



# LAKEHEAD REGION

## CONSERVATION AUTHORITY

Minutes of the 67<sup>th</sup> Annual Meeting of the Lakehead Region Conservation Authority held on Wednesday January 27, 2021, via Microsoft Teams. The Chair called the Meeting to order at 4:30 p.m.

**PRESENT:** Donna Blunt, Chair  
Grant Arnold, Vice-Chair  
Joel Brown  
Rudy Buitenhuis  
Andrew Foulds (part of the meeting)  
Trevor Giertuga  
Andrea Goold  
Umed Panu  
Jim Vezina  
Allan Vis

**REGRETS:** Erwin Butikofer

**ALSO**

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

### 1. ADOPTION OF AGENDA

Resolution #1/21

Moved by Grant Arnold, Seconded by Joel Brown

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

### 2. DISCLOSURE OF INTEREST

None.

### 3. MINUTES OF PREVIOUS MEETING

Resolution #2/21

Moved by Rudy Buitenhuis, Seconded by Allan Vis

***“THAT: the Minutes of the Lakehead Region Conservation Authority Ninth Regular Meeting held on Wednesday, November 25, 2020 be adopted as published.” CARRIED.***

### 4. ELECTION PROCEDURES

Members were provided with the Election Procedures as outlined in the Administrative By-Law, the CAO assumed the position of Chair for the purpose of the election of the Chair and Vice-Chair.

Per the Administrative By-law, the Chair, Vice-Chair and CAO are the signing officers and Conservation Ontario Council representatives until the 2022 Annual General Meeting.

### 5. ELECTION OF AUTHORITY CHAIR

The CAO, the Election Chair, requested nominations for the position of Chair.

Grant Arnold nominated Donna Blunt for the position of Chair.

Nominations for the position of Chair were called three times.

Donna Blunt agreed to let her name stand.

Resolution #3/21

Moved by Andrew Foulds, Seconded by Allan Vis

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

Resolution #4/21

Moved by Rudy Buitenhuis, Seconded by Andrew Foulds

***“THAT: Donna Blunt is appointed as Chair of the Lakehead Region Conservation Authority until the Annual General Meeting of 2022.” CARRIED.***

### 6. ELECTION OF AUTHORITY VICE-CHAIR

The CAO, the Election Chair, requested nominations for the position of the Vice-Chair.

Donna Blunt nominated Grant Arnold for the position of Vice-Chair.

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

Grant Arnold agreed to let his name stand.

Resolution #5/21

Moved by Umed Panu, Seconded by Andrew Foulds

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

Resolution #6/21

Moved by Trevor Giertuga, Seconded by Allan Vis

*"THAT: Grant Arnold is appointed as Vice-Chair of the Lakehead Region Conservation Authority until the Annual General Meeting of 2022."* **CARRIED.**

#### **7. APPOINTMENT OF AUDITORS – 2021**

Members reviewed and discussed Staff Report FIN-01-2021 related to the appointment of the Auditors for the year 2021.

Resolution #7/21

Moved by Joel Brown, Seconded by Umed Panu

*"THAT: the audit firm of Grant Thornton Thunder Bay LLP is appointed as auditors of the Lakehead Region Conservation Authority for the year 2021."* **CARRIED.**

#### **8. APPOINTMENT OF SOLICITORS – 2021**

Members reviewed and discussed Staff Report FIN-02-2021 related to the appointment of Authority Solicitor for the year 2021.

Resolution #8/21

Moved by Andrea Goold, Seconded by Grant Arnold

*"THAT: the legal firm of McKitricks is appointed as solicitors of the Lakehead Region Conservation Authority for the year 2021."* **CARRIED.**

#### **9. APPOINTMENT OF AUTHORITY BANK – 2021**

Members reviewed and discussed Staff Report FIN-03-2021 related to the appointment of the Authority Bank for the year 2021.

Resolution #9/21

Moved by Allan Vis, Seconded by Grant Arnold

***"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 2021."***  
**CARRIED.**

**10. BORROWING RESOLUTION**

Resolution #10/21

Moved by Rudy Buitenhuis, Seconded by Andrea Goold

***"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 2021, 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, R.S.O. 1990, Chapter C.27,***

**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 2021, 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 Chief Administrative Officer 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 Chief Administrative Officer 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.**

**11. IN-CAMERA AGENDA**

An In-Camera session was not held.

**12. BUSINESS ARISING FROM PREVIOUS MINUTES**

(a) File: Board Member Reference Manual

Members were provided with the 2021 Meeting Schedule and 12 Month Calendar of Events.

(b) File: 2021 Budget and Levies

Members were advised that the CAO and Finance Manager attended the City of Thunder Bay Council Meeting via Microsoft Teams on January 19, 2021 regarding the 2021 Budget and Levy. No questions were asked of staff.

It was noted that the Levy notices have been mailed by registered mail to each Member Municipality with a suggested payment date of April 30, 2021.

**13. CORRESPONDENCE**

None.

**14. STAFF REPORTS**

Members reviewed and discussed Staff Report FLFOR-01-2021, which summarized the 2020 Flood Forecasting and Warning Program.

Resolution #11/21

Moved by Grant Arnold, Seconded by Joel Brown

***"THAT: Staff Report FLFOR-01-2021 be received." CARRIED.***

Members reviewed and discussed Staff Report PIR-01-2021, which summarized the 2020 Plan Input and Review Program.

Resolution #12/21

Moved by Andrea Goold, Seconded by Umed Panu

***"THAT: Staff Report PIR-01-2021 be received." CARRIED.***

Members reviewed and discussed Staff Report DEVREG-01-2021, which summarized the 2020 Development Regulations Program.

Resolution #13/21

Moved by Allan Vis, Seconded by Jim Vezina

***"THAT: Staff Report DEVREG-01-2021 be received." CARRIED.***

Members reviewed and discussed Staff Report NMFC-01-2021, which summarized the Neebing-McIntyre Floodway Program in 2020.

Resolution #14/21

Moved by Jim Vezina, Seconded by Andrea Goold

*“THAT: Staff Report NMFC-01-2021 be received.” CARRIED.*

Members reviewed and discussed Staff Report COMREL-01-2021, which summarized the LRCA’s website and social media activity during 2020.

Resolution #15/21

Moved by Allan Vis, Seconded by Grant Arnold

*“THAT: Staff Report COMREL-01-2021 be received for information.” CARRIED.*

Members reviewed and discussed Staff Report STRAT-01-2021, which summarized Strategic Plan accomplishments in 2020.

Resolution #16/21

Moved by Allan Vis, Seconded Joel Brown

*“THAT: Staff Report STRAT-01-2021 be received.” CARRIED.*

Members reviewed and discussed Staff Report LM-01-2021, which summarized the 2020 Hazard Tree Program.

Resolution #17/21

Moved by Rudy Buitenhuis, Seconded by Andrea Goold

*“THAT: Staff Report LM-01-2021 be received for information.” CARRIED.*

## **15. CHIEF ADMINISTRATIVE OFFICER REPORT**

Members were provided with the monthly Treasurer’s Report for November and December’s Administration and Capital. It was noted that not all accounts receivable and payable information was noted in the Treasurer’s Report, as the information was not available at the time of agenda preparation. The final 2020 Treasurer’s Report will be presented at the February meeting.

Members reviewed and discussed Staff Report FIN-04-2021 which summarized the Authority’s 2020 investments.

Resolution #18/21

Moved by Andrea Goold, Seconded by Allan Vis

*“THAT: the Staff Report FIN-04-2021 be received.” CARRIED.*

Members reviewed and discussed Staff Report FIN-05-2021 which summarized donations to the Authority in 2020.

Resolution #19/21

Moved by Grant Arnold, Seconded by Jim Vezina

***“THAT: the Staff Report FIN-05-2021 be received.” CARRIED.***

Members reviewed and discussed Staff Report CORP-01-2021 which provided an update related to LRCA actions/response related to COVID-19 for the period of March 17, 2020 to January 15, 2021.

Resolution #20/21

Moved by Umed Panu, Seconded by Grant Arnold

***“THAT: Staff Report CORP-01-2021 be received.” CARRIED.***

Members reviewed and discussed Staff Report CORP-02-2021 which summarized Bill 229, Schedule 6, and the resulting amendments to the *Conservation Authorities Act* and implications to the LRCA.

The CAO, presented an overview of the impacts that Bill 229, Schedule 6 will have on Conservation Authorities and the LRCA. The Bill which was passed on December 8, 2020 included several changes to the *Conservation Authorities Act* and the *Planning Act* that significantly either limit or completely change the role of Conservation Authorities to protect Ontario’s environment and ensure people and property are safe from natural hazards. The majority of the changes will come into effect at a later date through the drafting of regulations. The one change that came into effect at the time of the passing of the Bill, was that Conservation Authorities are required to issue permits and can not refuse permits related to Municipal Zoning Orders. Conditions may be attached to the permit; however, they are appealable to the Minister. The CAO advised all Members to ensure that if they are ever in the position to consider supporting a Minister’s Zoning Order at the council level, they give due consideration to any current and future potential impacts to natural hazards that may result from the development before endorsing a proposal. It is anticipated that the changes will have an impact on current and future operations at the LRCA.

The province has created a Conservation Authority Working Group, with appointed membership, that are tasked with advising the province through the process of writing the associated regulations. Brian Taylor, CAO, North Bay – Mattawa Conservation Authority, has been appointed to represent the northern Conservation Authorities. It was noted that the members of the Working Group were required to sign a confidentiality agreement.

Resolution #21/21

Moved by Jim Vezina, Seconded by Rudy Buitenhuis

***“THAT: Staff Report CORP-02-2021 be received.” CARRIED.***

**16. PASSING OF ACCOUNTS**

Resolution #22/21

Moved by Grant Arnold, Seconded by Andrea Goold

*“THAT: having examined the accounts for the period of November 1, 2020 to November 30, 2020 cheque #2119 to #2140 for \$25,338.48 and preauthorized payments of \$89,156.10 for a total of \$114,494.58, we approve their payment.” CARRIED.*

Resolution #23/21

Moved by Allan Vis, Seconded by Joel Brown

*“THAT: having examined the accounts for the period of December 1, 2020 to December 31, 2020 cheque 2141 to #2161 for \$61,864.18 and preauthorized payments of \$93,695.04 for a total of \$155,559.22, we approve their payment.” CARRIED.*

**17. REGULATORY ROLE**

Members were provided with the Plan Input and Review Summary for the period of November 2020 to January 20, 2021 and a summary of Section 28 Permits issued in 2020.

**18. PROJECTS UPDATE**

It was noted that due to COVID-19 the 2021 Conservation Dinner & Auction and Wine Tasting Fundraiser have been cancelled.

It was noted that the Municipality of Oliver Paipoonge and the Thunder Bay District Health Unit, which are the two implementing bodies of the Lakehead Source Protection Plan, have submitted their required Annual Report to staff (due February 1, 2021) to report on their progress in Source Protection Plan Implementation. The Reports will be provided to the Source Protection Authority after the next Source Protection Committee Meeting, which will be held in March. It was noted Staff are working on the sixth annual report from the Source Protection Authority due to the Ministry of Environment, Conservation and Parks by May 1, 2021. A draft report will be provided to the Board in April during a Source Protection Authority Meeting.

It was noted that the proposed shoreline and habitat restoration concept plan for the Fisherman’s Park West project will be posted for public review and comment on the City of Thunder Bay’s ‘Get Involved’ website. The overall goal of the project is to restore the park by returning the area to a more naturalized condition by planting trees, shrubs, and flowers that are native to our region. The project was funded by the Stewardship Council.

**19. NEW BUSINESS.**

None.



20. NEXT MEETING

The next meeting will be held on Wednesday, February 24, 2021, starting at 4:30 p.m.

21. AJOURNMENT

Resolution #24/21

Moved by Umed Panu, Seconded by Grant Arnold

*"THAT: the time being 5:32 p.m. AND FURTHER THAT there being no further business we adjourn."* **CARRIED.**

  
Chair

  
Chief Administrative Officer