

RAISIN REGION CONSERVATION AUTHORITY
FULL AUTHORITY MINUTES
SEPTEMBER 21, 2017 – 3:00 P.M.
RRCA ADMINISTRATION BUILDING

PRESENT: Frank Prevost, South Glengarry, Chair
Alton Blair, North Stormont, Vice-chair
Ian McLeod, South Glengarry
Michel Depratto, North Glengarry
Tammy Hart, South Stormont
David Smith, South Stormont
Claude McIntosh, City of Cornwall
Carilyne Hebert, City of Cornwall

STAFF: Richard Pilon, General Manager/Secretary-Treasurer
Josianne Sabourin, Administrative Assistant
Sandy Cites, Manager of Finance
Phil Barnes, Project Manager
Chris Critoph, Manager of Environmental Services
Normand Genier, Forestry Specialist
Brendan Jacobs, Fish and Wildlife Biologist
Kim MacDonald, Manager of Planning & Regulations
Lissa Deslandes, Regulations Officer / Communications Coordinator
Matthew Levac, Planning & Regulations Assistant
Pete Sabourin, Manager of Field Operations
Bruce MacDonald, Park Manager

CALL TO ORDER

Frank Prevost, Chair, called the meeting to order at 3:05 p.m.

APPROVAL OF AGENDA

RESOLUTION #54/17:

Moved by: Michel Depratto
Seconded by: Claude McIntosh

THAT the agenda be approved as presented.

CARRIED

PECUNIARY INTEREST

No pecuniary interest was declared.

APPROVAL OF MINUTES

RESOLUTION #55/17:

Moved by: Carilyne Hebert
Seconded by: Alton Blair

THAT the minutes of the June 15, 2017 meeting of the Raisin Region Conservation Authority, be approved.

CARRIED

DELEGATIONS / PRESENTATIONS

- a) Staff presented project and program updates.

BUSINESS ARISING FROM THE MINUTES

None

NEW BUSINESS

GREAT LAKES GUARDIAN COMMUNITY FUND

RESOLUTION #56/17:

Moved by: Carilyne Hebert
Seconded by: Ian McLeod

THAT the Board of Directors authorize the entry into a Grant Funding Agreement with the Province of Ontario for the Butterfly and Songbird Meadow Project.

CARRIED

NATIONAL DISASTER MITIGATION PROGRAM (NDMP)

RESOLUTION #57/17:

Moved by: Michel Depratto
Seconded by: Alton Blair

THAT the Raisin Region Conservation Authority commit an upset amount of \$3,000 towards the National Disaster Mitigation Program - St. Lawrence River Hazard Mapping Project.

And further, THAT the Raisin Region Conservation Authority commit \$10,000 as in-kind professional services towards the National Disaster Mitigation Program – South Glengarry Mapping Project.

CARRIED

2018 CHARLOTTENBURGH PARK CAMPING RATES

RESOLUTION #58/17:

Moved by: David Smith
Seconded by: Carilyne Hebert

THAT the board of Directors approve the 2018 Charlottenburgh Park camping rates, as presented.

CARRIED

FINANCIAL REPORTS

STATEMENT OF OPERATIONS AS OF JULY 31, 2017

RESOLUTION #59/17:

Moved by: Tammy Hart
Seconded by: Claude McIntosh

THAT the Board of Directors receive and file the Statement of Operations Report, as presented.

CARRIED

FUTURE MEETINGS

RRCA Full Authority – Oct. 19th, Nov. 16th, Jan. 18th. (3:00 p.m. start for all meetings)

CLOSED SESSION

RESOLUTION #60/17:

Moved by: Alton Blair
Seconded by: David Smith

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

RESOLUTION #61/17:

Moved by: Alton Blair
Seconded by: Claude McIntosh

THAT the Full Authority Meeting move to Open Session.

RESOLUTION #62/17:

Moved by: Claude McIntosh
Seconded by: Michel Depratto

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

RESOLUTION #63/17:

Moved by: Carilyne Hebert
Seconded by: Ian McLeod

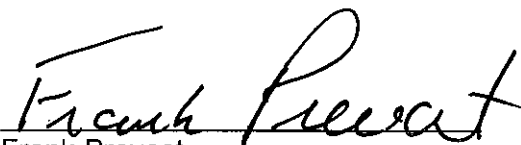
THAT the Board of Directors authorize staff to pursue items of action dealing with the personnel matter discussed in Closed Session.

ADJOURNMENT

RESOLUTION #64/17:

Moved by: Carilyne Hebert
Seconded by: Ian McLeod

THAT the Full Authority meeting of September 21, 2017 be adjourned at 4:45 pm.



Frank Prevost
Chair



Richard Pilon
General Manager / Secretary-Treasurer



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

September 21, 2017

**** 3:00 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 June 15, 2017	1-3
5. Delegations / Presentations	
a) RRCA Project Update – PowerPoint Presentation (Staff)	
6. Business Arising From the Minutes	
7. New Business	
a) Great Lakes Guardian Community Fund (Chris)	4
b) National Disaster Mitigation Program (Phil)	5-6
c) 2018 Charlottenburgh Park Camping Rates (Bruce)	7-8
8. Financial Reports	
a) Statement of Operations as of July 31, 2017 (Sandy)	9-10
9. Correspondence	
a) Letter from Conservation Ontario to MNRF re: Proposed Amendments to the Conservation Authorities Act (June 29, 2017)	11-12
10. Future Meetings	
RRCA Full Authority – Oct 19 th , Nov 16 th , Jan 18 th	

11. Closed Session

- a) Property Matter (Richard)
- b) Personnel Matter (Richard)

12. Adjournment

A handwritten signature in black ink, appearing to be 'R. Pilon', written over a horizontal line.

Richard Pilon
General Manager / Secretary-Treasurer

RAISIN REGION CONSERVATION AUTHORITY
FULL AUTHORITY MINUTES
JUNE 15, 2017 – 4:00 P.M.
RRCA ADMINISTRATION BUILDING

PRESENT: Frank Prevost, South Glengarry, Chair
Alton Blair, North Stormont, Vice-chair
Michel Depratto, North Glengarry
Tammy Hart, South Stormont
David Smith, South Stormont
Claude McIntosh, City of Cornwall
Carilyne Hebert, City of Cornwall

REGRETS: Ian McLeod, South Glengarry

STAFF: Richard Pilon, General Manager/Secretary-Treasurer
Josianne Sabourin, Administrative Assistant
Sandy Cites, Manager of Finance
Phil Barnes, Project Manager
Chris Critoph, Manager of Environmental Services
Normand Genier, Forestry Specialist
Kim MacDonald, Manager of Planning & Regulations
Lissa Deslandes, Regulations Officer / Communications Coordinator
Matthew Levac, Planning & Regulations Assistant
Pete Sabourin, Manager of Field Operations

GUEST: Glenn Sheppard, Marsh Insurance

CALL TO ORDER

Frank Prevost, Chair, called the meeting to order at 4:00 p.m.

APPROVAL OF AGENDA

Report by Phil Barnes on the Water and Erosion Control Infrastructure (WECI) Application was added to the agenda as item 7 c).

RESOLUTION #48/17:

Moved by: Michel Depratto
Seconded by: David Smith

THAT the agenda be approved as amended.

CARRIED

PECUNIARY INTEREST

No pecuniary interest was declared.

APPROVAL OF MINUTES

RESOLUTION #49/17:

Moved by: Alton Blair
Seconded by: Claude McIntosh

THAT the minutes of the May 18, 2017 meeting of the Raisin Region Conservation Authority, be approved.

CARRIED

DELEGATIONS / PRESENTATIONS

- a) Glenn Sheppard from Marsh Insurance gave a presentation on Directors and Officers Liability
- b) Staff presented project and program updates.

BUSINESS ARISING FROM THE MINUTES

None

NEW BUSINESS

GILMOR V. NOTTAWASAGA CONSERVATION AUTHORITY

RESOLUTION #50/17:

Moved by: Claude McIntosh
Seconded by: Carilyne Hebert

THAT the Board of Directors receive and file the Gilmor v. Nottawasaga Valley Conservation Authority report, as presented.

CARRIED

CONSERVATION AUTHORITIES ACT REVIEW – PROPOSED AMENDMENTS

RESOLUTION #51/17:

Moved by: Tammy Hart
Seconded by: David Smith

THAT the Board of Directors receive and file the Conservation Authorities Act Review – Proposed Amendments report, as presented.

CARRIED

WATER AND EROSION CONTROL INFRASTRUCTURE (WECI) APPLICATION

RESOLUTION #52/17:

Moved by: Michel Depratto
Seconded by: Claude McIntosh

THAT the Board of Directors approve the submission to MNRF under the 2017-2018 Water and Erosion Control Infrastructure (WECI) Program:

1. Fly Creek – Pump Repairs (\$15,000)

2. Garry River – Watershed Management Plan Update (\$30,000)

AND FURTHER, THAT provided funding is received from the 2017-2018 WECl program, the Board of Directors approve undertaking the above noted projects by following RRCA's purchasing policy for all purchases and services retained;

AND FURTHER, THAT the Board of Directors approve the selection of ASL Roteq to repair the damaged pump at the Fly Creek pumping station.

CARRIED

FINANCIAL REPORTS

STATEMENT OF OPERATIONS AS OF APRIL 30, 2017

RESOLUTION #52/17:

Moved by: David Smith
Seconded by: Carilyne Hebert

THAT the Board of Directors receive and file the Statement of Operations Report, as presented.

CARRIED

FUTURE MEETINGS

RRCA Full Authority – Sep 21st, Oct 19th, Nov 16th, 2017
Starting September 2017, meetings will be held at 3:00 pm

ADJOURNMENT

RESOLUTION #53/17:

Moved by: David Smith
Seconded by: Alton Blair

THAT the Full Authority meeting of June 15, 2017 be adjourned at 5:40 pm.

Frank Prevost
Chair

Richard Pilon
General Manager / Secretary-Treasurer

/js



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: Chris Critoph, Manager of Environmental Services
Date: September 8, 2017
Subject: Great Lakes Guardian Community Fund

RECOMMENDATION:

That the Board of Directors authorize the entry into a Grant Funding Agreement with the Province of Ontario for the Butterfly and Songbird Meadow Project.

BACKGROUND:

The Raisin Region Conservation Authority recently received notice from the Great Lakes Guardian Community Fund that our proposal for the Butterfly and Songbird Meadow Project was successful and will be contributing \$13,315 towards its implementation.

DISCUSSION:

The purpose of this Project is to enhance the breeding and nectaring habitat for the Monarch butterfly, a species at risk in the St. Lawrence River Area, in one of the fields at Cooper Marsh adjacent to County Road 2. With the assistance of volunteers, native species of a variety of wildflowers will be planted at the site. The results of the project will also enhance the habitat for a variety of local songbirds including Bobolinks, another species at risk in this area.

Prior to execution of the agreement between the Raisin Region Conservation Authority and the Minister of the Environment and Climate Change, a copy of our Board's resolution authorizing the Conservation Authority to enter into a Grant Funding Agreement with the Province of Ontario is required.

A handwritten signature in black ink, appearing to read "Chris Critoph".

Chris Critoph
Manager of Environmental Services



To: Board of Directors
From: Phil Barnes, Project Manager
Date: September 14, 2017
Subject: National Disaster Mitigation Program (NDMP)

RECOMMENDATION:

THAT the Raisin Region Conservation Authority commit an upset amount of \$3,000 towards the National Disaster Mitigation Program - St. Lawrence River Hazard Mapping Project.

And further, THAT the Raisin Region Conservation Authority commit \$10,000 as in-kind professional services towards the National Disaster Mitigation Program – South Glengarry Mapping Project.

BACKGROUND:

The National Disaster Mitigation Program (NDMP) is a \$200M federal program (Public Safety Canada) which is administered provincially (in Ontario through the Ministry of Municipal Affairs and Housing) to municipalities. The objective is to reduce the impacts of natural disasters such as recurring flood risk and costs. Eligible projects include Risk Assessments, Flood Mapping, Mitigation Planning and investments in non-structural and small scale structural mitigation projects. All funded projects are 50% cost-share.

DISCUSSION:

RRCA is working with two applications:

1. South Glengarry – Updated flood plain mapping along the St. Lawrence River waterfront plus updated modelling and mapping along the Raisin River.
2. South Stormont – Updated flood plain mapping along the St. Lawrence River waterfront.

Both projects will use LiDAR technology to produce updated, accurate topographic maps that can be used to more accurately plot flood limit lines.

The South Stormont project is part of a consortium that includes the following municipalities (Augusta Township, Prescott, Edwardsburgh/Cardinal and South Dundas) as well as Leeds and Grenville, Stormont, Dundas and Glengarry, and South Nation Conservation.

Similar work will be undertaken on both projects, and it is expected that efficiencies of scale can be realized during the actual LiDAR acquisition. Raisin Region Conservation Authority staff will

be providing support on both projects through project management, peer review and GIS. Staff time will be recovered through the overall budgets.

The consortium is requesting \$3,000 from the RRCA to maximize the NDMP contribution. This amount can be spread over 2 fiscal years (2018 and 2019), and will be recovered through billable work to the project.

Similarly, the South Glengarry project is requesting \$10,000 in-kind professional services (GIS, project management, technical assistance) from the RRCA.

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: Bruce MacDonald, Park Manager
Date: September 12, 2017
Subject: 2018 Charlottenburgh Park Camping Rates

RECOMMENDATION:

THAT the board of Directors approve the 2018 Charlottenburgh Park camping rates, as presented.

BACKGROUND:

Camping rates for Charlottenburgh Park are reviewed annually and adjusted based on comparisons with neighbouring Provincial Parks.

DISCUSSION:

The following table compares Charlottenburgh Park camping rates with two local provincial parks.

2017 Comparison of Camping Rates (HST extra)

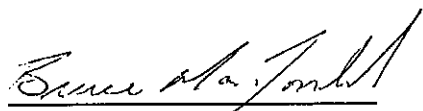
Park	Transient (overnight)			Extended Stay (seasonal)		
	basic	20 amp	30 amp	basic	20 amp	30 amp
Farran's Park	33.30	42.38	43.51	2,076.11	2,385.27	2,512.18
Glengarry Park	33.30	42.38	43.51	2,076.11	2,385.27	2,512.18
Charlottenburgh Park	33.63	39.82	43.36	1,752.30	2,251.78	2,451.33

Some of the Charlottenburgh Park camping rates are comparable with local rates. The St. Lawrence Parks Commission (SLPC) typically increase rates 2-4% each year. To remain comparable with local provincial parks, staff propose that Charlottenburgh Park camping rates for 2018 be set to current rates charged by SLPC in 2017.

The following table shows the proposed camping rates for Charlottenburgh Park for the 2018 season.

Proposed Camping Rates for Charlottenburgh Park (HST extra)

	Transient (overnight)			Extended Stay (seasonal)		
	basic	20 amp	30 amp	basic	20 amp	30 amp
2018 proposed rate	33.30	42.38	43.51	2,076.11	2,385.27	2,512.18
Increase over 2017	-0.33	2.56	0.15	323.81	133.49	60.85
Total Number of Lots	71	10	28	2	23	74
Extra Revenue				647.62	3,070.27	4,502.90



Bruce MacDonald
Park 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: September 14, 2017
Subject: Statement of Operations as of July 31, 2017

RECOMMENDATION:

That the Board of Directors receive and file the Statement of Operations Report, as presented.

DISCUSSION:

The RRCA Statement of Operations for the year ending December 31, 2017, as of July 31, 2017 is attached.

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

Sandy Crites
Manager of Finance

STATEMENT OF OPERATIONS
For the period ending July 31, 2017

	Final Budget 2017	Updated Forecast Dec 31, 2017	Actual as of Jul 31, 2017	% of Updated Forecast
<u>REVENUE</u>				
Municipal	777,169	777,169	386,302	50%
MNR	164,721	164,721	41,180	25%
Provincial	377,310	394,756	77,588	20%
Federal	33,462	33,462	28,570	85%
Authority Generated	862,388	962,552	787,503	82%
TOTAL REVENUE	2,215,050	2,332,660	1,321,144	57%
<u>EXPENDITURES</u>				
Watershed Management				
Watershed Studies	27,971	27,371	14,216	52%
Source Water Protection	242,390	242,390	84,735	35%
Flood Forecasting & Warning	60,661	60,661	35,248	58%
Flood Control Structures	282,307	295,282	205,248	70%
Environmental Services				
Plan Input & Review	162,878	169,693	87,236	51%
CA Regulations	71,777	75,305	41,331	55%
Stewardship Programs				
ALUS	84,438	104,438	71,000	68%
Tributary	171,014	171,014	100,776	59%
Forestry	156,503	156,503	74,578	48%
Provincial Monitoring	7,055	8,668	7,409	85%
Conservation & Communication	15,000	15,000	10,524	70%
Conservation & Education				
Cooper Marsh	81,422	153,422	106,625	69%
Gray's Creek Conservation Area	69,294	69,294	36,493	53%
Gray's Creek Marina	151,416	155,539	86,944	56%
Charlottenburgh Park	369,147	368,891	184,581	50%
Corporate Services				
Administration	149,793	147,205	97,453	66%
Staff & Board Expenses	41,000	41,000	23,918	58%
Supplies & Maintenance	88,851	88,851	48,661	55%
General	47,275	47,275	35,658	75%
Vehicle & Equipment	(65,142)	(65,142)	(28,714)	44%
TOTAL EXPENDITURE	2,215,050	2,332,660	1,323,919	57%
Net surplus (deficit)	0.00	0.00		



Finn MacDonald
Policy Officer, Natural Resources Conservation Policy Branch
Ministry of Natural Resources and Forestry
300 Water Street
Peterborough Ontario
K9J 8M5

June 29, 2017

Dear Mr. MacDonald:

Re: Proposed amendments to the *Conservation Authorities Act (CAA)* as part of Bill 139, the Building Better Communities and Conserving Watersheds Act, 2017 (EBR#013-0561) and the CAA Review Decision Document *Conserving our Future: A Modernized CAA* (EBR#012-7583)

Thank you for the opportunity to comment on the Proposed amendments to the *Conservation Authorities Act* as part of Bill 139, the Building Better Communities and Conserving Watersheds Act, 2017 (EBR#013-0561). Conservation Ontario represents Ontario's 36 Conservation Authorities (CAs) and this letter was endorsed at the June 26, 2017 Conservation Ontario Council meeting.

Conservation Ontario (CO) acknowledges the efforts of staff from the Ministry of Natural Resources and Forestry (MNRF) who met with CO staff over the past year to discuss our recommendations.

The Province's proposed changes (as expressed in Bill 139 and in the *Conserving Our Future: A Modernized Conservation Authorities Act*) address five key priorities identified and promoted by CO and the Conservation Authorities throughout the consultation stages. Specifically, they:

1. confirm the broad and important role of Conservation Authorities (CAs) as valuable watershed-based natural resource managers in Ontario;
2. have a commitment to explore options for updating provincial funding levels for existing provincially-mandated programs such as natural hazards and potentially new programs such as wetland conservation and climate change mitigation, adaptation, and, resilience;

3. establish a multi-ministry table to ensure increased coordination among provincial ministries regarding the wide range of support CAs provide to the multiple ministries;
4. require CAs to meet public sector best management practices and standards; and,
5. establish a multi-stakeholder Service Delivery Review Committee to address client service issues.

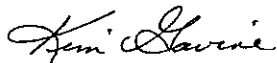
Overall, Conservation Ontario supports movement forward on the Government's proposed actions to modernize the CAA and the policy framework that will:

1. Strengthen Oversight and Accountability,
2. Increase Clarity and Consistency in Programs and Services,
3. Increase Clarity and Consistency In Regulatory Requirements,
4. Enhance Collaboration and Engagement, and,
5. Modernize Funding Mechanisms.

Conservation Ontario supports the leadership demonstrated by the Province in addressing the need to modernize the *Conservation Authorities Act* and encourages the Government to move forward in the Fall Legislature with amendments to the Act.

We appreciate the acknowledgement that Conservation Authorities play an important role in addressing today's environmental and resource management challenges. We look forward to working with MNRF and other ministries and stakeholders to implement the outcomes of the *Conservation Authorities Act* review. Should you have any questions regarding the above comments please contact myself (ext. 231) or Bonnie Fox (Manager, Policy and Planning) at (ext. 223).

Sincerely,



Kim Gavine
General Manager

c.c. All Conservation Authorities' CAOs

Conservation Ontario
120 Bayview Parkway, Newmarket ON L3Y 3W3
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