

RAISIN REGION CONSERVATION AUTHORITY  
BOARD OF DIRECTORS  
MINUTES  
JANUARY 17, 2019 – 3:00 pm  
RRCA ADMINISTRATION BUILDING

PRESENT: Frank Prevost, South Glengarry, Chair  
Bryan McGillis, South Stormont, Vice-Chair  
David Smith, South Stormont  
Michel Depratto, North Glengarry  
Claude McIntosh, City of Cornwall  
Carilyne Hebert, City of Cornwall  
Martin Lang, South Glengarry

STAFF: Richard Pilon, General Manager/Secretary-Treasurer  
Josianne Sabourin, Administrative Assistant  
Sandy Crites, Manager of Finance  
Kim MacDonald, Watershed Planner  
Brendan Jacobs, Fish & Wildlife Biologist / ALUS Coordinator  
Normand Génier, Forestry Specialist  
Phil Barnes, Project Manager  
Pete Sabourin, Manager of Field Operations  
Matthew Levac, Resource Technician  
Lissa Deslandes, Regulations Officer & Communications Coordinator

REGRETS: Roxane Villeneuve, North Stormont

**CALL TO ORDER**

Frank Prevost, Chair, called the meeting to order at 3:00 pm

**APPROVAL OF AGENDA**

RESOLUTION #1/19:

Moved by: Michel Depratto  
Seconded by: David Smith

THAT the agenda be approved.

CARRIED

**DECLARATION OF CONFLICT OF INTEREST**

None

**APPROVAL OF MINUTES**

RESOLUTION #2/19:

Moved by: Claude McIntosh  
Seconded by: Carilyne Hebert

THAT the minutes of the November 15, 2018 meeting of the Raisin Region Conservation Authority be approved.

CARRIED

## **BUSINESS ARISING FROM THE MINUTES**

None

### **ELECTION OF CHAIR AND VICE-CHAIR**

The Chair was turned over to the General Manager for the purpose of the election of the 2019 Chair and Vice-Chair.

RESOLUTION #3/19:

Moved by: Martin Lang

Seconded by: Carilyne Hebert

THAT the positions of Chair and Vice-Chair declared vacant.

CARRIED

### **ELECTION OF CHAIR**

Nominations from the floor were called for the position of Chair for the current calendar year.

Frank Prevost was nominated by Claude McIntosh.

RESOLUTION #4/19:

Moved by: David Smith

Seconded by: Bryan McGillis

THAT the nominations for the position of Chair be closed.

CARRIED

Frank Prevost accepted the nomination and was declared Chair by acclamation.

### **ELECTION OF VICE-CHAIR**

Nominations from the floor were called for the position of Vice-Chair for the current calendar year.

Bryan McGillis was nominated by David Smith.

RESOLUTION #7/19:

Moved by: Claude McIntosh

Seconded by: Martin Lang

THAT the nominations for the position of Vice-Chair be closed.

CARRIED

Bryan McGillis accepted the nomination and was declared Vice-Chair by acclamation.

The Chair was turned over to Chair Frank Prevost.

## **NEW BUSINESS**

### **2019 PRELIMINARY BUDGET – PRESENTATION**

Staff provided information on RRCA programs and projects. Richard Pilon presented the preliminary budget for 2019.

RESOLUTION #8/19:

Moved by: Martin Lang  
Seconded by: Claude McIntosh

THAT the 2019 Preliminary Budget of the Raisin Region Conservation Authority be received.

CARRIED

### **APPOINTMENT OF AUDITOR AND SIGNING OFFICERS**

RESOLUTION #9/19 :

Moved by: David Smith  
Seconded by: Carilyne Hebert

THAT, for banking purposes, the Authority signing officers be one of: Chair or Vice-Chair and one of: General Manager or Manager of Finance. For all other purposes that fall within their signing limit and/or there is a Board Resolution, any of the above; and

FURTHER, THAT the Chartered Accountants MNP LLP be appointed Auditors for the 2019 calendar year at an upset cost of \$9,400 plus HST.

CARRIED

### **2019 RRCA BOARD OF DIRECTORS MEETING SCHEDULE**

RESOLUTION #10/19:

Moved by: David Smith  
Seconded by: Carilyne Hebert

THAT the 2019 Raisin Region Conservation Authority Board of Directors meeting schedule be approved, as presented.

CARRIED

### **COOPER MARSH CONSERVATORS MEETING MINUTES OF JANUARY 4, 2019**

RESOLUTION #11/19:

Moved by: Carilyne Hebert  
Seconded by: Bryan McGillis

THAT the Board of Directors receive and file the Cooper Marsh Conservators meeting minutes of January 4, 2019, as presented.

CARRIED

### **MONTHLY ACTIVITY SUMMARY**

RESOLUTION #12/19:

Moved by: Martin Lang  
Seconded by: David Smith

THAT the Board of Directors receive and file the Monthly Activity Summary report, as presented.

CARRIED

## **FUTURE MEETINGS**

RRCA Board of Directors - Feb 21<sup>st</sup>, Mar 21<sup>st</sup>, Apr 18<sup>th</sup> (3:00 p.m. start for all meetings)

## **CLOSED SESSION**

RESOLUTION #13/19:

Moved by: Claude McIntosh  
Seconded by: Carilyne Hebert

THAT the Full Authority Meeting move into Closed Session to discuss property and personnel matters.

CARRIED

RESOLUTION #14/19:

Moved by: David Smith  
Seconded by: Claude McIntosh

THAT the Full Authority Meeting move to Open Session.

CARRIED

RESOLUTION #15/19:

Moved by: Michel Depratto  
Seconded by: Martin Lang

THAT the Board of Directors authorize staff to pursue items of action dealing with the property matter discussed in the Closed Session.

CARRIED

RESOLUTION #16/19:

Moved by: Bryan McGillis  
Seconded by: David Smith

THAT the Board of Directors authorize staff to pursue items of action dealing with the personnel matter discussed in the Closed Session.

CARRIED

## **ADJOURNMENT**

RESOLUTION #17/19:

Moved by: Carilyne Hebert  
Seconded by: David Smith

THAT the Board of Directors meeting of January 17, 2019 be adjourned at 5:00 pm.

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Frank Prevost  
Chair

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Richard Pilon  
General Manager / Secretary-Treasurer

RAISIN REGION CONSERVATION AUTHORITY  
BOARD OF DIRECTORS  
MINUTES  
FEBRUARY 21, 2019 – 3:00 pm  
RRCA ADMINISTRATION BUILDING

PRESENT: Frank Prevost, South Glengarry, Chair  
Bryan McGillis, South Stormont, Vice-Chair  
David Smith, South Stormont  
Michel Depratto, North Glengarry  
Claude McIntosh, City of Cornwall  
Carilyne Hebert, City of Cornwall  
Martin Lang, South Glengarry

STAFF: Richard Pilon, General Manager / Secretary-Treasurer  
Josianne Sabourin, Administrative Assistant  
Sandy Crites, Manager of Finance  
Brendan Jacobs, Watershed Biologist / ALUS Coordinator  
Normand Génier, Forestry Specialist  
Phil Barnes, Project Manager  
Pete Sabourin, Manager of Field Operations  
Matthew Levac, Resource Technician  
Lissa Deslandes, Regulations Officer / Communications Coordinator

REGRETS: Roxane Villeneuve, North Stormont

**CALL TO ORDER**

Frank Prevost, Chair, called the meeting to order at 3:00 pm

**APPROVAL OF AGENDA**

RESOLUTION #18/19:

Moved by: Michel Depratto  
Seconded by: Bryan McGillis

THAT the agenda be approved.

CARRIED

**DECLARATION OF CONFLICT OF INTEREST**

None

**DELEGATIONS / PRESENTATIONS**

- a. Jacqueline Milner gave a presentation on buffer zones
- b. Staff presented project and program updates

## **APPROVAL OF MINUTES**

RESOLUTION #19/19:

Moved by: Martin Lang  
Seconded by: Carilyne Hebert

THAT the minutes of the January 17, 2019 meeting of the Raisin Region Conservation Authority be approved.

CARRIED

## **BUSINESS ARISING FROM THE MINUTES**

None

## **NEW BUSINESS**

### **2019 DRAFT BUDGET - PRESENTATION**

Richard Pilon presented the draft budget for 2019.

RESOLUTION #20/19:

Moved by: Carilyne Hebert  
Seconded by: Claude McIntosh

THAT the 2019 Budget of the Raisin Region Conservation Authority and the associated Municipal Levy apportionments be adopted;

AND FUTHER, THAT municipalities be notified of their 2019 levy.

CARRIED

## **COMMITTEE APPOINTMENTS**

RESOLUTION #21/19:

Moved by: Martin Lang  
Seconded by: Michel Depratto

THAT representatives be appointed to various Committees for 2019, as follows:

### **Source Water Protection**

Frank Prevost

### **Source Protection Management Committee**

Frank Prevost  
Bryan McGillis  
Claude McIntosh  
Richard Pilon

### **Conservation Ontario Council**

Frank Prevost – Voting Delegate  
Richard Pilon – Alternate

### **St. Lawrence River Restoration Council**

Richard Pilon

CARRIED

## RIVER MAINTENANCE ANNUAL REPORT

RESOLUTION #22/19:

Moved by: David Smith  
Seconded by: Carilyne Hebert

THAT the Board of Directors receive the River Maintenance Annual Report, as presented.

CARRIED

## COOPER MARSH CONSERVATORS MEETING MINUTES OF FEBRUARY 7, 2019

RESOLUTION #23/19:

Moved by: Martin Lang  
Seconded by: David Smith

THAT the Board of Directors receive the Cooper Marsh Conservators meeting minutes of February 7, 2019, as presented.

CARRIED

## MONTHLY ACTIVITY SUMMARY

RESOLUTION #24/19:

Moved by: Martin Lang  
Seconded by: Claude McIntosh

THAT the Board of Directors receive the Monthly Activity Summary report, as presented.

CARRIED

## FUTURE MEETINGS

RRCA Board of Directors - Mar 21<sup>st</sup>, Apr 18<sup>th</sup>, May 16<sup>th</sup>, Jun 20<sup>th</sup> (3:00 p.m. start for all meetings)

## ADJOURNMENT

RESOLUTION #25/19:

Moved by: Carilyne Hebert  
Seconded by: David Smith

THAT the Board of Directors meeting of February 21, 2019 be adjourned at 4:05 pm

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Frank Prevost  
Chair

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Richard Pilon  
General Manager / Secretary-Treasurer

RAISIN REGION CONSERVATION AUTHORITY  
BOARD OF DIRECTORS  
MINUTES  
MARCH 21, 2019 – 3:00 pm  
RRCA ADMINISTRATION BUILDING

PRESENT: Frank Prevost, South Glengarry, Chair  
Bryan McGillis, South Stormont, Vice-Chair  
David Smith, South Stormont  
Michel Depratto, North Glengarry  
Claude McIntosh, City of Cornwall  
Carilyne Hebert, City of Cornwall  
Martin Lang, South Glengarry

STAFF: Richard Pilon, General Manager / Secretary-Treasurer  
Josianne Sabourin, Administrative Assistant  
Phil Barnes, Project Manager  
Sandy Crites, Manager of Finance  
Lissa Deslandes, Regulations Officer / Community Liaison  
Normand Génier, Forestry Specialist  
Jessica Herrington, Environmental Technician  
Brendan Jacobs, Watershed Biologist / ALUS Coordinator  
Matthew Levac, Resource Technician  
Lisa Van De Ligt, Communications Specialist

REGRETS: Roxane Villeneuve, North Stormont

GUESTS: Ian McIntosh, CMC  
Mike Chegrinec, CMC  
Elaine Kennedy, CMC  
Odette Bonneville, CMC  
Ian Murphy, MNP

**CALL TO ORDER**

Frank Prevost, Chair, called the meeting to order at 3:00 pm

**APPROVAL OF AGENDA**

RESOLUTION #26/19:

Moved by: Michel Depratto  
Seconded by: Martin Lang

THAT the agenda be approved.

CARRIED

**DECLARATION OF CONFLICT OF INTEREST**

None



## **DELEGATIONS / PRESENTATIONS**

- a. Ian McIntosh from the Cooper Marsh Conservators presented the CMC Annual Report.
- b. Staff presented project and program updates

## **APPROVAL OF MINUTES**

RESOLUTION #27/19:

Moved by: Claude McIntosh  
Seconded by: David Smith

THAT the minutes of the February 21, 2019 meeting of the Raisin Region Conservation Authority be approved.

CARRIED

## **BUSINESS ARISING FROM THE MINUTES**

None

## **NEW BUSINESS**

### **2018 FINANCIAL STATEMENTS**

RESOLUTION #28/19:

Moved by: David Smith  
Seconded by: Bryan McGillis

THAT the Board of Directors approve a net transfer to reserves of \$221,742; and,

THAT special benefitting area surpluses and deficits be added to, or taken from the appropriate reserves as part of end of year municipal levies settlements; and,

THAT the equipment reserve be reduced to \$50,000 and the surplus be transferred to the operating reserve; and,

THAT the Board of Directors approve the 2018 Financial Statements.

CARRIED

### **PLANNING AND REGULATIONS FEE SCHEDULE**

RESOLUTION #29/19:

Moved by: Carilyne Hebert  
Seconded by: David Smith

THAT the Board of Directors approve the 2019 Planning and Regulations Fees effective April 1, 2019, as presented.

CARRIED

COOPER MARSH CONSERVATORS MEETING MINUTES OF MARCH 7, 2019

RESOLUTION #30/19:

Moved by: Martin Lang  
Seconded by: Carilyne Hebert

THAT the Board of Directors receive the Cooper Marsh Conservators meeting minutes of March 7, 2019, as presented.

CARRIED

MONTHLY ACTIVITY SUMMARY

RESOLUTION #31/19:

Moved by: Michel Depratto  
Seconded by: Martin Lang

THAT the Board of Directors receive the Monthly Activity Summary report, as presented.

CARRIED

FUTURE MEETINGS

RRCA Board of Directors - Apr 18<sup>th</sup>, May 16<sup>th</sup>, Jun 20<sup>th</sup> (3:00 p.m. start for all meetings)

ADJOURNMENT

RESOLUTION #32/19:

Moved by: Claude McIntosh  
Seconded by: Carilyne Hebert

THAT the Board of Directors meeting of March 21, 2019 be adjourned at 4:00 pm.

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Frank Prevost  
Chair

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Richard Pilon  
General Manager / Secretary-Treasurer

RAISIN REGION CONSERVATION AUTHORITY  
BOARD OF DIRECTORS  
MINUTES  
APRIL 18, 2019 – 3:00 pm  
RRCA ADMINISTRATION BUILDING

PRESENT: Frank Prevost, South Glengarry, Chair  
Bryan McGillis, South Stormont, Vice-Chair  
David Smith, South Stormont  
Michel Depratto, North Glengarry  
Claude McIntosh, City of Cornwall  
Carilyne Hebert, City of Cornwall  
Martin Lang, South Glengarry

STAFF: Richard Pilon, General Manager / Secretary-Treasurer  
Josianne Sabourin, Administrative Assistant  
Phil Barnes, Project Manager  
Sandy Crites, Manager of Finance  
Lissa Deslandes, Regulations Officer / Community Liaison  
Normand Génier, Forestry Specialist  
Jessica Herrington, Environmental Technician  
Brendan Jacobs, Watershed Biologist / ALUS Coordinator  
Matthew Levac, Resource Technician  
Kim MacDonald, Watershed Planner  
Pete Sabourin, Manager of Field Operations  
Lisa Van De Ligt, Communications Coordinator

REGRETS: Roxane Villeneuve, North Stormont

**CALL TO ORDER**

Frank Prevost, Chair, called the meeting to order at 3:35 pm

**APPROVAL OF AGENDA**

RESOLUTION #33/19:

Moved by: Claude McIntosh  
Seconded by: Martin Lang

THAT the agenda be approved.

CARRIED

**DECLARATION OF CONFLICT OF INTEREST**

None

**DELEGATIONS / PRESENTATIONS**

- a. Staff presented project and program updates

**APPROVAL OF MINUTES**

RESOLUTION #34/19:

Moved by: Michel Depratto  
Seconded by: Claude McIntosh

THAT the minutes of the March 21, 2019 meeting of the Raisin Region Conservation Authority be approved.

CARRIED

**BUSINESS ARISING FROM THE MINUTES**

None

**NEW BUSINESS**

**PROPOSED AMENDMENTS TO THE CA ACT**

Richard provided an update on the proposed amendments to the CA Act and information regarding provincial funding.

**TREE COVER, WOODLANDS AND NATURAL VEGETATION**

RESOLUTION #36/19:

Moved by: Claude McIntosh  
Seconded by: David Smith

THAT the Board of Directors receive the Tree Cover, Woodlands, and Natural Vegetation report, as presented.

CARRIED

**GRASS CUTTING TENDER**

RESOLUTION #37/19:

Moved by: Carilyne Hebert  
Seconded by: David Smith

THAT the Board of Directors award the procurement of grass cutting services to No Mow Worries, as presented.

CARRIED

**ROOF REPLACEMENT – ADMINISTRATION BUILDING**

RESOLUTION #38/19:

Moved by: Martin Lang  
Seconded by: Michel Depratto

THAT the Board of Directors direct staff to get two more quotes for a tin roof and that the lowest bidder be selected.

CARRIED

**COOPER MARSH CONSERVATORS MEETING MINUTES OF APRIL 4, 2019**

RESOLUTION #39/19:

Moved by: David Smith  
Seconded by: Claude McIntosh

THAT the Board of Directors receive the Cooper Marsh Conservators meeting minutes of April 4, 2019, as presented.

CARRIED

MONTHLY ACTIVITY SUMMARY

RESOLUTION #40/19:

Moved by: Martin Lang  
Seconded by: David Smith

THAT the Board of Directors receive the Monthly Activity Summary report, as presented.

CARRIED

FUTURE MEETINGS

RRCA Board of Directors - May 16<sup>th</sup>, Jun 20<sup>th</sup>, Sep 19<sup>th</sup> (3:00 p.m. start for all meetings)

ADJOURNMENT

RESOLUTION #41/19:

Moved by: Bryan McGillis  
Seconded by: Martin Lang

THAT the Board of Directors meeting of April 18, 2019 be adjourned at 4:50: pm

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Frank Prevost  
Chair

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Richard Pilon  
General Manager / Secretary-Treasurer

RAISIN REGION CONSERVATION AUTHORITY  
BOARD OF DIRECTORS  
MINUTES  
MAY 16, 2019 – 3:00 pm  
RRCA ADMINISTRATION BUILDING

PRESENT: Frank Prevost, South Glengarry, Chair  
David Smith, South Stormont  
Michel Depratto, North Glengarry  
Claude McIntosh, City of Cornwall  
Carilyne Hebert, City of Cornwall  
Martin Lang, South Glengarry

STAFF: Richard Pilon, General Manager / Secretary-Treasurer  
Josianne Sabourin, Administrative Assistant  
Phil Barnes, Project Manager  
Sandy Crites, Manager of Finance  
Lissa Deslandes, Regulations Officer / Community Liaison  
Normand Génier, Forestry Specialist  
Jessica Herrington, Environmental Technician  
Brittany Hum, Office Assistant Student  
Brendan Jacobs, Watershed Biologist / ALUS Coordinator  
Matthew Levac, Resource Technician  
Kim MacDonald, Watershed Planner  
Pete Sabourin, Manager of Field Operations  
Lisa Van De Ligt, Communications Coordinator

REGRETS: Bryan McGillis, South Stormont, Vice-Chair  
Roxane Villeneuve, North Stormont

GUEST: Roddy Bolivar, Bolivar & Philips

**CALL TO ORDER**

Frank Prevost, Chair, called the meeting to order at 3:00 pm

**APPROVAL OF AGENDA**

RESOLUTION #42/19:

Moved by: David Smith  
Seconded by: Michel Depratto

THAT the agenda be approved.

CARRIED

**DECLARATION OF CONFLICT OF INTEREST**

None

**DELEGATIONS / PRESENTATIONS**

- a. Lissa provided a presentation on ticks

## **APPROVAL OF MINUTES**

RESOLUTION #43/19:

Moved by: Carilyne Hebert  
Seconded by: Martin Lang

THAT the minutes of the April 18, 2019 meeting of the Raisin Region Conservation Authority be approved.

CARRIED

## **BUSINESS ARISING FROM THE MINUTES**

None

## **NEW BUSINESS**

### **ASSET MANAGEMENT FOR CONSERVATION AUTHORITIES**

RESOLUTION #44/19:

Moved by: Carilyne Hebert  
Seconded by: Michel Depratto

THAT the Board of Directors receive and file the “Asset Management for Conservation Authorities” presentation, as presented.

CARRIED

### **CONSERVATION ONTARIO STREAMLINING PRIORITIES**

RESOLUTION #45/19:

Moved by: Martin Lang  
Seconded by: David Smith

THAT the Raisin Region Conservation Authority Board of Directors endorse Conservation Ontario’s priorities to improve client service and accountability; increase speed of approvals; and, reduce red tape and regulatory burden with respect to the planning and development review process.

CARRIED

### **SPECIES AT RISK STEWARDSHIP PROGRAM GRANT APPLICATION**

RESOLUTION #46/19:

Moved by: Michel Depratto  
Seconded by: Claude McIntosh

THAT the Board of Directors approve the submission of a grant application to the Ministry of Environment, Conservation and Parks 2019-2020 Species at Risk Stewardship Program requesting \$60,000 for the Turtle Preservation Project.

CARRIED

COOPER MARSH CONSERVATORS MEETING MINUTES OF MAY 2, 2019

RESOLUTION #47/19:

Moved by: Martin Lang  
Seconded by: Carilyne Hebert

THAT the Board of Directors receive the Cooper Marsh Conservators meeting minutes of May 2, 2019, as presented.

CARRIED

MONTHLY ACTIVITY SUMMARY

RESOLUTION #48/19:

Moved by: David Smith  
Seconded by: Martin Lang

THAT the Board of Directors receive the Monthly Activity Summary report, as presented.

CARRIED

FUTURE MEETINGS

RRCA Board of Directors - Jun 20<sup>th</sup>, Sep 19<sup>th</sup>, Oct. 17<sup>th</sup> (3:00 p.m. start for all meetings)

CLOSED SESSION

RESOLUTION #49/19:

Moved by: Claude McIntosh  
Seconded by: Michel Depratto

THAT the Full Authority Meeting move into Closed Session to discuss personnel matters.

CARRIED

RESOLUTION #50/19:

Moved by: Michel Depratto  
Seconded by: David Smith

THAT the Full Authority Meeting move to Open Session.

CARRIED

RESOLUTION #51/19:

Moved by: Michel Depratto  
Seconded by: Martin Lang

THAT the Board of Directors authorize staff to pursue items of action dealing with personnel matters discussed in the Closed Session.

CARRIED



**ADJOURNMENT**

RESOLUTION #52/19:

Moved by: Claude McIntosh  
Seconded by: David Smith

THAT the Board of Directors meeting of May 16, 2019 be adjourned at 4.26 pm.

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Frank Prevost  
Chair

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Richard Pilon  
General Manager / Secretary-Treasurer

RAISIN REGION CONSERVATION AUTHORITY  
BOARD OF DIRECTORS  
MINUTES  
JUNE 20, 2019 – 3:00 pm  
RRCA ADMINISTRATION BUILDING

PRESENT: Frank Prevost, South Glengarry, Chair  
David Smith, South Stormont  
Claude McIntosh, City of Cornwall  
Martin Lang, South Glengarry

STAFF: Richard Pilon, General Manager / Secretary-Treasurer  
Josianne Sabourin, Administrative Assistant  
Phil Barnes, Project Manager  
Britney Bourdages, Environmental Technician  
Sandy Crites, Manager of Finance  
Lissa Deslandes, Regulations Officer / Community Liaison  
Jessica Herrington, Environmental Technician  
Brittany Hum, Office Assistant Student  
Brendan Jacobs, Watershed Biologist / ALUS Coordinator  
Matthew Levac, Resource Technician  
Kim MacDonald, Watershed Planner  
Pete Sabourin, Manager of Field Operations  
Lisa Van De Ligt, Communications Specialist

REGRETS: Bryan McGillis, South Stormont, Vice-Chair  
Roxane Villeneuve, North Stormont  
Michel Depratto, North Glengarry  
Carilyne Hebert, City of Cornwall

**CALL TO ORDER**

Frank Prevost, Chair, called the meeting to order at 3:00 pm

**APPROVAL OF AGENDA**

RESOLUTION #53/19:

Moved by: Martin Lang  
Seconded by: David Smith

THAT the agenda be approved.

CARRIED

**DECLARATION OF CONFLICT OF INTEREST**

None

**DELEGATIONS / PRESENTATIONS**

- a. Staff presented project and program updates

## **APPROVAL OF MINUTES**

RESOLUTION #54/19:

Moved by: Claude McIntosh  
Seconded by: Martin Lang

THAT the minutes of the May 16, 2019 meeting of the Raisin Region Conservation Authority be approved.

CARRIED

## **BUSINESS ARISING FROM THE MINUTES**

None

## **NEW BUSINESS**

### **CONSERVATION ONTARIO COMMENTS ON BILL 108**

RESOLUTION #55/19:

Moved by: David Smith  
Seconded by: Martin Lang

THAT the Board of Directors receive the Conservation Ontario Comments on Bill 108 report, as presented.

CARRIED

### **GRANT SUBMISSIONS**

RESOLUTION #56/19:

Moved by: Claude McIntosh  
Seconded by: Martin Lang

THAT the Board of Directors approve entering into an agreement with Environment and Climate Change Canada for the Restoring Coastal Wetlands within the St. Lawrence River (Cornwall) Area of Concern Project;

AND FURTHER THAT the Board of Directors approve accepting \$3,047 from the Eastern Ontario Water Resources Program for the Enhancement of In-land Climate Data Monitoring in Eastern Ontario Project;

AND FURTHER THAT the Board of Directors approve accepting \$4,013 from the Eastern Ontario Water Resources Program for the Agri-Action Environmental Stewardship Tour;

AND FURTHER THAT the Board of Directors approve requesting up to \$8,000 from the TD Friends of the Environment Foundation for the Turtle Preservation Project;

CARRIED

### **2019 GRANT APPLICATIONS SUMMARY**

RESOLUTION #57/19:

Moved by: David Smith  
Seconded by: Claude McIntosh

THAT the Board of Directors receive the 2019 Grant Applications Summary report, as presented.

CARRIED

NATURAL FEATURES PROJECT

RESOLUTION #58/19:

Moved by: Claude McIntosh  
Seconded by: David Smith

THAT the Board of Directors receive the Natural Features Project report, as presented.

CARRIED

COOPER MARSH CONSERVATORS MEETING MINUTES OF JUNE 6, 2019

RESOLUTION #59/19:

Moved by: Martin Lang  
Seconded by: David Smith

THAT the Board of Directors receive the Cooper Marsh Conservators meeting minutes of June 6, 2019, as presented.

CARRIED

MONTHLY ACTIVITY SUMMARY

RESOLUTION #60/19:

Moved by: Claude McIntosh  
Seconded by: Martin Lang

THAT the Board of Directors receive the Monthly Activity Summary report, as presented.

CARRIED

CLOSED SESSION

RESOLUTION #61/19:

Moved by: Martin Lang  
Seconded by: Claude McIntosh

THAT the Full Authority Meeting move into Closed Session to review a property matter and personnel matter.

CARRIED

RESOLUTION #62/19:

Moved by: David Smith  
Seconded by: Claude McIntosh

THAT the Full Authority Meeting move to open session.

CARRIED

RESOLUTION #63/19:

Moved by: Martin Lang  
Seconded by: David Smith

THAT the Board of Directors authorize staff to pursue items of action dealing with the property matter discussed in the Close Session.

CARRIED

**ADJOURNMENT**

RESOLUTION #64/19:

Moved by: David Smith  
Seconded by: Martin Lang

THAT the Board of Directors meeting of June 20, 2019 be adjourned at 4:30 pm.

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Frank Prevost  
Chair

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Richard Pilon  
General Manager / Secretary-Treasurer

RAISIN REGION CONSERVATION AUTHORITY  
BOARD OF DIRECTORS  
MINUTES  
SEPTEMBER 19, 2019 – 3:00 pm  
RRCA ADMINISTRATION BUILDING

PRESENT: Bryan McGillis, South Stormont, Vice-Chair  
David Smith, South Stormont  
Claude McIntosh, City of Cornwall  
Carilyne Hebert, City of Cornwall  
Martin Lang, South Glengarry  
Michael Depratto, North Glengarry

STAFF: Richard Pilon, General Manager / Secretary-Treasurer  
Josianne Sabourin, Administrative Assistant  
Phil Barnes, Project Manager  
Britney Bourdages, Environmental Technician  
Sandy Crites, Manager of Finance  
Lissa Deslandes, Regulations Officer / Community Liaison  
Jessica Herrington, Environmental Technician  
Matthew Levac, Resource Technician  
Pete Sabourin, Manager of Field Operations  
Lisa Van De Ligt, Communications Specialist

REGRETS: Roxane Villeneuve, North Stormont  
Frank Prevost, South Glengarry

**CALL TO ORDER**

Bryan McGillis, Vice-Chair, called the meeting to order at 3:00 pm

**APPROVAL OF AGENDA**

RESOLUTION #65/19:

Moved by: Michael Depratto  
Seconded by: Carilyne Hebert

THAT the agenda be approved.

CARRIED

**DECLARATION OF CONFLICT OF INTEREST**

None

**DELEGATIONS / PRESENTATIONS**

- a. Staff presented project and program updates

**APPROVAL OF MINUTES**

RESOLUTION #66/19:

Moved by: Martin Lang  
Seconded by: David Smith

THAT the minutes of the June 20, 2019 meeting of the Raisin Region Conservation Authority be approved.

CARRIED

**BUSINESS ARISING FROM THE MINUTES**

None

**NEW BUSINESS**

**PROVINCIAL CORRESPONDENCE – AMENDMENTS TO THE CA ACT**

RESOLUTION #67/19:

Moved by: Claude McIntosh

Seconded by: David Smith

THAT the Board of Directors receive the Provincial Correspondence – Amendments to the Conservation Authorities Act report, as presented.

CARRIED

**TREE PLANTING PROGRAM UPDATE**

RESOLUTION #6819:

Moved by: Carilyne Hebert

Seconded by: Michael Depratto

THAT the Board of Directors receive the tree planting program update, as presented.

CARRIED

**GRANT SUBMISSIONS**

RESOLUTION #69/19:

Moved by: Carilyne Hebert

Seconded by: Michael Depratto

THAT the Board of Directors approve requesting \$24,990 from Environment and Climate Change Canada to create a Raisin Region Eutrophication Strategy.

AND FURTHER THAT the Board of Directors approve requesting up to \$20,000 from Shell Canada to support the RRCA's Tree Planting Program.

AND FURTHER THAT the Board of Directors approve requesting up to \$60,000 from Wildlife Habitat Canada for invasive species control at Cooper Marsh Conservation Area.

AND FURTHER THAT the Board of Directors approve providing tree planting services to 2 local companies for a total of \$22,537.05

CARRIED

## 2019 GRANT APPLICATIONS SUMMARY

RESOLUTION #70/19:

Moved by: Carilyne Hebert  
Seconded by: Martin Lang

THAT the Board of Directors receive the 2019 Grant Applications Summary report, as presented.

CARRIED

## COOPER MARSH CONSERVATORS MEETING MINUTES OF JULY 4, 2019 & SEPTEMBER 5, 2019

RESOLUTION #71/19:

Moved by: Claude McIntosh  
Seconded by: Martin Lang

THAT the Board of Directors receive the Cooper Marsh Conservators meeting minutes of July 4, 2019 and September 5, 2019, as presented.

CARRIED

## MONTHLY ACTIVITY SUMMARY

RESOLUTION #72/19:

Moved by: David Smith  
Seconded by: Martin Lang

THAT the Board of Directors receive the Monthly Activity Summary report, as presented.

CARRIED

## FINANCIAL REPORTS

RESOLUTION #73/19:

Moved by: Claude McIntosh  
Seconded by: Carilyne Hebert

THAT the Board of Directors receive the Statement of Operations report, as presented.

CARRIED

## ADJOURNMENT

RESOLUTION #74/19:

Moved by: Claude McIntosh  
Seconded by: David Smith

THAT the Board of Directors meeting of September 19, 2019 be adjourned at 3:50 pm.

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Bryan McGillis  
Vice-Chair

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Richard Pilon  
General Manager / Secretary-Treasurer



RAISIN REGION CONSERVATION AUTHORITY  
BOARD OF DIRECTORS  
MINUTES  
OCTOBER 17, 2019 – 3:00 pm  
RRCA ADMINISTRATION BUILDING

PRESENT: Frank Prevost, South Glengarry, Chair  
Bryan McGillis, South Stormont, Vice-Chair  
David Smith, South Stormont  
Claude McIntosh, City of Cornwall  
Carilyne Hebert, City of Cornwall  
Martin Lang, South Glengarry  
Michael Depratto, North Glengarry

STAFF: Richard Pilon, General Manager / Secretary-Treasurer  
Josianne Sabourin, Administrative Assistant  
Phil Barnes, Project Manager  
Britney Bourdages, Environmental Technician  
Sandy Crites, Manager of Finance  
Lissa Deslandes, Regulations Officer / Community Liaison  
Jessica Herrington, Environmental Technician  
Matthew Levac, Resource Technician  
Kim MacDonald, Watershed Planner  
Pete Sabourin, Manager of Field Operations  
Lisa Van De Ligt, Communications Specialist

REGRETS: Roxane Villeneuve, North Stormont

**CALL TO ORDER**

Frank Prevost, Chair, called the meeting to order at 3:00 pm

**APPROVAL OF AGENDA**

RESOLUTION #75/19:

Moved by: Michel Depratto  
Seconded by: Bryan McGillis

THAT the agenda be approved.

CARRIED

**DECLARATION OF CONFLICT OF INTEREST**

None

**DELEGATIONS / PRESENTATIONS**

- a. Staff presented project and program updates

## **APPROVAL OF MINUTES**

RESOLUTION #76/19:

Moved by: Claude McIntosh  
Seconded by: Carilyne Hebert

THAT the minutes of the September 19, 2019 meeting of the Raisin Region Conservation Authority be approved.

CARRIED

## **BUSINESS ARISING FROM THE MINUTES**

None

## **NEW BUSINESS**

### **CONSERVATION ONTARIO COUNCIL MEETING UPDATE**

Richard provided an update on topics discussed at the Conservation Ontario Council Meeting held in Toronto on September 30, 2019.

### **TREE PLANTING PROGRAM UPDATE**

RESOLUTION #77/19:

Moved by: Claude McIntosh  
Seconded by: Martin Lang

THAT the Board of Directors approve entering into an agreement with Forests Ontario as a Program Delivery Agent under the 50 Million Tree Program;

AND FURTHER, that the Board of Directors approve offering tree planting subsidies to landowners;

AND FURTHER, that the Board of Directors approve charging a 10% Administration Fee to landowners for tree planting project coordination.

CARRIED

### **COOPER MARSH CONSERVATORS LOAN**

RESOLUTION #78/19:

Moved by: Michel Depratto  
Seconded by: David Smith

THAT the Board of Directors approve a \$10,000 temporary cash advance to the Cooper Marsh Conservators for the securement of funding for replacing the windows at the Visitors Centre, as presented.

CARRIED

## 2020 CHARLOTTENBURGH PARK CAMPING RATES

RESOLUTION #79/19:

Moved by: Martin Lang  
Seconded by: David Smith

THAT the Board of Directors approve the 2020 Charlottenburgh Park camping rates, as presented.

CARRIED

## GRAY'S CREEK CONSERVATION AREA GAZEBO

RESOLUTION #80/19:

Moved by: Carilyne Hebert  
Seconded by: Bryan McGillis

THAT the Board of Directors approve the over expenditure for the repairs to the Gray's Creek Conservation Area gazebo, as presented.

CARRIED

## O.REG. 175/06 PERMIT SIGNING AUTHORITY AND ENFORCEMENT

RESOLUTION #81/19:

Moved by: David Smith  
Seconded by: Martin Lang

THAT the Board of Directors approve the revised list of staff members with designated permit signing authority and enforcement of Ontario Regulation 175/06 under the Conservation Authorities Act, as presented.

CARRIED

## COOPER MARSH CONSERVATORS MEETING MINUTES OF OCTOBER 3, 2019

RESOLUTION #82/19:

Moved by: Michel Depratto  
Seconded by: Martin Lang

THAT the Board of Directors receive the Cooper Marsh Conservators meeting minutes of October 3, 2019, as presented.

CARRIED

## MONTHLY ACTIVITY SUMMARY

RESOLUTION #83/19:

Moved by: Carilyne Hebert  
Seconded by: David Smith

THAT the Board of Directors receive the Monthly Activity Summary report, as presented.

CARRIED

STATEMENT OF OPERATIONS AS OF AUGUST 31, 2019

RESOLUTION #84/19:

Moved by: Bryan McGillis  
Seconded by: Claude McIntosh

THAT the Board of Directors receive the Statement of Operations report, as presented.

CARRIED

**CLOSED SESSION**

RESOLUTION #85/19:

Moved by: Michel Depratto  
Seconded by: Claude McIntosh

THAT the Full Authority Meeting move into Closed Session to discuss property matters.

CARRIED

RESOLUTION #86/19:

Moved by: Michel Depratto  
Seconded by: David Smith

THAT the Full Authority Meeting move to Open Session.

CARRIED

RESOLUTION #87/19:

Moved by: Martin Lang  
Seconded by: Bryan McGillis

THAT the Board of Directors authorize staff to pursue items of action dealing with the property matter discussed in the Closed Session.

CARRIED

**ADJOURNMENT**

RESOLUTION #88/19:

Moved by: Martin Lang  
Seconded by: Bryan McGillis

THAT the Board of Directors meeting of October 17, 2019 be adjourned at 4:00 pm

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Frank Prevost  
Chair

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Richard Pilon  
General Manager / Secretary-Treasurer

RAISIN REGION CONSERVATION AUTHORITY  
BOARD OF DIRECTORS  
MINUTES  
NOVEMBER 21, 2019 – 3:00 pm  
RRCA ADMINISTRATION BUILDING

PRESENT: Frank Prevost, South Glengarry, Chair  
David Smith, South Stormont  
Claude McIntosh, City of Cornwall  
Carilyne Hebert, City of Cornwall  
Martin Lang, South Glengarry  
Michael Depratto, North Glengarry

STAFF: Richard Pilon, General Manager / Secretary-Treasurer  
Josianne Sabourin, Administrative Assistant  
Phil Barnes, Project Manager  
Britney Bourdages, Environmental Technician  
Sandy Crites, Manager of Finance  
Lissa Deslandes, Regulations Officer / Community Liaison  
Jessica Herrington, Environmental Technician  
Matthew Levac, Resource Technician  
Kim MacDonald, Watershed Planner  
Pete Sabourin, Manager of Field Operations  
Lisa Van De Ligt, Communications Specialist

ABSENT: Bryan McGillis, South Stormont, Vice-Chair

GUEST: Mally McGregor, Ault & Ault  
Robert Lefebvre, North Stormont

**CALL TO ORDER**

Frank Prevost, Chair, called the meeting to order at 3:00 pm

**APPROVAL OF AGENDA**

RESOLUTION #89/19:

Moved by: Martin Lang  
Seconded by: Michel Depratto

THAT the agenda be approved.

CARRIED

**DECLARATION OF CONFLICT OF INTEREST**

None

**DELEGATIONS / PRESENTATIONS**

- a. Staff presented project and program updates

## **APPROVAL OF MINUTES**

RESOLUTION #90/19:

Moved by: Carilyne Hebert  
Seconded by: Claude McIntosh

THAT the minutes of the October 17, 2019 meeting of the Raisin Region Conservation Authority be approved.

CARRIED

## **BUSINESS ARISING FROM THE MINUTES**

None

## **NEW BUSINESS**

### **MEETING WITH MECP**

Richard informed the Board that the meeting with staff of the Ministry of Environment, Conservation and Parks in Toronto that was tentatively scheduled for November 20, 2019 was postponed to December 10, 2019.

### **ENVIRONMENT & CLIMATE CHANGE COMMITTEE APPOINTMENT**

RESOLUTION #91/19:

Moved by: Carilyne Hebert  
Seconded by: Michel Depratto

THAT Phil Barnes be appointed to the City of Cornwall Environment & Climate Change Committee as a representative of the Raisin Region Conservation Authority.

CARRIED

### **GRANT SUBMISSIONS**

RESOLUTION #92/19:

Moved by: Claude McIntosh  
Seconded by: David Smith

THAT the Board of Directors approve requesting \$2,000 from Enbridge to support RRCA's Forestry Program.

AND FURTHER THAT the Board of Directors approve requesting \$10,000 from One Tree Planted to support the RRCA's Forestry Program.

AND FURTHER THAT the Board of Directors approve requesting \$3,500 from Tree Canada for Gray's Creek Edible Forest Enhancement.

AND FURTHER THAT the Board of Directors approve requesting \$10,500 from Tree Canada to partner with local schools to plant trees in their schoolyard.

AND FURTHER THAT the Board of Directors approve providing butternut compensation services to a local business for a total of \$18,701.50.

CARRIED

2019 GRANT APPLICATIONS SUMMARY

RESOLUTION #93/19:

Moved by: David Smith  
Seconded by: Martin Lang

THAT the Board of Directors receive the 2019 Grant Applications Summary report, as presented.

CARRIED

2020 GRAY'S CREEK MARINA SLIP RENTAL RATES

RESOLUTION #94/19:

Moved by: David Smith  
Seconded by: Carilyne Hebert

THAT the Board of Directors approve the 2020 Gray's Creek Marina slip rental rates, as presented.

CARRIED

MUNICIPAL FREEDOM OF INFORMATION

RESOLUTION #95/19:

Moved by: David Smith  
Seconded by: Martin Lang

THAT the Board of Directors formally designate the Manager of Finance as Chief Information and Privacy Officer and the Watershed Planner as an Alternate, to process Municipal Freedom of Information and Protection of Privacy Act (MFIPPA) requests.

CARRIED

COOPER MARSH CONSERVATORS MEETING MINUTES OF NOVEMBER 7, 2019

RESOLUTION #96/19:

Moved by: David Smith  
Seconded by: Carilyne Hebert

THAT the Board of Directors receive the Cooper Marsh Conservators meeting minutes of November 7, 2019, as presented.

CARRIED

OFFICE CLOSURE – CHRISTMAS HOLIDAYS

RESOLUTION #97/19:

Moved by: Martin Lang  
Seconded by: Michel Depratto

THAT the Board of Directors approve closing the RRCA office for the Christmas Holidays from December 25, 2019 to January 1, 2020, inclusively.

CARRIED

MONTHLY ACTIVITY SUMMARY

RESOLUTION #98/19:

Moved by: David Smith  
Seconded by: Carilyne Hebert

THAT the Board of Directors receive the Monthly Activity Summary report, as presented.

CARRIED

STATEMENT OF OPERATIONS AS OF SEPTEMBER 30, 2019

RESOLUTION #99/19:

Moved by: Martin Lang  
Seconded by: Claude McIntosh

THAT the Board of Directors receive the Statement of Operations report, as presented.

CARRIED

FUTURE MEETINGS

The next meeting will be held on January 23, 2020.

CLOSED SESSION

RESOLUTION #100/19:

Moved by: Claude McIntosh  
Seconded by: David Smith

THAT the Full Authority Meeting move into Closed Session to discuss a possible litigation matter.

CARRIED

RESOLUTION #101/19:

Moved by: Carilyne Hebert  
Seconded by: Martin Lang

THAT the Full Authority Meeting move to Open Session.

CARRIED

RESOLUTION #102/19:

Moved by: Claude McIntosh  
Seconded by: David Smith

THAT the Board of Directors authorize staff to pursue items of action dealing with the possible litigation matter discussed in the Closed Session.

CARRIED

ADJOURNMENT

RESOLUTION #103/19:

Moved by: David Smith  
Seconded by: Carilyne Hebert

THAT the Board of Directors meeting of November 21, 2019 be adjourned at 4:50 pm.

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Frank Prevost  
Chair

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Richard Pilon  
General Manager / Secretary-Treasurer