



Raisin Region Conservation Authority

Board of Directors Meeting Agenda

June 20, 2024 – 3:00 p.m.

Following the Raisin Region Source Protection Authority Meeting

RRCA Administration Office – 18045 County Rd. 2, Cornwall, ON

	Page
1. Call to Order	
2. Land Acknowledgement	
3. Approval of Agenda	
4. Declaration of Conflict of Interest	
5. Delegations / Presentations	
a) RRCA Project Update – PowerPoint Presentation (Staff)	
6. Approval of Minutes	
a) Minutes of May 16, 2024	1-4
7. New Business	
a) Appointment of the Secretary-Treasurer (Josianne)	5
b) Committee Appointments (Alison)	6-7
c) WECI Funding 2024-2026 (Phil)	8-10
d) Wetland Establishment Projects (Brendan)	11-13
e) Grant Submissions (Lisa)	14-15
f) Recognition for Years of Service: Matthew Levac (Phil)	16
8. Future Meetings	
RRCA Board of Directors starting at 3:00 p.m. – Sep 19 th , Oct 17 th , Nov 21 st	
9. Adjournment	

Alison McDonald
General Manager / Secretary-Treasurer

RAISIN REGION CONSERVATION AUTHORITY
BOARD OF DIRECTORS
MINUTES
May 16, 2024

Cooper Marsh Visitors Centre
20020 County Rd 2, Summerstown, ON

PRESENT: Bryan McGillis, South Stormont, Chair
Jacques Massie, North Glengarry, Vice-Chair
Martin Lang, South Glengarry
Adrian Bugelli, North Stormont
Andrew Guindon, South Stormont
Carilyne Hebert, City of Cornwall
Claude McIntosh, City of Cornwall

STAFF: Richard Pilon, General Manager
Josianne Sabourin, Administrative Assistant
Phil Barnes, Team Lead, Watershed Management
Scott Braithwaite, Project Assistant
Lissa Deslandes, Regulations Officer
Laura Grant, Project Manager
Colin Herrewynen, Watershed Planner
Jessica Herrington, Stewardship Coordinator
Brendan Jacobs, Stewardship Specialist
Matthew Levac, Planning & Regulations Officer
Vincent Pilon, Communications Specialist
Pete Sabourin, Team Lead, Field Operations
Jason Symington, Resource Specialist
Lisa Van De Ligt, Team Lead, Communications & Stewardship

REGRETS: Lachlan McDonald, South Glengarry

GUEST: Alison McDonald, South Nation Conservation

CALL TO ORDER

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

LAND ACKNOWLEDGMENT

The Board of Directors acknowledged the gathering on traditional territory of the Haudenosaunee peoples, the Mohawks of Akwesasne, original keepers of this land, past and present.

APPROVAL OF AGENDA

RESOLUTION #48/24:

Moved by: Carilyne Hebert
Seconded by: Claude McIntosh

That the agenda be approved as presented.

CARRIED

DECLARATION OF CONFLICT OF INTEREST

None

DELEGATIONS / PRESENTATIONS

Staff presented Project Updates through a PowerPoint presentation.

APPROVAL OF MINUTES

RESOLUTION #49/24:

Moved by: Andrew Guindon
Seconded by: Adrian Bugelli

THAT the minutes of the April 18, 2024, meeting of the Raisin Region Conservation Authority be approved.

CARRIED

NEW BUSINESS

UPDATED FLOOD HAZARD MAPPING – EASTMAN DRAIN

RESOLUTION #50/24:

Moved by: Claude McIntosh
Seconded by: Martin Lang

THAT the Board of Directors approve the updated flood hazard mapping along the Eastman Drain as documented in the following reports and maps:

1. “Eastman Drain Flood Hazard Mapping Project (Hydrology Report)”, prepared by JFSA Canada Inc., January 31, 2024.
2. “Eastman Drain Flood Hazard Mapping Project (Hydraulics Report)”, prepared by JFSA Canada Inc., January 31, 2024.
3. “Eastman Drain Flood Hazard Mapping Project (100-Year Flood Hazard Maps)”, prepared by JFSA Canada Inc., January 31, 2024.

AND FURTHER, THAT the Board of Directors approve the updated regulated limit on the Eastman Drain, as the extent of the 100-Year Flood Hazard plus a 15-metre allowance

CARRIED

REGULATION POLICY AND MAPPING UPDATES WORKPLAN

RESOLUTION #51/24:

Moved by: Jacques Massie
Seconded by: Andrew Guindon

THAT the Board of Directors receive and approve the Regulation Policy and Mapping Updates Workplan, as presented.

CARRIED

GRANT SUBMISSIONS

RESOLUTION #52/24:

Moved by: Carilyne Hebert
Seconded by: Martin Lang

THAT the Board of Directors retroactively approve requesting \$6,650 from TD Bank Group to host a TD Tree Days event;

AND FURTHER THAT the Board of Directors approve requesting up to \$50,000 from the Invasive Species Centre to develop a phragmites management plan for RRCA conservation areas;

AND FURTHER THAT the Board of Directors approve requesting up to \$140,000 from the Ministry of Environment, Conservation and Parks to restore and enhance a provincially significant coastal wetland within the St. Lawrence River Area of Concern at Cornwall/Akwesasne;

AND FURTHER THAT the Board of Directors approve requesting up to \$140,000 to support the development of a eutrophication strategy for the St. Lawrence River Area of Concern at Cornwall/Akwesasne;

AND FURTHER THAT the Board of Directors approve requesting up to \$50,000 to support the status review of the St. Lawrence River Area of Concern at Cornwall/Akwesasne – Habitat Beneficial Use Impairment;

AND FURTHER THAT the Board of Directors approve requesting up to \$5,000 from South Nation Conservation to develop a road salt application and storage education and outreach campaign to protect municipal drinking water sources;

AND FURTHER THAT the Board of Directors approve entering into an agreement with funders and partners, if required.

CARRIED

CORRESPONDENCE

Correspondence dated May 8, 2024 from the Ministry of Natural Resources and Forestry in response to our funding request for Hazardous Trees Management, was provided to the board.

FUTURE MEETINGS

RRCA Board of Directors – Jun 20th, Sep 19th, Oct 17th, Nov 21st

ADJOURNMENT

RESOLUTION #53/24:

Moved by: Adrian Bugelli
Seconded by: Jacques Massie

THAT the Board of Directors meeting of May 16, 2024, be adjourned at 4:00 pm.

Bryan McGillis
Chair

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

To: Board of Directors
From: Josianne Sabourin, Administrative Assistant
Date: June 10, 2024
Subject: Appointment of Secretary-Treasurer

RECOMMENDATION:

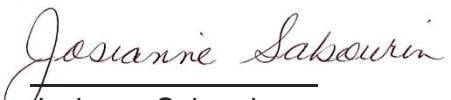
That the Board of Directors appoint Alison McDonald as Secretary-Treasurer for the Raisin Region Conservation Authority.

BACKGROUND:

Section 18 of the Conservation Authorities Act states that a Secretary-Treasurer shall be appointed by the authority. The Administrative By-laws define the position of "General Manager" to include the responsibilities of the Secretary-Treasurer.

DISCUSSION:

To satisfy the requirements of the Conservation Authorities Act it is recommended that Alison McDonald be officially appointed as Secretary-Treasurer for the Raisin Region Conservation Authority.



Josianne Sabourin,

Administrative Assistant



To: Board of Directors
From: Alison McDonald, General Manager
Date: June 10, 2024
Subject: Committee Appointments

RECOMMENDATION:

That representatives be appointed to various Committees for 2024, as follows:

Source Protection Committee

Bryan McGillis

Source Protection Management Committee

Bryan McGillis
Jacques Massie
Claude McIntosh
Alison McDonald

Conservation Ontario Council

Bryan McGillis – Voting Delegate
Jacques Massie – First Alternate
Alison McDonald – Second Alternate

St. Lawrence River Restoration Council

Lisa Van De Ligt

City of Cornwall Environment & Climate Change Committee

Lisa Van De Ligt

DISCUSSION:

The Raisin Region Conservation Authority (RRCA) appoints members to various internal and external committees, as follows:

Source Protection Committee

Source Protection Committees (SPC) were established for each of the 19 Source Protection Regions in Ontario. The committees are made up of municipal, public and sector representatives appointed by the Source Protection Authority (SPA).

The committees are responsible for preparing Assessment Reports and Source Protection Plans to meet the requirements of the *Clean Water Act, 2006*. The SPC also reviews Annual Reporting to the Ministry of Environment, Conservation and Parks (MECP).

The Raisin-South Nation SPC is made up of 15 members plus a chairperson appointed by the Province. There are additional (non-voting) liaison members representing the Raisin Region SPA, the South Nation SPA, MECP, and the Eastern Ontario Health Unit. In the past, the Raisin Region SPA liaison representative on this committee has been the RRCA Chair.

Source Protection Management Committee

A Source Protection Management Committee (SPMC) has been established to provide guidance on the overall administration and coordination of source protection activities, as required. This Committee meets as needed.

The SPMC is made up of the General Manager, Chair, Vice-Chair and a third member from the RRCA and South Nation Conservation. The committee is chaired by the Chair of the RRCA.

Conservation Ontario Council

Conservation Ontario (CO) is the umbrella organization which represents all 36 conservation authorities in Ontario. Conservation Ontario is governed by a six-member elected Board of Directors. The Council is comprised of appointed and elected municipal officials from the 36 Conservation Authorities Boards of Directors and Conservation Authorities staff.

Meetings are held in Toronto or via Zoom, four times per year.

St. Lawrence River Restoration Council

The St. Lawrence River Restoration Council (SLRRC) was established in 1998 to complete 64 recommended remedial actions and address the beneficial use impairments in the St. Lawrence River (Cornwall) Area of Concern.

The SLRRC is comprised of members from local organizations, public, industry, municipalities, the River Institute, the RRCA, the Mohawk Council of Akwesasne, Environment Canada and Climate Change, the Ministry of Natural Resources, and the Ministry of Environment, Climate Change, and Parks.

City of Cornwall Environment & Climate Change Committee

The primary mandate of this Committee is to provide a local perspective on climate change initiatives with respect to greenhouse gas emission targets as well as provide a framework to work towards climate change goals, strategic direction, and priority actions.



Alison McDonald
General Manager



To: Board of Directors
From: Phil Barnes, Team Lead, Watershed Management
Date: June 6, 2024
Subject: WECl Funding 2024-2026

RECOMMENDATION:

That the Board of Directors approve the application to WECl for the following three projects:

1. Alexandria Dam Channel – Erosion Protection Study (2024-25 project year)
 2. Alexandria Dam – Masonry Repair (2025-26 project year); and
 3. Martintown Dam Inspection (2025-26 project year), as presented.
-

BACKGROUND:

The Ministry of Natural Resources and Forestry (MNR) administers a capital investment program for conservation authorities. The funding is for Water and Erosion Control Infrastructure projects (WECl) and provides 50% cost-sharing from the province.

New this year, the MNR is accepting applications for this funding year (April 2024 to March 2025), and the next funding year (April 2025 to March 2026). This is intended to better facilitate planning for projects and multi-year budgeting. Funds awarded for 2024-25 must be spent within that period, and funds awarded for 2025-26 must be spent within that period.

DISCUSSION:

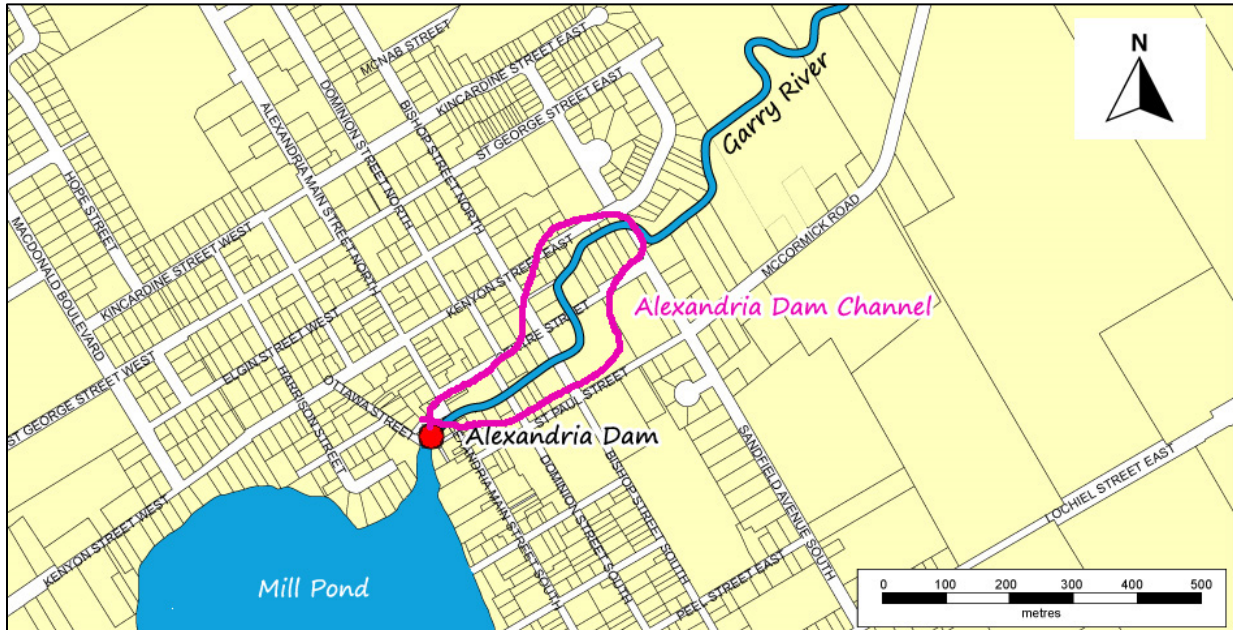
Staff identified a priority project for the 2024-25 WECl year which was included in the 2024 Capital Budget: Alexandria Dam Channel – Erosion Protection Study. Staff have also identified two projects for 2025-26, Alexandria Dam – Masonry Repairs, and Martintown Dam Inspection.

Alexandria Dam Channel – Erosion Protection Study (2024-25)

The outlet channel of Alexandria Dam is in various states of disrepair and will eventually need to be rehabilitated for the dam to properly operate and to ensure that downstream properties are safe from flooding and erosion. The relatively narrow and shallow channel can experience significant flood flows with highly erosive velocities during spring freshet. Several sections of various retaining walls have failed, and the Township would like to consider timelines, options and budget for remediation.

Alexandria Dam has existed since 1819, and the outlet channel has been shaped and formed over 200 years to its present configuration. The channel runs underneath several buildings and roads and passes through sections of downtown Alexandria before joining the more naturalized Garry River slightly downstream of Sandfield Avenue, approximately 600m beyond the dam.

The RRCA is requesting \$10,000 WECI funding to hire a consultant to study this channel and prepare options and recommendations on rehabilitation.



Alexandria Dam – Masonry Repairs (2025-26)

Alexandria Dam has existed since 1819. The masonry façade for the dam was last updated in 1984. Parts of the masonry are in various states of disrepair and as a result, water is getting in behind the masonry and causing additional deterioration and damage. This project will remove the heavily deteriorated/loose areas of the masonry façade and clean and cap the open spaces between the concrete structure and masonry façade with non-shrink grout to prevent moisture intrusion behind the wall. While the loose sections of the masonry are removed, options will be documented for future masonry repairs and prioritization. This work was identified as a priority project in the 2022 Dam Inspection by DM Wills.

The RRCA is requesting \$22,500 in WECI funding to hire a contractor to undertake the repair work and prepare options and recommendations on rehabilitation.



Martintown Dam – Inspection

The Martintown Dam is due for a comprehensive inspection from a qualified engineering firm. The dam inspection will review the structural integrity of the structure and itemize and prioritize repairs and maintenance activities for the immediate and long term to ensure the dam continues to function in the manner it was intended.

The RRCA is requesting \$12,500 WECL funding to hire a contractor to undertake the inspection and prepare a detailed report with recommendations and phasing of maintenance and repair work.



Phil Barnes, P.Eng.
Team Lead, Watershed Management



To: Board of Directors
From: Brendan Jacobs, Stewardship Specialist
Scott Braithwaite, Project Assistant
Date: June 7, 2024
Subject: Wetland Establishment Projects

RECOMMENDATION:

THAT the Board of Directors approve awarding of the wetland establishment contracts to the following contractors:

- Project Sites 1 & 2: Edwin's Excavating Services at a rate of \$665.00 + Tax per hour.
 - Project Sites 3, 5, 6, 7 & 8: Pasco Excavation Inc. at a rate of \$950.00 + Tax per hour.
 - Project Site 4: ARL Land Improvements Limited at a rate of \$865.00 + Tax per hour.
-

BACKGROUND:

ALUS, originally an acronym for Alternative Land Use Services, is an innovative community-developed and farmer-delivered program that produces, enhances, and maintains ecosystem services on agricultural lands. Locally, ALUS Ontario East primarily operates within the Raisin Region and South Nation Conservation Authorities' jurisdictions. The Raisin Region Conservation Authority (RRCA) hosts the ALUS Ontario East Coordinator and delivers the program under the guidance of the local Partnership Advisory Committee (PAC). ALUS Ontario East supports the establishment, management, and maintenance of a variety of innovative and sustainable project types, including wetlands.

Ducks Unlimited Canada (DUC) is a leading non-profit organization specializing in the conservation, restoration, and management of wetlands and associated habitats for the benefit of waterfowl, wildlife, and people. As a trusted partner of the RRCA, DUC contributes significant expertise and resources to preserving critical wetlands in the region.

In partnership with ALUS Ontario East and DUC, the RRCA intends to establish various wetland projects on private properties across the ALUS Ontario East jurisdiction. These projects are scheduled to be completed by October 2024 and will serve to improve water quality, reduce flood risks, and promote biodiversity.

Funding for these projects will be provided by ALUS Ontario East and DUC. ALUS Ontario East's contributions are included in the Board-approved 2024 RRCA Budget. DUC's funding arrangement is discussed in the Grant Submissions Board Report.

Project designs are currently underway in partnership with DUC which will impact final project costs. The ALUS Ontario East contributions towards projects is reviewed and approved by the program's Partnership Advisory Committee.

DISCUSSION:

A total of eight (8) wetland projects are included in this report. For each project, work is scheduled to begin in the summer of 2024 and set to conclude by October 2024. A summary of each project is included below:

Project Site	Location	Activity
1	Prescott, ON	The excavation of one pond (1.0 acre)
2	Crysler, ON	The excavation of one pond (1.0 acre)
3	Alexandria, ON	The excavation of a basin and the installation of two water control structures with fixed spillways (1.0 acre)
4	Laggan, ON	The excavation of four ponds (0.4, 0.3, 0.75, and 0.75 acres).
5	Dalkeith, ON	The excavation of four ponds (1.0, 0.5, 0.1, and 0.8 acres).
6	Bonville, ON	The excavation of one pond (1.0 acre)
7	Clarence-Rockland, ON	The excavation of a basin and the installation of a water control structure with fixed spillways (0.7 acres)
8	Moose Creek, ON	The excavation of two ponds (0.5-0.75 acres each)

Following the RRCA's Purchasing Policy, a public tender was issued to seek quotes from qualified contractors. A Request for Quotation (RFQ) was posted to the RRCA website on May 28, 2024 and advertised in the Cornwall Standard-Freeholder on May 30, 2024. The closing date was June 7, 2024 at 9:00am EDT. The following quotes were received:

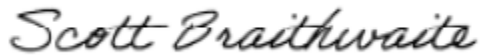
Project Site	Contractor	Cost
1	Edwin's Excavating Services	\$665.00 + Tax per hour
	Pasco Excavation Inc.	\$950.00 + Tax per hour
2	Edwin's Excavating Services	\$665.00 + Tax per hour
	Pasco Excavation Inc.	\$950.00 + Tax per hour
3	Pasco Excavation Inc.	\$950.00 + Tax per hour
4	ARL Land Improvements Limited	\$865.00 + Tax per hour
	Pasco Excavation Inc.	\$950.00 + Tax per hour
5	Pasco Excavation Inc.	\$950.00 + Tax per hour
6	Pasco Excavation Inc.	\$950.00 + Tax per hour
7	Pasco Excavation Inc.	\$950.00 + Tax per hour
8	Pasco Excavation Inc.	\$950.00 + Tax per hour

Based on the quotes received and the contractors' prior experience, staff recommend selecting the following contractors to undertake the wetland establishment work:

- Project Sites 1 & 2: Edwin's Excavating Services at a rate of \$665.00 + Tax per hour.
- Project Sites 3, 5, 6, 7 & 8: Pasco Excavation Inc. at a rate of \$950.00 + Tax per hour.
- Project Site 4: ARL Land Improvements Limited at a rate of \$865.00 + Tax per hour.



Brendan Jacobs
Stewardship Specialist



Scott Braithwaite
Project Assistant



To: Board of Directors
From: Lisa Van De Ligt, Team Lead, Communications and Stewardship
Date: June 7, 2024
Subject: Grant Submissions

RECOMMENDATION:

THAT the Board of Directors approve requesting \$12,000 from the St. Lawrence River Institute of Environmental Sciences to support agriculture stewardship outreach;

AND FURTHER THAT the Board of Directors approve requesting up to \$75,000 from Ducks Unlimited Canada to support agricultural wetland restoration and enhancement;

AND FURTHER THAT the Board of Directors approve entering into an agreement with funders.

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. When a funder offers a different funding amount than the RRCA's original request, staff will adjust the workplan accordingly prior to accepting the funding.

Below is a summary of the 2024 grant applications submitted to date:

- Requested: \$1,141,965
- Approved: \$102,310
- Pending: \$961,650
- Not approved: \$78,085

DISCUSSION:

The following funding opportunities were identified by staff as a potential source of revenue for RRCA programs and projects:

1. **Project Title:** Agriculture Stewardship Outreach

- **Funder:** St. Lawrence River Institute of Environmental Sciences (River Institute)
- **Request:** \$12,000
- **Summary:** The River Institute is seeking to support RRCA and ALUS Ontario East agriculture stewardship outreach initiatives (e.g. workshops, tours, events, etc.) to share updates and results from their “Harnessing Technology to Support Sustainable Agricultural Practices in the Upper St. Lawrence River Watershed” project.
- **Submission Deadline:** n/a

2. **Project Title:** Agricultural Wetland Restoration and Enhancement

- **Funder:** Ducks Unlimited Canada
- **Request:** up to \$75,000
- **Summary:** Ducks Unlimited Canada is seeking to support the restoration and enhancement of wetlands located on agricultural lands in partnership with ALUS Ontario East and the RRCA.
- **Submission Deadline:** n/a



Lisa Van De Ligt
Lisa Van De Ligt,
Team Lead, Communications and Stewardship



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: Phil Barnes, Team Lead, Watershed Management
Date: June 12, 2024
Subject: Recognition for Years of Service: Matthew Levac

RECOMMENDATION:

That the Raisin Region Conservation Authority Board of Directors recognize and thank Matthew Levac for his years of service working with the RRCA.

Matthew Levac: 15 Years

Matt has been a valuable member of the RRCA team since 2009. He currently holds the position of Planning and Regulations Officer, where he reviews property inquiries, planning and development files.

Matt is also the in-house wetland expert, GIS and mapping specialist. Matt fully embraces the ethos of "other duties, as assigned," eagerly taking on additional responsibilities and using his vast technical, practical and local knowledge to help solve problems and support his colleagues.

Matt is a true environmentalist and holds the unofficial staff record for most trees planted in a single day, and most garbage collected during the Adopt-a-Street campaign.

Matt is a graduate of the Environmental Technician program of St. Lawrence College in Cornwall. Matt is a lifelong learner, continuously seeking opportunities to expand his knowledge to better serve the RRCA through seminars, workshops, online courses, and personal reading.

The RRCA is fortunate to have Matt as a member of our team.

Please join me in congratulating and thanking Matt for his 15 years of service at the RRCA.

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

Phil Barnes,
Team Lead, Watershed Management