



LAKEHEAD REGION

CONSERVATION AUTHORITY

Minutes of the Tenth Regular Meeting of the Lakehead Region Conservation Authority held on Wednesday, November 28, 2018, in the Authority Boardroom. The Chair called the Meeting to order at 4:30 p.m.

PRESENT: Donna Blunt, Chair
Linda Rydholm Vice-Chair
Grant Arnold
Erwin Butikofer
Ed Chambers
Umed Panu
Wendy Wright

REGRETS: Jim Byers
Andrew Foulds
Andrea Goold
Jim Vezina

ALSO PRESENT: Tammy Cook, Chief Administrative Officer
Mark Ambrose, Finance Manager
Ryne Gilliam, Lands Manager
Ryan Mackett, Communications Manager
Gail Willis, Watershed Manager
Melanie O’Riley Receptionist/Admin Clerk, recorder of Minutes

1. ADOPTION OF AGENDA

Resolution #124/18

Moved by Grant Arnold, Seconded by Ed Chambers

“THAT: the Agenda is adopted as published.” CARRIED.

2. DISCLOSURE OF INTEREST

None.

3. MINUTES OF PREVIOUS MEETING

Resolution #125/18

Moved by Erwin Butikofer, Seconded by Grant Arnold

“THAT: the Minutes of the Lakehead Region Conservation Authority Ninth Regular Meeting held on Wednesday, October 31, 2018, together with the In-Camera portion be adopted as published.” CARRIED.

4. IN-CAMERA AGENDA

Resolution #126/18

Moved by Erwin Butikofer, Seconded by Umed Panu

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

Resolution #127/18

Moved by Grant Arnold, Seconded by Ed Chambers

“THAT: we go into Open Meeting at 4:50 p.m.” CARRIED.

Resolution #128/18

Moved by Ed Chambers, Seconded by Grant Arnold

“THAT: the Lakehead Region Conservation Authority will accept the donation of land located at 1700 Paquette Road AND FURTHER THAT the parcel will be known as Wakefield Common AND FURTHER THAT a charitable tax receipt will be issued to the estate AND FURTHER THAT the CAO is authorized to take such action and execute such acknowledgements and agreements as may be necessary for the aforementioned purposes.” CARRIED.

Resolution #129/18

Moved by Grant Arnold, Seconded by Ed Chambers

“THAT: expenses incurred to facilitate acquiring the donated land located at 1700 Paquette Road will be appropriated from the Land Acquisition Reserve.” CARRIED.

Resolution #130/18

Moved by Grant Arnold Seconded by Linda Rydholm

“THAT: Personnel Policy PP-02: Employee Benefits be updated, with an effective date of January 1, 2019.” CARRIED.

Resolution #131/18

Moved by Linda Rydholm, Seconded by Grant Arnold

"THAT: Personnel Policy PP-04: Bereavement Leave be adopted." CARRIED.

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

5. BUSINESS ARISING FROM PREVIOUS MINUTES

None.

6. CORRESPONDENCE

(a) File: 2017/18 Lakehead University Endowment Report

Members were advised that the 2018 recipient of the Lakehead University Endowment was Camryn Newman, who is enrolled in the Honours Bachelor of Applied Life Sciences with concentration in Biomedical Sciences.

(b) File: Lakehead Conservation Foundation – Membership

Members reviewed and discussed correspondence received from Ms. Fiorella Latimer requesting membership on the Lakehead Conservation Foundation Board of Directors.

Resolution #132/18

Moved by Linda Rydholm, Seconded by Erwin Butikofer

"THAT: Ms. Fiorella Latimer be nominated to the Lakehead Conservation Foundation." CARRIED.

(c) File: Printed Material

Printed material was circulated.

7. MINUTES

(a) File: Lakehead Conservation Foundation

The minutes of the Lakehead Conservation Foundation dated June 18, 2018, which were adopted at their November 5, 2018, Meeting were noted.

8. STAFF REPORTS

Members reviewed and discussed Staff Report CONAREA-05-2018 related to the 2017 Traffic Counter Report.

Resolution #133/18

Moved by Grant Arnold, Linda Rydholm

***"THAT: the Staff Report CONAREA-05-2018 be received AND FURTHER THAT the recommendation contained therein be endorsed."** CARRIED.*

Members reviewed and discussed Staff Report WM-06-2018 related to the Jarvis River Watershed Assessment Report.

Resolution #134/18

Moved by Linda Rydholm, Seconded by Grant Arnold

***"THAT: the Jarvis River Watershed Assessment Report be received AND FURTHER THAT the recommendations contained therein are endorsed."** CARRIED.*

Members reviewed and discussed Staff Report NMFC-02-2018 related to the 2018 Summer Maintenance Record for Neebing-McIntyre Floodway.

Resolution #135/18

Moved by Ed Chambers, Seconded by Linda Rydholm

***"THAT: Staff Report NMFC-02-2018 be received for information."** CARRIED.*

Members reviewed and discussed Staff Report LM-05-2018 related to the 2018 Hazard Tree Removal Program.

Resolution #136/18

Moved by Umed Panu, Seconded by Erwin Butikofer

***"THAT: Staff Report LM-05-2018 be received for information."** CARRIED.*

Members reviewed and discussed Staff Report LM-06-2018 related to 2018 Conservation Areas Maintenance.

Resolution #137/18

Moved by Erwin Butikofer, Seconded by Umed Panu

***"THAT: Staff Report LM-06-2018 be received for information."** CARRIED.*

9. CHIEF ADMINISTRATIVE OFFICER REPORT

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

Resolution #138/18

Moved by Umed Panu, Seconded by Erwin Butikofer

"THAT: the Chief Administrative Officer is authorized to transfer funds within the 2018 budget AND FURTHER THAT the revised Treasurer's Report will be presented at the Annual Meeting." CARRIED.

Resolution #139/18

Moved by Umed Panu, Seconded by Erwin Butikofer

"THAT: the Chief Administrative Officer is authorized to transfer unexpended funds to project balances where required AND FURTHER THAT this is required to facilitate the preparation of the 2018 financial statements." CARRIED.

Members reviewed and discussed Staff Report PP-BOD-06-2018 regarding the proposed policy related to the remuneration of Members of the Board of Directors.

Resolution #140/18

Moved by Erwin Butikofer, Seconded by Umed Panu

"THAT: Board of Directors Policy BOD-06: Remuneration of Members be adopted." CARRIED.

Members were provided with the 2019 Annual Meeting Agenda.

Members agreed to the new start time of 4:30 p.m. for the 2019 Annual Meeting which will be held on Wednesday January 30, 2019.

Members concurred that a Board Member training session should occur in 2019.

Members were advised that the CAO and Gerry Buckrell from Hatch Corporation co-presented at the Municipal Engineers Association meeting which was held in Thunder Bay regarding the Neebing-McIntyre Floodway. The presentation and meeting agenda was circulated at the meeting.

10. PASSING OF ACCOUNTS

Resolution #141/18

Moved by Ed Chambers, Seconded by Erwin Butikofer

"THAT: having examined the accounts for the period of October 1, 2018 to October 31, 2018 cheque #1437 to #1480 for \$121,657.97 and preauthorized payments of \$2,057,430.74 for a total of \$2,179,088.71, we approve their payment." CARRIED.

11. REGULATORY ROLE – Circulation Binder

The Plan Input and Review for the period from November 1, to November 28, 2018, was circulated.

The Permits issued for the period from November 1, to November 28, 2018, were circulated.

12. PROJECTS UPDATE

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

It was noted that approximately 2,782 participants took part in education programs hosted by the LRCA in 2018, which is an increase of 568 participants from 2017.

Members were advised that a Source Protection Committee Meeting was held on November 22, 2018, where two newly appointed SPC members were introduced. The SPC municipal member representing the City of Thunder Bay has retired; therefore, the City of Thunder Bay Council appointed Walter Turek for a four year term.

13. NEW BUSINESS.

None.

14. NEXT MEETING


The Annual Meeting will be held on Wednesday, January 30, 2019, starting at 4:30 p.m.

15. AJOURNMENT

Resolution #142/18

Moved by Erwin Butikofer, Seconded by Umed Panu

"THAT: the time being 5:22 p.m. AND FURTHER THAT there being no further business we adjourn." CARRIED.


Chair


Chief Administrative Officer