



FINAL
O.S.P.E. LAND DRAINAGE COMMITTEE
MINUTES OF MEETING
Tuesday, January 23rd, 2018
Best Western Lamplighter Inn
591 Wellington Road South, London, Ontario
Summit Room

1.0 Attendance and Call to Order

- 1.1 Members Present: Jeff Dickson, Chairman; Gerard Rood, Secretary; John Kuntze; Steve Brickman; 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); Dave Richards, M.N.R.F. (Ontario Ministry of Natural Resources & Forestry); Patrick Sackville, O.S.P.E. (Ontario Society of Professional Engineers)
- 1.3 Regrets: Art Groenveld, M.T.O. (Ministry of Transportation Ontario); Richard Kavanagh, D.F.O. (Department of Fisheries and Oceans Canada); Pat Shaver, Open Learning & Educational Support (University of Guelph); Tom Hoggarth, D.F.O. (Department of Fisheries and Oceans Canada)
- 1.4 Chairman Jeff Dickson called the meeting to order at 1:10 p.m.

2.0 Approval of Agenda

- 2.1 The committee reviewed the agenda prepared by Jeff Dickson. Motion by John Kuntze, seconded by Tony Peralta, that the agenda as prepared by the chairman be accepted. Carried.

3.0 Minutes of Last Meeting

- 3.1 Committee members had no comments. Moved by John Kuntze to accept the amended October 26th, 2017 L.D.C. meeting minutes as circulated, seconded by Tony Peralta. Carried
- 3.2 Final minutes are to be sent to Pat Shaver by Gerard Rood for posting to the L.D.C. web site.
Action by Gerard and Pat Shaver.

4.0 Business Arising from the Minutes

- 4.1 Jeff reviewed the summary of action items from the last minutes. Final minutes of the June meeting were sent to Pat Shaver and she posted them on the L.D.C. website (www.landdrainageengineers.com).
- 4.2 Jeff brought in his copies of the Joint Committee minutes for 1991 to 1995. He will get them scanned before the June meeting. **Action by Jeff.**
- 4.3 Tony noted that he was still trying to contact Lee-Anne Settington to see what information he can get. **Action by Tony.**
- 4.4 Tony emailed the information he obtained for C.G.R. Armstrong to Gerard so he can pass it on to Sid for consolidation with the other records already provided. **Action by Gerard.**
- 4.5 Jeff stated that he would contact Mike Gerrits to follow up with Jamie Monteith for information on his uncle Jim Monteith and bring it to the next meeting. **Action by Jeff.**
- 4.6 Jeff has a 3 page biography for Herb Todgham from the A.O.L.S. (Association of Ontario Land Surveyors) web site that he will edit. He has had no luck with the search for Jim Howes information. **Action by Jeff.**
- 4.7 Patrick Sackville will report on the A.O.D.A. (Accessibility for Ontarians with Disabilities Act) in his liaison report and on the brochure sent to him by the L.D.C.
- 4.8 Jeff will ask Sid for an update on the Investing in Canada program when he arrives for the meeting.
- 4.9 Richard Kavanagh provided Jeff with the D.A.W.G. (Drainage Action Working Group) information but he was unable to attend and will ask Sid to discuss in his liaison report.
- 4.10 The discussion of the 50th anniversary is included in the agenda.
- 4.11 Patrick Sackville will be asked about helping with Limited Engineering License (L.E.L.) applications and reviews during his report.

5.0 Correspondence

- 5.1 Jeff noted that Richard and Art had emailed regrets and Pat Shaver had sent out information including conference evaluations.
- 5.2 There was an email from a professional engineer about L.E.L. for technicians and interview problems. The intent is that they be permitted to just write reports under the Drainage Act, but questions were asked about urban storm drainage.

- 5.3 Another email from a professional engineer asked about discussions before conferences to go over D.F.O. and M.N.R.F. requirements to better handle concerns. Jeff noted that we did a session 2 years ago on “tools for your toolbox”. Dave commented that he understands that there are many questions on the E.S.A. and communications need to be improved. He will try to get us the right person to come down and present on this.
- 5.4 Jeff mentioned that there was an email from Jeff Leal, Minister of O.M.A.F.R.A. about attending the Rural Ontario conference. Jeff was invited and is thinking of attending on behalf of the Committee. He will review the Agenda and may register and attend the February 15th meeting “2018 Rural Summit” in Newcastle. Sid was also invited but will not be able to attend due to training commitments in February. Jeff will follow up on the email. **Action by Jeff.**
- 5.5 The other correspondence received by Jeff was a response to the Request for Review submitted to the Tribunal for the Neace Drain in Port Colborne. The Committee had held a conference call. Jeff got a copy of the reply to the Clerk of the City of Port Colborne from the Tribunal. The letter stated that the City will be notified if a review proceeds. We will need to wait and see what comes of it. Sid thanked Steve Brickman for his work pulling together a response on behalf of the Committee.
- 5.6 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 provided some background on himself. He was born and raised in London and cares about the area. He is a University of Western graduate and worked with P.E.O. and O.S.P.E. along with other positions, before joining O.S.P.E. as part of the staff. He is able to assist the L.D.C. and has 6 items to review.
- 6.2 O.S.P.E. can help regarding access to qualified persons. They do advocacy projects and are involved with National Engineering Month and educations awareness from Kindergarten to Grade 12.
- 6.3 With regards to the A.O.D.A. he needs input. Jeff asked if reports require special details such as fonts, size, plans, and whether there are key points for drainage practitioners to know about. He asked if there are minimum standards to follow or be aware of. Patrick stated that he can provide this later and his report can be attached to the meeting minutes. He noted that O.S.P.E. has done Guides and they would be happy to do an A.O.D.A. guide for us. **Action by Patrick.**
- 6.4 Patrick noted that he was asked to review the brochure that L.D.C. prepared. O.S.P.E. can do professional graphics and a more modern layout. The brochure can be used to promote the Drainage Engineers Conference (D.E.C.) and for communication with schools. They can help with the Sanford Fleming school brochure and can help with outreach. John noted that the idea is to promote drainage engineering and not just the Committee. He believes that a good brochure would help.

- 6.5 Patrick noted that they use communications aggregate service with mailing lists. They can work with several partners and also through social media channels.
- 6.6 Jeff explained the Committee liaison with the University of Guelph. The Committee appreciates any help that O.S.P.E. can provide to us. Patrick would like to see O.S.P.E. as more of a partner for the Conference. Jeff noted that Patrick can be linked with Pat Shaver of the University. Patrick commented that they can do a fundraiser too.
- 6.7 Tony commented that advocacy should be wider. Sid has mentioned funding that might come. Mark suggested that we grow existing companies. Patrick has discussed the lack of qualified engineers. They need to do data collection and build a business case. Transit projects have the same concern. The business case can show them that money can be made.
- 6.8 Sid noted that more engineers are getting excited about “green” projects. We should promote that side. Natural channel design would fall into this.
- 6.9 It was suggested by Patrick that this needs to be an exercise in excitement with compelling story telling. Dave Richards agreed that green infrastructure is coming and we need more engineers to be able to handle the project volume of work that may be coming.
- 6.10 Communication and awareness at this midterm is important in Patrick’s view so that we have people available for coming projects.
- 6.11 Patrick suggested that L.E.L. (Limited Engineering License) can be discussed under the other agenda item. Sid noted that he would like to review L.E.L. before he has to leave for another meeting.
- 6.12 Mark inquired if we need to budget for any of these services. Patrick stated that he does not think this is a concern. They will seek more members and have possible promotions. “P.E.A.K.” at P.E.O. had thrown them some suggestions. They are partnering with York University and Toronto University.
- 6.13 Patrick pointed out the banner that he had brought that is part of the “Change the World” campaign. They can bring us in on the next campaign related to Climate Change and Environmental Stewardship.

7.0 Liaison Report – Ministry of Natural Resources and Forestry – Dave Richards

- 7.1 Dave noted that they are supporting the Drainage Superintendent Guide.
- 7.2 They are also supporting the Lake Erie phosphorus initiative.
- 7.3 The Ministry is still trying to do wetland projects.

7.4 There are drain enclosure concerns but the response is often to follow the engineer's recommendation.

7.5 The E.S.A. main contact will be provided by him once it is known.

7.6 Dave noted that he is prepared to assist with questions if approached.

7.7 Dave will provide an update report at the next meeting of the Committee. **Action by Dave.**

8.0 Liaison Report – Ministry of Transportation Ontario - Art Groenveld

8.1 Art Groenveld was not present and there was no report.

9.0 Liaison Report – Conservation Ontario - Davin Heinbuck

9.1 Davin is working on approval to work with Sid on training course.

9.2 He will be back on Thursday for the Drainage Superintendents Guide session.

9.3 The Conservation Authorities Act has been passed by the province. Interpretations will have to be established. This is enabling legislation.

9.4 Davin has discussed drainage with Larry Brown a professor at Ohio State University with a representative. The focus is mostly tile drainage and 2 stage drains.

10.0 Liaison Report – Fisheries and Oceans Canada – Richard Kavanagh

10.1 Richard sent Jeff an email with regrets that unable to attend due to illness. No report was provided.

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

11.1 Sid is thrilled that Patrick is here. The Drainage Engineers Guide is in the process of being published and this will help with training.

11.2 O.M.A.F.R.A. has started on the Drainage Superintendents Guide and hired Jane Saddler Richards as a technical writer. They are doing engagement presentations to get side input. The title is expected to be "Guide to Management of Municipal Drains". Writing is expected to be done by the end of the year. Dave Richards and Davin Heinbuck are on the committee along with several others.

- 11.3 They are still investigating the Green Infrastructure federal program. Jenn Richards of their office is involved. There will be money for 12 years. Applicants have to make a pitch for the money. Drainage reports often take 2-4 years to complete and funding is difficult but the 12 year program might help. They are still waiting for a response. There are implementation issues and special assessment schedules may be required.
- 11.4 The Section 26 appeal to the Courts did not go well from a drainage perspective. John noted that the engineer still does the report the same as in the past. The municipality needs awareness of Franchise Agreement costs. It goes back to the “assess versus pay” question discussed in the past.
- 11.5 Sid discussed A.D.I.P. processing. An email has been sent out. There is \$9.7M funding but they expect a shortfall of \$2M after the budget increase. The higher costs appear to reflect the shift from open drains to pipes. It is important for applicants to follow A.D.I.P. policies or they may not get grants. There are fewer O.M.A.F.R.A. concessions and they are looking for controls. There will be a review of the A.D.I.P. this year to find savings. The applications review is pretty well caught up.
- 11.6 He has sent out the courses information. The Drainage Superintendents course is full. They may go up to 40 attendees for the March 5-9 course. Gerard asked about the demand and Sid noted that there are some people retiring and others leaving. There are support staff that are also taking training and he thinks it is all good. There is also a C.A. person attending. Dave suggested that green infrastructure might also be creating demand.
- 11.7 John asked about the computer programs status. Sid responded that they are still developing new programs and new processes. The portal method is still a ways off. They are working with Grants Ontario to set up the system.
- 11.8 Tony asked about A.D.I.P. policies regarding questionable grants due to meeting C.A. requirements. Sid replied that if requirements are mandated, they may be grantable but there is no firm policy. The issue has been discussed. Some C.A.’s dictate design standards. Tony has a concern about the effect on grants. Sid suggested that there be a paragraph in the report about the conditions imposed by the C.A. He also noted that wetland projects need permits in order to be grantable.

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

- 12.1 Jeff reviewed the information provided by Pat Shaver with her email message. See attached copy of 2018-01-22 notes from Pat.
- 12.2 Meal costs have gone up. It may be necessary to increase the Conference and Training fees in the future.
- 12.3 Jeff will put Patrick Sackville in touch with Pat Shaver for revenue generation discussions.

12.4 There were 138 people in attendance at the Conference.

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

13.1 John advised that D.A.R.T. has not yet seen any progress. Matters are still trying to be resolved. The group is still functional.

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

14.1 Mark missed the last meeting. There were some action items. There is another meeting in Guelph on March 28th.

14.2 Mark can forward the minutes of the last meeting to Gerard for distribution. **Action by Mark and Gerard.**

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

15.1 Jeff has met with Greg Nancekivell. Many original members have left the committee.

15.2 Greg and Jeff are to look through the Guide to Developing Procurement By-Laws. The 2001 Guide has many headings and a format that they will try to use as a template. They will try to write some options for Procurement as they relate to drainage and services under the Act. Greg is to set it up and Jeff will provide input. Their target is June 1st to be available for DSAO meetings. They have some preliminary bullet items and are looking at an alternative policy for procurement. On another matter of interest, Greg is looking at the possibility of individuals collecting continuing professional development credits/points through O.A.C.E.T.T. for members who attend D.S.A.O. chapter meetings, conferences, etcetera.

15.3 Steve asked if there has ever been a D.S.A.O. liaison person on the L.D.C. No one was aware of it. Jeff will discuss this tomorrow. **Action by Jeff.**

16.0 New Business

16.1 P.E.O. limited licenses was discussed. Jeff noted that one individual went and was surprised by the limited questioning from P.E.O. Patrick noted that he was not bringing a lot of help. O.S.P.E. has other similar concerns and P.E.O. is aware of them. Change will not occur soon. He noted that O.S.P.E. has an appeals committee and a candidate can contact him and O.S.P.E. can go to P.E.O. It is like a legal aid service. Steve spoke about a candidate from their office that made an application for L.E.L. At the interview the panel appeared to have no appreciation of the Drainage Act and questions were not related to drainage. The result was an unsuccessful interview but the candidate can apply again. Sid questioned if there is any way to get the right people on the interview panel. Steve noted that no one on the Panel was prepared to do a proper interview. It was recommended by Patrick to look into a joint committee to address this

matter. John stated that he was willing to sit on the P.E.O. committee and asked how to get appointed. Sid asked if the L.D.C. could do the interview. Patrick responded no to the question. P.E.O. has problems with processing and getting more staff to do reviews. This needs to be highlighted and can be done through the Joint Relations Committee between P.E.O. and O.S.P.E. He can help with this but the L.D.C. needs to do a letter. The P.E.O. is looking for reviewers. John suggested that the P.E.O. is not aware of the L.D.C. anymore. He believes that going through O.S.P.E. is a good approach. It was recommended by Patrick that we do this as soon as possible and possibly make it part of the elections platforms. He can distribute a letter to Gerard for the Committee to review by next Tuesday. Jeff noted that Committee members need to reply as soon as possible. Sid can contact the key people affected and he and Steve can provide contacts for the letter distribution. Jeff requested replies be submitted before the end of next week. **Action by Patrick, Committee, Sid and Steve.**

- 16.2 Tony asked if there was a target date for posting of drainage engineers biographies. Gerard replied that Sid has most of them to date and was to work with Pat Shaver on posting them. **Action by Sid.**
- 16.3 The Committee discussed leaving a slot open on the Conference agenda for attendees to meet with suppliers. **Action by Pat Shaver.**
- 16.4 Jeff had read the email about upcoming training sessions to include presentations from D.F.O. and M.N.R.F. on procuring Letters of Authorization for municipal drain projects. He asked if there was a need to do this now. Mark responded that it may be timely to get extra information from D.F.O. and M.N.R.F. in the upcoming training session. Jeff stated that we need to let M.N.R.F. and D.F.O. know what we need from them. Tony agreed as there was a concern with their presentations when they were involved in the previous training session. Jeff commented that Chapter 3 is trying to set up a presentation by D.F.O. with their biologists to educate both sides.
- 16.5 John suggested that we need D.F.O. to outline the process or procedure to follow. He agrees that M.N.R.F. and D.F.O. matters are urgent at this time. It may be important to have more input to comply with grant requirements.
- 16.6 Tony agreed we need to be very clear on what D.F.O. or M.N.R.F. has to present. John said that he would support an alternate training course for this year. Tony suggested that we could try polling course participants for their input. Jeff noted that the responses to evaluations were poor. Mark recommended talking to D.F.O. and M.N.R.F. first. Jeff said that he would follow up with our liaison members and Sid Vander Veen. **Action by Jeff.**
- 16.7 The 50th anniversary conference was discussed. Tony suggested considering presenting some of the biographies. John recommended checking with Sid for a history person. Steve thought that Sid could do a talk. Jeff noted that he had touched base with John Johnston who was the former O.M.A.F.R.A. drainage coordinator and who has been working with L.I.C.O. since he left the position.

- 16.8 If a social event and/or reception was arranged as part of the 50th anniversary of the D.E.C., it was suggested that people be responsible for their own cost of a dinner. Tickets could be sold to those who were interested. It was questioned if we should do a dinner meeting. Jeff proposed that we consider a dinner on Wednesday evening and keep the training and Conference agenda similar to the past events. Another alternative would be to shorten the training course and squeeze in a dinner from 5-7 p.m. possibly followed by the Practitioners A.G.M.
- 16.9 John thinks it should be a social event. Current and past engineers who have written reports should be invited. This could include Kenn Smart, Ed Dries and Andy McBride. Their meals could be paid by the L.D.C. The dinner could be held at the Holiday Inn and then move into the Practitioners Meeting. We could include the history presentation during the dinner or meeting. He went on to suggest that we could have a meet and greet in the Conference agenda.
- 16.10 Jeff proposed that we have another meeting before the usual June meeting in Guelph. Meal costs and other details could be checked and discussed at the extra meeting. It would be good to start our planning in March or April. John recommended that we meet in April in Guelph at the O.M.A.F.R.A. building. It was established that Friday April 20th would be acceptable.
- 16.11 The June meeting was discussed and it was established that Friday June 15th would work in Guelph. Liaison members' reports could be presented at the June meeting.

17.0 Next Meeting

- 17.1 The next meeting of the L.D.C. will be Friday, April 20th, 2018 commencing at 9:00 a.m. at the O.M.A.F.R.A. building in Guelph. Sid will be asked to 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 Tony Peralta. Carried.

Jeff Dickson, Chairman

Gerard Rood, Secretary

SUMMARY OF ACTION ITEMS

1. Final minutes are to be sent to Pat Shaver by Gerard Rood for posting to the L.D.C. web site. **Action by Gerard and Pat Shaver.**
2. Joint Committee minutes for 1991 to 1995 to be scanned before the June meeting. **Action by Jeff.**
3. Tony noted that he was still trying to contact Lee-Anne Setterington to see what information he can get for biography. **Action by Tony.**
4. Information obtained for C.G.R. Armstrong sent to Gerard so he can pass to Sid for consolidation with the other records already provided. **Action by Gerard.**
5. Contact Mike Gerrits to follow up with Jamie Monteith for information on his uncle Jack Monteith and bring it to the next meeting. **Action by Jeff.**
6. Jeff has a 3 page biography for Herb Todgham that he will edit. **Action by Jeff.**
7. Jeff will register and attend the February 15th meeting “2018 Rural Summit” in Newcastle. **Action by Jeff.**
8. O.S.P.E. has done Guides and they would be happy to do an A.O.D.A. guide for us. **Action by Patrick.**
9. Dave will provide an update report at the next meeting of the Committee. **Action by Dave.**
10. Mark can forward the minutes of the last DAWG meeting to Gerard for distribution. **Action by Mark and Gerard.**
11. Steve asked if there has ever been a D.S.A.O. liaison person on the L.D.C. No one was aware of it. Jeff will discuss this tomorrow. **Action by Jeff.**
12. Patrick can distribute a letter on L.E.L. to Gerard for the Committee to review by next Tuesday. Jeff noted that Committee members need to reply as soon as possible. Sid can contact the key people affected and he and Steve can provide contacts for the letter distribution. Jeff requested replies be submitted before the end of next week. **Action by Patrick, Committee, Sid and Steve.**
13. Drainage engineers biographies. Gerard replied that Sid has most of them to date and was to work with Pat Shaver on posting them. **Action by Sid.**
14. Leaving a slot open on the Conference agenda for attendees to meet with suppliers. **Action by Pat Shaver.**
15. Alternate training course for this year. Mark recommended talking to D.F.O. and M.N.R.F. first. Jeff said that he would follow up with our liaison members and Sid Vander Veen. **Action by Jeff.**
16. Next meeting of the L.D.C. will be Friday, April 20th, 2018 commencing at 9:00 a.m. at the O.M.A.F.R.A. building in Guelph. Sid will be asked to book a room and advise the Committee members. **Action by Sid.**