



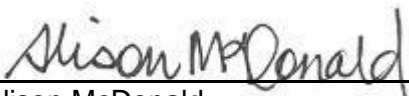
Raisin Region Conservation Authority

Board of Directors Meeting Agenda

May 1, 2025

RRCA Administration Building – 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 – Power Point Presentation (Staff) | |
| 6. Approval of Minutes | |
| a) Minutes of April 3, 2025 | 1-3 |
| 7. New Business | |
| a) Statement of Operations | 4 |
| b) Fleet Vehicle – Lease Buyout | 5 |
| 8. Future Meetings | |
| RRCA Board of Directors starting at 9:00 am - Jun 5 (Cooper Marsh), Sept. 4, Oct 2 | |
| 10. Closed Session | |
| a) Financial information supplied in confidence to the Authority | |
| b) Proposed or pending acquisition or disposition of land by the Authority | |
| c) Personnel matter | |
| 11. Adjournment | |



Alison McDonald
General Manager / Secretary-Treasurer

RAISIN REGION CONSERVATION AUTHORITY
BOARD OF DIRECTORS
MINUTES
APRIL 3, 2025

RRCA ADMINISTRATION BUILDING
18045 County Rd. 2, Cornwall, ON

PRESENT: Bryan McGillis, South Stormont, Chair
Andrew Guindon, South Stormont
Adrian Bugelli, North Stormont
Carilyne Hebert, City of Cornwall
Claude McIntosh, City of Cornwall
Martin Lang, South Glengarry
Lachlan McDonald, South Glengarry

STAFF: Alison McDonald, General Manager / Secretary-Treasurer
Josianne Sabourin, Administrative Assistant
Phil Barnes, Team Lead, Watershed Management
Scott Braithwaite, Project Coordinator
Cheyenne Brunet, Stewardship Coordinator (A)
Sandy Crites, Finance Officer
Lissa Deslandes, Regulations Officer
Brendan Jacobs, Stewardship Specialist
Claudia Munafo, Public Information Coordinator
Pete Sabourin, Team Lead, Field Operations
Jason Symington, Resource Specialist
Lisa Van De Ligt, Team Lead, Communications and Stewardship

REGRETS: Jacques Massie, North Glengarry, Vice-Chair

GUEST: Mally MacGregor, Ault & Ault

CALL TO ORDER

Bryan McGillis, Chair, called the meeting to order at 9:20 am.

LAND ACKNOWLEDGEMENT

The Land Acknowledgement was read at the beginning of the SPA meeting which preceded this meeting.

APPROVAL OF AGENDA

RESOLUTION #25/25

Moved by: Carilyne Hebert
Seconded by: Martin Lang

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 #26/25:

Moved by: Andrew Guindon
Seconded by: Carilyne Hebert

That the minutes of February 6, 2025, meeting of the Raisin Region Conservation Authority be approved.

CARRIED

NEW BUSINESS

ST. LAWRENCE RIVER STRATEGY – MEMORANDUM OF UNDERSTANDING

RESOLUTION #27/25:

Moved by: Claude McIntosh
Seconded by: Carilyne Hebert

THAT the Board of Directors approve the signing of the St. Lawrence River Strategy Memorandum of Understanding.

CARRIED

CONSERVATION AREAS UPDATE

RESOLUTION #28/25:

Moved by: Lachlan McDonald
Seconded by: Claude McIntosh

THAT the Board of Directors receive the Conservation Areas update.

CARRIED

GRANT SUBMISSIONS

RESOLUTION #29/25:

Moved by: Adrian Bugelli
Seconded by: Lachlan McDonald

THAT the Board of Directors approve requesting up to \$7,000 from TD Bank Group to host a TD Tree Days event.

AND FURTHER THAT the Board of Directors approve requesting \$6,500 from Ducks Unlimited Canada to support a wetland restoration and enhancement project.

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

CARRIED

CORRESPONDENCE

- a) OGRA Delegation Request – Charlottenburgh Park Lease Renewal
- b) Congratulatory letter to MPP Quinn

FUTURE MEETINGS

RRCA Board of Directors starting at 9:00 am – May 1, Jun 5, Sept 4

CLOSED SESSION

RESOLUTION #30/25:

Moved by: Adrian Bugelli
Seconded by: Carilyne Hebert

THAT the Board of Directors Meeting move into Closed Session to discuss negotiations, Charlottenburgh Park legal advice.

RESOLUTION #31/25:

Moved by: Adrian Bugelli
Seconded by: Andrew Guindon

THAT the Board of Directors Meeting move to Open Session.

CARRIED

RESOLUTION #32/25:

Moved by: Carilyne Hebert
Seconded by: Martin Lang

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

CARRIED

ADJOURNMENT

RESOLUTION #33/25:

Moved by: Adrian Bugelli
Seconded by: Lachlan McDonald

THAT the Board of Directors Meeting of April 3, 2025 be adjourned.

Bryan McGillis
Chair

Alison McDonald
General Manager / Secretary-Treasurer

STATEMENT OF OPERATIONS
For the period ending March 31, 2025

| | 31-Mar-25 | | 24% | | |
|---|-------------------------|-------------------------------|---------------------------|-----------------------------|-----------------------------------|
| | Final Budget 2025 | Updated Forecast Mar 31 | Actual as of Mar 31 | % of Updated Forecast | Variance Budget vs Forecast |
| REVENUE | | | | | |
| Provincial | 846,957 | 763,278 | 297,468 | 39% | -83,679 |
| Federal | 382,500 | 416,937 | 0 | 0% | 34,437 |
| Authority Generated | 1,188,530 | 1,209,559 | 107,182 | 9% | 21,029 |
| Partners | 709,982 | 751,436 | 98,942 | 13% | 41,454 |
| Reserve | 0 | 0 | 0 | 0% | 0 |
| Municipal | 967,596 | 971,256 | 241,899 | 25% | 3,661 |
| TOTAL REVENUE | 4,095,564 | 4,112,466 | 745,490 | 18% | 16,901 |
| EXPENDITURES | | | | | |
| Watershed Monitoring | | | | | |
| Flood Forecasting & Low Water Response | 63,230 | 63,207 | 14,579 | 23% | -23 |
| Surface Water Quality Monitoring | 6,909 | 7,112 | 1,404 | 20% | 202 |
| Groundwater Quality Monitoring | 5,882 | 5,866 | 1,614 | 28% | -16 |
| Watershed Management | | | | | |
| Fly Creek System | 263,421 | 229,888 | 54,145 | 24% | -33,533 |
| Garry River System | 59,436 | 59,431 | 12,349 | 21% | -4 |
| Long Sault Water Diversion | 4,925 | 4,925 | 780 | 16% | 0 |
| St. Andrews Dyke | 2,073 | 2,074 | 453 | 22% | 1 |
| Special Projects | 143,006 | 142,920 | 7,156 | 5% | -86 |
| Watershed Planning & Regulations | | | | | |
| Plan Input & Review - Natural Hazards | 169,519 | 132,919 | 39,255 | 30% | -36,601 |
| Plan Input & Review - Source Protection | 5,276 | 5,281 | 1,223 | 23% | 5 |
| CA Regulations | 193,717 | 187,527 | 45,825 | 24% | -6,190 |
| Source Water Protection | 340,275 | 340,527 | 36,685 | 11% | 253 |
| Watershed Stewardship | | | | | |
| Forestry Programs | 130,762 | 141,710 | 6,763 | 5% | 10,948 |
| ALUS Program | 445,915 | 440,781 | 31,825 | 7% | -5,134 |
| St. Lawrence River Remedial Action Plan | 549,872 | 538,538 | 77,192 | 14% | -11,335 |
| Contracted Services | 40,282 | 37,293 | 3,623 | 10% | -2,989 |
| Conservation & Recreation | | | | | |
| Cooper Marsh Conservation Area | 97,593 | 115,287 | 20,244 | 18% | 17,694 |
| Gray's Creek Conservation Area | 81,425 | 82,342 | 11,456 | 14% | 917 |
| Gray's Creek Marina | 176,281 | 178,853 | 22,576 | 13% | 2,572 |
| Charlottenburgh Park | 572,276 | 584,213 | 65,702 | 11% | 11,937 |
| Conservation Lands | 82,934 | 83,190 | 13,154 | 16% | 257 |
| Corporate Services | | | | | |
| Administration and Finance | 430,903 | 431,991 | 115,503 | 27% | 1,088 |
| Communications | 114,202 | 111,450 | 23,384 | 21% | -2,752 |
| Information Management | 42,450 | 40,599 | 9,873 | 24% | -1,851 |
| Vehicle & Equipment | 73,000 | 73,000 | 14,760 | 20% | 0 |
| TOTAL EXPENDITURE | 4,095,564 | 4,040,924 | 631,522 | 16% | -54,640 |
| Net surplus (deficit) | 0 | 71,541 | | | 71,541 |



To: Board of Directors
From: Alison McDonald, General Manager
Date: April 25, 2025
Subject: Fleet Vehicle – Lease Buyout

RECOMMENDATION:

THAT the Board of Directors approve buying out the Blazer lease at a cost of \$26,258.78.

BACKGROUND:

The RRCA has a fleet vehicle lease ending May 10, 2025. This vehicle is used for transporting staff and materials to events around the watershed.

To lease the same new vehicle would be \$742.62 per month (36-month term). We would also incur a cost to repair minor scratches on the current vehicle (~\$5000). Smaller vehicles were priced out including a hybrid option. Rates were similar (\$723.91 per month).

Staff like the current vehicle and require a specific amount of space to transport to the ALUS and RRCA display booths. The current vehicle is more cost effective for this purpose than the half-ton trucks. The vehicle also already has RRCA decals, and a set of winter tires on rims.

DISCUSSION:

After reviewing the potential lease rates and considering the impacts of tariffs in the future, the consensus from Team Leads was to buy out our existing lease at a cost of \$26,258.78. We anticipate the vehicle will last many years and be easy to repair.

This cost was not included in the 2025 budget. We propose to temporarily fund the purchase from cash reserves to avoid incurring interest on a loan (rates were 4.79% through TD Bank). Vehicle costs are tracked by department code and charged back to programs; cost-recovery to the reserve would take approximately two years.

A handwritten signature in black ink that reads "Alison McDonald".

Alison McDonald
General Manager