



**LAKEHEAD REGION**  
CONSERVATION AUTHORITY

**April LRCA Board Meeting**  
Lakehead Region Conservation Authority  
April 30, 2025, at 4:30 PM  
130 Conservation Road/Microsoft Teams

**Members Present:**

Albert Aiello, Robert Beatty, Donna Blunt, Rudy Buitenhuis, Dan Calvert, Sheelagh Hendrick, Greg Johnsen (part of Meeting), Brian Kurikka, Jim Vezina

**Member Present (Remote):**

Grant Arnold

**Members Not Present**

Trevor Giertuga

**Also Present:**

Tammy Cook, Chief Administrative Officer

Mark, Ambrose, Finance Manager

Ryne Gilliam, Lands Manager

Ryan Mackett, Communications Manager

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

Rosy Brizi, Auditor, Doane Grant Thornton LLP, part of Meeting

**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 amended.*

**Motion: #60/25**

Motion moved by Rudy Buitenhuis and motion seconded by Robert Beatty. **CARRIED.**

The Agenda was amended, with permission of the Board, to move forward, after the adoption of the Minutes, item 9.2: 2024 Audited Financial Statements.

### 3. DISCLOSURE OF INTEREST

None.

### 4. MINUTES OF PREVIOUS MEETING

*THAT: the Minutes of the Lakehead Region Conservation Authority 3rd Regular Meeting held on Wednesday, March 26, 2025, be adopted as published.*

**Motion: #61/25**

Motion moved by Robert Beatty and motion seconded by Rudy Buitenhuis. **CARRIED.**

### 9.2. Audited Financial Statements

Members reviewed and discussed the draft 2024 Audited Financial Statements, presented by Rosy Brizi, Doane Grant Thornton LLP.

*THAT: the 2024 Audit Report and Financial Statements are adopted as presented AND FURTHER THAT each Member Municipality will be forwarded a copy of the final version.*

**Motion: #62/25**

Motion moved by Robert Beatty and motion seconded by Jim Vezina. **CARRIED.**

### 5. IN-CAMERA AGENDA

*THAT: we now go into Committee of the Whole (In-Camera) at 4:45 p.m.*

**Motion: #63/25**

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

*THAT: we go into Open Meeting at 5:15 p.m.*

**Motion: #64/25**

Motion moved by Rudy Buitenhuis and motion seconded by Jim Vezina. **CARRIED.**

*THAT: the In-Camera Minutes of the Lakehead Region Conservation Authority March 26, 2025 meeting be adopted as published.*

**Motion: #65/25**

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

***THAT:** the quote by Marianne Love Consulting Services Inc. to complete a 2025 Compensation Review with an upset limit of \$21,600.00 not including HST be approved.*

**Motion: #66/25**

Motion moved by Jim Vezina and motion seconded by Brian Kurikka. **CARRIED.**

***THAT:** the Lakehead Region Conservation Authority Board of Directors withdraws the support in principle to lease 1111 Fort William Road to the City of Thunder Bay.*

**Motion: #67/25**

Motion moved by Jim Vezina and motion seconded by Sheelagh Hendrick. **CARRIED.**

**6. BUSINESS ARISING FROM PREVIOUS MINUTES**

None.

**7. CORRESPONDENCE**

None.

**8. STAFF REPORTS**

**8.1. NMFC-02-2025 CTB Watermain Installation - NM Floodway near Ford St.-Westminster St. to Chapples Dr.**

Members reviewed and discussed Staff Report NMFC-02-2025 related to the installation of a new watermain beneath the Neebing-McIntyre Floodway Diversion Channel.

***THAT:** the City of Thunder Bay is authorized to install a new watermain beneath the Neebing-McIntyre Floodway Diversion Channel near the Ford Street and Westminster Street intersection to Chapples Drive, with the requirement that the City of Thunder Bay is responsible for all future maintenance of the infrastructure.*

**Motion: #68/25**

Motion moved by Rudy Buitenhuis and motion seconded by Robert Beatty. **CARRIED.**

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

**9.1. Monthly Treasurer's Report**

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

### 9.3. Provincial Offences Officer Designation - Melissa Hughson

Members reviewed and discussed Staff Report CORP-04-2025 related to the designation of Melissa Hughson, Watershed Manager, as a Provincial Offences Officer.

***THAT:** Staff Report CORP-04-2025 be received **AND FURTHER THAT** the Lakehead Region Conservation Authority Board of Directors designate Melissa Hughson, Watershed Manager, as a Provincial Offences Officer under Section 30.1 of the Conservation Authorities Act to enforce Section 28 of the Act and applicable regulations as amended from time to time **AND FURTHER THAT** the Lakehead Region Conservation Authority Board of Directors also delegate Melissa Hughson as an Agent of the Authority for the purpose of the Trespass to Property Act.*

**Motion: #69/25**

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

### 10. PASSING OF ACCOUNTS

***THAT:** having examined the accounts for the period March 1, 2025 to March 31, 2025 cheque #3507 to #3529 for \$21,425.62 and preauthorized payments of \$133,893.88 for a total of \$155,319.50, we approve their payment.*

**Motion: #70/25**

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

### 11. REGULATORY ROLE

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

### 12. PROJECTS UPDATE

#### 12.1. Communications Manager Projects Update

Members reviewed and discussed the final version of the 2024 Annual Report.

***THAT:** the 2024 Lakehead Region Conservation Authority Annual Report be approved.*

**Motion: #71/25**

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

It was noted that the LRCA was successful in receiving \$12,800.00 in funding from the TD Friends of the Environment Fund (TDFEF) for LRCA's Big Year: Birds and Birding Watershed Explorers Program.

It was noted that the 2025 CLE Home and Garden Show was very well attended with staff speaking to 1,077 people over the three-day event.

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

Members were advised that returning Staff Member, Floodway Labourer Amanda Donolovitch, began work on April 22, 2025.

It was noted that the Lands maintenance Staff for the 2025 summer season will start after the long weekend in May. Two of the four positions received partial funding from the Canada Summer Jobs program.

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

It was noted that the April 15, 2025, snow surveys indicated that the snow survey locations were above average for snow depth and water content when compared to the historical averages for April 15<sup>th</sup>.

It was noted that Lake Superior's lake level at the beginning of April was 15 cm below its period-of-record (1918-2022).

It was noted that the Authority held its 36<sup>th</sup> Annual Spring Melt Meeting on Monday, March 31, 2025.

It was noted that Melissa Hughson, Watershed Manager, participated in the Level 1 Provincial Offences Officer Training Course.

## **13. NEW BUSINESS**

The CAO advised the Board of the reference to conservation authorities in the Provincial Throne Speech and Bill 5, which stated that the provincial government intends to "bring common-sense conservation principles to the role of Conservation Authorities". It was noted that a question regarding the reference was posed at the recent NOMA conference to the MECP Minister.

It was noted that funding had been secured for the Mills Block Community Accessibility Project from the CEDC Tourism Development Fund for \$60,000 and for \$20,000 over four years from the Doanne Grant Thornton Foundation. Additionally, Board approval was sought to submit a funding application to NOHFC for the project.

***THAT: the Board of Directors of the Lakehead Region Conservation Authority approves the funding submission to NOHFC for the Mills Block Community Accessibility Project AND FURTHER THAT the board agrees to commit a total of \$325,000 towards the total estimated project costs of \$710,000 and resolves to cover any project-related cost overruns, should they be incurred.***

**Motion: #72/25**

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

It was noted that \$30,000 in funding has been secured from the Rotary Club of Thunder Bay for greenhouse improvements related to the Seeds for Conservation program.

It was noted that a fact sheet related to Black Ash had been developed and was available.

Tammy Cook, CAO advised that she would be attending the Great Lakes and St. Lawrence Cities Initiative Annual General Meeting in Milwaukee with Conservation Ontario staff.

It was reported that a Flood Watch was issued on April 26, 2025, which was later upgraded to a Flood Warning at 9:30 p.m. due to a rainfall event. Moderate flooding occurred mostly in the western portion of the LRCA jurisdiction, with some road closures noted.

**14. NEXT MEETING**

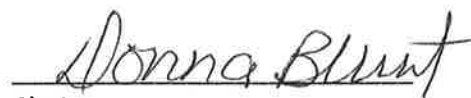
Wednesday, May 28, 2025 at 4:30 p.m.

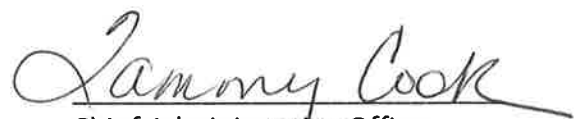
**15. ADJOURNMENT**

*THAT: the time being 5:45 p.m. AND FURTHER THAT there being no further business we adjourn.*

**Motion: #73/25**

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

  
Chair

  
Chief Administrative Officer