



LAKEHEAD REGION CONSERVATION AUTHORITY

Minutes of the Second Regular Meeting of the Lakehead Region Conservation Authority held on Wednesday, February 22, 2017, in the Authority Boardroom. The Chair called the Meeting to order at 4:30 p.m.

PRESENT: Donna Blunt, Chair
Ken Boshcoff, Vice-Chair
Grant Arnold
Erwin Butikofer
Jim Byers
Ed Chambers
Linda Rydholm
Jim Vezina
Wendy Wright

ABSENT: Andrew Foulds
Umed Panu

**ALSO
PRESENT:** Tammy Cook, Chief Administrative Officer
Simon Shankie, Watershed Manager
Ryne Gilliam, Field Operations Supervisor
Ryan Mackett, Community Stewardship/Public Relations Officer
Mark Ambrose, Finance Manager
Melanie O'Riley Receptionist/Admin Clerk, recorder of Minutes
Ed Shields, Chair, Path of the Paddle, part of Meeting
Pam Cain, General Manager, Path of the Paddle, part of Meeting
Clara Butikofer, Secretary, Path of the Paddle, part of Meeting

1. ADOPTION OF AGENDA

Resolution #23/17

Moved by Grant Arnold, Seconded by Ed Chambers

"THAT: the Agenda is adopted as published." CARRIED.

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2. DISCLOSURE OF INTEREST

None.

3. MINUTES OF PREVIOUS MEETING

Resolution #24/17

Moved by Ken Boshcoff, Seconded by Jim Vezina

"THAT: the Minutes of the Lakehead Region Conservation Authority 63rd Annual Meeting held on Wednesday, January 25, 2017, together with the In-Camera portion are adopted as published."
CARRIED.

4. DEPUTATION

The Path of the Paddle Association presented a deputation to the Board. They are seeking permission to install small metal trailhead signs indicating the Trans Canada Trail and Path of the Paddle. The signs will inform the public of an existing trail and identify access points on Lake Superior. These signs, if permission is granted will be placed at Mission Island Marsh Conservation Area and Little Trout Bay Conservation Area as these locations are located along the identified Animikii Trail.

5. IN-CAMERA AGENDA

Resolution #25/17

Moved by Jim Vezina, Seconded by Grant Arnold

"THAT: we now go into Committee of the Whole (In-Camera) at 4:44 p.m." **CARRIED.**

Resolution #26/147

Moved by Grant Arnold, Seconded by Jim Vezina

"THAT: we go into Open Meeting at 4:47 p.m." **CARRIED.**

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

Resolution #27/17

Moved by Ken Boshcoff, Seconded by Grant Arnold

"THAT: Tammy Cook, Chief Administrative Officer has successfully completed the six-month probationary period AND FURTHER THAT is deemed a permanent full-time employee effective January 4, 2017." CARRIED.

6. BUSINESS ARISING FROM PREVIOUS MINUTES

(a) File: 2017 Budget and Levy

Members reviewed and discussed the 2017 LRCA Budget.

Resolution #28/17

Moved by Jim Vezina, Seconded by Ed Chambers

"THAT: the Lakehead Region Conservation Authority adopts the non-matching levy of \$ 1,364,120 AND FURTHER THAT all member municipalities are designated as benefitting and pay \$684,120 AND FURTHER THAT the City of Thunder Bay is designated as the sole-benefitting municipality for floodplain mapping projects in the City of Thunder Bay, Neebing-McIntyre Floodway projects and Kaministiquia River erosion projects and pays \$ 655,000 AND FURTHER THAT the Municipality of Oliver Paipoonge is designated as sole-benefitting for a portion of the Neebing River floodplain mapping project and pays \$25,000 AND FURTHER THAT each member municipality is to be advised of their apportionment of the non-matching levy." CARRIED.

Weighing Recorded Vote Results:

Municipality	Member	Vote %	Vote
Conmee	Grant Arnold	1.45%	No
Dorion	Ed Chambers	1.01%	No
Gillies	Wendy Wright	0.81%	Yes
Neebing	Erwin Butikofer	7.75%	Yes
O'Connor	Jim Vezina	1.49%	Yes
Oliver-Paipoonge	Jim Byers	19.61%	Yes
Shuniah	Donna Blunt	17.88%	Yes
Thunder Bay	Ken Boshcoff	12.50%	Yes
Thunder Bay	Andrew Foulds	12.50%	Absent
Thunder Bay	Umed Panu	12.50%	Absent
Thunder Bay	Linda Rydholm	12.50%	Yes

Concurrence of 51% of those present was required to pass the vote. Based on those present on February 22, 2017, 54.79% voted for and 2.46% voted against.

Resolution #29/17

Moved by Wendy Wright, Seconded by Jim Vezina

"THAT: the Lakehead Region Conservation Authority adopts the matching levy of \$292,380 AND FURTHER THAT all member municipalities are designating as benefitting AND FURTHER THAT each member municipality is to be advised of their apportionment of the matching levy." **CARRIED.**

Resolution #30/17

Moved by Jim Vezina, Seconded by Grant Arnold

"THAT: funds will be taken from the Replacement of Vehicle/Equipment Reserve during 2017 to purchase a new vehicle to replace the 2006 Chevy Uplander, riding lawn mower, two brush cutters and a tool chest AND FURTHER THAT the estimated cost is \$41,500." **CARRIED.**

Resolution #31/17

Moved by Ken Boshcoff, Seconded by Grant Arnold

"THAT: funds will be taken from the Conservation Areas Reserve during 2017 to pay for expenses in excess of the budgeted levy to complete emergency repairs as outlined in the 2016 Asset Management Plan AND FURTHER THAT the estimated reserve withdrawal is \$22,000." **CARRIED.**

Resolution #32/17

Moved by Jim Vezina, Seconded by Ed Chambers

"THAT: the Lakehead Region Conservation Authority adopts the 2017 Budget Document, Version 2.0 for the total budget of \$ 2,662,018." **CARRIED.**

Members were advised that the levy notice to the member municipalities will be posted by registered mail prior to March 1, 2017.

7. CORRESPONDENCE

(a) File: Lake Superior National Marine Conservation Area

Correspondence received from the Lake Superior National Marine Conservation Area related to the "Top of Superior Trails Guide" was noted. The LRCA and Hurkett Cove Conservation Area were referenced in the guide.

8. **MINUTES**

(a) **File: Lakehead Conservation Foundation**

Minutes of the Lakehead Conservation Foundation Meeting dated November 7, 2016, which were adopted at their January 23, 2017 Meeting were noted.

9. **STAFF REPORTS**

It was noted that there were no proposed changes to fee schedules for 2017.

Members reviewed and discussed Staff Report KAMEC-01-2017 summarizing the 2016 Annual Monitoring Report for the Kam River Erosion Control Sites at 1470, 1480 and 1420 Victor Street.

Resolution #33/17

Moved by Jim Vezina, Seconded by Ken Boshcoff

"THAT: the 1470, 1480 and 1420 Victor Street Instrumentation Monitoring Report (November 2016) is received." **CARRIED.**

Members reviewed and discussed Staff Report KAMEC-02-2017 related to the 2017 Kaministiquia River Operation, Maintenance and Surveillance Plan for Victor Broadway.

Resolution #34/17

Moved by Ken Boshcoff, Seconded by Jim Vezina

"THAT: Staff Report KAMEC-02-2017 is received." **CARRIED.**

Members reviewed and discussed Staff Report FORMG-01-2017, which summarizes relevant information from 10 years of Ontario Managed Forest Tax Incentive Program (MFTIP) Activity Reports.

Resolution #35/17

Moved by Jim Byers, Seconded by Erwin Butikofer

"THAT: Staff Report FORMG-01-2017 is received." **CARRIED.**

10. **CHIEF ADMINISTRATIVE OFFICER'S REPORTS**

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

Members reviewed and discussed Staff Report VE-01-2017 regarding the 2016 Vehicle and Equipment Program and applicable reserve transfers for year-end.

Resolution #36/17

Moved by Ed Chambers, Seconded by Jim Byers

"THAT: staff report VE-01-2017 is adopted AND FURTHER THAT the recommendations contained therein are endorsed AND FURTHER THAT a copy will be placed in the 2016 audit file." **CARRIED.**

Members reviewed and discussed the Staff Report FIN-06-2017 related to the LRCA 2017 submission to the Ontario Municipal Board requesting approval of Board Member and Chair per diems rates.

Resolution #37/17

Moved by Jim Byers, Seconded by Linda Rydholm

"THAT: the CAO submit a request to the Ontario Municipal Board to increase the Board Member per diem rate to \$72.00 and the Chair per diem rate to \$80.00; AND FURTHER THAT the mileage rate increases to \$0.52 per kilometre; AND FURTHER THAT the expense per diem rate increases to \$70.00 and the actual costs of lodging, public transportation and conference fees are reimbursed when such expenses are necessarily incurred in the conduct of the business of the Authority; AND FURTHER THAT Board Member and Chair per diems will increase January 1st annually based on the previous years Consumer Price Index; AND FURTHER THAT the current LRCA Board Member and Chair per diem rates, mileage rate and expense per diem rates will remain in effect until the Ontario Municipal Board has rendered its decision." **CARRIED.**

Members agreed to cancel the LRCA safety deposit box as it is not considered to be required.

PASSING OF ACCOUNTS

Resolution #38/17

Moved by Wendy Wright, Seconded by Erwin Butikofer

"THAT: having examined the accounts for the period of January 1, 2017 to January 31, 2017 cheque #749 to #777 for \$103,733.13 and preauthorized payments of \$43,873.93 for a total of \$147,607.06, we approve their payment." **CARRIED.**

11. REGULATORY ROLE

The Plan Input and Review binder for the period from January 26, 2017 to February 22, 2017 was circulated.

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The Permits issued under the Development, Interference with Wetlands and Alterations to Shorelines and Watercourses for the period January 26, 2017 to February 22, 2017 were circulated.

12. PROJECTS UPDATE

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

It was noted that there were no Freedom of Information requests received in 2016.

Members were advised that Tbaytel had agreed to install fibre cable to the LRCA Administrative office at no cost to the Authority.

It was noted that the Source Protection Committee will be meeting on March 15, 2017, which will be the first meeting since the committee membership was renewed and membership was reduced from nine to six members.

It was noted that staff have applied for Water and Erosion Control Infrastructure (WECI) funding to complete the required sediment removal from the lip of the diversion structure.

Members reviewed and discussed harvesting at the Wishart Forest property which is scheduled to begin in the winter of 2017. KBM Resources Group has been retained to provide Forest Management Services.

Resolution #39/17

Moved by Wendy Wright, Seconded by Erwin Butikofer

*"**THAT:** the proposal submitted by KBM Resources Group for Wishart Property Forest Management Services is approved **AND FURTHER THAT** the funds will come from the Forest Management deferred account." **CARRIED.***

It was noted that the 2017 Dinner Auction was a success with an estimated net profit of \$18,000 to \$18,500.

13. NEW BUSINESS

New name tags were distributed to the Members.

Members are invited to attend Queen's Park Day being held on April 4, 2017 from 12:00 p.m. until 2:00 p.m. It was noted that Tammy Cook, Chief Administrative Officer, and Ken Boshcoff, Vice-Chair, will be attending.

Staff were directed to bring back a Staff Report regarding the Path of the Paddle Deputation request.

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14. NEXT MEETING


Wednesday, March 29, 2017, at 4:30 p.m.

15. AJOURNMENT

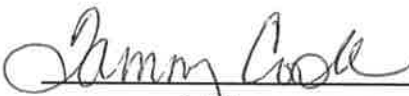
Resolution #40/17

Moved by Erwin Butikofer, Seconded by Jim Vezina

"THAT: the time being 5:45 p.m. AND FURTHER THAT there being no further business THAT we adjourn." **CARRIED.**



Chair



Chief Administrative Officer