



LRCA Board Meeting Minutes
October 25, 2023 at 4:30 PM
130 Conservation Road/Microsoft Teams

Members Present:

Albert Aiello, Grant Arnold, Donna Blunt, Robert Beatty, Rudy Buitenhuis, Dan Calvert, Sheelagh Hendrick, Greg Johnsen, Jim Vezina

Members Present (Remote):

Trevor Giertuga, Brian Kurikka

Also Present:

Tammy Cook, Chief Administrative Officer

Ryne Gilliam, Lands Manager

Melissa Hughson, Watershed Manager

Mark Ambrose, Finance Manager

Roman Augustyn, Information Systems Coordinator

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

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: #102/23

Motion moved by Dan Calvert and motion seconded by Sheelagh Hendrick. **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 27, 2023 be adopted as published.

Motion: #103/23

Motion moved by Grant Arnold and motion seconded by Dan Calvert. **CARRIED.**

5. IN-CAMERA AGENDA

No In-Camera was held.

6. BUSINESS ARISING FROM PREVIOUS MINUTES

None.

7. CORRESPONDENCE

None.

8. STAFF REPORTS

8.1 Conservation Areas Water Quality Monitoring Report 2023

Members reviewed and discussed Staff Report WM-02-2023 related to the 2023 Conservation Areas Water Quality Monitoring Report.

THAT: the Staff Report WM-02-2023 be received AND FURTHER THAT the recommendations contained therein are endorsed.

- *Funds and personnel permitting, bacteriological water quality and cyanobacteria monitoring in Conservation Areas should be continued in the summer of 2024.*
- *Further testing of field parameters should be continued in succeeding years to determine normal ranges and trends for monitored Conservation Areas.*
- *Amalgamate the E. coli and cyanobacteria Field Data Sheets and transition into using iPads and Survey 123 as a more efficient way of data collection.*
- *The cyanobacteria sampling season should be extended to the same time frame as the E. coli Program (June 1 to August 31, 2024) to capture bloom events that are occurring outside of the established sampling timeline.*

Motion: #104/23

Motion moved by Grant Arnold and motion seconded by Dan Calvert. **CARRIED.**

8.1.1 Traffic Counter Report 2022

Members reviewed and discussed Staff Report CONAREA-03-2023 related to the 2022 Traffic Counter Report.

*THAT: the Staff Report CONAREA-03-2023 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: #105/23

Motion moved by Dan Calvert and motion seconded by Grant Arnold. **CARRIED.**

9. CHIEF ADMINISTRATIVE OFFICER'S REPORT

9.1 Monthly Treasurer's Report

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

9.2 Pay Date Adjustment

Members reviewed and discussed Staff Report FIN-13-2023 related to the proposed pay date adjustment.

*THAT: staff are permitted to be paid out up to five days of banked overtime or vacation as a special pay on November 10, 2023 **AND FURTHER THAT** the LRCA pay date will be moved forward one-week to incorporate a one-week hold back for all staff.*

Motion: #106/23

Motion moved by Jim Vezina and motion seconded by Sheelagh Hendrick. **CARRIED.**

10. PASSING OF ACCOUNTS

THAT: having examined the accounts for the period September 1, 2023 to September 30, 2023 cheque #3012 to #3038 for \$148,563.79 and preauthorized payments of \$118,235.38 for a total of \$266,799.17, we approve their payment.

Motion: #107/23

Motion moved by Jim Vezina and motion seconded by Robert Beatty. **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

It was noted that the Communications Manager, Field Operations Lead Hand and the Environmental Planner attended the annual Conservation Areas Workshop held in Orillia, Ontario.

It was noted that the 2024 Conservation Dinner & Auction is scheduled on Friday, February 9, 2024.

12.2 Lands Manager Project Updates

It was noted that the 2023 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 by KGS Group, and that Staff had completed the Hazelwood Lake Causeway Inspection.

It was noted that Infographic Signs have been installed in all Conservation Areas, that depict graphics related to permitted and prohibited activities specific to each area.

It was noted that Staff assisted Greenworks Canada employees when they created a video promoting Greenworks trolling motors. It was noted that as a thanks for the assistance, the Authority received a battery operated trolling motor, chainsaw, earth auger, grass trimmer, batteries and charging units.

It was noted that additional grounding work is required before the 400 Amp electrical upgrade to the Administrative Building can be completed.

12.3 Watershed Manager Projects Update

It was noted that the LRCA received additional funding from the Ministry of Environment, Conservation and Parks, Drinking Water Source Protection program to complete an education and outreach project aimed at non-municipal drinking water users in the Lakehead Region.

It was noted that the LRCA's area of jurisdiction remained in a Level 1 Low Water condition.

13. NEW BUSINESS

It was noted that Staff will be sending to Member Municipalities the mandated 30-day notice of the meeting to approve the 2024 final budget.

It was noted that Competent Supervisor training will be held at the LRCA Administrative Building on November 2nd and 3rd and that Member Municipalities were invited to send staff.

The Board directed the CAO to submit a request to the Minister to approve an exception to allow the current Chair to continue as Chair in 2024, if so elected.

THAT: the CAO be directed to request to the Minister to approve an exception to allow the current Chair to continue as Chair in 2024 if so elected.

Motion: #108/23

Motion moved by Albert Aiello and motion seconded by Rudy Buitenhuis. **CARRIED.**

Municipality	Member	YES	NO	ABSENT
Conmee	Grant Arnold	Yes		
Dorion	Robert Beatty	Yes		
Gillies	Rudy Buitenhuis	Yes		
Neebing	Brian Kurikka	Yes		
O'Connor	Jim Vezina	Yes		
Oliver Paipooonge	Dan Calvert	Yes		
Shuniah	Donna Blunt	Yes		
Thunder Bay	Sheelagh Hendrick	Yes		
Thunder Bay	Trevor Giertuga	Yes		
Thunder Bay	Albert Aiello	Yes		
Thunder Bay	Greg Johnsen	Yes		

14. NEXT MEETING

The next meeting will be held on November 29, 2023 at 4:30 p.m.

15. BOARD TRAINING

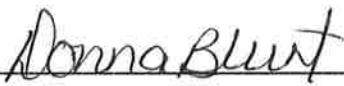
A second Board tour will be scheduled in the fall to tour the remaining Conservation Areas not visited in the first tour.

16. ADJOURNMENT

THAT: the time being 5:05 p.m. AND FURTHER THAT there being no further business we adjourn.

Motion: #109/23

Motion moved by Sheelagh Hendrick and motion seconded by Jim Vezina. **CARRIED.**



Chair



Chief Administrative Officer