

RAISIN REGION CONSERVATION AUTHORITY  
BOARD OF DIRECTORS  
MINUTES  
JANUARY 9, 2025

RRCA ADMINISTRATION BUILDING  
18045 County Rd 2, Cornwall, ON

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

STAFF: Alison McDonald, General Manager / Secretary -Treasurer  
Josianne Sabourin, Administrative Assistant  
Phil Barnes, Team Lead, Watershed Management  
Sandy Crites, Finance Officer  
Colin Herrewynen, Watershed Planner  
Claudia Munafo, Public Information Coordinator  
Vincent Pilon, Communications Specialist  
Pete Sabourin, Team Lead, Field Operations  
Lisa Van De Ligt, Team Lead, Communications & Stewardship

REGRETS: Martin Lang, South Glengarry

**CALL TO ORDER**

Bryan McGillis, Chair, called the meeting to order at 9:00 am

**APPROVAL OF AGENDA**

RESOLUTION #01/25:

Moved by: Claude McIntosh  
Seconded by: Adrian Bugelli

That the agenda be approved as presented.

CARRIED

**DECLARATION OF CONFLICT OF INTEREST**

None

**DELEGATIONS / PRESENTATIONS**

Staff presented Project Updates through a PowerPoint presentation.

## **ELECTION OF CHAIR AND VICE-CHAIR**

The Chair was turned over to the General Manager for the purpose of the election of the 2025 Chair and Vice-Chair.

RESOLUTION #02/25:

Moved by: Carilyne Hebert  
Seconded by: Adrian Bugelli

THAT the positions of Chair and Vice-Chair be declared vacant.

CARRIED

## **ELECTION OF CHAIR**

Nominations from the floor were called for the position of Chair for the current calendar year.

Bryan McGillis was nominated by Claude McIntosh.

RESOLUTION #03/2025:

Moved by: Carilyne Hebert  
Seconded by: Andrew Guindon

THAT the nominations for the position of Chair be closed.

CARRIED

Bryan McGillis accepted the nomination and was declared Chair by acclamation.

## **ELECTION OF VICE-CHAIR**

Nominations from the floor were called for the position of Vice-Chair for the current calendar year.

Jacques Massie was nominated by Bryan McGillis.

RESOLUTION #04/25:

Moved by: Adrian Bugelli  
Seconded by: Andrew Guindon

THAT the nominations for the position of Vice-Chair be closed.

CARRIED

Jacques Massie accepted the nomination and was declared Vice-Chair by acclamation.

The Chair was turned over to Chair Bryan McGillis

## **APPROVAL OF MINUTES**

RESOLUTION #05/25:

Moved by: Jacques Massie  
Seconded by: Lachlan McDonald

THAT the minutes of the November 28, 2024, meeting of the Raisin Region Conservation Authority be approved.

CARRIED

**NEW BUSINESS**

APPROVAL – 2025 BUDGET AND MUNICIPAL LEVY

The General Manager presented the Board with municipal levy amounts owed (Phase 3) and the final 2025 Budget (Phase 4) for their approval.

RESOLUTION #06/25:

Moved by: Adrian Bugelli  
Seconded by: Andrew Guindon

THAT the Board of Directors approve the 2025 Municipal Levy Apportionment Amounts Owed and that municipalities be notified of their 2025 levy;

FURTHER THAT the 2025 Budget of the Raisin Region Conservation Authority be adopted and posted on RRCA's website.

Recorded Votes (PHASE 3)

Carilyne Hebert - City of Cornwall	Yay
Claude McIntosh - City of Cornwall	Yay
Jacques Massie - North Glengarry	Yay
Lachlan McDonald - South Glengarry	Yay
Adrian Bugelli - North Stormont	Yay
Andrew Guindon - South Stormont	Yay
Bryan McGillis - South Stormont	Yay

CARRIED

ANNUAL APPROVALS; MILEAGE RATE, SOLICITOR, AUDITOR

RESOLUTION #07/25:

Moved by: Andrew Guindon  
Seconded by: Lachlan McDonald

THAT for banking purposes, the Authority signing officers be one of; Chair or Vice-Chair; and one of General Manager or Finance Officer. Any of the above may sign for all other purposes which fall within their signing limit and/or there is a Board Resolution, or is part of the approved budget;

AND FURTHER THAT the Chartered Accountants MNP LLP be appointed Auditors for the 2025 calendar year at an estimated cost of \$22,500 plus fees (5%), plus HST;

AND FURTHER THAT the firm of Ault & Ault LLP be appointed as the RRCA's Solicitor for general Authority business;

AND FURTHER THAT the RRCA use the Canada Revenue Agency's approved per-kilometer rate, paid per Canada Revenue Agency guidelines.

CARRIED

RRCA STRATEGIC PLAN UPDATE

RESOLUTION #08/25:

Moved by: Carilyne Hebert  
Seconded by: Jacques Massie

THAT the Board of Directors direct staff to develop a 2025 Strategic Plan workplan;

AND FURTHER THAT the Board of Directors direct staff to seek a strategic planning consultant.

CARRIED

TREE PLANTING EXPENDITURES

RESOLUTION #09/25:

Moved by: Adrian Bugelli  
Seconded by: Jacques Massie

THAT the Board of Directors approve the purchase of tree seedlings for the RRCA's 2025 forestry and stewardship services to an upset limit of \$100,000 plus HST.

CARRIED

GRANT SUBMISSIONS

RESOLUTION #10/25:

Moved by: Lachlan McDonald  
Seconded by: Andrew Guindon

THAT the Board of Directors approve partnering with Ontario Federation of Anglers and Hunters to host an Invasive Species Summer Technician;

AND FURTHER THAT the Board of Directors approve requesting \$8,000 from TD Friends of the Environment Foundation to enhance pollinator habitat at Gray's Creek Conservation Area;

AND FURTHER THAT the Board of Directors approve requesting up to \$600,000 from Conservation Ontario to support Charlottenburgh Marsh restoration and enhancement;

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

AND FURTHER THAT the Board of Directors approve requesting \$10,000 from TC Energy to support Cooper Marsh Conservation Area outreach;

AND FURTHER THAT the Board of Directors approve requesting \$3,000 from Enbridge for the 2025 RRCA Tree Giveaways;

AND FURTHER THAT the Board of Directors approve requesting \$16,000 from Watersheds Canada to support their Natural Edge Project in the St. Lawrence River Area of Concern;

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

CARRIED

#### CONSERVATION AREAS UPDATE

RESOLUTION #11/25:

Moved by: Carilyne Hebert

Seconded by: Claude McIntosh

THAT the Board of Directors receive the Conservation Areas update.

CARRIED

#### MINISTER'S DIRECTION; PLANNING AND PERMITTING FEES

RESOLUTION #12/25:

Moved by: Jacques Massie

Seconded by: Carilyne Hebert

THAT the Board of Directors receives the report on the Minister's Direction to not charge fees for planning and permitting services.

CARRIED

#### FUTURE MEETINGS

RRCA Board of Directors starting at 9:00 am – Feb. 6, Mar 6, Apr 3

**ADJOURMENT**

RESOLUTION #13/25:

Moved by: Adrian Bugelli  
Seconded by: Lachlan McDonald

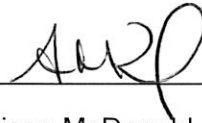
THAT the Board of Directors meeting of January 9, 2025 be adjourned at 10:30 am.



Jacques Massie

for

Bryan McGillis  
Chair



Alison McDonald  
General Manager / Secretary-Treasurer