



**August LRCA Board Meeting Minutes**

August 31, 2022 at 4:30 PM EDT

130 Conservation Road/Microsoft Teams

**Members Present:**

Grant Arnold, Donna Blunt, Erwin Butikofer

**Members Present (Remote):**

Andrew Foulds, Andrea Goad, Umed Panu, Jim Vezina, Allan Vis

**Also Present:**

Tammy Cook, Chief Administrative Officer

Gail Willis, Watershed Manager

Mark Ambrose, Finance Manager

Ryne Gilliam, Lands Manager

Ryan Mackett, Communications Manager

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

**Members Absent:**

Joel Brown, Rudy Buitenhuis, Trevor Giertuga

**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: #84/22**

Motion moved by Grant Arnold and seconded by Erwin Butikofer. **CARRIED.**

**3. DISCLOSURE OF INTEREST**

None.

**4. MINUTES OF PREVIOUS MEETING**

*THAT: the Minutes of the Lakehead Region Conservation Authority Sixth Regular Meeting held on June 22, 2022 be adopted as published.*

**Motion: #85/22**

Motion moved by Grant Arnold and seconded by Erwin Butikofer. **CARRIED.**

**5. IN-CAMERA AGENDA**

*THAT: we now go into Committee of the Whole (In-Camera) at 4:32 p.m.*

**Motion #86/22**

Motion moved by Umed Panu and seconded by Andrea Goold. **CARRIED.**

*THAT: we go into Open Meeting at 4:52 p.m.*

**Motion #87/22**

Motion moved by Umed Panu and seconded by Jim Vezina. **CARRIED.**

*THAT: the In-Camera Minutes of the Lakehead Region Conservation Authority June 22, 2022 meeting be adopted as published.*

**Motion #88/22**

Motion moved by Allan Vis and seconded by Grant Arnold. **CARRIED.**

**6. BUSINESS ARISING FROM PREVIOUS MINUTES**

None.

**7. CORRESPONDENCE**

None.

**8. STAFF REPORTS**

**8.1. Health and Safety Policies**

Members reviewed and discussed Staff Reports HS-20 to HS-24 related to Health and Safety policies.

*THAT: Health and Safety Policy HS-20: Emergency Response be adopted.*

**Motion #89/22**

Motion moved by Umed Panu and seconded by Andrew Foulds. **CARRIED.**

*THAT: Health and Safety Policy HS-21: Extreme Weather be adopted.*

**Motion #90/22**

Motion moved by Erwin Butikofer and seconded by Andrew Foulds. **CARRIED.**

*THAT: Health and Safety Policy HS-22: Lockout-Tagout be adopted."*

**Motion #91/22**

Motion moved by Andrea Goold and seconded by Umed Panu. **CARRIED.**

*THAT: Health and Safety Policy HS-23: Ticks & Insects be adopted.*

**Motion #92/22**

Motion moved by Jim Vezina and seconded by Allan Vis. **CARRIED.**

*THAT: Health and Safety Policy HS-24: Working Near Water be adopted.*

**Motion #93/22**

Motion moved by Allan Vis and seconded by Jim Vezina. **CARRIED.**

**8.2. Petty Cash Amendment**

Members reviewed and discussed Staff Report FIN-09-2022 related to Petty Cash.

*THAT: Finance Policy FIN-09-2022: Petty Cash be amended as outlined in Staff Report POLICY FIN-09-2022.*

**Motion 94/22**

Motion moved by Umed Panu and seconded by Andrew Foulds. **CARRIED.**

**8.3 Infrastructure Canada's Natural Infrastructure Fund - Healing Lands Through Natural Infrastructure Project Application**

Members reviewed and discussed Staff Report CORP-11-2022 related to submitting a funding application to the Infrastructure Canada's Natural Infrastructure Fund.

**THAT:** *The Board of Director's support the Lakehead Region Conservation Authority's application to the Infrastructure Canada's Natural Infrastructure Fund AND FURTHER THAT if the application is successful the CAO and the Chair are authorized to enter into a Grant Agreement for the 'Healing Lands Through Natural Infrastructure' Project.*

**Motion #95/22**

Motion moved by Andrew Foulds and seconded by Umed Panu. **CARRIED.**

## **9. CHIEF ADMINISTRATIVE OFFICER'S REPORT**

### **9.1. Monthly Treasurer's Report**

Members were provided with the monthly Financial Report for June's Administration and Capital.

### **9.2. 2023 Draft Budget**

Members reviewed and discussed the 2023 Draft Budget. It was noted that the Current Value Assessment (CVA) numbers were not available at the time of writing, however, were available at the time of meeting. The CAO presented the budget summary with the 2023 CVA numbers. Members agreed that due to the upcoming municipal election the Final Budget would be presented to the new Board for approval in February 2023.

**THAT:** *the Lakehead Region Conservation Authority approves the 2023 Draft Budget, Version 1.0, dated August 31, 2022, for consultation purposes.*

**Motion #96/22**

Motion moved by Andrea Goold and seconded by Grant Arnold. **CARRIED.**

## **10. PASSING OF ACCOUNTS**

**THAT:** *having examined the accounts for the period June 1, 2022 to June 30, 2022 cheque #2596 to #2620 for \$59,506.25 and preauthorized payments of \$131,017.61 for a total of \$190,523.86, we approve their payment.*

**Motion #97/22**

Motion moved by Allan Vis and seconded by Erwin Butikofer. **CARRIED.**

**THAT:** *having examined the accounts for the period July 1, 2022 to July 31, 2022 cheque #2621 to #2659 for \$79,526.66 and preauthorized payments of \$108,131.62 for a total of \$187,658.28, we approve their payment.*

**Motion #98/22**

Motion moved by Andrew Foulds and seconded by Grant Arnold. **CARRIED.**

**11. REGULATORY ROLE**

Members were provided with the summaries for the Plan Review Program and Section 28 permits issued since last meeting.

**12. PROJECTS UPDATE**

**12.1. Communications Manager Projects Update**

Members were advised that both Hazelwood Lake Family Fun Day and Little Trout Day by the Bay were successful and well attended.

**12.2. Lands Manager Projects Update**

It was noted that the Land Manager has issued 23 parking infractions to date at Mission Island Marsh and Cascades Conservation Areas.

Members were advised that a new additional accessible outhouse was installed at Little Trout Bay Conservation Area.

**12.3. Watershed Manager Projects Update**

Lake Superior water levels remain above average.

It was noted that the LRCA has received approval for funding from Environment and Climate Change Canada in the amount of \$48,300 through the EcoActon Community Fund. These funds will be used for the Boulevard Lake Naturalization Project. This project will focus on soft engineering shoreline rehabilitation to improve freshwater quality and restore ecosystem health in Boulevard Lake and Current River.

**13. NEW BUSINESS**

Erwin Butikofer, Mayor of the Municipality of Neebing, brought forth a motion directing Staff to submit a letter to the Minister to request an exception to allow the current Chair to continue as Chair in 2023 if so elected. A recorded vote was requested.

***THAT:** the CAO is directed to submit a letter to the Minister to request an exception to allow the current Chair to continue as Chair in 2023 if so elected.*

**Motion #99/22**

Motion moved by Erwin Butikofer and seconded by Andrew Foulds. **CARRIED.**

MUNICIPALITY	MEMBER	YES	NO	ABSENT
Conmee	Grant Arnold	Yes		
Dorion	Joel Brown			Absent
Gillies	Rudy Buitenhuis			Absent
Neebing	Erwin Butikofer	Yes		
O'Connor	Jim Vezina	Yes		
Oliver-Paipoonge	Allan Vis			Absent
Shuniah	Donna Blunt	Yes		
Thunder Bay	Andrew Foulds	Yes		
Thunder Bay	Trevor Giertuga			Absent
Thunder Bay	Umed Panu	Yes		
Thunder Bay	Andrea Goold	Yes		

**THAT:** the CAO is directed to submit a letter to the Minister to request an exception to allow the current Chair to continue as Chair in 2023 if so elected.

**Motion #99/22**

Motion moved by Erwin Butikofer and seconded by Andrew Foulds. **CARRIED.**

**Recorded Vote Results:**

Members were advised that through new Orders-In-Council, the Ministry of Natural Resources and Forestry (MNRF) has been designated as the Ministry responsible for administering the *Conservation Authorities Act* (CAA). The Ministry of the Environment, Conservation and Parks (MECP) no longer has any duties, functions, or responsibilities under the CAA.

**14. NEXT MEETING**

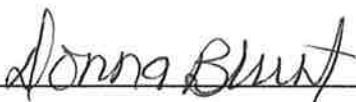
The next meeting will be held on September 28, 2022 at 4:30 p.m.

**15. ADJOURNMENT**

**THAT:** the time being 5:55 p.m. **AND FURTHER THAT** there being no further business we adjourn.

**Motion #100/22**

Motion moved by Jim Vezina and seconded by Grant Arnold. **CARRIED.**

  
 \_\_\_\_\_  
 Chair

  
 \_\_\_\_\_  
 Chief Administrative Officer