



**LAKEHEAD REGION**  
CONSERVATION AUTHORITY

**LRCA Board Meeting Minutes**

Lakehead Region Conservation Authority

November 29, 2023 at 4:30 PM

130 Conservation Road/Microsoft Teams

**Members Present:**

Albert Aiello, Grant Arnold, Donna Blunt, Rudy Buitenhuis, Dan Calvert, Sheelagh Hendrick, Greg Johnsen, Brian Kurikka, Jim Vezina

**Members Present (Remote):**

Robert Beatty, Trevor Giertuga

**Also Present:**

Tammy Cook, Chief Administrative Officer

Ryne Gilliam, Lands Manager

Melissa Hughson, Watershed Manager

Mark Ambrose, Finance Manager

Roman Augustyn, Information Systems Coordinator

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

**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: #110/23**

Motion moved by Grant Arnold and motion seconded by Brian Kurikka. **CARRIED.**

**3. DISCLOSURE OF INTEREST**

None.

#### **4. MINUTES OF PREVIOUS MEETING**

*THAT: the Minutes of the Lakehead Region Conservation Authority Ninth Regular Meeting held on October 25, 2023 be adopted as published.*

**Motion: #111/23**

Motion moved by Rudy Buitenhuis and motion seconded by Grant Arnold. **CARRIED.**

#### **5. IN-CAMERA AGENDA**

*THAT: we now go into Committee of the Whole (In-Camera) at 4:34 p.m.*

**Motion: #112/23**

Motion moved by Brian Kurikka and motion seconded by Rudy Buitenhuis. **CARRIED.**

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

**Motion: #113/23**

Motion moved by Grant Arnold and motion seconded by Rudy Buitenhuis. **CARRIED.**

*THAT: the In-Camera Minutes of the Lakehead Region Conservation Authority September 26, 2023 meeting be adopted as published.*

**Motion: #114/23**

Motion moved by Brian Kurikka and motion seconded by Grant Arnold. **CARRIED.**

#### **6. BUSINESS ARISING FROM PREVIOUS MINUTES**

##### **6.1. Request to Minister for an exception to the *Conservation Authorities Act* related to the term of the Chair**

It was noted that correspondence was sent to the Minister of MNRF on October 27, 2023 to request an exception under Section 17(1.3) (a) and (b) of the *Conservation Authorities Act*, to permit the current Chair, if elected during the annual election to be held in January 2024, to hold the position of Chair for more than two consecutive terms and to be from the same municipality. It was noted that no response had been received as of the meeting date.

#### **7. CORRESPONDENCE**

##### **7.1. Request to Join Lakehead Conservation Foundation**

Members reviewed and discussed correspondence received from Misty Miller related to the Lakehead Conservation Foundation Board.

*THAT: Misty Miller be appointed to the Lakehead Conservation Foundation.*

**Motion: #115/23**

Motion moved by Rudy Buitenhuis and motion seconded by Brian Kurikka. **CARRIED.**

**7.2. Arthur Shewchuk Memorial Bursary**

It was noted that the 2022 - 2023 recipient of the Arthur Shewchuk Memorial Bursary was Dilip Thakur who was enrolled in the Bachelor of Mechanical Engineering Program.

**8. STAFF REPORTS**

**8.1. LRCA Brand Voice Guide**

Members reviewed and discussed Staff Report CORP-11-2023 related to the LRCA's Brand Voice Guide.

*THAT: Staff Report CORP-11-2023 Brand Voice is received AND FURTHER THAT the LRCA Brand Voice Guide is adopted.*

**Motion: #116/23**

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

**8.2. 2023 Stewardship Program Project Summary**

Members reviewed and discussed Staff Report STEW-02-2023 which summarized the 2023 Stewardship Program.

*THAT: Staff Report STEW-02-2023 be received.*

**Motion: #117/23**

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

**8.3. 2023 Lands Maintenance Report**

Members reviewed and discussed Staff Report LM-03-2023 which summarized the 2023 Lands Maintenance Program.

*THAT: Staff Report LM-03-2023 be received for information.*

**Motion: #118/23**

Motion moved by Dan Calvert and motion seconded by Albert Aiello. **CARRIED.**

## 9. CHIEF ADMINISTRATIVE OFFICER'S REPORT

### 9.1. Monthly Treasurer's Report

Members were provided with the monthly Treasurer's Report for October's Administration and Capital.

### 9.2. Hope and Memory Garden

Members reviewed and discussed Staff Report LM-02-2023 related to the Hope and Memory Garden.

*THAT: Staff Report LM-02-2023 regarding the Hope and Memory Garden be received.*

#### **Motion: #119/23**

Motion moved by Dan Calvert and motion seconded by Albert Aiello. **CARRIED.**

### 9.3. 2024 Final Budget

Members reviewed and discussed the 2024 Budget and Levy.

*THAT: the 2024 Budget levy apportionment as outlined in Version 3.0 of the Lakehead Region Conservation Authority Final Budget be approved **AND FURTHER THAT** a copy of the final budget will be provided to the Minister of Natural Resources and Forestry and all Member Municipalities.*

<b>Municipality</b>	<b>Member</b>	<b>Vote %</b>	<b>Vote</b>
Conmee	Grant Arnold	1.55%	Yes
Dorion	Robert Beatty	1.02%	Yes
Gillies	Rudy Buitenhuis	0.88%	Yes
Neebing	Brian Kurikka	7.96%	Yes
O'Connor	Jim Vezina	1.69%	Yes
Oliver Paipooonge	Dan Calvert	19.47%	Yes
Shuniah	Donna Blunt	17.43%	Yes
Thunder Bay	Sheelagh Hendrick	12.50%	Yes
Thunder Bay	Trevor Giertuga	12.50%	Yes
Thunder Bay	Albert Aiello	12.50%	Yes
Thunder Bay	Greg Johnsen	12.50%	Yes

#### **Motion: #120/23**

Motion moved by Albert Aiello and motion seconded by Dan Calvert. **CARRIED.**

*THAT: in 2024 the following will be appropriated from the following reserves: Operating Capital Reserve \$75,000; Vehicle and Equipment Reserve \$9,150; Conservation Area Major Maintenance Capital Reserve \$20,000; and Forest Management Reserve \$3,974.*

**Motion: #121/23**

Motion moved by Sheelagh Hendrick and motion seconded by Dan Calvert. **CARRIED.**

*THAT: the Lakehead Region Conservation Authority adopts the 2024 Budget Document, Version 3.0 for a total budget of \$2,958,656.*

**Motion: #122/23**

Motion moved by Dan Calvert and motion seconded by Sheelagh Hendrick. **CARRIED.**

**9.4. 2024 LRCA Board Meeting Schedule**

Members reviewed and discussed the 2024 LRCA Board Meeting Schedule.

*THAT: the 2024 Board Meeting Schedule be approved.*

**Motion: #123/23**

Motion moved by Dan Calvert and motion seconded by Sheelagh Hendrick. **CARRIED.**

**10. PASSING OF ACCOUNTS**

*THAT: having examined the accounts for the period October 1, 2023 to October 31, 2023 cheque #3039 to #3063 for \$71,382.77 and preauthorized payments of \$125,750.50 for a total of \$197,133.27, we approve their payment.*

**Motion: #124/23**

Motion moved by Sheelagh Hendrick and motion seconded by Dan Calvert. **CARRIED.**

**11. REGULATORY ROLE**

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

**12. PROJECTS UPDATE**

**12.1. Communication Manager Projects Update**

It was noted that the LRCA, at the Conservation Areas Workshop, won the Innovation Award and the People's Choice Award for the Silver Harbour Dive Park project. The "Bear", carved trophy will be on display for a year at the LRCA Administrative Office.

It was noted that LRCA Staff launched the Conservation Areas Visitor Survey to assist with the development of a Conservation Areas Strategy.

It was noted that the Lakehead Conservation Foundation will be presenting the LRCA with a cheque for \$20,000 on December 7, 2023 in support of the LRCA's environmental education program.

It was noted that applicable LRCA staff participated in the Competent Supervisor Training Workshop delivered by Workplace Safety North.

### **12.2. Lands Manager Projects Update**

It was noted that LRCA Staff applied to the Climate Action Awareness Fund's Environmental Literacy Fund (ELF). If successful, the LRCA plans to develop a "Living Classroom Conservation Area" adjacent to the LRCA Administration Building.

It was noted that the LRCA has installed a dual port Electric Vehicle Charging Station at the LRCA Administrative Office with funding from the Thunder Bay Community Economic Development Commission (CEDC).

### **12.3. Watershed Manager Projects Update**

It was noted that the LRCA's area of jurisdiction remained in a Level 1 Low Water condition.

It was noted that sampling for the Provincial Ground Water Monitoring Network program is completed for the year.

It was noted that the CAO, Watershed Manager, Development Regulations Officer, and the GIS/Water Resources Technologist attended the 2023 Planning Workshop hosted by the Ministry of Municipal Affairs and Housing on October 25<sup>th</sup> and 26<sup>th</sup>, 2023.

## **13. NEW BUSINESS**

It was noted that the LRCA is working with Conservation Ontario on a Great Lakes Conservation Authorities joint funding application to Natural Resources Canada for a Lakehead Coastal Resilience Shoreline Management Plan.

## **14. NEXT MEETING**

The next meeting will be held on January 31, 2024 at 4:30 p.m., which will be the Annual General Meeting and elections.

## **15. BOARD TRAINING**


The second LRCA Conservation Area Board tour was deferred until spring 2024.

**16. ADJOURNMENT**

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

**Motion #125/23**

Motion moved by Sheelagh Hendrick and motion seconded by Dan Calvert. **CARRIED.**

  
\_\_\_\_\_  
Chair

  
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Chief Administrative Officer