordance with section 270 of the Municipal Act, 2001.

RECOMMENDATION

FINANCIAL CONSIDERATIONS
None at this time.

ATTACHMENTS
Draft Pregnancy and Parental Leave for Members of Council Policy
Draft By-Law No. 2019-15xx
Prepared and Submitted By:

Cynthia Moyle,
Acting Clerk/Deputy Treasurer
TOWNSHIP OF LANARK HIGHLANDS

POLICY: PREGNANCY AND PARENTAL LEAVE FOR MEMBERS OF COUNCIL

1.0  PURPOSE AND POLICY STATEMENT

This policy provides guidance on how the Municipality addresses a Member's pregnancy or parental leave in a manner that respects a Member's statutory role as an elected representative.

2.0  STATUTORY PROVISIONS REGARDING CONDUCT

Section 270 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, requires that a municipality must adopt and maintain a policy with respect to the pregnancy and parental leaves of Members of Council.

4.0  DEFINITIONS

In this Code of Conduct, the following terms have the meanings set out below:

“CAO” – shall mean the Chief Administrative Officer (CAO) or designate duly appointed by the Municipality as prescribed in Section 229 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended.

“Clerk” – shall mean the person or designate duly appointed by the Municipality as prescribed in Section 228 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended.

“Council” – shall mean the Council of the Municipality in accordance with the Council Composition By-Law in effect.

“Head of Council” – shall mean the Reeve of the Municipality.

“Member” – shall mean a Member of Council.

“Municipality” – shall mean the Corporation of the Township of Lanark Highlands.
“Pregnancy and/or Parental Leave” – an absence of 20 consecutive weeks or less as a result of a Member’s pregnancy, the birth of a Member’s child or the adoption of a child by the Member in accordance with Section 259(1.1) of the Municipal Act, 2001.

5.0 SCOPE

This policy applies to Members of Council.

6.0 POLICY REQUIREMENTS

6.1 Council supports a Member’s right to pregnancy and/or parental leave in keeping with the following principles:

1. A Member is elected to represent his or her constituents.

2. A Member’s pregnancy and/or parental leave does not require Council approval and his or her office cannot be declared vacant as a result of the leave.

3. A Member will continue to receive communication from the Municipality as if the Member were not on leave.

4. A Member reserves the right to participate as an active Member of Council at any time during his or her leave.

5. A Member shall continue to receive all remuneration, reimbursements and benefits afforded to all Members of Council.

6.2 Where a Member will be absent due to a Pregnancy and/or Parental Leave, the Member shall provide written notice to the Clerk and Chief Administrative Officer indicating expected start and end dates.

6.3 The Head of council may take temporary appointments to any committees, boards task forces, etc. that are constituted by the Municipality and where the Member is the only Member of Council on that body.

6.4 Notwithstanding, at any point in time during a Member’s Pregnancy and/or
Parental Leave, the Member may provide written notice to the Clerk of their intent to lift any of the temporary appointments to exercise their statutory role.

6.5 The Member shall provide written notice to the Clerk of any changes to their return date.

7.0 COMPLIANCE

The Integrity Commissioner may investigate complaints against Members related to this policy.

8.0 ACCOUNTABILITY FRAMEWORK

Members, the Chief Administrative Officer and Clerk are responsible for adhering to this policy.

9.0 POLICY REVIEW

This Policy shall be reviewed at least once per term of Council.

10.0 REFERENCES

Policies and Procedures/Documents

Code of Conduct for Members of Council and Local Boards

Other Resources

Municipal Act, 2001, as amended
THE CORPORATION OF THE
TOWNSHIP OF LANARK HIGHLANDS

BY-LAW NO. 2019-15xx

A BY-LAW TO ADOPT A PREGNANCY AND PARENAL LEAVE FOR MEMBERS OF COUNCIL POLICY

WHEREAS Section 9 of the Municipal Act, 2001, C. 25, as amended, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under the Municipal Act or any other Act;

AND WHEREAS, Section 5(3) of the Municipal Act, 2001, S.O. 2001, c.25, as amended, provides that a municipal power, including a municipality’s capacity, rights, powers and privileges under Section 9, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise;

AND WHEREAS Section 259 (1.1) of the Municipal Act, 2001, as amended, provides that a Member of Council of a Municipality may be absent from Council for 20 consecutive weeks or less if the absence is a result of the Member’s child or the adoption of a child by the Member;

AND WHEREAS Section 270 of the Municipal Act, 2001, as amended, provides that a municipality shall adopt and maintain policies with respect to pregnancy leaves and parental leaves of Members of Council;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Township of Lanark Highlands enacts as follows:

1. THAT the Council of the Corporation of the Township of Lanark Highlands adopt the Pregnancy and Parental Leave for Members of Council Policy attached hereto as ‘Schedule A’ to this by-law;

2. THAT all by-laws or parts thereof and all or any resolutions of Council passed prior to this by-law which are in contravention of any terms of this by-law are hereby rescinded.

4. EFFECTIVE DATE

ENACTED AND PASSED this __, day of __________, 2019.

____________________                _____________________
Peter McLaren, Reeve            Cynthia Moyle, Acting Clerk/
Deputy Treasurer
### Year End Report-2018-Lanark Highlands

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<td>Totals calls-lost cats</td>
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<td>Total other lost</td>
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<td></td>
<td>llama</td>
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<td>Total calls-barking</td>
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<td>Total calls-OSPCA</td>
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<td>Total calls-MNR-wildlife</td>
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<td>1 deer, 4 raccoons, 2 skunks, 1 squirrel, 1 deer removed from river, 1 porcupine</td>
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<td>Total cats impounded</td>
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<td>Total cats adopted</td>
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