



LAKEHEAD REGION

CONSERVATION AUTHORITY

Minutes of the 65th Annual Meeting of the Lakehead Region Conservation Authority held on Wednesday January 30, 2019, in the Authority Boardroom. The Chair called the Meeting to order at 4:30 p.m.

PRESENT: Donna Blunt, Chair
Grant Arnold, Vice-Chair
Rudy Buitenhuis
Erwin Butikofer
Ed Chambers
Andrea Goold
Umed Panu
Jim Vezina
Allan Vis

REGRETS: Andrew Foulds
Trevor Giertuga

ALSO PRESENT: Tammy Cook, Chief Administrative Officer
Mark Ambrose, Finance Manager
Gail Willis, 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 #1/19

Moved by Grant Arnold, Seconded by Jim Vezina

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

2. DISCLOSURE OF INTEREST

None.

3. MINUTES OF PREVIOUS MEETING

Resolution #2/19

Moved by Ed Chambers, Seconded by Jim Vezina

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

4. ELECTION PROCEDURES

Members were provided with the Election Procedures as outlined in the new Administrative By-Law, the CAO assumed the position of Chair for the purpose of the election of the Chair and Vice-Chair.

Per the Administrative By-law, the Chair, Vice-Chair and CAO are the signing officers and Conservation Ontario Council representatives until the 2020 Annual General Meeting.

5. ELECTION OF AUTHORITY CHAIR

The Election Chair, Tammy Cook, CAO, requested nominations for the position of Chair.

Jim Vezina nominated Donna Blunt for the position of Chair. Donna Blunt agreed to let her name stand.

Nominations for the position of Chair were called three times.

Resolution #3/19

Moved by Jim Vezina, Seconded by Erwin Butikofer

“THAT: the nominations for the position of Chair be closed.” CARRIED.

Resolution #4/19

Moved by Grant Arnold, Seconded by Ed Chambers

“THAT: Donna Blunt is appointed as Chair of the Lakehead Region Conservation Authority until the Annual General Meeting of 2020.” CARRIED.

6. ELECTION OF AUTHORITY VICE-CHAIR

The Election Chair, requested nominations for the position of the Vice-Chair.

Jim Vezina nominated Grant Arnold for the position of Chair. Grant Arnold agreed to let his name stand.

Nominations for the position of Vice-Chair were called three times.

Resolution #5/19

Moved by Rudy Buitenhuis, Seconded by Jim Vezina

"THAT: the nominations for the position of Vice-Chair be closed." CARRIED.

Resolution #6/19

Moved by Ed Chambers, Seconded by Grant Arnold

"THAT: Grant Arnold is appointed as Vice-Chair of the Lakehead Region Conservation Authority until the Annual General Meeting of 2020." CARRIED.

7. APPOINTMENT OF AUDITORS – 2019

Members reviewed and discussed Staff Report FIN-01-2019 related to the appointment of the Auditors for the year 2019.

Resolution #7/19

Moved by Grant Arnold, Seconded by Ed Chambers

"THAT: the audit firm of Grant Thornton Thunder Bay LLP is appointed as auditors of the Lakehead Region Conservation Authority for the year 2019." CARRIED.

8. APPOINTMENT OF SOLICITORS – 2019

Members reviewed and discussed Staff Report FIN-02-2019 related to the appointment of Authority Solicitor for the year 2019.

Resolution #8/19

Moved by Rudy Buitenhuis, Seconded by Jim Vezina

"THAT: the legal firm of McKittricks is appointed as solicitors of the Lakehead Region Conservation Authority for the year 2019." CARRIED.

9. APPOINTMENT OF AUTHORITY BANK – 2019

Members reviewed and discussed Staff Report FIN-03-2019 related to the appointment of the Authority Bank for the year 2019.

Resolution #9/19

Moved by Grant Arnold, Seconded by Jim Vezina

"THAT: the Royal Bank of Canada, Business Centre, is appointed as the bank with which the Lakehead Region Conservation Authority will conduct its financial business during 2019."
CARRIED.

10. BORROWING RESOLUTION

Resolution #10/19

Moved by Jim Vezina, Seconded by Grant Arnold

"THAT: Whereas it may be necessary for the Lakehead Region Conservation Authority (herein under referred to as the "Authority") to borrow a sum not to exceed in the aggregate, Four Hundred Thousand Dollars (\$400,000) required for its purposes in the year 2019, until payment to the Authority of any grants and of sums to be paid to the Authority by the participating municipalities designated as such under the Conservation Authorities Act, 1990,

BE IT THEREFORE RESOLVED:

THAT: the Authority may borrow from a bank, the sum not to exceed in the aggregate Four Hundred Thousand Dollars (\$400,000) necessary for its purposes in the year 2019, on the promissory note or notes of the Authority until payment to the Authority of any grants and of sums to be paid to the Authority by the participating municipalities.

THAT: the Chair or Vice-Chair together with the Chief Administrative Officer of the Authority be and are hereby authorized to execute for and on behalf of the Authority a promissory note or notes for the sum to be borrowed under paragraph numbered 1 hereof and to affix thereto the corporate seal of the Authority.

THAT: the amount borrowed pursuant to this resolution is a charge upon the whole of the moneys received or to be received by the Authority by way of grants and when such moneys are received.

THAT: the Chair or the Vice-Chair or the Chief Administrative Officer of the Authority be and is hereby authorized and directed to apply in payment of the moneys borrowed pursuant to this resolution, together with interest thereon, all of the moneys received by the Authority by way of grants or sums received by the Authority from the participating municipalities." **CARRIED.**

11. IN-CAMERA AGENDA

Resolution #11/19

Moved by Jim Vezina, Seconded by Ed Chambers

"THAT: we now go into Committee of the Whole (In-Camera) at 4:42 p.m." **CARRIED.**

Resolution #12/19

Moved by Grant Arnold, Seconded by Ed Chambers

“THAT: we go into Open Meeting at 4:54 p.m.” CARRIED.

The purpose of the In-Camera Meeting pertained to property and litigation matters.

12. BUSINESS ARISING FROM PREVIOUS MINUTES

(a) File: Board Training

Members were provided with Board Reference Manuals. Members agreed that Board training sessions will occur during regular Board meetings.

(b) File: 2019 Budget and Levies

It was noted that the CAO and Finance Manager attended the City of Thunder Bay Council Meeting on January 17, 2019 to answer any questions relative to the 2019 Operating Budget and Levies.

It was noted that the 2019 Budget and Levies are to be considered for adoption at the February 27, 2019 Board Meeting. Once adopted, levy notices will be mailed out to the Member Municipalities, as outlined in the *Conservation Authorities Act*.

13. CORRESPONDENCE

(a) File: Printed Material

Printed material was circulated.

14. STAFF REPORTS

Members reviewed and discussed Staff Report FLFOR-01-2019, which summarized the 2018 Flood Forecasting and Warning Program.

Resolution #13/19

Moved by Erwin Butikofer, Seconded by Jim Vezina

“THAT: Staff Report No. FLFOR-01-2019 be received.” CARRIED.

Members reviewed and discussed Staff Report PIR-01-2019, which summarized the 2018 Plan Input and Review Program.

Resolution #14/19

Moved by Erwin Butikofer, Seconded by Rudy Buitenhuis

“THAT: Staff Report No. PIR-01-2019 be received.” CARRIED

Members reviewed and discussed Staff Report DEVREG-01-2019, which summarized the 2018 Development Regulations Program.

Resolution #15/19

Moved by Jim Vezina, Seconded by Erwin Butikofer

“THAT: Staff Report No. DEVREG-01-2019 be received.” CARRIED.

Members reviewed and discussed Staff Report NMFC-01-2019, which summarized the Neebing-McIntyre Floodway in 2018.

Resolution #16/19

Moved by Rudy Buitenhuis, Seconded by Erwin Butikofer

“THAT: Staff Report No. NMFC-01-2019 be received.” CARRIED.

Members reviewed and discussed Staff Report COMREL-01-2019, which provided updates on the LRCA’s website and social media accounts for 2018.

Resolution #17/19

Moved by Erwin Butikofer, Seconded by Rudy Buitenhuis

“THAT: Staff Report No. COMREL-01-2019 be received for information.” CARRIED.

15. CHIEF ADMINISTRATIVE OFFICER REPORT

Members were provided with the monthly Treasurer’s Report for expenses and revenues for November and December plus totals to date for Administration, Capital and Vehicle and Equipment Program. It was noted that not all accounts receivable and payable information was noted in the Treasurer’s Report, as the information was not available at the time of agenda preparation. The final 2018 Treasurer’s Report will be presented at the February meeting.

It was noted that as per Board Policy BOD-06: Remuneration of Members, Board Member per diems have been increased according to the 2018 Consumer Price Index of 1.7%.

Members were advised that the CAO will be attending a Special General Manager’s Meeting on February 11, 2019 to discuss Conservation Ontario hiring a strategist to assist Conservation Authorities in strengthening their messaging to the government. It was noted that each Conservation Authority has committed to providing special levy to Conservation Ontario to fund the strategist. The LRCA has committed to providing \$1,000.00. Discussion will also focus on potential transfer payment reductions.

Members reviewed and discussed Staff Report FIN-04-2019 summarizing the Authority's 2018 investments.

Resolution #18/19

Moved by Rudy Buitenhuis, Seconded by Erwin Butikofer

"THAT: the Staff Report FIN-04-2019 be received." **CARRIED.**

It was noted that through Staff payroll donations a total of \$1,170.00 was donated to the LRCA's Environmental Education Programs Living Classroom Fund.

It was noted that in 2018, 172 Explore Card Passes were sold and 74 were given out as promotions. It was noted that a small fraction of Conservation Area Users pay the parking fee or purchase Explore Cards.

16. PASSING OF ACCOUNTS

Resolution #19/19

Moved by Rudy Buitenhuis, Seconded by Erwin Butikofer

"THAT: having examined the accounts for the period of November 1, 2018 to November 30, 2018 cheque #1481 to #1505 for \$100,859.09 and preauthorized payments of \$87,005.91 for a total of \$187,865.00, we approve their payment." **CARRIED.**

Resolution #20/19

Moved by Rudy Buitenhuis, Seconded by Erwin Butikofer

"THAT: having examined the accounts for the period of December 1, 2018 to December 31, 2018 cheque #1506 to #1537 for \$170,922.81 and preauthorized payments of \$77,042.88 for a total of \$247,965.69, we approve their payment." **CARRIED.**

17. REGULATORY ROLE – Circulation Binder

The Plan Input and Review for the period from November 29, 2018, to January 30, 2019, was circulated.

The Permits issued for the period from November 29, 2018, to January 30, 2019, were circulated.

18. PROJECTS UPDATE

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

Members were provided with information related to the proposed Bill 66 'Restoring Ontario's Competitiveness Act, 2018'.

Members were provided with information related to 'A Made-in-Ontario Environmental Plan, Preserving and Protecting Our Environment for Future Generations.'

An update of the harvesting of the Wishart Forest Property was provided.

Members reviewed and discussed the Neebing-McIntyre Floodway 2018 Sediment Accumulation Monitoring Program.

Resolution #21/19

Moved by Jim Vezina, Seconded by Allan Vis

"THAT: the proposal submitted by Hatch Corporation for the 2019 sediment survey of the Neebing-McIntyre Floodway dated January 2, 2019 is approved." **CARRIED.**

19. NEW BUSINESS.

Members were provided with updated copies of Screening Maps related to Ont. Reg. 180/06 to take back to their respective Municipality.

20. NEXT MEETING

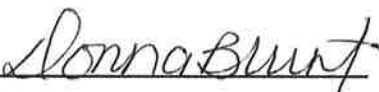
The next meeting will be held on Wednesday, February 27, 2019, starting at 4:30 p.m.

21. AJOURNMENT

Resolution #22/19

Moved by Allan Vis, Seconded by Jim Vezina

"THAT: the time being 5:30 p.m. AND FURTHER THAT there being no further business we adjourn." **CARRIED.**


Chair


Chief Administrative Officer