



LAKEHEAD REGION CONSERVATION AUTHORITY

Minutes of the Third Regular Meeting of the Lakehead Region Conservation Authority held on Wednesday, March 29 2017, in the Authority Boardroom. The Chair called the Meeting to order at 4:30 p.m.

PRESENT: Donna Blunt, Chair
Grant Arnold
Erwin Butikofer
Jim Byers
Ed Chambers
Andrew Foulds
Umed Panu
Linda Rydholm
Jim Vezina
Wendy Wright

ABSENT: Ken Boshcoff, Vice-Chair

ALSO

PRESENT: Tammy Cook, Chief Administrative Officer
Ryne Gilliam, Field Operations Supervisor
Ryan Mackett, Community Stewardship/Public Relations Officer
Mark Ambrose, Finance Manager
Melanie O'Riley Receptionist/Admin Clerk, recorder of Minutes

1. ADOPTION OF AGENDA

Resolution #41/17

Moved by Linda Rydholm, Seconded by Umed Panu

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

2. DISCLOSURE OF INTEREST

None.

3. MINUTES OF PREVIOUS MEETING

Resolution #42/17

Moved by Umed Panu, Seconded by Linda Rydholm

“THAT: the Minutes of the Lakehead Region Conservation Authority Second Regular Meeting held on Wednesday, February 22, 2017, together with the In-Camera portion are adopted as published.” CARRIED.

4. IN-CAMERA AGENDA

Resolution #43/17

Moved by Linda Rydholm, Seconded by Erwin Butikofer

“THAT: we now go into Committee of the Whole (In-Camera) at 4:32 p.m.” CARRIED.

Resolution #44/17

Moved by Linda Rydholm, Seconded by Erwin Butikofer

“THAT: we go into Open Meeting at 4:42 p.m.” CARRIED.

The purpose of the In-Camera Meeting pertained to personnel, property and third party matters.

5. BUSINESS ARISING FROM PREVIOUS MINUTES

(a) File: Path of the Paddle

Members reviewed and discussed Staff Report CONAREA-02-2017 related to the request from the Path of the Paddle. Members approved a small sign to be erected at Little Trout Bay Conservation Area, however, denied a sign at Mission Island Marsh Conservation, as there are no boat launching facilities at this site. Path of the Paddle will be advised to approach the City of Thunder Bay regarding installing the sign at the City of Thunder Bay’s boat launch, which is near Mission Island Marsh Conservation Area.

Resolution #45/17

Moved by Jim Byers, Seconded by Jim Vezina

“THAT: the Staff Report CONAREA-02-2017 is received AND FURTHER THAT the recommendations contained therein are endorsed.” CARRIED.

6. **CORRESPONDENCE**

(a) **File: Annual Report**

Correspondence received relative to the LRCA Annual Report was noted.

(b) **File: Printed Material**

Printed material was circulated.

7. **MINUTES**

None.

8. **STAFF REPORTS**

Members reviewed and discussed Staff Report POLICY-BOD01-2017 related to conduct of Public and Media at Board Meetings.

Resolution #46/17

Moved by Andrew Foulds, Seconded by Grant Arnold

“With respect to Staff Report POLICY-BOD01-2017 relative to the conduct of Public and Media at Board Meetings, that the report be referred back to Administration.

AND THAT Administration give consideration to separate the policy into two policies, Public from Media conduct at Board Meetings.” CARRIED.

Members reviewed and discussed Staff Report POLICY-HS-01-2017 related to Health and Safety Policy HS-01-2017: Personal Protective Equipment.

Resolution #47/17

Moved by Jim Vezina, Seconded by Umed Panu

“THAT: Health and Safety Policy HS-01-2017: Personal Protective Equipment is adopted.” CARRIED.

Members reviewed and discussed Staff Report POLICY-HS02/03/04/05-2017 regarding Health and Safety policies related to: written roles and responsibilities; workplace anti-violence, harassment and sexual harassment; return to work; and inspection procedures.

Resolution #48/17

Moved by Linda Rydholm, Seconded by Erwin Butikofer

"THAT: Health and Safety Policy HS-02-2017: Written Roles and Responsibilities is adopted."
CARRIED.

Resolution #49/17

Moved by Erwin Butikofer, Seconded by Linda Rydholm

"THAT: Health and Safety Policy HS-03-2017: Workplace Anti-violence, Harassment and Sexual Harassment is adopted." **CARRIED.**

Resolution #50/17

Moved by Erwin Butikofer, Seconded by Linda Rydholm

"THAT: Health and Safety Policy HS-04-2017: Return to Work is adopted." **CARRIED.**

Resolution #51/17

Moved by Ed Chambers, Seconded by Grant Arnold

"THAT: Health and Safety Policy HS-05-2017: Inspection Procedures is adopted." **CARRIED.**

9. CHIEF ADMINISTRATIVE OFFICER'S REPORT

Members were provided with the monthly Treasurer's Report for expenses and revenues for February plus totals to date for Administration, Capital and Vehicle and Equipment Program.

Members reviewed and discussed the Staff Report FIN-07-2017 related to the 2016 administrative surplus.

Resolution #52/17

Moved by Grant Arnold, Seconded by Jim Vezina

"THAT: Staff Report Number FIN-07-2017 is adopted." **CARRIED.**

Members reviewed and discussed Staff Report FIN-08-2017 related to year-end reserve transfers.

Resolution #53/17

Moved by Jim Byers, Seconded by Grant Arnold

“THAT: Staff Report FIN-08-2017 is received AND FURTHER THAT the 2016 reserve appropriations are approved.” CARRIED.

10. PASSING OF ACCOUNTS

Resolution #54/17

Moved by Jim Vezina, Seconded by Ed Chambers

“THAT: having examined the accounts for the period February 1 to February 28, 2017 cheque #778 to #806 for \$88,380.11 and preauthorized payments of \$53,353.98 for a total of \$ 141,734.09, we approve their payment.” CARRIED.

11. REGULATORY ROLE

The Plan Input and Review for the period from February 23, 2017 to March 29, 2017, was circulated.

The Permits issued for the period from February 23, 2017 to March 29, 2017, were circulated.

12. PROJECTS UPDATE

Members were provided with the written updates on on-going projects/activities as detailed in the Agenda.

Members were advised that Staff had met with Werner Schwar and the City of Thunder Bay’s mountain bike trail system consultant to discuss the City’s proposed mountain bike trail system at Centennial Park. It was noted that the proposed mountain bike trail system which would link Trowbridge Falls, Centennial Park and Shuniah Mines is not intended to link to Cascades Conservation Area. Everyone involved in the project is aware that mountain biking is not permitted on LRCA properties. The City indicated that they would place signs indicating that “mountain bikes are not permitted pass this point” where the trail comes close to Cascades Conservation Area.

Members were advised that following the March 15th, 2017 snow survey, the snow survey locations are below average for snow and water content. Spring outlook forecasts are predicting above average temperatures and above average precipitation amounts for March, April and May. It was noted that staff will continue to closely monitor conditions for potential spring flooding. A quick melt or heavy rainfall combined with rapid snow melt before the ground thaws could result in a potential for flooding.

Members were advised that the Source Protection Committee (SPC) met on March 15, 2017 to discuss the second Annual Progress Report, due to the MOECC on May 1, 2017. It was noted by consensus, after they reviewed the documents, that the Source Protection Plan was meeting its objectives.

A Source Protection Authority Meeting will be held immediately after the April 26, 2017 Board Meeting. This meeting will be to receive and adopt the second annual progress report, which is to be prepared annually by the Source Protection Authority and submitted to the Director of the MOECC prior to May 1st every year, as required in the *Clean Water Act*.

13. NEW BUSINESS

Members were invited to attend a Webinar on Monday, April 3, 2017 delivered by Conservation Ontario related to the activities of Conservation Ontario.

Members were asked if they would like a visit from Kim Gavin who is the General Manager of Conservation Ontario. The Board agreed that a visit from Kim would be welcomed.

Grant Arnold gave an update on his Townships contact information for any flooding events in the LRCA's jurisdiction.

It was noted that Conmee Township had bought potted lilies to hand out for Canada's 150 Birthday celebrations.

Linda Rydholm, City of Thunder Bay Councilor, inquired about the new Shuniah dumping site proposal in response to correspondence she received from a concerned citizen. She was concerned that the new dumping site would impact Source Water Protection. It was noted the site was not located in the intake-protection-zone of the Bare Point Water Treatment Plant.

Jim Byers, Oliver Paipoonge Councilor, asked for clarification of the LRCA permit process and Plan Input and Review. Staff provided a verbal description of the two programs.

14. NEXT MEETING

Wednesday, April 26, 2017, at 4:30 p.m.

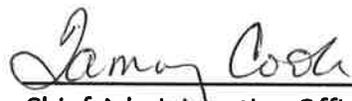
15. AJOURNMENT

Resolution #55/17

Moved by Umed Panu, Seconded by Ed Chambers

“THAT: the time being 5:49 p.m. AND FURTHER THAT there being no further business THAT we adjourn.” CARRIED.


Chair


Chief Administrative Officer