



# 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](http://www.ltc.on.ca) ■ Email: [information@ltc.on.ca](mailto:information@ltc.on.ca)

Registered Charitable Organization No. 107646598RR0001

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

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

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

**Thursday July 10, 2025**

**Time: 1:15 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:**

[Page # 4](#)

RECOMMENDED:

THAT the Regular and Closed Session Board Meeting Minutes of June 12, 2025 be adopted.

**8. Business arising from these minutes**

[Page # 8](#)

Corrections to the Asset Naming Rights Policy

RECOMMENDED:

THAT the Asset Naming Rights Policy be accepted and approved.

## CORRESPONDENCE

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

[Page # 15](#)

#### RECOMMENDED:

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

- a) 2025-06-27 – From MECP - Transition of CA programs from MNR to MECP

## STAFF REPORTS

### 10. **Monthly Payments Issued** – Chitra Gowda, Manager, Corporate Services

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#### RECOMMENDED:

THAT the list of payments issued in the total amount of \$261,972.11 for the month of June 2025 be received as information.

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

- a. Summary of Permits for Period May 31 – June 26, 2025

[Page # 17](#)

- 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. **Trail Stewards Program** – Corinne Ross, Communications Specialist, Chris McLeod, Supervisor, Conservation Lands

[Page # 23](#)

#### RECOMMENDED:

THAT the Trail Stewards Program report be received as information; and

THAT the Board of Directors recognize the effort of our volunteer base through the consideration of the addition of a dedicated line item in future budgets to support:

- An annual volunteer appreciation event
- Branded LTC volunteer clothing
- Event supplies such as gloves, tools, and refreshments

### 13. **Conservation Lands Report** – Chris McLeod

[Page # 25](#)

#### RECOMMENDED:

THAT the Conservation Lands Report for the period April 1 – June 26, 2025 be received as information.

### 14. **Summary of Education and Outreach Activities Report** – June 27, 2025 – Anne Anderson, Manager, Community Outreach and Special Projects

[Page # 28](#)

#### RECOMMENDED:

THAT the Education and Outreach Activities Report for the period April 1 – June 30, 2024 be received as information.

15. **Summary of Risk Management Official Activity Report** –Marcus Rice, Anne Anderson, Risk Management Officials [Page # 31](#)

RECOMMENDED:

THAT the summary of the Risk Management Official Activity Report pursuant to Part IV of the *Clean Water Act* for the period of April 1 – June 30, 2025 be received as information.

16. **Bay of Quinte Remedial Action Plan Program** – Anne Anderson [Page # 34](#)  
June 2025 Newsletter

RECOMMENDED:

THAT the Bay of Quinte Remedial Action Plan Newsletter for June 2025 be received as information.

17. **2026 Budget SubCommittee** – Rhonda Bateman

RECOMMENDED:

THAT three (3) Board members be appointed to the 2025 Budget Sub-committee.

18. **CAO's Report** – Rhonda Bateman [Page # 37](#)

RECOMMENDED:

THAT the CAO's Report be received as information.

19. **Members Inquiries/Other Business**

20. **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](mailto:chitra.gowda@ltc.on.ca)



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Registered Charitable Organization No. 107646598RR0001

## BOARD OF DIRECTORS

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

### REGULAR BOARD MEETING MINUTES

#### MEETING # 2025-05

**DATE:** June 12, 2025

**TIME:** 1:00 PM

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

#### **DIRECTORS PRESENT:**

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

**REGRETS:** None

**STAFF:** Rhonda Bateman, Gage Comeau, Anne Anderson, Chris McLeod, Anna Morgan

**GUESTS:** Lisa Scheulderman, Templeman LLP

#### **1. Meeting called to order by the Chair**

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

#### **2. First Nations Acknowledgement**

*"This land is located on the traditional territories of the Anishnabek, Huron-Wendat, and Haudenosaunee (Iroquois) peoples. We acknowledge our shared responsibilities and obligations to preserve and protect the land, air and water. We are grateful to have the privilege to meet, explore, and connect here on these shared lands. In the spirit of friendship, peace and respect, we extend our thanks to all the generations that came before us and cared for these lands - for time immemorial."*

#### **3. Disclosure of pecuniary interests**

There were no pecuniary interests declared.

**4. Approval of the Agenda**RES: G57/25

Moved by: Eric Sandford

Seconded by: Mike Ainsworth

THAT the agenda be approved as presented.

Carried**5. Delegations**

There were no delegations received for this meeting.

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

There was no public input at this meeting.

**7. Adoption of the Minutes**RES: G58/25

Moved by: Bob Mullin

Seconded by: Sherry Hamilton

THAT the Regular and Closed Session Board meeting minutes of May 8, 2025 be adopted.

Carried**8. Business arising from these minutes**

None.

**CORRESPONDENCE****9. Correspondence**RES: G59/25

Moved by: Eric Sandford

Seconded by: Jim Alyea

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

Carried**STAFF REPORTS****10. List of Monthly Payments Issued**RES: G60/25

Moved by: Rick English

Seconded by: Sherry Hamilton

THAT the list of payments issued in the total amount of \$301,579.02 for the month of May 2025 be received as information.

Carried**11. Watershed Management, Planning and Regulations Reports**

- a. Summary of Permits for Period April 26 – May 30, 2025
- b. Planning and Regulations
- c. Flood Forecasting and Warning (FFW) and Ontario Low Water Response (OLWR)

RES: G61/25

Moved by: Jim Alyea

Seconded by: Sherry Hamilton

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

Carried**12. Community Engagement – QHBA Presentation and Report**

Gage Comeau outlined the recent presentation to the Quinte Home Builders Association and the positive feedback received both at the event and subsequent meetings. LTC Board members

Hamilton and Wheeldon sit on the Intermunicipal Task Force on Housing and Development and they will share the reports generated with all the Board members.

RES: G62/25

Moved by: Bob Mullin

Seconded by: Bobbi Wright

THAT the Community Engagement – Quinte Home Builders Association Staff report and presentation be received as information.

Carried

### 13. Asset Naming Rights Policy

Members discussed the naming rights and wished clarification on two points.

1) Illustration of an activity that may be perceived by the management team to be incompatible with LTC's goals, values or mission.

2) Consistency in wording for approvals under 4.1 and 4.2 of the document.

RES: G63/25

Moved by: Eric Sandford

Seconded by: Bobbi Wright

THAT staff will look into the conflicting statements and bring the policy back to the next meeting.

Carried

### 14. Tri-County Children's Water Festival

Anne Anderson reported that the Water Festival was very successful and well attended. Director Sandford asked if the sponsors receive a "thank you". Anne confirmed that they are thanked.

RES: G64/25

Moved by: Bobbi Wright

Seconded by: Eric Sandford

THAT the 2025 Tri-County Children's Water Festival Report be received as information.

Carried

### 15. Bay of Quinte Remedial Action Plan Agreement with OMAFA for Agricultural Best Management Practices

RES: G65/25

Moved by: Jim Alyea

Seconded by: Bob Mullin

THAT the report on the Ontario Ministry of Agriculture, Food and Agribusiness (OMAFRA) funding to support Bay of Quinte Remedial Action Plan (BQRAP) Agricultural Best Management Practices be received as information.

Carried

### 16. Bay of Quinte Remedial Action Plan Program

May 2025 Newsletter

RES: G66/25

Moved by: Sherry Hamilton

Seconded by: Bobbie Wright

THAT the Bay of Quinte Remedial Action Plan Newsletter for May 2025 be received as information.

Carried

### 17. CAO's Report

RES: G67/25

Moved by: Bobbie Wright

Seconded by: Mike Ainsworth

THAT the CAO's Report be received as information.

Carried

### 18. Closed Session

RES: G68/25 Moved by: Rick English Seconded by: Eric Sandford  
THAT the Lower Trent Conservation Board of Directors move into closed session for  
training members of the Board of Directors under Municipal Act (s. 239(3.1))  
Carried

Time: 1:29 p.m.

RES: G69/25 Moved by: Eric Sandford Seconded by: Rick English  
THAT the Lower Trent Conservation Board of Directors return to the regular meeting  
session.  
Carried

Time: 1:59 p.m.

## **OTHER BUSINESS**

### **19. Members Inquiries/Other Business**

### **20. Adjournment**

There being no further business, the meeting was adjourned.

RES: G70/25 Moved by: Rick English Seconded by: Bob Mullin  
THAT the meeting be adjourned.

Carried

Time: 2:00 p.m.

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Gene Brahaney, Chair

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Rhonda Bateman, CAO/ST



**LOWER TRENT**  
CONSERVATION

# Asset Naming Rights Policy

Lower Trent Conservation

July 10, 2025

Approved by Board Resolution: xx/25



## 1.0 PURPOSE

The purpose of this policy is to define the process that governs the recognition of donors for the naming of Lower Trent Conservation (LTC) assets, such as buildings, structures, other infrastructure (existing/projects), and conservation lands. The policy includes protocols for determining and formalizing donor recognition to provide:

- appropriate public acknowledgment and consistent institutional appreciation of donors;
- public evidence of external philanthropic activity that demonstrates that LTC has considerable external support and encourages others to invest in the health of our watershed;
- appropriate utilization of the limited number of naming opportunities;
- clear guidelines for those involved in discussions with donors; and
- facilitation of increased and ongoing support from LTC supporters.

The naming policy reflects the importance of philanthropic giving to the realization of LTC's mission and vision.

The naming policy does not seek to guide non-philanthropic partnership agreements such as business- to-business arrangements or sponsorships that may include branding or co-branding components.

## 2.0 PRINCIPLES

### 2.1 Naming Opportunities

Decisions to name an asset shall be compatible, to the extent reasonably ascertainable, with LTC's mission and vision and aligned with the organization's strategic direction.

In cases where philanthropic contributions include specific name recognition and/or signage, the recognition will follow the generally accepted LTC brand and park standards regarding size, placement, visual appearance, etc.

The approval of a naming opportunity will not result in additional costs for LTC.

### 2.2 Limitations to Naming Opportunities

No naming opportunity shall be approved if it:

- does not follow the rules from the Canadian Revenue Agency for fundraising under charitable organizations

<https://www.canada.ca/en/revenue-agency/services/charities-giving/charities/operating-a-registered-charity/fundraising-activities-charities-other-qualified-donors.html>

- is likely to have a negative impact on the image or reputation of LTC;
- could call into serious question the public respect for LTC by implying endorsement of a partisan political or ideological position. This does not preclude the use of the name of an individual who has previously held public office and/or could imply endorsement of a specific commercial product. This does not preclude using the name of an individual or company that manufactures or distributes commercial products; and/or
- honorary naming or distinguished naming may be considered and approved on a case-by-case basis by the LTC Board. Facilities or programs will not be named to honour the outstanding service of a member of the Board or staff while the honouree remains on the Board or in the employment of the LTC.

Naming rights holders are prohibited from implying that their products, services or ideas are sanctioned by LTC. The naming right must not result in, or be perceived to result in, any competitive advantage, benefit or preferential treatment for the naming rights holder, outside of the agreement.

### 3.0 SCOPE DEFINITIONS

LTC welcomes gifts from generous individuals, corporations, foundations, and associations. The Naming Policy shall guide the extent of donor recognition and naming procedures for:

- buildings or substantial parts of buildings;
- existing or new conservation areas and parks;
- substantial elements involving existing maintenance or proposed construction of new infrastructure within conservation areas (viewing platforms, docks, pavilions, trails, gazebos, etc.); and
- the acquisition of land.

For the purposes of this policy:

**Gift** refers to an outright donation to LTC in cash or in-kind from an individual, corporation, foundation, or other source, for either restricted or unrestricted use. Gifts are made without expectation of tangible return or benefit to the donor.

**Endowed Gifts** are donations made to LTC on the understanding that the principal amount of the donation will be invested for a minimum ten-year period, with the interest earnings to be used to advance specific goals of LTC, such as the acquisition of lands or construction of LTC infrastructure.

**Expendable Gifts** are gifts or grants given to LTC that the donor has directed to be used immediately in support of various goals of LTC.

**Pledge** refers to a gift committed by a donor to be achieved with set payments over a predetermined term.

#### **4.0 DEVELOPMENT OF NAMING OPPORTUNITIES**

##### **4.1 General**

Naming opportunities for facilities, spaces, infrastructure projects, or parcels of land shall be assigned a monetary value established in consultation with LTC. The naming opportunity values shall take into consideration the function, usage, size, marketability, and financial requirements (replacement and/or operational costs) of the opportunity. LTC shall re-evaluate the naming opportunities list frequently to ensure the listed value reflects the market value of the assets represented. The LTC Capital Asset Management Plan (CAMP) assessment methodologies shall be followed for those assets included in the CAMP.

##### **4.2 Roles and Responsibilities**

It will be the responsibility of the CAO in consultation with the Management Team to recommend naming opportunities to the Board for their approval. The final decision on naming opportunities is up to the Board of Directors.

##### **4.3 Procedure**

Documentation with respect to the naming decision, stipulating rationale and conditions underlying the naming decision, and all other supporting documentation shall be maintained by LTC. The following process should be undertaken by LTC staff when determining new naming opportunities:

- determine the value of the naming opportunity based on the methodology listed below;
- determine the proposed terms of the gift agreement, including time period or naming duration if applicable;
- determine the proposed rights and benefits;
- draft and sign the gift agreement or pledge form;
- confirm naming opportunity and/or recognition benefits subject to the Board approval; and
- prepare and sign a donor recognition signage form which includes the acknowledgement/recognition plan.

## Methodology for Valuation

When establishing the value of the naming opportunity, staff will:

- evaluate the space, considering the square footage, purpose, use of the space, cost to build, equipment, location of the space, public profile and prestige of the asset or opportunity and search for comparators amongst other conservation authorities and/or local charitable organizations;
- where comparators are not available, obtain an estimate from a professional third-party firm; and
- obtain an independent evaluation/estimate from a professional for the land value associated with any acquisitions as per the Conservation Lands Acquisition Policy.

## 5.0 ASSIGNMENT OF NAMING OPPORTUNITIES

### 5.1 General

Naming opportunities may be assigned for a living person, in memory of a person, or after a family, foundation, association, service club, business, or corporation. The naming for a benefactor may also apply to a third party at the wish of the benefactor and must be agreed upon by the honouree if living. Naming associated with a particular facility or endowment shall not preclude further naming within the same facilities, spaces, or infrastructure project. All naming decisions shall be supported by appropriate and complete documents including written documentation stipulating rationale and conditions underlying the naming and provided in a report to the Board.

Properties with names of historic or community significance would be considered for renaming only in exceptional circumstances and only after consultation with the local Board members and the community. Such renaming requires Board approval.

Charitable tax receipts shall be issued only in accordance with the Income Tax Act and the policies of the Canada Revenue Agency.

LTC shall retain ownership and control over any named property.

Subject to any agreement, the naming right must not impair in any way the LTC's ability to manage the property.

LTC will consider all naming rights proposals but does not have an obligation to accept any. LTC reserves the right to refuse any proposal, including, but not limited to, those submitted by third parties whose activities are perceived by the management team to be incompatible with LTC's goals, values or mission. An example of incompatibility would be a proposal from a proponent that has a history of LTC regulation violations.

## 5.2 Donor Recognition

Existing names and/or commitments shall be honoured as of the approval date of this policy unless revoked or removed at the discretion of the LTC Board.

Future donor recognition will be commensurate with the size and terms of the gift at the discretion of the Board. The duration of the donor recognition shall be at minimum (10) years with the specific term outlined in the agreement and as approved by the Board. In the case of an endowment, the naming will continue for the life of the endowment. At the end of the agreed-upon term, the original donor will be given the first right of refusal to re-subscribe. Should the donor decline, LTC may consider providing other prospective donors with a naming opportunity. LTC will honour a donor's request to remain anonymous in tributes, printed materials, permanent signage, and all other forms of public recognition should they wish.

In instances where donor recognition is to occur, LTC will make recommendations concerning the installation of all recognition signage in consultation with the donors, appropriate approval agencies, and LTC departments and leadership and with alignment to LTC branding guidelines. Signage standards apply to all physical and non-physical assets. Donor recognition will only occur after LTC has received a signed gift agreement or pledge form and 25% of the total pledge commitment. Donor logos shall not be used on assets. Donor taglines or marketing terms shall not be included in donor recognition names.

While the physical display of the naming right shall be negotiated or decided upon on an individual basis, such recognition must not unduly detract from the character, integrity, aesthetic quality or safety of the property or unreasonably interfere with its enjoyment or use.

All agreements with donors for named recognition shall be recorded in writing, through an agreement. A signed donor recognition signage form shall be completed for all naming opportunities, which is completed after receipt of the 25% of the total pledge commitment, cash gift, or as agreed upon by LTC and Donor. LTC shall honour naming in accordance with the agreement and donor recognition signage form which is made with the donor and as approved by the Board. Periodically LTC may provide the honorary naming of an asset in recognition of a person/group/organization's contribution to the Authority.

## 5.3 Renaming or Revoking Names

Renaming of an asset can occur at any time at the request of the donor or once the term of the naming agreement has been concluded and the original recipient or donor does not wish to re-subscribe.

LTC reserves the right to revoke a naming agreement as the result of the following circumstances:

- if it is determined that the actions or deeds of the individual or corporation that the asset is named for are not in keeping with the mission or standards of LTC; and/or

- there is a failure of the named or honoured donor/person to fulfill agreed-upon obligations.

In either of these instances, the CAO can bring a formal request to the Board to revoke the naming rights to the asset for Board approval. If approved, the donor will be informed in writing by the CAO on behalf of LTC.

#### **5.4 Naming for Distinguished Service**

The Board may consider, on a case-by-case basis, naming in recognition of distinguished service. Individuals or groups contemplating a naming opportunity to recognize such service must consult directly with the CAO who would, in accordance with this policy, seek Board approval. Assets will not be named to honour the outstanding service of a Board Member or staff while the honouree remains on the LTC Board or in full-time employment of LTC.

#### **5.5 Naming Subject to Raising Full Cost**

When the gift contribution does not meet the full cost of the project, the naming is subject to the completion of satisfactory funding arrangements and the naming will take place only after this is achieved. If LTC is unable to proceed with the project, the potential benefactor(s) will be invited to redirect their contribution(s) and/or be refunded their pledge payments.

**Ministry of the Environment,  
Conservation and Parks**Conservation and Source  
Protection Branch3<sup>rd</sup> Floor  
40 St. Clair Ave. West  
Toronto ON M4V 1M2**Ministère de l'Environnement, de la  
Protection de la nature et des Parcs**Direction de la protection de la nature et  
des sources3<sup>e</sup> étage  
40, avenue St. Clair Ouest  
Toronto (Ontario) M4V 1M2

June 27, 2025

**MEMORANDUM TO: Conservation Authority General Managers or Chief  
Administrative Officers, Conservation Authority Partners  
and Interested Parties**

**FROM: Kirsten Service, Director Conservation & Source  
Protection Branch, MECP**

**RE: Transition of Conservation Authority Program from the  
Ministry of Natural Resources to the Ministry of the  
Environment, Conservation and Parks**

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Good morning,

I am writing to advise you that the responsibility for the province's conservation authority program has now transitioned from the Minister of Natural Resources to the Minister of the Environment, Conservation and Parks (MECP) through Orders in Council. Moving forward, the Minister of Natural Resources no longer has legislative duties or functions under the *Conservation Authorities Act* but retains leadership for natural hazard management policy and operations.

Staff supporting the important work of administering this portfolio and delivering on the government's priorities for conservation authorities will be moving to a newly created section named the Conservation Authorities Section within the Conservation and Source Protection Branch in MECP's Land and Water Division.

Stakeholders can continue to reach out to ministry staff as they have done in the past on conservation authority matters via [ca.office@ontario.ca](mailto:ca.office@ontario.ca).

We thank you for your ongoing support during this time of transition. Please do not hesitate to reach out to me if you have any questions.

Sincerely,


A handwritten signature in black ink, appearing to read "K. Service".

Kirsten Service, Director  
Conservation and Source Protection Branch  
Ministry of Environment, Conservation and Parks

**Lower Trent Conservation  
Payments LOG - JUNE 2025**

<b>CHEQUE # / EFT #</b>	<b>PAYEE</b>	<b>DETAILS</b>	<b>AMOUNT</b>
	Staff Payroll	May/25 Payroll Period #12 and #13	149,132.91
EFT 77395475	J.J. Stewart Motors Limited	BQRAP - Leased Vehicle Jun/25	1,106.00
EFT 77395609	Nesda Technologies Ltd	Monthly IT services, project and tickets fees	565.00
EFT 77395587	Staff	Staff Expenses - Reimbursed	484.91
EFT 77740753	2024 Board per diems and mileage	Semi-Annual Board Per Diems and Mileage	4,025.92
EFT 77741339	OMERS	Jun/25 Pension Contributions	26,208.46
EFT 77741453	Workplace Safety Insurance Board (WSIB)	Jun/25 WSIB Premium	4,588.47
EFT 77741427	Sun Life Assurance Company of Canada	Jul/25 Group Benefits Premium	8,106.48
EFT 77741143	Nesda Technologies Ltd	Monthly IT services, project and tickets fees	4,044.85
EFT 77740907	CIBC VISA	Jun/25 Payment	10,984.38
EFT 77740972	J.J. Stewart Motors Limited	BQRAP - Leased Vehicle Jul/25	1,017.00
17195	OT Group - DCB Business Systems Group Inc	Monthly Photocopier Usage Service fees	403.25
17196	Alarm Systems	Annual monitoring fee - workshop	447.48
17197	B&T Sales	Janitorial supplies	132.41
17198	Waste Management of Canada Corporation	Waste Services - Workshop	114.35
17199	Brighton Springs	Drinking water for Admin bldg	39.00
17200	Caduceon Enterprises Inc.	Water analysis lab costs	1,802.02
17201	City of Quinte West	Utilities - water/sewer - workshop	75.96
17202	John Mahoney	Staff Expenses - scale fees - Reimbursed	30.00
17203	Telizon Inc	Monthly Telephone Lines	518.73
17204	Spirit Signs	Logos on new truck	282.50
17205	Trenton Home Hardware Building Centre	Lands maintenance, supplies, PPE	396.63
17206	Free Flow Petroleum	Monthly Vehicle and Equipment Fuel	1,509.46
17207	Industrial Alliance Insurance & Financial Services	Accident insurance Apr/25-Apr/26	162.00
17208	Monica Matthews	BQRAP septic system stewardship	350.00
17209	Debbie Kilmer	Deposit return for RP-22-377	500.00
17210	A&L Canada Laboratories Inc.	BQRAP stewardship - soil tests	111.14
17211	<i>VOIDED</i>	<i>Misprinted therefore voided</i>	-
17212	B.M.R. MFG. INC. o/a School Bus Parts Co. of Canada	Safety signs for Warkworth Dam	1,688.76
17213	LB Welding	Upgrade trailer hitch for Ram2500	53.39
17214	Deerhaven Farm & Garden Ltd.	Commercial lawnmower - John Deere Z950R	22,374.00
17215	Grow Wild	Plants for native plant sale	11,047.61
17216	Battlefield Equipment Rentals	Small equipment supplies	60.39
17217	Ferguson Tree Nursery	Plants for native plant sale	8,952.00
17219	Brighton Springs	Drinking water for Admin bldg	58.50
17220	A&L Canada Laboratories Inc.	BQRAP stewardship - soil tests	88.91
17221	Obsentia	Vehicle maintenance	335.46
17222	JB Print Solutions	Conservation Lands signage	173.78
<b>Total of Payments</b>			<b><u>261,972.11</u></b>



<p style="text-align: center;"><b>Summary of Permits Approved by Staff</b>  <i>Part VI of the Conservation Authorities Act and Ontario Regulation 41/24: Prohibited Activities, Exemptions and Permits</i>  <b>Prepared by:</b> Gage Comeau, Manager, Watershed Management, Planning and Regulations  <b>For Period:</b> May 31, 2025 to June 26, 2025</p>								
								
Permit #	Municipality	Ward	Geographic Township	Concession	Lot	Street Address	Regulated Area	Permitted Activity
P-23-195 (compliance)	Quinte West	Murray	Murray	CPL	14	41 B Dead Creek Road	Bay of Quinte flood & erosion hazards; Dead Creek Marsh Complex PSW (allowance)	Place two loads of fill material and regrade sections of lawn along the shoreline
P-24-179 (compliance)	Stirling-Rawdon	Rawdon Township	Rawdon	13	14	5951 Stirling-Marmora Road	Field Verified Wetland	To install an entrance
P-25-035	Brighton	Brighton Town	Murray	(C) 1, (M) B	(C) 1, (M) 34 & 35	County Road 64	Proctor Creek; Proctors Creek floodplain; Arena Creek; Arena Creek floodplain; wetland features	To conduct road works and stormwater upgrades along County Road 64/Prince Edward Street and Harbour Street
P-25-079	Alnwick/Haldimand	Haldimand	Haldimand	8, 9	14-21	County Road 29	Burnley Creek; Burnley Creek tributaries; Burnley Creek Headwaters Wetland Complex PSW(allowance)	To replace culverts along County Road 29 with like-for-like replacements
P-25-081	Stirling-Rawdon	Rawdon Township	Rawdon	2	19	162 Merrick Road	Field verified wetland (allowance); Watercourse	Conduct dredging works and a watercourse cleanout
P-25-082	Stirling-Rawdon	Rawdon Township	Rawdon	1	21	379 Merrick Road	Field verified wetland (allowance); Watercourse	Conduct dredging works and a watercourse cleanout
P-25-085 (compliance)	Alnwick/Haldimand	Haldimand	Haldimand	A	25	266 Brimley Road South	Unevaluated wetland; Lake Ontario tributary	Undertake activities within a previously established drainage ditch through the Hydro-Easement and the removal of debris from a culvert.
P-25-092	Quinte West	Sidney	Sidney	7	9	707 Frankford-Stirling Road	Trent River floodplain	Demolish an existing deck and replace it with an approximately 480 square foot composite deck
P-25-093	Trent Hills	Murray	Murray	10	2	9 Island Park Rd - Site 37	Trent River Floodplain; Wilson Island East Wetland PSW (allowance)	Construct a 10' x 30' deck
P-25-094	Brighton	Murray	Murray	1	30	123 Bauer Road	Unevaluated wetland (allowance)	Construct a 24' diameter above ground pool
P-25-095	Alnwick/Haldimand	Alnwick	Alnwick	7	21	116 Sunset Bay Road	Rice Lake food hazard	Conduct shoreline restoration works
P-25-096	Alnwick/Haldimand	Alnwick	Alnwick	7	21	118 Sunset Bay Road	Rice Lake flood hazard	Conduct shoreline restoration works
P-25-097	Brighton	Brighton Township	Murray	Presqu'île		8 Bayshore Road	Lake Ontario flood and erosion hazards (allowance)	Demolish the existing dwelling and accessory buildings and construct a new single family residential dwelling
P-25-098 (minor)	Trent Hills	Murray	Murray	10	2	9 Island Park Rd - Site 111	Trent River Floodplain; Wilson Island East Wetland PSW (allowance)	Construct a 12' x 12' prefabricated wooden gazebo
P-25-099 (minor)	Alnwick/Haldimand	Haldimand	Haldimand	A	30	353 Lakeshore Road	Lake Ontario flood hazard (allowance)	Install a 1.25" polyethylene gas service (72m long, 1m deep) by Horizontal Directional Drilling
P-25-101 (minor)	Trent Hills	Murray	Murray	10	2	9 Island Park Rd - Site 188	Trent River Floodplain; Wilson Island East Wetland PSW (allowance)	Construct a 10' x 20' deck
P-25-103 (minor)	Trent Hills	Murray	Murray	10	2	9 Island Park Rd - Site 161	Trent River Floodplain; Wilson Island East Wetland PSW (allowance)	Construct three 9m² decks with a cumulative area of 27m²
P-25-108	Brighton	Brighton Township	-	Presqu'île	Presqu'île	34 Bayshore Road	Lake Ontario flood and erosion hazards, Presqu'île Bay Marsh PSW (allowance)	Demolish a portion of the existing one story dwelling on the property noted above (approved)57.38 square meter addition to be removed;26.46 square meter addition to be removed;27.02 square meter deck to be removed.
P-25-109	Brighton	Brighton Township	-	Presqu'île	Presqu'île	56 Bayshore Road	Lake Ontario flood hazard (allowance); Lake Ontario erosion hazard	Install a new septic system (system 0, raised bed, 4500 litre tank)
P-25-119	Quinte West	Trenton	Murray	1	3	29 Water Street	Mayhew Creek floodplain (allowance); Trent River floodplain (allowance)	Replace the existing deteriorated deck with an approximately 19m² deck with a ramp

AMENDMENTS								
P-23-317 (compliance)	Quinte West	Sidney	Sidney	8	14	491 Rosebush Road	Trent River floodplain	Demolish and reconstruct the existing single-family dwelling and garage; amended to include the construction of an approximately 24m2 deck
P-24-274	Alnwick/Haldimand	Haldimand	Haldimand	9	5	County Road 29	Burnley Creek; Burnley Creek floodplain; Burnley Creek Midriver PSW	The replacement of the Burnley Creek Bridge on County Road 29; amended to include the revised dewatering operations approach for the bridge replacement

## Agenda Item #11b.



**LOWER TRENT**  
CONSERVATION

# STAFF REPORT

**Date:** June 26, 2025  
**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 2025 and compared to similar numbers for previous years. Highlighted boxes indicate that 2025 has MORE files to date than previous years.

Table 1. File review – New files and deliverables in 2025 versus previous years

	# Files for 2025 (as of June 26, 2025)	Dates for Similar Number for Previous Years (Total for Year)			
		2024	2023	2022	2021
Permits	<b>119</b>	May 22 (283)	May 15 (320)	Apr 28 (398)	May 11 (383)
Planning	<b>114</b>	Jul 17 (204)	Jul 12 (213)	May 10 (310)	May 20 (259)
Complaints	<b>48</b>	Jul 11 (96)	Aug 3 (74)	Sep 12 (66)	Sep 14 (65)
Enforcement	<b>15</b>	Mar 27 (39)	Jul 26 (39)	Apr 25 (63)	May 31 (45)
Online Inquiries	<b>593</b>	May 21 (1435)	Aug 24 (1003)	Sep 20 (738)	May 28 (1132)
Legal Requests	<b>11</b>	Jan 8 (49)	May 31 (58)	Apr 29 (36)	May 10 (48)
Clearance Letters	<b>38</b>	Jun 26 (102)	Aug 24 (52)	n/a (25)	n/a
Site Visits	<b>138</b>	July 17 (304)	Aug 22 (246)	Jun 2 (363)	Jun 30 (282)

## Watershed Management

- The Wetland Assessment Waiting list for 2025 has been reviewed and wetland assessments have begun. Staff will be continuing to schedule visits and assessments over the next few months. Staff have completed approximately 30% of the assessments that were requested.
- LTC is currently looking for a Water Resources Engineer to assist with the administration of our Planning and Regulations roles. The job posting has closed and staff are working on next steps.
- Planning and Regulations staff participated in a two-day Erosion and Sediment Control (ESC) training event in Toronto in June.
- July 3, 2025 – LTC Planning and Regulations staff in consultation with the Source Water Protection staff will be providing a presentation and education event to the Central Lake Association of Realtors.

### Online Inquiries

For the month of June, staff received and actioned over 112 inquiry submissions, and inquiries are continuing to be received at a steady pace. The number of complex inquiry files that staff are receiving is increasing and these files require a greater amount of staff time to properly educate landowners and proponents due to the highly complex site conditions. It is important to note that these complex files require site visits and additional staff time to assist with the preparation of technical documents or project plans. As usual, to ensure a timely response time, we are asking that people continue to use our online inquiry service and avoid directly contacting staff unless they are following up on a pre-existing file.

### Permitting & Regulations:

- Planning and Regulations staff are continuing to meet with Parks Canada, Fisheries and Oceans Canada and Transport Canada regarding the future construction of the Trent River bridge in Campbellford.
- UPDATE - Staff pursued a technical review of our regulatory policy document, and a draft document has been completed. The draft Regulatory Policy document was circulated to external stakeholders on June 27, 2025 for comment. Once a final draft has been completed, staff will present the document to the Board prior to posting to the website for public comment as per Ontario Regulation 41/24.
- Staff issued **20** permits since the previous reporting period with **2** permit amendments issued.
- Staff are currently reviewing and commenting on **24 open** 2025 permit files and **30** files from previous years (includes requested permit amendments and Hearing files that require conditions to be met).
- Although a lower number of enforcement files have been activated this year, staff are managing **67** open enforcement matters and are continuing to work with landowners to pursue voluntary compliance.

### Planning:

- LTC Staff reviewed and commented on **31** Subdivision and Condominium Files in 2025 (new and ongoing). Since the last reporting period, LTC Staff reviewed and/or commented on **12** 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 **16** 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; **1** site plan and **3** Environmental Impact Studies. There are currently **5** technical reports in our queue for review.

Lastly, please remind your Municipal staff 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.

## Agenda Item #11c.



**LOWER TRENT**  
CONSERVATION

# STAFF REPORT

**Date:** June 26, 2025  
**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 June 26, 2025)	Total Number for Previous Years						
		2024	2023	2022	2021	2020	2019*	2018
Water Safety	2	5	4	2	2	3	8	2
Flood Outlook	3	2	8	4	4	5	5	5
Flood Watch	3	2	2	0	0	3	6	7
Flood Warning	4	0	2	0	0	0	13	0
Total (System)	12	9	15	6	6	11	32	14

\*Lake Ontario water levels were highly elevated during 2019, which led to a high volume of flood warning statements and updates.

## Summary of Current Conditions (since last report)

The month of June has been incredibly dry so far with only 12.2 mm of rainfall recorded. Although we received little rainfall, the local creeks and streams appear to be maintaining seasonal creek flows and water levels. A monthly comparison of the precipitation volumes observed in 2025 and the long-term averages can be seen on Table 2.

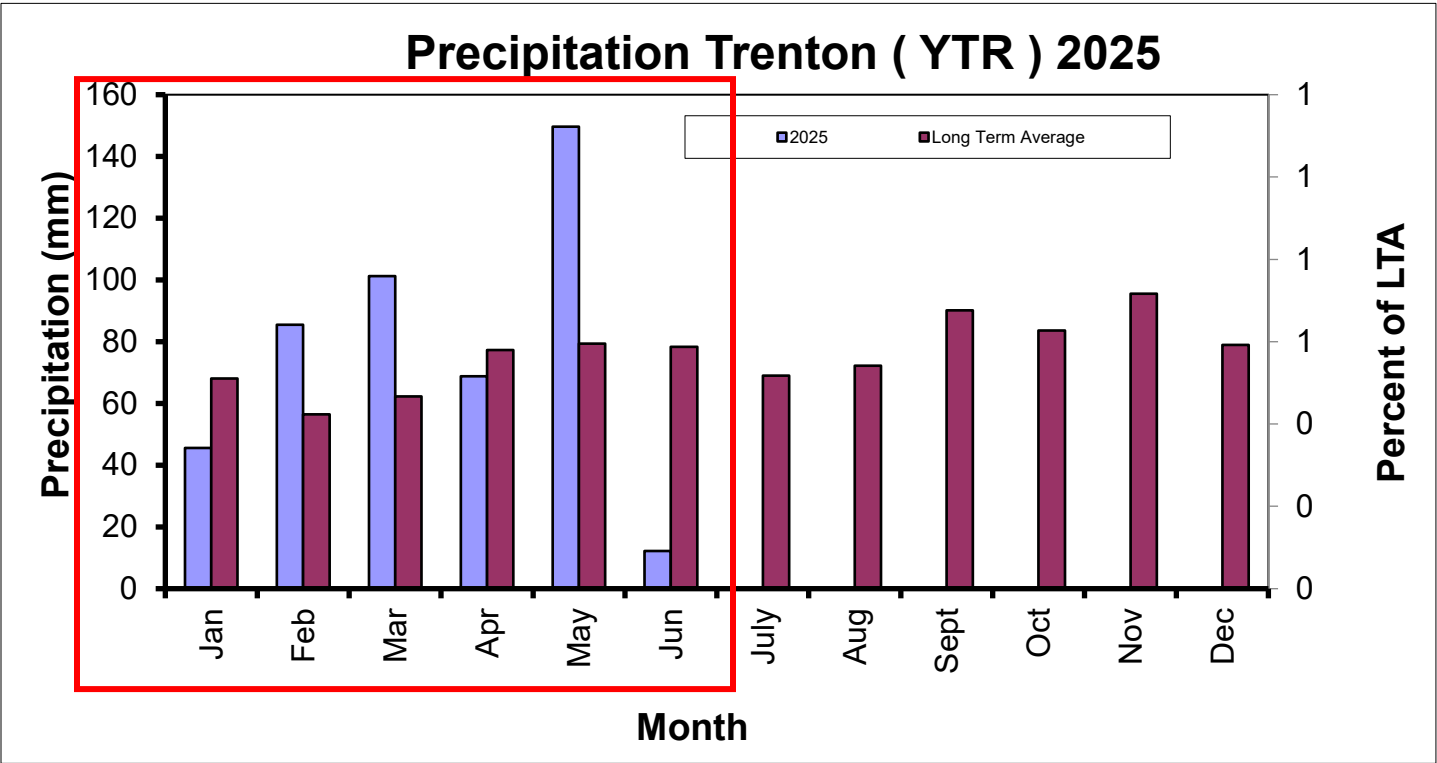
Staff have undertaken a review to determine our status in relation to low water conditions, and although June has been very dry, there are currently no concerns for low water issues in our watershed. The precipitation threshold to enter a Level 1 Low Water condition is a 3-month precipitation less than 80% of the average precipitation. We are currently sitting at 98% compared to the average.

LTC staff will continue to review the weather and stream conditions and will report further if there appears to be any potential flood or worsening drought issues.

Local Creeks

The local creeks and streams are hovering around the seasonal average for streamflow and water levels. Staff will continue to review the conditions and forecasts and provide updates to ensure the safety of our municipal stakeholders and general public.

Table 2. Observed Monthly Precipitation (mm) in 2025 compared to the monthly long-term average.



Trent River

The Trent River system is experiencing -seasonal average flow and water levels due to the ongoing operations with the dry weather observed through June, Trent River flows through the system are expected to lower to ensure appropriate operations in the system. LTC is working with Parks Canada to ensure that appropriate messaging is out in a timely manner when flows change rapidly or water levels fluctuate.

If there are any concerns or issues with the water levels on the Trent River system, owners are advised to contact Parks Canada-Trent Severn Waterway.

Lake Ontario

Lake Ontario water levels have continued to be observed within the seasonal average. As usual, 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 recommend that the Flood Forecasting and Warning Update be received as information.

## Agenda Item #12



**LOWER TRENT**  
CONSERVATION

# STAFF REPORT

**Date:** June 27, 2025  
**To:** LTC Board of Directors  
**Re:** Trail Steward Program  
**Prepared by:** Corinne Ross, Communications Specialist and Chris McLeod, Conservation Lands Supervisor

## PROPOSED RESOLUTION:

THAT the Trail Stewards Program report be received as information; and  
 THAT the Board of Directors recognize the effort of our volunteer base through the consideration of the addition of a dedicated line item in future budgets to support:

- An annual volunteer appreciation event
- Branded LTC volunteer clothing
- Event supplies such as gloves, tools, and refreshments

## BACKGROUND:

Lower Trent Conservation (LTC) owns and manages over 3,500 acres of conservation lands. With only 2 full-time permanent staff, 1 temporary/contract staff and 2 summer students, it can be challenging to monitor all areas of our properties.

The COVID-19 pandemic had a significant impact on LTC's volunteer program. However, staff identified an opportunity to re-engage community members through the creation of a Trail Steward Team. This initiative invited passionate individuals who frequently visit our properties to help monitor trails, report issues, and support staff in keeping our lands clean, safe, and well-maintained.

## DISCUSSION:

In 2024, LTC launched a pilot Volunteer Trail Stewards Program, which began with two open-house training sessions to clearly define expectations and responsibilities. Throughout the field season, volunteers submitted reports via a dedicated email address.

The pilot program was considered a success, with 15 active volunteers submitting 52 reports.

Feedback received from participants highlighted opportunities to enhance the program, including:

- The ability to upload photos with reports
- A more precise method of identifying issue locations (e.g., GPS positioning vs. general descriptions)
- Increased engagement opportunities with LTC staff and restoration initiatives

In addition to these insights, LTC observed a noticeable decline in vandalism across our properties during 2024. While it cannot be definitively attributed to volunteer presence, the visibility of trail stewards—often wearing branded LTC volunteer shirts and hats, may have contributed to this positive trend.

During the winter, in collaboration with our GIS and Information Technology Specialist, developed a Trail Steward Reporting App. The new app allows volunteers to:

- Submit real-time reports
- Geotag the exact location of issues

- Upload photos
- Pinpoint locations directly for lands staff review.

The enthusiasm of our volunteers also supported a grant proposal aimed at addressing invasive species and supporting ecosystem restoration. While volunteers expressed interest in opportunities working with staff and other volunteers for the good of the organization, we were able to elevate our grant by proposing:

- Tree planting to regenerate understory affected by emerald ash borer
- Participating in dog-strangling vine seed pod removal
- Learning how to collect native grass seeds for future restoration projects.

Since launching the Trail Stewards app in March 2025, we have received 99 reports from 15 volunteers, who have collectively contributed over 100 hours of trail stewardship on LTC properties.

**RECOMMENDATION:**

That the Board of Directors receive the Trail Stewards Program report as information; and

That the Board of Directors recognize the effort of our volunteer base through the consideration of the addition of a dedicated line item in future budgets to support:

- An annual volunteer appreciation event
- Branded LTC volunteer clothing
- Event supplies such as gloves, tools, and refreshments.



## Agenda Item #13.



**LOWER TRENT**  
CONSERVATION

# STAFF REPORT

**Date:** June 26, 2025  
**To:** Board of Directors  
**Re:** Conservation Lands Update for the period April 1 to June 26, 2025  
**Prepared by:** Chris McLeod, Supervisor, Conservation Lands

## PROPOSED RESOLUTION:

THAT the Conservation Lands Update for the period April 1 – June 26, 2025, be received as information.

## MAINTENANCE/ACTIVITIES:

The following list of maintenance and activities are items beyond the regular vehicle, building and property maintenance (mowing grass, clearing back brush on trails, garbage collection, cleaning, painting, drinking water sampling and system management at Goodrich-Loomis Centre and main office).

During the Spring of 2025:

- Maintained trail systems and removed downed trees, especially following massive April ice storm
- Installed docks at Trenton Greenbelt and Glen Miller
- Cut all trails at Seymour CA and Goodrich-Loomis, cleared back trails at Bleasdel Boulder and Trenton Greenbelt
- Interacted with Conservation Lands visitors and responded to inquiries, complaints, and requests from members of the public and neighbours of Conservation Areas
- Coordinated maintenance of fleet vehicles inspections and changed tires to all season
- A full inspection of all trails at all CA properties
- Portable seasonal washrooms installed at Proctor Park, Trenton Greenbelt, Glenn Miller, Bleasdel Boulder, and Seymour
- Grading of parking lots at Seymour, Sager, and Goodrich-Loomis
- The orientation and training of CA Lands Field Assistants (summer contracts)
- The orientation of the Conservation Lands Maintenance Assistant (6-month contract)
- All fire extinguishers underwent annual inspections and maintenance at the Goodrich-Loomis Conservation Centre, the Administration office, and the workshop
- Water seal applied to all wooden bridges and bare wood structures on all CA Lands
- Repaired trail wash out at Bleasdel Boulder
- Installation of logs at the Warkworth Dam for summer and fall seasons

## SPECIAL PROJECTS & PROGRAM IMPROVEMENTS:

- To impede the rapid spread of Wild Parsnip surrounding the Warkworth Dam property, staff installed additional solarizing material to smother the plants and any seedbank in the soil
- Updates were made to the Trail Stewards Program for LTC properties, including hosting two (2) open house events to introduce the program, sign up new volunteers, and train all in attendance how to report using LTC's new Trail Steward App for mobile phones

- Volunteer Tree Planting Day: As part an Invasive Species Grant, 11 volunteers helped plant 160 trees in the forest understory at Seymour Conservation Area in areas that were affected by Emerald Ash Borer
- LTC Staff planting Day: As part of the same Grant mentioned above, LTC staff planted over 360 trees and shrubs in the forest understory at Proctor Park CA in areas that were affected by Emerald Ash Borer
- Assisted in the setup and clean up for the Children's Water Festival
- Purchased RAM 2500 truck and dump trailer as stake truck replacement
- Purchased Zero Turn Lawn Mower
- Property use agreement was established with Ministry of Natural Resources for to continue Oak Wilt Research at Goodrich-Loomis
- Installed a permanent Doggie Poop bag station at Seymour
- Installed Safety Signage around the Warkworth Dam as recommended in the Dam Safety Report

#### **SPECIAL EVENT PROPERTY RENTALS:**

LTC-owned properties and facilities can be rented for special activities (weddings, celebrations of life, fun run events, large family picnics, Cadet training). The number of special event rental occurrences during this review period:

- Goodrich-Loomis = 8
- Seymour CA = 2
- Sager CA = 1

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

#### **HAZARD TREE REMOVAL:**

As per LTC's Hazard Tree Removal Policy, we inspect, document, and remove hazard trees in various LTC-owned properties. All trees (unless otherwise stated) were removed by LTC staff. In early April, our watershed and the surrounding area were hit with a devastating ice storm that caused extensive tree damage and subsequent power outages throughout the region. LTC trails were closed to the public during the massive clean up by LTC staff, the last trail to be opened to the public was seven (7) weeks after the storm.

- Proctor Park = 87 trees
- Goodrich-Loomis = 92 trees
- Seymour = 18 trees
- Warkworth Dam = 18 trees
- Sager = 7 trees
- Bleasdel Boulder = 6 trees

Contractor Trees: Proctor Park: 1 tree  
Trenton Greenbelt, boat launch area

#### **CONSERVATION LANDS VANDALISM:**

- The gate at Seymour Conservation Area was closed over the winter months between the main parking lot and the lower quarry parking lot. This reduced foul play in that section of the property and has been adopted as a regular practice for winter operations

- Sager Conservation Area was fully closed over the winter months with no winter maintenance scheduled and no regular day camp use. When there are no winter day camps or other regular group uses, staff recommend that the property be closed for winter months
- Aside from some isolated garbage dumping and spray painting, vandalism and misuse of the properties has been low during the spring months

**CONSERVATION LANDS ENFORCEMENT:**

No Section 29 tickets were issued during this period.

## Agenda Item #14.



**LOWER TRENT**  
CONSERVATION

Prepared by:

# STAFF REPORT

**Date:** June 27, 2025  
**To:** Board of Directors  
**Re:** Summary of Education and Outreach Activities April 1 – June 30, 2025  
 Anne Anderson, Manager of Community Outreach and Special Projects; Nicholas Reynolds, Environmental Education Technician and Corinne Ross, Communications Specialist

## PROPOSED RESOLUTION:

THAT the Summary of Education and Outreach Activities for the period of April 1 to June 30, 2025 be received as information.

## RECENT EDUCATION & OUTREACH EVENTS

Date	Event	Approximate Attendance
April 1	<b>Youth Education:</b> Madoc Sparks and Embers - Nicholas Reynolds	17
April 4-6	<b>Special Event:</b> Quinte Home and Cottage Show - Gage Comeau, Kim Stephens, Nicholas Reynolds, Scott Robertson, Marcus Rice	150 interactions
April 9	<b>Special Event:</b> Drinking Water Wise Webinar, Well Maintenance and Safety - Trent Bos	125
April 15	<b>Youth Education:</b> Percy Centennial School - Nicholas Reynolds	63
April 26	<b>Special Event:</b> MBQ Earth Day Event (BQRAP) - Sarah Midlane-Jones, Anne Anderson	200
April 30	<b>Special Event:</b> Trail Steward Open House - Corinne Ross, Chris McLeod, John Mahoney	15
May 1-2	<b>Outreach:</b> Native Plant Sale Seedling Pick up - Massimo Narini, Anna Morgan and several staff members	165
May 3	<b>Special Event:</b> Trail Steward Open House - Corinne Ross, Chris McLeod, John Mahoney	4
May 10	<b>Special Event:</b> Volunteer Tree Planting Seymour Conservation Area - Corinne Ross, Chris McLeod, John Mahoney	12
May 14-15	<b>Youth Education:</b> Tri-County Children's Water Festival - Nicholas, Sarah G., Sarah M., Corinne, Trent, Marcus, Kathy, Noah, Massimo, Chitra, Amanda, Chris, John	1000
May 20	<b>Special Event:</b> Quinte Home Builder's Association – Planning and Regulations Presentation - Gage Comeau, Rhonda Bateman	30

May 21	<b>Special Event:</b> Drinking Water Wise Webinar - History of Source Water Protection - Trent Bos	37
May 26	<b>Youth Education:</b> Compass Early Learning - Nicholas Reynolds, Sarah Glasser	15
May 29	<b>Youth Education:</b> St. Peter Catholic School (Goodrich-Loomis) - Nicholas Reynolds, Sarah Glasser	80
June 5-6	<b>Outreach:</b> Native Plant Sale Wildflower and Sapling Pick up - Massimo Narini, Anna Morgan and others	140
June 10	<b>Youth Education:</b> Smithfield Public School - Nicholas Reynolds	32
June 11	<b>Outreach:</b> Quinte West Public Library – Native Plants Presentation – Nicholas Reynolds, Sarah Glasser	10
June 12-13	<b>Youth Education:</b> VP Carswell Public School – Nicholas Reynolds Sarah Glasser	108
June 14	<b>Outreach:</b> Brighton Gardening Club 100 Year Garden Party – Nicholas Reynolds, Sarah Glasser	86
June 23	<b>Youth Education:</b> KPRDSB Environmental Symposium (Goodrich Loomis) - Nicholas Reynolds, Sarah Glasser	60
June 27	<b>Guest Speaker:</b> Friends of Weller’s Bay – Caring for our Bay virtual event - Massimo Narini	10

## SOCIAL MEDIA

Date	Item	No. of Views
April 1	Employment – Stewardship Technician	433
April 2	Conservation Lands Notice – Conservation Areas Closed	6,264
April 2	Flood Forecasting and Warning – Flood Watch	2,231
April 3	Quinte Home & Cottage Show	390
April 4	Flood Forecasting and Warning – Flood Warning	12,458
April 4	Quinte Home & Cottage Show	916
April 7	Proctor Park Trails Reopened	4,690
April 10	Flood Forecasting and Warning – Flood Warning	4,330
April 14	Native Plant Sale	1,154
April 15	Native Plant Sale	600
April 16	Conservation Lands – Trail Announcement	646
April 16	Employment – Conservation Lands Maintenance	3,347
April 17	Flood Forecasting and Warning – Flood Warning	12,947
April 22	Employment – Ecology Technician	898
April 22	Earth Day	417
April 22	Northumberland County Military Training	1,439
April 23	Trail Stewards Open House	691
April 23	2024 Annual Report	322
April 24	Volunteer Day at Seymour	1,495
April 24	Flood Forecasting and Warning – Flood Warning	4,009
April 24	Northumberland County Military Training	253
April 25	Northumberland County Military Training	237
April 25	Trail Stewards Open House	254

April 26	Northumberland County Military Training	279
April 27	Trail Stewards Open House	277
April 28	Trail Stewards Open House	265
April 29	Trail Stewards Open House	238
April 30	Trail Stewards Open House	432
April 30	Flood Forecasting and Warning – Flood Watch	8,757
May 1	Volunteer Video	227
May 5	Volunteer Day at Seymour	2,524
May 9	Conservation Lands Spotlight	281
May 12	Volunteer Thank You	1,950
May 16	Water Testing Kits at Trent Hills Library	209
May 16	Employment – Water Resource Engineer	1,697
May 20	DWSP – Seminar	275
May 27	Conservation Lands – Trenton Greenbelt	519
May 30	Conservation Lands – Proctor Park Tree Planting	1,943
May 30	Conservation Lands – Lost Item	354
June 9	Quinte West Library - Outreach Event	1,751
June 12	Conservation Lands – Sager Closed	233
June 12	Stirling Library – Outreach Event	182
June 13	Conservation Lands – Goodrich- Loomis	778
June 14	Conservation Lands – Sager Closed	172
June 16	Caring for Our Bay – Outreach Event	113
June 16	Brighton Garden Party	168

#### UPCOMING EVENTS

July-August	Programming at Day Camps
July 2	Madoc Library
July 12	Incredible Edibles
July 14	Grafton Public Library
July 18	Stirling Public Library
July 26	Invasive Species Pull – Bleasdell Boulder
August 16	Hasting Waterfront Festival
August 20-21	Hastings County Plowing Match
August 23	Quinte West Pop Ups

## Agenda Item #15.



**LOWER TRENT**  
CONSERVATION

# STAFF REPORT

**Date:** June 30, 2025  
**To:** Board of Directors  
**Re:** Summary of Risk Management Official Activity Pursuant to Part IV of the *Clean Water Act* - Period of April 1 – June 30, 2025  
**Prepared by:** Marcus Rice, Risk Management Official  
 Anne Anderson, Risk Management Official

## RECOMMENDATION:

THAT the summary of Risk Management Official Activity Report pursuant to Part IV of the *Clean Water Act* for the period of April 1 - June 30, 2025, be received as information.

## DISCUSSION:

This report summarizes work completed by the Risk Management Official (RMO) to implement Part IV policies in the Trent Source Protection Plan for the review period April 1<sup>st</sup> to June 30<sup>th</sup>

## SITE VISITS

The following site visits were completed during the review period.

Location	Property Identifier	Purpose	Date
Stirling	1562, 1577	Meeting to discuss agricultural activities for inspection.	April 3 <sup>rd</sup>
Stirling	6857	Sign Amended RMP	April 3 <sup>rd</sup>
Stirling	1553, 1573, 1581,	Meeting to discuss Source Water Protection measures in Nutrient Management Plan	April 15 <sup>th</sup>
Stirling	1562, 1577	Drop off Inspection Report record	April 15 <sup>th</sup>
Stirling	6502	Discuss updated waste oil storage infrastructure	May 20 <sup>th</sup>
Campbellford	N/A	Meeting to discuss business operations and identify any significant drinking water threats,	May 21 <sup>st</sup>
Hastings	1093	Meeting to discuss agricultural operations and identify any significant drinking water threats,	May 28 <sup>th</sup>
Stirling	1545	Meeting to discuss Draft Amended RMP	June 5 <sup>th</sup>
Stirling	1545	Meeting to discuss Draft Amended RMP	June 10 <sup>th</sup>

Stirling	6502	Discuss updated waste oil storage infrastructure	June 19 <sup>th</sup>
Stirling	1549, 1555, 1582, 6546, 6749	Sign RMP for the application of liquid and solid manure.	June 25 <sup>th</sup>
Stirling	1545	Drop off Amended RMP to be signed	June 25 <sup>th</sup>

### RISK MANAGEMENT PLANS (RMP)

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

Location	RMP #	Activity	Date Established
Stirling	RMP-25-002	Application of Agricultural Source Material (ASM)	June 25 <sup>th</sup>

### AMENDED RISK MANAGEMENT PLANS (RMP)

No Risk Management Plans were amended during the reporting period.

### NOTICES

The following table details Notices issued for the review period.

Type of Notice*	Notice #	Location	Threat Subcategory
s. 59(2)(a)	N-25-906	Stirling	Building Permit
s. 59(2)(a)	N-25-907	Stirling	Severance/Subdivision
s. 59(2)(a)	N-25-908	Stirling	Building Permit
s. 59(2)(a)	N-25-909	Stirling	Rezoning
s. 59(2)(a)	N-25-910	Stirling	Building Permit

\*Types of Notices

58(6) - Risk Management Official's Notice of Agreement on a Risk Management Plan

58(13) - Risk Management Official's Notice of Agreement on an Amendment to Risk Management Plan

59(2)(a)-Restricted Land Use Notice: neither section 57(Prohibition) nor section 58 (Risk Management Plans) applies.

S.59(2)(b) Restricted Land Use Notice: RMP Required



## INSPECTIONS

The following table details Risk Management Inspections which occurred during the review period.

Location	RMP #	Purpose or Activity	Inspection Date
Stirling	RMP-22-002	Risk Management Plan Compliance (s. 58)	April 22 <sup>nd</sup>
Colborne	RMP-17-006	Risk Management Plan Compliance (s. 58)	June 12 <sup>th</sup>
Stirling	RMP-16-007	Risk Management Plan Compliance (s. 58)	June 19 <sup>th</sup>

### Types of Inspections

Risk Management Plans Compliance (Section 58)

Prohibition (Section 57)

Exemption Letter



## Waterlogs - June 2025

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

**SWIM, DRINK, FISH, APPRECIATE.**



Finally, it feels like summer. Spending more time outdoors is one of the great joys of this season. The other week, I was taking a walk along the Bayshore Trail, and so were a lot of other people. It was busy with people walking their dogs, riding bikes, out for their morning walk, watching the wildlife, taking photos, and enjoying the benefits of living near the Bay of Quinte. The boat launch was busy with fishermen launching their boats, the harbour was full of cruisers and sailboats with numerous boats getting ready to set sail to enjoy a day on the water. All-in-all an idyllic scene.

It made me think how connected this area is to the Bay of Quinte from a social and economic viewpoint. It also made me wonder how many people realize the vast improvement in the Bay's water quality from the 1970s when it was very degraded. The Bay was designated an Area of Concern in 1985. At that time, it was known as one of the most polluted bodies of water in the

province. For those of you that remember the Bay back then it was like pea soup, you could scoop up algae by the handful. Once, I had a boating friend tell me they used to sail down the Bay cutting through the algae and an hour later, on their return trip, the path they had cut was still there. Things have changed dramatically over the years. A great deal of time and money has gone into restoring the Bay.

These days the Bay is a healthy and vibrant ecosystem. Today, we can say the Bay is swimmable, drinkable, and fishable.

Moving forward, the issue is how do we keep the Bay's water quality from backsliding. There are going to be water quality stressors from population increases and development, this area is growing rapidly. Climate change is going to influence water quality and quantity. New invasive species will adjust the quality of the ecosystem, think Water Soldier. All these issues are a big deal and will require constant monitoring to assess how they are affecting the Bay's delicate ecosystem.

I have spoken, before, about the Phosphorus Management Plan being developed for the Bay. [Please read it.](#) Or take a look at this [video](#) about the plan.

To be effective the plan will need buy-in from the community and political action. Everyone has a role to play in maintaining the Bay's water quality. Whether it is implementing stewardship projects in your own yard or on a community level, volunteering as a citizen scientist, or advocating for water quality issues to your local politicians and municipalities. All these actions will be needed to keep the Bay a healthy and vibrant ecosystem.

**[www.bqrap.ca](http://www.bqrap.ca)**

In partnership locally with Lower Trent Conservation and Quinte Conservation



# RAIN GARDENS AND NATURAL WATERFRONTS



## Rain Gardens Attract pollinators to your yard

You could be eligible for a \$750.  
grant to establish a functioning rain  
garden.



### Rain Gardens have a job to do !

#### Wildlife Habitat

Provide habitat for wildlife,  
such as birds, butterflies,  
and bees

#### Water Quality

Help protect streams,  
rivers, and lakes from  
pollutants carried by  
stormwater runoff

#### Groundwater

Increase the amount of  
water entering the ground,  
which re-charges aquifers

#### Beauty

Beautify your yard and  
neighbourhood.

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



## Natural Waterfronts

You could be eligible for a cost-sharing  
shoreline planting program.

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

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

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

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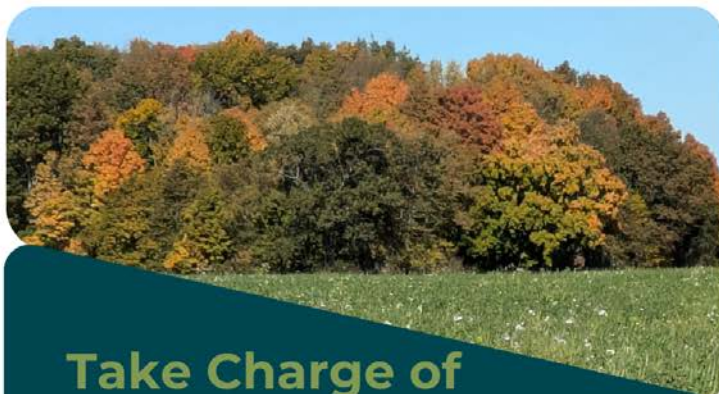
 [www.bqrap.ca](http://www.bqrap.ca)

Kaitlin Maurer  
Bay of Quinte Remedial Action Plan  
Quinte Conservation  
P: (613) 968-3434 ext 107  
E: KMaurer@quinteconservation.ca

A **rain garden** is an inexpensive way to manage the stormwater runoff from your yard. Rain gardens are placed between stormwater runoff sources (roofs, driveways, parking lots) and runoff destinations (streets and storm sewers). By reducing the amount of contaminants in stormwater you will be helping to keep the Bay of Quinte a healthy and vibrant ecosystem.

**Natural waterfronts** protect against erosion, support wildlife, and improve water quality. Waterfronts are a critical and sensitive link between land and water, often called "the ribbon of life". The land and shallow water that meet at the water's edge provide a nursery for the wildlife. Here, fish spawn, aquatic insects find mates, waterfowl nest, and turtles scramble ashore to lay their eggs. Plus having some plants along your waterfront will deter geese from using your lawn as their own personal park.

# SOIL TESTING AND COVER CROPS



## Take Charge of Your Soil Health!

Protect Water Quality and Increase Yields



### ● Livestock Fencing

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

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

### ● Alternate Watering Source

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

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

### ● Marginal Lands Buffer Strips

- Got marginal lands along a watercourse establish a riparian buffer strip.

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

### ● Water Quality Improvement

- Stream bank stabilization • barnyard runoff control • manure storage improvements • constructed wetlands • erosion control structures

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

[www.bqrap.ca](http://www.bqrap.ca)

### Prioritize Your Soil Health, Starting Today!

#### Free Soil Testing

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

**Book your site visit, Today.**

#### Cover Crops

We offer a cover crop seed grant of \$30.00 per acre -

**Grant maximum up to \$2,500.**

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Book your site visit, Now, so you don't miss out on FREE soil testing. Knowing your nutrient levels is the first step in creating high crop yields. Meaning more money in your pocket.

Talking about more money in your pocket. We offer a grant for cover crops, which will help keep soil on your fields and reduce erosion problems.

Our new stewardship tech Raven is on the job and ready to book your free site visit.

Raven Chartrand  
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[raven.chartrand@ltc.on.ca](mailto:raven.chartrand@ltc.on.ca)

Details at: **Healthy Soils Program**



## Agenda Item #18.



# CAO REPORT

**Date:** July 2, 2025  
**To:** Board of Directors  
**Prepared by:** Rhonda Bateman, Chief Administrative Officer

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**STAFF NEWS**

Interviews for the Ecology Technician were held, and the managers are checking references. We should be onboarding the successful candidate soon.

The interviews for the Water Resources Engineer are pending. There were eight (8) applicants for the position.

All staff have completed their mid-year performance reviews.

A few staff members attended the retirement “come-and-go” for Tim Pidduck from the Crowe Valley Conservation Authority on June 27<sup>th</sup>. Tim had been with Crowe Valley for 37 years.

**CONSERVATION ONTARIO (CO)**

There was a virtual CO Council meeting on June 23<sup>rd</sup> which was attended by Sherry Hamilton and the CAO.

The in-person GM/CAO meeting in King City was held on June 24-25, 2025. There were facilitated sessions on Service Excellence in a political context, governance, permitting and approvals modernization, municipal drains, recent legal decisions, AI policy, source protection updates from the MECP, federal priorities and CA programs, best practices for hearings and other topics. These meetings are a great opportunity for networking and sharing experiences.

**REQUEST FOR PROPOSALS**

LTC received eleven (11) submissions for the Organizational Review and Salary Review. The proposals are being scored by the CAO and Manager of Corporate Services. All of the proposals came in on or under budget. We hope to proceed with an agreement in the next couple of weeks.