



# LAKEHEAD REGION

## CONSERVATION AUTHORITY

Minutes of the Ninth Regular Meeting of the Lakehead Region Conservation Authority held on Wednesday, October 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  
Trevor Giertuga  
Andrea Goold  
Umed Panu  
Jim Vezina  
Allan Vis

**REGRETS:** Erwin Butikofer

**ALSO**

**PRESENT:** Tammy Cook, Chief Administrative Officer, recorder of Minutes  
Mark Ambrose, Finance Manager  
Gail Willis, Watershed Manager  
Ryne Gilliam, Lands Manager  
Ryan Mackett, Communications Manager

**1. ADOPTION OF AGENDA**

Resolution #100/21

Moved by Allan Vis, Seconded by Umed Panu

***“THAT: the Agenda be adopted as published.” CARRIED.***

**2. DISCLOSURE OF INTEREST**

None.

3. MINUTES OF PREVIOUS MEETING

Resolution #101/21

Moved by Andrew Foulds, Seconded by Trevor Giertuga

***“THAT: the Minutes of the Lakehead Region Conservation Authority Eighth Regular Meeting held on Wednesday, September 29, 2021 be adopted as published.” CARRIED.***

4. IN-CAMERA AGENDA

An in-camera meeting was not held.

5. BUSINESS ARISING FROM PREVIOUS MINUTES

None.

6. CORRESPONDENCE

None.

7. STAFF REPORTS

Members reviewed and discussed Staff Report POLICY-HS-COVID-6-2021 related to the LRCA's Vaccination Policy.

Resolution #102/21

Moved by Joel Brown, Seconded by Andrea Goold

***“THAT: Health and Safety Policy HS-COVID-6: Vaccination Policy be adopted AND FURTHER THAT this policy may be amended based on advice from the Authority Solicitor or future direction by the Province or Thunder Bay District Health Unit.” CARRIED.***

Members reviewed and discussed Staff Report VE-1-2021: Purchase of a 2022 Heavy Duty 4x4 Truck.

Resolution #103/21

Moved by Rudy Buitenhuis, Seconded by Grant Arnold

***“THAT: the quote from Pinewood Ford for a 2022 4x4 Super Cab SRW be accepted AND FURTHER THAT the required funds will be taken from the Vehicle/Equipment Reserve.” CARRIED.***

Members reviewed and discussed Staff Report FIN-09-2021: Asset Management Report Summary, which provides a five-year Asset Management Plan Strategy.

Resolution #104/21

Moved by Umed Panu, Seconded by Joel Brown

***“THAT: Staff Report No. FIN-09-2021 be received AND FURTHER THAT the proposed five-year Asset Management Strategy for the period 2022-2026 be approved AND FURTHER THAT the Asset Management Plan be updated in five years.” CARRIED.***

**8. CHIEF ADMINISTRATIVE OFFICER REPORT**

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

Members reviewed and discussed Staff Report FIN-10-2021: NOHFC Environmental Planner Intern.

Resolution #105/21

Moved by Allan Vis, Seconded by Andrea Goold

***“THAT: the Chair and CAO are authorized to enter into an Agreement with the Northern Ontario Heritage Fund Corporation for a one-year Environmental Planner internship.” CARRIED.***

Members reviewed Staff Report POLICY-FIN-08-2021: Fee Policy related to the establishment of a Fee Policy.

Resolution #106/21

Moved by Trevor Giertuga, Seconded by Grant Arnold

***“THAT: Finance Policy FIN-08: Fee Policy be approved.” CARRIED***

Members reviewed and discussed Staff Report CORP-11-2021: Conservation Authorities Act Phase 1 Regulations.

Resolution #107/21

Moved by Rudy Buitenhuis, Seconded by Umed Panu

***“THAT: Staff Report CORP-11-2021: Conservation Authorities Act Phase 1 Regulations be received.” CARRIED.***

**9. PASSING OF ACCOUNTS**

Resolution #108/21

Moved by Joel Brown, Seconded by Grant Arnold

*“THAT: having examined the accounts for the period of September 1, 2021 to September 30, 2021 cheque #2396 to #2424 for \$48,694.29 and preauthorized payments of \$105,431.86 for a total of \$154,126.15, we approve their payment.” CARRIED.*

**10. REGULATORY ROLE**

Members were provided with the Plan Input and Review Summary for the period of September 2021 to October 20, 2021 and the summary of Section 28 Permits issued in 2021 to date.

**11. PROJECTS UPDATE**

Members were advised that TD Friends of the Environment Fund awarded the LRCA \$10,000.00 in support of a new program called the Newcomer Northern Environmental Connection.

It was noted that the 2022 Fundraising Calendar have been ordered. Approximately \$325.00 in profit was raised, above and beyond the cost of printing.

It was noted Staff have begun tentative planning for the 2022 Conservation Dinner & Auction, which is scheduled to occur on Friday, February 11, 2022, at The Da Vinci Centre.

It was noted that Lake Superior water levels remain near average.

It was noted that a Level II Low Water Condition continues in LRCA’s Area of Jurisdiction.

**12. NEW BUSINESS**

The CAO noted that the Authority will be participating with other Conservation Authorities in a bulk purchase/membership of OnBoard Meeting Management Software.

**13. NEXT MEETING**

Wednesday, November 24, 2021, at 4:30 p.m. via Microsoft Teams. The 2022 Final Budget will be presented for approval.

14. AJOURNMENT

Resolution #109/21

Moved by Allan Vis, Seconded by Joel Brown

*"THAT: the time being 5:15 p.m. AND FURTHER THAT there being no further business we adjourn."* **CARRIED.**

  
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Chair

  
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Chief Administrative Officer