



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 ANNUAL GENERAL MEETING OF THE LOWER TRENT CONSERVATION BOARD OF DIRECTORS

Board of Directors refers to the General Membership as set out in the Lower Trent Conservation Administrative By-Law No. 2023-01

Administration Office, 714 Murray Street, Trenton
Virtually [Join Meeting HERE](#)
Thursday, February 8, 2024
Time: 1:00 p.m.

AGENDA

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

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

There are no requests for delegations received for this meeting.
- 6. Public Input (3 minutes per speaker)**
- 7. Adoption of the Minutes:**
 - a. Board Meeting Minutes of December 14, 2023

RECOMMENDED:
THAT the Regular and In-camera session Board Meeting minutes of December 14, 2023 be adopted.
- 8. Business arising from these minutes**

CORRESPONDENCE

- 9. Correspondence** – Rhonda Bateman, CAO/Secretary-Treasurer Page # 25
- a. 2023-11-17 Prince Edward County Resolution 2023-569 – Expand permit-by-rule
 - b. 2023-11-28 Township of Alnwick/Haldimand Resolution
 - c. 2024-01-04 Township of Alnwick/Haldimand Email to Premier of Ontario
 - d. 2024-01-10 Letter to MNRF - Final Transition Plan
 - e. 2024-01-12 Welch LLP - 2023 Audit Approach Letter

RECOMMENDED:

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

2023 BUSINESS

- 10. List of Monthly Payments Issued** – Kelly Vandette, Manager, Corporate Services Page # 37

RECOMMENDED:

THAT the list of payments of issued in the total amount of \$617,159.06 for the months of December 2023 and January 2024 be received as information.

- 11. Watershed Management, Planning and Regulations Update Reports** – Rhonda Bateman

- a. Summary of Permits for Period December 5, 2023 – January 29, 2024 Page # 42
- b. Planning and Regulations Update Page # 43
- c. Flood Forecasting & Warning (FFW)/Ontario Low Water Response (OLWR) Page # 46

RECOMMENDED:

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

- 12. Annual Permit Reports O. Reg 163/06** – Rhonda Bateman Page # 48

RECOMMENDED:

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

- 13. Conservation Lands Report - Period October 1 to December 31, 2023** – Chris McLeod,
Conservation Lands Supervisor Page # 52

RECOMMENDED:

THAT the Conservation Lands Report for the period October 1 to December 31, 2023 be received as information.

- 14. Summary of Education and Outreach Activities** – Anne Anderson, Manager, Community
Outreach and Special Projects Page # 54

RECOMMENDED:

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

15. Risk Management Official Activity Pursuant to Part IV of the *Clean Water Act* Report - Period October 1 to December 31, 2023 – Marcus Rice, Risk Management Official/Inspector [Page # 57](#)

RECOMMENDED:

THAT the Risk Management Official Activity pursuant to Part IV of the *Clean Water Act* Report for the period October 1 to December 31, 2023 be received as information.

16. Local Drinking Water Source Protection Report - Period October 1 to December 31, 2023 – Anne Anderson [Page # 60](#)

RECOMMENDED:

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

17. Bay of Quinte Remedial Action Plan Update – Anne Anderson

- i. BQRAP Newsletters (December 2023 and January 2024) [Page # 61](#)

RECOMMENDED:

THAT the BQRAP December 2023 and January 2024 Newsletters be received as information.

18. Close 2023 Business Year – Chair’s Remarks

RECOMMENDED:

THAT the Lower Trent Conservation 2023 Business Year be closed.

2024 BUSINESS

19. 2024 Board of Directors Elections – Rhonda Bateman

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

20. 2024 Annual Resolutions – Rhonda Bateman

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

RECOMMENDED:

THAT the law firm of Templeman LLP from the City of Belleville be engaged as solicitor for Lower Trent Conservation for the 2024 business year;

THAT the firm of WELCH LLP be engaged as external auditor by Lower Trent Conservation for the 2024 business year at a cost of \$12,000.00 plus HST;

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

THAT the Authority Chair, Vice Chair, Chief Administrative Officer/Secretary Treasurer, and Manager, Corporate Services be appointed as the signing officers for Lower Trent Conservation for the 2024 business year; and

THAT the Lower Trent Conservation Chair be appointed as the Conservation Ontario representative, and that the Vice-Chair and Chief Administrative Officer/Secretary Treasurer be appointed as the Conservation Ontario Alternate Representatives for 2024.

THAT the Lower Trent Region Conservation Authority authorize staff to borrow from the approved financial institution, if needed, up to \$500,000, in accordance with Section B.12, Signing Officers, and C.12.e, Annual Meeting, Borrowing Resolution, of By-law No. 2023-01 (Administrative By-law) and Section 3 (5) of the *Conservation Authorities Act*.

21. Watershed Based Resource Management Strategy – Anne Anderson

[Page # 67](#)

RECOMMENDED:

THAT the Board receive the Draft Watershed Based Resource Management Strategy for information and that staff release the Draft strategy for public engagement.

22. Closed In-Camera

RECOMMENDED:

THAT the Lower Trent Conservation Board of Directors move to in-camera session to discuss the security of the property of the conservation authority and a legal matter.

23. CAO's Report – Rhonda Bateman

[Page # 131](#)

RECOMMENDED:

THAT the CAO's Report be received as information.

24. Members Inquiries/Other Business

25. 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



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BOARD OF DIRECTORS

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REGULAR BOARD MEETING MINUTES

MEETING # 2023-11

DATE: December 14, 2023

TIME: 1:00 PM

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

PRESENT:

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

GUESTS: Peter Archer, Kelly Sharpe, Maureen Sharpe, Andrew Crews, Carl Crews, Brian Crews

STAFF: Rhonda Bateman and Kelly Vandette

1. Meeting called to order by the Chair

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

Director Brahaney declared conflict of interest for Item #5 – Delegation.

4. Approval of the Agenda

RES: G155/23

Moved by: Sherry Hamilton

Seconded by: Jeff Wheeldon

THAT the agenda be approved with amendment of additions under Item 9. Correspondence.

Carried

5. Delegations

Chair Mullin stated that delegations have 10 minutes to provide the Board with their information. It is noted that language and conduct must remain respectful at all times. The Board will be provided with an opportunity to ask questions for clarification from the speaker on any information given to us, and the Board is reminded it is not an opportunity to engage in debate with the speaker nor to advance public policy position. He then welcomed and introduced Mr. Archer.

Mr. Peter Archer spoke to the Board of Directors with regards to the recent court case with LTC. He spoke of the following:

- Mr. Archer stated that he has incurred approximately \$154,000 in legal bills and costs as a result of the Conservation Authority involvement with his agricultural property. He further stated that he is struggling with his decision to proceed with suing the Board for these expenses.
- Mr. Archer asked, what is going to change within the organization as a result of the unacceptable process he experienced with the Conservation Authority.
- Mr. Archer stated that there is evidence that malice was conducted against him and referenced staff comments during the trial. He drew attention to staff attitude towards him and throughout the negotiations. He corrected the reference to staff statement regarding the court decision that it was 'not dropped', it was 'dismissed' and the decision was made in favour of Mr. Archer.
- Mr. Archer advised that he does not wish to go to court and proposes LTC reimburse him for his legal fees and expenses amounting to \$154,000; otherwise, he will proceed with legal action.

Chair Mullin thanked Mr. Archer.

6. Public Input (3 minutes per speaker)

There was no public input for this meeting.

7. Adoption of the Minutes:

a. Special Board Meeting Minutes of November 29, 2023

RES: G156/23

Moved by: Jeff Wheeldon

Seconded by: Sherry Hamilton

THAT the minutes of the Special Board Meeting held on November 29, 2023 be adopted.

Carried

8. Business arising from these minutes

Business arising from the November 29, 2023 minutes that was moved by Jim Alyea and seconded by Bobbi Wright, that the 2024 Draft Budget be brought back to the December 14, 2023 Board meeting:

2024 Draft Business Plan and Budget

RES: G157/23

Moved by: Jim Alyea

Seconded by: Rick English

THAT the Board move into deliberations regarding the 2024 Draft Business Plan and Budget.

Carried

Director Wheeldon asked the Board members to provide the status and results of municipal council meetings as related to LTC's 2024 budget and memorandum of understanding agreements.

Director Alyea commented that the City of Quinte West Council debated the LTC budget and MOUs, along with other budget requests from other organizations. Consensus from Council is to accept the MOU in its entirety but the 18.8% levy increase will not be supported. The LTC budget levy should be reviewed and reduced.

Director Ainsworth commented that the Alnwick/Haldimand Council passed the MOUs but not the 18.8% levy increase and asked that it be reopened and reviewed. He suggested the Board consider other options and work towards gradual increases over the next couple of years.

Director English said Trent Hill Council has accepted the MOUs and that Council debated and a motion made to move the levy to 13.3%; however, that motion was defeated and the Trent Hills budget passed with the LTC levy of 18.8% included.

Directors Alyea and Reid shared that they would vote as per directed from Quinte West Council.

Director Hamilton agreed that a common theme across municipal councils is to want to cut but she is concerned as to where do we cut? Director Hamilton said she stands by her comments and feels an application of upward pressures to province is needed. She commented that the Province has a lot of control over an organization that the Province only contributes a very small (between 2 to 3) percentage of funding.

Director Reid commented that she and Director Alyea are totally behind LTC services and programs; however, they are appointed by municipalities and Quinte West Council sat for two and a half days for budget deliberations. Unfortunately, not every organization will get what they are asking for. They have to answer to the citizens and members of council.

Director Ainsworth asked staff to confirm that Category 3 is not mandatory.

Rhonda Bateman replied that the delivery of Category 2 programs is mandatory for municipalities; however, the mechanism for delivery of Category 2 is up to municipalities. The Category 3 programs are non-mandatory; however, they provide programs across the whole LTC watershed.

Director Wright commented that she is concerned about lessening the percentage from 18.8%. She stated that if the jobs are cut to bring the budget down to an acceptable level, the Board is pushing the issue down the line again and will cause more grief in future.

Director Wheeldon asked staff how long has the LTC budgets been funding staff from surplus funds. Rhonda Bateman said since she has been with LTC; which is at least 4 years and that budgeting on surplus funds has been steady from prior years. Kelly Vandette further provided the background changes of funding for the Conservation Lands seasonal position over the past eight years.

Director Wheeldon provided his points of view:

“It is our responsibility as a Board to set and support the strategic direction for this organization. The Province makes and changes the rules, and our staff get the work done, but it’s on us to make sure they have the resources they need. A strategic plan without a budget to support it is, frankly, our failure as a Board.”

We are at the halfway point of a strategic plan that runs from 2018 to 2028. Here’s a line from its introduction:

“As an organization, we strive to demonstrate leadership in integrated watershed management and make positive contributions to the watershed communities in which we operate. We support a work environment that encourages originality and innovation, and promotes enthusiasm in meeting new and old challenges and the needs of our customers.”

The idea that we can demonstrate leadership in integrated watershed management, when we are talking about cutting entire programs, is false. Reducing the draft budget will put us very clearly in a state of decline: we will no longer be able to provide accurate data on things like water quality, even though “advance watershed knowledge” is our first strategic goal; our internal administrative capacity will further degrade, and we will be more reliant on delaying important activities or hiring contractors to perform them because we will lack the internal capacity to actively manage our watershed. That’s far from leadership.

And our staff have been kind enough to be blunt with us: we do not in fact support a work environment that encourages much of anything, because staff are overburdened. When I hear words like “burnout” coming from senior staff, it’s a huge red flag for me: I would not choose to work here under these kinds of conditions, so why would anyone else? There are hundreds of open positions that our staff are qualified for, and just based on our discussions here, our staff are probably out looking because this isn’t a stable work environment.

Reading further in our strategic plan, I see that the drivers of change remain the same: climate change and development pressures, legislative and economic landscapes, changing demographics, values and behaviours, and advancing science and technology. We’ve taken some steps to address some of these challenges, approving a major improvement in our tech infrastructure. We saw the need, weighed the value, and we agreed to fund it. That’s how we exercise leadership as a Board.

Looking further at our strategic goals, virtually all of them fall under programs that the Province declares are no longer mandatory. I'm so glad that all of our municipalities have agreed to the MOUs.

I understand that we each have a responsibility to our respective municipalities. But when we sit at this table, we wear our Lower Trent hats first: we cannot bring competing priorities from the council table to this table, and still be doing our jobs as Directors. Our function here is to make strategic choices that further the effectiveness and sustainability of THIS organization; we can weigh it against other priorities at our council tables.

I am reminded of corporate boards who vote to undermine and ultimately dismantle the companies they serve in order to maintain shareholder returns. They justify it by maintaining that their corporation exists to make money for their shareholders, but that's not why we are here. We are here because Lower Trent Conservation Authority offers important, and mandatory, services. Those mandatory services must be maintained, and we risk undermining them by reducing our staff; but the so-called non-mandatory services make up almost the entirety of our strategic plan, and we're looking at losing them outright. Have we given up on our strategic goals? Looking at the way we've chosen to keep the levy low over the past several years, depleting our savings in the process, I have to ask: have we invested in them at all?

Whether or not you believe in those strategic goals, as I do, it is your role at this table to further them. We can debate about which services, technologies, or programs to invest in; but this year, we've been told unequivocally that continuing to underfund our staff will have disastrous effects for almost everything we've been trying to achieve, and knock-on economic effects for following years. We're considering starving ourselves in order to save some rations, and it doesn't make sense. Please support the full budget, and in so doing support our staff, our strategic plan, and our very reason for being here. Thank you."

Chair Mullin commented that all municipalities are dealing with a number of budget items not in their control; such as, insurance. Over the years, when given the opportunity and being responsible, the municipalities and LTC Board have been able to bring the budget numbers down. The effects have now caught up with this Board.

Director Alyea shared that in the 1990s a 0% budget was decided and at that time, only five staff were with LTC. The Board decision was before amalgamation; as well, there were provincial appointed members. There has never been another 0% budget since. The biggest issue has been the provincial cuts with the burden put on to municipalities. Not without understanding the municipal assessment trends over the past years with population growth having an impact on municipalities.

Director English commented that the past funds have ripple effects; however, this is where we are now.

The Board proceeded to vote on the 2024 Budget Draft as provided in the agenda package.

a. Levy apportionment weighted vote:

Note – a recorded vote is required in accordance with Provincial Regulations to establish the Municipal Levy and weighted based on each Municipality’s Assessment within the Lower Trent Conservation watershed.

RES: G158/23

Moved by: Jeff Wheeldon

Seconded by: Gene Brahaney

THAT the 2024 Municipal Apportionment Levy (Category 1) amount of \$1,398,088.00 be approved.

MUNICIPALITY	DIRECTOR	VOTE YES	VOTE NO	Apportionment % for 2024
Twp. Alnwick/Haldimand	Mike Ainsworth		X	10.4117
Municipality of Brighton	Bobbi Wright	X		8.0085
Municipality of Brighton	Jeff Wheeldon	X		8.0085
Mun. of Centre Hastings	Eric Sandford	X		2.2693
Twp. of Cramahe	Sherry Hamilton	X		8.2834
City of Quinte West	Lynda Reid		X	21.4399
City of Quinte West	Jim Alyea		X	21.4399
Twp. of Stirling-Rawdon	Bob Mullin	X		3.7615
Mun. of Trent Hills	Gene Brahaney	X		8.1886
Mun. of Trent Hills	Rick English	X		8.1886
	TOTALS	7	3	100%

Apportionment present at the meeting	100%
Apportionment voting in favour of the motion	46.71%
Apportionment voting against the motion	53.29%
Apportionment absent from the Meeting	0%

Defeated

The Board reviewed options (removal of the Administrative and Client Services Technician and the Conservation Lands Stewardship positions) and motioned to vote on reducing the draft budget by removing one position. The removal of the Conservation Lands Stewardship Technician, would bring the levy down to 13.3%. As the position represents a .8 full-time equivalent (FTE) position in Category 1 and .2 FTE position in Category 3, will also reduce the amount in Category 3 Municipal MOU agreements.

b. Levy apportionment revised weighted vote:

RES: G159/23

Moved by: Jeff Wheeldon

Seconded by: Jim Alyea

THAT the 2024 Municipal Apportionment Levy (Category 1) amount of \$1,333,343.00 be approved.

MUNICIPALITY	DIRECTOR	VOTE YES	VOTE NO	Apportionment % for 2024
Twp. Alnwick/Haldimand	Mike Ainsworth	X		10.4117
Municipality of Brighton	Bobbi Wright	X		8.0085
Municipality of Brighton	Jeff Wheeldon	X		8.0085
Mun. of Centre Hastings	Eric Sandford	X		2.2693
Twp. of Cramahe	Sherry Hamilton	X		8.2834
City of Quinte West	Lynda Reid	X		21.4399
City of Quinte West	Jim Alyea	X		21.4399
Twp. of Stirling-Rawdon	Bob Mullin	X		3.7615
Mun. of Trent Hills	Gene Brahaney		X	8.1886
Mun. of Trent Hills	Rick English	X		8.1886
	TOTALS	9	1	100%

Apportionment present at the meeting	100%
Apportionment voting in favour of the motion	91.81%
Apportionment voting against the motion	8.19%
Apportionment absent from the Meeting	0%

Carried

The Board moved into simple majority vote on the Draft 2024 Business Plan and total 2024 Budget that includes the revised levy amount provided and carried in Item 8.b.

c. 2024 Business Plan and Budget: simple majority vote:

RES: G160/23 Moved by: Jim Alyea Seconded by: Rick English
 THAT the 2024 Lower Trent Conservation Business Plan; and
 THAT the 2024 Lower Trent Conservation total Budget in the amount of
 \$2,892,060.00 be approved.
Carried

Director Wright and Director Sandford excused from the meeting at 2:04 PM.

CORRESPONDENCE

9. Correspondence

- a) 2023-12-13 MNRF Extension Letter re Transition Plans and Agreements
- b) 2023-12-13 MNRF Direction Letter re 2024 Fees

Rhonda shared the above correspondence received (Attachment 1).

Director Alyea commented that the fees that LTC set are to support the budget and that without provincial support it is even more difficult to manage budgets.

RES: G161/23 Moved by: Jim Alyea Seconded by: Rick English
 THAT the correspondence be received as information; and
 THAT staff be given direction to respond back to MNRF and share the
 letter with Municipal Councils, Conservation Ontario, other
 Conservation Authorities and the public to raise awareness of lack of
 provincial funding and support
Carried

STAFF REPORTS

10. Monthly Payments Issued

RES: G162/23 Moved by: Gene Brahaney Seconded by: Lynda Reid
 THAT the list of payments issued in the total amount of \$268,618.04 for
 the month of November 2023 be received as information.
Carried

11. Watershed Management, Planning and Regulations Update Reports

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

- a. Summary of Permits for Period October 27 – December 4, 2023
- b. Planning and Regulations Update

c. Flood Forecasting & Warning (FFW)/Ontario Low Water Response (OLWR)

RES: G163/23

Moved by: Jeff Wheeldon

Seconded by: Jim Alyea

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

Carried

12. Bay of Quinte Remedial Action Plan Program

a. November 2023 Newsletter

RES: G164/23

Moved by: Lynda Reid

Seconded by: Sherry Hamilton

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

Carried

13. CAO's Report

RES: G165/23

Moved by: Jeff Wheeldon

Seconded by: Rick English

THAT the CAO's Report be received as information.

Carried

14. Closed In-Camera Session

RES: G166/23

Moved by: Jeff Wheeldon

Seconded by: Sherry Hamilton

THAT the Lower Trent Conservation Board of Directors move to in-camera session to discuss a personal matter about an identifiable individual, and
THAT staff and guests present be excused.

Carried

2:11 p.m. - Staff and guests present exited the meeting.

2:26 p.m. - Staff were asked to join the in-camera session.

RES: G167/23

Moved by: Sherry Hamilton

Seconded by: Jeff Wheeldon

THAT the Lower Trent Conservation Board of Directors move back into regular Board meeting session.

Carried

2:40 p.m.

RES: G168/23

Moved by: Jim Alyea

Seconded by: Sherry Hamilton

THAT staff proceed with direction given by the Board in the in-camera session.

Carried

15. Members Inquiries/Other Business

Board of Directors and Staff wished each other Happy Holidays and Merry Christmas.
Next meeting is Annual General Meeting (AGM) on February 8, 2024.

16. Adjournment

There being no further business, the meeting was adjourned.

RES: G169/23

Moved by: Rick English

Seconded by: Jeff Wheeldon

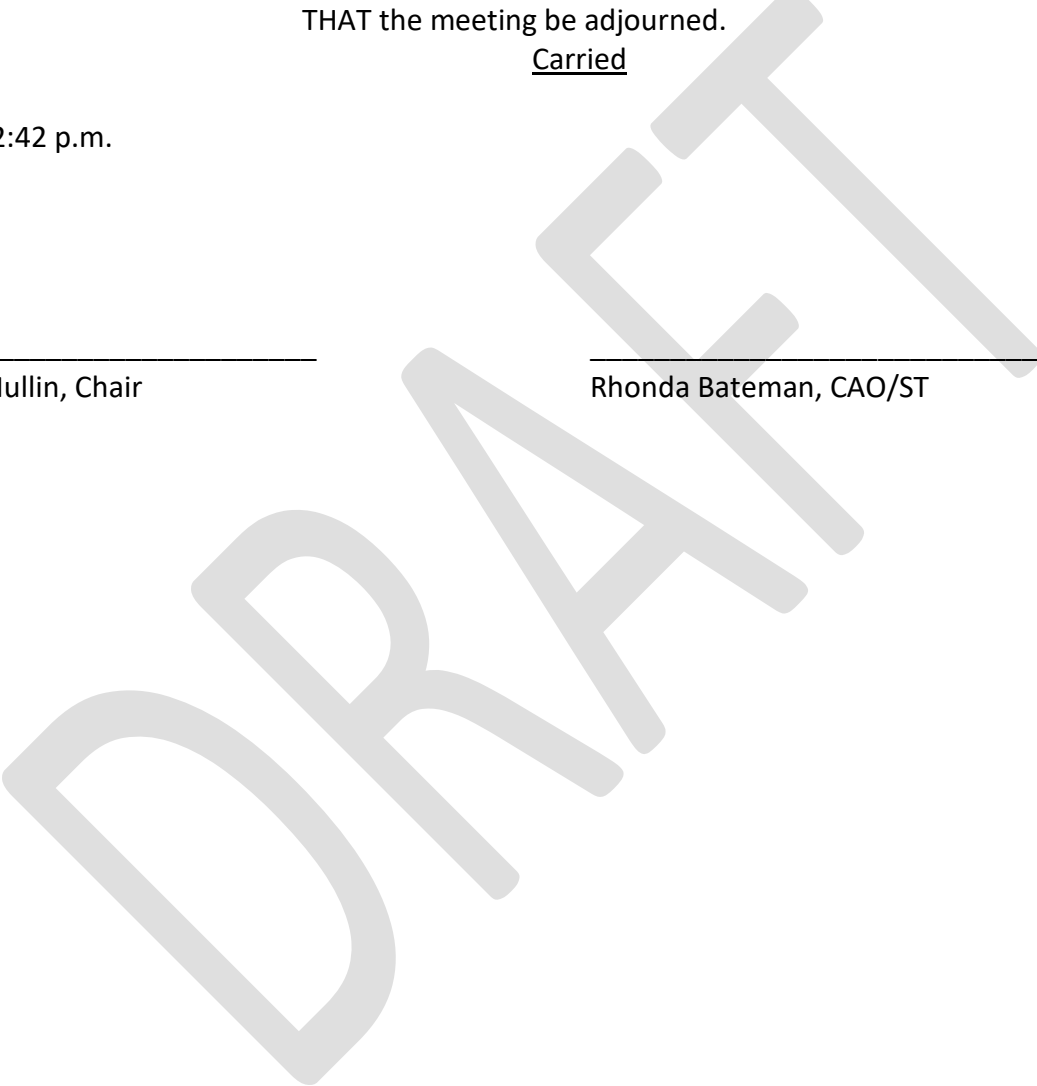
THAT the meeting be adjourned.

Carried

Time 2:42 p.m.

Bob Mullin, Chair

Rhonda Bateman, CAO/ST



Ministry of Natural
Resources and Forestry

Ministère des Richesses
naturelles et des Forêts

Office of the Minister

Bureau du ministre

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93-2023-1094

December 13, 2023

Rhonda Bateman
CAO/Secretary-Treasurer
Lower Trent Region Conservation Authority
rhonda.bateman@lrc.on.ca

Dear Rhonda Bateman,

Thank you for your application on behalf of the Lower Trent Region Conservation Authority (LTRCA) seeking an extension of time beyond the January 1, 2024 transition date for the purposes of subsections 25 (1.3) and 27 (1.3) of the *Conservation Authorities Act* (CAA), to meet the transition requirements outlined in Ontario Regulation 687/21: Transition Plans and Agreements under the CAA (O. Reg. 687/21).

After careful consideration, I am satisfied that your application demonstrates that additional time is required to conclude a cost apportioning agreement for a program or service that will be provided beyond January 1, 2024 pursuant to subparagraph 10 (1) 2 (i) of O. Reg. 687/21. I am therefore granting the LTRCA an extension until March 31, 2024 to meet its transition requirements.

If there are questions about this extension, please feel welcome to reach out to the Conservation Authorities Unit at ca.office@ontario.ca.

Sincerely,

The Honourable Graydon Smith
Minister of Natural Resources and Forestry

c: Conservation Authority Office (via ca.office@ontario.ca)

**Ministry of Natural
Resources and Forestry**

Office of the Minister

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Tel.: 416-314-2301**Ministère des Richesses
naturelles et des Forêts**

Bureau du ministre

99, rue Wellesley Ouest
Bureau 6630, Édifice Whitney
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Tél.: 416-314-2301

December 13, 2023

TO: All Conservation Authorities**SUBJECT:** Extension of Minister's Direction for Conservation Authorities Regarding Fee Changes Associated with Planning, Development and Permitting Fees

I am writing with regards to conservation authority fees for the 2024 year. As you are aware, a Minister's Direction ("Direction") was issued on December 28, 2022, directing conservation authorities not to change fees for programs and services associated with planning, development and permitting for the 2023 calendar year. I have provided a copy of this previous direction for your reference.

Pursuant to my authority under subsection 21.3 (1) of the *Conservation Authorities Act*, I am issuing a new Direction that extends the previous Direction for the upcoming year (attached to this letter as Attachment A). The Direction will be in effect from January 1, 2024 to December 31, 2024 and applies to fees for the same programs and services specified in the Direction that was in effect for 2023.

If you have any questions, please contact Jennifer Keyes, Director, Resources Planning and Development Policy Branch, at 705-761-4831 or jennifer.keyes@ontario.ca.

Sincerely,

A handwritten signature in black ink, appearing to read "Graydon Smith".

The Honourable Graydon Smith
Minister of Natural Resources and Forestry

c: The Honourable Paul Calandra, Minister of Municipal Affairs and Housing
The Honourable Andrea Khanjin, Minister of the Environment, Conservation and Parks

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

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

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

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

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

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

Fee Changes Prohibition

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

Program and Service Fees Impacted

2. This Direction applies to any fee set out in the Fee Schedule of a Conservation Authority, including without limitation fees for any mandatory program or service

(Category 1), municipal program or service (Category 2), or Conservation Authority recommended program or service (Category 3) related to reviewing and commenting on planning and development related proposals, applications, or land use planning policies, or for Conservation Authority permitting.

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

Application

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

Effective Date and Term

6. This Direction is effective from January 1, 2024 (the "**Effective Date**").

Attachment A

7. The term of this Direction is the period from the Effective Date to December 31, 2024 (the “**Term**”).

Amendments

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

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



The Honourable Graydon Smith
Minister of Natural Resources and Forestry
December 13, 2023

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

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

Cataraqui Region CA

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

Catfish Creek CA

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

Central Lake Ontario CA

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

Credit Valley CA

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

Crowe Valley CA

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

Essex Region CA

Suite 311
360 Fairview Ave West
Essex ON N8M 1Y6
Tim Byrne
tbyrne@erca.org

Ganaraska Region CA

Box 328
2216 County Road 28
Port Hope ON L1A 3V8
Linda Laliberte
llaliberte@grca.on.ca

Grand River CA

Box 729
400 Clyde Road
Cambridge ON N1R 5W6
Samantha Lawson
slawson@grandriver.ca

Grey Sauble CA

R.R. #4
237897 Inglis Falls Road
Owen Sound ON N4K 5N6
Tim Lanthier
t.lanthier@greysauble.on.ca

Halton Region CA

2596 Britannia Road West
Burlington ON L7P 0G3
Hassaan Basit
hbasit@hrca.on.ca

Hamilton Region CA

P.O. Box 81067
838 Mineral Springs Road
Ancaster ON L9G 4X1
Lisa Burnside
lisa.burnside@conservationhamilton.ca

Kawartha Region CA

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

Kettle Creek CA

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

Lake Simcoe Region CA

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

Lakehead Region CA

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

Long Point Region CA

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

Lower Thames Valley CA

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

Lower Trent Region CA

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

Maitland Valley CA

Box 127
1093 Marietta Street
Wroxeter ON N0G 2X0
Phil Beard
pbeard@mvca.on.ca

Mattagami Region CA

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

Mississippi Valley CA

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

Niagara Peninsula CA

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

Nickel District CA

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

North Bay-Mattawa CA

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

Nottawasaga Valley CA

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

Otonabee Region CA

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

Quinte CA

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

Raisin Region CA

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

Rideau Valley CA

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

Saugeen Valley CA

R.R. #1

1078 Bruce Road #12, Box #150

Formosa ON N0G 1W0

Jennifer Stephens

j.stephens@svca.on.ca**Sault Ste. Marie Region CA**

1100 Fifth Line East

Sault Ste. Marie ON P6A 6J8

Corrina Barrett

cbarrett@ssmrca.ca**South Nation River CA**

38 Victoria Street

P.O. Box 29

Finch ON K0C 1K0

Carl Bickerdike

cbickerdike@nation.on.ca**St. Clair Region CA**

205 Mill Pond Crescent

Strathroy ON N7G 3P9

Ken Phillips

kphillips@scrca.on.ca**Toronto and Region CA**

101 Exchange Avenue

Vaughan ON L4K 5R6

John MacKenzie

john.mackenzie@trca.ca**Upper Thames River CA**

1424 Clarke Road

London ON N5V 5B9

Tracey Annett

annettt@thamesriver.on.ca



From the Office of the Clerk
The Corporation of the County of Prince Edward
T: 613.476.2148 x 1021 | F: 613.476.5727
clerks@pecounty.on.ca | www.thecounty.ca

November 17, 2023

Please be advised that during the regular Council meeting of November 14, 2023 the following motion regarding support for the Province to stop the Ministry of the Environment, Conservation and Parks (MECP) proposal to expand the use of the permit-by-rule to waste management systems, storm water management systems, and certain water taking activities was carried:

RESOLUTION NO. 2023-569

DATE: November 14, 2023

MOVED BY: Councillor Maynard

SECONDED BY: Councillor Roberts

WHEREAS the Municipality, in support of the Quinte Conservation Authority, actively supports the Source Water Protection Program, as part of local efforts to implement the Clean Water Act, 2006 and its regulations to protect local municipal drinking water sources;

AND WHEREAS the Ministry of the Environment, Conservation and Parks (MECP) is proposing to expand the use of the permit-by-rule to waste management systems, stormwater management systems, and certain water taking activities;

AND WHEREAS In 2018, Bill 68, the Open for Business Act was passed, whereby it legislated that less complex activities that pose low-risk to the environment should not be required to go through the approval process and instead, should self-register on the Environmental Activity and Sector Registry (EASR);

AND WHEREAS Quinte Conservation Authority has outlined in their October 24, 2023 report to their Board, that the activities proposed to move to the EASR may pose too much risk to drinking water, and can pose threats to human health and the environment;

AND WHEREAS Quinte Conservation Authority noted the source water protection concern generally lies in the fact the Ministry will no longer undertake an up-front detailed review of applications related to the specified activities, thereby potentially weakening regulatory oversight;

AND WHEREAS the specified activities, which have the potential to cause significant adverse impacts to the natural environment and human health will no

longer be subject to public and site-specific scrutiny prior to commencing operation in Ontario;

THEREFORE BE IT RESOLVED THAT the Council of the Corporation of Prince Edward County supports the concerns outlined by Quinte Conservation Authority and urges the Provincial government to stop the Ministry of the Environment, Conservation and Parks (MECP) proposal to expand the use of the permit-by-rule to waste management systems, stormwater management systems, and certain water taking activities; and

THAT this resolution be sent to Premier Doug Ford, Todd Smith, Bay of Quinte M.P.P. and Andrea Khanjin, Minister of the Environment, Conservation and Parks; and

THAT this resolution be shared with all 444 municipalities in Ontario, The Federation of Canadian Municipalities (FCM), The Association of Municipalities Ontario (AMO), The Eastern Ontario Wardens' Caucus (EOWC) and all Ontario Conservation Authorities.

CARRIED

Yours truly,



Catalina Blumenberg, **CLERK**

cc: Mayor Steve Ferguson, Councillor Roberts, Councillor Maynard and Marcia Wallace, CAO





The Township of Alnwick/Haldimand

COUNCIL RESOLUTION


Council Meeting Date: November 28, 2023
Council Resolution Number:
Agenda Item Number: 16.16
Agenda Item Title: County of Prince Edward - Resolution 'MOE to Expand Use of Permit-By-Rule'
Mover: M. Answorth
Seconded: M. O'Neill

"Whereas the Council of the Township of Alnwick/Haldimand reviewed the resolution from the County of Prince Edward regarding support for the Province to stop the Ministry of the Environment, Conservation and Parks (MECP) proposal to expand the use of the permit-by-rule to certain water taking activities, waste management systems and storm water management systems;

Be it resolved that Council support this resolution and direct staff to forward a copy of Council's resolution to Premier Doug Ford, MPP David Piccini, the Minister of ~~the Environment~~, Labour, ~~Conservation and Parks~~, Association of Municipalities of Ontario (AMO), Ganaraska Conservation Authority, Lower Trent Conservation Authority, and all Ontario municipalities."

Immigration, Training & Skills Development

- Carried
- Defeated
- Deferred
- Recorded Vote


 Mayor, John Logel


Twp of A/H Resolution - 'MOE to Expand Use of Permit-By-Rule'

Yolanda Melburn <ymelburn@ahtwp.ca>

Thu 2024-01-04 9:28 AM

To:premier@ontario.ca <premier@ontario.ca>

Cc:Municipality of Chatham-Kent <ckclerk@chatham-kent.ca>;County of Bruce <dthomson@brucecounty.on.ca>;Municipality of Arran-Elderslie <clerk@arran-elderslie.ca>;Municipality of Brockton <fhamilton@brockton.ca>;Municipality of Kincardine <clerk@kincardine.net>;Municipality of Northern Bruce Peninsula <clerk@northernbruce.ca>;Municipality of South Bruce <clerk@southbruce.ca>;Town of Saugeen Shores <clerk@saugeenshores.ca>;Town of South Bruce Peninsula <admin@southbrucepeninsula.com>;Township of Huron-Kinloss <edance@huronkinloss.com>;County of Dufferin <clerk@dufferincounty.ca>;Town of Grand Valley <mtownsend@townofgrandvalley.ca>;Town of Mono <clerksoffice@townofmono.com>;Town of Orangeville <clerksdivision@orangeville.ca>;Town of Shelburne <townclerk@townofshelburnema.gov>;Township of Amaranth <nmartin@amaranth.ca>;Township of East Garafraxa <clerks@eastgarafraxa.ca>;Township of Melancthon <dholmes@melancthontownship.ca>;Township of Mulmur <tatkinson@mulmur.ca>;City of St. Thomas <mkonefal@stthomas.ca>

 1 attachments (211 KB)

Info Alnwick Haldima_20231220_134348.pdf;

Dear Premier Ford,

Please find attached a copy of the resolution passed by the Council of the Township of Alnwick/Haldimand in support of a resolution from the County of Prince Edward for the Province to stop the Ministry of the Environment, Conservation and Parks (MECP) proposal to expand the use of the permit-by-rule to certain water taking activities, waste management systems and storm water management systems.

Regards,

Yolanda Melburn
Deputy Clerk
Township of Alnwick/Haldimand
10836 County Road 2, P.O. Box 70
Grafton, Ontario K0K 2G0
905-349-2822 ext.32
ymelburn@ahtwp.ca
"United Lake to Lake"

Note:

Individuals who submit letters and other information to Council and its Committees should be aware that any personal information contained within their communications may become part of the public record and may be made available through the agenda process which includes publication on the Township's website.

Privilege and Confidentiality Notice

As regulated by the Personal Information Protection and Electronic Documents Act, S.C.2000 C5, this electronic transmission, including all attachments, is directed in confidence to the person(s) to which it is addressed, or an authorized recipient, and may not otherwise be distributed, copied, printed or disclosed. If you have received this electronic transmission in error, please notify the sender immediately by return transmission and then immediately delete this transmission, including all attachments, without copying, printing, distributing or disclosing same. Thank you.

-----Original Message-----

From: alnhald@eagle.ca <alnhald@eagle.ca>

Sent: December 20, 2023 1:44 PM

To: Yolanda Melburn <ymelburn@ahtwp.ca>

Subject: Scanned image from TOWNSHIP OF ALNWICK

Reply to: Info Alnwick Haldima <alnhald@eagle.ca> Device Name: TOWNSHIP OF ALNWICK Device Model: MX-4071

Location: Not Set

File Format: PDF (Medium)
Resolution: 200dpi x 200dpi

Attached file is scanned image in PDF format.
Use Acrobat(R)Reader(R) or Adobe(R)Reader(R) of Adobe Systems Incorporated to view the document.
Adobe(R)Reader(R) can be downloaded from the following URL:
Adobe, the Adobe logo, Acrobat, the Adobe PDF logo, and Reader are registered trademarks or trademarks of Adobe Systems Incorporated in the United States and other countries.

<https://can01.safelinks.protection.outlook.com/?url=http%3A%2F%2Fwww.adobe.com%2F&data=05%7C02%7Crhonda.bateman%40lrc.on.ca%7C555a5a92700f425a0cd008dc0d315114%7Cedb4d209cdba47d1b5cefd2e10850d51%7C0%7C0%7C638399752799253531%7CUnknown%7CTWFpbGZsb3d8eyJWljiMC4wLjAwMDAiLCJQIjoiV2luMzliLCJBTiI6Iik1haWwiLCJXVCi6Mn0%3D%7C3000%7C%7C%7C&sdata=32iS5YdVnVWD%2FSIBUOvWX3m1fq%2FN0C9bHR6hCri8FCg%3D&reserved=0>



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

January 10, 2024

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: January 10, 2024 Final Submission – O. Reg. 687/21

As required under Ontario Regulation 687/21 please accept this correspondence as Lower Trent Region Conservation Authority's final submission at the end of the transition period.

Attached to this email are seven Memorandums of Understanding (MOU) signed by seven municipalities within the Lower Trent Region Conservation Authority jurisdiction. These MOUs include all Category 2 and Category 3 services applicable to each municipality.

The following municipalities have signed MOUs:

The Municipality of Trent Hills
The Township of Stirling-Rawdon
The Township of Centre Hastings
The Township of Cramahe
The Municipality of Brighton
The Municipality of Quinte West
The Township of Alnwick/Haldimand

Copies of the MOUs can be found on our website:

<https://ltc.on.ca/governance/>

Also attached to this email is the final, board approved program and service inventory as required. A copy of the final program and service inventory was provided to our municipal partners on August 23, 2023.

The program and service inventory was approved by email poll by the Board of Directors on August 21, 2023 and ratified at the September 14, 2023 Board meeting.

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

In addition, I would like to express our appreciation to the Ministry in regard to receiving permission for an extension to the final transition date. Luckily signing of the last two MOUs occurred in mid to late December and the extension was not required. It was helpful to know that our municipal partners had some extra time to make their decision if necessary.

Working with Local Communities to Protect our Natural Environment



Member of Conservation Ontario

Representing Ontario's 36 Conservation Authorities

Please feel free to 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

Attachments:

Trent Hills MOU
Stirling-Rawdon MOU
Centre Hastings MOU
Cramahe MOU
Brighton MOU
Quinte West MOU
Alnwick/Haldimand MOU
2023-09-14 LTC Inventory of Programs and Services – Board Approved – ratified

c.c. LTC Board of Directors



January 12, 2024

Board of Directors
The Lower Trent Region Conservation Authority
714 Murray Street
Trenton, Ontario
K8V 0N1

Dear Board of Directors:

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

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

Responsibilities in Relation to the Financial Statement Audit

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

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

Responsibilities in Relation to the Financial Statement Audit - Cont'd.

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

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

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

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

Risk Based Approach

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

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

Materiality

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

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

Timing of the Audit

Based on our discussions to date with management we anticipate following the following schedule for completion of the 2023 audit:

Stage of the audit/deliverable	Date
Planning	January 12, 2024
Year-end fieldwork	January 15-19, 2024
Draft financial statements	February 1, 2024
Board of Directors meeting	February 8, 2024
Final financial statements due	February 16, 2024

Audit Team

The key members of the audit team for 2023 are shown in the table below:

Name	Responsibility
Daniel Coleman, CPA, CA Engagement Partner dcoleman@welch.on.ca 613-392-1287	Responsible for the overall delivery of the audit including the quality of outputs, signing the auditors' report, and communicating with the Chief Administrative Officer, the Manager - Corporate Services and the Board of Directors.
Doug Churcher, CPA, CA Reviewing Partner dchurcher@welch.on.ca 613-966-2844	Responsible for reviewing the work completed by our engagement team to ensure it meets both our professional and Firm standards.
Jenn Berezowski, CPA, CA Audit Manager jberezowski@welch.on.ca 613-392-1287	Responsible for coordinating and delivering the different elements of the audit work. Main point of contact for the Authority's finance team.
Tristen Neron Staff Accountant tneron@welch.on.ca 613-392-1287	Responsible for conducting field work under supervision of the manager.

Fraud Related Matters

Under Canadian Auditing Standards, we are required to communicate directly with the Audit Committee regarding fraud related matters.

To complete this component of our mandate we need to obtain certain representations from management with respect to error and fraud and establish that you have been alerted accordingly.

Please be aware that management is responsible to report all incidents of fraud, unless the matter is trivial in nature, to the Board along with their recommendation for dealing with the matter. The Board should then review the matter and advise management on how to proceed.

We will obtain written representations concerning fraud related matters from management in their Representation Letter which management will date concurrently with the release date of our audit report.

Independence

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

Reporting matters to those charged with governance

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

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

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

Yours truly,

Welch LLP

A handwritten signature in black ink, appearing to read "Daniel Coleman", with a long horizontal flourish extending to the right.

DANIEL J.W. COLEMAN, CPA, CA
Partner

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

CHEQUE # / EFT #	PAYEE	DETAILS	AMOUNT
	Staff Payroll	Dec/23 Payroll Period Nov 25 - Dec 22	128,919.55
68950755	Workplace Safety Insurance Board	Dec/23 WSIB Premium	3,879.98
68950730	OMERS	Dec/23 Pension Contributions	21,138.00
68950674	Jani-King of Eastern	Dec/23 Cleaning - Admin and Workshop	1,268.99
68951112	CIBC VISA	Dec/23 Statement	4,457.85
68950618	Board of Directors	2023 2nd Half Per Diems and Travel	4,764.36
68645148	K. Stephens	Staff - Supplies	18.13
16311	A&L Canada Laboratories Inc.	BQRAP - Soil Tests	357.88
16312	City of Belleville	BQRAP - Advertising	1,644.15
16313	Capstone Development and Training	Staff Training - SP and Enforcement	141.25
16314	CDW Canada Corp.	Printer/fax Supplies	72.99
16315	City of Quinte West	TGCA Restoration Project - materials/labour	9,159.16
16316	The Glen Road Organics Ltd	TGCA Restoration Project - soil samples	180.80
16317	G. Rodgers	Professional Services - Strategies	7,500.00
16318	JB Print Solutions	TGCA Restoration Project - signage	724.35
16319	JKN Consulting	Professional Services - Engineering	450.00
16320	KGS Group	FHIMP Project - Trent River	2,389.48
16321	OT Group - DCB Business Systems Group Inc	Monthly Photocopier Usage Services	178.29
16322	Nesda Technologies Ltd.	BQRAP - Jan-Mar/24 web/email services	71.12
16323	Purolator Inc.	Courier Services	11.45
16324	Templeman LLP	Legal Services - Wielenga/Maizeing	7,078.44
16325	Trenton Home Hardware Building Centre	Nov/23 Stmt - property maintenance/supplies	410.27
16326	WM. J. Thompson Farm Supply Ltd.	Vehicle - Toyota Tacoma winter tires	1,785.17
16327	Uline Canada Corporation	CL - supplies	109.40
16328	Ultramar - Parkland Corporation	Utilities - Goodrich-Loomis Centre	831.04
16329	Waste Management of Canada Corporation	Monthly Waste Services - Conservation Lands	93.58
16330	L. Burt	May 16/23 Mun Wrk Grp - DWSP Per Diem	200.00
16331	B. Clark	May 16/23 Mun Wrk Grp - DWSP Per Diem	200.00
16332	R. Straka	May 16/23 Mun Wrk Grp - DWSP Per Diem	400.00
16333	M. Kearn	Refund Deposit - OLS Permit RP-19-066	500.00
16334	C. Ross	Staff - Supplies	127.62
16335	B. Desnoo	BQRAP - Rural Stewardship Cover Crop	850.00
16336	G. Fenwick	BQRAP - Rural Stewardship Cover Crop	1,520.00
16337	T. Brazda	BQRAP - Rural Stewardship Cover Crop	481.95
16338	L. Prins	BQRAP - Rural Stewardship Cover Crop	2,248.41
16339	L. Hamilton	BQRAP - Rural Stewardship Cover Crop	1,343.77
16340	S. Black	BQRAP - Rural Stewardship Cover Crop	2,500.00
16341	A. Desnoo	BQRAP - Rural Stewardship Cover Crop	1,173.00
16342	O. Hann	BQRAP - Rural Stewardship Cover Crop	660.00
16343	M. McTaggart	BQRAP - Rural Stewardship Cover Crop	2,500.00
16344	Battlefield Equipment Rentals	Equipment maintenance/supplies	13.02
16345	City of Quinte West	Monthly Water/Wastewater - Workshop	66.44
16346	Cogeco Connexion Inc.	Monthly Internet Services - Workshop	90.34
16347	Dibbits Landscape Supply	CL Goodrich-Loomis	65.60
16348	Free Flow Petroleum	Monthly Vehicle and Equipment Fuel	1,670.72
16349	Hydro One Networks Inc.	Monthly Utilities - Wrkshop and Admin Bldgs	862.85
16350	L. Staples	Professional Services - AODA for DWSP	1,820.00
16351	Pitney Bowes Leasing	Postage Meter - Oct-Dec/23 lease	99.53
16352	Staples Commercial	Office Supplies	188.83

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

CHEQUE # / EFT #	PAYEE	DETAILS	AMOUNT
16353	Telizon Inc	Monthly Telephone Lines	466.42
16354	C. Chase	Refund Deposit - OLS Permit RP-21-302	500.00
16355	C. Van	Refund Deposit - Coastal Eng RP-20-107	1,000.00
16356	D. Quick	Refund Deposit - OLS Permit RP-20-273	500.00
16357	G. Comeau	Staff - Training and Travel	354.57
16358	A. Boulton	Nov 2/23 SPC Mtg - Per diem & travel	225.60
16359	A. Hukowich	Nov 2/23 SPC Mtg - Per diem & travel	238.40
16360	B. Spencer	Nov 2/23 SPC Mtg - Per diem & travel	200.00
16361	B. Clark	Nov 2/23 SPC Mtg - Per diem & travel	220.80
16362	C. Ryall	Nov 2/23 SPC Mtg - Per diem & travel	289.60
16363	D. Blodgett	Nov 2/23 SPC Mtg - Per diem & travel	232.00
16364	D. Workman	Nov 2/23 SPC Mtg - Per diem & travel	244.00
16365	G. Offshack	Nov 2/23 SPC Mtg - Per diem & travel	273.60
16366	G. Milne	Nov 2/23 SPC Mtg - Per diem & travel	200.00
16367	L. Burt	Nov 2/23 SPC Mtg - Per diem & travel	200.00
16368	M. Gibbs	Nov 2/23 SPC Mtg - Per diem & travel	224.80
16369	P. Niblett	Nov 2/23 SPC Mtg - Per diem & travel	227.60
16370	R. Straka	Nov 2/23 SPC Mtg - Per diem & travel	227.20
16371	R. Lake	Nov 2/23 SPC Mtg - Per diem & travel	218.40
16372	T. Rees	Nov 2/23 SPC Mtg - Per diem & travel	200.00
16373	D. Glover	BQRAP - Rural Stewardship Cover Crop	2,500.00
16374	J. Thompson	BQRAP - Rural Stewardship Cover Crop	1,387.50
16375	L. Smith	BQRAP - Rural Stewardship Cover Crop	1,768.90
16376	L. Wannamaker	BQRAP - Rural Stewardship Cover Crop	2,500.00
16377	J. McComb	BQRAP - Rural Stewardship Cover Crop	2,500.00
16378	J. MacLaughlin	BQRAP - Rural Stewardship Cover Crop	2,500.00
16379	RJ Farms	BQRAP - Rural Stewardship Cover Crop	750.00
16380	Wynn Farms	BQRAP - Rural Stewardship Cover Crop	2,500.00
16381	A. Hough	BQRAP - Rural Stewardship Cover Crop	2,500.00
16382	J. Richardson	BQRAP - Rural Stewardship Cover Crop	2,500.00
16383	B. Honey	BQRAP - Rural Stewardship Cover Crop	2,250.00
16384	O. Lake	BQRAP - Rural Stewardship Cover Crop	2,500.00
16385	M. Putnins	BQRAP - Rural Stewardship Cover Crop	2,500.00
16386	J. Mumby	BQRAP - Rural Stewardship Cover Crop	2,500.00
16387	G. Brown	BQRAP - Rural Stewardship Cover Crop	2,500.00
16388	J. Smith	BQRAP - Rural Stewardship Cover Crop	1,650.00
16389	E. Prins	BQRAP - Rural Stewardship Cover Crop	877.20
16390	D.M. Wills Associates Limited	FHIMP Project - Colborne Creek	4,086.65
16391	Jewell Engineering	FHIMP Project - Rawdon, Mayhew, Cold, Butler	34,502.63
16392	JKN Consulting	Professional Services - FHIMP Project	5,000.00
16393	McKeown Motor Sales	Vehicle Maintenance/repairs - MF Tractor	1,595.07
16394	Enbridge - Uniongas	Utilities - Workshop and Admin Bldg	396.89
16395	Minister of Finance	2023 Part 1 of 2 - Aerial Imagery SCOOP	3,547.41
16396	Brighton Springs	Water Supply - Admin Bldg	27.75
16397	County of Northumberland	Waste Disposal - Conservation Lands	93.60
16398	J. Mahoney	Staff - Supplies and Clothing Allowance	180.46
16399	M. Narini	Staff - Supplies and Clothing Allowance	215.36
16400	Bell Mobility Inc.	Monthly Cellular Phones - Service	319.65
16401	407 ETR	Travel	126.11
16402	Brighton Springs	Water Supply - Admin Bldg	46.25
16403	Cormier Autopro - Obsentia	Vehicle Maintenance - Dodge RAM	82.60
16404	Ducon Contractors Limited	Admin Bldg - Capital Repairs	40,673.11

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

CHEQUE # / EFT #	PAYEE	DETAILS	AMOUNT
16405	Hydro One Networks Inc.	Monthly Utilities - Goodrich-Loomis Centre	98.51
16406	PitneyWorks	Postage Meter - supplies	174.55
16407	C. McLeod	Staff - Clothing Allowance	84.42
			<hr/>
Total of Payments December 2023			<u>350,895.37</u>

**Lower Trent Conservation
PAYMENTS LOG - JANUARY 2024**

CHEQUE # / EFT #	PAYEE	DETAILS	AMOUNT
	Staff Payroll	Jan/24 Payroll Period Dec 23/23 - Jan 19/24	125,145.22
69012225	Sun Life Assurance	Jan/24 Group Benefits Premium	7,904.40
69375329	Workplace Safety Insurance Board	Jan/24 WSIB Premium	4,049.33
69375243	OMERS	Jan/24 Pension Contributions	21,912.46
69375242	Jani-King of Eastern	Jan/24 Cleaning - Admin and Workshop	1,357.82
69375330	CIBC VISA	Jan/24 Statement	4,762.09
16408	D&M Plumbing Heating & Refrigeration	Preventative Maintenance Service	802.30
16409	OT Group - DCB Business Systems Group Inc	Monthly Photocopier Usage Services	206.18
16410	Renshaw Power Products	Tractor parts and supplies	451.24
16411	Templeman LLP	Legal Services	4,632.47
16412	Trenton Home Hardware Building Centre	CA Lands supplies - Trenton Greenbelt	67.66
16413	K. Taylor	DWSP Staff - Travel	40.00
16414	River Institute	BQRAP - Governance - Iterim Report	8,550.00
16415	Township of Asphodel-Norwood Community Ctr	DWSP - Meeting venue	183.06
16416	City of Quinte West	Monthly Water/Wastewater - Workshop	69.88
16417	Hydro One Networks Inc.	Monthly Utilities - Admin Bldg	619.71
16418	Canadian Pacific Railway Company	2024 Lease - Trenton Greenbelt	339.00
16419	Cogeco Connexion Inc.	Monthly Internet Services - Workshop	90.34
16420	Conservation Ontario	2024 Conservation Ontario Levy - Instal 1 of 2	11,359.00
16421	Farms at Work	2024 Collaborative website	75.00
16422	Ferguson Tree Nursery	25% Deposit for 2024 Native Plants/Tree Seed	3,352.57
16423	Hydro One Networks Inc.	Monthly Utilities - Workshop	377.13
16424	Telizon Inc	Monthly Telephone Lines	464.13
16425	Waste Management of Canada Corporation	Monthly Waste Services - Conservation Lands	92.40
16426	A. Anderson	2024 Professional Agrologist Membership	508.50
16427	R. Bateman	Training - First Aid Course	125.00
16428	M. Grant	BQRAP - Rural Stewardship Program	1,200.00
16429	A. Wannamaker	BQRAP - Rural Stewardship Program	2,500.00
16430	D. Byford	BQRAP - Rural Stewardship Program	2,500.00
16431	M. Brouwers	BQRAP - Rural Stewardship Program	2,400.00
16432	J. Brouwers	BQRAP - Rural Stewardship Program	2,500.00
16433	Free Flow Petroleum	Monthly Vehicle and Equipment Fuel	684.14
16434	J. Brown	Replacement lost chq #16106	26.71
16435	J. Livingstone	Replacement lost chq #16143	17.74
16436	Colleen Dempster	Replacement lost chq #16295	300.00
16437	407 ETR	Travel	70.31
16438	B&T Sales	Janitorial Supplies	157.23
16439	Bell Mobility Inc.	Monthly Cellular Phones - Service	239.98
16440	Brighton Springs	Water Supply - Admin Bldg	37.00
16441	CDW Canada Corp.	ESET Renewal - Internet security software	1,791.03
16442	Conservation Ontario	2023 Geowarehouse Usage	614.56
16443	D.M. Wills Associates Limited	FHIMP - ON22-0016 Colborne Creek	13,815.38
16444	Enbridge - Uniongas	Monthly Utilities - Admin Bldg	449.10
16445	Hydro One Networks Inc.	Monthly Utilities - Goodrich-Loomis Centre	85.11
16446	Jewell Engineering	FHIMP - Rawdon/Cold/Mayhew Butler Creeks	27,038.64
16447	KGS Group	FHIMP - Trenton Reiver	6,797.50
16448	KONE Inc	Elvator - Annual Safety & Maintenance	2,224.75
16449	L. Staples	DWSP - Professional Services - AODA	364.00
16450	Municipality of Centre Hastings	2024 Interim Property Taxes	291.25
16451	Purolator Inc.	Courier Services	7.18

**Lower Trent Conservation
PAYMENTS LOG - JANUARY 2024**

CHEQUE # / EFT #	PAYEE	DETAILS	AMOUNT
16452	Snap360 Ltd.	BQRAP - Domain Name Annual Renewal	37.23
16453	Staples Commercial	Office Supplies	611.29
16454	S. Mugalingam	Recognition - 20 years Service	200.00
16455	ComPsych Canada Ltd.	2024 Employee Assistance Program	623.49
16456	Enbridge - Uniongas	Monthly Utilities - Workshop	113.03
16457	Municipality of Trent Hills	2024 Interim Property Taxes	768.05
16458	Practica	CL Supplies - Annimal waste pick-up bags	262.10
Total of Payments January 2024			<u>266,263.69</u>



LOWER TRENT
CONSERVATION

STAFF REPORT

Date: January 30, 2024
To: LTC Board of Directors
Re: Watershed Management, Planning and Regulations UPDATE
Prepared by: Rhonda Bateman

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 December 31, 2023)	Dates for Similar Number for Previous Years (Total for Year)			
		2022	2021	2020	2019
Permits	320	Sept 26 (398)	Oct 6 (383)	Nov 6 (351)	Nov 5 (338)
Planning	213	Aug 8 (310)	Sept 17 (259)	n/a (169)	Sept 30 (248)
Complaints	77	n/a (66)	n/a (65)	n/a (56)	n/a (54)
Enforcement	39	Jun 27 (63)	Sept 28 (45)	n/a (32)	Nov 29 (33)
Online Inquiries	1000	n/a (738)	Sept 30 (1132)	n/a (645)	n/a (446)
Legal Requests	60	n/a (36)	n/a (48)	n/a (28)	n/a (33)
Clearance Letters	52 (not updated)	n/a (25)	n/a	n/a	n/a
Site Visits	246	Sept 7 (363)	Oct 12 (282)	n/a (166)	n/a (213)

Legal Cases:

- **ENF-19-024** –Staff attended court on November 27, 2023 in relation to this matter. The Defendant appeared in front of the courts and entered pleas of guilt to both charges (i.e., development and interference of a watercourse). A reduced fine was brought forward as part of the voluntary plea and a restoration order is to be pursued to ensure the watercourse feature is rehabilitated. – Status: **ONGOING - Update**
- **ENF-20-028** – Property owner has put forward an appeal against the sentencing decision and fines. The appeal hearing was to be on December 12, 2023, an additional appeal being brought forward on procedural jurisdiction. The hearing was rescheduled for February 13, 2024 – Status: **ONGOING – No change**
- **ENF-21-005:** First appearance was set for June 7, 2023 followed by a To Be Spoken To (TBST) date on September 20, 2023 to provide an update on the restoration works. The restoration works have commenced; however, the works were only in the initial stages at the time of the TBST. LTC Staff conducted an inspection on September 22, 2023 and confirmed the works had begun but had not yet satisfied the permit conditions. The courts adjourned the matter to allow for the restoration works to continue and second TBST date was set for October 4, 2023. Following the October 4, 2023, TBST date, the Court scheduled a third TBST date to allow for additional time for the restoration work to continue. The TBST date was scheduled for November 15, 2023. Staff have scheduled a site inspection visit on October 26, 2023. Staff attended the subject property on the scheduled date to inspect the restoration works. A large portion of restoration work has been completed as per the approved restoration

plans; however, due to weather and site conditions, the work is not yet finished. Due to the time of year, the Court has scheduled a follow-up TBST date for March 27, 2024 where the owner will need to provide a work schedule for the remainder of the restoration works, specifically, the replanting of the disturbed area. Reminder that LTC issued the restoration permit on May 12, 2023. Status: **ONGOING - Update**

Watershed Management

- Wetland assessments have been completed for the 2023 year and staff are finalizing the remaining map updates. It is important to note that wetland assessment list is closed for the remainder of the year and anyone added to the list will be given first priority next growth season.
- Monitoring staff have completed the fall Provincial Groundwater Monitoring Network (PGMN) sampling for water quality in our monitoring wells and collected all of the temperature loggers that were deployed in May/June. Data analysis will be completed soon with our Annual reporting to be completed within the next few months (pending staff time and receipt of the data from the Provincial lab).
- Staff have applied for funding through the Community Emergency Preparedness Grant to replace existing precipitation gauges and bolster the existing precipitation gauge network through adding 4 additional precipitation gauges throughout the watershed.

Permitting:

Ongoing Permit files:

- Staff have issued 24 permits and 1 permit amendments since the previous reporting period.
- 320 permits were received in 2023
- Staff had received 18 permit files as of January 30, 2024
- LTC staff are in discussions with the applicant team for Permits D, E and F for the Hillside Meadows North Subdivision in the City of Quinte West (RP-22-047; RP-22-048 and RP-22-049). The Board Hearing was held on June 9, 2022 where all applications were approved by LTC Board with conditions. It is important to note that LTC staff have not yet received a wetland compensation plan for this file. This is due to several factors which are delaying the process. Staff scheduled and attended a meeting on November 15, 2023 to discuss potential solutions to move the file forward. Three (3) possible solutions have been provided to the owner by staff, which is now being reviewed by the owner. Due to the current timeframe from the date the Board issued the permit, the owner is unable to appeal the conditions set by the Board. From the June 9, 2022 Hearing, 5 permits were brought to the Board and 2 of these permits have been issued so far. These two permits have been inspected and comply with the Board approved permit and conditions. Status: **ONGOING – Update**

Planning:

- Staff had received 29 Planning inquires by Jan. 30, 2024
- LTC Staff reviewed and commented on 8 Subdivision and Condominium Files in 2023 (new and ongoing).
- LTC Staff reviewed and commented on 26 Planning Act Applications (Severances, Zoning By-law amendments, Official Plan amendments, Site Plan Control applications and/or Minor Variances).
- LTC Staff are currently meeting with the Planning departments to ensure LTC are working efficiently with our Municipal partners to ensure timely responses to Planning Act submissions.
- 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: January 31, 2024
To: LTC Board of Directors
Re: Flood Forecasting & Warning UPDATE
Prepared by: Rhonda Bateman, CAO

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 Jan. 31, 2024)	Total Number for Previous Years					
		2023	2022	2021	2020	2019*	2018
Water Safety	1	4	2	2	3	8	2
Flood Outlook	1	8	4	4	5	5	5
Flood Watch	1	2	0	0	3	6	7
Flood Warning	0	2	0	0	0	13	0
Total (System)	3	15	6	6	11	32	14

Summary of Current Conditions

January 2024 has been as a wetter month than expected with three flood statements. The cold at the beginning of the month resulted in frazil ice formations especially along the Trent River and in smaller creeks and streams. There was no long term jamming from the accumulation of the ice. Following those frigid temperatures, conditions warmed and the watershed received both rain and snow. Snowmelt, rainfall and runoff increased streamflows across the region.

The Level 1 Low Water Condition was rescinded in mid-January after

Based on the information collected at the Environment Canada Rain gauge located at CFB Trenton, the first three weeks of 2024 have reached 99% of the long term average for the month and 100% of the 18 month average for precipitation. The increased rainfall in December and the beginning of January it was determined that the short and long term low water conditions no longer meeting the criteria. As a result, the LTC and the Low Water Response Team rescinded a Level 1 Low Water Condition on January 19, 2024. As usual, staff will be continually monitoring the conditions and forecast to provide through updates to our Municipal partners and key stakeholders.

Condition	Indicator	
	Precipitation (3 month or 18 month)	Streamflows
Level I	<80% of average	Spring: – monthly flow < 100% lowest average summer month flow Other times: – monthly flow < 70% of lowest average summer month flow
Level II	<60% of average Weeks with < 7.6mm	Spring: – monthly flow < 70% of lowest average summer month flow Other times: – monthly flow < 50% of lowest average summer month flow
Level III	<40% of average	Spring: – monthly flow < 50% of lowest average summer month flow Other times: – monthly flow < 30% of lowest average summer month flow

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. Our recent January rainfalls resulted in local creek systems having higher than normal flows. Currently, the stream flows for our creeks have returned to average flows. Staff will be continuing to review the conditions and forecast for updates.

Trent River

After a cold spell in early January, the Trent River system is now 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. Currently, there are no changes on the Trent River to report. It is important to note that during the winter months, severe drops in temperatures could again lead to frazil ice and other ice related issues. LTC staff are reviewing weather conditions and will provide updates to emergency management staff where necessary.

Lake Ontario

Currently, water levels are average for this time of year. There are no changes to report.

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: January 29, 2023
To: Board of Directors
Re: Annual Permit Reports O. Reg. 163/06
Prepared by: Gage Comeau, Manager – Watershed Management, Planning and Regulations
 Rhonda Bateman, CAO

PROPOSED RESOLUTION:

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

BACKGROUND:

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

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

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

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

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

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

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

There is also an Annual Reporting recommendation for these new guidelines as outlined in the document entitled “*Annual Reporting on Timelines Template For Permissions under Section 28 of the Conservation Authorities Act*”, which was endorsed by CO Council in December 2019. These standards are initially focused on high growth CAs but Lower Trent Conservation staff have made a commitment to follow these guidelines as well. Once the Board has received the information, the annual report should be placed on the CA’s website, as part of the client-centric checklist material.

An overall summary of LTC permits received and approved for the 2019 to 2023 Calendar Years has been included with this report (Attachment 1). An Annual Report Summary for this past year (2023) has been prepared using the template outlined in the Guideline and was provided to Conservation Ontario in January 2024 (Attachment 2) for their records. This information is being provided to the LTC Board of Directors for information.

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

YEAR	Total Permits				Major Permits				Minor Permits				Compliance Permits
	Permit Applications Received	Permit Applications Approved	Applications Approved Within Timelines	% Approved Within Provincial Timelines	Permit Applications Received	Permit Applications Approved	Applications Approved Within Timelines	% Approved Within Provincial Timelines	Permit Applications Received	Permit Applications Approved	Applications Approved Within Timelines	% Approved Within Provincial Timelines	
2019	338	326	324	99.4%	239	227	226	99.6%	99	99	98	99.0%	23
2020	351	325	325	100.0%	275	251	251	100.0%	76	74	74	100.0%	20
2021	383	332	325	97.9%	306	253	246	97.2%	77	79	78	98.7%	25
2022	398	383	380	99.2%	305	292	290	99.3%	93	91	90	98.9%	46
2023	320	284	278	97.9%	266	221	215	97.3%	54	63	63	100.0%	18

CO Guidelines: 28 days

21 days

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

2010 MNR Policy & Procedure Timelines: Major (90 days); Minor (30 days)

2019 CO Guideline Timeline: Major (28 days); Minor (21 days); Routine (14 days)

LTC O.Reg. 163/06 Reporting - 2023

CONSERVATION AUTHORITY	Number of Permits Issued Within Policy and Procedure Timeline		Number of Permits Issued Outside of Policy and Procedure Timeline			Reason for Variance from Policy and Procedure (Optional)			
	Major	Minor	Major	Minor		Major	Minor		
Lower Trent Conservation	221	63	0	0		-	-		
	Number of Permits Issued Within CO Guideline Timeline			Number of Permits Issued Outside of CO Guideline timeline			Reason for Variance from Guidelines (Optional)		
	Major	Minor	Routine	Major	Minor	Routine	Major	Minor	Routine
	215	63	0	6	0	0	See Notes	-	-

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

Variance Notes: MINOR: n/a
MAJOR: 5 of these Files required Hearings so the Permit was issued > 28 days after receiving a complete application
1 of these files was received prior to the Christmas Holiday Break and was issued 29 days after receiving a complete



LOWER TRENT
CONSERVATION

STAFF REPORT

Date: January 16, 2024
To: Board of Directors
Re: Conservation Lands Report for the period October 1 to December 31, 2023
Prepared by: Chris McLeod, Supervisor, Conservation Lands

PROPOSED RESOLUTION:

THAT the Conservation Lands Update for the period October 1 – December 31, 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 Centre and Administrative Office).

During the fall of 2023:

- Winterize outside water systems for Administration Building, Goodrich-Loomis, and Workshop
- Install winter tires on all applicable fleet vehicles
- Cut back of overgrowth vegetation on around culverts and bridges, Bleasdel Boulder, Goodrich-Loomis and Seymour Conservation Areas
- Remove docks for the winter season at Glen Miller and Trenton Greenbelt Conservation Areas
- Facilitated the pump out of permanent privies at Goodrich-Loomis, Sager, and Seymour Conservation Areas

SPECIAL PROJECTS & PROGRAM IMPROVEMENTS:

- Install sitting bench donated by the Trenton Rotary Club at the Trenton Greenbelt CA
- Install trailhead sign at the Trenton Greenbelt CA
- Move boulders to surround wildflower planted areas and build tree planting berm at the Trenton Greenbelt CA
- Seasonal removal of logs at the Warkworth dam
- Install anti-slip tread tape on all wooden bridges on CA lands and stairs at Goodrich-Loomis building
- Oversee contractor repairing water damage impacts on South East corner of Administration building
- Build and install rustic style sitting bench along the Beaver Trail at Goodrich-Loomis CA
- Clean out clogged drainage pipes at Goodrich-Loomis building

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 = 2

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. Special attention was given during the fall season to take down hazard trees impacted by Emerald Ash Borer along the trails.

- Proctor Park CA = 74
- Goodrich-Loomis CA = 93
- Bleasdell Boulder CA = 3
- Seymour CA = 97
- Sager CA = 3

CONSERVATION LANDS VANDALISM:

- No notable vandalism was found or reported during this period.

CONSERVATION LANDS ENFORCEMENT:

No Section 29 tickets were issued during this period.



LOWER TRENT
CONSERVATION

STAFF REPORT

Date: January 24, 2024
To: Board of Directors
Re: Summary of Education and Outreach Activities October 1 – December 31, 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
October 11	Guest Speaker: Trenton Lions Club - Anne Anderson	40
October 13	Youth education: Trenton Christian School, Goodrich-Loomis Hike - Nicholas Reynolds	28
October 14	Special Event: Hot Compost Workshop - Jason Jobin	33
October 17	Youth Education: St. Paul Catholic School – Trenton Greenbelt Planting - Jason Jobin, Nicholas Reynolds, Massimo Narini, Brooke Wright	36
October 18	Youth Education: Trenton High School – Trenton Greenbelt Planting - Jason Jobin, Nicholas Reynolds	28
October 19	Youth Education: Trenton High School – Trenton Greenbelt Planting - Jason Jobin, Nicholas Reynolds, Corinne Ross	23
October 19	Youth Education: St. Paul Catholic School – Trenton Greenbelt Planting - Jason Jobin, Nicholas Reynolds, Corinne Ross	20
October 20	Special Event: Trenton Greenbelt Volunteer Planting - Jason Jobin, Nicholas Reynolds, Massimo Narini, Corinne Ross	20
October 23	Youth Education: St. Paul Catholic School – Trenton Greenbelt Planting - Jason Jobin, Corinne Ross	36
October 25	Youth Education: Stirling Public School - Nicholas Reynolds	87

October 25	Radio Interview: 93.5 MyFm, Brighton posted on Brighton Today website https://www.brightontoday.ca/2023/10/25/40498/ - Massimo Narini	
October 26	Special Event: Drinking Water Wise Webinar – Well Care 101 - Trent Bos	60 (100+ hits on video)
November 28	Special Event: Lennox and Addington Stewardship Council, Bay of Quinte Event - Sarah Midlane-Jones, Anne Anderson	90
November 30	Special Event: Drinking Water Wise Webinar – Septic Care 101 - Trent Bos	60 (100+ hits on video)
December 8	Special Event: Bay of Quinte Phosphorus Management Workshop (University of Toronto) - Sarah Midlane-Jones, Anne Anderson, Shan Mugalingam, Jeff Meyer	60
December 15	Youth Education: Trent River Public School - Nicholas Reynolds	27

SOCIAL MEDIA

Date	Post	People Reached
October 2	Hot Compost Workshop	931
October 2	Volunteer Call Out – Trenton Greenbelt	5,100
October 5	Hot Compost Workshop	1,300
October 7	Planning Technician Job Advertisement	1,400
October 10	Conservation Lands – Glen Miller Docks Out	352
October 11	Hot Compost Workshop	1,100
October 13	Volunteer Call Out – Trenton Greenbelt	685
October 19	Volunteer Call Out – Trenton Greenbelt	1,600
October 25	Drinking Water Source Protection	950
November 1	Drinking Water Source Protection – Clean Water	652
November 8	Drinking Water Source Protection – Well Water	1,700
November 10	Remembrance Day	607
November 22	Drinking Water Source Protection – Septic System	875
November 29	Trenton Greenbelt Rotary Club Trenton – Bench	2,700
December 4	Native Plant Sale Opening Day	5,400
December 7	Drinking Water Source Protection – Overview	154
December 12	Native Plant Sale	2,500
December 15	Public Information Centers – Floodplain Mapping	542
December 22	Administrative and Client Service Job Advertisement	3,900
December 22	Office Closed for Holidays	1,200

UPCOMING EVENTS

January 10	BQRAP stewardship programs presentation – DFO Species at Risk webinar
January 16	FHIMP PIC – Rawdon Creek
January 23	FHIMP PIC – Mayhew Creek and Cold Creek
January 24	FHIMP PIC – Colborne Creek
January 25	Drinking Water Wise webinar - Realty
January 29	MyFM Interview – Native Plant Sale
January 30	FHIMP PIC – Butler Creek and Arena Creek
February 13	FHIMP PIC – Trent River



LOWER TRENT
CONSERVATION

STAFF Report

Date: January 30, 2024
To: Board of Directors
Re: Summary of Risk Management Official Activity Pursuant to Part IV of the *Clean Water Act* - Period of October 1st to December 31st

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 **October 1st to December 31st, 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	83	39	19	0
Warkworth	31	0	30	1	1	0
Hastings	29	4	25	8	5	0
Campbellford	73	3	64	12	7	0
Brighton	1	0	1	0	0	0
Colborne	1	5	5	1	1	0
Grafton	0	0	0	0	0	0
Total threats	244	25	208	61	33	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.

SITE VISITS

The following site visits were completed during the review period.

Location	Property Identifier	Purpose	Date
Stirling	1605	Revoking RMP – left factsheets and business card	October 5 th
Warkworth	6572	Sign Exemption Letter – Agricultural	October 5 th
Colborne	6896	Exemption Letter – explanation to property owners	October 5 th
Colborne	6902	Threat verification – Not home – left door hanger	October 17 th
Warkworth	1213	Exemption Letter – explanation to property owners	October 17 th
Warkworth	6572	Signed Exemption Letter – delivered copy	October 17 th
Colborne	6902	Threat verification, discuss Policies and RMP measures.	October 19 th
Colborne	6902	Sign Exemption Letter – Agricultural	October 25 th
Stirling	1603	Threat verification – discuss RMP measures	October 31 st
Stirling	1605	Revoking RMP – left factsheets and business card	October 31 st
Campbellford	1002	Threat verification, discuss Policies and RMP measures	November 2 nd
Campbellford	1004	Threat verification, discuss Policies and RMP measures	November 7 th
Stirling	1603	Inspection for RMP measures	November 15 th
Stirling	1605	Revoking RMP – discuss Policies	November 15 th
Stirling	1603	Inspection – Attached Spills Action Centre sticker	November 22 nd
Stirling	1605	Revoking RMP – discuss Policies	November 22 nd
Stirling	1002	RMP development	November 22 nd
Stirling	1002	Threat Verification – discuss RMP measures	November 24 th
Campbellford	1023	Threat Verification – Not home – left door hanger	December 5 th
Campbellford	6567	Threat Verification – discuss Policies	December 5 th
Campbellford	1022	Exemption Letter – Not home – left door hanger	December 5 th
Campbellford	1014	Exemption Letter – discuss Policies	December 5 th

RISK MANAGEMENT PLANS (RMP)

The following table details Risk Management Plans established for the review period.

Location	RMP #	Activity	Date Established
1002	RMP-23-801	THE ABOVE GRADE HANDLING OF FUEL	24-Nov-23

NOTICES

The following table details Notices issued for the review period.

Type of Notice*	Notice #	Location	Threat Subcategory
s. 59(2)(a)	N-23-916	130 Albert St W, Hastings	Building Permit – dwelling

*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
Stirling	RMP-15-007	Risk Management Plan Compliance (s. 58)	November 15 th
Campbellford	N/A	Confirm no significant threat activities are occurring and exemption letter is still sufficient	December 5 th ,
Stirling	RMP-21-001	Risk Management Plan Compliance (s. 58)	December 12th

Types of Inspections

Risk Management Plans Compliance (Section 58)

Prohibition (Section 57)

TRAINING

Date	Training Course	Details
October 11 to Dec 8	Introduction to Nutrient Management Course	Completion of online course covering farming practices, and the best practices to avoid source water contamination.



LOWER TRENT
CONSERVATION

STAFF REPORT

Date: January 29, 2024
To: Board of Directors
Re: Local Drinking Water Source Protection for the period October 1 to December 31, 2023
Prepared by: Anne Anderson, Manager, Community Outreach & Special Projects

PROPOSED RESOLUTION:

THAT the Local Drinking Water Source Protection Update for the period October 1 – December 31, 2023 be received as information.

SOURCE PROTECTION COMMITTEE:

- Provided updates to the Source Protection Committee at the November 2 meeting.
- Initiated process to fill newly vacated municipal seat on the Source Protection Committee.

REGIONAL SUPPORT:

- Attended three Leads meetings.
- Supported reporting on Section 36 public consultation.
- Ongoing threat verification related to the Section 36 updates.
- Preparation for Annual Progress Reporting.

MUNICIPAL SUPPORT:

- Ongoing support to Risk Management Official/Inspector and Environmental Education Technician.
- Ongoing education via social media and school programming.



Waterlogs - December 2023

Holiday Greetings

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

HAPPY HOLIDAYS

Happy Holidays

Wishing you and your family
the best of the season.

Anne, Shan, Sarah, Jason,
Mary, Robert

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

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



Image courtesy of Pinterest

www.bqrap.ca

In partnership locally with Lower Trent Conservation and Quinte Conservation

A LITTLE SELF-CARE CAN HELP MAKE THE SEASON MERRY AND BRIGHT



Image by pvproductions on Freepik

Get your “hygge” on - Hygge is pronounced HOO-gah.

This is a concept a lot of people could use at this time of year.

The Danes really lean into the idea of self-care during the cold winter months, and, we should be no different. As we approach the Christmas season with all its joy and frustrations, a little self-care can go along way to making the season merry and bright.

So what is “hygge” some of the key ingredients are togetherness, relaxation, indulgence, presence, and comfort. Sounds like something we should practice all year, not just at Christmas. Enjoy, getting your “hygge” on.

<https://www.self.com/story/practicing-hygge-danish-lifestyle>

HERE ARE A COUPLE OF WAYS TO ENJOY NATURE THIS HOLIDAY SEASON



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

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

The CBC in each Count Circle is planned on a day between December 14 and January 5. Effort for each circle is organized by a Compiler, who is a fellow volunteer (or team of volunteers) at the local level, often supported by a birding club or naturalist organization.

<https://www.birdscanada.org/bird-science/christmas-bird-count>



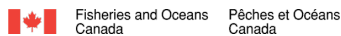
Project FeederWatch is a joint research and education project of Birds Canada and the Cornell Lab of Ornithology that depends on volunteers like you to help us all learn more about bird populations.

Everyone is welcome. You don't need to be an expert birder. You also don't need to make a huge time commitment – you decide how much time you spend.

Even if you count birds only once during the season, that is a helpful snapshot of the birds in your location. Make a donation to get started then, you will have access to the Project FeederWatch data entry page and all of the important information you need to turn your bird watching hobby into scientific discoveries!

<https://www.birdscanada.org/you-can-help/project-feederwatch>

SPECIES AT RISK WEBINAR



SAVE THE DATE!

INVITATION TO FEDERAL AQUATIC SPECIES AT RISK (SAR) UPDATE WEBINAR

We are pleased to invite you to participate in an Information Webinar on *Aquatic Species at Risk (fishes and mussels) and Project Review* presented by Fisheries and Oceans Canada (DFO) for areas within the **Lower Trent, South Nation, and Raisin Region Conservation Authority** watersheds.

WHEN: **WEDNESDAY, January 10, 2024 - 1:30 P.M. to 3:15 P.M.**

WHO: This session is geared toward local **Conservation Authority and municipal staff, consultants, contractors, drainage sector and other stakeholders** who plan or conduct work in and around water.

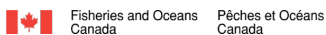
HOW: This webinar will be held via **Microsoft Teams**. You will simply require a supported web browser to participate (such as Google Chrome, Microsoft Edge, or Mozilla Firefox). **NOTE: capacity is limited!**

REGISTER EARLY to confirm your intention to participate in this webinar by emailing Maia.Cvetkovic@dfo-mpo.gc.ca before 4:00 p.m. on Monday January 8, 2023. Webinar link and instructions will be distributed to registered participants prior to the meeting.

TOPICS WILL INCLUDE:

- What you need to know about the federal *Species at Risk Act*
- Aquatic SAR (fish and mussel) species listings and locations in your area
- Using DFO's national [Aquatic SAR Map](#) to determine species and Critical Habitat presence
- Highlights on DFO's updated [Projects Near Water](#) website
- Federal funding programs for aquatic SAR stewardship
- Local aquatic SAR stewardship project highlights.

Staff from Fisheries and Oceans Canada in Burlington will provide this information and answer your questions.



AGENDA

Federal Aquatic Species at Risk Update Webinar

For **Lower Trent, South Nation and Raisin Region** watersheds

Wednesday, January 10, 2024 – 1:30 p.m. to 3:15 p.m.

Conducted via Microsoft Teams

- 1:30 Welcome
- 1:40 Overview of the federal *Species at Risk Act*
- 1:50 Aquatic SAR (fish and mussel) listings and locations in your area
- 2:30 Using DFO's national **Aquatic SAR Map** and **Projects Near Water** website
- 2:40 Federal funding programs for aquatic SAR stewardship
- 2:50 Local aquatic SAR stewardship project highlights
- 3:00 Questions and Answers
- 3:15 Session adjourns

LEAD PRESENTER:

Shelly Dunn
Senior Species at Risk Biologist
Species at Risk Program
Fisheries and Oceans Canada
Phone: 905-802-6515
Email: shelly.dunn@dfo-mpo.gc.ca

Waterlogs - January 2024

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

IT'S THE NEW YEAR, NOW WHAT!

Phosphorus Management Plan Adaptive Management Implementation



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

All good stuff. So what's up?

The Remedial Action Plan (RAP) is close to meeting all the criteria and targets that were outlined when it was developed. It's important to understand that achieving the targets and criteria set out in the RAP

doesn't mean the work on the bay's water quality is finished. There will be added pressures from population increases, and development, climate change, and new invasive species. The area is growing and new developments are adding more impervious surfaces increasing stormwater runoff and additional volume to sewage treatment plants. As well, everyone wants to live on the water these days, impacting shorelines and wetlands; climate change - will affect water quantity and quality, and there will be new invasive species - think water soldier. So what happens next?

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

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

www.bqrap.ca

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Bay of Quinte Remedial Action Plan

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

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

This is a free online presentation.

Monday, March 4, 2024 - 7:00 p.m.

Register on Eventbrite to receive the link.

<https://marshmonitoring2024.eventbrite.ca>



For information on this evening
smidlanejones@bqrap.ca
 613-392-3915 ext 214
www.bqrap.ca



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

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

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

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

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

Register on Eventbrite at <https://marshmonitoring2024.eventbrite.ca> to receive the presentation link.

Registration closes on Sunday, March 3rd at 7:00 pm.

THE GREAT BACKYARD BIRD COUNT



The Great Backyard Bird Count is an annual four-day event that engages bird enthusiasts of all ages around the world in counting birds to create a real-time snapshot of where the birds are. Anyone can participate, from beginners to experts. You can count for as little as 15 minutes on a single day, or for as long as you like each day of the event. It's free, fun, and easy – and it helps the birds! The Great Backyard Bird Count is a joint program of the Cornell Lab of Ornithology and Audubon with Canadian partner Birds Canada.

<https://www.birdcount.org/>

START PLANNING FOR SPRING

**“In winter, I plot and plan.
In spring, I move.”**

Henry Rollins

Get a jump start on spring

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

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

Rural Stewardship

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

Urban Stewardship

- Rain Gardens
- Shoreline Plantings

FREE Agricultural Soil Testing

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

Kaitlin Maurer
BQRAP Environmental Technician
P: 613-968-3434 ext 107
E: KMaurer@quinteconservation.ca



In partnership locally with Lower Trent Conservation and Quinte Conservation

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

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

Kaitlin Maurer BQRAP Environmental Technician,
Quinte Conservation,
P: 613-968-3434 ext. 107
E: KMaurer@quinteconservation.ca



LOWER TRENT
CONSERVATION

STAFF REPORT

Date: January 31, 2024
To: LTC Board of Directors
Re: Draft Watershed Based Resource Management Strategy
Prepared by: Anne Anderson, Manager, Community Outreach and Special Projects

PROPOSED RESOLUTION:

THAT the Board receive the Draft Watershed Based Resource Management Strategy for information and that staff release the Draft strategy for public engagement.

BACKGROUND:

Section 21.1 of the *Conservation Authorities Act* and Ontario Regulation 686/21 under this Act requires that each Conservation Authority develop a Watershed Based Resource Management Strategy by December 31, 2024.

The Strategy sets out the guiding principles and objectives of LTC, its Mandatory Programs and Services, and its Municipal and Other Programs and Services. The Strategy will assist LTC with enhancing the delivery of its Mandatory Programs and Services and with assessing any issues and identifying risks that impact the effective delivery of its other programs and services. It also identifies desirable future programs, services and actions that will help LTC meet its objectives and long-term goals.

In 2023 Glenda Rodgers was contracted to develop a draft of the Watershed Based Resource Management Strategy in consultation with LTC staff. This contract was completed in November with the submission of a draft strategy.

As outlined in the regulation, conservation authorities are required to ensure stakeholders and the public are consulted during the preparation of the Watershed-Based Resource Management Strategy in “a manner that the authority considers advisable”. To meet this requirement staff are proposing a public engagement period for the month of March. During this period staff will:

- Post the draft strategy and supporting information on the website.
- Contact stakeholders and partners via direct e-mail to inform them of the strategy and opportunity to review and provide input.
- Utilize LTC E-news and social media platforms to direct the public to the draft document.
- Develop survey to guide input to the strategy. The survey available on website link from front page news.
- Distribute the survey via direct email and on social media.

RECOMMENDATION:

Staff recommends to the Board of Directors that the Draft Watershed Based Resource Management Strategy be received for information and that staff release the Draft strategy for public engagement.

DRAFT

Lower Trent Conservation

**Watershed Based
Resource Management Strategy**

DRAFT

PREFACE

This Watershed Based Resource Management Strategy has been prepared by Lower Trent Conservation to meet the provisions set out under Section 21.1 of the *Conservation Authorities Act* and Ontario Regulation 686/21 under this Act.

DRAFT

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1 INTRODUCTION

1.1 Purpose

Lower Trent Conservation (LTC) has prepared this Watershed-based Resource Management Strategy to meet the provisions set out under Section 21.1 of the [Conservation Authorities Act](#) (CA Act) and [Ontario Regulation 686/21 \(Mandatory Programs and Services\)](#).

The Strategy sets out the guiding principles and objectives of LTC, its *Mandatory Programs and Services*, and its *Municipal and Other Programs and Services*. The Strategy will assist LTC with enhancing the delivery of its *Mandatory Programs and Services* and with assessing any issues and identifying risks that impact the effective delivery of its other programs and services. It also identifies desirable future programs, services and actions that will help LTC meet its objectives and long-term goals.

1.2 Regulatory Framework

Section 21.1 of the CA Act sets out the *Mandatory Programs and Services* which must be delivered by all conservation authorities; these are described in more detail under Ontario Regulation 686/21. Section 21.1.1 of the CA Act refers to the *Municipal Programs and Services* that conservation authorities are permitted to provide under agreement with its member municipalities. Section 21.1.2 sets out the *Other Programs and Services* that conservation authorities are permitted to deliver.

Subsection 12(1) paragraph 3 of the Regulation requires all conservation authorities to prepare a "watershed-based resource management strategy" in accordance with subsections 12(4) through (9).

Ontario Regulation 686/21

12 (4) The watershed-based resource management strategy referred to in paragraph 3 of subsection (1) shall include the following components:

1. Guiding principles and objectives that inform the design and delivery of the programs and services that the authority is required to provide under section 21.1 of the *Act*.
2. A summary of existing technical studies, monitoring programs and other information on the natural resources the authority relies on within its area of jurisdiction or in specific watersheds that directly informs and supports the delivery of programs and services under section 21.1 of the *Act*.
3. A review of the authority's programs and services provided under section 21.1 of the *Act* for the purposes of,
 - i. determining if the programs and services comply with the Regulations made under clause 40 (1) (b) of the *Act*,
 - ii. identifying and analyzing issues and risks that limit the effectiveness of the delivery of these programs and services, and
 - iii. identifying actions to address the issues and mitigate the risks identified by the review, and providing a cost estimate for the implementation of those actions.
4. A process for the periodic review and updating of the watershed-based resource management strategy by the authority that includes procedures to ensure stakeholders and the public are consulted during the review and update process.

(5) Subject to subsections (6) and (7), a watershed-based resource management strategy may include programs and services provided by the authority under sections 21.1.1 and 21.1.2 of the *Act*.

(6) If, in respect of programs and services the authority provides under subsection 21.1.1 (1) of the *Act*, a memorandum of understanding or other agreement is required, a watershed-based resource management strategy may not include those programs and services unless the memorandum of understanding or other agreement includes provisions that those programs and services be included in the strategy.

(7) If, in respect of programs and services the authority provides under subsection 21.1.2 (1) of the *Act*, an agreement is required under subsection 21.1.2 (2), a watershed-based resource management strategy may not include those programs and services unless the agreement includes provisions that those programs and services be included in the strategy.

(8) The authority shall ensure stakeholders and the public are consulted during the preparation of the watershed-based resource management strategy in a manner that the authority considers advisable.

(9) The authority shall ensure that the watershed-based resource management strategy is made public on the authority's website, or by such other means as the authority considers advisable.

1.3 About Lower Trent Conservation (LTC)

The Lower Trent Region Conservation Authority (Lower Trent Conservation or LTC) was formed in 1968 under the CA Act. Located in southern Ontario, LTC's area of jurisdiction covers 2,070 km² and includes all, or portions of, seven municipalities:

- Township of Alwick/Haldimand
- Municipality of Brighton
- Municipality of Centre Hastings
- Township of Cramahe
- City of Quinte West
- Township of Stirling-Rawdon
- Municipality of Trent Hills

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

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

The Board of Directors is comprised of 10 representatives from the seven member municipalities (Brighton, Quinte West, and Trent Hills each have two representatives). LTC's Board of Directors and staff work with a growing number of partners who share a concern for the future of the region's environment. These partners provide information, ideas, labour and funding.

A more comprehensive description of the organization can be found in the annual [Business Plan](#) and the history of its formation is described in the [Conservation Report 2018](#).

2 STRATEGIC DIRECTION

2.1 LTC's Strategic Plan

LTC's [Strategic Plan \(2018 -2028\)](#) outlines its priorities, organizational commitments and environmental goals, which together, will help the organization thrive in this changing world.

LTC's vision for the future is:

Healthy watersheds for healthy communities

LTC's mission, its reason for being, is:

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

The Conservation Strategy also sets out its values – the beliefs and philosophy that guide LTC's decision-making and actions.

- Integrity, Accountability and Transparency
- Being Adaptive and Embracing Change
- Supporting Staff Excellence and Wellness
- Partnerships, Collaboration and Teamwork
- Continuous Improvement and Innovation
- Providing Quality Service

2.2 Guiding Principles

Guiding principles establish the fundamental approach that drives the decision-making of the Conservation Authority. These newly established guiding principles have been developed to meet the requirements of Ontario Regulation 686/21 and provide the context for the objectives outlined in this Strategy:

- The conservation, restoration, development, and management of natural resources is best implemented on a watershed basis.
- The health and safety of watershed residents is a primary consideration for all development.
- Water and other natural resources are vital natural assets; they buffer the impacts of climate change, mitigate natural hazards, filter contaminants, assimilate waste, sustain biodiversity, and provide green spaces for recreation, among other community benefits.
- The management of water and other natural resources is a shared responsibility among conservation authorities, municipalities, government agencies and other stakeholders.
- Resource management decisions are integrated and transparent and take into consideration a broad range of community uses, needs, and values, including ecosystem needs.
- Engagement and collaboration leads to better and stronger ideas, actions and outcomes.
- Everyone deserves safe drinking water.
- Natural green spaces are critical to the community, providing environmental, economic, social, mental and physical health benefits.
- Community education leads to environmental stewardship - active participation in conservation efforts to protect land and water resources.

2.3 Objectives

LTC's strategic plan identified four high level goals to guide the Conservation Authority's programs and services:

- Protect Land and Water Resources
- Advance Watershed Knowledge
- Support Sustainable, Healthy Communities
- Inspire Others to Take Action

Under the umbrella of these broad goals, specific objectives are set out below. These objectives have been developed to meet the requirements of Ontario Regulation 686/21 and relate to *Mandatory Programs and Services* (Category 1) and support *Municipal and Other Programs and Services* (Category 2 and 3). Category 2 and Category 3 programs are essential to the support and delivery of Category 1 programs and services. Watershed monitoring and public education are integral in science-based watershed knowledge and decision-making processes.

- To avoid, reduce or mitigate potential risk to public health and safety, and to property.
- To mitigate potential risk to drinking water sources and ensure a sustainable and clean water supply for the watershed community.
- To characterize groundwater and surface water resource systems and other natural resources/systems, which regulate natural hazard processes and provide drinking water sources, while supporting the hydrological and ecological integrity of the watershed.
- To protect and maintain Conservation Authority owned lands for public safety, natural heritage protection, outdoor recreation, and socio-economic health.
- To identify and understand key resource issues and the primary stressors that cause them.
- To research and identify potential solutions for addressing key resource issues, advocating for government funding and policies to address these issues, and adapting/developing programs and services as required.
- To educate and engage the watershed community to promote awareness of natural hazards and watershed health, and to encourage the protection and restoration of land and water resources through stewardship action.

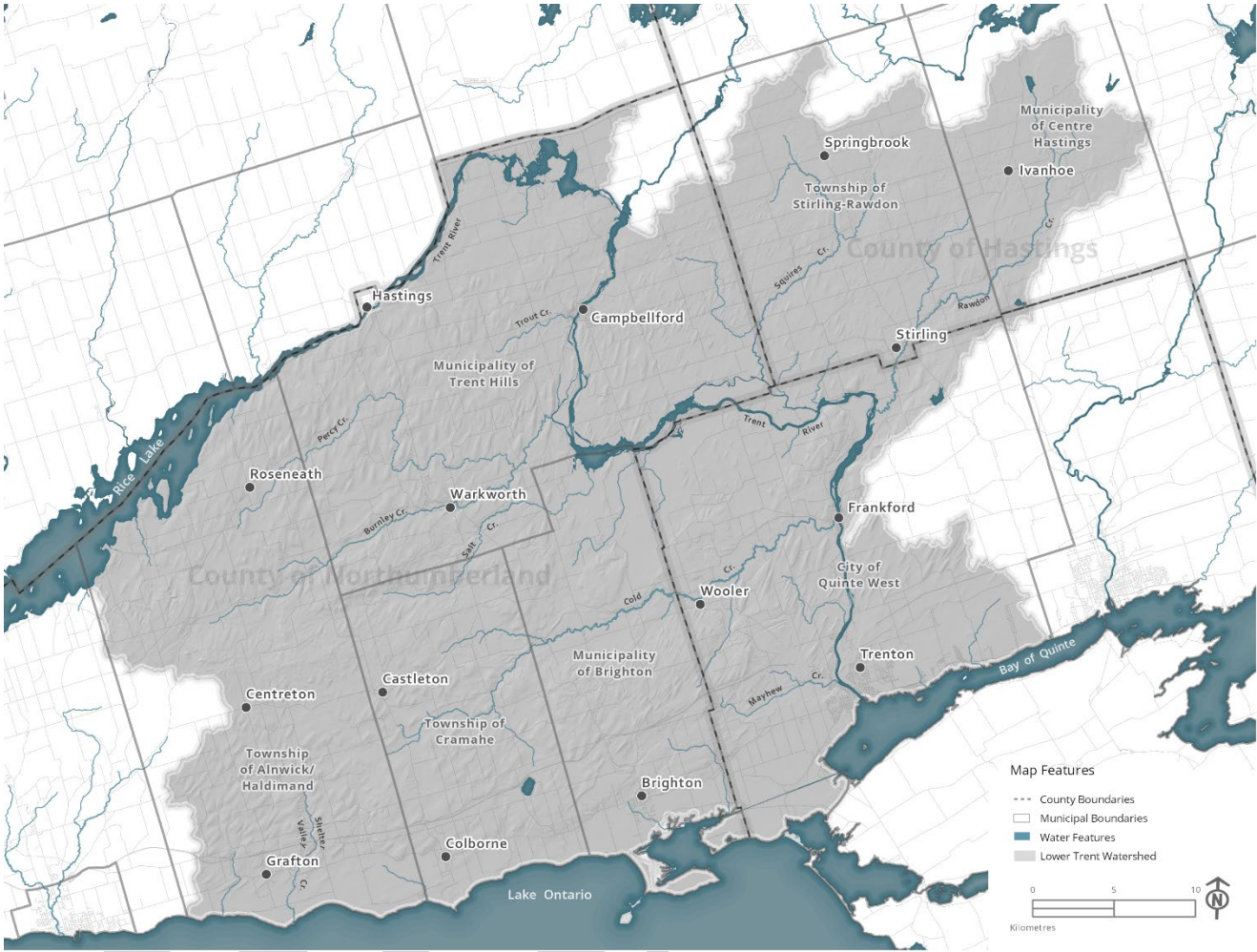
2.4 Annual Business Plan and Budget

Each year the Board of Directors issues a Business Plan and budget. The Business Plan outlines the program priorities for the year that will help the Conservation Authority meet its goals and objectives and strive towards its vision of Healthy Watersheds for Healthy Communities. The budget supports the Business Plan. The budget categorizes the programs and services into Category 1, 2 and 3 (Mandatory, Municipal and Other).

3 WATERSHED CHARACTERIZATION

The Lower Trent watershed region is located in southern Ontario. It is situated on the traditional territory of the Anishnabek, Huron-Wendat, and Haudenosaunee (Iroquois) First Nations, and within the context of the Williams Treaty. The watershed region covers approximately 2,070 km², stretching from Rice Lake to Lake Ontario and the Bay of Quinte, and from just west of Grafton to Quinte West (Map 1).

DRAFT



Map 1: Lower Trent Region Watershed

The Lower Trent watershed region has been described in detail in the 2018 Conservation Report and 1970 Conservation Report. Watershed characterization was also completed for the Trent Source Protection Area, which encompasses the Lower Trent watershed region and approximately 28 square kilometres of the Township of Havelock-Belmont-Methuen, outside of Conservation Authority jurisdiction (see [Trent Assessment Report](#)). Below is a condensed version of these earlier works.

3.1 Physical Geography

The geologic foundation of the watershed region is Precambrian rock. These are mostly covered with sedimentary rock, formed in the Paleozoic period. While overburden covers most of the region, both Paleozoic and Precambrian bedrock outcrops occur in the north with some Paleozoic outcrops in the valley of the Trent River and near the shoreline of Lake Ontario. Where the overburden is thin in the northeast portion of the region, the bedrock is shaped by running water, and there is some evidence of karst topography.

During the ice age, massive ice sheets scoured and scraped the landscape, and deposited and molded the debris as overburden. The overburden is composed of a variety of unconsolidated materials ranging in grain size from clay to gravel to boulders. A significant portion the region was inundated by glacial Lake Iroquois, the much large predecessor of Lake Ontario, which greatly influenced the landscape of the region. The consequences of this glacial and fluvio-glacial activity took the form of till plains, kame moraines, till moraines, sand plains and clay plains. Across the southern and central parts of the region numerous beaches, bars, spits and terrace escarpments can be found - remnant shoreline features of the former glacial lake. The landforms of the region include the Oak Ridges and Dummer Moraines, Peterborough Drumlin Field, South Slope, and Iroquois Lake Plain.

Soils within the Lower Trent watershed region primarily belong to either one of the following Great Groups: the Gray Brown Podzolic Group or the Brown Forest Group. A complex array of soil types has evolved in response to the diverse geological fabric of this highly glaciated region. Soils differ greatly in composition, depth and texture depending on their parent materials, whether it be glacial till, glacial-fluvial outwash or lacustrine deposits. Sandy-loam and sand type soils are generally found in the western and southern half of the watershed region. The loams are related mainly to those till plain areas in the northeastern and the northern half of the region. The clay type soils are associated with the clay plain that skirts the northern fringe area of Percy Reach (on the Trent River south of Campbellford).

3.2 Climate

Warm summers and cool winters are characteristic of the temperature regime of the watershed region. Topography exerts a significant influence on local temperature and precipitation. The year-round open water of Lake Ontario has a pronounced effect in moderating the climate of the southern portion of the region from the more extreme conditions, which might normally be expected to prevail. With global warming, changes to the climate and hydrologic regime of the watershed region are inevitable. It is expected that average annual temperatures will increase, with the most warming occurring locally in winter. It is also anticipated that annual precipitation totals are likely to increase, but this will occur more in winter and spring, with summer and fall precipitation totals decreasing. Along with this is an increased possibility of more frequent and intense precipitation events.

3.3 Water Resources

The Trent River is the backbone of the watershed region. The watershed is comprised of the watersheds that flow into the lower Trent River, and several other watersheds that flow directly into Lake Ontario and the Bay of Quinte (Map 2). For reporting purposes, the watershed region has been divided into 12 watersheds/watershed groupings.

Nine watersheds flow into Rice Lake and the Trent River:

- Trout Creek
- Percy/Burnley (Mill) Creek
- Salt Creek
- Squires (Hoards) Creek
- Rawdon Creek
- Cold Creek
- Mayhew Creek
- Rice Lake Tributaries
- Trent River Corridor

Two flow into Lake Ontario:

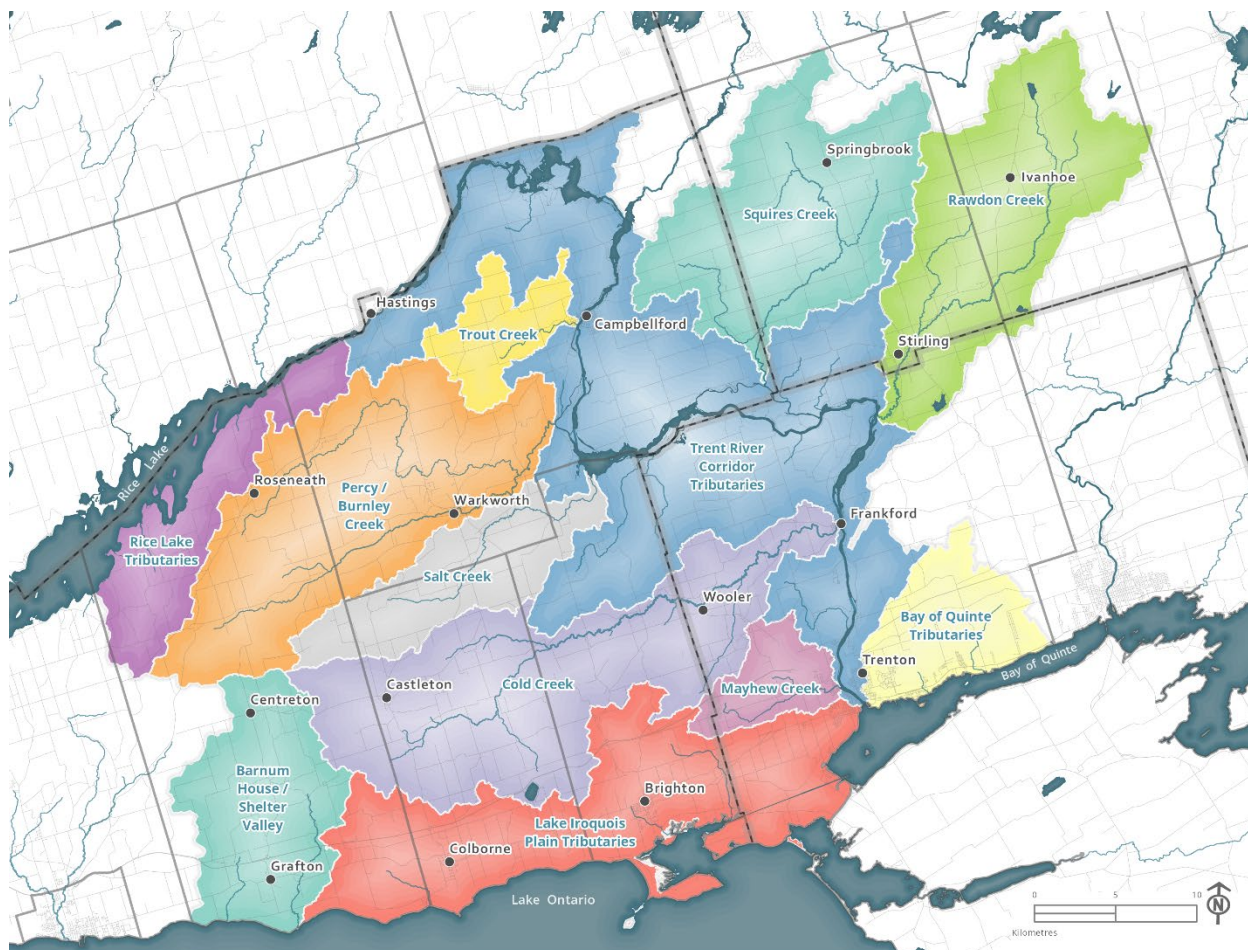
- Barnum House/Shelter Valley Creeks
- Lake Iroquois Plain Tributaries

And one flows into the Bay of Quinte:

- Bay of Quinte Tributaries

Aside from Lake Ontario, the Bay of Quinte and Rice Lake, there are no large inland lakes in the watershed region. The largest are Little (Biddy) Lake and Oak Lake, which have surface areas of

65 ha and 48 ha, respectively. The remaining lakes are smaller and are often associated with wetlands or created through the construction of dams.



Map 2: Watersheds

3.3.1 Surface Water Quality

Surface water quality in the watershed region is monitored primarily through chemical analysis and the identification of aquatic macroinvertebrates. Using the data from the monitoring program, LTC reports on water quality every five years through its Watershed Report Card. The [2023 Watershed Report Card](#) shows 6 of the 12 watersheds with B grades (good) and 6 with C grades (fair). Two of the watersheds, Mayhew Creek and Bay of Quinte tributaries, had improved grades compared with the 2018 Report Card. Water quality in the Bay of Quinte is a historical concern. Many of the issues have been addressed through the [Bay of Quinte Remedial Action Plan](#), but eutrophication and undesirable algae remain a challenge.

3.3.2 Flooding and Erosion

Flooding is a natural occurrence along the Trent River, local watercourses, and along Lake Ontario and the Bay of Quinte. During flooding events and periods of high water, the rate of streambank and shoreline erosion can be accelerated. These natural hazards can negatively impact property and public safety. Floods can occur at any time of the year and are caused by heavy rainfall, rapid melting of a thick snow pack or ice jams, and, in the case of the Lake Ontario, winds and wave action. For LTC's local (inland) watercourses, the most significant flooding is usually experienced in the spring, as a result of snowmelt. In addition to the spring freshet, frazil ice formation also increases the risk for flooding on the Trent River.

3.3.3 Water Control Structures

There are a number of water control structures in the watershed region that store water to create ponds, compensate for fluctuations in river flow, and meet demands for water and energy. There are 15 dams on the Trent River, between Rice Lake and the Bay of Quinte. While the main purpose of these dams is to control water levels for navigation, they are also operated by Trent-Severn Waterway staff to help minimize flooding. Some are used for power generation. There are several small dams, some associated with historic mills, on local watercourses. Some of these dams have fallen into a state of disrepair and are maintained mainly for aesthetic or recreational purposes. LTC owns and operates one dam, the Warkworth Dam, to help alleviate the potential of flooding. It is located on Burnley (Mill) Creek, in the village of Warkworth. There are weirs on Barnum House Creek, Rawdon Creek and Mayhew Creek. Additionally, beaver dams are abundant across the watershed region, and often cause concerns for local residents. They can result in flooding of agricultural lands, roadways, and nearby properties.

3.3.4 Groundwater

In the Lower Trent watershed region, recharge areas are generally associated with deep, well-drained glacial overburden such as moraines and drumlinized till plains, where a high infiltration rate contributes to groundwater storage, providing for domestic and municipal water consumption and baseflow to creeks. The deep recharge on the moraine feeds the headwaters of the cold water streams flowing into Lake Ontario and the Trent River.

Water budgets prepared for the Trent Source Protection Assessment Report demonstrate that there is low water quantity stress for the Lower Trent watershed region. These water budgets were assessed on a fairly large scale and would not have identified specific, localized water shortages.

There is not a lot of information available on groundwater quality in the watershed region. Although, groundwater quality is analyzed for chemistry at five Provincial Groundwater Monitoring Network monitoring sites in the region, a long-term record has not been established.

3.3.5 Drought

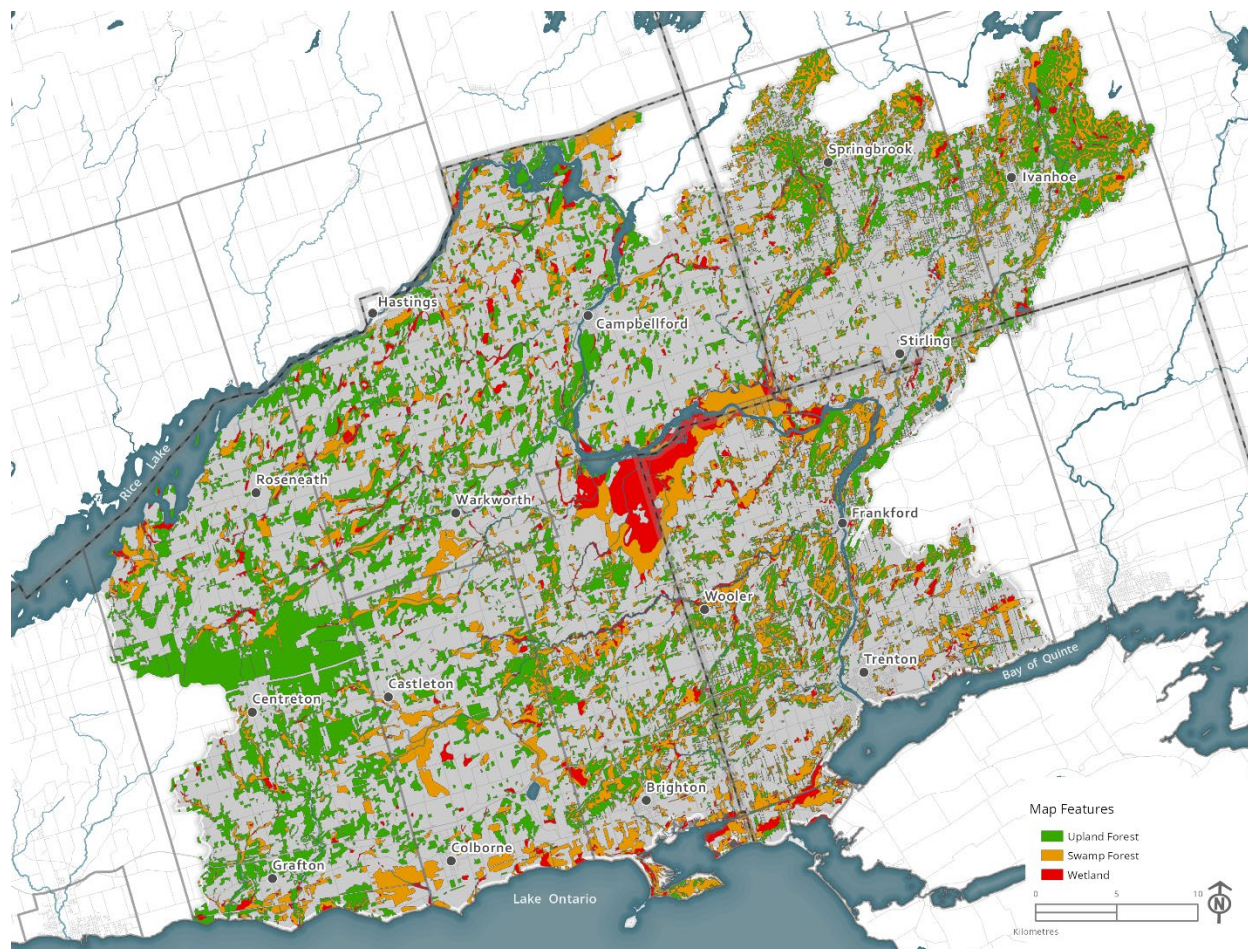
Historically, periods of dry weather and low water levels, or drought, were relatively uncommon in Ontario occurring once every 10-15 years. However, in recent years, periods of drought are becoming more common, as the demand for water steadily increases and climate change impacts weather patterns and water availability. Locally, the Oak Ridges Moraine, in the northwest part of the region, helps to maintain stream flow and groundwater levels through the drier summer months. The areas to the east of the Trent River are more susceptible to drought due to the shallow soils, resulting in limited groundwater storage.

3.4 Habitats and Wildlife

Natural habitats in the Lower Trent watershed region includes forest, wetlands, prairies and savannahs (Map 3). Forests are the most dominant, followed by wetlands. Prairies and savannahs are remnant landscapes, covering very little of region.

Living within the habitats of watershed region are several mammals, birds, reptiles, amphibians, insects, and aquatic species, typical of southern Ontario. Lake Ontario, the Bay of Quinte and the Trent River support a variety of fish species, as do the numerous cold and warm water streams flowing into these larger waterbodies.

Some of the species are at risk or have been extirpated (no longer live in the watershed). There are also invasive species that are negatively affecting existing habitats and competing with native species.



Map 3: Forests and Wetlands

3.5 Land Use

3.5.1 Settlement Patterns

Areas of settlement in the Lower Trent watershed region are generally found along the shore of Lake Ontario and the Bay of Quinte with the exception of historic settlement areas that exist along historic rail or road corridors and the Trent-Severn Waterway. Trenton, Batawa, Frankford, Bayside, Campbellford, Hastings, Warkworth, Stirling, Brighton, Colborne and Grafton are the main settlement areas, but there are a number of small villages and hamlets and rural residential areas throughout the watershed region. Additionally, cottage and trailer park development occurs adjacent to waterbodies, including Rice Lake, Trent River, Lake Ontario, Wellers Bay, the Bay of Quinte, and smaller inland lakes. Most of this development occurred historically. The trend of converting seasonal residences to permanent residences could result in negative impacts on water quality with increased septic system loading year-round.

In addition to traditional settlement areas, 8 Wing/Canadian Forces Base (CFB) Trenton is located in Quinte West, immediately adjacent to the east side of Trenton. CFB Trenton is one of the largest and busiest air force bases in Canada. It provides lodging for some of the military personnel.

Alderville First Nations Reserve lies within the northwestern portion of the watershed region. Alderville is home to the Mississauga Anishinabeg of the Ojibway First Nation. Approximately 300 members live on the Reserve with over 650 members living off Reserve (<https://alderville.ca/>).

Development within the watershed increases the amount of impervious area which decreases infiltration and accelerates runoff, resulting in a variety of environmental impacts. Only one of the LTC's watershed groupings, the Bay of Quinte Tributaries, has over 10% impervious surfaces of its total land area (the threshold for maintaining water quality and quantity identified by Environment Canada, 2013).

3.5.2 Infrastructure

There are 10 municipal residential drinking water systems in the watershed region, six are surface water supply systems serving about 27,500 people and four are groundwater supply systems serving about 9,600 people. Most of the region's urban settlement areas are serviced by water and wastewater systems. Grafton is only serviced by municipal water as are many residents in Bayside. Waste water treatment is through septic systems in these two areas. Additionally, there are approximately 65 non-municipal or non-residential systems that service small developments or public facilities. Over half of the population of the watershed region relies on private wells and lake sources for residential water supply. Waste water is handled by septic systems in these areas. Most residents of Alderville First Nation are served by private wells, but there are some drinking water systems operated by the First Nation. In 2021, federal and provincial grants were announced for upgrades to the First Nation's communal and point-of-entry water treatment systems.

The southern portion of the watershed region lies in the major east – west transportation corridor of southern Ontario, with Highway 401, County Road 2 and the CPR and CNR rail lines crossing the watershed. Highway 33 and 62, County roads and numerous local roads also crisscross the watershed. Potentially harmful or toxic substances (i.e., salts, herbicides) are transported along these corridors and spills of material occasionally occur. They also fragment habitat and pose a risk to wildlife through vehicle collisions and other negative road effects such as noise, light, and pollutants. Paved roads can contribute significantly to the amount of impervious surface and runoff in a watershed.

Canadian Forces Base Trenton contains a military airport with daily military flight travel over the region. In addition to CFB Trenton, there is a small airport located near Stirling which is home to the Oak Hills Flying Club.

The Trent-Severn Waterway is an important transportation corridor for recreational boating. It provides a navigable route from Lake Ontario to Georgian Bay via the Trent and Severn Rivers, their many lakes, and a series of locks and canals.

There are currently three active landfills within the watershed region, located in Brighton, Frankford and Rawdon, and four waste transfer facilities in Trenton, Seymour, Stirling, and Colborne. There are also numerous closed/historic landfill sites.

Three pipelines, running parallel to Highway 401, traverse the Lower Trent watershed region. The Trans-Northern pipeline carries refined oil, the Enbridge pipeline, crude oil, and the TransCanada pipeline, natural gas.

3.5.3 Regional Economy

The diverse economy includes agriculture, tourism, recreation, aggregates, and manufacturing. Canadian Forces Base (CFB) Trenton also has a major economic impact on the region, employing both military personnel and civilians.

Agriculture is an important economic activity within the watershed region. Approximately 57.4% of the land in the watershed region is Canada Land Inventory class 1-3 and considered prime agricultural land. Cropland is more common than pasture.

Tourism in the Lower Trent watershed region is connected to outdoor recreation opportunities in the rural landscape and on the waterbodies, with several campgrounds, prime boating and fishing locations, and an extensive network of trails. Additionally, there are at least nine public golf courses and a ski hill in Batawa.

Quarries and aggregate pits are another type of economic activity that occurs in the region. The glaciofluvial deposits in the various landforms have created abundant supplies of granular material. There are numerous gravel pits, some abandoned and others still in operation. Good quality limestone can be found in the limestone plains in the northeastern portion of the watershed region.

Most of the major industrial facilities in the region are located in Trenton and include paper packaging production and food processing. Smaller industrial facilities are located in urban areas such as Brighton, Colborne, Campbellford, Hastings and Warkworth.

3.5.4 Protected Areas

Within the Lower Trent watershed region there are a number of areas that are protected for their natural values through ownership and conservation easements by government (federal, provincial, municipal), the Conservation Authority, and non-governmental organizations. They include LTC owned lands; three Provincial Parks; Northumberland County Forest; Cramahe Township Forest; federal lands along the Trent-Severn Waterway and a sand spit along the

mouth of Wellers Bay; and several properties owned and managed by the Nature Conservancy of Canada, Northumberland Land Trust and other Land Trust organizations.

3.6 Watershed Challenges

LTC identified a number of challenges in the [2018 Conservation Report](#) that may influence program priorities and services over the next few years. These watershed challenges include:

Increased Development Pressure

Growth pressure from the Greater Toronto Area is resulting in increased development in the LTC watershed, impacting land and water resources and sensitive areas. Development areas are increasingly limited to remaining marginal lands.

Septic Systems

Almost 50% of the homes in the watershed are service by septic systems. Septic systems close to waterways that are not properly maintained contribute nutrients and pathogens to groundwater and surface water.

Agricultural Runoff

Agriculture covers a substantial percentage of the land base in the watershed. While many farmers have implemented best management practices to minimize soil and nutrients loss, there are still farms that could benefit from practices such as planting vegetated buffers, installing fencing along watercourses, conservation tillage, and improved manure storage and handling.

Climate Change

Climate change is the most significant environmental challenge occurring today. It will have a dramatic effect on natural environments, resulting in increased flooding and drought, affecting plant and animal habitats, and leading to acceleration in biodiversity loss in some areas.

Invasive species

Increasing numbers of invasive species are being introduced to the region. These species compete with and displace native species, impacting the health of local ecosystems.

Species at Risk

The list of endangered, threatened, and special concern animals and plants in Ontario grows each year.

Biodiversity and Habitat loss: wetlands, forest, shoreline vegetation

The loss of forest cover, shoreline vegetation, and wetlands, along with the increasing numbers of invasive species are all resulting in habitat loss and declining biodiversity. Human activity

continues to encroach on natural environments in the local region, deteriorating and destroying the habitats of countless species.

Water Quality

Phosphorus concentrations occasionally exceed the Provincial Water Quality Objectives in local streams and has long been a concern in the Bay of Quinte. Additionally, chloride from road salt is becoming a bigger issue in urban areas, particularly in groundwater where salt can accumulate over time. With a push for more development in the watershed region, deterioration in water quality could occur.

With a warming climate, the likelihood of blue-green algae blooms in shallow, slow moving water bodies like the Bay of Quinte and Rice Lake is likely to increase. Even more worrisome is that the relative composition of the genus of cyanobacteria that can potentially produce toxins is increasing in the Bay of Quinte, corresponding to the advent of invasive zebra/quagga mussels. This is a concern for human health, with the Bay being a source of drinking water. (Note: Harmful algal blooms have actually decreased in the Bay of Quinte in recent years, corresponding with higher than average Lake Ontario water levels.)

Other emerging water quality issues include microplastics and pharmaceuticals.

4 PROGRAMS AND SERVICES

4.1 Categorization of Programs and Services

Section 21.1 of the CA Act lists the *Mandatory Programs and Services* that conservation authorities must provide. Section 21.1.1 of the CA Act refers to the *Municipal Programs and Services* that conservation authorities are permitted to provide under agreement with its member municipalities. Section 21.1.2 sets out the *Other Programs and Services* that conservation authorities are permitted to deliver.

[Ontario Regulation 687/21 \(Transition Plans and Agreements for Programs and Services under Section 21.1.2 of the Act\)](#) required that all conservation authorities develop a transition plan which was to include an inventory of programs and services (see Appendix 1). This Regulation introduced the concept of categories of programs and services. Category 1 are those programs and services mandated by the Province to be delivered by conservation authorities. Category 2 services are those being delivered by a Conservation Authority on behalf of a municipality. Category 3 services are those initiated by the Conservation Authority for the benefit of watershed municipalities and residents.

LTC's Programs and Services have been reviewed, modified and categorized to ensure conformity with the CA Act and regulations. The Conservation Authority developed its Program and Services Inventory (Appendix 1) and delivered it to its municipal watershed partners and the Province by February 2022. In 2023, LTC revised its inventory of programs and services based on changes in legislation and regulations, and in response to improved understanding and clarification of programs and services categorization.

The categorization of the Programs and Services outlined below, and the rationale for the categorization are set out in the final version of the Inventory.

Memorandums of Understanding (MOUs) have been established with local municipalities for the Category 2 Programs and Services and any municipally funded Category 3 programs.

4.2 Mandated Programs and Services: Category 1

LTC delivers a number of *Mandatory Programs and Services* as set out in the CA Act and Regulation 686/21. These programs and services are funded through provincial funding, municipal levy, and municipal special benefitting levies, with user fees for some services.

4.2.1 Enabling Services

Enabling Services are key services provided to all departments of the Conservation Authority, Board of Directors, member municipalities and the general public to enable LTC to operate in an accountable, transparent, efficient and effective manner. These general operating expenses and capital costs, permitted as Mandatory Program and Services under Part IV and Section 21.1 of the CA Act, are not directly related to the provision of a specific program or service that an authority provides ([Ontario Regulation 402/22: Budget and Apportionment](#)). Funding for these services are both municipally funded and self-generated.

4.2.1.1 Governance

Governance is the overall framework for managing and decision making of the organization. Governance costs cover those required for operation and support of the Board of Directors, any associated Boards or Advisory Committees, and for the Office of Chief Administrative Officer/Secretary-Treasurer.

4.2.1.2 Administration

Business administration is a critical part of day to day operations and provides support to all LTC programs. It includes operating services and capital costs which are not directly related to the delivery of any specific program or service, but are the overhead and support costs of the Conservation Authority (e.g., program planning and development, program oversight, and policy development and review.)

4.2.1.3 Human Resources

Human Resources includes recruitment, administration, compensation and benefits, training and development, health and safety, employee relations, and performance management. It also includes LTC's "Volunteers for Conservation Program" which allows individuals and groups to devote time and energy to local environmental projects and/or help out with the delivery of wide range of LTC programs. Partnership building and external relationships are also important enabling services that reach across LTC's programs and services.

Conservation Authorities Act

Mandatory programs and services

21.1 (1) An authority shall provide the following programs or services within its area of jurisdiction:

1. Programs or services that meet any of the following descriptions and that have been prescribed by the Regulations:
 - i. Programs and services related to the risk of natural hazards.
 - ii. Programs and services related to the conservation and management of lands owned or controlled by the authority, including any interests in land registered on title.
 - iii. Programs and services related to the authority's duties, functions and responsibilities as a source protection authority under the *Clean Water Act, 2006*.
 - iv. Programs and services related to the authority's duties, functions and responsibilities under an Act prescribed by the Regulations.

4.2.1.4 Financial Services

Financial services ensures the wise use of funds and fiscal accountability. Ongoing vigilance is needed to ensure that the funding received from member municipalities, the provincial and federal governments, other partners, agencies and donors is used wisely for the betterment of the watershed region. It includes development of the annual budget, accounts payable and receivable, payroll, financial analysis, financial audit, administration of reserves and investments, asset management, financial reports for funding agencies, preparing and submitting reports to the Canada Revenue Agency, and administration of the benefits program.

Also included under Financial Service is fundraising. As a non-profit registered charity, LTC undertakes fundraising to support its conservation efforts. This includes: grant writing, direct requests to businesses and private donors, and fundraising campaigns.

4.2.1.5 Legal Expenses

Legal expenses include costs related to administering agreements/contracts, human resources, etc.

4.2.1.6 Communications and Outreach

The Communications and Outreach Program includes municipal and public relations and engagement. It informs the Board of Directors, municipal partners, staff, watershed residents and other stakeholders about LTC programs, services and activities including governance, policies, and conservation lands. It is also key to the delivery of the flood forecasting and warning and low water response programs and educational aspects of the natural hazards program.

Website and social media content management and media relations are key components of this program along with traditional communication products such as brochures, displays, and public information sessions/centres. The preparation of annual reports and progress reporting is included in this program area.

4.2.1.7 Administration Buildings

LTC has an administration building at 714 Murray Street, Quinte West and a workshop at 39 Wall Street, Quinte West. These buildings are used to house LTC staff and equipment, enabling delivery of programs and services. Ongoing costs include utilities, routine and major maintenance, and property taxes.

4.2.1.8 Vehicles and Equipment

LTC's has a small fleet of vehicles that is needed for staff to deliver its programs and services. Fleet management includes vehicle purchases, leases, fuel, licenses, repairs, and maintenance. Equipment for both office and workshop are required to be purchased, leased, maintained and repaired to meet program and service needs.

4.2.1.9 Information Management, Information Technology and Geographic Information Systems (GIS)

Information Management, Technology and GIS is the hardware, systems, and methods which enable the creation, collection, storage, processing, analysis, and dissemination of data and information. It is key to the functioning of the Conservation Authority.

Information Management is the process of collecting, storing, organizing, retrieving, and managing information to support conservation authority goals and objectives effectively. It is the systematic handling of data and information resources to ensure they are accessible, secure, accurate, and relevant to the organization and its stakeholders.

Information Technology is the hardware and software foundations including computer hardware, software, networks, internet connections, and phone systems. To keep up to date and functional, ongoing upgrades and repairs are needed and new technology must be investigated and purchased.

GIS is mapping software that is critical to LTC's work. It is used to transform data to information, undertake analyses, and illustrate the data and findings through mapping. Other informatics used by LTC include hydrologic information systems, document/records management systems, asset management systems, web-based services, and reporting. Ongoing staff effort is required to support staff and the board with accessible information and enable collaborative public engagement.

ISSUES AND RISKS

4.2.1 Enabling Services:

1. Municipal funding required for capital costs.
2. Funding support for operational costs.
3. Self-generated funding is unpredictable.
4. Legal expenses are not consistent annually.
5. Future major maintenance or alterations to buildings and other equipment could result in increased costs.
6. Staff turnover, knowledge transfer.
7. Keeping current and acquiring technology to sustain program functions and to meet expectations.
8. E-Commerce/improved online customer service processes and tracking required.
9. Cyber security.
10. Public expectations for Open Data.
11. Enhanced mapping, data, and analytical tools to facilitate faster, sound decision making.
12. Funds for purchase of necessary data products (i.e. Orthophotography).

4.2.2 Natural Hazard Management

Conservation authorities are the lead provincial agencies for Natural Hazard Management. The goal is to protect life and property from flooding and erosion. This mandatory, watershed-wide, comprehensive program applies to the Lake Ontario shoreline (including the Bay of Quinte and Wellers Bay), the Trent River flood plain, stream valleys, wetlands and other hazardous lands.

4.2.2.1 Section 28 Permit Administration

LTC administers Section 28 regulations under Part IV of the CA Act. Administering this Regulation, known as the [Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation \(Ontario Regulation 163/06\)](#), is a preventative approach, intended to ensure that development will not be impacted by flooding, erosion or dynamic beaches and that new development does not aggravate or create new hazards upstream or downstream. LTC regulates development and activities in or adjacent to river and stream valleys, watercourses, the Lake Ontario and the Bay of Quinte shorelines, wetlands, and other hazardous areas. Environmental impacts are considered during the review process.

Written permission (permits) from the Conservation Authority are required before work can take place in a regulated area. Section 28 Permit Administration includes: reviewing and processing permit applications and associated technical reports, site inspections, communication with applicants, agents, and consultants. A fee schedule is reviewed and approved annually to partially cover the costs of permit administration and the associated technical review and to reduce the amount required from municipal levy.

4.2.2.2 Enforcement and Compliance

Under Part VII of the CA Act (enforcement and compliance to Part VI Section 28 permits) staff review additional technical reports; conduct site visits; participate in ongoing communications with applicants, agents, and consultants; and prepare reports for the LTC Board of Director's Hearings Board.

Occasionally, when development has occurred without a permit and when negotiation with landowners are unsuccessful, provincial courts are engaged. Legal costs are incurred for complicated or escalated issues.

4.2.2.3 Municipal Plan Input and Review

The Municipal Plan Input and Review Program is a preventative approach that aims to ensure that new development will not result in increased risks to public safety or property damage from natural hazards. Through this program, LTC provides advice to its member municipalities and watershed residents, both through the formal commenting process under the [Planning Act](#) and on an informal basis through general inquiries and pre-consultation meetings.

In 1995, the Ministry of Natural Resources and Forestry delegated responsibility to conservation authorities for provincial interests related to natural hazards under Section 3.1 of the [Provincial Policy Statement](#). Natural hazards include flooding, erosion and dynamic beach

hazards and hazardous sites. LTC provides plan input, with respect to these matters on behalf of the Province, on circulated Secondary Plans, Official Plans, and Comprehensive Zoning By-Laws. LTC also comments on the applicability of [Ontario Regulation 163/06](#) (the Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation) to these applications. LTC may be requested by the Province to provide support to the Ministry of Municipal Affairs and Housing for appeals on applications or other matters under the [Planning Act](#).

In addition to plan input, LTC provides plan review services to its member municipalities and upper tier municipalities on circulated subdivisions, condominiums, severances, official plan and zoning by-law amendments, minor variances, and site plan control. These comments are related to natural hazards (Section 3.1 of the Provincial Policy Statement) and applicability of [Ontario Regulation 163/06](#). LTC's regulatory policies provide guidance for commenting on these planning applications.

Fees for the plan input and review service form part of [LTC's fee schedule](#), which is reviewed and approved annually to partially cover the review costs.

In addition to commenting on Natural Hazards, LTC provides plan input and review services with respect to restrictions/requirements in vulnerable areas set out in the [Trent Source Protection Plan](#) under the [Clean Water Act](#).

4.2.2.4 Flood Forecasting and Warning

LTC maintains a flood forecasting and warning system to provide early warning of possible risks to people and property from flooding. Because of the complexity of the watershed, there are three distinct forecast areas: the Trent River, local streams, and Lake Ontario including the Bay of Quinte. The Conservation Authority provides local municipalities, other agencies and the public with advance notice, information, and advice so that they can respond to potential flooding and flood-related emergencies. This program includes daily data collection from provincial and local water level gauges, monitoring weather forecasts, monitoring watershed conditions, snow surveys, site inspections/river watch, development/running of computer models, review of provincial and upstream water level forecasts, and liaising with federal and provincial agencies, municipalities, upstream conservation authorities, and the public. With this information staff undertake flood forecasting and warning.

Flood Forecasting and Warning Monitoring Stations

LTC stream gauges

Burnley (Mill) Creek-02HK009
Cold Creek-02HK007
Crowe River-02HK003
Squires (Hoards) Creek-02HK017
Mayhew Creek-02HK011
Rawdon Creek-02HK008
Salt Creek-02HK015
Trout Creek-02HK016
Proctor/Butler Creek-02HD018
Shelter Valley Creek-02HD010

Trent River water level gauges

Trent River (Lower Glen Ross)
Trent River (Upper Glen Ross)
Healey Falls

Snow survey courses

Campbellford-SNOW-MNR-3801
Orland-SNOW-MNR-3803
Huntingdon-SNOW-MNR-3802
Brighton-SNOW-MNR-3901

Precipitation Stations

Burnley (Mill) Creek
Cold Creek
Proctor (Butler) Creek
Rawdon Creek
Salt Creek
Shelter Valley Creek
Squires (Hoards) Creek
Trout Creek
LTC Office

Ongoing communications takes place with the media, municipalities, the public, and others, as required. An annual meeting is held with the municipal flood emergency coordinator from each municipality. Ongoing maintenance of water level and rain gauge equipment is required, along with annual maintenance of the snow courses to facilitate delivery of the program.

4.2.2.5 LTC Owned Flood and Erosion Control Infrastructure

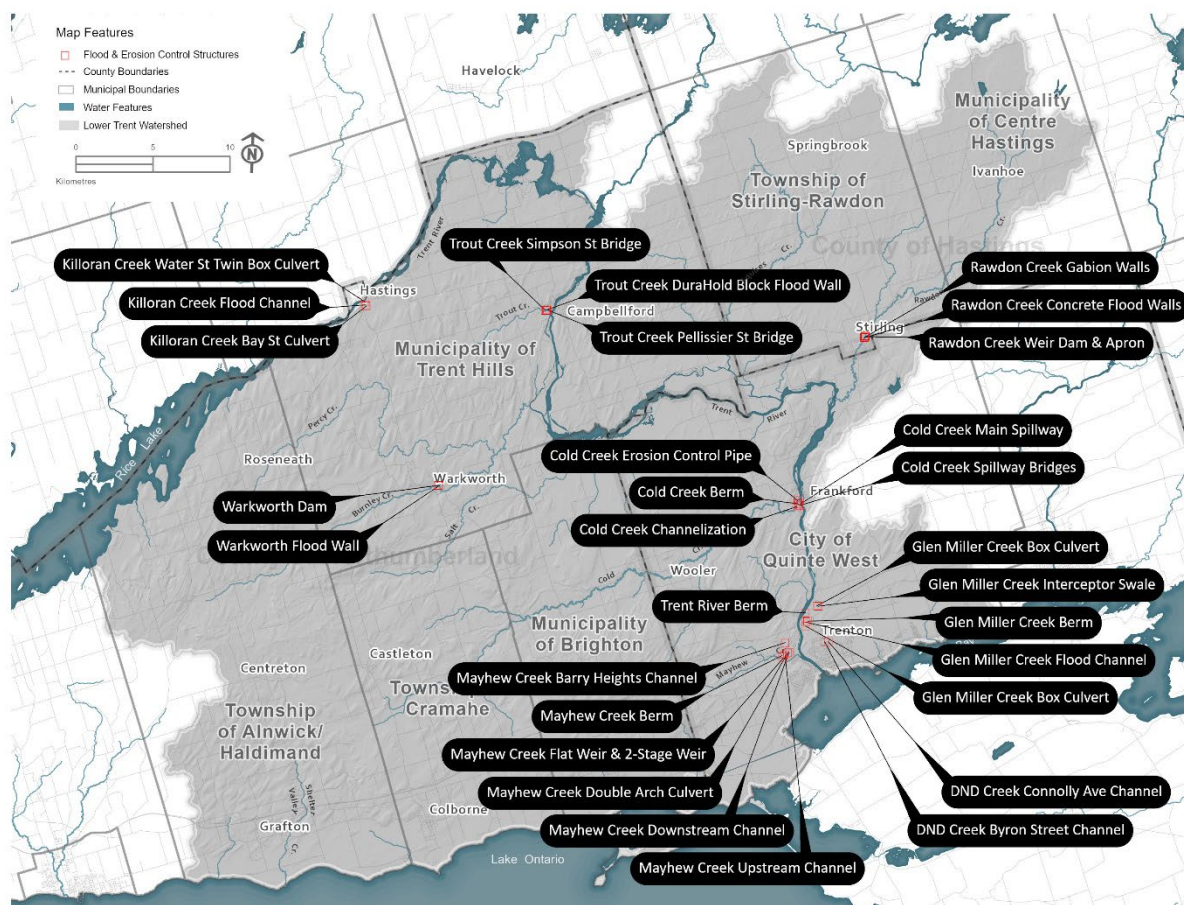
Following the flood of 1980, LTC constructed flood and erosion control projects at several locations in various municipalities throughout the region (Map 4). These structures protect existing development in the flood plain from impacts resulting from a flood. Grants were provided by the Province of Ontario to construct these structures with the remaining funds coming from the individual municipalities that directly benefited from the project. Five of these structures are owned by LTC:

- **Trout Creek Channel - Vacant Property (Campbellford, Municipality of Trent Hills)** – This vacant property is located along the Trout Creek channel. It provides access to the channel.
- **Warkworth Dam and Reservoir** (Warkworth, Municipality of Trent Hills) – Construction of a new dam was completed in the summer of 1972, with two 17-foot wide spillways which increased the discharge capacity from 85 cubic metres per second to 147 cubic metres per second. A 24 inch (0.6 metre) low flow pipe was installed to ensure a controlled downstream flow.
- **Warkworth Flood Wall** (Warkworth, Municipality of Trent Hills) – A concrete floodwall was constructed downstream of the Warkworth dam in the early 1980s. The flood wall protected over 50 homes from the 100-year flood hazard.
- **Barry Heights Flood Channel** (Trenton and former Murray Township, City of Quinte West) – This project was undertaken to reduce flooding due to insufficient drainage in the Barry Heights Subdivision. The work included excavating a 335 metre channel to connect into a Mayhew Creek tributary at the CN Railway property and installation of a culvert. The project was designed to protect up to the 1:50 year event.
- **Cold Creek Pipe** (Frankford, City of Quinte West) – During the flood control works on Cold Creek, it was determined that the old steel flume pipe (58 metres long, 2 metres in diameter) would remain in place to provide erosion control along the final bend of Cold Creek. It was purchased by LTC.

Other LTC Owned Structure

- **Kings Mill Dam** (Rawdon Ward, Township of Stirling-Rawdon) – The dam was re-built in 1989 in partnership with Ducks Unlimited Canada. A management plan forms part of the signed agreement between Ducks Unlimited and LTC.

More details about these projects are provided in LTC's Flood and Erosion Control Structures Operation and Maintenance Manual (2023).



Map 4: Flood and Erosion Control Structures

4.2.2.5.1 Operation and Management

The flood and erosion control structures noted above were constructed over 30 years ago; therefore, regular inspections and routine maintenance are required to ensure that they are in good condition and continue to function as designed. This is outlined in the Flood and Erosion Control Structures Operation and Maintenance Manual. The work is carried out by staff, in cooperation with the local municipalities.

LTC's only flood control dam is located on Warkworth Conservation Area. The operations of the Warkworth Dam are geared towards flood protection for the village, and consist of removal of logs in the fall by LTC staff to prepare for winter and spring runoff and replacement of the logs in the spring to replenish the pond and allow stream flow below the dam.

4.2.2.5.2 Major Maintenance

In addition to managing and operating the Flood and Erosion Control Infrastructure, and carrying out routine maintenance, major maintenance is periodically required. The need for major maintenance is identified by staff through regular inspections. Staff apply for Water and Erosion Control Infrastructure (WECI) funding from the Province for major maintenance. Major maintenance projects are dependent on funding from the Province and financial support from LTC's municipal partners.

4.2.2.6 Low Water Response

The Province established the Ontario Low Water Response Program to respond to increasing drought conditions. Low rainfall and hot weather can result in low stream flows and groundwater levels. This can affect the amount of water available for drinking water, agriculture and industry, as well as the health of the ecosystem. LTC's role in the program is to establish, coordinate and support a Water Response Team for the Lower Trent watershed region should low water become an issue. This Team may consist of municipal, agriculture, industry, business, recreation, government representatives and other decision makers from the watershed region. Staff monitor weather forecasts, local water levels, and precipitation daily and analyze the data.

The Water Response Team recommends drought levels and response actions based on information and advice provided by staff. The response could range from issuing communications to municipalities, the media, local water users, and the public advocating voluntary water conservation practices, advising on water use reductions, to making recommendations to the Province concerning water allocations.

4.2.2.7 Technical Studies and Policy Review

LTC undertakes studies and projects to inform natural hazards management programs including shoreline studies, flood plain mapping, regulations areas mapping updates, flood forecasting system assessments, and capital works integrity studies. Staff also develop, review and update policies that inform the natural hazards program. Technical studies and projects can be short or long duration depending on their complexity and are completed based on the availability of human resources and necessary funding.

4.2.2.8 Natural Hazards Awareness

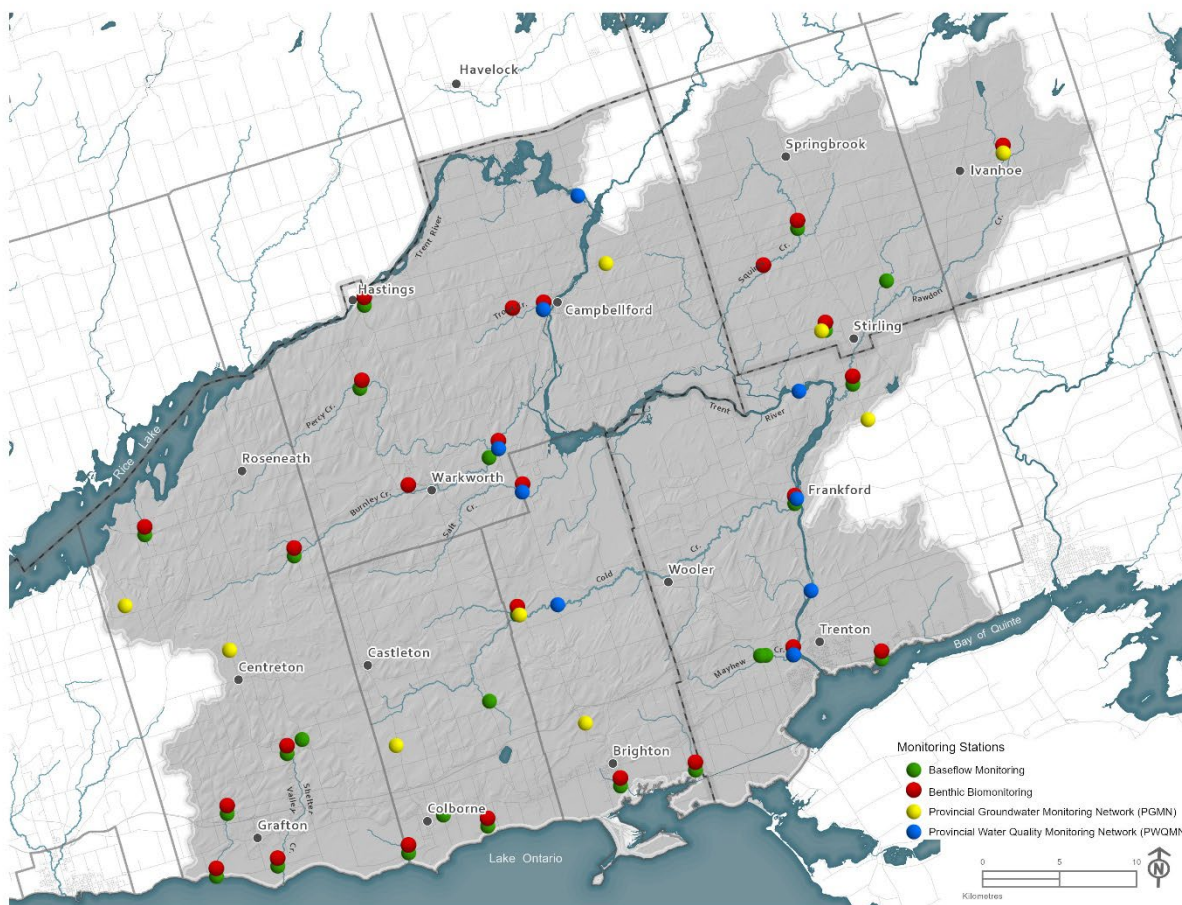
Public education and awareness of natural hazards is key to preparedness and safety and LTC strives to advise and educate municipalities and the public about natural hazards in the watershed. The Conservation Authority promotes public awareness of natural hazards including flooding, drought, and erosion through its website, with social media, through media relations, by attending public events, and by preparing and supplying educational products and materials. It also educates the public and elementary school students, particularly through the Spring Water Awareness Program about the danger of floodwaters, ice, slippery stream banks, and dams.

ISSUES AND RISKS**4.2.2 Natural Hazard Management:**

1. LTC does not currently provide stormwater management review, due to the changes under the CA Act. Should direction change or clarification be provided by the Province, the Board may decide to reassess this decision to ensure that stormwater management is reviewed consistently across the watershed.
2. Conservation authorities are restricted by the Province from commenting on planning applications regarding natural heritage, as has been done under agreement with municipalities for several years. The health of natural heritage systems and features within the watershed could be negatively impacted without this regional, watershed based review.
3. Climate change could result in more frequent flooding and low water events resulting in the need for more rain gauges and stream gauges, computer models for flood forecasting, and demand for more staff time and resources.
4. Major maintenance for Flood and Erosion Control works could be required when no provincial funding is available; most of the flood and erosion control structures at LTC are not eligible for provincial funding due to the nature of the scoring matrix for funding.
5. Plans and Technical Studies require considerable staff time and/or outside expertise. Municipal/provincial/federal funds and municipal agreements are needed to support completion of technical studies or mapping projects.
6. An increase in natural hazards enforcement and complaints results in an increased demand for staff time. The ability to hire new staff is paramount but limited by funding shortfalls.

4.2.3 Provincial Water Quality & Quantity Monitoring

LTC, in partnership with Ministry of Environment, Climate Change and Parks (MECP), has established long term sites to monitor surface and ground water conditions (Map 5). This is also an investment into long-term monitoring of climate change trends.



Map 5: Monitoring Sites

Provincial Water Quality Monitoring Network (PWQMN)

Through a partnership with the MECP, LTC undertakes stream water quality monitoring at nine sites. The Conservation Authority collects the water samples at the nine sites, eight times per year and MECP is responsible for the laboratory analysis and data management. The results are made available to LTC. The data is used to prepare watershed report cards and report on watershed health. It also helps prioritize the need for watershed restoration projects.

4.2.3.1 Provincial Groundwater Monitoring Network (PGMN)

LTC has a long-standing partnership with the MCEP for groundwater level and water quality monitoring at 11 stations (10 sites) across the watershed (five are monitored for water quality) (Map 5). LTC costs include data collection, shipping, minor equipment repairs/purchases, data management, and reporting. The Province funded the installation of the network and continues to fund equipment replacements. Information collected is helping to build a database on groundwater levels and groundwater quality and is used in the preparation of watershed report cards.

ISSUES AND RISKS**4.2.3 Provincial Water Quality & Quantity Monitoring:**

1. Long-term access to wells on private lands (landowner turnover).
2. Interpretation and usefulness of PGMN data to support LTC programs (e.g. low water program, watershed report card).

4.2.4 Drinking Water Source Protection (DWSP): Regional and Local

The Ontario [Clean Water Act](#) sets out a framework for drinking water source protection on a watershed basis. Thirty-eight source protection areas and authorities were established by the Province, based on Conservation Authority watersheds, and grouped into 19 Source Protection Regions. LTC's watershed region is within the Lower Trent Source Protection Area (slightly larger than LTC's jurisdiction as it includes a small portion of the Township of Havelock-Belmont-Methuen which is outside of Conservation Authority jurisdiction) and the Trent Conservation Coalition (TCC) Source Protection Region (Map 6). The TCC Drinking Water Source Protection Region is a complex regional grouping of five Source Protection Areas including Lower Trent, Crowe, Otonabee-Peterborough, Kawartha-Haliburton and Ganaraska Source Protection Areas. Kawartha-Haliburton and Otonabee-Peterborough Source Protection Areas include areas to the north in Haliburton and Peterborough Counties, outside of Conservation Authority jurisdiction. LTC has several responsibilities under this program through the development and implementation of Source Protection Plans aimed at the protection of municipal drinking water supplies. These responsibilities are characterized as regional, local and municipal (see Category 2 services).



Map 6: Trent Conservation Coalition Source Protection Region

4.2.4.1 Regional Drinking Water Source Protection Program (DWSP)

LTC was designated by the Ministry of the Environment and Climate Change as the lead Conservation Authority for the TCC Source Protection Region. Regionally, LTC is responsible for providing governance, administrative and technical support to the Source Protection Committee in its role of updating the Trent and Ganaraska assessment reports and source protection plans and monitoring and reporting on implementation progress. Specific duties are set out under the [Clean Water Act](#) and its regulations.

More information about the TCC Source Protection Program can be found under its website: www.trentsourceprotection.on.ca. The Trent and Ganaraska Source Protection Plans and Assessment Reports are available on the site.

4.2.4.2 Local Source Protection Area (DWSP)

Locally, LTC disseminates information and provides advice to local municipalities to facilitate implementation of the Source Protection Plan and to identify local priorities for future updates to the Assessment Report and Source Protection Plan. LTC is responsible for administering the Lower Trent Source Protection Authority – governance, administration, meetings, reports and the delivery of other activities required by the [Clean Water Act](#) and its regulations.

ISSUES AND RISKS

4.2.4 Drinking Water Source Protection (DWSP): Regional and Local:

1. Discontinuation or diminished provincial funding.
2. Keeping the science current (updated technical studies needed including issues identification, water budgets, wellhead protection areas, intake protection zones and vulnerability).
3. Protection of non-municipal systems (communal and private).
4. Challenges with implementation of the Source Protection Plan.
5. Delivery of an effective education and outreach program.
6. Program Coordinator has no supervisory role over local Source Protection Authority staff within regional staffing structure.
7. Increased development impacting vulnerable areas and the number of potential threats.

4.2.5 Watershed-based Resource Management Strategy Updates

This Watershed-based Resource Management Strategy, mandated by the Province under Section 21.1(1) of the CA Act and Section 12 of Regulation 686/21, is a watershed wide strategy that helps focus and prioritize programs and services. It includes guiding principles and objectives, summarizes and categorizes its programs, and identifies priorities and gaps.

Regulation 686/21 requires that a process for the periodic review and updating of the Watershed-based Resource Management Strategy be established, including procedures to ensure stakeholders and the public are consulted during the review and update process. These updates will become an ongoing part of the LTC program.

ISSUES AND RISKS

4.2.5 Watershed-based Resource Management Strategy Updates:

1. Lack of funding/staff capacity to update and keep current.

4.2.6 Conservation Lands

LTC's Conservation Lands are special places in the watershed where the natural world comes first. They provide a number of important benefits: water management, protection of natural ecosystems, outdoor recreation, and tourism opportunities. The properties include forests, wetlands, flood plains, prairie/savannah, farmland, and parkland. Flood control structures are located on some properties.

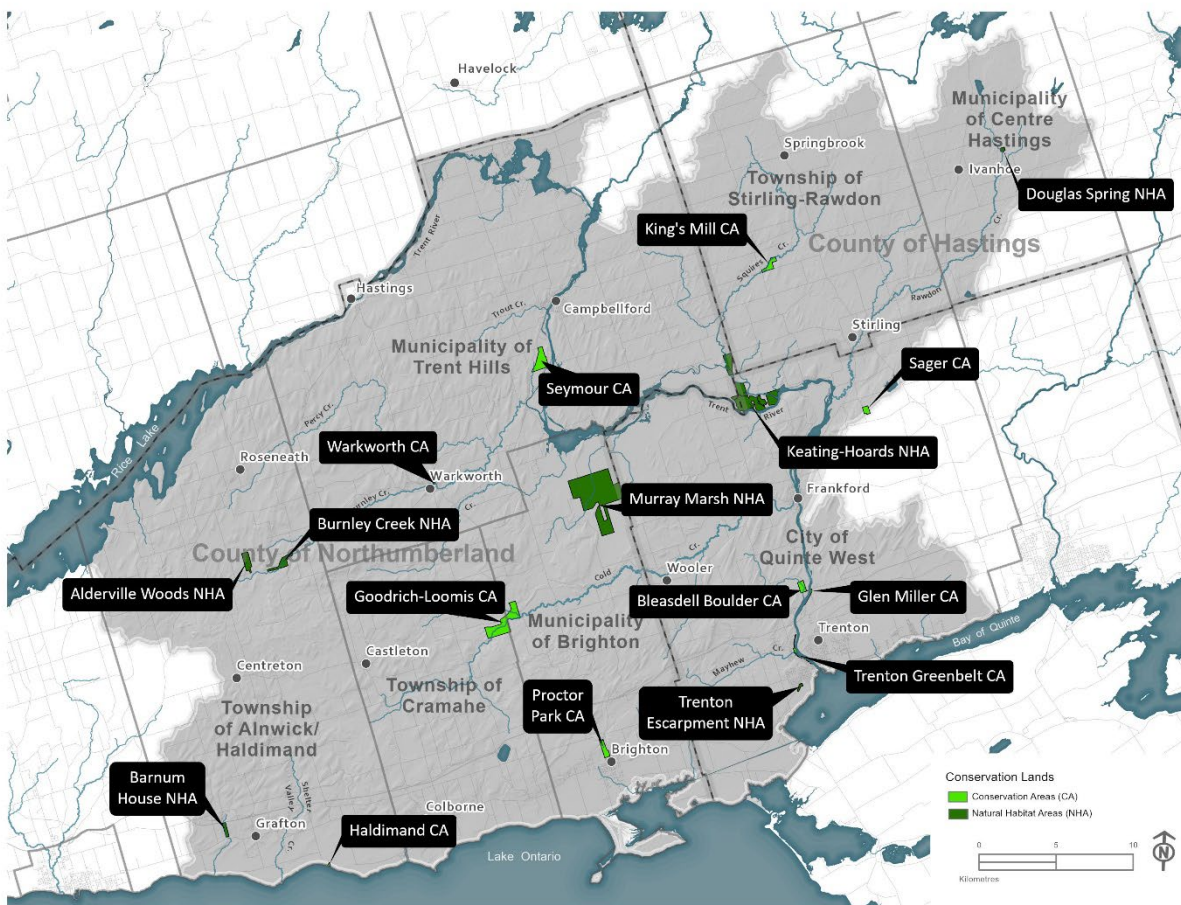
LTC owns over 3,707 acres (1,500 ha) of land, ranging in size from small parkettes to large natural areas (the largest being 1632 acres/660 hectares) (Map 7). The Conservation Lands Program described here does not include the Administration Building or Workshop (which are under Enabling Services) or the Public Safety Lands (included under the Natural Hazards Program), with the exception of the Mill Creek Flood Plain which is a Public Safety Land, with no flood and erosion control structures. There are 17 properties managed under the Conservation Lands Program. Ten properties are classified as Conservation Areas (passive recreation, accessible to the public) and 7 are classified as Management Areas (public accessibility varies). LTC refers to the latter as Natural Habitat Areas. LTC's Conservation Areas provide venues for healthy and active lifestyles such as hiking, bicycling, fishing, canoeing, and other recreational activities. The Natural Habitat Areas, while open to the public, are left in a natural state with no maintained trails or recreational facilities. The properties are listed below:

Conservation Areas

Bleasdell Boulder
 Goodrich-Loomis
 Glen Miller
 Haldimand
 King's Mill
 Proctor Park
 Sager
 Seymour
 Trenton Greenbelt
 Warkworth

Management Areas (Natural Habitat Areas)

Alderville Woods
 Barnum House Creek
 Burnley (Mill) Creek
 Douglas Spring
 Keating-Hoards
 Murray Marsh
 Trenton Escarpment
 Mill Creek Flood Plain Public Safety Land



Map 7: Conservation Areas

The Conservation Lands Program focusses on maintaining these properties, repairing and improving facilities and infrastructure, and improving user experiences. More information about LTC's properties and management priorities is provided in LTC's Conservation Lands and Areas Strategy.

4.2.6.1 Lands Management

This program includes the management and regular maintenance of 10 conservation areas and seven natural habitat areas with over 20 kilometers of recreational trails. Required activities include: ecological monitoring and restoration, invasive species management, forest management, hazard tree management, risk management, repairs to gates, fencing, pedestrian bridges, trails, parking lots, pavilions, roadways, and signage and communications. It also includes maintenance of the Goodrich-Loomis Conservation Centre. There are also carrying costs such as taxes and insurance.

4.2.6.2 Major Maintenance

Major maintenance and capital improvements on the Conservation Lands includes larger projects such as improved/new public access, new trails, pedestrian bridges, boardwalks, pavilions, and large-scale environmental protection/restoration projects intended to improve public safety, depending on scale.

4.2.6.3 Section 29 Enforcement and Compliance

LTC appoints Regulations Officers under Section 29 of the CA Act. Staff time is required for surveillance, enforcement and compliance with Conservation Area regulations to help protect the natural features, built structures, and ensure public safety.

4.2.6.4 Land Acquisition

LTC will consider strategic land acquisition of environmentally significant properties augment its land holdings. Any purchase or acceptance of donated land is based on careful consideration of the land acquisition policies.

4.2.6.5 Conservation Lands Equipment

LTC owns/leases equipment (tractor, lawnmowers, all terrain utility vehicle, chain saws, etc.) and maintains it to support the Conservation Lands Program. This includes purchases, leases, fuel, licenses, repairs, and maintenance.

4.2.6.6 LTC Lands Inventory Updates

Regulation 686/21 paragraph 3 of subsection 9 (1), requires that a land inventory be completed by the Conservation Authority. For every parcel of land the authority owns or controls, the land inventory includes: location, acquisition/leasing details, land use categories, a description of recreational activity, logging details, its suitability for the purposes of development, whether or not it augments natural heritage in the watershed, and whether or not it integrates with publicly accessible lands. Specific details of the requirements are set out in the Regulation.

The land inventory must be periodically reviewed and updated, as part of LTC's Conservation Lands Program.

4.2.6.7 Conservation Lands and Areas Strategy Updates

Ontario Regulation 686/21 calls for the preparation of a Conservation Area Strategy (aka Conservation Lands and Areas Strategy), to be completed on or before December 31, 2024 for all lands owned or controlled by the Conservation Authority, including any interests in land registered on title.

This strategy builds on the Conservation Areas Inventory, also required under the Regulation. It guides the management and use of Conservation Authority owned or controlled properties by setting out objectives, reviewing programs and services on the lands, reviewing land use, natural heritage, and linkages to other publicly accessible lands. Specific requirements are set out in the regulations.

Regulation 686/21 requires that a process for the periodic review and updating of the Conservation Lands and Areas Strategy must be established, including procedures to ensure stakeholders and the public are consulted during the review and update process. These updates will become an ongoing part of the LTC program.

4.2.6.8 Land Acquisition and Disposition Policies

LTC's land acquisition and disposition policies are set out in its Conservation Lands and Areas Strategy.

ISSUES AND RISKS

4.2.6 Conservation Lands Program:

1. Complete Ecological Lands Classification (ELC) mapping and identify habitat of species at risk.
2. Funding for major trail improvements.
3. Aging infrastructure.
4. Signage updates required to address legislative and social needs.
5. Invasive species inventory and management.
6. Ecosystem enhancement and regeneration
7. Engagement of volunteers to assist with Conservation Lands management.
8. Population growth and increased outdoor activity resulting in increased stresses on the Conservation Area and potential for visitor conflicts.

4.3 Municipal Programs and Services: Category 2

LTC delivers some of its programs specifically on behalf of its member municipalities. Memorandums of Understanding (MOUs) have been established with the participating municipalities for these programs. Funding is provided through these agreements.

4.3.1 Non-LTC Owned Flood and Erosion Control Infrastructure Operation and Management

In addition to the Conservation Authority Owned Flood and Erosion Control Infrastructure noted above in Section 4.2.2.5, LTC also provides management, regular (annual) inspections and routine maintenance of non-owned Flood and Erosion Control Infrastructure in the watershed. These projects were completed in cooperation with the Province and Municipality but LTC does not have ownership of the structure. A detailed description of these structures is provided in LTC's Flood and Erosion Control Structures Operation and Maintenance Manual (Map 4)

- **Killoran Creek Flood Channel** (Hasting, Municipality of Trent Hills) - It includes two box culverts (along Bay Street and Water Street) and a concrete flood wall along Killoran Creek.

Conservation Authorities Act Municipal programs and services

21.1.1 (1) Subject to subsection (1.1), an authority may provide, within its area of jurisdiction, municipal programs and services that it agrees to provide on behalf of a municipality situated in whole or in part within its area of jurisdiction under a memorandum of understanding, or such other agreement as may be entered into with the municipality, in respect of the programs and services. 2020, c. 36, Sched. 6, s. 8 (1). 2022, c. 21, Sched. 2, s. 3 (1).

- **Rawdon Creek Flood and Erosion Control Structure** (Stirling, Municipality of Stirling-Rawdon) - The four main components are gabion walls for erosion control on both banks of Rawdon Creek, between James Street and Front Street Bridge; a concrete flood wall upstream of James Street; a weir and apron under James Street; and concrete abutments for the covered pedestrian bridge and associated concrete flood walls upstream and downstream.
- **Trent River Berm** (Trenton, City of Quinte West) - This berm is along the east bank of the Trent River, upstream of Highway 401.
- **Trout Creek Flood Control Channel** (Campbellford, Municipality of Trent Hills) - The project includes a flood wall in two sections: a DuraHold Block wall north of Inkerman Street between Simpson and Pellissier Streets and a DuraHold Block wall south of Inkerman Street between Pellissier and Balaclava Streets.
- **Glen Miller Creek Flood Control Works** (Trenton and Sidney Wards, City of Quinte West) - This project includes three separate Flood Damage Areas. The Trent Industrial Park work includes a flood control berm, flood channel on south side of Highway 401 from Gen Miller Road to Foster Stearns Road, and a box culvert for the Foster Stearns Road crossing of Glen Miller Creek. The second component is the Peterson Road Box Culvert. The third component is at Munroe Estates and Johnstown Road, but no actual flood control works were completed there.
- **Mayhew Creek Flood Control Structures** (Trenton and Murray Ward, City of Quinte West) - This work includes six separate structures:
 - A north-south flood control berm between Telephone Road and the CN Rail line in former Murray Township
 - A two-step weir flood control structure south of the CN Rail line on the main branch of Mayhew Creek in former Murray Township
 - A flat weir flood control structure in the by-pass channel for Mayhew Creek in former Murray Township
 - A flood control channel west of Old Wooler Road
 - A flood control channel east of Old Wooler Road
 - A double arch culvert under Old Wooler Road
- **Cold Creek Flood Control Works** (Frankford, City of Quinte West) - This project includes the flood control berm on the east side of the Frankford Golf Course and the weir spillway from the golf course.
- **DND Creek Flood Channel** (Trenton, City of Quinte West) -The work was completed in two separate sections: Byron Street Gabion Channel and Connolly Street Gabion Channel.

Operation and management responsibilities for the Flood and Erosion Control Infrastructures, not owned by the Conservation Authority, but undertaken by LTC staff, are set out in the

agreements with the relevant municipalities. LTC responsibilities include project management, regular inspections and reporting.

ISSUES AND RISKS

4.3.1 Non-LTC Owned Flood and Erosion Control Infrastructure Operation and Management:

1. LTC has traditionally overseen operations and management of these structures, with assistance from the municipalities as required. With staff turnover at municipalities, knowledge transfer could be impacted which could affect long term viability and function of the structures.

4.3.2 Drinking Water Source Protection (DWSP): Municipal

Under the [Clean Water Act](#) (Part IV), municipalities are responsible for carrying out Drinking Water Source Protection (DWSP) risk management services. They are also responsible for carrying out DWSP education and outreach, in accordance with Policy G5 under the Trent Source Protection Plan.

These tasks have been delegated to LTC, by most of its local municipalities.

4.3.2.1 DWSP Risk Management Official

Five of LTC's seven municipalities (Alnwick/Haldimand, Brighton, Colborne, Cramahe and Trent Hills) have delegated Part IV duties of the [Clean Water Act](#) to the Conservation Authority through a Memorandum of Understanding. Under this agreement, LTC employs a dedicated Risk Management Official/Inspector; this staff person and alternates have been officially appointed as Risk Management Officials/Inspectors by the Lower Trent Source Protection Authority.

The Risk Management Official is primarily responsible for negotiating and establishing legally binding Risk Management Plans with people engaged in (or proposing to undertake) activities considered to be a significant threat to sources of drinking water. The primary role of the Risk Management Inspector is to conduct site visits to ensure compliance with measures in Risk Management Plans and Prohibitions. LTC has assigned both roles to one staff person. This Official/Inspector can also issue notices and orders.

On behalf of the municipalities, the Risk Management Official also issues Section 59 Notices which under Part IV of the [Clean Water Act](#) are required for all applications under the [Planning Act](#) and [Building Code Act](#).

4.3.2.2 DWSP Education and Outreach

Six of LTC's municipalities have entered into agreements, delegating responsibility for DWSP Education and Outreach to the Conservation Authority. The requirement for municipalities to deliver DWSP Education and Outreach is set out in the Trent Source Protection Plan. The agreements between the municipalities and LTC specify required education and outreach

responsibilities and actions under this program. Examples include: website content, social media, displays, traditional media, distribution of literature, and attending special events.

ISSUES AND RISKS

4.3.2 Drinking Water Source Protection (DWSP): Municipal:

1. Potential loss of watershed approach and consistency if municipalities undertake Part IV and Education and Outreach roles.

4.4 Other Programs and Services: Category 3

LTC delivers other programs that are not considered *Mandatory or Municipal Programs and Services*. These programs are either funded through municipal agreements and/or through self-generated funds. Other programs, such as the Bay of Quinte Remedial Action Plan, do not require any municipal funding, and therefore, are not included in the municipal agreements. All of the programs influence and enhance watershed health as well as LTC knowledge base and expertise. They are part of a larger integrated watershed management model and directly contribute to mandatory program delivery.

Conservation Authorities Act **Other programs and services**

21.1.2 (1) Subject to subsection (1.1), in addition to programs and services described in sections 21.1 and 21.1.1, an authority may provide, within its area of jurisdiction, any other programs and services that it determines are advisable to further the purposes of this Act. 2020, c. 36, Sched. 6, s. 8 (1); 2022, c. 21, Sched. 2, s. 4 (1).

4.4.1 Local Water Monitoring

In addition, to the mandatory surface and groundwater quality monitoring completed through provincial programs, LTC carries out watershed wide monitoring programs to supplement its ability to monitor and report on watershed health (Map 5). The data is used to evaluate and report on existing conditions within the watershed, and helps to establish targets for protection and rehabilitation activities.

Costs include staffing, equipment and calibration, sampling, analysis, and reporting. The information collected is used for watershed report cards and watershed project prioritization.

4.4.1.1 Baseflow Monitoring

Baseflow is streamflow resulting from persistent sources of water (e.g. groundwater, lakes, wetlands, swamps) that infiltrates into the soil and eventually moves to the stream channel. This is also referred to as ground water flow, or dry-weather flow. It does not include flow or runoff from stream regulation, water diversion or human activities.

In order to understand the base amount of water that flows through the watershed region, LTC monitors the flow at several locations in the summer months using the Ontario Stream Assessment Protocol methodology. The data collected from this sampling helps identify where groundwater recharge and discharge areas are within individual watersheds. The baseflow sampling routine is structured so that 10 of LTC's 12 watersheds are sampled two times per year during low flow conditions, with multiple sites sampled per watershed, totaling 29

sampling sites. Data collected by the Water Survey of Canada (WSC) stream monitoring gauges is used for any baseflow data requirements for the two watersheds (Trout Creek and Salt Creek) that are not encompassed by LTC's baseflow sampling routine.

4.4.1.2 Surface Water Quality Monitoring

The Conservation Authority samples and analyzes water quality at nine additional sites in the watershed, in addition to the sites included in the Provincial Water Quality Monitoring Network. This gives a more comprehensive picture of water quality throughout the watershed.

Surface water quality monitoring is also undertaken in conjunction with low flow measurements at 26 baseflow monitoring sites. A digital water quality multi-parameter probe is used to measure several parameters at these sites including but not limited to: dissolved oxygen, turbidity, pH, conductivity, total dissolved solids and temperature.

4.4.1.3 Benthic Macroinvertebrate Monitoring

Aquatic macroinvertebrates, commonly referred to as benthic macroinvertebrates, are the organisms that live in the bottom of watercourses. They serve many functions in the aquatic ecosystem including acting as both decomposers and as food for larger macroinvertebrates, birds, and fish. They are excellent indicators of aquatic health and can be used to assess long term water quality.

LTC collects benthic macroinvertebrate samples at 26 Ontario Benthos Biomonitoring Network sites across the Lower Trent watershed region and analyzes the data using the Hilsenhoff Biotic Index. The Hilsenhoff Biotic Index estimates the overall tolerance of the community in a sampled area, weighted by the relative abundance of each taxonomic group.

ISSUES AND RISKS

4.4.1 Local Water Monitoring:

1. Maintenance of municipal agreement to enhance watershed knowledge and health/conditions.

4.4.2 Youth Education

LTC recognizes that the students of today are the environmental stewards of tomorrow. As a result, a youth education program has been developed its Connecting Kids with Nature Program. This includes the Tri-County Children's Water Festival and Environmental Programming (which provides presentations and workshops in schools, at children's day camps, and to youth-based community groups.)

While some of the youth education program is included in LTC's *Mandatory Programs and Services* (e.g., natural hazards) and municipal programs (drinking water source protection), supplementary programs are offered centered on watershed and natural environment curriculums, to promote environmental awareness in youth and the watershed's future land stewards.

ISSUES AND RISKS**4.4.3 Youth Education:**

1. Stable funding for ongoing activities.

4.4.3 Community Outreach and Stewardship

Engaging residents in environmentally sustainable behaviours and drawing attention to conservation issues are important to LTC. The Conservation Authority hosts hikes on its Conservation Lands and other events to engage the public in outdoor environmental activities. It also hosts workshops, attends community events makes presentations to local clubs and groups, and distributes publications and other conservation information to help people learn about the protection of local natural resources and encourage them to take environmental action.

Private landowners play a key part in making sure natural resources are protected for the future. LTC works directly with watershed landowners providing technical resources, site visits, advice, and financial assistance through its Healthy Lands – Clean Water Program. The Conservation Authority also delivers specially funded stewardship programs as opportunities arise (e.g., Bay of Quinte Stewardship programs) and connects landowners to stewardship programs delivered by other organizations. The Conservation Authority sells native tree and shrub seedlings through the Tree Seedling Program, and offers native plant and wildflowers for sale.

ISSUES AND RISKS**4.4.4 Community Outreach and Stewardship:**

1. Funding for staff to deliver these programs.

4.4.4 Other Programs - Non Category 3

LTC delivers programs that are not funded by local municipalities. Currently, one program falls into this “Other” category.

4.4.4.1 Bay of Quinte Remedial Action Plan Office

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

Remedial Action Plan reports were prepared ([Stage I](#) and [Stage II](#) Reports) which identified the issues along with the studies and actions that needed to be completed to remove the “Area of Concern” designation. To oversee the delisting process for the Bay of Quinte Area of Concern, a Restoration Council was established, co-chaired by LTC and Quinte Conservation. The Restoration Council includes agencies from all levels of government, as well as local

representatives, to implement the Remedial Action Plan and undertake actions to rehabilitate the Bay. A number of the environmental challenges have now been addressed; the assessment reports are available at <https://www.bqrap.ca/environmental-challenges/>. Eutrophication and undesirable algae is the most challenging of the remaining beneficial use impairments.

LTC administers the Bay of Quinte Remedial Action Plan and provides communications and technical support specifically targeted at the issues present in the Bay. This includes governance, administration, communications, stakeholder and public outreach, First Nation engagement, stewardship programs, data compilation and analysis, science coordination and review, strategic planning and reporting. No municipal funds are spent on this program; it is funded by the federal and provincial governments.

ISSUES AND RISKS

4.4.2 Bay of Quinte Remedial Action Plan Office:

1. Funding for long term monitoring and data management after delisting.
2. Implementation of the Phosphorus Management Plan.

4.5 Information Supporting LTC Programs

Ontario Regulation 686/21 requires this Strategy include a summary of existing technical studies, monitoring programs, and other information about the natural resources the Conservation Authority relies on within its area of jurisdiction or in specific watersheds that directly informs and supports the delivery of programs and services under section 21.1 of the CA Act.

LTC's monitoring programs are described elsewhere in this document. Water level monitoring is accomplished through the flood forecasting and warning, low water response, and base flow monitoring programs and the Provincial Groundwater Monitoring Network. Water quality is monitored through the Provincial Water Quality Monitoring Network and local programs (benthic macroinvertebrate monitoring and local surface water quality monitoring programs).

In addition to its monitoring programs, LTC relies on a range of technical resources to inform decision making. Some of these have been completed in-house and others have been contracted to consultants. The documents, computer models and mapping products need updated from time to time to address and respond to changes in land use, watershed conditions, the regulatory framework, and emerging issues. These resources are described in Appendix 2.

4.6 Future Initiatives

Opportunities for new programs, services and projects that benefit the watershed and its municipal partners can materialize at any time; these could be long-term or short-term initiatives. These special projects may update existing studies and mapping, help address current and emerging issues, and/or assist with delivery of programs. Not only are there

benefits to the health of the watershed, but the Conservation Authority benefits from heightened expertise, new resources, enhanced partnerships and use of the completed products.

The program, services and projects could fall into any of the three categories permitted under the CA Act: mandatory, municipal or other (Category 1, 2 or 3, respectively). In addition, the projects could fall under any of the programs and services described in this Strategy, or be new initiatives. A few examples of the types of projects are listed below, but other opportunities, not currently envisioned could also materialize.

4.6.1 Land Acquisition

Land acquisition is a potential future initiative that could fall into Category 2 or 3, depending on whether it is donated or purchased with municipal funds. LTC acquires land, as opportunities arise, in accordance with its land acquisition policies.

4.6.2 Watershed/Subwatershed Plans

Watershed/subwatershed plans are important for proactively identifying watershed opportunities and constraints and to focus program priorities. A watershed plan identifies measures to protect, enhance, and restore the health of the watershed and requires extensive public consultation. It addresses existing issues in the watershed and helps mitigate impacts from potential future land uses and activities. Special funding is required from the municipalities to facilitate this type of project. It would be a Category 2 (municipal) initiative.

4.6.3 Technical Projects/Mapping

Technical projects could include flood plain mapping, shoreline management plans, natural hazard studies and mapping, GIS/Remote Sensing Projects, monitoring, data management, etc. These may fall under any one of the three types of categories, depending on the type of study/funding arrangement.

These types of projects take a significant amount of resources and often require outside expertise. Staff time is required to seek sources of funding, prepare Requests for Proposals, review proposals and provide project management of projects completed by consultants.

4.6.4 Stewardship and Restoration Projects

Funding from the government or other agencies is sometimes made available to deliver new stewardship programs or complete restoration projects. These would likely be Category 2 or Category 3 initiatives (Municipal or Other). Restoration projects could occur on private or LTC owned land. Stewardship or restoration projects on LTC lands would be Category 1 initiatives.

4.6.5 Flood and Erosion Control Projects

New flood and erosion control projects could be required to facilitate development or to respond to a catastrophic event. These would fall into the Mandatory or potentially Municipal categories.

4.6.6 Significant Partnership Programs

In the recent past, LTC has taken on a lead role in delivery of two Significant Partnership Programs: the Bay of Quinte Remedial Action Program and the Trent Conservation Coalition Drinking Water Source Protection Program. This type of program could arise in the future, likely falling into either Category 1 or 3.

5 RISK ASSESSMENT AND MITIGATION MEASURES

LTC has reviewed the issues and risks documented in this strategy and has identified mitigation measures. In most cases, the amount of funding required to mitigate the risks is “To be Determined (TBD)” as the issue may not arise or be able to be addressed in the foreseeable future, and may be outside of the review period for this document.

5.1 Mandated Programs and Services: Category 1		
Issues and Risks	Mitigation Measures	Cost
4.2.1 Enabling Services		
1. Municipal funding required for capital costs.	Capital Asset Management Plan in place to anticipate and cover capital costs, to be reviewed every 5 years	
2. Funding support for operational costs.	Regular budgeting process and implementation of a Board member budget sub-committee.	
3. Self-generated funding is unpredictable.	Plan and budget on more reliable funding sources.	
4. Legal expenses are not consistent annually.	The legal reserve fund increased to cover increasing legal action. Allocated when surplus funds are available.	
5. Future major maintenance or alterations to buildings and other equipment could result in increased costs.	Capital Asset Management Plan in place to anticipate and cover capital costs, to be reviewed every 5 years	

6. Staff turnover, knowledge transfer.	Offer competitive salaries and benefits in a positive work environment. Maintain good records. Develop/maintain policies and procedures documents.	
7. Keeping current and acquiring technology to sustain program functions and to meet expectations.	Ensure sufficient annual budget. Information Technology and Operations (IT and Ops) Review recommendations to assist in prioritizing technology upgrades and apply to budget cycle.	
8. E-Commerce/improved online customer service processes and tracking required.	Include in future Business Plan/Budget.	
9. Cyber security.	Cyber insurance. Budget for external Information Technology provider and staff training, as recommended in the IT and Ops Review.	
10. Public expectations for Open Data.	Ensure staff time to develop platform.	
11. Enhanced mapping, data, and analytical tools to facilitate faster, sound decision making.	IT and Ops Review recommendations for dedicated GIS position.	
12. Funds for purchase of necessary data products (i.e. orthophotography).	Capital Asset Management Plan in place to anticipate and cover costs.	
4.2.2 Natural Hazard Management		
1. LTC does not currently provide stormwater management review, due to the changes under the CA Act. Should direction change or clarification be provided by the Province, the Board may decide to reassess this decision to ensure that stormwater management is reviewed consistently across the watershed.	Monitor requirements. If Stormwater Management review re-introduced, requirement to hire engineer or retain engineering consultant.	Some costs could be recovered by user fees.
2. Conservation authorities are restricted by the Province	Monitor requirements	The costs could be

<p>from commenting on planning applications regarding natural heritage, as has been done under agreement with municipalities for several years. The health of natural heritage systems and features within the watershed could be negatively impacted without this regional, watershed-based review.</p>		<p>recovered by user fees.</p>
<p>3. Climate change could result in more frequent flooding and low water events resulting in the need for more rain gauges and stream gauges, computer models for flood forecasting, and demand for more staff time and resources.</p>	<p>Ensure staff efficiencies, budget for increased staffing.</p> <p>Equipment is covered under the Capital Asset Management Plan.</p> <p>Apply for grants for climate change resiliency when available.</p>	
<p>4. Major maintenance for Flood and Erosion Control works could be required when no provincial funding is available; most of the flood and erosion control structures at LTC are not eligible for provincial funding due to the nature of the scoring matrix for funding.</p>	<p>Continue to regulate development to lessen need for control works.</p> <p>Continue regular maintenance of existing projects to identify upcoming maintenance requirements.</p> <p>Municipal support for future maintenance requirements.</p>	
<p>5. Plans and Technical Studies require considerable staff time and/or outside expertise. Municipal/provincial/federal funds and municipal agreements are needed to support completion of technical studies or mapping projects.</p>	<p>Contribute to Special Projects Reserve when funds are available.</p> <p>Costs for Project Management should be built into the project when available.</p>	

6. An increase in natural hazards enforcement and complaints results in an increased demand for staff time. The ability to hire new staff is paramount but limited by funding shortfalls.	Ensure staff efficiencies.	
4.2.3 Provincial Water Quality & Quantity Monitoring		
1. Long-term access to wells on private lands (landowner turnover).	Maintain communications. Ensure agreements are in place. Move or close wells if required.	
2. Interpretation and usefulness of PGMN data to support LTC programs (e.g. low water program, watershed report card).	Seek assistance from Province with interpretation. Move or close wells if required.	
4.2.4 Drinking Water Source Protection (DWSP): Regional and Local		
1. Discontinuation or diminished provincial funding	Lobby for continued provincial funding. The Province has an alternate funding mechanism proposed through regulation that could download the financial responsibility to the municipalities.	
2. Keeping the science current (updated technical studies needed including issues identification, water budgets, wellhead protection areas, intake protection zones and vulnerability).	Lobby for provincial support for updated technical studies and the associated funding.	
3. Protection of non-municipal systems (communal and private).	Lobby for provincial support and funding.	
4. Challenges with implementation of the Source Protection Plan.	Encourage Source Protection Committee to review policy effectiveness. Increase focus for Education and Outreach.	
5. Delivery of an effective education and outreach program.	Seek additional funding/staffing for new tools and increased outreach. Track effectiveness/of education campaigns through surveys, etc.	

6. Program Coordinator has no supervisory role over local Source Protection Authority staff within regional staffing structure.	Program Coordinator involvement in the development of local work plan targets with local Source Protection Authority managers.	
7. Increased development impacting vulnerable areas and the number of potential threats.	Increase education for municipal leaders and staff to understand the significance of unsafe development. Update vulnerability studies.	
4.2.5 Watershed-based Resource Management Strategy Updates		
1. Lack of funding/staff capacity to update and keep current.	Budget for updates and identify shortfalls to the Province.	
4.2.6 Conservation Lands Program		
1. Complete Ecological Lands Classification (ELC) mapping and identify habitat of species at risk.	Budget staffing to undertake work.	
2. Funding for major trail improvements.	Capital Asset Management Plan in place to anticipate and cover capital costs.	
3. Aging Infrastructure.	Capital Asset Management Plan in place to anticipate and cover capital costs.	
4. Signage updates required to address legislative and social needs.	Budget for work.	
5. Invasive species inventory and management.	Budget staffing to undertake work. Grant proposals.	
6. Ecosystem enhancement and regeneration	Partnerships with municipalities Grant proposals Budget staff time	
7. Engagement of volunteers to assist with Conservation Lands management.	Implement Volunteer Program.	
8. Population growth and increased outdoor activity resulting in increased stresses on the Conservation Area and potential for visitor conflicts.	Budget for increased maintenance/repairs (Asset Management Plan). Increased staff presence on CA Lands.	

5.2 Municipal Programs and Services: Category 2		
Issues and Risks	Mitigation Measures	Cost
4.3.1 Non-LTC Owned Flood and Erosion Control Infrastructure Operation and Management		
1. LTC has traditionally overseen operations and management of these structures, with assistance from the municipalities as required. With staff turnover at municipalities, knowledge transfer could be impacted which could affect long term viability and function of the structures.	Regular reporting to municipal partners on status of flood and erosion control infrastructure.	
4.3.2 Drinking Water Source Protection (DWSP): Municipal		
1. Potential loss of watershed approach and consistency if municipalities undertake Part IV and Education and Outreach roles.	Regular reporting to municipal partners on Part IV and education and outreach activities.	
5.3 Other Programs and Services: Category 3		
Issues and Risks	Mitigation Measures	Cost
4.4.1 Local Water Monitoring		
1. Maintenance of municipal agreement to enhance watershed knowledge and health/conditions.	Regular reporting to municipal partners on local water monitoring program results.	
4.4.3 Youth Education		
1. Stable funding for ongoing activities.	<p>Promote the positives of youth education to municipalities.</p> <p>Invite councilors and Board members to youth education events to enhance the importance of the MOUs.</p> <p>Continue to seek donations and grants to pay for supplies and summer students.</p>	

4.4.4 Community Outreach and Stewardship		
1. Stable funding for ongoing activities.	Continue to seek donations and grants. Promote the outreach and stewardship programs by inviting Board members to participate in associated activities.	
4.4.2 Bay of Quinte Remedial Action Plan Office		
1. Funding for long term monitoring and data management after delisting.	Provide business case to the provincial and federal governments for continued funding.	
2. Implementation and monitoring progress of the Phosphorus Management Plan.	Provide business case to the provincial and federal governments for funding/staffing to oversee implementation of the Plan.	

6 PUBLIC ENGAGEMENT

7 PERIODIC REVIEW

This document should be reviewed every four years. This will permit LTC to adapt its programs and priorities to consider evolving political and socio-economic matters and address emerging environmental issues. It will also give an opportunity for every Board of Directors (appointed every 4 years) to review, update and approve the Watershed Based Resource Management Strategy. Ongoing/annual review of the strategy by staff will facilitate the four-year review.

Stakeholders and the public should be consulted during these periodic reviews, in a manner that aligns with the degree of revisions and meets any regulatory requirements.

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APPENDIX 1

INVENTORY OF PROGRAM AND SERVICES

APPENDIX 2

INFORMATION SUPPORTING LTC PROGRAMS

1. LTC Conservation Report, 2018.

- This Report was prepared in-house to provide an understanding of the current state of the Lower Trent watershed region and the issues faced today. It updates the 1970 Conservation Report (Department of Energy and Resources Management, 1970 a, b, c) and provides background information about LTC watersheds, programs and services, and identifies data/information gaps and watershed issues. It also sets out goals and priorities for the next 10 years and is intended to help guide the Conservation Authority's program planning and priorities.

2. Flood Plain Studies and Mapping

a. One-Zone Areas

- **Trent River Floodplain Mapping Report, 1975.** M.M. Dillon Limited.
- **Floodplain Mapping Study of the Trent River and Rice Lake, 1983.** Cumming-Cockburn & Associates.
 - Includes mapping of Flood Damage Areas:
 - Hastings
 - Campbellford
 - Percy Boom
 - Frankford
- **Shelter Valley & Barnum House Creeks:** Shelter Valley and Barnum House Creeks Floodplain Study, 1978. Crysler & Lathem Ltd.
- **Colborne Creek (Colborne):** Floodplain Mapping Colborne Creek, Village of Colborne, 1982. Kilborn Limited (Note: 2-Zone study undertaken but results did not support creation of a 2-Zone policy).
- **Dead & York Creeks (Murray Ward):** Dead & York Creek Subwatershed Plan, 1998. Totten Sims Hubicki Associates.
- **DND Creek (Trenton):** DND Creek Floodline Mapping Study, 2002. PSR Group Ltd.
- **Glen Miller Creek (Trenton & Sidney Ward):** Floodplain Mapping and Preliminary Engineering Study, Glen Miller Creek, 1983. Cumming-Cockburn & Associates Limited (CCA); and the Spill Analysis of the Glen Miller Creek by CCA dated April 1984.
- **Killoran Creek (Hastings):** Killoran Creek Flood Reduction Study, 1985. Totten Sims Hubicki Associates.

- **Mill/Burnley Creek (Warkworth):** Mill Creek Preliminary Engineering Study, 1983. Cumming-Cockburn & Associates Limited.
 - **Rawdon Creek (Stirling other than Special Policy Area):** Flood Damage Reduction Study, Rawdon Creek, Village of Stirling, 1985. Kilborn Limited.
 - **Meyers, Massey and other South Sidney Creeks (Sidney Ward):** South Sidney Watershed Plan, 1985. Totten Sims Hubicki Associates.
- b. **Two-Zone Areas**
- **Butler Creek 2-Zone (Brighton):** Butler Creek Flood Reduction Study, 1988. Totten Sims Hubicki Associates.
 - **Cold Creek 2-Zone (Frankford):** Floodplain Assessment & Policy Formulation for a Two Zone Concept Application in the Village of Frankford, July 1983. Totten Sims Hubicki Associates.
 - **Mayhew Creek 2-Zone (Trenton):** Mayhew Creek Two-Zone Concept, City of Trenton and Township of Murray, 1983. Totten Sims Hubicki Associates. – Note that the 2-Zone was only implemented in Trenton and not Murray Township.
 - **Trout Creek 2-Zone (Campbellford):** Final Report Trout Creek Floodplain Management Study, 1982. MacLaren Plansearch Inc.
3. **Flood Plain Studies Updates, 2024**
- **Colborne Creek:** Update to 1982 report
 - **Mayhew Creek:** Update to the 1983 report
 - **Cold Creek:** Update to the 1983 Report
 - **Butler (Proctor) Creek and Arena Creek:** Update to the 1988 report and will be inclusive of Arena Creek
 - **Rawdon Creek:** Update for 1985 report and will provide floodplain mapping areas upstream of previous study limit
 - **Trent River:** Update to 1975 and 1983 reports
3. **Lake Ontario Shoreline Management Plan, 2020**
- The key objective of this report is to increase the resilience of coastal communities, protect new development from coastal hazards, update existing hazard mapping and protect and enhance existing private and public properties.
4. **Bay of Quinte 100-Year Combined Flood Level – Letter report, 2020**
- This report provides information on an updated flood hazard elevation for the Bay of Quinte.
5. **Subwatershed Plans**

- **South Sidney Subwatershed Plan**, 1995. Totten Sims Hubicki Associates. Study was completed to provide requirements for consideration of development and redevelopment in the Township of Sidney, Quinte West.
 - **Dead & York Creek Subwatershed Plan**, 1998. Totten Sims Hubicki Associates. Study was initiated in order to provide recommendations to assist the Municipality and LTC during the review of *Planning Act* submissions and permit applications due to increased development pressure in Murray Township.
6. **Oak Lake Water Quality Monitoring Report and Lake Management Plan**, 2019 – City of Quinte West document.
 - This report documents the current water quality conditions of Oak Lake, provides recommendations for future monitoring opportunities, and recommendations on how to protect the health of the lake.
 7. **Beacon Environmental – Recommendations for Conducting Wetland Environmental Impact Studies (EIS) for Section 28 Regulations Permissions**, 2011
 - The report was created to help Conservation Authorities establish and undertake a program designed to further the conservation, restoration, development and management of natural resources under the CA Act.
 8. **FFW Contingency Plan**, 2023
 - This report and plan outlines the roles of the parties affected by, and responsible for, the anticipation of potential flood situations. LTC's role and responsibilities are highlighted within this report. This report is update annually.
 9. **LTC's Flood and Erosion Control Structures Operation and Maintenance Manual**, 2023 **Capital Works Projects**
 - This in-house document summarizes the capital works projects which have been undertaken in the watershed.
 10. **Warkworth Dam Operation, Maintenance, Safety and Surveillance Manual**, 2023
 - This manual, prepared by DM Wills, outlines the requirements for the operation, maintenance and surveillance of the Warkworth Dam.
 11. **Conservation Lands Reports**
 - a. **Conservation Lands and Areas Strategy**, 2024: The Conservation Lands and Areas Strategy was prepared by LTC to meet the provisions for a "Conservation Area Strategy" set out under Section 21.1 of the *Conservation Authorities Act* and Ontario Regulation 686/21 under the CA Act. The document sets out LTC's policies and priorities for its Conservation Lands Program and guides decision-making for lands management.
 - b. **Conservation Area Master Plans**: Goodrich-Loomis (1995), Proctor Park (1999), Warkworth (2011). These documents were prepared in-house in conjunction with public consultation. The plans provide background on the property, identify issues, and set out

recommendations to ensure that future management of the areas meet the needs and expectations of Conservation Area users.

- c. **Conservation Area Backgrounder & Management Plans:** Bleasdel (2017), Glen Miller (2017), Haldimand (2017), Kings Mill (2017), Sager (2017), Seymour (2017), Trenton Greenbelt (2015). These documents were prepared in-house for Conservation Areas where Master Plans have not been completed. The documents provide a description of the Conservation Area, identify issues, and future maintenance requirements.
- d. **Alderville Woods Conservation Management Plan, 2004:** This document was prepared by the Nature Conservancy of Canada as part of the land transfer process to LTC. The plan was prepared to assess the conservation values and stewardship requirements of the property. It provides baseline information, identifies key conservation targets, and recommends a monitoring and stewardship program.
- e. **Burnley Creek Natural Habitat Area Management Plan, 2011:** This plan was prepared in-house as a requirement of the land transfer to LTC. The purpose of the document is to guide naturalization and wildlife habitat enhancement, identify maintenance requirements, identify the potential for educational/recreational activities, and identify promoted uses, permitted uses, and prohibited uses of the property.
- f. **Murray Marsh Natural Habitat Area Management Plan, 2014:** This plan was prepared in-house by LTC with extensive public consultation. The plan provides background information on the property and provides recommendations to address management concerns.
- g. **Natural Habitat Area Backgrounders and Management Plans:** Barnum House Creek (2017), Douglas Springs (2017), Keating Hoards (2017), Trenton Escarpment (2017). These plans were prepared in-house for properties where management plans have not been completed. The documents provide an overview of the existing conditions and history of the properties as well as uses and land management practices. They also outline required future maintenance/upgrades and future considerations for the properties.

12. Key Geographic Information Data:

- a. **Central Geodatabases**
 - Digital Orthoimagery: 2008, 2013, 2018, 2023
 - Ontario Hydro Network
 - Digitized and Vector Floodlines
 - LiDAR high resolution terrains
 - Drinking Water Source Protection assessment report database
 - Bay of Quinte Remedial Action Plan technical data
- b. **Archived Aerial Photographs:** 1953/54, 1982, 1989, 1993, 2002

- The aerial photographs are a mixture of black and white and various scales. Some sets provide complete watershed coverage and others only partial coverage.
- c. **Ontario Base Maps**
- Coverage of the watershed region at a scale of 1:10,000
- d. **Federal National Topographic Series Maps**
- Complete coverage of the watershed at a scale of 1:50,000 and partial coverage at a scale of 1:25,000
- e. **Records and Asset Management:**
- SharePoint
 - Permitting/Planning Records
 - Vehicles/ Equipment / Buildings / Lands Assets Records
- f. **Water Information Systems:**
- WISKI, KiECO, and KiDAT is a suite of water and meteorological data management tools developed by the software company KISTERS. It is complementary to GIS, handling time series of watershed data. The software is used for storing, managing, analysing and reporting surface water, ground water, water quality, waste water, drinking water and meteorological data.

13. Drinking Water Source Protection Reports

- a. **Trent Assessment Report** (updated February 2, 2022): The report was prepared by the Trent Conservation Coalition Source Protection Committee to identify the threats and risks to municipal drinking water sources in the Trent River watershed.
- b. **Trent Approved Source Protection Plan** (updated February 2, 2022): The report was prepared by the Trent Conservation Coalition Source Protection Committee to set out policies to address the threats and risks to municipal drinking water sources in the Trent River watershed.

In addition to the Assessment Report and Source Protection Plan, numerous documents were prepared to support the Source Protection Committee in the development of these reports. They include:

- Watershed Characterization (2008)
- Water Budgets (2007-2010)
- Technical studies to delineate and score municipal water supply vulnerable areas. This includes the original technical studies and updated studies for Section 34 updates due to new or modified municipal water supplies (2007- 2021)
- Technical studies to delineate Significant Groundwater Recharge Areas (2009) and Highly Vulnerable Aquifers (2009)

14. Bay of Quinte Remedial Action Plan (BQRAP) Reports

- a. **Bay of Quinte Stage 1 Remedial Action Plan Report (Environmental Setting + Problem Definition)**, 1990: The report was prepared by the BQRAP Coordinating Committee. It identifies 10 environmental challenges (beneficial use impairments) needing to be addressed in the Remedial Action Plan process.
- b. **Bay of Quinte Stage 2 Remedial Action Plan Report (Time to Act)**, 1993: This report, prepared by the BQRAP Coordinating Committee, identifies 80 recommended actions to restore, protect and monitor environmental quality in the Area of Concern.
- c. **BQRAP BUI (Beneficial Use Impairment) Assessment Reports**

These documents provide an assessment of the Beneficial Use Impairment and recommends based on scientific evidence that the Beneficial Use Impairment is restored to support delisting. The following Assessment Reports have been prepared and the recommendations accepted by the Area of Concern Leads:

- Degradation of Fish and Wildlife Populations (2016)
- Fish Tumors and other Deformities (2015)
- Degradation of Benthos (2017)
- Restrictions on Dredging Activities (2015)
- Restrictions on Drinking Water or Taste and Odour Problems (2019)
- Beach Closures (2018)
- Degradation of Aesthetics (2020)
- Loss of Fish and Wildlife Habitat (2016)

Assessment Reports for the following Beneficial Use Impairments are at various stages of development:

- Restrictions on Fish Consumption
- Eutrophication and Undesirable Algae
- Degradation of Zooplankton and Phytoplankton

In addition to the Assessment Reports a Phosphorus Management Plan is in development for the Bay of Quinte. This plan will ensure that further reductions in phosphorus levels are achieved and the progress made by the Remedial Action Plan in rehabilitating the bay is maintained.

15. Natural Heritage Studies

- a. **Natural Heritage Report Campbellford/Seymour/Percy/Hastings/Quinte West/Belleville**, 2001: Through the BQRAP, LTC developed this report to define a Natural Heritage System for the study area.

- b. **BQRAP Natural Heritage Strategy, 2015:** Through the Bay of Quinte Remedial Action Plan, LTC developed a Natural Heritage Strategy for consideration of the municipalities and the First Nation Territory of the Bay of Quinte Region.



LOWER TRENT
CONSERVATION

CAO REPORT

Date: January 31, 2024
To: Board of Directors
Prepared by: Rhonda Bateman, Chief Administrative Officer

STAFFING

The Administrative and Client Services Technician advertisement has closed. Interviews will be held in late February.

Six summer job advertisements were released for two assistant watershed monitoring technicians, one education and outreach technician, two conservation lands field assistants and one corporate services assistant.

FLOOD HAZARD IDENTIFICATION MAPPING PROGRAM (FHIMP)

There has been excellent progress on the following projects under the FHIMP funding program:

Rawdon Creek

Butler and Arena Creeks

Colborne Creek

Mayhew and Cold Creeks

Trent River

Public Information Centres (PICs) have been held for all projects to date with the Trent River session scheduled for February 13th. There is a technical team from Environment and Climate Change Canada reviewing modelling scenarios. The technical team has met with all of the consultants. As well, each draft report is being reviewed by an independent peer review team. The work will wrap up toward the end of March.

Following that, the reports will be distributed to the municipalities and the federal government. They will also be summarized and presented to the Board for acceptance as new potential flood hazard delineations.

CONSERVATION ONTARIO

Conservation Ontario's AGM is being held on April 15, 2024 in Richmond Hill.

Conservation Ontario is planning to hold monthly General Managers meetings March – May and August – December, 2024. There will be an in-person meeting held in June in King City.

The biweekly Eastern Region GM teleconferences are now to be held once per month and in person at least twice a year.

HASTINGS COUNTY SOLAR ECLIPSE EXERCISE

The CAO and Conservation Lands Supervisor will be participating in the morning session of the exercise taking place on February 7th in Belleville.