



**June LRCA Board Meeting**  
Lakehead Region Conservation Authority  
June 26, 2025, at 4:30 PM  
130 Conservation Road/Microsoft Teams

**Members Present:**

Albert Aiello, Grant Arnold, Robert Beatty, Donna Blunt, Rudy Buitenhuis, Dan Calvert, Trevor Giertuga, Sheelagh Hendrick, Brian Kurikka, Jim Vezina

**Members Not Present**

Greg Johnsen

**Also Present:**

Tammy Cook, Chief Administrative Officer  
Mark, Ambrose, Finance Manager  
Ryne Gilliam, Lands Manager  
Ryan Mackett, Communications Manager  
Melissa Hughson, Watershed Manager, 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: #83/25**

Motion moved by Albert Aiello and motion seconded by Sheelagh Hendrick. **CARRIED.**

**3. DISCLOSURE OF INTEREST**

None.

#### 4. MINUTES OF PREVIOUS MEETING

*THAT: the Minutes of the Lakehead Region Conservation Authority 5th Regular Meeting held on Wednesday, May 28, 2025 be adopted as published.*

**Motion: #84/25**

Motion moved by Albert Aiello and motion seconded by Sheelagh Hendrick. **CARRIED.**

#### 5. IN-CAMERA AGENDA

No In-Camera was held.

#### 6. BUSINESS ARISING FROM PREVIOUS MINUTES

None.

#### 7. CORRESPONDENCE

None.

#### 8. STAFF REPORTS

##### 8.1. Contract Award for Mills Block Conservation Area Redevelopment Project

Members reviewed and discussed Staff Report CONAREA-02-2025 related to awarding the contract to complete the Mills Block Conservation Area Re-Development Project.

*THAT: the Contract to complete the Mills Block Conservation Area Re-Development Project be awarded to Precambrian Trail Development Inc. for a cost of \$512,233.51 plus HST as outlined in their Bid Form dated June 17, 2025 AND FURTHER THAT funds will be appropriated from the Conservation Areas Capital Reserve as approved in the 2025 budget AND FURTHER THAT any remaining costs not covered by external funding will be appropriated from the Operating Reserve.*

**Motion: #85/25**

Motion moved by Sheelagh Hendrick and motion seconded by Albert Aiello. **CARRIED.**

##### 8.2. Contract Award for the Design, Tender and Contract Administration of Sediment Removal of the Diversion Channel Project

Members reviewed and discussed Staff Report NMFC-04-2025 related to awarding the contract to complete the Design, Tender and Contract Administration of Sediment Removal of the Diversion Channel Project.

**THAT: the Contract for the Design, Tender and Contract Administration of the 2025 Neebing-McIntyre Floodway Diversion Channel Sediment Removal be awarded to North Rock Engineering for a cost of \$42,500.00 not including HST.**

**Motion: #86/25**

Motion moved by Sheelagh Hendrick 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 May's Administration and Capital.

### **9.2. Standard Operating Procedure regarding Homeless Encampments on LRCA Land within the City of Thunder Bay**

Members reviewed and discussed POLICY-SOP-LM-01-2025, related to Homeless Encampments on LRCA land within the City of Thunder Bay. Members concurred that there should always be two staff members to approach any identified Homeless Encampment. The Standard Operating Procedure will be amended accordingly.

**THAT: Standard Operating Procedure SOP-LM-01: Homeless Encampments on LRCA Land within the City of Thunder Bay be approved.**

**Motion: #87/25**

Motion moved by Robert Beatty and motion seconded by Brian Kurikka. **CARRIED.**

### **9.3. Reserve Policy Update**

Members reviewed and discussed POLICY-FIN-04-2025 related to the Reserve Policy. The CAO was directed to increase the Vehicle and Equipment Reserve limit from \$125,000 to \$150,000. The policy will be updated accordingly.

**THAT: Finance Policy FIN-04: Reserve Policy, Version 3.0 be adopted as outlined in Staff Report POLICY-FIN-04-2025 as amended.**

**Motion: #88/25**

Motion moved by Brian Kurikka and motion seconded by Robert Beatty. **CARRIED.**

### **9.4. 2026 Preliminary Budget - Levy Review**

Members reviewed and discussed the 2026 Preliminary Budget and Levy.

## **10. PASSING OF ACCOUNTS**

*THAT: having examined the accounts for the period May 1, 2025 to May 31, 2025 cheque #3561 to #3580 for \$63,206.23 and preauthorized payments of \$190,744.14 for a total of \$253,950.37, we approve their payment.*

**Motion: #89/25**

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

It was noted that the Children's Water Festival was very successful with 359 students attending from 12 different schools.

It was noted that Staff were successful in obtaining \$18,000 in funding from the Ministry of Seniors and Accessibility from the Seniors Community Grant Program – Veterans Stream for educational programming.

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

It was noted that Timber planter boxes were constructed and installed by LRCA staff at the entrance signs at Cascades Conservation Area, Mission Island Marsh Conservation Area and LRCA Administrative Office.

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

It was noted that Lake Superior's water level continues to be below average.

It was noted that applicable LRCA staff attended a boat tour of the Lake Superior shoreline with the consultants undertaking the Lakehead Coastal Resilience Management Plan project to view the project area. It was noted that a Steering Committee for the Coastal Resilience Management Plan project had been formed, and that a public open-house for the project would be held on July 16, 2025.

It was noted that Bathing Beach Sampling and Cyanobacteria Monitoring had begun for the 2025 sampling season.

It was noted that at the request of the City of Thunder Bay Engineering and Operations Division, LRCA had begun surface water sampling along Mosquito Creek and Pennock Creek, which will be conducted once per month, from June through October.

It was noted that Staff are working on section 36 updates to the Lakehead Source Protection Plan and source protection plan policies.

### **13. NEW BUSINESS**

None.

### **14. NEXT MEETING**

Wednesday, August 27, 2025 at 4:30 p.m.

### **15. ADJOURNMENT**

***THAT: the time being 5:16 AND FURTHER THAT there being no further business we adjourn.***

**Motion: #90/25**

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

Donna Burt  
Chair

Jammy Cook  
Chief Administrative Officer