



## Raisin Region Conservation Authority

### Board of Directors Meeting Agenda

February 18, 2021

**3:00 p.m.**

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	Page
1. Call to Order	
2. Approval of Agenda	
3. Declaration of Conflict of Interest	
4. Approval of Minutes	
a) Minutes of January 21, 2021	1-3
5. New Business	
a) Proposed Legislative Amendments to the CA Act – Verbal (Richard)	
b) 2021 Draft Budget – Presentation (Staff)	
c) Appointment of Auditor and Signing Officers (Sandy)	4
d) WECI Funding for Fly Creek Pumping Station and Garry River Dams (Phil)	5
e) Grant Submissions (Lisa)	6-8
6. Future Meetings	
RRCA Board of Directors starting at 3:00 p.m. – Mar 18 <sup>th</sup> , Apr 15 <sup>th</sup> , May 20 <sup>th</sup>	
7. Adjournment	

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Richard Pilon  
General Manager / Secretary-Treasurer

RAISIN REGION CONSERVATION AUTHORITY  
BOARD OF DIRECTORS  
MINUTES  
JANUARY 21, 2021

ZOOM

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

STAFF: Richard Pilon, General Manager/Secretary-Treasurer  
Josianne Sabourin, Administrative Assistant  
Phil Barnes, Project Manager

REGRETS: Robert Lefevre, North Stormont

ABSENT: Jacques Massie, North Glengarry

**CALL TO ORDER**

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

**APPROVAL OF AGENDA**

RESOLUTION #01/21:

Moved by: Martin Lang  
Seconded by: Claude McIntosh

THAT the agenda be approved with the addition of d) Charlottenburgh Park under New Business and a legal matter under Closed session.

CARRIED

**DECLARATION OF CONFLICT OF INTEREST**

None

**APPROVAL OF MINUTES**

RESOLUTION #02/21:

Moved by: David Smith  
Seconded by: Frank Prevost

THAT the minutes of the November 19, 2020 meeting of the Raisin Region Conservation Authority be approved.

CARRIED

**NEW BUSINESS**

**POSTPONEMENT OF ELECTION OF CHAIR AND VICE-CHAIR**

THAT the Board of Directors approve the postponement of the election of Chair and Vice-Chair, as presented.

RESOLUTION #03/21:

Moved by: Carilyne Hebert  
Seconded by: Martin Lang

CARRIED

**2021 RRCA BOARD OF DIRECTORS MEETING SCHEDULE**

RESOLUTION #04/21:

Moved by: Claude McIntosh  
Seconded by: Carilyne Hebert

THAT the 2021 Raisin Region Conservation Authority Board of Directors meeting schedule be approved.

CARRIED

**O. Reg. 175/06 Permit Signage Authority**

RESOLUTION #05/21:

Moved by: Frank Prevost  
Seconded by: Martin Lang

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

CARRIED

**CHARLOTTENBURGH PARK**

Staff were instructed to bring back a report at the next meeting, providing information on park procedures for assigning seasonal sites.

**FUTURE MEETINGS**

RRCA Board of Directors - Feb 18<sup>th</sup>, Mar 18<sup>th</sup>, Apr 15<sup>th</sup> (3:00 p.m. start for all meetings)

**CLOSED SESSION**

RESOLUTION #06/21:

Moved by: Carilyne Hebert  
Seconded by: Martin Lang

THAT the Board of Directors Meeting move into Closed Session to review property, personnel and legal matters.

CARRIED

RESOLUTION #07/21:

Moved by: Frank Prevost  
Seconded by: Carilyne Hebert

THAT the Board of Directors Meeting move to Open Session.

CARRIED

RESOLUTION #08/21:

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 Closed Session.

CARRIED

RESOLUTION #09/21:

Moved by: Martin Lang  
Seconded by David Smith

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

**ADJOURMENT**

RESOLUTION #10/21:

Moved by: Frank Prevost  
Seconded by: Carilyne Hebert

THAT the Board of Directors meeting of January 21, 2021 be adjourned at

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Bryan McGillis  
Chair

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Richard Pilon  
General Manager / Secretary-Treasurer



## Raisin Region Conservation Authority

18045 County Road 2, P.O. Box 429, Cornwall, ON K6H 5T2 Tel: 613-938-3611 Fax: 613-938-3221 [www.rrca.on.ca](http://www.rrca.on.ca)

**To:** Board of Directors  
**From:** Sandy Crites, Manager of Finance  
**Date:** February 3, 2021  
**Subject:** Appointment of Auditor and Signing Officers

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### RECOMMENDATION:

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 or is part of the approved budget, any of the above; and

FURTHER, THAT the Chartered Accountants MNP LLP be appointed Auditor for the 2021 calendar year at an upset cost of \$9,600 plus fees (5%), plus HST.

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### DISCUSSION:

The RRCA Board of Directors Administrative Bylaw requires yearly resolutions from the Board of Directors for the appointment of the Authority's auditor and signing officers.

Staff is recommending that the firm of MNP be appointed to provide auditing services for the 2021 calendar year at an upset cost of \$9,600 plus fees (5%), plus HST.

A handwritten signature in cursive script, appearing to read 'Sandy Crites', written over a horizontal line.

Sandy Crites  
Manager of Finance



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Tel: 613-938-3611 Fax: 613-938-3221 [www.rrca.on.ca](http://www.rrca.on.ca)

**To:** Board of Directors  
**From:** Phil Barnes, Project Manager  
**Date:** February 8, 2021  
**Subject:** WECl Funding for Fly Creek Pumping Station and Garry River Dams

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### RECOMMENDATION:

That the Board of Directors approve the application to WECl for the following three projects:  
1) Fly Creek Pumping Station Repairs (on behalf of the City of Cornwall); 2) Loch Garry Dam Spillway Repairs (on behalf of the Township of North Glengarry); and 3) Kenyon Dam Repairs (on behalf of the Township of North Glengarry), as presented.

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### BACKGROUND:

The Ministry of Natural Resources and Forestry (MNRF) administers a capital investment program for conservation authorities. The funding is for Water and Erosion Control Infrastructure (WECl), and is cost-shared 50% by the province, and 50% by the benefiting municipality. The RRCA has identified three (3) projects for WECl funding in the 2021-2022 funding year:

- 1) Fly Creek Pumping Station Repairs: refurbish one 100hp motor, replace one soleplate, update control panels and alarming system, repairs to building structure. Total estimated cost \$ 56,500.00. This work was identified as being required in the 2018 comprehensive inspection and represents the final phase of repairs following that report.
- 2) Loch Garry Dam Spillway Repairs: replacement of three spillway culverts. Total estimated cost \$ 60,000.00. This work was identified as a priority in an independent structural assessment in 2020.
- 3) Kenyon Dam Repairs: concrete repairs required to Kenyon Dam to correct cracks, spalls, and defects. Total estimated cost \$ 15,000.00. This work was identified as a priority in an independent structural assessment in 2020.

A handwritten signature in black ink, appearing to read 'Phil Barnes', is written over a horizontal line.

Phil Barnes, P.Eng.  
Project Manager



**To:** Board of Directors  
**From:** Lisa Van De Ligt, Communications Specialist  
**Date:** February 10, 2021  
**Subject:** Grant Submissions

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### **RECOMMENDATION:**

THAT the Board of Directors approve requesting \$59,000 from the Government of Canada for summer student employment.

AND FURTHER THAT the Board of Directors approve requesting up to \$225,000 from Ontario Power Generation to support the Cooper Marsh biodiversity enhancements and outreach.

AND FURTHER THAT the Board of Directors approve requesting up to \$240,000 from Environment and Climate Change Canada to support restoring a coastal wetland in the St. Lawrence River Area of Concern.

AND FURTHER THAT the Board of Directors approve requesting up to \$240,000 from Environment and Climate Change Canada to support implementing best management practices in the St. Lawrence River Area of Concern.

AND FURTHER THAT the Board of Directors approve requesting up to \$50,000 from the Ministry of Environment, Conservation, and Parks to support restoring a coastal wetland in the St. Lawrence River Area of Concern.

AND FURTHER THAT the Board of Directors approve requesting up to \$50,000 from the Ministry of Environment, Conservation, and Parks to support implementing best management practices in the St. Lawrence River Area of Concern.

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### **BACKGROUND:**

To support and enhance the RRCA's programs and services, staff consistently investigate funding and partnership opportunities and submit grant applications when applicable. Funding opportunities may be annual grants typically secured by the RRCA or new funding opportunities.

Below is a summary of the 2020 Grant Applications:

- Requested: \$805,295
- Approved: \$330,065
- Pending: \$99,927
- Not approved: \$375,303

Below is a summary of the 2021 Grant Applications submitted to date:

- Requested: \$284,000
- Approved: \$0
- Pending: \$284,000
- Not approved: \$0

### **DISCUSSION:**

The following grant application requests have been identified by staff as potential sources of revenue for RRCA programs and projects:

#### **1. Summer Student Employment**

- **Funder:** Government of Canada
- **Request:** \$59,000 (funding will be allocated towards wages)
- **Summary:** Funding will offset costs of employing 13 summer students at the Gray's Creek Marina, Charlottenburgh Park, and RRCA Administration.
- **Deadline:** Application was submitted January 19, 2021 (retroactive approval).

#### **2. Cooper Marsh Biodiversity Project**

- **Funder:** Ontario Power Generation (Regional Biodiversity Program)
- **Funding Requested:** up to \$225,000 (\$75,000 over 3 years)
- **Summary:** Funding will support biodiversity enhancements and community outreach initiatives at Cooper Marsh Conservation Area.
- **Submission Deadline:** Application was submitted February 11, 2021 (retroactive approval).

#### **3. Restoring a Coastal Wetland in the St. Lawrence River Area of Concern**

- **Funder:** Environment and Climate Change Canada (Great Lakes Protection Initiative)
- **Funding Requested:** up to \$240,000 (up to \$80,000 over 1-3 years)
- **Summary:** Funding will support the restoration of a coastal wetland along the shore of Lake St. Francis. This project will address actions identified in the St. Lawrence River (Cornwall) Remedial Action Plan to restore water quality and ecosystem health.
- **Submission Deadline:** March 3, 2021



#### 4. Implementing Best Management Practices in the St. Lawrence River Area of Concern

- **Funder:** Environment and Climate Change Canada (Great Lakes Protection Initiative)
- **Funding Requested:** up to \$240,000 (up to \$80,000 over 1-3 years)
- **Summary:** Funding will enable the RRCA to offer local landowners technical and financial support to implement best management practices and restoration projects. This initiative will address actions identified in the St. Lawrence River (Cornwall) Remedial Action Plan to restore water quality and ecosystem health.
- **Submission Deadline:** March 3, 2021

#### 5. Restoring a Coastal Wetland in the St. Lawrence River Area of Concern

- **Funder:** Ministry of the Environment, Conservation, and Parks (Canada-Ontario Agreement)
- **Funding Requested:** \$50,000
- **Summary:** Funding will support the restoration of a coastal wetland along the shore of Lake St. Francis. This project will address actions identified in the St. Lawrence River (Cornwall) Remedial Action Plan to restore water quality and ecosystem health.
- **Submission Deadline:** TBA

#### 6. Implementing Best Management Practices in the St. Lawrence River Area of Concern

- **Funder:** Ministry of the Environment, Conservation, and Parks (Canada-Ontario Agreement)
- **Funding Requested:** \$50,000
- **Summary:** This funding will enable the RRCA to offer local landowners technical and financial support to implement best management practices and restoration projects. This initiative will address actions identified in the St. Lawrence River (Cornwall) Remedial Action Plan to restore water quality and ecosystem health.
- **Submission Deadline:** TBA



Lisa Van De Ligt  
Lisa Van De Ligt,  
Communications Specialist