



# LOWER TRENT CONSERVATION

714 Murray Street, R.R. 1, Trenton, Ontario K8V 0N1

■ Tel: 613-394-4829 ■ Fax: 613-394-5226 ■ Website: [www.ltc.on.ca](http://www.ltc.on.ca) ■ Email: [information@ltc.on.ca](mailto:information@ltc.on.ca)

Registered Charitable Organization No. 107646598RR0001

## NOTICE OF ANNUAL GENERAL MEETING OF THE LOWER TRENT CONSERVATION BOARD OF DIRECTORS

*Board of Directors refers to the General Membership as set out in the Lower Trent Conservation Administrative By-Law No. 2021-01*

**Administration Office, 714 Murray Street, Trenton**  
**Virtually [Join Meeting HERE](#)**  
**Thursday, February 9, 2023**  
**Time: 6:30 p.m.**

### AGENDA

1. **Meeting called to order by the Chair**
  - a. Welcome and Introductions – Board Members
2. **First Nations Acknowledgement**
3. **Disclosure of pecuniary interests**
4. **Approval of the Agenda**

RECOMMENDED:  
THAT the agenda be approved as presented.
5. **Delegations**

There are no requests for delegations received for this meeting.
6. **Public Input** (3 minutes per speaker)
7. **Adoption of the Minutes:**
  - a. Board Meeting Minutes of November 10, 2022

RECOMMENDED:  
THAT the Regular Board Meeting Minutes of November 10, 2022 be adopted.
8. **Business arising from these minutes**

**STANDING ITEMS****9. Correspondence – Rhonda Bateman, CAO/Secretary-Treasurer** [Page # 18](#)

- a. 2022-11-17 Eastern Ontario CAs Respond to Bill 23 - Standing Committee Submission
- b. 2022-11-23 ERO 019-6141 LTC Comments
- c. 2022-11-23 ERO 019-6160 LTC Comments
- d. 2022-11-23 ERO 019-6161 LTC Comments
- e. 2022-12-08 Third Quarter Report to MECP - OReg687-21
- f. 2022-12-16 HBM and Lower Trent Boundary Expansion
- g. 2022-12-21 OReg200-22 Minister's Letter
- h. 2022-12-28 Minister Direction on Fees - FINAL
- i. 2022-12-28 MNRF Updates – FINAL
- j. 2023-01-04 OWES changes – MNRF
- k. 2023-01-13 Welch LLP Audit Approach Letter

## RECOMMENDED:

THAT the correspondence to the Board as provided in the agenda package be received as information.

**10. Section 28, Ontario Regulation 163/06, Development Interference with Wetlands & Alterations to Shorelines & Watercourses Regulation - Summary of Permits approved by staff for period November 1, 2022 to January 31, 2023 – Janet Noyes, Manager, Development Services & Water Resources** [Page # 56](#)

## RECOMMENDED:

THAT the summary of Section 28 Permits pursuant to Ontario Regulation 163/06 approved by staff for the period from November 1, 2022 to January 31, 2023 be received as information.

**11. List of Monthly Payments Issued – Kelly Vandette, Manager, Corporate Services** [Page # 62](#)

## RECOMMENDED:

THAT the list of payments of issued in the total amount of \$648,589.66 for the months of November, December 2022 and January 2023 be received as information.

**12. Summary of Education and Outreach Activities – Rhonda Bateman** [Page # 67](#)

## RECOMMENDED:

THAT the summary of Recent and Upcoming Education & Outreach Activities be received as information.

**13. Updates**

- a. Bay of Quinte Remedial Action Plan Update – Rhonda Bateman
  - i. BQRAP Newsletters (November, December 2022 and January 2023) [Page # 69](#)
- b. Planning and Regulations Update – Janet Noyes [Page # 76](#)
- c. Flood Forecasting and Warning (FFW) and Ontario Low Water Response (OLWR) Update – Janet Noyes

## RECOMMENDED:

THAT the updates for the Bay of Quinte Remedial Action Plan, planning and regulations , flood forecasting and warning, and Ontario low water response be received as information.

**2022 BUSINESS****14. Conservation Lands Report - Period October 1 to December 31, 2022 – Rhonda Bateman**[Page # 78](#)

## RECOMMENDED:

THAT the Conservation Lands Report for the period October 1 to December 31, 2022 be received as information.

**15. Risk Management Official Activity Pursuant to Part IV of the *Clean Water Act* Report - Period October 1 to December 31, 2022 – Rhonda Bateman**[Page # 80](#)

## RECOMMENDED:

THAT the Risk Management Official Activity pursuant to Part IV of the *Clean Water Act* Report for the period October 1 to December 31, 2022 be received as information.

**16. Appointment of Risk Management Official/Inspector – Rhonda Bateman**[Page # 82](#)

## RECOMMENDED:

THAT pursuant to subsection 48(2) of the *Clean Water Act*, 2006, Marcus Rice be appointed as a Risk Management Official/Risk Management Inspector for the Lower Trent Source Protection Authority.

**17. Local Drinking Water Source Protection Report - Period October 1 to December 31, 2022 – Rhonda Bateman**[Page # 84](#)

## RECOMMENDED:

THAT the Local Drinking Water Source Protection Report for the period October 1 – December 31, 2022 be received as information.

**18. Annual Permit Reports O. Reg 163/06 – Janet Noyes**[Page # 85](#)

## RECOMMENDED:

THAT the Annual Permit Reports O. Reg. 163/06 including the statistical report provided to Conservation Ontario be received as information.

**19. Audit Report to the Board for Year Ending December 31, 2022 – Dan Coleman, Welch LLP**[Page # 89](#)

## RECOMMENDED:

THAT the Audit Report to the Board, including the Draft Lower Trent Conservation Financial Statements for the period ended December 31, 2022 as prepared and presented by Welch LLP, Chartered Professional Accountants be adopted and circulated.

**20. *Conservation Authorities Act* Update – Bill 23 - Rhonda Bateman**[Page # 125](#)

## RECOMMENDED:

THAT the *Conservation Authorities Act* Update – Bill 23 be accepted as information.

**21. Members Inquiries/Other 2022 Business**

**22. Close 2022 Business Year – Chair’s Remarks**

RECOMMENDED:

THAT the Lower Trent Conservation 2022 Business Year be closed.

**2023 BUSINESS**

**23. 2023 Board of Directors Elections – Rhonda Bateman**

- a. Appointment of Scrutineers.
- b. Election of the Lower Trent Conservation Chair.
- c. Election of the Lower Trent Conservation Vice-Chair.

**24. 2023 Annual Resolutions – Rhonda Bateman**

- a. Authority Solicitor
- b. External Auditor
- c. Financial Institute
- d. Signing Officers
- e. Conservation Ontario Representative and Alternatives
- f. Borrowing

RECOMMENDED:

THAT the law firm of Templeman LLP from the City of Belleville be engaged as solicitor for Lower Trent Conservation for the 2023 business year;

THAT the firm of WELCH LLP be engaged as external auditor by Lower Trent Conservation for the 2023 business year at a cost of \$11,500.00 plus HST;

THAT the Canadian Imperial Bank of Commerce in Trenton serve as Lower Trent Conservation’s financial institute;

THAT the Authority Chair, Vice Chair, Chief Administrative Officer/Secretary Treasurer, and Manager, Corporate Services be appointed as the signing officers for Lower Trent Conservation for the 2023 business year; and

THAT the Lower Trent Conservation Chair be appointed as the Conservation Ontario representative, and that the Vice-Chair and Chief Administrative Officer/Secretary Treasurer be appointed as the Conservation Ontario Alternate Representatives for 2023.

THAT the Lower Trent Region Conservation Authority authorize staff to borrow from the approved financial institution, if needed, up to \$500,000, in accordance with Section B.12, Signing Officers, and C.12.e, Annual Meeting, Borrowing Resolution, of By-law No. 2021-01 (Administrative By-law) and Section 3 (5) of The Conservation Authorities Act.



**25. 2023 Business Plan and Budget – Rhonda Bateman and Kelly Vandette**

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RECOMMENDED:

**a) Levy (matching MNRF funding under S.39 of the *Conservation Authorities Act*): simple majority vote**

THAT the matching 2023 Municipal General Levy amount of \$68,831 be approved.

**b) Levy (non-matching): weighted vote**

*Note – a recorded vote is required in accordance with Provincial Regulations to establish the Non-matching Municipal Levy. The vote is weighted based on each Municipality's Assessment within the Lower Trent Conservation watershed.*

THAT the non-matching 2023 Municipal General Levy amount of \$1,038,719 be approved.

**c) Business Plan and Budget: simple majority vote**

THAT the 2023 Lower Trent Conservation Business Plan; and

THAT the 2023 Lower Trent Conservation Budget in the amount of **\$2,740,386** (Operating amount of \$2,630,386 and Capital amount of \$110,000) plus an estimated **\$508,283** for Regional Source Protection Program and Bay of Quinte Remedial Action Plan Partnership Programs, be approved.

**26. CAO's Report – Rhonda Bateman**

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RECOMMENDED:

THAT the CAO's Report be received as information.

**27. Members Inquiries/Other Business**

**28. Adjournment**

**PLEASE CONTACT THE OFFICE IF YOU ARE UNABLE TO ATTEND THIS MEETING**

**Kelly Vandette 613-394-3915 ext. #215**

[kelly.vandette@ltc.on.ca](mailto:kelly.vandette@ltc.on.ca)



# LOWER TRENT CONSERVATION

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Registered Charitable Organization No. 107646598RR0001

## BOARD OF DIRECTORS

Board of Directors refers to the General Membership as set out in the Lower Trent Conservation Administrative By-Law No. 2021-01

### REGULAR BOARD MEETING MINUTES

#### MEETING # 2022-10

**DATE:** November 10, 2022  
**TIME:** 6:50 PM  
**LOCATION:** Administration Office, 714 Murray Street, Trenton / Virtually  
**PRESENT:**

ON SITE		REMOTE SITE (R)
Eric Sandford (Chair)	Bob Mullin	Mike Filip
Don Clark	Rick English	Lynda Reid
Jim Alyea	Gene Brahaney	

**REGRETS:** Mary Tadman  
**ABSENT:** Mark Bateman (Vice-Chair), Mark DeJong  
**GUESTS:** Barry Pomeroy  
**STAFF:** Rhonda Bateman, Janet Noyes, Kelly Vandette

**1. Meeting called to order by the Chair**

The meeting was called to order by Chair Sandford at 6:50 p.m.

**2. First Nations Acknowledgement**

*“This land is located on the traditional territories of the Anishnabek, Huron-Wendat, and Haudenosaunee (Iroquois) peoples. We acknowledge our shared responsibilities and obligations to preserve and protect the land, air and water. We are grateful to have the privilege to meet, explore, and connect here on these shared lands. In the spirit of friendship, peace and respect, we extend our thanks to all the generations that came before us and cared for these lands - for time immemorial.”*

**3. Disclosure of pecuniary interests**

There were no pecuniary interests disclosed at this meeting.

**4. Approval of the Agenda**

RES: G137/22

Moved by: Bob Mullin

Seconded by: Mike Filip

THAT the agenda be approved as presented.

Carried

**5. Delegations**

There were no delegations received for this meeting.

**6. Public Input (3 minutes per speaker)**

There was no Public Input or participation at this meeting.

**7. Adoption of the Minutes:**

a. **Hearing Board Minutes of October 13, 2022**

b. **Special Ad-hoc Board Meeting Minutes of October 28, 2022**

RES: G138/22

Moved by: Jim Alyea

Seconded by: Rick English

THAT the Hearing Board Minutes of October 13, 2022; and

THAT the Special Ad-hoc Board Meeting Minutes of October 28, 2022 be adopted.

Carried

**8. Business arising from these minutes – Bill 23 – More Homes Build Faster Act, 2022**

Rhonda Bateman, CAO/Secretary-Treasurer spoke to the presentation provided in the agenda package.

In addition, she shared a letter from the Eastern Ontario Conservation Authorities to Premier Ford, Minister of Municipal Affairs and Housing, Minister of Natural Resources and Forestry, and Minister of the Environment, Conservation and Parks regarding *Loss of Local Decision-Making: Bill 23 Does Not Work for Eastern Ontario (Attachment 1)*. The letter will be forwarded to Lower Trent Watershed Mayors to sign endorsement of the letter if they so desire.

RES: G139/22

Moved by: Rick English

Seconded by: Mike Filip

THAT Bill 23 – *More Homes Built Faster Act, 2022* presentation be received as information.

Carried

**STANDING ITEMS**

**9. Correspondence - Letter from Halton Conservation Board of Directors – Oct 31, 2022**

RES: G140/22

Moved by: Bob Mullin

Seconded by: Rick English

THAT the correspondence from Halton Conservation be received as information.

Carried

**10. Section 28, Ontario Regulation 163/06, Development Interference with Wetlands & Alterations to Shorelines & Watercourses Regulation - Summary of Permits approved by staff for period from October 1, 2022 to October 31, 2022**

RES: G141/22

Moved by: Jim Alyea

Seconded by: Gene Brahaney

THAT the summary of Section 28 Permits pursuant to Ontario Regulation 163/06 approved by staff for the period from October 1, 2022 to October 31, 2022 be received as information.

Carried**11. List of Monthly Payments Issued**RES: G142/22

Moved by: Bob Mullin

Seconded by: Gene Brahaney

THAT the list of payroll, electronic funds transfers (EFTs) and cheque payments in the total amount of \$206,242.33 for the month of October 2022 be received as information.

Carried**12. Summary of Education & Outreach Activities**RES: G143/22

Moved by: Mike Filip

Seconded by: Lynda Reid

THAT the summary of Recent and Upcoming Education and Outreach Activities be received as information.

Carried**13. Updates****a. Drinking Water Source Protection Update**

There was no further update for this meeting.

**b. Bay of Quinte Remedial Action Plan Update**

The October 2022 BQRAP Waterlogs newsletter was provided in the agenda package.

RES: G144/22

Moved by: Don Clark

Seconded by: Jim Alyea

THAT the Drinking Water Source Protection Update; and THAT the Bay of Quinte Remedial Action Plan Update be received as information.

Carried**c. Planning and Regulations Update**

The Planning and Regulations report was provided in the agenda package.

**d. Flood Forecasting and Warning (FFW) and Ontario Low Water Response (OLWR) Update**

Janet Noyes, Manager, Development Services and Water Resources shared that there are no concerns. FCS inspections and rain gauge maintenance was conducted in October. Warkworth Dam logs were replaced and installed 10 new logs for winter setting on November 2<sup>nd</sup> and 3<sup>rd</sup>. The remaining 12 new logs will remain on site under tarps for storage.

RES: G145/22

Moved by: Rick English

Seconded by: Bob Mullin

THAT the planning and regulations updates; and

THAT the flood forecasting and warning (FFW), and Ontario low water response (OLWR) updates be received as information.

Carried

## **OTHER BUSINESS**

### **14. CAO's Report**

The CAO's report was provided in the agenda package.

Chair Sandford raised two matters for consideration of future Board meetings. The first matter was to consider if the Board meetings would be best served if held during the day within LTC business hours. The second matter was to consider moving the Board meetings attendance from a hybrid arrangement back to being physically on-site.

The Board discussed the considerations.

The City of Quinte West Councillors commented that there is a conflict for them to attend the December 8<sup>th</sup> Board meeting in the evening. Rhonda Bateman will follow up with an alternative date and/or time and send members an email poll.

RES: G146/22

Moved by: Mike Filip

Seconded by: Jim Alyea

THAT the CAO's Report be received as information.

Carried

### **15. Members Inquiries/Other Business**

Director Alyea recognized those members who will not be returning to the LTC Board of Directors and thanked them for their work on the Board and wished them all well in their future endeavors.

Guest, Bob Pomeroy thanked the LTC Board, Source Protection Authority Board, and Staff for all the work they have done over the years and commented that it has been a pleasure.

Director Clark commented on his tenure on the Board and complimented the Board and Staff that it has been great working with the group in supporting the important goals of protecting the environment.

Chair Sandford commented on his experience on the Board and that he has enjoyed his role as Chair. He looks forward to working with a new Chair next year as he is required to step down per the Administrative By-Law.

### **16. Adjournment**

There being no further business, the meeting was adjourned.

RES: G147/22

Moved by: Rick English

Seconded by: Don Clark

THAT the meeting be adjourned.  
Carried

Time 7:35 p.m.

\_\_\_\_\_  
Eric Sandford, Chair

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Rhonda Bateman, CAO/ST

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## Eastern Ontario Conservation Authorities

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November 15, 2022



The Honourable Doug Ford  
Premier of Ontario  
Legislative Building, Queen's Park  
Toronto, ON, M7A 1A1  
[premier@ontario.ca](mailto:premier@ontario.ca)

The Honourable Steve Clark  
Minister of Municipal Affairs and Housing  
College Park 17th Floor, 777 Bay St,  
Toronto, ON M7A 2J3  
[minister.mah@ontario.ca](mailto:minister.mah@ontario.ca)



The Honourable Graydon Smith  
Minister of Natural Resources and Forestry  
Whitney Block, 99 Wellesley St W,  
Toronto, ON M7A 1W3  
[minister.mnrf@ontario.ca](mailto:minister.mnrf@ontario.ca)

The Honourable David Piccini  
Minister of the Environment, Conservation and Parks  
College Park 5th Floor, 777 Bay St,  
Toronto, ON M7A 2J3  
[minister.mecp@ontario.ca](mailto:minister.mecp@ontario.ca)



**Re: Loss of Local Decision-Making: Bill 23 Does Not Work for Eastern Ontario**

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Dear Premier Ford, Minister Clark, Minister Smith, and Minister Piccini,

With housing affordability affecting much of Ontario, we understand your government's target to build 1.5 million new homes over the next 10 years.

Conservation Authorities (CAs) have always supported long-term sustainable growth. In fact, our role is to ensure land-use decisions made today do not impede future growth tomorrow. We accomplish this by ensuring development has minimal impacts on flooding, erosion, slope stability and water quality by guiding development away from natural hazards and protecting the function of natural features. This can only be accomplished when evaluating growth and its cumulative impacts across a watershed, which is the value and service CAs provide to municipalities. Water flows across municipal boundaries and so do the impacts of development.

In Eastern Ontario, CAs have been working closely with municipalities to reduce barriers to development and streamline processes to provide the best service possible to municipalities, communities, homeowners, and developers. For many, this includes modernizing policies and procedures, streamlining approvals, reducing timelines, meeting and reporting on service standards, and promoting pre-consultation with applicants. CAs are not a barrier to growth, but an assurance that growth is safe and sustainable, and we have been a source of cost-effective expertise for municipalities and developers for decades.

We are committed to doing our part to help increase Ontario's housing supply, but it needs to be accomplished through smart, sustainable growth that will not have detrimental impacts down the road.



## Eastern Ontario Conservation Authorities

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We are concerned that some changes proposed in the *More Homes Built Faster Act* will:

- Weaken the ability of conservation authorities to continue protecting people and property from natural hazards such as floods;
- Diminish our ability to protect critical natural infrastructure like wetlands which reduce flooding, droughts and improve water quality in lakes and rivers; and,
- Place new downloaded responsibilities on municipalities related to natural hazards and natural resources that they are unprepared and under resourced to tackle.

We are calling on your government to press pause on the proposed changes highlighted below and to reconvene the multi-stakeholder *Conservation Authorities Working Group* that your government created. This group can help identify alternative solutions that will increase Ontario's housing supply without jeopardizing public safety or downloading additional responsibilities to municipalities. At a time when climate change is causing more frequent and intense storm events, the role and watershed mandate of CAs has never been more critical.

### **Proposed Changes of Concern and Their Potential Impact:**

1. If conservation authorities are no longer allowed to provide planning comments to municipalities beyond natural hazards:
  - Municipalities have indicated that they will need to contract this work out to the private sector, where there is already a limited labour market, as most do not have the expertise or capacity to take on this expanded role.
  - Municipalities anticipate higher costs, and possible delays, that will be passed on to applicants and developers. The current model enables municipalities to use existing expertise within the CAs (such as biologists, water resource engineers, ecologists, hydrogeologists) to fulfill responsibilities under the Provincial Policy Statement pertaining to natural heritage and water, while saving time and money for applicants.
  - Municipalities have shared conflict of interest concerns due to the limited availability of consultants in Eastern Ontario and shared concerns about the lack of local knowledge should they need to secure consultants from other regions.
  - Municipalities are also concerned with the loss of the watershed perspective in making planning decisions, which will result in a narrow review of the impacts to natural hazards and natural heritage. Municipalities formed CAs to address this very issue.



## Eastern Ontario Conservation Authorities

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2. If development that is subject to a planning approval is exempt from requiring a permit from the conservation authority:
  - Municipalities will assume greater responsibility and liability for the impact of development on flooding, erosion, slope stability and water quality within municipal boundaries and in upstream and downstream communities.
  - Municipalities and CAs will require more detailed studies and designs at the planning stage which are normally not required until the permitting stage. This would make planning applications more onerous and costly for developers and slow down approvals.
  - Municipalities will also have limited mechanisms to ensure compliance outside of the permitting process if development is not constructed properly.
  
3. If certain types of development are deemed “low risk” and exempted from requiring a conservation authority permit:
  - Public safety and property damage risks may not be adequately addressed as a single list of exempted activities across the province will not capture local conditions and constraints. Some activities which may be low risk in one watershed, such as fencing or auxiliary buildings, may be a significant risk in others that have retrogressive landslide areas or ravines.
  - It should also be acknowledged that CAs already have the ability to exempt or streamline review processes for activities that are low risk in their watershed and this practice is already in use by most CAs.
  
4. If the scope of conservation authority permits is narrowed to only address natural hazard issues (removal of “pollution” and “conservation of land” considerations, restrictions on conditions that can be required as part of a permit):
  - CAs may not be able to require development setbacks from water, protect naturalized shorelines or require sediment control during construction.
  - CAs would no longer be able to address water quality concerns, which are required under federally and provincially approved “Remedial Action Plans” for designated “Areas of Concern”.
  - CAs use pollution and conservation of land considerations and conditions to limit sediment and nutrient runoff into lakes and rivers that contribute to poor water quality, excessive weed growth and algae blooms. Municipalities would become responsible to address these types of concerns.

## Eastern Ontario Conservation Authorities

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- Water quality in lakes and rivers is an important economic driver in Eastern Ontario as it impacts property values, tourism, recreation, and commercial fisheries, and it is the source of drinking water for many permanent and seasonal residences.
  - CAs and municipalities would welcome a consistent definition of “conservation of land” in the new regulations, pertaining to the protection, management, and restoration of lands to maintain or enhance hydrological and ecological functions.
5. If the protection of wetlands is diminished (changes to wetland evaluation criteria, elimination of wetland complexing, reduction in the area around wetlands that is regulated, introduction of offsetting measures to compensate for wetland loss and the withdrawal of MNRF as the body responsible for wetland mapping and evaluations):
- Municipalities are concerned that the withdrawal of MNRF from administering the Ontario Wetland Evaluation System and maintaining wetland mapping will be downloaded to municipalities to manage reevaluation reports from consultants and maintain up-to-date wetland mapping that is needed for development review.
  - Municipalities and CAs are concerned that there will be a loss of wetlands that will have immediate and long-term impacts. Removing wetlands is like removing dams and reservoirs. Wetlands act as infrastructure that absorb and retain a significant volume of snow melt and rain which reduces flood levels during spring runoff and storm events. They also release this water slowly throughout the rest of the year, helping augment water levels in lakes and rivers during low flow periods which reduces drought conditions. Wetlands also filter nutrients and sediment from runoff which improves water quality.
  - These benefits are particularly important where lakes and rivers are supporting agriculture, recreation, tourism, and fisheries and acting as a source of drinking water. Municipalities and CAs could never afford to build the infrastructure it would take to replace wetland functions which is estimated to be billions.
6. If the Minister freezes conservation authority fees:
- Taxpayers, not developers, would absorb increasing costs for development review. In this scenario, growth would not be paying for growth.
  - Legislative amendments made earlier this year directed conservation authorities to demonstrate that self-generated revenue such as fees for service are considered where possible to reduce pressure on the municipal levy. This includes plan review and permitting fees that are collected to offset program costs, but not exceed them.

## Eastern Ontario Conservation Authorities

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### Recommendations:

1. Municipalities should retain the choice to enter into agreements with conservation authorities for natural heritage and water-related plan review services.
  - Recent legislative amendments by this government now require agreements to include defined terms, timelines, and performance measures, and CAs have demonstrated that they can provide these comments to municipalities in a cost-effective and timely manner. CAs are also already prevented by these earlier amendments from commenting beyond natural hazards if they do not have an agreement with a municipality.
2. Development that is subject to plan approval should not be exempt from requiring a conservation authority permit.
  - The planning process is not sufficient to ensure natural hazard concerns are addressed through appropriate design and construction. This change would also place additional responsibility and liability on municipalities.
3. Conservation authorities should determine which types of developments are deemed “low risk” through their regulations policies.
  - CAs are already able to create exemptions and streamline review processes that are appropriate locally, given watersheds have unique conditions.
4. Maintain “pollution” and “conservation of land” as considerations when conservation authorities are reviewing permit applications but provide a clear definition of each to ensure a consistent approach on how it is applied.
  - Streamlining these definitions will allow CAs to provide consistency to municipalities and developers and meet obligations under other pieces of legislation that require water quality-related comments from CAs.
5. Continue to protect wetlands to reduce flooding, provide flow augmentation.
  - Wetlands are critical pieces of natural infrastructure and municipalities cannot afford to build the infrastructure it would take to replicate wetland function to protect upstream and downstream communities from flooding and drought.
6. Do not freeze fees to ensure growth pays for growth.
  - Recent legislative amendments by this government now require CAs to demonstrate through their budget process that development review fees are offsetting, but not exceeding, program costs.

## Eastern Ontario Conservation Authorities

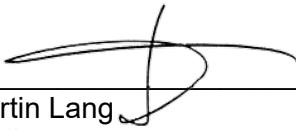
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Thank you for the opportunity to share our concerns and recommendations with you.

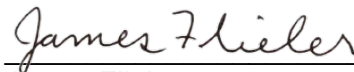
Our goal is to support you in creating more housing in Ontario while ensuring changes to Ontario's land use planning and permitting system do not have unintended and irreversible consequences on the protection of people, property, and natural resources.

We sincerely hope that you will remove the amendments we have highlighted from Bill 23 before it is passed, and that you will reconvene your government's *Conservation Authorities Working Group* to work with your Ministry to propose alternative improvements and refinements to conservation authority development review processes.

Sincerely,



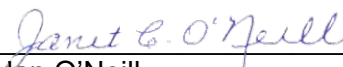
Martin Lang  
Chair  
Raisin Region Conservation Authority



James Flieler  
Chair  
Quinte Conservation Authority



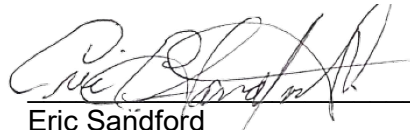
Pierre Leroux  
Chair  
South Nation River Conservation Authority



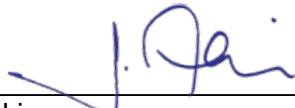
Jan O'Neill  
Chair  
Crowe Valley Conservation Authority



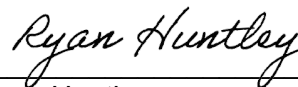
Pieter Leenhouts  
Chair  
Rideau Valley Conservation Authority



Eric Sandford  
Chair  
Lower Trent Conservation Authority



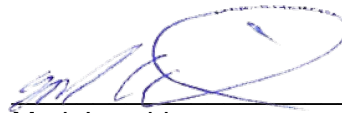
Jeff Atkinson  
Chair  
Mississippi Valley Conservation Authority



Ryan Huntley  
Chair  
Otonabee Region Conservation Authority



Paul McAuley  
Chair  
Cataragui Region Conservation Authority



Mark Lovshin  
Chair  
Ganaraska Region Conservation Authority

**Eastern Ontario Conservation Authorities**

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This letter has also been endorsed by the following municipal partners:

**Eastern Ontario Conservation Authorities**

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November 15, 2022



The Honourable Doug Ford  
Premier of Ontario  
Legislative Building, Queen's Park  
Toronto, ON, M7A 1A1  
[premier@ontario.ca](mailto:premier@ontario.ca)

The Honourable Steve Clark  
Minister of Municipal Affairs and Housing  
College Park 17th Floor, 777 Bay St,  
Toronto, ON M7A 2J3  
[minister.mah@ontario.ca](mailto:minister.mah@ontario.ca)



The Honourable Graydon Smith  
Minister of Natural Resources and Forestry  
Whitney Block, 99 Wellesley St W,  
Toronto, ON M7A 1W3  
[minister.mnrf@ontario.ca](mailto:minister.mnrf@ontario.ca)

The Honourable David Piccini  
Minister of the Environment, Conservation and Parks  
College Park 5th Floor, 777 Bay St,  
Toronto, ON M7A 2J3  
[minister.mecp@ontario.ca](mailto:minister.mecp@ontario.ca)



**Re: Loss of Local Decision-Making: Bill 23 Does Not Work for Eastern Ontario**

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Dear Premier Ford, Minister Clark, Minister Smith, and Minister Piccini,



With housing affordability affecting much of Ontario, we understand your government's target to build 1.5 million new homes over the next 10 years.



Conservation Authorities (CAs) have always supported long-term sustainable growth. In fact, our role is to ensure land-use decisions made today do not impede future growth tomorrow. We accomplish this by ensuring development has minimal impacts on flooding, erosion, slope stability and water quality by guiding development away from natural hazards and protecting the function of natural features. This can only be accomplished when evaluating growth and its cumulative impacts across a watershed, which is the value and service CAs provide to municipalities. Water flows across municipal boundaries and so do the impacts of development.



In Eastern Ontario, CAs have been working closely with municipalities to reduce barriers to development and streamline processes to provide the best service possible to municipalities, communities, homeowners, and developers. For many, this includes modernizing policies and procedures, streamlining approvals, reducing timelines, meeting and reporting on service standards, and promoting pre-consultation with applicants. CAs are not a barrier to growth, but an assurance that growth is safe and sustainable, and we have been a source of cost-effective expertise for municipalities and developers for decades.

We are committed to doing our part to help increase Ontario's housing supply, but it needs to be accomplished through smart, sustainable growth that will not have detrimental impacts down the road.

## Eastern Ontario Conservation Authorities

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We are concerned that some changes proposed in the *More Homes Built Faster Act* will:

- Weaken the ability of conservation authorities to continue protecting people and property from natural hazards such as floods;
- Diminish our ability to protect critical natural infrastructure like wetlands which reduce flooding, droughts and improve water quality in lakes and rivers; and,
- Place new downloaded responsibilities on municipalities related to natural hazards and natural resources that they are unprepared and under resourced to tackle.

We are calling on your government to press pause on the proposed changes highlighted below and to reconvene the multi-stakeholder *Conservation Authorities Working Group* that your government created. This group can help identify alternative solutions that will increase Ontario's housing supply without jeopardizing public safety or downloading additional responsibilities to municipalities. At a time when climate change is causing more frequent and intense storm events, the role and watershed mandate of CAs has never been more critical.

### **Proposed Changes of Concern and Their Potential Impact:**

1. If conservation authorities are no longer allowed to provide planning comments to municipalities beyond natural hazards:
  - Municipalities have indicated that they will need to contract this work out to the private sector, where there is already a limited labour market, as most do not have the expertise or capacity to take on this expanded role.
  - Municipalities anticipate higher costs, and possible delays, that will be passed on to applicants and developers. The current model enables municipalities to use existing expertise within the CAs (such as biologists, water resource engineers, ecologists, hydrogeologists) to fulfill responsibilities under the Provincial Policy Statement pertaining to natural heritage and water, while saving time and money for applicants.
  - Municipalities have shared conflict of interest concerns due to the limited availability of consultants in Eastern Ontario and shared concerns about the lack of local knowledge should they need to secure consultants from other regions.
  - Municipalities are also concerned with the loss of the watershed perspective in making planning decisions, which will result in a narrow review of the impacts to natural hazards and natural heritage. Municipalities formed CAs to address this very issue.

## Eastern Ontario Conservation Authorities

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2. If development that is subject to a planning approval is exempt from requiring a permit from the conservation authority:
  - Municipalities will assume greater responsibility and liability for the impact of development on flooding, erosion, slope stability and water quality within municipal boundaries and in upstream and downstream communities.
  - Municipalities and CAs will require more detailed studies and designs at the planning stage which are normally not required until the permitting stage. This would make planning applications more onerous and costly for developers and slow down approvals.
  - Municipalities will also have limited mechanisms to ensure compliance outside of the permitting process if development is not constructed properly.
  
3. If certain types of development are deemed “low risk” and exempted from requiring a conservation authority permit:
  - Public safety and property damage risks may not be adequately addressed as a single list of exempted activities across the province will not capture local conditions and constraints. Some activities which may be low risk in one watershed, such as fencing or auxiliary buildings, may be a significant risk in others that have retrogressive landslide areas or ravines.
  - It should also be acknowledged that CAs already have the ability to exempt or streamline review processes for activities that are low risk in their watershed and this practice is already in use by most CAs.
  
4. If the scope of conservation authority permits is narrowed to only address natural hazard issues (removal of “pollution” and “conservation of land” considerations, restrictions on conditions that can be required as part of a permit):
  - CAs may not be able to require development setbacks from water, protect naturalized shorelines or require sediment control during construction.
  - CAs would no longer be able to address water quality concerns, which are required under federally and provincially approved “Remedial Action Plans” for designated “Areas of Concern”.
  - CAs use pollution and conservation of land considerations and conditions to limit sediment and nutrient runoff into lakes and rivers that contribute to poor water quality, excessive weed growth and algae blooms. Municipalities would become responsible to address these types of concerns.



## Eastern Ontario Conservation Authorities

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- Water quality in lakes and rivers is an important economic driver in Eastern Ontario as it impacts property values, tourism, recreation, and commercial fisheries, and it is the source of drinking water for many permanent and seasonal residences.
  - CAs and municipalities would welcome a consistent definition of “conservation of land” in the new regulations, pertaining to the protection, management, and restoration of lands to maintain or enhance hydrological and ecological functions.
5. If the protection of wetlands is diminished (changes to wetland evaluation criteria, elimination of wetland complexing, reduction in the area around wetlands that is regulated, introduction of offsetting measures to compensate for wetland loss and the withdrawal of MNRF as the body responsible for wetland mapping and evaluations):
- Municipalities are concerned that the withdrawal of MNRF from administering the Ontario Wetland Evaluation System and maintaining wetland mapping will be downloaded to municipalities to manage reevaluation reports from consultants and maintain up-to-date wetland mapping that is needed for development review.
  - Municipalities and CAs are concerned that there will be a loss of wetlands that will have immediate and long-term impacts. Removing wetlands is like removing dams and reservoirs. Wetlands act as infrastructure that absorb and retain a significant volume of snow melt and rain which reduces flood levels during spring runoff and storm events. They also release this water slowly throughout the rest of the year, helping augment water levels in lakes and rivers during low flow periods which reduces drought conditions. Wetlands also filter nutrients and sediment from runoff which improves water quality.
  - These benefits are particularly important where lakes and rivers are supporting agriculture, recreation, tourism, and fisheries and acting as a source of drinking water. Municipalities and CAs could never afford to build the infrastructure it would take to replace wetland functions which is estimated to be billions.
6. If the Minister freezes conservation authority fees:
- Taxpayers, not developers, would absorb increasing costs for development review. In this scenario, growth would not be paying for growth.
  - Legislative amendments made earlier this year directed conservation authorities to demonstrate that self-generated revenue such as fees for service are considered where possible to reduce pressure on the municipal levy. This includes plan review and permitting fees that are collected to offset program costs, but not exceed them.

## Eastern Ontario Conservation Authorities

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### Recommendations:

1. Municipalities should retain the choice to enter into agreements with conservation authorities for natural heritage and water-related plan review services.
  - Recent legislative amendments by this government now require agreements to include defined terms, timelines, and performance measures, and CAs have demonstrated that they can provide these comments to municipalities in a cost-effective and timely manner. CAs are also already prevented by these earlier amendments from commenting beyond natural hazards if they do not have an agreement with a municipality.
2. Development that is subject to plan approval should not be exempt from requiring a conservation authority permit.
  - The planning process is not sufficient to ensure natural hazard concerns are addressed through appropriate design and construction. This change would also place additional responsibility and liability on municipalities.
3. Conservation authorities should determine which types of developments are deemed “low risk” through their regulations policies.
  - CAs are already able to create exemptions and streamline review processes that are appropriate locally, given watersheds have unique conditions.
4. Maintain “pollution” and “conservation of land” as considerations when conservation authorities are reviewing permit applications but provide a clear definition of each to ensure a consistent approach on how it is applied.
  - Streamlining these definitions will allow CAs to provide consistency to municipalities and developers and meet obligations under other pieces of legislation that require water quality-related comments from CAs.
5. Continue to protect wetlands to reduce flooding, provide flow augmentation.
  - Wetlands are critical pieces of natural infrastructure and municipalities cannot afford to build the infrastructure it would take to replicate wetland function to protect upstream and downstream communities from flooding and drought.
6. Do not freeze fees to ensure growth pays for growth.
  - Recent legislative amendments by this government now require CAs to demonstrate through their budget process that development review fees are offsetting, but not exceeding, program costs.

**Eastern Ontario Conservation Authorities**

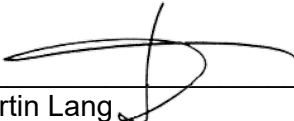
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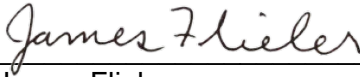
Thank you for the opportunity to share our concerns and recommendations with you.


Our goal is to support you in creating more housing in Ontario while ensuring changes to Ontario’s land use planning and permitting system do not have unintended and irreversible consequences on the protection of people, property, and natural resources.

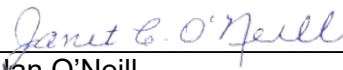
We sincerely hope that you will remove the amendments we have highlighted from Bill 23 before it is passed, and that you will reconvene your government’s *Conservation Authorities Working Group* to work with your Ministry to propose alternative improvements and refinements to conservation authority development review processes.

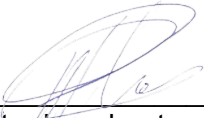
Sincerely,

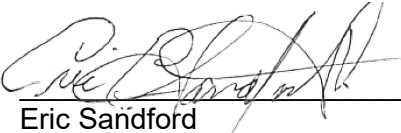
  
\_\_\_\_\_  
Martin Lang  
Chair  
Raisin Region Conservation Authority

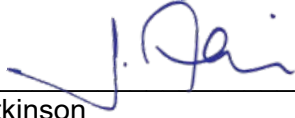
  
\_\_\_\_\_  
James Flieler  
Chair  
Quinte Conservation Authority

  
\_\_\_\_\_  
Pierre Leroux  
Chair  
South Nation River Conservation Authority

  
\_\_\_\_\_  
Jan O'Neill  
Chair  
Crowe Valley Conservation Authority

  
\_\_\_\_\_  
Pieter Leenhouts  
Chair  
Rideau Valley Conservation Authority

  
\_\_\_\_\_  
Eric Sandford  
Chair  
Lower Trent Conservation Authority


  
\_\_\_\_\_  
Jeff Atkinson  
Chair  
Mississippi Valley Conservation Authority


  
\_\_\_\_\_  
Ryan Huntley  
Chair  
Otonabee Region Conservation Authority


  
\_\_\_\_\_  
Paul McAuley  
Chair  
Cataragui Region Conservation Authority


  
\_\_\_\_\_  
Mark Lovshin  
Chair  
Ganaraska Region Conservation Authority

This letter has also been endorsed by the following municipal partners:


  
\_\_\_\_\_  
Mayor Glen Grant  
City of Cornwall


  
\_\_\_\_\_  
Mayor Francois Landry  
Township of North Stormont

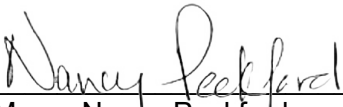
  
\_\_\_\_\_  
Warden & Deputy Mayor Carma Williams  
Township of North Glengarry

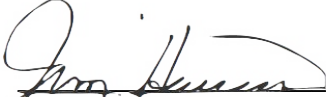
  
\_\_\_\_\_  
Mayor Lachlan McDonald  
Township of South Glengarry

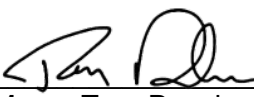
  
\_\_\_\_\_  
Mayor Bryan McGillis  
Township of South Stormont


  
\_\_\_\_\_  
Mayor Tony Fraser  
Township of North Dundas

  
\_\_\_\_\_  
Mayor Genevieve Lajoie  
Municipality of Casselman


  
\_\_\_\_\_  
Mayor Nancy Peckford  
Municipality of North Grenville


  
\_\_\_\_\_  
Mayor Jim Harrison  
City of Quinte West

  
\_\_\_\_\_  
Mayor Tory Deschamps  
Township of Edwardsburgh Cardinal

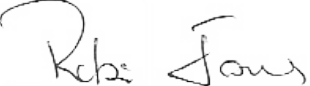
  
\_\_\_\_\_  
Mayor Brian Ostrander  
Municipality of Brighton


  
\_\_\_\_\_  
Mayor Normand Riopel  
Township of Champlain

  
\_\_\_\_\_  
Mayor Marg Isbester  
Town of Greater Napanee


  
\_\_\_\_\_  
Mayor Pierre Leroux  
Township of Russell

  
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Mayor Mario Zanth  
City of Clarence-Rockland

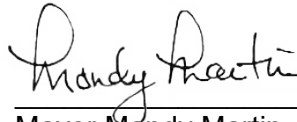
  
\_\_\_\_\_  
Mayor Robin Jones  
Village of Westport

  
\_\_\_\_\_  
Deputy Mayor George Darouze  
City of Ottawa

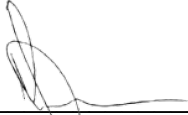
  
\_\_\_\_\_  
Mayor Francis Briere  
Nation Municipality



Mayor Bob Mullin  
Township of Stirling-Rawdon



Mayor Mandy Martin  
Township of Cramahe



Mayor Michael Cameron  
Village of Merrickville-Wolford



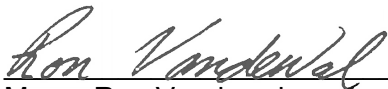
Reeve Steve Fournier  
Township of Drummond/North Elmsley



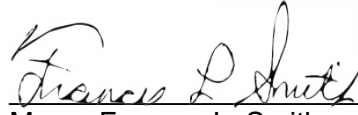
Reeve Rob Rainer  
Tay Valley Township



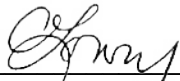
Mayor Arie Hoogenboom  
Township of Rideau Lakes



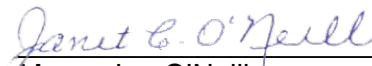
Mayor Ron Vandewal  
Township of South Frontenac



Mayor Frances L. Smith  
Township of Central Frontenac



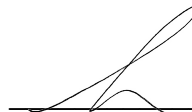
Mayor Christa Lowry  
Municipality of Mississippi Mills



Mayor Jan O'Neill  
Municipality of Marmora and Lake



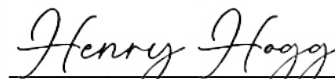
Reeve Peter McLaren  
Township of Lanark Highlands



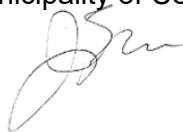
Mayor Shawn Pankow  
Town of Smiths Falls



Mayor Tom Deline  
Municipality of Centre Hastings



Mayor Henry Hogg  
Township of Addington Highlands



Mayor Judy Brown  
Town of Perth



Mayor Roger Haley  
Township of Front of Yonge



CAO Darlene Noonan  
Township of Athens



Mayor James Hegadorn  
Loyalist Township



# LOWER TRENT CONSERVATION

714 Murray Street, R.R. 1, Trenton, Ontario K8V 0N1

■ Tel: 613-394-4829 ■ Fax: 613-394-5226 ■ Website: [www.ltc.on.ca](http://www.ltc.on.ca) ■ Email: [information@ltc.on.ca](mailto:information@ltc.on.ca)

Registered Charitable Organization No. 107646598RR0001

Public Input Coordinator  
 MNRF - PD - Resources Planning and Development Policy Branch  
 300 Water Street, 6th Floor, South tower  
 Peterborough, ON  
 K9J 8M5

November 23, 2022

**RE: ERO Posting 019-6141 Legislative and regulatory proposals affecting conservation authorities to support the Housing Supply Action Plan 3.0**

Thank you for the opportunity to comment on this ERO Regulation proposal. Lower Trent Conservation is supportive of increased affordable housing and appreciates that the residents of Ontario deserve safe from hazards and environmentally sound locations for their homes.

Lower Trent Conservation (LTC) provides timely, cost-affordable technical services to our municipal partners and the local development community. Many of our smaller municipal partners are financially constrained and rely on their conservation authority partners to assist in processing challenging, environmentally-constrained planning applications and building permits. In so doing, LTC ensure those applications are consistent with Sections 2.1, 2.2 and 3.1 of the PPS as well as the hazard regulations. If LTC is no longer able to provide technical review services for planning applications, including the issuance of permits under our regulations, our partners will have to rely on expensive, time-consuming services from private consultants, as many of our municipal partners do not have in-house technical staff to provide such reviews.

Our municipal partners value LTC services. There is currently a planning and civil engineering crisis in rural Ontario. Conservation authorities are not duplicating municipal services, such as a building inspections, during review of complex applications. We ensure development is safe and can be insured. We work tirelessly to protect our wetlands, watercourses and shorelines to ensure clean drinking water and to maintain natural infrastructure systems, which is cost-effective and responsible planning in the era of climate change. At a time when infrastructure costs are soaring due to old and undersized systems for a growing population, CAs protect fiscally responsible natural asset management for generations to come.

Watershed management overseen by Conservation Authorities is an asset to Ontario's land use planning system. We have seen the impacts of devastating floods in British Columbia where there are no Conservation Authorities. We respectfully ask to continue in this public service, and to be brought back to the table through the resumption of the multi-stakeholder Conservation Authorities Working Group to discuss how we might further expedite housing construction within all CA watersheds.

*Working with Local Communities to Protect our Natural Environment*



Member of Conservation Ontario  
 Representing Ontario's 36 Conservation Authorities



In regard to CA lands, we have in the recent past disposed of lands for residential development, where appropriate. Most CA lands were acquired as environmentally sensitive or hazard lands that are unsuitable for development.

#### Recommendations

- 1) Municipalities should retain the choice to enter into agreements with conservation authorities for natural heritage and water-related plan review services:
  - a. Remove amendment (1.1) from Section 21.1.2 of the *Conservation Authorities Act* preventing CAs from entering into MOUs with our municipal partners;
- 2) Remove the prescribed Acts from the above-noted amendment;
- 3) Development that is subject to plan approval should not be exempt from requiring a conservation authority permit. The planning process is not sufficient to ensure natural hazard concerns are addressed through appropriate design and construction. This change would also place additional responsibility and liability on municipalities.
  - a. Remove amendments (4.1) and (4.2) from Section 28 of the *Conservation Authorities Act* preventing CAs from issuing permits under planning authorizations.
- 4) Remove Section 21.3 from the *Conservation Authorities Act* regarding fee changes;
- 5) Remove subsection 1 (4.1) of the *Planning Act* preventing CAs from appealing decisions as a public body.
- 6) Reconvene the successful multi-stakeholder Conservation Authorities Working Group to promote discussion and an acceptable solution for all stakeholders.

Lower Trent supports a consistent regulation and regulatory policy document for all CAs in Ontario, including the adoption of PPS definitions. We believe this represents good planning and will help prevent confusion and delays for the development community. We understand that regulatory information and provincial data needs to trickle down to our municipal partners, which will slowly diminish our role in planning review services. As such, it is imperative that we are able to continue to provide input on Official Plan and Comprehensive Zoning By-law updates.

Lower Trent Conservation looks forward to further consultation on Bill 23 and working with the Province to help alleviate the housing crisis in a responsible and thoughtful manner.

Sincerely,



Rhonda Bateman, CAO  
Lower Trent Conservation Authority  
[rhonda.bateman@ltc.on.ca](mailto:rhonda.bateman@ltc.on.ca)  
613-394-3915 ext. 212



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Registered Charitable Organization No. 107646598RR0001

Public Input Coordinator  
 MNRF - PD - Resources Planning and Development Policy Branch  
 300 Water Street, 6th Floor, South tower  
 Peterborough, ON  
 K9J 8M5

November 23, 2022

## RE: ERO Posting 019-6160 Proposed Updates to the Ontario Wetland Evaluation System

Thank you for the opportunity to comment on this ERO Regulation proposal. At this time, the overarching framework for the regulation and management of wetlands in Ontario is unknown due to the proposed changes and ongoing consultation processes associated with Bill 23. Thus, it may be premature to advance the proposed changes to OWES.

Central administration of a program that is arms-length from evaluators, planning approval bodies, and guided by sound science is integral to maintenance of the ecological integrity, ecological functioning and biodiversity of wetlands in Ontario. Removal of administration, oversight, and guidance of the MNRF from the OWES program, and downloading this responsibility to planning approval bodies dismisses the realities of the lack of funding and expertise at the municipal level to be appropriately involved in the program. As wetlands cross geopolitical boundaries, and many municipalities already lack staff expertise to review environmental studies and reports, it is unlikely that a transition to municipal oversight is will achieve the goals of the OWES.

One section being removed says it best: "The topography of the landscape in which these wetlands occur, the short distances between some of the wetlands, and the density of wetlands per unit of areal landscape may be so complex that delineation of the wetland units into individually recognized wetlands would not be an ecologically or functionally sound process. Such groupings of wetlands are referred to as "wetland complexes. Wetland complexes are commonly related in a functional way, that is, as a group they tend to have similar or complementary biological, social and/or hydrological functions. Much of the wildlife in the area of the complex is variously dependent upon the presence of the entire complex of wetlands, with each wetland unit contributing to the whole." Retaining wetland complexing in the OWES Manual and scoring is integral to retaining functioning wetlands across our landscapes to mitigate flooding, filter water, sequester carbon, and much more.

### Recommendations:

1. Delay changes to OWES until such time as framework for regulation and management of wetlands in Ontario is better understood to allow for meaningful public engagement and input.

*Working with Local Communities to Protect our Natural Environment*



Member of Conservation Ontario  
 Representing Ontario's 36 Conservation Authorities



2. Discuss and bring forward proposed changes through the input of an established working group, represented by all those involved in administering / implementing OWES (e.g., municipalities, government agencies, conservation authorities, development industry, academia, NGO's, Indigenous communities, etc.). This would allow for a revised OWES that is practical and scientifically defensible while at the same time meeting the needs of all those involved in its implementation.
3. Retain involvement of a central body, MNR or other, to oversee and approve wetland evaluations to ensure consistency and accuracy across multiple planning jurisdictions.
4. Retain the section of the OWES Manuals titled "Wetland Complexes" as well as all references to wetland complexes / complexing.
5. Amend the proposed "Re-evaluation of previously evaluated wetland complexes" subsection to state that re-evaluation of wetland complexes may only occur through a complete re-evaluation of all units in the existing wetland complex, and that the status of a wetland complex (e.g., significant or not) may only change based on a re-evaluation of the complete wetland complex (i.e., all units that were previously evaluated as part of the wetland complex must be re-evaluated at the same time). The very limited circumstances under which an individual wetland as part of a complex may be re-evaluated on its own should be clearly outlined to avoid confusion or misapplication of the manual.
6. If the proposed section titled "Wetland Re-evaluations and Mapping Updates" remains in the updated OWES manuals, amend the section to ensure that previous wetland evaluations must be considered when undertaking re-evaluations to clearly identify and document where changes have occurred which result in a different cumulative score.
7. Retain section 4.1.2.1 (Reproduction Habitat for an Endangered or Threatened Species) and section 4.1.2.2 (Migration, Feeding or Hibernation Habitat for an Endangered or Threatened Species) in the OWES manuals to signal the high importance of these attributes when evaluating or re-evaluating wetlands. Retain the current evaluation scores for these attributes.
8. Retain the section of Appendix 1 which speaks to "locally significant wetlands" to provide transparency of process for wetland designation and protection for wetlands which do not meet the criteria for a "provincially significant" designation.

Lower Trent Conservation looks forward to further consultation with the province on the updated OWES proposal.

Sincerely,



Rhonda Bateman, CAO  
Lower Trent Conservation Authority  
[rhonda.bateman@ltc.on.ca](mailto:rhonda.bateman@ltc.on.ca)  
613-394-3915 ext. 212



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Public Input Coordinator  
 MNRF - PD - Resources Planning and Development Policy Branch  
 300 Water Street, 6th Floor, South tower  
 Peterborough, ON  
 K9J 8M5

November 23, 2022

**RE: ERO Posting 019-6161 Conserving Ontario's Natural Heritage**

Thank you for the opportunity to comment on this ERO Regulation proposal. The following comments summarize Lower Trent Conservation's interest in this proposal.

Protecting existing natural cover across Ontario, is the most effective and fiscally responsible way to create nature-based resiliency against the threats of climate change and biodiversity loss. Habitat restoration, enhancement and creation should be supported, but not at the cost of losing existing natural cover.

Fragmentation of natural cover should be avoided.

Ecological offsetting comes with many risks. Existing natural heritage features and their functions have taken **long timescales** to develop, and newly created features will require many years to be successfully established, provided they can successfully establish at all. There is a risk that new features do not successfully establish and thus cannot provide the lost ecological services, resulting in net loss of natural cover and resiliency.

Locating and acquiring suitable lands, either public or private, at appropriate sites and replacement scales where offsetting projects can be implemented and monitored in the long term, is challenging.

Offsetting projects should be completed and be able to demonstrate that they are providing the ecological functions and services of the features they are intended to replace, before destruction/loss of the feature is permitted/approved.

Conservation practitioners and other stakeholders should be thoroughly consulted and involved in the development of a provincial offsetting policy.

Offsetting project considerations include:

- a) identification of funding responsibility and on-going financial management
- b) identification of responsibility for project management of offsetting projects

*Working with Local Communities to Protect our Natural Environment*



Member of Conservation Ontario  
 Representing Ontario's 36 Conservation Authorities

Lower Trent Conservation looks forward to further consultation with the province on Conserving Ontario's Natural Heritage. Thank you for the opportunity to share our comments.

Sincerely,



Rhonda Bateman, CAO  
Lower Trent Conservation Authority  
[rhonda.bateman@ltc.on.ca](mailto:rhonda.bateman@ltc.on.ca)  
613-394-3915 ext. 212







# LOWER TRENT CONSERVATION

714 Murray Street, R.R. 1, Trenton, Ontario K8V 0N1

■ Tel: 613-394-4829 ■ Fax: 613-394-5226 ■ Website: [www.ltc.on.ca](http://www.ltc.on.ca) ■ Email: [information@ltc.on.ca](mailto:information@ltc.on.ca)

Registered Charitable Organization No. 107646598RR0001

December 8, 2022

CA Office  
Ministry of Natural Resources and Forestry  
Resource Planning and Development Policy Branch  
2nd Floor South Tower, 300 Water Street East  
Peterborough, ON K9J 3C7  
[ca.office@ontario.ca](mailto:ca.office@ontario.ca)

## **Subject: January 1, 2023, Progress Report**

As required under Ontario Regulation 687/21 please accept this correspondence as Lower Trent Conservation's January 1, 2023, Progress Report.

### Sec. 7. (3)(a) Comments Received or Feedback Submitted by a Municipality

Lower Trent Conservation received no further written comments or feedback during this quarter.

### Sec. 7 (3)(b) Summary of Changes to the Inventory

Lower Trent Conservation has not made any changes to the inventory during this quarter.

### Sec. 7 (3)(c) Update on the Progress of Negotiating Cost Apportioning Agreements

Development of Agreements continue to be drafted. The recent municipal election has slowed progress on meeting with staff and councils.

### Sec. 7 (3) (d) – Outline of Any Difficulties that May Affect the Ability to Conclude Cost Apportioning Agreements by the Transition Date

The biggest challenge affecting the ability to complete the agreements by the transition date is the passage of Bill 23 - *More Homes Built Faster Act*. This Act has affected and continues to affect our municipal partner's operations, processes and relationship with Lower Trent

*Working with Local Communities to Protect our Natural Environment*



Member of Conservation Ontario  
Representing Ontario's 36 Conservation Authorities

Conservation (LTC). The repercussions from Bill 23 may drastically affect LTC's ability to complete the agreements within the required timeframe.

The intent of this report was to meet the requirements set in regulation.

Please contact me if you have any questions or concerns,



Rhonda Bateman,  
CAO/Secretary-Treasurer  
Lower Trent Conservation  
613-394-3915 ext. 212  
[rhonda.bateman@ltc.on.ca](mailto:rhonda.bateman@ltc.on.ca)





Friday, December 16, 2022

Mr. Bob Angione  
Chief Administrative officer and Municipal Clerk  
Township of Havelock-Belmont-Methuen  
PO Box 10, 1 Ottawa Street East  
Havelock, ON  
K0L 1Z0

**RE: Conservation Authority Jurisdiction Enlargement**

Mr. Angione,

On behalf of the Board of Directors for Otonabee Region Conservation Authority, please be advised that at their meeting of December 15, 2022; the Board approved your request for the boundary extension of the Lower Trent Region Conservation Authority.

*Motion 080/22: That the Authority advise the Township of Havelock-Belmont-Methuen and the Lower Trent Conservation Authority that it has no concerns with the proposed enlargement of the boundaries of the Lower Trent Conservation Authority for the purpose of providing plan review and regulatory services.*

I trust this assists you and Lower Trent Region Conservation Authority to move forward.

Sincerely,



Janette Loveys  
CAO/Secretary – Treasurer

c.c. Rhonda Bateman, CAO, Lower Trent Conservation Authority



# LOWER TRENT CONSERVATION

714 Murray Street, R.R. 1, Trenton, Ontario K8V 0N1

■ Tel: 613-394-4829 ■ Fax: 613-394-5226 ■ Website: [www.ltc.on.ca](http://www.ltc.on.ca) ■ Email: [information@ltc.on.ca](mailto:information@ltc.on.ca)

Registered Charitable Organization No. 107646598RR0001

Hon. Graydon Smith,  
Minister of Natural Resources and Forestry  
Whitney Block, 99 Wellesley St. W.,  
Toronto, ON M7A 1W3

December 21, 2022

RE: Lower Trent Region Conservation Authority - Ontario Regulation 400/22 - Information Requirements

This letter is intended to meet the requirements under O. Reg. 400/22 Section 4 (1)(2) Notifying the Minister and confirming the publication of information in accordance with Section 3 including a link to the governance page which is found below.

Lower Trent Region Conservation Authority has established a specific webpage entitled Governance which can be found at <https://ltc.on.ca/about/bod>. All of the required information under Section 2 (1) is found under the web address. Due to the limitations on the current website, a conspicuous, entitled Governance tab was not obtainable.

Please note that Lower Trent Conservation is in the process of updating/refurbishing its website, however, it will not be functional until March 2023. The new format of the website will have a conspicuous link for Governance and all the required information will be uploaded to the new website. Upon launch of the new website, a new link will be sent to the Minister.

If you have any questions, please feel free to contact me directly.

Regards,

Rhonda Bateman,  
CAO/Secretary-Treasurer  
Lower Trent Conservation

[rhonda.bateman@ltc.on.ca](mailto:rhonda.bateman@ltc.on.ca)  
613-394-3915 ext. 212



**Ministry of Natural  
Resources and Forestry**

Office of the Minister

99 Wellesley Street West  
Room 6630, Whitney Block  
Toronto, ON M7A 1W3  
Tel.: 416-314-2301**Ministère des Richesses  
naturelles et des Forêts**

Bureau du ministre

99, rue Wellesley Ouest  
Bureau 6630, Édifice Whitney  
Toronto ON M7A 1W3  
Tél.: 416 314-2301

December 28, 2022

**TO:** Conservation authorities as listed in the Attachment A “Minister’s Direction to Not Change Fees”

**SUBJECT:** Minister’s direction for conservation authorities regarding fee changes associated with planning, development and permitting fees

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In support of Ontario’s Housing Supply Action Plan: 2022-2023, the province made a series of legislative changes through the *More Homes Built Faster Act, 2022* (Bill 23) to help achieve the goal of building 1.5 million homes over the next 10 years. These changes accelerate housing development approvals while continuing to protect Ontario families, communities, and critical resources. A number of these changes affect conservation authorities and are intended to support faster and less costly approvals, streamline conservation authority processes, and help make land suitable for housing available for development.

To this end, pursuant to subsection 21.3 (1) of the *Conservation Authorities Act*, which is in effect January 1, 2023, I am issuing a Minister’s Direction (“Direction”), attached to this letter as Attachment “A”. Subsection 21.3 (1) provides that the “Minister may give a written direction to an authority directing it not to change the amount of any fee it charges under subsection 21.2 (10), in respect of a program or service set out in the list referred to in subsection 21.2 (2), for the period specified in the direction.”

The purpose of this Direction, which is effective from January 1, 2023 to December 31, 2023, is to require a conservation authority not to change the amount of the fee it charges or the manner in which it determines the fee for any program or service that may be provided by the conservation authority. This relates to reviewing and commenting on planning and development related proposals or land use planning policies, or for permits issued by conservation authorities. For greater certainty, the “Prescribed Acts – subsections 21.1.1 (1.1) and 21.1.2 (1.1) of the Act” regulation (O. Reg. 596/22), effective January 1, 2023, prohibits a CA from providing a municipal (Category 2) or other (Category 3) program or service related to reviewing and commenting on a proposal, application, or other matter



made under prescribed Acts. This regulation therefore precludes the charging of a fee by a conservation authority for these specific programs or services provided under subsections 21.1.1 (1) or 21.1.2 (1.1) of the *Conservation Authorities Act*.

The conservation authorities listed in Appendix A of the Direction are encouraged to make the Direction publicly available on the Governance section of their websites.

Pursuant to subsection 21.2 (3) of the Act, I am also re-distributing the Minister's list of classes and programs and services in respect of which conservation authorities may charge a fee along with this Direction, with editorial changes to reflect the recent legislative and regulatory changes.

If you have any questions, please contact Jennifer Keyes, Director, Resources Planning and Development Policy Branch, at [Jennifer.Keyes@ontario.ca](mailto:Jennifer.Keyes@ontario.ca) or 705-761-4831.

If it is in the public interest to do so, I will provide further direction or clarification at a later date related to the matters set out in this Direction.

Sincerely,



The Honourable Graydon Smith  
Minister of Natural Resources and Forestry

c: The Honourable Steve Clark, Minister of Municipal Affairs and Housing  
The Honourable David Piccini, Minister of the Environment, Conservation and Parks

**Minister’s Direction Issued Pursuant to Section 21.3 of the *Conservation Authorities Act*  
(this “Direction”)**

**WHEREAS** section 21.2 of the *Conservation Authorities Act*, in effect on January 1, 2023, permits a Conservation Authority to charge a fee for a program or service if the program or service is included in the Minister’s list of classes of programs and services in respect of which a Conservation Authority may charge a fee;

**AND WHEREAS** subsections 21.2 (6) and 21.2 (7) of the *Conservation Authorities Act* provide that a Conservation Authority shall adopt a written fee policy that includes a fee schedule listing the programs and services that it provides in respect of which it charges a fee, and the amount of the fee charged for each program or service or the manner in which the fee is determined (a “**Fee Schedule**”);

**AND WHEREAS** subsection 21.2 (10) of the *Conservation Authorities Act* provides that a Conservation Authority may make a change to the list of fees set out in the fee schedule or to the amount of any fee or the manner in which a fee is determined, provided the authority shall give notice of the proposed change to the public in a manner it considers appropriate;

**AND WHEREAS** section 21.3 of the *Conservation Authorities Act* provides the Minister with the authority to give a written direction to an authority directing it not to change the amount of any fee it charges under subsection 21.2 (10), in respect of a program or service set out in the list referred to in subsection 21.2 (2), for the period specified in the direction;

**NOW THEREFORE** pursuant to the authority of the Minister of Natural Resources and Forestry under section 21.3, the Conservation Authorities set out under Appendix “A” of this Direction (the “**Conservation Authorities**” or each, a “**Conservation Authority**”) are hereby directed as follows:

**Fee Changes Prohibition**

1. Commencing on the Effective Date and for the duration of the Term of this Direction, a Conservation Authority is prohibited from making a change under subsection 21.2 (10) of the *Conservation Authorities Act* to the amount of any fee or the manner in which a fee is determined in its fee schedule if such a change would have the effect of changing the fee amount for the programs and services described in paragraphs 2 and 3 of this Direction.

**Program and Service Fees Impacted**

2. This Direction applies to any fee set out in the Fee Schedule of a Conservation Authority, including without limitation fees for any mandatory program or service (Category 1), municipal program or service (Category 2), or Conservation Authority recommended program or service (Category 3) related to reviewing and commenting on

planning and development related proposals, applications, or land use planning policies, or for Conservation Authority permitting.

3. For greater certainty, this Direction applies to any fees in respect of the following programs or services provided under the Mandatory Programs and Services regulation ([O. Reg. 686/21](#)):
  - a. Section 6: programs and services related to reviewing applications and proposals under the *Aggregate Resources Act*, *Drainage Act*, *Environmental Assessment Act*, and the *Niagara Escarpment Planning and Development Act*, for the purpose of commenting on the risks related to natural hazards arising from the proposal,
  - b. Section 7: programs and services related to ensuring that decisions under the *Planning Act* are consistent with the natural hazards policies in the policy statements issued under section 3 of the *Planning Act* and are in conformance with any natural hazard policies included in a provincial plan as defined in section 1 of that Act,
  - c. Section 8: programs and services related to Conservation Authority duties, functions, and responsibilities to administer and enforce section 28 and its regulations, section 28.0.1, and section 30.1 of the *Conservation Authorities Act*,
  - d. Paragraph 4 of subsection 13 (3): programs and services related to reviewing and commenting on any proposal made under another Act for the purpose of determining whether the proposal relates to a significant drinking water threat or may impact any drinking water sources protected by a source protection plan, and
  - e. Subparagraph 4 iv of section 15: programs and services related to reviewing and commenting on proposals made under other Acts for the purpose of determining the proposal's impact on the Lake Simcoe Protection Plan and the Lake Simcoe watershed.

### **Application**

4. This Direction, applies to all Conservation Authorities in Ontario, listed in Appendix "A" to this Direction.
5. For greater certainty, this Direction also applies to the Conservation Authorities listed in Appendix "A" to this Direction when such Conservation Authorities are meeting as a source protection authority under the *Clean Water Act, 2006*.

### **Effective Date and Term**

6. This Direction is effective from January 1, 2023 (the "**Effective Date**").
7. The term of this Direction is the period from the Effective Date to December 31, 2023 (the "**Term**").

**Amendments**

8. This Direction may be amended in writing from time to time at the sole discretion of the Minister.

**HIS MAJESTY THE KING IN RIGHT OF ONTARIO  
as represented by the  
Minister of Natural Resources and Forestry**



The Honourable Graydon Smith  
Minister of Natural Resources and Forestry  
December 28, 2022

**APPENDIX A****LIST OF CONSERVATION AUTHORITIES TO WHICH THE DIRECTION APPLIES****Ausable Bayfield CA**

R.R. #3  
71108 Morrison Line  
Exeter ON N0M 1S5  
Brian Horner  
bhorner@abca.on.ca

**Cataraqui Region CA**

Box 160  
1641 Perth Road  
Glenburnie ON K0H 1S0  
Katrina Furlanetto  
kfurlanetto@crca.ca

**Catfish Creek CA**

R.R. #5  
8079 Springwater Road  
Aylmer ON N5H 2R4  
Dusty Underhill  
generalmanager@catfishcreek.ca

**Central Lake Ontario CA**

100 Whiting Avenue  
Oshawa ON L1H 3T3  
Chris Darling  
cdarling@cloca.com

**Credit Valley CA**

1255 Old Derry Rd  
Mississauga ON L5N 6R4  
Quentin Hanchard  
quentin.hancard@cvc.ca

**Crowe Valley CA**

Box 416  
70 Hughes Lane  
Marmora ON K0K 2M0  
Tim Pidduck  
tim.pidduck@crowevalley.com

**Essex Region CA**

Suite 311  
360 Fairview Ave West  
Essex ON N8M 1Y6

Attachment A



Tim Byrne  
[tbyrne@erca.org](mailto:tbyrne@erca.org)

**Ganaraska Region CA**

Box 328  
2216 County Road 28  
Port Hope ON L1A 3V8  
Linda Laliberte  
[llaliberte@grca.on.ca](mailto:llaliberte@grca.on.ca)

**Grand River CA**

Box 729  
400 Clyde Road  
Cambridge ON N1R 5W6  
Samantha Lawson  
[slawson@grandriver.ca](mailto:slawson@grandriver.ca)

**Grey Sauble CA**

R.R. #4  
237897 Inglis Falls Road  
Owen Sound ON N4K 5N6  
Tim Lanthier  
[t.lanthier@greysauble.on.ca](mailto:t.lanthier@greysauble.on.ca)

**Halton Region CA**

2596 Britannia Road West  
Burlington ON L7P 0G3  
Hassaan Basit  
[hbasit@hrca.on.ca](mailto:hbasit@hrca.on.ca)

**Hamilton Region CA**

P.O. Box 81067  
838 Mineral Springs Road  
Ancaster ON L9G 4X1  
Lisa Burnside  
[lisa.burnside@conservationhamilton.ca](mailto:lisa.burnside@conservationhamilton.ca)

## Attachment A

**Kawartha Region CA**

277 Kenrei (Park) Road  
Lindsay ON K9V 4R1  
Mark Majchrowski  
mmajchrowski@kawarthaconservation.com

**Kettle Creek CA**

R.R. #8  
44015 Ferguson Line  
St. Thomas ON N5P 3T3  
Elizabeth VanHooren  
elizabeth@kettlecreekconservation.on.ca

**Lake Simcoe Region CA**

Box 282  
120 Bayview Parkway  
Newmarket ON L3Y 3W3  
Rob Baldwin  
r.baldwin@lsrca.on.ca

**Lakehead Region CA**

Box 10427  
130 Conservation Road  
Thunder Bay ON P7B 6T8  
Tammy Cook  
tammy@lakeheadca.com

**Long Point Region CA**

4 Elm Street  
Tillsonburg ON N4G 0C4  
Judy Maxwell  
jmaxwell@lprca.on.ca

**Lower Thames Valley CA**

100 Thames Street  
Chatham ON N7L 2Y8  
Mark Peacock  
mark.peacock@ltvca.ca

**Lower Trent Region CA**

R.R. #1  
714 Murray Street  
Trenton ON K8V 5P4  
Rhonda Bateman  
rhonda.bateman@ltc.on.ca

**Maitland Valley CA**

Box 127

## Attachment A

1093 Marietta Street  
Wroxeter ON N0G 2X0  
Phil Beard  
pbeard@mvca.on.ca

**Mattagami Region CA**

100 Lakeshore Road  
Timmins ON P4N 8R5  
David Vallier  
david.vallier@timmins.ca

**Mississippi Valley CA**

10970 Highway 7  
Carleton Place ON K7C 3P1  
Sally McIntyre  
smcintyre@mvc.on.ca

**Niagara Peninsula CA**

250 Thorold Road West, 3rd Floor  
Welland ON L3C 3W2  
Chandra Sharma  
csharma@npca.ca

**Nickel District CA**

199 Larch St  
Suite 401  
Sudbury ON P3E 5P9  
Carl Jorgensen  
carl.jorgensen@conservationsudbury.ca

**North Bay-Mattawa CA**

15 Janey Avenue  
North Bay ON P1C 1N1  
Chitra Gowda  
chitra.gowda@nbmca.ca

**Nottawasaga Valley CA**

8195 Line 8  
Utopia ON L0M 1T0  
Doug Hevenor  
dhevenor@nvca.on.ca



## Attachment A

**Otonabee Region CA**

250 Milroy Drive  
Peterborough ON K9H 7M9  
Janette Loveys Smith  
jsmith@otonabeeconservation.com

**Quinte CA**

R.R. #2  
2061 Old Highway #2  
Belleville ON K8N 4Z2  
Brad McNevin  
bmcnevin@quinteconservation.ca

**Raisin Region CA**

PO Box 429  
18045 County Road 2  
Cornwall ON K6H 5T2  
Richard Pilon  
richard.pilon@rrca.on.ca

**Rideau Valley CA**

Box 599  
3889 Rideau Valley Dr.  
Manotick ON K4M 1A5  
Sommer Casgrain-Robertson  
sommer.casgrain-robertson@rvca.ca

**Saugeen Valley CA**

R.R. #1  
1078 Bruce Road #12, Box #150  
Formosa ON N0G 1W0  
Jennifer Stephens  
[j.stephens@svca.on.ca](mailto:j.stephens@svca.on.ca)

**Sault Ste. Marie Region CA**

1100 Fifth Line East  
Sault Ste. Marie ON P6A 6J8  
Corrina Barrett  
cbarrett@ssmrca.ca

**South Nation River CA**

38 Victoria Street  
P.O. Box 29  
Finch ON K0C 1K0  
Angela Coleman  
acoleman@nation.on.ca

**St. Clair Region CA**

205 Mill Pond Crescent

Attachment A

Strathroy ON N7G 3P9  
Ken Phillips  
[kphillips@scrca.on.ca](mailto:kphillips@scrca.on.ca)

**Toronto and Region CA**

101 Exchange Avenue  
Vaughan ON L4K 5R6  
John MacKenzie  
[john.mackenzie@trca.ca](mailto:john.mackenzie@trca.ca)

**Upper Thames River CA**

1424 Clarke Road  
London ON N5V 5B9  
Tracey Annett  
[annettt@thamesriver.on.ca](mailto:annettt@thamesriver.on.ca)

**Agenda Item #9.i****Ministry of Natural Resources and Forestry**

Resources Planning and Development  
Policy Branch  
Policy Division  
300 Water Street  
Peterborough, ON K9J 3C7

**Ministère des Richesses naturelles et des Forêts**

Direction des politiques de planification et d'exploitation des ressources  
Division de l'élaboration des politiques  
300, rue Water  
Peterborough (Ontario) K9J 3C7

**To:** Conservation authorities and participating municipalities, Conservation Ontario and the Association of Municipalities of Ontario

**From:** Jennifer Keyes, Director

**Date:** December 28, 2022

**Subject:** Legislative and regulation changes affecting conservation authorities

Good afternoon,

I am writing to provide you with information on amendments to the *Conservation Authorities Act* made as part of the *More Homes Built Faster Act, 2022*, as well as two regulations that have been approved by the province in support of Ontario's Housing Supply Action Plan, both of which will come into effect on January 1, 2023. In addition, the Minister of Natural Resources and Forestry has issued a direction regarding fees that will be distributed separately from this letter. A notice will be posted to the Environmental Registry of Ontario (ERO) in the coming weeks regarding these decisions.

### **Legislative Amendments**

As you are likely aware, the *More Homes Built Faster Act, 2022* was passed this Fall, receiving Royal Assent on November 28, 2022. Several changes were made to the *Conservation Authorities Act* that are intended to further focus conservation authorities on their core mandate, support faster and less costly approvals, streamline conservation authority processes, and help make land suitable for housing available for development.

Notably, one part of the *More Home Built Faster Act, 2022* which came into effect upon Royal Assent were changes to Section 28.0.1 of the *Conservation Authorities Act*, which include provisions to require a conservation authority to issue a permission or permit where a Minister's Zoning Order has been made under section 47 of the *Planning Act*. This section was amended to also apply to orders made under section 34.1 of the *Planning Act*, otherwise known as the "community infrastructure and housing accelerator" tool, in addition to some other minor changes.

Other changes, which will come into effect on January 1, 2023, include:

- Updates to Section 21 of the Act so that a disposition of land in respect of which the Minister has made a grant under section 39 requires authorities to provide a notice of the proposed disposition to the Minister instead of requiring the Minister's approval. Authorities will also be required to conduct public consultations before disposing of lands that meet certain criteria.
- Sections 21.1.1 and 21.1.2 of the Act which provide that authorities may not provide a program or service related to reviewing and commenting on proposals, applications, or other matters under prescribed Acts.
- A new section 21.3 that enables the Minister to issue temporary direction to a conservation authority preventing the authority from changing the amount of a fee it charges under subsection 21.2 (10) of the Act.

Remaining legislative changes regarding conservation authority development regulations will not come into effect until proclaimed, following the creation of a new Minister's regulation with supporting regulatory details. This regulation is currently being consulted on until December 30<sup>th</sup> on the ERO, #019-2927: [Proposed updates to the regulation of development for the protection of people and property from natural hazards in Ontario.](#)

## **New Regulatory Requirements**

Following the passing of these legislative amendments, the government has proceeded with making two regulations, both of which will come into effect on January 1, 2023.

Amendments were made to [Ontario Regulation 686/21: Mandatory Programs and Services](#) to require conservation authorities to identify conservation authority lands suitable for housing. This requirement is part of the preparation of the land inventory required to be completed by conservation authorities by December 31, 2024, and certain considerations for identifying whether or not lands are suitable for housing are listed.

A new Minister's regulation (Ontario Regulation 596/22: Prescribed Acts – Subsections 21.1.1 (1.1) and 21.1.2 (1.1) of the Act) was also made to focus conservation authorities' role when reviewing and commenting on proposals, applications, or other matters related to development and land use planning. Under this regulation, conservation authorities are no longer able to provide a municipal (Category 2) or other (Category 3) program or service related to reviewing and commenting on a proposal, application, or other matter made under the following Acts:

- *The Aggregate Resources Act*
- *The Condominium Act, 1998*
- *The Drainage Act*
- *The Endangered Species Act, 2007*
- *The Environmental Assessment Act*
- *The Environmental Protection Act*
- *The Niagara Escarpment Planning and Development Act*
- *The Ontario Heritage Act*
- *The Ontario Water Resources Act*
- *The Planning Act*

This regulation does not affect conservation authorities' provision of mandatory programs or services (Category 1) related to reviewing and commenting on a proposal, application, or other matter made under those Acts.

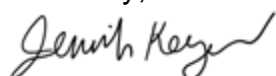
An administrative update to the "Determination of Amounts Owing Under Subsection 27.2 (2) of the Act" regulation (O. Reg. 401/22) was also made to update the methods of determining amounts owed by specified municipalities for operating expenses and capital costs related to mandatory the *Clean Water Act, 2006* and *Lake Simcoe Protection Act, 2008* programs and services to enable use of a benefit-based apportionment method.

I appreciate that with these most recent amendments, along with changes made over the last number of years, this is a time of significant transition for conservation authorities and their member municipalities. Throughout this time, conservation authorities have continued to deliver on their important roles in protecting people and property from natural hazards, conserving and managing lands, and drinking water source protection.

The ongoing efforts of conservation authorities to implement these changes is acknowledged, including initiatives led by conservation authorities and Conservation Ontario that have contributed to the Government's objectives of improving accountability and transparency and supporting timely development approvals to help address Ontario's housing supply crisis.

If you have any questions, please reach out to the Ministry of Natural Resources and Forestry at [ca.office@ontario.ca](mailto:ca.office@ontario.ca). I look forward to working with you in the coming year.

Sincerely,



Jennifer Keyes

Director, Resources Planning and Development Policy Branch  
Ministry of Natural Resources and Forestry

Wetlands (MNR) <Wetlands@ontario.ca>

Wed 2023-01-04 3:18 PM

3 attachments (13 KB)  
image001.wmz; image002.wmz; image003.wmz;

**We land Evaluation System**  
*\*\* This message is being sent on behalf of Jennifer Keyes, D  
Policy Branch, Ministry of Natural Resources and Forestry \*\**

~~Forêts~~

**Ministry of Natural Resources and Forestry**

Resources Planning and Development  
Policy Branch  
Policy Division  
300 Water Street  
Peterborough, ON K9J 3C7

**Ministère des Richesses naturelles et des Forêts**

Direction des politiques de planification et d'exploitation des ressources  
Division de l'élaboration des politiques  
300, rue Water  
Peterborough (Ontario) K9J 3C7



January 4, 2023

Good afternoon,

In support of Ontario's Housing Supply Action Plan, the ministry proposed and consulted on changes to the Ontario Wetland Evaluation System (OWES). We have updated the OWES manuals as proposed with additional clarifications. Changes to the manual came into effect on January 1, 2023. A decision notice with more information can be found on the Environmental Registry of Ontario (search #019-6160).

The OWES manuals have been revised to reflect the comments received through consultation and can be found [here](#).

Sincerely,

Jennifer Keyes  
Director, Resources Planning and Development Policy Branch  
Ministry of Natural Resources and Forestry

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**Agenda Item #9.k**

January 13, 2023

Board of Directors  
The Lower Trent Region Conservation Authority  
714 Murray Street  
Trenton, Ontario  
K8V 5P4

Dear Board of Directors:

As auditors of The Lower Trent Region Conservation Authority we are required to communicate important matters concerning our audit to those charged with governance of the organization. Canadian generally accepted auditing standards define “those charged with governance” as the person or persons with responsibility for overseeing the strategic direction of the entity and obligations related to the accountability of the entity. In the case of The Lower Trent Region Conservation Authority this responsibility rests with the organization’s Board.

Should any major significant matters arise, we will issue a report to the Board at the completion of our audit; otherwise we will discuss verbally with you the results of our audit. We will communicate any other matters directly with the Board should the need arise.

**Responsibilities in Relation to the Financial Statement Audit**

We will conduct our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement. An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

In making our risk assessments, we consider internal control relevant to the entity's preparation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to the Board of Directors in writing concerning any significant deficiencies in internal control relevant to the audit of the financial statements that we have identified during the audit.

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards for local governments. This responsibility includes:



- Designing, implementing and maintaining internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error;
- Selecting and applying appropriate accounting policies; and
- Making accounting estimates that are reasonable in the circumstances.

In performing our audit, we will require The Lower Trent Region Conservation Authority's management to provide us with:

- unrestricted access to individuals within the organization from whom we determine it necessary to obtain audit evidence;
- access to all the information relevant to the preparation of The Lower Trent Region Conservation Authority's financial statements; and
- any additional information that we may request from management for purposes of the audit.

### **Risk Based Approach**

At Welch LLP, we use a risk based audit approach. In applying our approach, we focus our efforts on account balances and transaction flows that we feel are more likely to result in a material misstatement to the financial statements. Specific areas we intend to focus on and our related approach are outlined in the table below:

<b>Area of focus/significant risks</b>	<b>Audit approach/response</b>
Revenue recognition of funding from governments related to specific expenditures.	We will perform high level of detailed tests of transactions on expenditures charged to the programs including assessing if they qualify under the terms of the program and have been incurred in the funding period.

### **Materiality**

With respect to materiality, we follow the guidance provided by Canadian Auditing Standard 320 – "Materiality in Planning and Performing an Audit" (CAS 320). Accordingly, when we establish our overall audit strategy, we are required to establish an overall materiality figure for the financial statements as a whole and, if specific circumstances dictate, establish a separate materiality for a particular account balance, class of transaction or disclosure.

Based on our understanding of the entity, the users of the financial statements and the guidance outlined in CAS 320 we have established overall materiality at three percent of revenue. This level of materiality will apply to all account balances, classes of transaction and disclosures.

### Timing of the Audit

Based on our discussions to date with management we anticipate following the following schedule for completion of the 2022 audit:

Stage of the audit/deliverable	Date
Planning	January 13, 2023
Year-end fieldwork	January 16 - 20, 2023
Draft financial statements	February 1, 2023
Board of Directors meeting	February 9, 2023
Final financial statements due	February 19, 2023

### Audit Team

The key members of the audit team for 2022 are shown in the table below:

Name	Responsibility
Daniel Coleman, CPA,CA Engagement Partner dcoleman@welch.on.ca 613-392-1287	Responsible for the overall delivery of the audit including the quality of outputs, signing the auditors' report, and communicating with the Chief Administrative Officer, the Manager - Corporate Services and the Board of Directors.
Doug Churcher, CPA,CA Reviewing Partner dchurcher@welch.on.ca 613-966-2844	Responsible for reviewing the work completed by our engagement team to ensure it meets both our professional and Firm standards.
Allyssa Teno Staff Accountant ateno@welch.on.ca 613-392-1287	Responsible for conducting field work under supervision of the engagement partner.
Tristen Neron Staff Accountant tneron@welch.on.ca 613-392-1287	Responsible for conducting field work under supervision of the engagement partner.

### **Changes to Audit and Accounting Standards**

There have been no changes to the Canadian public sector accounting standards for local governments that will impact the Authority's financial statements for the 2022 fiscal year. However, there has been a revision to audit standard CAS 315 Identifying and Assessing the Risks of Material Misstatement that will take effect this year. The changes will impact our identification and assessment of risks specifically with respect to internal controls and more robust documentation and assessment of risks associated with information technology used by the Authority.

### **Independence**

We have assessed our independence and are not aware of any relationships between the Authority and us that may reasonably be thought to bear on our independence. As a result, as of the date of this audit planning communication, we confirm that in our professional judgment, we are independent accountants with respect to the organization, within the meaning of the rules of professional conduct of our provincial institute.

### **Reporting matters to those charged with governance**

Canadian Auditing Standard (CAS) 260 requires auditors to report audit matters to those charged with governance which as explained earlier, will be the organization's Board of Directors in The Lower Trent Region Conservation Authority's case. This information should be considered by the Committee reviewing and approving the accounts. We will provide this information to the organization's Board of Directors upon substantial completion of our audit and the information communicated will include the following matters if any were identified:

- details of any unadjusted misstatements in the organizations accounts, along with reasons why the adjustments have not been made;
- details of any significant deficiencies in the accounting and internal control system
- details with respect to any significant difficulties encountered during the audit

Should you wish to discuss the contents of this letter please feel free to contact us.

Yours truly,

**Welch LLP**



DANIEL J.W. COLEMAN, CPA, CA  
Partner

## Agenda Item #10.

## Summary of Permits Approved by Staff

ONTARIO REGULATION 163/06 - Development, Interference with Wetlands and Alterations to Shorelines &amp; Watercourses

Prepared by: Janet Noyes, Manager Development Services &amp; Water Resources

For Period: November 1 to November 28, 2022



Permit #	Municipality	Ward	Geographic Township	Concession	Lot	Street Address	Regulated Area	Permitted Activity
P-21-297 (Compliance)	TH	Seymour	Seymour	14	6	21 Daley Drive	Trent River Floodplain	to demolish an attached garage that was constructed without permits and construct a covered porch and uncovered deck structure
P-22-118 (minor)	Cramahe	Cramahe Township	Cramahe	3	12	Telephone Road	Unevaluated Wetland (allowance)	to install an entrance and driveway
P-22-120	QW	Sidney	Sidney	7	13	1103 Frankford Stirling Road	Trent River Floodplain; Trent River Final Bend Swamp PSW(allowance)	to construct a boat launch
P-22-174 (minor)	Brighton	Brighton Town	Cramahe	1	1	Lyons Street	Unevaluated Wetland (allowance)	Hydro-One Permit - Station below-grade works
P-22-181 (compliance)	QW	Murray	Murray	2	23	69 Helyer Road	Tributary Stream of Mayhew Creek	to undergo the replacement of an existing culvert and enclosure of a watercourse
P-22-254	QW	Sidney	Sidney	9	33/34	700 Eggleton Road	Field Verified Wetland (allowance); Tributary Stream of Rawdon Creek	to upgrade existing laneway and replace existing culvert with two 910mm x 660mm CSPA
P-22-284 (minor)	TH	Percy	Percy	4	14	County Road 25	Tributary Stream of Percy Creek (allowance)	to install an entrance and driveway
P-22-301	TH	Percy	Percy	4	24	638 Concession Road 4 East	Stream Valley of Percy Creek (allowance)	to construct a single-family dwelling and install a septic system
P-22-312	Brighton	Brighton Town	Murray	C	34	427 Lambton Street	Lake Ontario Flood Hazard; Presqu'ile Bay Marsh PSW (allowance)	to construct a single family dwelling
P-22-313	Brighton	Brighton Town	Murray	C	34	27 A Price Street	Lake Ontario Flood Hazard; Presqu'ile Bay Marsh PSW (allowance)	to construct a single family dwelling
P-22-314	Brighton	Brighton Town	Murray	C	34	27 B Price Street	Presqu'ile Bay Marsh PSW (allowance)	to construct a single family dwelling
P-22-322	QW	Sidney	Sidney	BF	19	50 Aikins Road	Bay of Quinte Flood & Erosion hazards (allowance); Unevaluated Wetland (allowance)	to undergo the expansion of the existing wastewater treatment facility
P-22-323 (compliance)	QW	Sidney	Sidney	9	7	13 Grist Mill Lane	Trent River Floodplain	to undergo foundation repairs



### Summary of Permits Approved by Staff

ONTARIO REGULATION 163/06 - Development, Interference with Wetlands and Alterations to Shorelines & Watercourses

Prepared by: Janet Noyes, Manager Development Services & Water Resources

For Period: November 1 to November 28, 2022

Permit #	Municipality	Ward	Geographic Township	Concession	Lot	Street Address	Regulated Area	Permitted Activity
P-22-324	QW	Murray	Murray	CPL	3/4	East Vista Terrace - Lot 5	Field Verified Wetland (allowance)	to undergo the construction of a single-family dwelling and site grading
P-22-325	QW	Murray	Murray	CPL	3/4	East Vista Terrace - Lot 6	Field Verified Wetland (allowance)	to undergo the construction of a single-family dwelling and site grading
P-22-326	QW	Murray	Murray	CPL	3/4	East Vista Terrace - Lot 7	Field Verified Wetland (allowance)	to undergo the construction of a single-family dwelling and site grading
P-22-327 (minor)	QW	Murray	Murray	CPL	3/4	East Vista Terrace - Lot 12	Field Verified Wetland (allowance)	to undergo the construction of a single-family dwelling and site grading
P-22-328 (minor)	QW	Murray	Murray	CPL	3/4	East Vista Terrace - Lot 13	Field Verified Wetland (allowance)	to undergo the construction of a single-family dwelling and site grading
P-22-329	QW	Murray	Murray	CPL	3/4	East Vista Terrace - Lot 14	Field Verified Wetland (allowance); Lake Ontario Tributary Stream	to undergo the construction of a single-family dwelling, site grading and channel installation
P-22-330	QW	Murray	Murray	CPL	3/4	East Vista Terrace - Lot 15	Field Verified Wetland (allowance); Lake Ontario Tributary Stream	to undergo the construction of a single-family dwelling, site grading and channel installation
P-22-331	QW	Murray	Murray	CPL	3/4	East Vista Terrace - Lot 16	Field Verified Wetland (allowance); Lake Ontario Tributary Stream	to undergo the construction of a single-family dwelling, site grading and channel installation
P-22-332	QW	Murray	Murray	CPL	3/4	East Vista Terrace - Lot 18	Field Verified Wetland (allowance); Lake Ontario Tributary Stream	to undergo the construction of a single-family dwelling, site grading and channel installation
P-22-333	QW	Murray	Murray	CPL	3/4	East Vista Terrace - Lot 19	Field Verified Wetland (allowance); Lake Ontario Tributary Stream	to undergo the construction of a single-family dwelling, site grading and channel installation
P-22-334	QW	Murray	Murray	CPL	3/4	East Vista Terrace - Lot 21	Lake Ontario Tributary Stream	to undergo the construction of a single-family dwelling, site grading and channel installation
P-22-335	QW	Murray	Murray	CPL	3/4	East Vista Terrace - Lot 22	Lake Ontario Tributary Stream	to undergo the construction of a single-family dwelling, site grading and channel installation
P-22-336	QW	Murray	Murray	CPL	3/4	East Vista Terrace - Lot 23	Lake Ontario Tributary Stream	to undergo the construction of a single-family dwelling, site grading and channel installation
P-22-338 (minor)	TH	Campbellford	Seymour	6	8	237 Bridge Street West	Trout Creek Floodplain	to undergo rehabilitation and repairs to a portion of the dwelling due to vehicle impact damage
P-22-341 (minor)	QW	Murray	Murray	C	11	13-1 Carter Road	Lake Ontario Flood Hazard	to rehabilitate and repair the existing concrete boat launch
P-22-342	CH	Huntingdon	Huntingdon	3	7	683 Moira Road	Tributary Stream of Rawdon	to install a watercourse crossing as part of a new driveway construction
P-22-344 (compliance)	TH	Seymour	Seymour	1	21	7 River Road	Trent River Floodplain	to undergo the construction and placement of a replacement boathouse

### Summary of Permits Approved by Staff

ONTARIO REGULATION 163/06 - Development, Interference with Wetlands and Alterations to Shorelines & Watercourses

Prepared by: Janet Noyes, Manager Development Services & Water Resources

For Period: November 1 to November 28, 2022



Permit #	Municipality	Ward	Geographic Township	Concession	Lot	Street Address	Regulated Area	Permitted Activity
P-22-345 (Compliance, minor)	TH	Campbellford	Seymour	7	8	Bridge Street West	Trout Creek Floodplain	to undergo the construction of the storm outlet for the Camelot Village Subdivision
P-22-346	TH	Seymour	Seymour	1	5	385 F Pike lane	Trent River Floodplain	to demolish the existing 56.76 m <sup>2</sup> (611 ft <sup>2</sup> ) dwelling and reconstruct a 96.62 m <sup>2</sup> (1040 ft <sup>2</sup> ) single-family dwelling structure
P-22-349	AH	Alnwick	Alnwick	7	18	14 Parkers Drive	Rice Lake Flood Hazard	to demolish and reconstruct boathouse that was damaged due to tree impact damage
P-22-352 (compliance)	TH	Seymour	Seymour	10	22	91 Hickory Bay Road	Trent River Floodplain	to undergo the construction and placement of a shed structure
P-22-356	QW	Sidney	Sidney	8	15	295 Rosebush Road	Trent River Floodplain (allowance)	to replace septic system
P-22-357	Cramahe	Cramahe Township	Cramahe	5	29-32	Pipeline Road	Unevaluated Wetland; watercourses	vegetation maintenance within the TC Energy ROW
P-22-358 (minor)	AH	Haldimand	Haldimand	3	14	Pipeline Road	Unevaluated Wetland; watercourses	vegetation maintenance within the TC Energy ROW
P-22-360	QW	Trenton	Murray	A	1	Creswell Drive	Bay of Quinte Flood Hazard	to undergo the removal of contaminated material and replace it with clean fill
P-22-368	Brighton	Brighton Township	Murray	C	29	183 Memory lane	Lake Ontario Flood & Erosion Hazards; Boat Harbour PSW (allowance)	to undergo shoreline protection rehabilitation and modifications
P-22-369 (minor)	Brighton	Brighton Town	Murray	BF	34	32 Bay Street West	Lake Ontario Flood Hazard; Presqu'ile Bay Marsh PSW (allowance)	to install 16-metres of new NPS natural gas pipeline to service
P-22-375	QW	Frankford	Sidney	6	5	283 River Road	Trent River Floodplain (allowance)	to replace septic system
<b>AMENDMENTS</b>								
P-22-029	QW	Trenton	Murray	2	1	6 Douglas Road	Glen Miller Creek Floodplain; Glen Miller Creek tributary stream	Original Permit: to undergo the realignment of a Glen Miller Creek Tributary Stream, fill in the flood hazard on the property and to redelineate the flood hazard on the subject lands to allow for an expanded development area. Amended to include revised plans for a bed-level crossing
P-22-052	QW	Trenton	Murray	2	1	6 Douglas Road	Glen Miller Creek Floodplain	Original permit: to undergo site grading and fill placement related to stripping topsoil, placing granular material, constructing the asphalt cart path and installing a culvert for a watercourse crossing- Amended to include revised plans for a bed-level crossing

**Summary of Permits Approved by Staff**

**ONTARIO REGULATION 163/06 - Development, Interference with Wetlands and Alterations to Shorelines & Watercourses**

**Prepared by:** Janet Noyes, Manager Development Services & Water Resources

**For Period:** November 1 to November 28, 2022



Permit #	Municipality	Ward	Geographic Township	Concession	Lot	Street Address	Regulated Area	Permitted Activity





### Summary of Permits Approved by Staff

ONTARIO REGULATION 163/06 - Development, Interference with Wetlands and Alterations to Shorelines & Watercourses

Prepared by: Janet Noyes, Manager Development Services & Water Resources

For Period: December 1, 2022 to January 31, 2023

Permit #	Municipality	Ward	Geographic Township	Concession	Lot	Street Address	Regulated Area	Permitted Activity
P-21-378 (Board Approved)	Quinte West	Murray	Murray	A	7	340 2nd Dug Hill Road	York Creek Floodplain	Realignment of York Creek, fill in the flood hazard on the property and redelineate the flood hazard on the subject lands
P-22-318	Trent Hills	Seymour	Seymour	15	6	39 Browns Line Road	Unevaluated Wetlands	Demolish the existing addition and construct a new addition
P-22-353	Quinte West	Sidney	Sidney	BF	21	616 Old Highway 2	Bay of Quinte Flood & Erosion Hazards	Minor shoreline stabilization and modifications
P-22-372 (Minor)	Trent Hills	Seymour	Seymour	13	14	22 Lake Road	Trent River Floodplain	Minor shoreline repairs on existing shoreline stabilization works
P-22-374 (Minor)	Quinte West	Murray	Murray	5	20	1739 Old Wooler Road	Unevaluated Wetland	Install proposed natural gas line
P-22-376 (Minor)	Trent Hills	Seymour	Seymour	Gore	6	14 Tompkins Road	Trent River Floodplain; Wilson Island East PSW (allowance)	Construct a 10' x 10' structure
P-22-380	Quinte West	Sidney	Sidney	BF	24	1616 Old Highway 2	Bay of Quinte Erosion Hazard and Allowance	Demolition and reconstruction of single-family dwelling
P-22-381 (Minor)	Alnwick/ Haldimand	Haldimand	Haldimand	5	19	977 Centreton Road	Unevaluated Wetland; Shelter Valley Complex PSW; Shelter Valley Creek Tributary	Install proposed natural gas line
P-22-382	Quinte West	Murray	Murray	A	8	93 Hillside Meadow Drive	York Creek Floodplain (allowance)	Construct a single family dwelling
P-22-383	Alnwick/ Haldimand	Alnwick	Alnwick	3	5	6060 Curtis Point Road - Unit 18	Rice Lake Flood Hazard (allowance)	Remove and reconstruct the existing deck on the lower and upper levels on a concrete pad with roof extension
P-22-384 (Minor)	Quinte West	Murray	Murray	A	8	91 Hillside Meadow Drive	York Creek Floodplain (allowance)	Construct a single family dwelling
P-22-385	Brighton	Brighton Township	Murray	C	36	124 Bayview Lane	Lake Ontario Flood Hazard; Presqu'ile Bay Marsh PSW	Replace the existing failed septic system
P-22-386	Brighton	Brighton Township	Murray	C	23	679 Stoney Point Road South	Presqu'ile Bay Marsh PSW (allowance)	Construct a single-family dwelling, septic and driveway
P-22-393 (Routine)	Quinte West	Sidney	Sidney				Unevaluated Wetlands; Trent River Tributaries	Install Wooden Distribution Poles - Hydro One
P-22-394 (Minor)	Trent Hills	Seymour	Seymour	3	26	County Road 8	Hoards Creek	Replace the decking of the existing steel and timber bridge on EOTA rail trail
P-22-395	Brighton	Brighton Township	Murray	5	34	348 County Road 41	Breakaway Creek, Unevaluated Wetlands (allowance)	Replace the failed septic system with new filter bed
P-22-398 (Minor)	Alnwick/ Haldimand	Haldimand	Haldimand	4	20	115 Thompson Road	Shelter Valley PSW (allowance)	Install vertical geothermal loops
P-23-001 (Minor)	Trent Hills	Seymour	Seymour	13	14	112 Lake Road	Trent River Floodplain	Shoreline/bank restoration work



### Summary of Permits Approved by Staff

ONTARIO REGULATION 163/06 - *Development, Interference with Wetlands and Alterations to Shorelines & Watercourses*

Prepared by: Janet Noyes, Manager Development Services & Water Resources

For Period: December 1, 2022 to January 31, 2023



Permit #	Municipality	Ward	Geographic Township	Concession	Lot	Street Address	Regulated Area	Permitted Activity
P-23-002	Quinte West	Murray	Murray	B	20	72 English Settlement Road	Unevaluated Wetland (allowance); Lake Ontario Tributary Stream (allowance)	Construct a detached accessory structure (gymnasium)
P-23-003 (Minor)	Trent Hills	Seymour	Seymour	1	21	3 River Road West	Wilson Island East PSW (allowance)	Construct a deck addition and undergo landscaping to install sidewalks
<b>AMENDMENTS</b>								
P-21-172	Trent Hills	Percy	Percy	9	11	291 Richardson Road	O'Melia Lamey Lake PSW (allowance)	Original Permit: to construct a single-family dwelling and septic system; Amended to include an updated septic system location and geothermal loops and associated earthworks

## Agenda Item #11.

Lower Trent Conservation  
PAYMENTS LOG - NOVEMBER 2022

CHEQUE # / EFT #	PAYEE	DETAILS	AMOUNT
	Staff Payroll	Nov/22 Payroll periods 22 and 23 Nov/22 STMT	110,686.21
63363407	CIBC VISA	HST = \$328.50, Admin = \$1,207.08, CL= \$241.86, BQRAP = \$51.28, E&O = \$1,340.53, WSS = \$103.74, DWSP = \$39.08	3,312.07
63342337	Workplace Safety Insurance Board	Nov/22 WSIB Premium	3,441.57
63342426	Jani-King of Eastern	Nov/22 Cleaning - Admin and Workshop	1,127.74
63342501	Sun Life Assurance	Dec/22 Group Benefits Premium	7,508.64
63342402	OMERS	Nov/22 Pension Contributions	21,069.00
15629	A&L Canada Laboratories Inc.	Oct/22 Soil Testing - BQRAP Stewardship	206.14
15630	Ausus Consulting	Benthic Monitoring	6,169.80
15631	Bill's Johns	Oct/22 rentals for Conservation Areas	381.40
15632	Brighton Springs	Water Supply - Admin Bldg	24.00
15633	Caduceon Enterprises Inc.	Monthly Water Sampling Analysis - Ecoli	233.91
15634	City of Quinte West	Monthly Water/Wastewater - Workshop	67.62
15635	Conservation Ontario	Salt Stickers - DWSP	277.50
15636	Cormier Autopro - Obsentia	Vehicle Maintenance	80.43
15637	Enbridge - Uniongas	Monthly Utilities - Workshop	52.38
15638	Free Flow Petroleum	Monthly Vehicle & Equipment Fuel	1,241.24
15639	Kingston Online Services	Annual LTC Domain	45.20
15640	Moffatt Bros. Roofing Ltd.	Workshop Repair	310.75
15641	OT Group - DCB Business Systems Group	Oct/22 Photocopier Usage Services	273.31
15642	Snap360 Ltd.	Annual BQRAP Domain	37.23
15643	Trenton Home Hardware Building Centre	Maintenance Supplies	452.56
15644	Waste Management of Canada Corp	Nov/22 Conservation Lands Dumpster Services	83.30
15645	B. Honey	BQRAP Stewardship - cover crop	1,710.00
15646	W. Honey	BQRAP Stewardship - cover crop	640.00
15647	J. Jarrell	BQRAP Stewardship - cover crop	600.00
15648	J. Jobin	Staff Travel	88.40
15649	E. Bednarczuk	Staff Travel	50.00
15650	M. Gibbs	DWSP - SPC Oct 4/22 Mtg Per Diem	200.00
15651	A&L Canada Laboratories Inc.	Nov/22 Soil Testing - BQRAP Stewardship	84.21
15652	B&T Sales	Janitorial Supplies	90.28
15653	Battlefield Equipment Rentals	Equipment materials	30.14
15654	CDW Canada Corp.	Fax machine ink	232.24
15655	Cogeco Connexion Inc.	Monthly Internet - Workshop	90.34
15656	Enbridge - Uniongas	Monthly Utilities - Admin Office & Workshop	196.41
15657	Gifford, Harris Surveying Ltd.	Surveying Map - TGCA Restoration Project	1,017.00
15658	Hydro One Networks Inc.	Monthly Utilities - Admin Office & Workshop	752.17
15659	Lockridge Dairy Farm Inc	BQRAP Stewardship - cover crop	900.00
15660	Ferguson Tree Nursery	25% Deposit - 2023 Tree Seedlings	4,464.91
15661	Purolator Inc.	Courier Services	11.99
15662	Staples Commercial	Office Supplies	107.07
15663	Technical Standards and Safety Authority	Annual Elevator License - Admin Bldg	250.00
15664	Telizon Inc	Monthly Telephone Lines	455.99
15665	K. Stephens	Staff Travel	90.15
15666	L. Wannamaker	BQRAP Stewardship - cover crop	2,500.00
15667	D. Byford	BQRAP Stewardship - cover crop	2,500.00
15668	K. Gault	BQRAP - Stewardship - septic	310.75
15669	C. Hoskin	BQRAP Stewardship - cover crop	2,500.00
15670	Bell Canada	Monthly FFW Web Hosting	25.65
15671	Brighton Springs	Water Supply - Admin Bldg	8.00
15672	CDW Canada Corp.	Technology supplies - HDMI cables	41.66
15673	City of Belleville	BQRAP - Advertising	1,644.15
15674	Flynn Forestry and Tree Services	Tree Removal - Proctor Park	452.00
15675	Hydro One Networks Inc.	Monthly Utilities - Workshop	57.31

**Lower Trent Conservation  
PAYMENTS LOG - NOVEMBER 2022**

<b>CHEQUE # / EFT #</b>	<b>PAYEE</b>	<b>DETAILS</b>	<b>AMOUNT</b>
15676	Ultramar - Parkland Corporation	Heating Fuel - Goodrich-Loomis Centre	1,402.39
15677	Waste Management of Canada Corp	Dec/22 Conservation Lands Dumpster Services	84.64
15678	A. Vanderhorst	BQRAP Stewardship - cover crop	2,400.00
15679	J. Mumby	BQRAP Stewardship - cover crop	2,500.00
15680	P. Cocchio	BQRAP Stewardship - cover crop	2,087.50
15681	L. Tremblay	BQRAP Stewardship - septic	367.25
15682	S. Mugalingam	BQRAP - Staff Professional Membership	299.45
15683	S. Midlane-Jones	BQRAP - Staff Travel	56.16
15684	407 ETR	Staff Travel	359.60
15685	Bell Mobility Inc.	Monthly Cellular Services	198.45
15686	K. Taylor	Travel - Mileage DWSP	66.80
15687	Caduceon Enterprises Inc.	Monthly Water Sampling Analysis - Sep - Oct	2,371.88
15688	K. Vandette	Petty Cash Replenished	42.40
15689	T. Rees	Replace lost cheque #15416 Jun/23	200.00
<b>Total Payments for November 2022</b>			<b>\$ 191,619.34</b>

**Lower Trent Conservation**  
**PAYMENTS LOG - DECEMBER 2022**

<b>CHEQUE #</b> <b>/ EFT #</b>	<b>PAYEE</b>	<b>DETAILS</b>	<b>AMOUNT</b>
	Staff Payroll	Dec/22 Payroll periods 24, 25 and 26	160,867.13
63796713	Workplace Safety Insurance Board	Dec/22 WSIB Premium	5,093.24
63796708	Jani-King of Eastern	Dec/22 Cleaning - Admin and Workshop	1,127.74
63796755	CIBC VISA	Dec/22 STMT HST = \$443.86, Prepays = \$1,562.20, Admin = \$619.88, CL= \$1,474.10, WSS = \$1,288.64	5,388.68
15690	Yummy Mummy's Kitchen	Dec/22 Staff meeting	866.39
15691	A&L Canada Laboratories Inc.	Nov/22 Soil Testing - BQRAP Stewardship	147.36
15692	Brighton Springs	Water Supply - Admin Bldg	16.00
15693	City of Quinte West	Monthly Water/Wastewater - Workshop	64.31
15694	Cormier Autopro - Obsentia	Vehicle Maintenance	169.32
15695	Deluxe Canada	Finance - blank cheques supply	1,032.80
15696	Eastern Overhead Doors Ltd	Garage door repair - Workshop	1,183.68
15697	McKeown Motor Sales	Tractor part repair	19.89
15698	Nesda Technologies Ltd.	BQRAP - Email storage	71.12
15699	Office Central	Furniture - Board room tables	1,124.35
15700	OT Group - DCB Business Systems	Nov/22 Photocopier Usage Services	184.28
15701	Pineneedle Farms	25% EAB Tree Replacement Order	7,046.12
15702	Pitney Bowes Leasing	Postage meter lease	99.53
15703	Purolator Inc.	Courier Services	5.20
15704	Staples Commercial	Office supplies	81.09
15705	Trenton Home Hardware Building Centre	Building/Janitorial supplies - Goodrich-Loomis Ctr	45.72
15706	William Wales	BQRAP Stewardship Program	788.00
15707	Robert Putnins	BQRAP Stewardship Program	2,500.00
15708	Jeff Richardson	BQRAP Stewardship Program	2,500.00
15709	Mike Czukar	BQRAP Stewardship Program	750.00
15710	Jack Smith	BQRAP Stewardship Program	1,350.00
15711	Colin Lake	BQRAP Stewardship Program	2,500.00
15712	Matthew McTaggart	BQRAP Stewardship Program	1,887.50
15713	Ewa Bednarczuk	Reimbursement - TGCA Restoration Project	71.51
15714	Mike Filip	Final 2022 Board Per Diem & Travel	289.52
15715	Mary Tadman	Final 2022 Board Per Diem & Travel	212.40
15716	Mark Bateman	Final 2022 Board Per Diem & Travel	283.20
15717	Eric Sandford	Final 2022 Board Per Diem & Travel	480.88
15718	Don Clark	Final 2022 Board Per Diem & Travel	387.28
15719	Jim Alyea	Final 2022 Board Per Diem & Travel	343.60
15720	Lynda Reid	Final 2022 Board Per Diem & Travel	250.00
15721	Bob Mullin	Final 2022 Board Per Diem & Travel	296.72
15722	Gene Brahaney	Final 2022 Board Per Diem & Travel	416.40
15723	Rick English	Final 2022 Board Per Diem & Travel	568.40
15724	Barry Pomeroy	Final 2022 SPA Board Per Diem & Travel	90.80
15725	Adam Vanderhorst	Replacement chq	2,400.00
15726	Bell Mobility Inc.	Monthly Cellular Phones	242.00
15727	Brighton Springs	Water Supply - Admin Bldg	24.00
15728	Cogeco Connexion Inc.	Monthly Internet - Workshop	90.34
15729	Conservation Ontario	Geowarehouse annual subscription - FFW	1,008.04
15730	D.M. Wills Associates Limited	Warkworth Dam - Operating Manual Part 2 of 3	2,709.74
15731	Enbridge - Uniongas	Monthly Utilities	526.21
15732	Free Flow Petroleum	Monthly Vehicle and Equipment Fuel	730.22
15733	Hydro One Networks Inc.	Monthly Utilities	976.93
15734	Marsh Canada Limited	Insurance - Vehicles adjustment 2021-22 year	625.00
15735	Practica	Keys for Dog waste bins - Conservation Lands	10.17
15736	Reilly's Awards & Embroidery	Promotion - clothing branding	11.30
15737	Staples Commercial	Office supplies	131.60
15738	Technical Standards and Safety Authority	Safety Inspection - Elevator	355.95

**Lower Trent Conservation  
PAYMENTS LOG - DECEMBER 2022**

<b>CHEQUE # / EFT #</b>	<b>PAYEE</b>	<b>DETAILS</b>	<b>AMOUNT</b>
15739	Telizon Inc	Monthly Telephone Lines	453.31
15740	Kim Stephens	Staff Expenses - reimbursed	63.20
15741	Alanna Boulton	Dec16/22 - SPC Meeting	200.00
15742	Alexander Hukowich	Dec16/22 - SPC Meeting	200.00
15743	Bev Spencer	Dec16/22 - SPC Meeting	200.00
15744	Bonnie Clark	Dec16/22 - SPC Meeting	200.00
15745	Cyndy Broughton	Dec16/22 - SPC Meeting	200.00
15746	Darla Blodgett	Dec16/22 - SPC Meeting	200.00
15747	Dave Workman	Dec16/22 - SPC Meeting	200.00
15748	Faye Langmaid	Dec16/22 - SPC Meeting	200.00
15749	George Offshack	Dec16/22 - SPC Meeting	200.00
15750	Lori Burtt	Dec16/22 - SPC Meeting	200.00
15751	Mike Gibbs	Dec16/22 - SPC Meeting	200.00
15752	Richard Straka	Dec16/22 - SPC Meeting	200.00
15753	Robert Lake	Dec16/22 - SPC Meeting	200.00
15754	Terry Rees	Dec16/22 - SPC Meeting	200.00
15755	Tracey Taylor	Dec16/22 - SPC Meeting	200.00
15756	Joseph Brouwers	BQRAP Stewardship Program	2,500.00
15757	Rob Green	BQRAP Stewardship Program	7,599.24
15758	Hazel Hayden	BQRAP Stewardship Program	3,544.62
15759	Pitney Bowes Works	Postage meter supplies	134.45
15760	Bell Canada	Monthly FFW Web Hosting	25.65
15761	Hastings & Prince Edward School Board	Bus for students volunteers - TGCA Restoration	178.78
15762	Matt Faulkner - Hastings Wildlife Solutions	Beaver removal - Burnley Creek	917.50
15763	River Institute	BQRAP - Interim Report	5,000.00
15764	OMERS	Dec/22 Pension Contributions	31,212.64
<b>Total of Payments December 2022</b>			<b>\$ 265,071.05</b>

**Lower Trent Conservation  
PAYMENTS LOG - JANUARY 2023**

<b>CHEQUE # / EFT #</b>	<b>PAYEE</b>	<b>DETAILS</b>	<b>AMOUNT</b>
	Staff Payroll	Jan/23 Payroll Period Dec 24 - Jan 20	116,876.56
64200530	Workplace Safety Insurance Board	Jan/23 WSIB Premium	3,815.48
64200713	Jani-King of Eastern	Jan/23 Cleaning - Admin and Workshop Jan/23 STMT	1,268.99
64200518	CIBC VISA	HST = \$443.86, Prepays = \$1,562.20, Admin = \$619.88, CL= \$1,474.10, WSS = \$1,288.64	2,241.56
64200656	OMERS	Jan/23 Pension Contributions	21,035.96
63861756	Sun Life Assurance	Jan/23 Group Benefits Premium	7,516.38
64200740	Sun Life Assurance	Feb/23 Group Benefits Premium	7,512.51
15765	D&M Plumbing Heating & Refrigeration	Maintenance Check - 3 Facilities	802.30
15766	KONE Inc	Annual Safety Test	621.50
15767	OT Group - DCB Business Systems Group	Monthly Photocopier Usage Services	136.12
15768	Stericycle ULC	Shredding Services	529.56
15769	Templeman LLP	Legal Services	6,390.97
15770	Trenton Home Hardware Building Centre	Building/Janitorial supplies	136.02
15771	City of Quinte West	Monthly Water/Wastewater - Workshop	67.62
15772	Free Flow Petroleum	Monthly Vehicle and Equipment Fuel	644.66
15773	Seymour Mechanical Services	Snow Ploughing Services - Seymour CA	316.40
15774	Canadian Pacific Railway Company	Annual Lease - Trenton Greenbelt	339.00
15775	Cogeco Connexion Inc.	Monthly Internet Services - Workshop	90.34
15776	ComPsych Canada Ltd.	Annual Employee Assistant Program	595.15
15777	Anne Anderson	2023 Prof. Agrologist - Membership	508.50
15778	Waste Management of Canada Corp	Jan/23 Waste Services - Conservation Lands	81.83
15779	Kim Stephens	Safety Boots	160.00
15780	Templeman LLP	Legal Services	2,377.55
15781	Bell Canada	Monthly FFW Web Hosting	25.65
15782	Bell Mobility Inc.	Monthly Cellular Phones	199.55
15783	Brighton Springs	Water Supply - Admin Bldg	16.00
15784	CDW Canada Corp.	BQRAP - Remote Sensing Project	208.17
15785	Conservation Ontario	2023 Half of Annual Levy	11,083.00
15786	Cormier Autopro - Obsentia	Vehicle Maintenance - Conservation Lands	124.98
15787	Enbridge - Uniongas	Monthly Utilities - Admin Bldg	168.27
15788	Hydro One Networks Inc.	Monthly Utilities - Admin & Workshop Bldgs	1,011.34
15789	KONE Inc	Annual Maintenance Service	1,478.88
15790	Municipality of Centre Hastings	2023 Interim Property Taxes	279.81
15791	Staples Commercial	Office Supplies	240.58
15792	Telizon Inc	Monthly Telephone Lines	452.51
15793	Janet Noyes	Staff Expenses Reimbursed - Supplies	49.26
15794	CDW Canada Corp.	Printer supplies	272.12
15795	Enbridge - Uniongas	Monthly Utilities - Admin Bldg	653.53
15796	Hydro One Networks Inc.	Monthly Utilities - Goodrich-Loomis Centre	111.44
15797	Municipality of Trent Hills	2023 Interim Property Taxes	745.92
15798	Pitney Bowes Works	Postage	354.00
15799	Staples Commercial	Office Supplies	279.38
15800	Waste Management of Canada Corp	Feb/23 Waste Services - Conservation Lands	79.92
<b>Total of Payments January 2023</b>			<b>\$ 191,899.27</b>



**LOWER TRENT**  
CONSERVATION

# STAFF REPORT

**Date:** January 27, 2023  
**To:** Board of Directors  
**Re:** Summary of Education and Outreach Events for November/December 2022  
**Prepared by:** Anne Anderson, Manager of Community Outreach and Special Projects; and Corinne Ross, Communications Specialist

## RECENT EDUCATION & OUTREACH EVENTS

Date	Event	Approximate Attendance
November 2	<b>Youth Education:</b> Bayside Secondary School – Presentation and seed cleaning activity native seed collection - Ewa Bednarczuk, Ecology and Stewardship Specialist Jason Jobin, Environmental Stewardship Technician	15
November 9	<b>Guest Speaker:</b> BQRAP Presentation – South Shore Joint Initiative - Sarah Midlane-Jones, Community Outreach Specialist	20
November 10	<b>Special Event:</b> People, Partnerships and Possibilities Leadership for Flourishing Trent Hills, Campbellford - Ewa Bednarczuk, Ecology and Stewardship Specialist	30
November 13	<b>Special Event:</b> Greening our County Sustainable Event, Picton - Sarah Midlane-Jones, Community Outreach Specialist	100
November 24	<b>Special Event:</b> Seeding Trenton Greenbelt Conservation Area - Ewa Bednarczuk, Ecology and Stewardship Specialist; Jason Jobin, Environmental Stewardship Technician; John Mahoney, Conservation Lands Technician; Anne Anderson, Manager, Community Outreach and Special Projects	7 volunteers
November 28	<b>Youth Education:</b> Brighton Library, Homeschool Program - Ewa Bednarczuk, Ecology and Stewardship Specialist	20
November 28	<b>Special Event:</b> Warkworth Community Club Healthy Shorelines Clean Water Site Visit - Ewa Bednarczuk, Ecology and Stewardship Specialist	2

November 30	<b>Youth Education:</b> BQRAP presentation, Bayside Secondary School <ul style="list-style-type: none"> <li>- Sarah Midlane-Jones, Community Outreach Specialist</li> </ul>	15
December 6	<b>Special Event:</b> Rotary Club of Trenton cheque presentation <ul style="list-style-type: none"> <li>- Rhonda Bateman, CAO; Ewa Bednarczuk, Ecology and Stewardship Specialist, Corinne Harris, Communications Specialist; Jason Jobin, Environmental Stewardship Technician; Anne Anderson, Manager, Community Outreach and Special Projects</li> </ul>	1
December 7	BrightonToday.ca promotional interview for Native Plant Sale and Emerald Ash Borer Replacement Tree program <ul style="list-style-type: none"> <li>- Ewa Bednarczuk, Ecology and Stewardship Specialist</li> </ul>	
December 8	Cottage Life Interview <ul style="list-style-type: none"> <li>- Rhonda Bateman, CAO</li> </ul> <a href="https://cottagelife.com/general/ontarios-wetlands-and-floodplains-could-still-be-at-risk-under-bill-23/">https://cottagelife.com/general/ontarios-wetlands-and-floodplains-could-still-be-at-risk-under-bill-23/</a>	

#### **SOCIAL MEDIA**

<b>Date</b>	<b>Post</b>	<b>People Reached</b>
November 9	Environmental Education Job Posting	300
November 24	Glen Miller Parking Lot Closed	248
November 25	Glen Miller Parking Lot Closed	204



Agenda Item #13.a

## Waterlogs - November 2022

Today, the Bay of Quinte is a healthy and vibrant ecosystem.  
Now, we must focus on keeping it this way

### IT'S A BALANCING ACT

Scientists use a system to classify waterbodies according to their “trophic status” or “trophic state”. The trophic state of a waterbody is defined by its biological productivity, that is, the amount of living material supported within them, primarily in the form of algae. The amount of nutrients (phosphorus) entering the waterbody influences its productivity.

The least productive waterbodies are called ‘oligotrophic’. These are typically cool and clear, and have relatively low nutrient concentrations. Lake Superior has low nutrient levels, is crystal clear, and very cold. The most productive are called ‘eutrophic’ and are characterized by high nutrient concentrations which result in algal growth, cloudy water, and low dissolved oxygen levels. Lake Erie is classified as eutrophic. The waterbodies somewhere in-between oligotrophic and eutrophic are termed ‘mesotrophic’. There are low and high variations with in each status.





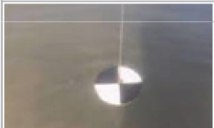
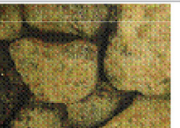
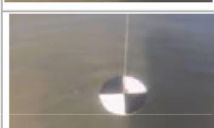

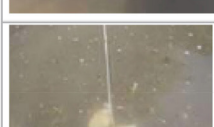

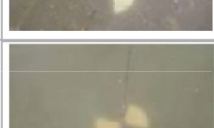

In the 1980s, the Bay of Quinte was classified as hyper-eutrophic, due to excess amounts of algae. Today, the Bay is classified as meso-eutrophic, due to reduced algae and improved water quality.

Both natural and human factors can influence trophic status. Natural influences include the temperature and size, including shape, depth, and volume. Human influences include the amount of nutrients carried into the water, such as agricultural runoff, residential fertilizers, stormwater runoff, and sewage, as they will all increase algae production.

Often, the desired trophic status differs between people. Eutrophic waterbodies are highly productive and support a diverse amount of fish and wildlife. Fishermen may want a waterbody to be eutrophic so that it will support a large population of fish. Residents, on the other hand, may want the same waterbody to be oligotrophic, as this is more pleasant for swimming and boating due to clearer water and less plant growth.

It's all about striking a balance, between, sometimes conflicting interests. Have Your Say About the Bay, go to our web site and let us know your opinions, thoughts, suggestions and ideas about the Bay of Quinte.

<https://www.bqrap.ca/get-involved-learn/have-your-say-about-the-bay/>

Trophic Status	Description	Effects in Lakes	Effects in Streams
Ultra-oligotrophic	Very Low nutrients and plant growth, high water clarity		
Oligotrophic	Very Low nutrients and plant growth, high water clarity		
Mesotrophic	Moderate levels of nutrients and plant growth, reduced water clarity		
Meso-eutrophic	Moderate levels of nutrients and plant growth, reduced water clarity		
Eutrophic	High levels of nutrients and plant growth, low water clarity		
Hyper-eutrophic	Very high levels of nutrients and plant growth, very limited water clarity		



## 2022 STATUS UPDATE ON THE BAY OF QUINTE



Here is our newest video. It provides some information on what's an Area of Concern, the status of the environmental challenges and the path forward with the Phosphorus Management Plan.

<https://youtu.be/K1yW9vZG-qg>

## CHRISTMAS GIVING

As Christmas approaches and you're racking your brain for great gift ideas, give a thought to gifts that give back. Both Lower Trent Conservation and Quinte Conservation have seasonal donation programs that help support educational programs and/or public green spaces.



Quinte Conservation's Adopt An Acre runs from November 17th - December 22th. All proceeds from the Adopt an Acre fundraiser go toward the continued protection and maintenance of Quinte Conservation's areas. Over time, guests to these outdoor spaces will notice upgrades and improvements to trails and structures like bridges, boardwalks, shelters, picnic tables, and benches.

<https://www.quinteconservation.ca/en/learn-and-get-involved/adopt-an-acre.aspx>



Lower Trent Conservation invites you to Give the 'Gift of Green' this year and support their Connecting Kids with Nature youth educational program. This program educates students, about the importance of local waterways and natural areas.

<https://www.canadahelps.org/en/dn/9595>

## MARSH MONITORING RESULTS



Every year, the BQRAP needs volunteer citizen scientists to monitor local Bay of Quinte wetlands for birds and frogs. The Marsh Monitoring Program is designed to collect information about the presence and abundance of bird and amphibian species in Great Lakes coastal and inland marshes, to contribute to our understanding of these species and their habitat needs. The data that is collected, from around the Great Lakes, is sent to Birds Canada for analysis.

Here is Birds Canada's 2022 edition of the Great Lakes Marsh Monitoring Program Newsletter, **The Marsh Monitor**.

photo by Terry Sprague





## Waterlogs - December 2022

Today, the Bay of Quinte is a healthy and vibrant ecosystem.  
Now, we must focus on keeping it this way.

TIS' THE SEASON



# *Happy Holidays*

Wishing you and your family  
the best of the season.

Anne, Shan, Sarah, Jason,  
Mary, Robert

"And the Grinch, with his Grinch-feet ice  
cold in the snow, stood puzzling and puzzling,  
how could it be so? It came without ribbons.

It came without tags. It came without  
packages, boxes or bags. And he puzzled  
and puzzled 'till his puzzler was sore. Then  
the Grinch thought of something he hadn't  
before. What if Christmas, he thought,  
doesn't come from a store. What if Christmas,  
perhaps, means a little bit more." Dr. Seuss

Image courtesy of Pinterest

[www.bqrap.ca](http://www.bqrap.ca)

In partnership locally with Lower Trent Conservation and Quinte Conservation

## CHRISTMAS GIVING

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<https://www.canadahelps.org/en/dn/9595>

## CHRISTMAS BIRD COUNT AND PROJECT FEEDER WATCH

If you are looking for outdoor activities over the Christmas/winter season. Here are two family friendly ideas from Birds Canada



Started in 1900, the Christmas Bird Count (CBC) is North America's longest-running Citizen Science project. People in more than 2000 locations throughout the Western Hemisphere participate in the CBC each year.

The information collected by thousands of CBC volunteer participants forms one of the world's largest sets of wildlife survey data. The results are used by conservation biologists, environmental planners, and naturalists to assess the population trends and distribution of birds.

The CBC in each Count Circle is planned on a day between December 14 and January 5. Each circle is organized by a Compiler, who is a fellow volunteer (or team of volunteers) at the local level, often supported by a birding club or naturalist organization. Details about the Christmas Bird Count – <https://www.birdscanada.org/bird-science/christmas-bird-count>



Project FeederWatch is a joint research and education project of Birds Canada and the Cornell Lab of Ornithology depends on volunteers like you to help us all learn more about bird populations.

It's easy! All you need to do is:

1. Join **Project FeederWatch** with a donation of any amount and we'll send you materials to help you identify and record the birds you see in your area
2. Count your neighborhood birds periodically throughout the season (November 1 – April 30)

3. Submit your counts online at [feederwatch.org](https://feederwatch.org) or using the new **Project FeederWatch mobile app**.



## Waterlogs - January 2023

Today, the Bay of Quinte is a healthy and vibrant ecosystem.  
Now, we must focus on keeping it this way.

### IT'S THE NEW YEAR, NOW WHAT!

#### How will we make it happen?

The plan will address phosphorus sources from the sewage treatment plants throughout the entire 18,000 km<sup>2</sup> watershed, as well as urban stormwater and agricultural runoff with the following proposed targets:

- Reduce non-point phosphorus loading from agricultural land use by 20% based on current annual load estimates.
- Reduce sewage treatment plant and industrial wastewater treatment plant based point source phosphorus loadings by an average of 60%, based on current Environmental Compliance Approval approved limits and no net increase in loadings into the future. This can be accomplished through maintaining a phosphorus effluent limit of 0.1 mg TP/L design objective for all sewage treatment plants and industrial dischargers in the Bay of Quinte watershed.
- Reduce urban non-point stormwater loadings by 50%. The current loading estimate for stormwater inputs is 6.8 metric tons per year. This can be accomplished through adoption and implementation of existing recommended Pollution Prevention Control Plans, enhanced stormwater management controls, retrofits, and use of Low Impact Development technologies.

To achieve these goals municipal involvement will be key, as there will need to be management actions implemented in the areas of sewage treatment plants and stormwater, as well as agriculture.

Over the past 40 years, the Bay of Quinte Remedial Action Plan (RAP) and all its partners have worked hard to restore the Bay of Quinte's water quality. Scientists have spent decades monitoring, researching, and analyzing all aspects of the Bay's unique ecosystems. Today, the Bay is a healthy and vibrant waterbody, full of biodiversity and the crowning jewel of the area. It brings millions of tourist dollars, and it's one of the main draws for people wanting to move to the areas; because of the unique landscape and amenities it provides like: trails, conservation areas, fishing, boating, kayaking, bird watching, the list goes on.

All good stuff. So what's up?

The Remedial Action Plan (RAP) is winding down, we are close to meeting all the criteria and targets outlined in the RAP. In the next couple of years, the Bay of Quinte Area of Concern will be ready to be

removed from the Areas of Concern list. So what happens after the RAP is finished? It's important to understand that the completion of the RAP only means that the targets and criteria set out in it have been met. It doesn't mean the work on the Bay's water quality is finished. There will be pressures from population increases and additional development - everyone wants to live on the water these days, climate change - will affect water quantity and quality, and new invasive species - think water soldier. These additional pressures will impact water quality in the Bay.

A Phosphorus Management Plan has been developed to restore and maintain the Bay to a healthy and sustainable condition for the long-term by reducing the risk of harmful algae blooms, while maintaining a sustainable fishery. The plan addresses the needed reduction of phosphorus levels from sewage treatment plants, urban storm water, and agriculture. A detailed draft of the Phosphorus Management Plan is available on the BQRAP web site.

The plan will need community support and political will to drive it forward. Water quality in the bay is a responsibility everyone shares. If you live in the Quinte Region, the bay impacts your life in some way. Whether you get your municipal drinking water from it, you enjoy taking the family for a walk along the bay shore, you spend your summer boating, or you're an avid fisherman. You can help ensure the bay's water quality is maintained by volunteering as a citizen scientist, talking to you neighbours about what goes down the storm sewer - most of the runoff goes directly into the nearest body of water - untreated, reporting an invasive species, and/or voice your ideas, concerns, opinions, and questions to your local politicians, - municipal, provincial, and federal about the importance of long-term protection of the bay's water quality. It is through grassroots support and action that change happens.

Happy New Year.

[www.bqrap.ca](http://www.bqrap.ca)

In partnership locally with Lower Trent Conservation and Quinte Conservation





Great Blue Heron (Ardea herodias)

Photo courtesy of Terry Sprague

## Bay of Quinte Remedial Action Plan

### Citizen scientists help protect wetlands and wildlife around the Bay of Quinte.

Quinte area naturalist, Terry Sprague will explain how you can participate in **FrogWatch Ontario and/or the Marsh Monitoring Program** and help us understand about the health of local wetlands by observing for birds and frogs.

This is a free online presentation.

**Monday, March 6, 2023 - 7:00 p.m.**

Register on Eventbrite to receive the link.

<https://mmpbqrap2023.eventbrite.ca>



For information on this evening  
[smidlanejones@bqrap.ca](mailto:smidlanejones@bqrap.ca)  
 613-392-3915 ext 214  
[www.bqrap.ca](http://www.bqrap.ca)



Every year, the Bay of Quinte Remedial Action Plan (BQRAP) needs volunteer citizen scientists to monitor local wetlands. Naturalist and columnist, Terry Sprague hosts an information session explaining how you can help protect local wetlands and wildlife by collecting information on birds and frogs. This year, the presentation will be a virtual event on Monday, March 6, 2023 at 7:00 pm.

Terry will discuss two programs, the FrogWatch Ontario program, which is a family-friendly activity; and the Marsh Monitoring Program, which is more structured, ideal for the outdoors enthusiast. The FrogWatch Ontario Program records amphibians once a week from April through June and the results are submitted online. The Marsh Monitoring Program records wetland birds and frogs, between May and July. Frogs are monitored three times approximately 15 days apart. Wetland birds are monitored twice for 15 minutes and the monitoring must be at least 10 days apart. Monitoring sites are at a variety of locations like cottages, backyards, or at designated monitoring locations.

"The information collected tells us about the presence and abundance of both species in coastal and inland marshes, and contributes to our understanding of these species and their habitat needs." says Terry.

In the Bay of Quinte, the environmental challenges related to fish and wildlife populations and habitat are classified as restored, under the bay's remedial action plan. Now, citizen scientists are vitally important as "boots on the ground" focusing on ensuring wetlands and wildlife don't revert to the conditions that required a remedial action plan in the first place. The information gathered ensures the long-term protection of this area's wetlands and wildlife.

In the past couple of years, the programs have experienced the retirement of a key number of volunteers. There are several important wetland locations that are available for monitoring. This presentation gives you an excellent overview of the two programs and support is offered to all volunteers throughout the monitoring season.

Register on Eventbrite at <https://mmpbqrap2023.eventbrite.ca> to receive the presentation link.

Registration closes on Monday, March 6th at 1:00 pm.

## LAST YEAR'S MARSH MONITORING RESULTS



The Marsh Monitoring Program is designed to collect information about the presence and abundance of bird and amphibian species in Great Lakes coastal and inland marshes, to contribute to our understanding of these species and their habitat needs. The data that is collected, from around the Great Lakes, is sent to Birds Canada for analysis.

Here is Birds Canada's 2022 edition of the Great Lakes Marsh Monitoring Program Newsletter, **The Marsh Monitor**.

## START PLANNING FOR SPRING

**"In winter, I plot and plan.  
In spring, I move."**

Henry Rollins

### Get a jump start on spring

Over the winter, design and plan your stewardship project and complete the application process. In the spring, you will be ready to start implementing your project.

We offer cost-sharing incentives for both rural and urban projects.

#### Rural Stewardship

- Cover Crops
- Livestock Fencing
- Riparian Buffer Zones
- Water Quality and Erosion Projects
- Alternate Watering Systems
- Septic Program.

#### Urban Stewardship

- Rain Gardens
- Shoreline Plantings

#### **\*FREE Agricultural Soil Testing\***

Jason Jobin,  
BQRAP Environmental Technician  
P: 613-394-3915 ext 225  
E: [jason.jobin@ltc.on.ca](mailto:jason.jobin@ltc.on.ca)

Robert Ormston  
BQRAP Environmental Technician  
P: 613-968-3434 ext 167  
E: [ormston@quinteconservation.ca](mailto:ormston@quinteconservation.ca)



In partnership locally with Lower Trent Conservation and Quinte Conservation

Winter is a great time to plan spring projects. A great place to start is by contacting our stewardship technicians. They will help you with the planning and application process. Details about our programs <https://www.bqrap.ca/get-involved-learn/rural-stewardship/>

For details contact -  
Jason Jobin, BQRAP Environmental Technician,  
Lower Trent Conservation,  
P: 613-394-3915 ext. 225  
E: [jason.jobin@ltc.on.ca](mailto:jason.jobin@ltc.on.ca)

Robert Ormston, BQRAP Environmental Technician,  
Quinte Conservation,  
P: 613-968-3434 ext. 167  
E: [ormston@quinteconservation.ca](mailto:ormston@quinteconservation.ca)



**LOWER TRENT**  
CONSERVATION

# STAFF REPORT

**Date:** January 31, 2023  
**To:** LTC Board of Directors  
**Re:** Planning and Regulations UPDATE  
**Prepared by:** Janet Noyes, Manager, Development Services and Water Resources

**PROPOSED RESOLUTION:**

THAT the Planning and Regulations Update be accepted as information.

**BY THE NUMBERS:**

Here are the numbers for new files in 2022 (January to December) and compared to similar numbers for previous years.

File Type	# Files for 2022 (as of Dec 31, 2022)	Dates for Similar Number for Previous Years (Total for Year)			
		2021	2020	2019	2018
Permits	398	N/A (383)	N/A (351)	N/A (338)	N/A (248)
New Inquiries	635	Sep 24 (794)	N/A (585)	N/A (591)	Dec 17 (640)
Planning	310	N/A (259)	N/A (169)	N/A (248)	N/A (230)
Complaints	66	N/A (65)	N/A (56)	N/A (54)	N/A (55)
Enforcement	63	N/A (45)	N/A (32)	N/A (33)	N/A (26)
Online Inquiries	738	1132	645	446	432
Site Visits	363	282	166	213	166

Planning:

- LTC Staff reviewed and commented on 27 Subdivision and Condominium Files in 2022 (new and ongoing)
- LTC Staff have reviewed and commented on 34 Site Plan Control and Amendments in 2022

Legal Files:

- ENF-19-010 – Original Trial Date: January 23, 2023 – there was a Charter Challenge related to Timely Trial Date – JP unable to make decision so court date to hear Charter Challenge set for March 22, 2023 – Trial Date (Day 1) April 5, 2023.
- ENF-19-024 – Initial Case Resolution Date in Court in November 2022 – defendant did not appear, bench summons issued for next court date January 23, 2023. Defendant did not appear again – POA Court not willing to set trial date – next appearance date is to be scheduled by the court and we will be advised
- ENF-20-028 – Trial Date: January 9, 2023 – awaiting verdict and potential sentencing – Court Date: March 10, 2023

Other:

- LTC staff are working on legal agreement for conditions of Hearing for RP-21-049 – have received retainer funding from applicant
- Staff are reviewing implications of Legislation enactments as per Bill 23 and have communicated with our Municipal Partners. LTC Staff involved in committee to review Stormwater Management Review Services implications as well.
- Further work on Wetland Compensation Policy and Updates to Planning Review Services



- LTC issued 5 Requests for Proposals (RFPs) for Floodplain Mapping Projects under Federal Flood Hazard Identification Mapping Project (FHIMP). We have received proposals for four of the projects and proposals for the final project (Trent River Floodplain Mapping) are due on February 10, 2023. Staff are reviewing and scoring the proposals for the first four projects (5 floodplain mapping updates) and will select consultants by February 6, 2023.

**LTC Enforcement File Numbers**

YEAR of Occurrence	Number of Violations	Year of Resolution							Ongoing	
		2016	2017	2018	2019	2020	2021	2022		2023
2016	36	15	11	8	2					
2017	16		10	2	3	1				
2018	26			14	8	4				
2019	33				12	8	7	3		3
2020	32					23	5			4
2021	45						25	9		11
2022	63							35		28
2023	4									4
Resolved Cases per Year		15	21	24	25	36	37	47		50
Cases that carried over into the next year		21	16	18	26	22	30	46		



**LOWER TRENT**  
CONSERVATION

# STAFF REPORT

**Date:** January 13, 2022  
**To:** Board of Directors  
**Re:** Conservation Lands Report for the period October 1 to December 31, 2022  
**Prepared by:** Chris McLeod, Supervisor, Conservation Lands

## PROPOSED RESOLUTION:

THAT the Conservation Lands Report for the period October 1 – December 31, 2022 be received as information.

## MAINTENANCE/ACTIVITIES:

The following list of maintenance and activities are items beyond the regular vehicle, building and property maintenance (mowing grass, clearing back brush on trails, garbage collection, cleaning, painting, drinking water sampling).

During the Fall of 2022:

- Cut back of overgrowth vegetation on around culverts and bridges, Bleasdell Boulder and Seymour
- A full inspection of all LTC trails was completed for hazard tree assessment at Seymour, Bleasdell Boulder, Sager, Proctor Park and Goodrich Loomis
- Water sealed all bridges at Bleasdell Boulder and the Green Belt
- Docks Removed for the winter season at Glenn Miller and Green Belt
- Goodrich-Loomis Septic and Privy pump out
- Clean out and maintenance of LTC fleet vehicles, winter tires installed

## SPECIAL PROJECTS & PROGRAM IMPROVEMENTS:

- Memorial Tree planted at Main office in recognition of former Murray Township employee
- Assisted Watershed Sciences staff with the removal and replacement of logs at Warkworth Dam
- Disposal of 3 fleet vehicles at end of life vehicle recycling facility
- Hired contractor for trapping beaver at Burnley Natural Habitat Area
- Health Unit inspection of the Goodrich-Loomis Drinking Water System

## SPECIAL EVENT PROPERTY RENTALS:

LTC-owned properties and facilities are able to be rented for special activities (weddings, celebration of life, fun run events, large family picnics, Cadet training). The following is a list of special event rental occurrences during this review period:

- Goodrich-Loomis = 3
- Bleasdell Boulder = 1

*Note: This list does not include regular occurring rentals such as youth groups or day camps.*

**HAZARD TREE REMOVAL:**

As per LTC's Hazard Tree Removal Policy, we inspect, document, and remove hazard trees in various LTC-owned properties. All trees (unless otherwise stated) were removed by LTC staff.

- Proctor Park = 7
- Goodrich-Loomis = 9
- Sager = 2
- 1 Tree removed by Licensed Arborist at Proctor Park

**CONSERVATION LANDS VANDALISM:**

- Due to high levels of vandalism and garbage over the spring and summer months, the gate at Seymour Conservation Area was closed and remains closed to vehicle traffic between the main parking lot and the quarry
- Multiple after hour campfires and garbage during month of October at Glenn Miller, including the removal of sections of a picnic table cut up for firewood, subsequently replaced by CA Lands staff

**CONSERVATION LANDS ENFORCEMENT:**

No Section 29 tickets were issued during this period.



**LOWER TRENT**  
CONSERVATION

# STAFF REPORT

**Date:** January 3, 2023  
**To:** Board of Directors  
**Re:** Summary of Risk Management Official Activity Pursuant to Part IV of the *Clean Water Act* Report  
 - Period of October 1, 2022 – December 31, 2022  
**Prepared by:** Marcus Rice, Risk Management Official and Anne Anderson, Risk Management Official

## PROPOSED RESOLUTION:

THAT the Risk Management Official Activity pursuant to Part IV of the *Clean Water Act* Report for the period October 1 to December 31, 2022 be received as information.

## BACKGROUND:

This report summarizes work completed by the Risk Management Official (RMO) to implement Part IV policies in the Trent Source Protection Plan for the review period **October 1, 2022 to December 31, 2022**.

## THREAT VERIFICATION

The following table details the overall work done in the watershed by the RMO to date to address verified significant drinking water threats (SDWT) requiring RMO review.

Location	Number of "Part IV"* threats as per RMO/I Database (2014)	Additional SDWT identified	Number of "Part IV" threats determined to be not present or occurring**	Number of threats managed with an RMP	Total number of Active RMPs	Number of "Part IV" threats requiring further follow-up
Stirling	109	13	81	41	20	0
Warkworth	31	0	30	1	1	0
Hastings	29	4	23	10	6	0
Campbellford	73	3	64	12	8	0
Brighton	1	0	1	0	0	0
Colborne	1	1	1	1	1	0
Grafton	0	0	0	0	0	0
<b>Total threats</b>	<b>244</b>	<b>21</b>	<b>200</b>	<b>65</b>	<b>36</b>	<b>0</b>
SDWT=Significant Drinking Water Threat RMP= Risk Management Plan						

\*Part IV threats are those activities to be addressed through the Risk Management Plans, Prohibition, or Restricted Land Use provisions of the *Clean Water Act*.

\*\*"Threats not present or occurring" are activities that do not meet threat circumstances or threats that were assumed but are not actually occurring.

**SITE VISITS**

There were no site visits during this review period.

**RISK MANAGEMENT PLANS (RMP)**

There were no RMPs established during this review period.

**NOTICES**

The following table details Notices issued for the review period.

Type of Notice*	Notice #	Location	Threat Subcategory
59 (2) (a)	N-22-924	Stirling	Severance
59 (2) (a)	N-22-922	Stirling	Building Permit
59 (2) (a)	N-22-921	Hastings	Building Permit
59 (2) (a)	N-22-920	Warkworth	Zoning Change

\*Types of Notices

58(6) - Risk Management Official’s Notice of Agreement on a Risk Management Plan

58(13) - Risk Management Official’s Notice of Agreement on an Amendment to Risk Management Plan

59(2)(a)-Restricted Land Use Notice: neither section 57(Prohibition) nor section 58 (Risk Management Plans) applies.

S.59(2)(b) Restricted Land Use Notice: RMP Required

**INSPECTIONS**

The following table details Risk Management Inspections which occurred during the review period.

Location	RMP #	Purpose or Activity	Inspection Date
1599	RMP-15-003	Risk Management Plan Revoke compliance inspection.	7-Dec-22

Types of Inspections

Risk Management Plans Compliance (Section 58)

Prohibition (Section 57)



**LOWER TRENT**  
CONSERVATION

# STAFF REPORT

**Date:** February 9, 2023  
**To:** Board of Directors  
**Re:** Appointment of Risk Management Official/Inspector  
**Prepared by:** Rhonda Bateman, Chief Administrative Officer

## PROPOSED RESOLUTION:

THAT pursuant to subsection 48(2) of the *Clean Water Act*, 2006, Marcus Rice be appointed as a Risk Management Official/Risk Management Inspector for the Lower Trent Source Protection Authority.

## BACKGROUND:

The Trent Source Protection Plan contains some policies that regulate significant drinking water threats using Part IV of the *Clean Water Act*. Municipalities are responsible for administering these Part IV policies; however, they have the option of transferring their enforcement authority to another body (e.g., Health Unit, Conservation Authority).

Lower Trent Conservation, in its role as a Source Protection Authority, has entered into a Source Protection Plan Part IV Enforcement Transfer Agreement with five municipalities (Township of Alnwick/Haldimand, Municipality of Brighton, Township of Cramahe, Township of Stirling-Rawdon, and Municipality of Trent Hills). The agreement empowers Lower Trent Conservation to provide Part IV enforcement services on behalf of the participating municipalities.

The Source Protection Authority must appoint Risk Management Officials and Risk Management Inspectors pursuant to subsection 48(2) of the *Clean Water Act*, 2006 to administer and enforce Part IV policies.

## DISCUSSION:

Marcus Rice was hired as in the Risk Management Official position in late September 2022. As the successful candidate, Marcus had to complete the required Ministry of the Environment, Conservation and Parks (MECP) training before being able to fulfil the job requirements. Marcus successfully completed the Risk Management Official/Inspector and Property Entry courses in late 2022 and has received both his certificate of qualification and his completion certificate from MECP.

Further, the Minister has approved the designation of Source Protection Authority appointed Risk Management Inspectors (where they are enforcing Part IV of the *Clean Water Act* pursuant to a signed delegation agreement) as Provincial Offences Officers under the *Provincial Offences Act*. The designation remains in effect during the period of an individual's appointment as a Risk Management Inspector by a Source Protection Authority.

The designation by the Minister indicates that a certificate of designation as a Provincial Offences Officer is to be issued by the Source Protection Authority to applicable Risk Management Inspectors.

Although the Source Protection Authority is normally the body that approves the RMO appointments, it is important to confirm Marcus in the position quickly to ensure that he has the powers assigned to a Provincial Offenses Officer.

This appointment will be confirmed at the April 2023 SPA meeting.



**LOWER TRENT**  
CONSERVATION

# STAFF REPORT

**Date:** January 27, 2023  
**To:** Board of Directors  
**Re:** Local Drinking Water Source Protection Report – Period October 1 to December 31, 2022  
**Prepared by:** Anne Anderson, Manager, Community Outreach & Special projects

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## PROPOSED RESOLUTION:

THAT the Local Drinking Water Source Protection Report for the period October 1 – December 31, 2022 be received as information.

## SOURCE PROTECTION COMMITTEE:

- Provided updates to Source Protection Committee on October 4 and December 16
- Initiated process to fill the Lower Trent municipal seat vacated by Rosemary Kelleher-McLennan

## REGIONAL SUPPORT:

- Attended one Management Committee meeting
- Attended three Leads meetings
- Attended one Risk Management Official meeting
- Provided input to Source Protection Plan Section 36 updates

## MUNICIPAL SUPPORT:

- Marcus Rice newly hired Risk Management Official/Inspector successfully completed Ministry of the Environment, Conservation and Parks training
- Ongoing orientation and training of new Risk Management Official/Inspector
- Hired new Environmental Education Technician, Nicholas Reynolds
- Initiated work on the Annual Progress Report







**LOWER TRENT**  
CONSERVATION

# STAFF REPORT

**Date:** January 16, 2023  
**To:** Board of Directors  
**Re:** Annual Permit Reports O. Reg. 163/06  
**Prepared by:** Janet Noyes, Manager – Development Services and Water Resources

**PROPOSED RESOLUTION:**

THAT the Annual Permit Reports O. Reg. 163/06 including the statistical report provided to Conservation Ontario be received as information.

**BACKGROUND:**

In April 2019, Conservation Ontario Council endorsed the Conservation Ontario (CO) Client Service and Streamlining Initiative. This initiative identifies actions to be taken by Conservation Authorities (CAs) in order to help the province achieve its objective of increasing housing supply while “protecting public health and safety and the environment.” These actions include: a) Improve Client Service and Accountability, b) Increase Speed of Approvals, and c) Reduce Red Tape and Regulatory Burden.

In June, 2019 CO developed three documents to support the initiative, which were revised in December 2019 to address input from the Association of Municipalities of Ontario (AMO):

- CA-Municipality MOU Template for Planning and Development Reviews;
- Guideline for Client Service Standards for Conservation Authority Plan and Permit Review; and
- Guideline for CA Fee Administration Policies for Plan Review and Permitting.

In the past, service standards for Section 28 permit applications were specified by the Ministry of Natural Resources and Forestry (MNRF) in the “*Policies and Procedures for Conservation Authority Plan Review and Permitting Activities (2010)*”. More recently, as part of the commitment to improve client service and accountability and increase speed of approvals, CO has created the Client Service Standards for Conservation Authority Plan and Permit Review guideline that recommends new service standards for Section 28 approvals.

Application Process Step	Timeline
Notification of complete application requirements for the purpose of review of the permit application by the CA, start of “paper trail” documentation, and discussion of timelines and fees – <b>Pre-consultation</b>	<ul style="list-style-type: none"> <li>• <b>Major permit applications: Within 14 days</b> of the pre-consultation meeting.</li> <li>• <b>Minor permit applications: Within 7 days</b> of the pre-consultation meeting.</li> <li>• This will include confirmation of whether the application is considered major or minor, if the applicant has provided adequate information (including the scope and scale of the work) for the CA to make that determination.</li> </ul>
Notification whether the permit application is considered <b>complete (i.e.</b>	<ul style="list-style-type: none"> <li>• <b>Major permit applications: Within 21 days</b> of the application being received.</li> </ul>

<p><b>it has met submission requirements) for the purpose of CA review</b></p>	<ul style="list-style-type: none"> <li>• <b>Minor permit applications:</b> within <b>14 days</b> of the application being received.</li> <li>• <b>Routine permit applications:</b> within <b>10 days</b> of the applications being received</li> </ul>
<p>Decision (recommendation to approve or refer to a hearing) or Comments to Applicant - <b>Major application</b></p>	<ul style="list-style-type: none"> <li>• Within <b>28 days</b> after a complete application is received.</li> <li>• Within 30 additional days upon receipt of each re-submission.</li> </ul>
<p>Decision (recommendation to approve or refer to a hearing) or Comments to Applicant - <b>Minor application</b></p>	<ul style="list-style-type: none"> <li>• Within <b>21 days</b> after a complete application is received.</li> <li>• 15 additional days upon receipt of each re-submission.</li> </ul>
<p>Decision (recommendation to approve or refer to a hearing) or Comments to Applicant - <b>Routine application</b></p>	<ul style="list-style-type: none"> <li>• Within <b>14 days</b> after a complete application is received.</li> <li>• 7 additional days upon receipt of each re-submission.</li> </ul>

As a best practice, LTC will undertake to be consistent with the timelines shown in the Table above. All timelines presented exclude statutory holidays and the time required for the applicant to respond to CA comments on an application. These best practice timelines are premised on the required planning approvals under the Planning Act being in place prior to the submission of an application to the CA.

There is also an Annual Reporting recommendation for these new guidelines as outlined in the document entitled “*Annual Reporting on Timelines Template For Permissions under Section 28 of the Conservation Authorities Act*”, which was endorsed by CO Council in December 2019. These standards are initially focused on high growth CAs but Lower Trent Conservation staff have made a commitment to follow these guidelines as well.

Beginning in 2020, high growth CAs should report at least annually to their Board of Directors on the timeliness of their approvals under Section 28 of the *Conservation Authorities Act*. It is recognized that many CAs already do so. CAs will develop their own tracking methods to report on the timeliness of their reviews. Once the Board has received the information, the annual report should be placed on the CA’s website, as part of the client-centric checklist material.

An overall summary of LTC permits received and approved for the 2019 to 2022 Calendar Years has been included with this report (Attachment 1). An Annual Report Summary for this past year (2022) has been prepared using the template outlined in the Guideline and was provided to Conservation Ontario in January 2023 (Attachment 2) for their records. This information is being provided to the LTC Board of Directors for information.

LTC O.Reg. 163/06 Annual Permit Statistics - Per CO Guidelines

YEAR	Total Permits				Major Permits				Minor Permits				Compliance Permits
	Permit Applications Received	Permit Applications Approved	Applications Approved Within Timelines	% Approved Within Provincial Timelines	Permit Applications Received	Permit Applications Approved	Applications Approved Within Timelines	% Approved Within Provincial Timelines	Permit Applications Received	Permit Applications Approved	Applications Approved Within Timelines	% Approved Within Provincial Timelines	
2019	338	326	324	99.4%	239	227	226	99.6%	99	99	98	99.0%	23
2020	351	325	325	100.0%	275	251	251	100.0%	76	74	74	100.0%	20
2021	383	332	325	97.9%	306	253	246	97.2%	77	79	78	98.7%	25
2022	398	383	380	99.2%	305	292	290	99.3%	93	91	90	98.9%	46

CO Guidelines: 28 days

21 days

- Notes:
- Permits Received by Calendar Year
  - Permits Approved by Calendar Year
  - Some Permits are withdrawn, files closed after 6 months with incomplete application, or ongoing review
  - Some Permits are applied for in one year but not approved to the next year
  - LTC does have a small designation for Routine Permits (no DART applications)

2010 MNR Policy & Procedure Timelines: Major (90 days); Minor (30 days)  
 2019 CO Guideline Timeline: Major (28 days); Minor (21 days); Routine (14 days)

LTC O.Reg. 163/06 Reporting - 2022

CONSERVATION AUTHORITY	Number of Permits Issued Within Policy and Procedure Timeline		Number of Permits Issued Outside of Policy and Procedure Timeline			Reason for Variance from Policy and Procedure (Optional)			
	Major	Minor	Major	Minor		Major	Minor		
Lower Trent Conservation	292	91	0	0		-	-		
	Number of Permits Issued Within CO Guideline Timeline			Number of Permits Issued Outside of CO Guideline timeline			Reason for Variance from Guidelines (Optional)		
	Major	Minor	Routine	Major	Minor	Routine	Major	Minor	Routine
	290	89	1	2	1	0	See Notes	-	-

Notes: Policy & Procedure Timeline (2010) Major - 90 days; Minor - 30 days  
 CO Guideline Timeline (2019) Major - 28 days; Minor - 21 days; Routine - 14 days

Variance Notes: MINOR: RP-22-353: Presence of snow during site visit hampered review and staff scheduling (26 days)  
 MAJOR: RP-22-029: applicant went through number of modifications after first complete submission (53 days)  
 RP-22-148: Permit application went through revisions between first complete submission and approval (34 days)

REPORT TO THE BOARD OF DIRECTORS

OF

**THE LOWER TRENT REGION CONSERVATION  
AUTHORITY**

For the year ended December 31, 2022

Prepared by:  
Daniel J.W. Coleman, CPA, CA  
Partner  
February 1, 2023

## AUDIT STATUS

Our audit of the financial statements of The Lower Trent Region Conservation Authority for the year ended December 31, 2022 is substantially complete and we expect to release our auditor's report after the following outstanding matters are completed:

- Receipt of the signed management representation letter
- Approval of the financial statements by the Board of Directors
- Final subsequent review up to the date of approval of the financial statements

If any significant matters arise between the date of this report and the signing of our audit report we will raise them with you. The following paragraphs provide information we are required to communicate with you in accordance with Canadian auditing standards.

## QUALITATIVE ASPECTS OF ACCOUNTING PRACTICES AND FINANCIAL REPORTING

Our audit includes consideration of the qualitative aspects of the financial reporting process, including matters that have a significant impact on the relevance, reliability, comparability, understandability and materiality of the information provided in the financial statements.

There are no matters with respect to the qualitative aspects of accounting practices that we wish to draw to your attention in relation to the financial statements for the 2022 fiscal year.

## MANAGEMENT REPRESENTATIONS

We are required to obtain written representations from management as an acknowledgement of their responsibility for the fair presentation of the financial statements and as audit evidence on matters material to the financial statements. We have provided a draft of the letter of representation as an attachment to this letter. The Manager, Corporate Services has committed to provide us with a signed copy of the letter on a date to coincide with the date of our auditor's report.

## MISSTATEMENTS

The corrected misstatements identified during our audit are included in Appendix A. Management made all the corrections we proposed and as a result there are no unadjusted errors to report to you.

## **SIGNIFICANT DEFICIENCIES IN INTERNAL CONTROL**

During our audit we did not identify any significant deficiencies in internal control to report to the Board.

## **INDEPENDENCE**

Canadian generally accepted auditing standards require that we communicate at least annually with you regarding all relationships between The Lower Trent Region Conservation Authority and us that, in our professional judgment, may reasonably be thought to bear on our independence.

No matters have been identified that would reasonably be thought to bear on our independence. As a result, we confirm that we are independent.

## **FINANCIAL STATEMENT PRESENTATION**

### **1. Significant Accounting Policies**

The Authority's significant accounting policies are disclosed in the notes to the financial statements.

During the year there were no new accounting policies or changes to existing accounting policies.

### **2. Management's Judgments and Accounting Estimates**

During the year we encountered the following situations that required significant judgments and/or estimates to be made by management:

Management make significant estimates in determining the expected useful life of tangible capital assets. Management considers the appropriateness of the rates used to amortize these assets on an ongoing basis.

### 3. Future Accounting Standards

#### Standards effective beginning on or after April 1, 2022

##### Financial Statement Presentation

Financial Statement Presentation (“PS 1201”) was amended to conform to Financial Instruments (“PS 3450”), and requires a new statement of re-measurement gains and losses separate from the statement of operations. Included in this new statement are the unrealized gains and losses arising from the re-measurement of financial instruments and items denominated in foreign currencies, as well as the government’s proportionate share of other comprehensive income that arises when a government includes the results of government business enterprises and partnerships. As the entity does not hold any financial instruments that would give rise to re-measurement gains and losses or other comprehensive income, this new standard should have no impact on the entity.

##### Portfolio Investments

Portfolio Investments (“PS 3041”) has removed the distinction between temporary and portfolio investments. This section was amended to conform to Financial Instruments (“PS 3450”), and now includes pooled investments in its scope. Upon adoption of PS 3450 and PS 3041, Temporary Investments (“PS 3030”) will no longer apply. As the entity’s investments are limited to a fixed value mutual fund, we expect this section to have limited applicability to the entity.

##### Foreign Currency Translation

Foreign Currency Translation (“PS 2601”) requires exchange rates to be adjusted to the rate in effect at the financial statement date for monetary assets and liabilities denominated in foreign currency and non-monetary items included in the fair value category. Unrealized gains and losses are to be presented in the statement of re-measurement gains and losses. Gains and losses on long-term monetary assets and liabilities are amortized over the remaining term of the item. As the entity rarely transacts in foreign currencies, we expect this standard to have limited applicability to the entity.

##### Financial Instruments

Financial Instruments (“PS 3450”) establishes recognition, measurement, and disclosure requirements for derivative and non-derivative financial instruments. The standard requires fair value measurement of derivatives and equity instruments that are quoted in an active market; all other financial instruments can be measured at cost/amortized cost or fair value at the election of the entity. Unrealized gains and losses are presented in a new statement of re-measurement gains



and losses. There is the requirement to disclose the nature and extent of risks arising from financial instruments and clarification is given for the de-recognition of financial liabilities. Due to the nature of the financial instruments held by the entity, we expect this standard will have limited applicability with respect to recognition and measurement. However, more detailed note disclosure will be required for the risks associated with the financial instruments starting with the financial statements for the year ended December 31, 2023.

### **Asset Retirement Obligations**

Asset Retirement Obligations ("PS 3280") establishes recognition, measurement, and disclosure requirements for legal obligations associated with the retirement of a tangible capital asset. The standard will require the Authority to record a liability when a legal obligation associated with the retirement of a tangible capital asset exists. The costs associated with the asset retirement increases the carrying amount of the related tangible capital asset and would be expensed in a rational and systematic manner. This section could impact the Authority based on various assets it owns. An example of an asset with retirement obligations include structures containing asbestos that must be removed before the asset is sold or retired. Routine maintenance of an asset is not considered a retirement obligation. Generally, a retirement obligation exists if their is a legislative or contractual requirement to incur costs in order to retire the asset. This will apply to the financial statements for the year ended December 31, 2023, so management should start reviewing its tangible capital assets for any potential retirement obligations.

### **Standards effective beginning on or after April 1, 2023**

#### **Revenue**

Revenue ("PS3400") has been issued establishing standards with delineates revenue as either exchange transactions or unilateral transactions and the appropriate revenue recognition timing under each type. Exchange transactions are present where the transactions give rise to one or more performance obligations on the part of the recipient. If no performance obligations are present, it would be described as unilateral. This standard may have an impact on the entity for its 2024 fiscal year. While government transfers are scoped out of this section, other revenues will need to be classified between exchange or unilateral transactions based on the Authority's performance obligations associated with the transaction.

#### **Purchased Intangibles**

Purchased intangibles (PSG-8) is not a full Handbook Section that provides in depth guidance on the accounting for purchased Intangibles. When accounting for purchased intangibles an entity would consider other hand book sections when determining how to account for purchased intangibles.

## Public Private Partnerships

Public Private Partnerships ("PS3160") is an area where standards have been asked for for some time. Until now, it would have been common to use the "GAAP Hierarchy" and account for P3s using IPSAS 32 Service Concession Arrangements. As a result, PSAB has developed a new standard to address these transactions. The new PSA standard actually has many similarities to IPSAS 32. Public private partnerships (P3's) are an alternative finance and procurement model available to public sector entities to design, build, acquire, or better infrastructure using a private sector partner. Examples include bridges, highways and hospitals. The impact on statement of financial position would be recognition of an asset and recognition of a liability either based on future payments, future performance obligations or both. The impact on The impact on statement of operations and accumulated surplus would be amortization of an asset, interest expense, revenue and maintenance and operating costs. This standard most likely will not impact the Authority significantly unless in the future it entered into some sort of partnership with a private sector entity related to assets it holds.

While the timing of standards adoption may vary, certain standards must be adopted concurrently. The requirements in Financial Statement Presentation ("PS 1201"), Financial Instruments ("PS 3450"), Foreign Currency Translation ("PS 2601") and Portfolio Investments ("PS3041") must be implemented at the same time.

During the course of our audit we received the full co-operation of management and did not encounter any difficulties during our audit. There were no limitations on the scope of our audit work and we did not have any disagreements with management.

## MATTERS TO BE COMMUNICATED

Canadian Auditing Standards require us to communicate to you the following:

- Significant matters identified during the audit in connection with the Authority's related parties;
- Whether we encountered other transactions that were unusual or not in the normal course of business;
- Details of any frauds that we identified or information that indicates that a fraud may exist;
- Conditions identified that may cast significant doubt on the Authority's ability to continue as a going concern; and
- Non-compliance with laws or regulations that come to the auditor's attention during the course of the audit.

We did not encounter any such matters during the course of our audit. However, we bring Note 15 to the financial statements to your attention. This note outlines some uncertainties related to recent legislative changes to the Conservation Authorities Act that will have a significant impact on operations in the future.

## REVISED CANADIAN AUDIT STANDARD

### CAS 315 Identifying and Assessing the Risks of Material Misstatement

Our audit includes identifying and assessing the risks of material misstatement arising from gaining and understanding of the entity and its environment and the internal controls it has implemented .

We note that revisions have been made to the Canadian Audit Standard (CAS) 315 - Identifying and Assessing the Risks of Material Misstatement. The revisions to CAS 315: (i) distinguish the nature and extent of work needed for indirect and direct controls in the system of internal control; (ii) clarify which controls need to be identified for evaluating the design of a control, and determining whether the control has been implemented; (iii) highlight scalability of the standard by keeping the principles-based requirements focused on what needs to be done, and using separate headings in the application material to illustrate scaling up for more complex situations and scaling down for less complex situations; (iv) clarify the definition of "significant risk" and explicitly introduce the concept of spectrum of inherent risk to assist the auditor in making a judgment, based on the likelihood and magnitude of a possible misstatement, on a range from higher to lower, when assessing risks of material misstatement; (v) introduce the concept of inherent risk factors, including complexity, subjectivity, change, uncertainty or susceptibility to misstatement due to management bias or other fraud risk factors insofar as they affect inherent risk; (vi) introduce the concepts of "significant classes of transactions, account balances and disclosures" and relevant assertions" to assist with the identification and assessment of the risk of material misstatement; (vii) separate the assessment of inherent and control risk; (viii) enhance the auditor's considerations in relation to the entity's use of information technology and how it affects the audit, and include considerations for using automated tools and techniques in the application material; (ix) introduce a requirement to "stand back" to evaluate the completeness of the significant classes of transactions, account balances and disclosures at the end of the risk assessment process; (x) use more explicit language and enhance requirements and application material to reinforce the importance of exercising professional skepticism when performing risk assessment procedures; and (xi) clarify the threshold for identifying possible risks of material misstatement in CAS 200, Overall Objectives of the Independent Auditor and the Conduct of an Audit in Accordance with Canadian Auditing Standards.

We have considered the above revisions and in particular, we requested and received from management and your third party IT support provider, detailed descriptions of elements of your information technology environment which we reviewed and assessed the impact on the risk of material misstatement.

## ACKNOWLEDGEMENTS

During the course of our audit, we received considerable assistance from the organization's staff and management. We would like to take this opportunity to thank them for their efforts and for their constructive approach to the audit.

Yours truly,

WELCH LLP



DANIEL J.W. COLEMAN, CPA, CA

PARTNER

Date to be determined

Welch LLP  
67 Ontario Street  
Trenton, ON  
K8V 2G8

Dear Sirs/Madams:

We are providing this letter in connection with your audit of the financial statements of The Lower Trent Region Conservation Authority (the Authority) for the year ended December 31, 2022, for the purpose of expressing an opinion as to whether the financial statements are presented fairly, in all material respects, in accordance with Canadian public sector accounting standards.

We acknowledge that your examination was planned and conducted in accordance with Canadian generally accepted auditing standards so as to enable you to express an opinion on the financial statements. We understand that while your work includes an examination of the accounting system, internal control and related data to the extent you considered necessary in the circumstances, it is not designed to identify, nor can it necessarily be expected to disclose, fraud, shortages, errors and other irregularities, should any exist.

Certain representations in this letter are described as being limited to matters that are material. An item is considered material, regardless of its monetary value, if it is probable that its omission from or misstatement in the financial statements would influence the decision of a reasonable person relying on the financial statements.

We confirm, to the best of our knowledge and belief, the following representations made to you during your audit:

**Financial Statements**

1. We have fulfilled our responsibilities, as set out in the terms of the engagement letter dated January 13, 2023, for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards.
2. The significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable.

**Information Provided**

1. We have provided you with:
  - (a) Access to all information of which we are aware that is relevant to the preparation of the financial statements, such as records, documentation and other matters;
  - (b) Additional information that you have requested from us for the purpose of the audit; and
  - (c) Unrestricted access to persons within the Authority from whom you determined it necessary to obtain audit evidence.
2. All transactions have been recorded in the accounting records and are reflected in the financial statements.
3. We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud. We have assessed this risk as low.
4. We have disclosed to you all information in relation to fraud or suspected fraud that we are aware of and that affects the Authority and involves:
  - (a) Management;
  - (b) Employees who have significant roles in internal control; or
  - (c) Others where the fraud could have a material effect on the financial statements.
5. We have disclosed to you all information in relation to allegations of fraud, or suspected fraud, affecting the Authority's financial statements communicated by employees, former employees, analysts, regulators or others.
6. We have disclosed to you all known instances of non-compliance or suspected non-compliance with laws and regulations whose effects should be considered when preparing financial statements.
7. We have disclosed to you the identity of the Authority's related parties and all the related party relationships and transactions of which we are aware.

**Notes and Accounts Receivable**

1. Notes and accounts receivable represent valid claims relating to transactions made before the end of the fiscal year and do not include any amount relating to services provided after year end. Adequate provision has been made for losses which may be sustained in the collection of receivables.

**Temporary and Portfolio Investments**

1. All investments that are owned by the Authority are recorded in the accounts.
2. The Authority has good title to all investments recorded in the accounts and these investments are free from hypothecation.

3. All income earned on the investments for the year has been recorded in the accounts.
4. Where there has been a significant adverse change in the expected timing or amount of future cash flows from an investment, it has been appropriately written down.

### **Tangible Capital Assets**

1. All charges to tangible capital asset accounts during the year represent actual additions to and no expenditures of a capital nature were charged to the operations of the Authority during the year.
2. All tangible capital assets sold or dismantled have been properly accounted for in the books of the Authority.
3. Appropriate rates have been used to amortize the assets over their estimated useful lives and the provisions were calculated on a basis consistent with that of the previous period.
4. The Authority has good title to the properties represented by the balance carried in the capital asset accounts, and there are no liens, mortgages or other charges against any of the tangible capital assets shown on the books of the Authority.
5. Where the value of any tangible capital assets has been impaired, this fact has been disclosed to you.

### **Liabilities and Commitments**

1. At the year end, with the exception of relatively immaterial obligations for which invoices had not been received or which otherwise could not readily be determined or estimated, all known liabilities of the Authority are included and fairly stated on the statement of financial position.
2. At the year-end there were no contingent liabilities (e.g., discounted receivables or drafts, guarantees, pending or unsettled suits, matters in dispute).
3. The Authority has complied with all aspects of contractual agreements that could have a material effect on the financial statements in the event of non-compliance, including all covenants, conditions or other requirements of all outstanding debt.
4. At the year-end, the Authority had no unusual commitments or contractual obligations of any sort that were not in the ordinary course of business or that might have an adverse effect upon the Authority.
5. All claims outstanding against the Authority or possible claims have been disclosed to you and, where appropriate, reflected in the financial statements or notes thereto.
6. We understand that any illegal or possibly illegal act could damage the Authority or its reputation or give rise to a claim or claims against the Authority. We are not aware of any violations or possible violations of law or regulations the effects of which should be considered for disclosure in the financial statements or as the basis for recording a contingent loss.



**Statement of Operations**

1. All of the revenues of the Authority for the year has been recorded in the books of account and disclosed in the financial statements.
2. The statement of operations contains no extraordinary or non-recurring items of material amount except as shown thereon.

**Restrictions**

1. All restrictions on the use of the Authority's funds or assets, as well as all requirements or conditions imposed by third parties, have been brought to your attention and are appropriately disclosed in the financial statements. The Authority complied with all restrictions, requirements or conditions which, in the event of non-compliance could have a significant effect on the financial statements.
2. All assets subject to a lien, pledged or assigned as security or guarantee for liabilities were brought to your attention and are appropriately disclosed in the financial statements.

**Corporate Minutes**

The minute books of the Authority contain an accurate record of all of the business transacted at meetings of directors and committees of directors up to the date of this letter.

**Controlled and Related Entities**

1. The Authority does not have relationships with any companies or other not-for-profit organizations that involve control, joint control, or significant influence nor does the Authority have an economic interest in any other not-for-profit organization.

**Related Party Transactions**

1. Related party relationships and transactions have been appropriately accounted for and disclosed in accordance with the requirements of Canadian public sector accounting standards.
2. There have been no exchanges of goods or services with any related parties during the year that require disclosure in the financial statements.

**Recognition, Measurement and Disclosure**

1. Significant assumptions used in arriving at the fair values of financial instruments as measured and disclosed in the financial statements are reasonable and appropriate in the circumstances.
2. The Authority has no plans or intentions that may materially affect the carrying value or classification of assets and liabilities reflected in the financial statements.

3. The nature of all material measurement uncertainties has been appropriately disclosed in the financial statements, including all estimates where it is reasonably possible that the estimate will change in the near term and the effect of the change could be material to the financial statements.
4. The Authority did not undertake any material non-monetary transactions or transactions for no consideration during the financial reporting period under consideration.

### **Going Concern**

We confirm that we have assessed the Authority's ability to continue as a going concern, taking into account all information which is at least twelve months from the year-end date, and we conclude that the Authority is able to continue as a going concern for the foreseeable future.

### **Other Information**

Other information consists of financial or non-financial information (other than financial statements and the auditor's report thereon) included in an entity's annual report. An annual report is a document, or combination of documents, prepared typically on an annual basis by management or those charged with governance in accordance with law, regulation or custom, the purpose of which is to provide owners or stakeholders with information on the Authority's operations and the Authority's financial results and financial position as set out in the financial statements.

1. We intend to prepare and issue other information that has not been provided to you prior to the date of the auditor's report and to provide you with the expected timing of such issuance.

### **General**

1. We are unaware of any frauds or possible frauds having been committed by the Authority, its employees or any of its directors and officers and we have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
2. We have no knowledge of any allegations of fraud or suspected fraud affecting the Authority's financial statements.
3. We acknowledge that we are responsible for the implementation and operation of internal controls that are designed to prevent and detect fraud and error.
4. We are unaware of any known or probable instances of non-compliance with the requirements of regulatory or governmental authorities, including their financial reporting requirements.
5. The effects of uncorrected misstatements are immaterial, both individually and in the aggregate, to the financial statements as a whole.

6. In the course of your audit of our financial statements for the year ended December 31, 2022, you have recommended certain journal entries and adjustments to our books and records as attached to this letter. We hereby acknowledge that we understand, agree with and approve of the attached journal entries which have been considered necessary to present fairly the financial position and operating results of our Authority.

**Events Subsequent to the Year-end**

No facts have been discovered which necessitate material adjustment to the year-end figures or disclosure in the notes to the financial statements.

Yours very truly,

**THE LOWER TRENT REGION CONSERVATION AUTHORITY**

Per \_\_\_\_\_  
Kelly Vandette,  
Manager, Corporate Services

Draft for discussion purposes only

The Lower Trent Region Conservation Authority

Year End: December 31, 2022

Adjustments

Rev. 10/10/01

Date: 01-01-22 To 12-31-22

Number	Date	Name	Account No	Reference	Debit	Credit	Recurrence	Misstatement
1	12-31-22	Flood & Erosion Control Infrastruct	1820 LTC		34,075.42			
1	12-31-22	Heavy Equip & Vehicles	1850 LTC		47,779.57			
1	12-31-22	IT Infrastructure	1880 LTC		6,213.18			
1	12-31-22	Surplus/Deficit - Beginning of Year	3010 LTC		88,068.17			
1	12-31-22	Equity in Tangible Capital Assets	3020 LTC			88,068.17		
1	12-31-22	Flood Control Structures	5605 CAPITAL			34,075.42		
1	12-31-22	Information Management & Technology	5775 CAPITAL			6,213.18		
1	12-31-22	Vehicles & Large Equip Purchased	5815 CAPITAL			47,779.57		
To transfer capital asset purchases to asset accounts as per client schedule								
2	12-31-22	Heavy Equip & Vehicles	1850 LTC			52,852.28		
2	12-31-22	A/A Heavy Equip & Vehicles	1855 LTC		52,318.00			
2	12-31-22	Surplus/Deficit - Beginning of Year	3010 LTC		5,079.09			
2	12-31-22	Surplus/Deficit - Beginning of Year	3010 LTC			5,613.37		
2	12-31-22	Equity in Tangible Capital Assets	3020 LTC			5,079.09		
2	12-31-22	Equity in Tangible Capital Assets	3020 LTC		5,613.37			
2	12-31-22	Rebates & Recoveries	4077 CAPITAL		1,950.00			
2	12-31-22	Vehicles & Large Equip Purchased	5815 CAPITAL		3,663.37			
2	12-31-22	Gain (Loss) on Sale of TCA	5911 LTC			5,079.09		
To record dipositions of captial assets as per client schedule								
3	12-31-22	A/A Buildings, Structures, Bridges	1815 LTC			13,172.00		
3	12-31-22	A/A Flood & Erosion Control Infrac	1825 LTC			3,843.00		
3	12-31-22	A/A Lands Infrastructure	1835 LTC			2,280.00		
3	12-31-22	A/A Furniture & Fixtures	1845 LTC			411.00		
3	12-31-22	A/A Heavy Equip & Vehicles	1855 LTC			26,007.00		
3	12-31-22	A/A IT Infrastructure	1885 LTC			5,776.00		
3	12-31-22	Surplus/Deficit - Beginning of Year	3010 LTC			51,489.00		
3	12-31-22	Equity in Tangible Capital Assets	3020 LTC		51,489.00			
3	12-31-22	Amortization Expense	5910 LTC		51,489.00			
To record amortization per year as per client schedule								
4	12-31-22	Short Term Deposits	1019 LTC		709.37			
4	12-31-22	Short Term Deposit - Shell Cda GLCC	1021 LTC		234.88			
4	12-31-22	Unearned Revenue - Shell Fund	2044 LTC			234.88		
4	12-31-22	Interest Earned - Bank	4069 CS			709.37		
To record investment income earned during the year								
5	12-31-22	Prepaid Expenses	1200 LTC		11,646.46			
5	12-31-22	Communications	5705 CAPITAL			11,646.46		
To reclassify website redevelopment not complete to prepaid expenses								
6	12-31-22	Surplus/Deficit - Beginning of Year	3010 LTC		98,105.00			
6	12-31-22	Reserve for Special Projects	3111 LTC			3,680.00		
6	12-31-22	Reserve for Vehicles & Equip	3113 LTC			30,550.00		
6	12-31-22	Reserve for IT Infrastructure	3114 LTC			12,000.00		
6	12-31-22	Reserve for Bldgs, Struct, Bridges	3115 LTC			32,000.00		
6	12-31-22	Reserve for Lands Infrastructure	3116 LTC			19,875.00		

Prepared by	Reviewed by	First Partner	Second Partner
		DJWC 02-01-23	

**The Lower Trent Region Conservation Authority**  
**Year End: December 31, 2022**  
**Adjustments**  
**Rev. 10/10/01**  
**Date: 01-01-22 To 12-31-22**

Number	Date	Name	Account No	Reference	Debit	Credit	Recurrence	Misstatement
To add capital budget funding to reserves								
7	12-31-22	Surplus/Deficit - Beginning of Year	3010 LTC			71,167.00		
7	12-31-22	Reserve for Vehicles & Equip	3113 LTC		42,166.00			
7	12-31-22	Reserve for IT Infrastructure	3114 LTC		17,860.00			
7	12-31-22	Reserve for Bldgs, Struct, Bridges	3115 LTC		11,141.00			
To record spending from capital reserves in year net of funds received								
8	12-31-22	Unearned Revenue - DWSP	2042 LTC		69,419.87			
8	12-31-22	Provincial Funding	4017 R-DWSP			69,419.87		
To adjust Source Water unspent funds to calculated balance								
9	12-31-22	Unearned Revenue - BQRAP Governance	2040 LTC		52,221.11			
9	12-31-22	Unearned Revenue - BQRAP Programs	2041 LTC			29,744.87		
9	12-31-22	Deferred Revenue Recognized	4016 BQRAP			22,476.24		
to adjust amount owed to/from BQRAP programs at year end.								
10	12-31-22	Current Liabilities	2001 LTC		16,963.50			
10	12-31-22	DWSP - Regional SP	5990 R-DWSP			16,963.50		
To reverse accrual for Regional DWSP payable to LTC SPA for services/insurance to December 31st as this is not a payable of the General Authority								
11	12-31-22	Deferred Revenue - Youth Education	2026 LTC		9,521.63			
11	12-31-22	Deferred Revenue - Stewardship	2027 LTC		525.38			
11	12-31-22	Deferred Revenue Recognized	4016 CEO			8,917.55		
11	12-31-22	Deferred Revenue Recognized	4016 CEO			525.38		
11	12-31-22	Deferred Revenue Recognized	4016 CEO			4,100.00		
11	12-31-22	Deferred Revenue Recognized	4016 CEO		2,995.92			
11	12-31-22	Deferred Revenue Recognized	4016 CEO		500.00			
To recognize the Youth Education deferred revenue (Project codes #200, 301, 203 and 204)								
12	12-31-22	A/R - Other	1024 LTC		8,245.77			
12	12-31-22	Grants - Special Projects	4022 CEO			8,245.77		
To accrue receivable for Trenton Greenbelt Restoration from funders towards expenditures incurred in 2022.								
					<b>689,994.06</b>	<b>689,994.06</b>		
<b>Net Income (Loss)</b>					<b>325,757.31</b>			

Prepared by	Reviewed by	First Partner	Second Partner
		DJWC 02-01-23	

**THE LOWER TRENT REGION CONSERVATION AUTHORITY**

**FINANCIAL STATEMENTS**

December 31, 2022

Draft for discussion purposes only

## **MANAGEMENT RESPONSIBILITY STATEMENT**

The financial statements of The Lower Trent Region Conservation Authority are the responsibility of management and have been approved by the Board.

The financial statements have been prepared in compliance with Canadian public sector accounting standards, as issued by the Public Sector Accounting Board of The Chartered Professional Accountants of Canada. A summary of the significant accounting policies are described in Note 2 to the financial statements. The preparation of financial statements necessarily involves the use of estimates based on management's judgment, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

The Authority's management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of the financial statements. These systems are monitored and evaluated by management.

The financial statements have been audited by Welch LLP, independent external auditors appointed by the Authority, in accordance with Canadian auditing standards. The accompanying Independent Auditor's Report outlines their responsibilities, the scope of their examination and their opinion on the Authority's financial statements.

**Rhonda Bateman**  
Chief Administrative Officer

**Kelly Vandette**  
Manager, Corporate Services

Date to be determined



## INDEPENDENT AUDITOR'S REPORT

To the Members of  
**THE LOWER TRENT REGION CONSERVATION AUTHORITY**

### Opinion

We have audited the financial statements of **THE LOWER TRENT REGION CONSERVATION AUTHORITY**, which comprise the statement of financial position as at December 31, 2022, and the statements of surplus, changes in net financial assets, operations and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Authority as at December 31, 2022, and its results of operations and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

### Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Authority in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Authority's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Authority or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Authority's financial reporting process.

## INDEPENDENT AUDITOR'S REPORT (continued)

### Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- ◆ Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- ◆ Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control.
- ◆ Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- ◆ Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Authority's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Authority to cease to continue as a going concern.
- ◆ Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Trenton, Ontario  
Date to be determined

CHARTERED PROFESSIONAL ACCOUNTANTS  
LICENSED PUBLIC ACCOUNTANTS

**THE LOWER TRENT REGION CONSERVATION AUTHORITY**

*(Established under the Conservation Authorities Act of Ontario)*

**STATEMENT OF FINANCIAL POSITION**

**DECEMBER 31, 2022**

	<u>2022</u>	<u>2021</u>
<b>FINANCIAL ASSETS</b>		
Cash	\$ 2,092,930	\$ 2,026,174
Short term investment - <i>note 3</i>	64,803	63,858
Accounts receivable:		
Municipalities	13,715	20,180
Other	139,979	26,474
	<u>2,311,427</u>	<u>2,136,686</u>
 <b>LIABILITIES</b>		
Accounts payable and accrued liabilities	113,341	97,031
Unearned revenue	32,367	39,721
Due to partnership programs - <i>note 5</i>	251,597	343,493
Deferred contributions - <i>note 4</i>	197,933	207,745
	<u>595,238</u>	<u>687,990</u>
 <b>NET FINANCIAL ASSETS</b>	 <u>1,716,189</u>	 <u>1,448,696</u>
 <b>NON-FINANCIAL ASSETS</b>		
Tangible capital assets - <i>schedule 4</i>	2,980,081	2,944,036
Prepaid expenditures	43,687	21,468
	<u>3,023,768</u>	<u>2,965,504</u>
 <b>ACCUMULATED SURPLUS</b>	 <u>\$ 4,739,957</u>	 <u>\$ 4,414,200</u>
 Represented by:		
Operating fund - <i>note 6</i>	\$ 1,043,189	\$ 822,652
Reserve funds - <i>note 7</i>	716,687	647,512
Equity in tangible capital assets	2,980,081	2,944,036
	<u>\$ 4,739,957</u>	<u>\$ 4,414,200</u>

Approved on behalf of the Board

\_\_\_\_\_ Director

\_\_\_\_\_ Director

*(See accompanying notes)*

**THE LOWER TRENT REGION CONSERVATION AUTHORITY**  
**STATEMENT OF SURPLUS**  
**YEAR ENDED DECEMBER 31, 2022**

	<u>2022</u>	<u>2021</u>
<b>ACCUMULATED SURPLUS , beginning of year</b>	\$ 4,414,200	\$ 4,157,393
Annual surplus	<u>325,757</u>	<u>256,807</u>
<b>ACCUMULATED SURPLUS , end of year</b>	<u><u>\$ 4,739,957</u></u>	<u><u>\$ 4,414,200</u></u>

**STATEMENT OF CHANGES IN NET FINANCIAL ASSETS**  
**YEAR ENDED DECEMBER 31, 2022**

	<u>2022</u>	<u>2021</u>
<b>NET FINANCIAL ASSETS, beginning of year</b>	<u>\$ 1,448,696</u>	<u>\$ 1,205,448</u>
Annual surplus	325,757	256,807
Acquisition of tangible capital assets	(88,068)	(56,315)
Proceeds on disposition of tangible capital assets	5,613	-
Loss (gain) on disposal of tangible capital assets	(5,079)	746
Amortization of tangible capital assets	51,489	46,966
Change in prepaid expenditures	<u>(22,219)</u>	<u>(4,956)</u>
	<u>267,493</u>	<u>243,248</u>
<b>NET FINANCIAL ASSETS, end of year</b>	<u><u>\$ 1,716,189</u></u>	<u><u>\$ 1,448,696</u></u>

(See accompanying notes)

**THE LOWER TRENT REGION CONSERVATION AUTHORITY**  
**STATEMENT OF OPERATIONS**  
**YEAR ENDED DECEMBER 31, 2022**

	2022 Budget (Note 11)	2022 Actual	2021 Actual
<b>REVENUE</b>			
Government grants - provincial	\$ 68,831	\$ 68,831	\$ 68,831
Municipal levies - operating	1,024,074	1,024,074	1,003,994
Recoveries - property taxes	25,275	23,919	24,253
Legal enquiries, fill permits and plan review	185,000	393,001	337,172
Sundry - note 8	46,500	159,843	97,710
Property rental	28,936	32,459	27,386
Donations - unrestricted	2,000	2,179	3,634
Deferred contributions recognized - note 4	89,453	22,652	56,647
Source Protection RMO/RMI and E&O programs	122,120	128,999	128,999
Recovered from partnership programs - note 10	267,695	286,188	277,870
Government grants - summer students and interns	16,000	29,088	17,400
	<u>1,875,884</u>	<u>2,171,233</u>	<u>2,043,896</u>
<b>EXPENDITURES</b>			
Corporate Services, Schedule 1	691,225	656,260	623,682
Watershed Science and Services, Schedule 2	991,789	945,567	884,629
Conservation Lands, Schedule 3	323,502	318,279	320,067
	<u>2,006,516</u>	<u>1,920,106</u>	<u>1,828,378</u>
Annual Surplus before capital items	<u>(130,632)</u>	<u>251,127</u>	<u>215,518</u>
<b>CAPITAL ITEMS</b>			
Municipal levies - capital	98,105	98,105	49,053
Municipal special benefitting levy - capital	17,500	17,038	19,974
Government grant - provincial - capital project	17,500	17,038	19,974
Major repairs and maintenance	-	(11,141)	-
Amortization	-	(51,489)	(46,966)
Gain (loss) on disposal of tangible capital assets	-	5,079	(746)
	<u>133,105</u>	<u>74,630</u>	<u>41,289</u>
<b>ANNUAL SURPLUS (DEFICIT)</b>	<u>\$ 2,473</u>	<u>\$ 325,757</u>	<u>\$ 256,807</u>

(See accompanying notes)

**THE LOWER TRENT REGION CONSERVATION AUTHORITY**  
**SCHEDULES TO FINANCIAL STATEMENTS**  
**YEAR ENDED DECEMBER 31, 2022**

**SCHEDULE OF CORPORATE SERVICES****Schedule 1**

	2022 Budget (Note 11)	2022 Actual	2021 Actual
Wages and benefits	\$ 534,932	\$ 534,414	\$ 517,420
Travel and allowances	15,000	11,000	9,720
Materials and supplies	15,193	12,410	7,138
Building occupancy costs	25,750	26,021	20,295
General	<u>100,350</u>	<u>72,415</u>	<u>69,109</u>
	<u>\$ 691,225</u>	<u>\$ 656,260</u>	<u>\$ 623,682</u>

**SCHEDULE OF WATERSHED SCIENCE AND SERVICES****Schedule 2**

	2022 Budget (Note 11)	2022 Actual	2021 Actual
Wages and benefits	\$ 710,420	\$ 645,035	\$ 601,046
Travel and allowances	5,000	11,863	3,880
Materials, equipment and supplies	5,150	4,400	3,534
Office	8,240	24,484	13,473
Vehicle and equipment - operations and maintenance	6,000	5,574	3,922
Oak Ridges Moraine Coalition	2,500	-	1,250
Benthic/flow monitoring	39,000	33,850	9,946
Flood forecasting and control structures	39,359	28,342	23,946
Events and publications	7,500	155	-
Education and outreach programs	20,000	64,590	55,107
Stewardship programs	26,500	71,099	62,837
Source Protection RMO/RMI and E&O programs	<u>122,120</u>	<u>132,223</u>	<u>129,063</u>
	991,789	1,021,615	908,004
Less: internal charges for labour and overhead	<u>-</u>	<u>76,048</u>	<u>23,375</u>
	<u>\$ 991,789</u>	<u>\$ 945,567</u>	<u>\$ 884,629</u>

(See accompanying notes)

**THE LOWER TRENT REGION CONSERVATION AUTHORITY**  
**SCHEDULES TO FINANCIAL STATEMENTS**  
**YEAR ENDED DECEMBER 31, 2022**

**SCHEDULE OF CONSERVATION LANDS****Schedule 3**

	2022 Budget (Note 11)	2022 Actual	2021 Actual
Wages and benefits	\$ 201,290	\$ 198,616	\$ 205,284
Travel and allowances	6,000	3,864	3,877
Conservation areas maintenance and projects	18,500	19,285	16,328
Property taxes	47,922	44,484	43,257
Insurance	17,490	20,863	16,669
Materials, supplies and general	10,300	2,698	8,100
Goodrich-Loomis Conservation Centre operations	7,000	8,360	6,971
Vehicle and equipment operations and maintenance	15,000	20,109	19,581
	<u>\$ 323,502</u>	<u>\$ 318,279</u>	<u>\$ 320,067</u>

*(See accompanying notes)*



**THE LOWER TRENT REGION CONSERVATION AUTHORITY**  
**SCHEDULE OF TANGIBLE CAPITAL ASSETS**  
**YEAR ENDED DECEMBER 31, 2022**

Schedule 4

	Land \$	Buildings, structures and bridges \$	Flood and Erosion Control Infrastructure \$	Roads, parking lots and trails \$	Furniture and fixtures \$	Equipment \$	Office equipment \$	Vehicles \$	Computer Equipment \$	2022		2021 Total \$
										Total	\$	
<b>Historical Costs:</b>												
Opening Balance	2,116,658	844,397	313,836	134,797	39,578	70,924	39,021	200,667	80,824	3,840,702		3,785,133
Additions	-	-	34,075	-	-	16,459	-	31,321	6,213	88,068		56,315
Disposals	-	-	-	-	-	(8,880)	-	(43,972)	-	(52,852)		(746)
Closing Balance	<u>2,116,658</u>	<u>844,397</u>	<u>347,911</u>	<u>134,797</u>	<u>39,578</u>	<u>78,503</u>	<u>39,021</u>	<u>188,016</u>	<u>87,037</u>	<u>3,875,918</u>		<u>3,840,702</u>
<b>Accumulated Amortization:</b>												
Opening Balance	-	317,483	170,277	43,635	37,519	60,227	37,320	158,762	71,443	896,666		849,700
Amortization	-	13,172	3,843	2,280	411	4,056	510	21,951	5,266	51,489		46,966
Disposals	-	-	-	-	-	(8,853)	-	(43,465)	-	(52,318)		-
Closing Balance	-	<u>330,655</u>	<u>174,120</u>	<u>45,915</u>	<u>37,930</u>	<u>55,430</u>	<u>37,830</u>	<u>137,248</u>	<u>76,709</u>	<u>895,837</u>		<u>896,666</u>
<b>Net book value for year ended December 31, 2022</b>	<u>2,116,658</u>	<u>513,742</u>	<u>173,791</u>	<u>88,882</u>	<u>1,648</u>	<u>23,073</u>	<u>1,191</u>	<u>50,768</u>	<u>10,328</u>	<u>2,980,081</u>		<u>2,944,036</u>

(See accompanying notes)

**THE LOWER TRENT REGION CONSERVATION AUTHORITY**  
**STATEMENT OF CASH FLOWS**  
**YEAR ENDED DECEMBER 31, 2022**

	<u>2022</u>	<u>2021</u>
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
Annual surplus	\$ 325,757	\$ 256,807
Adjustments for:		
Amortization	51,489	46,966
Loss (gain) on disposal of tangible capital assets	<u>(5,079)</u>	<u>746</u>
	372,167	304,519
Change in non-cash operating balances:		
Accounts receivable	(107,040)	32,432
Prepaid expenditures	(22,219)	(4,956)
Accounts payable and accrued liabilities	16,309	(7,815)
Unearned revenue	(7,354)	(10,428)
Due to partnership programs	(91,896)	218,553
Deferred contributions	<u>(9,812)</u>	<u>(50,905)</u>
	<u>150,155</u>	<u>481,400</u>
<b>CASH FLOWS FROM CAPITAL TRANSACTIONS</b>		
Purchase of tangible capital assets	(88,068)	(56,315)
Proceeds on disposal of tangible capital assets	<u>5,613</u>	<u>-</u>
	<u>(82,455)</u>	<u>(56,315)</u>
<b>CASH FLOWS FROM INVESTING TRANSACTIONS</b>		
Purchase of short-term investment	<u>(944)</u>	<u>(59)</u>
<b>INCREASE IN CASH</b>	66,756	425,026
<b>CASH, beginning of year</b>	<u>2,026,174</u>	<u>1,601,148</u>
<b>CASH, end of year</b>	<u>\$ 2,092,930</u>	<u>\$ 2,026,174</u>

(See accompanying notes)

**THE LOWER TRENT REGION CONSERVATION AUTHORITY**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED DECEMBER 31, 2022**

**1. NATURE OF OPERATIONS**

The Lower Trent Region Conservation Authority ("the Authority") is established under the Conservation Authorities Act of Ontario to provide for the organization and delivery of programs and services that further the conservation, restoration, development and management of natural resources in watersheds in Ontario. The watersheds include areas in the Municipalities of Centre Hastings, Trent Hills and Brighton, the Townships of Alnwick/Haldimand, Cramahe and Stirling-Rawdon, and the City of Quinte West.

The Authority is a registered charity and is exempt from income taxes.

**2. SIGNIFICANT ACCOUNTING POLICIES**

The Authority follows Canadian Public Sector Accounting Standards as issued by the Public Sector Accounting Board (PSAB) in preparing its financial statements. The significant accounting policies used are as follows:

**Basis of accounting**

Revenue and expenditures are recorded on the accrual basis, whereby they are reflected in the accounts in the year in which they have been earned and incurred, respectively, whether or not such transactions have been settled by the receipt or payment of money.

**Appropriations to reserves**

Authorities may establish reserves by appropriating amounts to earmark them for specific purposes. Appropriations to or from reserves are disclosed in note 6 and note 7 as appropriations from or to the operating fund.

**Tangible capital assets**

Tangible capital assets are recorded at cost less accumulated amortization and are classified according to their functional use. Amortization is recorded on a declining balance basis commencing in the year the asset is put into service. Donated tangible capital assets are reported at fair value at the time of donation. Amortization rates are as follows:

Buildings, structures and bridges	2.5%
Flood and erosion control infrastructure	2.5%
Roads, parking lots and trails	2.5%
Furniture and fixtures	20%
Equipment	20%
Office equipment	30%
Vehicles	30%
Computer equipment	30 to 45%

**THE LOWER TRENT REGION CONSERVATION AUTHORITY**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED DECEMBER 31, 2022**

**2. SIGNIFICANT ACCOUNTING POLICIES (continued)**

**Revenue recognition**

The Authority recognizes revenue as follows:

Municipal levies - general are recognized in the fiscal year in which they are levied.

The Provincial government annual operating grant is recognized in the fiscal year to which the grant relates to the extent that eligible expenditures have been incurred.

User fees and sales are recognized when the service has been performed or the goods have been transferred.

Other grants and specified donations are recognized when the related net expenditures have been incurred.

Property rental income is recognized over the lease term.

General donations are recognized when received.

Any funding received for which the related services have not been performed and/or the related expenditures have not been incurred at the end of the fiscal year are recorded as unearned revenue.

Investment income, which includes interest on bank accounts and distributions from mutual funds, is recognized when earned.

**Investments**

Investments, which consist of mutual funds, are measured at acquisition cost.

**Use of estimates**

The preparation of financial statements in conformity with Canadian Public Sector Accounting Standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosures of contingent assets and liabilities at the date of the financial statements and reported amounts of revenues and expenditures during the reporting period. Items requiring the use of significant estimates include determining the estimated useful lives of tangible capital assets. Actual results could differ from those estimates.

**Pension expense and obligation**

The cost of employer contributions to the multi-employer defined benefit pension plan are charged to operations in the same year as the related employee salaries and wages to which the contributions relate. No provision is made for any funding liability or surplus related to this plan.

**THE LOWER TRENT REGION CONSERVATION AUTHORITY**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED DECEMBER 31, 2022**

**2. SIGNIFICANT ACCOUNTING POLICIES (continued)**

**Liability for contaminated sites**

A contaminated site is a site at which substances occur, in concentrations that exceed the maximum acceptable amounts under an environmental standard. Sites that are currently in productive use are only considered a contaminated sites if an unexpected event results in contamination. A liability for remediation of contaminated sites is recognized when the Authority is directly responsible or accepts responsibility, it is expected that future economic benefits will be given up and a reasonable estimate of the amount can be made. The liability includes all costs directly attributable to remediation activities including post remediation operations, maintenance and monitoring. The liability is recorded net of any expected recoveries. These statements do not include any liability for contaminated sites.

**3. SHORT TERM INVESTMENT**

The short term investment consists of a T-Bill mutual fund and includes \$16,119 (2021 - \$15,884) which is restricted in use for the Shell Canada project described in Note 4. The market value of the investment is equivalent to its cost.

**4. DEFERRED CONTRIBUTIONS**

	<u>2022</u>	<u>2021</u>
Balance, beginning of year	\$ 207,745	\$ 258,650
Contributions received in year	12,605	5,727
Interest earned	235	15
Expended in year	<u>(22,652)</u>	<u>(56,647)</u>
Balance, end of year	<u>\$ 197,933</u>	<u>\$ 207,745</u>

Deferred contribution balance includes the following items:

	<u>2022</u>	<u>2021</u>
Shell Canada	\$ 16,119	\$ 15,884
Youth Education Programs and Fundraising Initiative	165,603	175,125
Land Stewardship - Education and Outreach	<u>16,211</u>	<u>16,736</u>
	<u>\$ 197,933</u>	<u>\$ 207,745</u>

**THE LOWER TRENT REGION CONSERVATION AUTHORITY**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED DECEMBER 31, 2022**

**4. DEFERRED CONTRIBUTIONS (continued)**

The Authority received contributions in a prior year from Shell Canada that are restricted in their use towards capital improvements at the Goodrich-Loomis Conservation Centre.

The Authority received contributions during the current year and prior years from various donors that are restricted in their use towards Youth Education Programs and Fundraising Initiative. The Authority also received funding in prior years that are restricted in their use for Land Stewardship - Education and Outreach

**5. DUE TO PARTNERSHIP PROGRAMS**

The Authority has been engaged to manage and administer non-authority programs on behalf of partners. This includes hiring and supervising the employees of these programs as well as providing technical and administrative support. The Authority is advanced funds to cover the expenditures of these programs. Separate bank accounts are not maintained for these programs. Currently, the Authority administers the Bay of Quinte Remedial Action Plan programs ("BQRAP") and the Regional Drinking Water Source Protection Program for the Trent Conservation Coalition ("RDWSP"). At the end of the current year, the Authority had the following amounts payable to these programs and funds received and expended for these programs.

	Amount payable beginning of year	Funds received in year	Expenditures	Amount payable end of year
BQRAP Governance	\$ 122,145	\$ 217,240	\$ (269,461)	\$ 69,924
BQRAP Natural Heritage	<u>126,022</u>	<u>250,185</u>	<u>(220,440)</u>	<u>155,767</u>
BQRAP Total	248,167	467,425	(489,901)	225,691
RDWSP	<u>95,326</u>	<u>434,989</u>	<u>(504,409)</u>	<u>25,906</u>
	<u>\$ 343,493</u>	<u>\$ 902,414</u>	<u>\$ (994,310)</u>	<u>\$ 251,597</u>

The Authority is the signatory to funding contracts with the Federal and Ontario governments for the above noted programs. Under these contracts, there are periodic submissions of financial reports and reconciliation of expenditures incurred to the funding provided for the contract period. Funding received in excess of eligible expenditures may have to be returned to the funding government.

**THE LOWER TRENT REGION CONSERVATION AUTHORITY**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED DECEMBER 31, 2022**

**6. OPERATING FUND**

The activity during the year in the operating fund is as follows:

	<u>2022</u>	<u>2021</u>
Balance, beginning of year	\$ 822,652	\$ 607,890
Increase in net financial assets	267,493	243,248
Increase (decrease) in prepaid expenditures	22,219	4,956
Appropriations to reserves	(140,342)	(49,053)
Appropriations from reserves	<u>71,167</u>	<u>15,611</u>
Balance, end of year	<u>\$ 1,043,189</u>	<u>\$ 822,652</u>

**7. RESERVE FUNDS**

Appropriations to or from the reserve for administration facility, reserve for equipment, reserve for special projects, reserve for workshop facility, reserve for conservation lands, reserve for legal fees and reserve for youth education are specific decisions of the Authority's Board of Directors. The Provincial land reserve consists of funds received from sales of lands that are restricted in purpose to the purchase of provincially significant conservation lands, flood operations, flood control structures or hazard land mapping and require provincial approval. The activity in the various reserve funds during the year are as follows:

	<u>Balance beginning of year</u>	<u>Appropriation from Operations</u>	<u>Appropriation to Operations</u>	<u>Balance end of year</u>
Reserve for buildings, structures, and bridges	\$ 84,146	\$ 32,000	\$ (11,141)	\$ 105,005
Reserve for vehicles and equipment	118,831	30,550	(42,166)	107,215
Reserve for special projects	64,515	3,680	-	68,195
Reserve for conservation lands	15,000	-	-	15,000
Reserve for legal fees	60,000	10,000	-	70,000
Reserve for youth education	43,113	22,237	-	65,350
Provincial land reserve	225,245	-	-	225,245
Reserve for IT infrastructure	26,724	22,000	(17,860)	30,864
Reserve for land infrastructure	<u>9,938</u>	<u>19,875</u>	<u>-</u>	<u>29,813</u>
	<u>\$ 647,512</u>	<u>\$ 140,342</u>	<u>\$ (71,167)</u>	<u>\$ 716,687</u>



**THE LOWER TRENT REGION CONSERVATION AUTHORITY**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED DECEMBER 31, 2022**

**7. RESERVE FUNDS (continued)**

Appropriations from operations includes \$42,237 approved by board resolutions during the year plus the municipal capital levy of \$98,105 approved for the year. Appropriations to operations relate to actual spending on items approved in the capital asset management plan net of the proceeds on sale and trade-in of capital assets and additional funding for capital projects for the year as follows:

Capital assets additions	\$ 88,068
Major repairs and maintenance of capital assets	11,141
Deposits on capital assets included in prepaids	11,647
Proceeds on sale and trade-in of capital assets	(5,613)
Provincial and municipal funding for specific capital purchases	<u>(34,076)</u>
	<u>\$ 71,167</u>

**8. SUNDRY**

Sundry revenue consists of the following:

	2022 Budget (Note 11)	2022 Actual	2021 Actual
Stewardship programs and other projects	\$ 10,000	\$ 73,970	\$ 47,665
Tree seedling and native potted plant program	26,500	28,444	28,580
Interest	10,000	43,740	8,890
Rebates and recoveries	-	13,203	3,575
Miscellaneous	-	486	-
Shoreline Management Plan staff secondment	<u>-</u>	<u>-</u>	<u>9,000</u>
	<u>\$ 46,500</u>	<u>\$ 159,843</u>	<u>\$ 97,710</u>

**9. DONATIONS**

During the year, the Authority received donations totaling \$15,284 of which \$10,105 were restricted in use and have been included in deferred contributions (see note 4), \$3,000 was dedicated to the Trenton Greenbelt Conservation Area Restoration and is included in Sundry on the statement of operations and \$2,179 is included as donations - unrestricted on the statement of operations.

**THE LOWER TRENT REGION CONSERVATION AUTHORITY**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED DECEMBER 31, 2022**

**10. RECOVERIES FROM PARTNERSHIP PROGRAMS**

Recoveries from partnership programs are amounts recovered from the programs described in note 5 and include recovery of wages and benefits of general Authority employees, office space and automotive equipment rental and overhead costs. The amounts charged to the programs are as follows:

	<u>2022</u>	<u>2021</u>
Bay of Quinte Remedial Action Plan	\$ 147,389	\$ 130,136
Regional Drinking Water Source Protection	<u>138,799</u>	<u>147,734</u>
	<u>\$ 286,188</u>	<u>\$ 277,870</u>

**11. BUDGET AMOUNTS**

The budget amounts presented are as approved by the Board of Directors on December 9, 2021. This includes both the operating budget and the capital budget. The operating budget included \$1,875,884 of revenue and \$2,006,516 of expenditures for a deficit of \$130,632. The capital budget included \$133,105 of revenue with projected capital expenditures of \$84,000 for the current year. The Authority does not budget for amortization.

**12. FINANCIAL INSTRUMENTS**

The Authority's financial instruments consist of cash, short term investment, accounts receivable, accounts payable and accrued liabilities and due to partnership programs. Unless otherwise noted, it is management's opinion that the Authority is not exposed to significant interest rate, currency or credit risks arising from these financial instruments.

The fair value of the financial instruments, excluding short term investment, approximate their carrying values because of their expected short-term maturities and treatments on normal trade terms. The fair value of the short term investment approximates its carrying value as the investment is in a T-bill fund for which the quoted price does not vary.

**THE LOWER TRENT REGION CONSERVATION AUTHORITY**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED DECEMBER 31, 2022**

**13. EXPENDITURES BY OBJECT**

Operating expenditures comprise

	2022	2021
Salaries and benefits	\$ 1,503,592	\$ 1,476,925
Operating goods and services	416,514	351,453
	\$ 1,920,106	\$ 1,828,378

**14. PENSION AGREEMENTS**

The Authority makes contributions to the Ontario Municipal Employees Retirement Fund (OMERS), which is a multi-employer plan, on behalf of the members of its staff. This plan is a defined benefit plan which specifies the amount of the retirement benefit to be received by the employees based on the length of service and rates of pay. Contributions are split equally between the employees and the Authority.

The Authority's share of contributions to OMERS for 2022 was \$132,258 (2021 - \$125,447) for current service costs, of which \$22,575 (2021 - \$16,186) related to Partnership Programs and \$109,683 (2021 - \$109,261) relates to Authority programs that are included in the statement of operations.

The OMERS plan has a reported \$3.1 billion going concern actuarial deficit at the end of 2021 (2020 - \$3.2 billion), and \$120.8 billion of going concern actuarial liabilities at the end of 2021 (2020 - \$113.1 billion). Amounts for 2022 are not yet available.

**15. UNCERTAINTY DUE TO IMPACT OF CHANGES TO THE CONSERVATIONS AUTHORITIES ACT AND REGULATIONS**

In November 2022, the Provincial government passed Bill 23 that included amendments to the Conservation Authorities Act ("the Act") that have altered the role of Conservation Authorities ("CAs") in reviewing municipal planning applications for natural heritage. Additional pending Bill 23 amendments may further limit the role of CAs in planning and permitting. The province has frozen CA user fees for 2023.

**THE LOWER TRENT REGION CONSERVATION AUTHORITY**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED DECEMBER 31, 2022**

**15. UNCERTAINTY DUE TO IMPACT OF CHANGES TO THE CONSERVATIONS  
 AUTHORITIES ACT AND REGULATIONS (continued)**

In December 2020, the Provincial government passed Bill 229, which made changes to the Act that made changes to the role of CAs and providing more control to municipalities over what programs and services of CAs that the municipalities will fund. These changes gave the Provincial government power to implement new regulations. Phase 1 of the regulations were finalized in October 2021 while phase 2 of the regulations were finalized in April 2022. These regulations required CAs to develop and inventory of programs and services and categorize them into three categories:

- Category 1 - Mandatory Programs and Services
- Category 2 - Municipal Programs and Services
- Category 3 - Other Programs and Services

Category 1 programs and services are prescribed by the regulations and do not require a municipal servicing agreement. Category 2 programs and services benefit member municipalities individually or as a group and are subject to agreements between CAs and member municipalities (either individually or as a group). Category 3 programs and services are programs and services that the CAs members find important to deliver to best meet the overall direction of the Act and are subject to cost apportioning agreements if municipal funding is proposed to be used. Municipal agreements for Category 2 and 3 programs and services must in place by January 1, 2024. The regulations also set out the annual budget process with a requirement to allocate costs by project to the participating municipalities in determining the annual levy to each municipality for budgets for fiscal 2024 and beyond. The regulations also deal with how CAs may charge user fees to the general public (either for use of assets such as Conservation Areas or fee for service).

The Authority has developed its inventory of programs and services and categorized them accordingly in conjunction with its member municipalities. The Authority already has some agreements in place for some services with municipalities and will be implementing other agreements, as necessary. The Authority will work on its 2024 budget in 2023 in partnership with its member municipalities.

The impact of the above changes on the future assets, liabilities, revenues and expenditures of the Authority are not completely known at this time. In the short-term, the municipality has sufficient operating surplus and reserves to continue to operate as a going concern.

**16. COMPARATIVE FIGURES**

Certain comparative figures have been reclassified from those previously presented to conform to the presentation of the 2022 financial statements.



**LOWER TRENT**  
CONSERVATION

# STAFF REPORT

**Date:** February 9, 2023  
**To:** Board of Directors  
**Re:** *Conservation Authorities Act Update – Bill 23*  
**Prepared by:** Rhonda Bateman, Chief Administrative Officer

## PROPOSED RESOLUTION:

THAT the *Conservation Authorities Act Update – Bill 23* be accepted as information.

## BACKGROUND:

On December 28, 2022, the Ministry of Natural Resources and Forestry sent a letter to all Conservation Authorities (CA) and municipalities indicating the passage of O. Reg. 596/22: Prescribed Acts – Subsections 21.1.1 (1.1) and 21.1.2 (1.1) of the Act.

There are several sections of the legislation under Bill 23 and the CA Act currently not yet proclaimed. It is unknown when these forthcoming changes will be promulgated.

Specific amendments to the Conservation Authorities Act, as proclaimed under Bill 229 (Protect, Support and Recover from COVID-19 Act (Budget Measures), 2020 remain in place and LTC is expected to fulfill the requirements under the Transition Plan. Under LTC's Transition Plan, as required by Bill 229, several significant reports and other deliverables (i.e., MOUs for Category 3 Non-Mandatory Services) will remain ongoing throughout 2023 and 2024.

## DISCUSSION:

Implications for Planning and Permitting:

O. Reg. 596/22 changes the review and commenting services that Conservation Authorities may provide to municipalities effective January 1, 2023. Sections 21.1.1 and 21.1.2 of the Conservation Authorities Act prohibits Conservation Authorities from providing a program or service related to reviewing and commenting on proposals, applications, or other matters under prescribed Acts. These prohibitions are specific to LTC's non-mandatory review and commenting services for planning applications (i.e., natural heritage review and commenting) under the following prescribed Acts:

- *The Aggregate Resources Act*
- *The Condominium Act, 1998*
- *The Drainage Act*
- *The Endangered Species Act, 2007*
- *The Environmental Assessment Act*
- *The Environmental Protection Act*
- *The Niagara Escarpment Planning and Development Act*
- *The Ontario Heritage Act*
- *The Ontario Water Resources Act*
- *The Planning Act*

From the list above, the Planning Act has the greatest effect on LTC operations. LTC staff are committed to working with our watershed municipalities through this abrupt change in operations, and therefore, can only provide natural heritage comments on Planning Act circulations that were received on or before December 31, 2022.

In mid-January, LTC staff met with municipal and county planning supervisors and staff to discuss the new limitations placed on our planning review and process. Discussion focused on costs and potential delays related to hiring consultants and the costs of hiring dedicated staff to complete reviews. We will continue to receive planning applications to screen and review for natural hazards and LTC regulations. There will be further consultation in conjunction with neighbouring CAs through a meeting with Hastings County in February.

This most recent legislative change does not affect Conservation Authorities' provision of mandatory programs or services (Category 1) related to reviewing and commenting on a proposal, application, or other matter under those Acts listed above. Plan review and commenting under the Mandatory Program and Services Regulation (O. Reg. 686/21), which includes natural hazards, wetlands and source water protection, continues to be unaffected. Our permitting regulation (O. Reg. 163/06) has not been affected to date.



**LOWER TRENT**  
CONSERVATION

# Business Plan 2023



*Healthy Watersheds  
for  
Healthy Communities*







## A Message from the Chief Administrative Officer...

*Rhonda Bateman, CAO*

The past year at Lower Trent Conservation has mirrored the larger business community with staff turnover, increased planning and permitting activity and higher inflationary costs. Conservation authorities are not immune to socio-economic factors occurring across the province and across the country. The staff at Lower Trent Conservation (LTC) worked diligently to meet 2022 business plan targets. Staff were faced with large increases in workload and program updates and we laud their tenacity and commitment.

We are pleased to announce that Lower Trent Conservation's jurisdiction will be enlarged during 2023, through the addition of the Township of Havelock-Belmont-Methuen as a municipal partner. Being a member of LTC will aid in their planning, plan review and permitting. The addition of the southern portion of Havelock-Belmont-Methuen will complete Lower Trent's watershed and will result in an additional seat to the Board of Directors.

The Province has released regulations that affect conservation authorities' program and service delivery and funding models. We anticipate completion of municipal agreements in 2023 to support non-mandated programs and services. Some of the major projects being initiated in 2023 include the new watershed based management strategy, the conservation areas strategy, updated operational plans for flood and erosion control structures.

Watershed residents have been enthusiastic in participating in our annual native tree, shrub and wildflower sale. Residents of Trenton will notice LTC's project to restore a rare riparian/savannah grassland habitat along a portion of the Trenton Greenbelt Conservation Area.

The following Business Plan outlines additional work LTC proposes to accomplish in 2023. We invite you to review our Strategic Plan on our website at [www.LTC.on.ca](http://www.LTC.on.ca) to find the best way for you to contribute to achieving our vision of Healthy Watersheds for Healthy Communities.



## Lower Trent Conservation – who we are...

The Lower Trent Region Conservation Authority (Lower Trent Conservation) was formed in 1968 under the *Conservation Authorities Act*. Our area of jurisdiction covers 2,070 km<sup>2</sup> and includes all, or portions of, seven municipalities.

The *Conservation Authorities Act* of Ontario provides the mechanism for establishing and administering a conservation authority. The *Act* reads:

*The purpose of this Act is to provide for the organization and delivery of programs and services that further the conservation, restoration, development and management of natural resources in watersheds in Ontario.*

Both the founding principles of the legislation and the legislation itself embody the three fundamental strengths of every conservation authority: local initiative, cost sharing, and watershed jurisdiction.

### Local Initiative:

The conservation movement has been driven by and for the people for over 80 years. Community initiative is the strength and success of every conservation authority. Without this local motivation, an authority cannot be formed. People must first recognize the need for environmental action and request the provincial government to form a conservation authority. In making the request, watershed residents are contributing financially to the works of the organization and are participants in its direction.

### Cost Sharing:

Traditionally, municipalities within the conservation authority and the provincial government shared the costs of funding conservation programs. Over time, the municipal share of the funding has increased significantly. Conservation authorities have expanded their partnerships to include other agencies and the community. A conservation authority flourishes when local people have enough enthusiasm and support for its programs.

Lower Trent Conservation is a member of Conservation Ontario - a network of 36 Conservation Authorities, all dedicated to conserving, restoring, and managing Ontario's natural resources on a watershed basis.

### Watershed Jurisdiction:

A watershed – the area drained by a watercourse and its tributaries – is a natural geographic unit that crosses municipal boundaries. Conservation authorities can have jurisdiction over one or more watersheds. Since decisions and actions made in one location can affect upstream and downstream areas in other locations or other municipalities, watersheds are ideal units for protecting and managing the local environment. Conservation authorities are the only agencies in Ontario that manage natural resources on a watershed basis. Our Strategic Plan outlines our priorities, organizational commitments and environmental goals, which together, will help us thrive in this changing world.

The vision, mission, and our organizational commitments and environmental goals were all taken into consideration in development of the 2023 Business Plan.

## VISION STATEMENT

*Our Vision Statement is our dream. It is what we believe are the ideal conditions for our watershed - how things would look if the issues important to LTC and its partners were completely and perfectly addressed.*

Our vision for the future is:

**Healthy watersheds for healthy communities**

Our vision exemplifies the link between a healthy environment and the economic and social health of our communities, as well as the physical and mental health of the people who live here.

## MISSION STATEMENT

*Our Mission Statement defines the purpose of Lower Trent Conservation. It talks about the present leading to the future - how we are going to achieve our vision.*

Our mission is:

**To protect land, water and living things by working with and inspiring others.**

Our mission sets out our reason for being - to protect the local environment and recognize that we can't do it alone. We need to encourage others to take environmental action and work with other partners to achieve our goals.

Utilizing the strategic plan is a key component in helping Lower Trent Conservation prioritize our organizational commitments. We refer to the strategic plan to help direct the planning and decision making for the following year goals and objectives. The strategic plan is found at:

<https://ltc.on.ca/newContent/Strategic%20Plan%202018%20reduced.pdf>



## Our Conservation Business

Lower Trent Conservation is in the business of protecting, enhancing, and restoring the natural environment. It is a business that builds healthier communities, improves the quality of life for residents, makes our area more appealing to visitors and new business, and helps ensure a more diverse and vibrant regional economy.

Lower Trent Conservation maintains a business approach to ensure accountability and transparency to our member municipalities, other partners, and the general public. The services we provide are customer focused – local responses to local needs. Services and programs are delivered through diverse sources of funding and in partnership with municipalities, other agencies, and our local communities.

### MANDATED PROGRAMS

#### Planning and Regulations

We provide municipalities with formal comments under the *Planning Act* (e.g., severances, minor variances, official plans, zoning by-laws, etc.). We offer technical advice to residents and developers for building and land use proposals. We also regulate development activities in environmentally sensitive areas such as wetlands, shorelines, and waterways. These services are aimed at ensuring that activities in environmentally sensitive areas will not result in a risk to public safety or property damage from flooding or erosion hazards. This preventative approach also ensures that wetlands and waterways are protected.

#### Flood Protection

Lower Trent Conservation provides services to reduce the threat of property damage and loss of life from flooding. These services include flood forecasting and flood warning, and the operation and maintenance of 10 flood control structures (dam, flood walls, berms, weirs, and overflow channels). Public education and awareness on flood and erosion control and natural hazards is key to preparedness and safety.

#### Low Water Response

Lower Trent Conservation assists in the coordination and support of local response in the event of a drought. We monitor local water levels and precipitation closely and work with local water users to reduce demand and mitigate effects of water shortages, encouraging voluntary water conservation measures. The program is based on the Ontario Low Water Response Program.

#### Conservation Lands

Lower Trent Conservation owns 1,503 hectares of environmentally sensitive lands which form part of a regional system of protected landscapes. Our properties range in size from small parks to over 650 hectares. Ten properties are classified as Conservation Areas and provide venues for healthy and active lifestyles such as hiking, bicycling, fishing, canoeing, and other recreational activities. Seven Natural Habitat Areas, while open to the public, are left in a natural state with no maintained trails or recreational facilities. Staff maintain the facilities and lands and facilitate special events on the properties.

### **Regional Source Protection Program - Trent Conservation Coalition**

Lower Trent Conservation is the program lead for the Trent Conservation Coalition (TCC) Source Protection Program, aimed at protecting the sources of water (rivers, lakes, aquifers) used for municipal drinking water systems. We provide administrative and technical support to the Source Protection Committee in its role of updating the source protection plans and monitoring and reporting on implementation progress. The TCC includes the jurisdictions of five Conservation Authorities within the Trent River Watershed – Crowe Valley, Ganaraska Region, Kawartha, Lower Trent and Otonabee Conservation Authorities and additional areas outside of the CAs jurisdiction within the Trent River watershed in Peterborough and Haliburton Counties.

### **Local Drinking Water Source Protection Services**

Lower Trent Conservation provides Risk Management Official/Risk Management Inspector services and a Source Protection Education and Outreach program on behalf of local municipalities. These services help to implement the Trent Source Protection Plan, which came into effect on January 1, 2015.

### **Environmental Monitoring and Reporting**

LTC participates in the provincial water monitoring programs including the Provincial Water Quality Monitoring Network and the Provincial Groundwater Monitoring Network.

## **NON-MANDATED PROGRAMS**

### **Plan Review**

Under agreements, we provide our municipal and county partners additional information on a range of environmental issues that fall under the Planning Act and affect specific areas within the watershed. Our staff review stormwater management plans for local municipalities.

### **Natural Heritage Stewardship**

Lower Trent Conservation works with landowners and other partners to encourage proactive stewardship of land and water resources. We provide information and advice to landowners about a variety of topics including: tree planting, shoreline naturalization, invasive species control, and species at risk protection. We also offer grants for land stewardship projects and sell native trees and seedlings for spring planting.

### **Environmental Monitoring and Reporting**

In addition to the provincial monitoring programs, we sample rivers and streams to better understand watershed health. Our monitoring activities include the Ontario Benthos Biomonitoring Network. The data is used to evaluate and report on existing conditions within the watershed, and helps to establish targets for protection and rehabilitation activities for our municipal partners.

### **Environmental Education and Community Outreach**

We provide conservation education programs to students of all ages including the Tri-County Children's Water Festival and programming for schools, youth groups, and day camps. We also host and attend community events, provide workshops, and distribute publications and other conservation information to help the public learn about the protection of local natural resources.



## ENABLING SERVICES

Corporate Services oversees the business administration of the Conservation Authority as well as external relationships. It includes office and financial administration, human resources and asset management, and program planning and development. Corporate services staff manage the computer network and information systems, and provide digital mapping and communications support to other Lower Trent Conservation programs. Customer relations, partnership building, fundraising, communications, and marketing fall under the realm of corporate services.

### ***Financial and Human Resources***

In terms of financial management, constant vigilance is needed to ensure that the funding we receive from our member municipalities, the provincial and federal governments, other partners, agencies and donors is spent wisely for the betterment of our watershed. Ongoing effort is put into establishing partnerships to collaborate on watershed projects, and to seek funding support from other organizations to help get local conservation work done.

Lower Trent Conservation has established policies and procedures to set out administrative controls to: ensure health and safety with fair and consistent treatment of staff; provide guidance to staff for program implementation; and ensure compliance with government legislation. These are reviewed and updated regularly to ensure they are relevant and compliant with legislation.

### ***Information Management and Geographic Information System (GIS)***

As a knowledge-based, service-oriented organization, the accessibility of our information is an important part of our program. A significant amount of our data is displayed visually as maps, through our Geographic Information System (GIS). A wide range of map products is used by staff to assist with making decisions about land use planning and regulations, managing our conservation lands, and delivering stewardship programs. Lower Trent Conservation also assists municipalities and other agencies with GIS projects on a fee for service basis.

### ***Communications***

Corporate communication activities include media relations and production of progress reports, annual reports, displays, brochures, and other communications products. In addition to traditional media, we use our website and social media (e.g., Facebook) to keep our municipal partners, watershed residents and other stakeholders, staff and the Board of Directors, up to date on our programs and events.

### ***Fundraising***

As a non-profit registered charity, Lower Trent Conservation has developed a fundraising program to support our conservation efforts. This includes: grant writing, direct requests to businesses and private donors, and fundraising campaigns. Many of our donated funds are currently directed to “Connecting Kids with Nature” in support of youth environmental education initiatives.

## SIGNIFICANT PARTNERSHIP PROGRAMS

### **Bay of Quinte Remedial Action Plan**

The Bay of Quinte was designated an Area of Concern in 1985 by the International Joint Commission under the *Great Lakes Water Quality Agreement* between Canada and the United States. The environmental concerns included excess nutrients, persistent toxic contamination, bacterial contamination, and the loss or destruction of fish and wildlife habitat. Impairments to beneficial uses, such as drinking water, fish, and recreation, are termed “Beneficial Use Impairments.”

Lower Trent Conservation administers the Bay of Quinte Remedial Action Plan and provides communications and technical support specifically targeted at the issues present in the Bay. Lower Trent Conservation and Quinte Conservation co-chair the Bay of Quinte Restoration Council. The Restoration Council includes agencies from all levels of government, as well as local representatives to implement the Remedial Action Plan and undertake actions to rehabilitate the Bay.





## Goals for 2023

As well as our regular business activities, Lower Trent Conservation has recognized program improvements to achieve the goals and priorities identified in the Strategic Plan. These program improvements scheduled for 2023 will be undertaken as financing allows.

### OUR ORGANIZATIONAL COMMITMENTS

- Complete jurisdictional expansion with the addition of a portion of the Township of Havelock-Belmont-Methuen
- Develop and implement agreements with municipal partners for non-mandated program service delivery
- Launch of the new website
- Commence an Information Technology operational review to identify best practices and existing gaps
- Improve customer service through the creation of new online forms for program areas
- Develop and implement the automated process for the retention and destruction of electronic files under the Information Management Strategy
- Investigate improved telecommunications options
- Improve internal processes for information sharing

### ENVIRONMENTAL GOALS

#### ADVANCE WATERSHED KNOWLEDGE

- Further expansion of remote sensing project for analysis of cover crops and phosphorus management
- Participate in SCOOP (South-Central Ontario Orthophotography Project) 2023
- Complete the five-year Watershed Report Card
- Investigate strategies for fieldwork GIS/GPS integration

#### PROTECT LAND AND WATER RESOURCES

- Submit Section 36 work plan to the Ministry of the Environment under the *Clean Water Act*
- Begin development of the new watershed based resource management strategy
- Initiate an update to the existing rain gauge network
- Develop operational and maintenance plans for flood and erosion control structures
- Research best management practices for non-municipal water systems under the *Clean Water Act*



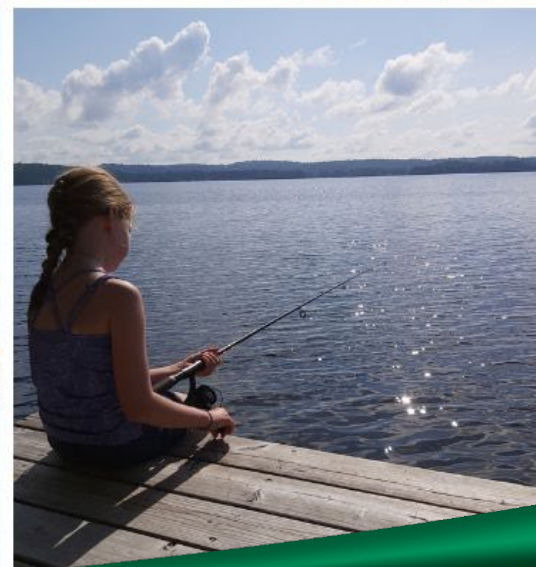


## SUPPORT SUSTAINABLE, HEALTHY COMMUNITIES

- Complete Phase 1 of the Restoration of the Trenton Greenbelt Conservation Area project
- Develop a signage plan for Conservation Lands
- Initiate the Conservation Lands Strategy and prepare for public input
- Begin the process for the replacement of the Proctor Park Conservation Area gazebo

## INSPIRE OTHERS TO TAKE ACTION

- Implementation of a Conservation Lands Volunteer Program
- Restructure the youth education program and identify new funding opportunities
- Continue the Native Plant Sale and hosting of the Northumberland County Emerald Ash Borer Replacement Tree Program
- Expansion of the wildflower garden at the administrative office to promote biodiversity and create educational opportunities





2023 LTC BUDGET - DRAFT BOARD APPROVED OCT 28, 2022						
CATEGORY 1 - MANDATORY	EXPENDITURES	2022 BUDGET	2023 BUDGET	2022 - 2023 VARIANCE		
	<b>NATURAL HAZARD MGMT</b>					
	Staffing	\$ 454,905	\$ 494,936	\$	40,031	
	Operating	\$ 123,810	\$ 139,502	\$	15,692	
	Capital		\$ 5,000	\$	5,000	
	<b>PROV WATER QUALITY-QUANTITY MONITORING</b>					
	Staffing	\$ 15,243	\$ 10,112	-\$	5,131	
	Operating					
	Capital	\$ 3,680	\$ 3,000	-\$	680	
	<b>LOCAL/REGIONAL DRINKING WATER SOURCE PROTECTION</b>					
Staffing	\$ 308,107	\$ 321,972	\$	13,865		
Operating	\$ 63,970	\$ 66,310	\$	2,340		
<b>CORE WATERSHED-BASED RESOURCE MGMT STRATEGY</b>						
Staffing	\$ -	\$ 36,768	\$	36,768		
Operating	\$ -					
<b>CA LANDS AND AREAS</b>						
Staffing	\$ 193,124	\$ 232,646	\$	39,522		
Operating	\$ 103,577	\$ 114,365	\$	10,788		
Capital	\$ 50,425	\$ 50,000	-\$	425		
<b>ENABLING SERVICES</b>						
Staffing	\$ 464,821	\$ 518,422	\$	53,601		
Operating	\$ 184,928	\$ 244,870	\$	59,942		
Capital	\$ 44,000	\$ 52,000	\$	8,000		
<b>TOTAL EXPENDITURES CAT 1 =</b>						
	\$ 2,010,590	\$ 2,289,903	\$	279,313		
<b>REGIONAL DWSP</b>						
	\$ 271,611	\$ 293,283	\$	21,672		
CATEGORY 1 - MANDATORY	INCOME	2022 BUDGET	2023 BUDGET	2022 - 2023 VARIANCE		
	Provincial Funds	\$ 68,831	\$ 68,831	\$	-	
	Federal Funds	\$ 8,000	\$ 9,672	\$	1,672	
	Municipal - General Levies	\$ 938,031	\$ 1,063,266	\$	125,235	
	Municipal - Capital Levies	\$ 98,105	\$ 98,105	\$	-	
	Municipal - Rebates/Recoveries	\$ 25,275	\$ 26,286	\$	1,011	
	Legal inquiries / Permit Fees	\$ 110,000	\$ 200,000	\$	90,000	
	Plan Review Fees	\$ -	\$ -	\$	-	
	CL Fees and Leases Income	\$ 30,436	\$ 31,653	\$	1,217	
	Administered Programs	\$ 219,203	\$ 216,104	-\$	3,099	
DW Source Protection	\$ 372,077	\$ 388,282	\$	16,205		
Miscellaneous Revenue	\$ 10,000	\$ 10,000	\$	-		
Surplus or Reserves	\$ 130,632	\$ 177,704	\$	47,072		
<b>TOTAL INCOME CAT 1 =</b>						
	\$ 2,010,590	\$ 2,289,903	\$	279,313		
<b>REGIONAL DWSP</b>						
	\$ 271,611	\$ 293,283	\$	21,672		

2023 LTC BUDGET - DRAFT BOARD APPROVED OCT 28, 2022					
EXPENDITURES		2022 BUDGET	2023 BUDGET	2022 - 2023 VARIANCE	
CATEGORY 2 - NON-MANDATORY	<b>PLANNING AND INFRASTRUCTURE</b>				
	Staffing	\$ 130,043	\$ 165,009	\$	34,966
	Operating				
	<b>LOCAL WATER QUALITY MONITORING</b>				
	Staffing	\$ 22,000	\$ 25,136	\$	3,136
	Operating	\$ 17,000	\$ 21,099	\$	4,099
	<b>LOCAL RISK MGMT PART IV &amp; EDUCATION SP</b>				
	Staffing	\$ 102,595	\$ 103,665	\$	1,070
	Operating	\$ 19,525	\$ 18,455	-\$	1,070
	<b>CA LANDS AND AREAS</b>				
	Staffing	\$ -	\$ -	\$	-
	Operating				
	Capital				
	<b>TOTAL EXPENDITURES CAT 2 =</b>		<b>\$ 291,163</b>	<b>\$ 333,365</b>	<b>\$</b>
<b>INCOME</b>		<b>2022 BUDGET</b>	<b>2023 BUDGET</b>	<b>2022 - 2023 VARIANCE</b>	
Provincial Funds	\$ -				
Federal Funds	\$ 8,000	\$ 9,672	\$	1,672	
Municipal - General Levy	\$ 86,043	\$ 15,010	-\$	71,033	
Municipal - SP Agreements	\$ 122,120	\$ 122,120	\$	-	
Plan Review Fees	\$ 75,000	\$ 150,000	\$	75,000	
Miscellaneous Revenue	\$ -	\$ -	\$	-	
Surplus or Reserves	\$ -	\$ 36,563	\$	36,563	
<b>TOTAL INCOME CAT 2 =</b>		<b>\$ 291,163</b>	<b>\$ 333,365</b>	<b>\$</b>	<b>42,202</b>

2023 LTC BUDGET - DRAFT BOARD APPROVED OCT 28, 2022							
CATEGORY 3 - SPECIAL PROJECTS	EXPENDITURES	2022 BUDGET		2023 BUDGET		2022 - 2023 VARIANCE	
	<b>YOUTH EDUCATION</b>						
	Staffing	\$	69,453	\$	72,118	\$ 2,665	
	Operating	\$	20,000	\$	20,000	\$ -	
					\$	\$ -	
	<b>COMMUNITY OUTREACH</b>						
	Staffing	\$	-		\$	\$ -	
	Operating	\$	26,500	\$	25,000	-\$ 1,500	
	<b>TOTAL EXPENDITURES CAT 3 =</b>		<b>\$</b>	<b>115,953</b>	<b>\$</b>	<b>117,118</b>	<b>\$ 1,165</b>
	<b>BAY OF QUINTE RAP PROGRAM</b>		<b>\$</b>	<b>320,234</b>	<b>\$</b>	<b>215,000</b>	<b>-\$ 105,234</b>
INCOME							
		2022 BUDGET		2023 BUDGET		2022 - 2023 VARIANCE	
Provincial Funds	\$	-	\$	-	\$	-	
Federal Funds	\$	8,000	\$	4,836	-\$	3,164	
Stewardship-Outreach Funds	\$	26,500	\$	25,000	-\$	1,500	
Youth Education Funds	\$	81,453	\$	87,282	\$	5,829	
<b>TOTAL INCOME CAT 3 =</b>		<b>\$</b>	<b>115,953</b>	<b>\$</b>	<b>117,118</b>	<b>\$ 1,165</b>	
<b>BAY OF QUINTE RAP PROGRAM</b>		<b>\$</b>	<b>320,234</b>	<b>\$</b>	<b>215,000</b>	<b>-\$ 105,234</b>	
<b>TOTAL LTC BUDGETS</b>							
	<b>\$</b>	<b>2,417,706</b>	<b>\$</b>	<b>2,740,386</b>	<b>\$</b>	<b>322,680</b>	
<i>Municipal General Levy</i>	\$	1,024,074	\$	1,078,276	\$	54,202	
<i>Municipal Capital Levy</i>	\$	98,105	\$	98,105	\$	-	
	<b>\$</b>	<b>1,122,179</b>	<b>\$</b>	<b>1,176,381</b>	<b>\$</b>	<b>54,202</b>	
						13.35%	
						5.29%	
						0.00%	
						4.83%	

LOWER TRENT REGION CONSERVATION AUTHORITY

2023 CAPITAL BUDGET DETAILS - DRAFT BOARD APPROVED 2022-10-28

DESCRIPTION - CAPITAL ASSETS	2023 PLANNED CAPITAL PROJECTS	PROJECTED OPENING RESERVE BALANCE	2023 PLANNED CAPITAL COSTS	REVENUE SOURCES		2023 TOTAL REVENUE	PROJECTED CLOSING RESERVE BALANCE
				Municipal Capital Levy (10 Year Plan)	From / (To) Reserves		
Information Technology Infrastructure	Server Computers (~4qty)	\$ 25,690	\$ 25,000	\$ 12,000	\$ 25,000	\$ 37,000	\$ 690
			\$ 12,000				
Vehicles and Heavy Equipment	Vehicle 1 Vehicle replaced	\$ 105,265	\$ 40,000	\$ 30,550	\$ 9,450	\$ 40,000	\$ 95,815
Buildings, Structures and Bridges	Administration Building Lower Level water damage & sky-light	\$ 108,407	\$ 15,000	\$ 32,000	\$ (17,000)	\$ 15,000	\$ 125,407
Special Projects	Prov Water Quality-Quantity Monitoring Flood and Erosion Control Projects	\$ 68,195	\$ 3,000	\$ 3,680	\$ 4,320	\$ 8,000	\$ 63,875
			\$ 5,000				
Land Infrastructure	Infrastructure Proctor Park - Gazebo	\$ 29,813	\$ 10,000	\$ 19,875	\$ (9,875)	\$ 10,000	\$ 39,688
		<b>\$ 337,370</b>	<b>\$ 110,000</b>	<b>\$ 98,105</b>	<b>\$ 11,895</b>	<b>\$ 110,000</b>	<b>\$ 325,475</b>

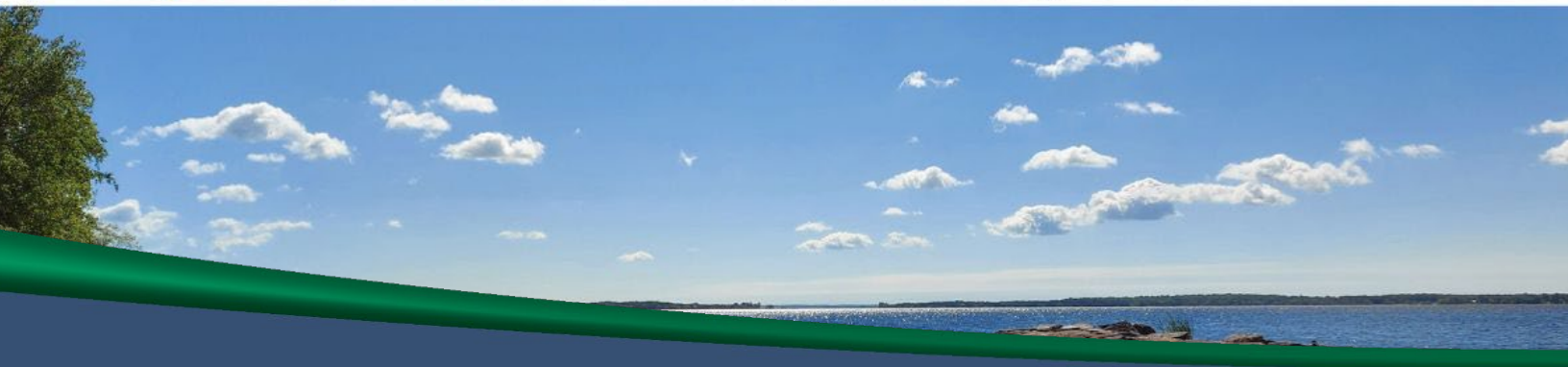
## Monitoring Success

### *Healthy Watersheds for Healthy Communities*

This year, Lower Trent Conservation has revised the appearance of their budget with the introduction of Categories 1, 2 and 3 to reflect the requirements of new provincial regulations of mandated vs non-mandated programs. LTC will spend \$2,289,903 to provide mandated services including natural hazard management, drinking water source protection, operate conservation areas and maintain trails, and manage other sensitive environmental lands, provincial water quality monitoring and corporate services. Under Category 2 LTC will spend \$333,365 to provide planning services, local water quality monitoring and drinking water risk management and education services. Under Category 3 programs, LTC will spend \$117,118 to provide youth environmental education, promote stewardship and undertake community outreach.

In addition to the funds shown in the budget, Lower Trent Conservation receives funds to deliver its significant partnership programs. Approximately \$215,000 from the federal and provincial governments deliver the Bay of Quinte Remedial Action Plan on behalf of local partner. Approximately \$293,283 is received from the provincial government to deliver the Regional Drinking Water Source Protection program.

Lower Trent Conservation provides an Interim Report to the Board of Directors each fall, reporting on progress in implementing the annual Business Plan, and releases its Annual Report and Audited Financial Statements following its annual meeting held in February. Staff will be tracking and reporting on progress made in implementing the goals and priorities set out in the Strategic Plan.



## What it means to your municipality?

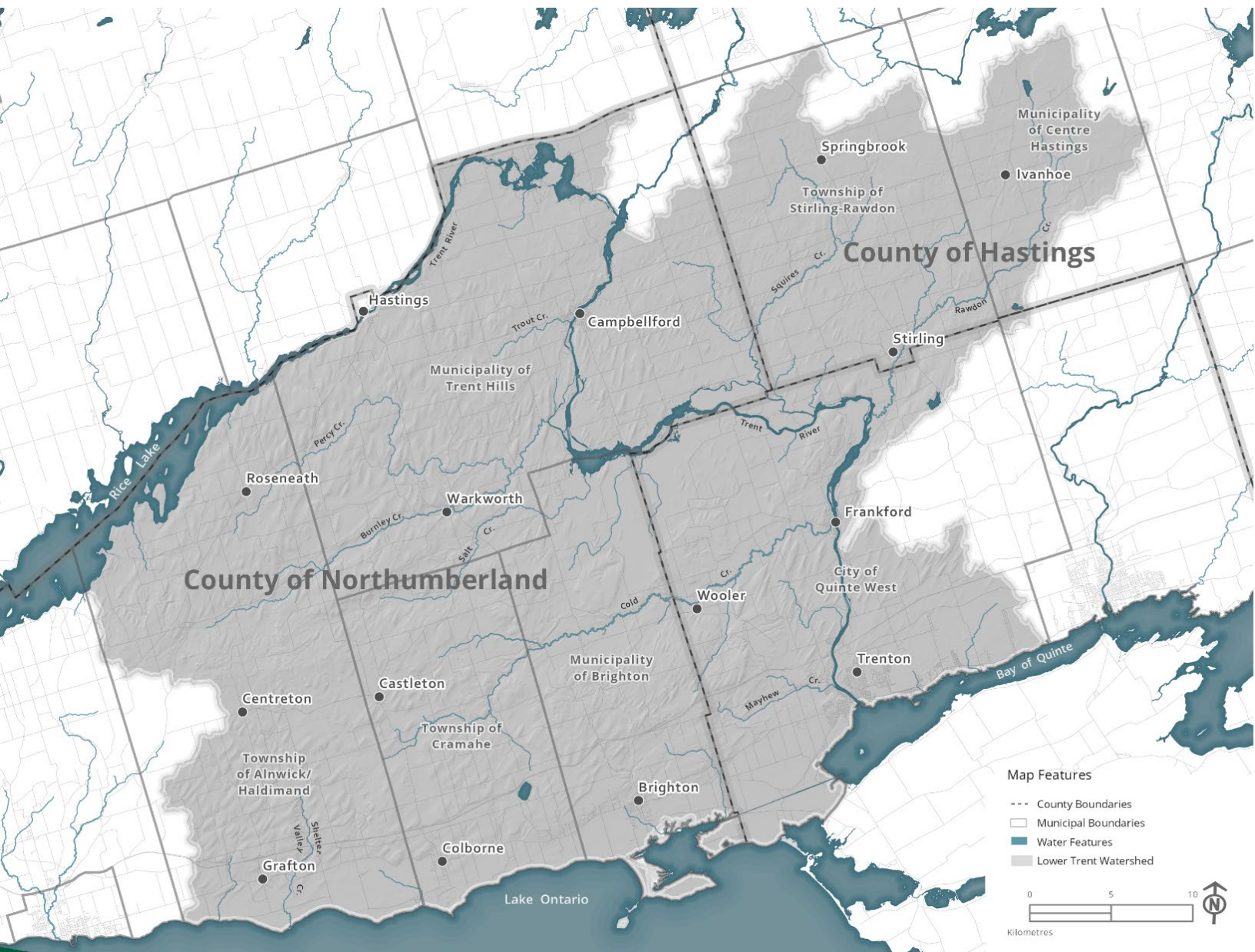
<b>Municipal Services</b>	<b>Lower Trent Conservation Services</b> <i>"specialist staff expertise shared among municipalities"</i>
<b>Planning and Building</b>	<ul style="list-style-type: none"> <li>• Professional environmental planning expertise, including a network of provincial experts through Conservation Ontario and provincial ministries</li> <li>• Provincial policies and standards on environmental matters brought into the municipal decision-making process based on Board of Directors approved local policies</li> <li>• Delivery of regulations to provide hazard land, floodplain, and wetland protection in a manner that coordinates with municipal planning responsibilities</li> <li>• Input into official plans, community plans, zoning by-laws regarding natural hazard, natural heritage, and water protection</li> <li>• Advice on <i>Planning Act</i> applications (severances, subdivisions, zoning by-law amendments, etc.)</li> <li>• Support for municipality when other reviews or approvals are required (i.e. <i>Environmental Assessment Act</i> process for new roads, bridges, pipes, and other infrastructure)</li> </ul>
<b>Emergency Services</b>	<ul style="list-style-type: none"> <li>• Information and programs inform municipal emergency response planning responsibilities</li> <li>• Flood forecasting and warning</li> <li>• Low water response</li> <li>• Mapping (floodplains, wellhead protection areas, intake protection zones)</li> <li>• Operation and maintenance of flood and erosion control structures</li> <li>• Watershed data collection for water budget and extreme event analysis and modelling</li> <li>• Regulation of natural hazards reduces municipal liability when severe weather events occur</li> </ul>
<b>Water, Sewage and Infrastructure</b>	<ul style="list-style-type: none"> <li>• Drinking Water Source Protection</li> <li>• Surface water monitoring</li> <li>• Groundwater monitoring</li> <li>• Stormwater review</li> <li>• Infrastructure review (culverts, bridges)</li> </ul>
<b>Tourism and Recreation</b>	<ul style="list-style-type: none"> <li>• Conservation Areas for year round passive recreation opportunities (hiking, snowshoeing, cross-country skiing, picnicking, geocaching)</li> <li>• Acquisition and protection of ecologically valuable lands</li> <li>• Active outdoor living programs (hikes, events)</li> <li>• Children's environmental programs (e.g., Water Festival)</li> <li>• Facilities for environmental education and outdoor sport/special events at Goodrich-Loomis and Proctor Park Conservation Areas</li> <li>• Hunting opportunities in Murray Marsh</li> </ul>
<b>Economic Development</b>	<ul style="list-style-type: none"> <li>• Contributes to development of desirable communities to live, work, and play in (clean water, green space, outdoor tourism, environmentally aware residents)</li> <li>• Extra dollars drawn into the local community (government and business grants, private donations)</li> <li>• Lower Trent Conservation buys locally from many community businesses and suppliers</li> </ul>
<b>Sustainable and Resilient Communities</b>	<ul style="list-style-type: none"> <li>• Promotion of good stewardship and low impact, ecologically sustainable development</li> <li>• Monitoring and reporting on watershed health to identify program priorities</li> <li>• Native Plant Sale</li> <li>• Shoreline naturalization (landowner advice and grants)</li> <li>• Protection of surface water and groundwater resources</li> <li>• Wetland protection and enhancement and habitat and biodiversity conservation</li> <li>• Improvement and protection of the Bay of Quinte to ensure long-term health and benefits to the community (through administration of the Bay of Quinte Remedial Action Plan)</li> </ul>



# Member Municipalities

Township of Alwicks/Haldimand  
 Municipality of Centre Hastings  
 City of Quinte West  
 Municipality of Trent Hills

Municipality of Brighton  
 Township of Cramahe  
 Township of Stirling-Rawdon





## Working with Others

### Partners in Conservation

Lower Trent Conservation's Board of Directors and staff work with a growing number of partners who share our concern for the future of our region's environment. Lower Trent Conservation has worked with every sector of the community – from school children, individual landowners, and service clubs to major corporations, colleges, and government ministries – to achieve our collective vision of a healthy environment. Our partners provide information, ideas, labour, and funding.

### Conservation Donors

Lower Trent Conservation, as a non-profit organization, relies on donations to support delivery of our programs. Our exceptional youth environmental programs are only possible through donations from businesses, foundations, community organizations, and the general public.

### Volunteers for Conservation

Lower Trent Conservation's "**Volunteers for Conservation**" program offers opportunities for individuals to get involved with local environmental projects. These dedicated groups and individuals devote time and energy to various local conservation projects.



**LOWER TRENT**  
**C O N S E R V A T I O N**

*We thank all of our partners, donors, and volunteers and look forward to working with you and others toward our common vision of **healthy watersheds for healthy communities.***

## Agenda Item #26.



**LOWER TRENT**  
CONSERVATION

# CAO REPORT

**Date:** February 9, 2023  
**To:** Board of Directors  
**Prepared by:** Rhonda Bateman, Chief Administrative Officer

## PROVINCIAL MATTERS

The Provincial legislature approved third reading in Bill 23 *More Homes Built Faster Act, 2022* on November 28<sup>th</sup>. *More Homes Built Faster Act* received Royal Assent immediately after Third Reading on November 28<sup>th</sup>.

Some of the proposed changes under the CA Act will require a separate regulation through the Lieutenant Governor before they can be enacted. There is no indication on the timeline for these deliverables other than the changes noted under the earlier staff report on CA plan review for natural heritage.

## CONSERVATION ONTARIO

Conservation Ontario (CO) held a Bill 23 Listening Session for Chairs on November 28<sup>th</sup>.

The December CO Council meeting was substituted for a General Managers meeting to discuss changes from Bill 23. There have been multiple GM meetings in January to discuss the transition to the changes in plan review services.

The CO Annual General Meeting will be held in-person on April 3, 2023 in Richmond Hill.

## MUNICIPAL COUNCIL MEETINGS

At the request of Brighton Council, I attended their Special Budget meeting to answer any budget related questions. As a result, I indicated that I would be pleased to give a presentation to Council on the effects of Bill 23 on CA operations. I will be extending that invitation to all local Councils to ensure that everyone is kept up to date. This is also a good opportunity to discuss the required agreements for Category 2 and 3 programs and services. These agreements are required to be in place before December 31, 2023. It would be preferred to have them signed prior to LTC's budget preparation for 2024.

## JURISDICTIONAL ENLARGEMENT

Letters have been circulated by Havelock-Belmont-Methuen (HBM) to the Board of Directors at the Otonabee Region and Crowe Valley CAs. We have received a letter from Otonabee Region CA in support of the enlargement. The Crowe Valley Board will be circulated the letter in February.

LTC has recommended that HBM hold a public open house for comments on the enlargement, communication with HBM continues.

**DONATIONS AND SPONSORS**

The Rotary Club of Trenton kindly donated \$3,000 for the Trenton Greenbelt Restoration project in December. Through Rotary's volunteer program they have also been involved in the physical transformation of the site and will be involved in the native species planting this spring and fall. We have recently been contacted by individuals and organizations looking to contribute to positive aspects of our programs such as youth education and stewardship.

**BOARD ORIENTATION – NEXT STEPS**

Thanks to all who were able to attend the orientations session. From comments received, I believe it was success and hope you were able to garner some valuable information.

As mentioned at the Board orientation session, staff will be planning a field tour of the watershed and visiting some of our Conservation Areas. We would anticipate a late April, early May date. Correspondence will be forthcoming to confirm a date and make the necessary arrangements.