



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 December 12, 2024

Time: 1:10 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 November 14, 2024

[Page # 5](#)

b. Hearing Board Minutes of November 20, 2024

[Page # 10](#)

RECOMMENDED:

THAT the Regular Board Meeting Minutes of November 14, 2024 and the Hearing Board Minutes of November 20, 2024 be adopted.

8. Business arising from these minutes

CORRESPONDENCE

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

None received

STAFF REPORTS

- 10. Monthly Payments Issued** – Chitra Gowda, Manager, Corporate Services [Page # 15](#)
 RECOMMENDED:
 THAT the list of payments issued in the amount of \$273,874.43 for the month of November 2024 be received as information.
- 11. Watershed Management, Planning and Regulations Reports** – Gage Comeau, Manager, Watershed Management, Planning and Regulations [Page # 16](#)
 a. Summary of Permits for October 31, 2024 to November 28, 2024
 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.
- 12. Bay of Quinte Remedial Action Plan Program** – Anne Anderson, Manager, Community Outreach and Special Projects [Page # 22](#)
 November 2024 Newsletter
 RECOMMENDED:
 THAT the Bay of Quinte Remedial Action Plan Newsletter for November 2024 be received as information.
- 13. 2025 Draft Business Plan** – Rhonda Bateman [Page # 25](#)
 RECOMMENDED:
 THAT the 2025 Draft Business Plan be accepted as information; and
 THAT upon the approval of the 2025 Budget, the Business Plan will be updated with the financial information and distributed to our municipal partners.
- 14. Flood and Erosion Control Structures Report** – Gage Comeau and Massimo Narini, Watershed Services Specialist [Page # 41](#)
 RECOMMENDED:
 THAT the 2025 Flood and Erosion Control Structures Inspection report be accepted as information; and
 THAT the Board approve the circulation of the report to Municipal staff.
- 15. 2025 Budget** – Chitra Gowda/Rhonda Bateman [Page # 128](#)
Note – a recorded vote is required in accordance with O. Reg. 402/22 to confirm the budget municipal apportionment amounts. The vote is weighted based on the Municipal Assessment values within the Lower Trent Conservation watershed which is provided by the Ministry of Natural Resources.

RECOMMENDED:

THAT the 2024 Municipal Apportionment operations and capital amount of \$1,758,039 be approved.

MUNICIPALITY	DIRECTOR	VOTE YES	VOTE NO	Apportionment % (Weighting) for 2025
Twp. Alnwick/Haldimand	Mike Ainsworth			10.4787
Municipality of Brighton	Bobbi Wright			8.0141
Municipality of Brighton	Jeff Wheeldon			8.0141
Mun. of Centre Hastings	Eric Sandford			2.2709
Twp. of Cramahe	Sherry Hamilton			8.3733
City of Quinte West	Lynda Reid			21.3762
City of Quinte West	Jim Alyea			21.3762
Twp. of Stirling-Rawdon	Bob Mullin			3.7753
Mun. of Trent Hills	Gene Brahaney			8.1606
Mun. of Trent Hills	Rick English			8.1606
	TOTALS			100%

Apportionment present at the meeting	%
Apportionment voting in favour of the motion	%
Apportionment voting against the motion	%
Apportionment absent from the Meeting	%

RECOMMENDED:

THAT the 2024 Lower Trent Conservation total Budget in the amount of \$2,988,106 be approved.

16. **CAO's Report** – Rhonda Bateman

Page # 131

RECOMMENDED:

THAT the CAO's Report be received as information.

17. Members Inquiries/Other Business

18. Adjournment

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

Chitra Gowda 613-394-3915 ext. #215

chitra.gowda@ltc.on.ca



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BOARD OF DIRECTORS

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REGULAR BOARD MEETING MINUTES - DRAFT

MEETING # 2024-09

DATE: November 14, 2024
TIME: 1:01 PM
LOCATION: Administration Office, 714 Murray Street, Trenton / Virtually
PRESENT:

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

ABSENT/REGRETS: None

STAFF: Rhonda Bateman, Chitra Gowda, Anne Anderson, Chris McLeod, Scott Robertson, Amanda Dixon

GUESTS: None

1. Meeting called to order by the Chair

The meeting was called to order by Chair Mullin at 1:01 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 as amended

RES: G129/24

Moved by: Eric Sandford

Seconded by: Jim Alyea

THAT the agenda be approved as amended for an closed session for the performance review of the CAO/ST.

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. Hearing Board Minutes of October 10, 2024

b. Board Meeting Minutes of October 10, 2024

RES: G130/24

Moved by: Gene Brahaney

Seconded by: Rick English

THAT the Regular Board Meeting and Hearing Board Minutes of October 10, 2024 be adopted.

Carried

8. Business arising from these minutes

None.

CORRESPONDENCE

9. Correspondence

None received

STAFF REPORTS

10. Monthly Payments Issued

RES: G131/24

Moved by: Jim Alyea

Seconded by: Sherry Hamilton

THAT the list of payments issued in the amount of \$425,780.09 for the month of October 2024 be received as information.

Carried

11. Watershed Management, Planning and Regulations Reports

Sherry Hamilton asked for the reason to propose a decrease in fees for clearance letters when the number of requests for clearance letters have increased. Rhonda Bateman responded that it is likely due to volume. Rhonda Bateman indicated that she would get back to the board with details.

RES: G132/24

Moved by: Eric Sandford

Seconded by: Sherry Hamilton

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

Carried

12. 2025 Fee Policy and Schedules

Mike Ainsworth asked about next steps if the fee freeze is lifted. Rhonda Bateman responded that if the fee freeze is lifted, the proposed fee schedule would be implemented. Eric Sandford asked if the fee for Minister's Zoning Orders was enough to cover staff costs. Rhonda Bateman replied that the fee shown in the schedule is the minimum amount that would be charged.

RES: G133/24

Moved by: Jim Alyea

Seconded by: Mike Ainsworth

THAT the 2025 Lower Trent Conservation Fee Policy and Schedules be adopted and effective January 1, 2025, except for Schedule 1 Planning and Regulation fees which will be effective on the date that the Minister rescinds the current fee freeze.

Carried

13. Bay of Quinte Remedial Action Plan Program

RES: G134/24

Moved by: Lynda Reid

Seconded by: Bobbi Wright

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

Carried

14. Conservation Lands and Areas Strategy

Anne Anderson noted that the strategy would need to be posted on the LTC website before year end, upon Board approval. She said that the strategy combines a previous strategy with updates, recent partner stakeholder consultations and public consultations which gained good feedback. Chair Bob Mullin asked if the number of visits to the website was being tracked. Rhonda Bateman replied that this is likely being done.

Rhonda Bateman thanked Anne Anderson, Corrine Ross and Chris McLeod for their hard work, including two engagement periods, in meeting the changing regulatory requirements. Eric Sandford asked if the detailed work in the strategy can be met by LTC. Rhonda Bateman replied that the Strategy contains a clause that ties work to funding and staffing availability. Jim Alyea noted that the funds from the sale of the Front St. property could not be used towards this work. Rhonda Bateman concurred that those funds could be used to buy new properties but not to maintain existing properties owned by LTC.

RES: G135/24

Moved by: Sherry Hamilton

Seconded by: Jeff Wheeldon

THAT the Conservation Lands and Areas Strategy as required under O. Reg. 686/21 Mandatory Programs and Services be approved; and

THAT the Conservation Lands and Areas Strategy be posted under the Governance tab of the Lower Trent Conservation website.

Carried

15. Budget Update

Chitra Gowda presented the report noting that since the last Board meeting, a minimum 30-day consultation with municipalities had begun. The draft 2025 budget was updated based on feedback from municipal staff. The update includes a reduced municipal funding amount for the Category 3 stewardship program, to align with the percent change (between 2024 and

2025) in municipal levy for Category 1 programs. The remaining amount needed for the 2025 Category 3 stewardship program is proposed to be drawn from the Community Stewardship Reserve.

Rhonda Bateman provided an update on budget presentations she has made to municipalities to date. These include Quinte West, Brighton and Trent Hills. At Quinte West Council and Brighton Council, the discussions went well with good comments and questions from Mayors and councillors.

At Trent Hills Council, Rhonda Bateman was present to answer questions. The focus of discussions was on Category 2 municipal agreements and levy amounts related to work under the Clean Water Act. Rick English noted that Council's focus was that Trent Hills pays around 60% of the total municipal levy for this work. Rhonda Bateman noted that Trent Hills has the most drinking water threat activities to be addressed; and that through the Section 36 update under the Clean Water Act, new threats would be added of which 70% are in Trent Hills. Rhonda Bateman has follow-up meetings scheduled with the Trent Hills CAO to clarify data.

Rhonda Bateman will present the draft 2025 budget to Centre Hastings on November 20th and tentatively Alnwick/Haldimand on November 26th. There have been no comments so far from Cramahe and Stirling-Rawdon. Rhonda noted that the comment period ends November 18, 2024; however, LTC will receive comments up to the December 12, 2024 Board meeting when the weighted voting will occur.

RES: G136/24 Moved by: Sherry Hamilton Seconded by: Gene Brahaney
 THAT the Budget Update report be received as information; and
 THAT the adjustment for reserve funding be accepted.

Carried

16. CAO's Report

RES: G137/24 Moved by: Jim Alyea Seconded by: Sherry Hamilton
 THAT the CAO's Report be received as information.

Carried

OTHER BUSINESS

17. Members Inquiries/Other Business

Sherry Hamilton praised the LTC staff for a safe and clean looking area after the demolition of the pavilion at Proctor Park.

Eric Sandford asked about guarantees from the contractor for mold removal in the basement of the administrative office building. Chris McLeod described the additional work that was done recently to help prevent water from entering the basement and noted that it was occurring at one spot only to date.

Jim Alyea asked about possibilities of further legal action in the Archer case. Rhonda Bateman responded that there has been no notice of further action to date.

CLOSED SESSION

RES: G138/24

Moved by: Jim Alyea

Seconded by: Rick English

THAT the Lower Trent Conservation Board of Directors move to closed session under Municipal Act (s. 239(2)(b)(d)).

Carried

Time: 1:28 p.m.

RES: G139/24

Moved by: Bobbi Wright

Seconded by: Sherry Hamilton

THAT the Lower Trent Conservation Board of Directors return to the regular meeting session.

Carried

Time: 1:35 p.m.

RES: G140/24

Moved by: Jim Alyea

Seconded by: Bobbi Wright

THAT the Lower Trent Conservation Board of Directors approve the report of performance evaluation of the CAO/ST.; and

THAT staff follow the direction given in the Closed Session to retain a third party to carry out an organizational review in 2025.

Carried

18. Adjournment

There being no further business, the meeting was adjourned.

RES: G141/24

Moved by: Bobbi Wright

Seconded by: Rick English

THAT the meeting be adjourned.

Carried

Time: 1:48 p.m.

Bob Mullin, Chair

Rhonda Bateman, CAO/ST



LOWER TRENT
CONSERVATION

**LOWER TRENT REGION CONSERVATION AUTHORITY
HEARING BOARD
for
O. Reg. 41/24 PERMIT APPLICATION #RP-24-242**

MINUTES - DRAFT

DATE: November 20, 2024
TIME: 1:00 p.m.
LOCATION: Administration Office, 714 Murray Street, Trenton / Virtually
PRESENT:

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

ABSENT: Jim Alyea, Lynda Reid
STAFF: Rhonda Bateman, Chitra Gowda, Gage Comeau, Scott Robertson, Amanda Dixon
APPLICANTS: Property Owners – Lorrie Powers (in person) and Corey Brooks (remotely)
 Agent – Adam Wilson, Principal/Senior Engineer, WSE Consulting Inc.

1. Meeting called to order by the Chair

The meeting was called to order by Chair Mullin at 1:00 p.m.
 Chair Mullin read a Land Acknowledgment as follows: “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.”

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

RES: HC6/24 Moved by: Sherry Hamilton Seconded by: Mike Ainsworth
 THAT the Board of Directors sit as the Lower Trent Conservation Hearing Board.

Carried

3. Opening Remarks by Chair for RP-24-242

Chair Mullin made the following remarks:

We are now going to conduct a hearing under Section 28.1 of the Conservation Authorities Act in respect of an application by Lorrie Powers and Corey Brooks, for permission to construct a single-family dwelling in the Trent River floodplain in the Municipality of Trent Hills, Northumberland County, Geographic Township of Seymour, Concession 6, Part of Lot 9-10, on vacant property on Saskatoon Avenue.

The Authority has adopted regulations under section 28.1 of the Conservation Authorities Act which requires the permission of the Authority for development within an area regulated by the Authority in order to ensure no adverse effect on the control of flooding, erosion, dynamic beaches, unstable soils or bedrock, or to permit alteration to a shoreline or watercourse or interference with a wetland. This Hearing is about granting permission to develop under the Authority regulations; a separate matter from approvals under the Planning Act.

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

The Conservation Authorities Act (Section 28.1 [5]) provides that:

“(5) An authority shall not refuse an application for a permit or attach conditions to a permit unless the applicant for the permit has been given an opportunity to be heard by the authority.”

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

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

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

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

4. Disclosure of pecuniary interests

There was no disclosure of pecuniary interests for this Hearing.

5. Staff Report and Presentation

Gage Comeau, Manager, Watershed Management, Planning and Regulations presented the staff report to the Hearing Board as provided in the agenda package. Gage Comeau noted that the vacant property located on Saskatoon Avenue in Trent Hills is located entirely in the Trent River one-zone floodplain, the mapping of which was delineated and approved by the Board in 2023. Gage Comeau also noted the location and extent of a prominent dyke along Trent River in relation to the subject property. Gage Comeau noted that the permit application did not meet the intent of the regulation nor the requirements of current staff policies for issuing permits.

Eric Sandford and Rick English sought clarity on the existence and consideration of the flood wall. Gage Comeau confirmed that the flood wall exists; however, it was not considered in the creation of updated floodplain mapping for Trent River. Gage Comeau explained that this is consistent with the 2002 Ministry of Natural Resources (MNR) Technical Guide document, which has not been updated since it was issued. The MNR Technical Guide from 2002 outlines that dykes and flood walls are not regarded as permanent flood control structures and the land behind these structures should continue to require protection to the revised (increased) flood standard. Gage Comeau explained that this Technical Guide is used to implement Ontario Regulation 41/24, such that the depth of flooding considered in reviewing permit applications is based on a potential flood wall failure or not existing.

Sherry Hamilton asked whose responsibility it is to ensure that the dyke is adequate and that it has a maintenance plan. Mike Ainsworth asked if the dyke was built to protect the floodplain. Gage Comeau responded that Parks Canada built the dyke over 100 years ago for navigation purposes and not for flood control. Parks Canada has indicated that the dyke is included in their asset management plan, is inspected regularly, and is regulated under the Historic Canals Act. Gage Comeau noted that parts of the dyke seem to provide erosion control rather than flood control.

Rick English asked about the extent of the dyke, to which Gage Comeau noted that the dyke extends north of Bridge Street bridge, and is along Grant Road, Canada Road 50 and 38. Rick English also asked about the water level difference upstream and downstream along the extent of the dyke, relative to the subject property. Gage Comeau responded that this was 126.9 m upstream at <location> and _____ downstream at <location>; however, he noted that it is not known if a flood spill from the upstream location would reach the subject property nor if the water depth would decrease. Mike Ainsworth asked how much water would flood the properties. Gage Comeau responded that the properties would be under water if there was no flood wall, as the water level is higher than the properties. Rick English added that stormwater also is cored into the wall.

6. Applicant Presentation

Property owner Lorrie Powers spoke about buying the vacant property around one and a half years ago with her partner Corey Brooks for their family. They were told that they could build on the property based on the previous floodplain mapping that applied at that time.

7. Additional Information Sharing

a. Additional Questions from the Board

As noted below, additional questions arose from Board members after the property owner's agent presented.

b. Comments or Questions from the Applicant

The property owner's agent Adam Wilson, Principal/Senior Engineer, WSE Consulting Inc., noted that if the flood wall failed, pedestrian access would be limited. Adam Wilson added that there is no modelling study to show the impacts of a spill upstream of the property. Rick English asked how much fill would be needed at the property. Gage Comeau responded that fill would be needed to level the block foundation, which is not a large amount of fill. Rick English asked what the displacement of flood water could be after grading. Adam Wilson responded that it is immeasurable because it would be a small amount. Gage Comeau added that a flood would result in loss of the placed fill. Adam Wilson recommended that the house be one foot above the water level, in case the wall failed. Eric Sandford asked if the space under the house would be empty or filled. Gage Comeau responded that it would be empty, and that the fill would be placed under the block and pier foundation.

c. Comments or Questions from Staff

There were no additional comments or questions from Staff.

8. Deliberation (In-Camera/Closed Session)

RES: HC7/24

Moved by: Eric Sandford

Seconded by: Gene Brahaney

THAT the Hearing Board move to in-camera session.

Carried

Guests and Staff left the meeting for the Board to carry out deliberation in closed session.

Time 1:43 pm

RES: HC8/24

Moved by: Eric Sandford

Seconded by: Gene Brahaney

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

Carried

Time 1:59 pm

Guests and Staff returned to the Hearing Board meeting.

9. Motion on the Hearing Board Decision for RP-24-242

The Board will approve the permit with the following conditions:

- *The finished floor elevation (FFE) of the dwelling structure is to be at a minimum elevation of 146.03 metres CGVD2013 and there are to be no openings below the minimum FFE elevation;*
- *Electrical and heating equipment in the dwelling structure is to be situated at an elevation no lower than 146.03 metres CGVD2013;*
- *Any fill placed in the floodplain on the property (i.e., below the 145.73 metre flood contour) is*

to be limited to that strictly required to accommodate the elevations noted in mitigation measures 1-2 of this letter, frost protection and proper drainage around the structure. No fill placement is supported beyond the building footprint;

- Appropriate erosion and sediment control measures are to be implemented prior to construction, maintained in good repair during the construction phase, and remain in place until all disturbed soil surfaces have become stabilized and/or revegetated to prevent the movement of sediment away from the construction site;*
- All disturbed areas are to be revegetated (e.g., reseeded using a native seed mix) upon completion of the permitted works as soon as planting conditions permit;*
- Local drainage is to be maintained; and,*
- LTC staff are to be contacted and advised of when the work is being undertaken.*

RES: HC9/24

Moved by: Rick English

Seconded by: Bobbi Wright

THAT the permit application RP-24-242 be approved with conditions as provided by staff.

Carried

10. Motion to adjourn the Hearing Board

There being no further business, the meeting was adjourned.

RES: HC10/24

Moved by: Gene Brahaney

Seconded by: Sherry Hamilton

THAT the Hearing Board meeting for permit application RP-24-242 be adjourned.

Carried

Time: 2:03 pm

Bob Mullin, Chair

Rhonda Bateman, CAO/ST

Lower Trent Conservation
Payments LOG - NOVEMBER 2024

CHEQUE # / EFT #	PAYEE	DETAILS	AMOUNT
	Staff Payroll	Nov/24 Payroll Period #23 and #24	131,309.40
EFT 74081116	OMERS	Nov/24 Pension Contributions	23,479.72
EFT 74081327	Jani-King of Eastern Ontario	Nov/24 Cleaning - Admin and Workshop	1,357.82
EFT 74081152	Sun Life Assurance Company of Canada	Dec/24 Group Benefits Premium	8,379.15
EFT 74081085	Workplace Safety Insurance Board (WSIB)	Nov/24 WSIB Premium	4,359.88
EFT 74081035	CIBC VISA	Nov/24 Statement	3,030.05
EFT 74081271	Staff	Staff Expenses - Reimbursed	346.12
16911	OT Group - DCB Business Systems Group Inc	Monthly Photocopier Usage Service fees	214.98
16912	Bill's Johns	Portable toilet rental - conservation areas	1,130.00
16913	Earl Rosebush Fuels	Propane - bulk - Goodrich Loomis Centre	78.94
16914	Trenton Home Hardware Building Centre	Property/building maintenance, janitorial	555.69
16915	Snap360 Ltd.	BQRAP website domain renewal	37.23
16916	Battlefield Equipment Rentals	Small equipment maintenance - chainsaw parts	123.26
16917	Marcus Rice	Staff Expenses - travel - Reimbursed	22.20
16918	City of Quinte West	Utilities - water/sewer - workshop	74.71
16919	A&L Canada Laboratories Inc.	BQRAP stewardship - soil testing	355.64
16920	Obsentia	Vehicle maintenance	79.04
16921	The Standard News Corp.	DWSP public notice advertisements	423.75
16922	Nesda Technologies Ltd.	Monthly IT services, project and tickets fees	2,702.40
16923	Brighton Springs	Drinking water for Admin bldg	74.00
16924	Telizon Inc	Monthly Telephone Lines	518.39
16925	Hydro One Networks Inc.	Utilities - electricity - admin bldg, workshop	735.36
16926	Caduceon Enterprises Inc.	Water Analysis - Monitoring	1,802.02
16927	Staples Commercial	Office Stationary	218.22
16928	Obsentia	Vehicle maintenance	79.04
16929	Waste Management of Canada Corporation	Waste Services - Workshop	116.35
16930	Cogeco Connexion Inc.	Monthly Internet Services - workshop	135.54
16931	Trilith Contracting Inc.	Demolition of Proctor Park pavilion	22,725.54
16932	Kingston Online Services	LTC website domain renewal	45.20
16933	Free Flow Petroleum	Monthly Vehicle and Equipment Fuel	1,775.96
16934	Jeff Mumby	BQRAP rural stewardship - cover crop	2,500.00
16935	Ben Treverton	BQRAP rural stewardship - cover crop	660.00
16936	Adam Vanderhorst	BQRAP rural stewardship - cover crop	1,710.00
16937	O'Rourke Family Farms	BQRAP rural stewardship - cover crop	1,890.00
16938	Wyatt Brauer	BQRAP rural stewardship - cover crop	2,025.00
16939	Stephen Black	BQRAP rural stewardship - cover crop	2,500.00
16940	Julie Bogdanowicz	BQRAP urban stewardship - waterway planting	890.59
16941	Robert Putnins	BQRAP rural stewardship - cover crop	2,100.00
16942	Shan Mugalingam	Staff Expenses - 2025 Prof. Engineer membership - Reimbursed	299.45
16943	Scott Robertson	Staff Expenses - work clothing - Reimbursed	107.34
16944	Ducon Contractors Limited	Admin bldg maintenance - basement repair	1,915.77
16945	MacLaughlin Farm Inc	BQRAP rural stewardship - cover crop	2,500.00
16946	Ryland Dairy Inc	BQRAP rural stewardship - cover crop	2,500.00
16947	Bill Honey	BQRAP rural stewardship - cover crop	2,250.00
16948	Art Desnoo	BQRAP rural stewardship - cover crop	2,010.00
16949	William Hinchey	BQRAP rural stewardship - cover crop	1,860.00
16950	Graeme Brown	BQRAP rural stewardship - cover crop	2,500.00
16951	Raymond Bush	BQRAP rural stewardship - livestock fencing	7,500.00
16952	Don Donnan	BQRAP rural stewardship - cover crop	2,500.00
16953	Prinsfields Farms Inc	BQRAP rural stewardship - cover crop	1,680.00
16954	Michael Broek	BQRAP rural stewardship - cover crop	2,010.00
16955	Eric Smith	BQRAP rural stewardship - cover crop	1,080.00
16956	Paul Cocchio	BQRAP rural stewardship - cover crop	1,900.00
16957	Terry Greenly	BQRAP rural stewardship - cover crop	2,400.00
16958	Owen Lake	BQRAP rural stewardship - cover crop	2,500.00
16959	Joe Brouwers	BQRAP rural stewardship - cover crop	2,250.00
16960	Ryan Campbell	BQRAP rural stewardship - cover crop	2,500.00
16961	Michael Brouwers	BQRAP rural stewardship - cover crop	1,500.00
16962	Simon Pollard	Staff Expenses - travel - Reimbursed	67.28
16963	Templeman LLP	Legal fees - Wielenga Legal file	4,158.40
16964	George Burkitt	BQRAP rural stewardship - cover crop	2,500.00
16965	ReVue Design	DWSP website design and AODA	2,825.00
Total of Payments November 2024			<u>273,874.43</u>



Summary of Permits Approved by Staff
Part VI of the Conservation Authorities Act and Ontario Regulation 41/24: Prohibited Activities, Exemptions and Permits
Prepared by: Gage Comeau, Manager, Watershed Management, Planning and Regulations
For Period: October 31, 2024 to November 28, 2024

Permit #	Municipality	Ward	Geographic Township	Concession	Lot	Street Address	Regulated Area	Permitted Activity
P-22-391 (compliance)	Trent Hills	Seymour	Seymour	10	2	9 Island Park Road - Unit 137	Trent River floodplain	To construct a deck structure and platform structure
P-22-392 (compliance)	Trent Hills	Seymour	Seymour	10	2	9 Island Park Road - Unit 187	Trent River floodplain	To construct a deck structure
P-23-318 (compliance)	Quinte West	Sidney	Sidney	1	13	510 Whites Road	Unevaluated wetlands; Trenton Airport Approach Evaluated Non-Provincially Significant Wetland; Bay of Quinte tributary Stream	To construct a pond, conduct vegetation maintenance and plantings
P-24-036 (compliance)	Cramahe	Cramahe Township	Cramahe	1	30	Kensington Ave	Colborne Creek; Colborne Creek floodplain; Field verified wetlands	To conduct vegetation maintenance along Colborne Creek to facilitate the removal of a beaver dam and to complete bank protection works around the culvert on Kensington Avenue
P-24-167 (minor)	Alnwick/Haldimand	Alnwick	Alnwick	7	21	1065 Merrill Road	Rice Lake flood hazard; field verified watercourse (allowance); unevaluated wetlands (allowance)	To install a french drain
P-24-182	Brighton	Brighton Town	Murray	B	34	Sharp Road	Field verified wetland (allowance)	To undergo the excavation and placement of fill material on the unopen road allowance
P-24-219	Quinte West	Sidney	Sidney	8	19	161 Sagers Corners Rd	Trent River tributary valley lands (allowance)	To replace an existing (failed) septic system with a new system employing a partially raised filter bed
P-24-227	Brighton	Brighton Township	Murray	C	28	461 Stoney Point Rd	Lake Ontario flood hazard	To construct a landscaped fire pit area and deposit fill material along driveway
P-24-234	Quinte West	Sidney	Sidney	BF & 1	27 & 28	1849 Old Highway 2	Bay of Quinte tributary (allowance)	To construct a 50' x 50' addition to an existing maintenance facility with a 10' concrete apron on the north and east sides of the addition, and employing approximately 153 cubic metres (cumulatively) of Granular A and Granular B fill
P-24-235 (minor)	Quinte West	Trenton	Sidney	BF	2	282 Dundas Street East	Bay of Quinte tributary (allowance)	To construct a 12' x 12' addition (walk in cooler) on a concrete slab foundation and undergo interior renovations of an existing building
P-24-239	Trent Hills	Percy	Percy	11	19	250 11th Concession Road East	Tributary of Trout Creek; Unevaluated wetland (allowance)	To remove a stone fence and install a tile outlet
P-24-240	Trent Hills	Seymour	Seymour	13	14	66 Lake Road	Trent River floodplain	To conduct shoreline restoration works
P-24-241	Cramahe	Cramahe Township	Cramahe	3	17	14234 Little Lake Road	Little Lake flood hazard (allowance)	To decommission an existing septic system and install a replacement septic system
P-24-242	Trent Hills	Campbellford	Seymour	6	9-10	Saskatoon Avenue	Trent River floodplain	To undergo the placement of a modular dwelling structure on a constructed, engineered foundation
P-24-265	Brighton	Murray	Murray	6	26	476 Jamieson Road	Unevaluated wetland (allowance)	To decommission an existing septic tank and pump and install a replacement septic system (tank, pump, and bed)
P-24-267	Quinte West	Murray	Murray	C	22	Barcovan Beach Road	Field verified wetland (allowance)	To undergo the construction of a single-family dwelling, septic system, garage and pool
AMENDMENTS								

P-24-156	Trent Hills	Seymour	Seymour	1	5	407 Percy Boom Rd	Trent River floodplain	To construct an approximately 72m ² (780ft ²) non-habitable detached garage; amended to include the updated construction drawings
P-24-183	Brighton	Brighton Township	Cramahe	6	4	351 Goodrich Road	Field verified wetland (allowance)	To construct a 40' by 32' addition on the south side of the existing dwelling structure; amended to include the updated septic design
P-24-203	Alnwick/Haldimand	Haldimand	Haldimand	4	23-24	TNPI ROW - Grills Road to Clouston Road	Shelter Valley Creek tributary (allowance)	To conduct vegetation management along the Trans-Northern Pipelines Inc. right-of-way (ROW) in the Grills Road to Clouston Road area; amended to include a set of revised drawings for additional works within the right-of-way (ROW)
P-24-206	Brighton	Brighton Township	Cramahe	5	1-5	TNPI ROW - Richmond Street to County Rd 30	Breakaway Creek tributaries (allowance)	To conduct vegetation management along the Trans-Northern Pipelines Inc. right-of-way (ROW) in the Richmond Street to County Road 30 area; amended to include a set of revised drawings for additional works within the right-of-way (ROW)
P-24-209	Quinte West	Murray	Murray	3	11-14	TNPI ROW - Murray Street to County Road 40	Unevaluated wetland; Mayhew Creek tributary (allowance)	To conduct vegetation management along the Trans-Northern Pipelines Inc. right-of-way (ROW) in the Murray Street to County Road 40 area; amended to include a set of revised drawings for additional works within the right-of-way (ROW) in the area noted above



LOWER TRENT
CONSERVATION

STAFF REPORT

Date: November 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.

Table 1. File review – New files and deliverables in 2024 versus previous years

	# Files for 2024 (as of November 28, 2024)	Dates for Similar Number for Previous Years (Total for Year)			
		2023	2022	2021	2020
Permits	274	Oct 17 (320)	Aug 23 (398)	Sep 13 (383)	Oct 14 (351)
Planning	194	Nov 17 (213)	Aug 3 (310)	Sep 16 (259)	n/a (169)
Complaints	95	n/a (74)	n/a (66)	n/a (65)	n/a (56)
Enforcement	38	n/a (35)	Jul 26 (63)	Oct 14 (45)	n/a (32)
Online Inquiries	1399	n/a (1003)	n/a (738)	n/a (1132)	n/a (645)
Legal Requests	48	Oct 5 (58)	n/a (36)	Dec 6 (48)	n/a (28)
Clearance Letters	100	n/a (52)	n/a (25)	n/a	n/a
Site Visits	290	n/a (246)	Sep 21 (363)	n/a (282)	n/a (166)

Legal Cases:

- **ENF-20-028** –Status: **ONGOING** – Correspondence has been sent to the owner on the status of the restoration activities – No Update from our lawyers to date.

Watershed Management

- UPDATE -Wetland assessments are 100% completed. 66 wetland assessments have been conducted by staff this year. The assessment season has now ended, and we have closed the 2024 assessment list. Any further requests for wetland assessments will be placed on a waiting list for 2025 visits. Staff are working on updating the wetland mapping and the updates are approximately 90% complete.
- The 2024-2025 Snow Survey monitoring program has commenced, and staff will be preparing for precipitation gauges and flood forecasting equipment for the winter months.
- The LTC water quality monitoring programs have now concluded for the 2024 calendar year. Monitoring staff will be reviewing the data and preparing an annual report for early 2025. Upon completion of the annual report, staff

are looking to prepare a presentation to the Board of Directors in an effort to present the collected environmental data and trends.

- Lastly, monitoring staff have been working on a pilot project associated with monitoring Brook Trout presence in the LTC watershed. Staff are currently assessing the data and video footage that was collected as part of the pilot project and will be preparing a presentation and report to the Board of Directors in the next 2-3 months.

Online Inquiries

Staff have been managing a large volume of inquiries that far exceeds the previous highest recorded number in 2021 (1132). These files are taking staff long periods of time to manage as many of the properties are regulated and development may be restricted or require further review from staff. Additionally, properties with historical planning and permitting approvals are appearing that require staff time to review prior to providing formal responses. To ensure a timely response time, we are asking that people continue to use our online inquiry service and scheduling pre-consultation meetings to ensure that staff can provide the time needed for each proponent.

Permitting:

Ongoing Permit files:

- Staff have issued **16** permits since the previous reporting period with **5** permit amendments issued.
- Staff are currently reviewing and commenting on **42** open 2024 permit files and **23** files from previous years as well.
- Staff have almost completed 8 Standard Operating Procedures (SOPs) for the use of the Planning and Regulations department. Currently, we do not have formal SOPs in place and we hope that this will help create further efficiencies within the department. These SOPs are projected to be completed and in place by the end of December. Once in place, staff will be working on a second round of SOPs to further establish a comprehensive set of operating procedures.

Planning:

- LTC Staff reviewed and commented on **30** Subdivision and Condominium Files in 2024 (new and ongoing). Since the last reporting period, LTC Staff reviewed and commented on **3** Subdivision and Condominium files. Many of these files are ongoing and staff expect to work on these continuously throughout the year.
- Since the last reporting period, LTC Staff reviewed and commented on **21** 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 **9** Environmental Impact Studies.

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

RECOMMENDATION:

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



LOWER TRENT
CONSERVATION

STAFF REPORT

Date: November 28, 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 number of statements issued in previous years.

Table 1. Number of flood communications issued by Staff.

Statements	Flood Communications Issued (as of November 28, 2024)	Total Number for Previous Years					
		2023	2022	2021	2020	2019*	2018
Water Safety	5	4	2	2	3	8	2
Flood Outlook	1	8	4	4	5	5	5
Flood Watch	2	2	0	0	3	6	7
Flood Warning	0	2	0	0	0	13	0
Total (System)	8	15	6	6	11	32	14

Summary of Current Conditions

Observed precipitation volumes for the month of November were far lower than the established long-term average (see Table 2). Although we have experienced lower than average rainfall, stream flows are average for this time of year and within the observed long-term average flows.

Following a review and assessment of the current conditions during October and the beginning of November, a Level 1 Low Water Condition (minor drought) was declared by staff on November 12, 2024. LTC Staff have worked with neighbouring Conversation Authorities to ensure appropriate measures have been taken and that similar communications were sent to stakeholders. An update and meeting were conducted with the Low Water Response Team prior to the release of the Level 1 Low Water condition bulletin/memo.

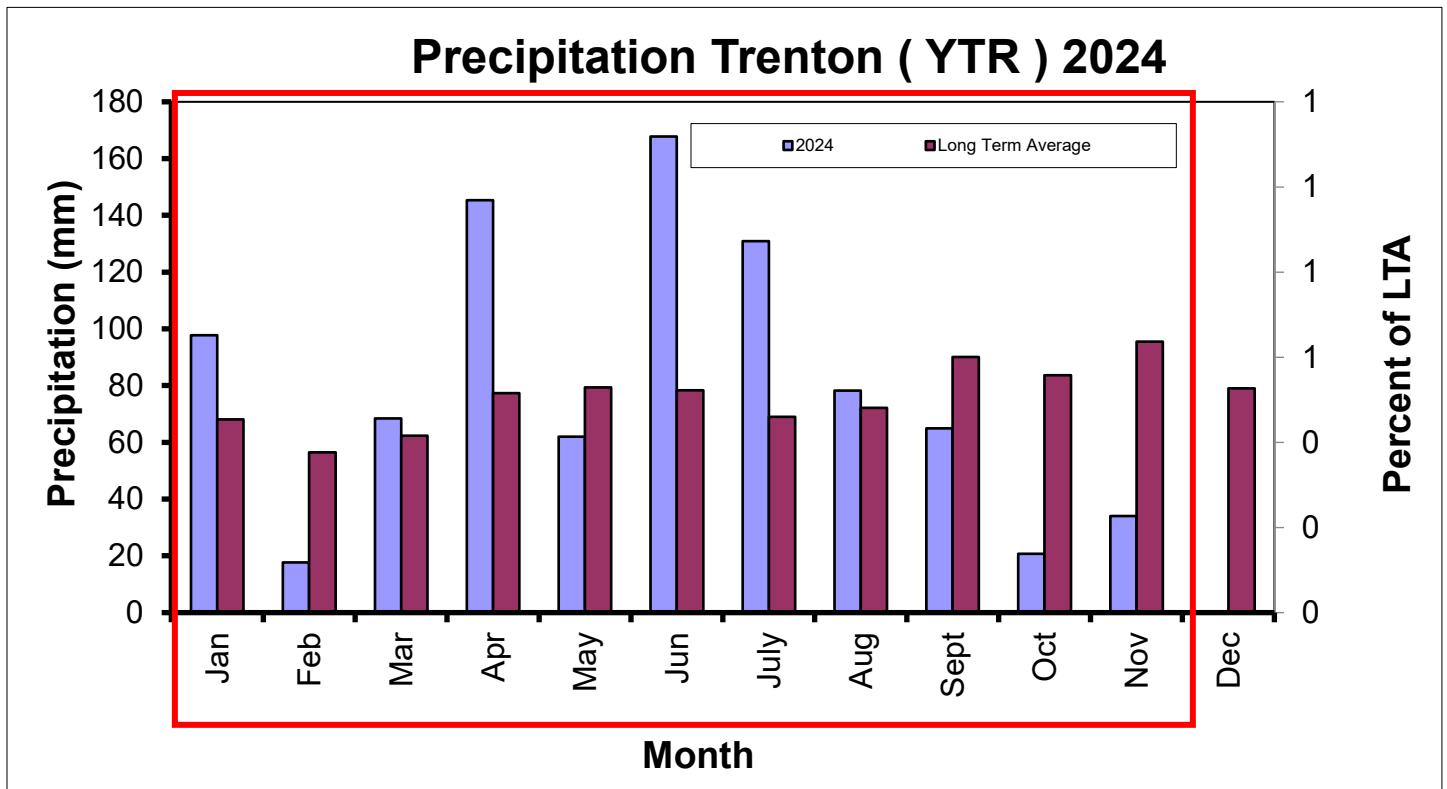
LTC staff will be continuing to review the weather and stream conditions and will report further if there appears to be any potential flood or drought issues. It is important to note that based on the current data, it is possible that staff will be looking into a potential move from a Level 1 to Level 2 Low Water condition.

Local Creeks

Even with the low volume of precipitation observed throughout the watershed, all of the creeks are experiencing average streamflow through the month of November; therefore, the water levels and flows are within the acceptable ranges. If lower rainfall volumes in the watershed continue, stream flows may start to decline, especially for creek systems that do receive any groundwater recharge. 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 water levels and flows are lower than average for this time of year. It is important to note that water levels on Rice Lake are being maintained and are approximately average for this time of year. If there are any concerns or issues with the water levels on the Trent River system, landowners are advised to contact Parks Canada-Trent Severn Waterway.

Lake Ontario

Currently, water levels are below average for this time of year. Staff are continuing to review weather conditions for any high wind events that may result in storm surges with waves exceeding 1 metre.

RECOMMENDATION:

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

Waterlogs - November 2024

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

STRIKING A BALANCE

One way of classifying waterbodies is by their “trophic status” or “trophic state”.

Trophic status refers to the overall level of biological productivity within a waterbody and is a key characteristic of water quality.

Scientists assess the trophic state of waterbodies by monitoring 3 water quality parameters:

- Concentration of phytoplankton biomass measured as chlorophyll-a (chl-a).
- Concentration of growth-limiting nutrients such as total phosphorus (TP).
- Transparency of water expressed as Secchi depth – This is the water depth, at which a ‘Secchi’ disk (usually a black and white patterned disk) is no longer visible through the water.


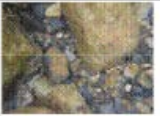




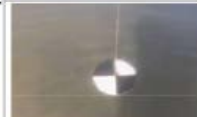





The least productive waterbodies are called ‘oligotrophic’. These are typically cool and clear and have relatively low nutrient concentrations. The most productive are called ‘hyper-eutrophic’ and are characterized by high nutrient concentrations which result in algal growth, cloudy water, and low dissolved oxygen levels. There are low and high variations within each status.

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

In the 1980s, the Bay of Quinte was classified as hyper-eutrophic, due to excess amounts of algae. Today, the Bay is classified at the lower range of eutrophic, due to reduced algae and improved water quality. However, the bay is susceptible to harmful algal blooms, so phosphorus levels need to be reduced further to bring it into the meso-eutrophic range.

Often, the desired trophic status differs between people. Fishermen may want a waterbody to be eutrophic so it will support larger populations of fish. Residents, on the other hand, may want the same waterbody to be oligotrophic, as this is more pleasant for swimming and boating due to clearer water and less plant growth. It's all about striking a balance between sometimes conflicting interests.

The [Bay of Quinte Phosphorus Management Plan](#) proposes to bring the bay to a meso-eutrophic range and reduce the risk of harmful algal blooms while maintaining a sustainable fishery.

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

CHRISTMAS BIRD COUNT



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

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

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

www.birdscanada.org/bird-science/christmas-bird-count

PROJECT FEEDERWATCH



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

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

Even if you count birds only once during the season, that is a helpful snapshot of the birds in your location.

Make a donation to get started then, you will have access to the Project FeederWatch data entry page and all of the important information you need to turn your bird watching hobby into scientific discoveries!

www.birdscanada.org/you-can-help/project-feederwatch

HERE FISHY...FISHY



The Bay of Quinte Remedial Action Plan is conducting a Fish Consumption Survey to collect data on what people catch and eat from the Bay of Quinte.

The environmental challenge that addresses fish consumption in the bay is in the final phases of data assessment. Part of the assessment is to gather public consumption preferences.

You will be entered in to a random draw for a \$100.00 Canadian Tire gift card by completing the survey.

The [Bay of Quinte Fish Consumption Survey](#) will only take a couple of minutes to complete.



TIS' THE SEASON



Adopt an Acre from Quinte Conservation

This year, the Adopt An Acre 2024 campaign will support the replacement of two wetland lookout platforms at Beaver Meadow Conservation Area.

Adoption Cost

1 acre = \$30 (includes an official certificate and tax receipt)

2 acres = \$60 (includes an official certificate, QC plush forest animal, and tax receipt)

The campaign runs until December 22.

To participate in Adopt An Acre,

Visit - quinteconservation.ca/adopt-an-acre

Call - 613-968-3434 ext. 123 or

Stop by - Quinte Conservation's Main Office at 2061 Old Hwy 2 in Belleville.

All adoptions requiring shipping must be placed by December 13.

A campaign graphic for 'Give A Little, Preserve A Lot' with Lower Trent Conservation. It features a collage of nature photos: a snowy forest, a red cabin, and a deer. The text reads: 'GIVE A LITTLE, PRESERVE A LOT. This season, give back to the environment and make a lasting impact. By donating to Lower Trent Conservation, you're helping to preserve and enhance our conservation lands, support environmental education, and protect natural resources for future generations.' At the bottom, it says 'www.LTC.on.ca' and has the Lower Trent Conservation logo.

Give A Little, Preserve A Lot with Lower Trent Conservation

Lower Trent Conservation invites you to Give A Little, Preserve A Lot. This season give back to the environment and make a lasting impact. By donating you are helping to preserve and enhance conservation lands, support environmental education, and protect natural resources for future generations.

www.canadahelps.org/en/charities/id/6725



LOWER TRENT
CONSERVATION

STAFF REPORT

Date: December 2, 2024
To: Board of Directors
Re: 2025 Draft Business Plan
Prepared by: Rhonda Bateman, Chief Administrative Officer

PROPOSED RECOMMENDATION:

THAT the 2025 Draft Business Plan be accepted as information; and
THAT upon the approval of the 2025 Budget, the Business Plan will be updated with the financial information and distributed to our municipal partners.

BACKGROUND/DISCUSSION

Each year, in conjunction with our budgeting process, Lower Trent Conservation develops a Business Plan that is designed to meet the deliverables outlined in the Strategic Plan or new deliverables as required under regulation. The Business Plan goals are extensions or new assignments greater than staff's regular annual work plans.

The financial portion of the Business Plan is not included until the vote on the budget is completed.

SUMMARY

The 2025 Business Plan and Budget will be distributed to the municipalities upon completion of the financial information.



LOWER TRENT
CONSERVATION

Business Plan 2025



*Healthy Watersheds
for
Healthy Communities*

Member of



**Conservation
ONTARIO**
Natural Champions



A Message from the Chief Administrative Officer...

Rhonda Bateman, CAO

Lower Trent Conservation is pleased to have met our deliverables under Ontario Regulation 686/21 Mandatory Programs and Services. These deliverables included:

- An operation and maintenance manual for flood and erosion control structures
- An inventory of conservation lands
- A Watershed-Based Resource Management Strategy
- A Conservation Lands and Areas Strategy

These deliverables are good foundation documents that can be used to enhance our Strategic Plan and develop our annual workplan targets.

In our ongoing commitment to advance our information technology capacity we have engaged an IT consulting company to transition operations fully to a Cloud-based system in 2025. This advancement will improve accessibility and efficiency for staff working remotely and in the field. We will also be reviewing current and future online applications to streamline workflows and increase efficiency.

On the administrative front, we have several policies scheduled for review including the Capital Asset Management Plan, Information Management – Classification Structure and Retention Schedule Policy and our fire safety plans. Construction projects for 2025 include several updates and maintenance for our buildings and properties including window replacements and bridge decking.

Staff are enthusiastic about establishing and collaborating with the Proctor Park Pavilion Committee to promote the development of a new community-based asset within our conservation area. Brighton community members are encouraged to participate in development and fundraising efforts to begin our planning process. This initiative is anticipated to be a multi-year project

The 2025 Business Plan outlines additional work LTC proposes to accomplish throughout the year. We invite you to review our Strategic Plan on our website at www.LTC.on.ca to find the best way for you to contribute to achieving our shared vision of Healthy Watersheds for Healthy Communities.

Lower Trent Conservation – who we are...

The Lower Trent Region Conservation Authority (Lower Trent Conservation) was formed in 1968 under the *Conservation Authorities Act*. Our area of jurisdiction covers 2,070 km² and includes all, or portions of, seven municipalities.

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

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

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

Local Initiative:

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

Cost Sharing:

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

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

Watershed Jurisdiction:

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

The vision, mission, and our organizational commitments and environmental goals were all taken into consideration in development of the 2025 Business Plan.

VISION STATEMENT

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

Our vision for the future is:

Healthy watersheds for healthy communities

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

MISSION STATEMENT

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

Our mission is:

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

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

Utilizing the strategic plan is a key component in helping Lower Trent Conservation prioritize our organizational commitments. We refer to the strategic plan to help direct the planning and decision making for the following year goals and objectives. The strategic plan is found at: <https://ltc.on.ca/about-us/>



Our Conservation Business

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

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

MANDATED PROGRAMS

Planning and Regulations

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

Flood Protection

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

Low Water Response

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

Conservation Lands

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

Regional Source Protection Program - Trent Conservation Coalition

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

Local Drinking Water Source Protection Services

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

Environmental Monitoring and Reporting

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

NON-MANDATED PROGRAMS

Environmental Monitoring and Reporting

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

Youth Education

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

Stewardship and Community Outreach

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

ENABLING SERVICES

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

Financial and Human Resources

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

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

Information Management and Geographic Information System (GIS)

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

Communications

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

Fundraising

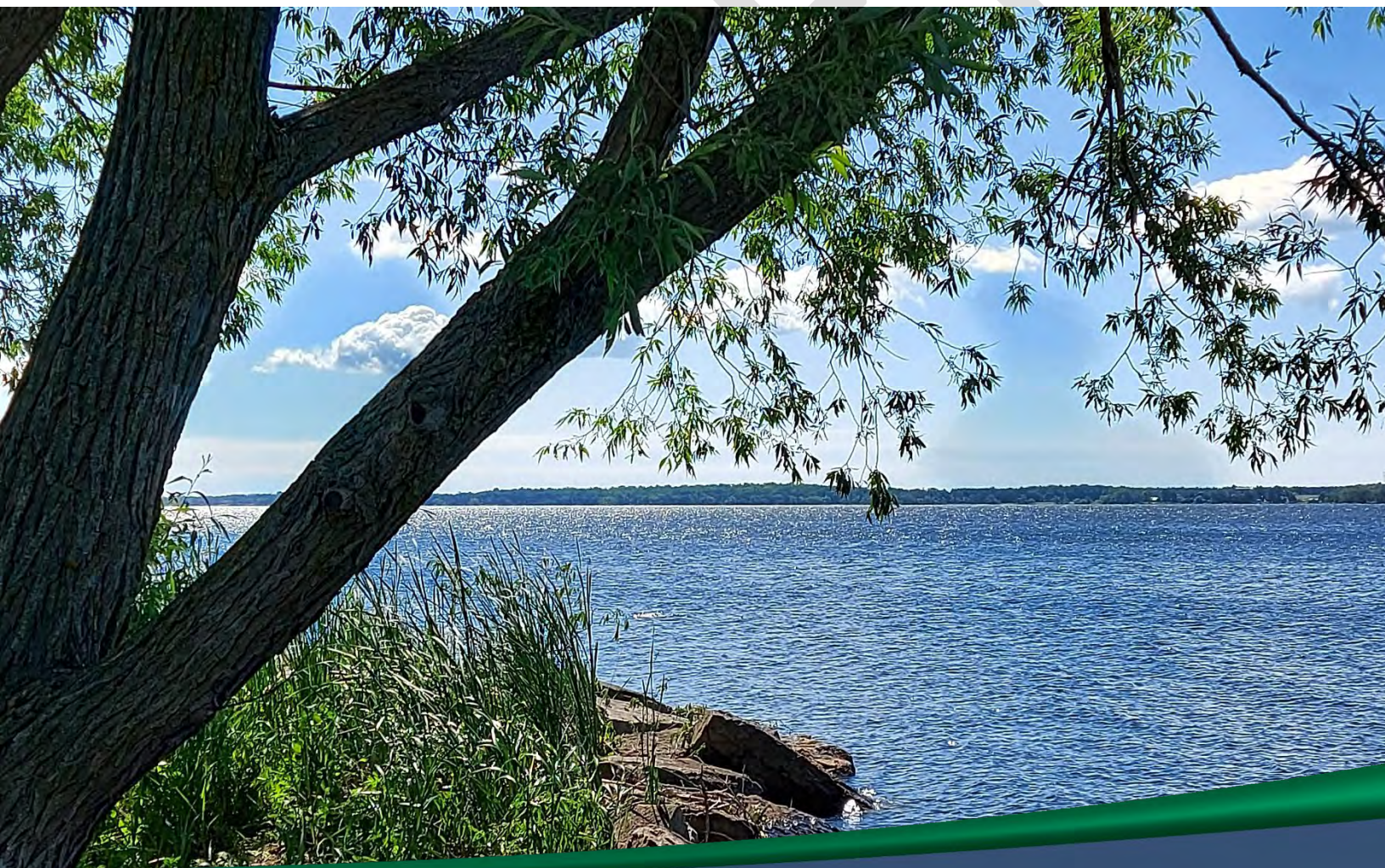
As a non-profit registered charity, Lower Trent Conservation has developed a fundraising program to support our conservation efforts. This includes grant writing, direct requests to businesses and private donors, and fundraising campaigns. Many of our donated funds are currently directed to “Connecting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

SIGNIFICANT PARTNERSHIP PROGRAMS

Bay of Quinte Remedial Action Plan

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

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



Projects for 2025

As well as our regular business activities, Lower Trent Conservation has recognized program improvements to achieve the priorities identified in the Strategic Plan. These program improvements scheduled for 2025 will be undertaken as financing allows.

OUR ORGANIZATIONAL COMMITMENTS

- Implement Information Technology priorities, including Cloud-based systems
- Develop an electronic signatures policy
- Asset Management Plan Update
- Investigate Natural Asset Management Planning
- Explore additional funding opportunities

ENVIRONMENTAL GOALS

ADVANCE WATERSHED KNOWLEDGE

- Standardize the use of mobile field applications to increase efficiency
- Complete Standard Operating Procedures for Planning and Regulations staff
- Develop clear Terms of Reference for Environmental Impact Studies
- Develop Standard Operating Procedures for Conservation Lands staff

PROTECT LAND AND WATER RESOURCES

- Ensure public access to updated floodplain mapping and reports
- King's Mill Conservation Area internal building repairs
- Begin updating wayfinding and donation signage within the conservation areas and kiosks

SUPPORT SUSTAINABLE, HEALTHY COMMUNITIES

- Establishment of a community group to advance the development of a new pavilion at Proctor Park Conservation Area
- Begin necessary repairs to Goodrich-Loomis Conservation Area railings and bridges
- Complete AODA requirements for the Trent Conservation Coalition website



INSPIRE OTHERS TO TAKE ACTION

- Elevate the success of our popular Annual Native Plant Sale, fostering community engagement
- Build on the Trail Steward Volunteer Program – increase participation and reporting methods
- Create a Volunteer Recognition Program to celebrate and acknowledge the invaluable contributions of our volunteers
- Collaborate with educational institutions for experiential learning opportunities
- Continue to offer targeted programming for students to actively participate in the enhancement and restoration of conservation lands, providing hands-on experience
- Elevate community-driven projects such as tree planting days, clean-up events, or habitat restoration, creating opportunities for hands-on involvement
- Utilize social media platforms to educate the public by sharing success stories, highlighting conservation efforts, and providing informative content on environmental issues
- Encourage community members or businesses to sponsor specific conservation areas or projects, providing recognition and updates on their impact.



LOWER TRENT REGION CONSERVATION AUTHORITY

2025 CAPITAL BUDGET DETAILS - BOARD APPROVED 202X-XX-XX - PENDING

DRAFT

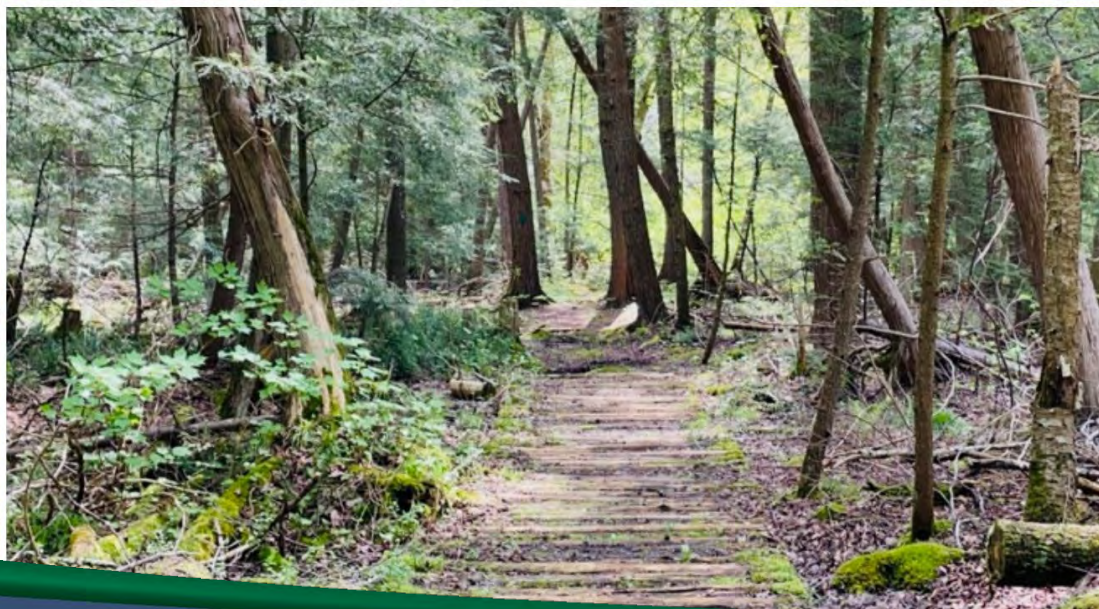
Monitoring Success

Healthy Watersheds for Healthy Communities

LTC will spend \$xxxxxx to provide mandated services including natural hazard management, drinking water source protection, operate conservation areas and maintain trails, and manage other sensitive environmental lands, provincial water quality monitoring and corporate services. Under Category 2 LTC will spend \$xxxxxx to provide planning services, local water quality monitoring and drinking water risk management and education services. Under Category 3 programs, LTC will spend \$xxxxxx to provide youth environmental education, promote stewardship and undertake community outreach.

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

Lower Trent Conservation releases its Annual Report and Audited Financial Statements in March. Staff track and report on progress made in implementing the goals and priorities set out in the Strategic Plan through regular quarterly program reports to the Board of Directors.



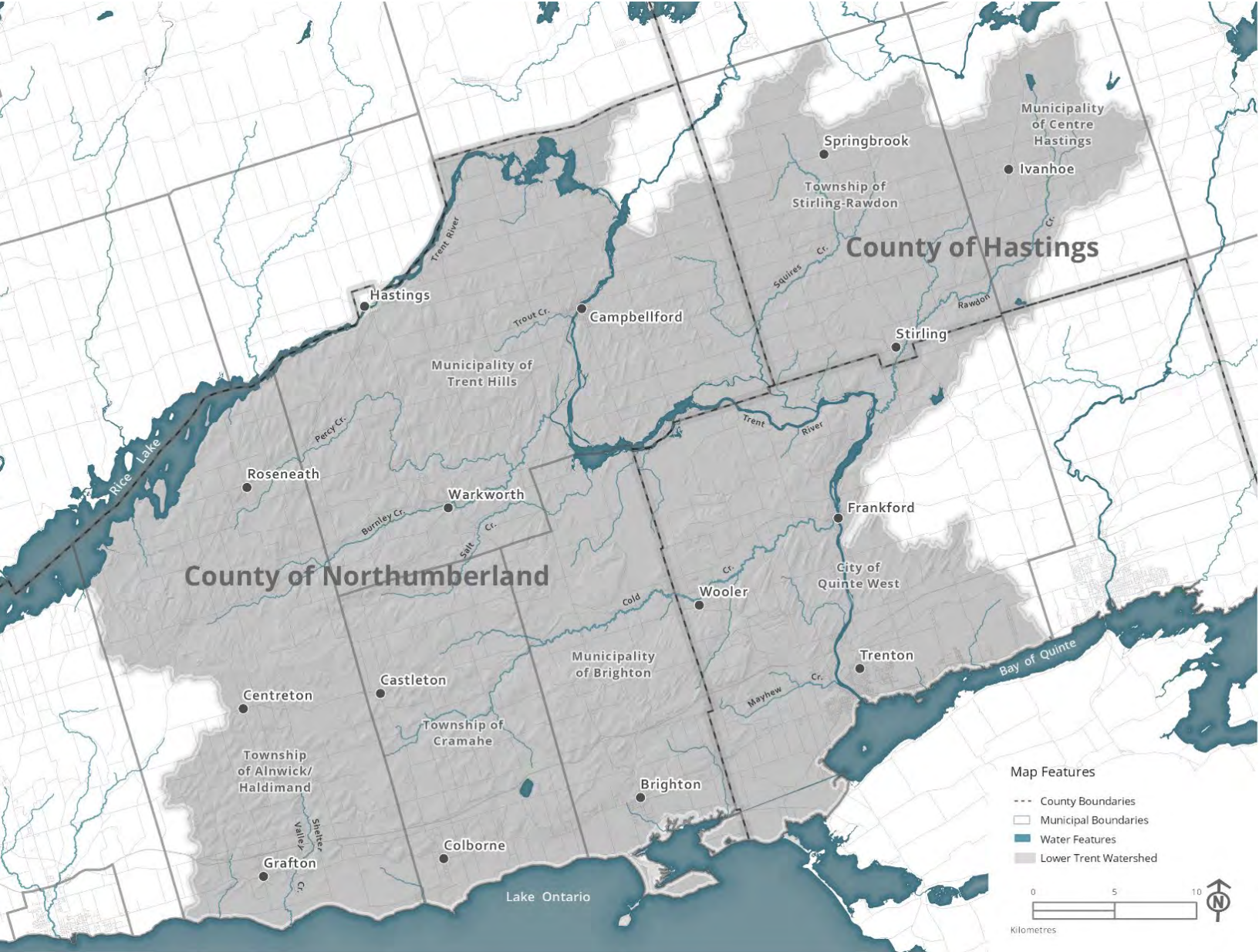
What it means to your municipality?

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

Member Municipalities

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

Municipality of Brighton
 Township of Cramahe
 Township of Stirling-Rawdon



Working with Others

Partners in Conservation

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

Conservation Donors

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

Volunteers for Conservation

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

Trail Stewards Volunteer Program

Lower Trent Conservation's "**Trail Stewards Volunteers**" program provides opportunities for nature enthusiasts to actively engage in maintaining and reporting on the trails in our conservation areas. These committed volunteers lend their time and effort to help maintain and improve the natural beauty of the trails, ensuring they remain safe, accessible, and enjoyable for everyone



LOWER TRENT
CONSERVATION

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



LOWER TRENT
CONSERVATION

STAFF REPORT

Date: December 3, 2024
To: Board of Directors
Re: Flood and Erosion Control Structures – Annual Inspection Report
Prepared by: Gage Comeau, Manager, Watershed Management, Planning and Regulations

PROPOSED RESOLUTION:

THAT the 2024 Flood and Erosion Control Structures Inspection report be accepted as information; and, THAT the Board approve the circulation of the report to Municipal staff.

BACKGROUND:

LTC has agreements with the City of Quinte West, Municipality of Trent Hills and the Township of Stirling-Rawdon that identify the responsibilities of LTC staff, which are to conduct an annual inspection and reporting for municipally owned flood and erosion control structures. As these agreements have come into effect this year (2024), an annual inspection has been conducted and a report has been generated that provides information on the status and condition of the structures and maintenance recommendations. LTC owned structures were also inspected and information generated within the annual report.

SUMMARY:

A summary list of key recommendations for the LTC owned structures and municipally owned structures are noted below. Additional information and photos are provided in the annual inspection report for more detailed and comprehensive notes.

LTC Owned Structures

- Burnley (Mill) Creek Dam –
 - LTC staff to develop improved Dam inspection reports and an inspection schedule
 - Removal of trees on the downstream side of the dam by an arborist or LTC Conservation Lands staff
- Cold Creek Erosion Control Pipe
 - Removal of woody vegetation in close proximity to the pipe and concrete structures
- Mayhew Creek Barry Heights Flood Reduction Channel
 - To remove and trap the beavers in the vicinity, and remove the beaver dam as soon as possible.
 - LTC Conservation Lands staff to clear access road and areas adjacent to the channel to ensure appropriate access to the flood control structure
- Trout Creek Flood Reduction Channel
 - Continue to monitor concrete spalling along Durahold blocks and monitor rock revetment areas

Quinte West Owned Structures

- Cold Creek – removal of wood vegetation behind concrete at main spillway along berm and within main spillway section between golf course and spillway bridges
- DND Creek Flood Reduction and Erosion Control Channel
 - Vegetation and sediment removal along the Byron Street channel
- Glen Miller Creek Flood Reduction Structures
 - Remove woody vegetation in front of Douglas Road flood channel flag gate and along berm
 - Detailed inspection of the Foster Stearns Road box culvert to ensure the concrete is in good condition
 - Removal of sediment and vegetation within Peterson Street flood channel
- Mayhew Creek Berm and Flood Reduction Channel
 - Sediment and vegetation removal at flat weir
 - Continue monitoring concrete spalling at the 2-step weir
 - Inspection of the Durahold blocks where separation of the blocks have occurred
- Trent River Trenton Berm at Lock 2
 - Removal of woody vegetation along the berm

Stirling-Rawdon Owned Structures

- Complete inspection of the concrete channel wall on the north side, downstream of the covered bridge for crack repairs
- Recommend replacement of missing stones within the gabion baskets
- Continue monitoring gabion stone movement on the bridge wing wall and cracks in north concrete wall
- Clear flood gate of vegetation to ensure proper operation

Trent Hills Owned Structures

- Kiloran Creek Flood Reduction Channel
 - Removal of sediment deposits and vegetation along Park Street
 - Removal of woody debris from channel upstream of Water Street twin box culvert
- Trout Creek Flood Reduction Channel
 - Removal of sediment and vegetation within channel between Simpson Street and Pellissier Street
 - Continue monitoring spalling of DuraHold blocks

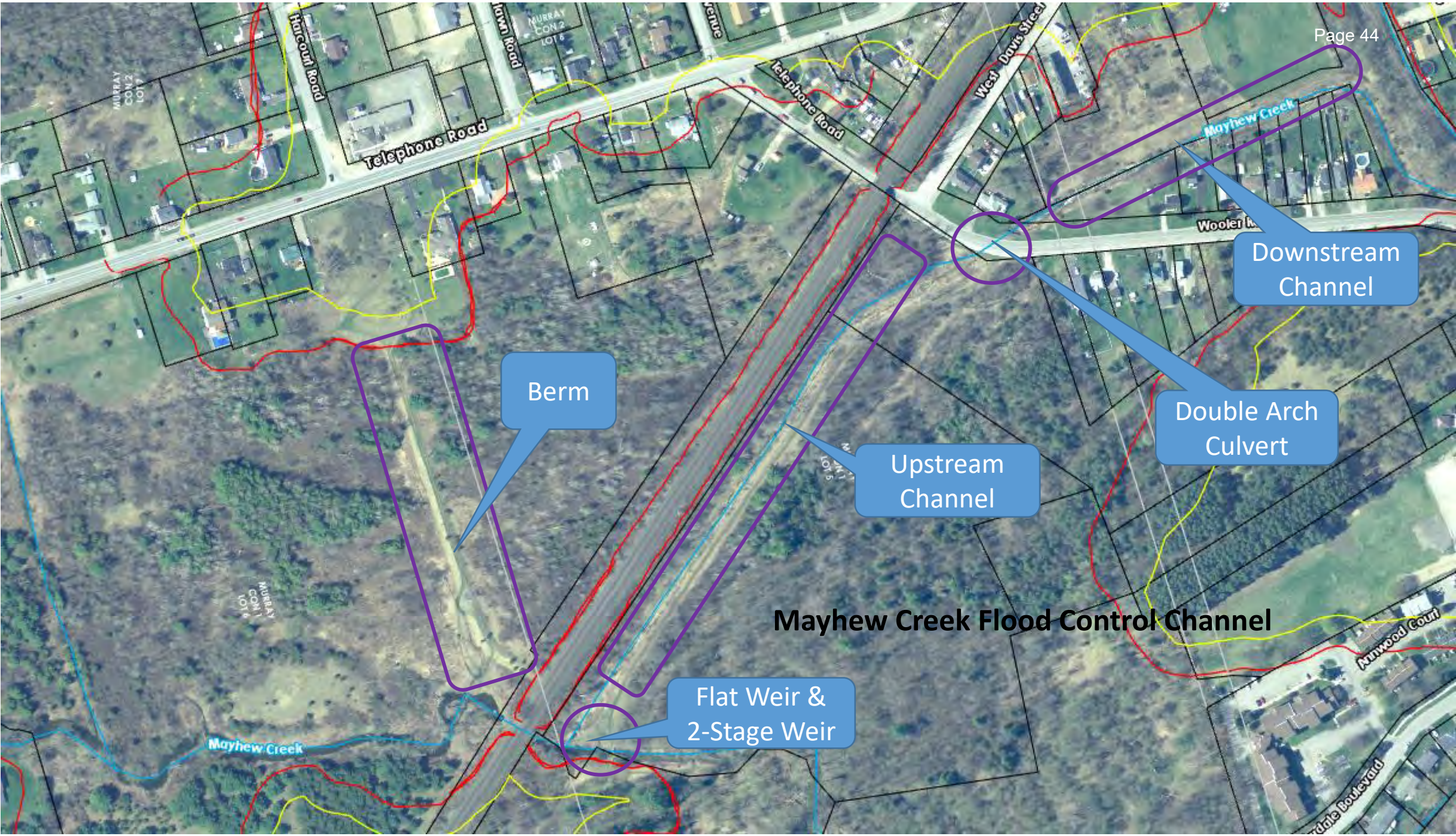
It is recommended by LTC staff that the highlighted recommendations be conducted and implemented at the earliest convenience to ensure that the flood and erosion control structures function as designed. If Municipal staff require assistance in relation to any of the recommendations, LTC staff will be available to assist as requested.

RECOMMENDATION:

Staff recommends THAT the 2024 Flood and Erosion Control Structures Inspection report be accepted as information; and, that the Board approve the circulation of the report to Municipal staff.

LTC Flood & Erosion Control Structure Locations





Berm

Upstream Channel

Flat Weir & 2-Stage Weir

Double Arch Culvert

Downstream Channel

Mayhew Creek Flood Control Channel

Mayhew Creek

Mayhew Creek

Telephone Road

Telephone Road

West Davis Street

Wooler Road

Annwood Court

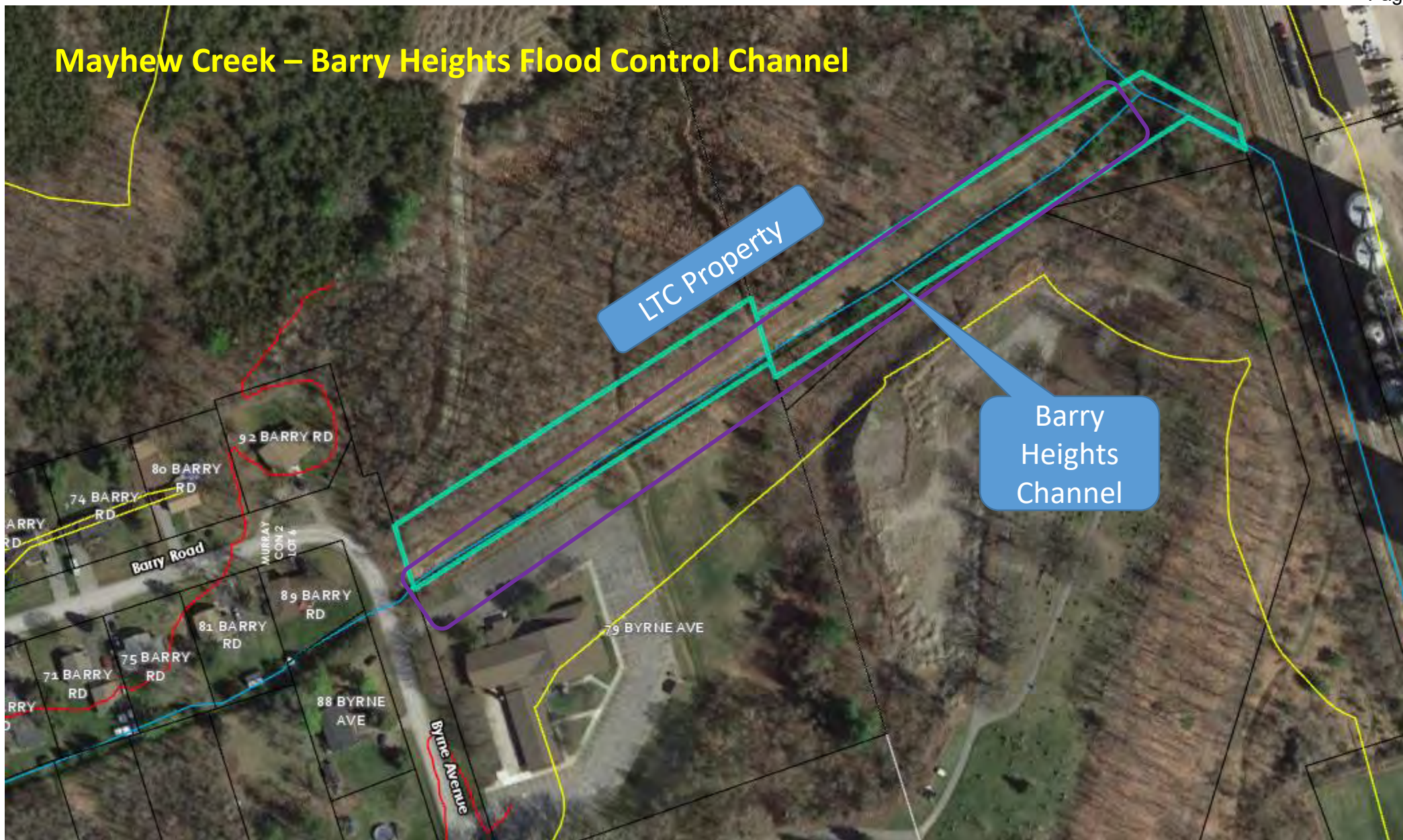
Middle Boulevard

MURRAY CON. 2 LOT 7

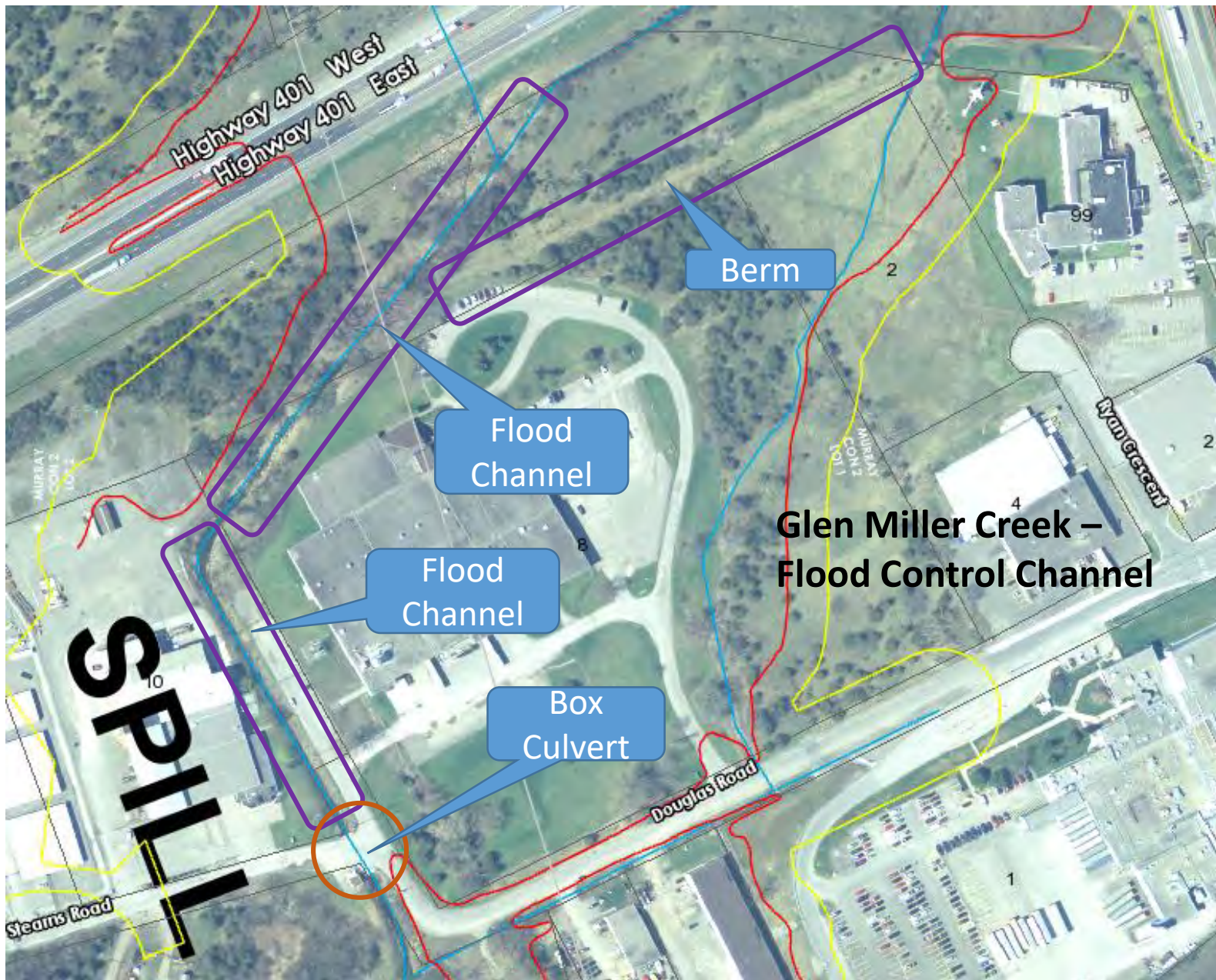
MURRAY CON. 2 LOT 8

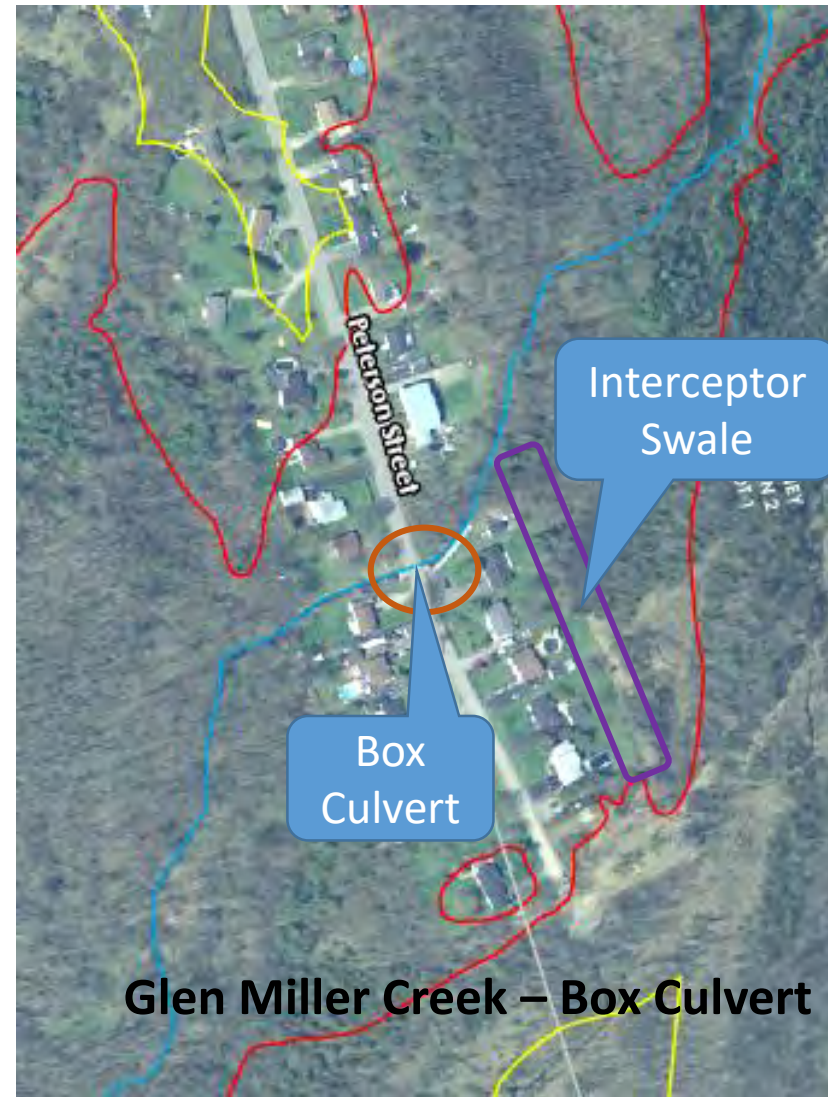
MURRAY CON. 1 LOT 6

Mayhew Creek – Barry Heights Flood Control Channel



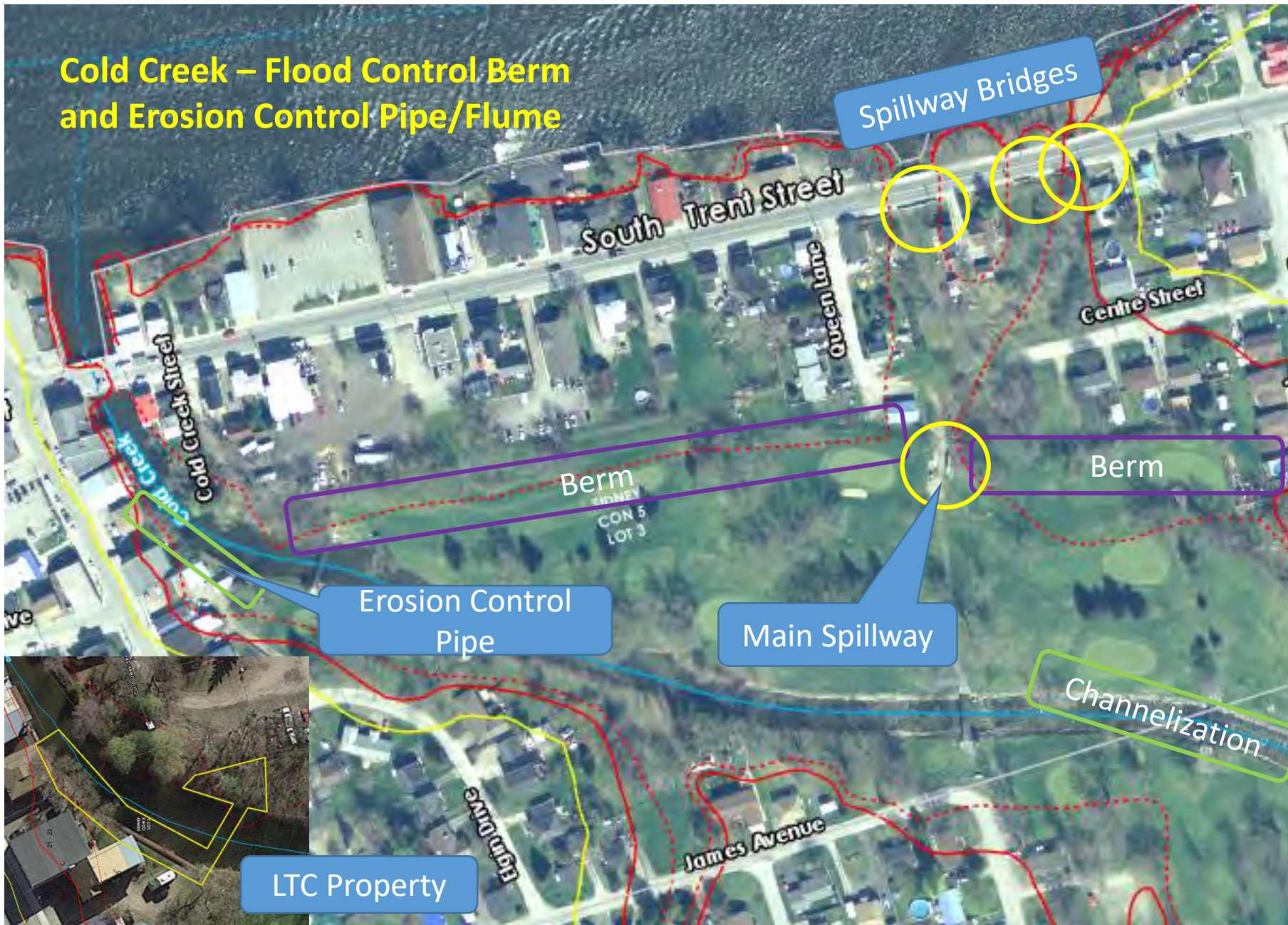






Glen Miller Creek – Box Culvert

Cold Creek – Flood Control Berm and Erosion Control Pipe/Flume



LTC Property

Erosion Control Pipe

Main Spillway

Channelization

Berm

Berm

Spillway Bridges

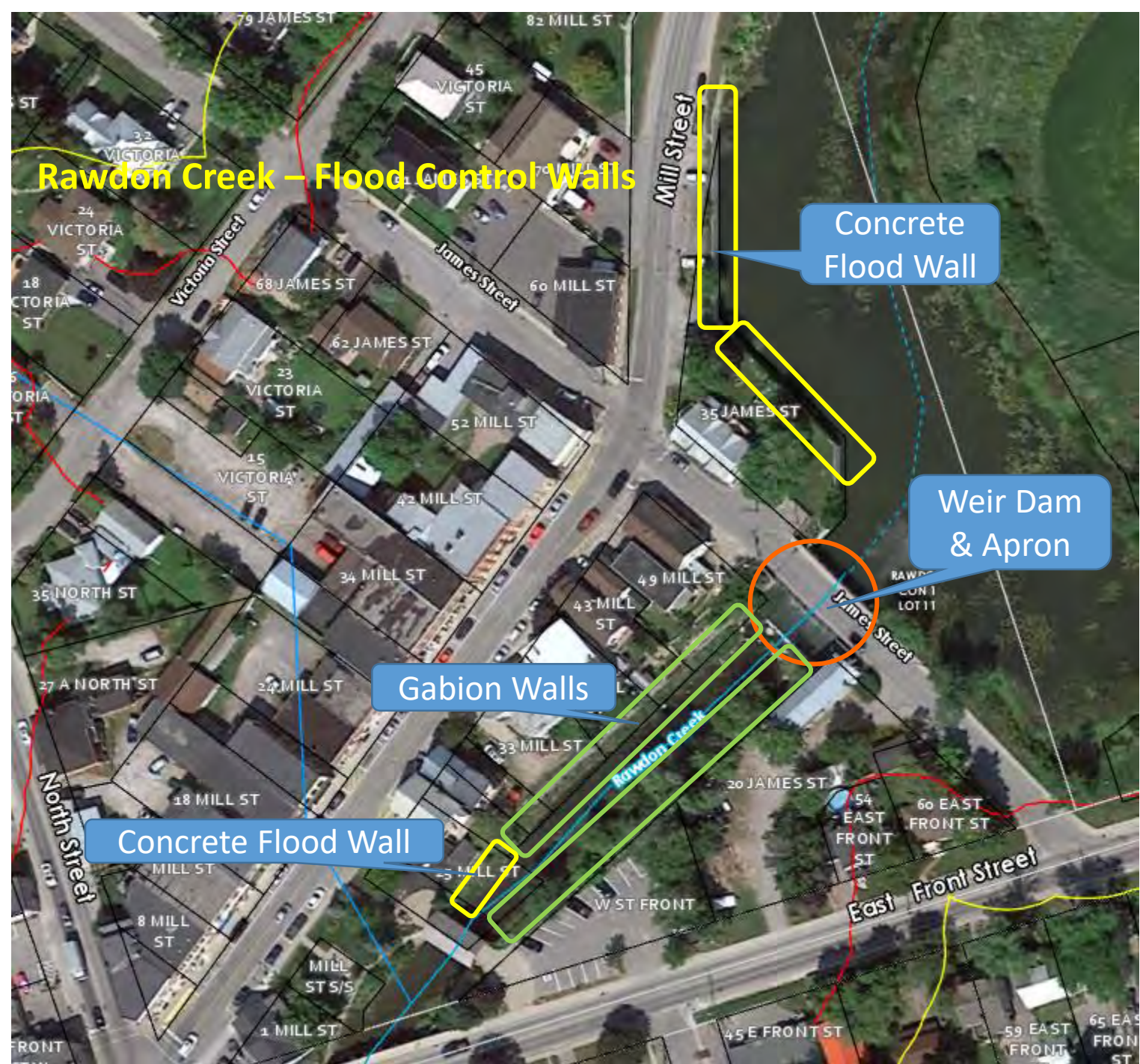
South Trent Street

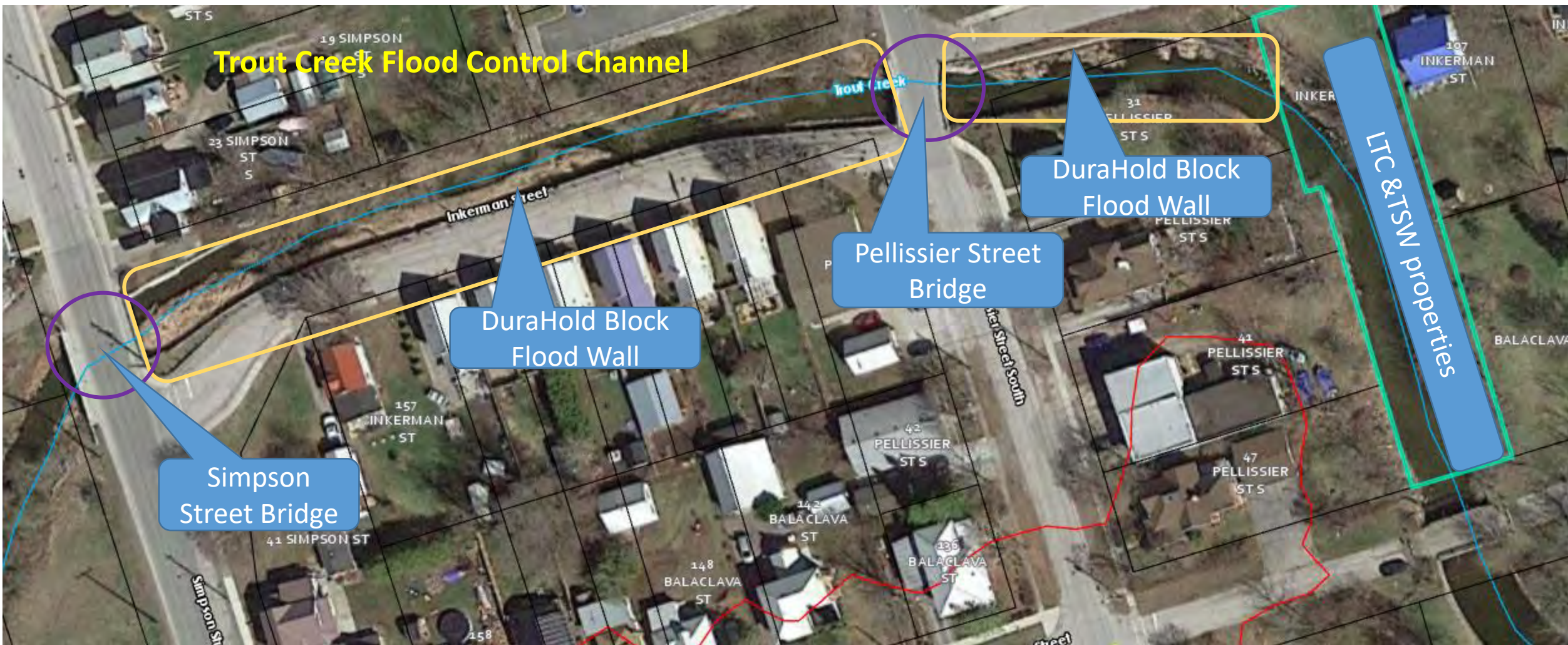
Queen Lane

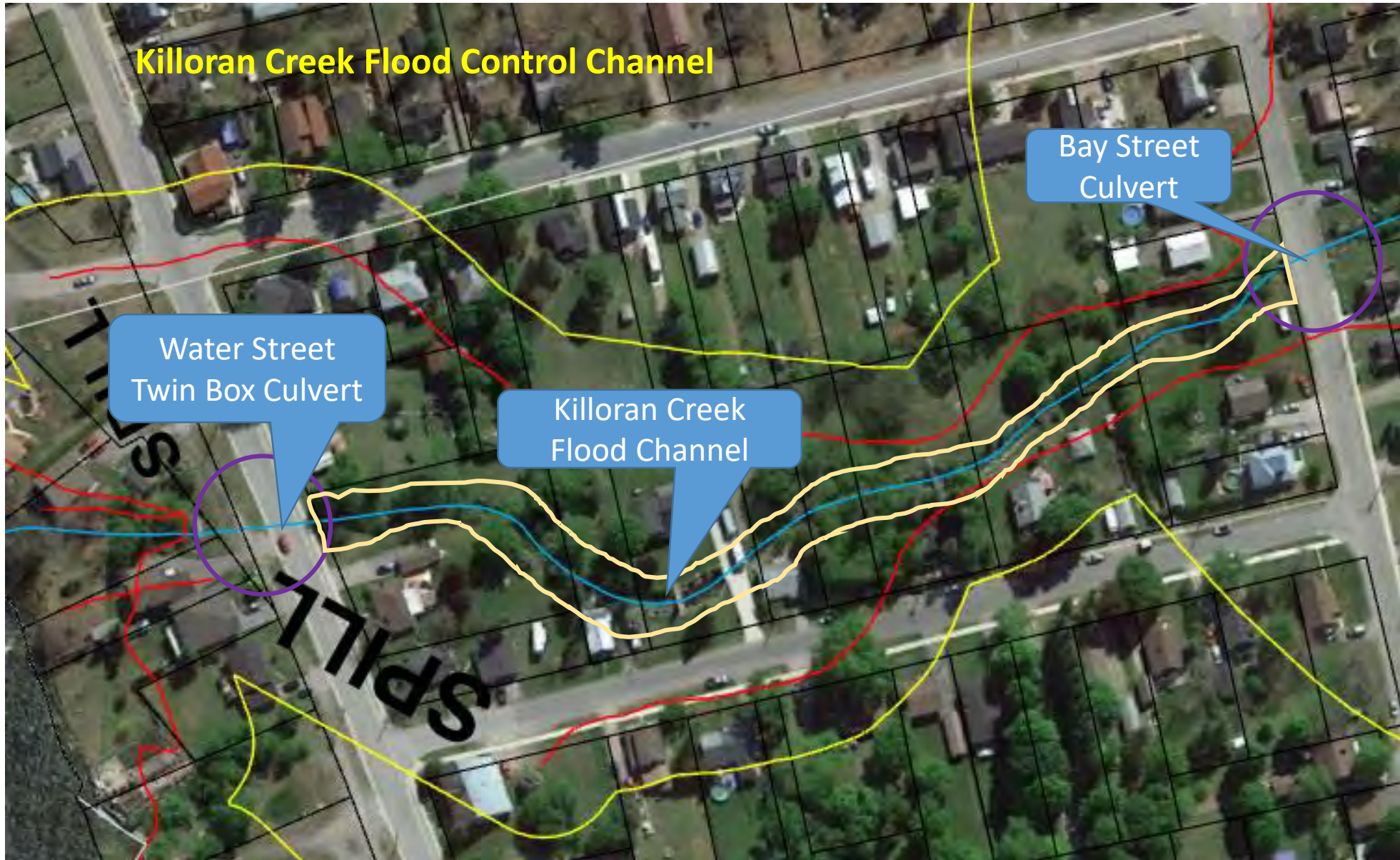
Centre Street

James Avenue









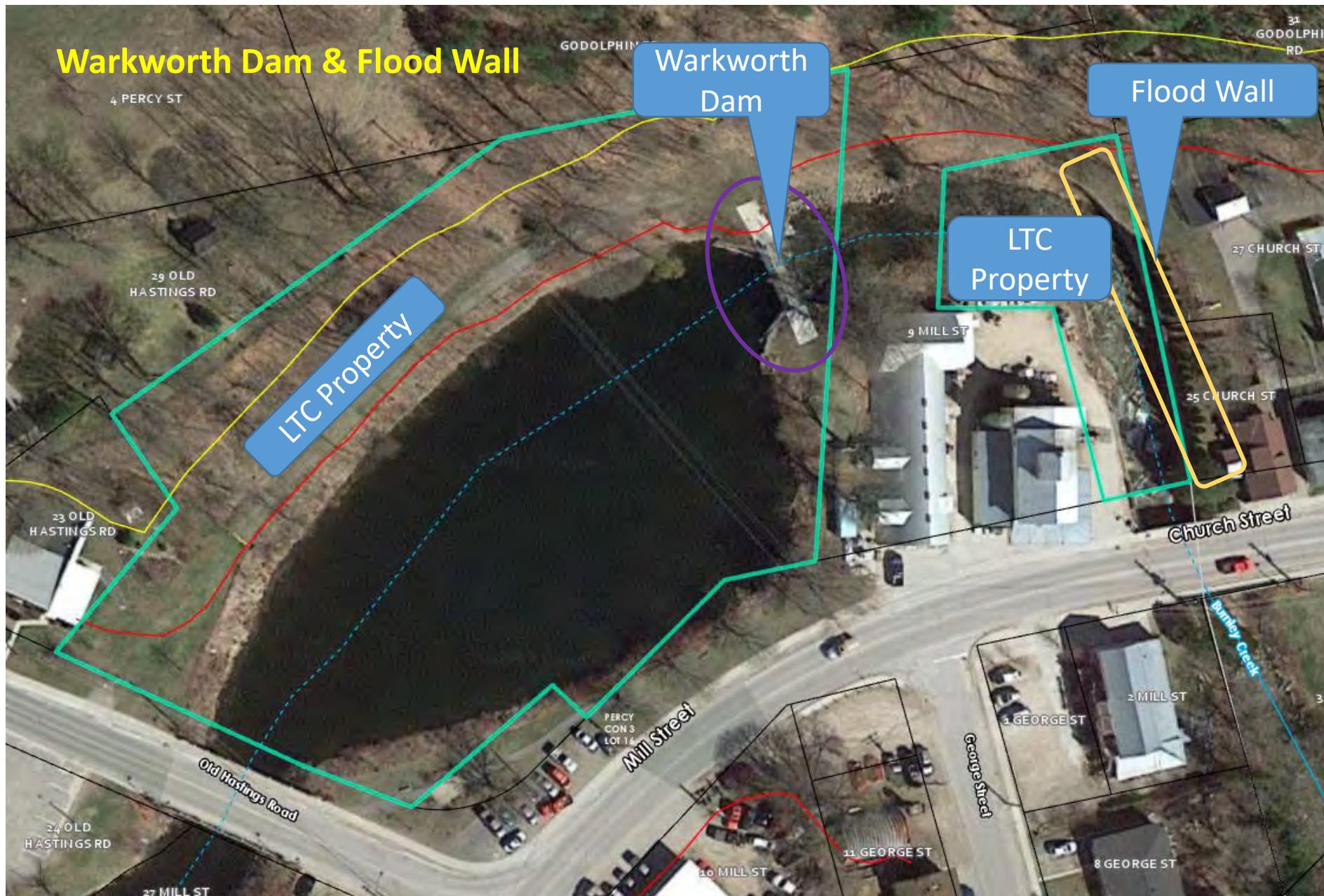
Killoran Creek Flood Control Channel

Bay Street Culvert

Water Street Twin Box Culvert

Killoran Creek Flood Channel

North



Lower Trent Conservation Flood and Erosion Control Structure Inspections 2024

Lower Trent Conservation

Flood Reduction and Erosion Control Structure Inspections – 2024



Table of Contents

Table of Contents..... 1

 Figures 2

LTC Owned and Maintained Structures 4

 Burnley Creek (Mill Creek) Dam and Flood Reduction Channel - Warkworth..... 4

 Recommendations:..... 4

 Cold Creek - Flood Reduction and Erosion Control Structures..... 9

 Recommendations:..... 9

 Mayhew Creek – Barry Heights Flood Reduction Channel 12

 Recommendations:..... 12

 Trout Creek - Flood Reduction Channel..... 17

 Recommendations..... 17

Quinte West Owned Structures 18

 Cold Creek - Flood Reduction and Erosion Control Structures..... 18

 Recommendations:..... 18

 DND Creek - Flood Reduction and Erosion Control Channel 24

 Recommendations:..... 24

 Glen Miller Creek - Flood Reduction Structures 29

 Recommendations:..... 29

 Mayhew Creek - Berm and Flood Reduction Channel 38

 Recommendations:..... 38

 Trent River – Trenton Berm at Lock 2..... 45

 Recommendations..... 45

Stirling-Rawdon Owned Structures 48

 Rawdon Creek - Flood Reduction and Erosion Control Structures 48

 Recommendations..... 49

Trent Hills Owned Structures..... 59

 Killoran Creek - Flood Reduction Channel 59

 Recommendations..... 59

 Trout Creek - Flood Reduction Channel..... 65

 Recommendations..... 65

Appendix..... 69



Lower Trent Conservation

Flood Reduction and Erosion Control Structure Inspections – 2024

Figures

Figure 1: Downstream side of Dam..... 5

Figure 2: Downstream floodwall..... 6

Figure 3: Northern wing wall on downstream side of dam 7

Figure 4: Southern wing wall downstream of dam. Shows location of large tree encroaching towards wing wall 8

Figure 5: Vegetation along pipe 10

Figure 6: Trees and minor erosion along pipe..... 11

Figure 7. Channel facing upstream (west) towards Byrne Avenue..... 13

Figure 8. Beaver Dam location (red dot) with LTC property highlighted 14

Figure 9. Beaver Dam location (red dot) with LTC property highlighted 15

Figure 10: Downstream side of beaver dam 16

Figure 11: Main spillway between golf course and spillway bridges 22

Figure 12: Byron Street – heavy vegetation downstream of culvert..... 25

Figure 13: Byron Street – heavy vegetation downstream of culvert..... 26

Figure 14: Minimal vegetation along channel on Connelly looking upstream 27

Figure 15:Vegetation looking downstream at Connelly Avenue Channel..... 28

Figure 16: Sediment build-up on the east side of box culvert at Peterson Street 30

Figure 17:Sediment build-up on the east side of box culvert at Peterson Street facing upstream 31

Figure 18: Clear interceptor swale on private property off Peterson Street 32

Figure 19:Clear flap gate 1 along Douglas Road berm..... 33

Figure 20: Clear flap gate 2 along Douglas Road berm 34

Figure 21: Clear flap gate 3 along Douglas Road berm 35

Figure 22:Earthen berm facing east along Highway 401..... 36

Figure 23/28: Spalling concrete corrosion on Douglas Road culvert 37

Figure 24:Minimal Vegetation on Berm Spillway..... 39

Figure 25:Larger Woody Vegetation on Berm to be Removed..... 40

Figure 26:Wing wall on south side of channel on south side of Wooler Road downstream of Double Arch Culvert showing separation 41

Figure 27:Wing wall (north side) downstream of the Double Arch culvert under Wooler Road 42

Figure 28:Double arch culvert under Wooler Road..... 43

Figure 29:2 stage weir showing some spalling on south side 44

Figure 30: Cleared flap gate through berm..... 46

Figure 31: Inlet to flap gate through berm 47

Figure 32: Large woody vegetation example from berm 48

Figure 33: Cracks identified on north side of channel downstream of covered bridge..... 50

Figure 34: Repair work related to the gabion baskets pulling away from the concrete on the north side of the covered bridge. No change from 2023 inspection 51

Figure 35: Missing stone from gabion basket on south side of channel near weir dam near 29 James Street..... 52

Lower Trent Conservation

Flood Reduction and Erosion Control Structure Inspections – 2024



Figure 36: Missing stones from gabion basket on the north side of channel near weir dam near 49 Mill Street..... 53

Figure 37: Repaired spalling on wall remaining unchanged since last inspection in 2023 54

Figure 38: Additional Repaired spalling on wall remaining unchanged since last inspection in 2023 55

Figure 39: Cracks in concrete flood wall adjacent to Mill Street upstream of weir 56

Figure 40: Vegetation impeding the gate opening 57

Figure 41: Vegetation impeding the gate operation, top down view 58

Figure 42: Flood channel facing downstream at Bay Street East culvert 60

Figure 43: Channel crossing and vegetation within the flood channel adjacent to Park Street 61

Figure 44: Woody vegetation cleared from banks and placed into channel 62

Figure 45: Water Street Twin Box Culvert eastern edge of upstream side 63

Figure 46: Water Street Twin Box Culvert western edge of upstream side 64

Figure 47: Sediment deposits and vegetation near Simpson Street Bridge and spalling of DuraHold blocks on north side 66

Figure 48: Downstream of Pellissier Street Bridge on south side where road drainage is located 67

Figure 49: Upstream of Pellissier Street Bridge adjacent to Inkerman Street 68



Lower Trent Conservation

Flood Reduction and Erosion Control Structure Inspections – 2024

LTC Owned and Maintained Structures

Burnley Creek (Mill Creek) Dam and Flood Reduction Channel - Warkworth

- Inspected October 17, 2024
- No concerns related to the dam or flood wall.
- Water levels were checked in the monitoring wells at 2.81m and 2.99m from top of casing respectively.

Recommendations:

- LTC Conservation Lands staff develop improved Dam Inspection Reports and Schedule, including monitoring water levels in monitoring wells installed during Dam Safety Study.
- Tree removal on southern downstream side of dam at earliest convenience by arborist

Lower Trent Conservation
Flood Reduction and Erosion Control Structure Inspections – 2024



Figure 1: Downstream side of Dam

Lower Trent Conservation

Flood Reduction and Erosion Control Structure Inspections – 2024



Figure 2: Downstream floodwall

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Flood Reduction and Erosion Control Structure Inspections – 2024

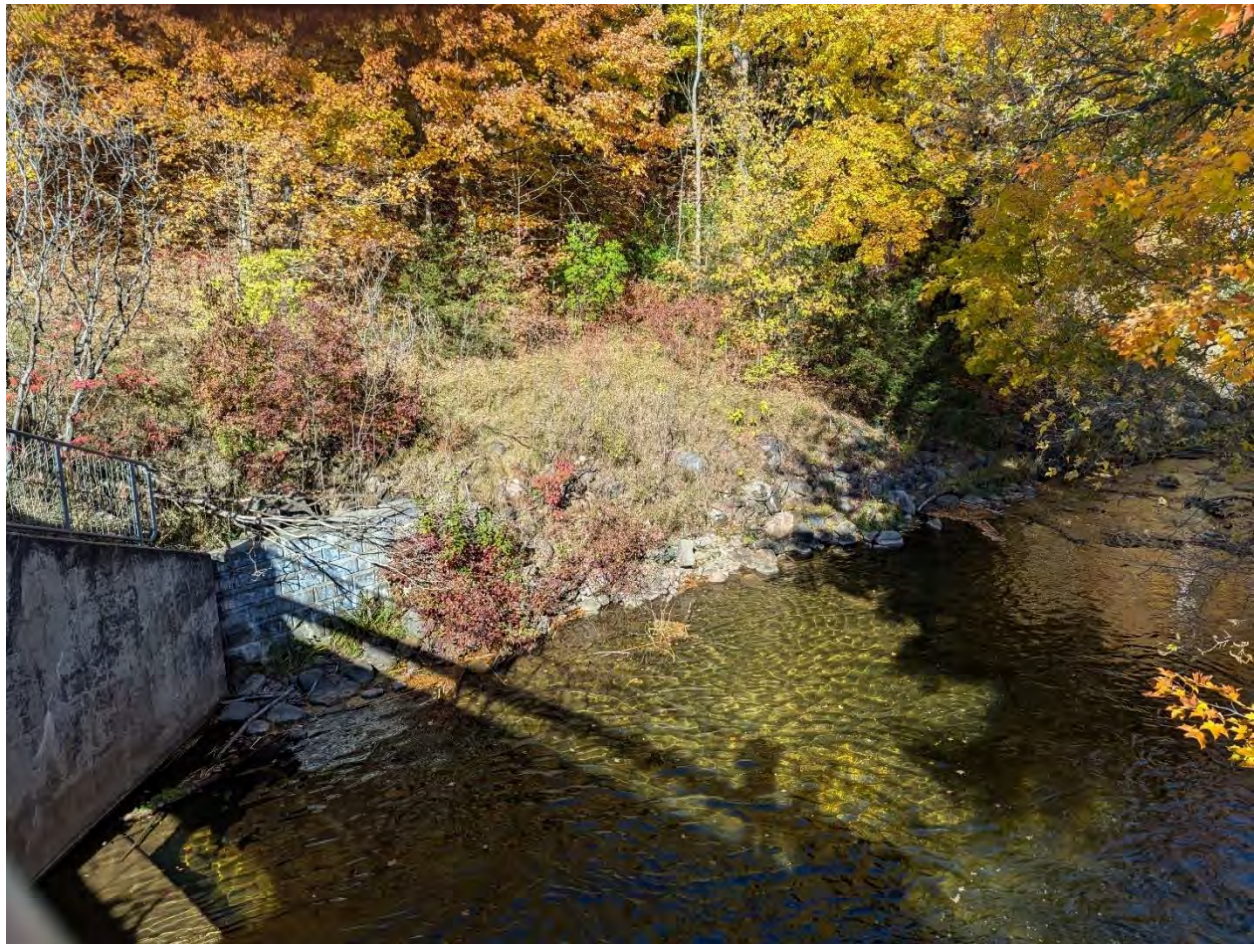


Figure 3: Northern wing wall on downstream side of dam

Lower Trent Conservation

Flood Reduction and Erosion Control Structure Inspections – 2024



Figure 4: Southern wing wall downstream of dam. Shows location of large tree encroaching towards wing wall

Lower Trent Conservation

Flood Reduction and Erosion Control Structure Inspections – 2024



Cold Creek - Flood Reduction and Erosion Control Structures

- Inspected October 17,2024
- Erosion Control Pipe: Berm and pipe in good shape – minor erosion on upland side of pipe and trees along pipe

Recommendations:

- Removal of woody vegetation behind concrete along berm and pipe at earliest convenience

Lower Trent Conservation

Flood Reduction and Erosion Control Structure Inspections – 2024



Figure 5: Vegetation along pipe

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Flood Reduction and Erosion Control Structure Inspections – 2024



Figure 6: Trees and minor erosion along pipe

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Flood Reduction and Erosion Control Structure Inspections – 2024



Mayhew Creek – Barry Heights Flood Reduction Channel

- Inspected October 17, 2024
- Channel clear in section running west to east on LTC property
- Beaver dam identified at location shown below and preventing water passage from flood control channel into Mayhew Creek
- Moderate to heavy vegetation on the access road adjacent to the channel

Recommendations:

- Beavers must be trapped and beaver dam removed ASAP
- LTC staff to continue to clear access road and areas adjacent to the channel on LTC property.

Lower Trent Conservation

Flood Reduction and Erosion Control Structure Inspections – 2024



Figure 7. Channel facing upstream (west) towards Byrne Avenue

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Flood Reduction and Erosion Control Structure Inspections – 2024



Figure 8. Beaver Dam location (red dot) with LTC property highlighted

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Flood Reduction and Erosion Control Structure Inspections – 2024



Figure 9. Beaver Dam location (red dot) with LTC property highlighted

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Flood Reduction and Erosion Control Structure Inspections – 2024



Figure 10: Downstream side of beaver dam



Lower Trent Conservation

Flood Reduction and Erosion Control Structure Inspections – 2024

Trout Creek - Flood Reduction Channel

- Inspected October 17, 2024
- Small section of concrete spalling on the DuraHold blocks and near road drainage locations in the area owned by LTC

Recommendations:

- Continue monitoring spalling of DuraHold blocks and rock revetment for potential erosion issues

Lower Trent Conservation

Flood Reduction and Erosion Control Structure Inspections – 2024



Quinte West Owned Structures

Cold Creek - Flood Reduction and Erosion Control Structures

- Inspected October 17,2024
- Main spillway: Main spillway is in good condition, with some vegetation growth within it between the golf course and berm and woody vegetation growth on either side of the berm near the backside of the concrete opening for main spillway.
- Main channel is clear and no disturbances were identified.

Recommendations:

- Removal of woody vegetation behind concrete at main spillway along berm and within main spillway section between golf course and spillway bridges at earliest convenience

Lower Trent Conservation

Flood Reduction and Erosion Control Structure Inspections – 2024



Figure 11: Woody vegetation growth on west side of spillway opening to golf course

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Flood Reduction and Erosion Control Structure Inspections – 2024



Figure 12: Woody vegetation growth on east side of spillway opening to golf course

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Flood Reduction and Erosion Control Structure Inspections – 2024



Figure 13: Large trees along southern side of earthen berm

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Flood Reduction and Erosion Control Structure Inspections – 2024



Figure 11: Main spillway between golf course and spillway bridges

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Flood Reduction and Erosion Control Structure Inspections – 2024



•

Figure 15: Main spillway between golf course and spillway bridges



Lower Trent Conservation

Flood Reduction and Erosion Control Structure Inspections – 2024

DND Creek - Flood Reduction and Erosion Control Channel

- Inspected October 17,2024
- Byron Street Section:
 - Erosion on back side of the wing walls continuing, but no concern
 - No concern with the gabion baskets – heavy vegetation does not allow for full inspection
- Connelly Avenue Section:
 - Gabion baskets appear to have lost some stones
 - Vegetation density increasing

Recommendations:

- Vegetation and sediment removal along Byron Street channel at earliest convenience

Lower Trent Conservation

Flood Reduction and Erosion Control Structure Inspections – 2024



Figure 12: Byron Street – heavy vegetation downstream of culvert

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Flood Reduction and Erosion Control Structure Inspections – 2024



Figure 13: Byron Street – heavy vegetation downstream of culvert

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Flood Reduction and Erosion Control Structure Inspections – 2024



Figure 14: Minimal vegetation along channel on Connelly looking upstream

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Flood Reduction and Erosion Control Structure Inspections – 2024



Figure 15:Vegetation looking downstream at Connelly Avenue Channel



Lower Trent Conservation

Flood Reduction and Erosion Control Structure Inspections – 2024

Glen Miller Creek - Flood Reduction Structures

- Inspected October 17,2024
- Peterson Street Section- Channel:
 - Sediment build up downstream of the box culvert
 - Interceptor swale clear on private property
- Douglas Road Section-Berm:
 - Increased density of vegetation (dominated by sumac) growing on the berm
 - Drain pipe was OK, no clogging identified, but large woody vegetation directly in line with flap gate (approximately 1m from outlet).
- Douglas Road Section- Channel:
 - Channel clear and in good shape
- Foster Stearns Road Section:
 - Concrete spalling and exposure of rebar on Foster Stearns box culvert.
 - Visual inspection showed no concerns to channel
 - Some vegetation growth

Recommendations:

- Remove woody vegetation in front of Douglas Road Flood channel flap gate and along berm at earliest convenience.
- Further inspection of the Foster Stearns Road box culvert for integrity by Quinte West Manager of Engineering Services at earliest convenience
- Removal of sediment and vegetation within Peterson Street flood channel at earliest convenience

Lower Trent Conservation

Flood Reduction and Erosion Control Structure Inspections – 2024



Figure 16: Sediment build-up on the east side of box culvert at Peterson Street

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Flood Reduction and Erosion Control Structure Inspections – 2024



Figure 17: Sediment build-up on the east side of box culvert at Peterson Street facing upstream

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Flood Reduction and Erosion Control Structure Inspections – 2024



Figure 18: Clear interceptor swale on private property off Peterson Street

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Flood Reduction and Erosion Control Structure Inspections – 2024



Figure 19: Clear flap gate 1 along Douglas Road berm

Lower Trent Conservation

Flood Reduction and Erosion Control Structure Inspections – 2024



Figure 20: Clear flap gate 2 along Douglas Road berm

Lower Trent Conservation

Flood Reduction and Erosion Control Structure Inspections – 2024



Figure 21: Clear flap gate 3 along Douglas Road berm

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Flood Reduction and Erosion Control Structure Inspections – 2024



Figure 22: Earthen berm facing east along Highway 401

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Flood Reduction and Erosion Control Structure Inspections – 2024



Figure 23/28: Spalling concrete corrosion on Douglas Road culvert

Lower Trent Conservation

Flood Reduction and Erosion Control Structure Inspections – 2024



Mayhew Creek - Berm and Flood Reduction Channel

- Inspected October 17, 2024
- Berm off Telephone Road was in good shape, with large woody vegetation present
- Both wing walls on the downstream side of Wooler Road in the upstream channel are showing separation between the concrete and Durahold blocks in front. Walls do not appear to be slumping.
- Flood channel downstream of Wooler Road clear of large woody vegetation and minimal sediment present.
- Main 2-step weir showing signs of some spalling, but overall in good shape.
- Flat weir has some sediment deposited in front of it, but in good shape.
- Downstream channel inspected and flap gate located and cleaned out
- Channels were clear, no other concerns identified

Recommendations:

- Vegetation removal from berm spillway by LTC Conservation Lands staff at earliest convenience
- Sediment and vegetation removal at flat weir at earliest convenience
- Continue to monitor spalling on 2-step weir
- Inspection of area of separation between concrete and Durahold blocks by Quinte West Manager of Engineering Services at earliest convenience

Lower Trent Conservation

Flood Reduction and Erosion Control Structure Inspections – 2024



Figure 24: Minimal Vegetation on Berm Spillway

Lower Trent Conservation

Flood Reduction and Erosion Control Structure Inspections – 2024



Figure 25: Larger Woody Vegetation on Berm to be Removed

Lower Trent Conservation

Flood Reduction and Erosion Control Structure Inspections – 2024



Figure 26: Wing wall on south side of channel on south side of Wooler Road downstream of Double Arch Culvert showing separation

Lower Trent Conservation

Flood Reduction and Erosion Control Structure Inspections – 2024



Figure 27: Wing wall (north side) downstream of the Double Arch culvert under Wooler Road

Lower Trent Conservation

Flood Reduction and Erosion Control Structure Inspections – 2024



Figure 28: Double arch culvert under Wooler Road

Lower Trent Conservation

Flood Reduction and Erosion Control Structure Inspections – 2024



Figure 29:2 stage weir showing some spalling on south side

Lower Trent Conservation

Flood Reduction and Erosion Control Structure Inspections – 2024



Trent River – Trenton Berm at Lock 2

- Inspected October 17,2024
- Woody vegetation throughout berm
- 2 Flap-gates on culverts located and cleared

Recommendations

- Recommend removal of woody vegetation along berm at earliest convenience

Lower Trent Conservation

Flood Reduction and Erosion Control Structure Inspections – 2024



Figure 30: Cleared flap gate through berm

Lower Trent Conservation

Flood Reduction and Erosion Control Structure Inspections – 2024



Figure 31: Inlet to flap gate through berm

Lower Trent Conservation

Flood Reduction and Erosion Control Structure Inspections – 2024



Figure 32: Large woody vegetation example from berm

Stirling-Rawdon Owned Structures

Rawdon Creek - Flood Reduction and Erosion Control Structures

- Inspected October 17,2024
- Concrete flood wall downstream of covered bridge: North side channel wall showing signs of cracks. Gabion baskets in good shape on south side of channel.
- Gabion baskets downstream of weir dam: Gabion baskets are pulling away from concrete covered bridge abutment on the north side of the channel. No change since last inspection in 2023
- Downstream of the weir dam: Multiple stones missing from gabion baskets that should be addressed on both the north and south side near the weir dam
- Accessed backyard catch basin. No blockages present.
- Concrete patches on south wing wall upstream of weir dam remain unchanged since 2023 inspection. Concrete flood wall adjacent to Mill Street has additional vertical cracks.

Lower Trent Conservation

Flood Reduction and Erosion Control Structure Inspections – 2024



Recommendations:

- Complete inspection of concrete channel wall on north side, downstream of the covered bridge for crack repairs at earliest convenience
- Recommend replacement of missing stones from gabion baskets at earliest convenience
- Continue monitoring gabion stone movement on bridge wing wall and cracks in north concrete Flood Wall
- Clear flood gate of vegetation at earliest convenience to ensure proper operation

Lower Trent Conservation

Flood Reduction and Erosion Control Structure Inspections – 2024



Figure 33: Cracks identified on north side of channel downstream of covered bridge

Lower Trent Conservation

Flood Reduction and Erosion Control Structure Inspections – 2024



Figure 34: Repair work related to the gabion baskets pulling away from the concrete on the north side of the covered bridge. No change from 2023 inspection

Lower Trent Conservation

Flood Reduction and Erosion Control Structure Inspections – 2024



Figure 35: Missing stone from gabion basket on south side of channel near weir dam near 29 James Street

Lower Trent Conservation
Flood Reduction and Erosion Control Structure Inspections – 2024



Figure 36: Missing stones from gabion basket on the north side of channel near weir dam near 49 Mill Street

Lower Trent Conservation

Flood Reduction and Erosion Control Structure Inspections – 2024



Figure 37: Repaired spalling on wall remaining unchanged since last inspection in 2023

Lower Trent Conservation

Flood Reduction and Erosion Control Structure Inspections – 2024



Figure 38: Additional Repaired spalling on wall remaining unchanged since last inspection in 2023

Lower Trent Conservation

Flood Reduction and Erosion Control Structure Inspections – 2024



Figure 39: Cracks in concrete flood wall adjacent to Mill Street upstream of weir

Lower Trent Conservation

Flood Reduction and Erosion Control Structure Inspections – 2024



Figure 40: Vegetation impeding the gate opening

Lower Trent Conservation

Flood Reduction and Erosion Control Structure Inspections – 2024



Figure 41: Vegetation impeding the gate operation, top down view



Lower Trent Conservation

Flood Reduction and Erosion Control Structure Inspections – 2024

Trent Hills Owned Structures

Killoran Creek - Flood Reduction Channel

- Inspected October 17,2024
- No concerns identified in the channel walls
- All crossings appear to be in good condition
- Water Street Twin Box culvert in good condition. Woody vegetation has been cleared along banks and placed within channel
- Vegetation and sediment increasing within channel

Recommendations:

- Removal of sediment deposits and vegetation along Park Street at earliest convenience
- Remove cut woody debris from channel upstream of Water Street Twin Box Culvert at earliest convenience

Lower Trent Conservation

Flood Reduction and Erosion Control Structure Inspections – 2024



Figure 42: Flood channel facing downstream at Bay Street East culvert

Lower Trent Conservation

Flood Reduction and Erosion Control Structure Inspections – 2024



Figure 43: Channel crossing and vegetation within the flood channel adjacent to Park Street

Lower Trent Conservation

Flood Reduction and Erosion Control Structure Inspections – 2024



Figure 44: Woody vegetation cleared from banks and placed into channel

Lower Trent Conservation

Flood Reduction and Erosion Control Structure Inspections – 2024



Figure 45: Water Street Twin Box Culvert eastern edge of upstream side

Lower Trent Conservation

Flood Reduction and Erosion Control Structure Inspections – 2024



Figure 46: Water Street Twin Box Culvert western edge of upstream side

Lower Trent Conservation

Flood Reduction and Erosion Control Structure Inspections – 2024



Trout Creek - Flood Reduction Channel

- Inspected October 17,2024
- Spalling on the DuraHold blocks and near road drainage locations
- Sediment and vegetation build-up upstream from Simpson Street bridge in channel

Recommendations:

- Sediment and vegetation removal within channel between Simpson Street and Pellissier Street bridges at earliest convenience
- Continue monitoring spalling of DuraHold blocks

Lower Trent Conservation

Flood Reduction and Erosion Control Structure Inspections – 2024



Figure 47: Sediment deposits and vegetation near Simpson Street Bridge and spalling of DuraHold blocks on north side

Lower Trent Conservation

Flood Reduction and Erosion Control Structure Inspections – 2024

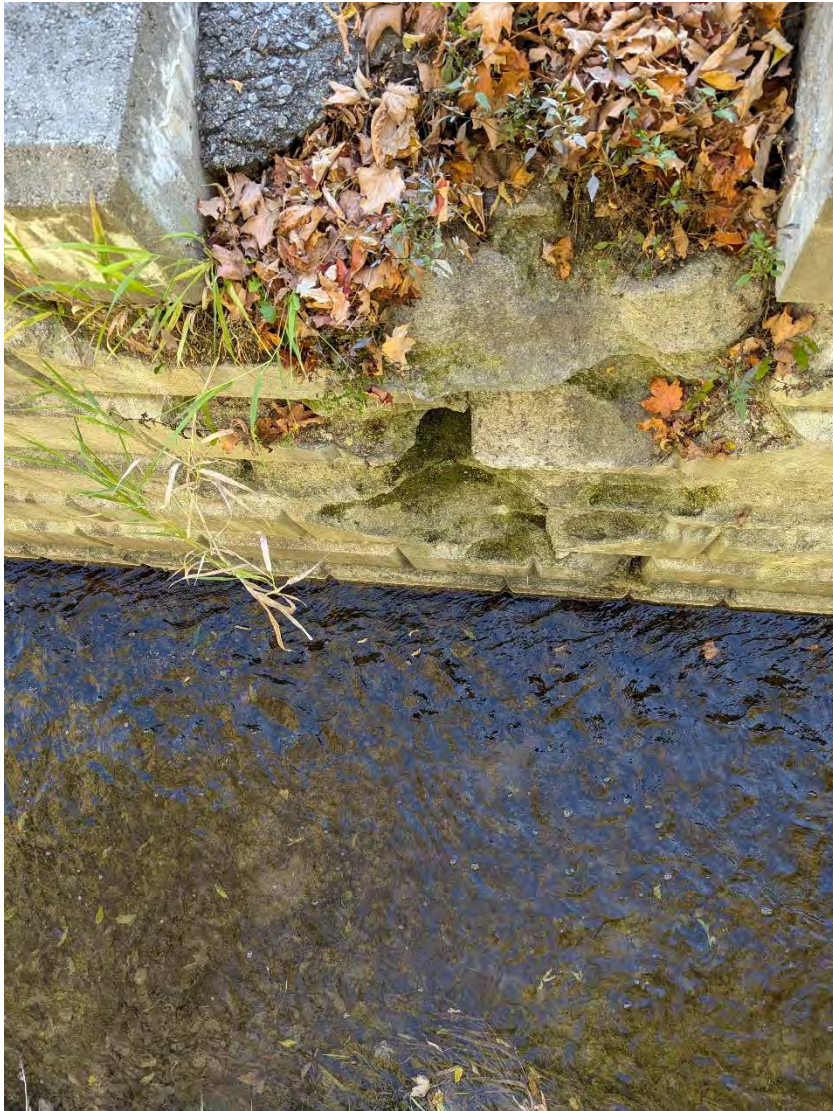


Figure 48:Downstream of Pellissier Street Bridge on south side where road drainage is located

Lower Trent Conservation

Flood Reduction and Erosion Control Structure Inspections – 2024



Figure 49: Upstream of Pellissier Street Bridge adjacent to Inkerman Street

Lower Trent Conservation

Flood Reduction and Erosion Control Structure Inspections – 2024



Appendix

LTC Flood Reduction & Erosion Control Structures - Inspection Record - LTRCA Properties

Date of Inspection: 17-Oct-24

LTC Staff: Massimo Narini, John Mahoney

Stream	Location	Ownership	Structure	Concrete	Earth Berm	Gabion/RipRap	Channel	Pipe/Flap Gate	Comments
Mayhew	Murray	LTC	Barry Heights flood channel - east of Byrne Avenue				Blockage	OK	Beaver dam blocking channel. Needs removal
Cold Creek	Frankford	LTC	Erosion Pipe - Mill Street			OK		OK	Woody vegetation to be monitored behind pipe
Trout	Campbellford	LTC	Flood Channel - Pellissier to Balaclava	Spalling		OK	sediment deposition		Sediment should be removed and spalling inspected
Burnley	Warkworth	LTC	Flood Wall - Church St	OK				OK	No concerns

movement
spalling
cracking
erosion
joint seals

toe erosion
surface erosion
movement
woody vegetation
animal burrows

movement
holes/missing stone
woody vegetation
drainage/seepage

excessive vegetation
woody vegetation
blockage
sediment deposition
debris

blocked inlet/outlet
movement
erosion inside
erosion outside
structure damage
flap gate operational

Additional Comments:

LTC Flood Reduction & Erosion Control Structures - Inspection Record - Quinte West Properties

Date of Inspection: 17-Oct-24

LTC Staff: Massimo Narini, John Mahoney

Stream	Location	Ownership	Structure	Concrete	Earth Berm	Gabion/RipRap	Channel	Pipe/Flap Gate	Comments
Mayhew	Trenton	QW	Double Arch Culvert - Old Wooler Road	Seperating				OK	East wing wall seperating. No change since 2023
		Private	Channel - Downstream - east of Old Wooler Road		OK		Clear	Clear	
		Private	Channel - Upstream - west of Old Wooler Road		OK		minimal vegetation	Clear	
		Private	Flat Weir	debris					should be cleared of vegetation
		Private	2 - Stage Weir	OK					
		Private	Berm on north side of railline - South of Telephone Rd			gabion spillway			LTC CA Lands staff will clear
DND	Trenton	QW & Private	Byron Street Channel with wing walls	OK	Woody veg	OK		OK	remove woody vegetation from berm
		QW, DND & Private	Connolly Street Channel			OK	excessive veg		remove excessive vegetation
Glen Miller	Trenton	MTO Hydro & Private	Flood Berm		OK			clear	
		MTO Hydro & Private	Flood Channel - 401 to Foster Stearns Road				OK		
	QW	Box Culvert - Foster Stearns Road	spalling/cracks						rebar exposed. Recommend inspection by Eng.
	Sidney	Private	Interceptor Swale - east of Peterson Street				Clear		
		QW	Box Culvert - Peterson Street	OK					
Trent River	Trenton	QW	Flood Berm - Lock 2 Road		Woody veg			clear	large amount of woody veg needs to be cleared from berm
Cold Creek	Frankford	QW	Flood Berm - golf course & Queen Lane		Woody veg				Recommend clearing woody vegetation
		QW	Flood Spillway - Queen Lane	Clear		Woody veg			Recommend clearing woody vegetation
		Private	Western Berm		OK			OK	

movement
 spalling
 cracking
 erosion
 joint seals
 toe erosion
 surface erosion
 movement
 woody vegetation
 animal burrows
 movement
 holes/missing stone
 woody vegetation
 drainage/seepage
 excessive vegetation
 woody vegetation
 blockage
 sediment deposition
 debris
 blocked inlet/outlet
 movement
 erosion inside
 erosion outside
 structure damage
 flap gate operational

Additional Comments:

LTC Flood Reduction & Erosion Control Structures - Inspection Record - Stirling-Rawdon Properties

Date of Inspection: 17-Oct-24

LTC Staff: Massimo Narini, John Mahoney

Stream	Location	Ownership	Structure	Concrete	Earth Berm	Gabion/RipRap	Channel	Pipe/Flap Gate	Comments
Rawdon	Stirling	SR & Private	Flood Wall - Mill Street & James Street	OK				Vines blocking	clear vines to confirm operation
		SR	Weir Dam & Apron Spillway	OK				clear	
		SR	Gabion Channel - Mill & East Front Streets			1 basket empty	OK		
		SR	Concrete Flood Wall - North Side	seperating					
		SR	Wing Walls for Covered Bridge	OK		OK			

movement	toe erosion	movement	excessive vegetation	blocked inlet/outlet
spalling	surface erosion	holes/missing stone	woody vegetation	movement
cracking	movement	woody vegetation	blockage	erosion inside
erosion	woody vegetation	drainage/seepage	sediment deposition	erosion outside
joint seals	animal burrows		debris	structure damage
				flap gate operational

Additional Comments:

LTC Flood Reduction & Erosion Control Structures - Inspection Record - Trent Hills Properties

Date of Inspection: 17-Oct-24

LTC Staff: Massimo Narini, John Mahoney

Stream	Location	Ownership	Structure	Concrete	Earth Berm	Gabion/RipRap	Channel	Pipe/Flap Gate	Comments
Trout	Campbellford	TH	Flood Channel - Simpson to Pellissier	spalling		OK	Sediment/ veg		Durahold should be inspected by Eng and sediment removed
		TH & Private	Flood Channel - Pellissier to Balaclava	spalling		OK	Sediment/ veg		Durahold should be inspected by Eng and sediment removed
Killoran	Hastings	TH	Box Culvert - Bay Street	OK					
		TH	Double Box Culvert - Water Street	OK					
		Private	Flood Channel	OK			sediment/ woody veg	flap gates	large areas of woody vegetation cleared adjacent to channel and placed in channel

movement	toe erosion	movement	excessive vegetation	blocked inlet/outlet
spalling	surface erosion	holes/missing stone	woody vegetation	movement
cracking	movement	woody vegetation	blockage	erosion inside
erosion	woody vegetation	drainage/seepage	sediment deposition	erosion outside
joint seals	animal burrows		debris	structure damage
				flap gate operational

Additional Comments:

2025 LOWER TRENT CONSERVATION (LTC) BUDGET - DRAFT

CATEGORY 1 - MANDATORY & ENABLING/CORPORATE SERVICES	PROGRAM	EXPENSES	DRAFT 2025 BUDGET	NOTES	
	NATURAL HAZARD MANAGEMENT				
		Staffing	\$ 570,387	Per program allocation	
		Operating	\$ 201,180	Includes engineering consultant costs	
		Capital	\$ -		
	PROVINCIAL WATER QUALITY-QUANTITY MONITORING				
		Staffing	\$ 25,708	Per program allocation	
		Operating	\$ -	Staff time only required	
		Capital	\$ -		
	DRINKING WATER SOURCE PROTECTION (DWSP)				
	Staffing	\$ 330,559	Per program allocation		
	Operating	\$ 81,935	Regional overhead/admin: \$51,489; plus operating \$30,446		
	Capital	\$ -			
CA LANDS/AREAS AND STEWARDSHIP					
	Staffing	\$ 312,725	Per program allocation, includes CL&S Technician		
	Operating	\$ 165,034			
	Capital	\$ 55,705	Commercial lawn mower \$25k + truck financing or lease \$1500/mo + signage plan phase 1: \$12,705		
ENABLING SERVICES					
	Staffing	\$ 616,516	Per program allocation		
	Operating	\$ 241,525	IT services, board per diems, insurance etc.		
	Capital	\$ 42,400	IT computers 7 qty \$22,4K + Cloud system \$20K		
	Operating Expenses Sub-Total	\$ 2,545,569			
	Capital Expenses Sub-Total	\$ 98,105			
	TOTAL EXPENSES - CATEGORY 1	\$ 2,643,674			
INCOME - CATEGORY 1 PROGRAMS AND SERVICES			DRAFT 2025 BUDGET	NOTES	
	Provincial Funds	\$ 68,831	S. 39 funding from MNRF		
	Federal Funds	\$ 45,840	Canada Summer Jobs (CSJ) funding for 3 students (Cat1)		
	Municipal - Rebates/Recoveries	\$ 22,167	TGBCA (Parks Canada) property taxes removed		
	Legal inquiries / Permit Fees	\$ 180,000	Projecting similar amounts as 2024		
	Plan Review Fees	\$ 130,000	Projecting similar amounts as 2024		
	Conservation Lands Fees and Leases Income	\$ 30,333	Leases \$28,333 (multi-year terms no changes) + Facilities \$2K		
	Administered Programs	\$ 171,489	BQRAP \$120k (same as 2024)+DWSP admin/overhead \$51,489		
	Drinking Water Source Protection	\$ 361,005	Recovered by Regional DWSP - MECP Funding		
	Recovered Miscellaneous Revenue	\$ 60,000	Updated estimate based on actuals and predicted bank int rate		
	General Donations	\$ 3,000	Canada Helps + Other non-dedicated donations.		
	Operations Surplus	\$ 80,000	Anticipated surplus from Enabling Services 2024		
	Municipal - General Levies	\$ 1,392,904			
	Operating Revenue Sub-Total	\$ 2,545,569			
	Municipal - Capital Levies	\$ 98,105	Per the Capital Assets Management Plan (2020 - 2040)		
	Capital Reserves	\$ -			
	Capital Revenue Sub-Total	\$ 98,105			
	TOTAL REVENUE - CATEGORY 1	\$ 2,643,674			
CATEGORY 2 - NON-MANDATORY	PROGRAM	EXPENSES	DRAFT 2025 BUDGET	NOTES	
	NON-OWNED FLOOD AND EROSION CONTROL INFRASTRUCTURE				
		Staffing	\$ 6,568	Per municipal MOUs	
		Operating	\$ 200	Staff travel and mileage	
		Capital	\$ -		
	LOCAL DRINKING WATER SOURCE PROTECTION (DWSP) - RISK MANAGEMENT PART IV & EDUCATION				
		Staffing	\$ 115,186		
		Operating	\$ 28,053	20% overhead costs+ SP operating expenses	
		Capital	\$ -		
		TOTAL EXPENSES - CATEGORY 2	\$ 150,007		
INCOME - CATEGORY 2 PROGRAMS AND SERVICES			DRAFT 2025 BUDGET V3	NOTES	
	Provincial Funds				
	Federal Funds				
	Municipal - Agreements	\$ 6,768	For non-owned FCS and ECS infrastructure work		
	Municipal - SP Agreements	\$ 143,239	For local DWSP - RMO/I Part IV and Education		
	Miscellaneous Revenue				
	TOTAL REVENUE - CATEGORY 2	\$ 150,007			

CATEGORY 3 - SPECIAL PROJECTS	PROGRAM	EXPENSES	DRAFT 2025 BUDGET	NOTES	
	LOCAL WATER QUALITY MONITORING				
		Staffing	\$ 59,126	Per program allocation	
		Operating	\$ 22,797	Travel, equipment, supplies for program operations	
		Capital	\$ -		
	YOUTH EDUCATION				
		Staffing	\$ 55,225	Per program allocation	
		Operating	\$ 15,450	Youth Education events including Children's Water Festival	
		Capital	\$ -		
	COMMUNITY OUTREACH & PRIVATE STEWARDSHIP				
	Staffing	\$ 16,828	Per program allocation		
	Operating	\$ 25,000	Native Plant & Tree Seedling Sales, same as 2024 amount		
	Capital	\$ -			
TOTAL EXPENSES - CATEGORY 3			\$ 194,425		
INCOME - CATEGORY 3 PROGRAMS AND SERVICES			DRAFT 2025 BUDGET	NOTES	
	Provincial Funds	\$ -			
	Federal Funds	\$ 13,902	CSJ Funding, if approved, for 3 Students (2 Monitoring + 1 Yth Ed)		
	Municipal - Agreements Monitoring	\$ 72,655	Local Water Quality Monitoring Program		
	Municipal - Agreements Youth Education	\$ 41,831	.5 FTE Youth Education Technician		
	Municipal - Agreements Stewardship	\$ 2,537	.2 FTE CL Stewardship Technician		
	Reserve - Stewardship	\$ 14,290	To keep mun. agreements at/lower than Cat1 levy increase %		
	Stewardship-Outreach Funds	\$ 25,000			
	Youth Education Funds	\$ 24,210			
TOTAL REVENUE - CATEGORY 3			\$ 194,425		
SUMMARY			DRAFT 2025 BUDGET		
	Staffing	\$ 2,108,828			
	Operating	\$ 781,173			
	Sub-Total Operations	\$ 2,890,001		8.1% increase	
	Sub-Total Capital	\$ 98,105		55.3% decrease	
	TOTAL LTC BUDGET	\$ 2,988,106		3.3% increase	
	Municipal General Levy	\$ 1,392,904		12.8% increase	
	Municipal Capital Levy	\$ 98,105		0% increase (capped amount per Asset Mgmt Plan)	
	Municipal Agreements Funded	\$ 267,030		7.1% increase	
		\$ 1,758,039		11.1% increase	

2025 DRAFT Budget: Municipal Levies and MOU/Agreement Amounts - Updated

Program	Total Cost	Alnwick/ Haldimand	Cramahe	Brighton	Stirling-Rawdon	Trent Hills	Centre Hastings	Quinte West
Category 1 Programs								
General Levy - Operations	\$1,392,903.83	\$145,958.57	\$116,632.31	\$223,256.12	\$52,586.24	\$227,337.84	\$31,631.88	\$595,500.86
Capital Levy	\$98,105.00	\$10,280.15	\$8,214.65	\$15,724.37	\$3,703.75	\$16,011.86	\$2,227.90	\$41,942.32
Total Municipal Levy - 2025 Category 1	\$1,491,008.83	\$156,238.72	\$124,846.96	\$238,980.49	\$56,290.00	\$243,349.70	\$33,859.78	\$637,443.18
Total Municipal Levy - 2024 Category 1	\$1,333,343.00	\$138,824.00	\$110,446.00	\$213,560.00	\$50,154.00	\$218,364.00	\$30,258.00	\$571,737.00
Category 2 Programs								
Risk Management Official	\$114,851.00	\$5,132.00	\$5,779.00	\$6,807.00	\$28,523.00	\$68,610.00	\$0.00	
Source Protection Education	\$28,388.00	\$1,170.00	\$1,340.00	\$1,215.00	\$2,725.00	\$14,126.00	\$0.00	\$7,812.00
Sub-Total Local Source Protection	\$143,239.00	\$6,302.00	\$7,119.00	\$8,022.00	\$31,248.00	\$82,736.00	\$0.00	\$7,812.00
Non-Owned Flood/Erosion Control Structures inspections	\$6,768.17				\$846.00	\$1,692.00	\$0.00	\$4,230.00
Total MOUs - 2025 Category 2	\$150,007.17	\$6,302.00	\$7,119.00	\$8,022.00	\$32,094.00	\$84,428.00	\$0.00	\$12,042.00
Total MOUs - 2024 Category 2		\$6,099.00	\$6,890.00	\$7,764.00	\$31,003.00	\$81,608.00	\$0.00	\$11,393.00
Category 3 Programs - UPDATED								
Youth Education	\$41,831.00	\$4,383.00	\$3,503.00	\$6,705.00	\$1,579.00	\$6,827.00	\$950.00	\$17,884.00
Stewardship/Outreach	\$2,537.00	\$266.00	\$212.00	\$407.00	\$96.00	\$414.00	\$58.00	\$1,085.00
Monitoring	\$72,655.00	\$7,613.00	\$6,084.00	\$11,645.00	\$2,743.00	\$11,858.00	\$1,650.00	\$31,062.00
Total MOUs - 2025 Category 3	\$117,023.00	\$12,262.00	\$9,799.00	\$18,757.00	\$4,418.00	\$19,099.00	\$2,658.00	\$50,031.00
TOTAL MOUs - 2025 Categories 2&3	\$267,030.17	\$18,564.00	\$16,918.00	\$26,779.00	\$36,512.00	\$103,527.00	\$2,658.00	\$62,073.00

Lower Trent Region Conservation Authority Levy Apportionment Data for 2025 and 2024

Municipality	% in CA	Municipal Population	Municipal Population in CA Jurisdiction	2024 Tax Year Current Value Assessment (CVA) (Modified) - used for Budget 2025	2024 Tax Year CVA (Modified) in CA Jurisdiction - used for Budget 2025	CVA Based Apportionment Percentage for 2025	CVA Based Apportionment Percentage for 2024	% Change between 2025 and 2024
Centre Hastings	44	3,504	1,542	574,904,899.0	252,958,156	2.27	2.27	0.1%
Quinte West	77	32,924	25,351	6,184,652,505.0	4,762,182,429	42.75	42.88	-0.3%
Stirling-Rawdon	76	3,925	2,983	553,327,400.3	420,528,824	3.78	3.76	0.4%
Alnwick/Haldimand	88	5,826	5,127	1,326,387,925.7	1,167,221,375	10.48	10.41	0.6%
Brighton	100	9,190	9,190	1,785,364,951.3	1,785,364,951	16.03	16.02	0.1%
Trent Hills	94	10,802	10,100	1,944,391,666.5	1,818,006,208	16.32	16.38	-0.3%
Cramahe	100	5,160	5,160	932,701,138.5	932,701,139	8.37	8.28	1.1%
		71,331	59,453		11,138,963,081	100.00	100.00	

CVA: Current Value Assessment. Note that 2024 Tax Year data is being used for Budget 2025. The 2023 Tax Year data was used for Budget 2024.



CAO REPORT

Date: December 3, 2024
To: Board of Directors
Prepared by: Rhonda Bateman, Chief Administrative Officer

CORPORATE SERVICES

Nesda, our IT service provider, conducted a staff training session in cybersecurity. It was well received and thought provoking.

Year end performance reviews are underway for all staff.

MUNICIPAL PRESENTATIONS

The CAO has presented to the following Council meetings:
Quinte West Council's Special Budget meeting October 30th.
Brighton Council on November 4th
Trent Hills on November 12th – not as a delegation
Centre Hastings on November 20th
Alnwick/Haldimand on December 10th

Comments received have been positive with a request from Centre Hastings Mayor Tom Deline to send kudos to the Board for a good budget with limited increases for small rural townships.

Trent Hills Council has been presented with an option from Otonabee Region Conservation Authority to take over the Risk Management Official position from Lower Trent. A vote on their options will be made at their December 10th meeting. Discussions on the ramifications of the Trent Hills vote should be discussed in Closed Session.

CONSERVATION ONTARIO

Conservation Ontario (CO) held a virtual general manager's meeting on December 2, 2024. The meeting was focussed on opportunities for funding for Great Lakes projects, Nature Smart funding, and a discussion of the Ministers freeze on fees. The meeting began with a recognition of the expansion of the Parks Prescription Program for physicians to prescribe outdoor activities to their patients.

CO held a regulations training session on Standard Operating Procedures and Stop Orders on December 2, 2024. On the same day the Toronto and Region Conservation Authority held a seminar on How to Start Natural Asset Management which was attended by the Manager, Corporate Services and the CAO.

A virtual CO Council meeting is scheduled for December 9, 2024. The discussion agenda includes: Budget status update, 2025 meeting dates, 2025 insurance renewal and information, recommended amendments for the Administrative By-law, hearing guidelines, CA university, asset management and forest management. The consent agenda includes program updates, CA statistical survey summary. I would like to thank Chitra Gowda for attending the September 23rd CO in-person meeting on behalf of LTC.