



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 ■ Email: information@ltc.on.ca

Registered Charitable Organization No. 107646598RR0001

NOTICE OF REGULAR 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. 2023-01

Administration Office, 714 Murray Street, Trenton
Virtually Join Meeting [HERE](#)
Thursday, May 11, 2023 **Time: 1:00 p.m.**

AGENDA

1. Meeting called to order by the Chair
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 April 13, 2023
RECOMMENDED:
 THAT the Regular Board Meeting Minutes of April 13, 2023 be adopted.
8. Business arising from these minutes

Page # 4

CORRESPONDENCE

9. Correspondence – Rhonda Bateman, CAO/Secretary-Treasurer
There was no correspondence received for this meeting.

- 10. Monthly Payments Issued** – Kelly Vandette, Manager, Corporate Services [Page # 11](#)
RECOMMENDED:
THAT the list of payments issued in the total amount of \$275,136.02 for the month of April 2023 be received as information.
- 11. Watershed Management, Planning and Regulations Reports** – Gage Comeau, Manager, Watershed Management, Planning and Regulations
- a. Summary of Permits for Period April 5 – May 2, 2023 [Page # 13](#)
 - b. Planning and Regulations Update [Page # 15](#)
 - c. Flood Forecasting and Warning (FFW) and Low Water Response (LWR) Update [Page # 17](#)
- RECOMMENDED:
THAT the Watershed Management, Planning and Regulations Reports be received as information.
- 12. Bay of Quinte Remedial Action Plan Program** – Anne Anderson, Manager, Community Outreach and Special Projects
- a. April 2023 Newsletter [Page # 19](#)
- RECOMMENDED:
THAT the April 2023 Bay of Quinte Remedial Action Plan Newsletter be received as information.
- 13. 2024 Budget Planning** – Rhonda Bateman
RECOMMENDED:
THAT three (3) Board members be appointed to the 2024 Budget Planning Sub-committee.
- 14. Vehicle Purchase** – Chris McLeod, Conservation Lands Supervisor [Page # 22](#)
RECOMMENDED:
THAT staff be authorized to purchase a vehicle for the Lower Trent Conservation fleet from the capital asset reserve funding at an upset limit of \$54,000 before tax.
- 15. CAO's Report** – Rhonda Bateman [Page # 24](#)
RECOMMENDED:
THAT the CAO's Report be received as information.

OTHER BUSINESS

- 16. Closed In-Camera Session**
RECOMMENDED:
THAT the Lower Trent Conservation Board of Directors move to in-camera session to discuss a potential legal matter.
- 17. Members Inquiries/Other Business**
- 18. Adjournment**

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

Kelly Vandette 613-394-3915 ext. #215

kelly.vandette@lrc.on.ca



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BOARD OF DIRECTORS

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REGULAR BOARD MEETING MINUTES

MEETING # 2023-03

DATE: April 13, 2023

TIME: 1:12 PM

LOCATION: Administration Office, 714 Murray Street, Trenton / Virtually

PRESENT:

REMOTE SITE (R)	ON SITE	
Lynda Reid	Gene Brahaney (Vice-Chair)	Eric Sandford
	Mike Ainsworth	Sherry Hamilton
	Jeff Wheeldon	Jim Alyea
	Bobbi Wright	Rick English

REGRETS: Bob Mullin (Chair), Mark DeJong

STAFF: Rhonda Bateman, Gage Comeau, Chris McLeod, Anne Anderson, Kelly Vandette

1. Meeting called to order by the Chair

The meeting was called to order by Vice-Chair Brahaney at 1:12 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: G47/23

Moved by: Sherry Hamilton Seconded by: Bobbi Wright
 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. Board Meeting Minutes of March 9, 2023

RES: G48/23

Moved by: Jeff Wheeldon

Seconded by: Eric Sandford

THAT the Regular and In-camera Session Board Meeting Minutes of March 9, 2023 be adopted.

Carried

8. Business arising from these minutes

There was no business arising from these minutes.

CORRESPONDENCE

9. Correspondence

a. 2023-03-28 Fourth Quarter Report - O. Reg. 687/21

RES: G49/23

Moved by: Jim Alyea

Seconded by: Lynda Reid

THAT the correspondence to the province re Fourth Quarterly Report – O. Reg. 687/21 dated March 28, 2023 be received as information.

Carried

STAFF REPORTS

10. Monthly Payments Issued

RES: G50/23

Moved by: Mike Ainsworth

Seconded by: Bobbi Wright

THAT the list of payments issued in the total amount of \$255,731.58 for the month of March 2023 be received as information.

Carried

11. Quarterly Financial Status - March 31, 2023

RES: G51/23

Moved by: Mike Ainsworth

Seconded by: Sherry Hamilton

THAT the Quarterly Financial Status staff report for period ending March 31, 2023 be received as information.

Carried

12. 2022 Surplus Allocation

Directors English and Alyea asked for elaboration regarding the reserve accounts. Rhonda Bateman, CAO/Secretary-Treasurer responded providing the definitions of the reserve categories and shared the history of recent land deposition and restrictions to which conservation land reserves are subject.

RES: G52/23

Moved by: Jeff Wheeldon

Seconded by: Bobbi Wright

THAT the 2022 surplus be allocated to the following expenses and reserves:

\$20,000 to Legal Fees Reserve; and

\$25,000 to the IT Infrastructure Reserve be approved.

Carried

13. Program and Service Inventory – Update

RES: G53/23

Moved by: Eric Sandford

Seconded by: Lynda Reid

THAT the updates to the Program and Service Inventory be received as information.

Carried

14. Watershed Management, Planning and Regulations Report

Gage Comeau, Manager, Watershed Management, Planning and Regulations spoke to the staff report as provided in the agenda package and highlighted the status of legal cases.

Director Reid asked if fines come back to LTC or municipalities and Gage Comeau responded that the fines are not given to the Conservation Authority but to the Province.

Gage Comeau spoke to the current flood watches and provided water level updates. He advised that Trent River flows will be dependent on the northern watershed storage capacity and snowmelt. Updates will be shared through Flood Statements and Watches if necessary.

RES: G54/23

Moved by: Bobbi Wright

Seconded by: Jeff Wheeldon

THAT the Watershed Management, Planning and Regulations Update be received as information.

Carried

15. Wetland Offsetting Policy

Gage Comeau spoke to the staff report as provided in the agenda package.

Director Ainsworth asked why we would permit destroying a wetland. Gage Comeau responded that Ministers Zoning Order (MZO) lie with the Ministry of Municipal Affairs and Housing and with changes to the *Conservation Authorities Act*, CA Boards are limited to providing conditions related to an MZO and cannot deny an MZO permit.

Rhonda Bateman explained the rationale for requiring the policy as it gives grounds to the development of Board approved conditions under the MZO process.

Director English asked for clarification that this policy would be used for Hearing cases where wetlands were proposed to be destroyed. Gage Comeau confirmed and responded that this policy would support a consistent approach and decision making for the staff and Board.

Director Hamilton asked for clarification of interpretation of the new policy as a result of changes to the Act and MZOs for developers. Staff outlined the process for LTC to address wetland protection concerns with the offsetting policy.

Director Sandford thanked staff for creating the policy and the support it will provide in dealing with the changes in the Act.

RES: G55/23

Moved by: Jeff Wheeldon

Seconded by: Bobbi Wright

THAT the Wetland Offsetting Policy be approved and adopted.

Carried

16. Flood Hazard Identification Mapping Program Projects – Sole Source Contract Services

RES: G56/23

Moved by: Bobbi Wright

Seconded by: Sherry Hamilton

THAT LTC enter into an agreement with JKN Consulting to complete project management services for the Flood Hazard Identification Mapping Program projects at an upset limit of \$20,000.

Carried

17. Conservation Lands Report - March 31, 2023

Director Hamilton thanked Rhonda Bateman for attending Cramahe Council meeting and asked for confirmation that the Province has asked all CAs to identify conservation lands property suitable for development and if LTC lands meet the Ministry's requirements. Rhonda Bateman confirmed that all CAs are to comply by the end of 2024 within the Conservation Lands Strategy and from LTC's perspective, most LTC lands would not be suitable for development.

RES: G57/23

Moved by: Rick English

Seconded by: Jim Alyea

THAT the Conservation Lands Report for the period January 1 – March 31, 2023 be received as information.

Carried

18. Community Outreach, Education and Stewardship Programs Report - March 31, 2023

RES: G58/23

Moved by: Eric Sandford

Seconded by: Lynda Reid

THAT the Community Outreach, Education and Stewardship Programs Report for the period January 1 – March 31, 2023 be received as information.

Carried

19. 2023 Watershed Report Card

Anne Anderson, Manager, Community Outreach and Special Projects spoke to the staff report provided in the agenda package. She highlighted that LTC has been able to grade surface water across the watershed, thanks to the 2018 Board decision to support enhanced surface water data collection and monitoring. The enhanced sampling program encompasses the entire watershed and tests for E.coli, chemical analysis, benthic invertebrates, etc. to complete the suite of water quality information. The results demonstrate a significant step forward regarding surface water.

Director Wheeldon asked how does our watershed grade compare to others. Anne Anderson responded that members are able to view other watershed scores through the Conservation Ontario website.

RES: G59/23

Moved by: Jeff Wheeldon

Seconded by: Sherry Hamilton

THAT the Lower Trent Conservation 2023 Watershed Report Card be received as information.

Carried

20. Summary of Risk Management Official Activity Report – March 31, 2023

RES: G60/23

Moved by: Eric Sandford

Seconded by: Jim Alyea

THAT the summary of the Risk Management Official Activity pursuant to Part IV of the *Clean Water Act* for the period of January 1, 2023 thru March 31, 2023 staff report be received as information.

Carried

21. Local Drinking Water Source Protection Report - March 31, 2023

RES: G61/23

Moved by: Sherry Hamilton

Seconded by: Bobbi Wright

THAT the Local Drinking Water Source Protection Report for the period January 1 – March 31, 2023 be received as information.

Carried

22. Bay of Quinte Remedial Action Plan Newsletter

- a. March 2023 Newsletter
- b. BQRAP Annual Report Year Ending March 31, 2023

Director Hamilton asked for confirmation regarding the length of the BQRAP program's operating term ends and commented on the Prime Minister meeting with US President Biden discussing the International Joint Commission Board for Lake Ontario and St. Lawrence River. Rhonda Bateman responded that the BQRAP program is funded to cover to March 31, 2026 from the Federal government and further discussions are taking place to address ongoing support.

Director Reid asked if there are other ways than herbicide to manage the water soldier invasion. Anne Anderson responded that the water soldier has moved into the Bay of Quinte and a series

of meetings with stakeholders including the City of Belleville, the City of Quinte West, MNRF and marine groups have been helping to develop plans to deal with the matter. As water soldier has moved into the Bay of Quinte, the Trent-Severn Waterway, Parks Canada will not lead removal efforts outside of the Trent River.

Director Alyea asked about the mechanical harvesting and if BQRAP is looking at private contractors. He also asked who is paying for the activity. Anne Anderson advised that further discussions will happen with MNRF and stakeholders. It is yet to be determined as to what funding and what actions will be done.

Director Wright inquired about the type of herbicide used and impact to environment and other species. Anne Anderson responded with the types of herbicides used and effects on other plants/species but timing is also a consideration and guidelines are in place for the safe use of the herbicides, including notifications.

Anne Anderson encouraged Board members to visit the BQRAP website as it gives a story map of the annual report.

RES: G62/23

Moved by: Rick English

Seconded by: Mike Ainsworth

THAT the Bay of Quinte Remedial Action Plan Newsletter for March 2023; and
THAT the BQRAP Annual Report for year ending March 31, 2023 be received as information.

Carried

23. CAO's Report

Director Wheeldon asked if LTC will be replacing staff, Ewa Bednarczuk. Rhonda Bateman responded yes; however, the position has been redeveloped to support stewardship, FFW and monitoring activities.

RES: G63/23

Moved by: Jim Alyea

Seconded by: Sherry Hamilton

THAT the CAO's Report be received as information.

Carried

24. Members Inquiries/Other Business

a. Director Alyea inquired into the status of the continuation of the membership for the Agriculture Representative on the LTC Board of Directors. Rhonda Bateman responded that the Agriculture Representative was to be contacted by MNRF to clarify their position and to complete their reporting requirements. MNRF will inform us when any decision has been made.

b. Information Technology and Operations Review – RFP #2023-CS-01

Kelly Vandette, Manager, Corporate Services spoke to the status of the Request for Proposal #2023-CS-01 and that the selection process resulted in a shorter timeline to complete; therefore, providing the opportunity to approve entering into a contract

agreement sooner with the successful service provider, Perry Group Consulting Ltd.

RES: G64/23

Moved by: Eric Sandford

Seconded by: Jeff Wheeldon

THAT the RFP from Perry Group Consulting Ltd for the Information Technology and Operations Review be accepted and to enter into a contract agreement with at an upset limit of \$25,000 before HST.

Carried

25. Adjournment

There being no further business, the meeting was adjourned.

RES: G65/23

Moved by: Rick English

Seconded by: Jim Alyea

THAT the meeting be adjourned.

Carried

Time 2:15 p.m.

Gene Brahaney, Vice-Chair

Rhonda Bateman, CAO/ST

DRAFT

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

CHEQUE # / EFT #	PAYEE	DETAILS	AMOUNT
	Staff Payroll	Apr/23 Payroll Period Mar 18 - Apr 14	126,479.36
65402614	Workplace Safety Insurance Board	Apr/23 WSIB Premium	4,109.01
65402548	Jani-King of Eastern	Apr/23 Cleaning - Admin and Workshop	1,034.64
65408276	CIBC VISA	Apr/23 STMT HST = \$, Admin = \$, CL= \$, WSS = \$, YE = \$, BQRAP = \$	3,195.10
65402651	OMERS	Apr/23 Pension Contributions	21,641.68
65402661	Sun Life Assurance	May/23 Group Benefits Premium	6,634.22
15881	Battlefield Equipment Rentals	Dehumidifier rental - Admin Bldg	277.86
15882	CDW Canada Corp.	VEEAM Licence Renewal & Printer supplies	620.53
15883	Cormier Autopro - Obsentia	Vehicle maintenance	243.35
15884	Natural Themes	Gift Certificate - Staff Recognition	100.00
15885	River Institute	BQRAP - Professional services	6,750.00
15886	Staples Commercial	Office Supplies	347.20
15887	Victoria Taylor Landscape Architect	Trenton Greenbelt Restoration Project	2,486.00
15888	A. Boulton	Mar 30/23 SPC Mtg	224.00
15889	A. Hukowich	Mar 30/23 SPC Mtg	243.20
15890	B. Spencer	Mar 30/23 SPC Mtg	200.00
15891	D. Workman	Mar 30/23 SPC Mtg	244.00
15892	F. Langmaid	Mar 30/23 SPC Mtg	200.00
15893	G. Offshack	Mar 30/23 SPC Mtg	284.00
15894	L. Burt	Mar 30/23 SPC Mtg	200.00
15895	M. Gibbs	Mar 30/23 SPC Mtg	200.00
15896	R. Straka	Mar 30/23 SPC Mtg	227.20
15897	R. Franklin	Mar 30/23 SPC Mtg	43.20
15898	R. Lake	Mar 30/23 SPC Mtg	200.00
15899	T. Rees	Mar 30/23 SPC Mtg	228.00
15900	T. Taylor	Mar 30/23 SPC Mtg	248.00
15901	R. Bateman	Travel and Supplies reimbursement	214.46
15902	Capstone Development and Training	Training - Search Warrant Course	56.50
15903	OT Group - DCB Business Systems	Monthly Photocopier Usage Services	234.34
15904	Peterborough Fire Extinguishers Inc.	Annual Inspections - GLCC, Admin, Wrkshop	197.69
15905	Trenton Home Hardware Building Centre	Building/Janitorial supplies & materials	84.71
15906	City of Quinte West	Monthly Water/Wastewater - Workshop	66.44
15907	Cogeco Connexion Inc.	Monthly Internet Services - Workshop	90.34
15908	Free Flow Petroleum	Monthly Vehicle and Equipment Fuel	704.59
15909	Hydro One Networks Inc.	Monthly Utilities - Admin & Workshop Bldgs	1,023.14
15910	Jewell Engineering	Flood Hazard Identification Mapping Project	16,515.23
15911	Office Central	Furniture - 4 Board Tables	2,470.18
15912	Seymour Mechanical Services	Jan-Mar/23 Snow Ploughing - Seymour CA	632.80
15913	TCO Agromart Ltd.	Trenton Greenbelt Restoration Project	8.94
15914	Telizon Inc	Monthly Telephone Lines	468.09
15915	Township of Asphodel-Norwood CC	Mar 30/23 SPC Venue	152.55
15916	Brighton Springs	Water Supply - Admin Bldg	32.00
15917	Caduceon Enterprises Inc.	Water analysis	179.34
15918	K. Taylor	Travel reimbursement	40.00
15919	K. Stephens	Supplies reimbursement	119.69

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

CHEQUE # / EFT #	PAYEE	DETAILS	AMOUNT
15920	407 ETR	Travel - Toll charges	40.51
15921	B&T Sales	Janitorial supplies - Admin Bldg	157.23
15922	D.M. Wills Associates Limited	Flood Hazard Identification Mapping Project	4,365.76
15923	Enbridge - Uniongas	Monthly Utilities - Admin Bldg and Workshop	418.29
15924	Hydro One Networks Inc.	Monthly Utilities - Goodrich-Loomis Centre	120.16
15925	Marsh Canada Limited	Annual Insurance Apr23 - Mar/24	62,513.60
15926	Snap360 Ltd.	Annual Web Hosting, Support & Maintenance	1,336.79
15927	Templeman LLP	Legal Fees - RP-21-049 PEC Wetland	5,035.28
15928	J. McComb	BQRAP - Cover Crop Webinar Panelist	100.00
15929	S. Honey	BQRAP - Cover Crop Webinar Panelist	100.00
15930	N. Lamothe	BQRAP - Cover Crop Webinar Panelist	100.00
15931	K. Cole	BQRAP - Cover Crop Webinar Panelist	100.00
15932	M. Glenn	BQRAP - Cover Crop Webinar Panelist	100.00
15933	C. Ross	Supplies reimbursement	177.14
15934	CDW Canada Corp.	IT - Monitor	200.54
15935	Bell Canada	FFW - Web Hosting line	25.65
15936	Bell Mobility Inc.	Monthly Cellular Phones - Service	233.92
15937	Purolator Inc.	Courier Services - Water samples	35.57
15938	Brighton Springs	Water Supply - Admin Bldg	24.00

Total of Payments April 2023 \$ 275,136.02

Summary of Permits Approved by Staff
ONTARIO REGULATION 163/06 - Development, Interference with Wetlands and Alterations to Shorelines & Watercourses
 Prepared by: Gage Comeau, Manager, Watershed Management, Planning & Regulations
 For Period: April 5, 2023 to May 2, 2023



Permit #	Municipality	Ward	Geographic Township	Concession	Lot	Street Address	Regulated Area	Permitted Activity
P-22-359 (compliance)	Alnwick/Haldimand	Alnwick	Alnwick	6	16	204-68 Robins Road	Rice Lake Flood Hazard (allowance); Rice Lake Hazard	to undergo the reconstruction of the deck/dock platform, construct a new deck and minor addition on the dwelling structure and construct a detached accessory structure
P-23-062	Cramahe	Cramahe	Cramahe	10	23	323 Concession Rd 1 W	Unevaluated wetlands (allowance)	to construct an addition, attached garage and covered deck on to the existing dwelling
P-23-067	Stirling-Rawdon	Rawdon	Rawdon	6	12	Stirling-Marmora Road	Squires(Hoards) Creek; Unevaluated wetland (allowance)	undergo the rehabilitation of the Highway 14 bridge over Squires Creek
P-23-068	Brighton	Brighton Town	Cramahe	BF	5	35 Rabbit Road	Presqu'ile Bay Marsh PSW (allowance)	construction of a single-family dwelling
P-23-069	Brighton	Brighton Town	Cramahe	BF	5	33 Rabbit Road	Presqu'ile Bay Marsh PSW (allowance)	construction of a single-family dwelling
P-23-071	Quinte West	Murray	Murray	3	6	Miron Road	field verified & unevaluated wetland, watercourse	integrity dig and temporary watercourse & wetland crossing
P-23-073	Quinte West	Murray	Murray	CPL	3,4	East Vista Terrace Lot 17	Lake Ontario Tributary (allowance)	to undergo the construction of a single-family dwelling, site grading and channel installation
P-23-074	Quinte West	Murray	Murray	CPL	3,4	East Vista Terrace Lot 20	Lake Ontario Tributary (allowance)	to undergo the construction of a single-family dwelling, site grading and channel installation
P-23-076	Brighton	Brighton Town	Cramahe	BF	5	37 Rabbit Road	Presqu'ile Bay Marsh PSW (allowance)	construction of a single-family dwelling
P-23-077	Brighton	Brighton Town	Cramahe	BF	5	39 Rabbit Road	Presqu'ile Bay Marsh PSW (allowance)	construction of a single-family dwelling
P-23-078	Quinte West	Sidney	Sidney	BF	26	1794 Old Highway 2	Bay of Quinte Flood and Erosion Hazard	to install a 43 m2 (462ft2) inground pool
P-23-079	Brighton	Brighton Town	Cramahe	2	3	Main Street	Proctors Creek; Unevaluted Wetland	to install a new water forcemain along Main Street using directional drilling
P-23-080	Quinte West	Murray	Murray	CPL	10	Homstead Road	Bay of Quinte tributary stream, unevaluated wetland and Carrying Place Wetland Complex	to replace the existing (failing) culvert
P-23-081 (minor)	Alnwick/Haldimand	Alnwick	Alnwick	7	20	1026 Merrill Road Unit 21	Rice Lake flood hazard (allowance)	foundation replacement
P-23-082 (minor)	Trent Hills	Per	Percy	3	9	Laver Rd Parcel	Burnley Creek Mill Wetland Complex (allowance)	to install a driveway and culvert
P-23-083 (minor)	Brighton	Brighton Town	Cramahe	BF	5	2 Rabbit Road	Lake Ontario Tributary Stream (allowance); Lake Ontario Flood Hazard (allowance)	construct a deck and gazebo
P-23-084 (minor)	Trent Hills	Seymour	Seymour	3	5	5425 County Rd 30	Field Verified Wetland	to install the proposed gas line service
P-23-085 (minor)	Trent Hills	Hastings Village	Percy	12	14	82 Homewood Avenue	Trent River Floodplain	to install the proposed gas line service
P-23-087	Alnwick/Haldimand	Haldimand	Haldimand	A	23	169 Glens of Antrim Way	Unevaluated wetlands (allowance)	to construct a storage shed
P-23-088 (minor)	Brighton	Brighton Town	Murray	C	35	5 Rogers Rd	Lake Ontario flood hazard, Presqu'ile Bay Marsh (allowance)	to modify/reconstruct the existing deck



Summary of Permits Approved by Staff
ONTARIO REGULATION 163/06 - Development, Interference with Wetlands and Alterations to Shorelines & Watercourses
Prepared by: Gage Comeau, Manager, Watershed Management, Planning & Regulations
For Period: April 5, 2023 to May 2, 2023

Permit #	Municipality	Ward	Geographic Township	Concession	Lot	Street Address	Regulated Area	Permitted Activity
P-23-090	Quinte West	Murray	Murray	2	11	17714 Telephone Road	Field verified wetland (allowance)	construction of a 29.73m ² (320 ft ²) accessory structure
P-23-093	Trent Hills	Percy	Percy	12	14	98 Mullock Drive	Trent River Floodplain (allowance); Unevaluated Wetland (allowance)	to construct a detached garage structure
P-23-096 (minor)	Quinte West	Sidney	Sidney	1	15	15 Meadow Boulevard	Unevaluated wetlands (allowance) and South Sidney Creek floodplain (allowance)	construction of a 14.86m ² (160 ft ²) accessory structure and to top-dress the lawn with 9m ³ of top soil
P-23-097 (minor)	Trent Hills	Seymour	Murray	10	2	9 Island Park Rd - Unit 9	Trent River Floodplain; Wilson Island E PSW (120m)	construction of a 22.3m ² (240 ft ²) deck
P-23-098 (minor)	Cramahe	Cramahe	Cramahe	3	16	38 Reddick Road	Little Lake Flood Hazard	to install a shore well
AMENDMENTS								
P-22-037	Brighton	Brighton Township	Cramahe	BF	5	Lakehurst Street	Lake Ontario Tributary Stream (allowance); Lake Ontario Flood Hazard (allowance)	Original Permit: Issued to construct a single-family dwelling; amended to change the driveway location
P-22-297	Trent Hills	Seymour	Seymour	4	8	1 Riverside Trail	Trent River Floodplain (allowance)	Original Permit: issued to construct a floating deck structure. Amended to include earth works and site grading
P-23-004	Trent Hills	Seymour	Murray	Gore	6	66 Tompkins Road	Trent River Floodplain; Wilson island PSW (allowance)	Original Permit: Issued to demolish/reconstruct a portion of the dwelling; Amended to include the construction of a deck, extending from the existing deck and wrapping around the proposed addition



LOWER TRENT
CONSERVATION

STAFF REPORT

Date: May 2, 2023
To: LTC Board of Directors
Re: Planning and Regulations UPDATE
Prepared by: Gage Comeau, Manager, Watershed Management, Planning and Regulations

PROPOSED RESOLUTION:

THAT the Planning and Regulations Update be accepted as information.

BY THE NUMBERS:

Here are the numbers for new files in 2023 and compared to similar numbers for previous years. Highlighted boxes indicate that 2023 has MORE files to date than previous years.

File Type	# Files for 2023 (as of May 2, 2023)	Dates for Similar Number for Previous Years (Total for Year)			
		2022	2021	2020	2019
Permits	110	Apr 20 (398)	May 12 (383)	May 21 (351)	Jun 24 (338)
New Inquiries	139	Apr 28 (635)	Mar 9 (794)	Mar 25 (585)	Mar 29 (591)
Planning	65	Apr 5 (310)	Mar 24 (259)	Jul 2 (169)	Feb 27 (248)
Complaints	16	May 5 (66)	Mar 30 (65)	Apr 22 (56)	Jun 7 (54)
Enforcement	9	Mar 3 (63)	Mar 31 (45)	Jun 2 (32)	Aug 2 (33)
Online Inquiries	208	Mar 30 (738)	Feb 19 (1132)	May 28 (645)	May 30 (446)
Site Visits	33	Mar 31 (363)	Apr 15 (282)	Jul 6 (166)	May 21 (213)

Legal Cases:

- **ENF-19-010** – Trial on-going. 3 court dates set (April 26, May 3 and June 21). LTC staff have provided testimony on the matter. - Status: **ONGOING**
- **ENF-19-024** –POA Court has set a trial date on September 25, 2023 – Status: **ONGOING**
- **ENF-20-028** – Trial Date: January 9, 2023 – The JP entered a finding of guilt on all three counts related to this matter on March 10, 2023. Waiting on submissions related to the applicable fines and the restoration order. Next court date set for May 17, 2023 – Status: **ONGOING**
- **ENF-21-005:** First appearance for matter has been set for May 3, 2023. Property owner has been working with staff to come to a resolution; however, due to the statute of limitations noted in the *Conservation Authorities Act* charges were laid to continue resolution discussions. Status: **ONGOING**

Permitting:

- Two permit applicants are looking to proceed with a hearing as the proposed development activities do not comply with the LTC Board Approved policy document for the administration of Ontario Regulation 163/06. These matters will be brought to the Hearing Board within the next 2 to 3 months.
- LTC staff have been in discussions with applicant team for Permits B, D, E and F for the Hillside Meadows North Subdivision or York Creek Development Area in the City of Quinte West (RP-21-379; RP-22-047; RP-22-048 and RP-22-049). Hearing was held on June 9, 2022 where all applications were approved by LTC Board. LTC staff waiting for confirmation of wetland delineation, wetland compensation plan and detailed drawings of

Agenda Item #11.b.

watercourse alterations and crossings. The information for **PERMIT B** has been submitted and staff will be moving forward with the issuance of this permit shortly.

- Wetland assessments are to be started towards the end of the month and individuals on are wetland assessment list will be contacted shortly.

Planning:

- LTC Staff reviewed and commented on 5 Subdivision and Condominium Files in 2023 (new and ongoing).
- LTC Staff reviewed and commented on 18 Planning Act Applications (Severances, Zoning By-law amendments and/or Minor Variances).
- LTC staff are providing free screening services for planning applications to ensure that applicants do not have to pay LTC planning application fees when we would have no comments. Municipal planning departments have been encouraged to circulate ALL planning applications for LTC screening.

RECOMMENDATION:

- Staff recommends to the Board of Directors that the Planning and Regulations Update be accepted as information.



LOWER TRENT
CONSERVATION

STAFF REPORT

Date: May 2, 2023
To: LTC Board of Directors
Re: Flood Forecasting and Warning/Low Water UPDATE
Prepared by: Gage Comeau, Manager, Watershed Management, Planning and Regulations

PROPOSED RESOLUTION:

THAT the Flood Forecasting and Warning/ Low Water Update be accepted as information.

Flood forecasting and Warning

By the numbers:

Here are the number of flood communications issued and compared to the total of number of statements issued in previous.

Table 1. Number of flood communications issued by Staff.

Statements	Flood Communications Issued (as of May 2, 2023)	Total Number for Previous Years				
		2022	2021	2020	2019*	2018
Water Safety	4	2	2	3	8	2
Flood Outlook	8	4	4	5	5	5
Flood Watch	2	0	0	3	6	7
Flood Warning	0	0	0	0	13	0
Total (System)	14	6	6	11	32	14

Summary of Current Conditions

Based on the information collected at the Environment Canada Rain gauge located at CFB Trenton, January to April precipitation data shows that our watershed has experienced higher than average rainfall when compared to the long-term historical averages (See Table 2 below). This has led to an increased volume of water entering the local creeks and rivers in our watershed. To date, LTC staff have issued a total of **14** flood communications with **5** communications being issued in the past month.

Local Creeks

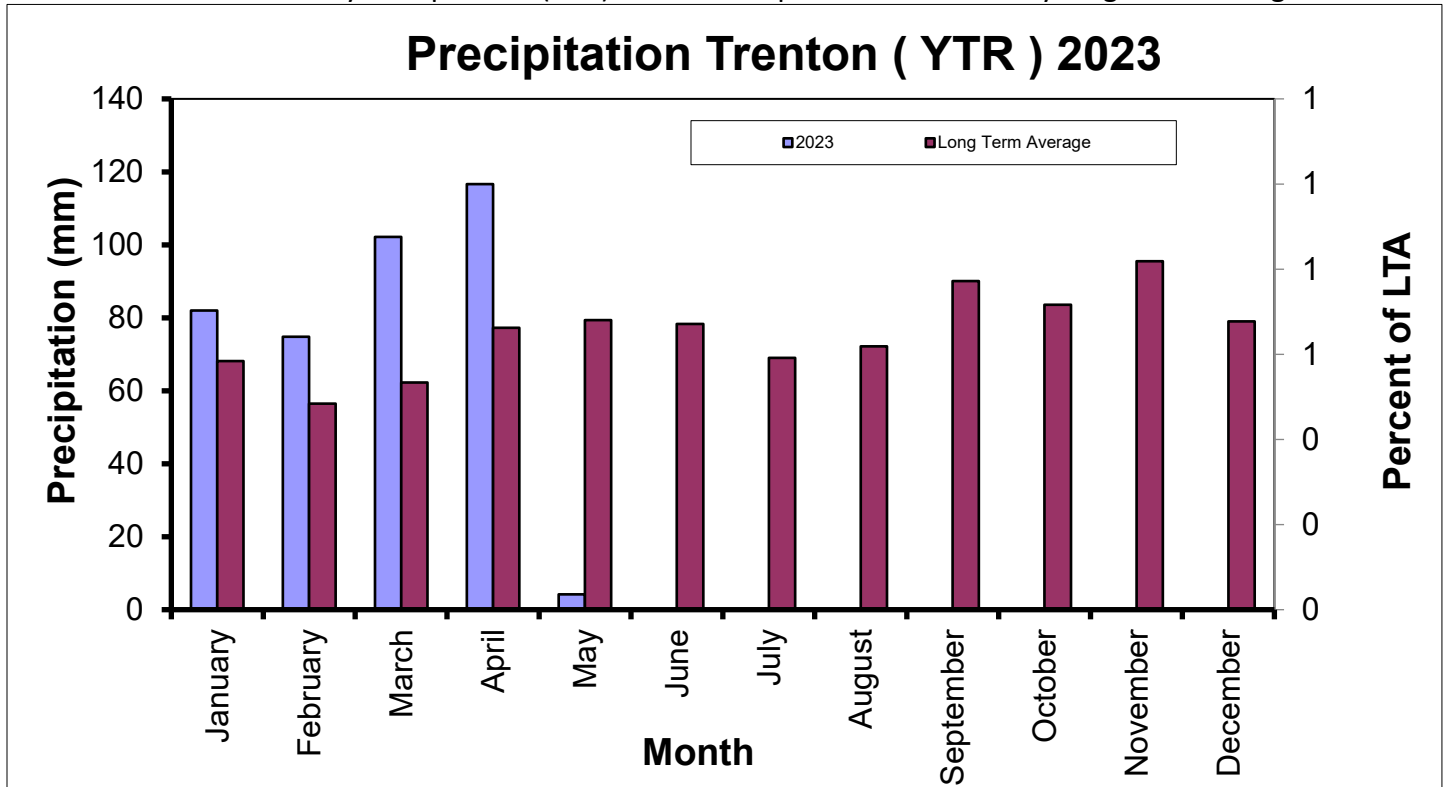
The local creeks within our watershed are sensitive to local inputs of rainfall and are subject to quick increases and decreases in stream flow. Most of the local creeks see a peak in stream flow conditions within 24-48 hours after a rainfall event. In this past month, the creeks have responded to the observed rainfall events; however, stream flows have not reached 2-year flows during any of the observed rainfall events to date.

Trent River

The Trent River is still in full spring freshet and Parks Canada- Ontario Waterways (Trent-Severn Waterway) are currently managing the water throughout the entire Trent -Severn Waterway. Water levels and flows were on

the decline; however, due to the large rainfall we have received water levels and flows are expected to increase and remain steady for the next week or so. The conditions observed on the Trent River this year did not reach the water levels and flows observed in 2014.

Table 2. Observed Monthly Precipitation (mm) in 2023 compared to the monthly long-term average.



Lake Ontario

A Shoreline Conditions Statement – Flood Outlook has been issued by LTC Staff for Lake Ontario. Lake Ontario and the Bay of Quinte water levels are continuing their seasonal rise. Peak water levels are expected to increase above the high-water indicator of 75.3 metres IGLD1985 within the next month; however, water levels are forecast to be well below the observed water levels of 2017 and 2019. It is important to understand that the water levels on Lake Ontario naturally vary, responding to a variety of factors on a monthly, seasonal and annual basis. Water levels are primarily influenced by natural factors including precipitation, evaporation, winds, runoff from creeks and rivers and inflow from upstream Great Lakes. Lake Ontario typically reaches its seasonal high-water levels in May/June.

Ontario Low Water Response

There is no update to be provided at this time.

RECOMMENDATION:

Staff recommends to the Board of Directors that the Flood Forecasting and Warning Update be received as information.

Agenda Item #12.a.

Waterlogs - April 2023

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

WATER SOLDIER - WE HAVE A PROBLEM



Water Soldier has been marching its way down the Trent River since 2008, when it was found near the hamlet of Trent River. Now, it has been found in the Bay of Quinte. This invasive species could have devastating consequence for the Bay's ecosystem, fishery, and recreational activities. Potentially, causing hefty financial implications for municipalities and tourism operators.

What has been done to stop the spread of this invader? Since 2008, a number of research and management strategies have been undertaken to better understand the biology and control of this invasive plant. In 2014, federal and provincial agencies and other organizations implemented a control program on the Trent River populations, using a herbicide.

In 2021, the original population found in the Bay was treated with a herbicide in an effort to stop its dispersal throughout the Bay. Unfortunately, during the 2022 summer monitoring season, it was discovered the spread of water Soldier was more extensive than first thought. It was found in several locations along the Bay's north shore. In 2023, the plant has been found further down the bay near Long Reach. If you are out on the water and think you have seen Water Soldier, Please Report It. The more eyes looking for this plant the better chance of finding populations. This field season several agencies will be out on the water monitoring for Water Soldier populations. However, there is limited manpower and resources available, so public input is vital to identifying additional populations of Water Soldier. A management plan is under development for the Bay of Quinte population.

Everyone is asked to report any sightings of Water Soldier to **1-800-563-7711** or visit **EDDMaps Ontario**, or search for the 'Invasive Species in Ontario' project on **iNaturalist.org** to report a sighting.

You can find out more about water soldier at <http://www.invadingspecies.com/invaders/aquatic-plants/water-soldier/>.

www.bqrap.ca

In partnership locally with Lower Trent Conservation and Quinte Conservation

BAY OF QUINTE FISH ARE PERFECTLY FINE TO EAT



You can use the Guide to Eating Ontario Fish and its interactive map to help you identify the types and amounts of fish that are safe to eat from more than 2,400 fishing locations in Ontario including the Bay of Quinte.

Fish can be an important part of a balanced diet. They are a great source of high-quality protein, beneficial omega-3 fats, and other nutrients. At the same time, there is a risk of exposing ourselves and our families to harmful contaminants in fish, such as mercury. Based on their size, type, and location, certain fish may be more suitable to eat than others.

The Guide to Eating Ontario Fish provides easy-to-use information to help choose fish caught from Ontario lakes and rivers to minimize exposure to toxins. Consumption advice in the guide is based on guidelines provided by Health Canada.

Guide to Eating Ontario Fish

BUILD A RAIN GARDEN THIS SPRING

Building a Rain Garden Reduces The Amount of Stormwater Runoff Leaving Your Property.

Stormwater is rain and melted snow that is not able to soak into the ground. As it runs over pavement and rooftops, it picks up a variety of contaminants and transports them through storm drains to the nearest body of water and eventually into the Bay of Quinte. These pollutants may include: pet waste, oil, gasoline, road salt, leaves, and litter.

By creating rain gardens, in urban areas, more stormwater will naturally infiltrate into the ground. Watch our **Greening Your Grounds** webinar to learn how easy it is to build a rain garden.

If you live in Belleville, Trenton, Napanee, Deseronto or Picton you could be eligible for a grant of up to \$750 towards native plants, soil, compost, gravel, mulch, a contractor or rental equipment to establish a functioning rain garden.

You can be part of the long-term solution to improving water quality in the Bay of Quinte by decreasing the volume of contaminated stormwater leaving your property.

To learn if you are eligible for the grant and to book your site visit, contact:

Jason Jobin
BQRAP Environmental Technician
Lower Trent Conservation
P: 613-394-3915 ext. 225
E: jason.jobin@ltc.on.ca

Robert Ormston,
BQRAP Environmental Technician,
Quinte Conservation,
P: 613-968-3434 ext. 167
E: rormston@quinteconservaton.ca

2022 BQRAP Rain Garden Program:

Completed Projects

Napanee—Completed in July



Before



After

Picton—Completed in September



Before



After

Belleville—Completed in September



Before



After

Bay of Quinte Remedial Action Plan

Rural Stewardship

LIVESTOCK FENCING

- Install fencing to restrict livestock access to a waterway or wetland.

Grant rate - 75% - maximum up to \$7,500

ALTERNATE WATERING SYSTEMS

- To be eligible for funding, livestock must be fenced out of a waterway or wetland

Grant rate - 75% - maximum up to \$7,500

SHORELINE/WATERWAY PLANTING PROJECTS

- Native plants and materials to help with plant survival (mulch, plant guards, hemp mats) for an area along a shoreline/waterway or wetland

Grant rate - 75% - maximum up to \$1,000

Erosion/Water Quality Improvement Projects

- stream bank stabilization • barnyard runoff control
- manure storage improvements • constructed wetlands
- erosion control structures • storm water management

Grant rate - 75% - maximum up to \$7,500

Free Soil Testing

Knowing what's going on with your soil is the first step in creating high yielding sustainable agriculture. Book your site visit, Today.

Jason Jobin

Bay of Quinte Remedial Action Plan
Lower Trent Conservation
P: 613-394-3915 ext 225
E: jason.jobin@lfc.on.ca

Cover Crops

We offer a cover crop seed grant of \$30.00 per acre - grant maximum up to \$2,500.

Robert Ormston

Bay of Quinte Remedial Action Plan
Quinte Conservation
P: 613-968-3434 ext 167
E: ROrmston@quinteconservation.ca



Bay of Quinte
Remedial Action Plan
Healthy Bay • Healthy Community

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LOWER TRENT
CONSERVATION

STAFF REPORT

Date: May 1, 2023
To: Board of Directors
Re: Vehicle Purchase
Prepared by: Chris McLeod, Supervisor, Conservation Lands

PROPOSED RESOLUTION:

THAT staff be authorized to purchase a vehicle for the Lower Trent Conservation fleet from the capital asset reserve funding at an upset limit of \$54,000 before tax.

BACKGROUND:

Lower Trent Conservation's fleet is optimally comprised of seven (7) vehicles, three at the shop and four at the office; this number is sufficient for staff to drive authority owned vehicles, resulting in limited use of personal vehicles. Last fall, three (3) aged fleet vehicles were removed from operations (2008 Chevrolet Malibu, 2008 Chevrolet-HHR, and 2007 Pontiac Wave). Currently, LTC has six (6) vehicles in its fleet: three are used at the workshop and three used predominantly for the field operations out of the main office.

DISCUSSION:

The Asset Management Plan listed the replacement of the 1996 Stake truck in 2022 and the 2014 Chevrolet Silverado in 2023. It has been determined that these vehicles are still viable and replacement is not required this year. Staff recommends the purchase of a small truck for the main office to achieve optimal levels especially as the field season has begun.

Staff are currently looking for new vehicles that meet the following criteria:

- 2022-2023 New small crew cab pick up truck
- Automatic transmission
- Gas engine (4 or 6 cyl)
- Air conditioning
- 4WD or AWD
- Under 2,000 km
- Preferably white, grey or silver
- Roof-rack compatible

Staff have identified three vehicles that meet the criteria (see table below).

\$40,000 was allocated for vehicle replacement in the 2023 capital budget. With the rapid increase in vehicle costs in recent years, that average cannot be met for a small truck replacement. As the purchase price will exceed the approved budget amount, a Board resolution is required to move forward on a purchase utilizing capital asset reserve funding for an extra \$14,000.

There are delays in delivery of new vehicles and vehicles need to be viewed and test driven before confirmation of purchase. As there is a fair amount of mobility in the market, the vehicles noted may not be

available when attending a dealership which may result in staff broadening the search beyond these three models if necessary.

Additional costs for LTC logos, roof racks, trailer hitch and truck caps are considered in the upset price.

RECOMMENDATION:

Staff recommend that the Board provide staff approval, in advance, to purchase a vehicle that meets the criteria, at an upset limit of \$54,000 before tax from the capital asset reserve funding.

Make	Ford Ranger XL	Toyota Tacoma SR5	GMC Canyon
Year	2023	2023	2023
Colour	Oxford White	White	White
Drive Train	4WD	4WD	4WD
Engine	2.3L Eco Boost	3.5L V6	2.7L V4
Transmission	Auto	Auto	Auto
Box	6'	5'	5'
Extended Cab	Yes	Yes	Yes
Other	Cruise, RV Camera	Cruise, RV Camera	Cruise, RV Camera
	Pwr Doors/windows	Pwr Doors/windows	Pwr Doors/windows
Mileage Efficiency	11L/100KM	12-13 L/100KM	11 L/100KM
Mileage	New	New	New
AC	Yes	Yes	Yes
Warranty	3Yr 60k Km Basic	3Yr 60k KM	3Yr 60K Km Basic
			3Yr 60km Corrosion
	5Yr 100K Km Power Train	5Yr 100K Km Power Train	5Yr 100k km Power Train
Tow Package	Yes	Yes	Yes
MSRP Price	\$38,480	\$44,550	\$47,808
TTL Price	\$47,489	\$52,700	\$54,055



LOWER TRENT
CONSERVATION

CAO REPORT

Date: May 2, 2023
To: Board of Directors
Prepared by: Rhonda Bateman, Chief Administrative Officer

CONSERVATION ONTARIO

Board members should have received the Conservation Ontario Council Meeting e-Bulletin on April 27, 2023 which summarized the agenda topics from the Annual General Meeting, including the new Directors. Access to the CO Members pages will be supplied upon request to the CAO.

STAFFING

Four summer students started work on May 1, 2023. Two staff were hired as Assistant Watershed Monitoring Technicians to complete the summer sampling for the water quality and benthic monitoring programs, one as the Environmental Education Assistant to assist with the Youth Education program and one is a returning Conservation Lands Field Assistant.

Although we requested funding assistance with five summer positions this year, the Canada Summer Jobs program only offered assistance with two positions. We will be tracking expenditures closely in monitoring this budget item.

There are job advertisements currently for a Regulations and Enforcement Officer, Watershed Services Specialist, Conservation Lands Maintenance Assistant and Conservation Lands Field Assistant.

MUNICIPAL AGREEMENTS

In conjunction with Quinte Conservation, LTC has developed a Memorandum of Understanding that both CAs can use as a base of negotiations with municipal partners for Category 2 and 3 programs and services. It has gone to legal for review and feedback. The intention is to bring the MOU to each municipality for discussions with senior staff during May. Following those meetings, LTC will have a good understanding of anticipated participation in program areas and use this information through the budgeting process to determine the associated fee structure.

RECENT AND UPCOMING ACTIVITIES

The native tree seedling distribution occurred on April 27th – 28th at the office. This included the Northumberland County Emerald Ash Borer Replacement Program.

The saplings, wildflowers and Little Forest Kits will be distributed in early June.

LTC staff will be participating in a Trenton Greenbelt clean-up on the afternoon of May 5th, part of a delayed Earth Day event. The focus of the efforts will be around the Jack Lange Trail.

Warkworth Dam log operations – May 9th (May 10th rain day)

Tri-County Children's Water Festival – May 25th – 26th at Batawa Ski Hill