



October LRCA Board Meeting

Lakehead Region Conservation Authority
130 Conservation Road/Microsoft Teams
2025-10-29 16:30 - 18:00 EDT

Table of Contents

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.....4

THAT: the Minutes of the Lakehead Region Conservation Authority Eighth Regular Meeting held on Wednesday, September 24, 2025 be adopted as published.

09-24-25 Minutes.pdf.....4

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 September 24, 2025 meeting be adopted as published.

6. BUSINESS ARISING FROM PREVIOUS MINUTES

None.

7. CORRESPONDENCE

None.

8. STAFF REPORTS

8.1. Multipurpose Room Renovation.....9

THAT: the Contract for LRCA Administration Board Room Renovation Project be awarded to RML Contracting Ltd. at a cost of \$184,388.00 not including HST AND FURTHER THAT \$80,000.00 will be appropriated from the Operating Reserve to the project.

LM-10-2025 Contract Award for Multipurpose Room Renovation.pdf.....	9
8.2. Floodway Diversion Channel Dredging Project.....	13
THAT: the 2025 Neebing-McIntyre Floodway Diversion Channel Sediment Removal and Regrading project be awarded to PNI Contracting Ltd. for the material, equipment and labour necessary to remove the accumulated sediment for a cost of \$373,695.00, not including HST as outlined in their Tender Form dated October 17, 2025.	
NMFC-07-2025_2025 Floodway Diversion Channel Dredging - Lip to Redwood Bridge.pdf.....	13
9. CHIEF ADMINISTRATIVE OFFICER'S REPORT	
9.1. Monthly Treasurer's Report.....	19
Monthly Financial Report September.pdf.....	19
10. PASSING OF ACCOUNTS.....	20
THAT: having examined the accounts for the period September 1, 2025 to September 30, 2025 cheque #3662 to #3689 for \$143,843.40 and preauthorized payments of \$210,088.43 for a total of \$353,931.83, we approve their payment.	
Passing of Accounts Sept.pdf.....	20
11. REGULATORY ROLE	
Plan Review program comments and Section 28 permits issued since last meeting summaries.	
11.1. Plan Review Commenting Summary.....	21
Plan Input and Review Monthly Summary September and October 2025.pdf.....	21
11.2. Section 28 Permit Summary.....	23
October 2025 Permit Tracking Log.pdf.....	23
12. PROJECTS UPDATE	
12.1. Communications Manager Projects Update.....	24
Communications Manager October 2025 Agenda Project Update.pdf.....	24
12.2. Lands Manager Projects Update.....	25
Lands Manager October 2025 Agenda Project Update.pdf.....	25
12.3. Watershed Manager Projects Update.....	28
Watershed Manager October 2025 Agenda Project Update.pdf.....	28
13. NEW BUSINESS	
14. NEXT MEETING	
The next meeting will be held on November 26, 2025 at 4:30 p.m.	
15. ADJOURNMENT	
THAT: the time being _____ p.m. AND FURTHER THAT there being no further business we adjourn.	



September LRCA Board Meeting
Lakehead Region Conservation Authority
September 24, 2025, at 4:30 PM
130 Conservation Road/Microsoft Teams

Members Present:

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

Members Present Virtually:

Greg Johnsen, Jim Vezina

Members Not Present:

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: #103/25

Motion moved by Rudy Buitenhuis 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 Seventh Regular Meeting held on Wednesday, August 27, 2025 be adopted as published.*

Motion: #104/25

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: #105/25

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

***THAT:** we go into Open Meeting at 5:42 p.m.*

Motion: #106/25

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

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

Motion: #107/25

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

***THAT:** the Jarvela Real Estate Appraisals Ltd. quotation dated September 8, 2025, for \$7,800.00 plus HST related to a potential land acquisition is approved **AND FURTHER THAT** funds will be appropriated from the Land Acquisition Reserve.*

Motion: #108/25

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

6. BUSINESS ARISING FROM PREVIOUS MINUTES

None.

7. CORRESPONDENCE

None.

8. STAFF REPORTS

None.

9. CHIEF ADMINISTRATIVE OFFICER'S REPORT

10. PASSING OF ACCOUNTS

***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.*

Motion: #109/25

Motion moved by Dan Calvert and motion seconded by Albert Aiello. **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 Fall Mushroom Hike at Hazelwood Lake Conservation Area was very successful with 43 people participating.

It was noted that Staff were working on the 2026 annual fundraising calendar.

It was noted that the Communications Manager and Lands Manager attended the Lakehead University Student Orientation Fair at the LU Outpost.

It was noted that the Communication Manager and Environmental Planner assisted the Lakehead University Department of Natural Resources Management with their field school with a guided hike at Mission Island Marsh Conservation Area.

It was noted that the Communications Manager and Watershed Biologist presented a high-level overview of the LRCA and stewardship-specific initiatives at the Ministry of Natural Resources District Meeting.

It was noted that Staff met with Royal Canadian Legion Branch 5 members and discussed the programming for the upcoming Branching Out Program, funded by the Seniors Community Grant Program.

It was noted that the mural at the administrative office was completed by artist boy Roland. The project was partially funded by the Thunder Bay Community Economic Development Commission (CEDC).

12.2. Lands Manager Projects Update

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

It was noted that 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. It was also noted that the new permanent trap on the Neebing River is the only indexing site on the Canadian side of Lake Superior.

12.3. Watershed Manager Projects Update

It was noted that the LRCA's Flood Forecasting Team attended the Provincial Flood Forecasting and Warning Program Conference held in Burlington on September 16th and 17th.

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

It was noted that the LRCA's Stewardship team continue to oversee projects at the office grounds. Projects include: an Office Rain Garden funded by TC Energy; new fencing to secure and contain Stewardship program assets; and establish a pad for the new cold frame greenhouse and staging areas which was funded by Thunder Bay Rotary Club and donated partially by the City of Thunder Bay.

It was noted that the Tender for the Floodway Diversion Channel dredging project was finalized. Invites went out with the expectation that a recommendation for a contractor to be determined by the end of October with work to be carried out beginning of November.

13. NEW BUSINESS

It was noted that the TD Friends of the Environment Foundation (TDFEF) would be visiting the TDFEF funded Hazelwood Lake Shoreline Planting Project on September 25, 2025.

Tammy Cook, CAO and Michelle Willows, Environmental Planner will be attending Ecological Gifts Program training that will be held in Toronto in October 2025.

A \$1006 donation was received from Dawson Trail Brewery from their Trail Blazer beer fundraiser, where \$1 was donated for every litre of Trail Blazer beer sold. The funds will be added to the Urban Conservation Area Reserve to assist in funding the upcoming project.

14. NEXT MEETING

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

15. ADJOURNMENT

THAT: *the time being 5:50 p.m. AND FURTHER THAT there being no further business we adjourn.*

Motion: #110/25

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

Chair

Chief Administrative Officer



PROGRAM AREA	LAND MANAGEMENT	REPORT NO.	LM-10-2025
DATE PREPARED	October 16, 2025	FILE NO.	70-7-2
MEETING DATE	October 29, 2025		
SUBJECT	LRCA Administration Building Board Room Renovation Project Contract Award		

RECOMMENDATION

Suggested Resolution

“THAT: the Contract for LRCA Administration Board Room Renovation Project be awarded to RML Contracting Ltd. at a cost of \$184,388.00 not including HST AND FURTHER THAT \$80,000.00 will be appropriated from the Operating Reserve to the project.”

LINK TO STRATEGIC PLAN

Links to the Strategic Plan (2023-2027):

Conserve and Sustain:

- *Manage land holdings through systemic evaluations, inventories and strategies.*

EXECUTIVE SUMMARY

As approved in the 2025 Budget, a planned renovation of the LRCA Administrative Facility Multipurpose Room and Server Room/Lands Office is underway. AG Engineering (Thunder Bay Inc.) was hired to complete technical drawings, tendering support and contract administration for the Multipurpose Room portion of the project. After the completion of the technical drawings, a request for quote was released with two bids received from contractors. AG Engineering (Thunder Bay Inc.) recommends awarding the contract to the lowest bidder, RML Contracting Ltd., for a cost of \$184,388.00 plus HST. Audio visual equipment and air conditioning installations will be completed by separate vendors. The cost of the total renovation project is over the 2025 approved budget of \$200,000.00 by \$80,000.00. Staff recommend proceeding with the project with the additional \$80,000.00 in required funds being appropriated from the Operating Reserve.

DISCUSSION

The approved 2025 Budget included the renovation of the Multipurpose Room and Server Room/Lands Office. The Multipurpose Room renovation will upgrade the space including a modern audio-visual element and air conditioning. The renovation includes new flooring, walls, doors, ceiling, lighting, addition of two air conditioning/heat pump units, acoustical design paneling and audio-visual upgrade (audio and video control processor, in ceiling projector with

drop down screen, wall mounted 86" 4K commercial display screen, all with wireless connectivity). The Server Room/Lands office upgrade includes the installation of air conditioning/heat pump units and additional storage cabinets.

AG Engineering (Thunder Bay Inc.) was hired to complete technical drawings, tendering support and contract administration for the Multipurpose Room renovation. A Request for Quote was prepared and released on September 15, 2025, with a mandatory site meeting taking place September 18, 2025. Four general contractors were invited to bid, RML Contracting, Perhol Construction, DRD Construction and Serafini Contracting. After bid submission, staff requested that the lowest bid contractor remove the price of replacing two windows.

Bids were received from two contractors:

- RML Contracting, - \$ 184,388.00 + HST (removed window price)
- Perhol Construction - \$ 229,945.00 + HST

AG Engineering (Thunder Bay Inc.) has reviewed the quotes and recommends that the contract be awarded to RML Contracting, who submitted the lowest bid.

The Multipurpose Room work is anticipated to start in January 2026 and be completed by spring.

FINANCIAL IMPLICATIONS

The approved 2025 Budget for the multipurpose renovation and server room project was \$200,000.00, with funds allocated from the 2025 levy and Administrative Facility Maintenance Reserve.

Total project costs including LRCA applicable HST are:

- AG Engineering (contract admin)- \$7,123.20
- RML Contracting - \$187,633.23
- Allied Air (Server Room air conditioning) - \$20,362.48
- Allied Air (Multipurpose Room air conditioning) - \$14,146.40
- Evolution AV (AV equipment) - \$47,241.03

Total project costs are \$276,506.34, with an additional \$3,500.00 required for storage units in the Server Room. It is recommended to approve the total project with the required additional \$80,000 appropriated from the Operating Reserve. The Operating Reserve as of the end of 2024 was at \$1,459,479, which is 133% of the \$1,100,000 policy reserve limit.

CONCLUSION

Staff recommend awarding the contract to RML Contracting Ltd. to complete the LRCA Administration Building Board Room Renovation Project and to allocate \$80,000.00 from the Operating Reserve to the project.

BACKGROUND


The Multipurpose Room Renovation Project was identified within the 2025 LRCA Budget.

REFERENCE MATERIAL ATTACHED

AG Engineering (Thunder Bay Inc.), award letter dated October 14, 2025

PREPARED BY: Ryne Gilliam, Lands Manager

REVIEWED BY: Mark Ambrose, Finance Manager

THIS REPORT SIGNED AND VERIFIED BY:  Tammy Cook Chief Administrative Officer	DATE: October 15, 2025
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RECOMMENDATION TO AWARD

To: Ryne Gilliam

From: Michael Stoyka

Co.: LRCA

Date: October 14, 2025

Cc: _____

Pages: 1

RE: LRCA Boardroom Renovations

The following is the list of Contractors invited to bid on the above noted project, along with their submitted bid prices:

RML Contracting	\$184,388.00 (reduced price to remove windows based on value provided)
Perhol Construction	\$229,945.00
DRD Construction	No Bid. Did not attend Mandatory Bidders meeting.
Serafini Contracting	No Bid.

The bidders submitted separate pricing for the alternate decorative panelling (See appendix G within the bid forms. Perhol received a price only for the Armstrong product. RML has indicated a price increase of \$2,500.00 for the Panalux product and \$1,500.00 for the Millwork Made product. The alternates should be reviewed with the Architect and chosen prior to awarding.

Based on our review of the bids, I am recommending award of contract to the low bidder, RML Contracting, in the amount of \$184,388.00 +HST. Note that this price has been reduced from the original bid priced based on additional discussion with RML regarding removing the window replacement from scope.

Regards,


Michael Stoyka, C.E.T.
AGEngineering



PROGRAM AREA	Neebing-McIntyre Floodway Flood Control	REPORT NO.	NMFC-07-2025
DATE PREPARED	October 21, 2025	FILE NO.	30-13-3
MEETING DATE	October 29, 2025		
SUBJECT	Tender Award for Diversion Channel Sediment Removal and Regrading		

RECOMMENDATION

Suggested Resolution

***“THAT:** the 2025 Neebing-McIntyre Floodway Diversion Channel Sediment Removal and Regrading project be awarded to PNI Contracting Ltd. for the material, equipment and labour necessary to remove the accumulated sediment for a cost of \$373,695.00, not including HST as outlined in their Tender Form dated October 17, 2025.”*

LINK TO STRATEGIC PLAN

Links to the Strategic Plan (2023-2027):

Protect and Support:

- *Continue maintaining and enhancing flood control infrastructure in an effort to minimize the impacts of riverine flooding, erosion, and sedimentation.*

EXECUTIVE SUMMARY

A Request for Quote/Tender Package was released by invitation to eight local contractors on September 30, 2025, for bids to dredge the accumulated sediment in the diversion channel from the lip to the Redwood bridge.

Contractors invited to bid on the project included: Bay City Contracting, Bruno’s Contracting Ltd., LH North Contractors, LTL Contracting Ltd., Makkinga Contracting Ltd., Nadin Contracting, PNI Contracting Inc. and Thunder Contracting. Three bids were received by the closing date (PNI Contracting, LTL Contracting, and LH North Contracting) and ranged from \$373,695.00 (low) to \$578,975.00 (high). The submissions were reviewed by North Rock Engineering (providing consultant services for the project) and found that all three submissions were compliant with the submission requirements. PNI Contracting’s bid was in line with the last engineering cost estimate (approximately \$1,600.00 more than the engineers cost estimate); the other two bids received were both substantially more than the engineer’s cost estimate. It is recommended to award the Contract to the lowest bidder, PNI Contracting Ltd., in the amount of \$373,695.00, plus HST.

Adequate City of Thunder Bay sole-benefiting levy is in the deferred fund for this project.

DISCUSSION

North Rock Engineering was hired for consultant services related to the dredging of the Neebing McIntyre Floodway Diversion Channel from the Lip to the Redwood Bridge (see Staff Report NMFC-04-2025). North Rock Engineering completed a Tender Package for the work, and a Request for Quote was released by invitation to eight local contractors on September 30, 2025. The project was estimated to be less than \$500,000 and therefore the Tender was issued by invitation opposed to a public tendering process (greater than \$500,000, the project would need to be posted publicly as per LRCA's Purchasing Policy).

Sediment surveys completed by North Rock Engineering in 2025 determined that approximately 6,500 cubic metres of sediment has accumulated at depths up to approximately 1.0 metres. This extent of accumulation represents a significant flow impediment to the operation of the Neebing-McIntyre Floodway.

The accumulation is due to the flow diversion that occurred for 16 days during the May 2022 storm event and high-water levels on the Neebing River. Approximately 6,500 cubic metres of sediment was removed in 2022 after the event, however, sediment was only removed from the lip to the Churchill Drive outfall; the remaining sediment from the Churchill outfall to the Redwood bridge will be removed during this project as well as additional sediment that has been deposited since the last dredging due to diversion. It is noted that prior to 2022, the last time the Floodway diverted was in 2016. Since 2022, diversion occurred over 6 days in 2023, no diversion was experienced in 2024, and 4 days of diversion during the spring of 2025 (at the time of writing). Dredging is warranted at this time to ensure that the Neebing-McIntyre Floodway operates as designed and continues to provide protection up to and including the Regional Storm.

During the design phase of the project, North Rock Engineering completed an Assessment of Past Use Report and have partially completed sediment sampling as per O. Reg. 406/19 On-Site and Excess Soil Management. Conditions were too wet in certain areas during the design phase of the project to complete in-situ sampling before construction. The remaining sediment sampling will be completed during the dredging operation; material will be stockpiled to dewater and sample prior to being hauled offsite. Handling of removed and hauled sediment will comply with the requirements outlined in O. Reg. 406/19.

Quotes were received from three out of eight local contractors:

- PNI Contracting Ltd. - \$373,695.00 + HST
- LTL Contracting Ltd. - \$549,329.90 + HST
- LH North Ltd. - \$578,975.00 + HST

The submissions were reviewed by North Rock Engineering, and a Recommendation of Award letter was prepared (attached). The review found that all three submissions were compliant with the submission requirements. PNI Contracting's bid was in line with the last cost estimate completed by North Rock Engineering of \$372,076.00 (PNI Contracting quote was approximately

\$1,600.00 more than the cost estimate); the other two bids received were \$177,000 and \$203,000 more than the engineer's cost estimate. It is recommended to award the Contract to the lowest bidder, PNI Contracting Ltd., in the amount of \$373,695.00, plus HST.

FINANCIAL IMPLICATIONS

Maintenance dredging is budgeted to occur at the Diversion Channel Lip approximately every four years, with the last dredging completed in 2022. Adequate City of Thunder Bay Sole-benefiting levy is in the deferred fund for this project.

CONCLUSION

Staff recommend that the Neebing-McIntyre Floodway Diversion Channel Sediment Removal and Regrading project be awarded to PNI Contracting Ltd.


BACKGROUND

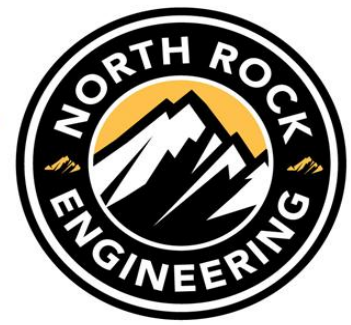
Sediment removal is required approximately every four years, or as needed after major storm events, at the lip of the Diversion Channel to remove sediment that accumulates during flow diversion. Previous times the Diversion Channel lip area was dredged were in 2008 (1,730 cu.m), 2012 (3,300 cu.m), 2017 (2,810 cu.m) and 2022 (6,500 cu.m). Annual topographic surveys are conducted to monitor sediment accumulation at the lip, with a full Diversion Channel survey conducted every five years.

REFERENCE MATERIAL ATTACHED

- Neebing-McIntyre Floodway Dredging Project LRCA 2025-01 – Recommendation of Award

PREPARED BY: Melissa Hughson, Watershed Manager

THIS REPORT SIGNED AND VERIFIED BY:  Tammy Cook Chief Administrative Officer	DATE: October 22, 2025
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October 20, 2025

Lakehead Region Conservation Authority

Attention: Melissa Hughson
Watershed Manager
130 Conservation Road, PO Box 10427, Thunder Bay, ON P7B 6T8
melissa@lakeheadca.com

Neebing-McIntyre Floodway Dredging Project LRCA 2025-01– Recommendation of Award

Dear Ms. Hughson,

The intent of this letter is to formalize a recommendation for award for Contract LRCA 2025-01, which is for the dredging of the Neebing-McIntyre Floodway, from the lip to the Redwood Avenue Bridge.

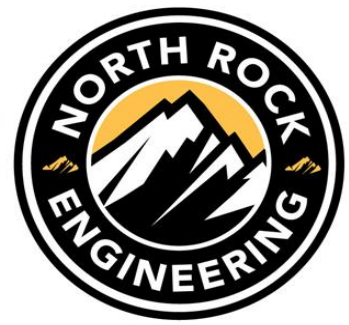
North Rock Engineering Inc. (North Rock) was retained by the Lakehead Region Conservation Authority (LRCA) to complete the design and tender package for the above-indicated assignment. The administration of the tender was completed by North Rock, on behalf of LRCA. However, LRCA directly accepted tender submissions via email submission. We anticipated a project value under \$500,000, so a decision was made to invite contractors to bid the assignment, as opposed to competitive tendering process. North Rock and LRCA jointly prepared a list of invitees. The following list of Contractors were invited to bid:

- Bay City Contracting
- Bruno's Contracting Ltd.
- LH North Contractors*
- LTL Contracting Ltd.*
- Makkinga Contracting Ltd.
- Nadin Contracting
- PNI Contracting Inc.*
- Thunder Contracting

* - denotes Contractors that submitted tenders

On October 17, 2025 at 2 PM, the tender for the construction component of this assignment closed. There were a total of three (3) contractors that submitted completed tenders for the work. Based on our analysis of the submitted tenders, we found that all three submissions met the criteria for the submission and were fully compliant with the submission requirements. One (1) Submission provided by LH North Contracting did not include the construction contingency in their Sub-total for the work. LTL Contracting did not include a signed copy of the Agreement. Both of these instances are correctable and were not determined to be rejected as a result of these inconsistencies.

Our last internal Engineers cost estimate was \$372,076.00 + HST, which is in line with the range of submissions from the 3 Contractors that submitted. The submission ranged from \$373,695.00 (low) to \$548,975.00 (high). Please see attached the submission analysis summary and comparison for tenders. North Rock's estimate was within approximately 0.25% of the low bid price.



Based on our review and analysis of the bids that were submitted, North Rock recommends the award of this project go to PNI Contracting Inc. in the amount of \$373,695.00, plus applicable taxes.

It is important to note that North Rock has included a construction contingency of \$30,000, for the purpose of contaminated soil disposal tipping fees, which would be in addition to the Contractors published sediment disposal item. We have asked each Contractor, via the tender submission, to declare the unit cost for such disposal. If this contingency is not required, it will not be used as part of the overall cost of the assignment.

Trusting that this letter of recommendation is all the LRCA Board requires to move to the construction phase of the work, should you require anything further, please contact me as indicated below.

Kindest regards,

North Rock Engineering Inc.

Mitch Siciliano, E.I.T.
Designer, Engineering Services
msiciliano@nrock.ca

Kevin Briggs, P.Eng.
Principal, Civil Engineering Services
kbriggs@nrock.ca

Enclosure: Tender Submission Comparison Chart

LRCA - Neebing-McIntyre Floodway Tender - Submission Comparison

	LH North Contracting	LTL Contracting	PNI Contracting	NORTH ROCK ENGINEERS ESTIMATE
	<u>Submission 1</u>	<u>Submission 1</u>	<u>Submission 1</u>	
Schedule/Specifications	<u>Total</u>	<u>Total</u>	<u>Total</u>	
Pricing - Pre-Tax	\$548,975.00	\$549,329.90	\$373,695.00	\$372,076.00
Pricing - HST	\$71,366.75	\$71,412.89	\$48,580.35	\$48,369.88
Pricing - TOTAL	\$620,341.75	\$620,742.78	\$422,275.35	\$420,445.88
Attended Mandatory Bidder Meeting	Yes	Yes	Yes	
Signed Agreement	Yes	No	Yes	
Experience in Similar Undertakings	submitted with bid	submitted with bid	submitted with bid	
Subcontractors	none identified	none identified	submitted with bid	
Conflict of Interest	none identified	none identified	none identified	
Proof of Insurance	Yes	Yes	Yes	
WSIB	Yes	Yes	Yes	
Bid Bond	Yes	Yes	Yes	
Addendum Acknowledgement	Yes	Yes	Yes	
ITEM BREAKDOWN				
1 - Mobilization / Demobilization	40,000.00	19,040.00	18,000.00	\$20,000.00
2 - Sediment Excavation	163,175.00	206,905.90	97,905.00	\$182,756.00
3 - Sediment Disposal	260,800.00	258,192.00	176,040.00	\$104,320.00
4 - Environmental Controls	25,000.00	14,265.00	26,250.00	\$10,000.00
5 - Traffic Control	20,000.00	6,050.00	5,000.00	\$10,000.00
6 - Monitoring Well Decommissioning	15,000.00	635.00	5,500.00	\$5,000.00
7 - Dewatering	25,000.00	14,242.00	15,000.00	\$10,000.00
8 - Construction Contingency	30,000.00	30,000.00	30,000.00	\$30,000.00
DECLARATION OF TIPPING FEES	\$85.00	\$34.50	\$50.00	\$75.00
NOTES	<div> <div>Their overall price does not include the construction contingency value. Overall Price is \$578,975.00 + HST</div> <div>This is the lowest compliant bid</div> </div>			

2025 TREASURER'S REPORT MONTHLY EXPENSES				
	2025 BUDGET	September	TOTAL TO DATE	BALANCE REMAINING
REVENUE				
Provincial Grants	316,923	-	290,044	26,879
Municipal Levy	1,913,993	-	1,913,993	-
Self Generated	684,785	63,026	606,428	78,357
Other Revenue	1,659,262	99,933	380,294	1,278,968
TOTAL REVENUE	4,574,963	162,959	3,190,759	1,384,204
EXPENSES				
Category 1 Mandatory Programs and Services				
Corporate Services	895,324	61,045	700,274	195,050
Risk of Natural Hazards	2,085,099	36,955	552,211	1,532,888
Conservation and Management of Lands owned and controlled by the Authority	1,044,201	65,115	515,814	528,387
Source Water Protection	55,883	5,781	60,115	- 4,232
Other Programs and Services	22,104	1,240	11,721	10,383
Total Category 1 Mandatory Programs and Services	4,102,611	170,137	1,840,136	2,262,475
Category 2 Non-Mandatory Programs and Services at the Request of a Municipality				
Mapping Services	18,527	390	5,093	13,434
Total Category 2 Non-Mandatory Programs and Services at the Request of a Municipality	18,527	390	5,093	13,434
Category 3 Non-Mandatory Programs and Services				
Education	99,481	8,068	46,953	52,528
Stewardship	354,344	26,200	255,807	98,537
Total Category 3 Non-Mandatory Programs and Services	453,825	34,268	302,761	151,064
Total All Expenses	4,574,963	204,795	2,147,989	2,426,974

October 29, 2025

Moved By _____

Seconded By _____

"THAT: having examined the accounts for the period September 1, 2025 to September 30, 2025 cheque #3662 to #3689 for \$143,843.40 and preauthorized payments of \$210,088.43 for a total of \$353,931.83, we approve their payment."

3662	Allied Air Systems	Supply and install 2.5-ton ductless air conditioner for Server Room	22,611.64
3663	ALS Sewage Services	Porta Unit for Silver Harbour Day	248.60
3664	Apex Security	Conservation Area Monitoring September	1,056.55
3665	KGS Group Consulting Engineers	Lakehead Coastal Resilience Management Plan	59,001.05
3666	Lowery's	Office supplies and Photocopier Charges	952.07
3667	Pine View Nurseries	Plants	10,607.31
3668	Township of Dorion	Final Property Taxes 2025	442.99
3669	Tyler Chappell	Re-imburement for wood Chipper - Silver Harbour	300.00
3670	Walleye Media Inc	Advertising in the Walleye	282.50
3671	2611943 Ontario Ltd.	Garbage removal at Mission Marsh	452.00
3672	ALS Sewage Services	Washroom Pumping Various CA's	864.45
		Full removal of waste from outhouse at Mission marsh and clear obstruction from LRCA office washroom	4,322.25
3673	Cambrian Vacuum Corp		
3674	Francotyp-Postalia Canada Inc.	Quarterly postal meter charge	67.63
3675	Haveman Brothers	Treatment of Invasive Phragmites stands at 8 different locations	9,916.01
3676	Innovated Solutions	Cloud Protection	847.50
3677	Lowery's	Office Supplies	101.44
		Tree contractor to remove tree from Broadway avenue property leaning over neighbour's garage	1,695.00
3678	Master Tree Service		
3679	Northern Turf Equipment	Equipment repairs	238.33
3680	Nova Pro Industrial Supply Ltd	Janitorial Supplies	108.48
3681	Shout Media	Website update	9,797.10
3682	Thunder Bay Answering Service Inc.	Answering Service	268.04
3683	boy roland	Final payment Murial	6,215.00
3684	City of Thunder Bay	Water Bill	859.74
3685	Haveman Brothers	Invasive Phragmites management - John St Rd	1,305.15
3686	North Rock Engineering Inc.	Consulting services re Diversion channel dredging	8,234.89
3687	Northern Wildflowers	Seed mix for Floodway dredging restoration -	1,914.27
3688	Ryan Mackett	CA Workshop Meal Allowance	132.00
3689	Sportop Marketing	Hat and Toque Merch Order	1,001.41
			<u>143,843.40</u>
PA	Payroll and Per Diems		153,721.45
PA	Royal Bank Group Retirement RRSP and TFSA		1,392.80
PA	RWAM and Lifeworks Benefits		4,670.71
PA	Enbridge		67.55
PA	Synergy North		940.88
PA	Esso		1,841.14
PA	Visa Routine Monthly Expenses		21,461.38
PA	Banking and Visa Fees		1,124.25
PA	Postage		-
PA	Omers August		24,589.68
PA	Photocopier Lease		278.59
PA	Property Taxes		-
			<u>210,088.43</u>
			<u><u>353,931.83</u></u>

 Chair

Res# _____/25

Monthly Plan Input/Review and Fill Regulations Administration September 1 to 30, 2025											
Municipality	Minor Variance (A)	Consent (B)	Official Plan	Official Plan/ Zoning By-Law Comprehensive	Zoning By-Law (Z)	Subdivisions	Clearances	Reality Services	Lawyer Inquiries	Letter of Opinion (Other)	Total
City of Thunder Bay	A-55-2025						4026 Oliver Road	712 MacDonell Street 26 Nugent Street	401 & 429 Shipyard Road	Phase 1 ESA - Royston Court	
Total	1	0	0	0	0	0	1	2	1	1	6
Oliver Paipoonge		1B/17/25 & 1B/18/25									
Total	0	1	0	0	0	0	0	0	0	0	1
O'Connor											
Total	0	0	0	0	0	0	0	0	0	0	0
Neebing											
Total	0	0	0	0	0	0	0	0	0	0	0
Shuniah											
Total	0	0	0	0	0	0	0	0	0	0	0
Conmee										Phase 1 ESA - 218 Ilkka Drive	
Total	0	0	0	0	0	0	0	0	0	1	1
Gillies											
Total	0	0	0	0	0	0	0	0	0	0	0
Dorion											
Total	0	0	0	0	0	0	0	0	0	0	0
Rural Planning Board											
Total	0	0	0	0	0	0	0	0	0	0	0
Monthly Total	1	1	0	0	0	0	1	2	1	2	8

* combined application

Monthly Plan Input/Review and Fill Regulations Administration October 1 to 20, 2025											
Municipality	Minor Variance (A)	Consent (B)	Official Plan	Official Plan/ Zoning By-Law Comprehensive	Zoning By-Law (Z)	Subdivisions	Clearances	Reality Services	Lawyer Inquiries	Letter of Opinion (Other)	Total
City of Thunder Bay				OZ-05-2025				300 Tokio Street	264 Shuniah Street		
								1708 Francis St W / 1115 Neebing Avenue			
								184 Court Street S			
								466 Francis Street E			
Total	0	0	0	1	0	0	0	4	1	0	6
Oliver Paipoonge		1B/19/25			ZBLA06-2025						
		1B/20/25									
Total	0	2	0	0	1	0	0	0	0	0	3
O'Connor											
Total	0	0	0	0	0	0	0	0	0	0	0
Neebing		B03-2025									
Total	0	1	0	0	0	0	0	0	0	0	1
Shuniah					Z25-3						
Total	0	0	0	0	1	0	0	0	0	0	1
Conmee											
Total	0	0	0	0	0	0	0	0	0	0	0
Gillies											
Total	0	0	0	0	0	0	0	0	0	0	0
Dorion											
Total	0	0	0	0	0	0	0	0	0	0	0
Rural Planning Board											
Total	0	0	0	0	0	0	0	0	0	0	0
Monthly Total	0	3	0	1	2	0	0	4	1	0	11

Prohibited Activities, Exceptions and Permits- Ontario Regulation 41/24

Year: 2025

Permit #	Category	Fee	Applicant Name	Municipality	Subject Property Address	Type of Work	Key Dates					Minor OR Major Application (Timeline BP Minor = 30d Major = 90d)	Within Timelines
							Complete Application Received with Permit Fee Paid (YYYY-MM-DD)	Notice of Complete/ Incomplete Application ISSUED (YYYY-MM-DD)	Days to Issue Notice of Complete/ Incomplete Application (21 day timeline)	Permit Issued / Refused (YYYY-MM-DD)	Days to Issue /Refuse Permit (90 day timeline)		
#57/25	Large	\$600.00	G3 Canada Ltd. - Carlo Lombardo	City of Thunder Bay	200 Darrel Avenue	Maintenance Dredging	2025-09-02	2025-09-10	8	2025-09-24	14	Minor	Yes
#58/25	Standard	\$300.00	George Biniaris	City of Thunder Bay	177 Bruin Crescent	Dwelling Construction	2025-10-01	2025-10-02	1	2025-10-06	4	Minor	Yes
#59/25	Standard	\$300.00	Antonio Donato	City of Thunder Bay	153 Bruin Crescent	Dwelling Construction	2025-10-07	2025-10-07	0	2025-10-09	2	Minor	Yes
#60/25	Standard	N/A	City of Thunder Bay	City of Thunder Bay	Hazelwood Drive at Melbourne Rd	Culvert Replacement	2025-09-26	2025-10-01	5	2025-10-06	5	Minor	Yes
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Monthly Project Update

MEETING DATE	October 29, 2025
STAFF NAME	Ryan Mackett
POSITION	Communications Manager

Conservation Areas Workshop

The Communications Manager, Environmental Planner, and Planning and Regulations Technician will be attending the annual Conservation Areas Workshop, being held in Orillia October 27-29. An update from the Communications Manager will be provided at a future meeting. (Note that the Communications Manager and Environmental Planner are both on the Conservation Areas Workshop Planning Committee and receive a 50% discount on their workshop registrations; additionally, the LRCA received one additional registration at no cost for winning the Innovation Awards at last year's conference).

Archaeology Workshop

On October 2, a flint-knapping and archaeology workshop was hosted in the Multi-Purpose Room/Board Room for around 30 participants. The workshop was co-hosted by Dr. Dave Norris of Woodland Heritage Northwest, Clarence Surette of Lakehead University, and Chris McEvoy of the LU Anthropology Department.

Fall Migratory Birding Day

The annual Fall Migratory Birding Day (previously branded as Fall Waterfowl Viewing Day) was held on Saturday, October 4 from 9:00 a.m. – 12:00 p.m. at Mission Island Marsh. This popular event is sponsored by Ontario Power Generation and led by local birding expert Brian Ratcliff.



Monthly Project Update

MEETING DATE	October 29, 2025
STAFF NAME	Ryne Gilliam
POSITION	Lands Manager

Mills Block Redevelopment Project Update

The Mills Block Redevelopment Project is currently underway. To date the majority of the parking lot is complete and trial development has begun. The next steps of trail development will include boardwalk construction through the wetland and adding a crusher fine layer to loop portion of the trail. Additionally, the installation of an AODA outhouse, entrance sign, pay and display unit, benches, tables and garbage/recycling units are planned for the near future.



Photo 1: Parking lot development progress.



Photo 2: Parking lot development progress.



Photo 3: AODA loop trail development progress.



Photo 4: AODA loop trail development progress.

Monthly Project Update

MEETING DATE	October 29, 2025
STAFF NAME	Melissa Hughson
POSITION	Watershed Manager

Watershed Conditions – Lake Superior Water Levels

Water supply conditions were slightly above average for the Lake Superior basin for the month of September, and the three and six-month water supply conditions are both slightly above average. The water level in the lake increased by 1 centimeter from the beginning of September and beginning of October. The water level is 5 cm below the monthly average (1918 – 2024).

Planning Workshop

On October 28th and 29th the CAO, Watershed Manager, Development Regulations Officer, and the Planning and Regulations Technician will be attending, and the CAO presenting at the 2025 Planning Workshop hosted by the Ministry of Municipal Affairs and Housing in Thunder Bay. The workshop includes presentations on planning processes (e.g., review of development applications, Official Plan Amendments, types of Zoning Control, Plans of Subdivision, etc.) as well as partner updates with topics of interest including climate change, Thunder Bay's Housing Community Improvement Plan, etc. The workshop provides staff an opportunity to stay informed of land use planning matters to facilitate our Plan Review Program and Section 28 Development Regulations Program, as well as to network with key agencies.

Plan Review Program – Memorandum of Understanding (MOU)

LRCA's Memorandum's of Understanding regarding the Plan Review program (role as a commenting agency on *Planning Act* applications) with all member municipalities are set to expire at the end of 2025. Staff are working on draft updates to the MOU's that will be circulated to each member municipality for discussion, revision and eventual signing of updated agreements. Most updates involve administrative changes to the documents concerning referenced legislation (i.e., development regulation changing from O. Reg. 180/06 to O. Reg. 41/24 and the Provincial Policy Statement to the Provincial Planning Statement, etc.). Other minor changes will be incorporated based on feedback and discussions with each municipality concerning the program.

Northwest Climate Gathering

Staff attended, presented and participated in the 3rd Annual Northwest Climate Gathering held on October 18, 2025 at Lakehead University. This year's theme, *Building Resilience in an Uncertain World*, consisted of inspiring individuals and organizations working to help communities adapt, thrive, and support one another while driving sustainable action. LRCA staff reviewed the Authority's program areas highlighting Stewardship and Seeds for Conservation initiatives with an aim of sharing how individuals can get involved and help through volunteer events.