



LAKEHEAD REGION

CONSERVATION AUTHORITY

69th LRCA Annual Board Meeting Minutes
January 26, 2023 at 4:30 PM
130 Conservation Road

Present:

Albert Aiello, Grant Arnold, Donna Blunt, Rudy Buitenhuis, Dan Calvert, Trevor Giertuga, Sheelagh Hendrick, Brian Kurikka, Jim Vezina

Absent:

Brent Cadeau, Greg Johnsen

Also Present:

Tammy Cook, Chief Administrative Officer
Mark Ambrose, Finance Manager
Ryan Mackett, Communications Manager
Melanie O'Riley, Administrative Clerk/Receptionist, recorder of Minutes

1. CALL TO ORDER

Tammy Cook, CAO, as the Acting Chair called the Meeting to order at 4:30 p.m.

2. ADOPTION OF AGENDA

THAT: the Agenda be adopted as published.

Motion: #1/23

Motion moved by Dan Calvert and motion seconded by Albert Aiello. **CARRIED.**

3. DISCLOSURE OF INTEREST

None.

4. ELECTION OF OFFICERS

Members were provided with the Election Procedures. As outlined in the Administrative By-Law, Tammy Cook, 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 representatives until the 2024 Annual General Meeting.

4.1. ELECTION OF AUTHORITY CHAIR

The CAO, 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.

THAT: the nominations for the position of Chair be closed.

Motion: #2/23

Motion moved by Albert Aiello and motion seconded by Jim Vezina. **CARRIED.**

THAT: Donna Blunt is appointed as Chair of the Lakehead Region Conservation Authority until the Annual General Meeting of 2024.

Motion: #3/23

Motion moved by Grant Arnold and motion seconded by Trevor Giertuga. **CARRIED.**

4.2. ELECTION OF AUTHORITY VICE-CHAIR

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

Donna Blunt nominated Jim Vezina for the position of Vice-Chair.

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

Jim Vezina agreed to let his name stand.

THAT: the nomination for Vice-Chair be closed.

Motion: #4/23

Motion moved by Donna Blunt and motion seconded by Rudy Buitenhuis. **CARRIED.**

THAT: Jim Vezina is appointed as Vice-Chair of the Lakehead Region Conservation Authority until the Annual General Meeting of 2024.

Motion: #5/23

Motion moved by Trevor Giertuga and motion seconded by Sheelagh Hendrick. **CARRIED.**

5. MINUTES OF PREVIOUS MEETING

THAT: the Minutes of the Lakehead Region Conservation Authority Tenth Regular Meeting held on Wednesday, November 23, 2022 be adopted as published.

Motion: #6/23

Motion moved by Dan Calvert and motion seconded by Albert Aiello. **CARRIED.**

6. APPOINTMENT OF AUDITORS - 2023

THAT: the audit firm of Grant Thornton Thunder Bay LLP is appointed as auditors of the Lakehead Region Conservation Authority for the year 2023.

Motion: #7/23

Motion moved by Dan Calvert and motion seconded by Albert Aiello. **CARRIED.**

7. APPOINTMENT OF SOLICITORS - 2023

THAT: the legal firm of McKittricks is appointed as solicitors of the Lakehead Region Conservation Authority for the year 2023.

Motion: #8/23

Motion moved by Dan Calvert and motion seconded by Sheelagh Hendrick. **CARRIED.**

8. APPOINTMENT OF AUTHORITY BANK - 2023

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 2023.

Motion: #9/23

Motion moved by Albert Aiello and motion seconded by Sheelagh Hendrick. **CARRIED.**

9. BORROWING RESOLUTION

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 2023, 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 2023, 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.

Motion: #10/23

Motion moved by Sheelagh Hendrick and motion seconded by Albert Aiello. **CARRIED.**

10. IN-CAMERA AGENDA

No In-Camera meeting was held.

11. BUSINESS ARISING FROM PREVIOUS MINUTES

None.

12. CORRESPONDENCE

12.1. Request to Join Lakehead Conservation Foundation

THAT: Ashley Agombar be appointed to the Lakehead Conservation Foundation.

Motion: #11/23

Motion moved by Sheelagh Hendrick and motion seconded by Trevor Giertuga. **CARRIED.**

12.2. Memo from City of Thunder Bay regarding 2023 Budget

Correspondence received from the City of Thunder Bay related to the 2023 City budget was noted.

12.3. 2021-2022 Lakehead University - Arthur Shewchuk Memorial Bursary

It was noted that the recipient of the 2021/2022 Lakehead University - Arthur Shewchuk Memorial Bursary was Jordon Bevis, Honours Bachelor of Outdoor Recreation and Bachelor of Arts (Geography Major).

13. STAFF REPORTS

13.1. Neebing-McIntyre Floodway 2022 Summary

Members reviewed and discussed Staff Report NMFC-01-2023 which summarized the 2022 Neebing-McIntyre Floodway activities.

THAT: Staff Report NMFC-01-2023 be received.

Motion: #12/23

Motion moved by Grant Arnold and motion seconded by Jim Vezina. **CARRIED.**

13.2. Flood Forecasting and Warning Program 2022 Summary

Members reviewed and discussed Staff Report FLFOR-01-2023 which summarized the 2022 Flood Forecasting and Warning Program.

THAT: the Staff Report FLFOR-01-2023 be received.

Motion: #13/23

Motion moved by Jim Vezina and motion seconded by Rudy Buitenhuis. **CARRIED.**

13.3. Digital Engagement- Website and Social Media 2022 Summary

Members reviewed and discussed Staff Report COMREL-01-2023 summarizing the 2022 Website and Social Media activities.

THAT: Staff Report No. COMREL-01-2023 be received for information.

Motion: #14/23

Motion moved by Rudy Buitenhuis and motion seconded by Brian Kurikka. **CARRIED.**

13.4. Strategic Plan Annual Report, January 2022 - December 2022

Members reviewed and discussed Staff Report STRAT-01-2023 related to the Strategic Plan accomplishments in 2022.

THAT: Staff Report STRAT-01-2023 be received.

Motion: #15/23

Motion moved by Rudy Buitenhuis and motion seconded by Brian Kurikka. **CARRIED.**

13.5. LRCA Environmental Education Program 2022 Summary

Members reviewed and discussed Staff Report ENVEDU-01-2023 summarizing the 2022 LRCA Environmental Education Program.

THAT: Staff Report ENVEDU-01-2023 be received for information.

Motion: #16/23

Motion moved by Jim Vezina and motion seconded by Rudy Buitenhuis. **CARRIED.**

13.6. 2022 Development Regulation Summary

Members reviewed and discussed Staff Report DEVREG-01-2023 which summarized the 2022 Development Regulation Program.

THAT: Staff Report DEVREG-01-2023 be received.

Motion: #17/23

Motion moved by Grant Arnold and motion seconded by Jim Vezina. **CARRIED.**

13.7. 2022 Plan Review Summary

Members reviewed and discussed Staff Report PIR-01-2023 which summarized the 2022 Plan Review Program.

THAT: Staff Report PIR-01-2023 be received.

Motion: #18/23

Motion moved by Jim Vezina and motion seconded by Grant Arnold. **CARRIED.**

13.8. Mosquito Creek Watershed Assessment Report

Members reviewed and discussed the Mosquito Creek Watershed Assessment Report.

THAT: the Mosquito Creek Watershed Assessment Report be received AND FURTHER THAT the recommendations contained therein are endorsed.

- Staff and funding permitting it is recommended that an update to the 2022 Mosquito Creek Watershed Assessment be completed in the next five to ten years.
- Benthic analysis indicates water quality over an extended period and should be considered for future watershed assessments.
- Additional sampling should be conducted in the spring to observe the water quality differences between high and low flow seasons.
- If the Provincial Water Quality Monitoring Network program was ever expanded, a monitoring location within the Mosquito Creek watershed should be considered.
- A copy of this report should be provided to the City of Thunder Bay, Municipality of Neening and the Municipality of Oliver Paipoonge for reference purposes. The Report should be kept on file at the LRCA Administration Office for review by interested parties.

Motion: #19/23

Motion moved by Rudy Buitenhuis and motion seconded by Jim Vezina. **CARRIED.**

14. CHIEF ADMINISTRATIVE OFFICE REPORT

14.1. Monthly Treasurers Report- November and December

Member were provided with the monthly Treasurer's Report for November and December's 2022 Administration and Capital.

14.2. 2023 Draft Budget Version 2.0

Members reviewed and discussed the 2023 Draft Budget. Tammy Cook, CAO, gave a brief presentation for the benefit of the new Board Members. It was noted that the approval of the budget was delayed until February 2023, in order to provide the new Board Members the opportunity to review and approve the budget.

***THAT:** the Draft 2023 Budget, Version 2.0 is received.*

Motion: #20/23

Motion moved by Jim Vezina and motion seconded by Rudy Buitenhuis. **CARRIED.**

14.3. Administrative By-Law Update

Members reviewed and discussed Staff Report CORP-02-2023 related to the Administrative By-Law No. 1/2018 Version 5.0. The Administrative By-Law was amended to incorporate various updates as recommended by Conservation Ontario.

***THAT:** Staff Report CORP-02-2023 is received **AND FURTHER THAT** Administrative By-Law No. 1/2018 Version 5.0 be adopted.*

Motion: #21/23

Motion moved by Rudy Buitenhuis and motion seconded by Grant Arnold. **CARRIED.**

14.4. Bill 23, More Homes Built Faster Act Update

Members reviewed and discussed Staff Report CORP-03-2023: *Bill 23, More Homes Built Faster Act*, update. Tammy Cook, CAO, gave a brief overview of the Report. It was noted that correspondence was received from the Ministry of Natural Resources and Forestry prohibiting Conservation Authorities from providing municipalities with comments on Prescribed Acts related to natural heritage; freezing Conservation Authority fees related to Section 28 permits and Plan Review services in 2023; and Conservation Authorities must disclose which lands they own that may be suitable for housing.

It was noted that overall, the passing of Bill 23 is anticipated to have a negative impact on the protection of natural heritage in the long term provincially and increase the risk to people and property from natural hazards.

***THAT:** Staff Report CORP-03-2023: *Bill 23, More Homes Built Faster Act Update* be received.*

Motion: #22/23

Motion moved by Jim Vezina and motion seconded by Grant Arnold. **CARRIED.**

14.5. Investment Summary

Members reviewed and discussed Staff Report FIN-04-2023 which summarized the Authority's 2022 investments.

THAT: the Staff Report FIN-04-2023 be received.

Motion: #23/23

Motion moved by Jim Vezina and motion seconded by Trevor Giertuga. **CARRIED.**

14.6. Donations Summary

Members reviewed and discussed Staff Report FIN-06-2023 which summarized donations received to the Authority in 2022.

THAT: Staff Report FIN-06-2023 be received.

Motion: #24/23

Motion moved by Trevor Giertuga and motion seconded by Jim Vezina. **CARRIED.**

14.7. Cascades Paved Trail and Parking Lot Project, NOHFC Application

Members reviewed and discussed the Cascades Paved Trail and Parking Lot Project.

THAT: the CAO is authorized to submit an application to the Northern Ontario Heritage Fund Corporation (NOHFC) for the Cascades Conservation Area Parking Lot and Paved Trail Project AND FURTHER THAT the LRCA will fund any related project expenses that exceed any NOHFC provided funding.

Motion: #25/23

Motion moved by Dan Calvert and motion seconded by Jim Vezina. **CARRIED.**

14.8. Board of Directors Training

Members were advised that Board of Directors training will be provided at the next several Board Meetings and that field trips will be organized to visit LRCA owned land in the Spring/Summer of 2023.

15. PASSING OF ACCOUNTS

THAT: having examined the accounts for the period November 1, 2022 to November 30, 2022 cheque #2730 to #2747 for \$40,959.22 and preauthorized payments of \$97,287.84 for a total of \$138,247.06, we approve their payment.

Motion: #26/23

Motion moved by Jim Vezina and motion seconded by Rudy Buitenhuis. **CARRIED.**

THAT: having examined the accounts for the period December 1, 2022 to December 31, 2022 cheque #2748 to #2781 for \$180,041.79 and preauthorized payments of \$100,346.41 for a total of \$280,388.20, we approve their payment.

Motion: #27/23

Motion moved by Rudy Buitenhuis and motion seconded by Grant Arnold. **CARRIED.**

16. REGULATORY ROLE

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

17. PROJECTS UPDATE

17.1. Communications Manager Projects Update

Members were provided with Communication Manager projects updates.

17.2. Lands Manager Projects Update

Members were advised that harvesting of Block 9 in Wishart Conservation Area was being completed. The Conservation Area will remain closed to the public until harvesting is completed.

17.3. Watershed Manager Projects Update

Members were advised of the resignation of the Watershed Manager. A job advertisement had been posted with interviews to be held in February.

It was noted that the January 16, 2023 snow surveys indicated that the snow survey locations were above average for snow depth and water content, when compared to the historical averages for January 15.

18. NEW BUSINESS

None.

19. NEXT MEETING

The next meeting will be held on Wednesday, February 22, 2023, starting at 4:30 p.m.

20. ADJOURNMENT

THAT: the time being 5:52 p.m. **AND FURTHER THAT** there being no further business we adjourn.

Motion: #28/23

Motion moved by Rudy Buitenhuis and motion seconded by Grant Arnold. **CARRIED.**


Chair


Chief Administrative Officer