

**BURRITTS RAPIDS RENEWABLE ENERGY ASSOCIATION (BRREA)
BOARD MEETING #34. Tuesday, May 7, 2013.**

MINUTES

Present: Mary Hegan (Chair), Bob Gaudette, David Simpson, Patrick Gonneau, Michael Harrington, Muffy Koch

Apologies: Cameron Duff

		Action
1	Welcome Chair welcomed the board members.	
2	Review and approval of Agenda The agenda was accepted as drafted	
3	Review and approval of Minutes #33, 11 April 2013 Wording was edited in Item 6. Minutes were accepted and can be posted on the website. Matters arising: HST claim forms were posted. CRA has contacted Mary and Bob. Details of CRA enquiry not yet available.	Muffy
4	BRREA Finances Bob will review the costs of running the bank account and the money owed for the website. Bob will issue promissory notes to the past and present board members.	Bob Bob
5	Funding applications EODP. Justin at Grenville Community Futures Development Corporation (GCFDC) has indicated that there are two sources of funding currently available. The first provides funding for business development (legal and accounting input, business plan development). The second is a community innovation fund for larger amounts of money. Each fund is to a maximum of \$100,000. Patrick has completed application forms for each of these funding sources. Items included are: EA, FIT milestone payments, Legal fees, Accounting fees, Business plan development, PC interim license advertising = \$3000, Project coordinator retainer: 1 d/wk = \$10,000. 31 May 2013 is the dead line for the application. Board members will be given an opportunity to review the applications before they are submitted. CEPP. Applications for CEPP funding are open again for projects that have FIT contracts and are co-ops. Pre-fits funding covers 90% costs for co-ops and goes back to March 2012. Webinar with Judith Lipp on Thursday (9 May) will provide assistance to coops in putting together their applications. The board will seek legal advice on the pros and cons of forming a co-op when funding has been secured. Patrick will ask Justin at GCFDC if	Patrick All Mary Patrick

	they have someone who can provide this advice. Bob will review internet information available on co-ops.	Bob
6	<p>Park Canada Mary has worked hard to get some action from PC. Bill Fox is BRREA's new lead person. He works out of the Peterborough office. Have been pushing for a meeting with him; have been asking for 6wks about scoping out the EA; and how to move towards the interim license.</p> <p>Priority Permit. David will send Bill Fox the Genivar report on a zip drive. He will meet with BRREA in Burritts Rapids once he has read the Genivar report. David has drafted the information showing that we have met the requirements of the priority permit. Mary will let Cameron know that the working group will take on this work.</p> <p>Environmental Assessment. Mark Baldwin is the new EA lead, he is in Smiths Falls. He sent us three documents – all new docs on EA and PC under the new Federal policy. Mary will send these to all the Board members. Michael and Bob will review at the documents. Parks Canada will take the lead on the EA – they apply for the EA and determine the level. (four levels). They write a definitive scoping document. They will want us to do the work and pay for it.</p>	<p>Mary</p> <p>David</p> <p>Mary</p> <p>Mary Michael, Bob</p>
7	<p>Pursing Future Options and Big Picture Board will host a brain storming meeting to look at the options to keep this project going and at the bigger picture to keep the project viable. Invitations will be sent to members of the community who have expressed an interest in helping with this, e.g., the Board, Forbes Symon, Tim Sutton, Sean McCann, Jim Knubley, Juri Wallner, Bob Henselwood (Patrick will send his email to all board members). Board to send any key names to Mary as soon as possible. Mary will plan and Muffy will facilitate the meeting. A briefing note will be prepared and sent with the invitations and will include confidentiality, preamble, Genivar report, financial summary. Aim for June. Important to give people time to speak.</p>	<p>Patrick All Mary, Muffy</p>
8	<p>FIT Application No new announcement has been posted on the website. 19 water power applications have been received at under 500KW.</p>	
9	<p>Chair of BRREA starting June 1, 2013 The following nominations for rotating Chair were proposed, accepted and seconded. Patrick will chair the BRREA Board for June, July, August. Bob will chair for September, October, November. Muffy will chair for December, January, February. The three signing officers will remain unchanged during this period of rotational chair.</p>	<p>Patrick Bob Muffy</p>
10	<p>Date of next meeting of Board Thursday, 20 June at 7 pm at Patrick's cottage in the village; 4 Mill Lane.</p>	<p>All</p>