



LAKEHEAD REGION
CONSERVATION AUTHORITY

October LRCA Board Meeting Minutes
October 26, 2022 at 4:30 PM
130 Conservation Road/Microsoft Teams

Members Present:

Grant Arnold, Donna Blunt, Joel Brown, Rudy Buitenhuis, Erwin Butikofer, Umed Panu

Members Present (Remote):

Andrea Goold, Jim Vezina, Allan Vis

Also Present:

Tammy Cook, Chief Administrative Officer

Mark Ambrose, Finance Manager

Gail Willis, Watershed Manager

Ryne Gilliam, Lands Manager

Roman Augustyn, Information Systems Coordinator

Melanie O'Riley, Administrative Clerk/Receptionist, recorder of Minutes

Members Absent:

Andrew Foulds, Trevor Giertuga

1. CALL TO ORDER

The Chair called the Meeting to order at 4:30 p.m.

2. ADOPTION OF AGENDA

THAT: the Agenda be adopted as published.

Motion: #108/22

Motion moved by Grant Arnold and motion seconded by Joel Brown. **CARRIED.**

3. DISCLOSURE OF INTEREST

None.

4. MINUTES OF PREVIOUS MEETING

THAT: the Minutes of the Lakehead Region Conservation Authority Eighth Regular Meeting held on September 28, 2022 be adopted as published.

Motion: #109/22

Motion moved by Rudy Buitenhuis and motion seconded by Erwin Butikofer. **CARRIED.**

5. IN-CAMERA AGENDA

No In-Camera meeting was held.

6. BUSINESS ARISING FROM PREVIOUS MINUTES

None.

7. CORRESPONDENCE

7.1. Lakehead Conservation Foundation Membership Request

THAT: Sabrina Kovacevic be appointed to the Lakehead Conservation Foundation.

Motion: #110/22

Motion moved by Jim Vezina and motion seconded by Allan Vis. **CARRIED.**

7.2. Source Water Protection Committee Chair

It was noted that The Ministry of Environment, Conservation and Parks advised that Lucy Kloosterhuis was reappointed as Chair of the Source Protection Committee.

8. STAFF REPORTS

8.1. Conversion of Mills Block and Wishart Forest Management Properties to Conservation Areas

Members reviewed and discussed Staff Report CONAREA-06-2022 related to the conversion of Mills Block and Wishart Forest Management Properties to Conservation Areas.

THAT: Staff Report CONAREA-06-2022 be received AND FURTHER THAT Mills Block Forest and Wishart Forest be renamed as Conservation Areas.

Motion: #111/22

Motion moved by Joel Brown and motion seconded by Umed Panu. **CARRIED.**

8.2. Hazelwood Lake and Mission Island Marsh – Bacteriological Water Quality and Cyanobacteria Monitoring Report – 2022

Members reviewed and discussed Staff Report WM-01-2022 related to the 2022 Bacteriological Water Quality and Cyanobacteria Monitoring Report.

THAT: the Staff Report WM-01-2022 be received AND FURTHER THAT the recommendations contained therein are endorsed.

- *Funds and personnel permitting, bacteriological water quality and cyanobacteria monitoring at Hazelwood Lake and Mission Island Marsh should be continued in the summer of 2023.*
- *Further testing of field parameters should be continued in succeeding years to determine normal ranges and trends for both Hazelwood Lake and Mission Island Marsh Conservation Areas.*

Motion: #112/22

Motion moved by Andrea Goold and motion seconded by Grant Arnold. **CARRIED.**

8.3. Traffic Counter Report

Members reviewed and discussed Staff Report CONAREA-04-2022 related to the 2021 Traffic Counter Report.

THAT: the Staff Report CONAREA-04-2022 be received AND FURTHER THAT the recommendations contained therein be endorsed.

- *Personnel and funding permitting, continue the annual vehicle counts at the Conservation Areas,*
- *Continue developing the marketing strategy with a focus on increasing yearly payment revenue for all Conservation Areas, and creating public awareness of LRCA owned Conservation Areas and associated costs,*
- *Continue to promote the sale of Explore Card Parking Passes, and*
- *Develop a strategy to track usage of Explorer Card users.*

Motion: #113/22

Motion moved by Joel Brown and motion seconded by Rudy Buitenhuis. **CARRIED.**

8.4. Snowplow Policy

Members reviewed and discussed General Policy GEN-02-2022: Snowplowing Policy.

THAT: *General Policy GEN-20- 2022: Snowplowing Policy be approved.*

Motion: #114/22

Motion moved by Erwin Butikofer and motion seconded by Jim Vezina. **CARRIED.**

9. CHIEF ADMINISTRATIVE OFFICER'S REPORT

9.1. Monthly Treasurer's Report

Members were provided with the monthly Financial Report for September's Administration and Capital.

9.2. Reserve Policy Update

Members reviewed and discussed Finance Policy FIN-04-2022: Reserve Policy, Version 2.0.

THAT: *Finance Policy FIN-04-2022: Reserve Policy, Version 2.0 be adopted as outlined in Staff Report POLICY-FIN-04-2022.*

Motion: #115/22

Motion moved by Allan Vis and motion seconded by Grant Arnold. **CARRIED.**

9.3. Fee Policy Update

Members reviewed and discussed Finance Policy FIN-08: Fee Policy and the 2023 Fee Schedule.

THAT: *Finance Policy FIN-08: Fee Policy be amended as outlined in Staff Report POLICY-FIN-08-2022.*

Motion: #116/22

Motion moved by Umed Panu and motion seconded by Andrea Goold. **CARRIED.**

THAT: *the 2023 Fee Schedule be adopted.*

Motion: #117/22

Motion moved by Grant Arnold and motion seconded by Joel Brown. **CARRIED.**

9.4. Fixed Asset Policy

Members reviewed and discussed Finance Policy FIN-11-2022: Fixed Asset Policy.

THAT: Finance Policy FIN-11-2022: Fixed Asset Policy be approved.

Motion: #118/22

Motion moved by Rudy Buitenhuis and motion seconded by Erwin Butikofer. **CARRIED.**

9.5. OMERS By-Law

Members reviewed and discussed Staff Report Policy-By-Law No. 3: OMERS - 2022 and deferred approval pending receiving a third party review of the performance of the OMERS pension.

9.6. Strategic Plan Update 2023-2027

Members reviewed and discussed Staff Report STRAT-02-2022. The CAO presented the draft 2023 – 2027 Strategic Plan.

THAT: Staff Report STRAT-02-2022 be received for discussion.

Motion: #119/22

Motion moved by Andrea Goold and motion seconded by Grant Arnold. **CARRIED.**

10. PASSING OF ACCOUNTS

THAT: having examined the accounts for the period September 1, 2022 to September 30, 2022 cheque #2683 to #2701 for \$37,415.60 and preauthorized payments of \$152,868.79 for a total of \$190,284.39, we approve their payment.

Motion: #120/22

Motion moved by Joel Brown and motion seconded by Rudy Buitenhuis. **CARRIED.**

11. REGULATORY ROLE

Members were provided with the summaries for the Plan Review Program and Section 28 permits issued since the last meeting.

12. PROJECTS UPDATE

12.1. Communications Manager Projects Update

Members were advised that the LRCA was successful in securing \$17,000.00 in funding from the TD Friends of the Environment Fund for the proposed “Two-Eyed Seeing Watershed Explorers Program.”

12.2. Lands Manager Projects Update

None.

12.3. Watershed Manager Projects Update

It was noted that the 2022 Structure Inspections for Neebing-McIntyre Floodway Diversion Structure, Hazelwood Lake Dam, Hazelwood Lake Causeway, Neebing River Weir and the Mission Island Marsh Boardwalk were completed.

It was noted that all dredged sediment from the Floodway's CPR Sediment Trap was successfully removed and placed on-site on LRCA owned lands adjacent to the Floodway.

13. NEW BUSINESS

Tammy Cook, CAO, gave a brief overview of Bill 23, *More Homes Built Faster Act, 2022* which proposes many changes to various acts including the *Conservation Authorities Act*. It is anticipated that the changes will negatively impact Conservation Authorities.

14. NEXT MEETING

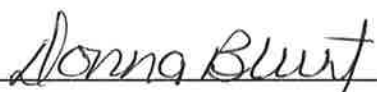
By consensus of the Board, the next meeting will be held on November 23, 2022 at 4:30 p.m.

15. ADJOURNMENT

THAT: the time being 5:25 p.m. AND FURTHER THAT there being no further business we adjourn.

Motion: #121/22

Motion moved by Erwin Butikofer and motion seconded by Jim Vezina. **CARRIED.**



Chair



Chief Administrative Officer