RAISIN REGION CONSERVATION AUTHORITY
BOARD OF DIRECTORS
MINUTES
RRCA ADMINISTRATION BUILDING
18045 County Rd. 2, Cornwall, ON

PRESENT:	Bryan McGillis, South Stormont, Chair Andrew Guindon, South Stormont Jacques Massie, North Glengarry Carilyne Hebert, City of Cornwall Claude McIntosh, City of Cornwall Martin Lang, South Glengarry Lachlan McDonald, South Glengarry Adrian Bugelli, North Stormont
STAFF:	Alison McDonald, General Manager / Secretary-Treasurer Josianne Sabourin, Administrative Assistant Phil Barnes, Team Lead, Watershed Management Sandy Crites, Finance Officer Laura Grant, Project Manager Brandon Jacobs, Stewardship Specialist Matthew Levac, Planning & Regulations Officer Pete Sabourin, Team Lead, Field Operations Jason Symington, Source Protection Project Manager Lisa Van De Ligt, Team Lead, Communications and Stewardship

CALL TO ORDER

Bryan McGillis, Chair, called the meeting to order at 9:06 am.

LAND ACKNOWLEDGEMENT

A Land Acknowledgement was read, recognizing that the meeting is taking place on the traditional territory of the Haudenosaunee peoples, the Mohawks of Akwesasne, original keepers of this land, past and present. The acknowledgement included gratitude for the opportunity to gather and thanks to all generations who have cared for the land for thousands of years.

APPROVAL OF THE AGENDA

RESOLUTION #51/25: Moved by: Jacques Massie
Seconded by: Andrew Guindon

THAT the agenda be approved as presented.

CARRIED

DECLARATION OF CONFLICT OF INTEREST

None

DELEGATIONS / PRESENTATIONS

Staff presented Project Updates through a power point presentation.

APPROVAL OF MINUTES

RESOLUTION #52/25: Moved by: Andrew Guindon
Seconded by: Jacques Massie

THAT the minutes of June 5, 2025, meeting of the Raisin Region Conservation Authority be approved.

CARRIED

RESOLUTION #53/25: Moved by: Andrew Guindon
Seconded by: Adrian Bugelli

THAT the minutes of July 3, 2025, meeting of the Corporate Services Working Group be approved.

CARRIED

RESOLUTION #54/25: Moved by: Andrew Guindon
Seconded by: Adrian Bugelli

THAT the minutes of July 28, 2025, meeting of the Corporate Services Working Group be approved.

CARRIED

RESOLUTION #55/25: Moved by: Adrian Bugelli
Seconded by: Andrew Guindon

THAT the minutes of August 21, 2025, meeting of the Corporate Services Working Group be approved.

CARRIED

NEW BUSINESS

RECOMMENDATIONS FROM THE CORPORATE SERVICES WORKING GROUP

RESOLUTION #56/25: Moved by: Adrian Bugelli
Seconded by: Andrew Guindon

THAT the Board of Directors receive and approve the recommendations of the Corporate Services Working Group, as presented.

CARRIED

STRATEGIC ACTION PLAN – Q3 PROGRESS UPDATE

RESOLUTION #57/25: Moved by: Carilyne Hebert
Seconded by: Adrian Bugelli

THAT the Board of Directors receive the Strategic Action Plan – Q3 Progress Update.

CARRIED

RESERVE POLICY

RESOLUTION #58/25: Moved by: Carilyne Hebert
Seconded by: Adrian Bugelli

THAT the Board of Directors receive and approve the Reserve Policy, as presented.

CARRIED

QUARTERLY VARIANCE REPORT

Staff presented the quarterly operations variance report for the period ending June 30, 2025. Additionally, staff will develop a similar report for Capital Projects. Both reports will be presented to the board on a quarterly basis.

WATER CONTROL STRUCTURES – ASSET MANAGEMENT STRATEGY

RESOLUTION #59/25: Moved by: Claude McIntosh
Seconded by: Carilyne Hebert

THAT the Board of Directors receive the water control structure asset management strategy report;

AND BE IT FURTHER resolved that the Board of Directors direct staff to include engineering inspections of water control structures in the 2026 budget.

CARRIED

2026 CAMPING AND MARINA FEES

RESOLUTION #60/25: Moved by: Claude McIntosh
Seconded by: Carilyne Hebert

THAT the Board of Directors approve RRCA Fee Schedule 6 and Fee Schedule 7, effective January 1, 2026, as presented.

CARRIED

TREE PLANTING EXPENDITURES

RESOLUTION #61/25: Moved by: Martin Lang
Seconded by: Claude McIntosh

THAT the Board of Directors approve the purchase of tree seedlings for the RRCA's 2026 forestry and stewardship services to an upset limit of $100,000 plus HST.

CARRIED

INVASIVE PHRAGMITES MANAGEMENT AT RRCA CONSERVATION AREAS

RESOLUTION #62/25: Moved by: Martin Lang
Seconded by: Claude McIntosh

THAT the Board of Directors approve awarding of the invasive phragmites management contracts to Corput & Wagar Weed Control to an upset limit of $9,150.00 + tax for herbicide application and Amitonte to an upset limit of $9,663.45 + tax for livestock grazing.

CARRIED

CONSERVATION AREAS UPDATE

RESOLUTION #63/25: Moved by: Lachlan McDonald
Seconded by: Martin Lang

THAT the Board of Directors receive the Conservation Areas update.

CARRIED

GRANT SUBMISSIONS

RESOLUTION #64/25: Moved by: Martin Lang
Seconded by: Lachlan McDonald

THAT the Board of Directors approve entering into an agreement with the Ontario Ministry of Natural Resources for $60,000 to update floodplain mapping for the Gray's Creek watershed;

AND FURTHER THAT the Board of Directors approve entering into an agreement with the Ontario Ministry of Natural Resources for $85,000 to update floodplain mapping for the South Raisin River watershed;

AND FURTHER THAT the Board of Directors retroactively approve requesting $100,000 from the Ontario Ministry of Environment, Conservation, and Parks for student education and entering into an agreement with the funder if funding is secured;

AND FURTHER THAT the Board of Directors retroactively approve requesting $60,000 from the Ontario Ministry for Seniors and Accessibility for accessibility enhancements at Gray's Creek Conservation Area and entering into an agreement with the funder if funding is secured;

AND FURTHER the Board of Directors approve including $35,000 in the 2026 RRCA Capital Budget towards accessibility enhancements at Gray's Creek Conservation Area.

CARRIED

FUTURE MEETINGS

RRCA Board of Directors starting at 9:00 am – Oct. 2, Nov. 6, Jan. 8

CLOSED SESSION

RESOLUTION #65/25: Moved by: Andrew Guindon
Seconded by: Jacques Massie

THAT the Board of Directors move into Closed Session to discuss the following items:

a) Proposed or pending acquisition or disposition of land by the Authority
b) For Discussion: Negotiations, Charlottenburgh Park

CARRIED

RESOLUTION #66/25: Moved by: Andrew Guindon
Seconded by: Adrian Bugelli

THAT the Board of Directors move to Open Session.

CARRIED

PROPOSED OR PENDING ACQUISITION OR DISPOSITION OF LAND BY THE AUTHORITY

RESOLUTION #67/25: Moved by: Claude McIntosh
Seconded by: Carilyne Hebert

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

CARRIED

FOR DISCUSSION: NEGOTIATIONS, CHARLOTTENBURGH PARK

RESOLUTION #68/25: Moved by: Martin Lang
Seconded by: Claude McIntosh

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

CARRIED

ADJOURNMENT

RESOLUTION #69/25:

Moved by: Andrew Guindon
Seconded by: Jacques Massie

THAT the Board of Directors meeting of September 4, 2025, be adjourned.

CARRIED

Bryan McGillis,
Chair

Alison McDonald,
General Manager / Secretary-Treasurer