



## Raisin Region Conservation Authority

### Board of Directors Meeting Agenda

January 21, 2021

**3:00 p.m.**

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1. Call to Order	
2. Approval of Agenda	
3. Declaration of Conflict of Interest	
4. Approval of Minutes	
a) Minutes of November 19, 2020	1-4
5. New Business	
a) Postponement of Election of Chair and Vice-Chair (Richard)	5
b) 2021 RRCA Board of Directors Meeting Schedule (Richard)	6
c) O. Reg. 175/06 Permit Signing Authority (Richard)	7
6. Future Meetings	
RRCA Board of Directors starting at 3:00 p.m. – Feb 18 <sup>th</sup> , Mar 18 <sup>th</sup> , Apr 15 <sup>th</sup>	
7. Closed Session	
a) Property Matter (Phil)	
b) Personnel Matter (Richard)	
8. Adjournment	

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Richard Pilon  
General Manager / Secretary-Treasurer

RAISIN REGION CONSERVATION AUTHORITY  
BOARD OF DIRECTORS  
MINUTES  
NOVEMBER 19, 2020

RCAF Building, 240 WATER STREET, CORNWALL

PRESENT: Bryan McGillis, South Stormont, Chair  
Martin Lang, South Glengarry, Vice-Chair  
Frank Prevost, South Glengarry  
David Smith, South Stormont  
Jacques Massie, North Glengarry  
Carilyne Hebert, City of Cornwall  
Claude McIntosh, City of Cornwall

STAFF: Richard Pilon, General Manager/Secretary-Treasurer  
Josianne Sabourin, Administrative Assistant  
Sandy Crites, Manager of Finance  
Lisa Van de Ligt, Communications Specialist

ABSENT: Robert Lefebvre, North Stormont

**CALL TO ORDER**

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

**APPROVAL OF AGENDA**

RESOLUTION #72/20:

Moved by: Frank Prevost  
Seconded by: David Smith

THAT the agenda be approved as presented.

CARRIED

**DECLARATION OF CONFLICT OF INTEREST**

None

**APPROVAL OF MINUTES**

RESOLUTION #73/20:

Moved by: Claude McIntosh  
Seconded by: Martin Lang

THAT the minutes of the October 15, 2020 meeting of the Raisin Region Conservation Authority and the Electronic Poll of October 29, 2020 be approved.

CARRIED

**NEW BUSINESS**

**PROPOSED LEGISLATIVE AMENDMENTS TO THE CA ACT**

Richard Pilon provided a verbal update on the proposed legislative amendments to the CA Act.

RESOLUTION #74/20:

Moved by: Carilyne Hebert  
Seconded by: Claude McIntosh

THAT the RRCA Board of Directors request the Premier of Ontario, Minister of the Environment, Conservation, and Parks, and Minister of Finance consult with conservation authorities prior to amending the *Conservation Act* and prior to developing the associated regulations to ensure the changes are in the best interest of the public, municipalities and the Province.

AND FURTHER THAT the Board of Directors request its member municipalities also pass a resolution to request the Premier of Ontario, Minister of the Environment, Conservation, and Parks, and Minister of Finance consult with conservation authorities prior to amending the *Conservation Act* and prior to developing the associated regulations to ensure the changes are in the best interest of the public, municipalities and the Province.

CARRIED

**TREE PLANTING PROGRAM FEE SCHEDULE**

RESOLUTION #75/20:

Moved by: Frank Prevost  
Seconded by: Martin Lang

THAT the Board of Directors approve the 2020/21 Tree Planting Services and Over the Counter Tree Seedling Sales fee schedules, as presented.

CARRIED

**2021 GRAY'S CREEK MARINA SLIP RENTAL RATES**

RESOLUTION #76.20:

Moved by: Carilyne Hebert  
Seconded by: David Smith

THAT the Board of Directors approve the 2021 Gray's Creek Marina slip rental rates, as presented.

CARRIED

OFFICE CLOSURE

RESOLUTION #77/20:

Moved by: Martin Lang  
Seconded by: Jacques Massie

THAT the Board of Directors approve closing the RRCA office for the Christmas Holidays from December 24<sup>th</sup>, 2020 at 12:00 pm to January 1, 2021, inclusively.

CARRIED

MONTHLY ACTIVITY SUMMARY

RESOLUTION #78/20:

Moved by: Claude McIntosh  
Seconded by: David Smith

CARRIED

THAT the Board of Directors receive the Monthly Activity Summary report, as presented.

CARRIED

FINANCIAL REPORTS

STATEMENT OF OPERATIONS AS OF SEPTEMBER 30, 2020

RESOLUTION #79/20:

Moved by: Martin Lang  
Seconded by: Jacques Massie

THAT the Board of Directors receive the Statement of Operations report, as presented.

CARRIED

FUTURE MEETINGS

RRCA Board of Directors – Jan 21<sup>st</sup>, Feb 18<sup>th</sup>, Mar 18<sup>th</sup> (3:00 p.m. start for all meetings)

CLOSED SESSION

RESOLUTION #80/20:

Moved by: Martin Lang  
Seconded by: David Smith

THAT the Board of Directors Meeting move into Closed Session to review a personnel matter.

CARRIED

RESOLUTION #81/20:

Moved by: Jacques Massie  
Seconded by: Carilyne Hebert

THAT the Board of Directors Meeting move to Open Session.

CARRIED

RESOLUTION #82/20:

Moved by: Claude McIntosh  
Seconded by: David Smith

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

CARRIED

**ADJOURMENT**

RESOLUTION #83/20:

Moved by: Martin Lang  
Seconded by: Frank Prevost

THAT the Board of Directors meeting of November 19, 2020 be adjourned at 4:50 pm.

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Bryan McGillis  
Chair

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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](http://www.rrca.on.ca)

**To:** Board of Directors  
**From:** Richard Pilon, General Manager  
**Date:** January 13, 2021  
**Subject:** Postponement of Election of Chair and Vice-Chair

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### RECOMMENDATION:

That the Board of Directors approve the postponement of the election of Chair and Vice-Chair, as presented.

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### BACKGROUND:

On January 12, 2021, the Province of Ontario declared a second provincial emergency to address the current COVID-19 crisis. As a result, RRCA Board of Directors meetings will take place electronically until it is deemed safe to return to in-person meetings.

### DISCUSSION:

After consultation with RRCA's Chair and Vice-Chair, staff are recommending the Election of Chair and Vice-Chair be postponed until such time the Board of Directors can meet in person.

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Richard Pilon  
General Manager



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**To:** Board of Directors  
**From:** Richard Pilon, General Manager  
**Date:** January 13, 2021  
**Subject:** 2021 RRCA Board of Directors Meeting Schedule

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### RECOMMENDATION:

That the 2021 Raisin Region Conservation Authority Board of Directors meeting schedule be approved, as presented.

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### BACKGROUND:

The RRCA Board of Directors typically meets at 3:00 p.m. on the third Thursday of each month, except for July, August and December.

The proposed meeting schedule is as follows:

Raisin Region Conservation Authority Board of Directors Meetings 2021
January 21 <sup>st</sup>
February 18 <sup>th</sup>
March 18 <sup>th</sup>
April 15 <sup>th</sup>
May 20 <sup>th</sup>
June 17 <sup>th</sup>
September 16 <sup>th</sup>
October 21 <sup>st</sup>
November 18 <sup>th</sup>

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

Richard Pilon  
General Manager



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**To:** Board of Directors  
**From:** Richard Pilon, General Manager  
**Date:** January 8, 2021  
**Subject:** O. Reg. 175/06 Permit Signing Authority

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### RECOMMENDATION:

That the Board of Directors approve the addition of two staff members with designated permit signing authority and enforcement of Ontario Regulation 175/06 under the Conservation Authorities Act, as presented.

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### BACKGROUND:

Job duties for some RRCA staff have recently changed. To ensure continued adherence to Ontario Regulation 175/06: "*Development, Interference with Wetlands and Alterations to Shorelines and Watercourses*" under the Conservation Authorities Act, the following additional staff are recommended for permit signing authority and enforcement, as applicable:

- Phil Barnes
- Matthew Levac

Designated staff may grant permit approvals that meet the intent of Regulation 175/06 as it relates to the control of flooding, erosion, pollution or the conservation of land. However, permit denials and permits with a maximum validity of more than 24 months shall continue to be the responsibility of the RRCA Board of Directors.

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

Richard Pilon  
General Manager