



LAKEHEAD REGION CONSERVATION AUTHORITY

Minutes of the Fourth Regular Meeting of the Lakehead Region Conservation Authority held on Wednesday, April 27, 2016, in the Authority Boardroom. The Vice-Chair called the Meeting to order at 4:30 p.m.

PRESENT:	Donna Blunt, Vice Chair	4:30 p.m. – 5:42 p.m.
	Ken Boshcoff	4:30 p.m. – 5:42 p.m.
	Erwin Butikofer	4:30 p.m. – 5:42 p.m.
	Jim Byers	4:30 p.m. – 5:42 p.m.
	Ed Chambers	4:30 p.m. – 5:42 p.m.
	Jim Vezina	4:30 p.m. – 5:42 p.m.
	Wendy Wright	4:30 p.m. – 5:42 p.m.

REGRETS: Bill Bartley, Chair
Grant Arnold
Andrew Foulds
Linda Rydholm

ALSO

PRESENT: Mervi Henttonen, General Manager/Secretary-Treasurer
Tammy Cook, Watershed Manager
Ryan Mackett, Community Stewardship/Public Relations Officer
Ryne Gilliam, Field Operations Supervisor
Michael Heath, Finance Manager
Melanie O'Riley, Administrative Clerk/Receptionist, recorder of Minutes
Rosy Brizi, Auditor, Grant Thornton LLP, part of Meeting

1. ADOPTION OF AGENDA

Resolution #51/16

Moved by Jim Byers, Seconded by Erwin Butikofer

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

2. **DISCLOSURE OF INTEREST**

None.

3. **MINUTES OF PREVIOUS MEETING**

Resolution #52/16

Moved by Erwin Butikofer, Seconded by Jim Byers

"THAT: the Minutes of the Lakehead Region Conservation Authority Third Regular Meeting held on Wednesday, March 30, 2016, together with the In-Camera portion are adopted as published." CARRIED.

4. **2015 AUDIT REPORT AND FINANCIAL STATEMENTS – Appendix "A"**

Members reviewed and discussed the draft 2015 Audit Report and Financial Statements from our Audit firm, Grant Thornton LLP Thunder Bay. Rosy Brizi was in attendance and outlined the Audit Report and Statements and answered any questions.

Resolution #53/16

Moved by Jim Byers, Seconded by Erwin Butikofer

"THAT: the 2015 Audit Report and Financial Statements are adopted as presented AND FURTHER THAT each Member Municipality will be forwarded a copy for their files." CARRIED.

It was noted that a copy of the approved 2015 Audit Report and Financial Statements will be forwarded by mail to our Member Municipalities after the Board Meeting.

5. **IN-CAMERA AGENDA**

Resolution #54/16

Moved by Erwin Butikofer, Seconded by Jim Byers

"THAT: we now go into Committee on the Whole (In-Camera) at 4:40 p.m." CARRIED.

Resolution #55/16

Moved by Jim Byers, Seconded by Erwin Butikofer

"THAT: we go into Open Meeting at 5:05 p.m." CARRIED.

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

Moved by Erwin Butikofer, Seconded by Jim Byers

“THAT: the Chair and General Manager/Secretary-Treasurer are authorized to execute the 21 year lease agreement with Union Gas related to LRCA owned land at the corner of Broadway and Victor Street.” CARRIED.

6. BUSINESS ARISING FROM PREVIOUS MINUTES

(a) File: Ministry of Natural Resources and Forestry

Correspondence received from Eleanor McMahon, Parliamentary Assistant, to the Minister of Natural Resources and Forestry was noted.

She advised that the Ministry will be starting its second phase of the review process which will further engagement and input on options for strengthening Conservation Authorities. The five priority areas are: stronger oversight and accountability in decision-making; increased clarity and consistency in roles and responsibilities, processes and requirements; modern funding mechanisms to support conservation authority operations; improved collaboration and engagement among all parties involved in resource management; and enhanced flexibility for the Province to update the *Conservation Authorities Act* framework in the future.

The Ministry will be announcing a working group, comprised of relevant stakeholders including Conservation Authorities. It was noted that appropriate regional representation from Conservation Authorities is very important to ensure that the northern perspective is included in the second phase and to ensure that acceptable sustainable funding is forthcoming from MNRF for the programs delivered on their behalf along with the other resource Ministries. Also important is that mutual acceptance between the applicable CA and Ministry is determined at the local level to take into consideration local needs and conditions.

Members concurred to a letter being sent to state our position in this matter.

(b) File: City of Waukesha Water Diversion Proposal

Correspondence submitted by the City of Thunder Bay related to the above-noted diversion proposal was noted.

7. CORRESPONDENCE

(a) File: Storm Sewer outfalls onto LRCA Land – Neebing/McIntyre Floodway

Members reviewed and discussed the Staff Report NMFx-02-2016 related to correspondence from the City of Thunder Bay to undertake storm sewer upgrades and an installation on land owned by the Authority.

Resolution #57/16

Moved by Jim Byers, Seconded by Erwin Butikofer

“THAT: the City of Thunder Bay is authorized to install storm sewer infrastructure on the south bank of the Lower Neebing River at the north end of Brunswick Street and on the north bank of the Neebing-McIntyre Floodway between Roland Street and Russell Street as outlined in their application packages with the requirement that the City of Thunder Bay is responsible for all on-going maintenance of the structures or required maintenance resulting from the structures AND FURTHER THAT an Agreement to this effect will be executed.” CARRIED.

(b) File: LRCA Publications

Correspondence received from Teresa Parr noting how pleased she is that the Authority had used aerial photos depicting our Conservation Areas plus her monetary donation was noted.

(c) File: Conservation Ontario

Conservation Ontario’s 2015 Annual Report was noted.

(d) File: Printed Material

Printed material was circulated.

8. MINUTES

(a) File: Lakehead Conservation Foundation

The February 29, 2016, Lakehead Conservation Foundation Meeting Minutes were noted.

The Annual donation to the Lakehead Region Conservation Authority will take place at the June 29th Meeting.

(b) File: Spring Melt Meeting

A copy of the Spring Melt Meeting presentation and Meeting Minutes circulated at the Meeting.

(c) File: Northern Chapter Video-Conference Minutes

The Conservation Authorities Northern Chapter Meeting Minutes of Friday, November 14, 2014, held by video-conferencing along with the Agenda for the April 7, 2016 Meeting were noted.

9. STAFF REPORTS

Members reviewed and discussed Staff Report WM-01-2016 related to the completed Mosquito Creek Watershed Assessment.

Resolution #58/16

Moved by Ken Boshcoff, Seconded by Ed Chambers

“THAT: the Mosquito Creek Watershed Assessment is received AND FURTHER THAT the recommendations contained therein are endorsed.” CARRIED.

Members reviewed and discussed Staff Report FPMAP-02-2016 regarding updating the Neebing River Floodplain Mapping.

Resolution #59/16

Moved by Wendy Wright, Seconded by Jim Vezina

“THAT: Staff Report is FPMAP-02-2016 is adopted.” CARRIED.

Resolution #60/16

Moved by Jim Vezina, Seconded by Wendy Wright

“THAT: the proposal submitted by CDS Consulting for technical support services for the Neebing River Floodplain Mapping Project dated April 14, 2016 is approved.” CARRIED.

Members reviewed and discussed Staff Report #STEW-01-2016 related to the Lakehead Conservation Community Garden.

Resolution #61/16

Moved by Jim Vezina, Seconded by Wendy Wright

“THAT: Staff Report No. STEW-01-2016 is received AND FURTHER THAT the Staff recommendations contained therein along with the two attached forms are approved.” CARRIED.

Members reviewed and discussed Staff Report #COMREL-02-2016 related to the recent March Break activities and Hazelwood events.

Resolution #62/16

Moved by Wendy Wright, Seconded by Jim Vezina

“THAT: Staff Report No. COMREL-02-2016 is received AND FURTHER THAT the Staff recommendations contained therein are approved.” CARRIED.

Members reviewed and discussed Staff Report #COMREL-03-2016 related to the CLE Spring Home & Garden Show.

Resolution #63/16

Moved Jim Vezina, Seconded by Wendy Wright

"THAT: Staff Report No. COMREL-03-2016 is received AND FURTHER THAT the Staff recommendations contained therein are approved." **CARRIED.**

Members reviewed and discussed Staff Report #CORP-02-2016 related to the LRCA Clothing Policy.

Resolution #64/16

Moved by Jim Vezina, Seconded by Wendy Wright

"THAT: Staff Report No. CORP-02-2016 is received AND FURTHER THAT the Staff recommendations contained therein are approved." **CARRIED.**

Members reviewed Staff Report #FIN3/2016 related to pre-authorized payments.

Resolution #65/16

Moved by Wendy Wright, Seconded by Ed Chambers

"THAT: Staff Report No. FIN3/2016 is adopted AND FURTHER THAT a copy will be placed in the 2016 audit file." **CARRIED.**

10. TREASURER'S REPORT

Members were provided with the 2016 Treasurer's Report for the month of March plus accumulated expenses and revenues to date for Administration, Capital and Vehicle and Equipment Program.

Members were advised that the Application to the MNRF to conduct wetland evaluations within the McIntyre River watershed had been approved.

Resolution #66/16

Moved by Ken Boshcoff, Seconded by Ed Chambers

"THAT: the Chair and General Manager/Secretary-Treasurer are authorized to execute an Ontario Transfer Payment Agreement with MNRF to conduct wetland evaluations within the McIntyre River watershed." **CARRIED.**

Members were provided with an update of the Authority Office Grounds.

Members concurred to a Special Authority Meeting to be held on June 8, 2016 in order that the Consultant can present the Report finds for the Capital Asset Management Plan. Also to be discussed will be the LRCA Administrative Regulations.

Members concurred to partnering with a local nursery for the Authority to promote the purchase of a pollinator plant or items to use in the garden to attract bees, butterflies etc.

11. PASSING OF ACCOUNTS

Resolution #67/16

Moved by Jim Vezina, Seconded by Ed Chambers

"THAT: *having examined the accounts for the period of March 1, 2016 to March 31, 2016 cheque #444 to #484 for \$89,644.33 and preauthorized payments of \$55,696.72, for a total of \$145,341.05, we approve their payment."* **CARRIED.**

12. REGULATORY ROLE

The Plan Input and Review for the period from March 31, 2016 to April 27, 2016, was circulated.

The Permits issued for the period from March 31, 2016 to April 27, 2016, was circulated.

13. NEW BUSINESS

None.

14. NEXT MEETING

Wednesday, May 25, 2016 at 4:30 p.m. at LRCA Office; May 11, 2016, Special In-Camera Meeting off-site.

15. ADJOURNMENT

Resolution #68/16

Moved by Jim Vezina, Seconded by Ed Chambers

"THAT: *the time being 5:42 p.m. AND FURTHER THAT there being no further business THAT we adjourn."* **CARRIED.**


Vice-Chair


General Manager/Secretary Treasurer