

O.S.P.E. LAND DRAINAGE COMMITTEE
June 06, 2025 MINUTES OF MEETING
OMAFRA Office, 1 Stone Rd W, Guelph, ON N1G 4Y2

AGENDA

1.0 General Business

1.1 Welcome, Call to Order and Attendance

Chairman Jeremy Taylor called the meeting to order at 10:02am.

Members Present:

Jeremy Taylor, Chairman (JT)
Tony Peralta (TP)

Josh Warner, Vice Chairman. (JW)
George Vereyken, Acting Secretary (GV)

Liaison Members:

Paola Cetares, Ontario Society of Professional Engineers

Craig Fowler, Ontario Ministry of Agriculture, Food and Agribusiness

Lisa Wren, Department of Fisheries and Oceans

Tim Brook, Ontario Ministry of Agriculture, Food and Agribusiness

1.2 Approval of Agenda

Motion by TP to accept agenda with minor additions to include discussions for Municipal Freedom of Information and Protection of Privacy Act and area requiring drainage. Seconded by JW, carried, 10:05.

1.3 Minutes of the Last Meetings – Oct 17, 2024 & Dec 10, 2024

Paola noted typo in the spelling of her name.

Motion to approve minutes from January 21st meetings with typo corrected by TP, seconded by GV, carried. 10:09.

1.4 Business arising from the Minutes (review Action items, if any)

Discussion and selection of Conference speakers has taken place through email and offline discussion

1.5 Correspondence

Lorne Franklin had sent TP an email regarding Cranberry Creek, TP to circulate for LDC to review and determine next steps

John Kunze circulated correspondence received regarding the R. Irwin Scholarship

2 Liaison Reports (10:16am)

2.1 OSPE – Paola Cetares

- Discussed proposed landing page and gave visual presentation and reviewed content
- Reviewed SharePoint site to be created to allow for sharing of info
- Reviewed email address can be established for use by LDC which will forward emails to current LDC members, Paolo will look into whether we can send emails from this account to audience.
- Requires additional information on the following speakers: Steve Brickman, Mohammed Naeem, GV, JW, Lisa Wren or representative, Davin Heinbuck or CA presenter
- Reviewed preliminary conference agenda
- JT requested that OSPE link past conference proceedings to new OSPE website
 - Paolo will create a link to U of G records
- LDC to submit any requested changes to Website to OSPE
- Paolo will be following up through email to finalize conference planning

2.2 MTO – Muhammad Naeem (10:38)

- Not Present

2.3 Conservation Ontario – Davin Heinbuck (10:38)

- Not Present
- Provided update via email:
 - DART has been reconvened will have LDC, LICO and stakeholders involved as it proceeds
 - Conservation Authorities have been moved from jurisdiction from the Ministry of Natural Resources (MNR) to the Ministry of the Environment, Conservation and Parks (MECP)
 - Continued Commitment to Service Excellence – timeline reporting showed 96% of permits within compliance

2.4 Ministry of Agriculture, Food, and Agribusiness – Tim Brook (10:43)

- Provided update on Property Owners Guide which is being updated based on feedback and will enter final version shortly, Sid Vander Veen to complete a final review, anticipated publication in 2026
- OMAFA will form part of DART
- DSAO board was concerned that the 2025 Drainage Superintendent Course had too much focus on engineering content, Tim to address at practitioners meeting
- Rob Watters to retire once all active cases are wrapped up
- Introduced Craig Fowler and reviewed his experience and skills, Craig will assist OMAFA with special projects, asked LDC if there was any special interest projects that they would like Craig to undertake

2.5 Fisheries and Oceans Canada – Lisa Wren (11:09)

- DFO is updating the Request for Review form for drains
- DFO temporary staff is working on classification of drains
- 9 additional contracts to conservation authorities for updating drain classifications
- Trying to get more funding for GIS mapping
- Updated request for maintenance being rolled out over the next year
- DFO putting together an online portal, Phase 1: code of practice and low risk activities, Phase 2: Prescribed works through regulation, Phase 3: RFR projects. This portal would be intended to make the process more efficient. Minimum 18 months away from Phase 1.
- No information on DFO budget with new government, moving forward status quo
- GIS team has a lot of turnover, mapping progress is slow, looking to get a dedicated drain person
- Potentially 2026 for submission portal
- Update on Fish resiliency study (E2 drains)
 - Latest price to DSAO came in expensive

Fisheries and Oceans Canada – Lisa Wren (11:09) cont'd

- Questioning whether to proceed
 - Potentially looking for other funding (LICO, OFA), can DFO/LICO assist with sampling
- Follow-up on Fish Passage/Culvert Factsheet/Guideline
- DFO requires for review for drains does not appear on Website
 - Sheet has bugs and issues for entry
 - Issue with report section, not applicable here, report is not written yet

2.6 DSAO – David Moores

- Not in attendance.

Break for lunch at 11:43am

Meeting reconvened at 12:38pm

3 Sub-Committee Reports

3.1 DAWG (Drainage Act Working Group) update – TP (12:39)

- Recapped on DFO RFR update
- DAWG would like feedback at conference regarding DAWG
- DFO to revise request for review form to streamline the process in conjunction with portal
 - Only for municipal drains and not watercourses
- Erosion protection discussion, DFO considering removing some features due to lack of effectiveness
- Further update on Fish resiliency study

3.2 DART Subcommittee – TP (12:47)

- New terms of reference being developed (receiving feedback)
 - Recommendation to be a standing meeting instead of ad hoc
 - Added LICO as a member
 - DART to be committee not the protocol
 - DSAO to have 2 representatives
 - Terms to be discretionary but minimum 2 years
 - Updated version of the document to be circulated for review and finalization
- Mostly discussion at this point with minimal formal work
- Medium Term: cohesion with DAWG, Long Term: cross training, Eventual Term: streamlined approvals

DART Subcommittee – TP (12:47) (cont'd)

- Developed Action Plan
 - Short term goals, long term goals and eventual goals
 - Establish a workplan for Education and Training
 - Take back to the various organizations to establish a list of education/training pieces associated with the work we do
 - What needs trainings and what is the appropriate mechanism
 - DART to apply to all sections of Drainage Act
- Established work plan for training
- Short term goals include:
 - Terms of Reference
 - Reinstate DIRT
 - Review of DIRT terms of reference
 - Only 2 instances that DIRT has been used since 2012
 - Include preamble in DART to include DIRT for now
 - Protocols
 - Establish a workplan for Education and Training
 - Take back to the various organizations to establish a list of education/training pieces associated with the work we do
 - What needs trainings and what is the appropriate mechanism

3.3 Railway Subcommittee – JW (12:52)

- Provided Chatham Kent case summary
 - Interviewed witnesses
 - Hearing to continue in fall
 - Sarnai case was non-constitutional

2.1 OSPE – Victoria Soltau (1:00)

- Introduced herself
- Reviewed “Landing Page” for conference
- Reviewed exhibitors, packages, sponsorship opportunities for vendors.
- Delta Guelph has been secured for conference and hotel
- Reviewed original schedule (Draft)
 - Thursday 4pm-10pm with practitioners meeting at 5:30
 - Friday 9am-4:15pm for conference
 - Reviewed concerns regarding schedule and will amend
- Reviewed speakers panel and how it works

3.4 LICO Standards Committee – JK (1:42)

- Not present, no update

3.5 LDC Drainage Course – JW/JT (1:43)

- TB indicated there has been no response, LDC asked TB to follow up with OMAFA director regarding potential funding

3.6 Urban Drainage CLI-ECA and Drainage Act– JT/GV (1:45)

- No work completed last year, as such GV motioned to dissolve subcommittee until a future date, JW seconded the motion and all in favour

3.7 Conference Planning – JT (1:46)

- A lot of the originally intended discussion was completed in Section 2.1
- JT to email practitioners to let them know OSPE will be handling 2025 conference to ensure people do not ignore registration email
- JT will discuss OSPE transition to Group at Practitioners Meeting to let them know the details of the transition
- TB to provide OMAFA update and prescribed forms on Thursday
- LDC to brainstorm for discussion topics for Thursday
- All LDC members to follow up with any presenters

3.8 Website and Content Review – LDC (2:18)

- Dart summary to be added to website – TP to provide summary
- Remove railway references
- Add email so practitioners can contact us
- Start a Liaison Members list
- Change title of achievements
- Drainage conference information and past proceedings to be added
 - GV to ask JK if he would be willing to provide history and summary information

3.9 Memberlist – LDC (2:30)

- TB to provide OMAFA practitioners list (updated 2024). OSPE will collect attendees emails when they register.

3.11 Municipal Freedom of Information and Protection of Privacy Act Letter (2:43)

- TP reviewed letter and it is to be submitted

3.12 Format of meetings (2:47)

- Discussed whether to lessen Liaison reports for low activity areas and ask for Agenda items to improve communication
- Need to ensure minutes are posted for practitioners to view
- Conversation to be reviewed with all LDC members present

4 Review Action Items

4.1 Ross Irwin Scholarship (3:13)

- Received thank you video from U of G
- Follow up with OSPE regarding future contributions

4.2 Cranberry Creek Question (3:19)

- TP to follow up to seek clarification if question was directed to TP or LDC

4.3 Area Requiring Drainage Decision Posted (3:25)

- LDC to review decision and discuss

5 Review Action Items (3:57)

Action Items	Owner(s)	Status (in progress or completed)
1/ Inform LDC if OSPE email can send out emails or only receive (forwarding)	Paola	
2/ Follow up with speakers for Bios by June 13	LDC	
3/ Announce on Thursday that Drainage Superintendent Course to be kept to non engineering matters	JT	
4/ Determine topics for Thursday night	LDC	
5/ Investigate and follow up for dinner options on Thursday evening	Victoria	
6/ Follow up regarding potential funding for Drainage Engineers Course	TB	
7/ Inform practitioners that OSPE will be hosting the next conference.	JT	

6 Adjournment – 4:00pm

Next Meeting: September 29, 2025, time TBD.