



# LAKEHEAD REGION

## CONSERVATION AUTHORITY

Minutes of the Second Regular Meeting of the Lakehead Region Conservation Authority held on Wednesday, February 24, 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  
Erwin Butikofer  
Andrew Foulds  
Trevor Giertuga  
Andrea Goold  
Umed Panu  
Jim Vezina  
Allan Vis

**ALSO**

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

**1. ADOPTION OF AGENDA**

Resolution #25/21

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 #26/21

Moved by Rudy Buitenhuis, Seconded by Erwin Butikofer

*“THAT: the Minutes of the Lakehead Region Conservation Authority 67<sup>th</sup> Annual Meeting held on Wednesday, January 27, 2021 be adopted as published.” CARRIED.*

### 4. IN-CAMERA AGENDA

An In-Camera session was not held.

### 5. BUSINESS ARISING FROM PREVIOUS MINUTES

#### (a) File: Changes to the Conservation Authorities Act

Members reviewed and discussed Staff Report CORP-3-2021 providing an update regarding the February 2, 2021 proclaimed sections of the *Conservation Authorities Act*.

On February 2, 2021 several additional sections to the *Conservation Authorities Act* were proclaimed, including sections related to: aboriginal or treaty rights; Board composition; potential appointment of an Agricultural representative; term of Chair and Vice Chair; posting of agendas and minutes; powers of authorities; Minister’s ability to appoint an investigator/administrator; removal of expropriation powers; Minister can delegate his/her powers under the Act to an employee in the Ministry; and accounting/audit requirements.

Under the new sections proclaimed, Board composition must consist of at least 70% of appointees being municipal councillors. The current City of Thunder Bay citizen appointees can complete their term which ends in November 2022. In 2022, the City of Thunder Bay will be required to appoint one citizen appointee and at least three councillors, and all other Member Municipalities/Townships will be required to only appoint councillors, unless the Municipality/Township requests an exception from the Minister. The City of Thunder Bay has been advised of the changes to future appointees to the LRCA’s Board of Directors.

The maximum term of the Chair and Vice-Chair is now limited to two consecutive years, unless the LRCA or a member municipality request an exception. As the LRCA’s 2021 election was held prior to the proclamation, the current Chair and Vice-Chair can complete the 2021 term. The MECP has confirmed that the limits of the term are effective immediately (i.e., previous terms as Chair count towards term limit). Staff recommended applying for an exception, regarding the term of the Chair and Vice-Chair to allow for the current incumbents to potentially hold the position for remainder of the municipal council term, which would be determined at the annual election in 2022.

Resolution #27/21

Moved by Andrew Foulds, Seconded by Trevor Giertuga

***“THAT: Staff Report CORP-3-2021 be received AND FURTHER THAT the Lakehead Region Conservation Authority requests permission from the Minister of Environment, Conservation and Parks to extend the potential term of the Chair and Vice-Chair to the full council term of up to four years.” CARRIED.***

Recorded Vote (as required to apply for an exception to the Minister)

NAME	YES	NO	ABSENT	ABSTAIN
Arnold, Grant	Yes			
Brown, Joel	Yes			
Buitenhuis, Rudy	Yes			
Butikofer, Erwin	Yes			
Foulds, Andrew	Yes			
Giertuga, Trevor	Yes			
Goold, Andrea	Yes			
Panu, Umed	Yes			
Vezina, Jim	Yes			
Vis, Allan	Yes			
Blunt, Donna (Chair)	Yes			

(b) File: Board Member Reference Manual

Members were provided with information related to updates to their Board Member Reference Manuals.

## 6. CORRESPONDENCE

None.

## 7. STAFF REPORTS

Members reviewed and discussed Staff Report LM-02-2021 related to addressing the damage to the Mission Island Marsh Conservation Area Boardwalk. The Lands Manager provided a brief presentation.

Resolution #28/21

Moved by Andrea Goold, Seconded by Umed Panu

***“THAT: the LRCA accept the insurance settlement related to damage to the Mission Island Marsh Conservation Area boardwalk AND FURTHER THAT insurance proceeds will be used to remove the remaining damaged portions of the boardwalk and sheet pilings and repair the remaining structure for use by the public.” CARRIED.***

Members reviewed and discussed Staff Report FORMG-01-2021, related to the 2020 annual summary of activities on the Forest Management properties.

Resolution #29/21

Moved by Jim Vezina, Seconded by Allan Vis

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

Members reviewed and discussed Staff Report DEVREG-02-2021 related to updates to the Rules of Procedure for Permit Application Review and Approval and Hearing Guidelines incorporating recent changes to the *Conservation Authorities Act* related to permits associated with Municipal Zoning Orders (MZO). The changes specified that the Board of Directors (not staff) will approve all permits related to MZOs. It was noted that any permits issued for applications related to Municipal Zoning Orders must be approved, per the *Conservation Authorities Act* and that the Board of Directors will have no ability to refuse permissions, even if the application does not meet the intent of Regulation. Conditions may be attached; however, are subject to appeal to the Minister or the Local Planning Appeal Tribunal.

Resolution #30/21

Moved by Grant Arnold, Seconded by Joel Brown

***“THAT: Staff Report DEVREG-02-2021 be received AND FURTHER THAT the Rules of Procedure for Permit Application Review and Approval, Version 4.0 and Hearing Guidelines Version 3.0 be adopted.” CARRIED.***

Members reviewed and discussed Staff Report POLICY-HS-15/16/17/18/19-2021 related to Health and Safety Policies regarding Contractor Management, Workplace Health Promotion, Working Alone, Risk Assessment and Control of Hazards and Wildlife Encounters.

Resolution #31/21

Moved by Rudy Buitenhuis, Seconded by Erwin Butikofer

***“THAT: Health and Safety Policy HS-15: Wildlife Encounters Policy be adopted.” CARRIED.***

Resolution #32/21

Moved by Andrew Foulds, Seconded by Trevor Giertuga

***“THAT: Health and Safety Policy HS-16: Contractor Management Program be adopted.” CARRIED.***

Resolution #33/21

Moved by Andrea Goold, Seconded by Umed Panu

***“THAT: Health and Safety Policy HS-17: Risk Assessment and Control of Hazards be adopted.”***  
**CARRIED.**

Resolution #34/21

Moved by Jim Vezina, Seconded by Allan Vis

***“THAT: Health and Safety Policy HS-18: Working Alone be adopted.”*** **CARRIED.**

Resolution #35/21

Moved by Grant Arnold, Seconded by Joel Brown

***“THAT: Health and Safety Policy HS-19: Workplace Health Promotion be adopted.”*** **CARRIED.**

## **8. CHIEF ADMINISTRATIVE OFFICER’S REPORTS**

Members were provided with the monthly Treasurer’s Report for January’s Administration and Capital.

Members reviewed and discussed Staff Report FIN-06-2021 related to the annual review of the Fee Schedule.

Resolution #36/21

Moved by Rudy Buitenhuis, Seconded by Erwin Butikofer

***“THAT: the Staff Report FIN-06-2021 be received AND FURTHER THAT the 2021 Fee Schedule be adopted AND FURTHER THAT the Silver Harbour Encroachment Policy GEN-15 be amended accordingly.”*** **CARRIED.**

It was noted that the Information and Privacy Commissioner has been advised that the Authority did not receive any Freedom of Information requests in 2020.

It was noted that as per Board of Director’s Policy BOD-06: Remuneration of Members, the Board of Directors per diems are increased each year by the change in the previous year’s Consumer Price Index (CPI). The 2021 increase was based on a 1.20% increase in CPI.

Members were provided with the final 2020 Treasurer’s Report.

9. **PASSING OF ACCOUNTS**

Resolution #37/21

Moved by Andrew Foulds, Seconded by Trevor Giertuga

*“THAT: having examined the accounts for the period of January 1, 2021 to January 31, 2021 cheque #2162 to #2186 for \$56,700.25 and preauthorized payments of \$80,175.78 for a total of \$136,876.03, we approve their payment.”* **CARRIED.**

10. **REGULATORY ROLE**

Members were provided with the Plan Input and Review Summary for the period of January 2021 to February 17, 2021. It was noted that no permits have been issued to date in 2021.

11. **PROJECTS UPDATE**

Members were advised that the Lakehead Conservation Foundation (LCF) Annual General Meeting was held on Monday, February 22, 2021 virtually.

Members were advised that depending on the COVID-19 pandemic situation closer to the Birding Festival dates of May 29 and 30, some form of birding event/activity may take place. It is unlikely that the Birding Festival will continue in 2021 in the traditional format of the festival; however, if restrictions allow it, staff will try to accommodate some form of birding activity that weekend.

It was noted that the Education Coordinator provided a virtual activity for this year’s Thunder Bay Science Festival, being coordinated by Science North.

It was noted that the February 16, 2021 snow surveys indicated that the snow survey locations were below average for snow depth and water content, when compared to the historical averages for February 15.

It was noted that water levels of all the Great Lakes remain very high, except for Lake Ontario, and all are lower than where they were last year at this time.

12. **NEW BUSINESS**

Due to a conflict with the Northwestern Ontario Municipal Association Conference (NOMA), the April Board Meeting will start at 5:00 p.m. instead of the usual 4:30 p.m. start time.

13. **NEXT MEETING**

Wednesday, March 31, 2021, at 4:30 p.m.

14. AJOURNMENT

Resolution #38/21

Moved by Andrea Goold, Seconded by Umed Panu

***"THAT: the time being 5:57 p.m. AND FURTHER THAT there being no further business THAT we adjourn." CARRIED.***



Chair



Chief Administrative Officer