



LAKEHEAD REGION

CONSERVATION AUTHORITY

Minutes of the 62nd Annual Meeting of the Lakehead Region Conservation Authority held on Wednesday, January 27, 2016, in the Authority Boardroom. The Chair called the Meeting to order at 5:00 p.m.

PRESENT:	Bill Bartley, Chair	5:00 p.m. – 6:32 p.m.
	Donna Blunt, Vice Chair	5:00 p.m. – 6:32 p.m.
	Grant Arnold	5:00 p.m. – 6:32 p.m.
	Ken Boshcoff	5:00 p.m. – 5:47 p.m.
	Erwin Butikofer	5:00 p.m. – 6:32 p.m.
	Jim Byers	5:00 p.m. – 6:32 p.m.
	Ed Chambers	5:00 p.m. – 6:32 p.m.
	Andrew Foulds	5:00 p.m. – 6:32 p.m.
	Linda Rydholm	5:00 p.m. – 6:32 p.m.
	Jim Vezina	5:00 p.m. – 6:32 p.m.
	Wendy Wright	5:00 p.m. – 6:32 p.m.

ALSO

PRESENT:	Mervi Henttonen, General Manager/Secretary-Treasurer
	Tammy Cook, Watershed Manager
	Ryan Mackett, Community Stewardship/Public Relations Officer
	Ryne Gilliam, Field Operations Supervisor
	Michael Heath, Finance Manager
	Melanie O'Riley, Administrative Clerk/Receptionist, recorder of Minutes
	Frank Lopez, Grant Thornton LLP, part of Meeting
	Al McKittrick Sr., McKittrick's Law Office, part of Meeting

1. ADOPTION OF AGENDA

Resolution #1/16

Moved by Donna Blunt, Seconded by Grant Arnold

"THAT: the Agenda is adopted as published." CARRIED.

2. DISCLOSURE OF INTEREST

None.

3. MINUTES OF PREVIOUS MEETING

Resolution #2/16

Moved by Grant Arnold, Seconded by Donna Blunt

"THAT: the Minutes of the Lakehead Region Conservation Authority Tenth Regular Meeting held on Wednesday, November 25, 2015, together with the In-Camera portion are adopted as published." **CARRIED.**

4. ELECTION PROCEDURES

Moved by Bill Bartley, Seconded by Donna Blunt

"THAT: Frank Lopez is appointed Head Scrutineer." **CARRIED.**

Moved by Bill Bartley, Seconded by Donna Blunt

"THAT: Al McKitrick Sr. is appointed the Assistant Scrutineer." **CARRIED.**

The Election Chair, Allan McKitrick Sr., highlighted the Election Procedures that were provided to each Member with the Agenda.

5. ELECTION OF AUTHORITY CHAIR

The Election Chair, Allan McKitrick Sr., requested nominations for the position of Chair.

Donna Blunt nominated Bill Bartley for the position of Chair. Bill Bartley agreed to let his name stand.

Nominations for the position of Chair were called three times.

Moved by Grant Arnold, Seconded by Donna Blunt

"THAT: the nominations for the position of Chair be closed." **CARRIED.**

Bill Bartley was acclaimed to the position of Chair and conducted the balance of the Meeting.

6. ELECTION OF AUTHORITY VICE-CHAIR

The Chair requested nominations for the position of Vice-Chair.

Wendy Wright nominated Donna Blunt for the position of Vice-Chair. Donna Blunt agreed to let her name stand.

Nominations for the position of Vice-Chair were called three times.

Moved by Ken Boshcoff, Seconded by Erwin Butikofer

"THAT: Nominations for the position of Vice-Chair be closed." **CARRIED.**

Donna Blunt was acclaimed to the position of Vice Chair.

7. APPOINTMENT OF SIGNING OFFICERS

Resolution #3/16

Moved by Andrew Foulds, Seconded by Grant Arnold

"THAT: Bill Bartley, Chair; Donna Blunt, Vice-Chair; and Mervi Henttonen, General Manager/Secretary-Treasurer, be appointed as signing officers on behalf of the Lakehead Region Conservation Authority for the year 2016." **CARRIED.**

8. CONSERVATION ONTARIO COUNCIL

Resolution #4/16

Moved by Jim Byers, Seconded by Andrew Foulds

"THAT: the Lakehead Region Conservation Authority voting representative to the Conservation Ontario Council for 2016 is Bill Bartley, Chair, in their absence the alternate is Donna Blunt, Vice-Chair AND FURTHER THAT the Chair is empowered to appoint a voting delegate, in the event that neither the Chair or Vice-Chair are able to attend any Conservation Ontario Meetings." **CARRIED.**

9. APPOINTMENT OF AUDITORS – 2016

Resolution #5/16

Moved by Donna Blunt, Seconded by Andrew Foulds

"THAT: the audit firm of Grant Thornton Thunder Bay LLP is appointed as auditors of the Lakehead Region Conservation Authority for the year 2016." **CARRIED.**

10. APPOINTMENT OF SOLICITORS – 2016

Resolution #6/16

Moved by Andrew Foulds, Seconded by Grant Arnold

"THAT: *the legal firm of McKitricks is appointed as solicitors of the Lakehead Region Conservation Authority for the year 2016."* **CARRIED.**

11. APPOINTMENT OF AUTHORITY BANK – 2016

Resolution #7/16

Moved by Andrew Foulds, Seconded by Ed Chambers

"THAT: *the Royal Bank of Canada, Business Centre, is appointed as the bank with which the Lakehead Region Conservation Authority will conduct its financial business during 2016."* **CARRIED.**

12. BORROWING RESOLUTION

Resolution #8/16

Moved by Grant Arnold, Seconded by Donna Blunt

"THAT: *Whereas it may be necessary for the Lakehead Region Conservation Authority (herein under referred to as the "Authority") to borrow a sum not to exceed in the aggregate, Four Hundred Thousand Dollars (\$400,000) required for its purposes in the year 2016, until payment to the Authority of any grants and of sums to be paid to the Authority by the participating municipalities designated as such under the Conservation Authorities Act, 1990,*

BE IT THEREFORE RESOLVED:

THAT: *the Authority may borrow from a bank, the sum not to exceed in the aggregate Four Hundred Thousand Dollars (\$400,000) necessary for its purposes in the year 2016, on the promissory note or notes of the Authority until payment to the Authority of any grants and of sums to be paid to the Authority by the participating municipalities.*

THAT: *the Chair or Vice-Chair together with the General Manager/Secretary-Treasurer of the Authority be and are hereby authorized to execute for and on behalf of the Authority a promissory note or notes for the sum to be borrowed under paragraph numbered 1 hereof and to affix thereto the corporate seal of the Authority.*

THAT: *the amount borrowed pursuant to this resolution is a charge upon the whole of the moneys received or to be received by the Authority by way of grants and when such moneys are received.*

THAT: the Chair or the Vice-Chair or the General Manager/Secretary-Treasurer of the Authority be and is hereby authorized and directed to apply in payment of the moneys borrowed pursuant to this resolution, together with interest thereon, all of the moneys received by the Authority by way of grants or sums received by the Authority from the participating municipalities." **CARRIED.**

13. IN-CAMERA SESSION

Resolution #9/16

Moved by Ed Chambers, Seconded by Grant Arnold

THAT: we now go into Committee of the Whole (In-Camera) at 5:10 p.m." **CARRIED.**

Resolution #10/16

Moved by Ed Chambers, Seconded by Andrew Foulds

THAT: we go back into Open Meeting at 5:27 p.m." **CARRIED.**

The purpose of the In-Camera Session pertained to personnel and third party matters.

Resolution #11/16

Moved by Donna Blunt, Seconded by Ed Chambers

THAT: the letter of retirement submitted by the General Manager/Secretary-Treasurer is received and adopted." **CARRIED.**

14. BUSINESS ARISING FROM PREVIOUS MINUTES

(a) File: 2015 Annual Report

Members were provided with a copy of the 2015 Annual Report. It was noted that it has been well received.

(b) File: 2016 Meeting Schedule

Members were provided with the 2016 Meeting Schedule and Calendar of Events.

(c) 2016 Budget and Levies

Members reviewed and discussed the 2016 Budget and Levies. It was noted that the TD Friends of the Environment Grant has been approved.

15. CORRESPONDENCE

(a) File: Municipal Property Assessment Corporation

It was noted that Staff will review the annual property assessment notices to check for any property holdings that should be reconsidered.

(b) File: Minister of Status of Women

Correspondence from the newly elected Patricia Hajdu, who is also the Minister of Status of Women was received.

(c) File: Electric Car Charging Stations

Members reviewed and discussed information related to Electric Car Charging Stations. After much discussion the Board decided not to pursue this opportunity at this time.

(d) File: Provincial Budget

It was noted that the General Manager/Secretary-Treasurer attended a pre-budget consultation with the Minister of Finance. Members agreed that a written response will be forwarded by the LRCA highlighting the points that were outlined in the Agenda.

It was noted that not a lot of time is given when a Public Meeting is to take place. Missing from the consultation was a representation of Developers and Contractors who are also affected by Government funding.

Members agreed that the written response should be copied to the Member Municipalities as the comments also concern them.

(e) File: Conservation Ontario (CO)

Correspondence from Conservation Ontario as detailed in the Agenda was noted.

Members agreed that Staff should contact the Credit Valley Conservation Authority relative to the UPS Global Forestry Initiative to obtain specifics on this funding program as Municipalities have large tracks of land that could be planted on. It was noted that forest conservation is one way to reduce our carbon footprint.

It was noted that this would be in addition to the LRCA's Private Land Owner Tree Seedling Program.

(f) File: Printed Material

Printed material was circulated.

16. MINUTES

(a) File: Lakehead Conservation Foundation

The November 16, 2015 Lakehead Conservation Foundation Meeting Minutes which were adopted at their January 20, 2016, Meeting were noted.

Members reviewed and discussed correspondence received from Dr. Bradley Jacobson and Ms. Virginia Lane.

Resolution #12/16

Moved by Linda Rydholm, Seconded by Andrew Foulds

"THAT: Dr. Bradley Jacobson and Ms. Virginia Lane are nominated to the Lakehead Conservation Foundation." **CARRIED.**

17. 2015 TREASURER'S REPORT

Members were provided with the monthly Treasurer's Report for December expenses and revenues for Administration, Capital and Vehicle and Equipment program together plus total to year-end. As all information was not available related to the accounts receivable and accounts payable, it was noted that the final 2015 Treasurer's Report will be provided at the February Meeting.

18. 2016 TREASURER'S REPORT

Members reviewed and discussed the items related to the 2016 Treasurer's Report.

It was noted that the 2016/17 Source Water Protection Draft Workplan has been submitted.

Members reviewed and discussed the proposal submitted by TBT Engineering Limited to complete an Asset Management Plan for the LRCA.

Resolution #13/16

Moved by Jim Byers, Seconded by Linda Rydholm

"THAT: the proposal submitted by TBT Engineering Limited to complete an Asset Management Plan dated January 12, 2016 is approved AND FURTHER THAT sufficient funds are available in the 2016 budget." **CARRIED.**

19. PASSING OF ACCOUNTS

Resolution #14/16

Moved by Jim Vezina, Seconded by Wendy Wright

"THAT: *having examined the accounts for the period of November 1, 2015 to November 30, 2015 cheque #322 to #350 for \$107,066.32 and Preauthorized payments of \$62, 666.10, for a total of \$169, 732.42, we approve their payment."* **CARRIED.**

Resolution #15/16

Moved by Jim Byers, Seconded by Grant Arnold

"THAT: *having examined the accounts for the period of December 1, 2015 to December 31, 2015, cheque #351 to #380 for \$340,563.38 and Preauthorized payments of \$60,073.47, for a total of \$400,636.85, we approve their payment."* **CARRIED.**

20. PROJECT UPDATE

Members reviewed the written updates on on-going projects/activities as detailed in the Agenda.

It was noted that an Extension Agreement was signed by the City of Thunder Bay and the LRCA which extended the current Floodway Agreement until December 31, 2017.

A Member of the Board requested information on the speed of water flow. Staff will investigate and report back to the Board.

21. REGULATORY ROLE

The Plan Input and Review binder for the period from November 25, 2015 to January 27, 2016, was circulated.

The Permits issued under the Development, Interference with Wetlands and Alterations to Shorelines and Watercourses for the period November 25, 2015 to January 27, 2016 was circulated.

22. NEW BUSINESS

The General Manager/Secretary Treasurer brought to the attention of the Board that a Conservation Authorities' Reception will be held on March 10, 2016 from 12:00 p.m. to 2:00 p.m. in the Ontario Legislature hosted by Conservation Ontario with representation from all 36 Conservation Authorities. This reception will give the opportunity to speak to elected members from the Legislature and also to present the excellent work that Conservation Authorities do. The Chair, Vice-Chair and General Manager/Secretary Treasurer will attend this event as space is limited to 3 individuals from each Conservation Authority.

23. NEXT MEETING

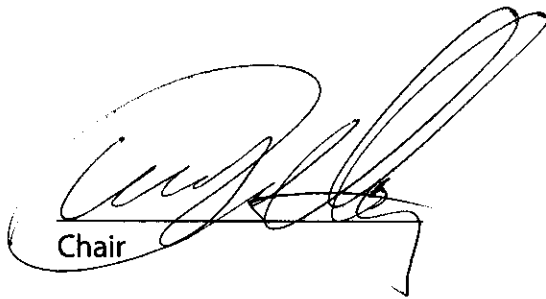
Wednesday, February 24, 2016, at 4:30 p.m.

24. ADJOURNMENT

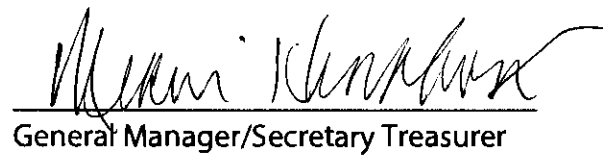
Resolution #16/16

Moved by Linda Rydholm, Seconded by Erwin Butikofer

"THAT: the time being 6:32 p.m. AND FURTHER THAT there being no further business THAT we adjourn." CARRIED.



Chair



General Manager/Secretary Treasurer