



# Raisin Region Conservation Authority

## Board of Directors Meeting Agenda

June 17, 2021

**Zoom**

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	Page
1. Call to Order	
2. Approval of Agenda	
3. Declaration of Conflict of Interest	
4. Delegations / Presentations	
a) Hoople Creek Walley Fishery – PowerPoint Presentation (John Sliter)	
5. Approval of Minutes	
a) Minutes of May 20, 2021	1-5
6. New Business	
a) Covid-19 Update – verbal (Lisa)	
b) Administrative By-Law Amendment (Richard)	6-7
c) Best Management Practices (BMP) Outreach and Education (Brendan)	8-9
d) 2021/22 Tree Planting Program Fee Schedule (Lisa)	10-11
7. Future Meetings	
RRCA Board of Directors starting at 3:00 p.m. – Sep 16 <sup>th</sup> , Oct 21 <sup>st</sup> , Nov 18 <sup>th</sup>	
8. Closed Session	
a) Legal Matter (Richard)	
9. Adjournment	

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Richard Pilon  
General Manager / Secretary-Treasurer

RAISIN REGION CONSERVATION AUTHORITY  
BOARD OF DIRECTORS  
MINUTES  
MAY 20, 2021

ZOOM

PRESENT: Bryan McGillis, South Stormont, Chair  
Martin Lang, South Glengarry, Vice-Chair  
David Smith, South Stormont  
Carilyne Hebert, City of Cornwall  
Claude McIntosh, City of Cornwall  
Robert Lefebvre, North Stormont

STAFF: Richard Pilon, General Manager/Secretary-Treasurer  
Josianne Sabourin, Administrative Assistant  
Phil Barnes, Team Lead, Watershed Management  
Sandy Crites, Finance Officer  
Lissa Deslandes, Regulations Officer  
Brendan Jacobs, Stewardship Specialist  
Pete Sabourin, Team Lead, Field Operations  
Lisa Van de Ligt, Team Lead, Communications & Stewardship

REGRETS: Frank Prevost, South Glengarry  
Jacques Massie, North Glengarry

GUEST: Ian Murphy, MNP

**CALL TO ORDER**

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

**APPROVAL OF AGENDA**

RESOLUTION #32/21:

Moved by: Martin Lang  
Seconded by: Claude McIntosh

THAT the agenda be approved as presented.

CARRIED

**DECLARATION OF CONFLICT OF INTEREST**

None

**APPROVAL OF MINUTES**

RESOLUTION #33/21:

Moved by: David Smith  
Seconded by: Robert Lefebvre

THAT the minutes of the March 18, 2021 meeting of the Raisin Region Conservation Authority be approved.

CARRIED

## **NEW BUSINESS**

### **COVID-19 UPDATE**

Lisa Van De Ligt provided an update on the RRCA's operations during the current Covid-19 Restrictions.

### **REGULATORY PROPOSALS (Phase 1) UNDER THE CA ACT**

Richard provided updated information with respect to proposed new regulations under the Conservation Authorities Act.

### **2020 FINANCIAL STATEMENTS**

Ian Murphy provided an overview of the 2020 Financial Statements

RESOLUTION #34/21:

Moved by: David Smith

Seconded by: Martin Lang

THAT the Board of Directors approve a net transfer to reserves of \$155,735; and,

THAT special benefitting area surpluses and deficits be added to, or taken from the appropriate reserves as part of end of year municipal levies settlements; and,

THAT the General Manager and Finance Officer, in consultation with RRCA's Chair, Vice-Chair, and RRCA's bank manager, determine appropriate short-term and long-term investments; and,

THAT the Board of Directors approve the 2020 Financial Statements.

CARRIED

### **GOVERNANCE ACCOUNTABILITY AND TRANSPARENCY INITIATIVE**

RESOLUTION #35/21

Moved by: Carilyne Hebert

Seconded by: Claude McIntosh

THAT the Raisin Region Conservation Authority endorse the three key actions developed by the Conservation Ontario Steering Committee to update Conservation Authority Administrative By-laws, to report proactively on priorities, and to promote/demonstrate results; and,

THAT staff be directed to work with Conservation Ontario to implement these actions and to identify additional improvements and best management practices.

CARRIED

REPLACEMENT OF RRCA'S ATV

RESOLUTION #36/21:

Moved by: Robert Lefebvre  
Seconded by: Martin Lang

THAT the Board of Directors approve the over expenditure for the replacement of the ATV, as presented.

CARRIED

REGIONAL LiDAR ACQUISITION UPDATE

RESOLUTION #37/21:

Moved by: David Smith  
Seconded by: Martin Lang

THAT the Board of Directors receive the Regional LiDAR Acquisition Update Report, as presented;

AND FURTHER, THAT the Board of Directors approve issuing a Purchase Order to Airborne Imaging, for an upset amount of \$70,900 plus HST

CARRIED

SECTION 28 PERMIT EXTENSION – PERMIT #2021-CRN-027

RESOLUTION #38/21:

Moved by: Carilyne Hebert  
Seconded by: David Smith

THAT the Board of Directors approve a one-year extension on O.Reg 176/06 permit #2021-CRN-027.

CARRIED

SECTION 28 PERMIT EXTENSION – PERMIT #2021-SST-030

RESOLUTION #39/21:

Moved by: Claude McIntosh  
Seconded by: Martin Lang

THAT the Board of Directors approve a one-year extension for O. Reg 175/06 permit #2021-SST-030.

CARRIED

**GRANT SUBMISSIONS**

RESOLUTION #40/21:

Moved by: Carilyne Hebert  
Seconded by: Claude McIntosh

THAT the Board of Directors approve requesting \$1,000 from Ontario Power Generation for a family fishing week initiative; and,

THAT the Board of Directors approve requesting \$5,900 from TD Bank Group for a TD Tree Days planting initiative.

CARRIED

**FUTURE MEETINGS**

RRCA Board of Directors meeting started at 3:00 pm – Jun 17<sup>th</sup>, Sep 16<sup>th</sup>, Oct 21<sup>st</sup>, Nov 18<sup>th</sup>

**CLOSED SESSION**

RESOLUTION #41/21:

Moved by: Martin Lang  
Seconded by: Robert Lefebvre

THAT the Board of Directors Meeting move into Closed Session to discuss property, legal and personnel matters.

CARRIED

RESOLUTION #42/21:

Moved by: Carilyne Hebert  
Seconded by: Claude McIntosh

THAT the Board of Directors Meeting move to Open Session.

CARRIED

RESOLUTION #43/21:

Moved by: David Smith  
Seconded by: Martin Lang

THAT the Board of Directors authorize staff to pursue items of action dealing with the property, legal and personnel matters discussed in the Closed Session.

CARRIED

**ADJOURMENT**

RESOLUTION #44/21:

Moved by: Carilyne Hebert  
Seconded by: Robert Lefebvre

THAT the Board of Directors meeting of May 20, 2021 be adjourned at 4:30 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:** June 9, 2021  
**Subject:** Administrative By-Law Amendment

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### RECOMMENDATION:

That the Raisin Region Conservation Authority By-Law No.1 (Board of Directors Administrative By-Law) be amended to ensure clarity and alignment with recent amendments to *the Conservation Authorities Act*, and,

That the Amended By-Law No.1 be posted on the Raisin Region Conservation Authority website.

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### BACKGROUND:

On February 2, 2021, the Province proclaimed its first phase of amendments to the *Conservation Authorities Act*. These proclaimed amendments primarily address governance, municipal appointees, terms of officers, and public transparency.

### DISCUSSION:

Nearly all proclaimed amendments are consistent with RRCA's current Administrative By-Law. However, housekeeping amendments will ensure clarity and alignment with the language introduced in the *Conservation Authorities Act*.

The main amendments to the RRCA Board of Directors Administrative By-Law are as follows (B: Governance, Section 3):

#### **Maximum Term and Eligibility for Chair and Vice-Chair**

The Chair shall hold office for a term of one (1) year and shall serve for no more than two (2) consecutive years.

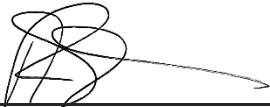
The Vice-Chair shall hold office for a term of one (1) year and shall serve for no more than two (2) consecutive years.

The Minister may grant permission (on application) for a Chair or Vice-Chair to serve for a term of more than one (1) year or to hold office for more than two (2) consecutive years.

A Board Member appointed to the Authority by a particular participating municipality cannot be appointed to succeed an outgoing Chair or Vice-Chair appointed to the Authority by the same participating municipality.

The Minister may grant permission (on application) to appoint as Chair or Vice-Chair of the Authority a Board Member who was appointed to the Authority by the same participating municipality that appointed the outgoing Chair or Vice-Chair.

The *Conservation Authorities Act* requires that the Administrative By-Law be made available to the public. Staff recommend that the amended document be posted on RRCA's website, where it can be referenced by member municipalities and the public.

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

Richard Pilon  
General Manager





**To:** Board of Directors  
**From:** Brendan Jacobs, Stewardship Specialist  
**Date:** June 9, 2021  
**Subject:** Best Management Practices (BMP) Outreach and Education

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### **RECOMMENDATION:**

That the Board of Directors receive the Best Management Practices (BMP) Outreach and Education project update, as presented.

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### **BACKGROUND:**

RRCA signed an agreement in 2019 with the Ontario Ministry of Agriculture and Rural Affairs (OMAFRA) to develop a Best Management Practices (BMP) outreach and education initiative in the RRCA jurisdiction. RRCA formed a steering committee consisting of agriculture representative to guide the project.

The initial agreement included an in-person BMP workshop, on-farm tours, and a one-on-one advisory service. Due to COVID-19, the planned events in 2020 were put on hold in the hopes that in-person events would be permitted in 2021. In April 2021, RRCA and OMAFRA agreed that the RRCA would move forward with virtual workshops and tours due to on-going COVID-19 restrictions. Site visits under the one-on-one advisory service will continue to be offered in-person with precautionary measures in place.

### **DISCUSSION:**

#### *Agri-Action Advisory Service*

Starting in June 2021, the RRCA will offer the Agri-Action Advisory Service. This one-on-one service brings together experts in the field of BMPs, soil health and soil erosion to investigate issues and identify best fit solutions for each farming operation. Farmers can request funding to offset the consultation fees of the industry experts by submitting an application form for review by the initiative's steering committee.

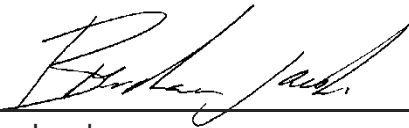
A maximum funding amount will be assigned per farm. The RRCA expects to offer the service to a minimum of 10 farms. The actions undertaken through this program will, in time, help farmers improve the health of their farms and the overall watershed health.

### *Workshops/Tours*

Additional education opportunities will also be available in August and November of 2021. In August, a series of three virtual “Learn and Learn” workshops will be facilitated by the RRCA. These solution-based workshops will focus on soil health, soil erosion, and water quality issues and will elaborate on the tools and programming available to support farmers wishing to implement BMPs. In November, two virtual on-farm tours will be launched highlighting existing local erosion control and windbreak management projects. To ensure a smooth delivery, presentations will be pre-recorded. The workshops and tours will also be available online to view at a later date.

### *Project timelines*

- Launch of the Agri-Action Advisory Service: June 2021
  - Minimum of 10 farm participants
- Three virtual “Lunch and Learn” workshops
  - August 4<sup>th</sup>, 11<sup>th</sup>, and 18<sup>th</sup>, 2021 between 12:00-13:30
- Two virtual on-farm BMP Tours
- Participation in the Farm Health Check-Up pilot project



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Brendan Jacobs,  
Stewardship Specialist



# 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:** Lisa Van De Ligt, Team Lead, Communications and Stewardship  
**Date:** June 8, 2021  
**Subject:** 2021/22 Tree Planting Program Fee Schedule

## RECOMMENDATION:

That the Board of Directors approve the 2021/22 Tree Planting Services, as presented.

## BACKGROUND:

To improve local forest cover, the Raisin Region Conservation Authority (RRCA) has planted over 1 million trees in the jurisdiction since 1994 through public and private landowner partnerships. Today, most trees are planted under the RRCA's full-service tree planting program, tree seedling sales, tree giveaways, and community tree planting events.

In 2021, the RRCA will be planting 60,610 trees. Below is the breakdown per program:

- Full-service tree planting/ALUS: 48,000
- Tree seedling sales: 8,900
- Tree giveaways: 3,000
- Butternut recovery program: 110
- Fall community tree planting events: 600

RRCA staff are booking landowner consultations for the 2022 tree planting season. The services will be promoted via the RRCA's communications outlets (e.g. social media, newsletter), print media and direct mail campaign. The following fee schedule is proposed for 2021/22 Tree Planting Services. Fees were determined based on full cost recovery.

## DISCUSSION:

### *2021/22 Tree Planting Services Fee Schedule*

Service	Fees (2020/21)	Proposed Fees (2021/22)	Service Provider
Site visit	\$0.20/seedling	\$0.20/seedling (min.: \$200; max.: \$500)	Forestry Consultant
Mowing	\$450/ha	\$450/ha	Forestry Consultant/RRCA
Spraying	Band spray: \$500/ha Frost seeding: \$325/ha	Band spray: \$500/ha Frost seeding: \$325/ha	Forestry Consultant
Trees	Nursery rate	\$0.80/conifer \$1.20/deciduous	Nursery

Hand planting	\$0.40/seedling	\$0.40/tree (>1,000 trees) \$0.50/tree (<1,000 trees)	Forestry Consultant
Tree transport and cold storage	\$0.04/seedling	\$0.08/seedling	Forestry Consultant
Tending	Spot spraying: \$0.35/tree  Inter-row mowing: \$250/ha + mileage  Mulch: \$0.60/seedling + mulch mat	Spot spraying: \$0.35/tree  Inter-row mowing: \$250/ha + mileage  Mulch: \$0.60/seedling + mulch mat + tree guard	Forestry Consultant
Survival assessments	\$0.025 + mileage	\$0.025 + mileage	Forestry Consultant
Project administration	10%	10% (min.: \$200; max.: \$500)	RRCA

Additional fees potentially incurred by RRCA (same as previous year):

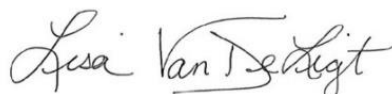
Service	Fee	Service Provider
Site visit	When landowner does not enter 50 Million Tree Program: \$50/hour + mileage	Forestry Consultant
Other	\$50/hour + mileage	Forestry Consultant

### *Subsidies*

As a Forests Ontario Planting Delivery Agent (PDA), the RRCA will once again offer the following tree planting subsidies to landowners:

- Tree Planting Services: \$1.41/seedling for eligible sites over 500 trees
- Highway of heroes: \$0.34/seedling (eligible sites within 30 km of Highway 401)
- Over the Counter Sales: \$0.25/seedling

Staff work closely with ALUS Ontario East to identify landowners who may also qualify for additional subsidies.



Lisa Van De Ligt,  
Team Lead, Communications and Stewardship