



September LRCA Board Meeting

Lakehead Region Conservation Authority
130 Conservation Road/Microsoft Teams
2025-09-24 16:30 - 18:00 EDT

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1. CALL TO ORDER

Declaration: "The Lakehead Region Conservation Authority respectfully acknowledges that the lands on which we live and work are the traditional lands of the Anishinabek Nation and the traditional territory of Fort William First Nation, signatory to the Robinson-Superior Treaty of 1850.

As partners in the conservation and protection of the Lakehead Watershed along with First Nations communities, the Métis Nation of Ontario, and other Indigenous peoples, the LRCA is committed to the common vision of a healthy, safe and sustainable Lakehead Watershed."

2. ADOPTION OF AGENDA

THAT: the Agenda be adopted as published.

3. DISCLOSURE OF INTEREST

4. MINUTES OF PREVIOUS MEETING.....3

THAT: the Minutes of the Lakehead Region Conservation Authority Seventh Regular Meeting held on Wednesday, August 27, 2025 be adopted as published.

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5. IN-CAMERA AGENDA

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

THAT: we go into Open Meeting at _____ p.m.

THAT: the In-Camera Minutes of the Lakehead Region Conservation Authority August 27, 2025 meeting be adopted as published.

6. BUSINESS ARISING FROM PREVIOUS MINUTES

None.

7. CORRESPONDENCE

None.

8. STAFF REPORTS

None.

9. CHIEF ADMINISTRATIVE OFFICER'S REPORT

9.1. Monthly Treasurer's Report.....9

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10. PASSING OF ACCOUNTS.....10

THAT: having examined the accounts for the period August 1, 2025 to August 31, 2025 cheque #3637 to #3661 for \$109,814.06 and preauthorized payments of \$161,561.38 for a total of \$271,375.44, we approve their payment.

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11. REGULATORY ROLE

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13. NEW BUSINESS**14. NEXT MEETING**

The next meeting will be held on October 29, 2025 at 4:30 p.m.

15. ADJOURNMENT

THAT: the time being _____ p.m. AND FURTHERTHAT there being no further business we adjourn.



August LRCA Board Meeting
Lakehead Region Conservation Authority
August 27, 2025, at 4:30 PM
130 Conservation Road/Microsoft Teams

Members Present:

Robert Beatty, Donna Blunt, Rudy Buitenhuis, Dan Calvert, Sheelagh Hendrick, Greg Johnsen, Brian Kurikka, Jim Vezina

Members Present Virtually:

Grant Arnold

Members Not Present:

Albert Aiello, Trevor Giertuga

Also Present:

Tammy Cook, Chief Administrative Officer
Mark, Ambrose, Finance Manager
Ryne Gilliam, Lands Manager
Ryan Mackett, Communications Manager
Melissa Hughson, Watershed Manager
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: #91/25

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

3. DISCLOSURE OF INTEREST

None.

4. MINUTES OF PREVIOUS MEETING

THAT: the Minutes of the Lakehead Region Conservation Authority Sixth Regular Meeting held on Thursday, June 26, 2025 be adopted as published.

Motion: #92/25

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

5. IN-CAMERA AGENDA

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

Motion: #93/25

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

THAT: we go into Open Meeting at 4:40 p.m.

Motion: #94/25

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

THAT: the In-Camera Minutes of the Lakehead Region Conservation Authority May 28, 2025 meeting be adopted as published.

Motion: #95/25

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

6. BUSINESS ARISING FROM PREVIOUS MINUTES

None.

7. CORRESPONDENCE

7.1. Memo from MECP regarding transition of Conservation Authority Program from MNR to MECP

Correspondence was received from the Ministry of the Environment, Conservation and Parks advising that the responsibility of the province's conservation authority program had transitioned from the Minister of Natural Resources to the Minister of the Environment, Conservation and Parks (MECP) through Orders in Council.

8. STAFF REPORTS

8.1. Floodway Diversion Channel - Design of Channel Improvements in Diversion Channel

Members reviewed and discussed Staff Report NMFC-06-2025 related to awarding the contract for a detailed design of channel improvements on the Neebing-McIntyre Floodway to KGS Group.

THAT: the Contract for Detailed Design of Channel Improvements on the Neebing-McIntyre Floodway by KGS Group for a cost of \$67,500.00 not including HST be approved.

Motion: #96/25

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

8.2. Traffic Counter Report – 2024

Members reviewed and discussed Staff Report CONAREA-03-2025 related to the 2024 Traffic Counter Report. It was noted that approximately 47% of all visitors pay the parking fee/day use fee via pay and display, coin box, online or Explore Card. It was also noted that revenue had increased by 10% compared to 2023.

THAT: the Staff Report CONAREA-03-2025 be received.

Motion: #97/25

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

8.3. Neebing McIntyre Floodway - Lyon's Drainage Outlet Improvements (Culverts to Bridge)

Members reviewed and discussed Staff Report NMFC-05-2025 related to authorizing the City of Thunder Bay to remove the existing Lyon's drainage channel outlet culverts along the north bank of the Neebing-McIntyre Floodway and install a new clear-span bridge at the same location.

THAT: the City of Thunder Bay is authorized to remove the existing Lyon's drainage channel outlet culverts along the north bank of the Neebing McIntyre Floodway and install a new clear-span bridge at the same location, with the requirement that the City of Thunder Bay is responsible for all future maintenance of the infrastructure.

Motion: #98/25

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

9. CHIEF ADMINISTRATIVE OFFICER'S REPORT

9.1. Monthly Treasurer's Report

Members were provided with the Monthly Treasurer's Report for June and July's Administration and Capital.

9.2. 2026 Draft Budget

Members reviewed and discussed Staff Report FIN-09-2025 related to the LRCA's 2026 draft budget, for consultation purposes. The 2026 Draft Budget proposed a 3.5% increase to levy-all compared to 2025, with the City's projected increase including their sole-benefitting levy at 2.6%. The final budget will be considered at the November Meeting.

THAT: the Lakehead Region Conservation Authority approves the 2026 Draft Budget, Version 1.0, dated August 27, 2025, for consultation purposes.

Motion: #99/25

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

10. PASSING OF ACCOUNTS

THAT: having examined the accounts for the period June 1, 2025 to June 30, 2025 cheque #3581 to #3607 for \$60,298.67 and preauthorized payments of \$160,385.64 for a total of \$220,684.31, we approve their payment.

Motion: #100/25

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

THAT: having examined the accounts for the period July 1, 2025 to July 31, 2025 cheque #3608 to #3636 for \$58,956.43 and preauthorized payments of \$156,534.25 for a total of \$215,490.68, we approve their payment.

Motion: #101/25

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

11. REGULATORY ROLE

Members were provided with the Plan 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 2025 Silver Harbour Day was a success with approximately 230 people in attendance.

The 2025 Little Trout Bay Fish Derby was a success with 28 teams participating. It was noted that there was great support from local sponsors.

It was noted that LRCA staff have partnered with Rose N Crantz coffee to create a unique special blend coffee for the LRCA to be used as a fundraiser with the Lakehead Conservation Foundation to support the environmental education program. The coffee will be available to order on LRCA's website.

It was noted that Staff participated at Lakehead University's student orientation on August 28, 2025 to promote the LRCA's Conservation Areas and to encourage students to apply for summer employment next summer.

12.2. Lands Manager Projects Update

It was noted that ten trees of various types were planted at Cascades Conservation Area.

It was noted that forestry operations within Block 2 at Wishart Conservation Area are ongoing.

It was noted that there had been an increase in encampments along the Neebing-McIntyre Floodway. Nine encampments were identified and using the Board approved Standard Operating Procedure had been dealt with.

Staff have noticed an increase in spray paint vandalism at Mission Island Marsh, Silver Harbour and Hurkett Cove Conservation Areas. Staff have removed or covered up the graffiti and continue to monitor all Conservation Areas.

It was noted that in collaboration with the Department of Fisheries and Oceans (DFO) and the Great Lakes Fishery Commission (GLFC), the LRCA will participate in a dedication ceremony for the new permanent sea lamprey trap at the Neebing Weir on September 11, 2025.

12.3. Watershed Manager Projects Update

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

It was noted that the first public open house for the Lakehead Coastal Resilience Management Plan project was held on July 16, 2025, at the LRCA administration office.

It was noted that the LRCA's Stewardship team had planted, in the spring, over 4,000 native trees, shrubs and perennials in various locations in the city. It was also noted that 1,500 of those plants were grown by the LRCA's Seeds for Conservation Program.

It was noted that through the Cyanobacteria Shoreline Protection Project, 11 participants received individualized shoreline consultation and free native plants from the LRCA for shoreline restoration on their blue-green algae affected properties.

It was noted that a Bathing Beach Advisory was posted on August 26, 2025, at Mission Island Marsh Conservation Area, due to elevated levels of *e.coli* present in water samples taken on Monday, August 25, 2025. The LRCA will continue to sample until acceptable results are achieved and will then end the advisory.

13. NEW BUSINESS

None.

14. NEXT MEETING

The next meeting will be held on September 24, 2025 at 4:30 p.m.

15. ADJOURNMENT

THAT: the time being 5:21 p.m. AND FURTHER THAT there being no further business we adjourn.

Motion: #102/25

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

Chair

Chief Administrative Officer

2025 TREASURER'S REPORT MONTHLY EXPENSES				
	2025 BUDGET	August	TOTAL TO DATE	BALANCE REMAINING
REVENUE				
Provincial Grants	316,923	20,000	290,044	26,879
Municipal Levy	1,913,993	-	1,913,993	-
Self Generated	684,785	21,725	545,186	139,599
Other Revenue	1,659,262	6,400	280,361	1,378,901
TOTAL REVENUE	4,574,963	48,125	3,029,584	1,545,379
EXPENSES				
Category 1 Mandatory Programs and Services				
Corporate Services	895,324	74,678	640,932	254,392
Risk of Natural Hazards	2,085,099	114,659	515,256	1,569,843
Conservation and Management of Lands owned and controlled by the Authority	1,044,201	89,728	450,699	593,502
Source Water Protection	55,883	7,031	52,534	3,349
Other Programs and Services	22,104	1,352	10,481	11,623
Total Category 1 Mandatory Programs and Services	4,102,611	287,448	1,669,902	2,432,709
Category 2 Non-Mandatory Programs and Services at the Request of a Municipality				
Mapping Services	18,527	364	4,703	13,824
Total Category 2 Non-Mandatory Programs and Services at the Request of a Municipality	18,527	364	4,703	13,824
Category 3 Non-Mandatory Programs and Services				
Education	99,481	4,037	38,886	60,595
Stewardship	354,344	39,910	229,607	124,737
Total Category 3 Non-Mandatory Programs and Services	453,825	43,948	268,493	185,332
Total All Expenses	4,574,963	331,760	1,943,098	2,631,865

September 24, 2025

Moved By
Seconded By

"THAT: having examined the accounts for the period August 1, 2025 to August 31, 2025 cheque #3637 to #3661 for \$109,814.06 and preauthorized payments of \$161,561.38 for a total of \$271,375.44, we approve their payment."

3637	Apex Security	Parking patrols July	192.10
3638	Creekside Trevisanutto's	Potting Soil and Mulch	2,127.56
3639	Evolution AV	Deposit for Audio/Video Renovations Board Room	26,229.55
3640	Frontier Glass	Supply and replace glass on greenhouse	841.85
3641	KGS Group Consulting Engineers	Coastal Resilience Management Plan	38,133.45
3642	Lowery's	Office Supplies	257.30
3643	Mr. Lube	Oil Changes for vehicle fleet	261.90
3644	Municipality Of Shuniah	Property Taxes	929.20
3645	N.C.S Construction	Parking lot sealant to cracks	10,633.30
3646	North Rock Engineering Inc.	Diversion Channel Dredging	8,856.38
3647	Northern Turf Equipment	Equipment supplies	118.59
3648	TBay Tel	Upgrade of LRCA Administration office security system	3,832.47
3649	Thunder Bay Answering Service Inc.	Answering Service	268.04
3650	Doane Grant Thornton LLP	Audit Fee LCF	3,695.10
3651	2611943 Ontario Ltd.	Garbage removal	678.00
3652	ALS Sewage Services	Empty toilets various CA's	864.45
3653	Englobe Corp.	Victor St. Monitoring June	994.40
3654	Innovated Solutions	Cloud Protection	847.50
3655	Municipality Of Oliver Paipoonge	Property Taxes	1,832.13
3656	Nova Pro Industrial Supply Ltd	Janitorial Supplies	296.51
3657	Pioneer Construction	Crusher Fines	667.67
3658	Teleco	Move phone extensions in office	135.60
3659	TESTMARK Laboratories Ltd.	Soil sampling re Floodway dredging	6,693.46
3660	Walleye Media Inc	Advertising in the Walleye	146.90
3661	Mark Ambrose	Petty Cash	280.65
			<u>109,814.06</u>

PA	Payroll and Per Diems	105,584.38
PA	Royal Bank Group Retirement RRSP and TFSA	1,392.80
PA	RWAM and Lifeworks Benefits	5,283.21
PA	Enbridge	-
PA	Synergy North	733.75
PA	Esso	2,207.75
PA	Visa Routine Monthly Expenses	16,921.35
PA	Banking and Visa Fees	269.35
PA	Postage	17,064.20
PA	Omers August	278.59
PA	Photocopier Lease	11,826.00
PA	Property Taxes	<u>161,561.38</u>
		<u>271,375.44</u>

Res# _____ /25

Chair

Monthly Plan Input/Review and Fill Regulations Administration August 1 to 31, 2025

Municipality	Minor Variance (A)	Consent (B)	Official Plan	Official Plan/ Zoning By-Law Comprehensive Review	Zoning By-Law (Z)	Subdivisions	Clearances	Reality Services	Lawyer Inquiries	Letter of Opinion (Other)	Total
City of Thunder Bay		B-46-2025			Z-10-2024 & 58T-24501				3354 Oliver Road		
									234 Trinity Crescent		
	Total	0	1	0	0	1	0	0	0	2	0
Oliver Paipoonge				ZBLA03-2025		388 Hanna Road					
				ZBLA04-2025		488 River Road					
				ZBLA05-2025							
	Total	0	0	0	0	3	0	2	0	0	5
O'Connor		1B/11/25 & 1B/12/25									
	Total	0	1	0	0	0	0	0	0	0	1
Neebing						Highway 608 Lot					
	Total	0	0	0	0	0	0	1	0	0	1
Shuniah	A25-5								2279 Amethyst Harbour South Bay Ave		
	Total	1	0	0	0	0	0	0	0	1	2
Conmee											
	Total	0	0	0	0	0	0	0	0	0	0
Gillies											
	Total	0	0	0	0	0	0	0	0	0	0
Dorion											
	Total	0	0	0	0	0	0	0	0	0	0
Rural Planning Board											
	Total	0	0	0	0	0	0	0	0	0	0
Monthly Total	Total	0	0	0	0	0	0	0	0	0	0
	Monthly Total	1	2	0	0	4	0	3	0	3	13

Monthly Plan Input/Review and Fill Regulations Administration

September 1 to 15, 2025

* combined application



Monthly Project Update

MEETING DATE	September 24, 2025
STAFF NAME	Ryan Mackett
POSITION	Communications Manager

Fall Mushroom Hike

The popular Fall Mushroom Hike occurred on Sunday, September 7, 2025, at Hazelwood Lake Conservation Area, with 43 people participating. The hike was led by fungi expert Dr. Leonard Hutchison of Lakehead University, who had assistance from his grad student Ben Bohemier and former grad student Wren Mangelli. This event completely fills up every year it is held and is limited only by the number of participants Dr. Hutchison is comfortable leading in a single hike.

2025 Fundraising Calendar

For your information, work is proceeding on the 2026 annual fundraising calendar. Typically, 10,000 copies of this extremely popular calendar are produced and distributed each November, with the cost of printing covered by calendar advertising sales. As with previous years, the cost of printing has increased substantially, which will potentially necessitate ordering fewer than 10,000 copies for the 2026 calendar. The number of copies produced will correlate with the amount of ad revenue generated through the program, however some unused advertising and promotion budget may be used to offset costs if available, as the calendar is one of the most popular and successful outreach items produced by the Authority.

LU Partnerships

The Communications Manager and Lands Manager attended the Lakehead University Student Orientation Fair at The Outpost this month to promote the Conservation Areas as well as to encourage sign-ups for the LRCA Jobs e-newsletter. Staff will be exploring funding opportunities through the TD Friends of the Environment Fund for programming at our Conservation Areas for new students, including transportation, as getting to the areas is the biggest barrier for new students to the area/Canada.

The Communications Manager and Environmental Planner assisted the LU Department of Natural Resources Management with their field school in the form of a guided hike at Mission Island Marsh Conservation Area.

The Education Coordinator and Communications Manager are meeting with the LU English Language to tour their facility and discuss potential opportunities for programming for international students in the Conservation Areas.

Staff will be attending the 3rd annual Northwest Climate Gathering presentation and meet and greet at the LU Faculty Lounge in October to present on the Seeds for Conservation program and the Shoreline Resilience mapping project.

MNR Presentation

The Communications Manager and Watershed Biologist presented at the MNR District Meeting at Fort William Historical Park, discussing a high-level overview of the LRCA as well as stewardship-specific initiatives in the region.

Branching Out Senior Veterans Programming

Staff met with the Branch 5 Legion to discuss the programming for the upcoming Branching Out program, funded by the Seniors Community Grant Program. Approximately 7 programs are planned, including several birds/birding and nature journalling programs, as well as mushrooms and seeds programs and a trivia night at the Legion. Staff will also be facilitating a program with the Kakabeka Legion.

CEDC Mural

The mural at the administrative office by artist boy Roland and partially funded by the CEDC has been completed. It turned out fantastic and will be a great addition to the office grounds, especially one urban conservation area development progresses.









Monthly Project Update

MEETING DATE	September 24, 2025
STAFF NAME	Ryne Gilliam
POSITION	Lands Manager

Mills Block Redevelopment Project

Precambrian Trail Development is currently in the process of the Mills Block Redevelopment Project. To date, clearing of the entirety of the parking lot and open area has been completed. Rough cutting of the boardwalk and loop trails have also been completed.



Photo 1: New parking lot at Mills Block, in progress.



Wishart Harvesting

Forestry operations continue within Block 2 at Wishart Conservation Area. An additional landing was created off Onion Lake Road to gain access to the lower sections of Block 2. The area is being cut in a selective harvesting approach. Once complete the lookout trail will be re-established and tree planting will occur.



Photo 2: Block 2 lower section landing.



Photo 3: Block 2, lower section harvesting.

Sea Lamprey Dedication Ceremony

In collaboration with the Department of Fisheries and Oceans Canada and the Great Lakes Fishery Commission, the LRCA hosted a dedication ceremony for the permanent Neebing River Sea Lamprey Trap that is located on LRCA owned land on September 11, 2025. The purpose of the ceremony was to honour the new permanent trap on the Neebing River intended for adult sea lamprey assessment, the only one of its kind on the Canadian side of Lake Superior. The dedication ceremony was well attended, with participation from Dennis Franklin Cromarty High School, the Ministry of Natural Resources, Fort William First Nation, Four Rivers Environmental Services, and several members of the public. Remarks were delivered by Tonia Van Kempen Department of Fisheries and Oceans, Tammy Cook (LRCA CAO), Lise Vaugeois (MPP for Thunder Bay), Ken Boshcoff (Mayor of Thunder Bay), and Kushal Satra, on behalf of MP Patricia Hajdu. Attendees were especially excited to tour the new trap and see a live lamprey up close.

After the ceremony, The Fish Thief premiered at The Outpost on Lakehead University's campus. The film examines the ecological crisis sparked by the introduction of sea lamprey and the efforts of scientists, policymakers, and conservationists to combat the invasion threatening the Great Lakes.



LAKEHEAD REGION CONSERVATION AUTHORITY



Photo 4: Unveiling of the new Sea Lamprey Informational Signage



Photo 5: Live Sea Lamprey Display



Monthly Project Update

MEETING DATE	September 24, 2025
STAFF NAME	Melissa Hughson
POSITION	Watershed Manager

Flood Forecasting and Warning Program

LRCA's Flood Forecasting Team attended the Provincial Flood Forecasting and Warning Program Conference held in Burlington, Ontario on September 16 and 17, 2025. The workshop takes place annually with the goal of providing links between agencies responsible for flood forecasting and warning, emergency management and data collection. The workshop is designed to address policy and implementation needs and issues and to facilitate training.

Professionals in flood forecasting from across the industry were in attendance including Conservation Authorities across Ontario, the MNR, Environment and Climate Change Canada (ECCC), Ontario Power Generation, emergency management professionals, Lake of the Woods Control Board Secretariat, etc. The workshop provided an important opportunity to network and learn from others across Ontario in their experiences relating to forecasting and managing flood events, as well as innovations in data collection and analysis with respect to flood forecasting.

Watershed Conditions – Lake Superior Water Levels

Water supply conditions were drier than average for the Lake Superior basin for the month of August. There was a 1 centimetre decline of Lake Superior's water level from beginning of August to beginning of September. The water level is 8 centimetres below average compared to the monthly average (1918 – 2024). This is the lowest the water level has been since 2012.

Stewardship and Seeds for Conservation

The Stewardship program is overseeing projects at the office grounds this fall that will include the Office Rain Garden that will capture and filter building runoff and will be planted with Seeds for Conservation native plants, allowing for future seed harvesting as well as a variety of education opportunities (funded by TC Energy). A new fence is planned to secure and contain Stewardship program assets including Seeds for Conservation plants, and work is underway to establish a pad for the new cold frame greenhouse and staging areas (funded by TB Rotary and donated partially by the City).

Invasive phragmites management and mapping is ongoing through the month of September, with Haveman Brothers Forestry Inc. hired to manage 15 new stands this month.

Several Stewardship Volunteer Events are planned this fall:

- September 17th and 22nd – Hazelwood Lake Shoreline Restoration (funded by TD Friends of the Environment and TC Energy) will be planted with our Superior Stewards volunteers (Sept 17) and with the help of grade 8 students in collaboration with the LRCA Education Program (Sept 22).
- September 25th – TD Friends of the Environment funders tour in Thunder Bay and at Hazelwood Lake
- September 28th – LRCA will have a booth and will be coordinating a planting at Fisherman's Park West with the City of Thunder Bay and EcoSuperior at the “Great Lakes Coastal Cleanup Event”
- October 3rd (date to be confirmed) – Floodway Habitat Corridor Hope & Memory area riparian improvement site prep, working towards a volunteer event with Confederation College students (funded by MECP)