



**Raisin Region Conservation Authority
Full Authority Meeting
Agenda**

May 18, 2017
4:00 p.m.
RRCA Administration Office

	Page
1. Call to Order	
2. Approval of Agenda	
3. Declaration of Conflict of Interest	
4. Approval of Minutes	
a) Minutes of April 20, 2017	1-5
5. Delegations/Presentations	
a) RRCA Project Update – PowerPoint Presentation (Staff)	
6. Business Arising From the Minutes	
7. New Business	
a) 2017 Tree Planting Program (Norm)	6-7
b) Watershed Conditions - Spring 2017 (Phil)	8-9
8. Financial Reports	
a) Accounts Payable Report (Sandy)	10-11
9. Future Meetings RRCA Full Authority – Jun 15 th , Sep 21 st , Oct 19 th , Nov 16 th	
10. Adjournment	

Richard Pilon
General Manager / Secretary-Treasurer

MINUTES OF A MEETING OF THE
RAISIN REGION CONSERVATION AUTHORITY
HELD APRIL 20, 2017 – 4:00 P.M. RRCA ADMINISTRATION BUILDING

PRESENT: Frank Prevost, Chair

Alton Blair	Michel Depratto	Tammy Hart	David Smith
Claude McIntosh	Ian McLeod	Carilyne Hebert	

STAFF: Roger Houde Josianne Sabourin Lissa Deslandes Norm Genier
Richard Pilon Kim MacDonald Matthew Levac Sandy Crites

GUESTS: Steve Ault, Warren Leroy – Ault & Ault
Kevin Campbell – Barlow Solar Energy Inc.

APPROVAL OF THE AGENDA

MOTION #32/17: Moved by: Michel Depratto
Seconded by: Claude McIntosh

Be it resolved that the agenda be approved as presented.

Carried

PECUNIARY INTEREST

No pecuniary interest was declared.

SOLAR PROJECT PRESENTATION, BARLOW SOLAR ENERGY (Staff Report #11/17)

Kevin Campbell provided a presentation on the work they are proposing within a floodplain area and the measures they will be implementing to minimize the disturbance to the floodplain.

Matt then provided his presentation explaining that the Township of South Stormont requested this project submit a permit under the Ontario Regulation 175/06. The location of the proposed work is subject to Regulations made under Section 28 of the Conservation Authorities Act, however not endorsed as a regulated area by the RRCA board of directors.

When development is proposed in a hazard area not endorsed as a regulated area, the matter is to be brought to the board of directors for review and approval under O.Reg. 175/06.

MOTION #33/17: Moved by: Claude McIntosh
Seconded by: Michel Depratto

Be it resolved that the RRCA board of directors file and receive the information.

Carried

BOARD MEMBERS ROLES AND RESPONSIBILITIES PRESENTATION

Steve Ault and Warren Leroy provided a summary of the Conservation Authorities Act and explained the Board's roles and responsibilities when dealing with clients subject to applications and hearings involving the RRCA.

Mr. Ault brought up the matter of boathouses and docks and explained that a permit must be obtained from anyone, even though the construction is not on land, as the work proposed still falls within a township boundary. For boathouse construction, individuals would require a building permit from the Township and a permit from the RRCA.

APPROVAL OF THE MINUTES OF MARCH 16, 2017 FULL AUTHORITY MEETING

MOTION #34/17: Moved by: David Smith
Seconded by: Claude McIntosh

Be it resolved that the minutes of the Full Authority meeting held on March 16, 2017 be accepted.

Carried

BUSINESS ARISING FROM THE MINUTES

None

APPROVAL OF FINANCIAL STATEMENT

MOTION #35/17: Moved by: Tammy Hart
Seconded by: Claude McIntosh

Be it resolved that the Financial Statements be approved.

Carried

APPROVAL OF LIST OF ACCOUNTS FOR THE MONTH OF MARCH

MOTION #36/17: Moved by: Claude McIntosh
Seconded by: Tammy Hart

Be it resolved that the list of accounts for the month of March be approved.

Carried

APPROVAL OF CORRESPONDENCE FOR THE MONTHS OF FEBRUARY THROUGH TO APRIL

MOTION #37/17: Moved by: Michel Depratto
Seconded by: Claude McIntosh

Be it resolved that the correspondence for the months of February through to April be accepted.

Carried

PLANNING FEE SCHEDULE (Staff Report #12/17)

Kim presented the Board with the 2017 fees under the Planning and Section 28 Regulations Program.

MOTION #38/17: Moved by: Michel Depratto
Seconded by: Alton Blair

In recognition of the costs associated with running the Planning and Section 28 Regulations Program, be it resolved that the Board of directors file and receive the 2017 fee information.

Staff shall circulate the revised fee schedules to the municipalities and the United Counties of S.D. & G to ensure a May 1, 2017 implementation date.

Carried

PROPOSED LAND DONATION (Staff Report #13/17)

Property owners from North Glengarry are proposing to donate 20 hectares of land to the RRCA through Environment Canada's Ecological Gifts Program. The RRCA is currently applying to be an Ecological Gift Recipient.

The property is a highly sensitive and ecologically important area worth protecting. Therefore staff is looking for approval from the Board of directors to accept the land donation.

MOTION #39/17: Moved by: Michel Depratto
Seconded by: Claude McIntosh

Be it resolved that the RRCA accept the donation of this ecologically significant property.

Carried

STAFF INFORMATION / WORK EXCHANGE

Richard presented a report to the Board of Directors regarding a staff information / work exchange opportunity with SMAGE des Gardons and COPERNIC.

MOTION #40/17: Moved by: Carilyne Hebert
Seconded by: Alton Blair

Be it resolved that the Board of directors approve Richard Pilon taking part in the staff information / work exchange session hosted by SMAGE des Gardons in France, and be it further resolved that the RRCA cover Richard's portion of the travel costs.

Carried

CANOE RACE UPDATE

Lissa provided a summary of this year's canoe race. The event raised over \$8,000 and 205 canoes/kayaks registered.

As this was Roger Houde's last Full Authority meeting before he retires, the Chair and Mr. Alton Blair said a few words to acknowledge Roger's years of service with the RRCA and congratulated him on his retirement.

ADJOURNMENT

MOTION #41/17: Moved by: Alton Blair

Be it resolved that the meeting be adjourned.

DISTRIBUTION: Authority Members
Participating Municipalities

NEXT MEETING: MAY 18, 2017

CHAIR

RECORDING SECRETARY



To: Board of Directors
From: Normand Genier, Forestry Specialist
Date: May 9, 2017
Subject: 2017 Tree Planting Program

RECOMMENDATION:

That the Board of Directors receive and file the 2017 Tree Planting Program Report, as presented.

DISCUSSION:

The Raisin Region Conservation Authority (RRCA), like all conservation authorities in Ontario, has its roots in the forest industry. On private lands, tree planting activities include reforestation of marginal agricultural land, planting windbreaks, planting riparian buffer zones, and the afforestation of retired farm land.

50 Million Tree Program

In a partnership with the Ontario Ministry of Natural Resources and Forestry, and Forests Ontario, over 50,000 trees are planted by the RRCA every year through the 50 Million Tree Program. This program is integral in assisting the province of Ontario sequester carbon dioxide and reducing the negative effects of climate change.

Tree Seedling Program

The Tree Seedling Program provides landowners, schools and businesses in the RRCA watershed the opportunity to purchase tree seedlings at a reduced rate. Every year 10,000 to 15,000 seedlings are sold and planted through this program.

Butternut Recovery Program

Every year since 2006, the RRCA has been providing landowners with 200 pure butternut seedlings to plant in the watershed as part of the Butternut Recovery Program, a program designed to raise awareness of the Butternut Canker Disease. This program also assists the Forest Gene Conservation and the Rideau Valley Conservation Authority with ongoing butternut recovery efforts.

RRCA forest properties

The RRCA forest properties are managed by the forestry staff mainly as a potential source of future revenue as well as for educational values. Approximately 1,000 trees are planted annually on these properties to help protect water quality, increase wildlife habitat, increase species diversity and also enhance recreational opportunities for the public.

Earth Day Tree Giveaway

Every spring, the RRCA hosts the Earth Day Tree Giveaway, an event that provides City of Cornwall residents and neighbouring municipalities the opportunity to celebrate Earth Day and collect 10 conifer seedlings for free. Since 1999, over 36,000 have been handed out to the public.

TD Tree Days

TD Tree Days is TD's flagship volunteer and urban greening program. Since the program began in 2010, 285,000 trees have been planted throughout Canada. The RRCA has been hosting the event in Cornwall since 2014 and as a result, 1,800 potted trees have been planted in the Gray's Creek Conservation Area.

Gambhir Memorial Tree Planting Day

Every spring, the RRCA celebrates the Gambhir Memorial Tree Planting Day. This event includes tree planting at the Gambhir Memorial Forest, a presentation by RRCA staff about the importance of urban forests, an essay writing contest with prizes, and distribution of certificates to participants. The Gambhir property was donated to the RRCA in 2015 by Dr. Indu Gambhir.

Native Tree Program and Nursery

The Native Tree Program and Nursery was established in 2010. This program was designed to promote the use of native trees and shrubs to the landscape industry instead of using exotic species. This is the only nursery within the Raisin Region and South Nation watersheds specializing in native species. On average, 200 trees per year are sold through this program.

Edible Forest Garden

The Edible Forest Garden was created in 2016 with funding from Tree Canada's Edible Forest Program. This project was one of 20 projects approved among 167 applications across Canada. The objective of the project is to provide the local community access to wild tree and shrub edibles as well as learn about the health benefits of wild foods. Approximately 200 nut trees and berry shrubs were planted in the initial phase. A second phase of the project is expected in 2017, which will include the planting of various pollinator species, medicinal plants and edible plants.



Normand Genier
Forestry Specialist



To: Board of Directors
From: Phil Barnes, Project Manager
Date: May 9, 2017
Subject: Watershed Conditions – Spring 2017

RECOMMENDATION:

That the Board of Directors receive and file the Watershed Conditions – Spring 2017 Report, as presented.

DISCUSSION:

Spring Freshet

Water levels were relatively high throughout this year's spring freshet. Two compounding factors lead to this: a large snowfall (26 – 30cm in mid-March), followed by a wet start to April (70mm over 4 days, including 46mm in one day). The resulting river levels had a return period of slightly less than 1 in 5 years. Although the rivers topped their banks in some locations, there were only a few roads which were temporarily flooded; most of the water spilled into flood plains where there has not been significant development (agricultural fields for the most part).

Garry River System

Water levels were high in the Garry River system during the freshet, including the three lakes (Loch Garry, Middle Lake, and Mill Pond). The snowmelt plus rainfall required increased outflows through all three dams. The golf course road (crossing the Garry River, downstream of Alexandria) proved to be too much of a restriction and unfortunately experienced a washout.

Early May Rainfall

Water levels throughout the region rose again early in May as 80-120mm of rain fell during the first week. A cautionary flood watch was issued. The rivers peaked in the early hours of May 7 at considerably less than April flows. There were no road closures as a result of the high water.

St. Lawrence River

Several news reports were circulating in the region about the possibility of flooding along the St. Lawrence River due to high water on the Great Lakes. RRCA fielded several calls from concerned residents. RRCA was in contact with the local St. Lawrence Regulation office and confirmed there was no threat to the local area due to dam operations.

Fly Creek Operations

Throughout the Spring Freshet and subsequent heavy rainfall, the Fly Creek Flood Reduction facility (including the Fly Creek pond and pumping station) operated without incident. This facility provides flood reduction for approximately 25% of the City of Cornwall. It was noted that increased inflows resulted in higher than normal electricity consumption.

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

Phil Barnes, P.Eng.
Project Manager



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

To: Board of Directors
From: Sandy Crites, Manager of Finance
Date: May 10, 2017
Subject: Accounts Payable Report

RECOMMENDATION:

That the Board of Directors receive and file the Accounts Payable Report, as presented.

DISCUSSION:

The list of Accounts Payable cheques and pre-authorized payments for the month of April 2017, and the Source Water Protection Program disbursements for the months of January, February and March 2017 are attached.

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

Sandy Crites
Manager of Finance

Accounts Payable Report - As of April 30, 2017

Cheques

DATE	SUPPLIER	CHQ #	EXPLANATION	AMOUNT
7-Apr-2017	CHRIS HUM	22937	MUSICAL & ENTERTAINMENT SERVICE AT CANOE RACE	\$ 300.00
11-Apr-2017	PHIL BARNES	22938	EXPENSE REIMBURSEMENT	\$ 509.63
11-Apr-2017	BELL CANADA	22939	MARCH 2017 CM/STREAM	\$ 234.51
11-Apr-2017	BELL MOBILITY	22940	MARCH 2017 CELL PHONES	\$ 79.32
11-Apr-2017	KIM MACDONALD	22941	EXPENSE REIMBURSEMENT	\$ 501.98
11-Apr-2017	NO FRILLS	22942	LANDOWNER STEWARDSHIP LUNCH EXPENSE	\$ 29.76
11-Apr-2017	OMERS	22943	MARCH 2017 REMITTANCE	\$ 23,934.84
11-Apr-2017	TENEQUIP	22944	UPDATE FIRST AID BOXES AT ADMIN BUILDING & SUPPLIES FOR WORKSHOP	\$ 77.59
19-Apr-2017	PHIL BARNES	22945	CANOE RACE EXPENSE REIMBURSEMENT	\$ 444.51
19-Apr-2017	STAPLES, BUSINESS DEPOT	22946	OFFICE SUPPLIES FOR CHARL PK, MARINA & ADMIN BUILDING	\$ 227.80
19-Apr-2017	C. FRENCH LTD	22947	WIRED VINYL LABEL FOR TREE SEEDLINGS	\$ 114.57
19-Apr-2017	CORNWALL DISCOUNT CARPET SALES LTD	22948	LOBBY RENOVATION - RUBBER STAIR TREADS & TILES	\$ 3,463.84
19-Apr-2017	COR-TEK INDUSTRIAL SERVICES	22949	ALUS - HENHOUSE STEEL	\$ 1,582.00
19-Apr-2017	CRAIG, KEEN, DESPATIE, MARKELL LLP	22950	AUDITING SERVICES & PREPARE FINANCIAL STATEMENTS	\$ 9,096.50
19-Apr-2017	FINES HOME HARDWARE BUILDING CENTRE	22951	5 CANOES & ACCESSORIES	\$ 4,779.21
19-Apr-2017	THE GLENGARRY NEWS	22952	LANDOWNER STEWARDSHIP ADVERTISEMENT	\$ 502.85
19-Apr-2017	GREEN VALLEY KUBOTA LTD	22953	PART FOR SNOWBLOWER	\$ 11.48
19-Apr-2017	ROGER HOUCHE	22954	EXPENSE REIMBURSEMENT	\$ 146.93
19-Apr-2017	LONG GRAPHICS	22955	CANOE RACE NUMBERS & APPLY LOGO'S TO 3 BANNERS	\$ 593.25
19-Apr-2017	MARSH CANADA LIMITED	22956	INSURANCE FOR 2017-2018	\$ 42,764.96
19-Apr-2017	PASCO EXCAVATION INC.	22957	ALUS - RENTAL OF BULDOZER & EXCAVATOR	\$ 10,000.50
19-Apr-2017	PERKINS-CARON RONA HOME CENTRE	22958	SUPPLIES TO PAINT DOORS AT ADMIN BUILDING & PARTS FOR NEW DOCKS AT MARINA	\$ 171.25
19-Apr-2017	RAY-CO TEAM SPORTS	22959	HOODIES & TUQUES FOR CANOE RACE	\$ 1,418.15
19-Apr-2017	REDPATH CONSTRUCTION	22960	EXCAVATE CHANNELS & PONDS AT COOPER MARSH	\$ 72,955.63
19-Apr-2017	RSI INDUSTRIAL SUPPLY	22961	PART FOR SNOWBLOWER	\$ 5.40
19-Apr-2017	SAFE & DEPENDABLE FIRE EXTINGUISHER	22962	ANNUAL INSPECTION & REPAIRS ON EXTINGUISHERS	\$ 184.08
19-Apr-2017	TROPHY SHOP	22963	SWP NAME PLATES & DESK SIGNS	\$ 133.34
25-Apr-2017	TD VISA	22964	VARIOUS EXPENSES: GAS, CELL PHONES, COURIER, SAGE SOFTWARE, PARTS FOR EQUIPMENT, RIDEAU VALLEY CERTIFICATIONS (OSAP & ELECTROFISHING), C.O. MEETING EXPENSES, BLACK WALNUT CRACKER, OFFICE SUPPLIES	\$ 3,470.57
PRE-AUTHORIZED PAYMENTS				
10-Apr-2017	TOMLINSON ENVIRONMENTAL SERVICES	500269	MARCH 2017 GARBAGE DISPOSAL	\$ 54.15
10-Apr-2017	ASTRO PRINTING	500270	SWP BUSINESS CARDS	\$ 150.30
10-Apr-2017	RON AUBIN	500271	WATER FOR OFFICE	\$ 16.00
10-Apr-2017	PETER BONAMASSA ELECTRIC LTD	500272	ELECTRICAL WORK AT WORKSHOP	\$ 197.75
10-Apr-2017	BUFFET TAYLOR & ASSOCIATES	500273	APRIL 2017 REMITTANCE	\$ 5,931.00
10-Apr-2017	DEPENDABLE PROPERTY MAINTENANCE	500274	MARCH 2017 CLEANING SERVICE	\$ 299.45
10-Apr-2017	EMARD BROS LUMBER	500275	WOOD FOR DOCKS AT MARINA	\$ 4,123.24
10-Apr-2017	FASTENAL CANADA	500276	WORKSHOP TOOLS	\$ 29.85
10-Apr-2017	FUTURE OFFICE PRODUCTS	500277	24 HRS BLOCK OF IT SERVICE & FEBRUARY 2017 PHOTOCOPIERS	\$ 2,670.28
10-Apr-2017	HEC'S KEY SHOP	500278	NEW GUARD KEYS	\$ 94.92
10-Apr-2017	MACEWEN FUELS LIMITED	500279	MARCH 2017 FUEL & FURNACE OIL FOR WORKSHOP	\$ 1,736.93
10-Apr-2017	ROY'S CHEVROLET BUICK GMC INC.	500280	VEHICLE LEASE FOR APRIL 2017	\$ 1,610.25
10-Apr-2017	SEAWAY GM	500281	REPAIRS ON GREY SILVERADO	\$ 508.76
10-Apr-2017	STORMONT STATIONERS	500282	BROWN ENVELOPS FOR MARINA & CHARL PK	\$ 88.58
10-Apr-2017	ROGERS BUSINESS	500283	MARCH 2017 INTERNET	\$ 279.32
10-Apr-2017	THE WINCHESTER PRESS THE WINCHESTER PRESS	500284	ADVERTISEMENT FOR LAND STEWARDSHIP LUNCH AND LEARN	\$ 333.69
30-Apr-2017	CORNWALL ELECTRIC	BK-PYMT	POWER PUMPING STATION, GAUGING STATION	\$ 5,951.17
30-Apr-2017	RECEIVER GENERAL	BK-PYMT	REMITTANCE TAX, CPP, EI	\$ 12,259.16
30-Apr-2017	PAYROLL	BK-PYMT	PAYROLL	\$ 57,575.91
30-Apr-2017	HYDRO ONE	BK-PYMT	POWER GARRY SYSTEM GAUGES, COOPER MARSH OFFICE & PUMPING STATION	\$ 2,129.73
30-Apr-2017	TD BANK	BK-PYMT	BANK FEE	\$ 66.50
30-Apr-2017	ALLEY	BK-PYMT	VEHICLE LEASE	
SOURCE WATER PROTECTION PROGRAM DISBURSEMENTS				
19-Apr-2017	RAISIN REGION CONSERVATION AUTHORITY	207	FOR THE MONTHS OF JANUARY, FEBRUARY & MARCH 2017	\$ 32,851.43
19-Apr-2017	SOUTH NATION	208	FOR THE MONTHS OF JANUARY, FEBRUARY & MARCH 2017	\$ 43,521.44