



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, July 13, 2023 **Time: 1.45 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 June 8, 2023

[Page # 4](#)

RECOMMENDED:

THAT the Hearing Board, In-camera Session and Regular Board Meeting Minutes of June 8, 2023 be adopted.

8. Business arising from these minutes

CORRESPONDENCE

9. Correspondence – Rhonda Bateman, CAO/Secretary-Treasurer

[Page # 13](#)

RECOMMENDED:

THAT the correspondence to the Ministry of the Environment, Conservation and Parks for the required quarterly report under O. Reg. 687/21 “Transition Plans and Agreements for Programs and Services Under Section 21.1.2 of The Act” be received as information.

STAFF REPORTS**10. Monthly Payments Issued – Kelly Vandette, Manager, Corporate Services** [Page # 15](#)

RECOMMENDED:

THAT the list of payments issued in the total amount of \$395,310.48 for the month of June 2023 be received as information.

11. Quarterly Financial Status – June 30, 2023 – Kelly Vandette [Page # 17](#)

RECOMMENDED:

THAT the Quarterly Financial Status staff report for period ending June 30, 2023 be received as information.

12. Internet Connectivity Improvement – Kelly Vandette [Page # 20](#)

RECOMMENDED:

THAT staff be authorized to procure for the Lower Trent Conservation internet connectivity, the Starlink hardware kit and cost of installment to be drawn from the capital asset reserve funding at an upset limit of \$5,000.00 before taxes.

13. Watershed Management, Planning and Regulations Report – Gage Comeau, Manager, Watershed Management, Planning and Regulations

- a. Summary of Permits for Period May 30 – June 26, 2023 [Page # 26](#)
- b. Planning and Regulations [Page # 28](#)
- c. Flood Forecasting and Warning (FFW) and Ontario Low Water Response (OLWR) [Page # 31](#)

RECOMMENDED:

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

14. Conservation Lands Report – June 30, 2023 – Chris McLeod, Conservation Lands Supervisor [Page # 33](#)

RECOMMENDED:

THAT the Conservation Lands Report for the period April 1 – June 30, 2023 be received as information.

15. Community Outreach, Education and Stewardship Programs Report – June 30, 2023 – Anne Anderson, Manager, Community Outreach and Special Projects [Page # 35](#)

RECOMMENDED:

THAT the Community Outreach, Education and Stewardship Programs Report for the period April 1 – June 30, 2023 be received as information.

16. Summary of Risk Management Official Activity Report – June 30, 2023 – Marcus Rice, Risk

Management Official/Inspector

Page # 38

RECOMMENDED:

THAT the summary of the Risk Management Official Activity pursuant to Part IV of the *Clean Water Act* for the period of April 1, 2023 thru June 30, 2023 staff report be received as information.

17. Local Drinking Water Source Protection Report – June 30, 2023 – Anne Anderson Page # 41

RECOMMENDED:

THAT the Local Drinking Water Source Protection Report for the period April 1 – June 30, 2023 be received as information.

18. Bay of Quinte Remedial Action Plan Program – Anne Anderson

a. June 2023 Newsletter

Page # 42

RECOMMENDED:

THAT the Bay of Quinte Remedial Action Plan Newsletter for June 2023 be received as information.

19. CAO's Report – Rhonda Bateman

Page # 45

RECOMMENDED:

THAT the CAO's Report be received as information.

20. Members Inquiries/Other Business

21. 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



LOWER TRENT
CONSERVATION

**LOWER TRENT REGION CONSERVATION AUTHORITY
HEARING BOARD**

for

O. Reg. 163/06 PERMIT APPLICATIONS #RP-21-203

MINUTES

DATE: June 8, 2023

TIME: 1:00 p.m.

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

PRESENT:

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

ABSENT / REGRETS: Mark DeJong

STAFF: Rhonda Bateman, Gage Comeau, Ashley Anastasio, Scott Robertson, Kim Stephens, and Kelly Vandette

APPLICANTS: Owner, Jim Carlisle

GUESTS: Tom Trumble

1. Call to order

The meeting was called to order by Chair Mullin at 1:00 p.m.

2. Motion for the Board of Directors to sit as the Hearing Board

RES: HC01/23

Moved by: Mike Ainsworth

Seconded by: Bobbi Wright

THAT the Board of Directors sit as the Lower Trent Conservation Hearing Board.

Carried

3. Opening Remarks by Chair

Chair Mullin made the following remarks:

We are now going to conduct a Hearing under Section 28 of the Conservation Authorities Act in respect of a permit application by Jim Carlisle, owner regarding the construction of two additions to an existing single-family residence within the regulated area associated with the Cold Creek floodplain, located at 111 March Street, City of Quinte West, Geographic Township of Sidney, Concession 5, Lot 2.

The Authority has adopted regulations under section 28 of the Conservation Authorities Act which requires the permission of the Authority for development within an area regulated by the Authority in order to ensure no adverse effect on the control of flooding, erosion, dynamic beaches, pollution or conservation of land, or to permit alteration to a shoreline or watercourse or interference with a wetland. This Hearing is about granting permission to develop under the Authority regulations; a separate matter from approvals under the *Planning Act*.

The Staff has reviewed this proposed work and a copy of the staff report has been given to the applicant.

The Conservation Authorities Act (Section 28 [12]) provides that:

"Permission required under a regulation made under clause (1) (b) or (c) shall not be refused or granted subject to conditions unless the person requesting permission has been given the opportunity to require a hearing before the authority or, if the authority so directs, before the authority's executive committee."

In holding this hearing, the Hearing Board is to determine whether or not a permit is to be issued, **with** or **without** conditions. In doing so, we can only consider the application in the form that is before us, the staff report, such evidence as may be given and the submissions to be made on behalf of the applicant. Only information disclosed prior to the hearing is to be presented at the hearing. It is not our place to suggest alternative development methods.

It is to be noted that if the Hearing Board decision is "to refuse" or "not support" the proposed work within the permit submission, the Chairman or Acting Chairman shall notify the owner/applicant of his/her right to appeal the decision to the Ontario Land Tribunals.

The proceedings will be conducted according to the Statutory Powers Procedure Act. Under Section 5 of the Canada Evidence Act, a witness may refuse to answer any question. The procedure in general shall be informal without the evidence before it being given under oath or affirmation. If the applicant has any questions to ask of the Hearing Board or of the Authority representative, they must be directed to the Chair of the Board.

At this time, if any member of this Board has intervened on behalf of the Applicant with regards to this matter, they should recuse themselves so there is no apprehension of bias and that a fair and impartial Hearing may be conducted.

4. Disclosure of pecuniary interests

There was no disclosure of pecuniary interests for this Hearing.

5. Staff Report and Presentation

Gage Comeau, Manager, Watershed Management, Planning and Regulations presented the staff report to the Hearing Board as provided in the agenda package.

6. Applicant Presentation

Jim Carlisle, Owner introduced himself, provided history of his property since owning, and spoke to his presentation as provided in the agenda package. He complimented Gage Comeau in assisting him in the process for his plan.

7. Additional Information Sharing

a. Questions from the Board

Director Wheeldon asked staff if the letter from Quinte Conservation and/or a peer review provided information, would it change anything for the application. Gage Comeau responded that they would need to compare equal conditions as the past conditions are not the same as current policy requirements.

Director Wheeldon asked if there were updates to the flood plain mapping, would it change anything? Gage Comeau responded that he does not know until they see it. He further commented that the 1981 and 1983 were the last reports and with new technology; such as, 3D viewing and use of LiDar mapping, it will produce a more precise identification of the area.

Director Ainsworth asked what of the other houses in the area are the rules applied and is there a grandfather clause for these homes. Gage Comeau responded that for homes already existing, LTC cannot do anything unless new permit requests are received; at which time, LTC will require a permit. With regards to grandfathering clauses, this would only be applied under planning and zoning applications; whereas, permits are similar to building permits in that it has to meet current requirements regardless what was permitted in the past.

Director Ainsworth asked about bringing in fill to meet conditions. Gage Comeau responded that permitting does not support the placement of fill to allow for future development as it against current policy; however, limited volumes of fill material can be supported to assist existing development in undertaking floodproofing measures.

Director Reid asked Mr. Carlisle how often does he see the water from Cold Creek from his home. Mr. Carlisle replied that ever day can he see Cold Creek from the window in the house. Cold Creek never runs dry and runs under the railway not beside. When he is outside standing, he cannot always see the water.

Director Reid commented that if the elevation of home meets flood proofing according to drawings would the addition be at the same level of flood proofing. Mr. Carlisle responded yes and that he is just replacing deck and closing in. Lynda confirmed that not extending beyond deck area and questioned whether the east side of the home could be withdrawn for the extra garage.

Chair Mullin confirmed that board members are to address the facts as provided in the staff and applicants presentations.

Director Sandford asked if the new addition is on stilts. This was confirmed.

Director Ainsworth asked which zone of the two zones is the property in and is it accepted for cold creek floodplain. Gage Comeau responded that on the west side is a one zone and considered a floodway.

There were no further questions from the Board.

b. Comments or Questions from the Applicant

There were no further comments or questions from the Applicant.

c. Comments or Questions from Staff

There were no further comments or questions from Staff.

8. Deliberation (In-Camera)

RES: HC02/23

Moved by: Jim Alyea

Seconded by: Sherry Hamilton

THAT the Hearing Board move to in-camera session.

Carried

Guests were asked to leave the meeting for Board deliberation.

Time 1:39 pm

RES: HC03/23

Moved by: Rick English

Seconded by: Mike Ainsworth

THAT the Lower Trent Conservation Hearing Board move out of in-camera session.

Carried

Time 2:02 pm

Chair Mullin invited the guests back into the Hearing Board meeting.

9. Motion on the Hearing Board Decision

Gage Comeau shared the following proposed conditions.

- The finished floor elevation (FFE) of the additions are to be at a minimum elevation of 111.33 metres (CGVD1928) and there are to be no openings below the minimum FFE elevation;
- Any demolition materials are to be disposed of appropriately and removed off-site;
- Side slopes of all fill material are to be graded to a 3:1 (horizontal: vertical) slope ratio;
- Any fill placed in the floodplain on the property (i.e., below the 111.03 metres flood contour) is to be limited to that strictly required to accommodate the elevations noted in

mitigation measures 1-2 of this letter, frost protection and proper drainage around the structure. No fill placement is supported beyond the building footprint;

- Electrical and heating equipment in the additions are to be situated at an elevation no lower than 111.33 metres;
- Appropriate erosion and sediment control measures are to be implemented prior to construction, maintained in good repair during the construction phase, and remain in place until all disturbed soil surfaces have become stabilized and/or revegetated to prevent the movement of sediment away from the construction site;
- All disturbed areas are to be revegetated (e.g., reseeded using a native seed mix) upon completion of the permitted works as soon as planting conditions permit;
- Local drainage is to be maintained; and,
- LTC staff are to be contacted and advised of when the work is being undertaken.

RES: HC04/23

Moved by: Gene Brahaney

Seconded by: Mike Ainsworth

THAT the permit application RP-21-203 be approved with conditions provided by staff.

Carried

10. Motion to adjourn the Hearing Board

There being no further business, the meeting was adjourned.

RES: HC05/23

Moved by: Rick English

Seconded by: Mike Ainsworth

THAT the meeting for permit application RP-21-203 be adjourned.

Carried

Time: 2:06 pm

Bob Mullin, Chair

Rhonda Bateman, CAO/ST



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

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

REGULAR BOARD MEETING MINUTES

MEETING # 2023-05

DATE: June 8, 2023

TIME: 2:13 PM

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

PRESENT:

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

ABSENT/REGRETS: Mark DeJong

STAFF: Rhonda Bateman, Gage Comeau, Jason Jobin, Kelly Vandette

1. Meeting called to order by the Chair

The meeting was called to order by Chair Mullin at 2:13 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: G79/23

Moved by: Jeff Wheeldon

Seconded by: Sherry Hamilton

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 May 11, 2023

RES: G80/23

Moved by: Eric Sandford

Seconded by: Jim Alyea

THAT the Regular Board and In-Camera Closed Meeting Minutes of May 11, 2023 be adopted.

Carried

8. Business arising from these minutes

- a. Watershed Tour Update – Rhonda Bateman, CAO/Secretary-Treasurer spoke to the 2023 LTC Watershed Tour itinerary for Board members who are participating in the Board orientation event.

RES: G81/23

Moved by: Rick English

Seconded by: Bobbi Wright

THAT the Watershed Tour Update be received as information.

Carried

CORRESPONDENCE

9. Correspondence

There was no correspondence received for this meeting.

STAFF REPORTS

10. Monthly Payments Issued

RES: G82/23

Moved by: Eric Sandford

Seconded by: Jim Alyea

THAT the list of payments issued in the total amount of \$285,281.99 for the month of May 2023 be received as information.

Carried

11. Watershed Management, Planning and Regulations Reports

Gage Comeau, Manager, Watershed Management, Planning and Regulations spoke to the staff reports as provided in the agenda package.

- a. Summary of Permits for Period May 3 – May 29, 2023
- b. Watershed Management, Planning and Regulations Update
- c. Flood Forecasting and Warning (FFW) and Low Water Response (LWR) Update

Low Water Response, that in May and up to the current date, has been very dry and may move to a level one if dry conditions continue.

Chair Mullin commented that County of Hastings area are now under burn bans as well as other areas.

Director Wheeldon asked staff if there are burning restrictions. Gage Comeau responded that provincial forest fire mandate falls to the MNRF. Chair Mullin commented that Stirling-Rawdon has regulations as related to building permits and fire burning.

RES: G83/23

Moved by: Mike Ainsworth

Seconded by: Sherry Hamilton

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

Carried

12. Bay of Quinte Remedial Action Plan Program

RES: G84/23

Moved by: Eric Sandford

Seconded by: Mike Ainsworth

THAT the May 2023 Bay of Quinte Remedial Action Plan Newsletter be received as information.

Carried

13. Restoring the Trenton Greenbelt Community Survey

Jason Jobin, Environmental Stewardship Technician spoke to the Restoring the Trenton Greenbelt Community Survey staff report as provided in the agenda package.

RES: G85/23

Moved by: Jeff Wheeldon

Seconded by: Jim Alyea

THAT the staff report, Restoring the Trenton Greenbelt Community Survey be received as information.

Carried

14. CAO's Report

Rhonda Bateman spoke to the CAO report as provided in the agenda package.

RES: G86/23

Moved by: Sherry Hamilton

Seconded by: Jim Alyea

THAT the CAO's Report be received as information.

Carried

OTHER BUSINESS

15. Members Inquiries/Other Business

Chair Mullin commented that his attendance has been lacking due to time limitations and offered to step down as LTC Chair if the Board members wished. Board member Sandford recommended that LTC leave as is because the Vice-Chair is very competent to fill in.

RES: G87/23

Moved by: Eric Sandford

Seconded by: Gene Brahaney

THAT the members inquiries and other business be received as information.

Carried

16. Adjournment

There being no further business, the meeting was adjourned.

RES: G88/23

Moved by: Mike Ainsworth

Seconded by: Rick English

THAT the meeting be adjourned.

Carried

Time 2:33 p.m.

Bob Mullin, Chair

Rhonda Bateman, CAO/ST



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

June 23, 2023

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

Subject: July 1, 2023, Progress Report

As required under Ontario Regulation 687/21 please accept this correspondence as Lower Trent Conservation's July 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 edited the program and service inventory to identify necessary corrections to assist with municipal negotiations. However, no updates to financials have occurred during the quarter.

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

A Memorandum of Understanding has been developed and delivered to our partner municipalities. Staff has met with six of seven municipal CAO's to discuss the program and service inventory and the new MOU. The final municipality negotiations will be completed in mid-July.

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

As noted in the previous report:

A significant 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

Working with Local Communities to Protect our Natural Environment



Member of Conservation Ontario
Representing Ontario's 36 Conservation Authorities

affect our municipal partner's operations, processes and relationship with Lower Trent Conservation (LTC). The repercussions from Bill 23 may drastically affect LTC's ability to complete the agreements within the required timeframe.

Many municipalities have few or no council meetings during the summer period which affects the CA's ability to appear before Council and achieve the passage of resolutions to approve the MOUs.

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



Agenda Item #10.

Lower Trent Conservation
PAYMENTS LOG - JUNE 2023

CHEQUE # / EFT #	PAYEE	DETAILS	AMOUNT
	Staff Payroll	Jun/23 Payroll Period May 13 - Jun 23	196,698.06
66124934	Board Per Diems and Travel	Jan-Jun 2023 Meetings	3,795.08
66284350	Workplace Safety Insurance Board	Jun/23 WSIB Premium	6,356.71
66284483	Jani-King of Eastern	Jun/23 Cleaning - Admin and Workshop	1,276.99
66284330	CIBC VISA	Jun/23 Statement	3,542.65
66284518	Sun Life Assurance	Jul/23 Group Benefits Premium	7,096.58
15992	Ausus Consulting	Ontario Benthic Training Course - Staff	1,145.82
15993	Best Safety Training & Consulting	JHSC Part II Training - Staff	423.75
15994	Bill's Johns	May/23 Privy rentals - CA Lands	847.50
15995	Brighton Springs	Water Supply - Admin Bldg	55.50
15996	CDW Canada Corp.	IT supplies and materials	599.80
15997	City of Quinte West	Monthly Water/Wastewater - Workshop	69.88
15998	Conservation Ontario	CO Levy - Final 2023 Installment	11,083.00
15999	Cormier Autopro - Obsentia	Vehicle Maintenance	148.81
16000	D. Koets Plumbing & Heating Ltd.	Plumbing repair - Goodrich-Loomis Centre	1,659.57
16001	D&M Plumbing Heating & Refrigeration	Annual Oil Tank Inspection - Goodrich-Loomis	259.90
16002	Free Flow Petroleum	Monthly Vehicle and Equipment Fuel	1,312.42
16003	Hydro One Networks Inc.	Monthly Utilities - Admin Building	599.59
16004	Kerr Sprinkler Systems Inc.	Trenton Greenbelt Restoration Project	1,626.07
16005	Nesda Technologies Ltd.	BQRAP Jul-Sep/23 Web and eMail storage	40.61
16006	OT Group - DCB Business Systems Group	Monthly Photocopier Usage Services	208.96
16007	Purolator Inc.	Courier services - water samples	34.97
16008	Renshaw Power Products	Equipment maintenance - Mower	45.20
16009	Staples Commercial	Office supplies	59.04
16010	Templeman LLP	Legal Services - Agreements Mun MOUs	1,209.10
16011	The Glen Road Organics Ltd	Trenton Greenbelt Restoration Project	363.86
16012	Township of Cramahe	2023 Final Property Taxes	209.95
16013	Trenton Home Hardware Building Centre	Building/Janitorial supplies & materials	491.64
16014	A. Anastasio	Staff Reimbursement - Clothing Allowance	96.04
16015	C. Ross	Staff Reimbursement - Children's Water Fest	314.48
16016	Cogeco Connexion Inc.	Monthly Internet Services - Workshop	90.34
16017	G. Offshack	May 25/23 DWSP MWG Per Diem and Travel	246.80
16018	Grow Wild	2023 Native Plants	11,369.16
16019	Hydro One Networks Inc.	Monthly Utilities - Workshop	141.74
16020	Jewell Engineering	FHIMP - ON22-008 Cold and Mayhew Creeks	9,770.83
16021	Jewell Engineering	FHIMP - ON22-004 Butler Creek	9,611.38
16022	Jewell Engineering	FHIMP - ON22-003 Rawdon Creek	6,150.31
16023	Kingston Online Services	DWSP Annual Web site hosting & space	452.00
16024	Mastwood Consulting	Forest Ontario - 50 Million Trees Planting	3,241.97
16025	Loyalist College	Training - Chainsaw Certificate - CL Staff	216.52
16026	Perry Group Consulting Ltd.	Apr-May/23 Consulting Services - IT Review	7,044.42
16027	Pitney Bowes Leasing	Apr-Jun/23 Postage meter lease	99.53
16028	Quinte Conservation	BQRAP - Stewardship Agreement	18,700.00
16029	Staples Commercial	Office supplies	597.09
16030	Telizon Inc	Monthly Telephone Lines	473.76
16031	Township of Alnwick/Haldimand	2023 Final Property Taxes	260.82
16032	W.I. Villager Ltd.	LTC Clothing Allowance - T-shirts	1,108.84

Lower Trent Conservation
PAYMENTS LOG - JUNE 2023

CHEQUE # / EFT #	PAYEE	DETAILS	AMOUNT
16033	Waste Management of Canada	Monthly Waste Services - Conservation Lands	75.33
16034	A. Morgan	Staff Reimbursement - Orientation supplies	110.00
16035	JKN Consulting	FHIMP - Apr-Jun/23 Professional Services	5,000.00
16036	Enbridge - Uniongas	Monthly Utilities - Workshop	28.93
16037	B&T Sales	Janitorial supplies - Admin & Workshop	123.38
16038	Bell Mobility Inc.	Monthly Cellular Phones - Service	215.17
16039	Brighton Springs	Water Supply - Admin Bldg	55.50
16040	Cormier Autopro - Obsentia	Vehicle & Equipment Maintenance	411.15
16041	CDW Canada Corp.	IT Hardware - docking equipment	627.69
16042	D.M. Wills Associates Limited	FHIMP - ON22-016 Colborne Creek	31,054.66
16043	Enbridge - Uniongas	Monthly Utilities - Admin Building	38.73
16044	G. Rodgers	Professional Services - Strategies	7,500.00
16045	Hastings County Plowmen's Association	BQRAP - Registration Table	250.00
16046	Hydro One Networks Inc.	Monthly Utilities - Goodrich-Loomis Centre	83.08
16047	OMERS	Jun/23 Pension Contributions	32,028.40
16048	Purolator Inc.	Courier services - water samples	40.73
16049	Victoria Taylor Landscape Architect	Trenton Greenbelt Restoration Project	2,994.50
16050	WM. J. Thompson Farm Supply Ltd.	Equipment - Conservation Lands	686.14
16051	G. Comeau	Staff Travel	62.71
16052	R. Bateman	Staff Travel	79.04
16053	Bell Canada	FFW - Web Hosting line	58.30
16054	K. Taylor	Staff Travel	40.00
16055	Minister of Finance - OMAFRA	BQRAP Remote Sensing Project	2,500.00
Total of Payments June 2023			<u>395,310.48</u>

2023 LTC FINANCIAL REPORT - Q2					
CATEGORY 1 - MANDATORY	EXPENDITURES	2023 BUDGET	ACTUAL JUN 30/23	BUDGET TO ACTUAL VARIANCE	% of Budget
	NATURAL HAZARD MGMT				
	Staffing \$	494,936	\$ 289,017	\$ 205,919	58%
	Operating \$	139,502	\$ 64,754	\$ 74,749	46%
	Capital \$	5,000	\$ 4,414	\$ 586	88%
PROV WATER QUALITY-QUANTITY MONITORING					
	Staffing \$	10,112	\$ 7,516	\$ 2,596	74%
	Operating \$	-		\$ -	
	Capital \$	3,000	\$ 1,848	\$ 1,152	
LOCAL/REGIONAL DRINKING WATER SOURCE PROTECTION					
	Staffing \$	321,972	\$ 154,741	\$ 167,231	48%
	Operating \$	66,310	\$ 33,155	\$ 33,155	50%
CORE WATERSHED-BASED RESOURCE MGMT STRATEGY					
	Staffing \$	36,768	\$ 7,500	\$ 29,268	20%
	Operating \$	-		\$ -	
CA LANDS AND AREAS					
	Staffing \$	232,646	\$ 137,266	\$ 95,380	59%
	Operating \$	114,365	\$ 87,838	\$ 26,527	77%
	Capital \$	50,000		\$ 50,000	
ENABLING SERVICES					
	Staffing \$	518,422	\$ 260,514	\$ 257,908	50%
	Operating \$	244,870	\$ 82,537	\$ 162,334	34%
	Capital \$	52,000	\$ 19,360	\$ 32,640	37%
TOTAL EXPENDITURES CAT 1 = \$ 2,289,903 \$ 1,150,459 \$ 1,139,444 50%					
INCOME					
		2023 BUDGET	ACTUAL JUN 30/23	2022 - 2023 VARIANCE	
	Provincial Funds \$	68,831		\$ 68,831	0%
	Federal Funds \$	9,672		\$ 9,672	0%
	Municipal - General Levies \$	1,063,266	\$ 908,115	\$ 155,151	85%
	Municipal - Capital Levies \$	98,105	\$ 82,624	\$ 15,482	84%
	Municipal - Rebates/Recoveries \$	26,286	\$ 1,072	\$ 25,214	4%
	Legal inquiries / Permit Fees \$	200,000	\$ 80,640	\$ 119,360	40%
	Plan Review Fees \$	-	\$ 60,780	-\$ 60,780	
	CL Fees and Leases Income \$	31,653	\$ 19,256	\$ 12,398	61%
	Administered Programs \$	216,104	\$ 111,675	\$ 104,429	52%
	DW Source Protection \$	388,282	\$ 187,896	\$ 200,386	48%
	Miscellaneous Revenue \$	10,000	\$ 34,591	-\$ 24,591	346%
	Donations / Grants \$	-	\$ 88,117		
	Surplus or Reserves \$	177,704		\$ 177,704	0%
TOTAL INCOME CAT 1 = \$ 2,289,903 \$ 1,574,766 \$ 803,255 69%					

2023 LTC FINANCIAL REPORT - Q2								
	EXPENDITURES	2023 BUDGET		ACTUAL	2022 - 2023			
				JUN 30/23	VARIANCE			
CATEGORY 2 - NON-MANDATORY	PLANNING AND INFRASTRUCTURE							
	Staffing	\$	165,009	\$	-	\$ 165,009	0%	
	Operating	\$	-			\$ -		
	LOCAL WATER QUALITY MONITORING							
	Staffing	\$	25,136	\$	14,050	\$ 11,086	56%	
	Operating	\$	21,099	\$	3,186	\$ 17,913	15%	
	LOCAL RISK MGMT PART IV & EDUCATION SP							
	Staffing	\$	103,665	\$	54,812	\$ 48,854	53%	
	Operating	\$	18,455	\$	2,315	\$ 16,140	13%	
	CA LANDS AND AREAS							
	Staffing	\$	-	\$	-	\$ -		
	Operating	\$	-			\$ -		
	Capital	\$	-			\$ -		
	TOTAL EXPENDITURES CAT 2 =		\$	333,365	\$	74,363	\$ 259,001	22%
		INCOME	2023 BUDGET		ACTUAL	2022 - 2023		
					JUN 30/23	VARIANCE		
		Provincial Funds	\$	-		\$	-	
		Federal Funds	\$	9,672	\$	1,280	\$ 8,392	13%
		Municipal - General Levy	\$	15,010	\$	-	\$ 15,010	
		Municipal - SP Agreements	\$	122,120	\$	121,765	\$ 355	
	Plan Review Fees	\$	150,000	\$	-	\$ 150,000		
	Miscellaneous Revenue	\$	-		\$	-		
	Surplus or Reserves	\$	36,563		\$	36,563		
TOTAL INCOME CAT 2 =		\$	333,365	\$	123,045	\$ 210,320	36.9%	

2023 LTC FINANCIAL REPORT - Q2									
CATEGORY 3 - SPECIAL PROJECTS	EXPENDITURES		2023 BUDGET		ACTUAL JUN 30/23		2022 - 2023 VARIANCE		
	YOUTH EDUCATION								
		Staffing	\$	72,118	\$	25,858	\$	46,260	36%
		Operating	\$	20,000	\$	5,869	\$	14,131	29%
	COMMUNITY OUTREACH/STWRD								
		Staffing	\$	-	\$	5,538	-\$	5,538	
		Operating	\$	25,000	\$	75,388	-\$	50,388	324%
	TOTAL EXPENDITURES CAT 3 =		\$	117,118	\$	112,653	\$	4,465	96%
	INCOME		2023 BUDGET		ACTUAL JUN 30/23		2022 - 2023 VARIANCE		
		Provincial Funds	\$	-	\$	-	\$	-	
	Federal Funds	\$	4,836	\$	4,836	\$	4,836	0%	
	Stewardship-Outreach Funds	\$	25,000	\$	80,926	-\$	55,926	324%	
	Youth Education Funds	\$	87,282	\$	31,727	\$	55,555	36%	
TOTAL INCOME CAT 3 =		\$	117,118	\$	112,653	\$	4,465	96%	
TOTAL LTC EXPENSES		\$	2,740,386	\$	1,337,476	\$	1,402,911	49%	
TOTAL INCOME		\$	2,740,386	\$	1,810,464	\$	1,018,040	66%	
NET BALANCE				\$	472,988				



LOWER TRENT
CONSERVATION

STAFF REPORT

Date: July 3, 2023
To: Board of Directors
Re: Internet Connectivity Improvement
Prepared by: Kelly Vandette, Manager, Corporate Services

PROPOSED RESOLUTION:

THAT staff be authorized to procure for the Lower Trent Conservation internet connectivity, the Starlink hardware kit and cost of installment to be drawn from the capital asset reserve funding at an upset limit of \$5,000.00 before taxes.

BACKGROUND:

Lower Trent Conservation's internet is currently held with Bell Canada Mobility and operates under the small business Wi-fi services government rate and unlimited data. The upload and download speed averages 3-5 Mbps. The hardware purchased in 2017 cost \$299.00 plus taxes and the current monthly service cost is \$63.00 plus taxes.

In the past eight years, LTC has progressively moved from server stored applications to cloud-based environments to support virtual access to information and improve work-flow processes, such as, Payfirma invoicing and payment processing, CIBC Cash Management Online (CMO) banking, WSIB certificates and premium reporting, OMERS Pension Plan and Group Benefits administration, Dayforce Time and Attendance, Ceridian Powerpay payroll, and MS Office 365. These web-based applications improve efficiencies for processing and accessing information in real time. Also, they enhanced the ability to access and communicate among staff, Board members, businesses and the public by supporting LTC to continue to operate during the COVID epidemic.

With the progressive development in technology and service expectations, the current internet connectivity and service has become insufficient for operational needs and limits further adoption of cloud-based services within the short to medium term. The provincial government is bringing high-speed internet (defined as 50Mbps download and 10Mbps upload speeds, or 50/10) to rural communities through the *Getting Ontario Connected Act, 2022*, the project plan for LTC's location for completion is scheduled for end of December 2025.

DISCUSSION:

On a daily basis, the current internet connectivity is costing LTC substantial lost productivity time and unprecedented worker frustration. It has been estimated that on any given day, on average between 30 minutes to 90 minutes per person is lost time as a result of internet connectivity issues. The staff cost per year for lost productivity due to slow or no internet connectivity is estimated at \$176,000.00 (based on 1 hour over 220 working days of the average 2023 wages and benefits of \$40 per person for 20 staff paid by LTC).

In 2022, LTC formally moved to a hybrid work environment and although some staff can access internet from remote locations, access to information within LTC's internet service creates congestion and slowdowns when uploading and downloading.

In May 2023, LTC contracted Perry Group Consulting Ltd to conduct an Information Technology and Operations Review. They have completed phase one of the project plan that included a staff satisfaction survey and business unit interview sessions. Feedback indicates that the overwhelming number one response within both the satisfaction survey and business unit interviews is that the internet connectivity is the biggest barrier for staff to do their jobs effectively. A separate report by Perry Group Consulting Ltd will be brought to the September Board meeting.

In the interim, LTC asked Perry Group Consulting Ltd to provide options for business solutions to address the internet connectivity problem (Appendix A).

Review and discussion of each of the options' pros, cons, feasibility, and factoring in that time is of the essence, staff proposes moving forward with Starlink.

Starlink provides two-way satellite-based internet service, receivable with a Starlink user terminal, Wi-Fi router, power supply and mount.

714 Murray St, Trenton, ON K8V 5P4, Canada

Starlink is immediately available at your address. No contracts, 30-day trial, delivery in 1-2 weeks. Select your monthly Priority Data.

Enter Business Name below for business taxes.

▼ [Learn More about Starlink for Businesses](#)

- Priority Data, which includes faster speeds (typically 40-220 Mbps download, 8-25 Mbps upload) and top network priority
- Publicly routable IPv4 address. Read more [here](#).
- Dedicated priority support
- Enterprise dashboard for remote monitoring & network management
- Unlimited service locations. Order your first Starlink on this page; once complete, you can add locations on your account portal

[Give Feedback](#) or [visit Support](#).

SERVICE ⓘ

PRIORITY - 1TB
CA\$320

PRIORITY - 2TB
CA\$635

PRIORITY - 6TB
CA\$1,920

CA\$320/mo for service and CA\$2,486 for hardware.

The estimate cost of Starlink hardware and delivery, excluding taxes is \$2,736. The installation cost is dependant on whether it has to be contracted or can be done by staff. If external contract, a maximum of \$1,000.00 is requested.

Ongoing monthly cost with Starlink's two-way internet services is approximately \$320.00 plus taxes for priority 1TB. The cost would be included in the annual operation budget = \$3,840.00 plus taxes.

RECOMMENDATION:

Staff recommends proceeding with the Starlink solution to LTC's internet connectivity problem with an upset limit of \$5,000 before taxes from the capital asset IT reserve funding.

**ATTACHMENT A:
Perry Consulting Group LTD. – Lower Trent Conservation Connectivity Improvement Options**

Options	Pro	Con	Approx Cost	NW Throughput	Other Considerations
Status Quo	<ul style="list-style-type: none"> No additional costs incurred 	<ul style="list-style-type: none"> Current ~3-5Mbps is insufficient for current operational needs cloud in the short to medium term Increased bandwidth from local providers (Bell, EXPLORnet) is unlikely in the area 	<ul style="list-style-type: none"> Prohibits any further adoption of None beyond current costs 	<ul style="list-style-type: none"> 3-5Mbps, ~10Mbps on a "good day" 	<ul style="list-style-type: none"> Feasibility of building on prem to support organizational needs (remote access, data protection and security etc.)
Bell Fibe Built to Existing Facility	<ul style="list-style-type: none"> Adquate throughput for needs Additional features (Bell Wifi Hub, Total Protect etc.) 	<ul style="list-style-type: none"> Cost 	<ul style="list-style-type: none"> \$750K for the build \$95/month for 940Mbps (up/down), unlimited usage 	<ul style="list-style-type: none"> 940Mbps 	<ul style="list-style-type: none"> Cost of this option is likely higher than physically moving to a new facility Over \$10K per 1KM if hanging from Bell's poles, but is challenging to make happen (red tape) Over \$200K per 1km to bury fiber
Starlink	<ul style="list-style-type: none"> Relatively inexpensive Scalable to needs Good access to the sky in remote location 99.99% uptime ~1000Mbps per satellite connection (optimally can provide much faster connection than terrestrial options) Not moving physical location 	<ul style="list-style-type: none"> High latency (affecting some applications that require low latency) Limited availability (currently) Inclement weather can lead to slower connection speeds or even loss of connection Some incidents of satellite interference (between satellites) Some risk in adoption due to Starlink still being in an 'early development' phase, could be subject to unknown and unplanned delays and/or technical issues 	<ul style="list-style-type: none"> \$3170 hardware, ~\$250 for shipping, \$320/mnth (1TB), \$635/month (2TB), \$1,920 (6TB) 	<ul style="list-style-type: none"> 1TB, 2TB or 6TB depending on pricing 	<ul style="list-style-type: none"> Additional costs could be incurred if professional installation is required
Bonded Channel Solution (Xplore.net, Bell, Starlink)	<ul style="list-style-type: none"> Can lead to uninterrupted service in the event failover is needed Maximize and optimally combine greater speeds of Starlink and Xplore.net with continuity of service and uptime from Bell (load balancing) Not moving physical location 	<ul style="list-style-type: none"> Additional internet subscriptions are required leading to additional connectivity costs Cybersecurity concerns due to data being routed through an additional hardware provider (in addition to multiple vendors) 	<ul style="list-style-type: none"> Xplore.net costs plus, Bell costs plus, \$3170 hardware, ~\$250 for shipping, \$320/mnth per service 	<ul style="list-style-type: none"> TBD 	<ul style="list-style-type: none"> Could also include additional cellular failover option adding to additional costs but leading to stronger connectivity in the event of chosen vendor/network issues Potential solution could provide true aggregation (e.g. 4 x 5Mbps = 20Mbps), where other bonded solutions would incrementally increase throughput but not optimize inputs

**ATTACHMENT A:
Perry Consulting Group LTD. – Lower Trent Conservation Connectivity Improvement Options**

<p>Shared Solution with Partner(s)</p>	<ul style="list-style-type: none"> • Sharing costs associated with bringing adequate connectivity to existing facility • Not moving physical location 	<ul style="list-style-type: none"> • likely still a significant cost associated with moving physical location 	<ul style="list-style-type: none"> • ~\$20K - \$30K? 	<ul style="list-style-type: none"> • TBD 	<ul style="list-style-type: none"> • Quinte West a viable partner?
<p>Lobby EORN to Extend Network to Facility</p>	<ul style="list-style-type: none"> • Not moving physical location • Leverage government grants and funding opportunities to provide an adequate connection to existing facility 	<ul style="list-style-type: none"> • Can be a very slow process and there may be little appetite to extend infrastructure given remote location and the inability to service other facilities along the route 	<ul style="list-style-type: none"> • TBD 	<ul style="list-style-type: none"> • TBD 	<ul style="list-style-type: none"> • This should occur first, along with planning surrounding another (or another few) options.
<p>Hybrid WFH/Onsite</p>	<ul style="list-style-type: none"> • On average, employee satisfaction levels (as well as productivity) can increase while working from home • Some evidence suggests that staff can be more productive without some common 'office interruptions' • Central facility can support a balance between remote and in person, ensuring that staff have opportunities to interact in both ways 	<ul style="list-style-type: none"> • Requires active digital engagement for staff to sustain corporate connectiveness, team building etc. • Subject to residential connectivity of staff, may lead to some having stronger connections than others • Office must be reliant on strong digital practices, processes and work flows (requirement for integrated 	<ul style="list-style-type: none"> • Incurring costs related to existing facility (including the need to remediate connectivity) as well as ensuring that staff can viably connect and WFH 	<ul style="list-style-type: none"> • Subject, in part, to staff's residential connections 	<ul style="list-style-type: none"> • WFH discipline already built through COVID years and due to many staff already on a flexible hybrid schedule
<p>Full WFH</p>	<ul style="list-style-type: none"> • No requirement to manage corporate costs related to connectivity remediation • On average, employee satisfaction levels (as well as productivity) can increase while working from home • Can lead to a lower cost of traditional operations as in office, physical assets are no longer required (this must be balanced with new asset needs that may be required by staff in order to work permantly from home) • Some evidence suggests that staff can be more productive without some common 'office interruptions' • Contributes to environmental sustainability as it reduces the need to commute into the office • No need for a physical location 	<ul style="list-style-type: none"> • Requires active digital engagement for staff to sustain corporate connectiveness, team building etc. • Subject to residential connectivity of staff, may lead to some having stronger connections than others • Office must be reliant on strong digital practices, processes and work flows (requirement for integrated systems becomes more essential) • Cybersecurity can become more complex as a full cloud operating model is required to support distributed staff with independant connections 	<ul style="list-style-type: none"> • Some offsetting costs required to support optimal connectivity and, potentially, home offices for staff 	<ul style="list-style-type: none"> • Subject to staff's residential connections 	<ul style="list-style-type: none"> • WFH discipline already built through COVID years and due to many staff already on a flexible hybrid schedule

ATTACHMENT A:

Perry Consulting Group LTD. – Lower Trent Conservation Connectivity Improvement Options

Move Physical Location	<ul style="list-style-type: none">• Selection of a facility that is already situated in a location that has an adequate fiber connection• Ability to find a location that best accomodates physical needs	<ul style="list-style-type: none">• High costs associated with rental or lease of new location as well as moving to the location	<ul style="list-style-type: none">• ~\$600-\$1000 per month in lease costs	<ul style="list-style-type: none">• Requirement for a move would be to ensure location can access at least 1Gbps	<ul style="list-style-type: none">• Facility requirements can be based on also supporting a Hybrid WFH model (e.g. modern workplace with hoteling, hot desks, team collaboration spaces etc.)• Sale and value of existing facility to offset some moving costs
-------------------------------	--	--	--	--	---



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: May 30, 2023 to June 26, 2023

Permit #	Municipality	Ward	Geographic Township	Concession	Lot	Street Address	Regulated Area	Permitted Activity
P-23-145	Quinte West	Murray	Murray	5	12	348 Gunter Settlement Rd	Cold Creek stable top of bank (allowance)	to replace the existing (failed) septic system
P-23-142 (minor)	Trent Hills	Seymour	Murray	10	2	9 Island Park Rd, Unit 103	Wilson Island East PSW (allowance) & Trent River floodplain	to construct a 27.9 m2 (300 ft2) deck
P-23-140 (minor)	Brighton	Brighton Town	Cramahe	BF	1	115 Harbour St	Lake Ontario flood hazard and Presqu'ile Bay Marsh PSW	to install the proposed gas line service
P-23-138 (minor)	Quinte West	Murray	Murray	B	15	540 English Settlement Road	Dead Creek Marsh Complex PSW (allowance)	to construct an addition onto an existing deck, specifically, adding a 12' by 12' roof and extending the deck
P-23-135 (compliance)	Alnwick/Haldimand	Alnwick	Alnwick	7	24	324 Sandy Bay Road	Field Verified Wetland (allowance; Rice Lake Tributary (allowance))	to construct a single-family dwelling, construct a septic system and undertake the restoration works in the wetland and watercourse areas
P-23-134 (minor)	Trent Hills	Seymour	Seymour	7	13	6342 County Rd 50	Unevaluated wetland (allowance)	to undergo the placement of 8m3 of fill
P-23-133 (minor)	Trent Hills	Seymour	Murray	10	2	9 Island Park Rd, Unit 106	Wilson Island East PSW (allowance) & Trent River floodplain	to construct a 27.9 m2 (300 ft2) deck
P-23-132	Brighton	Brighton Town	Murray	A	34	120 Elizabeth Street	Arena Creek (allowance); Arena Creek floodplain	to install a 35.7 m2 concrete pad and a 20.8 m2 gazebo
P-23-130	Quinte West	Sidney	Sidney	BF	26	1722 Old Highway 2	Bay of Quinte flood and erosion hazard	to place approximately 45 tons of topsoil
P-23-028	Quinte West	Murray	Murray	C	12	838 Barcovan Beach Road	Lake Ontario flood hazard (15m) & Wellers Bay Complex PSW (120m)	to renovate an existing dwelling, construct a 138.4 m2 second storey inclusive of a covered deck, and replace one existing holding tank with two 1000 gallon tanks
P-23-128 (minor)	Trent Hills	Percy	Percy	12	14	133 Homewood Ave	Trent River floodplain; Trent River floodplain (allowance)	to construct a 6.4 square metre non-habitable detached accessory structure, and minor landscaping
P-23-127 (minor)	Trent Hills	Seymour	Seymour	8	14	6633 County Rd 50	Trent River floodplain (allowance)	to reconstruct a 15 m2 (160 ft2) shed
P-23-125	Brighton	Brighton Township	Cramahe	BF	5	87 Lakehurst st	Lake Ontario flood hazard, tributary of Lake Ontario, Presqu'ile Bay Marsh PSW (allowance)	to construct a single-family dwelling
P-23-124 (minor)	Quinte West	Sidney	Sidney	7	9	35 Trentside Lane	Trent River floodplain	to construct a 15 m2 (160 ft2) shed
P-23-123	Trent Hills	Percy	Percy	8	8-9	Concession Road 8 West	Percy (halfway) Creek PSW and field verified wetland (allowance)	to enhance the existing driveway and install a culvert
P-23-122 (minor)	Alnwick/Haldimand	Alnwick	Alnwick	1	10	11088 First Line	Unnamed Rice Lake tributary stream	to install a 90 m guyed tower
P-23-121	Alnwick/Haldimand	Alnwick	Alnwick	7	24	26 West Court	Rice Lake flood hazard	to demolish and reconstruct the existing accessory structure
P-23-120	Trent Hills	Hastings Village	Percy	12	14	Park Street	Killoran Creek floodplain, Barry Lake Complex PSW (allowance)	replace the watermain and roadway surface infrastructure
P-23-119	Brighton	Brighton Town	Murray	B	33 & 34	Sharp Road	Lake Ontario Tributary Stream	construction of an entrance inclusive of a watercourse crossing using a 600mm culvert
P-23-118	Trent Hills	Percy	Percy	9	10	262 Richardson Road	O'Melia Larney Lake PSW (allowance)	to construct a single-family dwelling, and install an entranceway, driveway and septic
P-23-117	Centre Hastings	Huntingdon	Huntingdon	5	9	1713 Hollowview Rd	unevaluated wetlands (allowance)	to reconstruct a single-family dwelling with an attached garage and replace an existing septic system
P-23-115	Trent Hills	Campbellford	Seymour	7	11	258 Front Street North	Trent River floodplain (allowance)	to demolish an accessory structure and construct a single family dwelling
P-23-114	Quinte West	Murray	Murray	7	A	482 Crowe Road	unevaluated wetlands (allowance)	to demolish, reconstruct, and expand a deck to a total size of 47.9 m2 (516 ft2)



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: May 30, 2023 to June 26, 2023

Permit #	Municipality	Ward	Geographic Township	Concession	Lot	Street Address	Regulated Area	Permitted Activity
P-23-104 (minor)	Brighton	Brighton Town	Murray	BF	35	4 Rogers Rd	Lake Ontario flood hazard, Presqu'île Bay Marsh PSW (allowance)	to remove and replace the existing retaining wall with a like for like replacement, remove existing walkway and stairs and to replace with landscape stone steps, planting beds and accent boulders
P-23-103 (minor)	Trent Hills	Seymour	Seymour	14	12	1593 B Wade Road	unevaluated wetlands (allowance)	to construct a 15 m2 (160 ft2) shed
P-23-048	Brighton	Brighton Township	Murray	C	35	Foley Lane	Unevaluated wetland (allowance)	to construct a single-family dwelling and detached garage, undergo buffer plantings and install/construct a septic system
P-22-354 (minor/compliance)	Trent Hills	Percy	Percy	3	17	48 Centre Street	Burnley Creek Floodplain (allowance)	to construct a 13 m2 (145 ft2) addition onto the existing dwelling
P-21-203 (Board approved)	Quinte West	Frankford	Sidney	5	2	111 March Street	Cold Creek Floodplain	tothe construct two additions onto the existing single-family residence; (1) 25'4" by 26' addition to increase the size of the existing attached garage, and (2) 17" by 40' addition to increase the living space and kitchen
AMENDMENTS								
P-22-231	Trent Hills	Seymour	Murray	Gore	6	40 Tompkins Road	Trent River floodplain; Wilson Island East PSW (allowance)	Original permit: to construct a 17.84 m2 (192 ft2) addition and a 66.89 m2 (720 ft2) detached accessory structure Amended Permit: To include a carport addition on the accessory structure and reconstruct the deck on the existing dwelling structure
P-21-273	Quinte West	Murray	Murray	B	15	59 Hutchinson Road	Dead Creek Marsh PSW (allowance)	Original permit: to construct a single-family dwelling, detached garage and septic system Amended: to include an administrative amendment to update the plans for the dwelling and garage and amendment to include a basement apartment



LOWER TRENT
CONSERVATION

STAFF REPORT

Date: June 26, 2023
To: LTC Board of Directors
Re: Watershed Management, Planning and Regulations UPDATE
Prepared by: Gage Comeau, Manager, Watershed Management, Planning and Regulations

PROPOSED RESOLUTION:

THAT the Watershed Management, Planning and Regulations update be accepted as information.

BY THE NUMBERS:

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

	# Files for 2023 (as of June 26, 2023)	Dates for Similar Number for Previous Years (Total for Year)			
		2022	2021	2020	2019
Permits	155	May 26 (398)	Jun 3 (383)	Jul 8 (351)	Jul 25 (338)
Planning	106	May 5 (310)	May 18 (259)	Sep 14 (169)	May 1 (248)
Complaints	33	Jun 17 (66)	Jul 16 (65)	Jun 24 (56)	Aug 13 (54)
Enforcement	10	Mar 23 (63)	Apr 7 (45)	Jun 4 (32)	Jun 12 (33)
Online Inquiries	353	May 17 (738)	Mar 28 (1132)	Jul 27 (645)	Sep 16 (446)
Legal Requests	12	May 2 (36)	May 18 (48)	Jul 6 (28)	Jun 18 (33)
Clearance Letters	24	Dec 1 (25)	n/a	n/a	n/a
Site Visits	67	Apr 27 (363)	May 26 (282)	Aug 12 (166)	Jun 7 (213)

Legal Cases:

- **ENF-19-010** – Trial on-going. - Staff have completed all three trial dates and closing arguments are to be heard on July 12. The defendant is looking to appeal the 11(b) charter decision that was decided in April and the appeal will be heard after the results of the Trial.: **ONGOING**
- **ENF-19-024** –POA Court has set a trial date on September 25, 2023. No new updates. – Status: **ONGOING**
- **ENF-20-028** – Trial Date: Property owner has put forward an appeal against the sentencing decision and fines. The appeal has been scheduled for October 10, 2023. – Status: **ONGOING**
- **ENF-21-005:** First appearance was set for June 7, 2023. Staff were in attendance for the appearance. Justice of the Peace has adjourned the matter to allow for restoration works to commence prior to returning to court for an update. LTC issued the restoration permit on May 12, 2023. Status: **ONGOING**

Watershed Management

- Wetland assessments have begun for this year. Individuals on are wetland assessment list are being contacted to gather permission to enter the lands and complete the assessments as requested. Staff have completed several wetland assessments since the end of May and are scheduling more visits through this month and July.
- The summer monitoring students have successfully installed all of the temperature loggers into our monitoring sites and have started the Benthic Invertebrate monitoring.
- Staff update - Massimo Narini, Watershed Services Specialist has been hired and will be responsible for the Monitoring programs, assist with coordinating the Flood Forecasting and Warning program and assuming private land stewardship projects and assisting with existing Conservation Lands stewardship projects.

Permitting:

Below is a mid-year review of our current permit numbers in comparison to previous years. In the first quarter of 2023, LTC staff received 82 permit applications/submissions, which was the highest number of permits received for Q1 in several years. Since the end of Q1, the number of permits received has gone down compared to previous years. At the moment, staff are unsure why the permit numbers are down as the number of inquires staff have received has gone up in Q2. The majority of the inquiries staff received in the past few months were for projects in regulated areas and would require an LTC permit prior to the commencement of any on-site work. With the current cost of living and high interest rates, staff believe that applicants are delaying the start of their projects, which has led to a lower number of permit submissions in the second quarter. If submissions continue on this trend, our final permit numbers will be similar to the permit numbers received in 2019.

Table 1. Permit review - Annual and quarterly numbers for permits received (as of June 26,2023)

Permitting							
Quarter/Year	2017	2018	2019	2020	2021	2022	2023
Q1	40	48	32	52	71	78	82
Q2	81	81	88	94	127	125	73
Q3	81	80	149	117	101	112	
Q4	56	40	69	88	84	83	
Total	258	249	338	351	383	398	155

**Bolded font indicates record number of files for a specific quarter or year. Highlighted area indicates current calendar year.*

Ongoing Permit files:

- 1 permit applicant is 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. This matter will be brought to the Hearing Board for the September Board Meeting.
- 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-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 are still waiting for the wetland compensation plan. A formal submission related to the wetland delineation and a proposed compensation area has been received. LTC Staff facilitated a meeting with the applicant team in order to ensure that all parties were meeting expectations and timelines. A site visit has been scheduled to confirm the wetland boundary and ensure that the applicant is moving forward on their application.

Planning:

Below is a mid-year review of our current planning file numbers in comparison to previous years. A review of the planning file numbers for the last 7-plus years show that Planning Act submissions go through high and low periods. Currently, the applications we have received appears to comparable to previous years with the exception of 2022. The number of applications that LTC received in 2022 appears to be an outlier and was an incredibly busy year for LTC and our partner Municipalities. Amongst the 106 applications staff have received in 2023, 12 of these files were the free screening files that are noted below. Staff encourage that our Municipal partners continue to send all Planning Act applications for screening.

Table 2. Planning file review - Annual and quarterly numbers for planning files received (as of June 26,2023)

Planning							
Quarter/Year	2017	2018	2019	2020	2021	2022	2023
Q1	45	55	71	45	69	58	45
Q2	53	60	59	17	73	98	61
Q3	61	69	59	57	68	83	
Q4	34	58	41	50	48	71	
total	193	242	230	169	258	310	106

**Bolded font indicates record number of files for a specific quarter or year. Highlighted area indicates current calendar year*

- LTC Staff reviewed and commented on 5 Subdivision and Condominium Files in 2023 (new and ongoing).
- LTC Staff reviewed and commented on 19 Planning Act Applications (Severances, Zoning By-law amendments and/or Minor Variances).
- REMINDER - 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.

Lastly, kind reminder to let your Municipal staff know that LTC is here to assist our Municipal partners where possible. LTC Staff can walk landowners through our permitting process, the planning process and other procedures/processes that may be applicable to their proposal or inquiries. LTC Staff are incredibly knowledgeable and we are here to help the residents of our Watershed.

RECOMMENDATION:

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



LOWER TRENT
CONSERVATION

STAFF REPORT

Date: June 26, 2023
To: LTC Board of Directors
Re: Flood Forecasting & Warning UPDATE
Prepared by: Gage Comeau, Manager, Watershed Management, Planning and Regulations

PROPOSED RESOLUTION:

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

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 June 26, 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	1	0	0	0	13	0
Total (System)	15	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 June precipitation data shows that our watershed has experienced higher than average rainfall when compared to the long-term historical averages, with May 2023 being an exception (See Table 2 below). This has led to an increased volume of water entering the local creeks and rivers in our watershed. On June 12, 2023, the Environment Canada Rain Gauge recorded 54mm of rainfall in a 24-hr period. The creeks and river flows in the LTC watershed responded; however, due to the drier than normal conditions in May, there were no concerns of flooding.

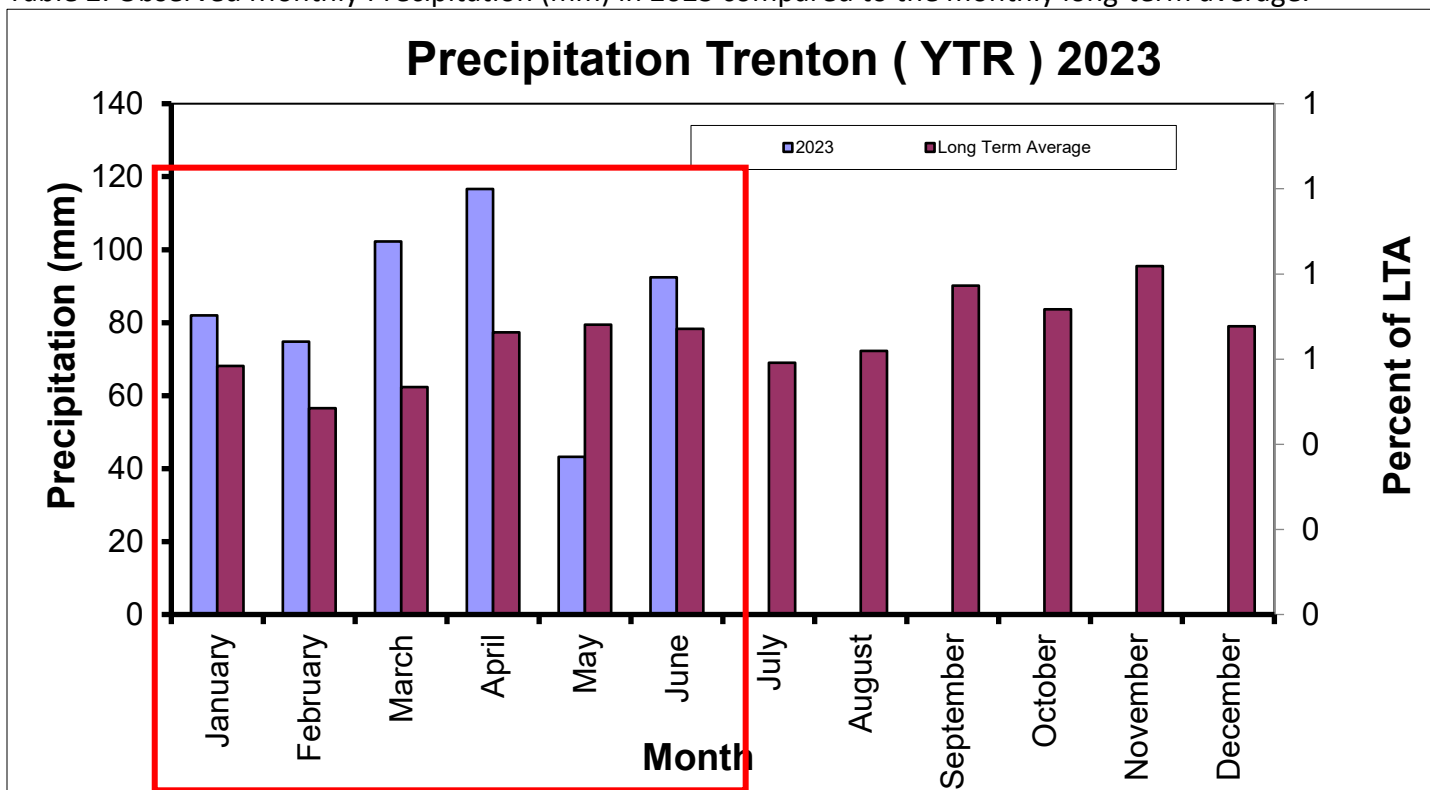
Local Creeks

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 did not reached 2-year flows during any of the observed rainfall events to date.

Trent River

The Trent River system is experiencing average water levels and flows for this time of year. Owners may experience slight variability in the water levels and flows during peak navigation times.

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



Lake Ontario

LTC has cancelled the Flood Watch that was issued on May 5, 2023. Water levels have declined from the peak water level of 75.40 metres IGLD that was observed during the second week of May. The peak water level observed was well below the observed water levels of 2017 and 2019. Currently, water levels are still higher than average for this time of year; however, slow declines (approximately 1-cm/day) are being observed.

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.

RECOMMENDATION:

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



LOWER TRENT
CONSERVATION

STAFF REPORT

Date: June 29, 2023
To: Board of Directors
Re: Conservation Lands Update for the period April 1 to June 30, 2023
Prepared by: Chris McLeod, Conservation Lands Supervisor

PROPOSED RESOLUTION:

THAT the Conservation Lands Update for the period April 1 – June 30, 2023 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 and system management at Goodrich-Loomis Conservation Centre and main office).

During the Spring of 2023:

- Cleaned and maintained kiosks
- Removed garbage from conservation areas
- Maintained trail systems and removed downed trees (where needed)
- Installed docks at Greenbelt and Glen Miller
- Interacted with Conservation Lands visitors and responded to inquiries, complaints, and requests from members of the public and neighbours of Conservation Areas
- Coordinated maintenance of fleet vehicles inspections and changed tires to all season
- A full inspection of all trails at all CA properties
- Maintenance of HVAC systems at workshop, Office, and Goodrich-Loomis Conservation Centre
- Portable seasonal washrooms installed at Proctor Park, Greenbelt, Glen Miller, Bleasdell Boulder, and Seymour
- Grading of parking lots at Bleasdell Boulder, Seymour, Proctor Park, Sager, and Goodrich-Loomis
- Repaired cedar rail fencing at Sager, Goodrich-Loomis, and Proctor Park
- The orientation and training of CA Lands Maintenance Assistant (contract) and CA Lands Field Assistants (summer contract)

SPECIAL PROJECTS & PROGRAM IMPROVEMENTS:

- As part of the Trenton Greenbelt Conservation Area restoration project, assisted with trailhead sign design and planting of native wildflowers
- Full staff Earth Day cleanup event was held at the Greenbelt at the end of April
- Assisted in the coordination and implementation of LTC's Children's Water Festival event
- Blockades were built and installed for both ends of a heavily used unmarked and unmaintained trail at Proctor Park
- Assisted Quinte Field Naturalists in planting Lupins on the North Trail at Goodrich-Loomis
- Assisted in the identification and mapping of Dog Strangling Vine at Sager

- Assisted in a tree survival assessment in the buffer planting project at Murray Marsh
- A new door has been installed on the permanent accessible privy at Goodrich-Loomis
- Installed light cover holders and replaced rotting stairs at Goodrich-Loomis Conservation Centre
- Painted parking lot lines and all wood trim at LTC office
- Attached ice guards on the stop logs and installed new stop logs at Warkworth Dam for the spring

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 number of special event rental occurrences during this review period:

- Goodrich-Loomis = 8
- Proctor Park = 1

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

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 = 32
- Goodrich-Loomis = 27
- Sager = 24
- Bleasdell Boulder = 8
- LTC Office = 3

CONSERVATION LANDS VANDALISM:

- The gate at Seymour Conservation Area that was closed last fall due to high amounts of vandalism and garbage dumping has been re-opened to vehicle traffic between the main parking lot and the quarry
- Large rocks at Bleasdell Boulder and benches on the Greenbelt and Sager have been cleaned following spray paint vandalism
- Damage to the fencing and picnic shelter area at Sager have been repaired

CONSERVATION LANDS ENFORCEMENT:

No Section 29 tickets were issued during this period.



LOWER TRENT
CONSERVATION

STAFF REPORT

Date: July 4, 2023
To: Board of Directors
Re: Summary of Education and Outreach Events April 1 – June 30 2023
Prepared by: Anne Anderson, Manager of Community Outreach and Special Projects; Nicholas Reynolds, Environmental Education Technician and Corinne Ross, Communications Specialist

RECENT EDUCATION & OUTREACH EVENTS

Date	Event	Approximate Attendance
April 11 th	Youth Education: Murray Centennial Public School Nicholas Reynolds, Environmental Education Technician	40
April 20 th	Youth Education: Environmental Symposium Via Microsoft Teams-Kawartha Pine Ridge District School Board / Peterborough Victoria Northumberland and Clarington Catholic School Board - Nicholas Reynolds	45
May 11 th	Youth education: Trenton High School - Nicholas Reynolds	28
May 12 th	Youth Education: Bayside Secondary School - Nicholas Reynolds	12
May 25-26	Youth Education: Tri-County Children’s Water Festival - Nicholas Reynolds, Corinne Ross, Communications Specialist; Sarah Midlane-Jones, Community Outreach Specialist; Lauren Henry, Education and Outreach Summer Student; Anne Anderson, Manager, Community Outreach and Special Projects with support from Conservation Lands staff, summer students and Regional DWSP	~1,200 students, teachers and parent volunteers
June 1	Special Event: Goodrich-Loomis Lupine Planting with Quinte Field Naturalists - Anne Anderson, Erica Francis, OFAH Invasive Species Student, Nicholas Peat and Jett Brown, Conservation Lands	3
June 8	Youth Education: Kent Public School, Campbellford - Nicholas Reynolds, Lauren Henry	24
June 13	Youth Education: Sacred Heart Catholic School, Batawa - Nicholas Reynolds, Lauren Henry	46
June 14	Outreach: Quinte Sunrise Rotary Open House - Nicholas Reynolds, Anne Anderson	5

June 15	Youth Education: Trenton Christian School, Hike at Goodrich-Loomis - Nicholas Reynolds, Lauren Henry, Erica Francis	16
June 16	Youth Education: Bayside Secondary School, Planting at Trenton Greenbelt - Jason Jobin, Environmental Stewardship Technician, Nicholas Reynolds, Lauren Henry, Erica Francis	14
June 20	Youth Education: Smithfield Public School, Smithfield - Nicholas Reynolds, Lauren Henry	42
June 22-23	Youth Education: VP Carswell Public School, Trenton - Nicholas Reynolds, Lauren Henry	147
June 27	Special Event: OFAH Water Stewardship Program, Lock 11/12 Campbellford - Erica Francis	0 (rainy day)
June 29	Special Event: OFAH Water Stewardship Program, Trent Port Marina, Trenton - Erica Francis, Lauren Henry	23

SOCIAL MEDIA

Date	Post	People Reached
April 6	Job Opportunities	1,800
April 7	Flood Statement	144
April 14	Flood Statement	191
April 18	Job Opportunities	2,400
April 19	Flood Statement	136
April 26	Tree Seedling Promotion	426
April 19	Flood Statement	136
May 1	Conservation Lands Notice	260
May 2	Tree Seedling Extras Sale	3,800
May 5	Flood Statement	1,400
May 10	Staff Cleanup Day	380
May 12	Conservation Area Notification	1,600
May 17	Water Wednesday Source Protection	164
May 18	Murray Marsh Video	138
May 19	Volunteers Thank You	259
May 25	Tri-County Children's Water Festival	1,100
May 26	Tri-County Children's Water Festival	1,300
May 30	OPG Donation Support	634
May 31	Wetland Assessment	699
June 1	Volunteers Thank You	1,900
June 2	Conservation Area Notification	630
June 7	Restoring the Trenton Greenbelt	335
June 7	Water Wednesday Source Protection	737
June 9	Restoring the Trenton Greenbelt – RFP	331
June 21	Water Wednesday Source Protection	1,000

June 26	Restoring the Trenton Greenbelt – VIDEO	1,700
June 27	Restoring the Trenton Greenbelt – RFP	440

UPCOMING EVENTS

July- August	Programming at Day Camps
July 8	Incredible Edibles, Campbellford
July 14	Outreach at Trenton Greenbelt
July 25	Water Soldier Open House, Zwicks Park
August 19	Hastings Waterfront Festival
August 23-24	Hastings County Plowing Match



LOWER TRENT
CONSERVATION

STAFF Report

Date: July 4, 2023
To: Board of Directors
Re: Summary of Risk Management Official Activity Pursuant to Part IV of the *Clean Water Act* - Period of April 1st – June 30th, 2023
Prepared by: Marcus Rice, Risk Management Official
 Anne Anderson, Risk Management Official

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 **April 1st to June 30th, 2023**.

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	82	40	19	0
Warkworth	31	0	30	1	1	0
Hastings	29	4	26	7	5	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
Total threats	244	21	201	64	35	0
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.

- RMP 1093 – Changed to Inactive RMP (Hastings) – Owners moved and new owner has no Agricultural threats.

SITE VISITS

The following site visits were completed during the review period.

Location	Property Identifier	Purpose	Date
Stirling	1603	Had the intention of the individual signing a "Release of Information" form to access below grade fuel tank inspection records. No one was home, follow-up visit to be scheduled.	06-April-23
Stirling	6750	Went through the inspection document with the property owner. Informed the property owner where measures in the Risk Management Plan were not within compliance.	11-May-23
Hastings	6888	Met with the property owner to sign an Agricultural Exemption Letter.	5-June-23
Stirling	6750	Checked in with the property owner to ensure that discussed measures set out in the Risk Management Plan were being followed and complied with.	13-June-23
Stirling	1608	Met with individual and amended their Risk Management Plan for a below grade fuel tank. The amendment was to change the inspection frequency to lessen the financial burden due to previous years of compliance.	14-June-23

RISK MANAGEMENT PLANS (RMP)

There were no RMPs established during this review period. As stated in the amendments of the Technical Rules ("Bulletin: Implementation of the 2021 Amendments to the Technical Rules under the Clean Water Act, 2006.") the Ministry of Environment, Conservation and Parks recommends that no RMPs that would include drinking water threats that are currently being amended under the s. 36 amendments shall be developed.

NOTICES

The following table details Notices issued for the review period.

Type of Notice*	Notice #	Location	Threat Subcategory
59 (2) (a)	N-23-909	Hastings	Severance
59 (2) (a)	N-23-908	Campbellford	Building Permit
59 (2) (a)	N-23-907	Hastings	Building Permit
59 (2) (a)	N-23-906	Grafton	Rezoning
59 (2) (a)	N-23-905	Colborne	Severance

*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
1545	22-002	Inspection to ensure compliance with the Risk Management Plan.	2-May-23
6750	18-003	Inspection to ensure compliance with the Risk Management Plan.	3-May-23

Types of Inspections

Risk Management Plans Compliance (Section 58)
 Prohibition (Section 57)

EDUCATION & OUTREACH

Date	Event	Details
May 23 rd	Tri-County Children's Water Festival	Helped with the set up and take down of the event. I also ran a station and taught kids what a watershed is and the importance of keeping contaminants out of our water.
June 29 th	Township of Cramahe Presentation	Outlined the role of the Risk Management Official and Inspector and the importance of protecting drinking water sources. Presentations were also delivered on the Ontario Regulation 163/06 and the Drinking Water Source Protection Program.

TRAINING

Date	Training Course	Details
April 25-28 th	Foundations of Regulatory Compliance	Completed the course and achieved certification. The course consisted of topics like proper Note Taking, the Provincial Offences Act, Presenting a Testimony, the Charter of Rights, etc.

Additional

Date	s. 36 Amendments	Details
April 1 st to June 30 th	Completed Property Identification for s. 36 amendments	Part of Section 36 amendments to the Trent Source Protection Plan is public consultation. The RMO is responsible to identify all properties that would be impacted by the amendment changes so that they can be notified. Participation in meetings to review the implications of these amendments (i.e. Trent Conservation Coalition Source Protection Meeting, Municipal Working Group meeting, RMO meetings, etc.).



LOWER TRENT
CONSERVATION

STAFF REPORT

Date: June 28, 2023
To: Board of Directors
Re: Local Drinking Water Source Protection for the period April 1 to June 30, 2023
Prepared by: Anne Anderson, Manager, Community Outreach & Special Projects

PROPOSED RESOLUTION:

THAT the Local Drinking Water Source Protection Update for the period April 1 – June 30, 2023 be received as information.

SOURCE PROTECTION COMMITTEE:

- Finalized process to fill the Lower Trent municipal seat vacated by Rosemary Kelleher-McLennan, Anne Butwell from Brighton was appointed to the Source Protection Committee
- Provided updates to the Source Protection Committee at the June 26 meeting

REGIONAL SUPPORT:

- Attended three Leads meetings
- Attended SPA meeting – annual progress report, RMO appointment
- Provided input to Source Protection Plan Section 36 updates
- Ongoing threat verification related to the Section 36 updates
- Coordinated meeting of the Lower Trent Municipal Work Group

MUNICIPAL SUPPORT:

- Ongoing support to Risk Management Official/Inspector and Environmental Education Technician
- Source Protection overview offered to municipal staff, first presentation to Cramahe Township staff June 29
- Initiated 2023 education and outreach activities



Agenda Item #18

Waterlogs - June 2023

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

LINKING IT ALL TOGETHER!

The Bay of Quinte is meeting the phosphorus, chlorophyll a and algal biomass targets established for the environmental challenge - eutrophication or undesirable algae. These targets were developed using the scientific knowledge at the time the Remedial Action Plan was created. These targets will be used to change the status of this environmental challenge to restored.

However, recent water quality modelling and research efforts have determined that current ecosystem conditions are not consistent with full recovery. These signs include:

- considerable year-round variations within the system,
- near-shore water quality conditions that are subject to public perception of degraded water quality, and
- persistence of harmful algae blooms in the Bay.

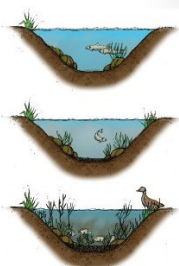
As a result, new long-term phosphorus targets are proposed to address the excess nutrient loads from both urban and rural point and non-point sources throughout the Bay of Quinte. To move forward from the Area of Concern status, a Long-Term [Phosphorus Management Plan](#) for the Bay of Quinte will establish new targets, and the recommended actions needed to achieve them.

The development of this Phosphorus Management Plan is linked with environmental challenge #8 (Eutrophication or undesirable algae) and #13 (Degradation of phytoplankton and zooplankton populations). These challenges and the management actions to address them are highly interconnected. The new targets will ensure continued improvement to the bay's ecosystem.

#8 - Eutrophication or undesirable algae

Trophic Classification of Aquatic Ecosystems

- **Oligotrophic** – Low levels of organic matter – tend to be deep and clear, oxygen rich bottom supports cold water fish such as trout, Phosphorus is limiting
- **Mesotrophic** – more organic matter, oxygen level in lake bottom is low
- **Eutrophic**- High levels of organic matter – abundant plant growth, poor clarity, stratified with oxygen poor bottoms
- A dead zone is an area where oxygen levels fall below 2 ppm



Reducing external phosphorus input to the bay should correspondingly reduce ambient water phosphorus levels from eutrophic to a meso-eutrophic range. This in turn will lead to increased flushing of the legacy phosphorus stored in the sediments of the bay. Reduction of phosphorus levels in the sediment and the resulting decrease in the sediment phosphorus reflux to the bay in late summer/early fall will: reduce the risk of algal blooms in the bay; shift the late summer/early fall nutrient limitation from nitrogen to phosphorus which is expected to reduce the risk or limit the harmful (Microcystis based) algal blooms in the bay during this critical period.

LINKING IT ALL TOGETHER!



#13 - Degradation of phytoplankton and zooplankton populations

Reduction in the Bay of Quinte ambient water phosphorus levels is expected to shift the trophic levels of the bay from eutrophic to meso-eutrophic. This is expected to shift the phytoplankton from non-edible (filamentous/colonial morphology) to a smaller edible type. Shift to smaller sized plankton is a natural response to oligotrophication of lakes (smaller planktons have a greater surface area per unit volume to efficiently capture scarcer nutrients).

Reduction of the non-edible phytoplankton combined with the reduction of potentially harmful variety of phytoplankton, is expected to bring the planktons (phytoplankton and zooplankton) into the mainstream of food-web processes that would sustain the upper trophic sports fish in the Bay of Quinte. Currently, there is evidence in Bay of Quinte, that invasive species such as zebra/quagga mussels and round gobies sustain the upper trophic sports fish in a significant way by mediating an alternate pathway for food/energy transfer to the higher trophic level organisms.

BE SEPTIC SAVVY

Bay of Quinte Remedial Action Plan

FREE
Septic tank pump out

Do you live on the Bay of Quinte or one of its tributaries?
(up to 10 kms up the tribs)

www.bqrap.ca

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

Robert Ormston
BQRAP Environmental Technician
Quinte Conservation
P: 613-968-3434 ext 167
E: ROrmston@quinteconservation.ca

Bay of Quinte
Remedial Action Plan
Healthy Bay • Healthy Community

In partnership locally with Lower Trent Conservation and Quinte Conservation

You are responsible for your septic system - [Be Septic Savvy](#)

Most rural homes and cottages use a septic system.

When working properly, septic systems can provide a safe and reliable way to treat your household wastewater. If you do not properly care for your septic system it could add excess phosphorus to nearby waterbodies causing algal blooms, and excess plant growth, and bacteria can cause localized health impacts for homeowners and their neighbours.

You own your septic system and are responsible for its safe operation, maintenance, and repair.

Regular maintenance can add years to the life of your system, saving you costly repairs and protecting the local environment.

Things you need to know

- Know the location of your tank and bed, and protect it from damage. Don't drive over it or construct anything (e.g. pools, driveways, and sheds) on or near any part of it
- Have the tank pumped out every three to five years

- Don't put food, compost, or grease down your drains
- Conserve water and try to spread water use over the course of the week, especially laundry
- Avoid excessive use of anti-bacterial soaps, bleaches, and harsh cleaning products
- Don't put paints, solvents, pesticides, and other toxic chemicals in your system; use recycling and hazardous waste collection programs for these substances
- Keep trees and shrubs away from the leaching bed

Learn how your septic system works - <https://www.ontario.ca/page/septic-systems>

TEST IT, COVER IT AND BUILD IT

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@ltc.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

www.bqrap.ca

FREE Soil Testing and Cover Crop Grant Rural Stewardship Program



LOWER TRENT
CONSERVATION

CAO REPORT

Date: July 3, 2023
To: Board of Directors
Prepared by: Rhonda Bateman, Chief Administrative Officer

CONSERVATION ONTARIO

Conservation Ontario held a virtual Regular Council meeting on June 26th, the agenda included the adoption of the Standard Operating Procedures (SOPs) in Conservation Areas. These SOPs will be brought forward in the September agenda for approval by the LTC Board.

The GM/CAO two-day session ran from June 27-28 at the Kingbridge Centre in King City. The second day was a training workshop on media relations.

STAFFING

Massimo Narini joined the team on June 19th as the Watershed Services Specialist focussing on flood forecasting and warning, monitoring and stewardship.

Alexander (Zander) Moroni was the successful candidate for the Regulation and Enforcement Officer and began at LTC on July 4th.

MUNICIPAL AGREEMENTS

I have continued meetings with our partner municipal CAOs to discuss the Memorandum of Understanding for our Category 2 and 3 programs and services. One municipality is outstanding but a meeting is scheduled for July 18th. The feedback received to date has indicated that the senior staff understand and appreciate the services being provided. The financial aspect of the programs and services were discussed based on the 2023 budget but have not been finalized as LTC is just beginning our annual budget process.

Once the financial estimates have been determined, the next step is drafting a letter for each Council's consideration for the MOU and associated programs and services.

HAVELOCK-BELMONT-METHUEN

I reached out again in mid-June for a further discussion with the CAO at HBM regarding the status of the pending enlargement. There was no definitive response but I requested further direction from Mayor and Council. In addition, I made a second request for the replacement councillor for the Source Protection Authority be placed on Council agenda.

RECENT AND UPCOMING ACTIVITIES

BQRAP Water Soldier – Zwick's Park – July 25th
 Hastings Waterfront Festival – August 19th
 Hastings Plowing Match – Deseronto - August 23rd – 24th