



**FINAL**  
**O.S.P.E. LAND DRAINAGE COMMITTEE**  
**MINUTES OF MEETING**  
**Tuesday, January 24th, 2017**  
**Best Western Lamplighter Inn**  
**591 Wellington Road South, London, Ontario**  
**Oval Office**

**1.0 Attendance and Call to Order**

- 1.1 Members Present: Jeff Dickson, Chairman; Gerard Rood, Secretary; John Kuntze; Michael Gerrits; Mark Hernandez; Tony Peralta
- 1.2 Liaison Members Present: Davin Heinbuck, Conservation Ontario (Ausable Bayfield Conservation Authority); Sid Vander Veen, O.M.A.F.R.A. (Ontario Ministry of Agriculture, Food and Rural Affairs); Richard Kavanagh, D.F.O. (Department of Fisheries and Oceans Canada); Patrick Sackville, O.S.P.E. (Ontario Society of Professional Engineers) (by conference call)
- 1.3 Regrets: Art Groenveld, M.T.O. (Ministry of Transportation Ontario); Pat Shaver, Open Learning & Educational Support (University of Guelph); Sharon Rew, M.N.R.F. (Ontario Ministry of Natural Resources & Forestry); Tom Hoggarth, D.F.O. (Department of Fisheries and Oceans Canada)
- 1.4 Chairman Jeff Dickson called the meeting to order at 1:30 p.m.

**2.0 Approval of Agenda**

- 2.1 The committee reviewed the agenda prepared by Jeff Dickson. Items were added to New Business. Motion by Tony Peralta, seconded by Mark Hernandez, that the amended agenda as prepared by the chairman be accepted. Carried.

**3.0 Minutes of Last Meeting**

- 3.1 Committee members had no comments. Tony Peralta moved to accept the October 20th, 2016 L.D.C. meeting minutes as circulated, seconded by John Kuntze. Carried
- 3.2 Final documents are to be sent to Pat Shaver by Gerard Rood for posting to the L.D.C. web site. **Action by Gerard and Pat.**

#### **4.0 Business Arising from the Minutes**

- 4.1 Jeff circulated a list of the old L.D.C. records that they have available in their office. John noted that it appeared quite comprehensive with only a small gap for the years 1987 to 1991.
- 4.2 John will check his files to see if he has the missing records. Tony suggested that Jeff organize the records into 4 or 5 groups and bring them to the next meeting to distribute to the members for doing the scanning to PDF. Jeff noted that he has a list of committee members over the years that he can provide. John stated that there was no committee before 1969. He further noted that 1973 could be the first meeting of the joint committee. **Action by Jeff and John.**
- 4.3 Tony noted that we still want to complete the research on old engineers. Gerard commented that his follow up with Baird Architecture Engineering for the William Settington information has not resulted in any response. It was discussed that Tony will talk to Nick Peralta and Lee-Anne Settington to see what information he can get. **Action by Tony.**
- 4.4 Tony stated that he still has to condense the information he obtained for C.G.R. Armstrong and will try to have it available at our next meeting to pass to Sid for consolidation with the other records already provided. **Action by Tony.**
- 4.5 Mike said that he would follow up with Jamie Monteith for information on his uncle Jack Monteith and bring it to the next meeting. **Action by Mike.**
- 4.6 Sid noted that he gave Pat Shaver a thumb drive at the fall meeting with all of the conference proceedings for posting to the website.

#### **5.0 Correspondence**

- 5.1 Gerard confirmed to Jeff and the Committee that all correspondence since the last meeting had been circulated to all Committee members.
- 5.2 Jeff noted that we had received email from Pat Shaver with information to be presented. He will outline this under the liaison Report by Pat.

#### **6.0 Liaison Report – O.S.P.E. – Patrick Sackville**

- 6.1 Patrick was contacted by telephone at (416) 223-9961 extension 225 and a conference call was held with the Committee members that were present.
- 6.2 Patrick stated that he is working to rekindle the relationship with the Land Drainage Committee. There have been digital contacts and the feedback has been positive. They will continue to send out information. The committee needs to look at succession planning for drainage engineers by contacting young people including university students. He has spoken to Tony Peralta about a campus representation. He has associate Natasha Reed at O.S.P.E. helping with this matter. They are looking to establish an academic relationship including with the engineering student society. It is important to access students at the right time to pursue a professional path.

- 6.3 Patrick has a proposal for the committee. The engineering student societies are holding their first-year integration conference from February 3-5. This is being held in Ottawa. O.S.P.E. is represented with a booth that is an interactive system. He noted that this is a tight timeline. He would like an L.D.C. spokesperson to be available.
- 6.4 Jeff noted that there is no one currently on the Committee east of Toronto. There are just smaller firms in that location. The majority of the Practitioners are located in mid and southwestern Ontario. Patrick suggested that we provide them with materials to display. They can polish and prepare the document as necessary. There will be direct interaction with the university students. Jeff commented that we are looking for younger people to be involved. It is important to get the information out to them.
- 6.5 Patrick had discussed Land Drainage Committee interaction with Western University in London. Jeff noted that this was a viable option. He went on to advise that the University of Guelph has a drainage course. Patrick stated that they could set sites on the University of Guelph. They can then leverage this to take to other universities. Jeff discussed that our connection with the University was through Ross Irwin. We currently send some of our proceeds to a bursary or fund. Ross was a pioneer in the drainage industry and the University is well-suited geographically.
- 6.6 Patrick stated that they would make this an action item. He asked if we had a key contact. Jeff suggested that he go through Pat Shaver who is a liaison member of the Committee to start and she is associated with the Office of Open Learning at the University of Guelph. Tony stated that he would send Patrick her email information. John noted that he saw some engineering faculty at a presentation last fall. He believes that Pat Shaver would be open to assisting us.
- 6.7 Jeff questioned whether Patrick still wants us to provide information for Ottawa or just go to Guelph. Patrick noted that he can repackage the blog information on a single page to put on the table for pickup by the students. Jeff noted that there are some good O.M.A.F.R.A. Fact Sheets available on drainage engineering online. He suggested that Patrick should reference the O.M.A.F.R.A. website. He noted that information is also available on the L.I.C.O. and D.S.A.O. websites. We will provide Patrick with the links. Patrick stated that this should be sufficient. Tony noted that the blog post has links in it as well. Patrick stated that he will put together information for the Engineering Student Council and then for Pat Shaver. Tony asked Patrick to call him or email him if there are any questions. **Action by Patrick.**
- 6.8 Patrick noted that it is important to build a relationship. We will talk about what communications look like in the future. We need to discuss how to promote our industry. Jeff stated that we will discuss this as a Committee and will get the information to him through Tony Peralta. **Action by Jeff and Tony.**
- 6.9 Jeff noted that combined, the current Committee has a lot of experience. They can help Patrick get the information out. He suggested that we can coordinate our meetings with other events. This could include the Drainage Engineers Conference and the L.I.C.O. and D.S.A.O. Conference. He noted that Sid Vander Veen is the O.M.A.F.R.A. coordinator. We use our June

meeting to plan the fall Conference. We can schedule other meetings as needed. It may be helpful to meet face-to-face for some members. We definitely need to take action. Patrick noted that he will address the items. He will respond within one week. Jeff stated that he is willing to review the information if Patrick wants him and Tony to do so.

6.10 Patrick clarified that the Ottawa conference is for “E.S.S.C.O.” which stands for the Engineering Student Society Council of Ontario. He will share the material with the Land Drainage Committee. **Action by Patrick.**

6.11 The conference call was terminated at approximately 2 PM.

#### **7.0 Liaison Report – Ministry of Natural Resources and Forestry – Sharon Rew**

7.1 Sharon Rew was not present.

#### **8.0 Liaison Report – Ministry of Transportation Ontario - Art Groenveld**

8.1 Art Groenveld was not present.

#### **9.0 Liaison Report – Conservation Ontario - Davin Heinbuck**

9.1 Conservation Ontario has a policy and regulations committee. The workshop discussed last time has not occurred yet. There is a Conservation Authority initiative for drain classification. Richard noted that they had \$10,000 to go to each Conservation Authority for doing classifications. This has not been moving very fast. D.F.O. has students scheduled for this summer and the past summer and got 50 drain classifications done. D.F.O. are sending an email to Conservation Ontario to advise some of the funding available. So far only six Conservation Authorities have asked for funding. He noted that the Conservation Authorities can hire consultants if they need to do so. He stated that the D.F.O. could do 10 to 15 conservation authorities. Davin expects that each C.A. can do approximately 10 to 15 drain classifications with the available funding. **Action by Richard.**

9.2 Richard noted that there are benefits to all parties for drains being classified. He asked that Davin alert Conservation Ontario for this to be proceeded with. Davin noted that some large Conservation Authorities have been asking about drain classifications. Sid asked Richard to copy him on the email to the Conservation Authorities and he can send it out to the engineers and drainage superintendents. **Action by Richard and Sid.**

9.3 Richard noted that the budget will likely be established in late April. D.F.O. is hiring more students. These will be used to classify drains this summer.

9.4 Davin noted that Conservation Ontario was represented at the Drainage Superintendents Course. This year he is presenting on Conservation Authorities, the Conservation Authorities Act, and Alternative Drain Maintenance Techniques at the Drainage Superintendents Course.

9.5 Davin asked about speaking on the Drain Maintenance Notification Form update. Richard noted that he will speak to it in his presentation.

9.6 Davin noted that the D.F.O. has provided more funding for C.A.'s to do more drain classifications. They are doing some 15-20 drains per year. They are trying to work with drainage superintendents when doing the classifications. He has observed that the D.F.O. presence has increased in their area.

9.7 Davin spoke about the Conservation Act review and there is more information expected this summer. Sid explained the process goes in phases.

#### **10.0 Liaison Report – Fisheries and Oceans Canada – Richard Kavanagh**

10.1 Richard provided updates on their work since our last meeting. The guide is almost complete. It has been sent out to members for comment. There will be one last look this coming Friday. It will then go out to D.A.W.G. one last time. Following that the ministry intends to conduct a roadshow.

10.2 Richard asked Sid for a list of all drainage superintendents in Ontario. Sid noted that he can provide a list of superintendents and will distribute the notification form. **Action by Richard and Sid.**

10.3 Richard noted that the release has been delayed by the class authorization updates. There will be new authorizations starting March 16th for two years. The Fisheries Act review is ongoing.

10.4 The Class E drain authorization is now available. He expects to talk about it on Thursday. Action will depend on the fish in the drain. The key is leaving one half or part of the vegetation in place.

10.5 They are looking at February or March for the roadshows. There will be a 1-1/2 day course to review that will include case studies and audience input.

10.6 The drain notification form was discussed. The E.S.A. references have been removed. D.F.O. also had some other changes. This included formatting of the forms. The changes are almost done and the form may be provided to Sid possibly next week. The notification form is only for maintenance projects. Sid noted that the form can be used if the drainage report is primarily for maintenance works. Otherwise the engineer will have to follow the standard review requirements. Richard noted that he will show the information Thursday during his presentation.

10.7 Richard discussed the Fisheries Act Standing Committee review. D.F.O. is going to the aboriginal peoples. The Standing Committee on Fisheries and Oceans report has been done. Language in the Act may be adjusted slightly due to perspectives. He noted that without the class authorizations every project or municipality would have to provide a letter of credit to D.F.O. in order to proceed with works. He emphasized that the forms should only list mitigations or offsets that will actually be done or you could be in violation. There may be

more monitoring in the future so it is important to make sure projects are in compliance with the approval.

#### **11.0 Liaison Report – Ministry of Agriculture, Food & Rural Affairs - Sid Vander Veen**

- 11.1 Sid came to the meeting at 2:05 PM. John advised Sid of the O.S.P.E. discussions. Tony described his email to Patrick with the information and links. Jeff noted that Patrick is to do a one page handout for the Ottawa convention and then reach out to Patricia Shaver. Sid noted that he does an annual lecture at the University of Guelph in liaison with Prof. Dr. Ramish Rudra. Sid noted that he really promoted drainage during the lecture. Sid will provide the contact information to Tony so he can forward it to Patrick. Jeff suggested that Tony forward the information for the professor as well as the previous email to Patrick with the links. **Action by Sid and Tony.**
- 11.2 John noted that he is willing to participate with any presentations at Guelph as long as he doesn't have to organize them. Jeff noted that P.E.O. provided information years ago about engineering that Jeff used at Listowel High School. John noted that he did a small drainage engineering pitch when he attended the awards ceremony in November.
- 11.3 Sid noted that there is a new deputy minister in place by the name of Greg Meredith. He has some background in agriculture and agri-food.
- 11.4 The drainage superintendents course is proceeding as per previous correspondence. He noted that Davin and Jeff are helping with the course. D.F.O. is also helping with the drainage superintendents course. In the past Dave Balint and Gary Cooper have helped out. There has been a good response to the courses. There are other courses being presented and Sid provided a broad overview.
- 11.5 Sid noted that O.M.A.F.R.A. is going through the design of the courses. Sid is to do a brain dump for them.
- 11.6 Sid noted that he is going through the manual with Ridgetown College. There is nothing new on the drainage superintendents' manual.
- 11.7 Sid noted that he expects to be done after two more full years and will likely retire at the end of 2018.
- 11.8 There is a domestic action plan in place to address phosphorus concerns. There are two groups working on the concern from two angles. This includes the St. Lawrence and Great Lakes Cities Initiative. There is also a government plan with a 40% reduction target. They are looking for federal and provincial green initiative plans. Gerard explained some of the information from the Southwest Agricultural Conference regarding Ohio action on phosphorus.

- 11.9 The Drainage Superintendents Guide was discussed. The Ministry is trying to update it. This will be done through the Domestic Action Plan. There will be information for drain management and they are seeking funding to advance this.
- 11.10 The Design and Construction Guidelines were discussed. Sid thanks everyone for their input. He noted that they cannot accept all comments provided. There is some concern about the document reading like it is mandatory. They are working on softening the wording in it. The information provided is just one way to do things but not the only way. Jeff suggested that there be a disclaimer at the start of the case study. He also suggested that there be an introduction to the case study with biography information on Kenn Smart and Kay Palmer who prepared it. He likes the case study but it is only one perspective of the work. There were some general discussions on some changes to be made. Gerard suggested that it be more generalized. Sid noted that anyone can provide more comments. He thinks that it can elaborate on the engineer being able to defend his drainage report. The idea is to keep engineers on a similar approach for some consistency in how drainage reports are done. It is expected to be an education and training tool. He noted that one size does not fit all. The Guidelines are intended to be a one-stop location and not reference papers. He noted that the P.E.O. Guide may become redundant. Tony brought up some discussion on Special Benefit suggesting that it can be used for a crossing extension. He noted that a crossing affects the drain. Another example would be a decorative headwall being a Special Benefit. Sid brought up that extra length for bridges is often shared 50-50 and he doesn't think that this is right. There is also a concern with individual tile outlets being repaired or improved. The section on allowances was discussed. O.M.A.F.R.A. suggested the formulas with the PV (Present Value) calculation. There has been discussion about the perimeter factor. They question if should be taken out as it is difficult to explain. The Ministry wants the entire document to be teachable. They are currently going through the comments for part A. Part B was sent out to some folks. Part C Legislation will be sent to D.F.O. for review and comment. The Guidelines will be posted on the EBR once they are ready.
- 11.11 Sid discussed the A.D.I.P. program. They have received letters from the municipalities about concerns with delays in processing. This now has senior management attention. The Ministry is holding regular meetings to review same. They are looking at increased staffing. Zach Smith has been hired for maintenance reviews. There is a 12 month contract for review of grant applications on maintenance and capital projects. Interviews will be done in early February.
- 11.12 Financing was discussed. Sid noted that the drainage budget is facing pressures. They are looking to the future and want to catch up by 2017.
- 11.13 Sid will be talking to D.S.A.O. about "what's in a name" when creating a new drainage system.
- 11.14 There are a lot of new drainage superintendents. There are 15 brand-new staff for this year. This includes Jonathan Osborne at the Town of La Salle which is switching from the Sandwich West Act to working under the Drainage Act.

## **12.0 Office of Open Learning - University of Guelph - Pat Shaver**

- 12.1 Pat had provided an email to the Committee with her updates. Jeff reviewed the key information in her message.
- 12.2 The 2016 Conference proceedings were shipped on a U.S.B. key in early January as well as the separate orders for print copies. For 2017 she is looking into download options to eliminate the shipping requirement.
- 12.3 The income statement will be presented at the June meeting. She expects that we will need to increase the Conference registration fee noting that there hasn't been a change since we left the Best Western.
- 12.4 The past proceedings will be posted as she has time available. She set up a new page and has posted the 2003 and 2004 files at <http://www.landdrainageengineers.com/proceedings>.
- 12.5 Pat attached the 2016 Course and Conference evaluations and Jeff reviewed them. Only 30 of the 109 registered for the conference responded. She noted that the 2 screens worked well but thinks that we should switch directions next time having speakers on the right end of the room which will make better use of the screens. The audio will work better next year as they were not prepared for the exhibitor video clips. She suggests that the exhibitor presentations can be repeated but their time should be managed better. This could be done by spreading them out during the day and ringing a bell at 5 minutes to end their session. We should ask that they follow a theme, for example one new product each year to keep the session focused and short.
- 12.6 The 2017 Course and Conference should be discussed including confirming dates and starting ideas. She has booked the Holiday Inn 1/2 ballroom from noon to 9 p.m. Thursday, October 26th for the Course and Practitioners meeting. The whole ballroom is booked from 7 a.m. to 4 p.m. on Friday October 27th for the Conference. The Committee was in agreement with the proposed dates and Pat should confirm them. **Action by Pat.**
- 12.7 She suggested that we discuss the 2018 (50th) Drainage Engineers Conference and booking it for October 25th and 26th, 2018.

## **13.0 D.A.R.T. (Drainage Act Regulations Team) Update - John Kuntze**

- 13.1 John advised that D.A.R.T. is on hold. They are waiting for the notification form to be completed. There have been some teleconferences. Sid noted that the last face to face was at the Maitland Valley Conservation Authority meeting and Tour last fall.

## **14.0 D.A.W.G. (Drain Action Working Group) Update – Mark Hernandez**

- 14.1 Mark noted that Richard had covered all the details. Richard and Mark will stay on the committee. **Action by Richard and Mark.**

## **15.0 D.S.A.O. Procurement Update – Jeff Dickson**

15.1 Jeff advised that there has been no action. He will continue to follow up with D.S.A.O. subcommittee members and report on any updates that are established. Sid noted that he thinks it needs to be addressed. Jeff stated that he can discuss this with Greg Nancekivell.

## **16.0 New Business**

16.1 Peer review of the new Engineering Design Guidelines was discussed. It was noted that any further input is required in the next week or two.

16.2 Posting of draft meeting minutes was discussed. It was established that we would just have the practitioners meeting draft minutes posted to the website. Draft minutes of the Committee meetings would not be posted to the website. Only final minutes of the Committee meetings will be posted to the website. **Action by Gerard and Pat.**

16.3 Tony provided an update on the Great Lakes and St. Lawrence Cities Initiative phosphorous concerns. The group is seeking funding and looking at a Growing Forward grant. This required matching contributions and these were found. Tony has volunteered to be on the group. L.I.C.O. has also appointed persons. He noted that the first meeting of the strategy committee is tomorrow. Tony will talk to the L.I.C.O. representative so that he is aware. **Action by Tony.**

16.4 Jeff stated that he would like a vice chair for the Land Drainage Committee. This person would then step into the chair position in the future. Jeff thinks that a two-year term is okay. Jeff noted that he is willing to do a two-year term. Mark stated that he prefers to wait until he has more experience. Mike noted that he is reluctant to volunteer at this point in time. Jeff stated that he is willing to take on a second term and be there for the 50th anniversary. He suggested that we can discuss this at a future meeting.

16.5 Sid thinks that the guide will be ready for year one training this year. We can discuss this in more detail at the June meeting.

16.6 The training sessions were discussed. The attendance last year was double of that from the previous year. Jeff suggested that if anyone has ideas that they send them out by email.

16.7 It was discussed that the Scott Drain and the Garvey-Glenn Drain could be presented at the 2017 Conference. Either Jeff or Sarah could present the case study. This would provide a non-engineering point of view. Sid suggested that we put the David Adams Drain on as a case study for next year's conference. This drain is located in the city of Ottawa. Sid also suggested another topic being Tim Brooke discussing the enforcement sections of the Drainage Act.

16.8 Jeff noted that he will send out the proposed dates for the training and conferences to the committee members. **Action by Jeff.**

16.9 Jeff stated that he would like something unique for the 50th anniversary conference. He asked that we email him any ideas. He wants to recognize this milestone. Sid noted that some 1969 people were still around. Perhaps we could have them speak a few words. Jeff suggested Andy McBride. Sid suggested Wray Ramsey.

### **17.0 Next Meeting**

17.1 The next meeting of the L.D.C. will be Friday, June 2nd, 2017 commencing at 9:00 a.m. at the O.M.A.F.R.A. building in Guelph. Sid will book a room and advise the Committee members.  
**Action by Sid.**

### **18.0 Adjournment**

18.1 The meeting was adjourned at approximately 4:35 p.m. Moved by John Kuntze and seconded by Mark Hernandez. Carried

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Jeff Dickson, Chairman

Gerard Rood, Secretary