



# LAKEHEAD REGION

## CONSERVATION AUTHORITY

Minutes of the Third Regular Meeting of the Lakehead Region Conservation Authority held on Wednesday, March 28, 2018, 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  
Andrew Foulds  
Umed Panu  
Linda Rydholm  
Jim Vezina

**REGRETS:** Wendy Wright

**ALSO**

**PRESENT:** Tammy Cook, Chief Administrative Officer  
Mark Ambrose, Finance Manager  
Simon Shankie, Watershed Manager  
Ryne Gilliam, Field Operations Supervisor  
Ryan Mackett, Community Stewardship/Public Relations Officer  
Melanie O'Riley Receptionist/Admin Clerk, recorder of Minutes

**1. ADOPTION OF AGENDA**

Resolution #42/18

Moved by Jim Byers, Seconded by Erwin Butikofer

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

**2. DISCLOSURE OF INTEREST**

None.

3. **MINUTES OF PREVIOUS MEETING**

Resolution #43/18

Moved by Jim Byers, Seconded by Erwin Butikofer

*“THAT: the Minutes of the Lakehead Region Conservation Authority Second Regular Meeting held on Wednesday, February 28, 2018, together with the In-Camera portion are adopted as published.” CARRIED.*

4. **IN-CAMERA AGENDA**

Resolution #44/18

Moved by Umed Panu, Seconded by Jim Byers

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

Resolution #45/18

Moved by Jim Byers, Seconded by Erwin Butikofer

*“THAT: we go into Open Meeting at 4:41 p.m.” CARRIED.*

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

5. **CORRESPONDENCE**

(a) **File: Printed Material**

The City of Thunder Bay 2017 Annual Drinking Water Quality Report was circulated.

6. **STAFF REPORTS**

Members reviewed and discussed Staff Report CONAREA-01-2018 regarding a request from the Lake Superior Watershed Conservancy to install Lake Superior Water Trail Paddler Safety signage at Silver Harbour and Little Trout Bay Conservation Areas.

Resolution #46/18

Moved by Umed Panu, Seconded by Jim Byers

*“THAT: the Staff Report CONAREA-01-2018 is received **AND FURTHER THAT** the Lake Superior Watershed Conservancy is granted permission to install Lake Superior Water Trail Paddler Safety signage at Little Trout Bay and Silver Harbour Conservation Areas.” CARRIED.*

Members reviewed and discussed Staff Report CONAREA-03-3018 regarding a request from the Nature Conservancy of Canada to link their trail to an existing trail at Little Trout Bay Conservation Area.

Resolution #47/18

Moved by Grant Arnold, Seconded by Jim Vezina

***“THAT: the Staff Report CONAREA-03-2018 is received AND FURTHER THAT the trail located on the north side of Little Trout Bay Conservation Area will connect to the trail on Nature Conservancy of Canada property AND FURTHER THAT joint signage will be installed.” CARRIED.***

Members reviewed and discussed Staff Report VE-2-2018 related to the purchase of a new GMC Sierra Truck.

Resolution #48/18

Moved by Ken Boshcoff, Seconded by Grant Arnold

***“THAT: the quote from Spadoni Motors for a 2018 GMC Sierra be accepted AND FURTHER THAT the required funds be taken from the Vehicle/Equipment Reserve AND FURTHER THAT the 2008 GMC Sierra will be disposed of per the Purchasing Policy.” CARRIED.***

## **7. CHIEF ADMINISTRATIVE OFFICER’S REPORT**

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

Members reviewed and discussed Staff Report FIN-04-2018 related to the required 2017 reserve appropriations.

Resolution #49/18

Moved by Jim Vezina, Seconded by Erwin Butikofer

***“THAT: Staff Report FIN-04-2018 is received AND FURTHER THAT the 2017 reserve appropriations are approved.” CARRIED.***

Members reviewed and discussed Staff Report FIN-05-2018 related to 2017 Administration surplus.

Resolution #50/18

Moved by Jim Vezina, Seconded by Grant Arnold

***“THAT: Staff Report Number FIN-05-2018 is adopted.” CARRIED.***

The CAO provided a presentation regarding updating the Reserve Policy. A draft Reserve Policy will be brought to the April Meeting for further discussion.

Members reviewed and discussed a working draft copy of the updated Reserve Policy. The CAO was directed to provide a draft Reserve Policy to the Board for the April Meeting.

#### 8. PASSING OF ACCOUNTS

Resolution #51/18

Moved by Grant Arnold, Seconded by Jim Vezina

*"THAT: having examined the accounts for the period February 1 to February 28, 2018 cheque #1159 to #1188 for \$80,820.77 and preauthorized payments of \$53,668.81 for a total of \$134,489.58 we approve their payment."* **CARRIED.**

#### 9. REGULATORY ROLE

The Plan Input and Review for the period from March 1, 2018 to March 28, 2018, was circulated.

The Permits issued under the Development, Interference with Wetlands and Alterations to Shorelines and Watercourses for the period from March 1, 2018 to March 28, 2018, were circulated.

#### 10. PROJECTS UPDATE

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

Members reviewed and discussed the 2018 Neebing-McIntyre Floodway Diversion Channel Survey Program.

Resolution #52/18

Moved by Erwin Butikofer, Seconded by Ed Chambers

*"THAT: the proposal submitted by Hatch Corporation for a sediment survey of the Neebing-McIntyre Floodway Diversion Channel dated February 22, 2018 is approved."* **CARRIED.**

It was noted that the Neebing River Floodplain Mapping Study, which updated the 1985 study, has been completed. Information packages were mailed out to 869 property owners who owned property within the flood or fill regulated areas. An Open House was scheduled for March 29 for Agencies and the General Public. The final Study and Reports will be brought forward to the Board for adoption at the April Meeting.

Members were provided with a CLE Home and Garden Show schedule giving Board Members an opportunity to volunteer their time to promote the LRCA.

11. NEW BUSINESS

None.

12. NEXT MEETING

Wednesday, April 25, 2018, at 4:30 p.m.

13. AJOURNMENT

Resolution #53/18

Moved by Erwin Butikofer, Seconded by Grant Arnold

*"THAT: the time being 6:16 p.m. AND FURTHER THAT there being no further business THAT we adjourn."* **CARRIED.**

  
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Chair

  
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Chief Administrative Officer