

2014 DRAINAGE PRACTITIONERS MEETING
FINAL MINUTES OF MEETING
Thursday October 23, 2014
Holiday Inn Hotel and Conference Centre – Trillium Room
Guelph, Ontario

1.0 Attendance and Call to Order

- 1.1 An attendance sheet was circulated at the meeting and there were 40 people in attendance.
- 1.2 Chairman Tim Oliver called the meeting to order at 7:10 p.m.

2.0 Minutes of Last Meeting

- 2.1 Copies of the minutes were provided for review. Motion by John Kuntze, seconded by Bill Dietrich, that the minutes be accepted. Carried

3.0 Business Arising From the Minutes

- 3.1 There were no questions or discussion of the last meeting minutes.
- 3.2 Future draft minutes will be posted on the O.S.P.E. L.D.C. (Ontario Society of Professional Engineers Land Drainage Committee) website for review by all attendees.
- 3.3 The focus last year was on the Design and Construction Guidelines update. Kenn Smart was present at the meeting and advised that they continue to make progress and expect to have their part done by the end of the year.

4.0 Chairman's Report – Tim Oliver

- 4.1 Tim Oliver introduced the L.D.C. members including liaison members that were present and Andy McBride of the Agriculture, Food and Rural Affairs Appeal Tribunal.
- 4.2 There will be a Tribunal presentation at the Conference tomorrow by member Ed Dries.
- 4.3 The conference tomorrow is the 46th Drainage Engineers Conference to be held. The conferences were started in 1969. There has one presenter who had to cancel for tomorrow. There will be 9 exhibitors presenting information on their products and services for the drainage industry. 130 participants are expected tomorrow with 13 of them being students from various universities.
- 4.4 Sid Vander Veen will present his annual O.M.A.F.R.A. report later in the evening.
- 4.5 The D.A.W.G. (Drainage Action Working Group) is moving ahead with good progress. They are dealing with the latest Fisheries Act changes. There will be changes to the notification form mainly for maintenance works. Forms are submitted to the D.F.O. (Department of Fisheries & Oceans) Triage group in Burlington. There have been 4 meetings this year with 1 more scheduled for later this year. They are working on trying to expedite reviews. Drain

classes A – F have been discussed. An F drain is usually dry, so there is work being done on a position statement that if there is no S.A.R. (Species at Risk), D.F.O. doesn't need to review the work. They are also establishing several activities that won't require review provided that B.M.P.'s (Best Management Practices) are followed. For these specified activities the proponent may just notify the M.N.R. (Ministry of Natural Resources) and local C.A. (Conservation Authority).

- 4.6 For Class A, B and C drains that are warm water, they are looking at developing position statements to help expedite work. They are striving for 1 form to cover all 3 agencies. D.F.O. has a revised form out now for review and comment. The D.F.O. is currently working on 30-60 day response times. The forms will include Section 4 and Section 78 options.
- 4.7 For a new drain there is no class so a site specific application has to be done that needs review and authorization.
- 4.8 The work impact zone extends 1 kilometre downstream of the work area. If that zone is Class F, no notification or review is required by D.F.O. The provisions are primarily for maintenance work. A report doing maintenance type work will be treated similarly.
- 4.9 Tim discussed the Land Drainage Committee and election to be held. There are terms of reference and standing resolutions to address O.S.P.E. (Ontario Society of Professional Engineers) impacts. In order to be nominated and to vote the candidate must be practicing drainage engineering and writing reports. Committee members have 3 year terms. Each year 2 members come off the Committee and are replaced. The resolutions allow members to sit for another 3 years. The members of the Committee appoint a Chair, Vice Chair and Secretary each year. Two new members are needed for this coming year to replace Bill Dietrich and Gerard Rood whose terms expire. An election will be conducted after Sid Vander Veen presents his report.

5.0 O.M.A.F.R.A. Report - Sid Vander Veen - Drainage Coordinator

- 5.1 Sid introduced O.M.A.F.R.A. (Ontario Ministry of Agriculture and Food) staff members and presented a comprehensive report of activities over the past year. See the attached "O.M.A.F.R.A. Report Presented at the Drainage Practitioners Meeting".
- 5.2 Sid is impressed with the number of new engineers that are doing reports. He pointed out that their ministry name has gone from O.M.A.F. (Ontario Ministry of Agriculture and Food) back to O.M.A.F.R.A. (Ontario Ministry of Agriculture, Food and Rural Affairs).
- 5.3 Sid summarized the 2014 courses and reviewed the courses planned for 2015 as per his attached report.
- 5.4 The other topics in the O.M.A.F.R.A. report were presented by Sid with his comments. A live demonstration of the Agricultural Information Atlas was provided illustrating parcels with Farm Tax Class designation that are eligible for grant. The tax class is based on a 2 year duration. White areas of the map are parcels that are not eligible for grant. He pointed out that roll numbers are also accessible from the map using the "identify feature" option.

- 5.5 It was pointed out that “drainage reference tools” include a section on “drainage conflicts” that can be a good resource for people.
- 5.6 The Ministry is hoping to make some administrative changes to the A.D.I.P. (Agricultural Drainage Infrastructure Program) policies. Sid reminded people to beware of using waivers as Section 48 of the Drainage Act allows any affected owner to make an appeal.
- 5.7 The drainage statistics for the past year as set out in the attached O.M.A.F.R.A. report were reviewed and discussed. Sid noted that usually less than 10% of projects go to the Tribunal.
- 5.8 Tim Oliver went on to discuss that the Appeal Tribunal had requested a survey of engineers who had attended recent hearings. 17 engineers were circulated based on the last 4-5 years of hearings. The Tribunal is looking for some feedback. Results are expected in a week or so and will go to the Tribunal for their consideration.

6.0 Election of New Members

- 6.1 Bill Dietrich advised that he would not come back for the coming year.
- 6.2 An engineer must be active and writing reports to be elected. In order to vote a person must be a practicing engineer and have written at least one report in the last year. Each member is expected to serve a 3 year term and attend the 3 meetings that are scheduled each year. Duties include organizing the Drainage Engineers Conference each year with the assistance of Pat Shaver from the Office of Open Learning at the University of Guelph.
- 6.3 Sid Vander Veen conducted the election. Those nominated included Gerard Rood, Michael Gerrits, Ray Dobbin, Jeremy Taylor, and Shane McVitty. After 3 calls for further nominations and none received, John Kuntze moved that nominations be closed, seconded by Tony Peralta. Carried
- 6.4 Sid Vander Veen asked those nominated if they would stand for election. Jeremy Taylor and Ray Dobbin declined. Ballots were cast, counted by Sid and he reported that Gerard Rood and Michael Gerrits were elected for the next 3 years.

7.0 New Business

- 7.1 Neal Morris of K. Smart Associates asked if the Drainage Superintendents have a committee to standardize R.F.P.'s (Request for Proposal). Sid Vander Veen responded that procurement policies are being looked at but not R.F.P.'s.
- 7.2 Greg Nancekivell elaborated that there are many different procedures in effect. Everyone had a problem with how to set them up. Some of the policies often result in increased costs. They are looking for something generic across the province by January. Jeff Dickson asked if these would apply to appointments under the Act. Greg responded yes. Under the Drainage Act there is limited time line to develop a scope of work. They want to give municipalities an

alternative to avoid going to an R.F.P. Some Towns think that they always have to follow the policy of procurement including for engineering services.

- 7.3 Shane McVitty had a question and comment about having 13 students for the conference. Is there any push to get more of what we do into the university curriculum? We might see more graduates interested in drainage if introduced at university. Tim Oliver noted that this has been discussed before and he has offered to speak at schools. The L.D.C. sent information to the schools and this is likely the reason for the response and registration. Schools might want to introduce a course or include drainage in another course. Guelph has a course on farm drainage but it doesn't touch on the Drainage Act. Schools might consider Municipal Drain Design or legal aspects of drainage. The L.D.C. has not discussed this yet. They might approach Guelph about a course. Paul McIntyre commented that D.S.A.O. provides bursaries to students taking water resources or similar courses. Sid advised the audience that he does an annual lecture on drainage law at Guelph. He recommends that the L.D.C. focus on drainage courses rather than on schools.
- 7.4 A representative from the City of Kawartha Lakes asked if most municipalities do a single source or minimum of 3 R.F.P.'s for drainage projects. Greg Nancekivell stated that the D.S.A.O. is looking for alternatives for the procurement procedure. Bill Dietrich commented that drainage work is seldom defined or has a clear scope of work. The City representative noted that the M.E.A. (Municipal Engineers Association) has a standard agreement form for services. Neal Morris observed that drainage projects have a very limited scope of work and that the engineer has to act independently pursuant to the Drainage Act. He stated that some municipalities hire an engineer for a certain time frame to do drainage reports.
- 7.5 Kenn Smart suggested that the D.S.A.O. circulate the new procurement policy to the L.D.C. for review and comment. Jeff Dickson suggested that we write to the D.S.A.O. to request circulation on the policy of procurement.

8.0 Adjournment

- 8.1 Sid Vander Veen moved to adjourn the meeting at 9:10 p.m. Seconded by Tim Oliver. Carried
ATT.

Tim Oliver, Chairman

Gerard Rood, Secretary