



LOWER TRENT CONSERVATION

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

■ Tel: 613-394-4829 ■ Fax: 613-394-5226 ■ Website: www.ltc.on.ca ■ Email: information@ltc.on.ca

Registered Charitable Organization No. 107646598RR0001

NOTICE OF REGULAR MEETING OF THE LOWER TRENT CONSERVATION BOARD OF DIRECTORS

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

Administration Office, 714 Murray Street, Trenton
Virtually [Join Meeting HERE](#)

Thursday, April 11, 2024

Time: 1:20 p.m.

AGENDA

1. Meeting called to order by the Chair
2. First Nations Acknowledgement
3. Disclosure of pecuniary interests

4. **Approval of the Agenda**

RECOMMENDED:

THAT the agenda be approved as presented.

5. **Delegations**

There are no requests for delegations received for this meeting.

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

7. **Adoption of the Minutes:**

- a. Board Meeting Minutes of March 14, 2024

[Page # 5](#)

RECOMMENDED:

THAT the Regular Board Meeting Minutes of March 14, 2024 be adopted.

8. **Business arising from these minutes**

- a. 2023 Year End Audit Report Financial Note 17 Addition – Welch LLP

[Page # 11](#)

RECOMMENDED:

THAT the Note 17 as provided in the agenda package be included in the Lower Trent Conservation Financial Statements for the period ended December 31, 2023 be accepted and adopted for circulation.

- b. January 30 – March 1, 2024 Watershed Management, Planning and Regulations Report –
Revision [Page # 12](#)

RECOMMENDED:

THAT the revised January 30 – March 1, 2024 Watershed Management, Planning and Regulations Update report be accepted and received as information.

CORRESPONDENCE

9. **Correspondence** – Rhonda Bateman, CAO/Secretary-Treasurer [Page # 14](#)

- a. 2024-03-22 Letter to Jennifer Keyes, Ministry of Natural Resources and Forestry from
Mississaugas of Scugog Island First Nation

RECOMMENDED:

THAT the correspondence be received as information.

STAFF REPORTS

10. **Monthly Payments Issued** – Kelly Vandette, Manager, Corporate Services [Page # 17](#)

RECOMMENDED:

THAT the list of payments issued in the total amount of \$202,306.21 for the month of
March 2024 be received as information.

11. **Community Stewardship Reserve Fund** – Rhonda Bateman [Page # 18](#)

RECOMMENDED:

THAT the staff report be received as information; and
THAT the Board approve the establishment of a Community Stewardship Fund.

12. **Admin Office – Furniture Redesign Single Source Purchase** – Kelly Vandette [Page # 19](#)

RECOMMENDED:

THAT LTC enter into agreement with Grand & Toy (aka: Simcoe Office Products) to
purchase three office desks for an upset limit of \$15,000.00 (HST included) from the capital
buildings reserve.

13. **2023 Surplus Allocation** – Rhonda Bateman [Page # 23](#)

RECOMMENDED:

THAT the 2023 annual operating surplus of \$78,581 be allocated to the following reserves
and expenses:
\$18,164 to the Community Stewardship Reserve; and
\$15,000 to the Building, Structures, Bridges Reserve; and
\$34,000 be allocated for a six-month contract Conservation Lands Maintenance Assistant
position.

14. **Watershed Management, Planning and Regulations Reports** – Gage Comeau, Manager,

Watershed Management, Planning and Regulations

- a. Summary of Permits for Period March 2 – March 28, 2024 Page # 27
- b. Planning and Regulations
- c. Flood Forecasting and Warning (FFW) and Ontario Low Water Response (OLWR)

RECOMMENDED:

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

- 15. Wetland Offsetting Policy – Gage Comeau** Page # 33

RECOMMENDED:

THAT the Wetland Offsetting Policy document revisions be approved and adopted.

- 16. Conservation Lands Report - March 31, 2024 – Chris McLeod, Conservation Lands Supervisor** Page # 51

RECOMMENDED:

THAT the Conservation Lands Report for the period January 1 – March 31, 2024 be received as information.

- 17. Community Outreach, Education and Stewardship Programs Report – March 31, 2024 – Anne Anderson, Manager, Community Outreach and Special Projects** Page # 53

RECOMMENDED:

THAT the Community Outreach, Education and Stewardship Programs Report for the period January 1 – March 31, 2024 be received as information.

- 18. Summary of Risk Management Official Activity Report – March 31, 2024 – Anne Anderson and Marcus Rice, Risk Management Official/Inspector** Page # 56

RECOMMENDED:

THAT the summary of the Risk Management Official Activity pursuant to Part IV of the *Clean Water Act* report for the period of January 1 to March 31, 2024 be received as information.

- 19. Bay of Quinte Remedial Action Plan Program – Anne Anderson**

- a. March 2024 Newsletter Page # 59
- b. BQRAP Annual Report Year Ending March 31, 2024 Page # 62

RECOMMENDED:

THAT the Bay of Quinte Remedial Action Plan Newsletter for March 2024; and
THAT the BQRAP Annual Report for year ending March 31, 2024 be received as information.

- 20. Ratify March 25, 2024 Email Poll – Interim Policy Guidelines – Rhonda Bateman** Page # 80

RECOMMENDED:

THAT the Board of Directors March 25, 2024 eMail poll to approve the adoption of the Interim Policy Guidelines for the Administration and Implementation of Ontario Regulation

41/24 (Prohibited Activities, Exemptions and Permits) be accepted effective April 1, 2024 be ratified.

21. Ratify March 28, 2024 Email Poll – Delegation of Powers under the Conservation Authorities Act and O. Reg. 41/24 – Rhonda Bateman Page # 82

RECOMMENDED:

THAT the Board of Directors March 28, 2024 eMail poll to approve the Designation of Powers under Section 28.4 of the *Conservation Authorities Act* and O. Reg. 41/24 be accepted; and

THAT the CAO/Secretary-Treasurer be delegated to approve permits up to five years, to cancel permits and to conduct administrative reviews; and

THAT the Manager, Watershed Management, Planning and Regulations be delegated to approve permits up to five years, to cancel permits; and

THAT the CA Board members are delegated as the Hearing Board.

22. CAO's Report – Rhonda Bateman Page # 85

RECOMMENDED:

THAT the CAO's Report be received as information.

23. Members Inquiries/Other Business

24. 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

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

REGULAR BOARD MEETING MINUTES

MEETING # 2024-02

DATE: March 14, 2024
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
	Mike Ainsworth	Jim Alyea
	Jeff Wheeldon	Gene Brahaney (Vice-Chair)
	Eric Sandford	Rick English

ABSENT/REGRETS: Bobbi Wright
STAFF: Rhonda Bateman and Kelly Vandette
GUESTS: Dan Coleman, Welch LLP, Janet Noyes, JKN Consulting

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

There were no pecuniary interests declared.

4. Approval of the Agenda

RES: G25/24

Moved by: Gene Brahaney Seconded by: Sherry Hamilton
THAT the agenda be approved with the amendment to include item
15.a. Summary of Permits for Period January 30 – March 1, 2024.

Carried

5. Delegations

There were no delegations received for this meeting.

6. Public Input (3 minutes per speaker)

There was no public input at this meeting.

7. Adoption of the Minutes:

a. Annual General Meeting and Closed Session Minutes of February 8, 2024

RES: G26/24

Moved by: Eric Sandford Seconded by: Jeff Wheeldon
THAT the Annual General Meeting and Closed Session Minutes of
February 8, 2024 be adopted with the amendment to the Annual
General Meeting Item 22. Closed Session to record that Director
Brahaney declared a conflict of interest with regards to the legal matter
and recused himself from the closed session item.

Carried

8. Business arising from these minutes

There was no business arising from the February 8, 2024 minutes.

CORRESPONDENCE

9. Correspondence

- a. 2024-02-16 eMail re: *Update: Regulation of Development for the Protection of People and Property from Natural Hazards in Ontario – Ministry of Natural Resources and Forestry*
- b. 2024-03-05 *Provincial Changes Affecting Conservation Authority Permits* – letter to LTC municipal partners.

RES: G27/24

Moved by: Rick English Seconded by: Jim Alyea
THAT the correspondence as provided in the agenda package be
received as information.

Carried

STAFF REPORTS**10. Monthly Payments Issued**RES: G28/24

Moved by: Jeff Wheeldon

Seconded by: Mike Ainsworth

THAT the list of payments issued in the total amount of \$432,956.18 for the month of February 2024 be received as information.

Carried**11. Audit Report to the Board for Year Ending December 31, 2023**

Dan Coleman, Welch LLP spoke to the Audit Report to the Board and the actual Financial Statements for the year ending December 31, 2023.

He thanked the Board for allowing the audit presentation to be extended to the March Board meeting. Due to the changes from the Conservation Authorities Act requirements for reporting categories, the audit process took more time.

Dan Coleman spoke to the sections of the Report to the Board and highlighted that there were no issues. He shared the amended sections (page 39 and 57 of the agenda package) and spoke to the *'Information other than the Financial statements and Auditor's Report thereon'* regarding what is presented in the LTC Annual Report. He further shared changes and new requirements for auditing, accounting policies and the measurements/instruments for conducting audits and reporting.

Dan Coleman proposed to the Board that the year end audited reports be presented at the March Board meetings instead of February. This schedule will allow more time to ensure all financial information is gathered for year end and prepare financial statements as per the changes in the reporting of the three categories under the Conservation Act. In addition, he proposed the Board consider implementing an Audit Committee to review pre and post audit and financial statements before reporting to the full Board in March.

With regards to the audited financial statements, Dan Coleman spoke to the line items and overall surplus (\$121,869). He referred to Note 7 that identifies each of the three categories operating surplus or deficit amounts and the separate capital fund balances.

Dan Coleman thanked management and staff for their support to Welch while conducting the audit and creating the financial reports.

Staff will bring back to next Board meeting the proposed changes made by the Audit as well as the request for the Category 3 surplus amount of \$18,184 for year ending December 31, 2023 balance to be allocated to a separate reserve for future community stewardship use.

RES: G29/24

Moved by: Jim Alyea

Seconded by: Jeff Wheeldon

THAT the Audit Report to the Board, including the Lower Trent Conservation Financial Statements for the period ended December 31,

2023 as prepared and presented by Welch LLP, Chartered Professional Accountants be adopted and circulated.

Carried

12. 2023 LTC Annual Report

Rhonda Bateman spoke to the 2023 LTC Annual Report and gave recognition to the Communications Specialist, Corinne Ross for doing a great job pulling the information together to create the report.

RES: G30/24

Moved by: Sherry Hamilton

Seconded by: Eric Sandford

THAT the Lower Trent Conservation 2023 Annual Report be received as information; and THAT the 2023 Annual Report then be circulated to LTC's member municipalities.

Carried

13. CA Act and Regulations Changes

Rhonda Bateman spoke to the CA Act and Regulations Changes report as provided in the agenda package. She elaborated on specifics regarding the changes including several areas that lack clarity. Staff are reviewing interpretations and working with other CAs and CO for consistency and will relay questions to the ministry for direction. The required changes will take staff time and require more consultations with public and Conservation Ontario; therefore, resulting in possible delays to meet the April 1, 2024 deadline for the transition period given. LTC is committed to meet majority of the requirements as soon as possible.

RES: G31/24

Moved by: Jim Alyea

Seconded by: Sherry Hamilton

THAT the staff report be received as information; and
THAT the Board is aware that the transition period to address the regulatory requirements will not be met; and

THAT the Board direct that the current screening maps be utilized and updated with the best available information to accommodate the regulatory requirements.

Carried

14. Reappointment of Provincial Offences Officers

RES: G32/24

Moved by: Lynda Reid

Seconded by: Jeff Wheeldon

THAT the staff report be received as information; and

THAT Gage Comeau, Scott Robertson, Alexander Moroni and Chris McLeod be reappointed as Provincial Offences Officers under Section 30.1 of the Conservation Authorities Act effective April 1, 2024.

Carried

15. Watershed Management, Planning and Regulations Update

- a. Summary of Permits for Period January 30 – March 1, 2024
- b. Planning and Regulations
- c. Flood Forecasting and Warning (FFW) and Ontario Low Water Response (OLWR)

RES: G33/24

Moved by: Rick English

Seconded by: Mike Ainsworth

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

Carried

16. Flood Hazard Identification Mapping Program Report

Janet Noyes, JKN Consulting spoke to and presented the Flood Hazard Identification Mapping Program Report as provided in the agenda package.

Reports will be posted on the LTC website once there has been sign off of deliverables from Federal government is completed.

RES: G34/24

Moved by: Eric Sandford

Seconded by: Gene Brahaney

THAT the Flood Hazard Identification Mapping Program Report and presentation be received as information; and

THAT the Board approve the mapping products to be used for Lower Trent Conservation’s watershed science and services programs including but not limited to flood forecasting and warning, planning and regulatory purposes under the *Conservation Authorities Act*; and

THAT the mapping be incorporated into Lower Trent Conservation’s screening maps by March 31, 2024.

Carried

17. Wetland Offsetting Policy Interpretation

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

The Board moved into discussion regarding revisions to section 3 of the policy to be specific for clarity or flexibility for staff to consider enhancements without revision.

RES: G35/24

Moved by: Jeff Wheeldon

Seconded by: Eric Sandford

THAT the staff report is received as information; and

THAT the Board of Directors requests a revision to Section 3 of the Wetland Offsetting Policy document that will include the ability for staff flexibility based on professional discretion.

Carried

18. Bay of Quinte Remedial Action Plan Program

a. February 2024 Newsletter

RES: G36/24

Moved by: Eric Sandford

Seconded by: Sherry Hamilton

THAT the Bay of Quinte Remedial Action Plan Newsletter for February 2024 be received as information.

Carried

19. CAO's Report

RES: G37/24

Moved by: Gene Brahaney

Seconded by: Jeff Wheeldon

THAT the CAO's Report be received as information.

Carried

20. Members Inquiries/Other Business

Director Sandford asked what LTC is planning to do for the Solar Eclipse event. Rhonda Bateman responded by providing an update on LTC's participation, communications and monitoring plans. LTC is not encouraging or promoting the event for LTC conservation areas due to potential volume of traffic and parking issues. A staff plan is being developed by LTC to address potential issues.

Chair Mullin informed members that a complaint came to a Board Member from a political office. The complainant received a response.

Director Alyea asked if any further update regarding potential legal cases. Rhonda Bateman responded that there has been no further update from our lawyers regarding the potential legal case.

Director Wheeldon shared that the province is providing funds to close encampments in Northumberland County.

21. Adjournment

There being no further business, the meeting was adjourned.

RES: G38/24

Moved by: Mike Ainsworth

Seconded by: Rick English

THAT the meeting be adjourned.

Carried

Time 3:46 p.m.

Bob Mullin, Chair

Rhonda Bateman, CAO/ST

**THE LOWER TRENT REGION CONSERVATION AUTHORITY
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2023**

17. CONTINGENT LIABILITY

Subsequent to the year end, defendants in an enforcement action undertaken by the Authority, filed a claim for recovery of costs the defendants incurred with respect to the enforcement action which was concluded prior to December 31, 2023. The claim is for approximately \$95,000. An estimate of the liability, if any, arising from this matter cannot be made since the outcome of this matter cannot be determined at this time. The Authority maintains insurance coverage that may reduce the Authority's exposure to any liability that may arise from this claim. No provision has been made in these financial statement with respect to this matter.



LOWER TRENT
CONSERVATION

STAFF REPORT

Date: March 4, 2024
To: LTC Board of Directors
Re: Watershed Management, Planning and Regulations UPDATE
Prepared by: Gage Comeau, Manager, Watershed Management, Planning and Regulations

PROPOSED RESOLUTION:

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

BY THE NUMBERS:

Here are the numbers for new files and deliverables in 2024 and compared to similar numbers for previous years. Highlighted boxes indicate that 2024 has MORE files to date than previous years.

	# Files for 2024 (as of March 1, 2024)	Dates for Similar Number for Previous Years (Total for Year)			
		2023	2022	2021	2020
Permits	42	Feb 23 (305)	Feb 28 (398)	Mar 10 (383)	Mar 16 (351)
Planning	47	Apr 5 (198)	Mar 14 (310)	Feb 18 (259)	Apr 7 (169)
Complaints	12	Mar 3 (74)	Apr 23 (66)	Mar 11 (65)	Apr 16 (56)
Enforcement	11	Jul 17 (35)	Mar 31 (63)	Apr 20 (45)	Jun 15 (32)
Online Inquiries	233	May 9 (1003)	Apr 6 (738)	Feb 24 (1132)	Jun 8 (645)
Legal Requests	20	Sept 8 (58)	Jun 17 (36)	Jun 24 (48)	Sept 23 (28)
Clearance Letters	5	Mar 2 (52)	Apr 6 (25)	n/a	n/a
Site Visits	34	Apr 28 (231)	Mar 31 (363)	Apr 15 (282)	July 6 (166)

Legal Cases:

- **ENF-20-028** – Property owner has put forward an appeal against the sentencing decision, fines and prosecutorial jurisdiction. The appeal hearing was heard on February 13, 2024 on the matter of prosecutorial jurisdiction and a decision was made on February 26, 2024. The Appeals Judge determined that LTRCA had the ability to prosecute the matter using counsel that was not from the Office of the Solicitor General or the Ministry of Natural Resources and Forestry. With regards to the other matters and appeals, the Judge requested documentation from the appellant be submitted to make any further decisions.– Status: **ONGOING – Update**
- **ENF-21-005:** Status: **ONGOING – No change**

Watershed Management

- It is important to note that wetland assessment list is open for 2024 and staff will be looking to schedule wetland assessments in the growth season (i.e., potentially the start of May).
- Monitoring data analysis will be completed within the next two to three months with our Annual reporting to be completed within the next 2 months. Staff will likely be looking to provide a presentation and update following completion of the report.

- Monitoring staff are looking to pursue several grant applications in an effort to bolster our monitoring programs.

Permitting:

Ongoing Permit files:

- Staff have issued 18 permits and 2 permit amendments since the previous reporting period.
- Staff are currently reviewing and commenting on 23 open 2024 permit files. Additionally, staff are working on 61 files from previous years as well.
- 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 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. 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 – No Change**
- LTC staff have been contacted in relation to permit file No. RP-21-049 related to the Board Approved for Phase 3B of the Princess Edward Estates. Conditions of the Board Approved permit included locating a wetland compensation area off-site. The applicant has contacted our office to conduct a wetland assessment on a property along County Road 64 to potentially facilitate the permit conditions. Status – **ONGOING – New Update**

Planning:

- LTC Staff reviewed and commented on 6 Subdivision and Condominium Files in 2024 (new and ongoing).
- LTC Staff reviewed and commented on 27 Planning Act Applications (Severances, Zoning By-law amendments, Official Plan amendments, Site Plan Control applications and/or Minor Variances).
- LTC Staff are still meeting with the Planning departments to ensure LTC are working efficiently with our Municipal partners to ensure timely responses to Planning Act submissions. This is in response to legislative changes and updates to the floodplain mapping.
- 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.



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March 22, 2024

To the attention of:

Jennifer Keyes
 Ministry of Natural Resources and Forestry
 Via email: ca.office@ontario.ca

Re: Updates to the regulation of development for the protection of people and property from natural hazards in Ontario (ERO #019-2927)

Aaniin,

This letter is to notify the Ontario government, municipalities, and Conservation Authorities of the Mississaugas of Scugog Island First Nation’s (MSIFN’s) expectations regarding recent changes to the *Conservation Authorities Act*. The Government of Ontario must recognize that these recent changes do not override our rights and authority regarding the protection of lands and waters in our territory.

The following expectations must be met by all parties that are involved in planning decisions within our territory:

1. Pre-Submission Consultation

MSIFN must be provided with notices of proposed projects during the pre-submission consultation period for proponents and Conservation Authorities. This will help to provide us with a more adequate timeline to assess potential impacts of projects on our rights and interests, increasing the likelihood that meaningful consultation and accommodation can occur. Without this early inclusion, MSIFN may not have the chance to raise all concerns during the stipulated permitting timelines, which could lead to unnecessary delays.

2. Cumulative Effects Summary

Despite the Government of Ontario determining that Conservation Authorities no longer regulate the 120 m surrounding Provincially Significant Wetlands, MSIFN continues to exercise our rights and authority over all lands and waters in our territory. Recognizing the lack of evidence supporting this change, we also note that cumulative impacts on or surrounding important environmental features may have significant impacts on our ability to practice our Aboriginal and



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treaty rights¹. As such, we require that all consultation files include a summary of natural features surrounding the projects (within at least 120 m) to ensure that MSIFN can assess the cumulative impacts of proposals on our rights and interests.

This cumulative effects summary must include, but not be limited to: all wetlands, watercourses (including potential headwater drainage features and features without defined banks/beds), waterbodies, woodlands, and wildlife/Species at Risk habitat. To ensure that cumulative impacts can be assessed and MSIFN has the opportunity to provide informed consent for projects, any known interconnected impacts (e.g., new sewer systems, roads, energy corridors) must also be identified in this summary.

3. Tile Drainage

Given the extensive cumulative impacts of drainage activities on our lands and waters during colonial times², we find it unacceptable that new tile drainage installations will not require a Conservation Authority permit. It is important that the Government of Ontario recognize that tile drain installations may result in negative impacts on the habitat of species that are important for the practice of our treaty rights. As such, we require notification of any new or planned tile drain installations that any Ontario planning authority may become aware of.

As stated, the Government of Ontario's decision to weaken the power of Conservation Authorities has no bearing on MSIFN's rights and authority over the protection of lands and waters in our territory. If the Government of Ontario and associated planning bodies fail to respond to the above-outlined requirements, we will consider this a failure to consult and accommodate with respect to this decision. We look forward to working with the Government of Ontario, Municipalities, and Conservation Authorities to ensure that the lands and waters in our territory support all relations for generations to come.

Miigwech,

X _____

Chief Kelly LaRocca
Mississaugas of Scugog Island First Nation

CC: District of Muskoka info@muskoka.on.ca

¹ For example, the precedent-setting *Yahey v. British Columbia* (2021) ruling found that infringement of treaty rights resulted from the cumulative effects of development that was permitted by the Province of British Columbia.

² For example, [over 72%](#) of southern Ontario's pre-colonization wetland extent has been lost, in part due to [agricultural activities](#) and drainage, which has also extensively degraded wetlands.



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York Region developmentsservices@york.ca, accessyork@york.ca

City of Kawartha Lakes inquiries@kawarthalakes.ca, ehallett@kawarthalakes.ca

Durham Region planning@durham.ca

Haliburton County info@haliburtoncounty.ca

County of Peterborough info@ptbocounty.ca

Northumberland County moorej@northumberland.ca

Hastings County info@hastingscounty.com

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City of Pickering, Paul Wirch pwirch@pickering.ca

Township of Scugog planning@scugog.ca, mail@scugog.ca

Township of Uxbridge info@uxbridge.ca

Town of Whitby info@whitby.ca

Conservation Ontario info@conservationontario.ca

Toronto Region Conservation Authority, John MacKenzie John.MacKenzie@trca.ca

Central Lake Ontario Conservation Authority mail@cloca.com

Kawartha Conservation planning@kawarthaconservation.com, tliang@kawarthaconservation.com

Nottawasaga Valley Conservation Authority admin@nvca.on.ca, permits@nvca.on.ca

Lake Simcoe Region Conservation Authority regulations@lsrca.on.ca

Ganaraska Region Conservation Authority info@grca.on.ca

Otonabee Conservation lmoloney@otonabeeconservation.com, planning@otonabeeconservation.com

Lower Trent Conservation information@ltc.on.ca

Crowe Valley Conservation Authority info@crowevalley.com

Quinte Conservation info@quinteconservation.ca

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

CHEQUE # / EFT #	PAYEE	DETAILS	AMOUNT
	Staff Payroll	Mar/24 Payroll Period Feb 17/24 - Mar 15/24	127,782.50
70250197	Workplace Safety Insurance Board	Mar/24 WSIB Premium	4,132.62
70250139	OMERS	Mar/24 Pension Contributions	22,244.80
70250154	Jani-King of Eastern	Mar/24 Cleaning - Admin and Workshop	1,357.82
70250242	CIBC VISA	Mar/24 Statement	8,430.24
16502	CDW Canada Corp.	Printer Supplies	212.77
16503	City of Quinte West	Monthly Water/Wastewater - Workshop	71.14
16504	Cogeco Connexion Inc.	Monthly Internet Services - Workshop	90.34
16505	Free Flow Petroleum	Monthly Vehicle and Equipment Fuel	412.72
16506	Hai Precision Waterjets Inc.	Equipment Supply	56.50
16507	Hydro One Networks Inc.	Monthly Utilities	953.81
16508	Minister of Finance	SCOOP Digital Imagery - Part 2 of 2	4,335.72
16509	Nesda Technologies Ltd.	Apr-Jun/24 BQRAP eMail Storage	40.61
16510	Telizon Inc	Monthly Telephone Lines	467.28
16511	Templeman LLP	Legal Services	1,643.02
16512	Terry Sprague	BQRAP - Stewardship Webinar	250.00
16513	Township of Stirling-Rawdon	2024 Interim Property Tax	311.75
16514	Waste Management of Canada Corporation	Monthly Waste Services - Conservation Lands	92.69
16515	Welch LLP	2023 Audit Fee - Partial Billing	11,300.00
16516	Brighton Springs	Water Supply - Admin Bldg	83.25
16517	CDW Canada Corp.	IT Equipment Supplies	11.89
16518	Bell Mobility Inc.	Monthly Cellular Phones - Service	207.79
16519	Enbridge - Uniongas	Monthly Utilities - Admin Bldg and Workshop	470.91
16520	Hydro One Networks Inc.	Monthly Utilities - GLCC	130.33
16521	JB Print Solutions	Signage - TGCA Restoration Project	960.12
16522	Jack Le Blanc	Seeds - TGCA Restoration Project	150.00
16523	Natural Themes	Shrubs - TGCA Restoration Project	1,152.60
16524	River Institute	BQRAP - Governance - Professional Services	5,250.00
16525	Staples Commercial	Office Supplies	495.67
16526	The Glen Road Organics Ltd	Compost and Soil Analysis - TGCA Restoration	1,926.65
16527	The Napanee Beaver	BQRAP Stewardship - Advertising	299.45
16528	WAC - Watts Accessibility Consulting	Accessibility Consulting - TGCA Restoration	2,000.00
16529	M. Narini	Staff Reimbursement - Supplies and Workboots	205.34
16530	Dibbitts Landscape Supply	Topsoil and Boulders - TGCA Restoration Proj	3,034.78
16531	Scott's Haulage	Limestone screening - TGCA Restoration Proj	671.90
16532	Verbinnen's Nursery Ltd	Weed Mats - TGCA Restoration Project	395.50
16533	J. Mahoney	Staff Reimbursed - Travel & Equip for TGCA Prj	673.70
Total of Payments March 2024			\$202,306.21



LOWER TRENT
CONSERVATION

STAFF REPORT

Date: March 27, 2024
To: Board of Directors
Re: New Reserve Fund
Prepared by: Rhonda Bateman, CAO

PROPOSED RESOLUTION:

THAT the staff report be received as information; and
THAT the Board approve the establishment of a Community Stewardship Fund.

BACKGROUND:

Reserves are set aside, when available, to address specific program needs of LTC. Some reserves are tied to asset management requirements; others are for program funding raised for specific programs (i.e. youth education). Some of these reserves have restrictions on their use (i.e. Restricted Funds from Land Sales).

These are the existing reserves:

- Reserve for Buildings, Structures, Bridges
- Reserve for Vehicles and Equipment
- Reserve for Special Projects
- Reserve for IT Infrastructure
- Reserve for Conservation Lands and Infrastructure
- Reserve for Legal Fees
- Reserve for Youth Education
- Restricted Funds from Land Sales

DISCUSSION:

It was indicated through the audit process that funds raised through LTC's Stewardship program could not be carried over year to year and would be recognized as general revenue unless a reserve was established.

Community Stewardship is a Category 3 program that has the potential to raise funds, such as through the annual native plant sale. The establishment of a community stewardship reserve will have the potential to enhance and grow the program without incurring extra cost to our municipal partners under the MOUs.

SUMMARY:

Staff recommend the establishment of a Community Stewardship Reserve.



LOWER TRENT
CONSERVATION

STAFF REPORT

Date: March 25, 2024
To: Board of Directors
Re: Admin Office – Furniture Redesign Single Source Purchase
Prepared by: Kelly Vandette, Manager, Corporate Services

PROPOSED RESOLUTION:

THAT LTC enter into agreement with Grand & Toy (aka: Simcoe Office Products) to purchase three office desks for an upset limit of \$15,000.00 (HST included) from the capital building reserve.

BACKGROUND:

The Administrative Office furniture was designed for single desk users as a result of the layout of offices and staff position roles within the organization. The majority of staff within a division have been located within proximity of each other to support working team environments.

The front counter reception and small u-shaped desk beside the business center were not reconstructed and were left as per the original layout from 2004, when LTC relocated to the building.

DISCUSSION:

The layout no longer supports the current business service delivery model. With the addition of the Administrative and Client Services Technician to be shared between the Watershed Management, Planning and Regulations and Corporate Services divisions, there is no space available or appropriate desk space to support their arrival.

Research was conducted to determine the cost related to a redesign of the front counter and small work station structures. With the support of the Conservation Lands staff to dismantle the drywalled half walls and wooden desk structures attached, a redesign has been developed to support three designated workstation areas.

Two work stations will include matching furniture desks to maintain a cohesive and professional office look; as well as appropriate ergonomic layout. The positions that will be assigned to these desks will mainly be administrative and finance. The workstations will complement the service delivery support with transactions trays, 6 x 6 work surfaces, file cupboards, and file cabinet drawers to support locking up of confidential information.

The u-shaped desk will be upgraded to a 5 x 6 area and include file cabinet drawers. This workstation will support short term placements.

Simcoe Office Products provided the furnishings for previous office desks (Links manufacturer) purchased by LTC. Recently, Simcoe Office Products merged with Grand & Toy and their service/sales is still available to the Trenton area.

A quote for the three workstations was requested that included the costs for desks, keyboard trays, transaction trays, file cabinets, file cupboards, privacy panels, delivery, installation, and HST. Maintaining good customer relationships, the owner offered a 35% discount and came in under \$15,000.00 for complete order (see attached quote for the 1 desk and 2 desks).

RECOMMENDATION:

Staff recommends to proceed with the office redesign and furniture order quote by Grand & Toy and draw to an upset limit of \$15,000.00 from the capital building reserves.



Page 21
 200 Aviva Park Dr Vaughan, ON L4L9C7
 Phone: 705-721-1988
 Toll Free: 1-866-809-5397
 Fax: 705-721-2443
www.grandandtoy.com

QUOTE
 ATTN:KELLY/ANNA
 Company:LTRCA

SINGLE 72X60 DESK

APPROVAL TO PROCEED:
PO# ASSIGNED:

Date:MAR. 21, 2024
 PREPARED BY: GORD

LINE #	ITEM #	DESCRIPTION	LIST PRICE	QNTY.	YOUR PRICE.	EXT. PRICE
1	ECU2460CRLR	EXTENDED CORNER UNIT RIGHT	\$ 1,072.00	1	\$ 714.00	\$ 714.00
2	DSK2436LL	36" LEFT RETURN	\$ 577.00	1	\$ 385.00	\$ 385.00
3	CAB1622LPBBF	BOX/BOX/FILE PEDESTAL	\$ 862.00	1	\$ 575.00	\$ 575.00
4	ACC28KB	28" KEYBOARD TRAY	\$ 212.00	1	\$ 141.00	\$ 141.00
5	PST0036	36" POSTS	\$ 133.00	2	\$ 88.00	\$ 176.00
6	TIL1272F	12X72 FABRIXC PANEL	\$ 481.00	1	\$ 321.00	\$ 321.00
7	TIL2472F	24X72 FABRIC PANEL	\$ 804.00	1	\$ 536.00	\$ 536.00
8						\$ -
9						\$ -
10						\$ -
11						\$ -
12						\$ -
13						\$ -
14						\$ -
15						\$ -
16						\$ -
17						\$ -
					SUBTOTAL=	\$ 2,848.00
					HST RT133455907	\$ 370.24
					Total	\$ 3,218.24

This quote is valid for 30 days.
 Please allow 3-4 weeks Delivery
 The area in question must be clear prior to installation, if not an additional charge will apply.
 All orders are subject to a 50% deposit, no returns on custom items
 Please don't hesitate to give me a call with any questions that you may have. Thanks again for this opportunity.

All the Best- Gord



QUOTE

ATTN:KELLY/ANNA
Company:LTRCA

Phone: 705-721-1988
Toll Free: 1-866-809-5397
Fax: 705-721-2443

www.grandandtoy.com

2EA L-SHAPED DESKS

APPROVAL TO PROCEED:
PO# ASSIGNED:

Date:MAR. 21, 2024
PREPARED BY: GORD

LINE #	ITEM #	DESCRIPTION	LIST PRICE	QNTY.	YOUR PRICE.	EXT. PRICE
1	ECU2472CLLL	EXTENDED CORNER UNIT LEFT	\$ 1,138.00	1	\$ 758.00	\$ 758.00
2	ECU2472CRLR	EXTENDED CORNER UNIT RIGHT	\$ 1,138.00	1	\$ 758.00	\$ 758.00
3	DSK2436LR	36" RIGHT RETURN	\$ 577.00	1	\$ 385.00	\$ 385.00
4	DSK2436LL	36" LEFT RETURN	\$ 577.00	1	\$ 385.00	\$ 385.00
5	EXT60R	60" EXTENDED GABLE	\$ 594.00	1	\$ 395.00	\$ 395.00
6	CAB1622LPBBF	BOX/BOX/FILE PEDESTAL	\$ 862.00	2	\$ 575.00	\$ 1,104.00
7	CAB1622LPFF	FILE/FILE PEDESTAL	\$ 862.00	2	\$ 575.00	\$ 1,150.00
8	HUT147236	72" OPEN HUTCH	\$ 836.00	2	\$ 557.00	\$ 1,114.00
9	DKT72HING	DOOR KIT FOR HUTCH	\$ 317.00	2	\$ 211.00	\$ 422.00
10	HBTRAYADJ2	ARTICULATING KEYBOARD TRAY	\$ 499.00	2	\$ 152.00	\$ 304.00
11	LTS1222F	LINEAR TRANSACTION SET	\$ 460.00	2	\$ 306.00	\$ 612.00
12	PST0036	36" POSTS	\$ 133.00	5	\$ 88.00	\$ 440.00
13	TIL1260F	12X60 FABRIC PANEL	\$ 419.00	1	\$ 279.00	\$ 279.00
14	TIL2460F	24X60 FABRIC PANEL	\$ 698.00	1	\$ 465.00	\$ 465.00
15	TILTIL1236F	12X36 FABRIC PANEL	\$ 310.00	2	\$ 207.00	\$ 414.00
16	TIL2436F	24X36 FABRIC PANEL	\$ 518.00	2	\$ 345.00	\$ 690.00
17	TIL12F	12" FABRIC FILLER	\$ -	2	\$ -	\$ -
SUBTOTAL=						\$ 9,675.00
HST RT133455907						\$ 1,257.75
Total						\$ 10,932.75

This quote is valid for 30 days.

Please allow 3-4 weeks Delivery

The area in question must be clear prior to installation, if not an additional charge will apply.

All orders are subject to a 50% deposit, no returns on custom items

Please don't hesitate to give me a call with any questions that you may have. Thanks again for this opportunity.

All the Best- Gord



LOWER TRENT
CONSERVATION

STAFF REPORT

Date: April 2, 2024
To: LTC Board of Directors
Re: 2023 Surplus Allocation
Prepared by: Rhonda Bateman, CAO/Secretary-Treasurer

PROPOSED RESOLUTION:

THAT the 2023 annual operating surplus of \$78,581 be allocated to the following reserves and expenses:
 \$18,164 to the Community Stewardship Reserve; and
 \$15,000 to the Building, Structures, Bridges Reserve; and
 \$34,000 be allocated for a seasonal temporary contract Conservation Lands Maintenance Assistant.

BACKGROUND:

Lower Trent Conservation current reserve balances are:

- Reserve for Buildings, Structures, Bridges \$100,378
- Reserve for Vehicles and Equipment \$90,181
- Reserve for Special Projects \$70,655
- Reserve for IT Infrastructure \$51,977
- Reserve for Conservation Lands and Infrastructure \$64,688
- Reserve for Legal Fees \$90,000
- Reserve for Youth Education \$65,350
- Restricted Funds from Land Sales \$225,245

The reserve funds include annual levy funding through the capital asset management plan except for the following reserves:

- Legal Fees
- Youth Education
- Restricted Land Sales

Motions from the Board of Directors are required to place surplus funds into reserves and to subsequently draw upon them.

DISCUSSION:

Based on the 2023 Audited Financial Statement as presented at the March 14, 2024 Board Meeting, Lower Trent Conservation’s 2023 operating surplus was \$78,581. The surplus was primarily due to increased revenue generated from earned interest.

As noted in the earlier staff report, the establishment of the Community Stewardship Reserve would assist in watershed stewardship initiatives and therefore the stewardship money raised in 2023 should be allocated to this reserve.

The movement of \$15,000 to the Building Reserve will cover the unanticipated costs for the furniture redesign of the administration area in the Administration Building. To place the funds in reserve will confirm the purchase and installation as a capital expense.

Conservation Lands requires increased staffing to allow for progress in their annual workplan targets. The hiring of a six-month contract Conservation Lands Maintenance Assistant position will assist in meeting these targets.

RECOMMENDATION:

THAT the Board approve the allocation of the 2023 surplus as presented.

DESCRIPTION OF LOWER TRENT CONSERVATION CAPITAL ASSET RESERVES	
RESERVE NAME	PURPOSE/RESTRICTIONS
Information Technology Infrastructure	Applies to the purchase of hardware and software technology for LTC operations and communications.
Vehicles and Heavy Equipment	Applies to the purchase of vehicles and heavy equipment of our Conservation Lands or for any of our programs.
Buildings and Structures	Applies to any major repairs or upgrades to LTC buildings, structural additions, or towards the purchase of new facilities.
	<p>Restricted Funds for Goodrich-Loomis Conservation Centre To be drawn on for capital improvements at the Goodrich-Loomis Conservation Centre. A Board motion is required to access these funds from a short-term investment account.</p>
Reserve for Special Projects	This is a broad category and could be used for watershed studies, watershed plans, monitoring programs, flood and erosion control projects, or any special project as approved by the Board of Directors.
	<p>Flood and Erosion Control Infrastructure Applies to replacement and maintenance costs for existing flood infrastructure not covered by Water Erosion and Control Infrastructure (WECl) funding.</p>
	<p>Flood and Watershed Monitoring and Other Equipment Applies to replacement and maintenance of data loggers, sensors, shelters, probes and specialized monitoring equipment.</p>
Land Infrastructure	Applies to major repairs and upgrades to conservation lands and lands adjacent to LTC facilities such as parking areas, infrastructure such as trails, bridges, gazebos, fencing, gates, etc.

DESCRIPTION OF LOWER TRENT CONSERVATION CAPITAL ASSET RESERVES	
Conservation Lands	Applies to the purchase of additional LTC properties. This includes conservation area lands and/or any administrative lands.
	<p>Restricted Funds for Conservation Lands</p> <p>Funds are generated through the sale of conservation lands which require approval from the Ministry of the Environment, Conservation and Parks. Spending of these funds are restricted to the following criteria:</p> <ul style="list-style-type: none"> a) Flood control operations, major maintenance of flood control structures and related flood control studies. b) Acquisition of provincially significant conservation lands including valley lands, hazard lands, wetlands, headwater recharge and discharge areas, forested areas, but not including land where the primary purpose is for the generation of revenue. c) Hazard land mapping in support of the conservation authority municipal plan input for land use planning for consistency with the natural hazard policies of the Provincial Policy Statement under the Planning Act.

DESCRIPTION OF LOWER TRENT CONSERVATION GENERAL RESERVES	
RESERVE NAME	PURPOSE/RESTRICTIONS
Legal Fees	To be drawn upon to cover unanticipated legal fees for matters initiated by or against the Authority.
Youth Education	This is an operating reserve to support Lower Trent Conservation’s youth education programs which will be used to carry forward and will be budgeted upon and drawn upon annually, as required.

Summary of Permits Approved by Staff
ONTARIO REGULATION 163/06 - Development, Interference with Wetlands and Alterations to Shorelines & Watercourses
Prepared by: Gage Comeau, Manager, Watershed Management, Planning and Regulations
For Period: March 2- March 28, 2024



Permit #	Municipality	Ward	Geographic Township	Concession	Lot	Street Address	Regulated Area	Permitted Activity
P-22-182 (minor; compliance)	Trent Hills	Percy	Percy	8	8-9	Concession Road 8 West	Field Verified wetland (allowance); tributary of Percy Creek; Percy Halfway Creek PSW (allowance)	to install tile drainage outlets
P-23-232	Brighton	Brighton Town	Cramahe	2	2	30 Rosslyn Drive	Butler (Proctor) Creek floodplain; unevaluated wetland (allowance)	install a paver patio, fire pit, retaining walls and garden beds
P-23-233	Brighton	Brighton Town	Cramahe	2	2	28 Rosslyn Drive	Butler (Proctor) Creek floodplain; unevaluated wetland (allowance)	install a paver patio, pool, retaining walls and fire pit
P-23-256	Trent Hills	Seymour	Seymour	1	21	53 River Road	Trent River floodplain; Wilson Island Complex and East Wetland (PSW) (allowance)	construct two garage additions totaling approximately 53.1 m2 (576 ft2)
P-23-264	Quinte West	Murray	Murray	A	7	22453 Loyalist Parkway	Bay of Quinte flood and erosion hazards	Shoreline Protection and rehabilitation works
P-23-314	Cramahe	Cramahe Township	Cramahe	6	32	Haynes Road	Cold Creek Wetland Complex (PSW) (allowance)	construct a single-family dwelling, driveway and install a septic system
P-24-009	Brighton	Murray	Murray	4	29	1887 County Road 26	Valley system of a Cold Creek tributary (allowance); unevaluated wetland (allowance)	Construct a driveway, septic system, new well, approximately 420 Sq m accessory structure and dwelling.
P-24-010	Trent Hills	Percy	Percy	14	21	66 Fleming Bay Road	Trent River floodplain	Demolish dwelling and re-construct dwelling in the same footprint.
P-24-014	Quinte West	Murray	Murray	West side of Carrying Place	4	1 East Vista Terrace	Dead Creek Marsh PSW (allowance)	Construct single-family dwelling
P-24-015	Quinte West	Murray	Murray	West side of Carrying Place	4	5 East Vista Terrace	Dead Creek Marsh PSW (allowance)	Construct Single-family dwelling.
P-24-020	Brighton	Brighton Township	Murray	3	36	Hansen Road	Breakaway Creek; unevaluated wetland (allowance)	replace the existing box culvert with engineered CMPA pipe inlet control
P-24-022 (minor)	Centre Hastings	Huntingdon	Huntingdon	14	11	466 Quin Mo Lac Road	Field verified wetland (allowance); unevaluated wetland (allowance)	Construct a driveway.
P-24-025	Brighton	Brighton Township		Presqu'ile	Presqu'ile	32 Bayshore Road	Lake Ontario flood and erosion Hazards; Presqu'ile Bay Marsh (PSW) (allowance)	conduct shoreline rehabilitation works on an existing concrete seawall and boat ramp
P-24-028 (minor)	Trent Hills	Percy	Percy	3	17	15 Main Street	Burnley Creek (allowance); Burnley Creek floodplain	demolish the existing addition and construct an approximately 19m2 deck
P-24-035	Trent Hills	Seymour	Seymour	14	6	82 C. Centennial Lane	Trent River Floodplain	construct an approximately 45m2 pergola
P-24-037	Brighton	Brighton Town	Murray	C	35	120 Folly Lane	Lake Ontario flood hazard; field verified wetland (allowance); Presqu'ile Bay Marsh (PSW) (allowance)	demolish the existing structure and reconstruct a single-family dwelling, and install a setpic system
P-24-038	Quinte West	Murray	Murray	3	1	277 McCauley Rd	Tributary of the Trent River floodplain (allowance)	construct a single-family dwelling, detached garage and install an entrance and septic system
P-24-040 (minor)	Trent Hills	Seymour	Seymour	14	9	26 Buttercup Lane	Nappan Island Complex PSW (allowance)	Placement of an approximately 15 Sq m pre-fabricated shed
P-24-041 (minor)	Quinte West	Murray	Murray	B	11	951 Powerline Road	York Creek (allowance); York Creek floodplain; unevaluated wetland (allowance)	Install approximately 43 metres of nee NPS 3/4 inch gas service piping.
P-24-042	Trent Hills	Seymour	Seymour	6	10	40/42 Front Street N	Trent River floodplain (allowance)	construct an approximately 93.6m2 patio
P-24-043	Stirling-Rawdon	Stirling Village	Rawdon	1	11	44 North Street	Rawdon Creek	conduct repairs on the existing (failed) storm structure
P-24-045	Quinte West	Sidney	Sidney	BF	14		Bay of Quinte tributary; Bayside Wetland Complex (PSW) (allowance)	remove the existing 600 mm culvert, replace with two 500 mm culvert, conduct ditching works
P-24-048 (minor)	Quinte West	Sidney	Sidney	BF	14	18 Baylea Drive	Unevaluated wetland (allowance)	Replace an existing septic system
P-24-050	Centre Hastings	Huntingdon	Huntingdon	9	4	424 Wood Road	Unevaluated wetland (allowance)	Construct an approximately 25 Sq m greenhouse.
P-24-052	Quinte West	Sidney	Sidney	5	2	50 Elgin Drive	Cold Creek floodplain	Install gas service at the address.



LOWER TRENT
CONSERVATION

STAFF REPORT

Date: March 28, 2024
To: LTC Board of Directors
Re: Watershed Management, Planning and Regulations UPDATE
Prepared by: Gage Comeau, Manager, Watershed Management, Planning and Regulations

PROPOSED RESOLUTION:

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

BY THE NUMBERS:

Here are the numbers for new files and deliverables in 2024 and compared to similar numbers for previous years. Highlighted boxes indicate that 2024 has MORE files to date than previous years.

	# Files for 2024 (as of March 28, 2024)	Dates for Similar Number for Previous Years (Total for Year)			
		2023	2022	2021	2020
Permits	67	Mar 23 (305)	Mar 21 (398)	Mar 30 (383)	Apr 17 (351)
Planning	62	Apr 13 (198)	Mar 30 (310)	Mar 22 (259)	Jun 10 (169)
Complaints	15	Apr 13 (74)	May 5 (66)	Mar 21 (65)	Apr 22 (56)
Enforcement	15	Jul 28 (35)	Apr 25 (63)	May 31 (45)	Aug 4 (32)
Online Inquiries	340	Jun 20 (1003)	May 13 (738)	Mar 24 (1132)	Jul 22 (645)
Legal Requests	23	Sept 19 (58)	Jun 17 (36)	Jul 21 (48)	Oct 13 (28)
Clearance Letters	8	Apr 21 (52)	Apr 28 (25)	n/a	n/a
Site Visits	54	Jun 8 (231)	Apr 11 (363)	May 21 (282)	Aug 8 (166)

Legal Cases:

- **ENF-20-028** –Status: **ONGOING** – **No change**
- **ENF-21-005**: Status: **ONGOING** – **No change**

Watershed Management

- It is important to note that wetland assessment list is open for 2024 and staff will be looking to schedule wetland assessments in the growth season (i.e., potentially the start of May).
- Monitoring data analysis is mostly complete and staff are preparing an annual report to be completed within the next 2 months. Staff will likely be looking to provide a presentation and update following completion of the report.
- Monitoring staff are looking to pursue several grant applications in an effort to bolster our monitoring programs.

Permitting:

Ongoing Permit files:

- Staff have issued 29 permits since the previous reporting period.
- Staff are currently reviewing and commenting on 25 open 2024 permit files and 59 files from previous years as well.
- As part of our annual policy review and the legislative changes that take effect on April 1, 2024, for the *Conservation Authorities Act* and Ontario Regulation 41/24, staff are currently updating the LTC Regulatory policies, permit application and LTC technical guidelines.

Planning:

- LTC Staff reviewed and commented on **8** Subdivision and Condominium Files in 2024 (new and ongoing).
- LTC Staff reviewed and commented on 13 Planning Act Applications (Severances, Zoning By-law amendments, Official Plan amendments, Site Plan Control applications and/or Minor Variances). Additionally, we are reviewing several technical reports for pre-consultation files including but not limited to; 2 site plans and 8 Environmental Impact Studies.
- LTC Staff are meeting with the Planning departments to discuss floodplain mapping changes that are being implemented as part of the updated floodplain mapping projects.
- 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.

It is important to note that Planning and Regulations staff are increasingly busy in all file categories and timelines for responses and deliverables for all file types may take longer than expected. Additionally, with recent legislative changes, staff workload may continue to increase due to misinformation that is present in the public, new directives from the Province and new administrative changes in the *Conservation Authorities Act*.

RECOMMENDATION:

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



LOWER TRENT
CONSERVATION

STAFF REPORT

Date: April 2, 2024
To: LTC Board of Directors
Re: Flood Forecasting and Warning UPDATE
Prepared by: Gage Comeau, Manager, Watershed Management, Planning and Regulations

PROPOSED RESOLUTION:

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

BY THE NUMBERS:

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

Table 1. Number of flood communications issued by Staff.

Statements	Flood Communications Issued (as of April 2, 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

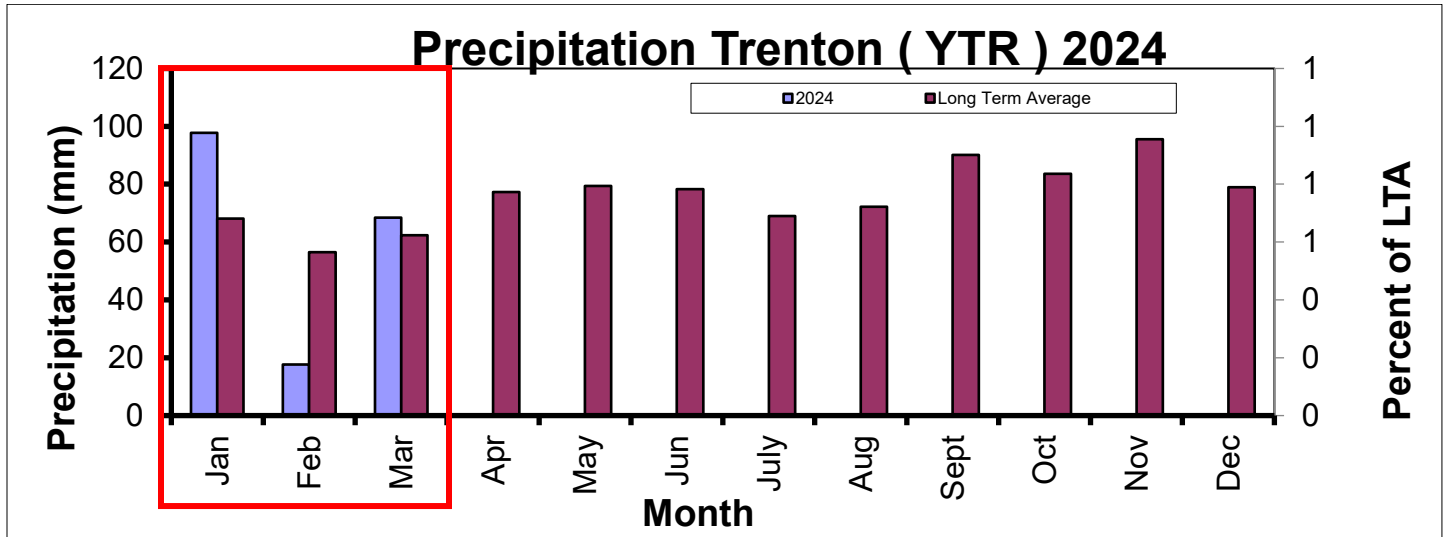
Summary of Current Conditions

The first 3 months of 2024 have been warmer than average with mostly above average rainfall observed (see Table 2). Precipitation volumes exceeded the monthly long-term average for the month of March and based on the long-term forecast for April and May, it appears that our watershed will continue to receive above normal precipitation. Snow survey results indicate that the LTC watershed does not have any snow cover. Long term forecasts are showing that droughts could be an issue during late summer or early fall as below average rainfall is expected; however, these forecasts are subject to change over time. LTC staff will be continuing to review the weather and stream conditions and will report further if there appears to be any potential flood or drought issues.

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. Currently, the majority of the creek systems are experiencing slightly higher than average flows due to receiving above normal precipitation volumes; however, water levels and flows are within the expected range for this time of year. Staff will be continuing to review the conditions and forecast for updates.

Table 2. Observed Monthly Precipitation (mm) in 2024 compared to the monthly long-term average.



Trent River

The Trent River system is experiencing average water levels and flows for this time of year. Owners may experience slight variability in the water levels and flows during peak navigation times. Currently, there are no changes on the Trent River to report.

Lake Ontario

Currently, water levels are average for this time of year.

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: April 2, 2024
To: LTC Board of Directors
Re: Wetland Offsetting Policy Interpretation
Prepared by: Gage Comeau, Manager, Watershed Management, Planning and Regulations

PROPOSED RESOLUTION:

THAT the Wetland Offsetting Policy document revisions be approved and adopted.

BACKGROUND:

In February 2014, the LTC Board of Directors, passed the resolution:

“That the staff develop draft policies within the new Policies and Procedures Manual for O. Reg. 163/06 for consideration of the Board to increase flexibility regarding development in the vicinity of small wetlands and allow for offsetting measures.”

In April 2021, the LTC Board of Directors, passed the resolution (2021-04-08 RES: G50/21):

“THAT staff investigate the development of an offsetting program to compensate for loss of ecological values due to the imposition of a Ministerial Zoning Order (MZO); and THAT staff develop a fee schedule and amend hearing guidelines for the management of MZO files be approved.”

In April 2023, the LTC Board of Directors, passed the resolution to approve and adopt the Wetland Offsetting policy:

RES: G55/23 Moved by: Jeff Wheeldon Seconded by: Bobbi Wright
 THAT the Wetland Offsetting Policy be approved and adopted.
 Carried

Since the approval and adoption of the Wetland Offsetting policy, staff have been asked by applicants and agents about portions of Section 3 of the Wetland Offsetting policy (attached) related to the guidelines associated with the compensation ratios and wetland offsetting. Additionally, proposals have come forward that include the wetland buffer and wetland enhancements as part of the offsetting/compensation ratios. Currently, the policy notes that the minimum offsetting ratios for marsh wetland are 1:2 (destroyed: created) and swamp wetlands are 1:3 (destroyed: created). The policy also notes that a vegetated buffer around the created wetland is required.

Qualified environmental consultants have requested further information regarding this section as their interpretation of the policy varies. For instance, it has been posited that wetland enhancements could be implemented to boost the ecologic and hydrologic function of existing wetlands. These enhancements have been included in the ratio calculation that is provided to LTC staff during review. Although, staff do not disapprove of some of the professional submissions and proposals by qualified professionals, the offsetting policy appears to be inflexible in deviating from the ratios noted in the policy.

As such, staff asked for direction on the implementation of the offsetting ratio and if flexibilities are possible without rewriting the existing policy

As per the resolution from the Board of Directors on March 14, 2024 (shown below), staff have undertaken the work necessary to update the Wetland Offsetting Policy document to include provisions for staff flexibility based on professional discretion. Administrative revisions were included to ensure that the policy document referenced the changes to the Conservation Authorities Act and Ontario Regulation 41/24 that came into force on April 1, 2024.

THAT the staff report is received as information; and

THAT the Board of Directors requests a revision to Section 3 of the Wetland Offsetting Policy document that will include the ability for staff flexibility based on professional discretion.

RES: G35/24 Moved by: Jeff Wheeldon Seconded by: Eric Sandford

Carried

RECOMMENDATION:

THAT the Wetland Offsetting Policy document revisions be approved and adopted.



**Lower Trent Region
Conservation Authority**

**Wetland Offsetting
Policy Document**

Approved by

Lower Trent Region Conservation Authority

Board of Directors

Approved April 13, 2023 - RES:G55/23

Revised April 2, 2024

Lower Trent Conservation’s Wetland Offsetting Policy

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1.0 Introduction

Wetlands found in the Lower Trent Conservation (LTC) watershed region include *marshes*, *swamps*, *fens* and *bogs*. These vital productive habitats maintain local water sources by capturing rain, snow melt and floodwater while recharging both *surface water* and *groundwater* supplies. During storms, wetlands store water preventing extreme flooding and soil erosion, while maintaining stream flows during drought conditions. Wetlands provide many other important benefits, including critical climate adaptation resiliency across the landscape.

Under the Conservation Authorities Act, “wetland” means land that,

- (a) is seasonally or permanently covered by shallow water or has a water table close to or at its surface,
- (b) directly contributes to the hydrological function of a watershed through connection with a surface watercourse,
- (c) has hydric soils, the formation of which has been caused by the presence of abundant water, and
- (d) has vegetation dominated by hydrophytic plants or water tolerant plants, the dominance of which has been favoured by the presence of abundant water,

but does not include periodically soaked or wet land that is used for agricultural purposes and no longer exhibits a wetland characteristic referred to in clause (c) or (d).

Wetlands are regulated by LTC under Part VI of the *Conservation Authorities Act* and Ontario Regulation 41/24: Prohibited Activities, Exemptions and Permits.

Wetlands are essential to a prosperous watershed and must be sustained across an interconnected landscape. Due to major historic losses of wetlands in the watershed, any new proposed losses must be offset with a net gain in wetland habitat. Wetland *offsetting* involves the intentional restoration or creation of new wetlands to counterbalance negative ecological and hydrological impacts of wetland destruction, which cannot be avoided under limited, extraordinary cases. *Offsetting* can only be responsibly considered when the requirements for avoidance, minimization and mitigation of negative impacts from *development* cannot be met. The hierarchy of wetland protection includes the following immutable steps:

1. Avoidance - Prevent impacts from occurring by changing project location, scope, or timing of activities.
2. Minimization - Reduce the duration, intensity and/or extent of impacts that cannot be avoided.
3. Mitigation - Rehabilitate or restore features or functions that have been exposed to impacts that could not be avoided or minimized.

4. Offsetting - Create or restore new habitat to compensate for loss that could not be avoided, minimized or mitigated.

There are many uncertainties associated with attempting to replace complex ecosystems like wetlands, which is why *offsetting* must be avoided whenever possible, in favour of protecting and restoring existing wetland habitats. However, if wetland destruction is unavoidable, the goal of wetland *offsetting* should always be the net increase in wetland cover and *wetland function* across the Lower Trent watershed region.

In February 2014, the LTC Board of Directors, passed the resolution:

“That the staff develop draft policies within the new Policies and Procedures Manual for O. Reg. 163/06 for consideration of the Board to increase flexibility regarding development in the vicinity of small wetlands and allow for offsetting measures.”

More recently, in April 2021, the LTC Board of Directors, passed the resolution (2021-04-08 RES:G50/21):

“THAT staff investigate the development of an offsetting program to compensate for loss of ecological values due to the imposition of a Ministerial Zoning Order (MZO); and THAT staff develop a fee schedule and amend hearing guidelines for the management of MZO files be approved.”

This policy document draws on the existing ecological offsetting policies developed by other Conservation Authorities including Credit Valley Conservation (2020), Toronto and Region Conservation Authority, Lake Simcoe Region Conservation Authority (2021), and Nottawasaga Valley Conservation Authority (2021). This document also follows 17 of the 20 recommendations made in the ecological *offsetting* framework developed by Wang et al. (2022) for Cataraqui Region Conservation Authority. The three recommendations that have not yet been observed in developing this policy are related to engagement of municipalities, indigenous communities and the public.

2.0 Requirements

Proponents of *development* projects must engage in a consultation process with LTC staff to determine if wetland *offsetting* may be a consideration for a specific proposal. The hierarchy of wetland protection must be followed in the consultation process, with the ultimate goal of avoiding wetland *offsetting*, except for limited predefined circumstances described below.

2.1 Offsetting Eligibility

Wetland offsetting can only be applied to a restricted number of scenarios including:

1. Federal, provincial or municipal (public) infrastructure projects.
2. Minister's Zoning Order (Section 28.1.2 of the *Conservation Authorities Act*, where a Zoning Order has been made by the Minister of Municipal Affairs and Housing under Section 47 of the *Planning Act*); and subsequent provincial orders that require the issuance of permits in contravention of Section 28.1 of the *Conservation Authorities Act*.
3. Destruction of small wetlands (as defined in the LTC Regulatory Policy Document).

Wetland *offsetting* is not eligible for proposals impacting:

- Provincially *Significant Wetlands* or *Coastal Wetlands*, except for provincial or municipal (public) *infrastructure* projects and *Minister's Zoning Orders*.
- *Irreplaceable wetlands* including *bogs and fens*, as well as wetlands with rare vegetation communities or specialized habitat for wildlife.
- Wetlands culturally valued by First Nations (consultation is recommended to determine if this condition applies).
- Wetlands greater than the total area eligible for offsetting (as defined by the LTC Regulatory Policy Document)

2.2 Permits

Permits under Section 28.1 of the *Conservation Authorities Act* are required for the removal of a regulated wetland feature. As noted in Section 1, staff strive to use a mitigation hierarchy when providing comments on preconsultation meetings, permit applications and *Planning Act* applications. However, it is understood that some development proposals may require compensation and offsetting where the first three steps in the mitigation hierarchy are not plausible. In these situations, LTC staff will work with the proponent or developer to ensure that any unavoidable loss of a feature is appropriately compensated for. It is important to note that a permit to remove a regulated wetland feature cannot be issued until an agreed upon compensation plan and report is provided that demonstrates the compensation will meet the appropriate *ecologic and hydrologic targets*. Lastly, all compensation is to be conducted on the subject property where the removal is to occur, or abutting parcel(s), in Scenario 3, above.

Where permission has been granted by the Board for wetland removal beyond the eligible wetland area as defined by the LTC Regulatory Policy Document, this policy will be followed.

A complete permit application must be submitted for review. Incomplete applications will not be considered.

2.3 Legal agreement

A legal agreement between LTC and the proponent should outline all requirements of the wetland *offsetting* project. This should include the baseline studies of the existing wetland (which will define the ecological and hydrological forms and function targets for the new offset), a wetland design, complete with a *contingency plan*, and a monitoring and maintenance plan aimed at evaluating and meeting targets.

Access for LTC staff to the new wetland feature should be secured on title of the hosting property, for a specified period of time.

Under a MZO, Section 28.1.2 subsections (17) and (18) requires the Conservation Authority to enter into an agreement with respect to the development project with the holder of the permit. The agreement shall set out actions or requirements that the holder of the permit must complete or satisfy to compensate for ecological impacts and any other impacts (e.g., hydrological, and natural hazards) that may result from the development project authorized through an MZO. Subsection (19) states that “No person shall begin a development project until an agreement required under subsection (17) has been entered into”.

3.0 Guidelines

3.1 Ecological Net Gain

Wetland *offsetting* requires ecological and hydrological *net gain* and like-for-like compensation in both wetland form and function. The new wetland features are to be self-sustaining in perpetuity with *climate resilience* incorporated in their design.

3.2 Base-line conditions

The proponent, following consultation with LTC staff, is responsible for describing and quantifying the individual, site-specific wetland forms and functions (i.e. base line conditions) of the feature to be destroyed, through comprehensive environmental assessments, employing detailed multi-season field studies, carried out by qualified professionals over a minimum on one year, preferably longer. The base-line conditions are to frame the *offsetting* targets. To ensure compliance with these guidelines, pre-consultation with LTC staff is required. A complete list of technical studies to support a complete permit application will be provided following this meeting. The resulting technical report(s) documenting the wetland parameters must be reviewed by LTC staff (at the proponent's expense), and if satisfactory, would allow for the wetland *offsetting* design plans to be then developed by the proponent with technical support from qualified professionals. The design plans must include a monitoring program to gauge progress of meeting the target ecological and hydrological forms and functions. LTC staff and/or a peer reviewer, will review the *offsetting* plans at the proponent's expense.

Whenever feasible, opportunities to rescue wetland seedbank, soils, and plant material, are encouraged. New wetlands must be designed to be self-sustaining in perpetuity.

3.3 Location

Existing forest or wetland cover cannot be removed to host an *offsetting* project, with the exception of enhancing an existing ecologically degraded or severely impacted wetland or other vegetation community dominated by non-native invasive species.

A wetland *offsetting* project is to be located as close to the destroyed wetland as possible, in order to replace the ecologic and *hydrologic functions* being lost in the *drainage area*. The feature(s) must be constructed in site conditions that will allow for *wetland hydrology* to persist and maintain wetland conditions in perpetuity.

Due to staff time and resources, offsetting locations for proposals under Scenario 3 of Section 2.1 that are being proposed on an offsite location not abutting the subject lands will not be approved by staff.

3.4 Offsetting Ratios

To account for the time lag in replacing ecosystem function as well as uncertainties around successful feature establishment, marsh wetland *offsetting* area minimum ratios are 1:2 (destroyed : created); *swamp* wetland *offsetting* area minimum ratios are 1:3 (destroyed : created). In addition, vegetated setback areas of a minimum of 30 m width around the created wetland features are required (See section 3.5).

The restoration of severely degraded wetlands or historically functioning wetlands may be considered as potential opportunities for offsetting. Consideration may be given for a lower replacement ratio, provided that it can be demonstrated to the satisfaction of LTC that the functional improvement represents a net gain.

3.5 Setbacks

All created wetlands require a regulated 30 metre minimum vegetated setback to be established around the new feature. The setback is to be seeded and/or planted with appropriate *native vegetation*, if it is not already occurring on site. Planted vegetation may require browse protection while establishing, including deer fencing, tree shelters, and rodent guards.

Both the newly constructed wetland and its vegetated setback features will be regulated under Part VI of the *Conservation Authorities Act* and Ontario Regulation 41/24, and should be zoned as “Environmental Protection” by the municipality and identified on wetland mapping.

The new wetland feature should be at least 30 metres away from neighbouring property boundaries to avoid regulatory issues where neighbouring properties were not previously regulated.

3.6 Timelines

The wetland *offsetting* project must be constructed and meeting established wetland form and function targets, before the impacted wetland feature can be destroyed. Only then, can a permit to destroy a regulated wetland feature be sought. The permit has a five-year lifespan.

3.7 Responsibilities

All wetland *offsetting* projects are to be proponent led, with technical support from retained qualified professionals, and in consultation with LTC staff. The proponent is wholly responsible

for all costs of the wetland *offsetting* process including: technical reviews, project design, construction, permits, *conservation easement* establishments, legal fees, annual monitoring and maintenance.

LTC staff and/or peer reviewers, will review wetland *offsetting* proposals, wetland destruction permits, *offsetting* designs, construction plans, maintenance and monitoring reports. These services will be provided for a fee at the expense of the proponent.

LTC will not accept cash in lieu for wetland *offsetting* projects. However, proponents must provide security deposits to LTC to be held until wetland *offsetting* projects achieve established ecologic and hydrologic targets.

4.0 Monitoring and Maintenance

The monitoring program assessing progress on the establishment of target forms and functions must be developed and reviewed as part of the wetland *offsetting* project design. The proponent must monitor the new wetland feature annually for a minimum of 5 years to ensure that its forms and functions are effectively replacing those which were destroyed and lost. If a newly created wetland is not functioning as expected, the *offsetting* project is not completed.

Reporting on monitoring findings and steps taken to correct issues, is to be completed and submitted annually by the proponent, for LTC staff review, at the proponent's expense. The proponent is required to fix problems with the constructed wetland, if it is not performing according to the approved design plan, including a new wetland construction attempt if necessary. Contingency measures and continual improvements can be part of an *adaptive management* approach in wetland *offsetting* projects to address threats and unknowns.

Ongoing *water balance* monitoring is required for the duration of the monitoring period.

An 80% survival of plant material both in the wetland and vegetated setback is expected five years following planting. Replanting is required if the survival targets are not met each monitoring year. Invasive plant control must be part of the monitoring and maintenance period. Browse and predation protection, such as deer fencing, tree shelters or rodent guards, should be applied to reduce mortality.

5.0 Summary

Wetland *offsetting* is reserved for limited select circumstances, following the application of the *mitigation* hierarchy. LTC staff should review the Wetland Offsetting policy regularly to make improvements ensuring the ecological *net gain* goal of *offsetting* is achieved across the Lower Trent watershed. Communicating and collaborating with other Conservation Authorities who have experience with *offsetting* projects is also advised.

The following brief summary outlines the procedural steps involving wetland *offsetting*.

1. Consult with LTC to discuss *development* project.
2. Strictly follow hierarchy of wetland protection.
3. Proponent to complete comprehensive technical field studies to characterize the to-be-destroyed wetland's ecological and hydrological forms and functions.
4. LTC staff and/or peer reviewer to review wetland characterization field studies findings. If the field study findings are deemed complete and are accepted by LTC, the proponent can proceed to secure a suitable site and develop a detailed technical wetland *offsetting* design, construction, monitoring and maintenance plan.
5. All parties sign a legally binding wetland *offsetting* agreement.
6. LTC staff and/or peer reviewers, review the wetland offset design plan. If the plan is accepted, the proponent can apply for a permit to construct a new wetland (if working in a regulated area).
7. Securities are collected from the proponent to be held in trust until the project is completed to the satisfaction of LTC.
8. Once ecologic and hydrologic *offsetting* targets are met, a complete permit application for the destruction of a regulated wetland must be submitted to LTC for approval.
9. LTC staff and/or peer reviewers inspect the new wetland during construction and at completion.
10. The proponent monitors, maintains and reports to LTC on the new wetland annually for 5 years. If the new wetland is not meeting the *offsetting* targets during the monitoring period, adjustments must be made to correct issues, including a new attempt if necessary. Once after 5 years of monitoring, the new wetland is meeting the *offsetting* targets, the project is deemed complete. Securities are returned.
11. Proponent to finance and lead all aspects of the wetland *offsetting* project including but not limited to: technical reviews, land purchase, legal requirements, construction, monitoring and maintenance. All of LTC's expenses related to the wetland offsetting project are to be covered by the proponent.

6.0 References

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Lake Simcoe Region Conservation Authority. 2021. Ecological Offsetting Policy. Planning, Development and Restoration Services. Newmarket. 26 pp.

<https://www.lsrca.on.ca/Shared%20Documents/Ecological-Offsetting-Plan.pdf>

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Nottawasaga Valley Conservation Authority. 2021. Achieving Net Gains through Ecological Offsetting Guidelines for site-specific ecological offsetting proposals and plans. 19 pp.

https://www.nvca.on.ca/Shared%20Documents/NVCA_Policy_Guidelines_for_Achieving_Ecological_Net_Gains_FINAL%20costing%20examples%2012-MAY-2021.pdf

Ministry of Natural Resources and Forestry. 2022. Ontario Wetland Evaluation System, Southern Manual., 4th edition. 238 pp.

Wang, E., Slevin, J., Tweedle, J., Perron, N., Khan, S. and Wen, V. 2022. Developing an Ecological Offsetting Framework for the Cataraqui Region. School of Urban and Regional Planning Department of Geography and Planning. Queen's University. In partnership with: Mike Dakin, Cataraqui Region Conservation Authority. 217 pp.

Glossary

Adaptive management: A systematic approach to improving management and accommodating change by learning from the outcome of management interventions.

Bog: Wetland that meets the following criteria according to the Ontario Wetland Evaluation System. If the first 5 are not met, it is likely not a bog. 1. Raised peat hummocks are present. 2. The wetland is ombrotrophic, i.e., dependent on atmospheric moisture for its nutrients 3. There is low plant diversity (usually less than 14 species of vascular plants) 4. Few or no fen indicator plant species are present 5. Few or no tamaracks (*Larix laricina*) or eastern white cedar are present. 6. Low pH (often less than 4.7) 7. Tree cover does not exceed 25 %.

Climate resilience: the ability to recover from, or to mitigate vulnerability to, climate-related shocks such as floods and droughts.

Coastal wetland: means a) any wetland that is located on one of the Great Lakes or their connecting channels (Lake St. Clair, St. Marys, St. Clair, Detroit, Niagara and St. Lawrence Rivers); or b) any other wetland that is on a tributary to any of the above-specified water bodies and lies, either wholly or in part, downstream of a line located 2 kilometres upstream of the 1:100 year floodline (plus wave run-up) of the large water body to which the tributary is connected.

Conservation easement: the right for one property owner to enter another's without permission, in this context, for the purpose of monitoring wetland offsetting projects.

Contingency plan: a plan designed to take account of a possible future event or circumstance that may affect the expected offsetting outcome.

Development: a) the construction, reconstruction, erection or placing of a building or structure of any kind, b) any change to a building or structure that would have the effect of altering the use or potential use of the building or structure, increasing the size of the building or structure or increasing the number of dwelling units in the building or structure, c) site grading, or d) the temporary or permanent placing, dumping or removal of any material, originating on the site or elsewhere.

Drainage area: an area occupied by a closed drainage system, especially a region that collects surface runoff and contributes it to a stream channel, lake or other body of water. Also known as a "catchment" or "watershed." Divisions of this basin are known as "subcatchments" or "subwatersheds."

Ecologic and hydrologic targets: agreed upon measures and goals of ecological and hydrological form and function for a wetland offset, based on comprehensive baseline conditions ascertained for wetlands being considered for destruction.

Ecological function: means the natural processes, products or services that living and non-living environments provide or perform within or between species, ecosystems and landscapes. These may include biological, physical and socio-economic interactions.

Fen: The Ontario Wetland Evaluation System defines fens as peatlands characterized by surface layers of poorly to moderately decomposed peat, often with well-decomposed peat near the base. Fen peats

generally consist of mosses and sedges. Sphagnum, if present, is usually composed of different Sphagnum species than occur in bogs

Groundwater - Water that occurs below the earth's surface. It originates as precipitation, runoff, and snowmelt, which infiltrates vertically downward into the ground via gravity to the water table.

Hydrologic feature: includes permanent or intermittent watercourse, lake, seepage area or spring, and wetland.

Hydrologic function: The functions of the hydrological cycle that include the occurrence, circulation, distribution, and chemical and physical properties of water on the surface of the land, in the soil and underlying rocks, and in the atmosphere, and water's interaction with the environment including its relation to living things.

Hydrologic linkage: refers to features that are interconnected via surface or ground water processes.

Infrastructure: Means physical structures (facilities and corridors) that form the foundation for development. Infrastructure includes: sewage and water systems, septage treatment systems, stormwater management systems, waste management systems, electricity generation facilities, electricity transmission and distribution systems, communications/telecommunications, transit and transportation corridors and facilities, oil and gas pipelines and associated facilities

Irreplaceable wetland: a wetland such as a bog or fen that cannot be successfully created, nor constructed. As well as a wetland feature with rare vegetation communities or specialized habitat for wildlife.

Lake: any inland body of standing water, usually fresh water, larger than a pool or pond or a body of water filling a depression in the earth's surface.

Marsh: The Ontario Wetland Evaluation System defines marshes as wet areas periodically inundated with standing or slowly moving water, and/or permanently inundated areas characterized by robust emergents, and to a lesser extent, anchored floating plants and submergents. Surface water levels may fluctuate seasonally, with declining levels exposing drawdown zones of matted vegetation or mud flats. Water remains within the rooting zone of plants during at least part of the growing season. The substratum usually consists of mineral or organic soils with a high mineral content, but in some marshes there may be as much as 2 m of peat accumulation. Waters are usually circumneutral to slightly alkaline and there is relatively high oxygen saturation.

Minister's Zoning Order: The *Planning Act* gives the Minister of Municipal Affairs and Housing the authority to control the use of any land in the province. Zoning orders can be used to protect a provincial interest or to help overcome potential barriers or delays to critical projects. If there is a conflict between a minister's zoning order and a municipal bylaw, the minister's zoning order (MZO) prevails. The municipal bylaw remains in effect in all other respects.

Mitigation: Measures taken to rehabilitate degraded ecosystems or restore cleared ecosystems following exposure to impacts that cannot be completely avoided and/or minimized.

Native vegetation: plant species that are part of the ecological food web in a given area or region, and have coevolved with other species there.

Net gain: A wetland offsetting approach ensures that the replacement ratio for wetlands lost and gained are greater than 1:1.

Offsetting: An approach in which negative impacts on wetlands are offset by the intentional restoration or creation of new wetlands, which can provide positive environmental impacts of an equivalent or greater magnitude and kind. Offsetting should be identified through an Environmental Impact Study and considered only when all other options have been deemed not feasible.

Regulated Lands: The area within which development, interference and alteration activities are regulated by the Conservation Authority.

Seepage areas and springs: sites of emergence of groundwater where the water table is present at the ground surface.

Significant: as per the Provincial Policy Statement, a) in regard to wetlands, coastal wetlands and areas of natural and scientific interest, an area identified as provincially significant by the Ontario Ministry of Natural Resources and Forestry using evaluation procedures established by the Province, as amended from time to time; b) in regard to woodlands, an area which is ecologically important in terms of features such as species composition, age of trees and stand history; functionally important due to its contribution to the broader landscape because of its location, size or due to the amount of forest cover in the planning area; or economically important due to site quality, species composition, or past management history. These are to be identified using criteria established by the Ontario Ministry of Natural Resources and Forestry; c) in regard to other features and areas in policy 2.1, ecologically important in terms of features, functions, representation or amount, and contributing to the quality and diversity of an identifiable geographic area or natural heritage system; d) in regard to mineral potential.

Surface water - Water-related features on the earth's surface, including headwaters, rivers, stream channels, inland lakes.

Swamp: The Ontario Wetland Evaluation System defines swamps as wooded wetlands with 25% cover or more of trees or tall shrubs. They include both forest swamps (having mature trees) and thicket swamps (or shrub carrs). Thicket swamps are characterized by thick growths of tall shrubs such as willow species, red-osier dogwood, buttonbush and speckled alder.

Watercourse: An identifiable depression in the ground in which a flow of water regularly or continuously occurs.

Water balance – the accounting of inflow and outflow of water in a system according to the components of the hydrologic cycle.

Sub-watershed: An area that is drained by a watercourse and its tributaries, as identified within the Lower Trent watershed region.

Wetland: Lands that are seasonally or permanently covered by shallow water, as well as lands where the water table is close to or at the surface. In either case the presence of abundant water has caused the formation of hydric soils and has favoured the dominance of either hydrophytic plants or water tolerant plants. The four major types of wetlands are swamps, marshes, bogs and fens. Periodically soaked or wet lands being used for agricultural purposes which no longer exhibit wetland characteristics are not considered to be wetlands for the purposes of this definition.

Wetland hydrology: the presence of water on or near the land surface at a frequency and duration to cause the formation of hydric soils and support a prevalence of vegetation typically adapted to saturated and/or inundated conditions.

Wetland ecological functions: include but are not limited to nutrient storage, biological diversity and habitat for fish and wildlife.

Wetland hydrological functions: include but are not limited to flood reduction, groundwater recharge and flow augmentation, water quality improvements and erosion reduction.



LOWER TRENT
CONSERVATION

STAFF REPORT

Date: March 28, 2024
To: Board of Directors
Re: Conservation Lands Report for the period January 1 to March 31, 2024
Prepared by: Chris McLeod, Supervisor, Conservation Lands

PROPOSED RESOLUTION:

THAT the Conservation Lands Report for the period January 1 – March 31, 2024 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 main office).

During the Winter of 2024:

- Cleaned and maintained kiosks
- Removed garbage from conservation areas
- Maintained trail systems and removed downed trees
- Monitored icy and hazardous trail conditions – No closed trails this season
- Interacted with Conservation Lands visitors and responded to inquiries, complaints, and requests from members of the public and neighbours of Conservation Areas
- Coordinated maintenance of fleet vehicles inspections over the winter
- Facilitated the plowing of parking lots at Seymour CA, Sager CA and performed plowing at workshop
- Finished annual winter maintenance on all field equipment and painted and installed additional protective armour on the John Deere Gator in preparation for field season
- All fire extinguishers underwent annual inspections and maintenance at the Goodrich-Loomis Conservation Centre, the Administration office, and the Wall St. workshop.

SPECIAL PROJECTS & PROGRAM IMPROVEMENTS:

- As part of the Trenton Greenbelt Conservation Area restoration project assisted with trailhead sign design and fabrication and accessibility product considerations for trail
- Hosted site visit and obtained quotes for Arborist to fell 19 hazardous trees at Proctor Park
- Hosted site visit and obtained quotes for minor repairs and re-installing fasteners on the roof of the workshop
- Hosted site meeting as part of a Request for Quote for repairs to the Proctor Park pavilion
- Conservation Lands Technician received Arial Boom Lift certification for working on platforms
- Assisted in the coordination and implementation of the Farewell to Frost event held during the March Break at the Goodrich-Loomis Conservation Area
- Participated in multiple working groups for the planning of the Solar Eclipse response locally
- Began the recruitment process for the two Conservation Lands Field Assistants

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 = 5

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

HAZARD TREE REMOVAL:

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

- Proctor Park = 6
- Seymour = 9
- Goodrich-Loomis = 2

CONSERVATION LANDS VANDALISM:

- The gate at Seymour Conservation Area was closed over the winter months between the main parking lot and the quarry as high amounts of vandalism and garbage dumping was occurring in the lower parking lot. For safety reasons this may become an annual occurrence
- Aside from some isolated garbage dumping, vandalism and misuse of the properties has been low during the winter months

CONSERVATION LANDS ENFORCEMENT:

No Section 29 tickets were issued during this period.



LOWER TRENT
CONSERVATION

STAFF REPORT

Date: March 28, 2024
To: Board of Directors
Re: Summary of Education and Outreach Activities January 1 – March 31, 2024
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
January 10	Guest Speaker: BQRAP Presentation: DFO Aquatic SAR webinar - Sarah Midlane-Jones	60
January 16	Special Event: FHIMP PIC- Rawdon Creek (Stirling) - Rhonda Bateman	1
January 23	Special Event: FHIMP PIC- Mayhew Creek and Cold Creek (Trenton) - Rhonda Bateman	25
January 24	Special Event: FHIMP PIC – Colborne Creek (Colborne) - Rhonda Bateman	6
January 25	Special Event: Drinking Water Wise Webinar – Realty and Rural Drinking Water - Trent Bos	30
January 29	Youth Education: St. Mary Catholic School - Nicholas Reynolds	180
January 30	Special Event: FHIMP PIC – Butler Creek (Brighton) - Rhonda Bateman, Kim Stephens	27
February 8	Youth Education: St. Mary Catholic School - Nicholas Reynolds	146
February 13	Youth Education: Brighton Public Library Homeschool Environmental Science Fair - Nicholas Reynolds	32
February 13	Special Event: FHMIP PIC – Trent River (Campbellford) - Rhonda Bateman	25
March 4	Special Event: BQRAP Marsh Monitoring webinar - Sarah Midlane-Jones, Anne Anderson	15
March 11	Youth Education: Trent Hills Public Library (Spring Water Awareness) - Nicholas Reynolds	6

March 12	Youth Education: Trenton Air Base 8 Wing Camp - Nicholas Reynolds	28
March 14	Youth Education: Brighton Public Library (Spring Water Awareness) - Nicholas Reynolds	0
March 15	Special Event: Farewell to Frost - Nicholas Reynolds, Chris McLeod, John Mahoney, Corinne Ross, Trent Bos, Anne Anderson	70
March 16	Guest Speaker: Cold Creek Fly Fishers Symposium - Massimo Narini	30

SOCIAL MEDIA

Date	Post	People Reached
January 8	Flood Forecasting and Warning – Flood Outlook Statement	3400
January 9	FHIMP – Public Information Center	600
January 10	Job Opportunities	4,900
January 11	Native Plant Sale - General	3,900
January 15	Flood Forecasting and Warning – Flood Watch	3,500
January 16	Get Outside	1,300
January 17	DWSP – Road Salt	262
January 18	FHIMP – Public Information Center	3,100
January 24	Native Plant Sale Species Spotlight	3,500
January 25	Conservation Area – Icy Trails	864
January 25	Flood Forecasting and Warning – Water Safety Statement	583
January 30	Native Plant Sale Radio Interview	86
February 9	Job Opportunities	1,300
February 12	Native Plant Sale – Valentines Gift	3,600
February 21	Native Plant Sale Species Spotlight	2,000
February 27	Native Plant Sale Species Spotlight	1,400
February 28	Tri-County Children’s Water Festival Registration	971
March 1	Farewell to Frost Event	2,500
March 4	Tri-County Children’s Water Festival Registration	226
March 5	Native Plant Sale Species Spotlight	330
March 6	Watershed Based Resource Management Strategy Survey	245
March 7	Water Safety Awareness	798
March 8	Farewell to Frost Event	1,000
March 11	Water Safety Awareness – Trent Hills	336
March 11	Watershed Based Resource Management Strategy Survey	245
March 14	Water Safety Awareness - Brighton	178
March 14	Farewell to Frost Event	1,500
March 15	Farewell to Frost Event	1,100
March 18	Watershed Based Resource Management Strategy Survey	375
March 22	World Water Day	303
March 25	Job Opportunities	2,500

UPCOMING EVENTS

April 11	Volunteer Trail Steward Orientation
April 13	Volunteer Trail Steward Orientation
April 18	Drinking Water Wise Webinar – Rural Drinking Water and Human Health
March 23-24	Tri-County Children’s Water Festival
May 2-3	Tree Seedling Pick Up
Early June (TBD)	Wildflower Kit, Saplings and Little Forest Pick Up

Agenda Item #18.



LOWER TRENT
CONSERVATION

STAFF Report

Date: March 28, 2024
To: Board of Directors
Re: Summary of Risk Management Official Activity Pursuant to Part IV of the *Clean Water Act* - Period of January 1 - March 31, 2024
Prepared by: Marcus Rice, Risk Management Official, and 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 **January 1 to March 31, 2024**.

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	65	11	8	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	209	60	34	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.

Agenda Item #18.**SITE VISITS**

The following site visits were completed during the review period.

Location	Property Identifier	Purpose	Date
Campbellford	1004	Risk Management Plan and signed Exemption Letter	January 3 rd
Campbellford	1022	Exemption Letter – Left door hanger	January 3 rd
Campbellford	1009	Revoking Risk Management Plan – Met new property owners.	January 3 rd
Colborne	6906	Threat verification – Initial meeting	January 24 th
Campbellford	N/A	Threat verification – Initial meeting	February 28 th
Campbellford	1023	Threat verification – Initial meeting	February 28 th
Colborne	N/A	Threat verification – Left door hanger	March 5 th
Campbellford	N/A	Threat verification – discuss business operations	March 6 th
Colborne	N/A	Threat verification – Left door hanger	March 21 st
Campbellford	N/A	Threat verification – discuss property owners	March 21 st

RISK MANAGEMENT PLANS (RMP)

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

Location	RMP #	Activity	Date Established
1004	RMP-24-001	THE ABOVE GRADE HANDLING OF FUEL	January 3 rd

NOTICES

The following table details Notices issued for the review period.

Type of Notice*	Notice #	Location	Threat Subcategory
s. 59(2)(a)	N-24-901	Stirling	Re-zoning
s. 59(2)(a)	N-24-902	Hastings	Building Permit
s. 59(2)(a)	N-24-903	Campbellford	Severance
s. 59(2)(a)	N-24-904	Campbellford	Re-zoning
s. 59(2)(a)	N-24-905	Campbellford	Building Permit

Agenda Item #18.

s. 59(2)(a)	N-24-906	Stirling	Minor Variance
s. 59(2)(a)	N-24-907	Stirling	Severance
s. 59(2)(a)	N-24-908	Hastings	Building Permit

***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	Exemption Letter	January 4 th
Campbellford	RMP-24-001	Exemption Letter	January 17 th
Campbellford	N/A	Exemption Letter	January 17 th
Campbellford	N/A	Exemption Letter	January 17 th
Campbellford	N/A	Exemption Letter	January 17 th
Campbellford	N/A	Exemption Letter	January 17 th
Campbellford	RMP-23-001	Exemption Letter	January 17 th
Stirling	RMP-18-003	Risk Management Plans Compliance (Section 58)	February 21 st
Stirling	RMP-16-003	Risk Management Plans Compliance (Section 58)	March 7 th
Stirling	N/A	Exemption Letter	March 7 th

Types of Inspections

Risk Management Plans Compliance (Section 58)

Prohibition (Section 57)


Exemption Letter

Agenda Item #19.a.

Waterlogs - March 2024

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

ANNUAL REPORT 2023


Bay of Quinte
 Remedial Action Plan 2023 Annual Report
www.bqrap.ca



2023 Annual Report

It was another busy year, we forged ahead implementing BQRAP projects and programs. All designed to move the RAP closer to its ultimate goal of removing the Bay of Quinte from the Areas of Concern list.

Check out our accomplishments in this [Annual Report 2023](#)

www.bqrap.ca

In partnership locally with Lower Trent Conservation and Quinte Conservation

CURRENT STATUS OF THE BENEFICIAL USE IMPAIRMENTS

STATUS: RESTORED

- # 3 - Degradation of fish and wildlife populations - 2018
- # 4 - Fish tumours and other deformities - 2017
- # 6 - Degradation of benthos (underwater bugs) - 2018
- # 7 - Restrictions on dredging activities - 2017
- # 9 - Restrictions on drinking water or taste and odour problems - 2020
- # 10 - Beach closings - 2019
- # 11 - Degradation of aesthetics - 2022
- # 14 - Loss of fish and wildlife habitat - 2018

STATUS: REDESIGNATION PROCESS UNDERWAY

- # 1 - Restriction on fish and wildlife consumption - *undergoing final analysis of data*
- # 8 - Eutrophication or undesirable algae - *final report in editing phase*
- # 13 - Degradation of phytoplankton and zooplankton populations - *final report in editing phase*

Each Beneficial Use Impairment (BUI) describes a human or ecological use of the ecosystem that has been lost or impaired as the result of environmental degradation. Some examples are, loss of fish and wildlife habitat, degradation of aesthetic, restrictions on drinking water or taste and odour problems.

Does restoring a BUI mean the Bay of Quinte has returned to a pristine historic condition; No! Human influences have permanently altered the natural environment.

It does mean the BUI has met the scientific targets and criteria outlined in the Remedial Action Plan. The targets and criteria are measurable environmental conditions that need to be achieved before the BUI can be considered restored.

Currently, the Bay of Quinte has 8 restored BUIs, and the final 3 either have final reports in the editing phase or data undergoing final analysis.

You can find the details about each BUI and its targets and criteria [HERE](#)

STORMWATER AND RAIN GARDENS

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

What is Urban Stormwater?

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

By creating rain gardens, in urban areas, more stormwater will be able to naturally infiltrate into the ground. Rain Gardens are easy to build. Watch our Greening Your Grounds video to learn how -

<https://www.bqrap.ca/get-involved-learn/urban-stewardship/>

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



START PLANNING FOR SPRING

IS YOUR RESIDENTIAL OR AGRICULTURAL PROPERTY ON A WATERFRONT?

YOU COULD BE ELIGIBLE FOR A COST-SHARING SHORELINE PLANTING PROGRAM.

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

Natural shorelines protect against erosion, support wildlife, and help to protect water quality.

The program includes a free site visit, and the creation of a customized shoreline-planting plan using native trees, shrubs and wildflowers.

www.bqrap.ca

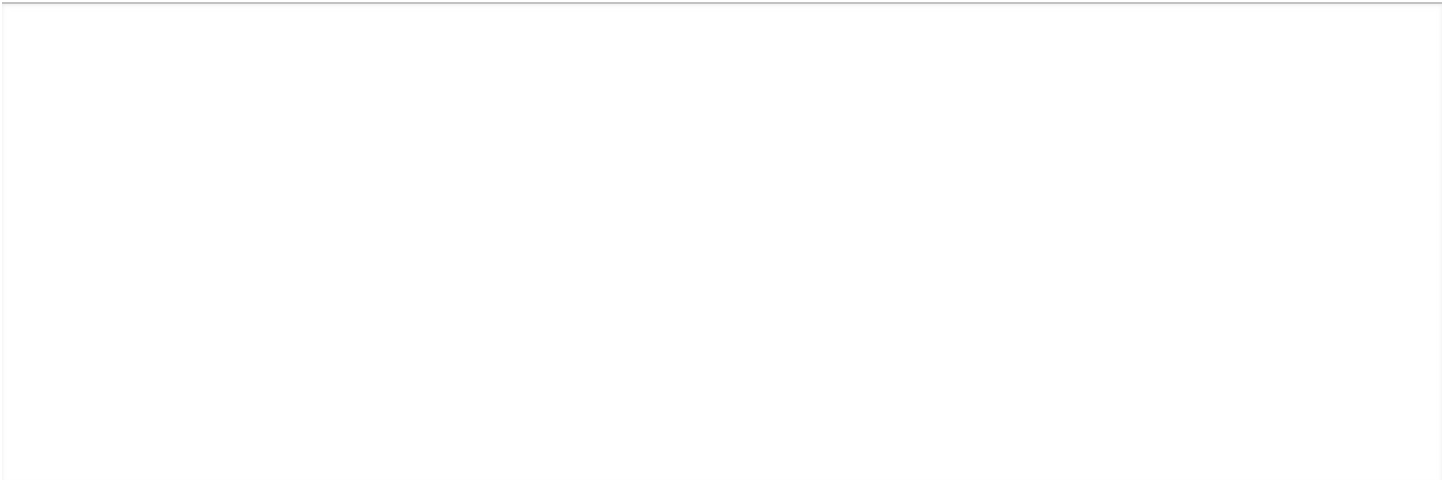
Winter is a great time to plan spring projects. A great place to start is by contacting our stewardship technicians. They will help you with the planning and application process. Details about our programs <https://www.bqrap.ca/get-involved-learn/urban-stewardship/>

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,
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2023 Annual Report

Bay of Quinte Remedial Action Plan

Sarah MJ

March 20, 2024

"We forget that the water cycle and the life cycle are one."

Jacques Cousteau





What is an Area of Concern?

The Bay of Quinte was designated an Area of Concern in 1985 by the International Joint Commission (a Canadian-American Great Lakes watch dog), under the *Great Lakes Water Quality Agreement* between Canada and the United States.

Areas of Concern are communities, bays and rivers on the Great Lakes system where human activities have severely damaged the quality of the environment.

Canada has 17 AOCs, 9 are within Canada and 5 shared by both countries. 3 AOCs have been delisted in Canada - Severn Sound, Collingwood Harbour and Wheatley Harbour. In the United States there are 26 AOCs.

In each Area of Concern, government, community and industry partners are undertaking a coordinated effort to

address the environmental challenges through a *Remedial Action Plan*.

Environmental concerns in the Bay of Quinte were due to excess nutrients, persistent toxic contamination, bacterial contamination and the loss or destruction of fish and wildlife habitat.

Where are we at?

CURRENT STATUS OF THE BENEFICIAL USE IMPAIRMENTS	
STATUS: RESTORED	
# 3 - Degradation of fish and wildlife populations - 2018	
# 4 - Fish tumours and other deformities - 2017	
# 6 - Degradation of benthos (underwater bugs) - 2018	
# 7 - Restrictions on dredging activities - 2017	
# 9 - Restrictions on drinking water or taste and odour problems - 2020	
# 10 - Beach closings - 2019	
# 11 - Degradation of aesthetics - 2022	
# 14 - Loss of fish and wildlife habitat - 2018	
STATUS: REDESIGNATION PROCESS UNDERWAY	
# 1 - Restriction on fish and wildlife consumption - <i>undergoing final analysis of data</i>	
# 8 - Eutrophication or undesirable algae - <i>final report in editing phase</i>	
# 13 - Degradation of phytoplankton and zooplankton populations - <i>final report in editing phase</i>	

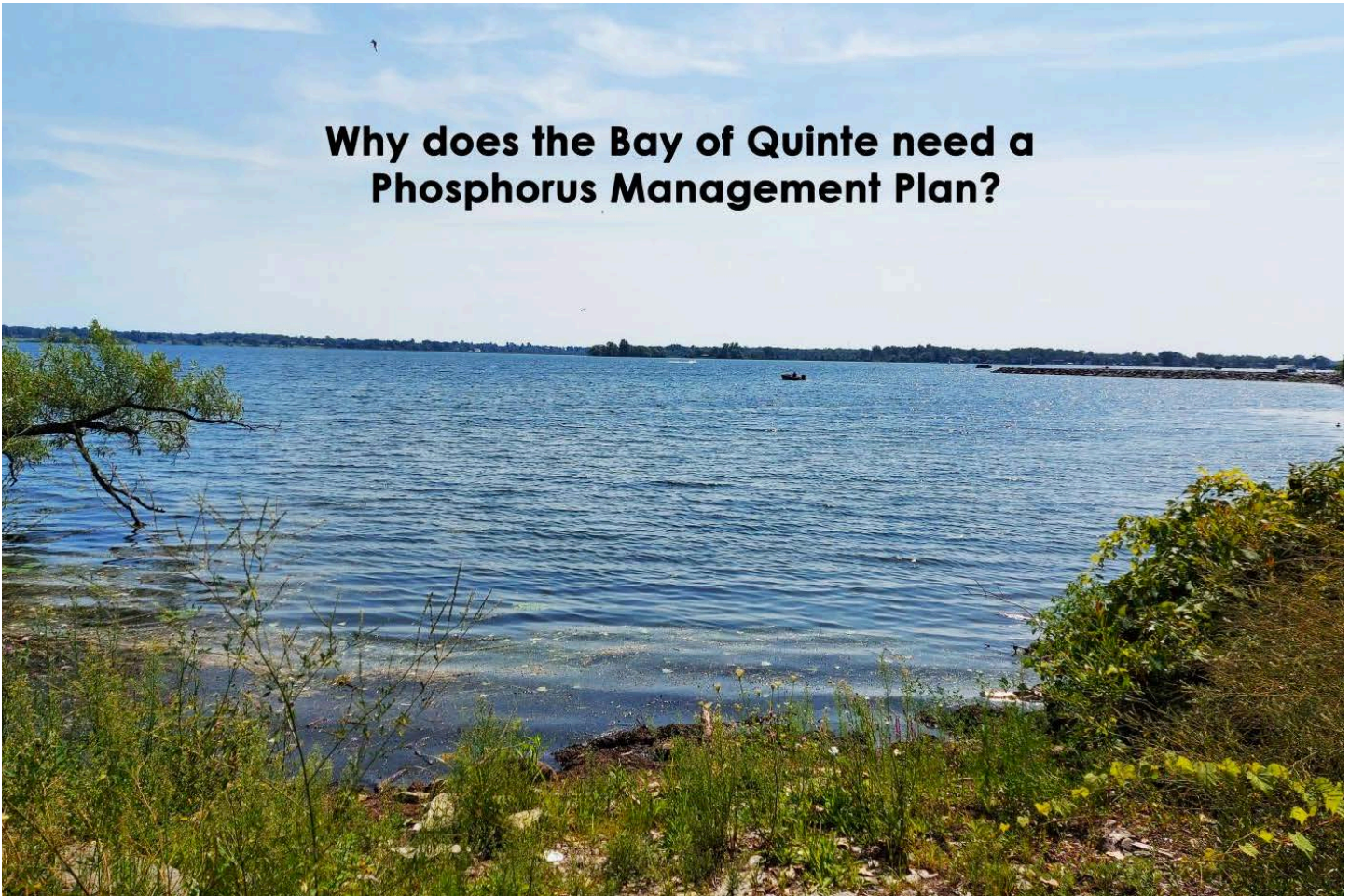
Once the environmental issues were identified for the Bay of Quinte. They were placed in to categories called BUIs (Beneficial Use Impairments, so they could be monitored and assessed. Each Beneficial Use Impairment describes a human or ecological use of the ecosystem that has been lost or impaired as the result of environmental degradation. Some examples are, loss of fish and wildlife habitat, degradation of aesthetic, restrictions on drinking water or taste and odour problems.

There were fourteen BUIs identified for Great Lakes Areas of Concern by the IJC. Eleven of those BUIs were attributed to the Bay of Quinte.

Is the Bay's ecosystem going back to pre-colonization days?
No! Human influences have permanently altered the natural environment.

Restoring the BUIs does not mean that the AOC has returned to a pristine historic condition; but rather, the problems identified in the 1990 RAP Stage 1 Report impacting the Bay of Quinte have been restored to meet the scientific criteria established for each BUI. The criteria are measurable environmental conditions that need to be achieved before the BUI can be considered restored.

Currently, the Bay of Quinte has 8 restored BUIs, and the final 3 either have final reports in the editing phase or data undergoing final analysis. The criteria and videos about the BUIs can be found under the Current Challenge link on our website - www.bqrap.ca



Why does the Bay of Quinte need a Phosphorus Management Plan?

Phosphorus Management Plan

Over the past year, discussions have continued and revisions have been made to the Phosphorus Management Plan. This [video outlines the plan](#) and here is the [latest version](#) of the plan.

A Phosphorus Management Plan is being developed to maintain the Bay in 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 from sewage treatment plants, urban storm water, and agriculture. A long-term monitoring plan for the phosphorus management plan is under development.



Rural Stewardship

2023 was another great year for our stewardship programs.

Rural stewardship activities had good pick up over the field season with 50 approved applications. The completed projects included 31 cover crops -2199 acres and 11 were for the soil testing - 507 acres. Livestock fencing – 2 projects that are ongoing, alternate watering system - 1 ongoing project, and a septic.

Details about the programs and the application process can be found here.

[Rural Stewardship Programs](#)

[Healthy Soils Program](#)

[Be Septic Savvy Program](#)



Urban Stewardship

The rebate for the [urban stewardship program](#) is \$750. to establish a functioning rain garden. This year, we completed another 2 rain gardens.

To be eligible for the rebate you need to live in Belleville, Trenton, Napanee, Deseronto or Picton. The rebate covers native plants, soil, compost, gravel, mulch, a contractor or rental equipment to establish a functioning rain garden.

Bay of Quinte Remedial Action Plan

FREE

Septic tank pump out

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

www.bqrap.ca

Jason Jobin
Environmental Technician
Lower Trent Conservation
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Bay of Quinte
Remedial Action Plan
Healthy Bay • Healthy Community

Robert Ormston
BQRAP Environmental Technician
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In partnership locally with Lower Trent Conservation and Quinte Conservation

Be Septic Savvy

You are responsible for your septic system.

This year, uptake was slow with this program. We completed one septic pump out.

Most rural homes and cottages use a septic system.

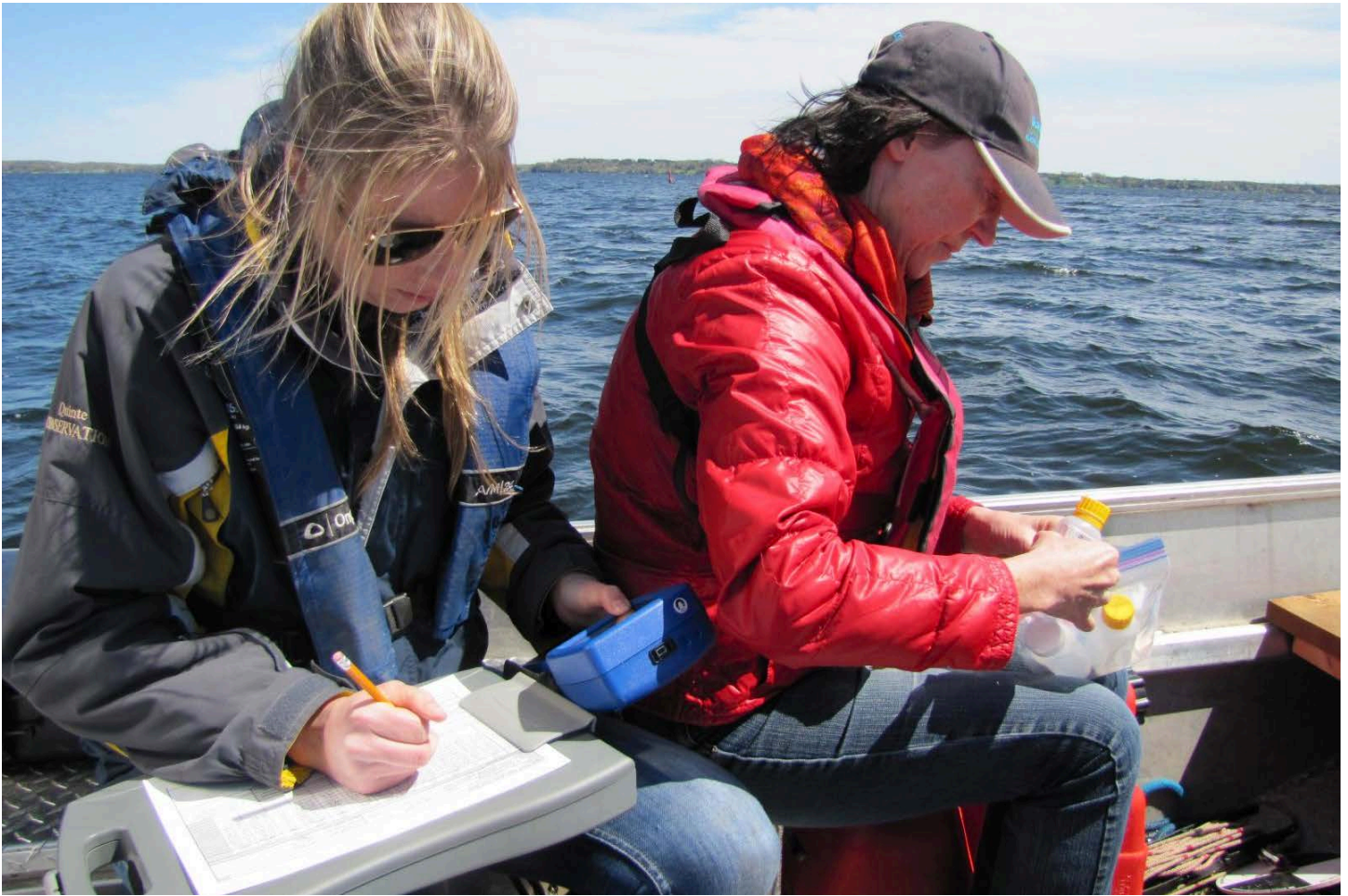
When working properly, septic systems can provide a safe and reliable way to treat your household wastewater. If you do not properly care for your septic system it could add excess phosphorus to nearby waterbodies causing algal blooms, and excess plant growth, and bacteria can cause localized health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

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

Regular maintenance can add years to the life of your system, saving you costly repairs and protecting the local environment. [Learn about your septic system.](#)



During the summer field season, numerous BQRAP partner agencies are on the water monitoring and collecting data for a variety of water quality indicators.



Water Quality Monitoring

The Bay of Quinte Long-term Monitoring Program implemented by Quinte Conservation, monitors nine sites around the Bay for phosphorus levels, water chemistry and algae species and their concentrations.



Fisheries Monitoring

Ministry of Natural Resources and Forestry (MNR) ensure Bay of Quinte fish populations remain healthy by monitoring fish species diversity and abundance throughout the Bay.



Coastal Wetlands Monitoring

BQRAP staff and Quinte Conservation monitor 15 coastal wetlands for: water quality, underwater bugs, fish and wildlife, and vegetation.



University of Toronto

U of T continues to implement research and modelling projects to reduce phosphorus runoff into Napanee River, Wilton Creek and Hay Bay. One project, which university researchers installed at a local farm, was this bioreactor that is designed to remove phosphorus from agricultural field runoff. By installing the bio-reactor at strategic run-off sites it intercepts the water flowing off the fields. Thereby, reducing the amount of phosphorus that reaches the Bay of Quinte.



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
 613-394-3915 ext 214
www.bqrap.ca



Citizen Science

Each year, the Bay of Quinte Remedial Action Plan hosts an information session explaining how citizen scientists can help in monitor local wetlands. Naturalist and columnist, Terry Sprague hosts this session, he discusses 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. In 2023, 50 people registered for the webinar.

Hastings County Plowing Match and Farm Show

This event gives us the opportunity to connect with the agricultural community. This year, we partnered with source

water protection, invasive species, Ontario Soil and Crop, Quinte Conservation and Lower Trent Conservation.



Hastings County Plowing Match and Farm Show 2023



Water Soldier had been found through out the Bay of Quinte.

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

In 2021, the original population found in the Bay was treated with a herbicide in an effort to stop its dispersal throughout the Bay. Unfortunately, during the 2022 summer monitoring season, it was discovered the spread of water Soldier was ore extensive than first thought. It was found in several locations along the Bay's north shore. In 2023, water soldier was found through out the Bay of Quinte. Several sites were treated with herbicide in an effort to reduce the spread of the plant. However, now it's an ongoing management issue. The problem is who is going to pay for this ongoing management, as it comes with associated costs.

Bay of Quinte Restoration Council

The Bay of Quinte Remedial Action Plan is working towards a healthier

Bay of Quinte ecosystem. Work to clean up the Bay of Quinte, which was

identified in 1985 as an "Area of Concern" by the International Joint

Commission under the Great Lakes Water Quality Agreement, is directed by

the Bay of Quinte Restoration Council.

This Council includes:

- Lower Trent Conservation
 - Quinte Conservation
 - Environment and Climate Change Canada
 - Ontario Ministry of the Environment, Conservation and Parks
 - Ontario Ministry of Natural Resources and Forestry
 - Fisheries and Oceans Canada
 - Ontario Ministry of Agriculture and rural Affairs
 - Mohawks of the Bay of Quinte
 - Municipal representatives
 - Public representatives
 - CFB Trenton
-
-

Staff

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Mary Gunning - Aquatic Science Coordinator, Quinte Conservation mgunning@quinteconservation.ca 613-968-3434 ext 106

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

Office

Bay of Quinte Remedial Action Plan, c/o Lower Trent
Conservation, 714 Murray St, RR#1 Trenton, ON K8V 0N1



LOWER TRENT
CONSERVATION

STAFF REPORT

Date: March 25, 2024
To: Board of Directors
Re: Interim Policy Guidelines for the Administration and Implementation of Ontario Regulation 41/24 (Prohibited Activities, Exemptions and Permits)
Prepared by: Rhonda Bateman, CAO

PROPOSED RESOLUTION:

THAT the staff report be received as information; and
THAT the Interim Policy Guidelines for the Administration and Implementation of Ontario Regulation 41/24 (Prohibited Activities, Exemptions and Permits) be accepted effective April 1, 2024.

SUMMARY

On April 1, 2024, Ontario Regulation 41/24 (Prohibited Activities, Exemptions and Permits) and Part VI of the *Conservation Authorities Act* came into effect. This regulation replaces the Lower Trent Region Conservation Authority's previous "Regulation of Development, Interference with Wetlands and Alterations to Shorelines and Watercourses" regulation.

The proclamation of the new legislative and regulatory framework necessitates updates to existing Conservation Authority policies and procedures, including the Lower Trent Region Conservation Authority O. Reg. 163/06 Policy Document.

INTERIM POLICY GUIDANCE

As of April 1, 2024, the Lower Trent Region Conservation Authority will review and make decisions on applications for permits in accordance with Part VI of the *Conservation Authorities Act* and Ontario Regulation 41/24. Amendments to the Lower Trent Region Conservation Authority O. Reg. 163/06 Policy Document will be forthcoming to reflect this new framework. Per Section 12 of O. Reg. 41/24, the Lower Trent Region Conservation Authority will consult with stakeholders and the public during the review and update process as the authority considers advisable. Where discrepancies exist between the text of the legislation or regulation and the information provided within the Policy Document and these Interim Policy Guidelines, the text of the legislation and regulation will prevail.

Key variances from the processes in the existing Lower Trent Region Conservation Authority O. Reg. 163/06 Policy Document include, but are not limited to:

- 1) Assessing permit applications made under Section 28.1 of the *Conservation Authorities Act* to determine if the proposed works will affect the control of flooding, erosion, dynamic beaches, and **unstable soil or bedrock**.
- 2) Assessing applications to determine whether the proposed activity would create conditions or circumstances that, in the event of a natural hazard, might jeopardize the **health or safety of persons** or result in the **damage or destruction of property**.
- 3) Attaching conditions to a permit only if the conditions (1) assist in preventing or mitigating any effects on the control of flooding, erosion, dynamic beaches or unstable soil or bedrock or (2) assist in

preventing or mitigating any effects on human health or safety or any damage or destruction of property in the event of a natural hazard.

- 4) Reducing the regulated area surrounding provincially significant wetlands 120 m to 30 m. The other areas in which development activities are prohibited are within 30 m of all wetlands in the Lower Trent Region Conservation Authority's area of jurisdiction.
- 5) Exceptions from CA permits for specific activities outlined in Section 5 of O. Reg. 41/24, when carried out in accordance with the regulation.
- 6) Updated complete application requirements (as outlined in Section 7 of O. Reg. 41/24), including requirements for landowner authorization and payment of applicable fee.
- 7) A new process for applicants to request an administrative review of an application (circumstances outlined in Section 8 of O. Reg. 41/24).
- 8) Updated definition of *watercourse* to a "defined channel, having a bed and banks or sides, in which a flow of water regularly or continuously occurs".
- 9) New requirement (as outlined in subsection 7(2) O. Reg. 41/24) to notify the applicant of whether an application is complete within 21 days and provide the applicant notice of a decision within 90 days following confirmation of a complete application (as outlined in 28.1(22) of the *Conservation Authorities Act*).
- 10) A new process for pre-submission consultation (circumstances outlined in section 6 of O. Reg. 41/24).
- 11) Enforcement procedures, appeals and hearing processes described in Parts VI and VII of the *Conservation Authorities Act*.

STAFF RECOMMENDATION:

That the Board receive and approve the Interim Policy Guidelines for the Administration and Implementation of Ontario Regulation 41/24 (Prohibited Activities, Exemptions and Permits) be accepted effective April 1, 2024.



LOWER TRENT
CONSERVATION

STAFF REPORT

Date: March 28, 2024
To: Board of Directors
Re: Delegation of Powers under the *Conservation Authorities Act* and O. Reg. 41/24
Prepared by: Rhonda Bateman, CAO

PROPOSED RESOLUTION:

THAT the staff report be received as information; and
 THAT the Board approve the Designation of Powers under Section 28.4 of the *Conservation Authorities Act* and O. Reg. 41/24; and
 THAT the CAO/Secretary-Treasurer be delegated to approve permits up to five years, to cancel permits and to conduct administrative reviews; and
 THAT the Manager, Watershed Management, Planning and Regulations be delegated to approve permits up to five years, to cancel permits; and
 THAT the CA Board members are delegated as the Hearing Board.

BACKGROUND:

On April 1, 2024, the *Conservation Authorities Act* will be amended, including the proclamation of Part VI (*Regulation of Areas Over Which Authorities Have Jurisdiction*). Included in this proclamation is the enactment of section 28.4 (*Delegation of Power*). Through this subsection, an Authority may delegate any of its powers related to the issuance or cancellation of permits under the Act or the regulations, or to the holding of hearings in relation to the permits, to the Authority’s executive committee or to any other person or body, subject to any limitations or requirements that may be prescribed by regulation. Prior to April 1, 2024, subsection 28(2) of the Act (to be repealed) provided that a Conservation Authority regulation could delegate any of the Authority’s powers or duties under the regulation to the Authority’s executive committee or any other person or body, subject to regulatory limitations and requirements.

While many Conservation Authorities have delegated powers to the executive committee and/or staff related to the granting of permissions, the new section 28.4 of the Act provides additional delegation authority for consideration.

The ability to delegate powers related to the issuance and cancellation of permits, as well as holding of hearings and complete application reviews, presents an opportunity to streamline administrative components of the permit review and decision-making process. Current Authority delegation of powers to the executive committee Hearing Board or CA staff will need to be updated due to the enactment of Part VI of the Act.

DISCUSSION:

Current practice under LTC current O. Reg. 163/06 Regulations Policy addresses the Recommended Delegation as suggested by Conservation Ontario. However, the Hearing Board is made up of all LTC Board members as opposed to an Executive Committee. Please note however, with the new regulations and changes to the CA Act there are many additional opportunities for the proponents to file and appeal to either the Hearing Board or to the Ontario Lands Tribunal as noted in the chart below. These delegations will be used to update the new policy

regulations. The potential to extend permits to five years in certain circumstances such as large developments would be an important addition to the delegation powers.

Activity	Recommended Delegation	Rationale
Issuance & Extension of Permits (up to the maximum period of validity)	Senior Staff <i>(Issuance and Extension)</i> Hearing Board (all Board members)	<ul style="list-style-type: none"> • Delegation of powers to the CAO/Secretary-Treasurer and the Manager, Watershed Management, Planning and Regulations for affirmative permitting decisions consistent with provincial direction • Hearings further to an Authority's notice of intent to refuse an extension request would be subject to the <i>Statutory Powers and Procedure Act</i>
Cancellation of Permits	CAO / Senior Staff Hearing Board (all Board members)	<ul style="list-style-type: none"> • Delegation of powers to the CAO/Secretary-Treasurer and the Manager, Watershed Management, Planning and Regulations for cancellation of permits • Allows the opportunity for a hearing before the Authority's Hearing Board • Hearings would be subject to the <i>Statutory Powers Procedure Act</i> • Decisions from the hearing process are subject to appeal to the Ontario Land Tribunal
Hearings i. 28.1 (Permits) ii. 28.1.2 (Mandatory permits, zoning orders)** iii. 30.4 (Stop Order)	Hearing Board (all Board members)	<ul style="list-style-type: none"> • Hearings are held before the Hearing Board which is the full LTC Board of Directors • Hearings would be subject to the <i>Statutory Powers Procedure Act</i> • Decisions are subject to appeal via a request for Minister's review or to the Ontario Land Tribunal
Administrative Reviews (Requests for Review)	CAO	<ul style="list-style-type: none"> • Administrative Reviews are conducted by the CAO • Limited timeframe (30-days) to complete a review • Reviewer should have knowledge of CA application process and familiarity with CA development policies/guidelines • Decision is related to confirmation of complete application / administrative processes <u>only</u> and not a decision about whether the permit should be issued • The review process is not subject to the <i>Statutory Powers Procedure Act</i>

		<ul style="list-style-type: none">• No mechanism within the <i>CA Act</i> for appeal• Delegation is consistent with provincial direction
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SUMMARY:

THAT the staff report be received as information; and that the Board approve the Designation of Powers under Section 28.4 of the *Conservation Authorities Act* and O. Reg. 41/24. This will prevent any potential problems with issuing permits after April 1, 2024.



LOWER TRENT
CONSERVATION

CAO REPORT

Date: April 2, 2024
To: Board of Directors
Prepared by: Rhonda Bateman, Chief Administrative Officer

STAFFING

The new Administrative and Client Services Technician, Amanda Dixon, will start on April 10th.

Five summer students have signed agreements with Lower Trent for employment. There is still one outstanding position to fill.

FLOOD HAZARD IDENTIFICATION MAPPING PROGRAM (FHIMP)

Outreach to our municipal partners on the results of the FHIMP mapping and the implementation of the mapping results have begun. Discussion on the implications of the new mapping to planning and the need for additional studies to establish new Two Zone areas where applicable.

CONSERVATION ONTARIO

Conservation Ontario had an addition meeting in late March to discuss the transition to the new regulation and changes in the CA Act.

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

NATIVE PLANT SALE

The native plant sale orders have been proceeding well and a large majority of the plants have been sold. There has been a focussed social media campaign to introduce species which the public may not have familiarity. Expected pick up times will be early May for seedlings, and early June for saplings, wildflowers and Little Forest Kits.

AGRICULTURAL COMMITTEE MEETING

I attended the Quinte West Agricultural Committee meeting on March 19th. I was asked to give an overview of the new regulations and changes to the *Conservation Authorities Act*. There were several questions regarding permit exemptions, tile drains and the new definition of a watercourse.